



City of Las Cruces[®]

PEOPLE HELPING PEOPLE

Council Action and Executive Summary

Item # 8Ordinance/Resolution #09-10-465Council District: N/AFor Meeting of February 16, 2010

(Adoption Date)

TITLE:

A RESOLUTION APPROVING INDEFINITE QUANTITY, INDEFINITE COST SERVICE AGREEMENTS FOR FLEET PAINT & BODY REPAIR SERVICES TO BARBARA HOLGUIN, DBA, ROBERT'S AUTO PAINTING, OF LAS CRUCES, NEW MEXICO AND THE BODY WORKS, LLC, OF LAS CRUCES, NEW MEXICO FOR UP TO FIVE (5) YEARS SUBJECT TO APPROVED BUDGET APPROPRIATIONS AND MUTUAL AGREEMENT ANNUAL RENEWAL.

PURPOSE(S) OF ACTION: Authorize award of Paint & Body Repair Services Agreements.

Name of Drafter: Terri Singleton		Department: Facilities		Phone: 541-2579	
Department	Signature	Phone	Department	Signature	Phone
Facilities Department		541-2651	Budget		2300
			Assistant City Manager		2271
Legal		541-2128	City Manager		2070

BACKGROUND / KEY ISSUES / CONTRIBUTING FACTORS:

Awarded vendors are all local businesses and are also qualified based on the criteria of the Fleet Paint & Body Services Request for Qualifications, No. 09-10-465. The purpose of these service agreements is to provide the most economical method of procurement of paint and body repair services for City of Las Cruces Fleet Management customers, at the most economical cost. The need for these service agreements will be established as vehicles require accident repair and/or painting. Individual jobs will be awarded based on estimates provided by the participating vendors.

These service agreements are to be used on an as-needed basis. Funding will be through the Fleet Management Cost of Materials Sold to Other Departments, Account No. 61003050-730920. Revenues will be realized by charging various departments throughout the City of Las Cruces.

(Continue on additional sheets as required)

SUPPORT INFORMATION:

Fund Name / Account Number	Amount of Expenditure	Budget Amount
Cost of Materials Sold to Other Departments/61003050-730920	Not to exceed City Council approved budget	Not to exceed City Council approved budget

1. Resolution No. 09-10-465
2. Exhibit A – Purchasing Manager's Request to Contract Form (PMRC)
3. Exhibit B – Fleet Management's Request to Award memo
4. Exhibit C – Request for Qualifications Tabulation Sheet

OPTIONS / ALTERNATIVES:

1. Vote "Yes". This will approve the Resolution for Fleet Paint & Body Repair Services Agreements to Barbara Holguin, DBA, Robert's Auto Painting, of Las Cruces, New Mexico and The Body Works, LLC, of Las Cruces, New Mexico, for up to five (5) years subject to approved budget appropriations and mutual agreement annual renewals.
2. Vote "No". This will deny the Resolution and prohibit the awards of the Fleet Paint & Body Repair Services Agreements. This would require Fleet Management to re-solicit the Fleet Paint & Body Repair Services Request for Qualifications or pursue other options as directed by City Council. These options may result in a higher cost to the citizens of Las Cruces, NM.
3. Amend and Approve the Resolution. The City Council may modify the Resolution and direct staff in another course of action deemed appropriate.

(Continue on additional sheets as required)

RESOLUTION NO. 09-10-465

A RESOLUTION APPROVING INDEFINITE QUANTITY, INDEFINITE COST SERVICE AGREEMENTS FOR FLEET PAINT & BODY REPAIR SERVICES TO BARBARA HOLGUIN, DBA, ROBERT'S AUTO PAINTING, OF LAS CRUCES, NEW MEXICO AND THE BODY WORKS, LLC, OF LAS CRUCES, NEW MEXICO FOR UP TO FIVE (5) YEARS SUBJECT TO APPROVED BUDGET APPROPRIATIONS AND ANNUAL RENEWAL.

The City Council is informed:

WHEREAS, on behalf of the City of Las Cruces, the Fleet Management Section requests the awards of the Fleet Paint & Body Services Agreements; and

WHEREAS, City of Las Cruces Request for Qualifications, No. 09-10-465 is effective and compliant with published specifications; and

WHEREAS, this is a request for approval of indefinite quantity, indefinite cost service agreements for up to five (5) years; and

WHEREAS, subsequent awards are by mutual agreement subject to approved budget appropriations and annual renewal.

NOW, THEREFORE, Be it resolved by the governing body of the City of Las Cruces:

(I)

THAT indefinite quantity, indefinite cost service agreements be awarded to Barbara Holguin, DBA, Robert's Auto Painting of Las Cruces, New Mexico and The Body Works, LLC, of Las Cruces, New Mexico, for up to five (5) years.

(II)

THAT funding will be through the Fleet Management Cost of Materials Sold to Other Departments, Account No. 61003050-730920.

(III)

THAT revenue(s) will be realized by charging various departments throughout the City of Las Cruces.

(IV)

THAT City of Las Cruces Request for Qualifications, No. 09-10-465 is effective and compliant with published specifications.

(V)

THAT City staff is hereby authorized to do all deeds necessary in the accomplishment of the herein above.

DONE AND APPROVED this _____ day of _____, 2010.

APPROVED:

Mayor

ATTEST:

City Clerk

VOTE:

- Mayor Miyagishima: _____
- Councillor Silva: _____
- Councillor Connor: _____
- Councillor Pedroza: _____
- Councillor Small: _____
- Councillor Sorg: _____
- Councillor Thomas: _____

APPROVED AS TO FORM:


City Attorney

CITY OF LAS CRUCES

PURCHASING MANAGER'S REQUEST TO CONTRACT

For Meeting of: February 16, 2010

Resolution No.: 09-10-465

**Contract Purchase For
Indefinite Quantity, Indefinite Cost Service Agreement for
Fleet Paint and Body Repair Services**

The Las Cruces City Council is provided the following information concerning this request:

BID SOLICITATION INFORMATION:

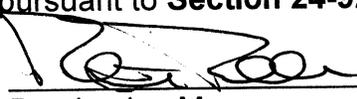
- 1. Bid Due Date: December 29, 2009
- 2. Description: Fleet Paint and Body Repair Services
- 3. Using Department: Fleet
- 4. Number of Responses Accepted: Two (2)
- 5. Recommended Award(s) To: Barbara Holguin, dba, Robert's Auto Painting,
And The Body Works both of Las Cruces, NM
- 6. Total Award Amount (includes any tax and contingency): Indefinite Dependant Upon
Budget Approval
- 7. Contract Duration: One (1) Year

LOCAL PREFERENCE FACTOR

Local Preference Factor Applied Per LCMC §24-100	No		LCMC §24-100 not applicable to this solicitation
	Yes	X	Made A Difference To Bid Awards(s)
		X	Made No Difference To Bid Award(s)

PROCUREMENT CODE COMPLIANCE:

The City of Las Cruces Procurement Code was administered in the conduct of this procurement and approval to purchase is hereby requested pursuant to **Section 24-92.**


 Purchasing Manager 1/1/29/10
Date

CONFIRMATION OF FUND ENCUMBRANCE:

REQUISITION or PURCHASE ORDER NUMBER:	As Per Approved Budget
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**City of Las Cruces**®

TO: Terri D. Del Ferraro, Buyer 

FROM: Donald Haskins, Fleet Maintenance Administrator 

DATE: January 12, 2010

SUBJECT: Acceptance Memo for Fleet Paint & Body Repair Services, RFQ No. 09-10-465

FILE NO: F10-001

Fleet Management staff has reviewed the four qualifications submitted for the Fleet Paint & Body Repair Services as per RFQ No. 09-10-465 and is recommending award to Body Works, LLC., and Robert's Auto Painting, both of Las Cruces, New Mexico for an indefinite quantity, indefinite cost. The contract is for a duration of 1-year with four (4) possible annual renewable options initiated by the City of Las Cruces and mutually upon in writing.

Two of the qualifications submitted were compliant, and two qualifications submitted were not compliant with the published specifications, and Fleet Management considers the qualifications to represent a fair and equitable agreement for the City of Las Cruces.

Requisition No. 10101692 and 10101693 have been submitted utilizing Fleet Maintenance Cost of Materials Sold Account No. 61003050-730920 with amounts not to exceed \$100,000 per vendor without prior written approval from Fleet Management.

Should you have any questions, please contact me at 541-2596.

cc Brian Denmark

09-10-465 TAB	COMPLIANT?	ABC	MIKE DAY	ROBERT'S	JOBY'S
LOCAL PREF		yes	yes	yes	
1		yes	yes	yes	yes
2			yes	yes	
3			yes	yes	
4		yes	yes	yes	
5		yes	yes	yes	
6			yes	yes	
7		yes	yes	yes	yes
8		yes	yes	yes	
9		yes	yes	yes	