

113
City of Las Cruces[®]
 PEOPLE HELPING PEOPLE

Council Action and Executive Summary

Item # 8 Ordinance/Resolution #10-11-523 Council District: N/A

For Meeting of April 18, 2011
 (Adoption Date)

TITLE:

A RESOLUTION TO AWARD THE PURCHASE OF ONE (1) REPLACEMENT MOWER FROM SIMPSON NORTON CORPORATION OF GOODYEAR, ARIZONA, VIA THE COOPERATIVE EDUCATIONAL SERVICES (CES) CONTRACT NO. 2011-004-SNC IN THE AMOUNT OF \$85,956 FOR FISCAL YEAR 2011.

PURPOSE(S) OF ACTION:

To purchase a replacement mower to be used by the Parks 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>Donald J. Haskins</i>	541-2651 3/30/11	Budget	<i>[Signature]</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 mower from the Vehicle Acquisition Fund.

It was determined that a new mower was needed to replace a 1995 Toro Mower that has been accumulating increased maintenance costs and has far exceeded its life expectancy.

It was determined that Simpson Norton Corporation, of Goodyear, Arizona had the lowest pricing.

SUPPORT INFORMATION:

1. Resolution
2. Exhibit "A" – Purchasing Manager’s Request to Contract (PMRC)
3. Exhibit "B" – Simpson Norton Corporation Price Quote

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	\$85,956	\$131,000	\$45,044	To be used to fund purchase of a replacement tractor/mower to be shared with Airport Section.

OPTIONS / ALTERNATIVES:

1. Vote "Yes"; this will award the purchase of a new/replacement mower from Simpson Norton Corporation of Goodyear, Arizona via the Cooperative Educational Services Contract.
2. Vote "No"; this will not allow the purchase of a new/replacement mower. This would require Fleet Services to pursue other options which may result in a higher cost to the citizens of Las Cruces.

(Continue on additional sheets as required)

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

RESOLUTION NO. 10-11-523

A RESOLUTION TO AWARD THE PURCHASE OF ONE (1) REPLACEMENT MOWER FROM SIMPSON NORTON CORPORATION OF GOODYEAR, ARIZONA, VIA THE COOPERATIVE EDUCATIONAL SERVICES (CES) CONTRACT NO. 2011-004-SNC IN THE AMOUNT OF \$85,956 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 mower to replace an older high maintenance costing mower to be utilized by the Parks Section of the Facilities Department via the Cooperative Educational Services (CES) Contract No. 2011-004-SNC in the amount of \$85,956; and

WHEREAS, there is a need to purchase this replacement machinery to keep up with the demand in park 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 mower be awarded to Simpson Norton Corporation of Goodyear, Arizona, via the Cooperative Educational Services (CES) Contract No. 2011-001-SNC in the amount of \$85,956.

(II)

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

(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

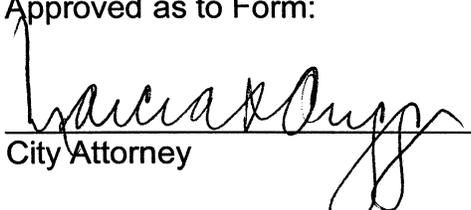
(SEAL)

Moved by: _____

Seconded by: _____

Approved as to Form:

NSK



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.: 10-11-523

Existing Contract Purchase For Replacement Mower

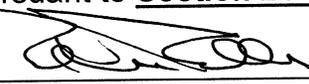
The Las Cruces City Council is provided the following information concerning this request:

RFP/BID SOLICITATION INFORMATION:

- | | |
|---|--|
| 1. Existing Contract Issuer | Cooperative Educational Services (CES) |
| 2. Contract Number: | 2011-004-SNC |
| 3. Contract Expiration Date: | August 23, 2011 |
| 4. Description: | Replacement Mower |
| 5. Using Department: | Fleet |
| 6. Current Award Recommendation To: | Simpson Norton Corporation of Goodyear, AZ |
| 7. Award Amount (includes any tax and contingency): | \$85,956 |
| 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(3) / 2011
 Date

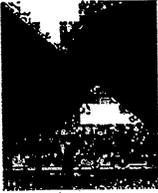
CONFIRMATION OF FUND ENCUMBRANCE:

REQUISITION OR PURCHASE ORDER NUMBER:	REQ # 11103002
---------------------------------------	----------------

Quotation

February 17, 2011

EXHIBIT "B"



Customer Information:
City of Las Cruces Parks Dept.
 Atten: Don Haskins - Fleet Administrator - Facilities Dept.
 PO Box 20000
 Las Cruces, NM. 88004-9002
 Off: 575-541-2596 / Fax: 575-541-2659
dhaskins@las-cruces.org

Quote ID # **1240177**
 Payment terms **Net 30 days**
 Delivery **30 days Toro product**
 Quote Expire Date **30 days**
 Lease rate estimate **subject to approval**
 Special Note **CES CONTRACT #2011-004-SNC**

Qty	Model Number	Description	Unit Price	Total Price
1	31599	Groundsmaster 5910	\$85,955.76	\$85,955.76

Equipment Total	\$85,955.76
Toro Protection Plus	\$0.00
Trade Ins	\$0.00
Estimated Sales/Use Tax	\$0.00
Total	\$85,955.76