



# City of Las Cruces®

PEOPLE HELPING PEOPLE

## Council Action and Executive Summary

Item # 13Ordinance/Resolution#12-13-359For Meeting of \_\_\_\_\_  
(Ordinance First Reading Date)For Meeting of October 3, 2016  
(Adoption Date)

Please check box that applies to this item:

 QUASI JUDICIAL LEGISLATIVE ADMINISTRATIVE

**TITLE:** A RESOLUTION AUTHORIZING AN INDEFINITE QUANTITY AND INDEFINITE COST PRICE AGREEMENT FOR TIRES, TUBES, AND RELATED SERVICES FOR FLEET VEHICLES WITH TIRE CENTER PLUS OF LAS CRUCES, NM FOR A PERIOD UP TO TWO YEARS SUBJECT TO ANNUAL RENEWAL AND APPROVED BUDGET APPROPRIATIONS.

**PURPOSE(S) OF ACTION:**

Approve price agreement.

<b>COUNCIL DISTRICT:</b> N/A		
<b><u>Drafter/Staff Contact:</u></b> Leeann DeMouche	<b><u>Department/Section:</u></b> Transportation/Fleet Services	<b><u>Phone:</u></b> 541-2596
<b><u>City Manager Signature:</u></b>		

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

Las Cruces Municipal Code, Chapter 24, Article IX, Section 24-346 – Authority for Cooperative Procurement, allows the City to utilize contracts from other entities. Utilization of these contracts is currently the most effective and cost efficient manner for staff to procure supplies and services to satisfy the operational needs of the City.

The Fleet Services Section of the Transportation Department currently purchases tires, tubes, and related services for City fleet vehicles and heavy equipment. Tire Center Plus of Las Cruces, NM provides reduced pricing for tires, tubes, and related services based on current State of New Mexico Pricing Agreement No. 20-000-00-00083C, which is managed through the City Purchasing Section. The estimated total expenditures for these services for FY17 will exceed the purchasing approval threshold of \$75,000.00 and therefore requires City Council approval. As such, staff is requesting approval from City Council to enter into an indefinite quantity and indefinite cost price agreement for tires, tubes, and related services with Tire Center Plus of Las Cruces, NM on an as-needed basis for a period of up to two years, subject to annual renewal and approved budget appropriations.

(Continue on additional sheets as required)

**SUPPORT INFORMATION:**

1. Resolution.
2. Exhibit "A", Purchasing Manager 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 in 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>\$75,000.00</u> for FY <u>17</u> .
	No	<input type="checkbox"/>	There is no new revenue generated by this action.

**BUDGET NARRATIVE**

N/A
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**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	65120000-751000	\$100,000.00	Various	Various	City motor pool repair purchases.

**OPTIONS / ALTERNATIVES:**

1. Vote "Yes"; this action will authorize an indefinite quantity and indefinite cost price agreement for tires, tubes, and related services for City fleet vehicles and heavy equipment with Tire Center Plus of Las Cruces, NM on an as-needed basis, for a period of up to two years, subject to annual renewal and approved budget appropriations.
2. Vote "No"; this action will not authorize the agreement. The City's budget will be negatively affected as the cost for tires, tubes, and related services would increase as procurements would have to be made with other vendors whose costs are higher.
3. Vote "Amend"; this action could modify the resolution and advise staff of necessary adjustments as deemed appropriate.

(Continue on additional sheets as required)

4. Vote "Table"; this could delay the agreement and may have an effect on the efficiency of services. This delay will negatively affect the City's budget as the cost for tires, tubes, and related services would increase as procurements would have to be made with other vendors whose costs are higher.

**REFERENCE INFORMATION:**

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

N/A



# City of Las Cruces<sup>®</sup>

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## COUNCIL ACTION AND EXECUTIVE SUMMARY PACKET ROUTING SLIP

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

For Meeting of October 3, 2016  
 (Adoption Date)

**TITLE:** A RESOLUTION AUTHORIZING AN INDEFINITE QUANTITY AND INDEFINITE COST PRICE AGREEMENT FOR TIRES, TUBES, AND RELATED SERVICES FOR FLEET VEHICLES WITH TIRE CENTER PLUS OF LAS CRUCES, NM FOR A PERIOD UP TO TWO YEARS SUBJECT TO ANNUAL RENEWAL AND APPROVED BUDGET APPROPRIATIONS.

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

DEPARTMENT	SIGNATURE	PHONE NO.	DATE
Drafter/Staff Contact	<i>Leann DeMonche</i>	2596	08/30/2016
Department Director	<i>Pat Mac</i>	2048	9-1-16
Other			
Assistant City Manager /CAO Management & Budget Manager	<i>Quaranta Macgregor</i>	2042 2022	9/7/16 9/6/16
Assistant City Manager/COO	<i>[Signature]</i>		9/2/16
City Attorney	<i>[Signature]</i>	647 2128	14 Sept 2016
City Clerk	<i>[Signature]</i>	X2115	9-23-16

**RESOLUTION NO. 12-13-359**

**A RESOLUTION AUTHORIZING AN INDEFINITE QUANTITY AND INDEFINITE COST PRICE AGREEMENT FOR TIRES, TUBES, AND RELATED SERVICES FOR FLEET VEHICLES WITH TIRE CENTER PLUS OF LAS CRUCES, NM FOR A PERIOD UP TO TWO YEARS SUBJECT TO ANNUAL RENEWAL AND APPROVED BUDGET APPROPRIATIONS.**

The City Council is informed that:

**WHEREAS**, the City purchases tires, tubes, and related services for fleet vehicles and heavy equipment from Tire Center Plus of Las Cruces, NM; and

**WHEREAS**, Tire Center Plus is currently under contract through the State of New Mexico Pricing Agreement Number 20-000-00-00083C, which is managed through the City Purchasing Section; and

**WHEREAS**, Fleet Services staff is requesting approval from City Council to enter into an indefinite quantity, indefinite cost price agreement with Tire Center Plus on an as-needed basis, for a period up to two years, subject to annual renewal and approved budget appropriations.

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

**(I)**

**THAT** the indefinite quantity and indefinite cost price agreement for tires, tubes, and related services with Tire Center Plus of Las Cruces, NM is hereby approved on an as-needed basis, for a period up to two years, subject to annual renewal and approved budget appropriations.

**(II)**

**THAT** the Purchasing Manager is authorized to contract with Tire Center Plus of Las Cruces, NM as outlined in the signed Exhibit "A", Purchasing Manager's Request to

Contract Form, attached hereto and made a part of this Resolution.

(III)

THAT City staff is hereby authorized to do all deeds as necessary in the accomplishment of the herein above.

DONE AND APPROVED on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

APPROVED:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

(SEAL)

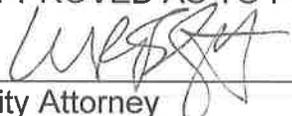
VOTE:

Mayor Miyagishima:	_____
Councillor Gandara:	_____
Councillor Smith:	_____
Councillor Pedroza:	_____
Councillor Eakman:	_____
Councillor Sorg:	_____
Councillor Levatino:	_____

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

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

APPROVED AS TO FORM:

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

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**CITY OF LAS CRUCES**

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**PURCHASING MANAGER'S REQUEST TO CONTRACT**

For Meeting of: October 3, 2016

Resolution No.: 12-13-359

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**Existing Contract Purchase For  
Tires, Tubes and Related Services**

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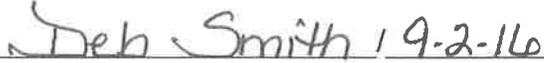
The Las Cruces City Council is provided the following information concerning this request:

**RFP/BID SOLICITATION INFORMATION:**

- |    |                                  |                                      |
|----|----------------------------------|--------------------------------------|
| 1. | Existing Contract Issuer         | State of New Mexico                  |
| 2. | Contract Number:                 | 20-000-00-00083C                     |
| 3. | Contract Expiration Date:        | March 31, 2017                       |
| 4. | Description:                     | Tires, Tubes and Related Services    |
| 5. | Using Department:                | Transportation                       |
| 6. | Current Award Recommendation To: | Tire Center Plus of Las Cruces, NM   |
| 7. | Award Amount:                    | Indefinite Quantity, Indefinite Cost |
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**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

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**CONFIRMATION OF FUND ENCUMBRANCE:**

REQUISITION OR PURCHASE ORDER NUMBER:	TBD
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