



# City of Las Cruces®

PEOPLE HELPING PEOPLE

## Council Action and Executive Summary

Item # 19Ordinance/Resolution# 16-17-050For Meeting of \_\_\_\_\_  
(Ordinance First Reading Date)For Meeting of October 3, 2016  
(Adoption Date)

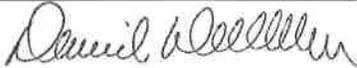
Please check box that applies to this item:

 QUASI JUDICIAL LEGISLATIVE ADMINISTRATIVE

**TITLE:** A RESOLUTION TO AWARD AN INDEFINITE QUANTITY, INDEFINITE COST PRICE AGREEMENT FOR OIL, LUBRICANTS, AND ANTIFREEZE TO BREWER OIL CO. OF ALBUQUERQUE, NM FOR A TERM OF FOUR YEARS SUBJECT TO APPROVED BUDGET APPROPRIATIONS AND ANNUAL RENEWAL.

**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:**

Las Cruces Municipal Code, 1997, as amended, 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 purchase oil, lubricants, antifreeze and related products from Brewer Oil Co. of Albuquerque, NM for City owned vehicles, trailers, and equipment. Brewer Oil Co. provides reduced pricing for oil, lubricant, and antifreeze based on current Albuquerque Bernalillo County Water Utility Authority Price Agreement No. BP000666, which is managed through the City's Purchasing Section. Due to the continuous fluctuation of oil bi-product prices, 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 oil, lubricant, and antifreeze with Brewer Oil Co. of Albuquerque, NM on an as-needed basis, for a period of up to four years, subject to annual renewal and approved budget appropriations.

**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>\$75,000.00</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	\$400,000.00	Various	Various	City motor repair purchases.

**OPTIONS / ALTERNATIVES:**

1. Vote "Yes"; this action will authorize an indefinite quantity and indefinite cost price agreement for oil, lubricant, and antifreeze for City owned vehicles, trailers, and equipment with Brewer Oil Co. of Albuquerque, NM on an as-needed basis, for a period of up to four years, subject to annual renewal and approved budget appropriations.
2. Vote "No"; this will not authorize the agreement. This would require Fleet to pursue other options as directed by City Council which may result in a higher maintenance 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 agreement and may have an effect on the efficiency of services.

**REFERENCE INFORMATION:**

N/A



# City of Las Cruces<sup>®</sup>

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## COUNCIL ACTION AND EXECUTIVE SUMMARY PACKET ROUTING SLIP

For Meeting of \_\_\_\_\_  
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**TITLE:** A RESOLUTION TO AWARD AN INDEFINITE QUANTITY, INDEFINITE COST PRICE AGREEMENT FOR OIL, LUBRICANTS, AND ANTIFREEZE TO BREWER OIL CO. OF ALBUQUERQUE, NM FOR A TERM OF FOUR 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 DeMonche</i>	2596	08/30/2016
Department Director	<i>Dan Spant</i>	2048	9-1-16
Other			
Assistant City Manager /CAO	<i>Audrey Macgregor</i>	2042	9/8/16
Management & Budget Manager	<i>Audrey Macgregor</i>	2022	9/7/16
Assistant City Manager/COO	<i>Dan De</i>		9/12/16
City Attorney	<i>W. B. ...</i>	EXT 2128	14 Sept 2016
City Clerk	<i>Dan De</i>	82115	9-23-16

**RESOLUTION NO. 16-17-050**

**A RESOLUTION TO AWARD AN INDEFINITE QUANTITY, INDEFINITE COST PRICE AGREEMENT FOR OIL, LUBRICANTS, AND ANTIFREEZE TO BREWER OIL CO. OF ALBUQUERQUE, NM FOR A TERM OF FOUR YEARS SUBJECT TO APPROVED BUDGET APPROPRIATIONS AND ANNUAL RENEWAL.**

The City Council is informed that:

**WHEREAS**, the City purchases oil, lubricants, and antifreeze for City owned vehicles, trailers, and equipment from Brewer Oil Co. of Albuquerque, NM; and

**WHEREAS**, Brewer Oil Co. provides reduced pricing for oil, lubricant, and antifreeze based on Albuquerque Bernalillo County Water Utility Authority Price Agreement No. BP000666, 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 and indefinite cost price agreement for oil, lubricant, and antifreeze with Brewer Oil Co. on an as-needed basis, for a period of up to four 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, indefinite cost price agreement for oil, lubricant, and antifreeze with Brewer Oil Co. of Albuquerque, NM is hereby approved on an as-needed basis, for a period of up to four years, subject to annual renewal and approved budget appropriations.

**(II)**

**THAT** the Purchasing Manager is authorized to contract with Brewer Oil Co. of Albuquerque, 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 necessary in the accomplishment of the herein above.

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

APPROVED:

\_\_\_\_\_  
Mayor

ATTEST:

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

(SEAL)

VOTE:

Mayor Miyagishima: \_\_\_\_\_

Councillor Gandara \_\_\_\_\_

Councillor Smith: \_\_\_\_\_

Councillor Pedroza: \_\_\_\_\_

Councillor Eakman: \_\_\_\_\_

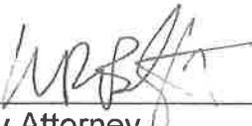
Councillor Sorg: \_\_\_\_\_

Councillor Levatino: \_\_\_\_\_

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

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

APPROVED AS TO FORM:

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

