

City of Las Cruces®

PEOPLE HELPING PEOPLE

Council Action and Executive Summary

Item # 7

Ordinance/Resolution# 11-12-384

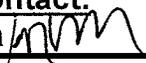
For Meeting of _____
(Ordinance First Reading Date)

For Meeting of November 7, 2011
(Adoption Date)

TITLE: A RESOLUTION APPROVING EXTENSION OF AN INDEFINITE COST, INDEFINITE QUANTITY PRICE AGREEMENT FOR GENERAL ENGINEERING SERVICES TO MOLZEN-CORBIN & ASSOCIATES AND BOHANNAN HUSTON, INC., BOTH OF LAS CRUCES, NM; CAMP, DRESSER, MCKEE, INC., GANNETT FLEMING WEST, INC., AND AECOM USA, INC., ALL OF ALBUQUERQUE, NM, FOR YEARS FOUR (4) THROUGH FIVE (5) OF A FIVE (5) YEAR TERM CONDITIONED UPON ANNUAL RENEWALS AND PENDING APPROVED BUDGETS.

PURPOSE(S) OF ACTION:

Approve contract extension of general engineering services.

COUNCIL DISTRICT: ALL		
Drafter/Staff Contact: Nancy Montoya 	Department/Section: Public Works/Engineering Services	Phone: 528-3171
City Manager Signature:		

BACKGROUND / KEY ISSUES / CONTRIBUTING FACTORS:

In September of 2008, the Public Works Department-Engineering Services Section requested proposals for general engineering services. 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. The purpose of the general engineering services price agreement 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.

These agreements are one (1) year contracts with the option to renew for four (4) additional one (1) year terms at the discretion of the City and under mutual agreement. It is advantageous for the City to have a pre-qualified list of general engineers from which to select, in order to get budgeted projects completed. All departments within the City will be able to enter into individual project agreements with these engineering firms on an as needed basis. There are times when special funding (e.g., legislative, NMDOT) is made available to the City for specific projects. The funding sources often give strict time frames within which improvements must be designed and constructed in order to secure the funding. By having a pre-qualified list of engineers, it will not be necessary to go through the extensive and time consuming request for proposal process in

order to contract the necessary work for each individual project. These agreements will allow the City to contract with any one of the five (5) pre-qualified firms. As a result, valuable time is saved in the design of each project and staff time can be used on other projects and in other capacities.

The general engineering services agreements will be set up as individual purchase orders depending on available funding. The agreements for individual engineering projects will be authorized pursuant to the provisions of the Las Cruces Municipal Code, 1998, Chapter 24, Procurement Code. In accordance with Section 24-99 (b) Authority to Award, the Purchasing Manager is authorized to enter into individual contracts with these five (5) pre-qualified engineering firms for engineering services in an amount up to \$35,000.00; contracts having a value in excess of \$35,000.00 but less than \$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 original agreements were awarded in November of 2008. At that time, the City contracted with five (5) qualified firms. The City of Las Cruces Public Works Department-Engineering Services Section recommends renewal the agreements with Molzen-Corbin & Associates of Las Cruces, NM; Bohannon Huston, Inc., of Las Cruces, NM; Camp, Dresser, Mckee, Inc., of Albuquerque, NM; Gannett Fleming West, Inc., of Albuquerque, NM, and AECOM USA, Inc., of Albuquerque, NM, for years four (4) through five (5) of a five (5) year term to provide general engineering services for the City, on an as needed basis.

SUPPORT INFORMATION:

1. Resolution.
2. Exhibit "A", Purchasing Manager's Request to Contract Form (PMRC).
3. Attachment "A", Vendor extension agreement letters.

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: in the amount of \$ _____ for FY _____
	No	<input checked="" type="checkbox"/>	There is no new revenue generated by this action.

BUDGET NARRATIVE

The account information will be determined at the time services are requested and a contract is executed.

FUND EXPENDITURE SUMMARY:

Fund Name(s)	Account Number(s)	Expenditure Proposed	Available Budgeted Funds in Current FY	Remaining Funds	Purpose for Remaining Funds
Various as projects are identified	Various	Various	Various	Various	Various

OPTIONS / ALTERNATIVES:

1. Vote "YES". This action will authorize the City of Las Cruces to renew the agreements with Molzen-Corbin & Associates, of Las Cruces, NM; Bohannon Huston, Inc., of Las Cruces, NM; Camp, Dresser, Mckee, Inc., of Albuquerque, NM; Gannett Fleming West, Inc., of Albuquerque, NM, and AECOM USA, Inc., of Albuquerque, NM, to provide general engineering services for the City on an as-needed basis. This will allow the City of Las Cruces to have flexibility in contracting engineering projects through these agreements without having to go through the request for proposal process each time.
2. Vote "NO". This action will reject the proposed award and instruct staff to either re-bid, re-scope, or abandon these agreements altogether. Without these agreements, engineering projects could be delayed and the City of Las Cruces will have to explore an alternative means of procuring general engineering services.
3. Vote to "Table" the resolution. This could leave the City without these services. City staff is not able to provide these services.
4. Vote to "Amend" the resolution. This could delay the extension of the General Engineering Services Agreements and could leave the City without these services.

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. 10-11-418

RESOLUTION NO: 11-12-384

A RESOLUTION APPROVING EXTENSION OF AN INDEFINITE COST, INDEFINITE QUANTITY PRICE AGREEMENT FOR GENERAL ENGINEERING SERVICES TO MOLZEN-CORBIN & ASSOCIATES AND BOHANNAN HUSTON, INC., BOTH OF LAS CRUCES, NM; CAMP, DRESSER, MCKEE, INC., GANNETT FLEMING WEST, INC., AND AECOM USA, INC., ALL OF ALBUQUERQUE, NM, FOR YEARS FOUR (4) THROUGH FIVE (5) OF A FIVE (5) YEAR TERM CONDITIONED UPON ANNUAL RENEWALS AND PENDING APPROVED BUDGETS.

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 price agreements 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, all five (5) firms have agreed to the agreement renewal; and

WHEREAS, the Public Works Department-Engineering Services Section recommends the renewal of years four (4) through five (5) of a five (5) year term to Molzen-

Corbin & Associates of Las Cruces, NM; Bohannon Huston, Inc., of Las Cruces, NM; Camp, Dresser, McKee, Inc., of Albuquerque, NM; Gannett Fleming West, Inc., of Albuquerque, NM, and AECOM USA, Inc., of Albuquerque, NM.

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

(I)

THAT the existing indefinite quantity, indefinite cost price agreement, resulting from procurement 10-11-418 (original procurement 08-09-328), for general engineering services with Molzen-Corbin & Associates of Las Cruces, NM; Bohannon Huston, Inc., of Las Cruces, NM; Camp, Dresser, McKee, Inc., of Albuquerque, NM; Gannett Fleming West, Inc., of Albuquerque, NM, and AECOM USA, Inc., of Albuquerque, NM, for years four (4) through five (5) of a five (5) year term, is hereby approved in an amount 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 _____, 20_____.

APPROVED:

(SEAL)

Mayor

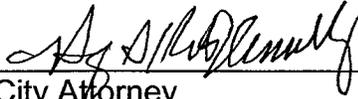
ATTEST:

City Clerk

Moved by: _____

Seconded by: _____

Approved as to Form:



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: November 7, 2011

Resolution No.: 11-12-384

Existing Contract Purchase For General 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 #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. 10-11-418/ November 1, 2010**
6. Using Department: **Engineering Services**
7. Current Award Recommendation To: **Molzen-Corbin & 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**
8. Total Award Amount (includes any tax and contingency) **Indefinite Quantity/Cost**
9. Contract Duration: **For Years Four (4) through Five (5) of a Five Year Term
Conditioned Upon Annual Renewals and Pending Approved Budgets**

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.**

Karen Medina 10/20/11
for Purchasing Manager Date

CONFIRMATION OF FUND ENCUMBRANCE:

REQUISITION OR PURCHASE ORDER NUMBER:

VARIOUS

**SERVICE AGREEMENT
ANNUAL EXTENSION – Year 4 of a possible 5
(Original RFP NO. 08-09-328)**

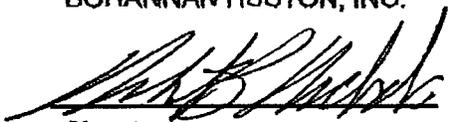
Pursuant to Section 9, RENEWAL of the Service Agreement (Agreement) dated November 3, 2008, between the City of Las Cruces (City) and Bohannan Huston, Inc. (Contractor), the City and Contractor agree to renew the Service Agreement for a period of one (1) year, to begin November 3, 2011 and terminate November 2, 2012.

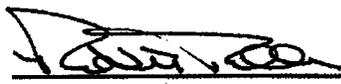
All other terms of the Service Agreement remain the same.

AGREED:

BOHANNAN HUSTON, INC.

CITY OF LAS CRUCES


Signature 10-7-11
Date


Robert Telles
Purchasing Manager 10/11/11
Date

Robert Richardson
Printed Name/Title
Sr. VICE PRESIDENT

**SERVICE AGREEMENT
ANNUAL EXTENSION – Year 4 of a possible 5
(Original RFP NO. 08-09-328)**

Pursuant to Section 9, RENEWAL of the Service Agreement (Agreement) dated November 3, 2008, between the City of Las Cruces (City) and Gannett Fleming West, Inc. (Contractor), the City and Contractor agree to renew the Service Agreement for a period of one (1) year, to begin November 3, 2011 and terminate November 2, 2012.

All other terms of the Service Agreement remain the same.

AGREED:

GANNETT FLEMING WEST,
INC.

CITY OF LAS CRUCES

Mike E. Brazie 10-7-11
Signature Date

[Signature] 10/10/11
Robert Telles Date
Purchasing Manager

Mike E. Brazie
Printed Name/Title
Vice President

**SERVICE AGREEMENT
ANNUAL EXTENSION – Year 4 of a possible 5
(Original RFP NO. 08-09-328)**

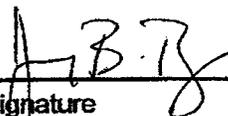
Pursuant to Section 9, RENEWAL of the Service Agreement (Agreement) dated November 3, 2008, between the City of Las Cruces (City) and Molzen-Corbin & Associates (Contractor), the City and Contractor agree to renew the Service Agreement for a period of one (1) year, to begin November 3, 2011 and terminate November 2, 2012.

All other terms of the Service Agreement remain the same.

AGREED:

MOLZEN-CORBIN &
ASSOCIATES

CITY OF LAS CRUCES



Signature

10/7/11

Date



Robert Telles
Purchasing Manager

10/7/11

Date

Jerry B. Pat, Vice President
Printed Name/Title

**SERVICE AGREEMENT
ANNUAL EXTENSION – Year 4 of a possible 5
(Original RFP NO. 08-09-328)**

Pursuant to Section 9, RENEWAL of the Service Agreement (Agreement) dated November 3, 2008, between the City of Las Cruces (City) and Camp Dresser & McKee, Inc. (Contractor), the City and Contractor agree to renew the Service Agreement for a period of one (1) year, to begin November 3, 2011 and terminate November 2, 2012.

All other terms of the Service Agreement remain the same.

AGREED:

CAMP DRESSER & MCKEE,
INC.

CITY OF LAS CRUCES


Signature

10/18/11
Date


Robert Telles
Purchasing Manager

10/19/11
Date

PAUL A. KARAS, ASSOCIATE
Printed Name/Title

**SERVICE AGREEMENT
ANNUAL EXTENSION – Year 4 of a possible 5
(Original RFP NO. 08-09-328)**

Pursuant to Section 9, RENEWAL of the Service Agreement (Agreement) dated November 3, 2008, between the City of Las Cruces (City) and Boyle Engineering Corporation, now AECOM USA, Inc. (Contractor), the City and Contractor agree to renew the Service Agreement for a period of one (1) year, to begin November 3, 2011 and terminate November 2, 2012.
All other terms of the Service Agreement remain the same.

AGREED:

AECOM USA, INC.

David J. Post 10/20/11
Signature Date

David J. Post Vice President
Printed Name/Title

CITY OF LAS CRUCES

Karen Medina 10/20/11
Robert Telles Date
Purchasing Manager