



# City of Las Cruces®

PEOPLE HELPING PEOPLE

## Council Action and Executive Summary

Item # 14Ordinance/Resolution#15-16-123For 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 PARTS AND REPAIR SERVICES FOR POLICE MOTORCYCLES WITH BARNETT'S LAS CRUCES HARLEY DAVIDSON, LLC OF LAS CRUCES, NM FOR A PERIOD UP TO THREE YEARS SUBJECT TO ANNUAL RENEWAL AND APPROVED BUDGET APPROPRIATIONS.

**PURPOSE(S) OF ACTION:**

Award 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:**

The Fleet Services Section (Fleet) of the Transportation Department currently purchases parts and labor repair services for Police Department 2014 Harley Davidson Electra Glide Model FLHTP motorcycles. On January 15, 2016, the City of Las Cruces (City) advertised Invitation to Bid No. 15-16-123 – Police Department Motorcycles Parts and Service. The Invitation to Bid closed on February 2, 2016 at 2:00 p.m. with one bid being received.

Fleet reviewed the bid and recommends that City Council award the price agreement to Barnett's Las Cruces Harley Davidson, LLC of Las Cruces, NM for Police Department motorcycles parts and service. Fleet anticipates the total expenditure to be beyond the \$75,000.00 threshold 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 Police Department motorcycles parts and service with Barnett's Las Cruces Harley Davison, LLC of Las Cruces, NM on and as-needed basis, for a period up to three years, subject to annual renewals and approved budget appropriations.

(Continue on additional sheets as required)

**SUPPORT INFORMATION:**

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

**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 17.
	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	65120000-751000	\$50,000.00	Various	Various	City motor repair purchases.
Fleet Services	65120000-721090	\$50,000.00	Various	Various	City motor repair purchases.

**OPTIONS / ALTERNATIVES:**

1. Vote "Yes"; this action will authorize an indefinite quantity and indefinite cost price agreement for Police Department motorcycles parts and services with Barnett's Las Cruces Harley Davidson, LLC of Las Cruces, NM on an as-needed basis, for a period of up to three 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 motorcycle parts and repair services would increase as procurements would have to be made with other vendors whose costs are higher.

(Continue on additional sheets as required)

3. Vote "Amend"; this action could modify the resolution and advise staff of necessary adjustments as deemed appropriate.
4. Vote "Table"; this action could postpone consideration of the resolution and City Council could direct staff accordingly. This delay will negatively affect the City's budget as the cost for motorcycle parts and repair 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>

PEOPLE HELPING PEOPLE

## 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 PARTS AND REPAIR SERVICES FOR POLICE MOTORCYCLES WITH BARNETT'S LAS CRUCES HARLEY DAVIDSON, LLC OF LAS CRUCES, NM FOR A PERIOD UP TO THREE 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 DeMouche</i>	2596	08/23/2016
Department Director	<i>Dan Maestri</i>	2048	8-25-16
Other			
Assistant City Manager /CAO	<i>Quinn</i>	2076	9-6-16
Management & Budget Manager	<i>V. Macgregor</i>	2022	8/30/16
Assistant City Manager/COO	<i>Daryl De</i>		9/15/16
City Attorney	<i>W. J. [Signature]</i>	EXT 2128	14 Sept 2016
City Clerk	<i>[Signature]</i>	X2115	9-23-16

**RESOLUTION NO. 15-16-123**

**A RESOLUTION AUTHORIZING AN INDEFINITE QUANTITY AND INDEFINITE COST PRICE AGREEMENT FOR PARTS AND REPAIR SERVICES FOR POLICE MOTORCYCLES WITH BARNETT'S LAS CRUCES HARLEY DAVIDSON, LLC OF LAS CRUCES, NM FOR A PERIOD UP TO THREE YEARS SUBJECT TO ANNUAL RENEWAL AND APPROVED BUDGET APPROPRIATIONS.**

The City Council is informed that:

**WHEREAS**, the City purchases parts and labor repair services for Police Department 2014 Harley Davison Electric Glide Model FLFTP motorcycles; and

**WHEREAS**, on January 15, 2016 the City advertised Invitation to Bid No. 15-16-123 – Police Department Motorcycles Parts and Service which closed on February 2, 2016 at 2:00 p.m. with one bid being received; and

**WHEREAS**, Fleet Services staff reviewed the bid and recommends City Council award the indefinite quantity and indefinite cost price agreement for Police Department motorcycles parts and service with Barnett's Las Cruces Harley Davidson, LLC of Las Cruces, NM for a period of three 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 Police Department motorcycles parts and service is hereby awarded to Barnett's Las Cruces Harley Davidson, LLC of Las Cruces, NM for a period of three years, subject to annual renewal and approved budget appropriations.

**(II)**

**THAT** the Purchasing Manager is authorized to contract with Barnett's Las Cruces

Harley Davidson, LLC of Las Cruces, NM 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 on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

APPROVED:

\_\_\_\_\_  
Mayor

ATTEST:

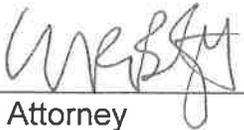
\_\_\_\_\_  
City Clerk

(SEAL)

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

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

APPROVED AS TO FORM:

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

VOTE:  
Mayor Miyagishima: \_\_\_\_\_  
Councillor Gandara: \_\_\_\_\_  
Councillor Smith: \_\_\_\_\_  
Councillor Pedroza: \_\_\_\_\_  
Councillor Eakman: \_\_\_\_\_  
Councillor Sorg: \_\_\_\_\_  
Councillor Levatino: \_\_\_\_\_

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**CITY OF LAS CRUCES**

**PURCHASING MANAGER'S REQUEST TO CONTRACT**

For Meeting of: October 3, 2016

Resolution No.: 15-16-123

**Contract Purchase For  
Police Department Motorcycles Parts and Service**

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

**BID SOLICITATION INFORMATION:**

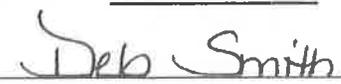
1. Bid Due Date: **February 2, 2016**
2. Description: **Police Department Motorcycles Parts and Service**
3. Using Department: **Fleet Department**
4. Number of Responses Solicited: **Six (6)**
5. Number of Responses Received and Accepted: **One (1)**
6. Recommended Award(s) To: **Barnett's Las Cruces Harley Davidson, LLC  
of Las Cruces, NM**
7. Total Award Amount (includes any tax and contingency): **Indefinite Cost /  
Indefinite Quantity**
8. Contract Duration: **Three (3) years, Subject to Budget Appropriations  
and Annual Renewals**

**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)
		<input type="checkbox"/>	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 10/30/16  
 Date

**CONFIRMATION OF FUND ENCUMBRANCE:**

REQUISITION or PURCHASE ORDER NUMBER:	<b>TBD</b>
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