

**CITY OF FARMINGTON
CITY COUNCIL WORK SESSION AGENDA
July 19, 2016 – 9:00 a.m.**

DEPARTMENT HEAD REPORTS

1. Employee of the Month Program award (Employee Council President Kathy Farley)
2. Report from the Farmington Convention and Visitors Bureau (Tonya Stinson)
3. Presentation of the energy efficiency upgrades to form an Energy Savings Performance Contract (Julie Baird)

Action Requested of Council:

Grant permission to proceed with financing options to include bonding and to draft the corresponding ordinance.

Background/Rationale:

In October of 2015 the Council approved conducting an Investment Grade Audit for the purpose of investigating possible energy upgrades to City facilities. The upgrades would be a series of Energy Conservation Measures (ECMs) that would form a performance contract for construction under the guidelines of the New Mexico Energy, Minerals and Natural Resources Department program. This is a presentation of the findings of the Investment Grade Audit.

Staff Recommendation:

Proceed with bonding options to finance the construction phase.

Budgetary Impact:

Energy and maintenance savings will be utilized for bond payments resulting in minimal impact to the budget.

4. Bid for testing and commissioning of the Aztec Substation (Kristi Benson) -----1

Action Requested of Council:

Approve recommendation for award.

Background/Rationale:

Bids opened July 12, 2016 for testing and commissioning of the Aztec Substation (Electric) with six bidders participating.

Staff Recommendation:

Award the bid to Electric Power Systems as the lowest and best bidder meeting specifications (\$128,770) and to reject the bids received from Manta IV Engineering and Western Electrical Services for not meeting specifications.

Instructions upon Approval:

Award the contract.

COUNCIL BUSINESS

5. Selection of voting delegate and alternate voting delegate for the 2016 New Mexico Municipal League Annual Business Meeting (Mayor)
6. Appointment to the Animal Services Advisory Commission (Mayor)

AGENDA ITEM SUPPORT MATERIALS ARE AVAILABLE FOR INSPECTION AND/OR PURCHASE AT THE OFFICE OF THE CITY CLERK, 800 MUNICIPAL DRIVE, FARMINGTON, NEW MEXICO.

ATTENTION PERSONS WITH DISABILITIES: The meeting room and facilities are fully accessible to persons with mobility disabilities. If you plan to attend the meeting and will need an auxiliary aid or service, please contact the City Clerk's Office at 599-1106 or 599-1101 prior to the meeting so that arrangements can be made.

CITY OF FARMINGTON
INTER-OFFICE MEMORANDUM

TO: Mayor Roberts and City Council
FROM: Kristi Benson, CPPO, CPPB *KLB*
Chief Procurement Officer
DATE: July 14, 2016
SUBJECT: Testing and Commissioning for Aztec Substation, Bid #16-116123
USING DEPARTMENT: Electric Utility

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A bid opening was held on July 12, 2016 for the Testing and Commissioning for Aztec Substation. Six (6) bidders responded.

The Central Purchasing Department concurs with the recommendation from the Electric Utility to reject the bids from Manta IV Engineering and Western Electrical Services for not meeting specifications.

The Central Purchasing Department concurs with the recommendation from the Electric Utility to award the bid to Electric Power Systems from Albuquerque, NM a responsible bidder submitting the lowest responsive bid meeting specifications for a total awarded amount of \$128,770, plus estimated applicable taxes of \$9,416.31. No bidders qualified for the In-State Preference.

Kristi Benson (Presenter)
Work Session July 19, 2016

Copy to: H. Andrew Mason – Administrative Services Director
Rodney Romero – Acting Electric Utility Director
John Armenta – Electric Engineering Manager

File - 16-116123/EM

CITY OF FARMINGTON - ABSTRACT SCHEDULE

Testing and Commissioning for the Aztec Substation Opens: 7/12/16 at 2 pm

Electric Utility

ITEM	QTY.	UOM	DESCRIPTION	Electric Power Systems 8515 Calle Alameda Albuquerque, NM Bill Lewis	Southwest Energy Systems 2231 E Jones Ave Phoenix, AZ Matthew Sheppard	American Electrical Testing 25 Forbes Blvd Foxboro, MA Don Madaglia	Magna IV Engineering 96 Inverness Drive Englewood, CO Aric Proskurniak	Western Electrical Services 5680 32nd St Phoenix, AZ Eddie Gahr	Electrical Reliability Services 8500 Washington St. Albuquerque, NM Chris Pennington		
A.	1		Total Cost of Phase 1 & Phase 2	X \$128,770.00	\$229,937.78	\$394,317.00	\$82,735.00	\$117,780.00	\$377,182.00		
				BID SIGNED: NO	YES	YES	YES	YES	YES		
				IN-STATE OR VETERANS PREFERENCE: NO	NO	NO	NO	NO	NO		
				PAYMENT TERMS: NOT LISTED	NET 30	NET 30	NET 30	NET 30	NET 30		
				ADDENDA ACKNOWLEDGED: NO	YES	YES	YES	YES	YES		
				TAX FORM INITIALED (if applicable): NO	YES	NOT INCLUDED	YES	NO	NO		
				QUALIFICATIONS FORM SENT: YES	YES	YES	YES	NO	NO		
				*Exceptions to Specifications: Testing Equipment						Bid Form was not used and Qualifications Form was not submitted with bid.	Bid Form was not used and Qualifications Form was not submitted with bid.