



**City of Las Cruces**  
PEOPLE HELPING PEOPLE

**Council Action and Executive Summary**

Item # 10

Ordinance/Resolution# 15-16-029

For Meeting of \_\_\_\_\_  
(Ordinance First Reading Date)

For Meeting of November 16, 2015  
(Adoption Date)

Please check box that applies to this item:

QUASI JUDICIAL

LEGISLATIVE

ADMINISTRATIVE

**TITLE:** A RESOLUTION TO AWARD AN INDEFINITE QUANTITY, INDEFINITE COST PRICE AGREEMENT FOR PAINTING AND BODY REPAIR SERVICES FOR FLEET VEHICLES TO ABC PAINT AND BODY, LLC OF LAS CRUCES, NEW MEXICO AND THE BODY WORKS COLLISION AND REFINISHING OF LAS CRUCES, NEW MEXICO FOR A TERM OF FOUR (4) YEARS SUBJECT TO APPROVED BUDGET APPROPRIATIONS AND ANNUAL RENEWAL.

**PURPOSE(S) OF ACTION:**

Approve price agreement.

<b>COUNCIL DISTRICT:</b> N/A		
<b>Drafter/Staff Contact:</b> Leeann DeMouche	<b>Department/Section:</b> Transportation/Fleet Services	<b>Phone:</b> 541-2596
<b>City Manager Signature:</b> Robert Garza, P.E.		

**BACKGROUND / KEY ISSUES / CONTRIBUTING FACTORS:**

On August 14, 2015, the City of Las Cruces (City) advertised an Invitation to Bid No. 15-16-029: Paint and Body Repair Services Agreement. These services are required to perform repairs to City fleet vehicles and the purpose of the agreement is to provide the most effective, economical method of procurement of paint and body repair services. The agreement will be on an as-needed basis for a period of up to four (4) years, subject to annual renewals and approved budget appropriations.

The Invitation to Bid closed on September 8, 2015 at 4:00 p.m. At the time of closing, the Purchasing Section had received two (2) bids; ABC Paint and Body, LLC and The Body Works Collision and Refinishing, both of Las Cruces, New Mexico.

Fleet Services staff reviewed the bids and, due to demand required, recommends both bids be awarded. It is advantageous for the City to have a pre-qualified list of vendors that perform these services from which to select from in order to have repairs completed in a timely manner.

**SUPPORT INFORMATION:**

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

**SOURCE OF FUNDING:**

<b>Is this action already budgeted?</b>	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 the _____ Fund.
<b>Does this action create any revenue?</b>	Yes	<input checked="" type="checkbox"/>	Funds will be deposited into this fund: <u>6150</u> in the amount of <u>\$75,000</u> for <u>FY16</u> .
	No	<input 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
Fleet Services	61323010-722199	\$51,000.00	\$51,000.00	\$0.00	N/A

**OPTIONS / ALTERNATIVES:**

1. Vote "Yes"; this will approve the Resolution to award an indefinite quantity, indefinite cost price agreement for paint and body repair services to ABC Paint and Body, LLC and The Body Works Collision and Refinishing both of Las Cruces, New Mexico.
2. Vote "No"; this will deny the Resolution and prohibit the indefinite quantity, indefinite cost price agreement for paint and body repair services. This would require Fleet Services to re-bid the Paint and Body Repair Price Agreement or pursue other options as directed by City Council; which may result in a higher cost to the City.
3. Vote to "Amend"; this could modify the Resolution and advise staff of necessary adjustments as deemed appropriate.
4. Vote to "Table"; this could delay the services for paint and body repair services and may have an effect on the efficiency of services.

**REFERENCE INFORMATION:**

N/A

**RESOLUTION NO. 15-16-029**

**A RESOLUTION TO AWARD AN INDEFINITE QUANTITY, INDEFINITE COST PRICE AGREEMENT FOR PAINT AND BODY REPAIR SERVICES FOR FLEET VEHICLES TO ABC PAINT AND BODY, LLC OF LAS CRUCES, NEW MEXICO AND THE BODY WORKS COLLISION AND REFINISHING OF LAS CRUCES, NEW MEXICO FOR A TERM OF FOUR (4) YEARS SUBJECT TO APPROVED BUDGET APPROPRIATIONS AND ANNUAL RENEWAL.**

The City Council is informed that:

**WHEREAS**, on August 14, 2015, the City of Las Cruces (City) advertised an Invitation to Bid for Bid No. 15-16-029: Paint and Body Repair Services Agreement to perform repairs to City fleet vehicles; and

**WHEREAS**, the agreement will be on an as-needed basis for a period of up to four (4) years, subject to annual renewals and approved budget appropriations; and

**WHEREAS**, the Invitation to Bid closed on September 08, 2015, two (2) bids were received: ABC Paint and Body, LLC and The Body Works Collision and Refinishing both of Las Cruces, New Mexico; and

**WHEREAS**, Fleet staff reviewed the bids and due to demand required, recommends both bids be awarded.

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

**(I)**

**THAT** the indefinite quantity, indefinite cost Paint and Body Repair Services Agreement Price Agreement is awarded to ABC Paint and Body, LLC and The Body Works Collision and Refinishing both of Las Cruces, New Mexico on an as-needed basis for a period of up to four (4) years, subject to annual renewals and approved budget appropriations.

(II)

THAT the Purchasing Manager is authorized to contract with ABC Paint and Body, LLC and The Body Works Collision and Refinishing both of Las Cruces, New Mexico as outlined in the signed Exhibit "A", Purchasing Manager's Request to Contract Form, attached hereto and made 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)

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

APPROVED AS TO FORM:

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

VOTE:

Mayor Miyagishima: \_\_\_\_\_  
Councillor Silva: \_\_\_\_\_  
Councillor Smith: \_\_\_\_\_  
Councillor Pedroza: \_\_\_\_\_  
Councillor Small: \_\_\_\_\_  
Councillor Sorg: \_\_\_\_\_  
Councillor Levatino: \_\_\_\_\_

# CITY OF LAS CRUCES

## PURCHASING MANAGER'S REQUEST TO CONTRACT

For Meeting of: November 16, 2015

Resolution No.: 15-16-029

### Contract Purchase For Paint and Body Work Price Agreement

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

**RFP SOLICITATION INFORMATION:**

- 1. RFP No. / Due Date: RFP No. 15-16-029 / September 8, 2015
- 2. Description: Paint and Body Work Price Agreement
- 3. Using Department: Transportation/Fleet Management
- 4. Number of Responses Solicited: Eight (8)
- 5. Number of Responses Received and Accepted: Two (2)
- 6. Recommended Award(s) To: ABC Paint & Body, LLC and The Body Works  
Collision and Refinishing Both of Las Cruces, NM
- 7. Total Award Amount: Indefinite Cost/Quantity
- 8. Contract Duration: Four (4) years subject to annual renewals and approved  
budget appropriations

**LOCAL PREFERENCE FACTOR**

Local Preference Factor Applied Per LCMC §24-100	No	<input checked="" type="checkbox"/>	LCMC §24-100 not applicable to this solicitation
	Yes	<input type="checkbox"/>	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

10/23/15  
 Date

**CONFIRMATION OF FUND ENCUMBRANCE:**

REQUISITION or PURCHASE ORDER NUMBER:	TBD
---------------------------------------	-----



# City of Las Cruces<sup>®</sup>

PEOPLE HELPING PEOPLE



## COUNCIL ACTION AND EXECUTIVE SUMMARY PACKET ROUTING SLIP

For Meeting of \_\_\_\_\_  
 (Ordinance First Reading Date)

For Meeting of November 16, 2015  
 (Adoption Date)

TITLE:

A RESOLUTION TO AWARD AN INDEFINITE QUANTITY, INDEFINITE COST PRICE AGREEMENT FOR PAINT AND BODY REPAIR SERVICES FOR FLEET VEHICLES TO ABC PAINT AND BODY, LLC OF LAS CRUCES, NEW MEXICO AND THE BODY WORKS COLLISION AND REFINISHING OF LAS CRUCES, NEW MEXICO FOR A TERM OF FOUR (4) YEARS SUBJECT TO APPROVED BUDGET APPROPRIATIONS AND ANNUAL RENEWAL.

Purchasing Manager's Request to Contract (PMRC) {Required?} Yes  No

DEPARTMENT	SIGNATURE	PHONE NO.	DATE
Drafter/Staff Contact	<i>Leann DeMouche</i>	2596	10/23/15
Department Director	<i>Dan Maest</i>	2048	10/26/15
Other	<i>[Signature]</i>		
Assistant City Manager /CAO Management & Budget Manager	<i>[Signature]</i>	22028 2106	11/2/15 10/26/15
Assistant City Manager/COO	<i>[Signature]</i>		10/2/15
City Attorney	<i>[Signature]</i>	EXT 2128	3 NOV 2015
City Clerk - Interim	<i>[Signature]</i>	X2115	11-6-15