

Commission Meeting Agenda



Mayor

Samuel D. Cobb

City Commission

Marshall R. Newman

Christopher R. Mills

Patricia A. Taylor

Joseph D. Calderón

Garry A. Buie

Don R. Gerth

Acting City Manager

Manny Gomez

April 9, 2018



Hobbs City Commission
Regular Meeting - Postponed from April 2, 2018
City Hall, City Commission Chamber
200 E. Broadway, 1st Floor Annex, Hobbs, New Mexico

Monday, April 9, 2018 - 6:00 p.m.

Sam D. Cobb, Mayor

Marshall R. Newman
Commissioner - District 1

Christopher R. Mills
Commissioner - District 2

Patricia A. Taylor
Commissioner - District 3

Joseph D. Calderón
Commissioner - District 4

Garry A. Buie
Commissioner - District 5

Don R. Gerth
Commissioner - District 6

A G E N D A

*City Commission Meetings are
Broadcast Live on KHBX FM 99.3 Radio
and Available via Livestream at www.hobbsnm.org*

CALL TO ORDER AND ROLL CALL

INVOCATION AND PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

1. Minutes of the March 19, 2018, Regular Commission Meeting

PROCLAMATIONS AND AWARDS OF MERIT

2. Presentation of Plaque of Appreciation to Outgoing City Commissioner Garry Buie (2010 - 2018) (*Mayor Sam Cobb*)
3. Proclamation Proclaiming April 9, 2018, as "*Hobbs Lady Eagles Day*"
4. Proclamation Proclaiming the Month of April, 2018, as "*Fair Housing Month*"

PUBLIC COMMENTS (For non-agenda items.)

CONSENT AGENDA (The consent agenda is approved by a single motion. Any member of the Commission may request an item to be transferred to the regular agenda from the consent agenda without discussion or vote.)

5. Resolution No. 6643 - Authorizing Adoption of the Required Community Development Block Grant (CDBG) Annual Certifications and Commitments (2018) (Todd Randall, City Engineer)

DISCUSSION

6. Lea County Communication Authority - Revisions to the Radio Memorandum of Agreement to Include the New Mexico Junior College (Police Chief Chris McCall)
7. Discussion of Proposed Fees at the CORE: (Catherine Vorrasi, CORE Facility Director)
 - Proposed Batting Cage Fees
 - Proposed Swim Lane Usage Fees
 - Proposed Daily/Weekly Pass Discount Fees for Groups
 - Proposed Fees for Additional Family Members/Family Memberships/Adult Couple/Senior Couple

ACTION ITEMS (Ordinances, Resolutions, Public Hearings)

8. Consideration of Approval to Purchase Traffic Signal Equipment from Gades Sales Company, Inc., in the Amount of \$118,587.00 Utilizing the State of New Mexico GSA Price Agreement No. 60-805-15-13798 for Improvements at Five Existing Traffic Signals (Todd Randall, City Engineer)
9. **PUBLIC HEARING** Resolution No. 6644 - Regarding the Transfer of Ownership and Location of Liquor License No. 0414 from New Holiday Corporation d/b/a Holiday, 2827 North Dal Paso, Hobbs, New Mexico, to Allsup's Convenience Stores, Inc., d/b/a Allsup's 36 and Located at 2810 Lovington Highway, Hobbs, New Mexico (Mike Stone, City Attorney)

10. Resolution No. 6645 - Establishing Corporate Membership Fees at the CORE (*Doug McDaniel, Parks and Recreation Director, and Catherine Vorrasi, CORE Facility Director*)
11. Resolution No. 6646 - Establishing Facility Usage Fees at the CORE (*Doug McDaniel, Parks and Recreation Director, and Catherine Vorrasi, CORE Facility Director*)

COMMENTS BY CITY COMMISSIONERS, CITY MANAGER

12. Next Meeting Dates:

- ▶ Special Meeting - **Friday, April 13, 2018, at 11:00 a.m.**, Canvass of Runoff Election Returns
- ▶ Regular Meeting - **Monday, April 16, 2018, at 6:00 p.m.**
- ▶ Regular Meeting - **Monday, May 7, 2018, at 6:00 p.m.**

ADJOURNMENT

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the above meeting, please contact the City Clerk's Office at (575) 397-9207 at least 72 hours prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the City Clerk's Office if a summary or other type of accessible format is needed.



CITY OF HOBBS

COMMISSION STAFF SUMMARY FORM

MEETING DATE: April 2, 2018

SUBJECT: City Commission Meeting Minutes

DEPT. OF ORIGIN: City Clerk's Office
DATE SUBMITTED: March 28, 2018
SUBMITTED BY: Jan Fletcher, City Clerk

Summary:

The following minutes are submitted for approval:

- ▶ Regular Commission Meeting of March 19, 2018

Fiscal Impact:

Reviewed By: _____
Finance Department

N/A

Attachments:

Minutes as referenced under "Summary".

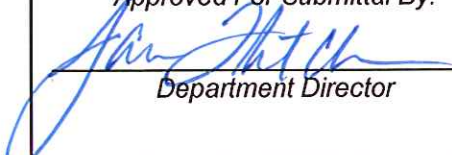
Legal Review:

Approved As To Form: _____
City Attorney

Recommendation:

Motion to approve the minutes as presented.

Approved For Submittal By:



Department Director

City Manager

**CITY CLERK'S USE ONLY
COMMISSION ACTION TAKEN**

Resolution No. _____
Ordinance No. _____
Approved _____
Other _____

Continued To: _____
Referred To: _____
Denied _____
File No. _____

Minutes of the regular meeting of the Hobbs City Commission held on Monday, March 19, 2018, in the City Commission Chamber, 200 East Broadway, 1st Floor Annex, Hobbs, New Mexico.

Call to Order and Roll Call

Mayor Cobb called the meeting to order at 6:00 p.m. and welcomed everyone in attendance to the meeting. The City Clerk called the roll and the following answered present:

Mayor Sam D. Cobb
Commissioner Marshall R. Newman
Commissioner Christopher Mills
Commissioner Patricia A. Taylor
Commissioner Joseph D. Calderón
Commissioner Garry A. Buie
Commissioner Don Gerth

Also present:

Manny Gomez, Acting City Manager/Fire Chief
Mike Stone, City Attorney
Efren Cortez, Assistant City Attorney
Chris McCall, Police Chief
Brian Dunlap, Deputy Police Chief
Michael Walker, Police Captain
Shane Blevins, Police Lieutenant
Toby Spears, Finance Director
Ron Roberts, Information Technology Director
Todd Randall, City Engineer
Kevin Robinson, Development Director
Shelia Baker, Senior Engineer
Tim Woomeer, Utilities Director
Britt Lusk, Administrative Services Director
Raymond Bonilla, Community Services Director
Doug McDaniel, Parks and Recreation Director
Catherine Vorrasi, CORE Facility Director
Dalia Conken, Senior Center Coordinator
Wade Whitehead, Parks Superintendent
Lindsay Chism-McCarter, CORE Marketing Director
Nicholas Goulet, Human Resources Director
Meghan Mooney, Communications Director
Shannon Carter-Arguello, Municipal Court Clerk
Sandy Farrell, Library Director
Ann Betzen, Risk Manager/Executive Assistant
Mollie Maldonado, Deputy City Clerk
Jan Fletcher, City Clerk
65 citizens

Invocation and Pledge of Allegiance

Commissioner Taylor delivered the invocation and Commissioner Mills led the Pledge of Allegiance.

Approval of Minutes

Commissioner Calderón moved that the minutes of the regular meeting held on March 5, 2018, and the special meeting held on March 9, 2018, be approved as presented. Commissioner Taylor seconded the motion and the vote was recorded as follows: Newman yes, Mills yes, Taylor yes, Calderón yes, Gerth yes, Buie yes, Cobb yes. The motion carried.

Organizational Meeting of the Commission

Selection of Mayor Pro-Tem per Section 5-1 of the Hobbs City Charter.

Mayor Cobb explained the requirement for an organizational meeting of the City Commission and stated pursuant to Section 5-1 of the Hobbs City Charter, at the first regular meeting following the election for the selection of a Mayor Pro-Tem.

Commissioner Newman nominated Commissioner Calderón to serve as Mayor Pro-Tem. Commissioner Taylor seconded the motion and there being no other nominations, the vote was recorded as follows: Newman yes, Mills yes, Taylor yes, Calderón abstain, Buie yes, Gerth yes, Cobb yes. The motion carried.

Proclamations and Awards of Merit

Proclamation Proclaiming Monday, March 19, 2018, as "New Mexico Junior College Lady T-Birds Day".

Mayor Cobb proclaimed March 19, 2018, as "New Mexico Junior College Lady T-Birds Day". He presented the proclamation to Coach Keith Blackwill and the Lady T-Birds. Coach Blackwill thanked the Commission for its support.

Recognition of Employee Milestone Service Awards for March, 2018.

Mayor Cobb recognized the following City employees and their tenure:

- ▶ 10 years - Shane Cox, Utilities/WWTP
- ▶ 10 years - Pat Garcia, Parks Department
- ▶ 10 years - Isaac Martinez, Hobbs Police Department

- ▶ 10 years - Don Quick, General Services/Garage Department
- ▶ 15 years - Todd Randall, Engineering Department
- ▶ 15 years - Cecilia Tarango, Utilities/Water Office
- ▶ 20 years - Leslie Velasquez - Engineering/Traffic Department
- ▶ 25 years - Roberto Gonzalez, Senior Center
- ▶ 30 years - Tommy Trevino, Building Maintenance

Public Comments

Ms. Pat Huntley a/k/a Crazy Dog Lady challenged the Commission to educate the public regarding ordinances related to animals. She said the Commission requested that educational flyers be included in the water bill statements but it has not been done yet. Ms. Huntley commended the Hobbs Animal Adoption Center staff and Code Officers for educating the public in person when they interact with them on other issues.

In response to Commissioner Newman's inquiry, Ms. Huntley stated sending flyers home with school children regarding animals is an effective way to educate families in the home.

Mr. Robert Lujan stated it was a nice gesture to name a field at Jefferson Park in honor of Mr. Ronnie Martin. He stated many veterans reside in Hobbs and it would be nice to honor veterans by naming City streets after them.

Consent Agenda

Mayor Cobb recognized the family members of the late Mr. Ronnie Martin in reference to Resolution No. 6642 - Approving the Naming of Field #4 at Jefferson Park in Honor of Ronnie Martin, as follows: Mrs. Kim Gonzales, daughter, Mr. Freddie Gonzales, Jr., son-in-law, Ms. Cassie Wisneski, granddaughter, and Ms. Margie McBroom, mother-in-law. Mayor Cobb expressed appreciation to the Martin Family for all of the contributions that Mr. Martin made in the community.

Mayor Cobb explained the Consent Agenda and the process for removing an item from the Consent Agenda and placing it under Action Items.

Commissioner Calderón moved for approval of the following Consent Agenda Item(s):

Consideration of Approval to Submit the Law Enforcement Protection Fund Application for FY 18-19 in the Amount of \$79,800.00.

Resolution No. 6641 - Approving a Quitclaim Deed for Property Located North of Lot 2, Block 48A, Fifteenth Unit, of the Broadmoor Addition in Hobbs.

Consideration of Approval of Bid No. 1569-18 to Install Fence and Gates Around HFD Station #1 and Recommendation to Accept Bid from Valley Fence Company in the Amount of \$51,772.00.

Consideration of Approval of RFP No. 498-18 to Furnish Electrical Repairs and Replacement for the City of Hobbs and Recommendation to Accept Proposals and Enter Into Contracts with Four Firms: B & D Industries, Inc., Craig Electric Company, Gazzaway Electric and Kirkmeyer Electric, Inc.

Resolution No. 6642 - Approving the Naming of Field #4 at Jefferson Park in Honor of Ronnie Martin.

Commissioner Newman seconded the motion and the vote was recorded as follows: Newman yes, Mills yes, Taylor yes, Calderón yes, Buie yes, Gerth yes, Cobb yes. The motion carried. Copies of the resolutions and supporting documentation are attached and made a part of these minutes.

Discussion

Proposed Corporate Membership Rates at the CORE.

Mr. Doug McDaniel, Parks and Recreation Director, and Ms. Catherine Vorrasi, CORE Facility Director, presented proposed corporate membership rates at the CORE for discussion by the Commission. Ms. Vorrasi stated the corporate membership rates are discounted based on the number of employees who hold memberships with the CORE. She stated the higher the number of employee memberships, the greater the discount percentage. Ms. Vorrasi stated companies must submit a list of employees that plan to sign up for a membership. She stated to receive the appropriate percentage discount, employees must sign up for their desired membership within 60 days of the date the list was submitted. Ms. Vorrasi stated the percentage discounts can fluctuate monthly should the number of employees increase or decrease. She stated the following corporate rates are as follows:

10-100 Employees	10% discount
101-200 Employees	15% discount
201-300 Employees	20% discount
301-500 Employees	25% discount
501 + Employees	Negotiated

Commissioner Newman stated at the Community Affairs Board meeting, there were questions regarding businesses with less than 10 people. He stated there are some businesses that have less than 10 employees and they should also be able to participate in the corporate discounts. Commissioner Newman suggested that if the company has a business registration, it should qualify for a corporate rate. Ms. Vorrasi and Acting City Manager/Fire Chief Gomez stated fees will be set by the Commission.

Mayor Cobb stated membership revenues will assist with the costs and expenses to operate the CORE which will result in a lesser subsidy cost borne by the taxpayer.

In reply to Commissioner Gerth's question, Ms. Vorrasi stated companies joining together as a group can be discussed. Mr. Mike Stone, City Attorney, stated it is a policy issue that the Commission may set.

Mayor Cobb stated CORE fees will be set in the form of a resolution and can be revised if needed.

Proposed Facility Usage Fees at the CORE.

Ms. Vorrasi presented the proposed facility usage fees at the CORE and stated it is different from the rental fees. She stated these fees are imposed when a group offers activities that the City does not offer. Ms. Vorrasi stated the competitive pool lanes will be discussed at a later time with the Commission once they have met with the Swim and Dive Club.

In response to Commissioner Newman's question, Ms. Vorrasi stated the Aquatic Class is a classroom where training classes, etc., can be held. She stated the corporate rates are for exclusive use only.

In reply to Commissioner Gerth's inquiry, Ms. Vorrasi stated she will submit a list to the Commission of the cities which were used in comparison to the proposed rates.

Commissioner Calderón stated he thinks the fees are too high and families will not be able to afford to attend the CORE.

After a lengthy discussion regarding the rates, Acting City Manager/Fire Chief Gomez stated it has been the directive of the Commission that the rates charged at the CORE would be to maintain a 50% subsidy. If the rates are lowered, the City will have to fund a subsidy higher than 50% out of the General Fund. Acting City Manager/Fire Chief Gomez stated this can affect other services provided by the City. He thanked the CORE staff for a great job in focusing on the subsidy. Acting City Manager/Fire Chief Gomez stated staff needs direction if the 50% subsidy is no longer desired.

Action Items

Consideration of Approval of a CES Contract with The PlayWell Group to Purchase Site Furnishings for the CORE in the Amount of \$82,911.76.

Mr. Wade Whitehead, Parks Superintendent, explained the contract with The PlayWell Group and stated the quote provided is through a CES Contract for Sports and Recreational Site Furnishings. He stated the items listed on the quote include trash cans, picnic tables, bike racks and benches. Mr. Whitehead stated the Items have been approved by the CORE Design Team and are uniform in color to specifications. He stated this is a \$396,326.00 reduction in Haydon's estimate and accepted as part of the Amendment #3. Mr. Whitehead stated the cost proposal total is \$82,911.76 for the CORE Site Furnishing and funding is available in the FY 2018 Budget.

In response to Mayor Cobb's inquiry, Mr. Whitehead stated the cost for the furnishings is \$82,911.76 of which \$396,326.00 was deducted. He stated this expense is a budgeted item for FY 2018.

There being no further discussion, Commissioner Gerth moved to approve the CES contract with The PlayWell Group to purchase site furnishings for the CORE in the amount of \$82,911.76. Commissioner Calderón seconded the motion and the vote was recorded as follows: Newman yes, Mills yes, Taylor yes, Calderón yes, Gerth yes, Buie yes, Cobb yes. The motion carried. Copies of the supporting documentation are attached and made a part of these minutes.

Consideration of Approval of a CES Contract with Klein Automation & Electric, Inc., for the Purchase and Installation of Security Cameras in Various City Parks and at Splash Pads in the Amount of \$198,366.92.

Mr. McDaniel explained the contract with Klein Automation & Electric, Inc., and stated it will provide for upgrades to security camera systems that will consist of six parks and three splash pads. He stated both new and replacement cameras will be installed to provide the Hobbs Police Department (HPD) with the ability to monitor activity in parks and at splash pads. Mr. McDaniel stated Police Chief Chris McCall is present to answer any questions regarding the cameras as he is an expert in this area. He stated the following parks and splash pads will receive replacements or new cameras as follows: (1) Charlie Brown Park; (2) Washington Heights Park; (3) Heizer Park; (4) City Park; (5) Jefferson Park; (6) Del Norte Park. Splash pads listed are: (1) Washington; (2) Jefferson; and (3) Mills. Mr. McDaniel stated Klein Automation & Electric, a local vendor, will perform all of the installation. He stated HPD has staff who are very knowledgeable with the systems, cameras and hardware that Klein will install.

Police Chief Chris McCall stated HPD receives many 911 calls regarding the splash pads, approximately 630 calls between Memorial Day and Labor Day in 2017, most of which are hang-up calls. He stated all calls are investigated and having cameras at the splash pads will help to determine the type of situation and how to respond without having to first send out a police unit.

In reply to Commissioner Newman's inquiry, Police Chief McCall stated monitoring of the cameras at HPD is call driven.

There being no further discussion, Commissioner Newman moved to approve the CES contract with Klein Automation & Electric, Inc., for the purchase and installation of security cameras in various City parks and at splash pads in the amount of \$198,366.92. Commissioner Buie seconded the motion and the vote was recorded as follows: Newman yes, Mills yes, Taylor yes, Calderón yes, Gerth yes, Buie yes, Cobb yes. The motion carried. Copies of the supporting documentation are attached and made a part of these minutes.

Consideration of Approval of a Contract with Dustrol, Inc., Utilizing the New Mexico GSA Price Agreement for Hot In Place Asphalt Recycling of Various City Streets in the Amount of \$117,456.49.

Mr. Anthony Maldonado, Street Superintendent, explained the contract and stated the Hot In Place Recycling of Asphalt Pavement will recycle City streets as follows: South McKinley, Palace, Castle, and Leech. He stated the estimated cost to recycle is \$117,456.49. Mr. Maldonado stated Dustrol, Inc., is currently in Hobbs doing warranty work on some streets that had been previously recycled but were unsatisfactory because of an oil malfunction.

In reply to Mayor Cobb's inquiry, Mr. Maldonado stated asphalt recycling is much cheaper and cleaner than chip sealing.

Commissioner Calderón stated Mr. Maldonado was a student of his years ago, and he is very proud of him.

There being no further discussion, Commissioner Newman moved to approve the contract with Dustrol, Inc., for Hot In Place Asphalt Recycling of various City streets in the amount of \$117,456.49. Commissioner Calderón seconded the motion and the vote was recorded as follows: Newman yes, Mills yes, Taylor yes, Calderón yes, Gerth yes, Buie yes, Cobb yes. The motion carried. Copies of the supporting documentation are attached and made a part of these minutes.

Consideration of Approval of Bid No. 1566-18 for Jefferson Lift Station/Forcemain Replacement Project and Recommendation to Accept the Base Bid and Alternative from Entrench, Inc., in the Amount of \$128,814.81.

Mr. Tim Woomer, Utilities Director, explained the bid and stated it is for the Jefferson Sanitary Lift Station/Forcemain Replacement Project. He stated the base bid includes furnishing all materials, labor, machinery, equipment and tools necessary to construct and install gravity sanitary sewer lines, force-main, and a lift station, complete and as specified in project plans and specifications. Mr. Woomer further stated one additive alternative was included in the bid which includes demolition, removal, and disposal of existing sewer lift station which is cheaper than the City doing the work. He stated the bidders are as follows with Entrench being the apparent low bidder:

Company	Base Bid	Additive Alternative
Ducross Construction	\$214,472.20	\$22,349.00
J&H Services Inc.	\$188,078.00	\$7,700.00
Entrench Inc.	\$113,399.00	\$7,200.00

Mr. Woomer stated funds are budgeted in the FY 2018 budget and will be paid out of the Enterprise Fund.

Commissioner Newman moved to approve the bid for Jefferson Lift Station/Forcemain Replacement Project and to accept the base bid and alternative from Entrench, Inc., in the amount of \$128,814.81. Commissioner Buie seconded the motion and the vote was recorded as follows: Newman yes, Mills yes, Taylor yes, Calderón yes, Gerth yes, Buie yes, Cobb yes. The motion carried. Copies of the supporting documentation are attached and made a part of these minutes.

Consideration of Approval of Change Order No. 6 on the Phase 10 Waterline Replacement Project with Entrench, Inc., in the Amount of \$119,696.00.

Mr. Woomer explained the Phase 10 Waterline Replacement Project and stated the scope of work includes the installation of 6" and 8" waterlines to replace existing 2", 3" and 4" water mains that are tuberculated, add fire hydrants, replace water service laterals, and miscellaneous concrete and pavement patches at various locations throughout Hobbs. He further stated Entrench Inc., is the lowest bidder by 20%. Mr. Woomer stated Entrench has agreed to hold their unit prices for this additional work. He also stated administratively, the City has approved change orders to address field conditions and additional work, such as water line extensions needed across Jefferson Street for the City Park Improvement Project. Mr. Woomer stated this change order will address additional needed waterline replacement work and a looped water line extension at the following locations:

1. Replace 1" & 2" water lines, in alley west of Coleman and north of Taylor, with 6" PVC water line.
2. Install new 6" PVC water line in Caprock Dr. between Fairmont Court and Cibola.
3. Replace a 4" steel water main in the alley east of Dal Paso and south of Humble, with a new 6" PVC water line.

In response to Commissioner Newman's question, Mr. Woomer stated tuberculated lines are a result of corrosion of iron and is a consequence of the deposition of ferric hydroxide and other products and the solution of iron which reduces the hydraulic capacity of the pipe.

In reply to Commissioner Buie's inquiry, Mr. Woomer stated the replacement with bigger pipes may increase the water flow but also depends on the size of pipes the residence has on its side of the property. Commissioner Buie stated he is glad that it will improve water flow into citizen's property.

There being no further discussion, Commissioner Newman moved to approve Change Order No. 6 on the Phase 10 Waterline Replacement Project with Entrench, Inc., in the amount of \$119,696.00. Commissioner Calderón seconded the motion and the vote was recorded as follows: Newman yes, Mills yes, Taylor yes, Calderón yes, Gerth yes, Buie yes, Cobb yes. The motion carried. Copies of the supporting documentation are attached and made a part of these minutes.

PUBLICATION: Proposed Ordinance Repealing and Amending Section 2.58 of the Hobbs Municipal Code Regarding the Number of City of Hobbs Employees.

Mr. Mike Stone, City Attorney, explained the ordinance and stated with the nature of the economy in Lea County, the City's employee numbers tend to fluctuate. He stated the growth of the City, the increase in necessary safety positions and the increase in City services have required employee numbers to increase. Mr. Stone stated the current cap is 550 which is required by Chapter 2.58. He stated the proposed ordinance amendment is a more efficient and realistic method to ensure employee numbers are adequate along with checks and balances between the City Manager and the City Commission with appropriate consideration to the budget. Mr. Stone added this proposal will require the City Manager to ensure adequate staffing, subject to approval by the City Commission through the budgeting process. He stated if any adjustments are necessary during the budget year, the approval will need to occur through quarterly budget adjustments which requires City Commission approval. Mr. Stone stated setting a maximum cap on the number of City employees is not required by State law but the City has done it of its own accord to make sure not to hire personnel without necessity.

In reply to Mayor Cobb's question, Acting City Manager/Fire Chief Gomez stated with any new position, the City will be looking at recurring costs with this volatile economy. He stated for FY 18, there are 646 full time equivalent (FTE) positions budgeted. Acting City Manager/Fire Chief Gomez further stated one FTE can be counted as two part-time employees or one full time employee.

Acting City Manager/Fire Chief Gomez stated the FTE count through the budget process allows checks and balances as services can be added or changed. He stated this also provides the Commission the opportunity to ensure accountability in the workforce.

Commissioner Buie stated it is a great move and necessity to include it in the budget process.

There being no further discussion, and no comments from the audience, Commissioner Buie moved that the Commission publish notice of its intent to adopt the ordinance at a later date. Commissioner Gerth seconded the motion and the vote was recorded as follows: Newman yes, Mills yes, Taylor yes, Calderón yes, Buie yes, Gerth yes, Cobb yes. The motion carried. A copy of the proposed ordinance is attached and made a part of these minutes.

Comments by City Commissioners, City Manager

Mayor Cobb thanked everyone for their attendance at tonight's meeting. He stated the next regular Commission meeting is scheduled on Monday, April 2, 2018.

Mayor Cobb stated the New Mexico Public Regulation Commission will be hosting a Town Hall meeting in Hobbs on Friday, March 23, 2018, from 3:00 p.m. to 4:30 p.m., to focus on the proposed SPS Rate Increase. He stated he will be attending the meeting.

Commissioner Newman stated Mr. Todd Baily with the Hobbs News Sun, Ms. Meghan Mooney, City's Communication Director, and Ms. Fletcher are doing a great job on covering the election. He stated citizens do not realize that the City of Hobbs is currently administering a Runoff Election.

Commissioner Buie also thanked everyone for their attendance at tonight's meeting. He wished Mr. Stone a happy belated birthday.

Commissioner Buie stated whoever is dumping trash on Lovington Highway and Central Street needs to quit.

Commissioner Taylor thanked the City and City staff for the improvements in District 3. She stated it looks good and she is proud to see the improvements in the area.

Commissioner Taylor stated it is time for Taylor Ranch to be built.

Acting City Manager/Fire Chief Gomez stated the City of Hobbs employees are the greatest asset to the City. He recognized the City employees from earlier in tonight's meeting and stated their tenure of combined years of service is 145 years. Acting City Manager/Fire Chief Gomez stated it is important to keep the retention quality of City employees.

Acting City Manager/Fire Chief Gomez reminded everyone that it is grass fire season and to be cautious.

Ms. Jan Fletcher stated Runoff Election day is Tuesday, April 10, 2018, and reminded voters they may currently vote absentee at the City Clerk's Office or call (575) 397-9200 to request an application. She stated early voting ends on April 6, 2018.

In response to Mayor Cobb's question, Ms. Fletcher stated the New Mexico Municipal League will be hosting the District 5 meeting in Hobbs on Wednesday, March 21, 2018, from 10:00 a.m to 4:00 p.m., to report on the 2018 Legislative session and new laws affecting municipalities.

For the record, Mr. Stone stated Commissioner Buie will continue to be the Commissioner for District 5 and Mr. Benjamin Harrison will continue to serve as the Municipal Judge until their successors are elected at the Runoff Election on April 10, 2018, which will determine the winner for both positions.

Adjournment

There being no further discussion or business, Commissioner Calderón moved that the meeting adjourn. Commissioner Newman seconded the motion. The vote was recorded as follows: Newman yes, Mills yes, Taylor yes, Calderón yes, Gerth yes, Buie yes, Cobb yes. The motion carried. The meeting adjourned at 7:30 p.m.

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk



Office of the Mayor
Hobbs, New Mexico

PROCLAMATION

WHEREAS, the Hobbs Eagles Girl's Basketball Team have completed another outstanding and successful year representing our City in basketball competition; and

WHEREAS, Coaches Joe Carpenter, Chanelle Scott, Jordan McIlroy, Dana Lambert and Sarah Ameen continue to lead the Lady Eagles to a reputation of excellence and prestige throughout the State of New Mexico and the surrounding area; and

WHEREAS, the Lady Eagles have been successful in earning the respect of their peers and others in the State for good sportsmanship and are well known for their overwhelming support; and

WHEREAS, the Lady Eagles have again proven their ability by winning their second State Championship with a season record of 30-2.

NOW, THEREFORE, I, Sam D. Cobb, Mayor of the City of Hobbs, New Mexico, do hereby proclaim April 9th, 2018, as

"HOBBS LADY EAGLES DAY"

in recognition of the outstanding accomplishments of the 2017-2018 Hobbs Eagles Girl's Basketball Team with congratulations for a job well done!

IN WITNESS WHEREOF, I have hereunto set my hand this 9th day of April, 2018, and cause the seal of the City of Hobbs to be affixed hereto.

SAM D. COBB, Mayor

ATTEST:



JAN FLETCHER, City Clerk



Office of the Mayor
Hobbs, New Mexico

PROCLAMATION

WHEREAS, Fair and Equal Housing is a right guaranteed to all Americans; and

WHEREAS, the principle of Fair and Equal Housing is a fundamental human entitlement; and

WHEREAS, all citizens have the right to live where they choose within their financial means; and

WHEREAS, people must not be denied housing because of race, color, religion, sex, national origin, handicap or familial status; and

WHEREAS, we must, as individuals, assure equal access to housing for all in our communities; and

WHEREAS, New Mexico acknowledges the importance of assuring fair and equal treatment to all citizens;

NOW, THEREFORE, I, Sam D. Cobb, Mayor of the City of Hobbs, New Mexico, do hereby proclaim the month of April, 2018, as,

“FAIR HOUSING MONTH”

IN WITNESS WHEREOF, I have hereunto set my hand this 9th day of April, 2018, and cause the seal of the City of Hobbs to be affixed hereto.

SAM D. COBB, Mayor

ATTEST:



JAN FLETCHER, City Clerk





CONSENT AGENDA



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: April 2, 2018

SUBJECT: ADOPTION OF REQUIRED COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ANNUAL CERTIFICATIONS AND COMMITMENTS (2018)

DEPT. OF ORIGIN: Engineering Department
DATE SUBMITTED: March 27, 2018
SUBMITTED BY: Todd Randall, City Engineer

Summary:

Citizen Participation Plan:

The City certifies its commitment to citizen participation by preparing and adopting a Citizen Participation Plan that includes ways to encourage public input using various methods to reach the public and assures that citizens are provided reasonable notice and timely access to local meetings, per the Open Meetings Act (NMSA 1978, Chapter 10, Article 15)

Fair Housing:

The City certifies its commitment to the Fair Housing Act of 1968 to affirmatively further fair housing, which prohibits discrimination in the sale, rental, leasing and financing of housing or land to be used for the construction of housing on the basis of race, color, religion, sex, disability, familial status, or national origin.

Residential Anti-Displacement and Relocation Assistance Plan:

The City certifies its compliance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, whose purpose is to provide uniform, fair, and equitable treatment for persons whose real property is acquired or for persons displaced as a result of a CDBG-funded project or activity.

Section 3:

The City certifies its commitment to Section 3, a provision of the Housing and Urban Development (HUD) Act of 1968, which requires recipients of certain HUD financial assistance, to the greatest extent feasible, provide job training, employment, and contracting opportunities for low and very low income residents in connection with projects and activities in their community.

Fiscal Impact:


Reviewed By: 
Finance Department

Community Development Block Grant projects are an important source of revenues to upgrade low and moderate income areas in the City.

Attachments:

Resolution, Citizen Participation Plan, Fair Housing Self-Assessment, Residential Anti-Displacement and Relocation Assistance Plan, Section 3 Plan

Legal Review:

Approved As To Form: 
City Attorney

Recommendation:

To make a motion to approve the Resolution for the Mayor to adopt the CDBG Annual Certifications and Commitments

Approved For Submittal By:


Department Director


City Manager *ACM*

**CITY CLERK'S USE ONLY
COMMISSION ACTION TAKEN**

Resolution No. _____ Continued To: _____
Ordinance No. _____ Referred To: _____
Approved _____ Denied _____
Other _____ File No. _____

CITY OF HOBBS

RESOLUTION NO. 6643

A RESOLUTION AUTHORIZING ADOPTION OF THE REQUIRED
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ANNUAL
CERTIFICATIONS AND COMMITMENTS (2018)
CDBG 16-C-NR-I-01-G-03

WHEREAS, municipalities, counties or other entities that accept Community Development Block Grant (CDBG) funds must adopt certain required federal regulations; and

WHEREAS, the City of Hobbs (hereinafter referred to as the Grantee) wishes to ensure compliance with federal regulations by adopting the following required certifications and commitments:

- Citizen Participation** certifies its commitment to citizen participation by preparing and adopting a Citizen Participation Plan that includes ways to encourage public input using various methods to reach the public and assures that citizens are provided reasonable notice and timely access to local meetings, per the Open Meetings Act (NMSA 1978, Chapter 10, Article 15)
- Fair Housing** certifies its commitment to the Fair Housing Act of 1968 to affirmatively further fair housing, which prohibits discrimination in the sale, rental, leasing and financing of housing or land to be used for the construction of housing on the basis of race, color, religion, sex, disability, familial status, or national origin
- Residential Anti-Displacement & Relocation Assistance** certifies its compliance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, whose purpose is to provide uniform, fair, and equitable treatment for persons whose real property is acquired or for persons displaced as a result of a CDBG-funded project or activity
- Section 3** certifies its commitment to Section 3, a provision of the Housing and Urban Development (HUD) Act of 1968, which requires recipients of certain HUD financial assistance, to the greatest extent feasible, provide job training, employment, and contracting opportunities for low and very low income residents in connection with projects and activities in their community

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF HOBBS, NEW MEXICO, that the Mayor be, and hereby is, authorized to adopt the above CDBG certifications and commitments that must be adopted annually.

PASSED, ADOPTED AND APPROVED at a duly called and convened regular meeting of the governing body of the City of Hobbs this 9th day of April, 2018.

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk

EXHIBIT 1-P

CITIZEN PARTICIPATION PLAN WITH REQUIRED ELEMENTS

Introduction

In accordance with the 1987 revisions to the Housing and Community Development Act and in an effort to further encourage citizen participation, The City of Hobbs has prepared and adopted this Citizen Participation Plan.

Objective A

The City of Hobbs will provide for and encourage citizen participation within its area of jurisdiction, with particular emphasis on participation by persons of low and moderate income. *Action items:*

1. *Adopt and circulate an Open Meetings Resolution which provides citizens with reasonable notice of City of Hobbs upcoming meetings, actions and functions.*
2. *Develop press releases on City of Hobbs meetings, actions and hearings, and circulate to newspapers, radio and television media.*
3. *Develop and maintain listing of groups and representative of low and moderate income persons, and include on mailing lists of announcements, notices, press releases, etc.*

Objective B

The City of Hobbs will provide citizens with reasonable and timely access to local meetings, information and records relating to the proposed and actual use of CDBG funds. *Action items:*

1. *Public notices, press releases, etc., should allow for a maximum length of notice to citizens.*
2. *Appropriate information and records relating to the proposed and actual use of CDBG funds must be available upon request to all citizens. Personnel and income records may be exempted from these requirements.*
3. *Meetings, hearing, etc., should be conducted at times and locations conducive to public attendance.*

Objective C

The City of Hobbs will provide technical assistance to groups and representatives of low and moderate income persons that request assistance in developing proposals. *Action items:*

1. *Low and moderate income groups should be advised that technical assistance, particularly in the area of community development, is available from the City of Hobbs upon request.*
2. *Technical assistance shall be provided on request and may include, but not necessarily be limited to: on interpreting the CDBG program and its rules, regulations, procedures and/or requirements; providing information and/or materials concerning the CDBG program; and, assisting low and moderate income citizens.*

Objective D

The City of Hobbs will provide a minimum of two public hearings to obtain citizen participation and respond to proposals and questions at all stages of the Community Development Block Grant Program. *Action items:*

1. *Advise citizens of the CDBG program objectives, range of activities that can be applied for and other pertinent information.*
2. *Conduct a minimum of two public hearings:*
 - a. *One public hearing will be held to advise citizens of the program objectives and range of activities that can be applied for, and to obtain the citizen's views on community development and housing needs, to include the needs of low and moderate income people. This hearing will take place prior to the selection of the project to be submitted to the state for CDBG funding assistance.*
 - b. *A second public hearing will be held to review program performances, past use of funds and make available to the public its community development and housing needs, including the needs of low and moderate income families, and the activities to be undertaken to meet such needs.*
3. *Publish public hearing notices in the non-legal section of newspapers or in other local media. Evidence of compliance with these regulations will be provided with each CDBG application, i.e., hearing notice minutes of public meetings, list of needs and activities to be undertaken, etc. Amendments to goals, objectives and applications are also subject to public participation.*

Objective E

The City of Hobbs will provide timely written answers to written complaints and grievances within 15 working days where practical. *Action items:*

1. *Adopt complaint handling procedures or policies to insure that complaints or grievances are responded to within 15 days, if possible.*
2. *Allow for appeal of a decision to a neutral authority.*

Objective F

The City of Hobbs will identify how the needs of non-English speaking residents will be met in the case of public hearings where a significant number of residents can be reasonably expected to participate. *Action items:*

1. *Identify areas where large majorities of non-English speaking persons reside and make appropriate provisions when issues affecting these areas are to be discussed at public meetings, hearings, etc. Appropriate provisions may include having interpreters available at the meeting and having briefing material available in the appropriate language.*
2. *Maintain records/rosters of public hearing attendees and proceedings to verify compliance with this objective.*

EXHIBIT 1-O-2 Fair Housing Self-Assessment

COMMUNITY OF: Hobbs

1. To the best of your knowledge has your community been involved in any complaints regarding discrimination the sale or rental of housing on the basis of race, color, religion, sex, national origin, familial status or handicap?

Yes No

2. If yes, give a brief description of the nature of any complaints and resolutions.

Yes No

3. Has your community adopted a Fair Housing Program to help local citizens be aware of their rights regarding fair housing under federal and state law, and in filing a complaint if discrimination is suspected?

Yes No

4. What do you perceive as the most potentially serious problem areas regarding discrimination in fair housing in your community?

Problem Area	Severity
Color	Not a Problem
Familial Status	Not a Problem
Handicap	Not a Problem
National Origin	Not a Problem
Race	Not a Problem
Religion	Not a Problem
Sex	Not a Problem

5. Does your community contain any subsidized housing units?

Yes No

6. As best as can be determined, do relevant public policies/practices regarding zoning and building codes have an adverse impact on the achievement of fair housing choice?

Yes No

7. Are you aware of any practices in the local real estate community as it relates to buying, selling and house rentals that may adversely affect the achievement of fair housing choice in your community?

Yes No

8. Do your community records contain data on the actual number and percentage of persons residing in the community by race, color, religion, sex, national origin, age, handicap and familial status, as well as income characteristics by group?

Yes No

9. Is information available to you that list major local employers by type and the number of people employed within your community by salary and racial group?

Yes No

10. Is there public transportation available in your community?

Yes No

11. Do your community records contain data on the total number of housing units in the community by type, and the number of vacant units?

Yes No

12. Does your community contain any housing for the handicapped such as group homes, independent living complexes, etc.?

Yes No

13. Has your community participated in the CDBG program prior to 1993?

Yes No

14. Has your community been involved with any other state or federal programs that required the reporting of specific fair housing information?

Yes No

Signature of Authorized Official

Date

Exhibit 1-R
RESIDENTIAL ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE
PLAN WITH REQUIRED ELEMENTS

Residential Anti-Displacement and Relocation Assistance Plan

I. Background/Introduction

Section 104(d) of the Housing and Community Development Act of 1974, as amended (42 U.S.C. 5304(d)(4)), Section 105(b)(16) of the Cranston-Gonzalez National Affordable Housing Act (42 U.S.C. 12705(b)(16)), and implementing regulations at 24 CFR Part 42, specify that a grantee under the Community Development Block Grant (CDBG) must certify that it has in effect and is following a "residential Anti-displacement and relocation assistance plan" (Plan). As a CDBG grantee, the City of Hobbs must certify to State of New Mexico Department of Finance and Administration Local Government Division that it has and is following such a Plan.

The Plan must include three components: 1) one-for-one replacement requirements for lower-income housing units, 2) relocation assistance, and 3) a description of the steps the City of Hobbs will take to minimize displacement.

II. Activities Covered by the Plan

All activities involving the use of CDBG funds that cause displacement as a direct result of demolition or conversion of a lower-income dwelling are subject to the requirements specified in the Plan. Activities for which funds are first obligated on or after September 30, 1988 are subject to the requirements specified in the Plan, without regard to the source year of the funds.

III. Uniform Relocation Act

The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (URA) govern displacement that directly results from acquisition, rehabilitation, or demolition of real property when federal funds are used. the City of Hobbs's Residential Anti-displacement and Relocation Assistance Plan is in no way intended to supersede the URA. CDBG assisted activities may still be subject to the requirements of the URA.

IV. One-for-One Replacement Units

All occupied and vacant occupiable lower-income dwelling units that are demolished or converted to a use other than as lower-income dwelling units in connection with an assisted activity must be replaced with comparable lower-income units. Replacement lower-income dwelling units may be provided by any governmental agency or private developer and must meet the following requirements:

- A. The units must be located within the City of Hobbs to the extent feasible, the units shall be located within the same neighborhood as the units replaced

- B. The units must be sufficient in number and size to house no fewer than the number of occupants who could have been housed in the units that are demolished or converted. The number of occupants who could have been housed in the units shall be in accordance with applicable local housing occupancy codes. The units may not be replaced with smaller units (e.g., a 2-bedroom unit with two 1-bedroom units), unless the City of Hobbs has provided information demonstrating that such a proposed replacement is consistent with the needs assessment contained State of New Mexico Department of Finance and Administration Local Government Division HUD-approved Consolidated Plan.
- C. The units must be in standard condition and must at a minimum meet Section 8 Program Housing Quality Standards. Replacement lower-income units may include units brought from a substandard condition to standard condition if: 1) no person was displaced from the unit; and 2) the unit was vacant for at least 3 months before execution of the agreement between the City of Hobbs and the property owner.
- D. The units must initially be made available for occupancy at any time during the period beginning 1 year before the recipient makes public the information required under Section F below and ending 3 years after the commencement of the demolition or rehabilitation related to the conversion.
- E. The units must be designed to remain lower-income dwelling units for at least 10 years from the date of initial occupancy. Replacement lower-income dwelling units may include, but are not limited to, public housing or existing housing receiving Section 8 project-based assistance
- F. Before the City of Hobbs enters into a contract committing it to provide CDBG funds for any activity that will directly result in the demolition of lower-income dwelling units or the conversion of lower-income dwelling units to another use, the City of Hobbs must make public and submit in writing to State of New Mexico Department of Finance and Administration Local Government Division the following information:
- 1 A description of the proposed assisted activity;
 - 2 The location on a map and number of dwelling units by size (number of bedrooms) that will be demolished or converted to a use other than for lower-income dwelling units as a direct result of the assisted activity;
 - 3 A time schedule for the commencement and completion of the demolition or conversion;
 - 4 The location on a map and the number of dwelling units by size (number of bedrooms) that will be provided as replacement dwelling units. If such data is not available at the time of the submission to State of New Mexico Department of Finance and Administration Local Government Division, the submission shall identify the general location on an area map and the approximate number of dwelling units by size, and information identifying the specific location and number of dwellings units by size shall be submitted and disclosed to the public as soon as it is available;
 - 5 The source of funding and time schedule for the provision of replacement dwelling units;
 - 6 The basis for concluding that each replacement unit will remain a lower-income dwelling unit for at least 10 years from the date of initial occupancy; and
 - 7 Information demonstrating that any proposed replacement of dwelling units with smaller dwelling units is consistent with the needs assessment contained in

the State of New Mexico Department of Finance and Administration Local Government Division Consolidated Plan.

- G. The one-for-one replacement requirements may not apply if HUD determines, based on objective data, that there is an adequate supply of vacant lower-income dwelling units in standard condition available on a non-discriminatory basis within the City of Hobbs. In making such a determination, State of New Mexico Department of Finance and Administration Local Government Division will consider such factors as vacancy rates, numbers of lower-income units in the City of Hobbs and the number of eligible families on the Section 8 waiting list.

V. Relocation Assistance

Each lower-income person who is displaced as a direct result of CDBG assisted demolition or conversion of a lower-income dwelling shall be provided with relocation assistance.

Relocation assistance includes advisory services and reimbursement for moving expenses, security deposits, credit checks, other moving expenses, including certain interim living costs, and certain replacement housing assistance.

Displaced persons have the right to elect, as an alternative to the benefits described in this Plan, to receive benefits under the URA, if they determine that it is in their best interest to do so. The following relocation assistance shall be available to lower-income displacement persons:

- A. Displaced lower-income persons will receive the relocation assistance required under 49 CFR 24, Subpart C (General Relocation Requirements) and Subpart D (Payment for Moving and Related Expenses) whether the person elects to receive assistance under the URA or the assistance required by CDBG regulations. Relocation notices must be distributed to the affected persons in accordance with 49 CFR 24.203 of the URA;
- B. The reasonable and necessary cost of any security deposit required to rent the replacement dwelling unit and for credit checks required to rent or purchase the replacement dwelling unit;
- C. Actual reasonable out-of-pocket costs incurred in connection with temporary relocation, including moving expenses and increased housing costs, if:
 - 1. The person must relocate temporarily because continued occupancy of the dwelling unit constitutes a substantial danger to the health or safety of the person or the public; or
 - 2. The person is displaced from a lower-income dwelling unit, none of the comparable replacement units to which the person has been referred qualifies as a lower-income dwelling unit, and a suitable lower-income dwelling unit is scheduled to become available through one-for-one replacement requirements
- D. Replacement Housing Assistance. Displaced persons are eligible to receive one of the following two forms of replacement housing assistance:
 - 1. Each person shall be offered rental assistance equal to 60 times the amount necessary to reduce the monthly rent and estimated average monthly cost of

utilities for a replacement dwelling to the "Total Tenant Payment", as determined under 24 CFR 813.107. All or a portion of this assistance may be offered through a certificate or housing voucher for rental assistance under the Section 8 program. Where Section 8 assistance is provided to the displaced person, the City of Hobbs must provide the person with referrals to comparable units whose owners are willing to participate in Section 8 program to the extent that cash assistance is provided, it will be provided in installments.

2. In lieu of the housing voucher, certificate or cash assistance described above, the person may elect to receive a lump sum payment allowing them to secure participation in a housing cooperative or mutual housing association. This lump sum payment shall be equal to the capitalized value of 60 monthly installments of the amount that is obtained by subtracting the

"Total Tenant Payment", as determined under 24 CFR 813.107, from the monthly cost of rent and average monthly cost of utilities at a comparable replacement dwelling unit. To compute the capitalized value, the installments shall be discounted at the rate of interest paid on passbook savings in a federally insured financial institution conducting business within the City of Hobbs.

Displaced lower-income tenants shall be advised of their right to elect relocation assistance pursuant to the URA and the regulations at 49 CFR 24 as an alternative to the relocation assistance available under CDBG regulations.

VI. Eligibility for Relocation Assistance

A lower-income person is eligible for relocation assistance if they are considered to be a "displaced person" as defined in 24 CFR 42.305. A displaced person means a lower-income person who, in connection with an activity assisted under the CDBG program, permanently moves from real property or permanently moves personal property from real property as a direct result of demolition or conversion of a lower-income dwelling.

For purposes of this definition, a permanent move includes a move made permanently and:

- A. After notice by the owner to move from the property, if the move occurs on or after the date of the submission of a request to the City of Hobbs for CDBG assistance that is later approved for the requested activity; or
- B. After notice by the owner to move from the property, if the move occurs on or after the date of the initial official submission to HUD of the consolidated plan under 24 CFR Part 91 describing the assisted activity; or
- C. Before the dates described in A & B above, if the City of Hobbs or State of New Mexico Department of Finance and Administration Local Government Division determines that the displacement was a direct result of conversion or demolition in connection with a CDBG assisted activity; or
- D. By a tenant-occupant of a dwelling unit, if any one of the following three situations occurs:
 1. The tenant moves after execution of the CDBG agreement covering the acquisition, rehabilitation or demolition and the move occurs before the tenant is

provided written notice offering the tenant the opportunity to lease and occupy a suitable, decent, safe and sanitary dwelling in the same building/complex upon completion of the project under reasonable terms and conditions, including a monthly rent and estimated average monthly utility costs that do not exceed the greater of the tenant's monthly rent before such agreement, or the total tenant payment as determined under 24 CFR 813.107 if the tenant is lower-income, or 30 percent of gross household income if the tenant is not lower-income.

2. The tenant is required to relocate temporarily, does not return to the building/complex, and either is not offered payment for all reasonable out-of-pocket expenses incurred in connection with the temporary relocation, or other conditions of the temporary relocation are not reasonable.
3. The tenant is required to move to another dwelling unit in the same building/complex but is not offered reimbursement for all reasonable out-of-pocket expenses incurred in connection with the move, or other conditions of the move are not reasonable.

If the displacement occurs on or after the appropriate date described in A & B above, the lower-income person is not eligible for relocation assistance if:

- A. The person is evicted for cause based upon a serious or repeated violation of the terms and conditions of the lease or occupancy agreement, violation of applicable federal, State or local law, or other good cause, and the the City of Hobbs determines that the eviction was not undertaken for the purpose of evading the obligation to provide relocation assistance;
- B. The person moved into the property on or after the date described in A & B above after receiving written notice of the expected displacement; or
- C. the City of Hobbs determines that the displacement was not a direct result of the CDBG assisted activity and the State of New Mexico Department of Finance and Administration Local Government Division concurs with this determination.

VII. Minimizing Displacement

The CDBG regulations regarding the demolition or conversion of lower-income dwelling units are designed to ensure that lower-income persons are provided with adequate, affordable replacement housing. Naturally, involuntary displacement should be discouraged whenever a reasonable alternative exists. Involuntary displacement is extremely disruptive and disturbing, especially to lower-income persons who do not have the means to locate alternative housing.

There are various ways that displacement can be minimized. The following are steps that will be taken to minimize the involuntary displacement of lower-income persons when CDBG funds are involved:

- A. Screening of Applications All CDBG applications will be reviewed to determine whether involuntary displacement is likely to occur. Those applications involving displacement will receive a lower priority recommendation for funding unless it can be shown that alternatives are not available.
- B. Acquisition of Property Applicants who apply for CDBG funds to acquire property for the

development of lower-income housing will be encouraged to purchase vacant land. In the case of in-fill and other projects where this is not feasible and the project involves potential displacement, the applicant shall agree to allow the displaced lower-income person(s) to occupy the new housing at an affordable rent.

Applicants who utilize CDBG funds to rehabilitate or convert a lower-income unit to a non-residential use will be required to supply replacement housing consistent with paragraph IV, as well as relocation assistance.

- C. Cost of Relocation Assistance The cost of any required relocation assistance and the provision of replacement housing will be borne by the applicant and may be paid for out of CDBG funds awarded to the project.

VIII. Definitions

- A. "Comparable replacement dwelling unit" means a dwelling unit that:
- 1 Meets the criteria of 49 CFR 24.2(d)(1) through (6); and
 - 2 Is available at a monthly cost for rent plus estimated average monthly utility costs that does not exceed the "Total Tenant Payment" determined under 24 CFR 813.107 after taking into account any rental assistance the household would receive.
- B. "Lower-income dwelling unit" means a dwelling unit with a market rental (including utility costs) that does not exceed the applicable Fair Market Rent (FMR) for existing housing and moderate rehabilitation established under 24 CFR Part 888.
- C. "Standard condition" means units that at a minimum meet the Existing Housing Quality Standards of the Section 8 rental subsidy program.
- D. "Substandard condition suitable for rehabilitation" means units with code violations that can be brought to Section 8 Housing Quality Standards within reasonable monetary amounts.
- E. "Vacant occupiable dwelling unit" means a dwelling unit that is in a standard condition; a vacant dwelling unit that is in substandard condition, but is suitable for rehabilitation; or a dwelling unit in any condition that has been occupied (except by a squatter) at any time within the period beginning 3 months before the date of execution of the agreement by the City of Hobbs covering the rehabilitation or demolition.

IX. Grievances

The the City of Hobbs will provide timely written answers to written complaints and grievances within 15 working days where practical. Action items:

- A. Adopt complaint handling procedures or policies to insure that complaints or grievances are responded to within 15 days, if possible.
- B. Allow for appeal of a decision to a neutral authority.

- C. File a detailed record of all complaints or grievances and responses in one central location with easy public access.

IX. Certification

The the City of Hobbs herewith certifies to follow the Anti-displacement relocation plan described above and adopt the plan by resolution annually.

Plan Adoption Date: 4/9/18

Adoption Instrument: Resolution No. 6643

Certified By: _____
Sam D. Cobb
Mayor

4/9/18
Date

Copy to Local Government Division with attachments

EXHIBIT 1-T

SECTION 3 PLAN WITH REQUIRED ELEMENTS

The City of Hobbs is committed to comply with Section 3 of the Housing and Urban Development Act of 1968. This Act encourages the use of small local businesses and the hiring of low income residents of the community.

The City of Hobbs has appointed the HR Director as the Section 3 Coordinator, to advise and assist key personnel and staff on Section 3, to officially serve as focal point for Section 3 complaints, and as the on-site monitor of prime contractors and sub-contractors to insure the implementation and enforcement of their Section 3 plans. The approval or disapproval of the Section 3 plan is the ultimate responsibility of the City of Hobbs. Documentation of efforts will be retained on file for monitoring by the state.

Therefore, the City of Hobbs shall:

1. Hiring
 - a. Advertise for all City of Hobbs positions in local newspapers
 - b. List all City of Hobbs job opportunities with the State Employment Service
 - c. Give preference in hiring to lower income persons residing in the City of Hobbs. This means that if two equally qualified persons apply and one is a resident of the City of Hobbs and one is not, the resident will be hired
 - d. Maintain records of City of Hobbs hiring as specified on this form

City of Hobbs ANTICIPATED/ACTUAL HIRES			2018 HIRING YEAR	
PLANNED			ACTUAL	
Job Classification	# of Positions to be Filled	# of Positions to be Filled by Lower Income City of Hobbs Residents	# of Positions Filled	Positions Filled by Lower Income City of Hobbs Residents
Public Safety	22	5		
All Other	140	40		
EXE	1	0		

- Chart for Section 3 Plan **MUST** be filled out in its entirety.

2. Contracting

- a. The City of Hobbs will compile a list of businesses, suppliers and contractors located in the City of Hobbs.
- b. These vendors will be contacted for bid or quotes whenever the City of Hobbs requires supplies, services or construction.
- c. Preference will be given to small local businesses. This means if identical bids/quotes are received from a small business located within the City of Hobbs and one from outside the City of Hobbs, the contract will be awarded to the business located within the community.

3. Training

The City of Hobbs shall maintain a list of all training programs operated by the City of Hobbs and its agencies and will direct them to give preference to City of Hobbs residents. The City of Hobbs will also direct all CDBG sponsored training to provide preference to City of Hobbs residents.

4. CDBG Contracts

All CDBG bid proposals and contracts shall include the following Section 3 language.

- a. The work to be performed under this contract is on a project assisted under a program providing direct federal financial assistance from the Department of Housing and Urban Development and is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u. Section 3 requires that the greatest extent feasible, opportunities for training and employment be given lower income residents of the project areas, and contracts for work in connection with the project be awarded to business concerns residing in the project area.
- b. The parties to this contract will comply with the provision of said Section 3 and the regulations issued pursuant thereto by the Secretary of Housing and Urban Development set forth in 24 CFR and all applicable rules and orders of the Department issued there-under prior to the execution of this contract. The parties to this contract certify and agree that they are under no contractual or other disability which would prevent them from complying with these requirements.
- c. The contractor will send to each labor organization or representative of workers with which he has a collective bargaining agreement or other contract or understanding, if any, a notice advising the said labor organization or workers' representative of his commitments under the Section 3 clause, and shall post copies of the notice in conspicuous places available to employees and applicants for employment or training.
- d. The contractor will include this Section 3 clause in every subcontract for work in connection with the project and will, at the direction of the applicant for, or recipient of federal financial assistance, take appropriate action pursuant to the subcontract upon a finding that the

subcontractor is in violation of regulations issued by the Secretary of Housing and Urban Development, 24 CFR 135. The contractor will not subcontract with any subcontractor where it has notice or knowledge that the latter has been found in violation of regulations under 24 CFR 135, and will not let any subcontract unless the subcontractor has first provided it with the requirements of these regulations.

- e. Compliance with the provisions of Section 3, the regulations set forth in 24 CFR 135, and all applicable rules and orders of the Department, issued thereunder prior to the execution of the contract, shall be a condition of the federal financial assistance provided to the project, binding upon the applicant or recipient for such assistance, its successors and assigns. Failure to fulfill these requirements shall subject the applicant or recipient, its contractors and subcontractors, its successors and assigns to those sanctions specified by the grant or loan agreement or contract through which federal assistance is provided, and to such sanctions as are specified by 24 CFR 135.

The City of Hobbs shall require each contractor to prepare a written Section 3 plan as a part of their bids on all jobs exceeding \$100,000. All Section 3 plans shall be reviewed and approved by the City's Equal Opportunity Section 3 Compliance Officer and retained for monitoring by the state.

The City of Hobbs will maintain all necessary reports and will insure that all contractors and subcontractors submit required reports.

LOWER INCOME CLARIFICATION

A family who resides in City of Hobbs and whose income does not exceed the income limit for the size of family as per the attached Section 8 Income Limit for City of Hobbs. Information contained in our Section 3 Plan reflects the status of the City of Hobbs employees regarding lower income considerations based on their salary paid by the City of Hobbs.

Sam D. Cobb
Mayor

Date

STATE:NEW MEXICO

-----SECTION 8 INCOME LIMITS-----

PROGRAM	1 PERSON	2 PERSON	3 PERSON	4 PERSON	5 PERSON	6 PERSON	7 PERSON	8 PERSON
Guadalupe County, NM FY 2017 MFI: 39900	EXTR LOW INCOME 12060	16240	20420	24600	28250	30350	32450	34550
	VERY LOW INCOME 18350	20950	23550	26150	28250	30350	32450	34550
	LOW-INCOME 29300	33500	37700	41850	45200	48550	51900	55250
Harding County, NM FY 2017 MFI: 47200	EXTR LOW INCOME 12060	16240	20420	24600	28250	30350	32450	34550
	VERY LOW INCOME 18350	20950	23550	26150	28250	30350	32450	34550
	LOW-INCOME 29300	33500	37700	41850	45200	48550	51900	55250
Hidalgo County, NM FY 2017 MFI: 40900	EXTR LOW INCOME 12060	16240	20420	24600	28250	30350	32450	34550
	VERY LOW INCOME 18350	20950	23550	26150	28250	30350	32450	34550
	LOW-INCOME 29300	33500	37700	41850	45200	48550	51900	55250
Lea County, NM FY 2017 MFI: 68400	EXTR LOW INCOME 13550	16240	20420	24600	28780	32960	37140	41320
	VERY LOW INCOME 22550	25750	28950	32150	34750	37300	39900	42450
	LOW-INCOME 36050	41200	46350	51450	55600	59700	63800	67950
Lincoln County, NM FY 2017 MFI: 50500	EXTR LOW INCOME 12060	16240	20420	24600	28250	30350	32450	34550
	VERY LOW INCOME 18350	20950	23550	26150	28250	30350	32450	34550
	LOW-INCOME 29300	33500	37700	41850	45200	48550	51900	55250
Los Alamos County, NM FY 2017 MFI: 128000	EXTR LOW INCOME 22900	26150	29400	32650	35300	37900	40500	43100
	VERY LOW INCOME 38100	43550	49000	54400	58800	63150	67500	71850
	LOW-INCOME 47600	54400	61200	68000	73450	78900	84350	89800
Luna County, NM FY 2017 MFI: 36600	EXTR LOW INCOME 12060	16240	20420	24600	28250	30350	32450	34550
	VERY LOW INCOME 18350	20950	23550	26150	28250	30350	32450	34550
	LOW-INCOME 29300	33500	37700	41850	45200	48550	51900	55250
McKinley County, NM FY 2017 MFI: 38100	EXTR LOW INCOME 12060	16240	20420	24600	28250	30350	32450	34550
	VERY LOW INCOME 18350	20950	23550	26150	28250	30350	32450	34550
	LOW-INCOME 29300	33500	37700	41850	45200	48550	51900	55250
Mora County, NM FY 2017 MFI: 36300	EXTR LOW INCOME 12060	16240	20420	24600	28250	30350	32450	34550
	VERY LOW INCOME 18350	20950	23550	26150	28250	30350	32450	34550
	LOW-INCOME 29300	33500	37700	41850	45200	48550	51900	55250
Otero County, NM FY 2017 MFI: 48400	EXTR LOW INCOME 12060	16240	20420	24600	28250	30350	32450	34550
	VERY LOW INCOME 18350	20950	23550	26150	28250	30350	32450	34550
	LOW-INCOME 29300	33500	37700	41850	45200	48550	51900	55250
Quay County, NM FY 2017 MFI: 42200	EXTR LOW INCOME 12060	16240	20420	24600	28250	30350	32450	34550
	VERY LOW INCOME 18350	20950	23550	26150	28250	30350	32450	34550
	LOW-INCOME 29300	33500	37700	41850	45200	48550	51900	55250
Rio Arriba County, NM FY 2017 MFI: 47700	EXTR LOW INCOME 12060	16240	20420	24600	28250	30350	32450	34550
	VERY LOW INCOME 18350	20950	23550	26150	28250	30350	32450	34550
	LOW-INCOME 29300	33500	37700	41850	45200	48550	51900	55250



DISCUSSION



Center Of Recreational Excellence

Batting Cage Fee

\$35 per hour for both non-profit and for-profit

30'L x 12'W x 10"H

Artificial turf with batting mat

Competition Pool Lanes

\$11 per hour per lane for non-profit groups (maximum of 10 swimmers per lane)

\$18 per hour per lane for for-profit groups (maximum of 10 swimmers per lane)

Groups of 25 or more

10% discount on Day Pass and Week Pass

Defined as 25 or more people as part of a school, church, or other non-profit with prior arrangements with the CORE for their visit. May also be for convention attendees.

Adult Couple

Defined as two persons between the ages of 18-61 residing at the same address.

Senior Couple

Defined as two persons 62 years of age and older residing at the same address.

Family Options

All youth who have a membership or who are listed as family members under a family membership will receive FREE admission to CORE Kids, up to 2 hours per day.

Single Family

One adult and up to 5 dependents under 18 years of age all residing at the same address.
Limit 6 members.

Family

Two adults and up to 4 dependents under 18 years of age all residing at the same address.
Limit 6 members.

Family Plus

Single Family or Family membership as defined above with each additional family member at \$10 each. 6+ members.



Center Of Recreational Excellence

FACILITY USAGE FEES PER HOUR

Facility	Non-Profit	For Profit
Gymnasium Full	\$80	\$95
Gymnasium Half	\$50	\$65
Racquetball Court	\$10	\$15
Batting Cage	\$35	\$35
Turf Full	\$88	\$100
Turf Half	\$62	\$70
Team Locker Room	\$10	\$10
Competition Pool	\$105	\$173
Competition Pool Lanes	\$11	\$18
Therapy Pool	\$53	\$87
Aquatics Classroom	\$25	\$25
Additional CORE Staff	\$15	\$15
Banquet Room 133	\$25	\$25
Banquet Room 134	\$31	\$31
Combined Banquet Room	\$44	\$44
Catering Kitchen	\$25	\$25
Party Room 170	\$38	\$38
Party Room 171	\$38	\$38
Observation Deck	\$75	\$75
Executive Conference Room	\$25	\$25



ACTION ITEMS



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: April 2, 2018

SUBJECT: AUTHORIZE PURCHASE OF TRAFFIC SIGNAL EQUIPMENT

DEPT. OF ORIGIN: Engineering Department
DATE SUBMITTED: 3-27-18
SUBMITTED BY: Todd Randall, City Engineer

Summary:

The City of Hobbs applied for a Local Government Road Fund (COOP) Grant to the NMDOT. A grant in the amount of \$133,000 was received. The project is for improvements to existing traffic signals located at 1) Dal Paso/Sanger, 2) Dal Paso/Clinton, 3) Dal Paso/Main, 4) Bender/Grimes and 5) Bender/Michigan. The improvements at the signalized intersections include the installation of new video detection systems and replacing controller cabinets. Staff would like to utilize a State of NM price agreement, with the vendor, Gades Sales Company, Inc. for purchase of the equipment. The agreement and quote are attached

Fiscal Impact:

Reviewed By: [Signature] Finance Department

Budget Number: 48-4048-44901-00085
FY 18 Budget Amount: \$133,000.00 (\$100,000 State / \$33,000 City)
Estimated Cost: \$118,587.00

Attachments:

Quote, State Price Agreement

Legal Review:

Approved As To Form: [Signature] City Attorney

Recommendation:

Consider and Approve P.O. with Gades Sales Company, Inc.

Approved For Submittal By:

[Signatures] Department Director, City Manager

CITY CLERK'S USE ONLY
COMMISSION ACTION TAKEN

Resolution No. _____ Continued To: _____
Ordinance No. _____ Referred To: _____
Approved _____ Denied: _____
Other _____ File No. _____



State of New Mexico
General Services Department
Purchasing Division

Price Agreement Amendment

<p>Awarded Vendor 8 Vendors</p> <p>Telephone No. _____</p>
--

Price Agreement Number: 60-805-15-13798

Price Agreement Amendment No.: Three

Term: March 25, 2016 – March 24, 2019

<p>Ship To: New Mexico Department of Transportation Various Locations</p>
<p>Invoice: New Mexico Department of Transportation Various Locations</p>
<p>For questions regarding this Price Agreement please contact: India Garcia 505-827-5183</p>

Procurement Specialist: Yuliasuti Wulandari *yw*

Telephone No.: (505) 827-0485


Title: Traffic Signal Equipment and Supplies

This Price Agreement Amendment is to be attached to the respective Price Agreement and become a part thereof.

In accordance with Price Agreement provisions, and by mutual agreement of all parties, this Price Agreement is extended from March 25, 2018 to March 24, 2019 at the same price, terms and conditions.

Except as modified by this amendment, the provisions of the Price Agreement shall remain in full force and effect.

Accepted for the State of New Mexico



 New Mexico State Purchasing Agent

Date: 2/2/18



State of New Mexico
General Services Department
Purchasing Division

Price Agreement Amendment

Awarded Vendors:
8 Vendors

Price Agreement Number: 60-805-15-13798

Price Agreement Amendment No.: Two

Term: March 25, 2016 - March 24, 2018

Ship To:
New Mexico Department of Transportation
Various Locations

Procurement Specialist: Travis Dutton-Leyda

Telephone No.: 505-827-0477

Email: travis.dutton-leyda@state.nm.us

Invoice:
New Mexico Department of Transportation
Various Locations

For questions regarding this Price Agreement please contact:
India Garcia 505-827-5183

Title: Traffic Signal Equipment and Supplies

This Price Agreement Amendment is to be attached to the respective Price Agreement and become a part thereof.

In accordance with Price Agreement provisions, and by mutual agreement of all parties, excluding Smartek ITS LLC, this Price Agreement is extended from March 25, 2017 to March 24, 2018 at the same price, terms and conditions.

Except as modified by this amendment, the provisions of the Price Agreement shall remain in full force and effect.

Accepted for the State of New Mexico

New Mexico State Purchasing Agent

Date: 2.2.17



State of New Mexico
General Services Department
Purchasing Division

Price Agreement Amendment

Awarded Vendors:
9 Vendors

Price Agreement Number: 60-805-15-13798

Price Agreement Amendment No.: One

Term: March 25, 2016 - March 24, 2017

Ship To:
New Mexico Department of Transportation
Various Locations

Procurement Specialist: Travis Dutton

Telephone No.: 505-827-0477

Invoice:
New Mexico Department of Transportation
Various Locations

Email: travis.dutton-leyda@state.nm.us

For questions regarding this Price Agreement please contact:
James Ortega 505-827-5135

Title: Traffic Signal Equipment and Supplies

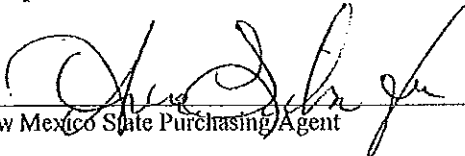
This Price Agreement Amendment is to be attached to the respective Price Agreement and become a part thereof.

This amendment is issued to reflect the following effective immediately.

Remove - MO's Consulting - from the Price Agreement.

Except as modified by this amendment, the provisions of the Price Agreement shall remain in full force and effect.

Accepted for the State of New Mexico


New Mexico State Purchasing Agent

Date: 04/11/16



State of New Mexico
General Services Department

Price Agreement

Awarded Vendor
10 Vendors – See Page 6 & 7

Price Agreement Number: 60-805-15-13798

Payment Terms: Net 30

F.O.B.: Destination

Delivery: As Requested

Ship To:
New Mexico Department of Transportation
Various Locations

Procurement Specialist: Travis Dutton TD

Telephone No.: 505-827-0477

Email: travis.dutton-leyda@state.nm.us

Invoice:
New Mexico Department of Transportation
Various Locations

For questions regarding this contract please contact:
James Ortega 505-827-5135

Title: Traffic Signal Equipment and Supplies

Term: March 25, 2016 thru March 24, 2017

This Price Agreement is made subject to the "terms and conditions" shown on the reverse side of this page, and as indicated in this Price Agreement.

Accepted for the State of New Mexico

Date: 3.22.2016

New Mexico State Purchasing Agent

State of New Mexico
General Services Department
Purchasing Division
Price Agreement #: 60-805-15-13798

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Terms and Conditions
(Unless otherwise specified)

1. **General:** When the State Purchasing Agent or his/her designee issues a purchase document in response to the Vendor's bid, a binding contract is created.
2. **Variation in Quantity:** No variation in the quantity of any item called for by this order will be accepted unless such variation has been caused by conditions of loading, shipping, packing or allowances in manufacturing process and then only to the extent, if any, specified in this order.
3. **Assignment:**
 - a. Neither the order, nor any interest therein, nor any claim thereunder, shall be assigned or transferred by the Vendor, except as set forth in Subparagraph 3b or as expressly authorized in writing by the State Purchasing Agent or his/her designee. No such assignment or transfer shall relieve the Vendor from the obligations and liabilities under this order.
 - b. Vendor agrees that any and all claims for overcharge resulting from antitrust violations which are borne by the State as to goods, services, and materials purchased in connection with this bid are hereby assigned to the State.
4. **State Furnished Property:** State furnished property shall be returned to the State upon request in the same condition as received except for ordinary wear, tear and modifications ordered hereunder.
5. **Discounts:** Prompt payment discounts will not be considered in computing the low bid. Discounts for payment within twenty (20) days will be considered after the award of the contract. Discounted time will be computed from the date of receipt of the merchandise invoice, whichever is later.
6. **Inspection:** Final inspection and acceptance will be made at the destination. Supplies rejected at the destination for nonconformance with specifications shall be removed at the Vendor's risk and expense, promptly after notice of rejection.
7. **Inspection of Plant:** The State Purchasing Agent or his/her designee may inspect, at any reasonable time, the part of the Contractor's, or any subcontractor's plant or place of business, which is related to the performance of this contract.
8. **Commercial Warranty:** The Vendor agrees that the supplies or services furnished under this order shall be covered by the most favorable commercial warranties the Vendor gives for such to any customer for such supplies or services. The rights and remedies provided herein shall extend to the State and are in addition to and do not limit any rights afforded to the State by any other clause of this order. **Vendor agrees not to disclaim warranties of fitness for a particular purpose of merchantability.**
9. **Taxes:** The unit price shall exclude all state taxes.
10. **Packing, Shipping and Invoicing:**
 - a. The State's purchasing document number and the Vendor's name, user's name and location shall be shown on each packing and delivery ticket, package, bill of lading and other correspondence in connection with the shipments. The user's count will be accepted by the Vendor as final and conclusive on all shipments not accompanied by a packing ticket.
 - b. The Vendor's invoice shall be submitted duly certified and shall contain the following information: order number, description of supplies or services, quantities, unit price and extended totals. Separate invoices shall be rendered for each and every complete shipment.
 - c. Invoices must be submitted to the using agency and NOT the State Purchasing Agent.
11. **Default:** The State reserves the right to cancel all or any part of this order without cost to the State, if the Vendor fails to meet the provisions of this order and, except as otherwise provided herein, to hold the Vendor liable for any excess cost occasioned by the State due to the Vendor's default. The Vendor shall not be liable for any excess costs if failure to perform the order arises out of causes beyond the control and without the fault or negligence of the Vendor, such causes include but are not restricted to, acts of God or the public enemy, acts of the State or Federal Government,

State of New Mexico
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Price Agreement #: 60-805-15-13798

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fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, unusually severe weather and defaults of subcontractors due to any of the above, unless the State shall determine that the supplies or services to be furnished by the subcontractor were obtainable from other sources in sufficient time to permit the Vendor to meet the required delivery scheduled. The rights of the State provided in this paragraph shall not be exclusive and are in addition to any other rights now being provided by law or under this order.

12. Non-Collusion: In signing this bid the Vendor certifies he/she has not, either directly or indirectly, entered into action in restraint of free competitive bidding in connection with this offer submitted to the State Purchasing Agent or his/her designee.

13. Nondiscrimination: Vendor doing business with the State of New Mexico must be in compliance with the Federal Civil Rights Act of 1964 and Title VII of the Act (Rev. 1979) and the Americans with Disabilities Act of 1990 (Public Law 101-336).

14. The Procurement Code: Sections 13-1-28 through 13-1-199 NMSA 1978, imposes civil and criminal penalties for its violation. In addition the New Mexico criminal statutes impose felony penalties for bribes, gratuities and kickbacks.

15. Items: All bid items are to be NEW and of most current production, unless otherwise specified.

16. Payment for Purchases: Except as otherwise agreed to: late payment charges may be assessed against the user state agency in the amount and under the conditions set forth in Section 13-1-158 NMSA 1978.

17. Workers' Compensation: The Contractor agrees to comply with state laws and rules pertaining to Workers' Compensation benefits for its employees. If the Contractor fails to comply with Workers' Compensation Act and applicable rules when required to do so, this Agreement may be terminated by the contracting agency.

18. Submission of Bid: Bids must be submitted in a sealed envelope with the bid number and opening date clearly indicated on the bottom left hand side of the front of the envelope. Failure to label bid envelope will necessitate the premature opening of the bid in order to identify the bid number.

19. Contractor Personnel: Personnel proposed in the Contractor's written bid to the Procuring Agency are considered material to any work performed under this Price Agreement. Once a Purchase Order or contract has been executed, no changes of personnel will be made by the Contractor without prior written consent of the Procuring Agency. Replacement of any Contractor personnel, if approved, shall be with personnel of equal ability, experience, and qualifications. The Contractor will be responsible for any expenses incurred in familiarizing the replacement personnel to insure their being productive to the project immediately upon receiving assignments. Approval of replacement personnel shall not be unreasonably withheld. The Procuring Agency shall retain the right to request the removal of any of the Contractor's personnel at any time.

20. Subcontracting: The Contractor shall not subcontract any portion of the Price Agreement without the prior written approval of the Procuring Agency. No such subcontracting shall relieve the Contractor from its obligations and liabilities under this Price Agreement, nor shall any subcontracting obligate payment from the Agency.

21. Records and Audit: The Contractor shall maintain detailed time and expenditure records that indicate the date, time, nature, and cost of services rendered during this Price Agreement's term and effect, and retain them for a period of three (3) years from the date of final payment under this Price Agreement. The records shall be subject to inspection by the Agency, State Purchasing Division, Department of Finance and Administration, and for Information Technology contracts, State Chief Information Officer. The Agency shall have the right to audit billings, both before and after payment. Payment for services under this Price Agreement shall not foreclose the right of the Agency to recover excessive or illegal payments.

22. Subcontracts: The foregoing requirements for Contractor Personnel, Subcontracting, and Audit shall be inserted into all subcontracts from the prime contractor to the subcontractor.

New Mexico Employees Health Coverage

A. If Contractor has, or grows to, six (6) or more employees who work, or who are expected to work, an average of at least 20 hours per week over a six (6) month period during the term of the contract, Contractor certifies, by signing this agreement, to have in place, and agrees to maintain for the term of the contract, health insurance for its New Mexico Employees and offer that health insurance to its New Mexico Employees if the expected annual value in the aggregate of any and all contracts between Contractor and the State exceeds \$250,000 dollars.

B. Contractor agrees to maintain a record of the number of its New Mexico Employees who have (a) accepted health insurance; (b) declined health insurance due to other health insurance coverage already in place; or (c) declined health insurance for other reasons. These records are subject to review and audit by a representative of the state.

C. Contractor agrees to advise all of its New Mexico Employees of the availability of State publicly financed health care coverage programs by providing each of its New Mexico Employees with, as a minimum, the following web site link to additional information: <http://www.insurenemexico.state.nm.us/>.

D. For purposes of this Paragraph, the following terms have the following meanings:

- (1) "New Mexico Employee" means any resident of the State of New Mexico employed by Contractor who performs the majority of the employee's work for Contractor within the State of New Mexico, regardless of the location of Contractor's office or offices; and
- (2) "offer" means to make available, without unreasonable restriction, enrollment in one or more health coverage plans and to actively seek and encourage participation in order to achieve the goals of Executive Order 2007-049. This could include State publicly financed public health coverage programs such as *Insure New Mexico!*

New Mexico Pay Equity Initiative

Contractor agrees, if it has ten (10) or more New Mexico employees OR eight (8) or more employees in the same job classification, at any time during the term of this contract, to complete and submit the PE10-249 form on the annual anniversary of the initial report submittal for contracts up to one (1) year in duration. If contractor has (250) or more employees, contractor must complete and submit the PE250 form on the annual anniversary of the initial report submittal for contracts that are up to one (1) year in duration. For contracts that extend beyond one (1) calendar year, or are extended beyond one (1) calendar year, contractor also agrees to complete and submit the PE10-249 or PE250 form, whichever is applicable, within thirty (30) days of the annual contract anniversary date of the initial submittal date or, if more than 180 days has elapsed since submittal of the last report, at the completion of the contract, whichever comes first. Should contractor not meet the size requirement for reporting at contract award but subsequently grows such that they meet or exceed the size requirement for reporting, contractor agrees to provide the required report within ninety (90) days of meeting or exceeding the size requirement. That submittal date shall serve as the basis for submittals required thereafter.

Contractor also agrees to levy this requirement on any subcontractor(s) performing more than 10% of the dollar value of this contract if said subcontractor(s) meets, or grows to meet, the stated employee size thresholds during the term of the contract. Contractor further agrees that, should one or more subcontractor not meet the size requirement for reporting at contract award but subsequently grows such that they meet or exceed the size requirement for reporting, contractor will submit the required report, for each such subcontractor, within ninety (90) days of that subcontractor meeting or exceeding the size requirement. Subsequent report submittals, on behalf of each such subcontractor, shall be due on the annual anniversary of the initial report submittal. Contractor shall submit the required form(s) to the State Purchasing Division of the General Services Department, and other departments as may be determined, on behalf of the applicable subcontractor(s) in accordance with the schedule contained in this paragraph. Contractor acknowledges that this subcontractor requirement applies even though contractor itself may not meet the size requirement for reporting and be required to report it self.

Two (2) copies of the Pay Equity Worksheet shall be submitted prior to Award by the prospective Awarded Vendor.

The PE10-249 and PE250 worksheet is available at the following website:
http://www.generalservices.state.nm.us/statepurchasing/Pay_Equity.aspx

State of New Mexico
General Services Department
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Price Agreement #: 60-805-15-13798

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Department Price Agreement

Article I – Statement of Work

Under the terms and conditions of this Price Agreement, the using agency may issue orders for items and/or services described herein.

The terms and conditions of this Price Agreement shall form a part of each order issued hereunder.

The items and/or services to be ordered shall be listed under Article IX – Price Schedule. All orders issued hereunder will bear both an order number and this Price Agreement number. It is understood that no guarantee or warranty is made or implied by either the New Mexico State Purchasing Agent or the user that any order for any definite quantity will be issued under this Price Agreement. The Contractor is required to accept the order and furnish the items and/or services in accordance with the articles contained hereunder for the quantity of each order issued.

Article II – Term

The term of this Price Agreement for issuance of orders shall be as indicated in specifications.

Article III – Specifications

Items and/or services furnished hereunder shall conform to the requirements of specifications and/or drawings applicable to items listed under Article IX - Price Schedule. Orders issued against this schedule will show the applicable price agreement item(s), number(s), and price(s); however they may not describe the item(s) fully.

Article IV – Shipping and Billing Instructions

Contractor shall ship in accordance with the instructions of this form. Shipment shall be made only against specific orders which the user may place with the contractor during the term indicated in Article II – Term. The Contractor shall enclose a packing list with each shipment listing the order number, price agreement number and the commercial parts number (if any) for each item. Delivery shall be made as indicated on page 1. If vendor is unable to meet stated delivery the State Purchasing Agent must be notified.

Article V - Termination

The Agency may terminate this Agreement for convenience or cause. The Contractor may only terminate this Agreement based upon the Agency's uncured, material breach of this Agreement. Contractor shall give Agency written notice of termination at least thirty (30) days prior to the intended date of termination, which notice shall (i) identify all the Agency's material breaches of this Agreement upon which the termination is based and (ii) state what the Agency must do to cure such material breaches. Contractor's notice of termination shall only be effective (i) if the Agency does not cure all material breaches within the thirty (30) day notice period or (ii) in the case of material breaches that cannot be cured within thirty (30) days, the Agency does not, within the thirty (30) day notice period, notify the Contractor of its intent to cure and begin with due diligence to cure the material breach. Termination of this Contract, however, shall not affect any outstanding orders. This provision is not exclusive and shall not waive other rights and remedies afforded either party in the event of breach of contract or default. In such instances the contract may be cancelled effective immediately.

Article VI – Amendment

This Price Agreement may be amended by mutual agreement of the New Mexico State Purchasing Agent or his/her designee and the Contractor upon written notice by either party to the other. An amendment to this Price Agreement shall not affect any outstanding orders issued prior to the effective date of the amendment as mutually agreed upon, and as published by the New Mexico State Purchasing Agent or his/her designee. Amendments affecting price adjustments and/or the extension of a price agreement expiration date are not allowed unless specifically provided for in the bid and price agreement specifications.

Article VII – Issuance of Orders

Only written signed orders are valid under this Price Agreement.

Article VIII – Packing (if applicable)

Packing shall be in conformance with standard commercial practices.

Article IX – Price Schedule

Prices as listed in the price schedule hereto attached are firm.

State of New Mexico
General Services Department
Purchasing Division
Price Agreement #: 60-805-15-13798

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Awarded Vendors:

(AA)

0000045699

AM Signal, Inc.
9935 Titan Park Circle
Littleton, CO 80125
720-348-6925
brooke@amsignalline.com

(AB)

0000044213

Consolidated Traffic Controls, Inc.
1016 Enterprise Place
Arlington, TX 76001
817-265-3421
president@ctc-traffic.com

(AC)

0000056102

Econolite Control Products
DEPT LA 24173
Pasadena, CA 91185-4173
505-989-3949
apark@econolite.com

(AD)

0000105445

Gades Sales Company, Inc.
PO BOX 9003
Wichita, KS. 67277
303-862-1770
msearle@gadestraffic.com

(AE)

MO's Consulting
1016 Enterprise Place
Arlington, TX 76001
817-265-3421
mark@themosconsulting.com

(AF)

Rhythm Engineering
11228 Thompson Ave
Lenexa, KS 66219
916-227-0603
morgan.kyle@rhythmtraffic.com

State of New Mexico
General Services Department
Purchasing Division
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Awarded Vendors Continued:

(AG)

0000113184

Smartek ITS, LLC
334 East Lake Rd #125
Palm Harbor, FL 34685
Summit Traffic Solutions, LLC
727-944-4347
james@smartek-its.com

(AH)

0000080679

Summit Traffic Solutions, LLC
11757 West Ken Caryl Ave., Suite F-411
Littleton, CO 80127
303-933-2843
Summit-Traffic@q.com

(AI)

0000045420

Traffic Signal Controls, Inc.
255 Weaver Park Road, Suite # 100
Longmont, Co 80504
303-772-2787
dtenkely@trafsig.com

(AJ)

0000044716

Traffic Parts, Inc.
P.O. Box 837
Spring, TX 77383
(800) 345-6329
joni@trafficparts.com

State of New Mexico
General Services Department
Purchasing Division
Price Agreement #: 60-805-15-13798

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Establish a Price Agreement for Traffic Signal Equipment and Supplies for the New Mexico Department of Transportation. This price agreement is for equipment for traffic signal repair, replacement parts, upgrade components and other traffic signal equipment and supplies. This is a materials only price agreement.

All products purchased under this contract shall meet the specifications as set forth in this Price Agreement, the New Mexico State Department of Transportation Standard Specifications for Highway and Bridge Construction, current edition, current special provisions and supplemental specifications. They are available on the NMDOT website, at the following link: <http://dot.state.nm.us/en/PSE.html> and they are available for purchase at the General Office Financial Control Office contact (505) 827-5338.

Vendors are required to have prior product approval through the NMDOT Product Evaluation Program in order for bid item to be awarded.

Term of Agreement:

The term of this agreement is for a period of one year from date of award with an option to extend for a period(s) of three (3) additional years, on a year-to-year basis, by mutual agreement of both parties and the approval of the State Purchasing Director at the same prices, terms and conditions. This price agreement shall not exceed four (4) years.

Tax Note:

Price shall not include State Gross Receipts or Local Option Tax. Taxes shall be added to the invoice at current rates as a separate item to be paid by users.

Bidding Information:

The conditions and specifications set out in the invitation to bid are inseparable and indivisible. Any vendor, by submitting a bid, agrees to be bound by all such conditions and/or specifications. All conditions and specifications in the invitation to bid, and all other documents required to be submitted, shall be returned by the vendor in his/her bid package. Failure to do so or any attempt to vary or change the conditions or specifications of the invitation to bid shall, in the discretion of The State, constitute grounds for rejection of the entire bid.

The prices quoted herein represent the total compensation to be paid by the State for goods and/or services provided. It is understood that the party providing said goods and/or services to the State is responsible for payment of all costs of labor, equipment, tools, materials, federal taxes, permits, licenses, fees, and any other items necessary to complete the work provided. The prices quoted in this contract include an amount sufficient to cover such costs.

The Contractor shall be considered an independent Contractor and not an employee of the State of New Mexico. The New Mexico Department of Transportation shall provide direction regarding the performance required by this price agreement.

Vendor is requested to indicate their federal tax id number, New Mexico gross receipts or social security number

Bid Review:

The New Mexico Department of Transportation (NMDOT) shall perform a bid analysis of the bids received to include a determination of qualification in accordance with the standards and requirements of the price agreement. The analysis and recommendation for award will be sent to State Purchasing for a determination.

Method of Award:

Method of award shall be to multiple vendors statewide on an item by item basis.

This price agreement may be awarded to one or more vendors, but not to exceed three vendors per item.

Awarded vendor must submit full product line parts and price list to using agency upon request.

State of New Mexico
General Services Department
Purchasing Division
Price Agreement #: 60-805-15-13798

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Note: "See Attached Price List" will not be accepted. A percent off items must be identified on each item being bid, where requested.

Utilization of Vendors:

The following procedure for the utilization of vendors shall be used on multiple source price agreements:

1. The selection of a vendor from a multiple source price agreement to provide items shall be based on the purchase order.
2. The District Engineer or their designee shall evaluate the estimated quantities, unit costs, total costs per item, and total purchase order costs for each awarded vendor.
3. The vendor selected to perform the work shall be the vendor providing items for the specific purchase order at the lowest overall cost to the New Mexico Department of Transportation and able to meet all requirements including delivery schedule. A vendor not offering the lowest cost to the New Mexico Department of Transportation can be used for the specific purchase order if the vendor providing the lowest overall cost is unable to meet all item and delivery requirements as determined and documented by the District Engineer or their designee. Any changes to the original purchase order will require a modification form signed by the District Engineer or their designee. All supporting documentation shall be maintained in the project file.

The Contractor Agrees To:

Contractor shall indemnify and hold harmless The State, its officers and employees, against liability, claims, damages, losses or expenses arising out of bodily injury to persons or damage to property caused by, or resulting from, Contractor's and/or its employees, own negligent act(s) or omission(s) while Contractor, and/or its employees, perform(s) or fails to perform its obligations and duties under the terms and conditions of this agreement. This save harmless and indemnification clause is subject to the immunities, provisions and limitations of the tort claims act (41-4-1, et seq., N.M.S.A. 1978 comp.) and section 56-7-1 N.M.S.A. 1978 comp. and any amendments thereto.

It is specifically agreed between the parties executing this agreement that it is not intended by any of the provisions of any part of the agreement to create the public or any member thereof a third party beneficiary or to authorize anyone not a party to the agreement to maintain a suit(s) for wrongful death(s), bodily and/or personal injury(ies) to person(s), damage(s) to property(ies) and/or any other claim(s) whatsoever pursuant to the provisions of this agreement.

Specifications for Traffic Signal Equipment and Supplies:

All bid items and materials shall meet the NMDOT Standard Specifications for Highway and Bridge Construction current edition, plus any Supplemental or Standard Specifications established by NMDOT.

All items provided under this agreement must comply with all applicable requirements of the Manual on Uniform Traffic Control Devices (MUTCD) current edition published by the Federal Highway Administration. If the vendor's product does not operate satisfactorily in accordance with the specifications, the Department reserves the right to cancel the price agreement and award to the next lowest bid.

Hybrid Detection Systems Specifications:

Description:

This specification sets forth the minimum requirements for a detector rack-based hybrid remote-sensor detection system that provides vehicle presence, traffic flow statistics, event alarms, video snapshots, and full-motion video for traffic control and management systems. The hybrid detection system may also apply to various bicycle, pedestrian, and safety applications. Through intelligent decision logic, this system processes radar information and video images to provide detector outputs to a traffic controller or similar device and complies with the National Electrical Manufacturers Association (NEMA) type C or D detector rack and Transportation Electrical Equipment Specification (TEES) input file rack standards.

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The system architecture shall fully support Ethernet networking of system components through a variety of industry standard and commercially available infrastructures. The data communications shall support direct, modem, and multi-drop interconnects. Simple, standard Ethernet wiring shall minimize overall system cost and improve reliability, utilizing existing infrastructure for easy system installation and maintenance. Optionally, both streaming video and data communications shall be possible over long distances through fiber optic, microwave, or other commonly used digital communications transport configurations.

On the software application side of the network, the system shall be integrated through a client-server relationship. The client applications shall either be hosted on the same personal computer (PC) field programming unit (FPU) as the communications server or may be distributed over a local area network of PC's using the industry standard transmission control protocol/internet protocol (TCP/IP) network protocol. Multiple client applications shall execute simultaneously on the same host or multiple hosts, depending on the network configuration.

Materials:

The hardware shall consist of the following items:

Items to be provided by the system supplier:

- a. One or more hybrid radar and image sensors;
- b. Corresponding number of rack-based MVP detection modules or combination module;
- c. A cabinet interface panel for 1 to 4 sensors with surge suppression and communications distribution
- d. Interconnecting cables from the interface panel to the sensor and detection module
- e. Optional interface cards for traffic signal control applications.
- f. Optional notebook or desktop computers to run system software (supervisor computer).

System Software:

Each machine vision processor (MVP) detection module shall include detection software for one sensor input for detecting approaching vehicles in multiple traffic lanes and for communicating with traffic controllers or other control devices. Detection zones and special detection instructions shall be user-definable through interactive graphics, typically by placing lines or boxes onto an image on a monitor. A personal computer shall allow configuration of all applications. The user may change previously defined detection zones. Each machine vision processor (MVP) shall calculate traffic parameters in real-time, allow real-time polling for vehicle presence, traffic flow, event alarms, and video snapshots, and provide local non-volatile data storage for backup or later downloading and analysis.

A software suite shall include management tools to plan, install, troubleshoot, and maintain the hybrid detection system. The communications server function shall allow multiple office users to share access to video detection installations. To create a custom interface to other traffic management center (TMC) systems, an optional software developer's kit or traffic data protocol shall provide tools and examples for a system programmer to integrate the video detection system.

The embedded software shall incorporate multiple applications that perform a variety of diagnostic, installation, fault tolerant operations, data communications, digital video streaming, and vehicle/bicycle detection processing.

There shall be a suite of client applications for the host client / server PC. The application shall execute under Microsoft Windows XP, Vista or 7 operating systems. Available client applications shall include:

- Master network browser: Learn a network of connected detection modules, display basic information, and launch applications software to perform operations.
- Configuration setup wizard and editors: Create and modify detector configurations for execution on the detection module.
- Front Panel displays and System Test utilities facilitate maintenance and troubleshooting.
- Operation log: Retrieve, display, and automatically save complete setup configurations and time-stamped event logs for maintenance and troubleshooting. The old log shall configure a replacement unit. The user may add various detection alarms and user-defined events to the log.

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- Software install: Quickly reconfigure one or more detection modules with a newer release of embedded system software.
- Streaming video player: Play and record streaming video with or without flashing detector overlay.
- Data Retriever: Fetch once or poll continuously for traffic data and alarms and store on PC storage media.
- Communications server as Windows service: Provide fault-tolerant, real-time transmission control protocol/internet protocol (TCP/IP) communications to and/or from all devices and client applications with full logging capability for systems integration.
- Snapshot Retriever: Retrieve and store images for review or real-time display, such as on websites.
- An optional software developer's kit (SDK) or traffic data protocol shall provide necessary tools for software programmers to integrate the detection system into the larger, traffic management system.

Sensor Hardware:

The hybrid sensor shall be mountable on a wide variety of standard camera brackets. It shall contain rugged compact radar and 10x zoom lens color camera.

Interface Panel Hardware:

The small footprint of the interface panel shall be cabinet rail, Deutsches institute fur Normung (DIN) rail, or computer rack mountable. The interface panel shall support up to 4 sensors and detection modules. Two SLO-BLO fuses and electrical surge protectors isolate the sensors from other cabinet equipment.

Detection Module Hardware:

The detection module shall be shelf or rack mountable. Nominal outside dimensions excluding connectors shall not exceed 4.5 in. x 2.25 in. x 7 in. The detection module shall be capable of mounting in a standard Detector Rack or Input File, or in an optional shelf-mounted enclosure).

The detection module shall comply with the form factor and electrical characteristics of a TEBS Input File or NEMA Detector Rack to provide up to sixteen (16) contact closure inputs and twenty-four (24) contact closure outputs, and up to thirty-two (32) inputs and sixty-four (64) outputs via serial data link communication (SDLC) protocol to a traffic signal controller.

Power Consumption:

The detection system shall support "green" strategic goals in its construction and by operating on 110/220 voltage alternating current (VAC), 50/60Hz at a maximum of 25 watts with the heated faceplate in full operation. A typical 4-sensor installation in an intersection cabinet shall consume less than 100 watts. No supplemental surge suppression shall be required outside the cabinet unless specified by the department.

Functional Capabilities:

The real-time, detection performance of the machine video processor (MVP) detection module shall be optimized to meet the detection objective of the traffic application. The detection objective determines sensor mounting location; the number of traffic lanes to monitor; sizing, placement, and orientation of vehicle detectors; and how to minimize the effects of lane-changing maneuvers.

Real-Time Detectors:

The detection module shall be capable of simultaneously processing information from the forward-fire radar and video camera. The video shall be digitized and analyzed up to 30 times per second. Intelligent decision logic monitors the current operating conditions and combines the radar video information continuously to meet the detection objectives.

Different detector types shall be selectable during configuration. All of the following Detector Types shall be supported but not limited to: Stop Line, Count Detector, Presence Detector, Speed Detector, Detector Function, Station, Input, Label, Scheduler, Speed Alarm, and Contrast Loss Detector.

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The stop line detector shall indicate presence of a moving or stopped vehicle, performing moving vehicle validation and time-persistence validation during Red and compensating for vehicle occlusion effects, camera motion, and poor video contrast.

The detector function shall combine multiple detector outputs together via logical functions OR, AND, NAND, NOR, and N of M to make a decision or qualify an event. In addition, the detector function shall condition the detector outputs based on the state of the associated traffic signals. Similar to detector types in a traffic controller, all of the following detector output types shall be available: Type 0, Type 1, Type 2, Type 3, Type 4, Type 5, Type 6, Type 7, Type 9 (moving vehicle detector), and Type 10 (contrast loss arbitration).

Detectors shall accurately detect approaching, speeding, or stopped vehicles in multiple traffic lanes via processing of radar information and video images. Detection events shall be available to a variety of parallel and serial outputs simultaneously that reflect the current real-time detector state. The detection module shall detect an electrical malfunction, the absence of a valid video, and/or radar signal and choose the appropriate failsafe state, including turning all detector outputs on.

Once the detection module has been properly set up using the supervisor computer, it shall be possible to disconnect the supervisor computer. Thereafter, the detection module shall perform vehicle detection as a standalone unit.

Interval Traffic Data:

The detection module shall count vehicles in real-time and compute the average of traffic parameters over user-defined time intervals (or time slices) or traffic phases, as follows: volume, occupancy, vehicle classification, flow rate, headway, speed, level of service, pace occupancy, space speed, and density.

The time-interval data shall be retained in non-volatile flash memory within the detection module for later transfer to the supervisor computer for analysis. The detection module shall record traffic data and alarms by event or by multiple time intervals from 1 to 3600 seconds (1 hour) or by intersection cycle split for display, retrieval, and analysis. Retrieval of data stored in the memory of the detection module shall be via a standard RJ45 Ethernet communications port using manufacturer provided software.

External Interface:

It shall be possible for the detection module to output the detection signal directly to NEMA TS1, TS2, Type 170, Type 179, 2070, SCATS, and SCOOT controller types. It shall be possible to selectively disable and re-enable any or all of the detection outputs. The manufacturer of the detection module shall have a communications server software package available to allow the polling of the detection modules for traffic data. This software shall be available in the form of a developer's kit or traffic data protocol and supplied when indicated by the project specification. The communications software shall be able to operate as a communications server under the Windows XP, Vista and 7 operating system platforms. The detection module shall provide 24 open collector TS1 outputs on the front connector and selectable outputs on the rear edge connector. The detection module shall provide 16 TS1 open collector inputs on the front connector. The detection module shall also offer 64 outputs and 32 inputs via TS2 Serial Data Link Communication (SDLC) Port 1 connector also located on the front.

Detection Zone Placement:

The video detection system shall provide flexible detection zone placement at any orientation within the field of view of the sensor. Preferred detector configurations shall be to place detection zones across lanes of traffic for optimal count accuracy and to place detection zones parallel to lanes of traffic for optimal presence detection accuracy of moving or stopped vehicles.

Detection zones shall be able to be overlapped for optimal road coverage. In addition, selective groups of detectors shall be logically combined into a single output and further modified by using optional delay and extend timing and signal state inputs, if available.

The video detection system shall detect vehicle passage and presence optimally when the hybrid sensor is mounted to best meet the detection objectives at the site. Optimal detection shall be achieved when sensor placement provides an unobstructed view of each traffic lane where vehicle detection is required. Obstruction of the view can occur when vehicles from a lane nearer to the sensor obscure the view of the roadway of a lane further away from the sensor.

Detection Zone Programming:

Placement of detection zones shall be by means of a PC with a Windows XP, Vista or Windows 7 operating system, a keyboard, and a mouse. The PC monitor shall be able to show the detection zones superimposed on images of traffic scenes.

The user shall create or change detection zones with a mouse on an image of the field-of-view. With the mouse or keyboard, it shall be possible to size, orient, and configure detection zones to provide optimal road coverage for the detection objective. It shall be possible to edit previously defined detector configurations, to adjust the detection zone size and placement, to add detectors for additional detection objectives, or to reprogram the detection module for different traffic applications, changes in installation site geometry, or traffic rerouting during construction projects.

It shall be possible to download configurations from the PC to the detection module, to retrieve the detector configuration that is currently running, and to back up the complete detector configurations by saving them to the PC storage media.

Detection Zone Operation Verification:

It shall be possible to verify the real-time detection operation by observing the detectors on the video overlay as vehicles pass through them. When a vehicle is occupying a detection zone, the detection zone's color or intensity on the live video shall reflect the state of the detection, thereby visually verifying the proper operation of the detection system. The video may be viewed on an analog video monitor or digitally on a PC.

It shall be possible to view assigned contact-closure outputs from the Front Panel application or on the detection module light emitting diode (LED) output display as controlled by a rotary switch. An LED shall be ON when its assigned detector output or signal controller phase input is ON.

It shall be possible to select a color scheme that indicates the state of the detection delay and extension timing.

The supervisor computer shall be able to display the real-time vehicle speed, length, classification, and actuation record in milliseconds. It shall also be able to display the statistical traffic data listed above for the last complete user specified time interval.

Providing Optimal Detection:

The vehicle and bicycle detection system shall provide optimal detection of passage and presence when the sensor is mounted 20 feet (6 m) or higher above the roadway detection area. The best sensor location is in front of the desired coverage area in line with a lane mark, and the distance to the farthest detection zone locations is not greater than 10 times the mounting height of the sensor. The recommended deployment geometry for optimal detection requires that there be an unobstructed view of each traveled lane where detection is required. The sensor, when placed at a mounting height that minimizes vehicle image occlusion and the zoom lens adjusted to match the width of the road, shall be able to monitor a maximum of 6 to 8 traffic lanes simultaneously depending on the field of view. A designer's guide for intersection applications shall be available from the manufacturer.

Demand Presence Detection Performance:

Using an installed sensor that meets the optimal viewing specifications described above, the system shall be able to accurately provide demand presence detection. The demand presence accuracy shall be based on the ability to enable a protected turning movement on an intersection stop line, when a demand exists. The probability of not detecting a vehicle for demand presence shall be less than 1% error under all operating conditions. In the presence of artifact conditions, the detection module shall minimize extraneous (false) protected movement calls to less than 2%.

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To ensure statistical significance, the demand presence accuracy and error shall be calculated over time intervals that contain a minimum of one hundred, protected turning movements. These performance specifications shall be achieved with adequate detection coverage to sample the driver-behavior pattern of vehicles at the stop line. The calculation of the demand presence error shall not include turning movements where vehicles do not pass through the detectors, or where they stop short or stop beyond the combined detection zones. Vehicle lane change anomalies shall be excluded from the calculations.

Count and Speed Detection Performance:

Count and speed measurements typically are closer to the sensor than the stop line and occur while the phase is in motion. The position of the detectors allows for greater vehicle separation and better data collection.

The detection module shall accurately count multiple vehicles with more than 98% accuracy under all operating conditions for approaching traffic. The count measurement shall include more than 100 vehicles in the sample to ensure statistical significance. These specifications shall apply to vehicles that travel through the complete detector and shall not include partial detection situations created by lane-changing maneuvers.

The detection module shall accurately measure average (arithmetic mean) speed of multiple vehicles with more than 98% accuracy under all operating conditions for approaching traffic. The average speed measurement shall include more than 100 vehicles in the sample to ensure statistical significance. The detection module shall accurately measure individual vehicle speeds with more than 98% accuracy under all operating conditions for vehicles approaching the sensor. These specifications shall apply to vehicles that travel through the complete detector and shall not include partial detection situations created by lane-changing maneuvers.

Video Processing:

The sensor shall include a compact, color, zoom camera, designed to meet the performance requirements of the traffic intersection environment. A custom aperture and sunshield shall ensure consistent high-quality video is available in all weather, lighting, and traffic congestion conditions.

The color video output shall provide graphics overlay that indicates the current real-time detector state. The detection module shall process a maximum of ninety-nine (99) virtual detection objects placed anywhere in the field of view. An operator-defined Label, visible in the processed video, shall be able to show an identifying location title of the camera field of view, various operational system parameters such as time of day, date, IP address, baud rate, processing load index, the state of any detector output, and the state of any detector input.

Snapshot images shall be transferred using one of the following options:

- a. Uncompressed black and white bitmap,
- b. JPEG black and white image,
- c. Uncompressed color bitmap, d. JPEG color bitmap.

The quality of snapshot images transferred shall be user selectable.

It shall be possible to stream video from the detection module. It shall be possible to save the streamed video files to a network computer hard drive for replay. The compressed video stream shall also contain the detector state information that can be overlaid on the video at the operator's request. A single workstation shall be able to access and view the compressed digital video stream.

Radar Processing:

The sensor shall include rugged, easily adjusted radar, designed to meet the performance requirements of the traffic intersection environment. The intelligent decision logic shall use radar information in adverse conditions, such as when nighttime headlight reflections occur, or when fog obscures the video. It shall improve the crispness of detection outputs.

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Environmental:

The detection system shall operate reliably in the adverse environment found in the typical traffic intersection and cabinet. It shall meet the environmental requirements set forth by the NEMA (National Electrical Manufacturers Association) TS1 and TS2 standards, as well as the environmental requirements set forth in the Transportation Electrical Equipment Specification (TEES) standard. In the cabinet, operating temperature shall be from -34 C to +74 degrees C (-29 F to +165 F) at 0% to 95% relative humidity, non-condensing.

Electrical:

The hybrid detection system shall be powered by 110 or 220 VAC to the interface panel, typically from the protected side of the cabinet power distribution. The detection module may consume 11 watts, at 12 or 24 voltage direct current (VDC), typically from the protected side of the cabinet power distribution. The sensor may consume 8 watts at 24 VDC as provided by the interface panel.

The detection module shall include transient protection sufficient to meet the requirements set forth in the NEMA TS1 and TS2 standards. The interface panel and sensor shall have appropriate surge protection. No supplemental surge suppression shall be required.

The manufacturer of the hybrid detection system shall have a Quality System that is International Organization for Standardization, ISO9001 registered. Written confirmation of the ISO9001 registration shall be available from the manufacturer prior to bid acceptance if requested.

Communications shall be via RJ45 connector for Ethernet 10/100MB/s communications on the front of the detection module. This port shall be able to download traffic data stored in non-volatile memory as well as the real-time detection information to show detector actuations. The detection module unit shall also include one (1) USB 2.0 connector for RS-485/USB communications from the sensor through the interface panel.

The detection module shall be equipped with one (1) National Television System Committee (NTSC) composite video input. The detection module shall be equipped with a single composite video output Bayonet Neill-Concelman (BNC) connector on the front of the detection module. The detection module shall output standard NTSC or Phase Alternating Line (PAL) video format via BNC connector at 1 Voltage Peak to Peak (Vpp).

The detection module software shall be stored in flash memory within the detection module. This software shall be capable of being updated without the removal of modules or memory devices. The detection module software and the supervisor shall include diagnostic software to allow testing of the detection module functions. This shall include the capability to set and clear individual detector outputs and display the status of inputs to enable setup and troubleshooting in the field.

The video output of the sensor shall be isolated from earth ground. All video connections from the sensor to the interface panel shall also be isolated from earth ground. The video output stage of the image sensor shall include transient protection to prevent damage to the sensor due to voltage transients occurring on the coaxial video cable leading from the sensor to the detection module.

Detection Module Operations Log:

The detection module shall maintain a non-volatile operations log, which minimally contains: revision numbers for the current detection module hardware and software components; title and comments for the detector configuration; date and time the last detector configuration was downloaded to the detection module; date and time the operations log was last cleared; date and time communications were opened or closed with the detection module; date and time of last power-up; and time-stamped, self-diagnosed, hardware and software errors that shall aid in system maintenance and troubleshooting. The detection module processor shall reboot itself automatically when software or hardware functions are not operating properly.

Installation and Training:

The supplier of the hybrid detection system may supervise the installation and testing of the detection system and computer equipment as required by the contracting agency.

Training is available to personnel of the contracting agency in the operation, set up, and maintenance of the detection system. Detection module and sensor support hardware and software are sophisticated leading-edge technology. Proper instruction from certified instructors is recommended to ensure the end user has complete competency in system operation. The User's Guide is not an adequate substitute for practical classroom training and formal certification by an approved agency.

Warranty Maintenance and Support:

The Vendor and/or Manufacturer shall warranty the detection system for a minimum of three (3) years. Additional warranty time for up to six (6) years shall be made available through the Vendor's price list. Ongoing software support by the supplier shall include software updates of the detection module and sensor, cabinet interface unit, and supervisor computer applications. These updates shall be provided free of charge during the warranty period. The supplier shall maintain a program for technical support and software updates following expiration of the warranty period. This program shall be available to the contracting agency in the form of a separate agreement for continuing support.

Real-Time Bluetooth Monitoring Specifications:

Description:

The Bluetooth™ receiver shall be capable of monitoring and measuring vehicular and pedestrian movement by identifying and comparing unique MAC (Media Access Control) addresses associated with Bluetooth-enabled electronic devices. The system can be used to collect high quality, high-density travel times by sampling a portion of actual travel activity from the traffic stream of a predetermined route. By matching MAC addresses from two different data collection locations, accurate travel times are derived by measuring prevailing road speeds and volume.

The MAC address received by a sequence of two or more Bluetooth receivers shall be matched and used to develop a sample of travel time for that particular segment of the roadway, based on the relative detection times recorded by the adjacent units.

The Bluetooth-enabled device (sensor) shall be an anonymous Bluetooth MAC address, which is a hardware identifier for the manufacturer and specific electronic device type. MAC addresses are not associated with any specific user account or any specific vehicle. The MAC address shall not be linked to a specific person through any type of central database, but is assigned by the Bluetooth electronic chip manufacturer and shall not be tracked through the sales chain. Privacy concerns typically associated with alterative probe systems shall be eliminated.

The sensor shall be capable of delivering data from either an Ethernet connection or global system for mobile communications (GSM) wireless modem that supports quad-band global system for mobile communications/general packet radio service/enhanced data for global evolution (GSM/GPRS/EDGE) and tri-band Universal Mobil Telecommunication System/High Speed Downlink Packet Access (UMTS/HSDPA). GSM modem shall have the ability to use either a high gain Omni-direction antenna or directional "Yagi" antenna via an external sub miniature version A (SMA) connector on the enclosure.

The Bluetooth sensor working in conjunction with the network's "backend" support data processing system must deliver real-time speed and travel time information for the road(s) where the sensors are deployed. The system shall be able to add multiple pairs of Bluetooth sensors to form a network of manageable travel routes. Each route will display the data for the first and last sensor in addition to the travel-time and speed information for that segment. Sensors can be installed as close as a half (1/2) mile apart without special antenna configuration. The Bluetooth sensor shall be able to detect, at a minimum, within a radius of 600 feet. The detection range shall be configurable by adjusting the receive power of the Bluetooth radio using settings entered using configuration entered over the air (OTA).

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To enhance the detection performance for target devices with weaker Bluetooth radios or target devices, which may be attenuated (obstructed) by other cars or structures, the Bluetooth receiver sensitivity shall be at least -90 dbm and transmit power at a maximum +20dbm using a standard antenna.

The Bluetooth radio shall implement a receiver signal strength indicator (RSSI) metric for every detected MAC address, to allow use of distance indication data of detected target devices from Bluetooth sensors. RSSI data shall also be used in the overall monitoring health of the Bluetooth sensor.

At the option of the contractor, to be communicated prior to fabrication, the Bluetooth sensor equipment shall be powered with AC line voltage, or solar power using DC if installed in a standalone enclosure. Specifically, the Bluetooth sensor vendor shall follow the configuration options available depending on the contractor's installation environment.

Materials:

- 110-240 VAC
- Power over Ethernet based system. No coaxial cable allowed
- Solar powered w/ battery / cellular modem – in NEMA 4+ enclosure

The minimum recommended mounting height for the Bluetooth sensor shall be 10 feet above grade. When using a solar power supply the panel shall be mounted in accordance with environmental and location geographic conditions.

The vendor shall provide training, and be present during installation. The vendor shall maintain a dedicated local inventory of spare units available for same day access in the case of a need for field replacement.

Data Processing and Storage:

- The vendor may have available a complete and dedicated network-based backend support system, developed to process the data collected by the Bluetooth sensor. Such support shall also include a secure web-based user interface to enable the Department to view, analyze and configure data outputs. The data shall be available for viewing in real time and as post-processed report-generated analysis. Data processing will include, travel time, flow, speed, and MAC address counts. The data processing shall also filter the following data as needed to deliver the most accurate information:
 - Pedestrian
 - Vehicular
 - Toll-Tag (85th percentile)
 - Smoothing
 - Mean, Median, etc.
 - 2-stage filter
- Data uploaded from the Bluetooth device network may be hosted and archived by the manufacturer on a dedicated server in a state-of-the art hosting facility, which is rated and equipped for mission critical environments, also known as a CyberCenter. The CyberCenter shall include at a minimum the following:
 - Serial attached small computer systems interface, model SAS 70 Type II Internal Control Standards—an auditing standard developed by the American Institute of Certified Public Accountants (AICPA). Type II audit not only includes the description of controls, but also the detailed testing of controls. To achieve SAS 70 Type II, Cyber Center facility operations are thoroughly scrutinized and annually evaluated with results reported and published.
 - Physical security – Cyber Centers are outfitted with biometric palm scanners and secure card-key access to the collocation areas of the data center. Additionally, all customer equipment is kept in secure locations. On-site security personnel monitor hosting facilities 24/7 via indoor and outdoor video surveillance. Cyber Center access requires security desk check-in and is managed 24/7.
 - Heating ventilation and air conditioning (HVAC) and fire suppression - All Cyber Centers are designed with N+1 redundant chilling/heating systems and redundant, multi-zoned, fire suppression systems. – Very Early Smoke Detection Apparatus (VESDA®) systems are located throughout the raised floor area in all Cyber Centers.
 - Power - Redundant power is available as needed. It is designed with battery backup for uninterrupted power supply (UPS). Diesel generators (N+1) ensure uninterruptible power.

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- Public network connectivity -- Cyber Center facilities are linked to a tier one OC-192 IP network or better.

Operations and Maintenance:

The following shall be included as a complete turnkey operations and maintenance package for the end user:

- Web-based Map with device location and information including:
 - Dynamic color-coded links based on average speeds versus speed limit or the user can define the thresholds pair by pair by entering a % of the speed limit or an absolute value for red, yellow and green. User also has the option of displaying blue on the speed map
 - Pop up on each link displaying link name, average speed & speed limit
 - Full Screen resize option
 - Color code refresh options of 2, 5 and 10 minutes
 - Real-time chart displaying origin, destination, time stamp, travel-time & speed and signal head speed indication
 - Speed map shall be able of being displayed separately via an encrypted Uniform Resource Locator (URL) that will allow the user to select a full screen option and a refresh rate of their choice
 - 48 hour graphs displaying the following:
 - Travel-Time or Average Speed in 15 minute increments with the following options being displayed on the same graph:
 - # of matches on a bar graph
 - Raw data matches being displayed as tick marks
 - Origin/Destination (O/D) reporting tool with the following outputs:
 - Pie Chart
 - Bar Chart
 - Hypertext Markup Language (HTML)
 - Comma-Separated Values (CSV) download
 - 12 month rolling data storage

Reporting tool with the following options:

- Individual pair/route report in 5 min, 15 min or individual match form. User selects day(s) and Time of Day
- Comparison Report -- ability to create a comparison report comparing any pair our route versus another pair or route. User selects day(s) and Time of Day.
- Number of unique MAC detects by unit based on user defined dates and times.
- All reports shall be available in HTML, CSV or graph format.
- Historical report showing number of unique MAC detects by unit based on user defined dates and times
- Extensible Markup Language (XML) and CSV Feed on all reports
- Web-based Graphical User Interface (GUI) for Operations and Maintenance
- Software Bug Fixes
- Software Performance Improvements
- Remote Firmware Updates
- 24 x 7 Monitoring for each device
- Email/Text Alerting

Remote Software Monitoring, Diagnostics and Reboot:

The Bluetooth sensor equipment shall contain advanced features designed to allow the unit to operate efficiently in a remote environment. Diagnostic "heartbeat" information such as voltage and temperature monitoring, as well as software stability information should be periodically sent along with the MAC address data such that the health and operating status of the sensor is known. The system shall be designed to be able to automatically "reboot" if a condition is detected that requires such action. In the rare case when a total system recovery is required, the sensor shall be designed to automatically re-image the system memory.

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In addition, the sensor shall have the ability to download software patches and upgrades over-the-air without the need to physically visit the unit. This remote firmware update shall be performed over the Ethernet connection or the wireless cellular air interface depending upon the configuration installed.

The Bluetooth backend system shall come with 24x7 remote real-time monitoring of each Bluetooth device, which consists of the following:

- Number of heartbeats
- Number of MACS
- Current voltage & average voltage
- Average temp
- Status bit (how many consecutive heartbeats without a reset)
- Number of resets
- GSM bit error rate
- Number of satellites
- Boot Receive Signal Strength Indicator (RSSI)
- GSM channel & RSSI
- Last measured heartbeat timestamp
- Last measured MAC timestamp
- Last inserted heartbeat timestamp
- Last inserted MAC timestamp

Automated email alerts are to set up depending on certain values of the above criteria.

Technical Hardware Specifications:

Bluetooth Cellular

Power Specifications:

Voltage Input: 6 - 30 Volts

Max Current @ 12V - 100 mA (Typical 100 mA)

GSM Modem-Based - Max Current @ 12V - 350 mA (Typical 140 mA)

Power Source Options

100-240VAC

Solar Power 30W, 16.8Vmp Solar

Weight: 16.6 lbs. (incl. mounting bracket)

Battery: 48 Ah Sealed AGM

Solar Power 50W, 17.5Vmp Solar

Weight: 25.2 lbs. (incl. mounting bracket)

Battery: 48 Ah Sealed AGM

Power over Ethernet (PoE)

Institute of Electrical and Electronics Engineers (IEEE) 802.3af standard

110/220 VAC supply to injector

Operating Range

-30°C to +65°C

Processor

Real time microcontroller

Operating System

Real Time Operating System (RTOS) –

Connectivity

GSM Quad-band

Bluetooth

CSR Bluecore 4 Class 1

Data Storage

State of New Mexico
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Secure Digital (SD) – up to 1 year of storage

Antennae

Bluetooth: 4 dBi Omni (Standard), Custom options available

GSM: Band Cellular Antenna

Global Positioning System (GPS):

NEMA 4X Enclosure

Bluetooth Ethernet

Power Specifications

DC Supply Voltage: Minimum - 6 VDC Maximum - 40 VDC

DC Supply Current: Maximum 100 mA

Power Source

Power over Ethernet (PoE)

- o IEEE 802.3af standard
- o 110/220 VAC supply to injector

Surge Protection

Positive Temperature Coefficient (PTC) Resettable Fuse

Operating Range

-30°C to +65°C

Processor

Real time microcontroller

Operating System

Real Time Operating System (RTOS) –

Connectivity

Ethernet 10BASE-T / 100BASE-T

Static or Dynamic Host Configuration Protocol (DHCP) IP Addressing

Bluetooth

CSR Bluecore 4 Class 1

Data Storage

Secure Digital (SD) – up to 1 year of storage

Antenna

Bluetooth: 4 dBi Omni (Standard)

Custom options available

NEMA 4X Enclosure

Adaptive Signal Specification:

Description:

The adaptive software shall modify coordination parameters for designated intersections in response to current traffic conditions as determined by intersection detectors. The system shall be able to simultaneously support multiple arteries or zones of intersections. The software shall run on the system's core server(s).

Functional Requirements:

The system, when enabled for a zone, shall be able to adjust splits and offsets in real time at each of the intersections assigned to that zone. A maximum of 32 intersections shall be assignable to a Zone. The initial split and offset values for each intersection in the zone shall be determined by the current coordination plan in effect, as determined by the system. The cycle length shall remain constant at the value programmed for the coordination plan in effect; only the split and offset values shall be modified.

The system shall adjust split values for an intersection based on phase utilization data gathered from lane-by-lane stop bar detector data. Phase utilization data shall be averaged over a number of cycles to determine the degree of saturation of each phase in use at the intersection. The system shall then attempt to balance the degree of saturation on all phases by

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adjusting splits; moving time from phases with a lower degree of saturation to those phases having a higher degree of saturation within the constraints of the controller configuration. The user shall be able to set both the maximum split increment allowed for each incremental change of the split and maximum overall change or deviation that will be allowed.

Offset values shall be adjusted by developing a cycle based flow profile using data from lane-by-lane advanced detectors on the coordinated phase(s) and correlating vehicle arrival to the coordinated phase interval (Green, Yellow, Red). The system shall determine the optimal offset to capture the greatest number of vehicles arriving on the green interval of the coordinated phase(s). The system shall be able to determine optimum offset values using vehicle arrival data from advanced detectors located within 250-500 feet of the stop bar of the coordinated phase(s). The user shall be able to set both the maximum offset increment allowed for each incremental change of the offset and maximum overall change or deviation that will be allowed.

It shall be possible for each controller to be individually enabled or disabled to respond to the offset and split changes being requested by the system. In addition, at the system level it shall be possible to enable or disable control on a time-of-day basis.

Communications:

The system shall be able to support all zones using Ethernet communications. If communications is lost during control, the local controller shall continue to maintain coordination but shall revert to the pre-existing coordination plan data stored in the controller's database.

Delivery:

Prices bid under this agreement shall be F.O.B. destination.

Payments and Invoicing:

Within fifteen days after the date the Department receives written notice from the Contractor that payment is requested for services, construction or items of tangible personal property delivered on site and received, the Department shall issue a written certification of complete or partial acceptance or rejection of the services, construction or items of tangible personal property. If the Department finds that the services, construction or items of tangible personal property are not acceptable, it shall, within thirty days after the date of receipt of written notice from the Contractor that payment is requested, provide to the Contractor a letter of exception explaining the defect or objection to the services, construction or delivered tangible personal property along with details of how the Contractor may proceed to provide remedial action. Upon certification by the Department that the services, construction or items of tangible personal property have been received and accepted, payment shall be tendered to the Contractor within thirty days after the date of certification. If payment is made by mail, the payment shall be deemed tendered on the date it is postmarked. After the thirtieth day from the date that written certification of acceptance is issued, late payment charges shall be paid on the unpaid balance due on the contract to the Contractor at the rate of 1 1/2 percent per month. For purchases funded by state or federal grants to local public bodies, if the public body has not received the funds from the federal or state funding agency, but has already certified that the services or items of tangible personal property have been received and accepted, payments shall be tendered to the Contractor within five working days of receipt of funds from that funding agency.

Final payment shall be made within thirty days after the work has been approved and accepted by the Department's Secretary of his/her duly authorized representative. The Contractor agrees to comply with state laws and rules pertaining to worker's compensation insurance coverage for its employees. If Contractor fails to comply with the workers' compensation act and applicable rules when required to do so the contract may be canceled effective immediately.

SHIP TO:

NMDOT - Warehouse, SB-4
1350 Alta Vista Street
Santa Fe, NM 87504-1149

NMDOT - District 1 Store Warehouse

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2912 E. HWY 80
Deming, NM 88031-0231

NMDOT - District 2 Store Warehouse
4401 W. Second Street
Roswell, NM 88202-1457

NMDOT - District 3 Store Warehouse
7500 E. Frontage Rd.
Albuquerque, NM 87199-1750

NMDOT - District 4 Store Warehouse
South Grand Avenue (Old Hwy 85)
Las Vegas, NM 87701-0030

NMDOT - District 5 Store Warehouse
7515 South Cerrillos Rd.,
Santa Fe, NM 87502-4127

NMDOT - District 6 Store Warehouse
1919 Pinon Drive
Milan, NM 87021-2159

INVOICE TO:

NMDOT - General Office
P.O. Box 1149
Santa Fe, NM 87504-1149

NMDOT - District One
P.O. Box 231
Deming, NM88030-0231

NMDOT - District Two
P.O. Box 1457
Roswell, NM 88202-1457

NMDOT - District Three
P. O. Box 91750
Albuquerque, NM 87199-1750

NMDOT - District Four
P.O. Box 10
Las Vegas, NM 87701-0010

NMDOT - District Five
P.O. Box 4127
Santa Fe, NM 87502-4127

NMDOT - District Six
P.O. Box 2159
Milan, NM 87021-2159

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Escalation Clause:

In the event of a product cost increase, an escalation request will be reviewed by this office on an individual basis. This measure is not intended to allow any increase in profit margin, only to compensate for an actual cost increase.

Effective dates for increase will not be any sooner than fifteen days from the date the written request is received by this office. To facilitate prompt consideration, all requests for price increase must include all information listed below:

1. Price Agreement Item Number
2. Current Item Price
3. Proposed New Price
4. Percentage of Increase
5. Mill/Supplier Notification of price increase indicating percentage of increase including justification for increase.

An approved escalation will be evaluated on an ongoing basis the Department and will be terminated as soon as an escalation is no longer justified. Should you have questions concerning this policy, please contact the NMDOT State Purchasing Division.

Quantities:

The approximate quantities for each item are estimated and are for bidding purposes only. Actual requirements will be as determined by the District Engineer and quantities may be increased or decreased as necessary to meet actual field requirements. The State does not guarantee any amount of work.

Item	Approx. Qty.	Unit	Article and Description	Unit Price	
001			1 - Traffic Signal Equipment, Parts and Supplies, Discount(s) listed from current Econolite Traffic Systems, Traffic Electronics and Related Equipment Price List. Percent Discount on Catalog/Price List %	(AC)	0%
006			6 - Traffic Signal Equipment, Parts and Supplies, Discount(s) listed from current Traffic Parts, Inc., Traffic Electronics and Related Equipment Price List. Percent Discount on Catalog/Price List %	(AA) (AJ)	10% 10%
007			7 - Traffic Signal Equipment, Parts and Supplies, Discount(s) listed from current A-M Signal, Traffic Electronics and Related Equipment Price List. Percent Discount on Catalog/Price List %	(AA)	10%
011			11 - Traffic Signal Equipment, Parts and Supplies, Discount(s) listed from current Pelco Products, Traffic Electronics and Related Equipment Price List. Percent Discount on Catalog/Price List %	(AA)	10%
012			12 - Traffic Signal Equipment Parts and Supplies Discount(s) listed from current Consolidated Traffic Controls, Traffic Electronics and Related Equipment Price List. Percent Discount on Catalog/Price List %	(AB) (AE)	2% 2%
017			17 - Traffic Signal Equipment Parts and Supplies Discount(s) listed from current Rhythm Engineering, Traffic Electronics and Related Equipment Price List. Percent Discount on Catalog/Price List %	(AF)	0%

State of New Mexico
 General Services Department
 Purchasing Division
 Price Agreement #: 60-805-15-13798

Item	Approx. Qty.	Unit	Article and Description	Unit Price
019			19 - Traffic Signal Equipment Parts and Supplies Discount(s) listed from current Summit Traffic Solutions, Traffic Electronics and Related Equipment Price List. Percent Discount on Catalog/Price List _____ %	(AH) 15%
022			22 - Traffic Signal Equipment Parts and Supplies Discount(s) listed from current Traffic Signal Controls Traffic Electronics and Related Equipment Price List. Percent Discount on Catalog/Price List _____ %	(AI) 5%
023			23 - Traffic Signal Equipment Parts and Supplies Discount(s) listed from current Iteris Traffic Electronics and Related Equipment Price List. Percent Discount on Catalog/Price List _____ % (AD) off Iteris Catalog List	(AD) 5%
024			24 - Traffic Signal Equipment Parts and Supplies Discount(s) listed from current Gades Sales Company Inc., Traffic Electronics and Related Equipment Price List. Percent Discount on Catalog/Price List _____ % (AD) off Gades Catalog List	(AD) 10%
028			28 - Traffic Signal Equipment Parts and Supplies Discount(s) listed from current Vendor's (AA) Q-Free, Traffic Electronics and Related Equipment Price List. Percent Discount on Catalog/Price List _____ %	(AA) 10%
029			29 - Traffic Signal Equipment Parts and Supplies Discount(s) listed from current Vendor's (AA) Acyelica Traffic Electronics and Related Equipment Price List. Percent Discount on Catalog/Price List _____ %	(AA) 10%
030			30 - Traffic Signal, Equipment, Parts and Supplies, Discounts(s) listed from Vendor's Smartek-ITS, LLC, Traffic Electronics and Related Equipment Price List Percent Discount on Catalog/Price List _____ % (AF) discount from catalog list price	(AG) 5%

*** 13 Items Awarded ***



CITY OF HOBBS

COMMISSION STAFF SUMMARY FORM

MEETING DATE: April 2, 2018

SUBJECT: Resolution Regarding the Transfer of Ownership and Location of Liquor License No. 0414 from New Holidaze Corporation d/b/a Holidaze, 2827 North Dal Paso, Hobbs, New Mexico, to Allsup's Convenience Stores, Inc., d/b/a Allsup's 36, 2810 Lovington Hwy., Hobbs, New Mexico

DEPT. OF ORIGIN: City Clerk's Office
DATE SUBMITTED: March 26, 2018
SUBMITTED BY: Jan Fletcher, City Clerk

Summary:

Allsup's Convenience Stores, Inc., has applied to the State of New Mexico, Alcohol and Gaming Division for transfer of ownership and location of Liquor License No. 0414 as referenced above. The application has received preliminary approval from the State of New Mexico and was received by the City Clerk's Office on February 20, 2018. A public hearing must be held by the City within forty-five (45) days from receipt of such notice. The City has duly published notice of the hearing in the *Hobbs News-Sun* and properly notified the applicant of such hearing by certified mail.

Fiscal Impact:

Reviewed By: 
Finance Department

The applicant has paid the required \$250.00 administrative fee to the City.

Attachments:

- 1. Application packet from State of New Mexico, Alcohol and Gaming Division
- 2. Area Map
- 3. Resolution

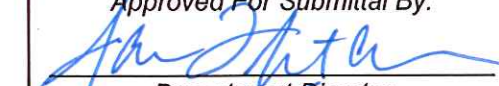

Legal Review:

Approved As To Form: 
City Attorney

Recommendation:

Motion to approve or disapprove the transfer of ownership and location; second; vote.

Approved For Submittal By:


Department Director
 Acn.
City Manager

CITY CLERK'S USE ONLY
COMMISSION ACTION TAKEN

Resolution No. _____ Continued To: _____
Ordinance No. _____ Referred To: _____
Approved _____ Denied _____
Other _____ File No. _____

CITY OF HOBBS

RESOLUTION NO. 6644

A RESOLUTION REGARDING THE
TRANSFER OF OWNERSHIP AND LOCATION
OF LIQUOR LICENSE NO. 0414 FROM NEW HOLIDAZE CORPORATION
D/B/A HOLIDAZE, 2827 NORTH DAL PASO, HOBBS, NEW MEXICO,
TO ALLSUP'S CONVENIENCE STORES, INC., D/B/A ALLSUP'S 36,
2810 LOVINGTON HWY., HOBBS, NEW MEXICO

WHEREAS, the City of Hobbs has received the following application for transfer of ownership and location of Liquor License No. 0414:

Owner of Existing License: New Holiday Corp.
Current D/B/A Name: Holiday
Current Premises Address: 2827 North Dal Paso
Hobbs, NM 88240

Applicant Name: Allsup's Convenience Stores, Inc.
Applicant D/B/A Name: Allsup's 36
Physical Address: 2810 Lovington Hwy.
Hobbs, NM 88240

WHEREAS, the State of New Mexico, Alcohol and Gaming Division, has granted preliminary approval to the application for transfer of ownership and location of the liquor license as requested and a public hearing is being held by the governing body of the City of Hobbs on April 9, 2018, on the question of whether or not the proposed transfer of ownership and location of the license should be granted.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF HOBBS, NEW MEXICO, that the transfer of ownership and location of Liquor License No. 0414 from New Holiday Corp., d/b/a Holiday, 2827 North Dal Paso, Hobbs, New Mexico, to Allsup's Convenience Stores, Inc., d/b/a Allsup's 36, 2810 Lovington Hwy., Hobbs, New Mexico, be and is hereby _____ (approved or disapproved).

PASSED, ADOPTED AND APPROVED this 9th day of April, 2018.

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk



New Mexico Regulation and Licensing Department
ALCOHOL AND GAMING DIVISION

P.O. Box 25101 ▪ Santa Fe, New Mexico 87504-5101
(505) 476-4875 ▪ Fax (505) 476-4595 ▪ www.rld.state.nm.us/alcoholandgaming

February 14, 2018

Certified Mail No.: 9171 9690 0935 0155 1671 50

RECEIVED

FEB 20 2018

OFFICE OF THE CITY CLERK
HOBBS, NEW MEXICO

- Susana Martinez
Governor
- Robert "Mike" Unthank
Superintendent
- Claudia Armijo
Deputy General Counsel
- Mary Kay Root
Director

City of Hobbs
Attn: Jan Fletcher
200 East Broadway
Hobbs, NM 88240

Re: Lic. No. /Appl. No.: License No. 0414
Name of Applicant: Allsup's Convenience Stores, Inc
Doing Business As: Allsup's 36
Proposed Location: 2810 Lovington Highway, Hobbs, NM 88240

Greetings:

The Director of the Alcohol and Gaming Division has reviewed the referenced Application and granted **Preliminary Approval**. It is being forwarded to you for Local Option District approval or disapproval of the Liquor License Application.

While the law states that "within forty-five (45) days after receipt of a Notice from the Alcohol and Gaming Division, the governing body shall hold a Public Hearing in the question of whether the department should approve the proposed issuance or transfer", we recognize the potential for conflict between the requirement for publication of 30 day notice and the 45 day hearing requirement. Should the Local Governing Body be unable to meet one of these requirements, please send a Request for Waiver/Extension by email to the assigned AGD Hearing Officer listed on page 2.

Notice of the Public Hearing required by the Liquor Control Act shall be given by the governing body by publishing a notice of the date, time, and place of the hearing twice during the 30 days prior to the hearing in a newspaper of general circulation within the territorial limits of the governing body. **The first notice must be published at least thirty (30) days before the hearing. Both publications must occur before a hearing can be conducted.** The notice shall include:

- (A) Name and address of the Applicant/Licensee;
- (B) The action proposed to be taken by the Alcohol & Gaming Division;
- (C) The location of the licensed premises.

In addition, if the Local Option District has a website, the **Notice shall also be published on the website.**

The governing body is required to send notice by certified mail to the Applicant of the date, time, and place of the Public Hearing. The governing body may designate a Hearing Officer to conduct the hearing. **A record shall be made of the hearing.**

THE APPLICANT IS SEEKING A TRANSFER OF OWNERSHIP AND LOCATION OF DISPENSER LIQUOR LICENSE NO. 0414 WITH PACKAGE SALES ONLY.

- Alcohol and Gaming Division
(505) 476-4875
- Boards and Commissions Division
(505) 476-4600
- Construction Industries Division
(505) 476-4700
- Financial Institutions Division
(505) 476-4885
- Manufactured Housing Division
(505) 476-4770
- Securities Division
(505) 476-4580
- Administrative Services Division
(505) 476-4800

Within thirty (30) days after the Public Hearing, the governing body shall notify the Alcohol and Gaming Division of their decision to approve or disapprove the issuance or transfer of the license by signing the enclosed original Page 1 of the Application. The original Page 1 of the Application must be returned together with the notices of publication. **If the Governing Body fails to either approve or disapprove the issuance or transfer of the license within thirty days after the Public Hearing, the Director may issue the license.**

If the Governing Body disapproves the issuance or transfer of the license, it shall notify the Alcohol and Gaming Division within thirty (30) days setting forth the reasons for the disapproval. A copy of the Minutes of the Public Hearing shall be submitted to the Alcohol and Gaming Division with the Notice of Disapproval (*Page 1 of the Application, noting disapproval*).

Respectfully,



Beverly Kennedy, Hearing Officer
NM Regulation & Licensing Dept. | Alcohol & Gaming Division
Phone: (505) 476-4548 Fax: (505) 476-4595
Email: beverly.kennedy@state.nm.us

Enclosures:

1. Original Page 1 of the Application (*must be signed and returned w/notices of publication*)
2. Copy of Page 2 of the Application
3. Copy of Zoning Statement



AGD USE ONLY: Payment | Application Fee \$ 200 Received on: 1-12-18 Receipt No. 2040524
 Application Number: 1080360 Local Option District: Hobbs -14005

TRANSFER OF DISPENSER-TYPE LIQUOR LICENSE APPLICATION

\$200.00 Application Fee, non-refundable.

License No. 0414 Type of License: Dispenser

Check appropriate boxes:

Application is for: Transfer of Ownership Transfer of Ownership and Location Transfer of Location Only

Record Owner of Existing License: New Holidaze Corp.

Current D/B/A Name: Holidaze

Current Premises Address: 2827 N. Dal Paso Hobbs NM 88240

Current LOD: City of Hobbs Is License moving out of Local Option District? Yes No

APPLICANT IS: Individual Limited Liability Company Corporation Partnership (General/Limited)

NAME of Individual/Company: _____ ADDRESS (including city, state, zip)

Allsup's Convenience Stores, Inc. P. O. Box 1907 Clovis NM 88102

Notice also to: Linda Aikin, 530 B Harkle Road Santa Fe NM 87505 505-982-6224

D/B/A Name to be used: Allsup's 36 Business Phone #: 575-392-4487

Email Address (required): acsinc@allsups.com

Physical location where license is to be used: (Include Street # / Highway # / State Road, City, State, and Zip Code)

2810 Lovington Highway Hobbs NM 88240

County of: Lea

Mailing Address: P. O. Box 1907 Clovis NM 88102

Are alcoholic beverages currently being dispensed at the proposed location? Yes No If Yes, License # / Type: 4006

Agent/Contact Person: Linda Aikin Phone#: 982-6224 Email: lla@cybermesa.com

I, (print name) _____, as (title) _____, being first duly sworn upon oath deposes and says: that he/she is the applicant or is authorized by the applicant to make this application; that he/she has read the same; knows the contents therein contained are true. Applicant(s) agree(s) that if any statements or representations herein are found to be false, the Director may refuse to issue or renew the license or may cause the license to be revoked at any time.

Sign before a Notary Public:

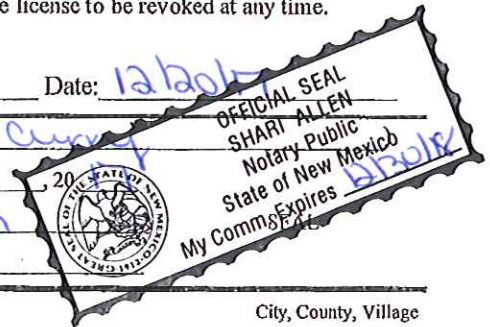
Signature of Applicant: Lonnie D. Allsup Date: 12/20/18

NOTARY PUBLIC USE ONLY: (State of New Mexico, County of Curry)

SUBSCRIBED AND SWORN TO before me this 20 day of Dec

By: Lonnie D. Allsup Notary Public: Shari Allen

My Commission Expires: 12/30/18



FOR LOCAL OPTION DISTRICT USE ONLY: Local Governing Body of: HOBBS City, County, Village

Public Hearing held on APRIL 9, 20 18. Check one: Approved Disapproved

Signature and Title of City/County Official: SAM D. COBB, Mayor

FOR ALCOHOL AND GAMING DIVISION USE ONLY: Approved Disapproved

Signed by Director: _____ Date: _____



PREMISES LOCATION, OWNERSHIP, AND DESCRIPTION
NMSA §60-6B-10

1. The land and building which is proposed to be the licensed premises is: (check one)

- Owned by Applicant, copy of deed/document attached Leased by Applicant, copy of lease/document attached
- Other (provide details): _____

2. If the land and building are not owned by Applicant, indicate the following:

- A. Owner(s): _____
- B. Date and Term of Lease: _____

3. Premises location is Zoned (example C-1, see Zoning Statement): No zoning in Hobbs

Zoning Statement attached, which must be obtained from the Local Government, listing the proposed location by address, Type of Zone, state whether alcoholic beverages are allowed at proposed location, and if applicable, whether packaged sales, patio service and/or manufacturing is allowable. If there is no zoning in the proposed location, attach Statement from the local government, indicating there is no zoning.

4. Distance* from nearest Church: (Property line of church to closest point of licensed premises—shortest distance)

Name of Church: Hobbs First Assembly of God Miles/feet: 2200 feet
Address/location of Church: 800 W. Bender Blvd., Hobbs NM 88240

5. Distance* from nearest School: (Property line of school to closest point of licensed premises—shortest distance)

Name of School: Mills Elementary School Miles/feet: 4200 feet
Address/location of School: 200 W. Copper Ave Hobbs NM 88240

6. Distance from military installation *(Property line of military installation to closest point of licensed premises—shortest distance.)

Name of Military Installation, ^{circle one:} Kirtland Air Force Base (Albuquerque), White Sands Missile Range (Las Cruces),
Miles: 160 miles Holloman Air Force Base (Alamogordo), Cannon Air Force Base (Clovis)

7. Attach Detailed Floor Plan, must include the Total Square Footage of premises; List nearest cross street; Show which direction is North; Show each level (floor) where alcoholic beverages will be sold or consumed, exterior walls, doors, and interior walls; Patio Area with type of barrier used; Highlight Bonded Areas. The floor plan should be no larger than 8½ x 11 inches and **must be labeled** with designated areas highlighted, which will reflect the proposed Licensed Premises.

- 8. Type of Operation: Hotel Lounge Package Grocery Restaurant Racetrack
- Small Brewer Craft Distiller Winery Wholesaler
- Other (specify): _____

*NOTE: If the distance is beyond 300 feet, but less than 400 feet, a Registered Engineer or Licensed Surveyor must complete a Survey Certificate showing the exact distance.

COPY



PLANNING DEPARTMENT

200 E. Broadway Street, Hobbs, NM 88240
Ph. 1-505-397-9232 Fax 1-505-397-9227

January 8, 2018

RE: Zoning Certification for property located at 2810 N. Lovington Highway in Hobbs, New Mexico.

Dear Ms. Aikin:

Pursuant to your request for a current zoning certification for property located at 2810 N. Lovington Highway in Hobbs, New Mexico, please be advised that the City of Hobbs has not adopted a zoning ordinance to regulate land uses and location of different types of development or specific business uses throughout the City at this time. Consequently, the City of Hobbs has no current regulations which govern zoning districts and/or land uses, or use of vacant land. Therefore, land use on the above referenced property in Hobbs is considered a use by right as of this date of January 8, 2018. Therefore, the current use is in conformance with applicable zoning law as of this date.

Please note that the City does have a Major Thoroughfare Plan, Subdivision Regulations, Flood Zone, Fire Zone, Landscaping Regulations, Building Code, Liquor License and other development regulations that must be followed for improvements and changes in building occupancy types, including yard setback requirements. This letter is in regards to that portion of the above referenced real property that exists within the corporate limits of the City of Hobbs, NM on January 8, 2018. If you have any questions or need further information, please contact me at (575) 397-9232.

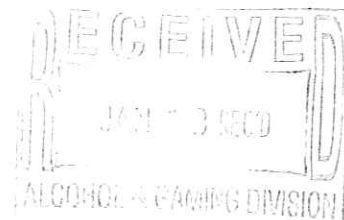
Sincerely,

CITY OF HOBBS, NEW MEXICO

A handwritten signature in cursive script, appearing to read "Kevin Robinson", is written over a horizontal line.

Kevin Robinson - Planning Department

COPY




Affidavit of Publication

STATE OF NEW MEXICO
COUNTY OF LEA

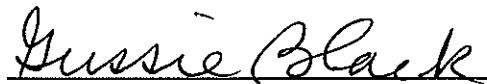
I, Daniel Russell, Publisher of the Hobbs News-Sun, a newspaper published at Hobbs, New Mexico, solemnly swear that the clipping attached hereto was published in the regular and entire issue of said newspaper, and not a supplement thereof for a period of 2 issue(s).

Beginning with the issue dated
February 24, 2018
and ending with the issue dated
March 03, 2018.

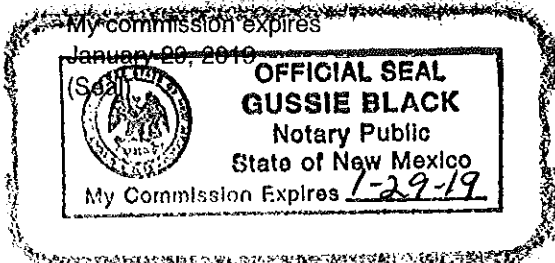


Publisher

Sworn and subscribed to before me this
3rd day of March 2018.



Business Manager



This newspaper is duly qualified to publish legal notices or advertisements within the meaning of Section 3, Chapter 167, Laws of 1937 and payment of fees for said

LEGAL	LEGAL	LEGAL
LEGAL NOTICE February 24 and March 3, 2018		
NOTICE OF PUBLIC HEARING		
<p>NOTICE is hereby given that the City Commission of the City of Hobbs, New Mexico, will hold a public hearing on <i>Monday, April 2, 2018, at 6:00 p.m.</i>, in the City Commission Chamber at City Hall, First Floor Annex, 200 East Broadway, Hobbs, New Mexico. The purpose of the hearing will be to determine whether the State of New Mexico Regulation and Licensing Department, Alcohol and Gaming Division, should approve or disapprove the following application:</p>		
APPLICATION FOR TRANSFER OF OWNERSHIP AND LOCATION OF LIQUOR LICENSE NO. 0414		
Record Owner of Existing License: D/B/A Name: Current Premises Address:	New Holiday Corp. Holidayze 2827 North Dal Paso Hobbs, NM 88240	
Applicant Name: D/B/A Name: Proposed Premises Address:	Allsup's Convenience Stores, Inc. Allsup's 36 2810 Lovington Highway Hobbs, NM 88240	
<p>DATED this 21st day of February, 2018.</p>		
		/s/ Sam D. Cobb SAM D. COBB, Mayor
#32548		

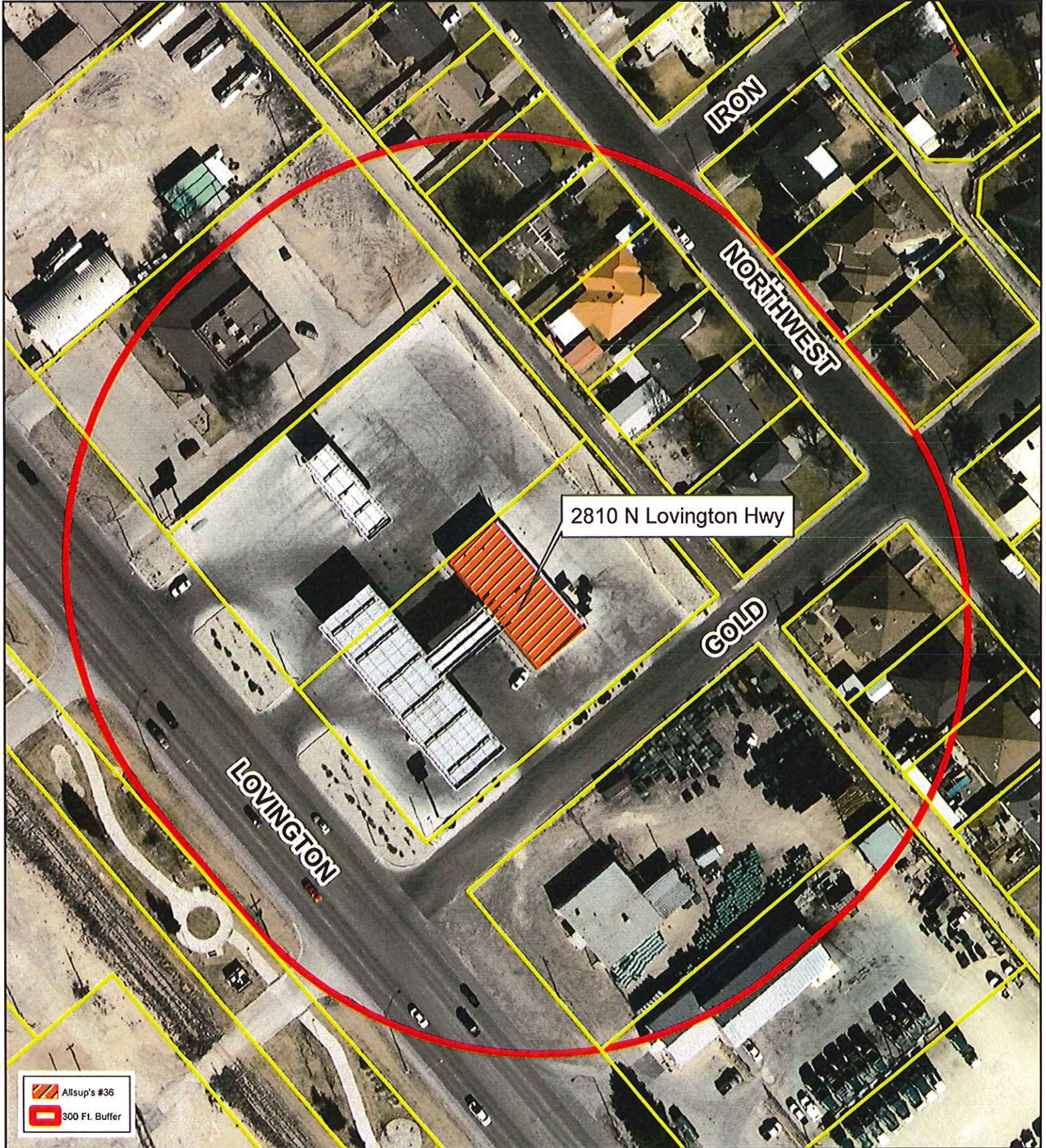
67108146

00207579

ELDA GONZALEZ
CITY OF HOBBS
200 E. BROADWAY
HOBBS, NM 88240

Allsup's #36

300 Ft. Buffer Zone for Liquor License



City of Hobbs GIS Division

AP

Date: 3/5/2018 1 inch = 100 feet Time: 8:30:23 AM

DISCLAIMER: THE CITY OF HOBBS MAKES NO WARRANTY, REPRESENTATION OR GUARANTEE OF ANY KIND REGARDING ANY GIS DATA PROVIDED HEREIN OR THE SOURCES OF SUCH DATA. THE CITY OF HOBBS SPECIFICALLY DISCLAIMS ALL REPRESENTATIONS OR WARRANTIES, EXPRESSED OR IMPLIED, INCLUDING, WITHOUT LIMITATION, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. DATA CONTAINED WITHIN THIS PRODUCT IS PROVIDED BY THE CITY OF HOBBS FOR INFORMATIONAL PURPOSES ONLY AND NOT IN COMPLIANCE WITH ANY LEGAL REQUIRED SURVEYING STANDARD.



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: April 2, 2018

SUBJECT: APPROVE RESOLUTION TO ESTABLISH CORPORATE MEMBERSHIP FEES AT THE CORE (CENTER OF RECREATIONAL EXCELLENCE)
DEPT. OF ORIGIN: Parks and Recreation
DATE SUBMITTED: March 27, 2018
SUBMITTED BY: Doug McDaniel, Director of Parks and Recreation
Catherine Vorrasi, CORE Facility Director

Summary: Attachment A includes the CORE Corporate Membership Fees being recommended by staff. The Corporate Membership Fees were a Discussion item during the March 19, 2018, meeting of the City Commission. In the interim after careful consideration, and with input from the CORE Partners, staff is now recommending the following as it relates to the Corporate Membership Fees at the CORE, as outlined in Attachment A: Companies will submit a list of their employees wishing to join the CORE as part of the Corporate Membership Program. The annual Corporate Membership Fees are to be paid-in-full at time of enrollment by either the corporation or employee. Companies will pay an enrollment fee based on the number of employees enrolling in the program. The administration and supervision of the Corporate Membership Program and fees as described above will greatly reduce the amount of time required by staff to conduct this program. The total operating expenses at the CORE will be offset by two revenue streams: fees generated and contributions toward operating expenses received from the CORE Partners. At this time, both the operating expenses and the fees generated are estimates which are based on Ballard King and staff input. A true picture of the CORE's operating expenses and revenues generated will become clear after two years of operation.

Fiscal Impact: Reviewed by: [Signature] Finance Department

The update to the May 2014 Ballard King feasibility study estimates operating expenses at the CORE during the second full year of operation to be \$3.8 million with revenue at \$1.925 million. Although a true picture of expenses and revenue will not emerge until the completion of the second year of operation, expenses and revenues will be analyzed constantly during the initial operations at the CORE.

Attachments: Resolution, Attachment A

Legal Review: Approved As To Form: [Signature] City Attorney

Recommendation: Staff recommends that the City Commission approve the Corporate Membership Fees on Attachment A.

Approved For Submittal By: [Signature] Department Director
[Signature] City Manager

CITY CLERK'S USE ONLY
COMMISSION ACTION TAKEN

Resolution No. _____ Continued To: _____
Ordinance No. _____ Referred To: _____
Approved _____ Denied _____
Other _____ File No. _____

CITY OF HOBBS

RESOLUTION NO. 6645

A RESOLUTION TO ESTABLISH
CORPORATE MEMBERSHIP FEES AT THE
(CORE) CENTER OF RECREATIONAL EXCELLENCE

WHEREAS, The Center of Recreational Excellence (CORE) is expected to open in June of 2018; and

WHEREAS, significant discussions of Corporate Membership Fees have occurred in several forums; and

WHEREAS, discussion of Corporate Membership Fees occurred at the March 19, 2018 City Commission meeting;

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF HOBBS, NEW MEXICO, that Corporate Membership Fees shall be adopted as set forth in Attachment A herein.

PASSED, ADOPTED AND APPROVED this 9th day of April, 2018.

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk



Center Of Recreational Excellence

Corporate Membership Rates

Summary

Corporate membership rates are available for companies who wish to enroll and offer their employees a discounted rate on their annual membership at the CORE. Employees will be responsible for paying membership fees in their entirety

Enrollment

Companies must enroll into the Corporate Membership Program and pay the appropriate enrollment fee, depending on the # of employees who register. Companies must re-enroll every year.

FAQ's

- Employees may select an annual membership in any category. (Adult, Family, Couple, etc.)
- Annual memberships are paid in full at the time of enrollment

Companies must submit a list of employees that plan to sign up for a membership. To receive the appropriate percentage discount, employees must sign up for their desired memberships within 60 days of the date the list was submitted.

Details

# of Employees	5-100 Employees	101-200 Employees	201-300 Employees	301-500 Employees	501+ Employees
Discount	10%	15%	20%	25%	30%
Enrollment Fee	\$100	\$300	\$500	\$750	\$1000



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: April 2, 2018

SUBJECT: APPROVE RESOLUTION TO ESTABLISH FACILITY USAGE FEES AT AT THE CORE (CENTER OF RECREATIONAL EXCELLENCE)

DEPT. OF ORIGIN: Parks and Recreation
DATE SUBMITTED: March 27, 2018
SUBMITTED BY: Doug McDaniel, Director of Parks and Recreation
Catherine Vorrasi, CORE Facility Director

Summary:

Attachment A includes the CORE Facility Usage Fees that were unanimously approved by the Community Affairs Board. (Swim Lane & Batting Cage Fees will come before the Commission in the form of a Resolution at a later date, once approved by the Community Affairs Board and included as a Discussion item at a future Commission meeting)

Fees were developed by staff using fee comparisons and staff's professional knowledge and experience.

The total operating expenses at the CORE will be offset by two revenue streams: fees generated and contributions toward operating expenses received from the CORE Partners. At this time, both the operating expenses and the fees generated are estimates which are based on Ballard King and staff input. A true picture of the CORE's operating expenses and revenues generated will become clear after two years of operation.

Fiscal Impact:

Reviewed by: [Signature]
Finance Department

The update to the May 2014 Ballard King feasibility study estimates operating expenses at the CORE during the second full year of operation to be \$3.8 million with revenue at \$1.925 million. Although a true picture of expenses and revenue will not emerge until the completion of the second year of operation, expenses and revenues will be analyzed constantly during the initial operations at the CORE.

Attachments: Resolution, Attachment A

Legal Review:

Approved As To Form: [Signature]
City Attorney

Recommendation:

Staff recommends that the City Commission approve the fees included on Attachment A.

Approved For Submittal By:

[Signature: Doug McDaniel]
Department Director
[Signature: ACM]
City Manager

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COMMISSION ACTION TAKEN

Resolution No. _____ Continued To: _____
Ordinance No. _____ Referred To: _____
Approved _____ Denied _____
Other _____ File No. _____

CITY OF HOBBS

RESOLUTION NO. 6646

A RESOLUTION TO ESTABLISH
USAGE FEES AT THE (CORE)
CENTER OF RECREATIONAL EXCELLENCE

WHEREAS, The Center of Recreational Excellence (CORE) is expected to open in June of 2018; and

WHEREAS, fees were developed by staff using fee comparisons and staff's professional knowledge and experience; and

WHEREAS, significant discussions of fees have occurred in several forums; and

WHEREAS, discussion of fees took place at the March 19, 2018 City Commission meeting;

WHEREAS, Attachment A includes the CORE Facility Usage Fees that were unanimously approved by the Community Affairs Board:

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF HOBBS, NEW MEXICO, that Usage Fees for CORE shall be adopted as set forth in Attachment A herein.

PASSED, ADOPTED AND APPROVED this 9th day of April, 2018.

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk



Center Of Recreational Excellence

FACILITY USAGE FEES PER HOUR

Facility	Non-Profit	For Profit
Gymnasium Full	\$80	\$95
Gymnasium Half	\$50	\$65
Racquetball Court	\$10	\$15
Batting Cage	Pending	Pending
Turf Full	\$88	\$100
Turf Half	\$62	\$70
Team Locker Room	\$10	\$10
Competition Pool	\$105	\$173
Competition Pool Lanes	Pending	Pending
Therapy Pool	\$53	\$87
Aquatics Classroom	\$25	\$25
Additional CORE Staff	\$15	\$15
Banquet Room 133	\$25	\$25
Banquet Room 134	\$31	\$31
Combined Banquet Room	\$44	\$44
Catering Kitchen	\$25	\$25
Party Room 170	\$38	\$38
Party Room 171	\$38	\$38
Observation Deck	\$75	\$75
Executive Conference Room	\$25	\$25