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City of Las Cruces[®]
 PEOPLE HELPING PEOPLE

Council Action and Executive Summary

Item # 7 Ordinance/Resolution #10-11-522 Council District: N/A

For Meeting of April 18, 2011
 (Adoption Date)

TITLE:

A RESOLUTION TO AWARD THE PURCHASE OF ONE (1) REPLACEMENT TRACTOR WITH MOWER ATTACHMENT FROM AIRCOOLED ENGINES OF LAS CRUCES, NEW MEXICO, VIA THE HOUSTON-GALVESTON AREA COUNCIL (HGAC) COOPERATIVE PRICING CONTRACT USING WORKSHEET GR01-10 IN THE AMOUNT OF \$68,090 FOR FISCAL YEAR 2011.

PURPOSE(S) OF ACTION:

To purchase a replacement tractor with mower attachment to be shared between the Parks Section and the Airport Section of the Facilities Department.

Drafter and Staff Contact: Donald Haskins/Fleet Administrator		Department: Facilities/Fleet Services		Phone: (575) 541-2596	
Department	Signature	Phone	Department	Signature	Phone
Department Director	<i>Albert Lomeli</i> <i>DLH</i>	541-2651	Budget	<i>Richard Yeh...</i>	541-2107
Other			Assistant City Manager	<i>[Signature]</i>	541-2271
Legal	<i>[Signature]</i>	541-2128	City Manager	<i>[Signature]</i>	541-2076

BACKGROUND / KEY ISSUES / CONTRIBUTING FACTORS:

During the January 3, 2011 City Council Meeting, Resolution No. 11-160 was approved authorizing the purchase of a replacement tractor with mower attachment from the Vehicle Acquisition Fund.

It was determined that a new tractor with mower attachment was needed to replace a 1988 Ford Tractor with a 1987 Mower Attachment that has been accumulating increased maintenance costs and has far exceeded its life expectancy.

It was determined that Aircooled Engines of Las Cruces, New Mexico, a local business, had the lowest pricing.

SUPPORT INFORMATION:

1. Resolution
2. Exhibit "A" – Purchasing Manager's Request to Contract (PMRC)
3. Exhibit "B" – Houston-Galveston Area Council Cooperative Purchasing Contract Pricing Worksheet

SOURCE OF FUNDING:

Is this action already budgeted?	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.		
Does this action create any revenue?	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:

Fund Name(s)	Account Number(s)	Expenditure Proposed	Available Budgeted Funds in Current FY	Remaining Funds	Purpose for Remaining Funds
Parks Vehicle Acquisition Fund	12803120-851100	\$34,045	\$131,000	\$96,955	To be used to fund purchase of a replacement mower for use by Parks.
Airport Vehicle Acquisition Fund	12803130-851100	\$34,045	\$45,000	\$10,955	To purchase accessories for tractor.

OPTIONS / ALTERNATIVES:

1. Vote "Yes"; this will award the purchase of a new/replacement tractor with mower attachment from Aircooled Engines of Las Cruces, New Mexico via the Houston-Galveston Area Council Cooperative.

(Continue on additional sheets as required)

2. Vote "No"; this will not allow the purchase of a new/replacement tractor with mower attachment. This would require Fleet Services to pursue other options which may result in a higher cost to the citizens of Las Cruces.
3. Vote to "Amend"; this could modify the Resolution and advise staff of necessary adjustments as deemed necessary.

REFERENCE INFORMATION

The resolution(s) and/or ordinance(s) listed below are only for reference and are not included as attachments or exhibits.

1. Resolution No. 11-160

(Continue on additional sheets as required)

RESOLUTION NO. 10-11-522

A RESOLUTION TO AWARD THE PURCHASE OF ONE (1) REPLACEMENT TRACTOR WITH MOWER ATTACHMENT FROM AIRCOOLED ENGINES OF LAS CRUCES, NEW MEXICO, VIA THE HOUSTON-GALVESTON AREA COUNCIL (HGAC) COOPERATIVE PRICING CONTRACT USING WORKSHEET GR01-10 IN THE AMOUNT OF \$68,090 FOR FISCAL YEAR 2011.

The City Council is informed that:

WHEREAS, on behalf of the City of Las Cruces, the Fleet Services Section requests the purchase of a new tractor with mower attachment to replace an older high maintenance costing unit to be shared by the Parks Section and the Airport Section of the Facilities Department via the Houston-Galveston Area Council (HGAC) Cooperative Pricing Contract using Worksheet GR01-10 in the amount of \$68,090; and

WHEREAS, there is a need to purchase this replacement machinery to keep up with the demand in boundary commission area maintenance; and

WHEREAS, for such reasons, City operations create a demand for expeditious acquisition of new machinery, whether planned or unplanned; and

WHEREAS, because the machinery specifications can be well defined, a fixed price quote via a pricing contract for machinery needed by the City of Las Cruces may be established for the expeditious acquisition of such machinery.

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

(I)

THAT the purchase of a new tractor with mower attachment be awarded to Aircooled Engines of Las Cruces, New Mexico, via the Houston-Galveston Area Council (HGAC) Cooperative Pricing Contract using Worksheet GR01-10 in the amount of

\$68,090.

(II)

THAT funding will be through the Parks Vehicle Acquisition Fund Account No. 12803120-851100 and Airport Vehicle Acquisition Fund Account No. 12803130-851100.

(III)

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

DONE AND APPROVED this _____ day of _____, 2011.

APPROVED:

Mayor

ATTEST:

City Clerk

(SEAL)

Moved by: _____

Seconded by: _____

Approved as to Form:

Asst. 

City Attorney

VOTE:

Mayor Miyagishima: _____

Councillor Silva: _____

Councillor Connor: _____

Councillor Pedroza: _____

Councillor Small: _____

Councillor Sorg: _____

Councillor Thomas: _____

CITY OF LAS CRUCES

PURCHASING MANAGER'S REQUEST TO CONTRACT

For Meeting of: April 18, 2011

Resolution No.: 10-11-522

Existing Contract Purchase For Replacement Tractor with Mower Attachment

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

RFP/BID SOLICITATION INFORMATION:

1. Existing Contract Issuer **Houston-Galveston Area Council (HGAC)**
2. Contract Number: **GR01-10**
3. Contract Expiration Date: **December 21, 2011**
4. Description: **Replacement Tractor with Mower Attachment**
5. Using Department: **Fleet**
6. Current Award Recommendation To: **Aircooled Engines of Las Cruces, NM**
7. Award Amount (includes any tax and contingency): **\$68,090**
8. Contract Duration: **One time purchase**

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

3/31/2011
Date

CONFIRMATION OF FUND ENCUMBRANCE:

REQUISITION OR PURCHASE ORDER NUMBER:	REQ # 11102999
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HGACBuy		KUBOTA TRACTOR CORPORATION NATIONAL ACCOUNT PRODUCT QUOTATION				GR01-10	
Contract Pricing Worksheet		PHONE: 310-370-3370 EXT. 1813 FAX: 310-370-3846 EMAIL: CBENNETT@KUBOTA.COM				Quote # HGAC178-10R	
Purchasing Party:		City of Las Cruces - Fleet Department		Dealer:		Aircooled Engines	
Contact:		Justin Hill		ADDRESS:			
Phone #:		575.541.2511		CITY:		Las Cruces STATE: NM	
Fax #:				CONTACT NAME:		George Quezada ZIP:	
Email:		jahill@las-cruces.org		PHONE:		575-523-5361 FAX:	
COMMENTS: Prices for product quoted are good for 60 days from quote date.							
IMPORTANT - This WORKSHEET MUST BE VERIFIED BY KUBOTA NATIONAL ACCOUNTS before a PO is issued. Please fax to Cynthia Bennett (310) 370-3846 or email the worksheet to cbennett@kubota.com. PO's without verified quote may be subject to change. PO Must Be Issued To Kubota Tractor Corporation							
General Description of Product		B, BX, L, M Series (20%)		RTV Series (17%)		Z & F Series (20%)	
Discounts from MSRP						T/G Series (18%)	
ORDERING INFORMATION				FOR KUBOTA USE ONLY			
QTY.	Product Code	MODEL CODE	Assembly Fees Apply	UNIT LIST PRICE	NATIONAL ACCT. DISCOUNT PRICE	TOTAL LIST PRICE	TOTAL NATIONAL ACCOUNT PRICE
A. Catalog / Price Sheet Items being purchased - Itemize Below							
1	M	M110XDTC	4WD Cab Tractor - 2 Remote Valves Standard	\$61,002.00	\$ 48,801.60	\$ 61,002.00	\$ 48,801.60
2		AMR8559	Front 13.6R24 Radial	In Base Price	In Base Price	In Base Price	In Base Price
2		AMR9256B	Rear 18.4R34 Radial/Cast Iron	In Base Price	In Base Price	In Base Price	In Base Price
1		LA1953	FRONT LOADER Package	\$ 6,051.00	\$ 4,840.80	\$ 6,051.00	\$ 4,840.80
1		M1487	Ldr Valve kit (Self Leveling)	\$ 1,974.00	\$ 1,579.20	\$ 1,974.00	\$ 1,579.20
1		M1886	96" Quick Coupler Bucket	\$ 969.00	\$ 775.20	\$ 969.00	\$ 775.20
1		M1522	Grille Guard	\$ 272.00	\$ 217.60	\$ 272.00	\$ 217.60
1		M1554	3rd Function Valve Kit	\$ 1,058.00	\$ 846.40	\$ 1,058.00	\$ 846.40
1		M9281	FD Valve (Float Position)	\$ 490.00	\$ 392.00	\$ 490.00	\$ 392.00
1		M9232	3rd Position Lever Kit	\$ 373.00	\$ 298.40	\$ 373.00	\$ 298.40
1		M9233	4th Position Lever Kit	\$ 373.00	\$ 298.40	\$ 373.00	\$ 298.40
1		M9234	Dual Lift Assist Cylinder Kit	\$ 970.00	\$ 776.00	\$ 970.00	\$ 776.00
1		M9293B	One kit, Cassette type.	\$ 721.00	\$ 576.80	\$ 721.00	\$ 576.80
1		70000-73274	Block Heater	\$ 39.53	\$ 31.62	\$ 39.53	\$ 31.62
1		M9235	HD Metal Fuel Tank Guard Kit	\$ 293.00	\$ 234.40	\$ 293.00	\$ 234.40
1		K9058	42" Pallet Forks	\$ 462.00	\$ 369.60	\$ 462.00	\$ 369.60
1		M1809	Pallet Fork Frame	\$ 676.00	\$ 540.80	\$ 676.00	\$ 540.80
Subtotal A:				\$ 75,723.53	\$60,578.82	\$ 75,723.53	\$ 60,578.82
B. Unpublished Options, Accessory or Service Items- Itemize Below							
1		Drive Angle Broom 84 x 32		\$ 5,921.00	\$ 5,921.00	\$ 5,921.00	\$ 5,921.00
Subtotal B:						\$ 5,921.00	\$ 5,921.00
C. Other Allowances, Discounts, Trade-Ins, Freight, Make Ready or Miscellaneous Charges							
1		Standard Kubota inbound freight charges		\$ 690.00	\$ 690.00	\$ 690.00	\$ 690.00
1		Kubota Assembly Fee		\$ 900.00	\$ 900.00	\$ 900.00	\$ 900.00
Subtotal C:				\$ 1,590.00	\$ 1,590.00	\$ 1,590.00	\$ 1,590.00
Check: Total cost of Unpublished Options (B) cannot exceed 25% of the total of the Base Unit Price plus Published Options (A+B)				For this transaction the percentage is:			
TOTAL= (A+B+C)				\$ 77,313.53	\$ 62,168.82	\$ 77,313.53	\$ 68,089.82
AUTHORIZED SIGNATURE: X				DATE			
HGAC order processing charge of 1.5% on Section B items is the responsibility of the delivering dealer. Kubota will reimburse HGAC for the entire order processing charge and deduct the amount applicable to Section B from internal Kubota bid discount							\$ -
All orders are subject to the terms and conditions as outlined in the National Purchase Agreement. The Standard Kubota Warranty Applies, which does not include pick up or delivery.						Payment Terms = Net 45 Days	
FOR KTC INTERNAL USE-		Quote #: HGAC178-10 Revision		Quote Date: 2/11/2011		Verified By: CRB	