

City of Las Cruces[®]

PEOPLE HELPING PEOPLE

Council Action and Executive Summary

Item # 11

Ordinance/Resolution# 10-11-316

Council District: VAR

For Meeting of July 6, 2010
(Adoption Date)

TITLE:

A RESOLUTION AUTHORIZING A FINAL ONE-YEAR EXTENSION TO THE TERM CONTRACTS FOR ARCHITECTURAL AND ENGINEERING SERVICES, RFP NUMBER 06-07-197, TO STEVE NEWBY ARCHITECTS & ASSOCIATES, INC., STUDIO D ARCHITECTS P.A.; BOTH OF LAS CRUCES, NEW MEXICO, AND HUITT-ZOLLARS INC., OF ALBUQUERQUE, NEW MEXICO; FOR A CONTRACT AMOUNT NOT TO EXCEED ESTABLISHED BUDGET(S).

PURPOSE(S) OF ACTION:

To award contracts that provide City staff with General Architectural and Engineering Design Services, including: programming, building design, landscape design, construction document preparation, construction contract administration, and assistance with bidding and negotiating construction contracts.

Name of Drafter: Tomas Mendez, AIA		Department: Facilities/Project Mgmt.		Phone: 541-2583	
Department	Signature	Phone	Department	Signature	Phone
Facilities Department		541-2651	Budget		2300
			Assistant City Manager		2271
Legal		541-2128	City Manager		2074

BACKGROUND / KEY ISSUES / CONTRIBUTING FACTORS:

The City of Las Cruces solicited proposals for Architectural and Engineering Services in support of completing various building projects, including Facilities and Parks Maintenance Projects, resulting in the submittal of three proposals on May 10, 2007.

In issuing the proposals, the Selection Advisory Committee (SAC) established that contracts would be awarded to the top three rated firms; subsequently the SAC recommended award of term contracts for Architectural and Engineering Services to Steve Newby Architects & Associates, Inc., Studio D Architects, P.A., both of Las Cruces, NM and Huitt – Zollars Inc., of Albuquerque, NM, on June 7, 2007.

The contracts and associated services are used for budgeted projects that have been approved by the City Council via the ICIP process as incorporated in the overall budget; and are funded in

(Continue on additional sheets as required)

part with state legislative grants and approved City of Las Cruces project budgets. Other funds are available and utilized as the projects and their respective funding sources are identified.

Previous extensions to these contracts were authorized by the City Council on May 18, 2009. The Resolution authorized at that time erroneously stated that the extensions granted on that date were the final one-year extensions, when in fact they were not. The Resolution for initial contract authorization was issued on July 16, 2007 with provisions that allowed for three one-year extensions. As a result, the contract extensions authorized by the accompanying Resolution are the final one-year extensions to the term contracts with Steve Newby Architects & Associates, Inc., and Studio D Architects, P.A., and Huitt-Zollars Inc., for Architectural and Engineering Services Authorizations.

SUPPORT INFORMATION:

Fund Name / Account Number	Amount of Expenditure	Budget Amount
Various		

1. Resolution
2. Resolution No. 06-07-197
3. Resolution No. 09-277
4. Purchasing Manager's Request to Contract, attached as Exhibit "A"
5. Letter of Intent from 3 firms

OPTIONS / ALTERNATIVES:

1. Vote "Yes" on the Resolution, thereby authorizing a final one-year extension to the term contracts (RFP #06-07-197) with Steve Newby Architects & Associates, Inc., and Studio D Architects, P.A., both of Las Cruces, New Mexico, and Huitt-Zollars Inc., of Albuquerque, New Mexico, for Architectural and Engineering Services for contract amounts not to exceed City Council approved budgets.
2. Vote "No" on the Resolution, thereby not authorizing a final one-year extension to the term contracts (RFP #06-07-197) with Steve Newby Architects & Associates, Inc., and Studio D Architects, P.A., both of Las Cruces, New Mexico, and Huitt-Zollars Inc., of Albuquerque, New Mexico, for Architectural and Engineering Services for contract amounts not to exceed City Council approved budgets.
3. Vote to "Table" the Resolution and direct staff to pursue other options in procuring professional Architectural and Engineering Services for the completion of various upcoming building renovations and maintenance.

(Continue on additional sheets as required)

RESOLUTION NO. 10-11-316

A RESOLUTION AUTHORIZING A FINAL ONE-YEAR EXTENSION TO THE TERM CONTRACTS FOR ARCHITECTURAL AND ENGINEERING SERVICES, RFP NUMBER 06-07-197, TO STEVE NEWBY ARCHITECTS & ASSOCIATES, INC., STUDIO D ARCHITECTS P.A.; BOTH OF LAS CRUCES, NEW MEXICO, AND HUITT-ZOLLARS INC., OF ALBUQUERQUE, NEW MEXICO; FOR A CONTRACT AMOUNT NOT TO EXCEED ESTABLISHED BUDGET(S).

The City of Las Cruces is informed that:

WHEREAS, the City of Las Cruces solicited proposals for Architectural and Engineering Services, in support of completing various building projects, including the Facilities and Parks Maintenance Plan, and

WHEREAS, the contracts provide Architectural and Engineering Design Services including: programming, building design, landscape design, construction document preparation, construction contract administration, and assistance with bidding and negotiating construction contracts, and

WHEREAS, the term contracts were initially authorized on July 16, 2007, with the provision for three one-year extensions, and

WHEREAS, all firms submitted their letter of intent to extend the term of the current agreement, and

WHEREAS, funding comes from state legislative grants and/or approved City of Las Cruces project budgets and are utilized as the projects and their respective funding sources are identified, and

WHEREAS, previous extensions to these contracts were authorized by the City Council on May 18, 2009, and

WHEREAS, the Resolution authorized on that date erroneously stated that the extensions granted on that date were the final one-year extensions, when in fact they were not, and

WHEREAS, this is the final renewal of the term contracts with Steve Newby Architects & Associates, Inc., and Studio D Architects, P.A., both of Las Cruces, New Mexico, and Huitt-Zollars Inc., of Albuquerque, New Mexico, for Architectural and Engineering Services Authorizations.

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

(I)

THAT, final one-year extensions to the term contracts for Architectural and Engineering Services are hereby awarded to Steve Newby Architects & Associates, Inc., and Studio D. Architects, P.A., both of Las Cruces, New Mexico, and Huitt-Zollars Inc., of Albuquerque, New Mexico, for contract amounts not to exceed City Council approved budgets.

(II)

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

(SEAL)

Moved by: _____

Seconded by: _____

VOTE:

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

APPROVED AS TO FORM:



City Attorney

RESOLUTION NO. 06-07-197

A RESOLUTION AWARDING ONE YEAR TERM CONTRACTS FOR ARCHITECTURAL AND ENGINEERING SERVICES, RFP NUMBER 06-07-197, TO STEVE NEWBY ARCHITECTS & ASSOCIATES, INC., AND STUDIO D ARCHITECTS, P.A. BOTH OF LAS CRUCES, NEW MEXICO; AND TO HUITT-ZOLLARS, INC., OF ALBUQUERQUE, NEW MEXICO, FOR CONTRACT AMOUNTS NOT TO EXCEED CITY COUNCIL APPROVED BUDGETS.

The City Council is informed that:

WHEREAS, the City of Las Cruces solicited proposals for architectural and engineering services in support of completing various building projects including facilities and parks maintenance projects, and

WHEREAS, the bid solicitation was advertised locally resulting in the receipt of three proposals on May 10, 2007, and

WHEREAS, the Selection Advisory Committee (SAC) evaluated the three proposals on June 7, 2007, and

WHEREAS, the SAC recommends award of architectural and engineering services contracts to Steve Newby Architects & Associates, Inc., Studio D Architects, P.A., and Huitt-Zollars Inc. for contract amounts not to exceed City Council approved budgets , and

WHEREAS, the term of the contract is one year, renewable at the City's option for a maximum of three additional one year terms.

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

(I)

THAT one year term contracts for architectural and engineering services are hereby awarded to Steve Newby Architects & Associates, Inc. and Studio D Architects, P.A., both of Las Cruces, New Mexico, and Huitt-Zollars Inc. of Albuquerque, New Mexico for contract amounts not to exceed City Council approved budgets.

Resolution No. 06-07-197, cont.
Page 2

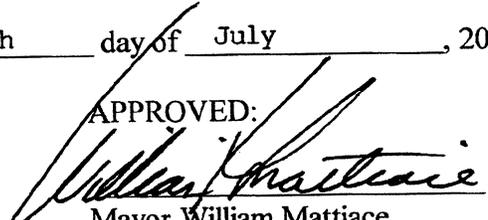
(II)

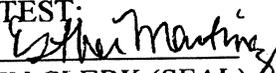
THAT the Purchasing Manager is authorized to enter into contracts with Steve Newby Architects & Associates, Inc., Studio D Architects, P.A., and Huitt-Zollars Inc. as outlined in Exhibit "A," Purchasing Manager Request to Contract.

(III)

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

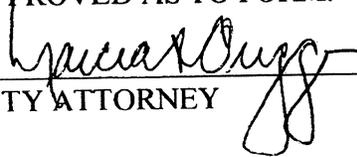
DONE AND APPROVED this 16th day of July, 2007.

APPROVED:

Mayor William Mattiace

ATTEST:

CITY CLERK (SEAL)

VOTE:
Mayor Mattiace: Aye
Councillor Frieze: Aye
Councillor Connor: Aye
Councillor Archuleta: Aye
Councillor Trowbridge: Aye
Councillor Jones: Aye
Councillor Miyagishima: Aye

Moved by: Archuleta
Seconded by: Frieze

APPROVED AS TO FORM:

Asst CITY ATTORNEY

CITY OF LAS CRUCES

PURCHASING MANAGER'S REQUEST TO CONTRACT

For Meeting of: July 16, 2007

Resolution No.: 06-07-197

RFP Name: Term Contract Architectural/Engineering Services

The City Council of the City of Las Cruces is informed of the following information concerning this RFP Offer:

SOLICITATION INFORMATION:

- | | | |
|-------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|--------------|
| 1. Proposal Closing Date: | | May 10 2007 |
| 2. Description of Proposal: | Term Contract for Architectural & Engineering Services | |
| 3. Using Department: | Facilities/Project Management | |
| 4. Number of Proposal(s) Received: | | Three (3) |
| 5. Responsible Respondent(s) meeting Specifications/Requirements: | <u>Steve Newby Architects & Associates, Inc., Studio D Architects, P.A. both of Las Cruces, NM and Huitt-Zollars, Inc., of Albuquerque, NM</u> | |
| 6. Proposal Award: | | \$400,000.00 |
| Gross Receipt Tax | | N/A |
| City Manager Contingency Authorized: | | N/A |
| Total Project Cost Authorized | | N/A |
| 7. Contract Duration: | | One (1) Year |

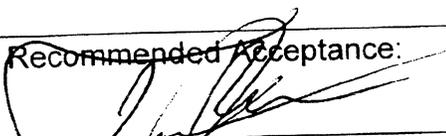
I certify the City of Las Cruces Procurement Code was administered concerning RFP number 06-07-197, Term Contract Architectural/Engineering Services. Original RFP solicitations were advertised in the Las Cruces Sun News, Albuquerque Journal, El Paso Times and through Bidnet. The Purchasing Department also posted this solicitation on the City's website and mailed solicitations to twenty-five (25) vendors on the bid list. Three (3) submittals were received and evaluated by the Selection Advisory Committee (SAC) on June 7, 2007. The Architectural/Engineering Services Agreement will be set up on individual purchase orders depending on available funding. In accordance with Las Cruces Municipal Code 1999, Section 24-99 (b) Authority to Award, the Purchasing Manager is authorized to enter into individual contracts with these pre-qualified architectural and engineering firms for services in an amount up to \$35,000.00; contracts that have a value between \$35,000.00 and \$50,000.00, will require the approval of the City Manager; and contracts in excess of \$50,000.00, will be taken to City Council for approval prior to contracting. The term of the contract shall be one year with up to three (3) 1-year renewal periods.

The SAC recommends award to Steve Newby Architects & Associates, Inc., Studio D Architects, P.A. both of Las Cruces, NM and Huitt-Zollars, Inc. of Albuquerque, NM.

FUND SOURCES:

ITEM	FUND NUMBER	AMOUNT
Various Projects as Identified	Various	\$400,000.00
	PROPOSAL AWARD:	\$400,000.00

Recommended Acceptance:



 City Manager

Compliance to City Procurement Code:



 Acting Purchasing Manager

City of Las Cruces
 Evaluation of RFP: 06-07-197, Term Contract Architectural & Engineering Services
 Closing Date: May 10, 2007 at 4:00 p.m.

Steve Newby Architect & Assoc., Inc
 1042 S. Main Street
 Las Cruces, NM 88005
 505.525.2000
 505.525.3278

Studio D Architects
 509 S. Main, Studio D
 Las Cruces, NM 88001
 505.521.3757
 505.521.3880

Huitt-Zollars, Inc
 6501 Americas Pkwy. NE, Suite 550
 Albuquerque, NM 87110-5372
 505.883.8114
 505.883.5022

SCORE

SCORE

SCORE

Criteria

1 Technical approach to the contract including a description of Project Teams direct participation in the Design and Implementation of similar contracts or contracts containing one or more of the individual projects lists as having been undertaken with the recently completed A/E term contract.

2 Qualifications and competence of project team members to perform services required by the contract.

3 Capacity and capability of the firm to deliver the services of the contract, and do so in a timely manner.

4 Management structure and approach to the contract.

5 Performance of the firm with previous clients on similar projects based upon quality of work, control of cost, ability to

6 Clarity of proposal

540

560

480

725

650

675

600

675

600

240

260

240

270

270

280

270

240

230

2645

2655

2505

770

785

715

1875

1870

1790

Sub Total

Less Low + High Score Total

Total

Prepared by:

Verified by:

[Signature]
[Signature]
 6/29/07



COUNCIL ACTION FORM

For Meeting of July 16, 2007
(Adopted Date)

TITLE:

A RESOLUTION AWARDING ONE YEAR TERM CONTRACTS FOR ARCHITECTURAL AND ENGINEERING SERVICES, RFP NUMBER 06-07-197, TO STEVE NEWBY ARCHITECTS & ASSOCIATES, INC., AND STUDIO D ARCHITECTS, P.A. BOTH OF LAS CRUCES, NEW MEXICO; AND TO HUITT-ZOLLARS, INC., OF ALBUQUERQUE, NEW MEXICO, FOR CONTRACT AMOUNTS NOT TO EXCEED CITY COUNCIL APPROVED BUDGETS.

BACKGROUND:

The City of Las Cruces solicited proposals for architectural and engineering services in support of completing various building projects including facilities and parks maintenance projects. The contract will provide general architectural and engineering design services including programming, building design, construction documents preparation, construction contract administration and assistance with bidding and negotiating construction contracts.

The request for proposals was advertised locally resulting in the receipt of three proposals on May 10, 2007. The Selection Advisory Committee (SAC) evaluated the three proposals on June 7, 2007. Steve Newby Architects & Associates, Inc. and Studio D Architects, P.A., both of Las Cruces, New Mexico, and Huitt-Zollars Inc. of Albuquerque, New Mexico submitted proposals. In issuing the RFP the SAC established that contracts will be awarded to the top three rated firms; subsequently the SAC recommends award of term contracts for architectural and engineering services to Steve Newby Architects & Associates, Inc., Studio D Architects, P.A., and Huitt-Zollars Inc. The individual work orders issued through each firm's contract will be funded with a City Council approved budget at the time the scope of work of a particular work order is identified.

Name of Drafter: Tomás Méndez <i>[Signature]</i>		Department: Facilities <i>[Signature]</i>		Phone: 541-2583	
Account Number Various Accounts		Amount of Expenditure \$400,000.00		Budget Amount \$3,000,000.00	
Strategic Plan Goal / Objective / Strategy addressed:					
Department Facilities Department	Signature <i>[Signature]</i>	Phone 541-2651	Department Budget	Signature <i>[Signature]</i>	Phone 2300
			Assistant City Manager	<i>[Signature]</i>	2071
Legal	<i>[Signature]</i>	2178	City Manager	<i>[Signature]</i>	2076

The attached resolution authorizes the City to enter into one year term contracts with Steve Newby Architects & Associates, Inc., Studio D Architects, P.A., and Huitt-Zollars Inc.; the contract duration is one year, renewable at the City's option for a maximum of three additional one year terms.

SUPPORT INFORMATION:

1. Resolution
2. Purchasing Manager's Request to Contract

COUNCIL OPTIONS:

1. Vote Yes on the resolution thereby authorizing the City to enter into term contracts with Steve Newby Architects & Associates, Inc. and Studio D Architects, P.A., both of Las Cruces, New Mexico, and Huitt-Zollars Inc. of Albuquerque, New Mexico for architectural and engineering services for contract amounts not to exceed City Council approved budgets.
2. Vote No on the resolution thereby not authorizing the City to enter into term contracts with Steve Newby Architects & Associates, Inc. and Studio D Architects, P.A., both of Las Cruces, New Mexico, and Huitt-Zollars Inc. of Albuquerque, New Mexico for architectural and engineering services for contract amounts not to exceed City Council approved budgets.
3. Vote to Table the resolution and direct staff to pursue other options in procuring professional architectural and engineering services for the completion of the various upcoming building renovation and maintenance projects.

RESOLUTION NO. 09-277

A RESOLUTION AUTHORIZING A FINAL ONE-YEAR EXTENSION TO THE TERM CONTRACTS FOR ARCHITECTURAL AND ENGINEERING SERVICES, RFP NUMBER 06-07-197, TO STEVE NEWBY ARCHITECTS & ASSOCIATES, INC., STUDIO D ARCHITECTS P.A.; BOTH OF LAS CRUCES NEW MEXICO, AND HUITT-ZOLLARS INC., OF ALBUQUERQUE, NEW MEXICO; FOR A CONTRACT AMOUNT NOT TO EXCEED ESTABLISHED BUDGET.

The City of Las Cruces is informed that:

WHEREAS, the City of Las Cruces solicited proposals for Architectural and Engineering Services, in support of completing various building projects, including the Facilities and Parks Maintenance Plan, and

WHEREAS, the contracts provide Architectural and Engineering Design Services including; programming, building design, landscape design, construction documents preparation, construction contract administration and assistance with bidding and negotiating construction contracts, and

WHEREAS, the term contracts were authorized on July 16, 2007, and

WHEREAS, all firms submitted their letter of intent to extend the term of the current agreement, and

WHEREAS, funding comes from state legislative grants, City budget, etc., and

WHEREAS, other funds are utilized as the projects and their respective funding sources are identified, and

WHEREAS, this is the final renewal of the term contracts.

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

(I)

THAT, final one-year extensions to the term contracts for Architectural and Engineering Services are hereby awarded to Steve Newby Architects & Associates, Inc., and Studio D. Architects, P.A., both of Las Cruces, New Mexico, and Huitt-Zollars Inc., of Albuquerque, New Mexico, for contract amounts not to exceed City Council approved budgets.

(II)

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

DONE and APPROVED this 18 day of May, 2009.

APPROVED:



Mayor

ATTEST:


Deputy City Clerk

(SEAL)

Moved by: Archuleta

Seconded by: Connor

APPROVED AS TO FORM:


City Attorney

VOTE:

Mayor Miyagishima:	<u> Aye </u>
Councillor Silva	<u> Aye </u>
Councillor Connor:	<u> Aye </u>
Councillor Archuleta:	<u> Aye </u>
Councillor Small:	<u> Aye </u>
Councillor Jones:	<u> Absent </u>
Councillor Thomas:	<u> Aye </u>

From: Steve Newby, A.I.A. [snewby@zianet.com]
Sent: Monday, April 27, 2009 2:06 PM
To: Tomas Mendez
Cc: MS. ULI BLANN; MS. TAMMY L. GATES
Subject: Renewal of open end A/E contract

Mr. Mendez,

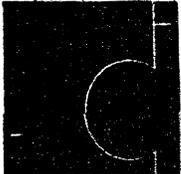
Steve newby Architects and Associates definitely wants to renew our open end A/E contract with the City for the next term.

We have enjoyed our relationship with you and the Project Management Section, and look forward to another year of productive projects.

Thank you for your consideration.

Steve
Steve Newby, A.I.A.
President
Steve Newby Architects & Associates, P.C.
Project Management Partners, Inc.
1042 S. Main St.
Las Cruces, NM 88005-2919
Phone: (575) 525-2000
Fax: (575) 525-3278
Email: snaa@zianet.com; snewby@zianet.com

STUDIO



ARCHITECTS

RON C. NIMS, AIA
JASON CLARK, AIA

April 27, 2009

Mr. Tomas Mendez
City Architect
City of Las Cruces
PO Drawer 20000
Las Cruces, NM 88004

RE: Architectural Services Contract Extension

Dear Mr. Mendez:

Studio D Architects agree to an extension of our contract for architectural and engineering services as authorized by City Council.

We further agree that this extension will be bound by the terms and conditions set forth in the original contract.

Sincerely,

Jason B. Clark, AIA
Vice President

509 S. MAIN
STUDIO D
LAS CRUCES • NM
88001

PH 505.521.3757
FAX 505.521.3880

STUDIO-D.BIZ

From: Jarrard, John [jjarrard@Huitt-Zollars.com]

Sent: Monday, April 27, 2009 5:03 PM

To: Tomas Mendez

Subject: City of Las Cruces Term Contract

Tomas,

Per our conversation earlier today, Huitt-Zollars is most interested in continuing our Term Contract for Architectural Services (RFP # 0607-197) with the City of Las Cruces for an additional year. Please let me know if you need any additional information from me regarding this renewal.

Sincerely,

John Jarrard

Vice President

Huitt-Zollars Inc.

505-883-8114

505-228-6467 (Cell)

jjarrard@huitt-zollars.com



City of Las Cruces®

PEOPLE HELPING PEOPLE

Council Action and Executive Summary

Item # 17 Ordinance/Resolution# 09-277 Council District: _____

For Meeting of May 18, 2009
(Adoption Date)

TITLE:

A RESOLUTION AUTHORIZING A FINAL ONE-YEAR EXTENSION TO THE TERM CONTRACTS FOR ARCHITECTURAL AND ENGINEERING SERVICES, RFP NUMBER 06-07-197, TO STEVE NEWBY ARCHITECTS & ASSOCIATES, INC., STUDIO D ARCHITECTS P.A.; BOTH OF LAS CRUCES NEW MEXICO, AND HUITT-ZOLLARS INC., OF ALBUQUERQUE, NEW MEXICO; FOR A CONTRACT AMOUNT NOT TO EXCEED ESTABLISHED BUDGET.

PURPOSE(S) OF ACTION:

To award contracts that provide City staff with General Architectural and Engineering Design Services, including; programming, and building design, landscape design, construction documents preparation, construction contract administration, and assistance with bidding and negotiating construction contracts.

Name of Drafter: Kyle Heltné <i>KHT</i>		Department: Facilities/Project Mgmt.		Phone: 541-2905	
Department	Signature	Phone	Department	Signature	Phone
Facilities Department	<i>BD</i>	541-2651	Budget	<i>[Signature]</i>	2300
			Assistant City Manager	<i>[Signature]</i>	2271
Legal	<i>[Signature]</i>	541-2122	City Manager	<i>[Signature]</i>	2674

BACKGROUND / KEY ISSUES / CONTRIBUTING FACTORS:

The City of Las Cruces solicited proposals for Architectural and Engineering Services in support of completing various building projects, including Facilities and Parks Maintenance Projects, resulting in the submittal of three proposals on May 10, 2007.

In issuing the proposals, the Selection Advisory Committee (SAC) established that contracts would be awarded to the top three rated firms; subsequently the SAC recommended award of term contracts for Architectural and Engineering Services to Steve Newby Architects & Associates, Inc., Studio D Architects, P.A., and Huitt - Zollars Inc., on June 7, 2007.

(Continue on additional sheets as required)

The contracts are funded in part with state legislative grants, City budget, etc. Other funds are available and utilized as the projects and their respective funding sources are identified.

SUPPORT INFORMATION:

Fund Name / Account Number	Amount of Expenditure	Budget Amount
Various		

1. Resolution
2. Letter of Intent from 3 firms

OPTIONS / ALTERNATIVES:

1. Vote "Yes" on the Resolution, thereby authorizing a final one-year extension to the term contracts (RFP #06-07-197) with Steve Newby Architects & Associates, Inc., and Studio D Architects, P.A., both of Las Cruces, New Mexico, and Huitt-Zollars Inc., of Albuquerque, New Mexico, for Architectural and Engineering Services for contract amounts not to exceed City Council approved budgets.
2. Vote "No" on the Resolution, thereby not authorizing a final one-year extension to the term contracts (RFP #06-07-197) with Steve Newby Architects & Associates, Inc., and Studio D Architects, P.A., both of Las Cruces, New Mexico, and Huitt-Zollars Inc., of Albuquerque, New Mexico, for Architectural and Engineering Services for contract amounts not to exceed City Council approved budgets.
3. Vote to "Table" the Resolution and direct staff to pursue other options in procuring professional Architectural and Engineering Services for the completion of various upcoming building renovations and maintenance.

(Continue on additional sheets as required)

CITY OF LAS CRUCES

PURCHASING MANAGER'S REQUEST TO CONTRACT

For Meeting of: July 6, 2010

Resolution No.: 10-11-316

**Existing Contract Purchase For (Final Extension)
Architectural and Engineering Services**

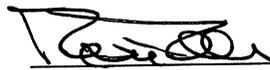
The Las Cruces City Council is provided the following information concerning this request:

BID/RFP SOLICITATION INFORMATION:

- 1. Original Bid/RFP & Due Date: **RFP #06-07-197/ May 10, 2007**
- 2. Description of Bid/RFP: **Architectural and Engineering Services**
- 3. Number of Original Responses Accepted: **Three (3)**
- 4. Existing Contract Expiration Date: **July 15, 2010**
- 5. Last Contract Renewal by Council: **Resolution No. 09-277/ May 18, 2009**
- 6. Using Department: **Facilities/Project Management**
- 7. Current Award Recommendation To: **Steve Newby Architects & Associates, Inc.,
Studio D Architects P.A.; Both of Las Cruces, NM and
Huitt-Zollars Inc., of Albuquerque, NM**
- 8. Total Award Amount: **Dependant Upon Approved Budgets**
- 9. Contract Duration: **One Year**

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 24-316.**



Purchasing Manager

6/22/10

Date

CONFIRMATION OF FUND ENCUMBRANCE:

REQUISITION OR PURCHASE ORDER NUMBER:	VARIOUS
---------------------------------------	---------

PROJECT MANAGEMENT PARTNERS, INC.

575.525.2000 v
575.525.3278 f

June 16, 2010

snaa@zlanet.com

Mr. Tomas Mendez
City of Las Cruces
P.O. Box 20000
Las Cruces, NM 88004-9002
tmendez@las-cruces.org

RE: Term Contract for Architectural and Engineering Services No. 06-07-197
Letter of Intent - Extension of Contract

Dear Tomas:

Steve Newby Architects & Associates, P.C. is interested in extending the above referenced contract with the City of Las Cruces for an additional year. We agree to all of the terms and conditions of the existing contract dated July 17, 2007.

For questions please call Steve Newby at (575) 525-2000.

Sincerely,


Steve Newby, A.I.A.
President

June 18, 2010

Mr. Tomas Mendez
City Architect
Facilities Department
City of Las Cruces
700 North Main
Las Cruces, NM 88004

RE: Renewal of On Call A/E Contract with the City of Las Cruces

Dear Mr. Mendez:

Per your request, this letter is to confirm Huitt-Zollars, Inc. is interested in extending our on call contract with the City of Las Cruces for the final year ending June 2011. Also, we agree to the terms and conditions as stated in the original agreement.

We look forward to working with you and the City of Las Cruces for another year under this contract. Please call me if you have any questions or need any additional information.

Sincerely,
Huitt-Zollars, Inc.



John L. Jarrard, AIA
Vice President

June 18, 2010

Mr. Tomas Mendez
City Architect
City of Las Cruces
PO Drawer 20000
Las Cruces, NM 88004

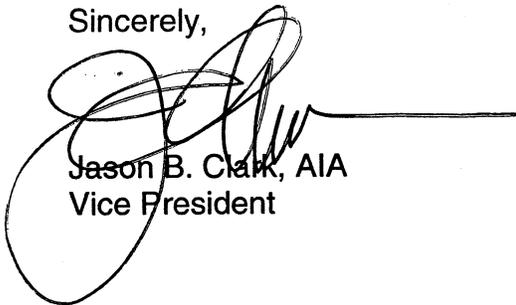
RE: Architectural Services Contract Extension

Dear Mr. Mendez:

Studio D Architects agree to an extension of our contract for architectural and engineering services as authorized by City Council.

We further agree that this extension will be bound by the terms and conditions set forth in the original contract.

Sincerely,



Jason B. Clark, AIA
Vice President

STUDIO D ARCHITECTS
100 SOUTH MAIN LAS CRUCES NM 88001
P 575 521 3757 F 575 521 3000