



City of Las Cruces[®]

PEOPLE HELPING PEOPLE

Council Action and Executive Summary

Item # 16 Ordinance/Resolution# 11-12-418

For Meeting of _____
(Ordinance First Reading Date)

For Meeting of December 19, 2011
(Adoption Date)

TITLE: A RESOLUTION TO AWARD A CONTRACT FOR THE PURCHASE OF THREE (3), TWENTY-TWO FOOT GLAVAL BUS PARATRANSIT VANS UNDER THE HOUSTON-GALVESTON AREA COUNCIL COOPERATIVE PURCHASING PROGRAM TO NATIONAL BUS SALES OF MARIETTA, GEORGIA, FOR A TOTAL PURCHASE PRICE OF \$170,086.80, PLUS APPLICABLE TAXES AND FEES.

PURPOSE(S) OF ACTION:

Award a procurement contract to purchase three (3) replacement paratransit (Dial-a-Ride) vehicles.

COUNCIL DISTRICT: ALL		
<u>Drafter/Staff Contact:</u> Michael Bartholomew	<u>Department/Section:</u> Transportation/Transit	<u>Phone:</u> 575-541-2537
<u>City Manager Signature:</u>		

BACKGROUND / KEY ISSUES / CONTRIBUTING FACTORS:

The Transit Section seeks to purchase three (3) paratransit vans to be used in its paratransit (Dial-a-Ride) service. The three paratransit vehicles requested in this procurement will be similar in size and style to existing paratransit vehicles and will replace three older vehicles that have exceeded their useful life. The older vehicles to be replaced are three (3) year 2004 paratransit vans. The new vehicles will have gasoline engines and are replacing diesel engine vehicles. The reliability of current diesel engines has seriously declined due to engine emission requirements; the decision was to opt for gasoline engines, which currently perform significantly better.

This purchase would be a "piggyback" on the Houston-Galveston Area Council (HGAC) Cooperative Purchasing Program; the City of Las Cruces is a member of this purchasing program. A "piggyback" can reduce the cost of the product from what it would be if we bid it separately, it speeds up the overall process of procuring buses, and it is an accepted procurement method for transit agencies receiving federal funds. The contract has been reviewed by the city's Purchasing Section and deemed compliant with Federal Transit Administration (FTA) "piggybacking" requirements. Funding for these vehicles is already included in the fiscal year 2012 budget.

SUPPORT INFORMATION:

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

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:
	Budget Adjustment Attached	<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 checked="" type="checkbox"/>	Funds will be deposited into this fund: <u>59320020-551004-24112</u> , in the amount of <u>\$141,172</u> for <u>FY12</u> .
	No	<input type="checkbox"/>	There is no new revenue generated by this action.

BUDGET NARRATIVE

The city has a Federal Transit Administration (FTA) grant (NM-04-0017) project. This grant is to fund 83% of the cost of acquiring paratransit vehicles. The grant project allows for a project total of \$176,747 (\$146,700 FTA with a \$30,047 local match). This procurement will effectively complete this grant. The project total is \$170,086.80; the FTA share is \$141,172.00, and the local share is \$28,914.80.

FUND EXPENDITURE SUMMARY:

Fund Name(s)	Account Number(s)	Expenditure Proposed	Available Budgeted Funds in Current FY	Remaining Funds	Purpose for Remaining Funds
5920 (Transit Fund)	59323030 - 851100 - 24112	\$170,086.80	\$201,000.00	\$30,913.20	Unspent budget will revert to Transit Fund balance.

OPTIONS / ALTERNATIVES:

1. Vote "Yes"; this will approve the Resolution to award contract of the piggyback purchase of three (3) twenty-two foot Glaval paratransit vans to National Bus Sales of Marietta, Georgia in the amount of \$170,086.80 plus applicable taxes and fees, to replace units that have exceeded their useful life.

(Continue on additional sheets as required)

2. Vote "No"; this will not approve the Resolution. This option would negatively impact transit operations and force the city to retain vehicles that have exceeded their useful life and have high maintenance costs.
3. Vote to "Amend"; this could delay or cancel this procurement.
4. Vote to "Table"; this could delay or cancel this procurement.

REFERENCE INFORMATION:

N/A

RESOLUTION NO. 11-12-418

A RESOLUTION TO AWARD A CONTRACT FOR THE PURCHASE OF THREE (3), TWENTY-TWO FOOT GLAVAL BUS PARATRANSIT VANS UNDER THE HOUSTON-GALVESTON AREA COUNCIL COOPERATIVE PURCHASING PROGRAM TO NATIONAL BUS SALES OF MARIETTA, GEORGIA, FOR A TOTAL PURCHASE PRICE OF \$170,086.80, PLUS APPLICABLE TAXES AND FEES.

The City Council is informed that:

WHEREAS, the Transit Section requests the purchase of three (3) paratransit vans to replace three (3) paratransit vans that have exceeded their useful life; and

WHEREAS, it has been recommended by the Transit Section the contract be awarded to National Bus Sales of Marietta, Georgia, on a "piggyback" contracting opportunity under the Houston-Galveston Area Council Cooperative Purchasing Program, of which the City of Las Cruces is a member; and

WHEREAS, the use of the "piggyback" is a practice that meets federal procurement requirements and serves to streamline the acquisition of new vehicles; and

WHEREAS, acquisitions of these vehicles was approved in the city's fiscal year 2012 budget; and

WHEREAS, the Purchasing Section has reviewed this piggyback opportunity and found it compliant with Federal Transit Administration (FTA) procurement requirements; and

WHEREAS, FTA funding will offset 83% of the cost (\$141,172), of these vehicles.

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

(I)

THAT the Purchasing Manager is authorized to contract with National Bus Sales of Marietta, Georgia, as outlined in Exhibit "A", Purchasing Manager Request to Contract, (PMRC), attached hereto and make a part of the Resolution.

(II)

THAT City staff is hereby authorized to do all deeds necessary in the accomplishments 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 Smith:	_____
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: December 19, 2011

Resolution No.: 11-12-418

Existing Contract Purchase For Paratransit Vans

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: **BT01-11**
3. Contract Expiration Date: **December 31, 2013**
4. Description: **Paratransit Vans**
5. Using Department: **Transit**
6. Current Award Recommendation To: **National Bus Sales of Marietta, GA**
7. Award Amount (includes any tax and contingency): **\$170,086.80**
8. Projected Completion Date: **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**.

Karen Medina *Dec 2, 2011*
 Purchasing Manager Date

CONFIRMATION OF FUND ENCUMBRANCE:

REQUISITION OR PURCHASE ORDER NUMBER:

12101470