



City of Las Cruces®

PEOPLE HELPING PEOPLE

Council Action and Executive Summary

Item # 18Ordinance/Resolution# 16-17-045For 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 BUS PARTS WITH GILLIG, LLC OF HAYWARD, CA 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 of Las Cruces (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 bus parts from Gillig, LLC of Hayward, CA for repairs to City fleet transit buses. Gillig, LLC provides reduced pricing for the bus parts based on current Collier County, FL Contract No. 15-6479, 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 for fleet bus parts with Gillig, LLC of Hayward, CA 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 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	\$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 fleet bus parts for repairs to City fleet transit buses with Gillig, LLC of Hayward, CA 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 bus parts 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.

(Continue on additional sheets as required)

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 bus parts for repairs to City fleet transit buses 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 BUS PARTS WITH GILLIG, LLC OF HAYWARD, CA 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>Paul Maert</i>	2048	9-1-16
Other			
Assistant City Manager /CAO Management & Budget Manager	<i>Andrew Rodriguez</i>	2042 2122	9/7/16 9/10/16
Assistant City Manager/COO	<i>David Ole</i>		9/12/16
City Attorney	<i>W. R. ...</i>	EXT 2128	14 SEP 2016
City Clerk	<i>Paula ...</i>	X2115	9-23-16

RESOLUTION NO. 16-17-045

A RESOLUTION AUTHORIZING AN INDEFINITE QUANTITY AND INDEFINITE COST PRICE AGREEMENT FOR FLEET BUS PARTS WITH GILLIG, LLC OF HAYWARD, CA 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 bus parts for repairs to City fleet transit buses from Gillig, LLC of Hayward, CA; and

WHEREAS, Gillig, LLC provides reduced pricing for fleet bus parts based on Collier County, FL Contract No. 15-6479 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 fleet bus parts with Gillig, 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 fleet bus parts with Gillig, LLC of Hayward, CA 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 Gillig, LLC of Hayward, CA 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.: 16-17-045

**Existing Contract Purchase For
 Fleet Bus Parts Price Agreement**

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

RFP/BID SOLICITATION INFORMATION:

- | | | |
|----|----------------------------------|--|
| 1. | Existing Contract Issuer | Collier County, FL |
| 2. | Contract Number: | 15-6479 |
| 3. | Contract Expiration Date: | September 30, 2017 |
| 4. | Description: | Fleet Bus Parts Price Agreement |
| 5. | Using Department: | Transportation |
| 6. | Current Award Recommendation To: | Gillig, LLC of Hayward, CA |
| 7. | Award Amount: | Indefinite Cost /
Indefinite Quantity |
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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**.

 19-2-16
 Purchasing Manager Date

CONFIRMATION OF FUND ENCUMBRANCE:

REQUISITION OR PURCHASE ORDER NUMBER:	TBD
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