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City of Las Cruces[®]
 PEOPLE HELPING PEOPLE

Council Action and Executive Summary

Item # 11 Ordinance/Resolution #13-14-440

For Meeting of _____
 (Ordinance First Reading Date)

For Meeting of June 16, 2014
 (Adoption Date)

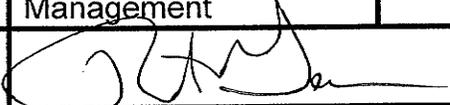
Please check box that applies to this item:

QUASI JUDICIAL LEGISLATIVE ADMINISTRATIVE

TITLE: A RESOLUTION APPROVING A CONTRACT WITH COMMERCIAL ROOFING, LLC, OF ALBUQUERQUE, NEW MEXICO, FOR ROOF REPLACEMENT AT FIRE STATION #5 FOR THE AMOUNT OF \$53,111.70 PLUS \$4,016.58 FOR NEW MEXICO GROSS RECEIPTS TAX AND AUTHORIZING THE CITY MANAGER TO APPROVE CHANGE ORDERS UP TO \$4,115.62; FOR A TOTAL AUTHORIZATION OF \$61,243.90.

PURPOSE(S) OF ACTION:

Approve a construction contract.

COUNCIL DISTRICT: 6		
<u>Drafter/Staff Contact:</u> Ruben A. Lujan	<u>Department/Section:</u> Public Works/Facilities Management	<u>Phone:</u> 541-2060
<u>City Manager Signature:</u> 		

BACKGROUND / KEY ISSUES / CONTRIBUTING FACTORS:

The roof at Fire Station #5 has been plagued with leak problems which cannot be solved by further routine patching and repair. Additional analysis of the roof has shown there is some structural damage due to ongoing leaks. Replacing the roof will provide a long-term solution to the issue while creating an improved working environment for the facility's occupants. In addition, this approach will reduce the number of work orders submitted and processed to repair the roof and allow staff to focus on other items. Once the new roof is replaced, staff will establish a preventive maintenance approach to monitor the roof and associated structural systems.

Planning and scope of work definition has been completed. Commercial Roofing, LLC, of Albuquerque, New Mexico, has been selected pursuant to terms and conditions of Cooperative Educational Services Contract No. 2012-001B 914-268 CRS, RFP 2012-001B.

Public Works/Facilities Management reviewed the cost proposal and recommends the Las Cruces City Council award the Fire Station #5 Replacement Roof Project to Commercial Roofing, LLC, in the amount of \$53,111.70 plus \$4,016.58 for New Mexico Gross Receipts Tax and authorizing the City Manager to approve change orders in the amount of \$4,115.62; for a total authorization of \$61,243.90.

SUPPORT INFORMATION:

1. Resolution.
2. Exhibit "A", Purchasing Manager's Request to Contract.
3. Attachment "A", Draft contract between Commercial Roofing, LLC, and the City of Las Cruces.

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 roof replacement to Fire Station #5 will be funded by the Safety, Health, Environmental, and Emergency portion of Fund 4001 - Infrastructure and Rehabilitation.

FUND EXPENDITURE SUMMARY:

Fund Name(s)	Account Number(s)	Expenditure Proposed	Available Budgeted Funds in Current FY	Remaining Funds	Purpose for Remaining Funds
FUND 4001 – Infrastructure and Rehabilitation Fund	40806060-852100	\$61,243.90	\$1,611,274.59	\$1,550,030.69	Other Facility Capital Projects

OPTIONS / ALTERNATIVES:

1. Vote "Yes"; this will approve the Resolution, and authorize the contract with Commercial Roofing, LLC, for the Fire Station #5 Roof Replacement Project for the amount of \$53,111.70 plus \$4,016.58 for New Mexico Gross Receipts Tax and authorize the City Manager to approve change orders in the amount of \$4,115.62; for a total authorization of \$61,243.90.
2. Vote "No"; this will not approve the Resolution and will not approve the contract with Commercial Roofing, LLC, for the Fire Station #5 Replacement Roof Project.

3. Vote to "Amend"; this will direct staff to proceed as amended by City Council. This may require additional direction to staff to modify the Resolution.
4. Vote to "Table"; City Council could provide staff with further direction.

REFERENCE INFORMATION:

1. N/A

RESOLUTION NO. 13-14-440

A RESOLUTION APPROVING A CONTRACT WITH COMMERCIAL ROOFING, LLC, OF ALBUQUERQUE, NEW MEXICO, FOR ROOF REPLACEMENT AT FIRE STATION #5 FOR THE AMOUNT OF \$53,111.70 PLUS \$4,016.58 FOR NEW MEXICO GROSS RECEIPTS TAX AND AUTHORIZING THE CITY MANAGER TO APPROVE CHANGE ORDERS UP TO \$4,115.62; FOR A TOTAL AUTHORIZATION OF \$61,243.90.

The City Council is informed that:

WHEREAS, the City of Las Cruces Fire Department needs to replace the roof on Fire Station #5 to prevent roof leaks and mitigate damage to the structure and equipment; and

WHEREAS, planning and design for the project have been completed; and

WHEREAS, a cost proposal was received pursuant to terms and conditions of Cooperative Educational Services Contract No. 2012-001B 914-268 CRS, RFP 2012-001B from Commercial Roofing, LLC, of Albuquerque, New Mexico, a roofing contractor; and

WHEREAS, the Public Works/Facilities Management Section has reviewed the proposal and recommends that Las Cruces City Council award the Fire Station #5 Roof Replacement Project to Commercial Roofing, LLC, in the amount of \$53,111.70 plus \$4,016.58 for New Mexico Gross Receipts Tax and a change order contingency of \$4,115.62; for a total amount of \$61,243.90.

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

(I)

THAT the contract for the Fire Station #5 Roof Replacement Project is hereby awarded to Commercial Roofing, LLC, of Albuquerque, New Mexico in the amount of \$53,111.70 plus \$4,016.58 for New Mexico Gross Receipts Tax and the City Manager is

authorized to approve change orders in an amount not to exceed \$4,115.62; for a total project authorization of \$61,243.90.

(II)

THAT the Purchasing Manager is authorized to contract with Commercial Roofing, LLC, as outlined in the signed Exhibit "A", Purchasing Manager's Request to Contract Form.

(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 CRUCES¹⁶⁵

PURCHASING MANAGER'S REQUEST TO CONTRACT

For Meeting of: June 16, 2014

Resolution No.: 13-14-440

Existing Contract Purchase For Roof Replacement at Fire Station #5

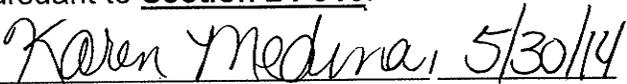
The Las Cruces City Council is provided the following information concerning this request:

RFP/BID SOLICITATION INFORMATION:

- | | | |
|----|--|--|
| 1. | Existing Contract Issuer | Cooperative Educational Services |
| 2. | Contract Number: | 2012-001B 914-268 CRS |
| 3. | Contract Expiration Date: | January 2, 2015 |
| 4. | Description: | Roof Replacement at Fire Station #5 |
| 5. | Using Department: | Public Works |
| 6. | Current Award Recommendation To: | Commercial Roofing LLC, of Albuquerque, NM |
| 7. | Award Amount (includes any tax and contingency): | \$61,243.90 |
| 8. | Projected Completion Date: | 45 days |

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:	14102793
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**EXISTING CONTRACT AGREEMENT
PURCHASE
COOPERATIVE EDUCATION SERVICES
Contract No. 2012-001B 914-268 CRS
Fire Station #5 Re-Roof**

Pursuant to terms and conditions of CES Contract No. 2012-001B 914-268 CRS, RFP 2012-001B dated August 29, 2011, between the Cooperative Education Services (CES), Commercial Roofing, LLC (Contractor), and City of Las Cruces (City), as amended and incorporated herein by reference, the City and Contractor hereby agree on this 6th day of May, 2014, as follows:

1. In a satisfactory and proper manner, the CONTRACTOR shall perform SERVICES as proposed in response to the CES, RFP/IFB 2012-001B and City's Scope of Work incorporated herein by reference and as set forth in Exhibit A, attached hereto and made a part of this Contract. That the entire Contract Documents, including Request for Proposal , Proposal response, Contract, Construction Bonds, Special Conditions, General Conditions, and Technical Specifications, and drawings (if applicable), are hereby made a part of this Agreement.
2. The estimated completion date is 45 days after a Notice to Proceed is issued by the City.
3. In consideration for the satisfactory completion of the scope of work agreed to herein, CES shall be compensated \$53,111.70 plus NMGRT. Invoices issued by the Contractor shall be made according to proposal and/or completion of project with payment by the City being made to CES within 30 days upon receipt of undisputed invoice.

CITY OF LAS CRUCES

By: _____
Karen Medina
Purchasing Manager

APPROVED AS TO FORM:

City Attorney

Commercial Roofing, Inc.

By: _____
Signature

Print Name and Title

Requisition No. 14102793