



City of Las Cruces[®]

PEOPLE HELPING PEOPLE

Council Action and Executive Summary

Item # 17Ordinance/Resolution# 16-17-044For 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 FLEET VEHICLE PARTS WITH O'REILLY AUTO ENTERPRISES, LLC OF SPRINGFIELD, MO FOR A PERIOD UP TO TWO YEARS SUBJECT TO ANNUAL RENEWAL AND APPROVED BUDGET APPROPRIATIONS.

PURPOSE(S) OF ACTION:

Award price agreement.

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

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 for the operational needs of the City.

The Fleet Services Section of the Transportation Department currently purchases automotive parts from O'Reilly Auto Enterprises, LLC of Springfield, MO for repairs to City of Las Cruces (City) fleet vehicles and heavy equipment. O'Reilly Auto Enterprises, LLC provides reduced pricing for automotive parts based on current National Cooperative Purchasing Alliance Contract No. 05-13, which is managed through the City's Purchasing Section. The estimated total expenditures 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 with O'Reilly Auto Enterprises, LLC of Springfield, MO for automotive parts 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 Form.

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 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

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 fleet maintenance repairs.

OPTIONS / ALTERNATIVES:

1. Vote "Yes"; this action will authorize an indefinite quantity and indefinite cost price agreement for automotive parts to repair City fleet vehicles and heavy equipment with O'Reilly Auto Enterprises, LLC of Springfield, MO 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 parts for repairs 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 to reflect City Council's request.
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

(Continue on additional sheets as required)

cost for parts to repairs to City fleet vehicles and heavy equipment 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®

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 FLEET VEHICLE PARTS WITH O'REILLY AUTO ENTERPRISES, LLC OF SPRINGFIELD, MO 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>Heann DeMonche</i>	2596	08/30/2016
Department Director	<i>Lisa Murphy for DM</i>	2048	09/02/2016
Other			
Assistant City Manager /CAO Management & Budget Manager	<i>Andrews Macgregor</i>	2042 2022	9/7/16 9/16/16
Assistant City Manager/COO	<i>[Signature]</i>		9/12/16
City Attorney	<i>[Signature]</i>	EXT 2128	14 Sept 2016
City Clerk	<i>[Signature]</i>	X2115	9-23-16

RESOLUTION NO. 16-17-044

A RESOLUTION AUTHORIZING AN INDEFINITE QUANTITY AND INDEFINITE COST PRICE AGREEMENT FOR FLEET VEHICLE PARTS WITH O'REILLY AUTO ENTERPRISES, LLC OF SPRINGFIELD, MO FOR A PERIOD UP TO TWO YEARS SUBJECT TO ANNUAL RENEWAL AND APPROVED BUDGET APPROPRIATIONS.

The City Council is informed that:

WHEREAS, the City of Las Cruces (City) purchases automotive parts for repairs to City fleet vehicles and heavy equipment from O'Reilly Auto Enterprises, LLC of Springfield, MO; and

WHEREAS, O'Reilly Auto Enterprises, LLC provides reduced pricing for automotive parts based on National Cooperative Pricing Alliance Contract Number 05-13, which is managed through the City's Purchasing Section; and

WHEREAS, Fleet Services staff is requesting approval from City Council to enter into an indefinite quantity and indefinite cost price agreement for automotive parts with O'Reilly Auto Enterprises, LLC on an as-needed basis, for a period of 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 automotive parts with O'Reilly Auto Enterprises, LLC of Springfield, MO 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 O'Reilly Auto

Enterprises, LLC. of Springfield, MO 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 necessary in the accomplishment of the herein above.

DONE AND APPROVED this ____ day of _____, 20__.

APPROVED:

Mayor

ATTEST:

City Clerk

(SEAL)

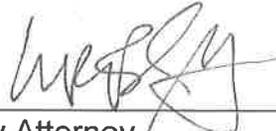
Moved by: _____

Seconded by: _____

VOTE:

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

APPROVED AS TO FORM:



City Attorney

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CITY OF LAS CRUCES

PURCHASING MANAGER'S REQUEST TO CONTRACT

For Meeting of: October 3, 2016

Resolution No.: 16-17-044

**Existing Contract Purchase For
Automotive Parts**

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

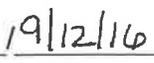
RFP/BID SOLICITATION INFORMATION:

- | | | |
|----|----------------------------------|--|
| 1. | Existing Contract Issuer | National Cooperative Purchasing Alliance |
| 2. | Contract Number: | 05-13 |
| 3. | Contract Expiration Date: | May 31, 2018 |
| 4. | Description: | Automotive Parts |
| 5. | Using Department: | Transportation |
| 6. | Current Award Recommendation To: | O'Reilly Auto Enterprises, LLC of Springfield, MO |
| 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

CONFIRMATION OF FUND ENCUMBRANCE:

REQUISITION OR PURCHASE ORDER NUMBER:	TBD
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