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City of Las Cruces[®]
 PEOPLE HELPING PEOPLE

Council Action and Executive Summary

Item # 7 Ordinance/Resolution# 13-14-418

For Meeting of _____
 (Ordinance First Reading Date)

For Meeting of May 19, 2014
 (Adoption Date)

Please check box that applies to this item:

QUASI JUDICIAL LEGISLATIVE ADMINISTRATIVE

TITLE: A RESOLUTION APPROVING THE PURCHASE OF AERIAL ARTICULATED LIFT EQUIPMENT BETWEEN THE CITY OF LAS CRUCES (CITY) AND ONE SOURCE EQUIPMENT, LP., OF THROCKMORTON, TEXAS, THROUGH HOUSTON-GALVESTON AREA COUNCIL (HGAC BUY) CONTRACT NO. CM02-13 IN AN AMOUNT OF \$56,453.15.

PURPOSE(S) OF ACTION:

Purchase award.

COUNCIL DISTRICT:		
<u>Drafter/Staff Contact:</u> Gabriel Sapien	<u>Department/Section:</u> Public Works/Facilities Management	<u>Phone:</u> 541-2573
<u>City Manager Signature:</u> 		

BACKGROUND / KEY ISSUES / CONTRIBUTING FACTORS:

The Public Works Department/Facilities Management Section has increasing demands for servicing elevated system components that are not readily or safely accessible by conventional methods or current City equipment. There is only one rental unit in the southern New Mexico region. Staff has had to postpone many service and maintenance work orders until aerial articulated lift rental equipment becomes available. Work orders have been delayed for up to three months.

The Genie Z-40/23N with Jib, Articulating Z Boom Lift is identical to the rental equipment that has been used to provide angled access to sites. Staff has identified many applications for the lift that would efficiently service lights, gutters, and other repairs currently inaccessible using the City's existing maintenance equipment. Recent service examples include replacement lights in the City Hall Rotunda and the Las Cruces Regional Aquatic Center.

Funding for this equipment is available in the current operational budget through identified savings from vacant positions in Facilities Management.

In accordance with Las Cruces Municipal Code 1998, Section 24-99 (b) Authority to Award, any individual contract in excess of \$50,000.00 will be taken to City Council for approval, prior to

contracting. On this basis, Public Works/Facilities Management recommends purchase of the aerial articulated lift equipment from One Source Equipment LP., in the amount of \$56,453.15.

SUPPORT INFORMATION:

1. Resolution.
2. Exhibit "A", Purchasing Managers Request to Contract.
3. Attachment "A", 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: _____ in the amount of \$ _____ for FY _____.
	No	<input checked="" type="checkbox"/>	There is no new revenue generated by this action.

BUDGET NARRATIVE

N/A

FUND EXPENDITURE SUMMARY:

Fund Name(s)	Account Number(s)	Expenditure Proposed	Available Budgeted Funds in Current FY	Remaining Funds	Purpose for Remaining Funds
General Fund 1000 Major Equipment	10226200-851200	\$56,453.15	\$57,000.00	\$546.85	Revert back to fund balance.

OPTIONS / ALTERNATIVES:

1. Vote "Yes"; this will approve the purchase of aerial articulated lift equipment between the City of Las Cruces (City) and One Source Equipment, LP., of Throckmorton, Texas through Houston-Galveston Area Council (HGAC Buy) Contract No. CM02-13 in an amount of \$56,453.15.
2. Vote "No"; this will reject the proposed purchase of aerial articulated lift equipment. This decision will maintain current equipment level under Facilities Management.
3. Vote to "Amend"; this could reject the proposed purchase and provide an opportunity to request additional information or re-scope the acquisition.

4. Vote to "Table"; this could reject the proposed purchase of aerial articulated lift equipment. This decision will maintain current equipment level under Facilities Management.

REFERENCE INFORMATION:

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

1. N/A

RESOLUTION NO. 13-14-418

A RESOLUTION APPROVING THE PURCHASE OF AERIAL ARTICULATED LIFT EQUIPMENT BETWEEN THE CITY OF LAS CRUCES (CITY) AND ONE SOURCE EQUIPMENT, LP., OF THROCKMORTON, TEXAS, THROUGH HOUSTON-GALVESTON AREA COUNCIL (HGAC BUY) CONTRACT NO. CM02-13 IN AN AMOUNT OF \$56,453.15.

The City Council is informed that:

WHEREAS, the Public Works Department/Facilities Management Section has increasing demands for servicing elevated system components that are not readily or safely accessible by conventional methods; and

WHEREAS, the limited availability of aerial articulated lift rental equipment diminishes staff's ability to respond to work orders in a timely fashion; and

WHEREAS, this acquisition is possible in the current operational budget through identified savings from vacant positions in Facilities Management; and

WHEREAS, the aerial articulated lift equipment provides many applications that would more efficiently service lights, gutters, and other repairs that are currently inaccessible using the City's existing maintenance equipment.

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

(I)

THAT the purchase of aerial articulated lift equipment from One Source Equipment, LP., of Throckmorton, Texas through the Houston-Galveston Area Council (HGAC Buy) Contract No. CM02-13, in the amount of \$56,453.15, is hereby approved.

(II)

THAT the Purchasing Manager is authorized to contract with One Source

Equipment, LP., as outlined in the signed Exhibit "A", Purchasing Manager's Request to Contract Form, attached hereto and part of this resolution.

(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 _____, 20__.

APPROVED:

Mayor

ATTEST:

City Clerk

(SEAL)

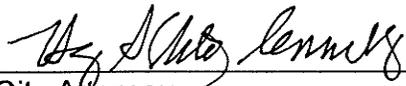
VOTE:

- Mayor Miyagishima: _____
- Councillor Silva: _____
- Councillor Smith: _____
- Councillor Pedroza: _____
- Councillor Small: _____
- Councillor Sorg: _____
- Councillor Levatino: _____

Moved by: _____

Seconded by: _____

APPROVED AS TO FORM:



City Attorney

CITY OF LAS CRUCES⁶⁷

PURCHASING MANAGER'S REQUEST TO CONTRACT

For Meeting of: May 19, 2014

Resolution No.: 13-14-418

Existing Contract Purchase For Aerial Articulated Lift Equipment

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: | CM02-13 |
| 3. Contract Expiration Date: | January 31, 2015 |
| 4. Description: | Aerial Articulated Lift Equipment |
| 5. Using Department: | Public Works |
| 6. Current Award Recommendation To: | One Source Equipment, LP
of Throckmorton, TX |
| 7. Award Amount (includes any tax and contingency): | \$56,453.15 |
| 8. Projected Completion Date: | N/A |

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 Date

CONFIRMATION OF FUND ENCUMBRANCE:

REQUISITION OR PURCHASE ORDER NUMBER:	14102812
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