

223  
**City of Las Cruces**<sup>®</sup>  
 PEOPLE HELPING PEOPLE

**Council Action and Executive Summary**

Item # 11 Ordinance/Resolution# 09-10-431A Council District:     

For Meeting of September 7, 2010

**TITLE:**

**A RESOLUTION APPROVING A CONTRACT BETWEEN THE CITY OF LAS CRUCES AND MOLZEN-CORBIN AND ASSOCIATES OF LAS CRUCES, NEW MEXICO IN AN AMOUNT NOT TO EXCEED \$221,935.82 PLUS \$16,783.90 FOR NEW MEXICO GROSS RECEIPTS TAX AND A CONTINGENCY OF \$11,096.79 FOR A TOTAL OF \$249,816.51 FOR GENERAL ENGINEERING SERVICES FOR THE DRAINAGE STUDY AND PRELIMINARY DESIGN OF THE SANDHILL ARROYO PROJECT.**

**PURPOSE(S) OF ACTION:                      Contract Award**

<b>Name of Drafter:</b> Louis Grijalva		<b>Department:</b> Public Works		<b>Phone:</b> 528-3479	
<b>Department</b>	<b>Signature</b>	<b>Phone</b>	<b>Department</b>	<b>Signature</b>	<b>Phone</b>
Public Works		528-3333	Budget		541-2107
			Assistant City Manager		541-2271
Legal		541-2128	City Manager		541-2076

**BACKGROUND / KEY ISSUES / CONTRIBUTING FACTORS:**

On November 23, 2009, City Council approved Resolution 09-10-431 authorizing a one -year renewal of the General Engineering Services RFP used to pre-qualify five (5) engineering firms that can provide a wide variety of engineering disciplines to perform work on large, multi-faceted City of Las Cruces (City) engineering projects, Molzen-Corbin and Associates being one of the five pre-approved firms.

These services are required to perform design functions that include, but are not limited to, the following: structural, roadway, site development, electrical, mechanical, landfill systems, water, wastewater and gas system design, drainage and FEMA studies, computer network analysis, traffic impact and transportation modeling studies, environmental surveys and assessments, geotechnical assessments and solid waste studies.

Project Development Staff has chosen Molzen-Corbin and Associates to provide general engineering services for the Sandhill Arroyo Drainage and Preliminary

Design Project based on similar services provided by the firm for various City Projects, such as the Valley Drive Drainage Study, Resolution 08-09-328. Molzen-Corbin successfully provided to Project Development a Hydraulic Study of the Valley Drive and Rigsby Road area which included options for a detention or retention pond and a drainage system to collect and redirect rainwater runoff to the pond. Also included in the firm's services were alternative design concepts for the City to consider for the Project: consisting of conceptual design diagrams, preliminary cost estimates and pond site locations for the City's consideration.

On April 23, 2010, Molzen-Corbin and Associates provided an initial proposal for professional engineering services (as stated below) to Project Development Staff for the Sandhill Arroyo Drainage and Preliminary Design Project for a total cost of \$384,535.82. Project Development requested the firm revise aspects of the mapping and survey elements of the proposal to reduce costs. On May 18, 2010, Molzen-Corbin submitted the requested revised proposal for a total cost of \$292,154.57. After further negotiations between Project Development and the firm; on June 14, 2010, a final proposal from Molzen-Corbin and Associates was submitted to Project Development with two (2) options for the mapping and survey elements of the proposal. Project Development recommends acceptance of Option 2 for the mapping and survey portion of the proposal, which brings the total cost of the proposal to \$221,935.82.

The Public Works Department is requesting authorization to contract with Molzen-Corbin and Associates for general engineering services in order to proceed with the required work to perform a drainage study and preliminary design work for Option 2 of the Sandhill Arroyo Drainage Project.

Specific elements of the proposed work are summarized as follows:

- ◆ Flood Insurance Hydrology & Hydraulics: This shall consist of analyzing the watershed, including all newly constructed features within that watershed.
- ◆ Preliminary LOMR to FEMA: This shall consist of application to FEMA for Letter of Map Revision incorporating the above hydrology and hydraulics.
- ◆ Final LOMR: This shall consist of addressing all of FEMA comments and technical evaluation of the preliminary submittal.
- ◆ Erosion Mitigation Evaluation: This shall consist of alternatives to minimize erosion between Chandler Tank to I-25: Molzen-Corbin will rank the various alternatives for recommendation to the City.
- ◆ Preliminary Erosion Control Plans: This shall consist of preliminary plan and profile drawings, section details, and preliminary construction details. This design shall be included on the newly developed topographic survey.
- ◆ Topographic Survey: This shall consist of new topographic survey for the project area.

In accordance with Las Cruces Municipal Code 1998, Section 24-99 (b) Authority to Award, any individual contract in excess of \$50,000.00 will be taken to City Council for approval prior to contracting. As per Resolution 08-09-328, five firms have been pre-qualified to provide general engineering services to the City on an as-needed basis; and said agreements have been renewed for one-year, per Resolution 09-10-431. On this basis, Project Development recommends that Molzen-Corbin and Associates be awarded the contract for the above-mentioned proposed general engineering services for a fee in the amount not to exceed \$221,935.82, plus \$16,783.90 for New Mexico Gross Receipts Tax and a contingency of \$11,096.79; for a total of \$249,816.51.

**SUPPORT INFORMATION:**

1. Resolution.
2. Purchasing Manager's Request to Contract, Exhibit "A".
3. Resolution 09-10-431, Attachment "1".
4. Vicinity Map, Attachment "2".
5. Molzen-Corbin and Associates Proposal, Attachment "3".

**SOURCE OF FUNDING**

<b>Is this action already budgeted?</b>  <p style="text-align: center;"><b>NA</b></p>	Yes	<input checked="" type="checkbox"/>	See fund summary below
	No	<input type="checkbox"/>	If No, then check one below:
	<i>Budget Adjustment Attached</i>	<input type="checkbox"/>	Expense reallocated from: _____
		<input type="checkbox"/>	Proposed funding is from a new revenue source (i.e. grant; see details below)
		<input type="checkbox"/>	Proposed funding is from fund balance in the _____ Fund.
<b>Does this action create any revenue?</b>  <p style="text-align: center;"><b>NA</b></p>	Yes	<input type="checkbox"/>	Funds will be deposited into this fund: _____
	No	<input checked="" type="checkbox"/>	There is no new revenue generated by this action.

**FUND SUMMARY:**

<b>Fund Name(s)</b>	<b>Account Number(s)</b>	<b>Expenditure Proposed</b>	<b>Available Budgeted Funds in Current FY</b>	<b>Remaining Funds</b>	<b>Purpose for Remaining Funds</b>
<b>4413: Flood Channels</b>	<b>44806030 854111 70420</b>	<b>\$ 249,816.51</b>	<b>\$450,000.00</b>	<b>\$200,183.49</b>	<b>To be utilized as needed at a future date.</b>

**OPTIONS / ALTERNATIVES:**

1. Vote "Yes"; this will approve the contract between the City of Las Cruces and Molzen-Corbin and Associates of Las Cruces, New Mexico in an amount not to exceed \$221,935.82, plus \$16,783.90 for New Mexico Gross Receipts Tax and a contingency of \$11,096.79; for a total of \$249,816.51 for general engineering services for the drainage study and preliminary design of the Sandhill Arroyo Drainage Project.
2. Vote "No"; this will reject the proposed contract and request cost proposals from the other four pre-qualified firms on record to provide general engineering services to the City on an as-needed basis.
3. Vote to "Amend"; this could reject the proposed contract and provide an opportunity to re-scope the project.
4. Vote to "Table"; this could reject the proposed contract and abandon the project.

**RESOLUTION NO. 09-10-431A**

**A RESOLUTION APPROVING A CONTRACT BETWEEN THE CITY OF LAS CRUCES AND MOLZEN-CORBIN AND ASSOCIATES OF LAS CRUCES, NEW MEXICO IN AN AMOUNT NOT TO EXCEED \$221,935.82 PLUS \$16,783.90 FOR NEW MEXICO GROSS RECEIPTS TAX AND A CONTINGENCY OF \$11,096.79 FOR A TOTAL OF \$249,816.51 FOR GENERAL ENGINEERING SERVICES FOR THE DRAINAGE STUDY AND PRELIMINARY DESIGN OF THE SANDHILL ARROYO PROJECT.**

The City Council is informed that:

**WHEREAS**, On November 23, 2009, City Council approved Resolution 09-10-431 authorizing a one -year renewal of the General Engineering Services RFP used to pre-qualify five (5) engineering firms that can provide a wide variety of engineering disciplines to perform work on large, multi-faceted City of Las Cruces (City) engineering projects, Molzen-Corbin and Associates being one of the five pre-approved firms; and

**WHEREAS**, These services are required to perform design functions that include, but are not limited to, the following: structural, roadway, site development, electrical, mechanical, landfill systems, water, wastewater and gas system design, drainage and FEMA studies, computer network analysis, traffic impact and transportation modeling studies, environmental surveys and assessments, geotechnical assessments and solid waste studies; and

**WHEREAS**, The Public Works Department is requesting authorization to contract with Molzen-Corbin and Associates for general engineering services in order to proceed with the required work to perform a drainage study and preliminary design work for Option 2 of the Sandhill Arroyo Drainage Project; and

**WHEREAS**, Specific elements of the proposed work are summarized as follows:

- ◆ Flood Insurance Hydrology & Hydraulics: This shall consist of analyzing the watershed, including all newly constructed features within that watershed.

- ◆ Preliminary LOMR to FEMA: This shall consist of application to FEMA for Letter of Map Revision incorporating the above hydrology and hydraulics.
- ◆ Final LOMR: This shall consist of addressing all of FEMA comments and technical evaluation of the preliminary submittal.
- ◆ Erosion Mitigation Evaluation: This shall consist of alternatives to minimize erosion between Chandler Tank to I-25: Molzen-Corbin will rank the various alternatives for recommendation to the City.
- ◆ Preliminary Erosion Control Plans: This shall consist of preliminary plan and profile drawings, section details, and preliminary construction details. This design shall be included on the newly developed topographic survey.
- ◆ Topographic Survey: This shall consist of new topographic survey for the project area; and

**WHEREAS**, In accordance with Las Cruces Municipal Code 1998, Section 24-99 (b) Authority to Award, any individual contract in excess of \$50,000.00 will be taken to City Council for approval prior to contracting; and

**WHEREAS**, As per Resolution 08-09-328, five firms have been pre-qualified to provide general engineering services to the City on an as-needed basis; and said agreements have been renewed for one-year, per Resolution 09-10-431; and

**WHEREAS**, On this basis, Project Development recommends that Molzen-Corbin and Associates be awarded the contract for the proposed general engineering services for a fee in the amount not to exceed \$221,935.82, plus \$16,783.90 for New Mexico Gross Receipts Tax and a contingency of \$11,096.79; for a total of \$249,816.51.

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

**(I)**

**THAT** per Resolution 09-10-431 dated November 23, 2009; a General Engineering Services RFP Agreement extension of one-year was approved for Molzen-Corbin and Associates of Las Cruces, New Mexico.

**(II)**

**THAT** in accordance with said agreement, the Public Works Department is requesting authorization to contract with Molzen-Corbin and Associates for general engineering services in order to proceed with the required work to perform a drainage study and preliminary design work for Option 2 of the Sandhill Arroyo Drainage Project.

**(III)**

**THAT** summarized elements of the proposed work will consist of: Flood Insurance Hydrology & Hydraulics, Preliminary LOMR to FEMA, Final LOMR, Erosion Mitigation Evaluation, Preliminary Erosion Control Plans and Topographic Survey.

**(IV)**

**THAT** in accordance with Las Cruces Municipal Code 1998, Section 24-99 (b) Authority to Award, any individual contract in excess of \$50,000.00 will be taken to City Council for approval prior to contracting.

**(V)**

**THAT** Project Development recommends that Molzen-Corbin and Associates be awarded the contract for the proposed general engineering services for a fee in the amount not to exceed \$221,935.82, plus \$16,783.90 for New Mexico Gross Receipts Tax and a contingency of \$11,096.79; for a total of \$249,816.51.

**(VI)**

**THAT** funding for the project is made available in the following account: Fund 4413: Flood Channels; Account Number: 44806030 854111; Project Number: 70420. Available budgeted funds in said account for the current Fiscal Year (2011) are \$450,000.00. The proposed expenditure of \$249,816.51 will leave a remaining balance of \$200,183.49 to be utilized as needed at a future date.

**(VI)**

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

**THE REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK**

DONE AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

(SEAL)

APPROVED:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

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

**CITY OF LAS CRUCES**

**PURCHASING MANAGER'S REQUEST TO CONTRACT**

**For Meeting of: September 7, 2010**

**Resolution No.: 09-10-431A**

**Existing Contract Purchase For  
General Engineering Services  
For The Drainage Study And Preliminary Design Of The Sandhill Arroyo Project**

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

**BID/RFP SOLICITATION INFORMATION:**

- 1. Original Bid/RFP & Due Date: **RFP #08-09-328/ September 16, 2008**
- 2. Description of Bid/RFP: **General Engineering Services**
- 3. Number of Original Responses Accepted: **Fifteen (15)**
- 4. Existing Contract Expiration Date: **November 2, 2011**
- 5. Last Contract Renewal by Council: **Resolution No. 09-10-431/ November 23, 2009**
- 6. Using Department: **Public Works**
- 7. Current Award Recommendation To: **Molzen-Corbin And Associates,  
Of Las Cruces, NM**
- 8. Total Award Amount (includes any tax and contingency): **\$249,816.51**
- 9. Contract Duration: **240 Calendar Days**

**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

**8/6/2010**  
Date

**CONFIRMATION OF FUND ENCUMBRANCE:**

REQUISITION NO.:	<b>11100745</b>
------------------	-----------------

**RESOLUTION NO: 09-10-431**

**A RESOLUTION AUTHORIZING THE RENEWAL OF THE GENERAL ENGINEERING SERVICES AGREEMENTS FOR A ONE-YEAR PERIOD WITH MOLZEN-CORBIN AND ASSOCIATES OF LAS CRUCES, NM; BOHANNAN HUSTON, INC. OF LAS CRUCES, NM; AECOM USA, INC. OF ALBUQUERQUE, NM; CAMP, DRESSER, MCKEE, INC. OF ALBUQUERQUE, NM; AND GANNETT FLEMING WEST, INC. OF ALBUQUERQUE, NM TO PROVIDE GENERAL ENGINEERING SERVICES TO THE CITY OF LAS CRUCES ON AN AS NEEDED BASIS.**

The City Council is informed that:

**WHEREAS**, the Public Works Department-Engineering Services Section requested proposals for General Engineering Services in September of 2008; and

**WHEREAS**, these services are required to perform design functions that include, but are not limited to, the following: structural, roadway, site development, electrical, mechanical, landfill systems, water, wastewater, and gas system design, drainage and FEMA studies, computer network analysis, traffic impact and transportation modeling studies, environmental surveys and assessments, geotechnical assessments and solid waste studies; and

**WHEREAS**, the purpose of the General Engineering Services request for proposals is to pre-qualify five (5) engineering firms that can provide a wide variety of engineering disciplines to perform work on large, multi-faceted City of Las Cruces (City) engineering projects; and

**WHEREAS**, these agreements were awarded in November 2008 for a one (1) year term with the option to renew for four (4) additional one- (1-) year terms at the discretion of the City and upon mutual agreement; and

**WHEREAS**, each firm has agreed to the agreement renewal; and

**WHEREAS**, the Public Works Department-Engineering Services Section requests award of the first year renewable option to Molzen-Corbin and Associates of Las Cruces, NM; Bohannan Huston, Inc. of Las Cruces, NM; AECOM USA, Inc. of Albuquerque, NM; Camp, Dresser, McKee, Inc. of Albuquerque, NM; and Gannett Fleming West, Inc. of Albuquerque, NM.

Resolution No: 09-10-431

Page 2

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

**(I)**

**THAT** the renewal of the General Engineering Services Agreement for a one- (1-) year period with Molzen-Corbin and Associates of Las Cruces, NM; Bohannon Huston, Inc. of Las Cruces, NM; AECOM USA, Inc. of Albuquerque, NM; Camp, Dresser, McKee, Inc. of Albuquerque, NM; and Gannett Fleming West, Inc. of Albuquerque, NM is hereby approved.

**(II)**

**THAT** the agreement is for a one- (1-) year period commencing on November 3, 2009 and terminating November 2, 2010.

**(III)**

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

**DONE AND APPROVED** this 23rd day of November, 20 09.

(SEAL)

APPROVED:

  
Mayor

ATTEST:

Ester Martinez  
City Clerk

VOTE:

Mayor Miyagishima:	<u>Aye</u>
Councillor Silva:	<u>Aye</u>
Councillor Connor:	<u>Aye</u>
Councillor Pedroza:	<u>Aye</u>
Councillor Small:	<u>Aye</u>
Councillor Sorg:	<u>Aye</u>
Councillor Thomas:	<u>Aye</u>

Moved by: Connor

Seconded by: Thomas

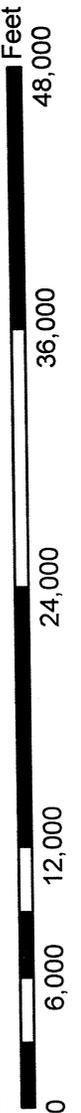
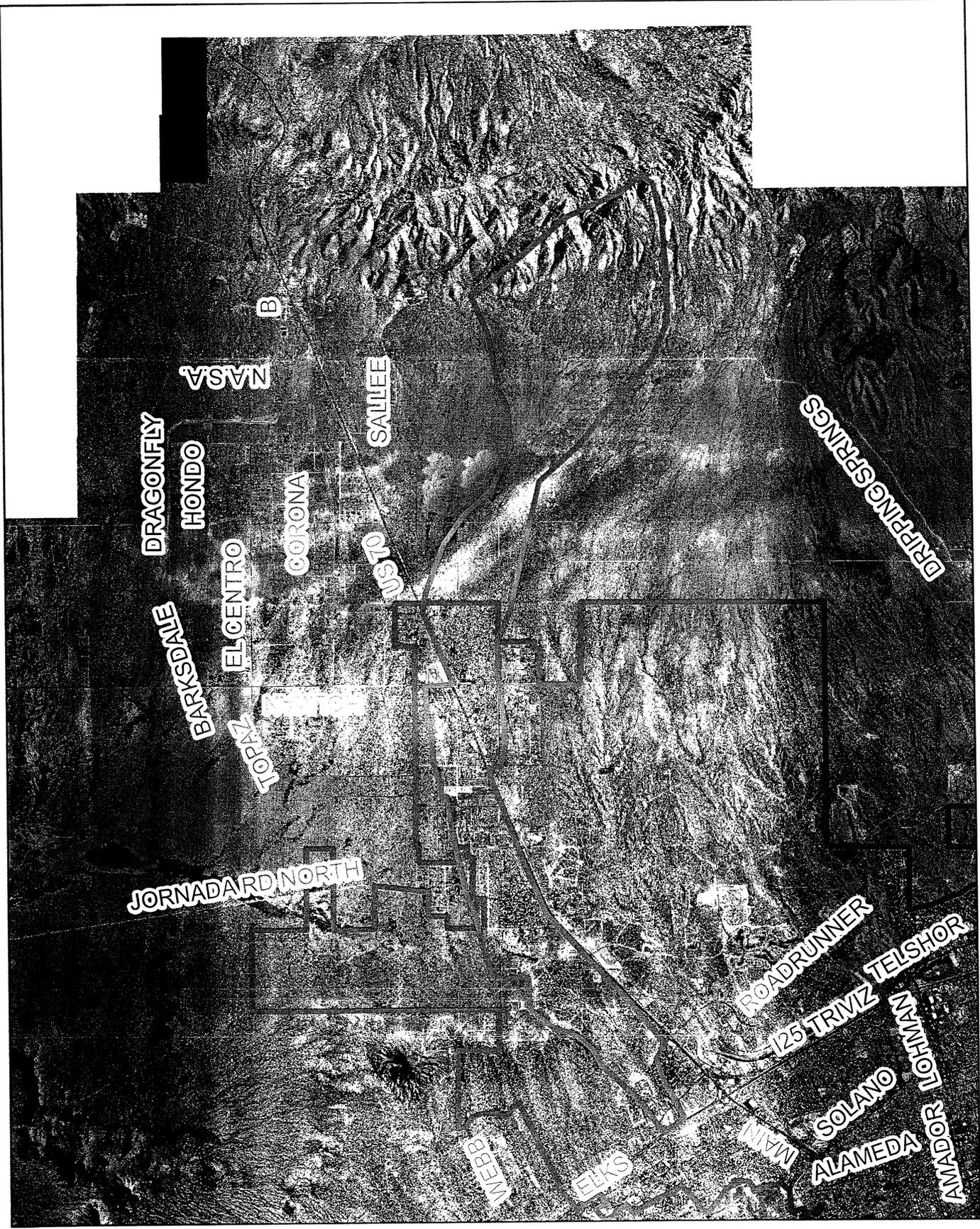
Approved as to Form:

Asst Yacinta Cruz  
City Attorney  
11/23/09

# Sandhill Arroyo Drainage Basin



Legend 23  
City Limits



# MOLZENCORBIN

**RECEIVED**

June 14, 2010

JUN 14 2010

CITY OF LAS CRUCES  
PW/PROJECT/DEVELOPMENT

Robert E. Ebler, P.E.  
Design Engineer  
City of Las Cruces  
Public Works, Project Development  
P. O. Box 20000  
Las Cruces, NM 88004

**RE: Sandhill Arroyo Drainage Study and Preliminary Design**

Molzen-Corbin is pleased to provide this proposal for professional engineering services to the City of Las Cruces for the Sandhill Arroyo Drainage Project. The project will be developed in accordance with the City RFP, which includes project development parameters. Specific project elements can be summarized as follows:

1. Flood Insurance Hydrology & Hydraulics: This task shall consist analyzing the watershed, including all newly constructed features within that watershed using the computer methodology in the RFP.
2. Preliminary LOMR to FEMA: This project shall consist of application to FEMA for Letter of Map Revision incorporating the above hydrology and hydraulics.
3. Final LOMR: This shall consist of addressing all of FEMA comments and technical evaluation of the preliminary submittal.
4. Erosion Mitigation Evaluation: This shall consist of alternatives to minimize Erosion between the Chandler Tank to I-25: Molzen-Corbin will rank the various alternatives for recommendation to the City.
5. Preliminary Erosion Control Plans: This shall consist of preliminary plan and profile drawings, section details, and preliminary construction details. This design shall be included on the newly developed topographic survey.
6. Topographic Survey: This shall consist of new topographic survey for the project area.

While Molzen-Corbin can perform Tasks 1, 2, 3, and 4 using the existing City 2-foot contour data. It would be best to update the data to include newly constructed features in the study area. New Topographic surveys will ultimately be required for the Preliminary Erosion Control Design (Task 5). The topographic surveys can be developed using a combination of Aerial Photogrammetry and conventions surveys. Once the studies are accomplished, the topographic survey baseline can then be set, which could significantly

Robert Ebler, P.E.  
 June 14, 2010  
 Page 2 of 3

reduce the cost of the aerial photogrammetric method. The advantage of aerial surveys is that property owner coordination is minimized, the product can be developed quicker, and a broader area can be covered, which would help the accuracy of the study. An alternate of a complete conventional ground survey can be performed in lieu of the Aerial/Ground Combination. This would be topographical coverage of 300-feet either side for a total survey width of 600-feet as well as newly constructed drainage features.

**Terms and Conditions**

Molzen-Corbin proposed to bill the City of Las Cruces the following Lump Sum Fees:

	Description	Amount
Molzen-Corbin	Flood Insurance Hydrology & Hydraulics	\$ 55,878.33
	Prelim. Letter of Map Revision to FEMA	\$ 26,592.70
	Final LOMR to FEMA	\$ 8,415.41
	Erosion Mitigation Evaluation	\$ 15,989.28
	Preliminary Erosion Control Plans	\$ 38,373.40
	Expenses (mileage, prints, per-diem, supplies)	\$ 1,686.70
	<b>TOTAL</b>	<b>\$ 146,935.82</b>

**Option 1**

Conventional & Aerial Survey	Aerials, Aerotriangulation, Mapping	\$ 74,218.75
	Digital Orthophoto (0.3' pixel resolution)	\$ 18,875.00
	Control Surveys (54 photo control points)	\$ 20,625.00
	Design Surveys to 12 Structures	\$ 13,500.00
	SUB-TOTAL (TR Mann)	\$ 127,218.75
	Baseline Profile (1.0' accuracy using Conventional Survey) Molzen-Corbin	\$ 18,000.00
	<b>TOTAL</b>	<b>\$ 145,218.75</b>

**Option 2**

Molzen-Corbin	Conventional Ground Survey (1.0' Contours) Base line and Topographical Coverage of 300' either side of Sandhill Arroyo	\$ 75,000.00
	<b>TOTAL</b>	<b>\$ 75,000.00</b>

Robert Ebler, P.E.  
June 14, 2010  
Page 3 of 3

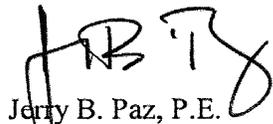
The total cost for design and survey for Option 1 is **\$292,154.57**.

The total cost for design and survey for Option 2 is **\$221,935.82**.

The above fees are exclusive of NMGRT, which shall be added to all billings and paid by the City. The schedule of January 1, 2011 for the completion of this study is agreeable. We hope you find this proposal acceptable to your office, and we look forward to working with you. If you should have any questions or comments on this proposal, please call me or John Montoya of our office.

Sincerely,

MOLZEN-CORBIN



Jerry B. Paz, P.E.  
Vice President  
Las Cruces Branch Manager