

# City of Las Cruces®

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## Council Action and Executive Summary

Item # 9 Resolution# 10-11-560

For Meeting of August 1, 2011  
(Adoption Date)

**TITLE:** A RESOLUTION TO AWARD A BID TO UTC FIRE & SECURITY AMERICAS CORPORATION, INC., FOR THE PURCHASE AND INSTALLATION OF DIGITAL SECURITY EQUIPMENT FOR TRANSIT VEHICLES IN THE AMOUNT OF \$81,315.50 AND TO ADJUST THE CITY'S FISCAL YEAR 2012 BUDGET.

### PURPOSE(S) OF ACTION:

To award a bid for transit vehicle security equipment and adjust the city's fiscal year 2012 budget.

<b>COUNCIL DISTRICT: ALL</b>		
<b>Drafter/Staff Contact:</b> Mike Bartholomew	<b>Department/Section:</b> Public Services/Transit	<b>Phone:</b> 541-2500
<b>City Manager Signature:</b>		

### BACKGROUND / KEY ISSUES / CONTRIBUTING FACTORS:

The city's Transit Section issued Bid 10-11-560 to acquire and install a four-camera security system in nine (9) paratransit (Dial-a-Ride) vehicles and to augment the existing camera system on sixteen (16) fixed route buses from four (4) to six (6) cameras. The additional fixed route cameras will allow activity in front of the bus and behind the bus to be recorded.

Security cameras are a valuable tool in mitigating liability from accidents and injuries, customer complaints, and monitoring employee performance.

The project was bid with the exact specifications of equipment currently in RoadRUNNER buses. It is necessary for the new equipment to be completely compatible with existing equipment so that hardware and software components are interchangeable. The manufacturer of the specified equipment was the only bidder. A price analysis was done prior to the bid and this bid is within \$30 of the estimated low bid price.

### SUPPORT INFORMATION:

1. Resolution.
2. Exhibit "A", Purchasing Manager's Request to Contract.

3. Exhibit "B", Budget Fund Summary.

**SOURCE OF FUNDING:**

<b>Is this action already budgeted?</b> Funding approved with Resolution 11-053, but award of bid is FY12. This action will carry over budget related to this project from FY11 to FY12.	Yes	<input type="checkbox"/>	See fund summary below
	No	<input checked="" type="checkbox"/>	If No, then check one below:
		<input checked="" type="checkbox"/>	Proposed funding is from a new revenue source (i.e. grant; see details below)
		<input checked="" type="checkbox"/>	Proposed funding is from fund balance in the #5920 Transit Fund.
<b>Does this action create any revenue?</b> N/A	Yes	<input type="checkbox"/>	Funds will be deposited into this fund: In the amount of \$_____ for FY__.
	No	<input type="checkbox"/>	There is no new revenue generated by this action.

**BUDGET NARRATIVE**

The funding for this project comes from a Federal Transit Administration (FTA) grant approved with Resolution 11-053. Unfortunately, award of this bid could not be completed until fiscal year 2012. Therefore, this resolution includes a request to carry over the funding from fiscal year 2011 to fiscal year 2012 budget. The grant will reimburse 80% and the required 20% match will come from Transit Fund (5920) balance. This is shown in Exhibit "B", Budget Fund Summary.

**FUND EXPENDITURE SUMMARY:**

Fund Name(s)	Account Number(s)	Expenditure Proposed	Available Budgeted Funds in Current FY	Remaining Funds	Purpose for Remaining Funds
Transit Fund (5920)	59685030-851200-24109	\$81,316	\$81,316 Pending Adjustment	0	0

**OPTIONS / ALTERNATIVES:**

- Vote "Yes"; Voting yes will approve the bid award of \$81,315.50 to UTC Fire & Security Americas Corporation, Inc. for RoadRUNNER Transit to equip or enhance twenty-five (25) revenue vehicles with mobile video security equipment and to adjust the FY12 budget.
- Vote "No"; Voting no will prevent RoadRUNNER Transit from benefitting from 80% FTA funding for the project to equip or enhance twenty-five (25) revenue vehicles with mobile video security equipment.
- Vote to "Amend"; Amending this could affect the funding for this project.
- Vote to "Table"; Tabling this would delay RoadRUNNER Transit from the benefits of twenty-five (25) revenue vehicles equipped with mobile video security equipment.

(Continue on additional sheets as required)

**REFERENCE INFORMATION:**

N/A

RESOLUTION NO. 10-11-560

**A RESOLUTION TO AWARD A BID TO UTC FIRE & SECURITY AMERICAS CORPORATION, INC., FOR THE PURCHASE AND INSTALLATION OF DIGITAL SECURITY EQUIPMENT FOR TRANSIT VEHICLES IN THE AMOUNT OF \$81,315.50 AND TO ADJUST THE CITY'S FISCAL YEAR 2012 BUDGET.**

The City Council is informed that:

**WHEREAS**, the Transit Section requested bids for the purchase of digital security equipment for its revenue transit vehicles to improve security on revenue vehicles and reduce liability claims; and

**WHEREAS**, this project would install a four-camera system on nine (9) Dial-a-Ride vehicles and add a forward and a rear facing camera to the existing systems on sixteen (16) fixed route vehicles; and

**WHEREAS**, the bid submitted by UTC Fire & Security Americas Corporation, Inc. for digital security equipment and installation of this equipment in the total amount of \$81,315.50 plus applicable taxes and fees has been accepted by the Transit Section; and

**WHEREAS**, the Federal Transit Administration (FTA) is funding 80%, or \$65,052.00 of the project; and

**WHEREAS**, the required local match of 20% is \$16,263.50; and

**WHEREAS**, this project was budgeted in the city's fiscal year 2011 budget, but because this actual award is in fiscal year 2012, the city's fiscal year 2012 budget must be adjusted.

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

(I)

THAT the contract to purchase and install digital security equipment to UTC Fire & Security Americas Corporation, Inc. in the amount of \$81,315.50 plus applicable taxes and fees as outlined in Exhibit "A", attached herein, is hereby authorized.

(II)

THAT the city's fiscal year 2012 budget be adjusted to fund this award and reflect the Federal Transit Administration's revenue that will be received as outlined in Exhibit "B" attached herein.

(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: \_\_\_\_\_

VOTE:

Mayor Miyagishima: \_\_\_\_\_

Councillor Silva: \_\_\_\_\_

Councillor Connor: \_\_\_\_\_

Councillor Pedroza: \_\_\_\_\_

Councillor Small: \_\_\_\_\_

Councillor Sorg: \_\_\_\_\_

Councillor Thomas: \_\_\_\_\_

APPROVED AS TO FORM:

  
\_\_\_\_\_  
City Attorney

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CITY OF LAS CRUCES

PURCHASING MANAGER'S REQUEST TO CONTRACT

For Meeting of: August 1, 2011

Resolution No.: 10-11-560

Contract Purchase For  
Mobile View Digital Video Recorders

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

**BID SOLICITATION INFORMATION:**

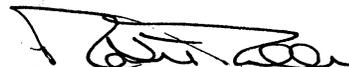
- 1. Bid Due Date: June 2, 2011 @ 11:00 a.m.
- 2. Description: Mobile View Digital Video Recorders
- 3. Using Department: Public Services/Transit
- 4. Number of Responses Accepted: One (1)
- 5. Recommended Award(s) To: UTC Fire & Security Americas Corporation, Inc. of Salem, OR
- 6. Total Award Amount (includes any tax and contingency): \$81,315.50
- 7. Contract Duration: One Time Purchase

**LOCAL PREFERENCE FACTOR**

Local Preference Factor Applied Per LCMC §24-100	No	X	LCMC §24-100 not applicable to this solicitation
	Yes		Made A Difference To Bid Awards(s)
			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 24-91**.

  
 Purchasing Manager 7/8/2011  
 Date

**CONFIRMATION OF FUND ENCUMBRANCE:**

REQUISITION or PURCHASE ORDER NUMBER:	TBD
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**CITY OF LAS CRUCES  
ADOPTED BUDGET FY 2011/2012**

<b>FUND</b>	<b>DIVISION</b>		<b>FUND TYPE</b>	
<b>Transit Fund 5920</b>	<b>Public Services</b>		<b>Enterprise</b>	
	<b>FY 2010/11 Projected*</b>	<b>FY 2011/12 Adopted</b>	<b>FY 2011/12 Adjustment</b>	<b>FY 2011/12 Adjusted</b>
<b>RESOURCES</b>				
Beginning Balance	\$ 602,164	577,181		577,181
<b>REVENUES</b>				
543711 NMSU Bus Subsidy	\$ 319,811	319,811		319,811
543712 Bus Fares	155,082	155,000		155,000
543714 Token Fares	13,173	9,000		9,000
543715 Bus Passes	43,922	45,000		45,000
543716 Mesilla Subsidy	17,585	17,600		17,600
543717 Advertising Revenues	27,000	27,000		27,000
543731 Dial A Ride Bus Fares	4,527	4,400		4,400
543732 Dial A Ride Bus Tokens	13,744	13,300		13,300
551004 Federal Transit Administration	1,288,075	1,288,075		1,288,075
551004 Federal Transit Capital	118,935	389,836		389,836
592001 Other Reimbursed Expenses	3,932	0		0
59680020-551004-241S1 JARC Grant	2,714	0		0
59680020-551004-224109 FTA Grant	0	0	65,052	65,052
<b>Total Revenues</b>	<b>\$ 2,008,500</b>	<b>2,269,022</b>	<b>65,052</b>	<b>2,269,022</b>
<b>Total Resources</b>	<b>\$ 2,610,664</b>	<b>2,846,203</b>	<b>65,052</b>	<b>2,846,203</b>
<b>EXPENDITURES</b>				
Transit Department				
Administration 59685010				
Personnel	\$ 238,467	267,432		267,432
Operating	153,865	180,650		180,650
Capital	18,695	103,759		103,759
Depreciation	144,141	138,522		138,522
JARC Project - 241S1	2,714	0		0
<b>Total - 59685010</b>	<b>\$ 557,882</b>	<b>690,363</b>	<b>0</b>	<b>690,363</b>
Fixed Route 59685020				
Personnel	\$ 1,290,828	1,389,649		1,389,649
Operating	670,570	723,983		723,983
Capital	23,974	0		0
Depreciation	329,192	307,497		307,497
<b>Total - 59685020</b>	<b>\$ 2,314,564</b>	<b>2,421,129</b>	<b>0</b>	<b>2,421,129</b>
Dial-A-Ride 59685030				
Personnel	\$ 737,134	772,126		772,126
Operating	234,688	250,788		250,788
Capital	106,000	201,000	81,316	282,316
Depreciation	60,128	60,128		60,128
<b>Total - 59685030</b>	<b>\$ 1,137,950</b>	<b>1,284,042</b>	<b>81,316</b>	<b>1,365,358</b>

\*Projected based on 8 months actual through February 28, 2011 and 4 months projected.

## EXHIBIT "B" CONTINUED

CITY OF LAS CRUCES  
ADOPTED BUDGET FY 2011/2012

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FUND	DIVISION		FUND TYPE	
Transit Fund 5920	Public Services		Enterprise	
	FY 2010/11 Projected*	FY 2011/12 Adopted	FY 2011/12 Adjustment	FY 2011/12 Adjusted
Bus Maintenance 59685040				
Personnel	\$ 295,196	303,623		303,623
Operating	66,177	68,000		68,000
Capital	0	197,300		197,300
Depreciation	1,491	1,491		1,491
<b>Total - 59685040</b>	<b>\$ 362,864</b>	<b>570,414</b>	<b>0</b>	<b>570,414</b>
Rideshare 59685050				
Personnel	\$ 0	0		0
Operating	0	0		0
Capital				0
<b>Total - 59685050</b>	<b>\$ 0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Expenditures</b>	<b>\$ 4,373,260</b>	<b>4,965,948</b>	<b>81,316</b>	<b>5,047,264</b>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfer from Fund 1000 - General Fund	\$ 1,262,559	1,262,559		1,262,559
Transfer from Fund 1200 - VAF Fund	0	44,425		44,425
Transfer from Fund 2171 - Older Americans Act Fund	73,885	73,885		73,885
Transfer from Fund 2810 - Gasoline Tax Fund	530,000	530,000		530,000
<b>Total Other Financing Sources (Uses)</b>	<b>\$ 1,866,444</b>	<b>1,910,869</b>	<b>0</b>	<b>1,910,869</b>
<b>ENDING BALANCE With Non-Cash Expense</b>	<b>\$ 103,848</b>	<b>(208,876)</b>	<b>(16,264)</b>	<b>(225,140)</b>
Plus: Non-Cash Expense	473,333	507,638	0	507,638
Adjustment due to change in accruals.				0
<b>ENDING BALANCE</b>	<b>\$ 577,181</b>	<b>298,762</b>	<b>(16,264)</b>	<b>282,498</b>

\*Projected based on 8 months actual through February 28, 2011 and 4 months projected.