

CITY OF LAS VEGAS

1700 N. GRAND AVE. LAS VEGAS, NEW MEXICO 87701
505-454-1401 FAX: 505-425-7335

Mayor Tonita Gurulé-Girón

**CITY OF LAS VEGAS
REGULAR CITY COUNCIL AGENDA
July 18, 2018–Wednesday– 6:00 p.m.
City Council Chambers
1700 N. Grand Avenue**

(The City Council shall act as the Housing Authority Board of Commissioners on any matters on the Agenda concerning the Housing Department.)

- I. **CALL TO ORDER**
- II. **ROLL CALL**
- III. **PLEDGE OF ALLEGIANCE**
- IV. **MOMENT OF SILENCE**
- V. **APPROVAL OF AGENDA**
- VI. **APPROVAL OF MINUTES (June 13th, June 20th, and June 27th 2018)**
- VII. **MAYOR'S APPOINTMENTS/REPORTS**
- VIII. **MAYOR'S RECOGNITIONS/PROCLAMATIONS**
- IX. **PUBLIC INPUT**
(not to exceed 3 minutes per person and persons must sign up at least fifteen (15) minutes prior to meeting)
- X. **PRESENTATIONS (Not to exceed 10 minutes per person)**
 - Presentation by Interim Police Chief Chris Lopez on the Northeastern Regional Crisis & Treatment.
- XI. **CITY MANAGER'S REPORT**

XII. FINANCE REPORT

XIII. BUSINESS ITEMS

1. Conduct a Public Hearing and Approval/Disapproval of applications for a transfer of ownership by Allsup's Convenience Stores, Inc., DBA
 - **Allsup's #271 – 113 S. Grand Avenue, Las Vegas, NM 87701
Liquor License No. 0123**
 - **Allsup's #21 – 423 Grand Avenue, Las Vegas, NM 87701
Liquor License No. 0757**
 - **Allsup's #80 – 1032 Grand Avenue, Las Vegas, NM 87701,
Liquor License No. 0194**
 - **Allsup's #259 – 2603 Hot Springs Blvd., Las Vegas, NM 87701,
Liquor License No. 0406**

Casandra Fresquez, City Clerk The applicant is seeking a transfer of ownership for the above mentioned liquor license Allsup's locations. The applicant currently owns the licenses at these locations, but has had a change to the stockholders (ownership) of the company. All zoning and publication requirements have been met.

2. Approval/Disapproval of JAG Distribution Grant for Las Vegas Police Department and San Miguel County Sheriff's Office in order to purchase supplies.

Chris Lopez, Interim Police Chief The Las Vegas City Police Department is requesting approval to accept funding in the amount of \$11,681.00 from the US Department of Justice to purchase equipment for the Las Vegas City Police Department and the San Miguel County Sheriff's Office.

3. Approval/Disapproval of NMAG DRAM Settlement funds to purchase an Evidence Property Management System for the Las Vegas City police Department.

Chris Lopez, Interim Police Chief The Las Vegas City Police Department is requesting approval to accept funding in the amount of \$28,029.00 from the New Mexico Attorney General's Office to purchase an Evidence Property Management System for the Police Department.

4. Approval/Disapproval for Pass through funding through the Law Enforcement Protection Fund to pay for NMFA Loan on Police Vehicles, Training, and Equipment Purchases for the Las Vegas City Police Department.

Chris Lopez, Interim Police Chief The Las Vegas City Police Department is requesting approval to utilize funding in the amount of \$37,400.00 for NMFA loan payment, advanced training, and equipment for the officers of the Police Department.

5. Approval/Disapproval to award RFP #2018-23 to multiple vendors as specified.

Maria Gilvarry, Utilities Director The City of Las Vegas issued a new request for employee uniforms at the beginning of this fiscal year. This year a proposal was requested rather than a bid to ensure quality uniforms. The evaluation team was made up of representatives from housing, public works, water, gas, AFSCME and utility administration. There are three lots to the proposal which include shirts/jackets, pants/overalls and boots.

XIV. COUNCILORS' REPORTS

XV. EXECUTIVE SESSION

THE COUNCIL MAY CONVENE INTO EXECUTIVE SESSION IF SUBJECT MATTER OF ISSUES ARE EXEMPT FROM THE OPEN MEETINGS REQUIREMENT UNDER § (H) OF THE OPEN MEETINGS ACT.

- A. Personnel matters, as permitted by Section 10-15-1 (H) (2) of the New Mexico Open Meetings Act, NMSA 1978.**
- B. Matters subject to the attorney client privilege pertaining to threatened or pending litigation in which the City of Las Vegas is or may become a participant, as permitted by Section 10-15-1 (H) (7) of the New Mexico Open Meetings Act, NMSA 1978.**
- C. Matters pertaining to the discussion of the sale and acquisition of real property, as permitted by Section 10-15-1 (H) (8) of the Open Meetings Act, NMSA 1978.**

XVI. ADJOURN

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

ATTENTION PERSONS ATTENDING COUNCIL MEETING: By entering the City Chambers, you consent to photography, audio recording, video recording and its/their use for inclusion on the City of Las Vegas Web-site, and to be televised on Comcast.

NOTE: A final agenda will be posted 72 hours prior to the meeting. Copies of the Agenda may be obtained from City Hall, Office of the City Clerk, 1700 N. Grand Avenue, Las Vegas, NM 87701

**MINUTES OF THE CITY OF LAS VEGAS CITY COUNCIL WORK SESSION MEETING
HELD ON WEDNESDAY, JUNE 13, 2018 AT 5:30 P.M. IN THE CITY COUNCIL
CHAMBERS**

MAYOR: Tonita Gurulé-Girón

COUNCILORS: David G. Romero
Barbara A. Casey
Vincent Howell
David A. Ulibarri, Jr.

ALSO PRESENT: Ann Marie Gallegos, Interim City Manager
Casandra Fresquez, City Clerk
David Silva, Acting City Attorney
Christopher Lopez, Interim Chief of Police

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

Councilor Howell asked for a moment of silence for the guidance to do the right thing for the community and to give National leaders the guidance to do the right thing.

APPROVAL OF AGENDA

Interim City Manager Ann Marie Gallegos recommended moving executive session to number VI, right after the approval of the agenda to discuss threatening litigation due to Acting City Attorney Danelle Smith having prior engagements.

Councilor Romero asked Acting City Attorney David Silva if there were any legalities he found from the Municipal League regarding the Organizational Meeting.

Acting City Attorney Silva advised he met with the Municipal League's Attorney, Randy Van Vleck over §30-1-5 and §30-1-6 and he believed anything the council has done since April since the election is valid but he did have concerns why there hasn't been appointments between now and then but everything up to this point is legal.

Councilor Romero asked for that to be on the record and get an email or verification.

Acting City Attorney Silva advised he would have him write something because he didn't get anything in writing, they only had a discussion about the state statute and charter to see if there was any case law that would counter that but everything done to date is legal and valid.

Mayor Gurulé-Girón asked to have Mr. Van Vleck include a summation of deferments which are consistent statewide with regards to organizational meetings because not everyone in the State is actually meeting immediately for reorganizational meetings.

Mayor Gurulé-Girón advised she had a discussion with Acting City Attorney Smith to ensure that they get the most "qualified and competent individuals" for those positions and it would be in the "best interest to wait and defer those appointments until they get the right individuals to fill those positions" and Mayor Gurulé-Girón advised that Acting City Attorney Smith said "absolutely because if not then they would be in dereliction of duty".

Councilor Romero made a motion to approve the agenda with the changes recommended by Interim City Manager Gallegos. Councilor Casey seconded the motion. Mayor Gurulé-Girón asked for roll call. Roll Call Vote was taken and reflected the following:

Vincent Howell	Yes	David A. Ulibarri, Jr.	Yes
Barbara Casey	Yes	David G. Romero	Yes

City Clerk Fresquez re-read the motion and advised that the motion carried.

EXECUTIVE SESSION

Councilor Casey made a motion to go into executive session for the purpose of discussing matters subject to the attorney client privilege pertaining to threatened or pending litigation in which the City of Las Vegas is or may become a participant, as permitted by Section 10-15-1 (H) (7) of the New Mexico Open Meetings Act, NMSA 1978. Councilor Romero and Councilor Ulibarri, Jr. both seconded the motion. Mayor Gurulé-Girón asked for roll call. Roll Call Vote was taken and reflected the following:

David G. Romero	Yes	Barbara Casey	Yes
Vincent Howell	Yes	David A. Ulibarri, Jr.	Yes

City Clerk Fresquez re-read the motion and advised that the motion carried.

Councilor Casey made a motion to go back into regular session after discussing matters subject to the attorney client privilege pertaining to threatened or pending litigation in which the City of Las Vegas is or may become a participant, as permitted by Section 10-15-1 (H) (7) of the New Mexico Open Meetings Act, NMSA 1978, no action was taken during the executive session. Councilor Howell seconded the motion. Mayor Gurulé-Girón asked for roll call. Roll Call Vote was taken and reflected the following:

David A. Ulibarri, Jr.	Yes	David G. Romero	Yes
Barbara Casey	Yes	Vincent Howell	Yes

City Clerk Fresquez re-read the motion and advised that the motion carried.

PUBLIC INPUT

Mr. Heru advised he ran into a friend of his who was injured and was told that a Las Vegas Police Department Sergeant, named Officer Pacheco made an arrest that was a normal order of police business and was heroic in his acts. Mr. Heru

advised that Sergeant Pacheco used non lethal force along with his unit to apprehend two individuals that attacked the police. Mr. Heru advised the problem afterwards was a charge of racial bias against the officers. Mr. Heru advised after hearing about the incident he spoke with the Police Chief.

Mr. Heru advised the acts of the Officer needs to be raised at a high level to be seen by the City, by the State and on a National level. Mr. Heru advised since 2014 we've seen incidents from Police Departments and certain Police Officers who have acted inappropriately when it comes to dealing with people of color. Mr. Heru advised he's been involved in discrimination for a number of years in this Country. Mr. Heru advised he believes the Officer needs to be seen by other Police Departments because the Las Vegas Police Department did act appropriately in his eyes and several friends of his. Mr. Heru advised he believes they lead a shiny example and should be seen on a National level.

Mr. Heru advised he would like to speak to the individuals who were arrested and speak at Highlands University and hopefully in the future help younger kids act more appropriate when it comes to dealing with Police Officers.

Mr. Heru also spoke about a youth music program outside of school for ages 9-14 and hopefully continue as a after school program. Mr. Heru advised there is very little for the youth in the community and is hoping for some support for the organization which will soon be a non-profit organization.

Discussion Items

1. Resolution #18-24, a request to transfer a 2005 Ford Van, VIN # IFBSS31LD5HB30709, with mileage of 105,815 miles to Collins Lake Autism Center, a 501c3 Non-Profit Corporation.

Senior Center Manager Wanda Salazar advised many of the vans are getting vandalized while parked at the Senior Center. Senior Center Manager Salazar advised the vehicle does meet all requirements, it has over 100,000 miles, its ten years old and the value is less then \$5,000, instead of it parked there.

Mayor Gurulé-Girón asked if it went through the actual depreciation value and is consistent with the City's depreciation value.

Interim City Manager Gallegos advised that it is consistent.

Discussion and questions took place regarding an alternative source for a vehicle and if other vehicles have been vandalized.

Discussion and questions took place regarding a place to store vehicles.

The governing body agreed to place the item as a consent agenda item.

2. Resolution #18-25, to ensure the availability of matching funds for the participation in the New Mexico Department of Transportation Municipal Cooperative Agreement (COOP); for the plan design, construction, construction management, reconstruction, pavement rehabilitation, drainage improvements and miscellaneous construction to Keen Street from Grant Street to West National Avenue as well as West National Avenue from Keen Street to South Pacific Avenue. Total project cost is \$253,980.00, State Match is \$190,485.00, and City's share is \$63,495.

Interim Public Works Director Danny Gurule advised if the funding was received, it would help to fix the streets in the specific areas.

Councilor Casey asked where the \$63,495 would come out from.

Interim City Manager Gallegos advised it would come out from the 216 Street Improvement Fund which is specific for street maintenance but may be able to waiver out of it if applied on time.

Discussion and questions took place regarding the Keen street project going from ward 1 to ward 4.

Mayor Gurulé-Girón advised it is required from DFA to follow the ICIP plan.

Discussion and questions took place regarding when phase 3 will take place to cover the streets in Councilor Romero's ward.

Discussion and questions took place regarding how streets are prioritized.

The governing body agreed to place the item as a consent agenda item.

3. Resolution 18-26, the City of Las Vegas is interested in applying for the Local Government Fund Match Waiver Program per New Mexico Administration Code 18.27.3.8 for FY 2018/2019 Project No. SP-4-19(957) control No. L400397.

Interim City Manager Gallegos advised if the waiver is not approved the project would still continue.

Councilor Romero asked what information was required for the waiver.

Interim Public Works Director Gurule advised it required the approval of the governing body and is on a first come first serve basis.

Interim City Manager Gallegos advised they do look to see whether the funding is there.

The governing body agreed to place the item as a consent agenda item.

4. Resolution #18-27, requesting the Governing Body authorize the application submission of a New Mexico Community Development Block Grant Program to the Department of Finance and Administration and authorizing the Mayor of the City of Las Vegas as the authorized Chief Executive Officer and Authorized representative to participate in the Community Development Block Grant (CDBG) program.

Interim Community Development Director Virginia Marrujo advised they are working on the application submission process and have gone through most of the preliminary process, as well as meeting all requirements.

Councilor Casey advised making a minor change to the language in the resolution. The second Whereas should state the City, not the Council.

Councilor Howell asked how many people attended the public meetings.

Interim Community Development Director Marrujo advised no one showed up to the public meetings.

Councilor Howell asked if there was a reason the council was not advised about the public meetings.

Interim City Manager Gallegos advised it is not called a council meeting, instead is called a community meeting so the community can come with any questions or recommendations.

Mayor Gurulé-Girón advised those meetings are on the website.

Councilor Howell advised he knew it wasn't a council meeting but if the councilors knew about it they could talk with the community members in their district.

Interim City Manager Gallegos advised she will make sure the council is informed for the next community meeting.

The governing body agreed to place the item as a consent agenda item.

5. Award request for bid #2018-18 for North Grand Waterline project to Hays Plumbing & Heating, Inc.

Utilities Director Maria Gilvarry advised this project is to get rid of dead end lines in three segments to give a continuous flow in that area.

Councilor Howell asked if Hays had enough staff to take on the project.

Utilities Director Gilvarry advised they do and they continue to hire new employees and are fully staffed to complete any projects needed.

Mayor Gurulé-Girón asked about Hay's subcontracting others if necessary.

Utilities Director Gilvarry advised that there are some areas that they need to hire subcontractors for.

Councilor Howell asked if there had been any issues with the Bradner Dam project.

Utilities Director Gilvarry advised Hay's experienced rock that has slowed them down but that was the only issue.

The governing body agreed to place the item as a consent agenda item.

6. Award request for bid #2018-19 for the Cabin Site tank rehabilitation project to D&R Tank Company.

Utilities Director Maria Gilvarry advised the Cabin Site Tank is in phase three of a phase three project, the tank is the primary tank to treat water. Phase one of the project was to build the tank and phase two was to drain the tank and physically look internally.

The governing body agreed to place the item as a consent agenda item.

Interim City Manager Gallegos advised the council about the three business items for the following weeks council meeting which were recommendation on the phone system, amended ordinance for the Storrie Lake loan agreement and a zoning request on 12th street.

Discussion and questions took place regarding how to give support to the music ops program.

Councilor Romero asked about the appointments of officers.

Mayor Gurulé-Girón advised the appointments will be coming, and they were going to have interviews but there was an interruption with one of the committee members and they couldn't participate and will hopefully have it done by next week sometime, 2 appointments for certain, the other two she's still working on.

Councilor Romero asked if they would be done by next meeting.

Mayor Gurulé-Girón advised it's either going to happen before the meeting on Tuesday or Friday.

Councilor Romero asked about the current employees that are sitting in positions such as the Clerk.

Mayor Gurulé-Girón advised, "he'll find out what her decision is".

Councilor Casey advised the governing rules of procedure state directorships and other personnel changes need approval from the council and not all of them have been.

Mayor Gurulé-Girón advised she spoke with Ms. Gallegos, and asked if she could explain the decision and direction as to how she was brought to that decision.

Interim City Manager Gallegos advised she looked at the personnel rules and regulations and also at the charter and she looked at interim positions and the City Manager has the right to appoint interim positions, not the director positions because those come to Mayor and council. Interim City Manager Gallegos advised she felt at the time they were in need of a community development director, so she made an interim assignment.

Mayor Gurulé-Girón asked who she appointed as Interim.

Interim City Manager Gallegos advised she appointed Ms. Virginia Marrujo as Interim Community Development Director.

Councilor Casey asked if she referred to the governing rules.

Interim City Manager advised she didn't remember which policy she looked at but she did look at a policy that stated the City Manager has a right to appoint interim positions.

Councilor Casey advised the governing body rules state those interim positions do need to be approved by council and any change in salary.

Discussion and questions took place regarding the governing body rules and procedures.

Councilor Casey advised it would be a good idea to keep the councilors more in the loop with a monthly report.

Discussion and questions took place regarding the Human Resource Manager position.

ADJOURN

Councilor Romero made a motion to adjourn. Councilor Ulibarri, Jr. seconded the motion. Mayor Gurulé-Girón asked for roll call. Roll Call Vote was taken and reflected the following:

Vincent Howell	Yes	David G. Romero	Yes
Barbara Casey	Yes	David A. Ulibarri, Jr.	Yes

City Clerk Fresquez re-read the motion and advised that the motion carried.

Mayor Tonita Gurulé-Girón

ATTEST:

Casandra Fresquez, City Clerk

MINUTES OF THE CITY OF LAS VEGAS CITY COUNCIL REGULAR MEETING HELD ON WEDNESDAY, JUNE 20, 2018 AT 6:00 P.M. IN THE CITY COUNCIL CHAMBERS

MAYOR: Tonita Gurulé-Girón

COUNCILORS: David A. Ulibarri, Jr.
Vincent Howell
Barbara A. Casey
David G. Romero

ALSO PRESENT: Ann Marie Gallegos, Interim City Manager
Casandra Fresquez, City Clerk
Chris Lopez, Sergeant at Arms
David Silva, Acting City Attorney-*Absent*

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

Councilor Howell asked the community keep in mind, the children that had been recently displaced from their families and hoped that they were being taken care of and would soon be reunited with their families. He prayed for the good Lord to give the Council the proper guidance to do the right thing in order to move the community in the right track in moving forward.

APPROVAL OF AGENDA

Councilor Ulibarri, Jr. made a motion to approve the agenda as is. Councilor Romero seconded the motion. Mayor Gurulé-Girón asked for roll call. Roll Call Vote was taken and reflected the following:

Vincent Howell	Yes	David G. Romero	Yes
Barbara A. Casey	Yes	David A. Ulibarri, Jr.	Yes

City Clerk Fresquez re-read the motion and advised that the motion carried.

APPROVAL OF MINUTES

Councilor Casey made a motion to approve the minutes for May 4th, May 9th, May 15th, May 16th and May 24, 2018 as amended. Councilor Ulibarri, Jr. seconded the motion. Mayor Gurulé-Girón asked for roll call. Roll Call Vote was taken and reflected the following:

David G. Romero	Yes	Barbara A. Casey	Yes
Vincent Howell	Yes	David A. Ulibarri, Jr.	Yes

City Clerk Fresquez re-read the motion and advised that the motion carried.

Interim City Manager Ann Marie Gallegos informed that Acting City Attorney David Silva was absent although would be available via phone if needed.

MAYOR’S APPOINTMENTS/REPORTS

Mayor Gurulé-Girón advised that there were no appointments or reports at this time.

MAYOR’S RECOGNITIONS/PROCLAMATIONS

Mayor Gurulé-Girón recognized former Councilman David L. Romero and thanked him for his 8 years of dedicated service to the City of Las Vegas, as well as his wife Roberta and son, Councilman David G. Romero.

Former Councilman Romero thanked the Council, as well as Chief of Police Chris Lopez and stated it was an honor to have served the City of Las Vegas.

PUBLIC INPUT

Wid Slick spoke on behalf of MainStreet regarding an online silent auction that would be available to people while traveling on the Amtrak train, advertising the

event in the train's seat back magazine, reaching 5.1 million people in over 2 months. He advised the auction would be available by using a smartphone and would entertain a wide selection of art by Las Vegas artists. Mr. Slick advised that it would create the most sales that Las Vegas Artists have ever seen and that the auction would run from August 1st through September 30, 2018.

Richard Lindeborg spoke on behalf of the board of the Las Vegas Arts Council who had partnered with MainStreet and the City of Las Vegas and was in support of the advertising and the Silent Auction and advised that the ad would expose information on tourism tours, at least 50 artist's works and much more. He stated that it would have more influence on tourism in the area.

David Luna thanked the Governing Body for supporting the Chamber of Commerce. He spoke in support of the online silent auction and of their collaboration with Main Street America and other entities in providing a vehicle to get the information out by way of a more "user friendly" website in promoting the silent auction and other City events as well.

Martin Montoya, a local artist from Las Vegas encouraged the Governing body to support the online auction and stated that it would be very beneficial to him and other artists and looked forward to working with MainStreet.

Lalo Sanchez spoke about cleaning up the City in order to attract tourism and stated that the old car wash at the South end of Grand Avenue needed to be demolished because it had been an eyesore for many years. Mr. Sanchez suggested that Councilor Ulibarri, Jr. and Councilor Romero work together in cleaning Wards 1 and 4 for tourist attraction and thanked the City for painting the handicap signage and curbs although stated the crosswalks needed painting. He made the recommendation to the Governing body to decriminalize Cannabis in the City in order to build revenue and stated that placing parking meters would also generate revenue.

Mayor Gurulé-Girón asked Utilities Director Gilvarry when the next Citywide cleanup would take place.

Utilities Director Gilvarry advised that they were planning one within the next couple of months although did not have the exact date.

CITY MANAGER'S REPORT

Chief of Police Chris Lopez, Commander Eric Padilla and Evidence Technician Patrick Torres presented information regarding a grant for \$28,000.00 awarded from the New Mexico Attorney General's Office. Mr. Torres explained that the funding would go towards a state of the art evidence system that would improve the tracking of evidence to the fullest extent. He advised that it would consist of barcoding evidence which would cut the time of inventory from 6 months to possibly less than one month and stated that it would be a benefit to the community and the Justice department as well.

Chief of Police Lopez and Commander Eric Padilla presented information regarding a \$7,000.00 grant received from Susteen Mobile and another \$7,995.00 from the District Attorney's Office which would go towards a mobile forensic software system that would allow the Police Department to lawfully access cell phone or computers for data evidence during investigations.

Councilor Howell asked if it would be allowed to obtain data from cell phones and computers or would they need permission from providers.

Commander Padilla explained there were a few ways, one being to apply for a search warrant, which gives all rights to it, consent from the owner or in the case of an emergency such as a kidnapping or terrorist threats, they would get in automatically. He advised that permission from the Courts granted them authority to search and seize.

Brief discussion took place on processes of some privacy laws regarding providers.

Interim City Manager Gallegos reminded everyone that the District Tournaments would begin this coming Saturday, expecting 450 players for 3-4 days and that Opening Ceremonies were taking place at Rodriguez at 12:30 p.m. She advised that the Public Works and Utility Departments had been preparing fields and would be cleaning up on Friday and encouraged everyone to participate in that.

Mayor Gurulé-Girón commended everyone who took part in the hard work to prepare the baseball fields.

Councilor Romero added that he wanted to recognize all the departments for working together in preparing the fields.

Councilor Ulibarri, Jr. thanked everyone for their hard work in improving the baseball fields.

Councilor Howell also recognized the hard work taking place and stated that he hoped there would be sufficient trash cans at the field area.

Interim City Manager Gallegos ensured that there would be enough trash cans for the event and that trash would be picked up daily. She also informed that Love's Truck Stop would be opening on June 28th.

Interim Community Development Director Virginia Marrujo gave a brief update on the 4th of July Fiestas and spoke of several other events taking place during that time. She informed that entertainers were already in place and stated that the entertainers were promoting the fiestas as well. Ms. Marrujo advised that all the departments were working well together to make the event a success and added that they were working on promoting and getting the motorcycle rally going.

Discussion took place regarding the 4th of July events, promotions and giveaways.

Senior Center Manager Wanda Gonzales invited everyone to the re-opening of the San Miguel Senior Center.

Interim City Manager Gallegos informed that they were very proud of the Recreation Center and the work of Interim Recreation Manager Sonia Gomez and staff for the success they have had regarding the Day Care Program.

FINANCE REPORT

Interim City Manager Gallegos advised that Interim Finance Director Tana Vega was not present, due to an emergency.

Interim City Manager Gallegos presented the Finance Report for the month ending May 31, 2018, reporting the General Fund Revenue at 97% and expenditures coming in at 79%. She thanked the departments for maintaining their costs and would be filling positions soon.

Interim City Manager Gallegos reported that the Enterprise Funds Revenue was at 94% and expenditures at 80%. She advised that the Recreation Department

revenue came in at 81% and expenditures were at 76%. She advised that they were looking at more events and hopefully soon be purchasing a slide.

Councilor Casey stated that Moody's downgraded the New Mexico bond rating and asked if it would have a negative effect on the City.

Interim City Manager Gallegos advised that she believed it would not affect the City due to being rated individually, along with the City's healthy cash balances and advised she would report on any changes.

Mayor Gurulé-Girón asked for the City's current asset ratio rating.

Interim City Manager Gallegos informed that she did not know at this time although would bring back that information to the Governing Body.

CONSENT AGENDA

City Clerk Fresquez read the Consent Agenda as follows:

1. Approval of Resolution #18-24, a request to transfer a 2005 Ford Van, VIN#IFBSS31LD5HB30709, with mileage of 105,815 miles to Collins Lake Autism Center, a 501c3 Non-Profit Corporation.

Resolution 18-24 was presented as follows:

CITY OF LAS VEGAS
RESOLUTION NUMBER 18-24

A RESOLUTION DONATING ONE 2005 FORD ECOLINE F350 VAN BELONGING TO THE CITY OF LAS VEGAS TO A NON PROFIT 501C3, COLLINS LAKE AUTISM RANCH AND DIRECTING THE CITY OF LAS VEGAS SENIOR CENTER TO DONATE SAID PROPERTY TO THE COLLINS LAKE AUTISM RANCH, MORA, NEW MEXICO.

WHEREAS, the City of Las Vegas wishes to donate to the Collins Lake Autism Ranch, described as follows:

1. 2005 Eco line F350 Van VIN # IFBSS31LD5HB30709

WHEREAS, the following described item is property, which is excess and not needed for any essential government function, it is no longer being used by the City of Las Vegas Senior Center Department.

WHEREAS, when this property is donated to another agency, it shall be understood that the property listed above may or may not meet current standards. The City of Las Vegas shall not be responsible for any cost associated with bringing said vehicle up to standards, and the City of Las Vegas shall be released from any liability associated with this vehicle.

WHEREAS, the receiving non-profit 501c3 agency accepts this vehicle on an "AS IS" basis, and accepts any and all costs associated with bringing said vehicle up to standards prior to placing vehicle in to service.

NOW THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF LAS VEGAS, NEW MEXICO, that the above described item belonging to the City of Las Vegas Senior Center Department is hereby declared excess property and not needed for any City purpose of function and that said property should be donated.

PASSED, APPROVED AND ADOPTED this _____ day of _____ 2018.

CITY OF LAS VEGAS:

TONITA GURULE-GIRON, MAYOR

ATTEST:

Casandra Fresquez, City Clerk

Approved as to Legal Sufficiency Only

City of Las Vegas Attorney

2. Approval of Resolution #18-25, to ensure the availability of matching funds for the participation in the New Mexico Department of Transportation Municipal Cooperative Agreement (COOP) for Keen Street from Grant Street to West National Avenue as well as West National Avenue from Keen Street to South Pacific Avenue.

Resolution 18-25 was presented as follows:

**CITY OF LAS VEGAS, NM
RESOLUTION NO. 18-25**

A Resolution Supporting the New Mexico Department of Transportation Municipal Cooperative Agreement(COOP) SP-4-19-(957) for the Plan Design, Construction Management, Construction, Reconstruction, Pavement Rehabilitation, Drainage Improvements and Miscellaneous Construction for Keen Street from Grant Street to West National Avenue.

WHEREAS, the cost of the program stated in this resolution is Two Hundred Fifty Three Thousand Nine Hundred Eighty Dollars, (\$253,980.00); and

WHEREAS, the City of Las Vegas' Governing Body has declared improvements are needed to Keen Street

and West National Avenue a necessity for the good and well being of citizens of Las Vegas, New Mexico and to support this Cooperative Agreement for funding to accomplish the work; and

WHEREAS, the City of Las Vegas will work in accordance with the funding requirements of the Municipal Cooperative Agreement (COOP) program SP-4-19-(957) and will budget \$63,495.00 which is 25% of total cost of project of \$253,980.00.

NOW, THEREFORE, BE IT RESOLVED by the local governing body of the City of Las Vegas that the Cooperative Agreement for the above funding be submitted to the New Mexico Department of Transportation.

PASSED, APPROVED, AND ADOPTED this _____ day of June, 2018.

CITY OF LAS VEGAS

MAYOR TONITA GURULE-GIRON

ATTEST:

CASSANDRA FRESQUEZ, CITY CLERK

3. Approval of Resolution #18-26, the City of Las Vegas is interested in applying for the Local Government Fund Match Waiver Program per New Mexico Administration Code 18.27.3.8 for our FY 2018/2019 Project No. SP-4-19(957) control No. L400397.

Resolution 18-26 was presented as follows:

**STATE OF NEW MEXICO
CITY OF LAS VEGAS
Resolution #18-26**

**PARTICIPATION IN LOCAL GOVERNMENT ROAD FUND PROGRAM AND REQUEST FOR
MATCH WAIVER ADMINISTERED BY New Mexico DEPARTMENT OF
TRANSPORTATION**

WHEREAS; the City of Las Vegas and the New Mexico Department of Transportation (NMDOT) have entered into a Municipal Cooperative Agreement;

WHEREAS; the total cost of the project will be \$253,980.00 with funding from NMDOT and \$63,495.00 from the City of Las Vegas;

WHEREAS; the share amount from NMDOT shall be 75% or \$190,485.00;

WHEREAS; the City of Las Vegas' proportional matching share shall be 25% or \$63,495.00 if a "Hardship" for "Match Waiver" is not deemed to be present by the Department of Finance and Administration and the NMDOT;

WHEREAS; the total project cost is \$253,980.00;

WHEREAS; the City of Las Vegas shall pay all costs, which exceed the total amount of \$190,485.00;

WHEREAS; the City of Las Vegas has a limited tax base which limits the funding for meeting the proportional matching share and a fund exists in the NMDOT appropriated by the New Mexico State Legislature for Public Entities" in need of "Hardship";

WHEREAS; the City of Las Vegas requests participation in this Match Waiver Program in the amount of \$63,495.00 to acquire funds;

WHEREAS; the project for this Municipal Cooperative Agreement program is to be adopted and has a priority standing for the proportional match waiver toward completion of the project.

NOW THEREFORE, BE IT RESOLVED, by the City of Las Vegas to enter into the Municipal Cooperative Agreement Project Number SP-4-19(957), Control Number L400397, with the New Mexico Department of Transportation's FY19 Local Government Road Fund (LGRF) Project, for the plan, design, construction, and construction management for Keen Street and West National within the control of the City of Las Vegas, in San Miguel County, New Mexico.

PASSED, APPROVED, AND ADOPTED THIS _____ DAY OF JUNE, 2018.

CITY OF LAS VEGAS

ATTEST:

Casandra Fresquez, City Clerk

TONITA GURULE-GIRON
MAYOR

4. Approval of Resolution #18-27, authorizing the application submission of a New Mexico Community Development Block Grant Program to the Department of Finance and Administration and authorizing the Mayor of the City of Las Vegas as the authorized Chief Executive Officer and Authorized representative to participate in the Community Development Block Grant (CDBG) program.

Resolution 18-27 was presented as follows:

RESOLUTION NO. 18-27

A RESOLUTION OF THE COUNCIL OF CITY OF LAS VEGAS, NEW MEXICO, AUTHORIZING THE SUBMISSION OF A NEW MEXICO COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM APPLICATION TO THE

DEPARTMENT OF FINANCE AND ADMINISTRATION/LOCAL GOVERNMENT DIVISION; AND AUTHORIZING THE MAYOR TO ACT AS THE CITY OF LAS VEGAS CHIEF EXECUTIVE OFFICER AND AUTHORIZED REPRESENTATIVE IN ALL MATTERS PERTAINING TO THE CITY OF LAS VEGAS PARTICIPATION IN THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.

WHEREAS, the need exists within City of Las Vegas for neighborhood improvement projects in several low and moderate income neighborhoods, and the City of Las Vegas desires to apply to the Housing and Urban Development's Community Development Block Grant Program to obtain funding for neighborhood improvement projects; and

WHEREAS, the City has held (4) Four public hearings for public input and comment on March 27, 2018 at 10:00 a.m. and 5:00 p.m. and March 28, 2018 at 10:00 a.m. and 5:00 p.m. prior to the 2018 application process; and

WHEREAS, the Council finds that there is a significant need to undertake the 2018 CDBG Street and Drainage Improvements – Hot Springs Blvd. from Mora Street to Bernalillo Street to provide adequate services to the community; and

WHEREAS, the Council determines that the 2018 CDBG Street and Drainage Improvements – Hot Springs Blvd. from Mora Street to Bernalillo Street meets the requirements of the Community Development Block Grant Program.

NOW, THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF LAS VEGAS, NEW MEXICO, that

1. The City of Las Vegas is hereby authorized to prepare and submit a Community Development Block Grant application to the New Mexico Department of Finance and Administration/Local Government Division (DFA) for the 2018 CDBG Street and Drainage Improvements – Hot Springs Blvd. from Mora Street to Bernalillo Street;
2. That the Council directs and designates the Mayor as the City of Las Vega's Chief Executive Officer and Authorized Representative to act in all matters in connection with this application and the City of Las Vega's participation in the New Mexico Community Development Block Grant Program;
3. The City of Las Vegas officials and staff are directed to do any and all acts necessary to carry out the intent of this Resolution;

4. That the full application amount the City is requesting will be for (\$750,000.00) from DFA and the Phase I project cost of three phases is estimated at (\$665,971.35);

5. That it further be stated, that the City of Las Vegas is committing a Match of 10% which is \$75,000 to carry out the 2018 CDBG Street and Drainage Improvements – Hot Springs Blvd. from Mora Street to Bernalillo Street for this 2018 CDBG Street and Drainage Improvements – Hot Springs Blvd. from Mora Street to Bernalillo Street;

PASSED, ADOPTED AND APPROVED this day of , 2018.

Signature, Chief Elected Official Applicant Entity (County or Municipality)
Name (Typed or Printed)

Title Date

SWORN TO AND SUBSCRIBED

Here Before me on this day
Of , 20__

Notary Public

My commission expires

Place Seal



5. Approval to award request for RFB #2018-18 for the North Grand Waterline project to Hays Plumbing & Heating, Inc.

6. Approval to award request for RFB #2018-19 for the Cabin Site tank rehabilitation project to D&R Tank Company.

Councilor Casey made a motion to approve the Consent Agenda as read into the record. Councilor Romero seconded the motion. Mayor Gurulé-Girón asked for roll call. Roll Call Vote was taken and reflected the following:

Vincent Howell	Yes	David A. Ulibarri, Jr.	Yes
Barbara A. Casey	Yes	David G. Romero	Yes

City Clerk Fresquez re-read the motion and advised that the motion carried.

BUSINESS ITEMS

1. Conduct a Public Hearing and Approval/Disapproval to adopt Ordinance No. 18-03 amending Ordinance No. 18-01 entering into a loan agreement with the New Mexico Finance Authority.

Councilor Casey made a motion to go into Public Hearing. Councilor Howell seconded the motion. Mayor Gurulé-Girón asked for roll call. Roll Call Vote was taken and reflected the following:

David A. Ulibarri, Jr.	Yes	Barbara A. Casey	Yes
Vincent Howell	Yes	David G. Romero	Yes

City Clerk Fresquez re-read the motion and advised that the motion carried.

City Clerk Fresquez asked anyone who wished to speak on the issue, to stand and be sworn in. Maria Gilvarry was sworn in.

Utilities Director Maria Gilvarry advised that Ordinance 18-01 was passed, approved and adopted at the City council Meeting on March 21, 2018 approving a loan with the NMFA for the purposes of obtaining for financing the acquisition of water storage rights. A principal amount of up to \$4,200,000.00 together with interest will be repaid from the distributions of the revenues from GRT. The funding agency requires that the loan be repaid from the distributions of the revenues from GRT. The funding agency requires that the loan be approved through ordinance. The original ordinance must be amended to allow delegation of authority to make certain determinations concerning the terms of the loan agreement and authorizing the taking of other actions in connection with the execution and delivery of the loan agreement and the intercept agreement.

Councilor Casey made a motion to accept the record proper. Councilor Ulibarri, Jr. seconded the motion. Mayor Gurulé-Girón asked for roll call. Roll Call Vote was taken and reflected the following:

David G. Romero	Yes	Barbara A. Casey	Yes
Vincent Howell	Yes	David A. Ulibarri, Jr.	Yes

City Clerk Fresquez re-read the motion and advised that the motion carried.

Councilor Casey made a motion to close Public Hearing and reconvene into Regular Session. Councilor Ulibarri, Jr. seconded the motion. Mayor Gurulé-Girón asked for roll call. Roll Call Vote was taken and reflected the following:

Barbara A. Casey	Yes	David A. Ulibarri, Jr.	Yes
Vincent Howell	Yes	David G. Romero	Yes

City Clerk Fresquez re-read the motion and advised that the motion carried.

Councilor Casey made a motion to approve to adopt Ordinance 18-03 amending Ordinance No. 18-01 entering into a loan agreement with the New Mexico Finance Authority. Councilor Howell seconded the motion.

Ordinance 18-03 was presented as follows:

-Due to length of document, a complete copy may be obtained at the City of Las Vegas, City Clerk's Office.

Mayor Gurulé-Girón asked for roll call. Roll Call Vote was taken and reflected the following:

David G. Romero	Yes	David A. Ulibarri, Jr.	Yes
Barbara A. Casey	Yes	Vincent Howell	Yes

City Clerk Fresquez re-read the motion and advised that the motion carried.

Utilities Director Gilvarry advised that the permit should be approved by the end of next week from the State Engineer's Office.

2. Conduct a Public Hearing and Approval/Disapproval to adopt Ordinance 18-05 amendment to the Official Zoning map for property.

Councilor Casey made a motion to go into Public Hearing. Councilor Ulibarri, Jr. seconded the motion. Mayor Gurulé-Girón asked for roll call. Roll Call Vote was taken and reflected the following:

David A. Ulibarri, Jr.	Yes	Vincent Howell	Yes
Barbara A. Casey	Yes	David G. Romero	Yes

City Clerk Fresquez re-read the motion and advised that the motion carried.

City Clerk Fresquez asked anyone who wished to speak on the issue, to stand and be sworn in. Maria Perea, Virginia Marrujo and Judith Long were sworn in.

Planning & Zoning Coordinator Maria Perea advised that the Long Living Trust, Michael & Judith Long, Trustees & owners of Lots 17,18,19, & 20, Block 12, of the Lopez, Sulzbacher & Rosenwald Addition to the el Dorado Town company, and known as 1117-12th Street, Las Vegas, New Mexico appeared before the Las Vegas Planning and Zoning Commission on May 29, 2018. Mr. & Mrs. Long are requesting that said property be rezoned from the present R-A (Residential Agricultural Zone) to an R-3 (Mixed Residential Zone). The applicant's intent is to place a mobile home on Lots 19 & 20 for a family member and sell Lots 17 & 18 in the future.

Mayor Gurulé-Girón asked if all variances had been met.

Planning & Zoning Coordinator Perea informed that all requirements had been met.

Judith Long advised that both zoning allows for mobile homes and stated that all they wanted was more flexibility of where to place the home on the property and extend the lot.

Councilor Howell asked if there had been any complaints from any neighbors.

Ms. Long advised that there was only one concern of a neighbor who thought they would be moving four mobile homes on the four lots although assured them that it would not be practical and they would not do that.

Councilor Casey made a motion to accept the record proper. Councilor Howell seconded the motion. Mayor Gurulé-Girón asked for roll call. Roll Call Vote was taken and reflected the following:

David A. Ulibarri, Jr.	Yes	David G. Romero	Yes
Vincent Howell	Yes	Barbara A. Casey	Yes

City Clerk Fresquez re-read the motion and advised that the motion carried

Councilor Casey made a motion to close Public Hearing and reconvene into Regular Session. Councilor Howell seconded the motion. Mayor Gurulé-Girón asked for roll call. Roll Call Vote was taken and reflected the following:

Barbara A. Casey	Yes	David G. Romero	Yes
Vincent Howell	Yes	David A. Ulibarri, Jr.	Yes

City Clerk Fresquez re-read the motion and advised that the motion carried.

Councilor Romero made a motion to approve to adopt Ordinance 18-05 amendment to the Official Zoning map for property. Councilor Ulibarri, Jr. seconded the motion.

Ordinance 18-05 was presented as follows:

Due to length of document, a complete copy may be obtained at the City of Las Vegas, City Clerk's Office.

Mayor Gurulé-Girón asked for roll call. Roll Call Vote was taken and reflected the following:

Vincent Howell	Yes	David A. Ulibarri, Jr.	Yes
Barbara A. Casey	Yes	David G. Romero	Yes

City Clerk Fresquez re-read the motion and advised that the motion carried.

3. Approval/Disapproval to purchase a new Phone system.

IT Manager Kenny Roybal introduced Mike Murphy with Harris Technologies and advised that the City's current phone system had been failing and was in need of replacement. The cost to repair the current system is as much or greater than purchasing a new system. The IT Department with the help of Harris Technologies reviewed and quoted our three phone systems. The system that IT is recommending and best fits the need of the City is the Allworks system, replacing the analogue system with digital voice. He advised that IT Technician Orlando Gonzales was familiar with that system as he had training and was certified in the Allworks system.

Councilor Casey had concerns on costs between analogue and digital systems.

IT Manager Roybal advised that currently the City was paying about \$5,000.00 as opposed to paying \$2,500.00 a month with Allworks.

Discussion and questions took place regarding the upgrade of the phone system and operation and maintenance costs.

Councilor Howell asked if there was any other municipality utilizing this system.

Mr. Mike Murphy informed that West Las Vegas Schools and Mora Schools had purchased the system and added that it was a flawless implementation. Mr. Murphy advised that with the purchase of the system there would be a 5 year warranty and support, which included software upgrades for free. He advised that if Allworks had to install software, there would be a small cost although Orlando Gonzales was familiar with the system which would be a benefit in being cost effective.

Mayor Gurulé-Girón advised Interim City Manager Gallegos to monitor the dollar amount of the purchase of the phone system.

Councilor Howell had questions and concerns regarding the issues that have come with the broadcasting of meetings.

IT Manager Roybal explained the process of broadcasting between Highlands University and Comcast and stated that the City had no control over the equipment although stated that the City was in communication with Comcast and Highlands of taking ownership of the equipment and having control and maintaining of the system on the City's end.

Councilor Casey made a motion to approve to purchase a new phone system. Councilor Howell seconded the motion. Mayor Gurulé-Girón asked for roll call. Roll Call Vote was taken and reflected the following:

David A. Ulibarri, Jr.	Yes	David G. Romero	Yes
Barbara A. Casey	Yes	Vincent Howell	Yes

City Clerk Fresquez re-read the motion and advised that the motion carried.

Mr. Murphy advised that on behalf of Harris Technologies, they were thankful to the City of Las Vegas for the opportunity and looked forward in serving the City for many years.

COUNCILORS' REPORTS

Councilor Romero advised there were some issues brought to him from Recreation Center members regarding exercise equipment that was not being used and requests for privacy rooms.

Interim City Manager Gallegos and Interim Recreation Manager Sonia Gomez ensured that those issues would be addressed.

Councilor Romero recommended that a walking lane for students be placed in the area of South Gonzales Street behind West Las Vegas Schools and explained the students were walking on the street and that was very hazardous. Councilor Romero also state that weeds throughout the City needed attention.

Councilor Casey stated she received a complaint regarding Rheua Pearce Park near Bridge Street and that it desperately needed attention and felt it would be good due to the fiestas quickly approaching. She advised of another complaint received regarding the City's website and the difficulty to navigate when trying to find out information pertaining to Water updates. Councilor Casey also stated that she had requesting that her e-mail address be added to the City's website and asked why the Housing and Special audits were not available on the City's website.

Interim City Manager Gallegos advised that she was not certain if the Housing Audit was approved yet and not sure if they were able to disclose it and informed that the City's 2017 Audit should be available on the website. She advised that the Special Audit was available on the State Auditor's website.

Councilor Casey asked when the next City Auction would take place.

Interim City Manager advised that the auction would take place possibly in August or September, after approval from Council of the departments' lists.

Councilor Casey advised that she had requested a monthly report for all the Councilors on personnel changes, resignations, terminations and transfers and stated that there was a shortage in the Human Resource Department.

Interim City Manager Gallegos advised that the list had been completed and sent to Councilors that afternoon.

Councilor Howell had a suggestion regarding the front page of the City's website, and naming the section "Did you know?" He stated it could consist of bullet points that pertained to the community.

Utilities Director Gilvarry informed that the the City was at a Stage 0 which meant there were no water restrictions although she recommends to use water wisely, not to be wasteful and cars could be washed in yards conservatively. She stated that this information had been put out through radio, psa, Las Vegas Optic and made sure that information was more prominent on the City's website.

Councilor Howell reported that the area near Alta Vista Hospital and Love's Truck Stop (Grand Ave.) needed attention due to there being a great deal of trash there. He also asked if there had been a meeting scheduled with the AWC and the community yet.

Interim City Manager informed that they had previously scheduled a meeting although would be rescheduled due to there not being enough publication and more information that needed to get out to the public. She advised she would inform Council of the meeting date.

Councilor Ulibarri, Jr. thanked all Directors and City staff for all their hard work in moving the City forward.

EXECUTIVE SESSION

Interim City Manager Ann Marie Gallegos advised that there was no need to go into Executive Session.

Councilor Romero made a motion to go into Executive Session to discuss personnel matters and stated that the community had been wondering what was happening regarding the appointments.

Mayor Gurulé-Girón advised that there would be no need for Executive Session and stated she had nothing to hide, and advised they had conducted interviews for Police Chief and City Attorney and were waiting on an Attorney to negotiate an

actual contract for the City and that she could not set up the Organizational Meeting at this point in time. She advised that once that contract was flat ironed then would be brought to Council to review and put on the Organizational Meeting and added that regards to the City Manager, she was looking to set up a committee so they could interview for that position and would also be discussing the City Clerk with Council in the future, as well.

Councilor Romero asked for clarification, regarding the Mayor bringing the contracts to them before the meeting.

Mayor Gurulé-Girón clarified that she absolutely would and stated that she would set up the Organizational meeting although could not set one up until she had those contracts because it was only fair that Council review those contracts in order to make a determination on the day of approval or disapproval. She added that Council could make amended changes if they were not happy with the contract.

Councilor Romero asked if there would be a name to the contract.

Mayor Gurulé-Girón stated “there would be a name to that contract, once a confirmation happens, I’m trying to work this out with Attorneys and then at that point and time, will bring the contracts which would be at the same time of the Organizational meeting or shortly thereafter, so we can review the contracts.”

Councilor Romero advised that at that time he would give his opinion and stated that if he would be given a contract with a name and not have enough time to research, he would vote “no”.

Mayor Gurulé-Girón advised that a three day notice would be enough to review the contracts.

Councilor Casey asked a question regarding the Council reviewing the applicants’ resumes for that position.

Mayor Gurulé-Girón stated that the selection committee had reviewed the resumes.

Councilor Casey asked, what about the Council and stated that they were the ones that had to vote.

Mayor Gurulé-Girón advised that Council did not appoint and they only confirmed or denied and added that the Charter was being followed.

Lengthy discussion took place regarding previous appointments, the process and recommendations.

Councilor Casey stated that she felt it was not appropriate for a community committee to have access to applicant resumes and information and felt that Council should have that information because Council was the one to vote for approval. She stated that Council was expected to approve contracts right away without the information of the applicants.

Mayor Gurulé-Girón advised that in the past, she had taken Councilor Casey's recommendation for City Attorney without questions regarding a resume.

Councilor Casey stated that Council had taken Mayor Gurulé-Girón's recommendation for City Manager last year, March 2017. She advised that she requested an agenda item to review the position of City Manager and was rejected.

Councilor Casey advised that the Special Audit did state that the City Manager did not have the requirements to be City Manager and her concern was that she did not want to approve someone without knowing for a fact that they were truly qualified and wanted to see it in black and white and felt it was a fair request.

Mayor Gurulé-Girón stated that was not what the audit stated, she advised that he did not meet certain criteria to the ICMA and followed up, she advised that he did meet the criteria and that at the time she was certifying Mr. Trujillo, she spoke to City Clerk Fresquez and asked her to certify that. Mayor Gurulé-Girón stated that City Clerk Fresquez advised that he was qualified for that position. Mayor Gurulé-Girón advised that the ICMA report called for him to be registered and informed that she followed up and checked after. She stated that he was and is registered and would get Councilor Casey a copy of the report.

Councilor Casey advised that Mr. Trujillo registered 4 months after he was hired and that the Charter stated that the City Manager had to be registered with the ICMA at the time of approval.

Mayor Gurulé-Girón added that the ICMA rules were changing regarding registration.

Councilor Casey stated that she would like to see that information regarding the change.

Mayor Gurulé-Girón advised that she would get that information to her.

Councilor Howell stated that Mayor Gurulé-Girón stated that they would see a contract on the appointee and asked, “what if the appointee was not selected before they saw the contract”. He advised that he thought they would agree to the appointee and then develop a contract.

Mayor Gurulé-Girón stated that she would talk to the Attorney about that although they still had to develop the contract with no name on it.

Councilor Howell advised Mayor Gurulé-Girón that Councilor Romero asked her if the contract would have a name on it, and that she mentioned “yes”.

Mayor Gurulé-Girón stated that she would not have a name on the contract although the confirmation would, after Council’s approval.

Councilor Howell asked if they had gone out on a search for a City Manager.

Mayor Gurulé-Girón advised “not yet”, and stated that she believed at this point and time, they should focus on the two positions. She advised that she spoke with Danelle Smith who advised her, if she attempted to appoint anyone at this point and time without searching, it would be a dereliction of duty and added that she was searching, although was not a public search.

Councilor Howell stated that he felt that the four appointees should be accountable to all five of the Governing Body members and not only to one and that they needed to have a good part in the selection of appointees.

Mayor Gurulé-Girón advised that she thought the committee she appointed to interview was an exceptional committee.

Councilor Howell stated that the Council members did not know who the committee members were.

Mayor Gurulé-Girón stated that she preferred that Council did not know who the committee members were because she did not want anyone influenced prior to the interviews. She advised that the committee for Police Chief were: Mack Crow, Dr. Dolores Ortega and herself. For City Attorney: Kim Delgado, Juan Montibon and herself.

Councilor Howell asked if she selected the committee members from each one of Council's Districts.

Mayor Gurulé-Girón advised no, and thought that it was her duty to set it up and set it up with individuals who were reputable in the community and she believed that they fell in certain districts although did not pick and choose which ones.

Councilor Howell stated that he felt it would have been good to have a voice from each district.

Mayor Gurulé-Girón stated that his voice would be on the day he would confirm.

Councilor Howell stated that he thought it was sad that she was not involving the Council.

ADJOURN

Councilor Ulibarri, Jr. made a motion to adjourn. Mayor Gurulé-Girón adopted the motion to adjourn.

Mayor Tonita Gurulé-Girón

ATTEST:

Casandra Fresquez, City Clerk

**MINUTES OF THE CITY OF LAS VEGAS CITY COUNCIL WORKSHOP
HELD ON WEDNESDAY, JUNE 27, 2018 AT 3:00 PM-5:30 PM IN THE
CITY OF LAS VEGAS COUNCIL CHAMBERS**

MAYOR: Tonita Gurulé-Girón

COUNCILORS: Barbara A. Casey
David G. Romero
David A. Ulibarri, Jr.
Vincent Howell

ALSO PRESENT: Ann Marie Gallegos, Interim City Manager
Casandra Fresquez, City Clerk

ABSENT: David Silva, Acting City Attorney
Chris Lopez, Sergeant at Arms

CALL TO ORDER

The meeting was called to order at 3:00 p.m.

ROLL CALL

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

Councilor Romero asked for a moment of silence to remember those we had lost within our community this past week and prayed for much needed moisture.

APPROVAL OF AGENDA

Councilor Casey made a motion to the approve the agenda as presented. Councilor Ulibarri, Jr. seconded the motion. Mayor Gurulé-Girón asked for roll call. Roll Call Vote was taken and reflected the following:

Barbara A. Casey	Yes	David G. Romero	Yes
David A. Ulibarri, Jr.	Yes	Vincent Howell	Yes

City Clerk Fresquez re-read the motion and advised that the motion carried.

PUBLIC INPUT

Corinna Laszlo-Henry advised that it was a good idea to update the Governing Body's Rules of Procedures and spoke regarding Sections, 2.07C (the Governing body shall develop its own rules of procedure) and 2.08D (the Governing body shall adopt by ordinance, procedures for introduction and adoption of ordinances) of the City Charter. She informed that the Charter stated it should be an ordinance adopted by the Governing Body and the reasons for that was, the City Manager works for the Governing Body, and added that the hierarchy of laws were the: Charter, State Law, Ordinances, Resolutions and Administrative Regulations.

Mayor Gurulé-Girón advised that the City was looking into engaging into a contract with a Municipal League Attorney, working to ensure that everything was being looked at and adhered to and stated that he was very well respected throughout the state.

Ms. Laszlo-Henry advised that she hoped that that full text would appear on an agenda for an action item as well.

Introduction by Mayor Tonita Gurulé-Girón

Mayor Tonita Gurulé-Girón advised that on May 15, 2018 Sunrise Medical Clinic, Harmony Solutions and Timothy Dodge hosted a workshop for the City of Las Vegas Governing Body. The workshop was held at Charlie's Spic & Span. The first step of a S.W.O.T analysis was conducted and the Governing Body agreed to continue the process of analyzing the information to establish goals and objectives and prioritizing the results. It was agreed, the continuation of the workshop would be held on the June 27th 2018 at City Hall from 3:00 PM to 5:30 PM.

Councilor Howell asked why the Workshop was not being televised.

City Clerk Fresquez advised that the contract with Highlands University included televising only Regular and Work Session meetings and explained that she thought the Workshop would not be televised due to the previous Workshop not being televised. She advised that all meetings would be televised from now on, if those were the wishes of the Governing Body.

Timothy Dodge thanked the Governing Body for inviting Greg Stuart and himself back and stated that Sunrise Medical Clinic had been covering the costs for Mr. Stuart and advised that he had been volunteering his time. He advised that Dr. Brown and Dr. Jesus Tafoya were sponsoring the workshop and were committed to helping in making Las Vegas a better community. He stated that from his perspective, when watching the City's Council meetings, he saw that the Governing Body was making progress in communicating and working well together.

1. Overview of the S.W.O.T.

The list of strengths & weaknesses, along with external opportunities and threats developed by the Governing Body of the City of Las Vegas at the May 15th workshop will be presented and reviewed. The Governing Body members may modify the list.

Mr. Dodge gave an overview of the SWOT and discussion took place regarding the lists of strengths & weakness, external opportunities, threats and actions with the Governing Body.

Interim City Manager Gallegos explained the skating pond as one of the actions, reporting that the pond was currently being dredged (funded by NMFA), and were looking at developing the skating pond. She stated that the next step would be to look for more funding for future development.

Councilor Howell advised that he felt that the Comprehensive planning action was key out of all the action items.

2. Update on the Governing Body's Rules of Procedures.

At the May 15th workshop the Governing Body made a commitment, this goal would be worked on and assigned to Ann Marie Gallegos Interim City Manager to work on redrafting and adoption of the Governing Body's Rules of Procedure.

Interim City Manager Gallegos advised that a 2010 draft was available for Mayor and Council. She stated with the new fiscal year ending they would contract an Attorney who would be well versed in the Governing Body Rules and Procedures and would have the Attorney review, make recommendations and would bring it back to Mayor and Council for their revisions.

Councilor Casey advised that if the person working on the Governing Body's Rules of Procedures would work in isolation, it would not be good due to conflicts with City Charter and City Ordinances and would need to look at all three areas in order to make recommendations.

Discussion took place regarding the process of changes in the Governing Body's Rules, City Charter and City Ordinances.

Councilor Casey asked if the Council would be able to give their input of what they would like to see in those three documents or would the contracted person make changes and then be brought to Council.

Interim City Manager Gallegos explained that normally the first part in the review process was to name a committee to look at the policies and procedures, then it would be brought to Mayor and Council for their recommendations and one of the documents would go through referendum as well. She stated this needed to get done to avoid confusion and conflicts regarding rules and procedures.

Councilor Casey recommended that these committees be made up of people who were familiar with the Governing Body Rules & Procedures, the City Charter and City Ordinances in order to recognize the challenges of working with contradicting documents.

Councilor Romero recommended that during the process, there needed to be a lot of dialogue with Council so that they have the opportunity to input otherwise it can cause for a lot of time to be wasted, with Council rejections and having to bring the items back and forth.

Mayor Gurulé-Girón advised that that was a fair statement and felt it was important to follow the process, to ensure that ordinances, resolutions and laws were not broken. She stated that the committee would consist of individuals with knowledge as a Charter commission member and other members who have established policies as well and to include Governing body input as well.

Councilor Howell stated the committee should have voices from each of our districts.

Council Ulibarri, Jr. stated that it was important to have knowledge of the process.

Lengthy discussion took place of the importance of placing knowledgeable people to serve on the committee and the Governing Body Rules and Procedures, adopted in 2010 and the timely review process.

Councilor Casey stated that she had the 2002 copy of the Rules & Procedures and requested that the 2010 copy be available to Council, so that they may be able to review/compare and give concerns to Attorney to make recommendations to update the document.

Discussion took place regarding the question of the approval of the 2010 Governing Body Rules & Procedures.

City Clerk Casandra Fresquez clarified that the the item was on the agenda in 2010, ready to be presented to Council and was pulled from the agenda prior to the meeting, never being reviewed by Council.

Councilor Romero asked Mayor Gurulé-Girón to be more open when reviewing agenda request items brought forth by Council to be placed on meeting agendas.

Lengthy discussion took place regarding various ways on how to address and discuss community issues.

Councilor Howell had questions regarding Resolution 02-17 as part of the Governing Rules & Procedures.

City Clerk Fresquez explained that “02” indicated the year the resolution was adopted.

3. Analysis of SWOT information

The Governing Body will work to analyze and develop the goals and objectives from the information.

Mr. Dodge asked the Governing Body to prioritize the Actions, using 1-14 to rank, 14 being the highest and reflected the following:

- | | | |
|---|--|---------------------------------------|
| 1. Charter-63 | 5. Comprehensive planning- 38 | 11. Town Hall Mtgs./Marketing Inv.-20 |
| 2. Engage Coppler-58 | 6. Team Building/Executive Contracts -37 | 12. Renegotiate Utility Contracts-18 |
| 3. Procedural rules- 55 | 7. Competitive Pay-35 | |
| 4. Charter commission with
Competence in how the Mayor
and Council are operating-54 | 8. Job Descriptions-31 | |
| | 9. Skating Pond-23 | |
| | 10. Recovery Center-21 | |

Mayor Gurulé-Girón stated that as part of the Charter Committee, to hire an independent Attorney who specialized in Municipal and County laws and procedures in order to focus only on the actions to change the Charter.

Mr. Dodge suggested that a strong chair should be appointed to oversee the Charter commission and added that it was stated in the City Charter.

4. Prioritizing Goals & Objectives into an improvement plan process

The goals and objectives will be prioritized into an improvement plan process. This “tool” will help ensure follow through with the goals by creating a systematic process of reporting on the progression of the goals and objectives to be achieved.

Discussion took place regarding goals and timelines to complete the City Charter changes.

Mr. Dodge strongly recommended to the Governing Body that they create a Charter Commission, obtain an Attorney, have them decide how long the process will take and come back to the Governing Body with a date of completion.

The exchange of ideas took place regarding the importance of tasking the Charter Commission of developing the Rules and Procedures and Ordinances so that they tie into the City Charter in order to have a clear comprehensive outline of policy.

Also discussed were the actions of the Charter Referendum Adoption taking place by June 30, 2019, completing negotiations of a Professional Services contract with Coppler for an Attorney by July 18, 2018 and to appoint a complete Charter Commission by August 18, 2018.

The topic of internal input was discussed which included Job Descriptions and Competitive Pay.

Mayor Gurulé-Girón stated that Job Descriptions were under Human Resource Directors' authority and asked when the last time Job Descriptions were updated.

City Clerk Fresquez stated that the last time the process had started was in 2015 by HRganics although was never completed as the City Manager has final authority on all contracts and it was decided at that time to hold off on the completion.

Discussion took place regarding the process of continuing the review of Job Descriptions and Pay Scale.

Mayor Gurulé-Girón thanked Mr. Dodge and Greg Stuart for conducting the workshop at no cost to the City.

Brief discussion took place regarding narrowing the actions list in order to realistically manage priority goals.

There was further discussion and consensus made regarding the completion date of Rules and Procedures draft by September 18, 2018, to complete draft Ordinances by January 2019, to complete Executive contracts with Coppler by July 18, 2018 and to complete draft Ordinances by January 2019 or TBD (with monthly updates given).

The difference between the Master Plan, Comprehensive and Improvement Plan was discussed in detail. It was agreed that the Comprehensive Planning would be changed to an Improvement Plan which would include Goals and Objectives and the Action Plan. Discussion took place pertaining to the Governing Body establishing Goals and Objectives for Department Directors to move forward with Improvement plans with City Manager as Designee. It was agreed by the Governing Body to bring the Improvement Plan to the Organizational meeting (date TBD).

Mayor and Council discussed Goals and Objectives from the previous year. Mr. Stuart briefly talked about the plans of the Governing Body regarding the Goals and Objectives drafted previously which would be reviewed and reconciled and presented at the Organizational meeting that hopefully would be held by July 18, 2018. It was agreed by everyone to present a draft of an Improvement Plan by September 18, 2018.

Mr. Dodge recommended that the City make the statement of being a “business friendly” organization and work towards that objective, empowering Directors and their departments to reach that goal.

Further discussion took place of various ways for Directors to meet goals and objectives and how they could improve on reporting of progress made on monthly reports.

Councilor Howell stated that Mr. Dodge and Mr. Stuart had accomplished what they came to do and noted that the Governing Body was actually discussing internal issues.

Mayor Gurulé-Girón thanked Timothy Dodge and Greg Stuart for being there to guide the Governing Body and stated that the Governing Body’s best interest was to serve the constituency and that their goal was to resolve conflict and move the City forward. She thanked the Council, City Manager Gallegos and City Clerk Fresquez for attending the meeting.

Mr. Dodge stated that their intent was to take the information discussed today and create a simple improvement plan that would be available in document form for the Governing Body that should be used as a management tool.

ADJOURN

Councilor Ulibarri, Jr. made a motion to adjourn. Mayor Gurulé-Girón adopted motion to adjourn.

Meeting was adjourned at 5:40 p.m.

Mayor Tonita Gurulé-Girón

ATTEST:

Casandra Fresquez, City Clerk

CITY COUNCIL MEETING AGENDA REQUEST

DATE: *June 28, 2018*

DEPT: *Police*

MEETING DATE: *7/18/18*

ITEM/TOPIC: *Presentation on the Northeastern Regional Crisis & Treatment Center.*

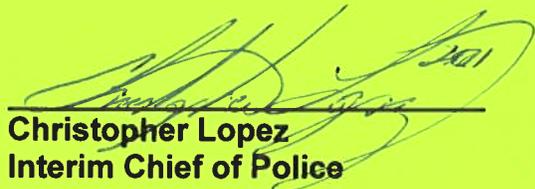
ACTION REQUESTED OF COUNCIL: *Funding/support*

BACKGROUND/RATIONALE: *Members of the MSG Local Behavioral Health Collaborative LC4 have been working on a plan for an inpatient treatment center that ties in to existing community resources. The plan is being finalized and the group would like to present it for input.*

STAFF RECOMMENDATION: *Support/Input/discussion of funding*

COMMITTEE RECOMMENDATION: *None*

THIS REQUEST FORM MUST BE SUBMITTED TO THE CITY CLERK'S OFFICE NO LATER THAN 5:00 P.M. ON FRIDAY ONE AND A HALF WEEKS PRIOR TO THE CITY COUNCIL MEETING.



Christopher Lopez
Interim Chief of Police

REVIEWED AND APPROVED BY:



TONITA GURULE-GIRON
MAYOR



ANN MARIE GALLEGOS
INTERIM CITY MANAGER

TANA VEGA
INTERIM FINANCE DIRECTOR
(PROCUREMENT)

CITY ATTORNEY
(ALL CONTRACTS, ORDINANCES
AND RESOLUTIONS MUST BE
REVIEWED)

**GENERAL FUND REVENUE COMPARISON
THRU JUNE 30, 2018 100% OF YEAR LAPSED (12 of 12 months)
FISCAL YEAR 2018**

	<u>Total Budget to Actual Comparison</u>					G (E/B) FY 2018 % REV
	A	B	C	D	E	
	FY 2017 BUDGET	FY 2018 BUDGET	FY 2018 YTD - BUDGET	FY 2017 YTD - ACTUAL	FY 2018 YTD - ACTUAL	
PROPERTY TAX	1,373,000	1,291,000	1,291,000	1,384,040	1,308,831	101%
GROSS RECEIPT TAX 1.225	3,550,000	3,550,000	3,550,000	3,450,931	3,368,145	95%
FRANCHISE TAX	800,000	775,000	775,000	776,759	658,781	85%
GROSS RECEIPT TAX .75	2,445,000	2,440,000	2,440,000	2,268,187	2,212,663	91%
1/8 INFRASTRUCTURE	351,000	360,000	360,000	364,816	385,877	98%
GRT .25 (JAN 2011)	697,000	725,000	725,000	982,914	1,088,596	137%
GRT -HOLD HARMLESS (JULY 2015)	(110,400)	(110,400)	-110,400	(110,400)	(101,200)	92%
LICENSE & FEES	70,500	61,000	61,000	49,782	101,337	150%
INTERGOVERNMENTAL	71,500	83,716	83,716	83,025	87,036	96%
LOCAL-FINES	62,000	77,000	77,000	80,604	58,462	70%
LOCAL-MISC	1,715,000	1,737,235	1,737,235	1,834,712	2,598,659	93%
TOTAL	11,024,600	10,989,551	10,989,551	11,165,370	11,767,186	97%

(License& Fees-Business Licenses, Liquor Licenses and Building Permits,Development Fees)
(Local Fines- Court Fines, Library Fines, Traffic Safety Fines)

**GENERAL FUND EXPENDITURE COMPARISON
THRU JUNE 30, 2018 100% OF YEAR LAPSED (12 of 12 months)
FISCAL YEAR 2018**

	<u>Total Budget to Actual Comparison</u>					H (E/B) % BDGT
	A	B	C	D	E	
	FY 2017 BUDGET	FY 2018 BUDGET	FY 2018 YTD - BUDGET	FY 2017 YTD - ACTUAL	FY 2018 YTD - ACTUAL	
JUDICIAL	307,959	307,959	307,959	283,074	282,448	82%
EXECUTIVE	397,968	397,969	397,969	351,594	354,880	81%
ADMINISTRATION	272,858	272,858	272,858	212,432	246,384	81%
CITY ATTORNEY	231,944	231,944	231,944	173,750	151,848	61%
PERSONNEL/HR	278,959	278,960	278,960	257,748	257,124	84%
FINANCE	452,392	452,393	452,393	495,864	423,633	84%
COMMUNITY DEV.	533,844	533,845	533,845	355,453	377,361	64%
POLICE	3,846,744	3,854,744	3,854,744	3,364,103	3,599,849	84%
CODE ENFORCEMENT	136,113	136,113	136,113	128,124	99,486	69%
ANIMAL SHELTER	135,490	135,490	135,490	93,586	134,551	91%
FIRE	1,257,365	1,257,365	1,257,365	1,053,176	1,160,823	82%
PUBLIC WORKS/AIRPORT	470,804	474,004	474,004	411,296	346,588	66%
PARKS	289,422	286,222	286,222	224,600	250,737	80%
AIRPORT	0	0	0	0	0	0%
LIBRARY	205,217	205,217	205,217	175,555	156,119	69%
MUSEUM	150,846	150,845	150,845	128,097	128,806	76%
GENERAL SERVICES	2,358,248	2,358,248	2,358,248	2,057,515	1,868,073	71%
SALARY CONTINGENCY	0	0	0	0	0	0%
TRANSFERS	740,703	719,667	719,667	729,667	719,667	91%
TOTAL	12,066,876	12,063,843	12,063,843	10,495,634	10,558,377	79%

**ENTERPRISE FUNDS-REVENUE COMPARISON
THRU JUNE,- 100% YEAR LAPSED (12 of 12 months)
FISCAL YEAR 2018**

<u>Total Budget to Actual Comparison</u>						
A	B	C	D	E	G	
	FY 2018	FY 2018	FY 2017	FY 2018	(E/B)	
	BUDGET	YTD - BUDGET	YTD - ACTUAL	YTD - ACTUAL	%	BUDGET
WASTE WATER (610)	2,859,638	2,866,100	3,194,429	3,002,811	105%	
NATURAL GAS (620)	5,237,000	5,236,000	4,977,851	5,063,106	97%	
SOLID WASTE (630)	3,404,700	3,419,400	3,788,436	3,476,583	102%	
WATER (640)	4,743,050	4,800,150	5,512,061	5,033,739	105%	
Total of Enterprise Funds	16,244,388	16,321,650	17,472,777	16,576,239	102%	

**ENTERPRISE FUNDS-EXPENDITURES COMPARISON
THRU JUNE,- 100% YEAR LAPSED (12 of 12 months)
FISCAL YEAR 2018**

<u>Total Budget to Actual Comparison</u>						
A	B	C	D	E	F	H
	FY 2018	FY 2018	FY 2017	FY 2018	FY 2018	(E/B)
	BUDGET	YTD - BUDGET	ACTUAL	YTD - ACTUAL	AVAIL. BAL.	%
WASTE WATER(610)	2,541,860	3,297,778	1,739,313	3,060,957	236,821	93%
NATURAL GAS (620)	5,938,026	5,938,908	3,693,079	4,665,772	1,273,136	79%
SOLID WASTE (630)	4,088,165	3,733,787	2,384,667	3,360,821	372,966	90%
WATER (640)	4,214,893	5,681,820	2,742,149	5,179,901	501,919	91%
Total of Enterprise Funds	16,782,944	18,652,293	10,559,208	16,267,451	2,384,842	87%

**Regular or Special
CITY COUNCIL MEETING AGENDA REQUEST**

DATE: 7/5/18

DEPT: City Clerk

MEETING DATE: 7/18/18

ITEM/TOPIC: Public Hearing and Approval/Disapproval of Liquor License Applications.

ACTION REQUESTED OF COUNCIL: Conduct a Public Hearing and Approval/Disapproval of Applications for a Transfer of Ownership by Allsup's Convenience Stores, Inc., DBA

Allsup's #271 – 113 S. Grand Avenue, Las Vegas, NM 87701 Liquor License No. 0123
Allsup's #21 – 423 Grand Avenue, Las Vegas, NM 87701 Liquor License No. 0757
Allsup's #80 – 1032 Grand Avenue, Las Vegas, NM 87701, Liquor License No. 0194
Allsup's #259 – 2603 Hot Springs Blvd., Las Vegas, NM 87701, Liquor License No. 0406

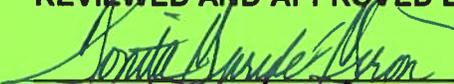
BACKGROUND/RATIONALE: The applicant is seeking a transfer of ownership for the above mentioned liquor license Allsup's locations. The applicant currently owns the licenses at these locations, but has had a change to the stockholders (ownership) of the company. All zoning and publication requirements have been met.

STAFF RECOMMENDATION: Approval

COMMITTEE RECOMMENDATION:

THIS REQUEST FORM MUST BE SUBMITTED TO THE CITY CLERK'S OFFICE NO LATER THAN 5:00 P.M. ON FRIDAY ONE AND A HALF WEEKS PRIOR TO THE CITY COUNCIL MEETING.

REVIEWED AND APPROVED BY:


TONITA GURULE-GIRON
MAYOR


ANN MARIE GALLEGOS
INTERIM CITY MANAGER


SUBMITTER'S SIGNATURE

TANA VEGA
INTERIM FINANCE DIRECTOR
(PROCUREMENT)

CITY ATTORNEY
(ALL CONTRACTS, ORDINANCES
AND RESOLUTIONS MUST BE
REVIEWED)

City Clerk's Office

NOTICE OF PUBLIC HEARING

Notice is hereby given that the City Council of the City of Las Vegas, New Mexico will conduct a public hearing on Wednesday July 18, 2018 at 6:00 p.m. in the City Chambers, 1700 N. Grand Avenue. The City Council will hear any and all protests and determine whether to approve or disapprove an application for a Transfer of Ownership submitted by Allsup's Convenience Stores, Inc., for the following addresses; Liquor License No.0123, DBA Allsup's #271, 113 S. Grand Avenue, Liquor License No. 0757, DBA Allsup's #21, 423 Grand Avenue, Liquor License No. 0194, DBA Allsup's #80, 1032 Grand Avenue, and Liquor License No. 0406, DBA Allsup's #259, 2603 Hot Springs Blvd., Las Vegas, New Mexico 87701. The hearing is open to the public. Protests and/or comments may be filed with the City Clerk, 1700 N. Grand Avenue, prior to the hearing.

Casandra Fresquez, City Clerk

Publish: Las Vegas Daily Optic Friday June 22, 2018 and Wednesday July 11, 2018

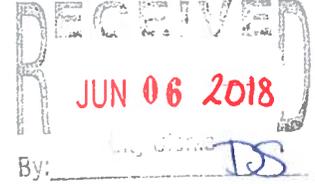


New Mexico Regulation and Licensing Department
ALCOHOL AND GAMING DIVISION

Toney Anaya Building • 2550 Cerrillos Road • Santa Fe, New Mexico 87504
P.O. Box 25101 • Santa Fe, New Mexico 87504-5101
(505) 476-4875 • Fax (505) 476-4595 • www.rld.state.nm.us/alcoholandgaming

June 4, 2018

Certified Mail No.: 9171 9690 0935 0155 1936 78



Susana Martinez
GOVERNOR

Casandra Fresquez
City Clerk
1700 N. Grand Avenue
Las Vegas, NM 87701

Re: Lic. No. /Appl. No.: License No. 0123 / Appl. No. 1086888
Name of Applicant: Allsup's Convenience Stores, Inc.
Doing Business As: Allsup's #271
Proposed Location: 113 S. Grand Avenue
Las Vegas, NM 87701

ATTENTION: Department or person responsible for conducting or preparing
the public hearing for liquor license transfers or issuance of new liquor
licenses.

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.

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

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 FOR LIQUOR LICENSE NO. 0123. THE APPLICANT CURRENTLY OWNES THIS LICENSE AT THIS LOCATION BUT HAS HAD A CHANGE TO THE STOCKHOLDERS (OWNERSHIP) OF THE COMPANY.

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*).

Sincerely,



Rose L. Garcia
Hearing Officer
NM Regulation & Licensing Dept.
Alcohol & Gaming Division
Phone: 505-476-4552
Fax: 505-476-4595
Email: rosel.garcia@state.nm.us

Enclosures:

1. Original Page 1 of the Application (must be signed and returned).
2. Copy of Page 2 of the Application



RECEIVED

AGD Stamp
MAR 13 2018

New Mexico Regulation and Licensing Department | Alcohol and Gaming Division | Page 1
PO Box 25101 Santa Fe, NM 87504-5101 | Phone: (505) 476-4875 Fax: (505) 476-4595

ALCOHOL & GAMING DIVISION

AGD USE ONLY: Payment | Application Fee \$ 10- Received on: 3-14-18 Receipt No. 3059072

Application Number: 1086888 Local Option District: _____

TRANSFER OF DISPENSER-TYPE LIQUOR LICENSE APPLICATION

\$200.00 Application Fee, non-refundable.

License No. 0123 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: Allsup's Convenience Stores, Inc.

Current D/B/A Name: Allsup's #271

Current Premises Address: 113 S Grand Ave

Current LOD: Las Vegas 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

PO Box 1907 Clovis, New Mexico 88102-1907

D/B/A Name to be used: Allsup's #271 Business Phone #: 505-425-6399

Email Address (required): acsinc@allsup.com

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

113 S Grand Ave

Las Vegas, NM 87701 County of: San Miguel

Mailing Address: PO Box 1907 Clovis, New Mexico 88102-1907

Are alcoholic beverages currently being dispensed at the proposed location? Yes No If Yes, License # / Type: 0123

Agent/Contact Person: Linda Aikin Phone#: 505-982-6224 Email: lla@cybermesa.com

I, (print name) Teddy Hartley, as (title) Vice President

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:

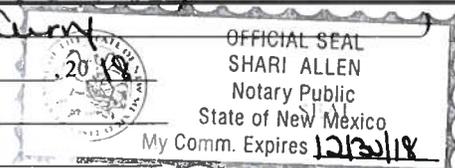
Signature of Applicant: Teddy Hartley Date: 3/9/18

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

SUBSCRIBED AND SWORN TO before me this 9 day of March

By: Teddy Hartley Notary Public: Shari Allen

My Commission Expires: 12/31/18



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

Public Hearing held on _____, 20____. Check one: Approved Disapproved

Signature and Title of City/County Official: _____

FOR ALCOHOL AND GAMING DIVISION USE ONLY: Approved Disapproved

Signed by Director: _____ Date: _____



MEMORANDUM

TO: Casandra Fresquez, City Clerk

FROM: 
Maria D. Perea, P&Z Coordinator

THRU: 
Virginia Marrujo, Interim CD Director

DATE: July 9, 2018

SUBJECT: Application for a Transfer of Ownership of Liquor License No. 0123 - Allsup's Convenience Store #271

Please be advised that we have reviewed the request submitted by Allsup's Convenience Store #271, 113 South Grand Avenue, Las Vegas, New Mexico for a transfer of ownership of Liquor License No. 0123. Our findings are as follows:

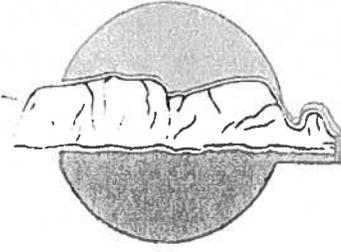
- The property known as 113 South Grand Avenue is zoned as a C-3 (General Commercial Zone) and as per §450-126. C-3 General Commercial Zone B. (3) Eating and drinking places, including bars, drive-in restaurants and cocktail lounges are permitted uses. This zone also allows for the retail sale of packaged alcoholic beverages for off the premises consumption.
- Our Lady of Sorrows Church located at 403 Valencia Street, is the nearest church to the proposed location and is approximately four thousand two hundred and sixty-five feet (4,265') from 113 South Grand Avenue.
- West Las Vegas Middle School located at 1024 South Pacific Street is the nearest school to the proposed location and is approximately two thousand one hundred and eighty-seven feet (2,187') from 113 South Grand Avenue.
- The nearest military installation is Kirtland Air Force Base, Albuquerque, NM and is approximately one hundred twenty-six (126) miles from 113 South Grand Avenue.

I have attached a portion of the Zoning Map with the approximate location of 113 South Grand Avenue highlighted and an aerial map of the area showing the locations noted above.

If you have any questions, please contact me at Ext. 3279.

Attachments: 2

XC: Anne Marie Gallegos, Interim City Manager
David Silva, Acting City Attorney
Christopher Lopez, Interim Chief of Police
Research File

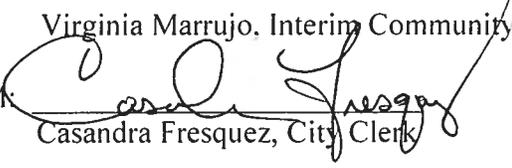


Mayor Tonita Gurulé-Girón

*Recd
6-11-18*

MEMORANDUM

TO: Virginia Marrujo, Interim Community Development Director

FROM: 
Casandra Fresquez, City Clerk

DATE: June 8, 2018

RE: Application for a Transfer of Ownership for Liquor License No. 0123.

Enclosed is a copy of the application for an Application for a Transfer of Ownership by Allsup's Convenience Stores, Inc., DBA Allsup's #271, 113 S. Grand Avenue, Las Vegas, New Mexico, License No.0123.

This information is being submitted to your office for review and to verify that the information contained in page 2 of the application is correct and in compliance with the distance requirements to the nearest church, school and military installation as mandated in the New Mexico State Statutes. Further, I would like to ensure that the area is zoned to allow such an establishment. Please submit to this office written confirmation as to whether or not the location proposed for use of the license meets those requirements.

By copy of this memorandum, I am also notifying Interim Police Chief Christopher Lopez of this application for his input, if any.

The Las Vegas City Council will hold a public hearing regarding the above application on July 18, 2018 at 6:00 p.m. and will require the information prior to the meeting.

Should you have any questions, please do not hesitate to contact me. Thank you in advance for your assistance.

Enclosures:

- xc: Maria Perea, CAD Technician
- Ann Marie Gallegos, Interim City Manager
- David Silva, Acting City Attorney
- Christopher Lopez, Interim Chief of Police

RA

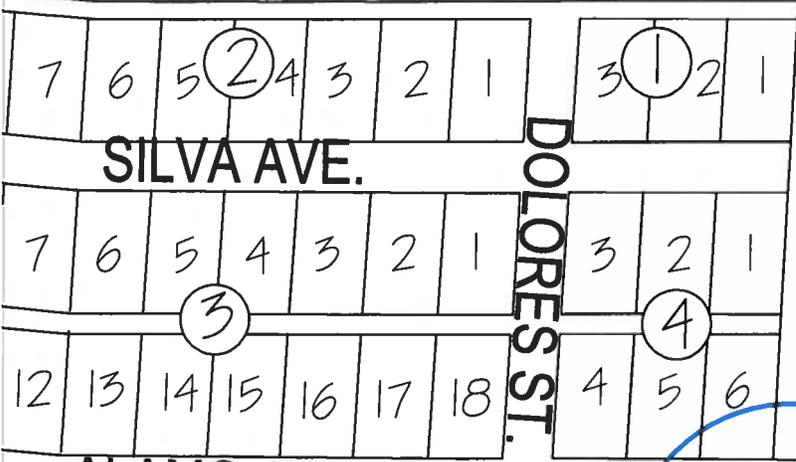
04-20

R3
77-26

R3
05-04

RIVER

RA



C3

R3
33-3

Allsup's # 271
113 S. Grand Avenue

HIGHWAY 85

1. West Las Vegas Middle School, 1024 S. Pacific Street, Las Vegas, NM 87701 - - App. 2,187 feet from 113 S. Grand Avenue
2. Our Lady of Sorrows Church, 403 Valencia Street, Las Vegas, NM 87701 - - App. 4,265 feet from 113 S. Grand Avenue
3. Kirtland Air Force Base, Albuquerque, NM - - App. 126 miles from 113 S. Grand Avenue



Google Earth



New Mexico Regulation and Licensing Department
ALCOHOL AND GAMING DIVISION

Toney Anaya Building • 2550 Cerrillos Road • Santa Fe, New Mexico 87504
P.O. Box 25101 • Santa Fe, New Mexico 87504-5101
(505) 476-4875 • Fax (505) 476-4595 • www.rld.state.nm.us/alcoholandgaming

June 4, 2018

Susana Martinez
GOVERNOR

Certified Mail No.: 7018 0680 0001 6409 9887

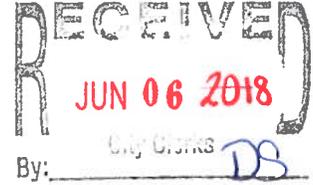
Robert "Mike" Unthank
SUPERINTENDENT

City of Las Vegas
Casandra Fresquez
City Clerk
1700 N. Grand Avenue
Las Vegas, NM 87701

Pat McMurray
DEPUTY
SUPERINTENDENT

Claudia Armijo
DEPUTY GENERAL
COUNSEL

Debra Lopez
DEPUTY DIRECTOR



Re: Lic. No. /Appl. No.: License No. 0757/ Appl. No. 984220
Name of Applicant: Allsup's Convenience Stores, Inc.
Doing Business As: Allsup's #21
Proposed Location: 423 Grand Avenue
Las Vegas, NM 87701

ATTENTION: Department or person responsible for conducting or preparing
the public hearing for liquor license transfers or issuance of new liquor
licenses.

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.

- 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

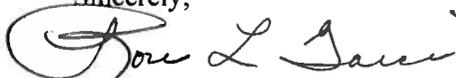
The governing body is required to send notice by certified mail to the Applicant of the date, time, and place of the Public Hearing. The governing body may designate a Hearing Officer to conduct the hearing. **A record shall be made** of the hearing.

THE APPLICANT IS SEEKING A TRANSFER OF OWNERSHIP FOR LIQUOR LICENSE NO. 0757. THE APPLICANT CURRENTLY OWNES THIS LICENSE AT THIS LOCATION BUT HAS HAD A CHANGE TO THE STOCKHOLDERS (OWNERSHIP) OF THE COMPANY.

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*).

Sincerely,



Rose L. Garcia
Hearing Officer
NM Regulation & Licensing Dept.
Alcohol & Gaming Division
Phone: 505-476-4552
Fax: 505-476-4595
Email: rosel.garcia@state.nm.us

Enclosures:

1. Original Page 1 of the Application **(must be signed and returned)**.
2. Copy of Page 2 of the Application



RECEIVED

New Mexico Regulation and Licensing Department | Alcohol and Gaming Division | Page 1
PO Box 25101 Santa Fe, NM 87504-5101 | Phone: (505) 476-4875 Fax: (505) 476-4595

APR 13 2018
8059072

AGD USE ONLY: Payment| Application Fee \$ 10- Received on: 3-14-18 Receipt No. ALCOHOL & GAMING DIVISION

* Application Number: 984220 Local Option District: _____

TRANSFER OF DISPENSER-TYPE LIQUOR LICENSE APPLICATION

\$200.00 Application Fee, non-refundable.

License No. 757 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: Allsup's Convenience Stores, Inc.

Current D/B/A Name: Allsup's #21

Current Premises Address: 423 Grand Avenue

Current LOD: San Miguel County 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

PO Box 1907 Clovis, New Mexico 88102-1907

D/B/A Name to be used: Allsup's #21 Business Phone #: 575-425-2608

Email Address (required): acsinc@allsups.com

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

423 Grand Avenue

Las Vegas, NM 87701 County of: San Miguel

Mailing Address: PO Box 1907 Clovis, New Mexico 88102-1907

Are alcoholic beverages currently being dispensed at the proposed location? Yes No If Yes, License # / Type: 757

Agent/Contact Person: Linda Aikin Phone#: 505-982-6224 Email: lla@cybermesa.com

I, (print name) Teddy Hartley, as (title) Vice President
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

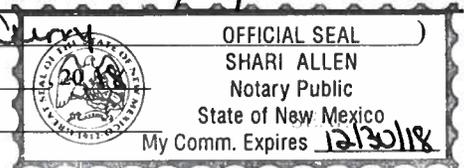
Signature of Applicant: [Signature] Date: 3/9/18

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

SUBSCRIBED AND SWORN TO before me this 9 day of March

By: Teddy Hartley Notary Public: Shari Allen

My Commission Expires: 12/30/18



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

Public Hearing held on _____, 20____. Check one: Approved Disapproved

Signature and Title of City/County Official: _____

FOR ALCOHOL AND GAMING DIVISION USE ONLY: Approved Disapproved

Signed by Director: _____ Date: _____



MEMORANDUM

TO: Casandra Fresquez, City Clerk

FROM: 
Maria D. Perea, P&Z Coordinator

THRU: 
Virginia Marrujo, Interim CD Director

DATE: July 9, 2018

SUBJECT: Application for a Transfer of Ownership of Liquor License No. 0757 - Allsup's Convenience Store #21

Please be advised that we have reviewed the request submitted by Allsup's Convenience Store #21, 423 Grand Avenue, Las Vegas, New Mexico for a transfer of ownership of Liquor License No. 0757. Our findings are as follows:

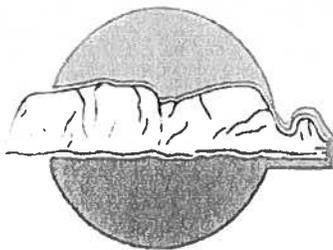
- The property known as 423 Grand Avenue is zoned as a C-2 (Central Business District) and as per §450-125. C-2 Central Business District B. (3) Eating and drinking places, including bars, restaurants and cocktail lounges are permitted uses. This zone also allows for the retail sale of packaged alcoholic beverages for off the premises consumption. This property is within a Cultural Historic Overlay.
- Immaculate Conception Church located at 811 Sixth Street, is the nearest church to the proposed location and is approximately one thousand five hundred and sixteen feet (1,516') from 423 Grand Avenue.
- New Mexico Highlands University Administration Bldg. located at 801 National Avenue the nearest school to the proposed location and is approximately one thousand five hundred and ten feet (1,510') from 423 Grand Avenue.
- The nearest military installation is Kirtland Air force Base, Albuquerque, NM and is approximately one hundred twenty-seven (127) miles from 423 Grand Avenue.

I have attached a portion of the Zoning Map with the approximate location of 423 Grand Avenue highlighted and an aerial map of the area showing the locations noted above.

If you have any questions, please contact me at Ext. 3279.

Attachments: 2

XC: Anne Marie Gallegos, Interim City Manager
David Silva, Acting City Attorney
Christopher Lopez, Interim Chief of Police
Research File



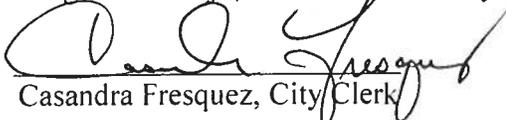
CITY OF LAS VEGAS
1700 N. GRAND AVE. LAS VEGAS, NEW MEXICO 87701
505-454-1401 FAX: 505-425-7335

Mayor Tonita Gurulé-Girón

MEMORANDUM

TO: Virginia Marrujo, Interim Community Development Director

FROM:


Casandra Fresquez, City Clerk

DATE: June 8, 2018

RE: Application for a Transfer of Ownership for Liquor License No. 0757.

Enclosed is a copy of the application for an Application for a Transfer of Ownership by Allsup's Convenience Stores, Inc., DBA Allsup's #21, 423 Grand Avenue, Las Vegas, New Mexico, License No.0757.

This information is being submitted to your office for review and to verify that the information contained in page 2 of the application is correct and in compliance with the distance requirements to the nearest church, school and military installation as mandated in the New Mexico State Statutes. Further, I would like to ensure that the area is zoned to allow such an establishment. Please submit to this office written confirmation as to whether or not the location proposed for use of the license meets those requirements.

By copy of this memorandum, I am also notifying Interim Police Chief Christopher Lopez of this application for his input, if any.

The Las Vegas City Council will hold a public hearing regarding the above application on July 18, 2018 at 6:00 p.m. and will require the information prior to the meeting.

Should you have any questions, please do not hesitate to contact me. Thank you in advance for your assistance.

Enclosures:

xc: Maria Perea, CAD Technician
Ann Marie Gallegos, Interim City Manager
David Silva, Acting City Attorney
Christopher Lopez, Interim Chief of Police

DOUGLAS AVENUE CH C2 18-3

EIGHTH STREET
SEVENTH STREET
EIGHTH AVENUE

CH C2

CH/R-2
02-10

LINCOLN PARK
CH R2

CH
C2

CH C1
71-19

R2
05-19

R1
99-26

R-2
10-26

R3
05-20

R3
77-28

R-3
11-13

GRAND

EAST L

RAILROAD

CH M7

EAST JA

Allsup's # 21
423 Grand Avenue

86-13

24

13

24

13

18

24

12

4

12

12

19

1

6

26

18

28

18

17

30

16

15

30

01

2

6

7

8

9

00

GRAND AVENUE

1. NM Highlands University Admin Bldg, 801 National Avenue, Las Vegas, NM 87701 - - App. 1,510 feet from 423 Grand Avenue
2. Immaculate Conception Church, 811 - 6th Street, Las Vegas, NM 87701 - - App. 1,516 feet from 423 Grand Avenue
3. Kirtland Air Force Base, Albuquerque, NM - - App. 127 miles from 423 Grand Avenue





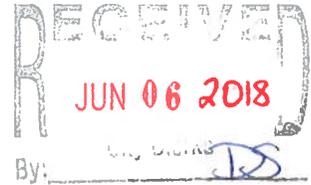
New Mexico Regulation and Licensing Department
ALCOHOL AND GAMING DIVISION

Toney Anaya Building • 2550 Cerrillos Road • Santa Fe, New Mexico 87504
P.O. Box 25101 • Santa Fe, New Mexico 87504-5101
(505) 476-4875 • Fax (505) 476-4595 • www.rld.state.nm.us/alcoholandgaming

June 4, 2018

Susana Martinez
GOVERNOR

Certified Mail No.: 9171 9690 0935 0155 1936 61



Robert "Mike" Unthank
SUPERINTENDENT

Cassandra Fresquez
City Clerk
1700 N. Grand Avenue
Las Vegas, NM 87701

Pat McMurray
DEPUTY
SUPERINTENDENT

Claudia Armijo
DEPUTY GENERAL
COUNSEL

Debra Lopez
DEPUTY DIRECTOR

Re: Lic. No. /Appl. No.: License No. 0194/ Appl. No. 108694
Name of Applicant: Allsup's Convenience Stores, Inc.
Doing Business As: Allsup's #80
Proposed Location: 1032 Grand Avenue
Las Vegas, NM 87701

ATTENTION: Department or person responsible for conducting or preparing the public hearing for liquor license transfers or issuance of new liquor licenses.

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.**

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

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 FOR LIQUOR LICENSE NO. 0194. THE APPLICANT CURRENTLY OWNES THIS LICENSE AT THIS LOCATION BUT HAS HAD A CHANGE TO THE STOCKHOLDERS (OWNERSHIP) OF THE COMPANY.

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*).

Sincerely,



Rose L. Garcia
Hearing Officer
NM Regulation & Licensing Dept.
Alcohol & Gaming Division
Phone: 505-476-4552
Fax: 505-476-4595
Email: rosel.garcia@state.nm.us

Enclosures:

1. Original Page 1 of the Application **(must be signed and returned)**.
2. Copy of Page 2 of the Application



RECEIVED

MAR 13 2018

AGD USE ONLY: Payment| Application Fee \$ 10- Received on: 3-14-18 Receipt No. 2059072

Application Number: 1084894 Local Option District: _____

TRANSFER OF DISPENSER-TYPE LIQUOR LICENSE APPLICATION

\$200.00 Application Fee, non-refundable.

License No. 0194 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: Allsup's Convenience Stores, Inc.

Current D/B/A Name: Allsup's #80

Current Premises Address: 1032 Grand Avenue

Current LOD: Las Vegas 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

PO Box 1907 Clovis, New Mexico 88102-1907

D/B/A Name to be used: Allsup's #80 Business Phone #: 505-454-1610

Email Address (required): acsinc@allsups.com

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

1032 Grand Avenue

Las Vegas, NM 87701 County of: San Miguel

Mailing Address: PO Box 1907 Clovis, New Mexico 88102-1907

Are alcoholic beverages currently being dispensed at the proposed location? Yes No If Yes, License # / Type: 0194

Agent/Contact Person: Linda Aikin Phone#: 505-982-6224 Email: lla@cybermesa.com

I, (print name) Teddy Hartley, as (title) Vice President

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:

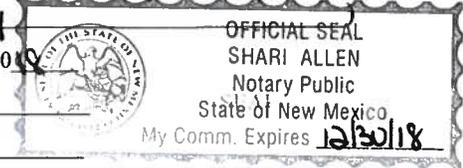
Signature of Applicant: [Signature] Date: 3/9/18

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

SUBSCRIBED AND SWORN TO before me this 9 day of March, 2018

By: Teddy Hartley Notary Public: Shari Allen

My Commission Expires: 12/30/18



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

Public Hearing held on _____, 20____. Check one: Approved Disapproved

Signature and Title of City/County Official: _____

FOR ALCOHOL AND GAMING DIVISION USE ONLY: Approved Disapproved

Signed by Director: _____ Date: _____



MEMORANDUM

TO: Casandra Fresquez, City Clerk

FROM: 
Maria D. Perea, P&Z Coordinator

THRU: 
Virginia Marrujo, Interim CD Director

DATE: July 9, 2018

SUBJECT: Application for a Transfer of Ownership of Liquor License No. 0194 - Allsup's Convenience Store # 80

Please be advised that we have reviewed the request submitted by Allsup's Convenience Store # 80, 1032 Grand Avenue, Las Vegas, New Mexico for a transfer of ownership of Liquor License No. 0194. Our findings are as follows:

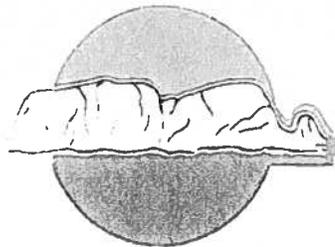
- The property known as 1032 Grand Avenue is zoned as a C-3 (General Commercial Zone) and as per §450-126. C-3 General Commercial Zone B. (3) Eating and drinking places, including bars, drive-in restaurants and cocktail lounges are permitted uses. This zone also allows for the retail sale of packaged alcoholic beverages for off the premises consumption.
- Immaculate Conception Church located at 811 Sixth Street, is the nearest church to the proposed location and is approximately two thousand three hundred and twenty-one feet (2,321') from 1032 Grand Avenue.
- Robertson High School located at 1236 Fifth Street is the nearest school to the proposed location and is approximately two thousand one hundred and ninety-eight feet (2,198') from 1032 Grand Avenue.
- The nearest military installation is Kirtland Air force Base, Albuquerque, NM and is approximately one hundred twenty-eight (128) miles from 1032 Grand Avenue.

I have attached a portion of the Zoning Map with the approximate location of 1032 Grand Avenue highlighted and an aerial map of the area showing the locations noted above.

If you have any questions, please contact me at Ext. 3279.

Attachments: 2

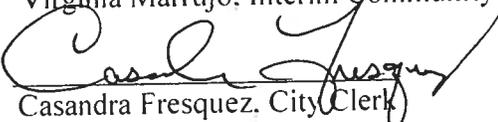
XC: Anne Marie Gallegos, Interim City Manager
David Silva, Acting City Attorney
Christopher Lopez, Interim Chief of Police
Research File



Mayor Tonita Gurulé-Girón

MEMORANDUM

TO: Virginia Marrujo, Interim Community Development Director

FROM: 
Casandra Fresquez, City Clerk

DATE: June 8, 2018

RE: Application for a Transfer of Ownership for Liquor License No. 0194.

Enclosed is a copy of the application for an Application for a Transfer of Ownership by Allsup's Convenience Stores, Inc., DBA Allsup's #80, 1032 Grand Avenue, Las Vegas, New Mexico, License No.0194.

This information is being submitted to your office for review and to verify that the information contained in page 2 of the application is correct and in compliance with the distance requirements to the nearest church, school and military installation as mandated in the New Mexico State Statutes. Further, I would like to ensure that the area is zoned to allow such an establishment. Please submit to this office written confirmation as to whether or not the location proposed for use of the license meets those requirements.

By copy of this memorandum, I am also notifying Interim Police Chief Christopher Lopez of this application for his input, if any.

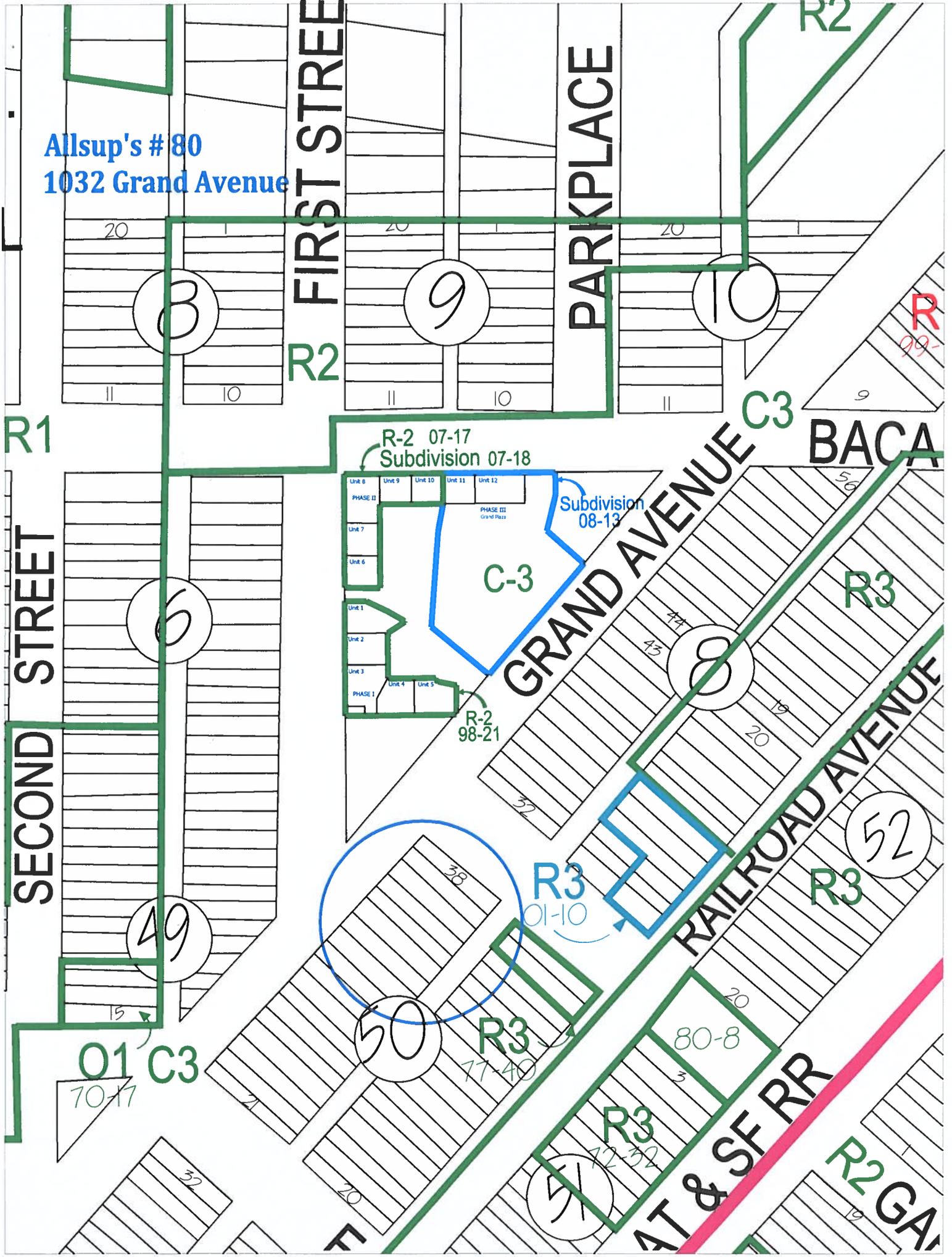
The Las Vegas City Council will hold a public hearing regarding the above application on July 18, 2018 at 6:00 p.m. and will require the information prior to the meeting.

Should you have any questions, please do not hesitate to contact me. Thank you in advance for your assistance.

Enclosures:

xc: Maria Perea, CAD Technician
Ann Marie Gallegos, Interim City Manager
David Silva, Acting City Attorney
Christopher Lopez, Interim Chief of Police

Allsup's # 80
1032 Grand Avenue



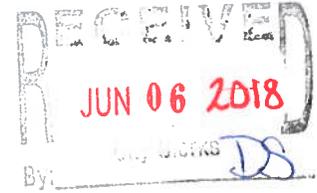


New Mexico Regulation and Licensing Department
ALCOHOL AND GAMING DIVISION

Toney Anaya Building ▪ 2550 Cerrillos Road ▪ Santa Fe, New Mexico 87504
P.O. Box 25101 ▪ Santa Fe, New Mexico 87504-5101
(505) 476-4875 ▪ Fax (505) 476-4595 ▪ www.rld.state.nm.us/alcoholandgaming

June 4, 2018

Certified Mail No.: 9171 9690 0935 0155 1936 54



Susana Martinez
GOVERNOR

Casandra Fresquez
City Clerk
1700 N. Grand Avenue
Las Vegas, NM 87701

Robert "Mike" Unthank
SUPERINTENDENT

Pat McMurray
DEPUTY
SUPERINTENDENT

Claudia Armijo
DEPUTY GENERAL
COUNSEL

Debra Lopez
DEPUTY DIRECTOR

Re: **Lic. No. /Appl. No.:** License No. 0406 / Appl. No. 1086909
Name of Applicant: Allsup's Convenience Stores, Inc.
Doing Business As: Allsup's #259
Proposed Location: 2603 Hot Springs Blvd.
Las Vegas, NM 87701

ATTENTION: Department or person responsible for conducting or preparing the public hearing for liquor license transfers or issuance of new liquor licenses.

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.**

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

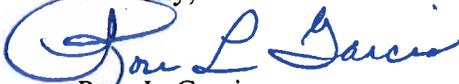
The governing body is required to send notice by certified mail to the Applicant of the date, time, and place of the Public Hearing. The governing body may designate a Hearing Officer to conduct the hearing. **A record shall be made** of the hearing.

THE APPLICANT IS SEEKING A TRANSFER OF OWNERSHIP FOR LIQUOR LICENSE NO. 0406. THE APPLICANT CURRENTLY OWNES THIS LICENSE AT THIS LOCATION BUT HAS HAD A CHANGE TO THE STOCKHOLDERS (OWNERSHIP) OF THE COMPANY.

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*).

Sincerely,



Rose L. Garcia
Hearing Officer
NM Regulation & Licensing Dept.
Alcohol & Gaming Division
Phone: 505-476-4552
Fax: 505-476-4595
Email: rosel.garcia@state.nm.us

Enclosures:

1. Original Page 1 of the Application **(must be signed and returned)**.
2. Copy of Page 2 of the Application



RECEIVED

New Mexico Regulation and Licensing Department | Alcohol and Gaming Division
PO Box 25101 Santa Fe, NM 87504-5101 | Phone: (505) 476-4875 Fax: (505) 476-4595

Page 1 Revised 11/13/2018
2059072

AGD USE ONLY: Payment| Application Fee \$ 10- Received on: 3-14-18 Receipt No. ALCOHOL & GAMING DIVISION

Application Number: 1086909 Local Option District: _____

TRANSFER OF DISPENSER-TYPE LIQUOR LICENSE APPLICATION

\$200.00 Application Fee, non-refundable.

License No. 0406 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: Allsup's Convenience Stores, Inc.

Current D/B/A Name: Allsup's #259

Current Premises Address: 2603 Hot Springs Blvd

Current LOD: Las Vegas 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

PO Box 1907 Clovis, New Mexico 88102-1907

D/B/A Name to be used: Allsup's #259 Business Phone #: 505-425-6099

Email Address (required): accinc@allsup.com

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

2603 Hot Springs Blvd

Las Vegas, NM 87701 County of: San Miguel

Mailing Address: PO Box 1907 Clovis, New Mexico 88102-1907

Are alcoholic beverages currently being dispensed at the proposed location? Yes No If Yes, License # / Type: 0406

Agent/Contact Person: Linda Aikin Phone#: 505-982-6224 Email: lla@cybermesa.com

I, (print name) Teddy Hartley, as (title) Vice President

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.

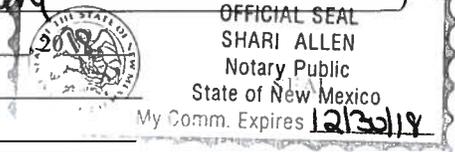
Sign before a Notary Public: Signature of Applicant: Teddy Hartley Date: 3/9/18

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

SUBSCRIBED AND SWORN TO before me this 9 day of March

By: Teddy Hartley Notary Public: Shari Allen

My Commission Expires: 12/30/18 My Comm. Expires 12/30/18



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

Public Hearing held on _____, 20____. Check one: Approved Disapproved

Signature and Title of City/County Official: _____

FOR ALCOHOL AND GAMING DIVISION USE ONLY: Approved Disapproved

Signed by Director: _____ Date: _____



MEMORANDUM

TO: Casandra Fresquez, City Clerk

FROM: 
Maria D. Perea, P&Z Coordinator

THRU: 
Virginia Marrujo, Interim CD Director

DATE: July 9, 2018

SUBJECT: Application for a Transfer of Ownership of Liquor License No. 0406 - Allsup's Convenience Store #259

Please be advised that we have reviewed the request submitted by Allsup's Convenience Store #259, 2603 Hot Springs Blvd., Las Vegas, New Mexico for a transfer of ownership of Liquor License No. 0406. Our findings are as follows:

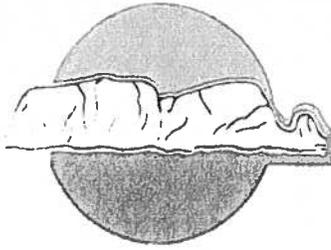
- The property known as 2603 Hot Springs Blvd. is zoned as a C-3 (General Commercial Zone) and as per §450-126. C-3 General Commercial Zone B. (3) Eating and drinking places, including bars, drive-in restaurants and cocktail lounges are permitted uses. This zone also allows for the retail sale of packaged alcoholic beverages for off the premises consumption.
- Our Lady of Sorrows Church located at 403 Valencia Street, is the nearest church to the proposed location and is approximately three thousand one hundred and ninety-eight feet (3,198') from 2603 Hot Springs Blvd.
- Armijo Elementary School located at 2730 Romero Street is the nearest school to the proposed location and is approximately one thousand three hundred and two feet (1,302') from 2603 Hot Springs Blvd.
- The nearest military installation is Kirtland Air force Base, Albuquerque, NM and is approximately one hundred twenty-eight (128) miles from 2603 Hot Springs Blvd.

I have attached a portion of the Zoning Map with the approximate location of 2603 Hot Springs Blvd. highlighted and an aerial map of the area showing the locations noted above.

If you have any questions, please contact me at Ext. 3279.

Attachments: 2

XC: Anne Marie Gallegos, Interim City Manager
David Silva, Acting City Attorney
Christopher Lopez, Interim Chief of Police
Research File

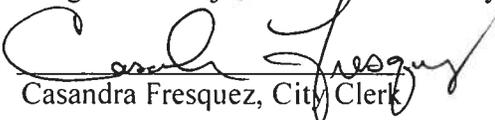


CITY OF LAS VEGAS
1700 N. GRAND AVE. LAS VEGAS, NEW MEXICO 87701
505-454-1401 FAX: 505-425-7335

Mayor Tonita Gurulé-Girón

MEMORANDUM

TO: Virginia Marrujo, Interim Community Development Director

FROM: 
Casandra Fresquez, City Clerk

DATE: June 8, 2018

RE: Application for a Transfer of Ownership for Liquor License No. 0406.

Enclosed is a copy of the application for an Application for a Transfer of Ownership by Allsup's Convenience Stores, Inc., DBA Allsup's #259, 2603 Hot Springs Blvd., Las Vegas, New Mexico, License No.0406.

This information is being submitted to your office for review and to verify that the information contained in page 2 of the application is correct and in compliance with the distance requirements to the nearest church, school and military installation as mandated in the New Mexico State Statutes. Further, I would like to ensure that the area is zoned to allow such an establishment. Please submit to this office written confirmation as to whether or not the location proposed for use of the license meets those requirements.

By copy of this memorandum, I am also notifying Interim Police Chief Christopher Lopez of this application for his input, if any.

The Las Vegas City Council will hold a public hearing regarding the above application on July 18, 2018 at 6:00 p.m. and will require the information prior to the meeting.

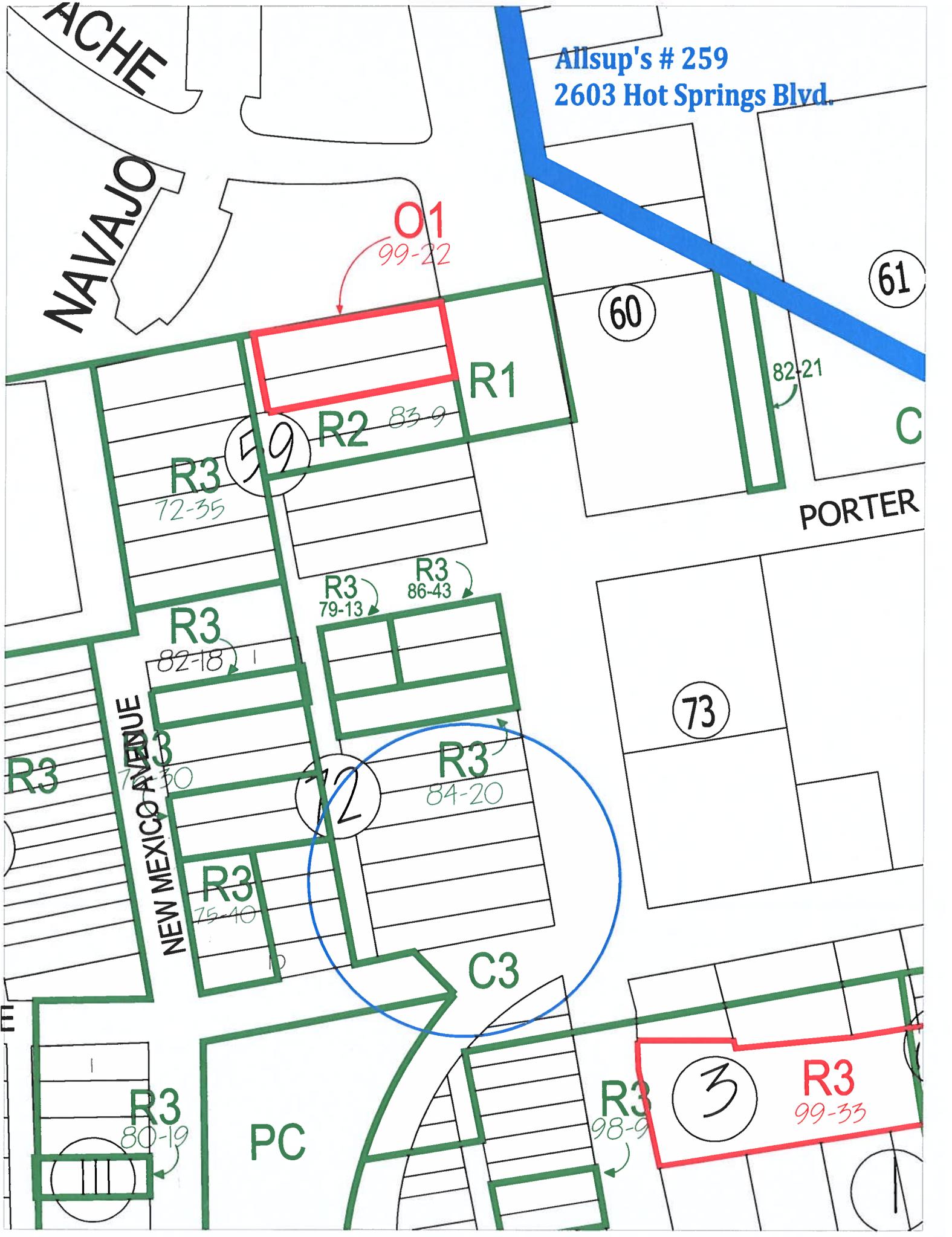
Should you have any questions, please do not hesitate to contact me. Thank you in advance for your assistance.

Enclosures:

xc: Maria Perea, CAD Technician
Ann Marie Gallegos, Interim City Manager
David Silva, Acting City Attorney
Christopher Lopez, Interim Chief of Police

ACHE
NAVAJO

Allsup's # 259
2603 Hot Springs Blvd.



01
99-22

R1

R2 83-9

R3

72-35

59

R3

82-18

R3

79-13

R3

86-43

R3

84-20

72

R3

75-40

NEW MEXICO AVENUE

R3

80-19

PC

60

61

82-21

C

PORTER

73

C3

R3

98-9

3

R3

99-33

CITY COUNCIL MEETING AGENDA REQUEST

DATE: 07/3/18

DEPT: Police

MEETING DATE: 07/18/18

ITEM/TOPIC: Approval/Disapproval to accept JAG Funding from the Department of Justice for the Las Vegas Police Department and San Miguel County Sheriff's Office to purchase supplies.

ACTION REQUESTED OF COUNCIL: *Approval/Disapproval to accept funds.*

BACKGROUND/RATIONALE: The Las Vegas Police Department respectfully requests permission to accept funding through the Department of Justice to purchase supplies for the Las Vegas City Police Department and the San Miguel County Sheriff's Office.

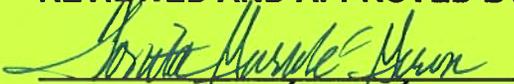
STAFF RECOMMENDATION: Requesting approval to accept funding through the Justice Assistance Grant.

COMMITTEE RECOMMENDATION:

THIS REQUEST FORM MUST BE SUBMITTED TO THE CITY CLERK'S OFFICE NO LATER THAN 5:00 P.M. ON FRIDAY ONE AND A HALF WEEKS PRIOR TO THE CITY COUNCIL MEETING.


INTERIM CHIEF CHRIS LOPEZ

REVIEWED AND APPROVED BY:


TONITA GURULÉ-GIRON
MAYOR

TANA VEGA
INTERIM FINANCE DIRECTOR
(PROCUREMENT)


ANN MARIE GALLEGOS
INTERIM CITY MANAGER

PURCHASING AGENT
(FOR BID/RFP AWARD)

DANIELLE SMITH
INTERIM CITY ATTORNEY
(ALL CONTRACTS MUST BE REVIEWED)



U.S. Department of Justice
Office of Justice Programs

Office of the Assistant Attorney General

Washington, D.C. 20531

June 26, 2018

Chief Juan F. Montano
City of Las Vegas
318 Moreno Street
Las Vegas, NM 87701

Dear Chief Montano:

On behalf of Attorney General Jefferson Sessions III, it is my pleasure to inform you that the Office of Justice Programs has approved your application for funding under the FY 17 Edward Byrne Memorial Justice Assistance Grant (JAG) Program - Local Solicitation in the amount of \$11,681 for City of Las Vegas.

Enclosed you will find the Grant Award and Special Conditions documents. This award is subject to all administrative and financial requirements, including the timely submission of all financial and programmatic reports, resolution of all interim audit findings, and the maintenance of a minimum level of cash-on-hand. Should you not adhere to these requirements, you will be in violation of the terms of this agreement and the award will be subject to termination for cause or other administrative action as appropriate.

If you have questions regarding this award, please contact:

- Program Questions, Elaine Vanlandingham, Program Manager at (202) 305-0034; and
- Financial Questions, the Office of the Chief Financial Officer, Customer Service Center (CSC) at (800) 458-0786, or you may contact the CSC at ask.ocfo@usdoj.gov.

Congratulations, and we look forward to working with you.

Sincerely,

A handwritten signature in black ink that reads "Alan R. Hanson". The signature is written in a cursive style.

Alan R. Hanson
Principal Deputy Assistant Attorney General

Enclosures



OFFICE FOR CIVIL RIGHTS

Office of Justice Programs
U.S. Department of Justice
810 7th Street, NW
Washington, DC 20531

Tel: (202) 307-0690
TTY: (202) 307-2027
E-mail: askOCR@usdoj.gov
Website: www.ojp.usdoj.gov/ocr

June 26, 2018

Chief Juan F. Montano
City of Las Vegas
318 Moreno Street
Las Vegas, NM 87701

Dear Chief Montano:

Congratulations on your recent award. In establishing financial assistance programs, Congress linked the receipt of federal funding to compliance with federal civil rights laws. The Office for Civil Rights (OCR), Office of Justice Programs (OJP), U.S. Department of Justice (DOJ) is responsible for ensuring that recipients of financial assistance from the OJP, the Office of Community Oriented Policing Services (COPS), and the Office on Violence Against Women (OVW) comply with the applicable federal civil rights laws. We at the OCR are available to help you and your organization meet the civil rights requirements that come with DOJ funding.

Ensuring Access to Federally Assisted Programs

Federal laws that apply to recipients of financial assistance from the DOJ prohibit discrimination on the basis of race, color, national origin, religion, sex, or disability in funded programs or activities, not only in employment but also in the delivery of services or benefits. A federal law also prohibits recipients from discriminating on the basis of age in the delivery of services or benefits.

In March of 2013, President Obama signed the Violence Against Women Reauthorization Act of 2013. The statute amends the Violence Against Women Act of 1994 (VAWA) by including a nondiscrimination grant condition that prohibits discrimination based on actual or perceived race, color, national origin, religion, sex, disability, sexual orientation, or gender identity. The new nondiscrimination grant condition applies to certain programs funded after October 1, 2013. The OCR and the OVW have developed answers to some frequently asked questions about this provision to assist recipients of VAWA funds to understand their obligations. The Frequently Asked Questions are available at <http://ojp.gov/about/ocr/vawafaqs.htm>.

Enforcing Civil Rights Laws

All recipients of federal financial assistance, regardless of the particular funding source, the amount of the grant award, or the number of employees in the workforce, are subject to prohibitions against unlawful discrimination. Accordingly, the OCR investigates recipients that are the subject of discrimination complaints from both individuals and groups. In addition, based on regulatory criteria, the OCR selects a number of recipients each year for compliance reviews, audits that require recipients to submit data showing that they are providing services equitably to all segments of their service population and that their employment practices meet equal opportunity standards.

Providing Services to Limited English Proficiency (LEP) Individuals

In accordance with DOJ guidance pertaining to Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d, recipients of federal financial assistance must take reasonable steps to provide meaningful access to their programs and activities for persons with limited English proficiency (LEP). See U.S. Department of Justice, Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons, 67 Fed. Reg. 41,455 (2002). For more information on the civil rights responsibilities that recipients have in providing language services to LEP individuals, please see the website <http://www.lep.gov>.

Ensuring Equal Treatment for Faith-Based Organizations

The DOJ regulation, Equal Treatment for Faith-Based Organizations, 28 C.F.R. pt. 38, requires State Administering Agencies (SAAs) to treat faith-based organizations the same as any other applicant or recipient. The regulation prohibits SAAs from making awards or grant administration decisions on the basis of an organization's religious character or affiliation, religious name, or the religious composition of its board of directors.

The regulation also prohibits faith-based organizations from using financial assistance from the DOJ to fund inherently (or explicitly) religious activities. While faith-based organizations can engage in non-funded inherently religious activities, they must hold them separately from the program funded by the DOJ, and recipients cannot compel beneficiaries to participate in them. The Equal Treatment Regulation also makes clear that organizations participating in programs funded by the DOJ are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion. For more information on the regulation, please see the OCR's website at http://www.ojp.usdoj.gov/about/ocr/equal_fbo.htm.

SAAs and faith-based organizations should also note that the Omnibus Crime Control and Safe Streets Act (Safe Streets Act) of 1968, as amended, 42 U.S.C. § 3789d(c); the Victims of Crime Act of 1984, as amended, 42 U.S.C. § 10604(e); the Juvenile Justice and Delinquency Prevention Act of 1974, as amended, 42 U.S.C. § 5672(b); and VAWA, Pub. L. No. 113-4, sec. 3(b)(4), 127 Stat. 54, 61-62 (to be codified at 42 U.S.C. § 13925(b)(13)) contain prohibitions against discrimination on the basis of religion in employment. Despite these nondiscrimination provisions, the DOJ has concluded that it may construe the Religious Freedom Restoration Act (RFRA) on a case-by-case basis to permit some faith-based organizations to receive DOJ funds while taking into account religion when hiring staff, even if the statute that authorizes the funding program generally forbids recipients from considering religion in employment decisions. Please consult with the OCR if you have any questions about the regulation or the application of RFRA to the statutes that prohibit discrimination in employment.

Using Arrest and Conviction Records in Making Employment Decisions

The OCR issued an advisory document for recipients on the proper use of arrest and conviction records in making hiring decisions. See Advisory for Recipients of Financial Assistance from the U.S. Department of Justice on the U.S. Equal Employment Opportunity Commission's Enforcement Guidance: Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964 (June 2013), available at http://www.ojp.usdoj.gov/about/ocr/pdfs/UseofConviction_Advisory.pdf. Recipients should be mindful that the misuse of arrest or conviction records to screen either applicants for employment or employees for retention or promotion may have a disparate impact based on race or national origin, resulting in unlawful employment discrimination. In light of the Advisory, recipients should consult local counsel in reviewing their employment practices. If warranted, recipients should also incorporate an analysis of the use of arrest and conviction records in their Equal Employment Opportunity Plans (EEOs) (see below).

Complying with the Safe Streets Act

An organization that is a recipient of financial assistance subject to the nondiscrimination provisions of the Safe Streets Act, must meet two obligations: (1) complying with the federal regulation pertaining to the development of an EEO (see 28 C.F.R. pt. 42, subpt. E) and (2) submitting to the OCR findings of discrimination (see 28 C.F.R. §§ 42.204(c), .205(c)(5)).

Meeting the EEOP Requirement

If your organization has less than fifty employees or receives an award of less than \$25,000 or is a nonprofit organization, a medical institution, an educational institution, or an Indian tribe, then it is exempt from the EEOP requirement. To claim the exemption, your organization must complete and submit Section A of the Certification Form, which is available online at <http://www.ojp.usdoj.gov/about/ocr/pdfs/cert.pdf>.

If your organization is a government agency or private business and receives an award of \$25,000 or more, but less than \$500,000, and has fifty or more employees (counting both full- and part-time employees but excluding political appointees), then it has to prepare a Utilization Report (formerly called an EEOP Short Form), but it does not have to submit the report to the OCR for review. Instead, your organization has to maintain the Utilization Report on file and make it available for review on request. In addition, your organization has to complete Section B of the Certification Form and return it to the OCR. The Certification Form is available at <http://www.ojp.usdoj.gov/about/ocr/pdfs/cert.pdf>.

If your organization is a government agency or private business and has received an award for \$500,000 or more and has fifty or more employees (counting both full- and part-time employees but excluding political appointees), then it has to prepare a Utilization Report (formerly called an EEOP Short Form) and submit it to the OCR for review within sixty days from the date of this letter. For assistance in developing a Utilization Report, please consult the OCR's website at <http://www.ojp.usdoj.gov/about/ocr/eeop.htm>. In addition, your organization has to complete Section C of the Certification Form and return it to the OCR. The Certification Form is available at <http://www.ojp.usdoj.gov/about/ocr/pdfs/cert.pdf>.

To comply with the EEOP requirements, you may request technical assistance from an EEOP specialist at the OCR by telephone at (202) 307-0690, by TTY at (202) 307-2027, or by e-mail at EEOSubmission@usdoj.gov.

Meeting the Requirement to Submit Findings of Discrimination

If in the three years prior to the date of the grant award, your organization has received an adverse finding of discrimination based on race, color, national origin, religion, or sex, after a due-process hearing, from a state or federal court or from a state or federal administrative agency, your organization must send a copy of the finding to the OCR.

Ensuring the Compliance of Subrecipients

SAsAs must have standard assurances to notify subrecipients of their civil rights obligations, written procedures to address discrimination complaints filed against subrecipients, methods to monitor subrecipients' compliance with civil rights requirements, and a program to train subrecipients on applicable civil rights laws. In addition, SAsAs must submit to the OCR every three years written Methods of Administration (MOA) that summarize the policies and procedures that they have implemented to ensure the civil rights compliance of subrecipients. For more information on the MOA requirement, see http://www.ojp.usdoj.gov/funding/other_requirements.htm.

If the OCR can assist you in any way in fulfilling your organization's civil rights responsibilities as a recipient of federal financial assistance, please contact us.

Sincerely,



Michael L. Alston
Director

cc: Grant Manager
Financial Analyst

CITY COUNCIL MEETING AGENDA REQUEST

DATE: 07/3/18

DEPT: Police

MEETING DATE: 07/18/18

ITEM/TOPIC: Approval/Disapproval to accept NMAG DRAM Settlement Funds to purchase an Evidence Property Management System for the Evidence Section of the Las Vegas Police Department.

ACTION REQUESTED OF COUNCIL: *Approval/Disapproval to accept funds.*

BACKGROUND/RATIONALE: The Las Vegas Police Department respectfully requests permission to accept funding through the New Mexico Attorney General's DRAM Settlement Funds to purchase an Evidence Property Management System for the Evidence Section of the Police Department.

STAFF RECOMMENDATION: Requesting approval to accept funding through the NMAG DRAM Settlement Fund.

COMMITTEE RECOMMENDATION:

THIS REQUEST FORM MUST BE SUBMITTED TO THE CITY CLERK'S OFFICE NO LATER THAN 5:00 P.M. ON FRIDAY ONE AND A HALF WEEKS PRIOR TO THE CITY COUNCIL MEETING.


INTERIM CHIEF CHRIS LOPEZ

REVIEWED AND APPROVED BY:


TONITA GURULÉ-GIRON
MAYOR

TANA VEGA
INTERIM FINANCE DIRECTOR
(PROCUREMENT)


ANN MARIE GALLEGOS
INTERIM CITY MANAGER

PURCHASING AGENT
(FOR BID/RFP AWARD)

DANIELLE SMITH
INTERIM CITY ATTORNEY
(ALL CONTRACTS MUST BE
REVIEWED)

Grant agreement

This grant agreement is between the New Mexico Office of the Attorney General (**Agency**) and City of Las Vegas Police Department (**Grantee**), collectively referred to as "the Parties." The Agency and the Grantee agree as follows:

1. **Award.** Pursuant to the Court's April 3, 2018, Amended Final Order Granting Government Purchaser Classes' Motion for Approval to Distribute Remaining Government Purchaser Settlement Funds Via Cy Pres, In re Dynamic Random Access Memory (DRAM) Antitrust Litigation Master File No. M-02-1486-PJH, the Agency hereby awards the Grantee funding (Settlement) for the following project: Property and Evidence Management System - \$28,029
2. **Scope of Work.** The Grantee shall perform the professional services stated in: Attachment A – Grantee Application
3. **Records and Audit.** The Grantee shall strictly account for all receipts and disbursements related to this agreement. The Grantee shall record costs incurred, services rendered and payment received, and maintain these financial records per retention schedule. Upon request, the Grantee shall provide the financial records to the Agency, and allow the Agency to inspect or audit these financial records during the term of this agreement. If the financial records provided by the Grantee are insufficient to support the expenses that utilized these grant funds, the Grantee shall reimburse the Agency for any expense incurred without sufficient documentation. Required reimbursement shall occur within thirty (30) calendar days of written notice of such determination from the Agency. If an audit or inspection reveals that funds were used for expenses not directly related to the project, or otherwise used inappropriately, or that payments were excessive or otherwise erroneous, the Grantee shall reimburse the Agency for those funds or payments within thirty (30) calendar days of written notice.
4. **Reporting.** The Grantee must submit an activity report thirty (30) calendar days after the projects final grant expenditure, or within one year, whichever occurs first. The report must include a summary of the project activities, and an analysis of the accomplishments of the project as they relate to the scope of work. The Agency may request more frequent reporting updates, in which the Grantee shall comply within thirty (30) calendar days.
5. **Officials Not to Benefit.** The Parties intend that no member of the New Mexico legislature or the United States Congress, or any public official, public employee or tribal council member, in that person's individual capacity, will benefit from this agreement.
6. **Compliance with Law.** It is the Grantee's responsibility to comply with all applicable New Mexico rules and regulations.

7. **Notices.** For a notice under this agreement to be valid, it must be in writing; be delivered by hand, registered or certified mail return receipt requested and postage prepaid, or e-mail; and be addressed as follows:

NMOAG at:
New Mexico Office of the Attorney General
Attn: Nick Eckert, Financial Control Division
P.O. Box 1508
Santa Fe, NM 87504

Grantee at:
City of Las Vegas PD
Attn: Patrick Torres
318 Moreno St.
Las Vegas, NM 87701

8. **Jurisdiction and Venue.** The Grantee acknowledges the jurisdiction of the courts of the state of New Mexico for any adversarial proceeding arising out of this agreement, and that venue for any such proceeding will be in the First Judicial District Court for the County of Santa Fe, New Mexico.

9. **Project Responsibility.** The Grantee acknowledges that it bears sole responsibility for performing the services referred to in section 2.

10. **Applicable Law.** The laws of the state of New Mexico, without giving effect to its choice of law principles, govern all adversarial proceedings arising out of this agreement.

11. **Amendment.** No amendment of this agreement will be effective unless it is in writing and signed by the Parties.

12. **No Third-party Beneficiary.** This agreement does not confer any rights or remedies on anyone other than the Agency and the Grantee.

13. **Merger.** This agreement constitutes the entire understanding between the Parties with respect to the subject matter of the agreement and supersedes all other agreements, whether written or oral, between the Parties, except that this agreement does not supersede the Grantee's rights under any other grant agreement.

NEW MEXICO OFFICE OF THE ATTORNEY GENERAL

By: _____
Authorized Signatory

Date: _____

Title: _____

CITY OF LAS VEGAS PD

By: _____
Authorized Signatory

Date: _____

Title: _____

Attachment-A

Las Vegas City Police Department

318 Moreno St.

Las Vegas, NM 87701

Property and Evidence Management System

The Las Vegas City Police Department would like to purchase an Evidence Management System that would produce a bar code file for the 15,500 plus items we currently have in evidence. At present time, all collection of evidence is conducted manually and this system will keep an accurate count of evidence collected, returned property, and items destroyed. The cost of this software system would be \$28,029.00 and would include the software licenses, professional services to include installation and unlimited training, and the hardware to run this program. The Police Department will provide the cost for maintenance and support renewal after the first 12 months. The Police Department currently serves the citizens of Las Vegas and surrounding areas. We house evidence in trial cases and we also provide a lost and found for the people of our community.

Steve Pacheco

Lieutenant

City of Las Vegas Police Department

steve_pacheco@ci.las-vegas.nm.us

505-426-5998

Beatrice Salazar

Grants Administrator

City of Las Vegas Police Department

bsena@ci.las-vegas.nm.us

505-426-3145

Ann Marie Gallegos

Finance Director

City of Las Vegas

amgallegos@ci.las-vegas.nm.us

505-426-3251

The Las Vegas Police Department is responsible for enforcement of all city and state laws for the City of Las Vegas. Our agency is accredited through the New Mexico Law Enforcement Professional Standards Council. Our department consists of 36 officers that patrol our streets 24/7. Currently they respond to close to 20,000 calls for service per year. They investigate approximately 3000 cases per year. Our evidence section stores anywhere from 15,000 to 16,000 pieces of evidence relating to these various cases. In November 2015, a full inventory of the Evidence Section was ordered by the Chief of Police. This audit took approximately 5 ½ months to complete. During this inventory, there were items dating back to 1987 that were located along with numerous untagged items. This issue could be resolved by having a software system that could produce a bar code for each item and when inventory is conducted it would alert the evidence technician of items that need to be removed or given back to the rightful owner.

We are looking to purchase an Evidence and Property Management System to update our current process of entering evidence and safekeeping manually. This would save our Evidence Technician countless hours and allow him to keep detailed records of property reports, chain of custody forms, owner notification letters, and check out receipts.

Our goal is to provide an efficient evidence management system, that would assist in keeping accurate records of the items in inventory. We would like to purchase this software to better assist our Evidence Technician and the citizens in our community to either recoup their property or dispose of property that is no longer viable. Once the software is purchased and installed, officers would be trained on how to utilize the equipment in order to enter items into evidence.

To assist in obtaining this project, the Police Department currently employs a Grants Administrator who has acquired various equipment for the department, to include updated equipment used in recordings in our interrogation room. She also keeps documentation for all equipment purchased with grant funds, complies with all City regulations that pertain to procurement and has been employed in this position with the department for 8 years.

The City of Las Vegas has provided the Police Department with updated technology such as the current Records Management System that is currently in use to enter calls for service, police reports, arrest records, and citations. The Tyler System also compiles statistics that are relevant to the community such as crime statistics, areas of concern, and types of incidents which occur in our community. The City is currently working on a google based forum that will allow its employees and people in the community to participate in real time transactions such as various staff members working on documents at the same time, and capability of video conferencing.

Members of the Police Department that would be responsible for carrying out this project include: our Evidence Technician, our Grants Administrator, and our Investigations Section. The Grants Administrator would be responsible for procurement of the equipment and keeping records of how many items are initially logged into the management system, how many items are released to owners, and how many items are sent for destruction. She would also maintain a file of the expenditures in relation to this expenditure. The Evidence Technician would be in charge of maintaining the files, ensuring the management system is working properly and keeping detailed records of all transactions coming in and out of the Evidence Section. The Lieutenant

would oversee the program from beginning to the completion of the project and ensure that all updates to the software occur as needed. The Police Chief has committed to providing maintenance and support costs of approximately \$3500 yearly.

In order to evaluate the success of this proposed program, we plan to commit to a two year timeline. Within the first three months, we would work on acquiring the equipment, month four through nine, the Evidence Technician would concentrate on entering evidence and property into the new system, generating reports for review and preparing destruction orders. We plan to track how many items are logged in, released, and destroyed on a monthly basis. Destruction orders will be completed every 9 months after as well.

FY 2018 EVIDENCE PROGRAM APPLICATION

BUDGET DETAIL WORKSHEET

City of Las Vegas Police Department

Professional Services

Name of Contractor & Service Provided	Amount	Quantity	Grant Funds
Evidence OnQ	\$13,990.00	1	\$ 13,990
			\$ -
			\$ -
Sub-Total Professional Services			\$ 13,990

Justification Professional Services: EvidenceOnQ will provide application configurations, population of user groups and permissions, mapping assistance, remote installation, unlimited training via web conferences and first 12 months of maintenance and support.

Total Category **\$ 13,990**

Equipment - Equipment is tangible property valued at \$1,500 or more OR having a useful life of more than one year, AND any Information Technology Items (e.g., computers, tablets, printers, etc.).

Item	Quantity	Grant Funds
Single Database for up to 100,000 records/items	1	\$ -
Data Connection user license	1	\$ -
Custom Tailored Reports/Forms	4	\$ -
Box Tracking Software	1	
Signature Capture Software	1	\$ -
Customized Audit Compliance Report/Form	1	Total for all software licenses & seats
Mobile OnQ software module	1	\$ 17,775
Wireless Bluetooth barcode scanner	1	
Network barcode label printer	1	
Signature Capture Pad	1	
Handheld Computer with cable kit, docking station and loaded software	1	
Rolls of 4x2 thermal transfer labels for barcode printer	4	Total for all hardware

CITY COUNCIL MEETING AGENDA REQUEST

DATE: 07/3/18

DEPT: Police

MEETING DATE: 07/18/18

ITEM/TOPIC: Approval/Disapproval to accept Pass through Grant Funds from the Law Enforcement Protection Fund to pay for a NMFA Loan on Police Vehicles, Training, and Equipment purchases for the Las Vegas Police Department.

ACTION REQUESTED OF COUNCIL: *Approval/Disapproval to accept funds.*

BACKGROUND/RATIONALE: The Las Vegas Police Department respectfully requests permission to accept funding through the Law Enforcement Protection Fund to pay the NMFA Loan on police vehicles, advanced training and to purchase equipment for Police Officers.

STAFF RECOMMENDATION: Requesting approval to accept funding through the Law Enforcement Protection Fund.

COMMITTEE RECOMMENDATION:

THIS REQUEST FORM MUST BE SUBMITTED TO THE CITY CLERK'S OFFICE NO LATER THAN 5:00 P.M. ON FRIDAY ONE AND A HALF WEEKS PRIOR TO THE CITY COUNCIL MEETING.


INTERIM CHIEF CHRIS LOPEZ

REVIEWED AND APPROVED BY:


TONITA GURULE-GIRON
MAYOR

TANA VEGA
INTERIM FINANCE DIRECTOR
(PROCUREMENT)


ANN MARIE GALLEGOS
INTERIM CITY MANAGER

PURCHASING AGENT
(FOR BID/RFP AWARD)

DANIELLE SMITH
INTERIM CITY ATTORNEY
(ALL CONTRACTS MUST BE
REVIEWED)

SUSANA MARTINEZ
GOVERNOR



DUFFY RODRIGUEZ
CABINET SECRETARY

RICK LOPEZ
DIRECTOR

JOLENE SLOWEN
DEPUTY DIRECTOR

STATE OF NEW MEXICO
DEPARTMENT OF FINANCE AND ADMINISTRATION
LOCAL GOVERNMENT DIVISION
Bataan Memorial Building ♦ 407 Galisteo St. ♦ Suite 202 ♦ Santa Fe, NM 87501
PHONE (505) 827-4950 ♦ FAX (505) 827-4948

TO: Chief Law Enforcement Officers
FROM: Rick Lopez, Director
Local Government Division
DATE: May 30, 2018
RE: Law Enforcement Protection Fund FY2018-2019 Final Distribution

RECEIVED

JUN 05 2018

BY: _____

Pursuant to the Law Enforcement Protection Fund Act, Section 29-13-5 NMSA 1978, the Department of Finance and Administration (DFA), Local Government Division (LGD) hereby notifies all applicants of the final Law Enforcement Protection Fund (LEPF) distribution for fiscal year 2018-2019. The LGD is making every effort to make distribution payments by the end of July 2018.

Please keep in mind that the LEPF funds are legally restricted to expenditure for specific purposes as allowed by law and must be budgeted and accounted for in a special revenue fund.

If your entity has entered into a loan intercept agreement with the New Mexico Finance Authority (NMFA), the loan payment amount due for the fiscal year 2018-2019 has been accounted for on the attached distribution spreadsheet in order to determine the net distribution to be paid to your entity. The loan payment will be distributed directly to the New Mexico Finance Authority (NMFA) on your entity's behalf.

Please contact Jolene Gonzales of my staff at (505) 827-4933 if additional information is required.

Attachment

DEPARTMENT OF FINANCE AND ADMINISTRATION - LOCAL GOVERNMENT DIVISION

Law Enforcement Protection Fund Distribution (LEPF) - Municipalities

Fiscal Year: July 1, 2018 To June 30, 2019

MAY 30, 2018 FINAL DISTRIBUTION

A	B	C	D	E	F	G	H	I	J
MUNICIPALITY	(1)	Population 2010 Census Muni's	Class [1, 2, or 3]	LEPF Base Amount	No. of Certified Officers (5)	Total @ \$600 Per Officer	Prorated Amount @ 100%	Total LEPF Distribution	LEPF Pledges (NMFA)
Alamogordo (5)	Y	30,403	2	30,000	50	30,000	30,000	60,000	
Albuquerque (5)	Y	545,852	3	40,000	891	534,600	534,600	574,600	
Angel Fire	Y	1,216	1	20,000	5	3,000	3,000	23,000	
Anthony (3)	Y	9,470	1	20,000	9	5,400	5,400	25,400	
Artesia	Y	11,301	1	20,000	29	17,400	17,400	37,400	
Aztec	Y	6,763	1	20,000	14	8,400	8,400	28,400	
Bayard	Y	2,328	1	20,000	6	3,600	3,600	23,600	\$11,725
Belen	Y	7,269	1	20,000	20	12,000	12,000	32,000	
Bernalillo	Y	8,320	1	20,000	23	13,800	13,800	33,800	
Bloomfield	Y	8,112	1	20,000	20	12,000	12,000	32,000	
Bosque Farms	Y	3,904	1	20,000	14	8,400	8,400	28,400	
Capitan	Y	1,489	1	20,000	3	1,800	1,800	21,800	\$13,722
Carlsbad (5)	Y	26,138	2	30,000	55	33,000	33,000	63,000	
Carrizozo	Y	996	1	20,000	2	1,200	1,200	21,200	\$16,741
Causey (1)	N	n/a	n/a	0	n/a	0	0	0	
Chama	Y	1,022	1	20,000	0	0	0	20,000	
Cimarron	Y	1,021	1	20,000	3	1,800	1,800	21,800	\$15,890
Clayton	Y	2,980	1	20,000	6	3,600	3,600	23,600	
Cloudcroft	Y	674	1	20,000	3	1,800	1,800	21,800	
Clovis	Y	37,775	2	30,000	51	30,600	30,600	60,600	
Columbus	Y	1,664	1	20,000	0	0	0	20,000	
Corona (1)	N	n/a	n/a	0	n/a	0	0	0	

DEPARTMENT OF FINANCE AND ADMINISTRATION - LOCAL GOVERNMENT DIVISION

Law Enforcement Protection Fund Distribution (LEPF) - Municipalities

Fiscal Year: July 1, 2018 To June 30, 2019

MAY 30, 2018 FINAL DISTRIBUTION

A	B	C	D	E	F	G	H	I	J
MUNICIPALITY	(1)	Population 2010 Census Muni's	Class [1, 2, or 3]	LEPF Base Amount	No. of Certified Officers (5)	Total @ \$600 Per Officer	Prorated Amount @ 100%	Total LEPF Distribution	LEPF Pledges (NMFA)
Corrales	Y	8,329	1	20,000	13	7,800	7,800	27,800	
Cuba	Y	731	1	20,000	4	2,400	2,400	22,400	
Deming (5)	Y	14,855	1	20,000	35	21,000	21,000	41,000	
Des Moines	Y	143	1	20,000	0	0	0	20,000	
Dexter	Y	1,266	1	20,000	5	3,000	3,000	23,000	
Dora (1)	N	n/a	n/a	0	n/a	0	0	0	
Eagle Nest	N	290	1	20,000	0	0	0	20,000	
Edgewood	Y	3,735	1	20,000	8	4,800	4,800	24,800	
Elephant Butte	Y	1,431	1	20,000	0	0	0	20,000	
Elida	Y	197	1	20,000	1	600	600	20,600	
Encino (1)	N	n/a	n/a	0	n/a	0	0	0	
Espanola (4)	Y	10,224	1	20,000	20	12,000	12,000	32,000	
Estancia	Y	1,655	1	20,000	4	2,400	2,400	22,400	
Eunice	Y	2,922	1	20,000	7	4,200	4,200	24,200	
Farmington	Y	45,877	2	30,000	125	75,000	75,000	105,000	
Floyd (1)	N	n/a	n/a	0	n/a	0	0	0	
Folsom	N	56	1	20,000	0	0	0	20,000	
Ft. Sumner	Y	1,031	1	20,000	1	600	600	20,600	
Gallup	Y	21,678	2	30,000	61	36,600	36,600	66,600	
Grady	Y	107	1	20,000	0	0	0	20,000	
Grants (5)	Y	9,182	1	20,000	16	9,600	9,600	29,600	

DEPARTMENT OF FINANCE AND ADMINISTRATION - LOCAL GOVERNMENT DIVISION

Law Enforcement Protection Fund Distribution (LEPF) - Municipalities

Fiscal Year: July 1, 2018 To June 30, 2019

MAY 30, 2018 FINAL DISTRIBUTION

A	B	C	D	E	F	G	H	I	J
MUNICIPALITY	(1)	Population 2010 Census Muni's	Class [1, 2, or 3]	LEPF Base Amount	No. of Certified Officers (5)	Total @ \$600 Per Officer	Prorated Amount @ 100%	Total LEPF Distribution	LEPF Pledges (NMFA)
Grenville	N	143	1	20,000	0	0	0	20,000	
Hagerman	Y	1,257	1	20,000	4	2,400	2,400	22,400	
Hatch	Y	1,648	1	20,000	8	4,800	4,800	24,800	
Hobbs (5)	Y	34,122	2	30,000	82	49,200	49,200	79,200	
Hope	Y	105	1	20,000	1	600	600	20,600	
House	Y	68	1	20,000	0	0	0	20,000	
Hurley	Y	1,297	1	20,000	2	1,200	1,200	21,200	\$8,417
Jal	Y	2,047	1	20,000	5	3,000	3,000	23,000	
Jemez Springs	N	250	1	20,000	4	2,400	2,400	22,400	
Kirtland (7)	Y	n/a	1	20,000	0	0	0	20,000	
Lake Arthur	N	436	1	20,000	1	600	600	20,600	
Las Cruces (5)	Y	97,618	2	30,000	178	106,800	106,800	136,800	
Las Vegas	Y	13,753	1	20,000	29	17,400	17,400	37,400	\$25,435
Logan	Y	1,042	1	20,000	3	1,800	1,800	21,800	
Lordsburg	Y	2,797	1	20,000	9	5,400	5,400	25,400	
Los Lunas	Y	14,835	1	20,000	36	21,600	21,600	41,600	
Los Ranchos (no application rec'd)	N	6,024	n/a	0	0	0	0	0	
Loving (5)	Y	1,413	1	20,000	3	1,800	1,800	21,800	
Lovington	Y	11,009	1	20,000	24	14,400	14,400	34,400	
Magdalena	Y	938	1	20,000	1	600	600	20,600	\$12,900
Maxwell	Y	254	1	20,000	0	0	0	20,000	
Melrose	Y	651	1	20,000	0	0	0	20,000	
Mesilla	Y	2,196	1	20,000	8	4,800	4,800	24,800	\$16,306
Milan	Y	3,245	1	20,000	8	4,800	4,800	24,800	
Moriarty	Y	1,910	1	20,000	10	6,000	6,000	26,000	

DEPARTMENT OF FINANCE AND ADMINISTRATION - LOCAL GOVERNMENT DIVISION

Law Enforcement Protection Fund Distribution (LEPF) - Municipalities
Fiscal Year: July 1, 2018 To June 30, 2019

MAY 30, 2018 FINAL DISTRIBUTION

A	B	C	D	E	F	G	H	I	J
MUNICIPALITY	(1)	Population 2010 Census Muni's	Class [1, 2, or 3]	LEPF Base Amount	No. of Certified Officers (5)	Total @ \$600 Per Officer	Prorated Amount @ 100%	Total LEPF Distribution	LEPF Pledges (NMFA)
Mosquero	Y	93	1	20,000	0	0	0	20,000	\$5,666
Mountainair (5)	Y	928	1	20,000	3	1,800	1,800	21,800	
Pecos (no application rec'd)	Y	1,392	1		0	0	0	0	
Peralta (3)	Y	3,660	1	20,000	0	0	0	20,000	
Portales	Y	12,280	1	20,000	21	12,600	12,600	32,600	
Questa	Y	1,770	1	20,000	2	1,200	1,200	21,200	
Raton	Y	6,885	1	20,000	10	6,000	6,000	26,000	\$20,710
Red River	Y	477	1	20,000	4	2,400	2,400	22,400	
Reserve	Y	289	1	20,000	0	0	0	20,000	
Rio Communities (7)	Y	n/a	1	20,000	0	0	0	20,000	
Rio Rancho (5)	Y	87,521	2	30,000	118	70,800	70,800	100,800	\$53,671
Roswell	Y	48,366	2	30,000	78	46,800	46,800	76,800	
Roy (1)	N	n/a	n/a	0	n/a	0	0	0	
Ruidoso	Y	8,029	1	20,000	21	12,600	12,600	32,600	
Ruidoso Downs (5)	Y	2,815	1	20,000	7	4,200	4,200	24,200	
San Jon	Y	216	1	20,000	0	0	0	20,000	
San Ysidro	Y	193	1	20,000	2	1,200	1,200	21,200	\$10,663
Santa Clara	Y	1,686	1	20,000	3	1,800	1,800	21,800	\$15,725
Santa Fe (5)	Y	67,947	2	30,000	158	94,800	94,800	124,800	
Santa Rosa	Y	2,848	1	20,000	7	4,200	4,200	24,200	\$17,277

DEPARTMENT OF FINANCE AND ADMINISTRATION - LOCAL GOVERNMENT DIVISION

Law Enforcement Protection Fund Distribution (LEPF) - Municipalities

Fiscal Year: July 1, 2018 To June 30, 2019

MAY 30, 2018 FINAL DISTRIBUTION

A	B	C	D	E	F	G	H	I	J
MUNICIPALITY	(1)	Population 2010 Census Muni's	Class [1, 2, or 3]	LEPF Base Amount	No. of Certified Officers (5)	Total @ \$600 Per Officer	Prorated Amount @ 100%	Total LEPF Distribution	LEPF Pledges (NMFA)
Silver City	Y	10,315	1	20,000	29	17,400	17,400	37,400	
Socorro	Y	9,051	1	20,000	15	9,000	9,000	29,000	
Springer	Y	1,047	1	20,000	1	600	600	20,600	\$15,732
Sunland Park (5)	Y	14,106	1	20,000	19	11,400	11,400	31,400	
Taos (5)	Y	5,716	1	20,000	19	11,400	11,400	31,400	
Taos Ski Valley	Y	69	1	20,000	2	1,200	1,200	21,200	
Tatum	Y	798	1	20,000	2	1,200	1,200	21,200	\$14,597
Texico	Y	1,130	1	20,000	2	1,200	1,200	21,200	
Tijeras (1)	N	n/a	n/a	0	n/a	0	0	0	
T or C	Y	6,475	1	20,000	9	5,400	5,400	25,400	
Tucumcari	Y	5,363	1	20,000	11	6,600	6,600	26,600	
Tularosa	Y	2,842	1	20,000	6	3,600	3,600	23,600	
Vaughn	Y	446	1	20,000	1	600	600	20,600	
Virден (1)	N	n/a	n/a	0	n/a	0	0	0	
Wagon Mound	Y	314	1	20,000	0	0	0	20,000	
Willard (1)	N	n/a	n/a	0	n/a	0	0	0	
Williamsburg	Y	449	1	20,000	0	0	0	20,000	
TOTALS		1,336,980		\$2,000,000	2,470	\$1,482,000	\$1,482,000	\$3,482,000	\$275,177

Notes:

- (1) Does the municipality have a police department? Y = Yes. N = No.
The populations of municipalities not served by a municipal police department are assigned to the county.
- (2) Los Alamos has a combined county and municipal government and will receive only one LEPF distribution.

DEPARTMENT OF FINANCE AND ADMINISTRATION - LOCAL GOVERNMENT DIVISION

Law Enforcement Protection Fund Distribution (LEPF) - Municipalities

Fiscal Year: July 1, 2018 To June 30, 2019

MAY 30, 2018 FINAL DISTRIBUTION

A	B	C	D	E	F	G	H	I	J
MUNICIPALITY	(1)	Muni's	Class [1, 2, or 3]	LEPF Base Amount	No. of Certified Officers (5)	Total @ \$600 Per Officer	Prorated Amount @ 100%	Total LEPF Distribution	LEPF Pledges (NMFA)

(Los Alamos reflected on NM County LEPF distribution)

- (3) 3,660 of Peralta's population is subtracted from Valencia County due to the entity's incorporation which is reflected in the 2010 Census. 9,470 of Anthony's population is subtracted from Dona Ana County due to the entity's incorporation which is reflected in the 2010 Census.
- (4) 3,250 of Espanola's 10,224 population reside in Santa Fe Co. and are subtracted from Santa Fe's total population in computing the county's net population for LEPF purposes.
- (5) Adjustments may have been made to the number of certified officers you reported. All applications were compared to the "New Mexico Officer Registry" maintained by the Training and Recruiting Division at the New Mexico Department of Public Safety. Generally, adjustments resulted for officers who have changed departments within the past year. Newly hired officers must be reported by their current employers to the Training and Recruiting Div. to validate the certifications with that department. If newly hired officers are not reported, the officer is listed as "unemployed" by the Training and Recruiting Div. until the officer has been reported. If an officer is listed as "unemployed" for two years, the officer must be recertified. To prevent any problems in the future, please make sure the official registry at DPS has been updated and is current as of March 31st each year. For more information, you may contact the Training and Recruiting Division at 4491 Cerrillos Road, Santa Fe, NM 87505 or by telephone at 505-827-9276
In some instances, officers were claimed who are no longer certified or no longer employed. Only certified full-time officers and those who will be certified by July 1 are eligible for a \$600 distribution.
- (6) Albuquerque Aviation PD is a municipal police department; however, it is not eligible for the base entitlement because all municipal population is assigned to the City of Albuquerque. Therefore, Aviation PD only qualifies for an allocation of \$600 per certified law enforcement officer.
- (7) There is no population data shown for Kirtland and Rio Communities because they were incorporated after the 2010 Census was published.

NOTE: The 2010 Census population data did not change the classification for any municipality.

CITY COUNCIL MEETING AGENDA REQUEST

DATE: 07/09/18

DEPT: Utilities

MEETING DATE: 07/18/18

ITEM/TOPIC: Award request for proposals #2018-23 for clothing and footwear to multiple vendors listed below on each lot as specified:

ACTION REQUESTED OF COUNCIL: Approval / Disapproval to award RFP #2018-23 to multiple vendors as specified.

BACKGROUND/RATIONALE: The City of Las Vegas issued a new request for employee uniforms at the beginning of this fiscal year. This year a proposal was requested rather than a bid to insure quality uniforms. The evaluation team was made up of representatives from housing, public works, water, gas, AFSCME and utility administration. There are three lots to the proposal which include shirts/jackets, pants/overalls and boots.

Advertised: 05/25/2018 – Las Vegas Optic, Albuquerque Journal and City website
Bid Opening: June 20, 2018
Number of Bidders: 5 – Big R, Boot Barn, Inc., Brown's Shoes, Embroidery Plus, Popular Dry Goods

<u>Lot 1 – Shirts/Jackets</u>	<u>Lot 2 – Pants/Overalls</u>	<u>Lot 3 – Work Shoes/Boots</u>
Big R – #1	Big R – #1	Big R – #1
Embroidery Plus – #2	Boot Barn – #2	Boot Barn – #2
Popular Dry Goods (jackets only)	Popular Dry Goods	Brown's Shoes
		Popular Dry Goods

Funding Source: City
Budget Line Item: Designated line item number per department.

STAFF RECOMMENDATION: Approval to award RFP #2018-23 to vendors as specified.

COMMITTEE RECOMMENDATION: This item was discussed at the regular meeting of the Utility Advisory Committee on July 10, 2018. Their recommendation will be provided at the Council Meeting.

THIS REQUEST FORM MUST BE SUBMITTED TO THE CITY CLERK'S OFFICE NO LATER THAN 5:00 P.M. ON FRIDAY ONE AND A HALF WEEKS PRIOR TO THE CITY COUNCIL MEETING.



SUBMITTER'S SIGNATURE

REVIEWED AND APPROVED BY:



TONITA GURULE-GIRON
MAYOR



ANN MARIE GALLEGOS
INTERIM CITY MANAGER

TANA VEGA, INTERIM FINANCE DIRECTOR
(PROCUREMENT)

CITY ATTORNEY
(ALL CONTRACTS, ORDINANCES
AND RESOLUTIONS MUST BE
REVIEWED)

Revised 1/3/18

Original Proposal

REQUEST FOR PROPOSALS

The City of Las Vegas, New Mexico will open Sealed Qualifications/Proposals at 2:00 am/p.m, June 20, 2018, at the City Council Chambers, 1700 North Grand Avenue, Las Vegas, New Mexico, or other designated area at the City Offices; ON THE FOLLOWING:

CLOTHING & FOOTWEAR

Proposal Forms and Specifications may be obtained from the following location:

1700 N GRAND AVE
LAS VEGAS, NM 87701

Mailed proposals should be addressed to the City Clerk, 1700 N. Grand Ave., Las Vegas, New Mexico 87701; with the envelope marked: CLOTHING & FOOTWEAR, Opening No. 2018-23; on the lower left-hand corner of the submitted envelope. It shall be the responsibility of the Offeror to see that their proposal is delivered to the City Clerk by the date and time set for the proposal request. If the mail or delivery of proposal request is delayed beyond the opening date and time, proposal thus delayed will not be considered. Proposals will be reviewed at a later date with possible negotiations to follow.

The City of Las Vegas reserves the right to reject any/or all proposals submitted.

CITY OF LAS VEGAS,

Ann M. Gallegos
ANN M. GALLEGOS, INTERIM CITY MANAGER

Daniel
CITY ATTORNEY

Cassandra Fresquez
CASANDRA FRESQUEZ, CITY CLERK

Tana Vega
TANA VEGA, INTERIM FINANCE DIRECTOR

Helen Vigil
HELEN VIGIL, PURCHASING OFFICER

Opening No. 2018-23

Date Issued: 5/22/2018

Published: LAS VEGAS OPTIC
ALBUQUERQUE JOURNAL
www.lasvegasnm.gov

5/25 2018
5/25 2018
5/25 , 2018

OFFEROR INFORMATION

OFFEROR: _____

AUTHORIZED AGENT: _____

ADDRESS: _____

TELEPHONE NUMBER (_____) _____

FAX NUMBER (_____) _____

DELIVERY: _____

STATE PURCHASING RESIDENT CERTIFICATION NO.: _____

NEW MEXICO CONTRACTORS LICENSE NO.: _____

SERVICE (S): **CLOTHING & FOOTWEAR** _____

THE CITY OF LAS VEGAS RESERVES THE RIGHT REJECT ANY OR ALL PROPOSALS AND TO WAIVE ANY TECHINCAL IRREGULARITY IN THE FORM.

AFFIDAVIT FOR FILING WITH COMPETITIVE PROPOSAL

STATE OF _____ }

} ss

COUNTY OF _____ }

I, _____ of lawful age, being of first duly sworn in oath, say that] am the agent authorized by the offerors to submit the attached proposal. Affiant further states that the offeror has not been a party to any collusion among offerors in restraint of freedom of competition by agreement to a fixed price or to refrain from submitting a proposal; or with any city official or employee as to the quantity, quality or price in the prospective contract, or any other terms of said prospective contract; or in any discussion between offerors with any City official concerning an exchange of money or any other thing of value for special consideration in the letting of a contract.

Signature

Subscribed and sworn to before me, this _____ day of _____, 20_____.

(SEAL)

Notary Public Signature

My Commission Expires: _____

AWARDED PROPOSAL

Awarding of proposal shall be made to the responsible offeror whose proposal best meets the specification. The City of Las Vegas (City) reserves the right to reject any or all proposals submitted.

TIMETABLE

Proposal pursuant to this request must be received at the City Clerk's Office at 1700 North Grand Avenue, Las Vegas, New Mexico, on or before: June 30, 2018; 2:00 p.m.; at which time all proposal received will be opened. The opening will occur at the City Council Chambers or other designated area at the City Offices. Awarding of proposal is projected for: _____, 2018. The successful offeror will be notified by mail.

ENVELOPES

Sealed proposal envelopes shall be clearly marked on the lower left-hand corner, identified by the Proposal Name and Opening Number. Failure to comply with this requirement may result in the rejection of the submitted proposal.

BRIBERY AND KICKBACK

The Procurement Code of New Mexico (Section 13-1-28 through 13-1-199 N.M.S.A. 1978) imposes a third degree felony penalty for bribery of a public official or public employee. In addition, the New Mexico Criminal Statutes (Section 30-4-1, N.M.S.A. 1978) states that it is a third degree felony to commit the offense of demanding or receiving a bribe by a public official or public employee. (Section 30-24-2 N.M.S.A. 1978) it is a fourth degree felony to commit the offense of soliciting or receiving illegal kickbacks. In addition (Section 30-41-1 through 30-413, N.M.S.A. 1978) states that it is a fourth degree felony to commit the offense of offering or paying illegal kickbacks.

RESPONSIBILITY OF OFFEROR

At all times it shall be the responsibility of the offeror to see that their proposal is delivered to the City Clerk by the Date and Time scheduled for the opening. If the mail or delivery of said proposal is delayed beyond the scheduled opening date and time set proposal will not be considered.

NON-COLLUSION

In signing of their proposal and affidavit the offeror certifies that he/she has not, either directly or indirectly entered into action of restraint of free competition in connection with the submitted proposal.

CLARIFICATION OF PROPOSAL

Offeror requiring clarification or interpretation of the proposal specifications shall make a written request to the Department involved in the proposal request at least five (5) days prior to the scheduled proposal opening date; with a copy forwarded to the Finance Department. Any interpretations, corrections, or changes (not part of the negotiation stage) of said proposal specifications shall be made by "ADDENDUM" only; including any Opening Dates or Time Change. Interpretations, corrections, or changes of said proposal made in any other manner (before opening and negotiation stage) will not be binding and offeror shall not rely upon such interpretations, corrections, and changes.

MODIFICATION OR WITHDRAWAL OF PROPOSAL

A proposal may not be withdrawn or cancelled by the offeror following the scheduled opening date and time; the offeror does so agree in submitting their proposal. Prior to the scheduled time and date of opening, proposals submitted early may be withdrawn but may not be re-submitted.

APPLICATION OF PREFERENCE

Pursuant to (Section 13-1-21 and 13-1-22, N.M.S.A. 1978), any New Mexico resident business or resident manufacturer who wishes to receive the benefit of an "Application of Preference" must provide their Certificate Number (issued by N.M. State Purchasing); with their proposal on the "OFFEROR INFORMATION/AFFIDAVIT" form.

FEDERAL TAX IDENTIFICATION NUMBER

Pursuant to IRS requirements, offerors shall provide their Federal Tax ID Number if offeror is incorporated. If offeror is a sole proprietorship or partnership, then shall provide their Social Security Number.

FEDERAL TAX ID NUMBER: _____
SOCIAL SECURITY NUMBER: _____

NEW MEXICO TAX IDENTIFICATION NUMBER

Payment may be withheld under; (Section 7-10-5, N.M.S.A. 1978) if you are subject to New Mexico Gross Receipts Tax and have not registered for New Mexico (CRS) Tax Identification Number. Contact the New Mexico Taxation & Revenue Department at (505) 827-0700 for registering instructions.

SPECIAL NOTICE

Proposals will be opened and all submitted copies will be checked for accuracy of Department's specific amount of copies requested. Any price or other factors of the submitted proposals will not be read out loud to anyone in attendance at the proposal opening. All factors of the submitted proposals are not public record to other offerors or interested parties before the negotiation or awarding process.

The department involved in the proposal request will evaluate all proposals submitted according to the evaluation criteria indicated in the proposal specifications.

NEGOTIATION

Pursuant to the City of Las Vegas Purchasing Rules and Regulations (section 6.7); discussions or negotiations may be conducted with a responsible offeror who submits an acceptable or potentially acceptable proposal. Negotiations of price will be done after all evaluation criteria have been met.

CONTRACT

When the City issues a purchase order in response to an awarded proposal, a binding contract is created (unless a specific contract has been created).

TAXES:

Bidder must pay all applicable taxes.

NOTE:

If bidder is from outside the City of Las Vegas, the successful bidder must pay Gross Receipts Tax in the City of Las Vegas.

CAMPAIGN CONTRIBUTION DISCLOSURE FORM

Pursuant to Chapter 81, Laws of 2006, any prospective contractor seeking to enter into a contract with any state agency or local public body must file this form with that state agency or local public body. The prospective contractor must disclose whether they, a family member or a representative of the prospective contractor has made a campaign contribution to an applicable public official of the state or a local public body during the two years prior to the date on which the contractor submits a proposal or, in the case of a sole source or small purchase contract, the two years prior to the date the contractor signs the contract, if the aggregate total of contributions given by the prospective contractor, a family member or a representative of the prospective contractor to the public official exceeds two hundred and fifty dollars (\$250) over the two year period.

THIS FORM MUST BE FILED BY ANY PROSPECTIVE CONTRACTOR WHETHER OR NOT THEY, THEIR FAMILY MEMBER, OR THEIR REPRESENTATIVE HAS MADE ANY CONTRIBUTIONS SUBJECT TO DISCLOSURE.

The following definitions apply:

"Applicable public official" means a person elected to an office or a person appointed to complete a term of an elected office, who has the authority to award or influence the award of the contract for which the prospective contractor is submitting a competitive sealed proposal or who has the authority to negotiate a sole source or small purchase contract that may be awarded without submission of a sealed competitive proposal.

"Campaign Contribution" means a gift, subscription, loan, advance or deposit of money or other thing of value, including the estimated value of an in-kind contribution, that is made to or received by an applicable public official or any person authorized to raise, collect or expend contributions on that official's behalf for the purpose of electing the official to either statewide or local office. "Campaign Contribution" includes the payment of a debt incurred in an election campaign, but does not include the value of services provided without compensation or unreimbursed travel or other personal expenses of individuals who volunteer a portion or all of their time on behalf of a candidate or political committee, nor does it include the administrative or solicitation expenses of a political committee that are paid by an organization that sponsors the committee.

"Contract" means any agreement for the procurement of items of tangible personal property, services, professional services, or construction.

"Family member" means spouse, father, mother, child, father-in-law, mother-in-law, daughter-in-law or son-in-law.

"Pendency of the procurement process" means the time period commencing with the public notice of the request for proposals and ending with the award of the contract or the cancellation of the request for proposals.

"Person" means any corporation, partnership, individual, joint venture, association or any other private legal entity.

"Prospective contractor" means a person who is subject to the competitive sealed proposal

process set forth in the Procurement Code or is not required to submit a competitive sealed proposal because that person qualifies for a sole source or a small purchase contract.

"Representative of a prospective contractor" means an officer or director of a corporation, a member or manager of a limited liability corporation, a partner of a partnership or a trustee of a trust of the prospective contractor.

DISCLOSURE OF CONTRIBUTIONS:

Contribution Made By: _____

Relation to Prospective Contractor: _____

Name of Applicable Public Official: _____

Date Contribution(s) Made: _____

Amount(s) of Contribution(s) _____

Nature of Contribution(s) _____

Purpose of Contribution(s) _____

(The above fields are unlimited in size) _____

Signature

Date

Title (position)

-OR-

NO CONTRIBUTIONS IN THE AGGREGATE TOTAL OVER TWO HUNDRED FIFTY DOLLARS (\$250) WERE MADE to an applicable public official by me, a family member or representative.

Signature

Date

Title (Position)

**REQUEST FOR PROPOSALS FOR CLOTHING & FOOTWEAR
FOR THE CITY OF LAS VEGAS**

INTRODUCTION

The purpose of this Request for Proposal (RFP) by the City of Las Vegas is to solicit sealed proposals from interested Offeror(s) to provide the City with clothing and footwear (uniforms) for purchase (not rentals).

A. BACKGROUND

The City is a municipality form of government entity located in Las Vegas, New Mexico. The City provides services for water, waste water, natural gas, solid waste, public works, parks and housing services. The City of Las Vegas manages a work force of approximately 300 employees responsible for providing government services to our citizens. Each city department then has a role on how services are provided to the citizens.

B. SCOPE OF WORK

The City of Las Vegas is seeking an exclusive direct clothing and footwear purchase or work apparel vendor that can supply approximately 250 City Employees, both men and women, with new quality clothing and foot wear (work shoe). Clothing should include but not limited to polo shirts, button-down shirts, light weight/winter jackets, hoodies, trousers, bib/full coveralls. Foot Wear should be OSHA standard, safety toe. The City is interested in purchasing items only and will not consider rentals.

1) CLOTHING/FOOT WEAR SPECIFICATION

In lieu of providing clothing specifications, the City intends for each Offeror to provide the City with a percentage discount off of catalog (or listed) pricing. Clothing sizes should include women/men. Sizes range from small, medium, large up to 5X, also to include woman's petite, average, and tall sizes. Foot Wear (work shoe) men and women sizes. All apparel and foot wear shall be new. They shall be free of defect in material and workmanship.

2) QUANTITY

Approximately 250 city employees will fall under this contract requiring uniform purchases. Purchase will include five (5) trousers, five (5) embroidered shirts, one (1) winter jacket or light weight jacket, or hoodie, one (1) pair of full or bib coveralls and one (1) pair of safety toe footwear. Bulk of this purchase will be during the initial onset of the contract. Thereafter, purchases will be random for purpose of replacements or new hires on an as needed basis throughout the year. It is also further understood that the City shall not be obligated to purchase or pay for any product(s) covered until ordered and received in good condition by the City. The City may increase or decrease the number of uniforms (or qualifying employees) as deemed necessary. No minimum order quantity of products shall be required under this contract.

3) CITY LOGO & EMBROIDERY

The City logo sample is included in this RFP as an Attachment

All shirts must be embroidered with employee's name over left side pocket and the City of Las Vegas logo and Department embroidered on the right. Embroidery shall be embroidered directly onto garment and not on a patch. Embroidery to be in gold colored thread.

4) SAMPLES

Samples must be provided in different sizes for fitting purposes regardless of color at no cost to the City of Las Vegas. Samples will be returned to Offeror(s). City will not be held responsible for damage caused to samples during fitting process. Offeror(s) must include a UPS/Fed-Ex Pickup Slip, postage or other acceptable mode of return, samples must be labeled with offerors information.

A sample of the embroidery must be submitted for approval prior to embroidering on shirts at no additional charge to the City.

5) QUALITY OF CLOTHING

Offeror(s) are hereby informed that clothing shall be first quality, no irregulars.

6) CATALOGS

Each Offeror(s) shall submit with their proposal submission, catalogs, descriptive literature, designs, and other necessary information to fully describe the material or apparel proposed to be furnished. The catalog shall include or be accompanied by a detailed sizing chart for items included in the catalog.

7) ELECTRONIC CATALOGS SERVICE & TRAINING

The awarded Offeror(s) may elect to offer on-line catalog ordering service. Access to this service must allow city to purchase any item listed in the vendors standard supply catalog at the applicable contract price. The Offeror(s) shall provide end user training when requested by the city. The training may be on an individual or group basis for only designated employees per department of the City of Las Vegas.

8) WARRANTY

The Offeror warrants that all goods and services furnished to the City shall be in accordance with specifications and free from any defects of workmanship and materials. Goods furnished to the City shall be merchantable and fit for the City's described purposes and that no governmental law, regulation, order or rules have been violated in the manufacture or sale of such goods

The Offeror shall provide information on a return and refund policy which shall include embroidered and non-embroidered items. If an article of clothing is delivered damaged or is a different item/size/color/etc. than that requested by the City and City notifies Offeror(s) within thirty (30) days after delivery is received and accepted then corrections, repairs or replacement shall be provided by Offeror at no additional charge

9) PRICING

Offeror(s) shall provide pricing as discount off of catalog price. Offeror(s) shall include any additional optional cost in their proposal for things such as alterations, sizing, oversize and tall sizes, etc.

Offeror shall also include pricing for embroidery. Pricing shall be the same for all embroidery.

10) BILLING

The following information shall be provided on the invoice: Purchase Order Number, Department Name, Employee's Name, description of supplies, quantities, unit price and extended totals. Invoices with incorrect and/or missing information shall be returned to the Offeror for correction prior to payment. The City will not pay late fees for invoices delayed due to incorrect or missing information.

11) PACKAGING OF ORDERS

The City will order clothing specific to an individual employee. This information will be provided to the vendor by the City on an order form (provided by vendor) with the employee's name, purchase order number and the Department name. The Offeror will individually package and tag/label the items associated with each employee, identifying the employee for whom the order is intended. Delivery tickets or shipping statements shall show the quantity, part number, unit prices, total price, and employee name(s), department.

12) ITEMS ON BACK ORDER/UNAVAILABLE

It is the responsibility of the Offeror to notify the ordering department immediately upon notification that an item is on back order. The Offeror(s) shall state the reason for the back order and the date the department can expect delivery. At this time the department will make the determination to wait for the item or cancel it.

13) DELIVERY TERMS

All shipments are made direct to each ordering department/facility. F.O.B destination with shipping charges pre-paid. Partial delivery will not be accepted for any item unless prior arrangements have been made with the appropriate department. Delivery for all clothing and foot wear SHALL be within thirty (30) days after receipt of order.

Offeror(s) are required to identify which size they consider "CUSTOM" SIZES AND WILL REQUIRE A LONGER SHIPPING TIME. This information must be submitted with the bid.

14) VENDOR RESPONSIBILITY

The City will enter into a contract with the successful Offeror(s). The successful Offeror(s) shall be responsible for all products and services as required by this RFP. Offeror bidder must guarantee clothing & foot wear within a reasonable time frame (waiting period shall not exceed one (1) month)

15) PRODUCT SUBSTITUTION

If a manufacturer discontinues a garment or footwear specified in this contract, during the period of the contract, the Offeror will identify another garment or footwear of equal or greater quality for substitution (with the approval of the City)

16) PRE-PROPOSAL MEETING

No pre-proposal meeting will be held for this solicitation.

QUESTIONS

For clarification of proposal please refer to page 3 of proposal section "CLARIFICATION OF PROPOSAL".

CONTRACT TERM

The subsequent contract will be for a one year (1) term with the anticipated contract(s) start date July 1, 2018 through June 30, 2019 with the option to extend for a period of three(3) additional years on a year to year basis by mutual agreement of all parties at the same price, terms and conditions. The cost(s) will remain firm through the initial contract term and will include all charges that may be incurred in fulfilling the requirement of this initial contract. Any subsequent renewal terms will begin on July 1 of that calendar year.

Changes in cost for any renewals will be based on mutual agreement between both parties. For any pricing increases the contractor will need to provide written justification and documentation to support such request. For pricing increases, the contractor must send a written request at least 30 days in advance of the contract ending date.

PROPOSAL REQUIREMENT

The proposal shall provide information necessary for The City of Las Vegas to evaluate the qualifications, and expertise of the proposing firm to provide uniforms for purchase and use by the City of Las Vegas Employees.

The Offeror is to make a written proposal which presents an understanding of the work to be performed. The proposal should demonstrate and provide evidence that the Offeror has the capabilities, professional expertise, and experience to provide the necessary services as described in this RFP. The Offeror shall ensure that all information required herein is submitted with proposal. All information provided should be verifiable by documentation requested by the City of Las Vegas. Failure to provide all information, inaccuracy or misstatement may be sufficient cause for rejection of the proposal or rescission of an award. Proposals shall be signed by an authorized representative of the Offeror.

In order to enhance the evaluation process and provide each firm an equal opportunity for consideration, adherence to a standardized technical proposal format is required. Responses should be as thorough and detailed as possible so that the City may properly evaluate the firm's capabilities to provide the required services.

SPECIFICATIONS

The specifications are used to establish the minimum acceptable standards for items the City of Las Vegas intends to purchase. Styling, design and color selection availability is essential to this contract.. The approved brand is intended to establish the minimum level of quality, design or composition for items that will be acceptable by the City of Las Vegas. Bid based on manufactures other than specified in the Request for Proposal (RFP) must be clearly identified as such, and bidders must include detailed fabric and feature/construction specifications for each article with the bid. In the event that an apparent low bidder proposes an alternate, the burden of proof to demonstrate equivalency by samples, technical specifications must be provided.

The City of Las Vegas shall be the sole judge as to whether or not items submitted meet specifications and whether or not items being bid are equal. Failure of the delivered uniforms to be of the same quality of the approved sample shall completely release the City of Las Vegas from any or all contractual obligations to the successful Offeror(s), his/her agents, or his/her dealers. This shall enable the City of Las Vegas to purchase from whosoever the buyer pleases, without obligation or restrictions on the manner of purchasing.

BIDDING

Offerors are invited to bid on individual or all lots.

BID ITEM

DESCRIPTION

PRICE PER ITEM

Lot 1

WOMEN

MEN

TROUSERS

A. Levi 517 or Equal

B. Levi 550 or Equal

C. Levi 501 or Equal

D. Wrangler 936 DEN or Equal

E. Wrangler 31 MWZDN or Equal

F. Carhart Double Knee or Equal

A. Bib

B. Full Overalls

C. Coveralls (lightweight)

SPECIFICATIONS:

TROUSERS: 100% rugged cotton, prewashed, stonewashed, preshrunk, heavyweight denim, zipper or button fly. Color to be denim blue, indigo blue, or black (to include women and petite sizes).

COVERALLS: Insulated with 4 or more oz. of polyester fiberfill, quilted to a nylon tricot lining. Coveralls intended for use over work clothes. Coveralls should have side leg zippers, two pockets with direct access to trousers and to be either Bib or Full overalls. (Include women's and petite sizes)

BID ITEM

DESCRIPTION

PRICE PER ITEM

Lot 2

WOMEN

MEN

SHIRTS

A. Snaps or Buttons
Work Shirts/Denim
Long and short sleeves

B. Polo Shirts
Long/Short Sleeves or Equal

JACKET

A. Winter

B. Light Weight Jacket

C. Hooded Fleece Jacket

SPECIFICATIONS:

SHIRT: Shirts to be 100% cotton or 65% polyester/35% cotton. Indigo Vertical Dobby, buttons/snaps, long or short sleeves, with button down collar. Straight back yoke with center box pleat and three buttons adjustable cuff and should be pre-washed for comfort. Shirt should have left front chest pocket with button closure. To include employees name embroidered over left side pocket and the City of Las Vegas logo and department embroidered on the right. Embroidery to be in gold colored thread. (Include women's and petite sizes).

POLO SHIRTS: Polo shirts are to be 5.7 oz. 100% cotton or 65% polyester/35% cotton. Colors to be in navy blue or black. To include employees name embroidered over left side pocket and the City of Las Vegas logo and Department embroidered on the right. Embroidery to be in gold colored thread. (Include women's and petite sizes).

JACKET: Jacket to be standard length with waistband and cuffs. It needs to be heavyweight 12oz. 100% cotton or 7.25 oz 65/35 poly/cotton twill. Jacket should be water repellent, wind and rip resistant. Jacket should be lined with black brushed tricot quilted to form inner lining, zipper front hand warmer pockets. Jacket should be available with or without drawstring hood. Jacket to be available in colors: brown, navy blue or black. (Include women's and petite sizes).

LIGHT WEIGHT JACKET: Jacket to be standard length with waistband and cuffs. It needs to be water proof, 100% polyester, shell jacket with mesh lining features a vented back for breathability, zipper front. Jacket should be available with or without drawstring hood. Jacket to be available in colors brown, dark blue and black. (Include women's and petite sizes).

HOODIE STYLE JACKET: Jacket to be water proof/repellent. It must include a hood and front pockets. It must be available as a pullover or with a front zipper and be charcoal gray in color.

BID ITEM

DESCRIPTION

PRICE PER ITEM

Lot 3

WOMEN

MEN

BOOTS

A. Lace up

B. Pull up

SPECIFICATIONS:

BOOTS/FOOT WEAR: Boots/Foot Wear to be top quality soft glove leather, or a smooth leather and Cordura mixture or equal. Sole needs to be oil resistant lightweight polyurethane outsole. Cambrelle vamp lining or equal. Poly foot insole should be removable. Boots/Foot Wear to be safety toe (steel or composite) and meet OSHA standards. Boots/Foot Wear to be either laced or slip on. Color to be brown or black. Sizes shall be available in men's and women's sizes ranging from 6-16 AAA though EEE.

EVALUATION SHEET

OFFERORS:

Proposal must address each of the following criteria.

**RATING SHEET FOR:
Clothing and Foot Wear RFP Services**

Offeror: _____

ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience		
2. Capacity and Capability		
3. Past Record of Performance		
4.		
5.		
TOTAL	<u>100</u>	

EMBROIDERY SAMPLE



CITY OF LAS VEGAS

DEPARTMENT

EMROIDERED
ON RIGHT SIDE

EMPLOYEE NAME

EMROIDERED
ON LEFT SIDE

Proposal Opening Sheet

CITY OF LAS VEGAS
RFP/BID/OPENING

DATE: 20-Jun-2018

OPENING NO.: 2018-23

TIME: 2:00 PM

DEPARTMENT: **UTILITIES**

LOCATION: City of Las Vegas Chambers
1700 N. Grand Ave.
Las Vegas, NM 87701

ITEM(S): **CLOTHING AND FOOTWEAR**

RECEIVED FROM:	AMOUNT	SUB CONTRACTOR LIST	BID BOND	AFFIDAVIT NOTARIZED	CAMPAIGN DISC. FORM
1 Browns Shoe & Hat Company				✓	✓
2 Big R				✗	✗
3 Boot Barn				✓	✓
4 Embroidery Plus				✓	✓
5 Popular Dry Goods				✓	✓
6					

COMPANY REPRESENTATIVE

COMPANY NAME

1 <i>[Signature]</i>	City of Las Vegas
2 <i>[Signature]</i>	City of Las Vegas
3 <i>[Signature]</i>	City of Las Vegas
4 <i>[Signature]</i>	CLV Purchasing
5 <i>[Signature]</i>	CLV Purchasing
6	
7	
8	
9	
10	

(use other side of form when full)

ORIGINALS TAKEN BY CITY CLERK:

[Signature]
DATE: 6/20/18

OPENED BY: FINANCE DEPARTMENT

[Signature]
DATE: 6/20/2018

COPIES TAKEN BY DEPT:

[Signature]
DATE: 6-20-18

**Proposal Tabulation
Score Tabulation**

Popular Dry Goods 2018		Rowan Enterprises 2018		Big R 2018		Brown's Shoes of Clovis, NM 2018		Boot Barn Inc. 2016		
Item	Men	Women	Men	Women	Men	Women	Men	Women	Men	Women
Pant	5	\$28-\$45	\$28-\$39	No Bid	No Bid	\$21.59-\$44.99	\$26.99-\$52.99	No Bid	No Bid	No Bid
Bib/Overall	1	\$70.00	\$70.00	No Bid	No Bid	\$101.99-\$119.99	\$99.99-\$85.99	No Bid	No Bid	No Bid
Bib		\$78.00	\$78.00	No Bid	No Bid	\$101.99-\$119.99	NI \$59.49-\$69.99	No Bid	No Bid	No Bid
Full Overalls		\$42.00	N/A	No Bid	No Bid	\$46.99-\$39.94	N/A	No Bid	No Bid	No Bid
Overalls Light										
Shirts	5	No Bid	No Bid	\$26.98-\$57.99	\$26.98-\$40.25	\$24.39-\$26.99	\$36.99-\$39.99	No Bid	No Bid	No Bid
Snap or Bottom				\$24.25-\$29.58	\$17.98-\$29.98	\$26.99-\$29.99	N/A	No Bid	No Bid	No Bid
Polo Shirt										
Jackets	1	\$70-\$85	\$70-\$85	\$97.99-\$107.	\$97.99-\$107.	\$93.49-\$109.99	\$93.49-\$119.99	No Bid	No Bid	No Bid
Winter Jacket		\$68.00	\$68.00	\$54.78-\$127.99	\$54.78-\$127.99	\$67.49-\$74.99	N/A	No Bid	No Bid	No Bid
Light Weight Jacket		No Bid	No Bid	\$47.99-\$77.99	\$47.99-\$77.99	\$50.99-\$59.99	\$38.24-\$44.99	No Bid	No Bid	No Bid
Hooded Fleece Jacket										
Work Shoes/Boots	1	\$140.00	\$140.00	N/A	N/A	\$67.99-\$219.99	\$67.99-\$174.99	\$113-\$125	\$113-\$135	10% off
Work Shoes/Boots Lace/Pull Up										

Bid # 2018-23

Bid # 2018-23

Bid # 2018-23

		Pants and Coverall						Totals
Popular Dry Goods	70	90	70	80	95	100	505	
Boot Barn	70	70	100	90	100	90	520	
Big R	90	85	100	100	100	100	575	
Embroidery Plus	NB	NB	NB	NB	NB	NB	NB	
Browns Shoe	NB	NB	NB	NB	NB	NB	NB	

-2
-1

		Shirts And Jackets						Totals
Popular Dry Goods (Jackets Only)	60	90	65	80	100	100	495	
Boot Barn	NB	NB	NB	NB	NB	NB	NB	
Big R	100	90	100	100	100	75	565	
Embroidery Plus	100	100	93	90	95	75	553	
Browns Shoe	NB	NB	NB	NB	NB	NB	NB	

-1
-2

		Workboots/ Workshoe						Totals
Popular Dry Goods	70	90	70	80	80	75	465	
Boot Barn	100	70	100	90	100	100	560	
Big R	100	90	100	100	100	85	575	
Embroidery Plus	NB	NB	NB	NB	NB	NB	NB	
Browns Shoe	70	65	85	90	100	60	470	

-2
-1

Big R

1. Proposal Received
 2. Score sheets
 - a. Pants/Overalls
 - b. Shirts/Jackets
 - c. Workboots/Workshoe
-

Big R

JUN 25, 2018

2.01

BID ITEM	DESCRIPTION	PRICE PER ITEM	
		WOMEN	MEN
Lot 1			
10% off reg	TROUSERS		
	A. Levi 517 or Equal	\$49.99 reg Carhartt \$44.99 each	\$39.99 reg \$35.99 each
	B. Levi 550 or Equal	\$49.99 Carhartt \$44.99 each	\$39.99 reg \$35.99 each
	C. Levi 501 or Equal	\$34.99 DICKIES \$31.50 each	\$34.99 reg \$31.50 each
	D. Wrangler 936 DEN or Equal	\$29.99 Wrangler \$26.99 each	\$23.99 reg \$21.59 each
	E. Wrangler 31 MWZDN or Equal	\$52.99 Wrangler \$47.69 each	\$23.99 - \$25.99 \$21.59 - \$23.49
	F. Carhart Double Knee or Equal	\$49.99 reg \$44.99 each	\$44.99 reg \$40.49 each
15% off reg Carhartt unless stated otherwise	A. Bib	\$99.99 reg \$85.99 each	\$119.99 reg \$101.99 each
	B. Full Overalls	\$69.99 non-insulated \$59.49 each	\$119.99 insulated \$101.99 each
	C. Coveralls (lightweight)	N/A	\$46.99 Dickies \$39.94 each

SPECIFICATIONS:

TROUSERS: 100% rugged cotton, prewashed, stonewashed, preshrunk, heavyweight denim, zipper or button fly. Color to be denim blue, indigo blue, or black (to include women and petite sizes).

COVERALLS: Insulated with 4 or more oz. of polyester fiberfill, quilted to a nylon tricot lining. Coveralls intended for use over work clothes. Coveralls should have side leg zippers, two pockets with direct access to trousers and to be either Bib or Full overalls. (Include women's and petite sizes)

BID ITEM	DESCRIPTION	PRICE PER ITEM	
		WOMEN	MEN
Lot 2			
10% off reg	SHIRTS		
	A. Snaps or Buttons Work Shirts/Denim Long and short sleeves	\$39.99 reg \$36.99 each	\$26.99 reg \$24.39 each
	B. Polo Shirts Long/Short Sleeves or Equal	N/A	\$29.99 reg \$26.99 each
15% off reg Carhartt pricing listed / more info available	JACKET		
	A. Winter	\$109.99 - \$119.99 \$93.49-\$101.99 ea	\$109.99 reg 93.49 each
	B. Light Weight Jacket		\$74.99 reg \$67.49 each
	C. Hooded Fleece Jacket	\$44.99 reg \$38.24 each	\$59.99 reg \$50.99 each

SPECIFICATIONS:

SHIRT: Shirts to be 100% cotton or 65% polyester/35% cotton. Indigo Vertical Dobby, buttons/snaps, long or short sleeves, with button down collar. Straight back yoke with center box pleat and three buttons adjustable cuff and should be pre-washed for comfort. Shirt should have left front chest pocket with button closure. To include employees name embroidered over left side pocket and the City of Las Vegas logo and department embroidered on the right. Embroidery to be in gold colored thread. (Include women's and petite sizes).

POLO SHIRTS: Polo shirts are to be 5.7 oz. 100% cotton or 65% polyester/35% cotton. Colors to be in navy blue or black. To include employees name embroidered over left side pocket and the City of Las Vegas logo and Department embroidered on the right. Embroidery to be in gold colored thread. (Include women's and petite sizes).

Ladies Safety Footwear Information:

AdTec

2980 Steel Toe Lace Up – retail 79.99 black

2977 Steel Toe Lace Up - retail 79.99 exact same boot as above but this is brown

Ariat

10009494 is steel toe pull-on – 139.95

10015405 is comp toe pull-on – retail is 159.99

Carolina Shoe

99.99-154.99 – all lace up styles (one out of stock for 5-6 weeks minimum)

CA1626 Comp Toe Lace up – 99.99 – out of stock until 7/22

CA1620 – comp toe lace up – 154.99

CA1725 – steel toe lace up – 109.99

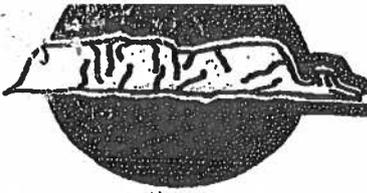
Keen Footwear

1014598 – Steel Toe Lace up – 129.99

Carhartt Footwear

CWF5355 is comp toe lace up 144.99

CWP1250 is steel toe pull on 174.99



Big R

TONITA GURULE-GIRON
Mayor

Score Sheets

June 26, 2018

Under the RFP 2018-23 Clothing & Footwear requirement paragraph on page 10 the proposers were required to make a "written proposal which presents an understanding of the work to be performed." The proposal should demonstrate and provide evidence that the Offeror has the capabilities, professional expertise and experience to provide the necessary services as described in this RFP." In order for city staff to rate RFP 2018-23, the following questions need to be answered and returned by June 28, 2018.

1. Has your business provided boot/clothing services to other municipalities, state government or large business? If so please explain. *yes NM Highlands University + NM Behavioral Health + San Miguel County*
2. Can your business provide boot or clothing services to 50+ customers within 30 days? *Yes*
3. Can your business provide boot or clothing services to 100+ customers within 30 days? *Yes*
3. Can your business provide boot or clothing services to 200+ customers within 30 days? *Yes*
4. If product cannot be provided within 30 days of order the product must not be ordered as the City will refuse receipt if it exceeds 30 days. Please acknowledge this requirement with signature *Traciue Mondragon*
5. When item are backordered vendor must notify the city immediately as order may be canceled. Please acknowledge this requirement with signature *Traciue Mondragon*
6. Can your business provide in person fitting services? *Yes*
7. Is your business located in Las Vegas? *Yes*
8. If your business is local what are the days and times employees can be fitted? *8am - 8pm*
9. If outside of the City of Las Vegas can your business come to the City and provide fitting services at no charge?
10. Explain how you will handle the fitting processes (location and examples etc). *Store Customer can try on clothing*
11. Has your company ever had to return clothing due to incorrect fitting and incorrect sizing? If so please explain. *usually we dont but we are willing to work with our customers*
12. How long does the embroidery service take? *2-3 weeks*
13. How long does it take to fill special orders? *2 weeks*

Sincerely

Helen Vigil, Purchasing Supervisor

Big R

DAVID ULIBARRI
Councilor, Ward 1

VINCE HOWELL
Councilor, Ward 2

BARBARA CASEY
Councilor, Ward 3

DAVID G. ROMERO
Councilor, Ward 4

EVALUATION SHEET

OFFERORS:

Proposal must address each of the following criteria.

RATING SHEET FOR:		
Clothing and Foot Wear RFP Services		
Offeror: <i>Big-R (Pants/Overalls)</i>		
ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience	30	25
2. Capacity and Capability	40	35
3. Past Record of Performance	30	25
4.		
5.		
TOTAL	<u>100</u>	85

EVALUATION SHEET

OFFERORS:

Proposal must address each of the following criteria.

RATING SHEET FOR: *Pants overalls*
Clothing and Foot Wear RFP Services

Offeror: *Big R*

ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience	30	30
2. Capacity and Capability	40	40
3. Past Record of Performance	30	20
4.		
5.		
TOTAL	100	90

EVALUATION SHEET

OFFERORS:
 Proposal must address each of the following criteria.

RATING SHEET FOR: Clothing and Foot Wear RFP Services <i>Pants - 2 - Over</i>		
Offeror: <i>Big R</i>		
ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience		
2. Capacity and Capability	30	30
3. Past Record of Performance	40	40
4.	30	30
5.		
TOTAL	100	100

EVALUATION SHEET

OFFERORS:

Proposal must address each of the following criteria.

RATING SHEET FOR: Clothing and Foot Wear RFP Services		
Offeror: <i>Big E</i>		
ITEM	POSSIBLE POINTS	POINTS AWARDED
<i>Pant's & Overalls</i>		
1. Personal/Personnel Experience		
2. Capacity and Capability	30	30
3. Past Record of Performance	40	40
4.	30	30
5.		
TOTAL	100	100

EVALUATION SHEET

OFFERORS:

Proposal must address each of the following criteria.

Points / over all

RATING SHEET FOR:
Clothing and Foot Wear RFP Services

Offeror: *Big R*

ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience		
2. Capacity and Capability	30	30
3. Past Record of Performance	40	40
4.	30	30
5.		
TOTAL	<u>100</u>	100

EVALUATION SHEET

OFFERORS:

Proposal must address each of the following criteria.

RATING SHEET FOR: Clothing and Foot Wear RFP Services <i>Pants/Overalls</i> Offeror: <i>Big R</i>		
ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience	30	<i>30</i>
2. Capacity and Capability	40	<i>40</i>
3. Past Record of Performance	30	<i>30</i>
4.		
5.		
TOTAL	<u>100</u>	<i>100</i>

EVALUATION SHEET

OFFERORS:

Proposal must address each of the following criteria.

RATING SHEET FOR:		
Clothing and Foot Wear RFP Services		
Offeror: <i>Big-R (Jackets/Shirts)</i>		
ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience	30	30
2. Capacity and Capability	40	30
3. Past Record of Performance	30	30
4.		
5.		
TOTAL	<u>100</u>	90

EVALUATION SHEET

OFFERORS:

Proposal must address each of the following criteria.

RATING SHEET FOR: *Shirts Jackets*
Clothing and Foot Wear RFP Services

Offeror: *Big R*

ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience	30	30
2. Capacity and Capability	40	40
3. Past Record of Performance	30	30
4.		
5.		
TOTAL	100	100

EVALUATION SHEET

OFFERORS:
 Proposal must address each of the following criteria.

RATING SHEET FOR: Clothing and Foot Wear RFP Services <i>Sackets.</i>		
Offeror: <i>Big R</i>		
ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience		
2. Capacity and Capability	30	25
3. Past Record of Performance	40	25
4.	30	25
5.		
TOTAL	<u>100</u>	<i>75</i>

EVALUATION SHEET

OFFERORS:
 Proposal must address each of the following criteria.

RATING SHEET FOR: Clothing and Foot Wear RFP Services		
Offeror: <i>Big R</i>		
ITEM	POSSIBLE POINTS	POINTS AWARDED
<i>Shirts & jackets</i>		
1. Personal/Personnel Experience	30	30
2. Capacity and Capability	40	40
3. Past Record of Performance	30	30
4.		
5.		
TOTAL	100	100

EVALUATION SHEET

OFFERORS:

Proposal must address each of the following criteria.

Shirts / Jackets

RATING SHEET FOR:
Clothing and Foot Wear RFP Services

Offeror: *Big R*

ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience		
2. Capacity and Capability	30	<i>30</i>
3. Past Record of Performance	40	<i>40</i>
4.	30	<i>30</i>
5.		
TOTAL	<u>100</u>	<i>100</i>

EVALUATION SHEET

OFFERORS:

Proposal must address each of the following criteria.

RATING SHEET FOR: Clothing and Foot Wear RFP Services <i>Shirts / Jackets</i>		
Offeror: <i>Big R</i>		
ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience	30	<i>30</i>
2. Capacity and Capability	40	<i>40</i>
3. Past Record of Performance	30	<i>30</i>
4.		
5.		
TOTAL	<u>100</u>	<i>100</i>

EVALUATION SHEET

OFFERORS:

Proposal must address each of the following criteria.

RATING SHEET FOR: Clothing and Foot Wear RFP Services		
Offeror: <i>Big-R (Boats)</i>		
ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience	30	30
2. Capacity and Capability	40	30
3. Past Record of Performance	30	30
4.		
5.		
TOTAL	<u>100</u>	90

EVALUATION SHEET

OFFERORS:

Proposal must address each of the following criteria.

RATING SHEET FOR: Boots Clothing and Foot Wear RFP Services		
Offeror: <u>Big R</u>		
ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience	30	30
2. Capacity and Capability	40	40
3. Past Record of Performance	30	30
4.		
5.		
TOTAL	<u>100</u>	100

EVALUATION SHEET

OFFERORS:

Proposal must address each of the following criteria.

RATING SHEET FOR: Clothing and Foot Wear RFP Services Boots		
Offeror: <i>Big R</i>		
ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience	30	30 25
2. Capacity and Capability	40	40 35
3. Past Record of Performance	30	30
4.		
5.		
TOTAL	<u>100</u>	100 85

EVALUATION SHEET

OFFERORS:
 Proposal must address each of the following criteria.

RATING SHEET FOR: Clothing and Foot Wear RFP Services		
Offeror: <i>Big-R</i> <i>Boots</i>	ITEM	
		POSSIBLE POINTS
		POINTS AWARDED
1. Personal/Personnel Experience		
2. Capacity and Capability		30
3. Past Record of Performance		40
4.		30
5.		
TOTAL		<u>100</u>
		100

EVALUATION SHEET

OFFERORS:
 Proposal must address each of the following criteria.

Boots

RATING SHEET FOR:
Clothing and Foot Wear RFP Services

Offeror: *Big R*

ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience		
2. Capacity and Capability	30	<i>30</i>
3. Past Record of Performance	40	<i>40</i>
4.	30	<i>30</i>
5.		
TOTAL	<u>100</u>	<i>150</i>

EVALUATION SHEET

OFFERORS:

Proposal must address each of the following criteria.

RATING SHEET FOR: Clothing and Foot Wear RFP Services <i>Boots</i>		
Offeror: <i>Big R</i>		
ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience	30	<i>30</i>
2. Capacity and Capability	40	<i>40</i>
3. Past Record of Performance	30	<i>30</i>
4.		
5.		
TOTAL	<u>100</u>	<i>100</i>

Boot Barn

1. Proposal Received
 2. Score sheets
 - a. Pants/Overalls
 - b. Workboots/Workshoe
-

BID ITEM	DESCRIPTION	PRICE PER ITEM	
----------	-------------	----------------	--

Lot 1

WOMEN

MEN

TROUSERS

A. Levi 517 or Equal	<u>\$44.99</u>	<u>\$44.99</u>
B. Levi 550 or Equal	<u>\$44.99</u>	<u>\$44.99</u>
C. Levi 501 or Equal	<u>\$44.99</u>	<u>\$44.99</u>
D. Wrangler 936 DEN or Equal	<u>\$21.99</u>	<u>\$21.99</u>
E. Wrangler 31 MWZDN or Equal	<u>\$33.29</u>	<u>\$33.29</u>
F. Carhart Double Knee or Equal	<u>\$44.99</u>	<u>\$44.99</u>
	R01 \$71.99	R01 \$71.99
A. Bib	<u>R38 \$98.99</u>	<u>R38 \$98.99</u>
B. Full Overalls	<u>X01 \$107.99</u>	<u>X01 \$107.99</u>
C. Coveralls (lightweight)	<u>\$44.99 Dickies</u>	<u>\$44.99 Dickies</u>

SPECIFICATIONS:

TROUSERS: 100% rugged cotton, prewashed, stonewashed, preshrunk, heavyweight denim, zipper or button fly. Color to be denim blue, indigo blue, or black (to include women and petite sizes).

COVERALLS: Insulated with 4 or more oz. of polyester fiberfill, quilted to a nylon tricot lining. Coveralls intended for use over work clothes. Coveralls should have side leg zippers, two pockets with direct access to trousers and to be either Bib or Full overalls. (Include women's and petite sizes)

BID ITEM	DESCRIPTION	PRICE PER ITEM	
----------	-------------	----------------	--

Lot 3

WOMEN

MEN

BOOTS

A. Lace up

10% discount off bootbarn.com

10% discount off bootbarn.com

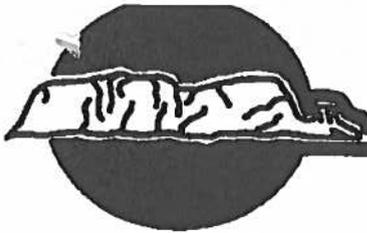
B. Pull up

10% discount off bootbarn.com

10% discount off bootbarn.com

SPECIFICATIONS:

BOOTS/FOOT WEAR: Boots/Foot Wear to be top quality soft glove leather, or a smooth leather and Cordura mixture or equal. Sole needs to be oil resistant lightweight polyurethane outsole. Cambrelle vamp lining or equal. Poly foot insole should be removable. Boots/Foot Wear to be safety toe (steel or composite) and meet OSHA standards. Boots/Foot Wear to be either laced or slip on. Color to be brown or black. Sizes shall be available in men's and women's sizes ranging from 6-16 AAA through EEE.



Boot Barn

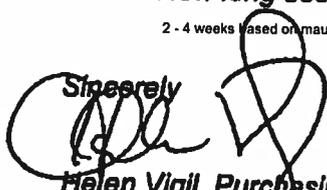
TONITA GURULE-GIRON
 Mayor

Score Sheets

June 26, 2018

Under the RFP 2018-23 Clothing & Footwear requirement paragraph on page 10 the proposers were required to make a "written proposal which presents an understanding of the work to be performed." The proposal should demonstrate and provide evidence that the Offeror has the capabilities, professional expertise and experience to provide the necessary services as described in this RFP." In order for city staff to rate RFP 2018-23, the following questions need to be answered and returned by June 28, 2018.

1. **Has your business provided boot/clothing services to other municipalities, state government or large business? If so please explain.**
 Yes. Boot Barn has worked with several City, County and State Agencies in providing services.
2. **Can your business provide boot or clothing services to 50+ customers within 30 days?**
 Yes.
3. **Can your business provide boot or clothing services to 100+ customers within 30 days?**
 Yes
3. **Can your business provide boot or clothing services to 200+ customers within 30 days?**
 Yes
4. **If product cannot be provided within 30 days of order the product must not be ordered as the City will refuse receipt if it exceeds 30 days. Please acknowledge this requirement with signature Frank Rowan**
5. **When item are backordered vendor must notify the city immediately as order may be canceled. Please acknowledge this requirement with signature Frank Rowan**
6. **Can your business provide in person fitting services?**
 Yes.
7. **Is your business located in Las Vegas?**
 No. There are locations close by in Santa Fe and Albuquerque
8. **If your business is local what are the days and times employees can be fitted?**
 na
9. **If outside of the City of Las Vegas can your business come to the City and provide fitting services at no charge?**
 Yes
10. **Explain how you will handle the fitting processes (location and examples etc).**
 Boot Barn will provide a sampling of product from which your staff may review for proper fit and function. They may purchase or order at time of fitting. Orders will be completed in 30 days based on product availability.
11. **Has your company ever had to return clothing due to incorrect fitting and incorrect sizing? If so please explain.**
 This is a possibility though we will make sure your staff have the proper styles and fit to perform their job functions.
12. **How long does the embroidery service take?**
 Not applicable
13. **How long does it take to fill special orders?**
 2 - 4 weeks based on manufacturers availability.

Sincerely

 Helen Vigil, Purchasing Supervisor

EVALUATION SHEET

OFFERORS:

Proposal must address each of the following criteria.

RATING SHEET FOR: Clothing and Foot Wear RFP Services		
Offeror: <i>Boot Barn (Pants) Overalls</i>		
ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience	30	20
2. Capacity and Capability	40	30
3. Past Record of Performance	30	20
4.		
5.		
TOTAL	<u>100</u>	70

EVALUATION SHEET

OFFERORS:

Proposal must address each of the following criteria.

RATING SHEET FOR: <i>Pants cover all G</i> Clothing and Foot Wear RFP Services		
Offeror: <i>Boot Barn</i>		
ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience	30	<i>30</i>
2. Capacity and Capability	40	<i>20</i>
3. Past Record of Performance	30	<i>20</i>
4.		
5.		
TOTAL	<u>100</u>	<i>70</i>

EVALUATION SHEET

OFFERORS:

Proposal must address each of the following criteria.

RATING SHEET FOR: Clothing and Foot Wear RFP Services <i>clothing Part - L. overhwr.</i>		
Offeror: <i>Boot Barn</i>		
ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience	30	25
2. Capacity and Capability	40	40
3. Past Record of Performance	30	25
4.		
5.		
TOTAL	<u>100</u>	90

EVALUATION SHEET

OFFERORS:
 Proposal must address each of the following criteria.

RATING SHEET FOR: Clothing and Foot Wear RFP Services		
	<i>Boot Barn</i>	
Offeror: <i>Pants & overalls</i>		
ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience		
2. Capacity and Capability	30	30
3. Past Record of Performance	40	40
4.	30	30
5.		
TOTAL	<u>100</u>	100

EVALUATION SHEET

OFFERORS:
 Proposal must address each of the following criteria.

Point/over all

RATING SHEET FOR:
Clothing and Foot Wear RFP Services

Offeror: *Boot Barn*

ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience		
2. Capacity and Capability	30	<i>30</i>
3. Past Record of Performance	40	<i>40</i>
4.	30	<i>30</i>
5.		
TOTAL	<u>100</u>	<i>100</i>

EVALUATION SHEET

OFFERORS:

Proposal must address each of the following criteria.

RATING SHEET FOR: Clothing and Foot Wear RFP Services <i>Pants / Overalls</i>		
Offeror: <i>Boot Barn</i>		
ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience	30	<i>25</i>
2. Capacity and Capability	40	<i>35</i>
3. Past Record of Performance	30	<i>30</i>
4.		
5.		
TOTAL	<u>100</u>	<i>90</i>

EVALUATION SHEET

OFFERORS:

Proposal must address each of the following criteria.

RATING SHEET FOR:		
Clothing and Foot Wear RFP Services		
Offeror: <i>Boot Barn (Boots)</i>		
ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience	30	20
2. Capacity and Capability	40	30
3. Past Record of Performance	30	20
4.		
5.		
TOTAL	<u>100</u>	70

EVALUATION SHEET

OFFERORS:

Proposal must address each of the following criteria.

RATING SHEET FOR: Boots- Clothing and Foot Wear RFP Services		
Offeror: <i>Boot Burn</i>		
ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience	30	30
2. Capacity and Capability	40	40
3. Past Record of Performance	30	30
4.		
5.		
TOTAL	<u>100</u>	100

EVALUATION SHEET

OFFERORS:

Proposal must address each of the following criteria.

RATING SHEET FOR: Clothing and Foot Wear RFP Services Boots		
Offeror: <i>Boot Barn</i>		
ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience	30	<i>30</i>
2. Capacity and Capability	40	<i>40</i>
3. Past Record of Performance	30	<i>30</i>
4.		
5.		
TOTAL	<u>100</u>	<i>100</i>

EVALUATION SHEET

OFFERORS:
 Proposal must address each of the following criteria.

RATING SHEET FOR: Clothing and Foot Wear RFP Services		
	<i>Boof Barn</i>	
Offeror: <i>Boots</i>		
ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience		
2. Capacity and Capability	30	30
3. Past Record of Performance	40	40
4.	30	30
5.		
TOTAL	<u>100</u>	<i>100</i>

EVALUATION SHEET

OFFERORS:
 Proposal must address each of the following criteria.

Boat

RATING SHEET FOR:
Clothing and Foot Wear RFP Services

Offeror: *Boat Barn*

ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience		
2. Capacity and Capability	30	<i>30</i>
3. Past Record of Performance	40	<i>40</i>
4.	30	<i>30</i>
5.		
TOTAL	<u>100</u>	<i>100</i>

EVALUATION SHEET

OFFERORS:

Proposal must address each of the following criteria.

RATING SHEET FOR: Clothing and Foot Wear RFP Services <i>Boots</i>		
Offeror: <i>Boot Barn</i>		
ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience	30	<i>25</i>
2. Capacity and Capability	40	<i>35</i>
3. Past Record of Performance	30	<i>30</i>
4.		
5.		
TOTAL	<u>100</u>	<i>90</i>

Browns Shoe

1. Proposal Received
2. Score sheets
 - a. Workbooks/Workshoe

BID ITEM DESCRIPTION PRICE PER ITEM

Lot 3

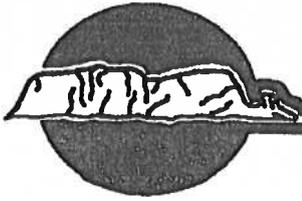
	<u>WOMEN</u>	<u>MEN</u>
<u>BOOTS</u>		
A. Lace up	<i>Reg 126⁰⁰ ↓ 1090</i> <i>\$113⁰⁰</i> <i>Wolverine 10180</i>	<i>Reg 113⁰⁰ ↓</i> <i>Carhart CMW6274 - \$113</i>
B. Pull up	<i>Reg \$150⁰⁰ → 1090</i> <i>\$135⁰⁰</i> <i>Ariat 100081634</i>	<i>Reg 125⁰⁰ → 10⁰⁰</i> <i>Ariat 10015191 - \$125⁰⁰</i>

SPECIFICATIONS:

BOOTS/FOOT WEAR: Boots/Foot Wear to be top quality soft glove leather, or a smooth leather and Cordura mixture or equal. Sole needs to be oil resistant lightweight polyurethane outsole. Cambrelle vamp lining or equal. Poly foot insole should be removable. Boots/Foot Wear to be safety toe (steel or composite) and meet OSHA standards. Boots/Foot Wear to be either laced or slip on. Color to be brown or black. Sizes shall be available in men's and women's sizes ranging from 6-16 AAA though EEE.

I will come to Las Vegas with sample sizes and fit each employee. Mike Brandt

Brown's Shoe



CITY OF LAS VEGAS

1700 N. GRAND AVE. - LAS VEGAS, NEW MEXICO 87701-4731 • 805-464-1401 • FAX: 805-425-7335

TONITA GURULE-GIRON
Mayor

June 26, 2018

Score Sheets

Under the RFP 2018-23 Clothing & Footwear requirement paragraph on page 10 the proposers were required to make a "written proposal which presents an understanding of the work to be performed." The proposal should demonstrate and provide evidence that the Offeror has the capabilities, professional expertise and experience to provide the necessary services as described in this RFP." In order for city staff to rate RFP 2018-23, the following questions need to be answered and returned by June 28, 2018.

1. Has your business provided boot/clothing services to other municipalities, state government or large business? If so please explain. *Yes; City of Clovis, Curry County, ST of NM, Southwest Chase and BNSF and others.*
2. Can your business provide boot or clothing services to 50+ customers within 30 days? *Yes*
3. Can your business provide boot or clothing services to 100+ customers within 30 days? *Yes*
3. Can your business provide boot or clothing services to 200+ customers within 30 days? *Yes*
4. If product cannot be provided within 30 days of order the product must not be ordered as the City will refuse receipt if it exceeds 30 days. Please acknowledge this requirement with signature Michael Bennett
5. When item are backordered vendor must notify the city immediately as order may be canceled. Please acknowledge this requirement with signature Michael Bennett
6. Can your business provide in person fitting services? *Yes*
7. Is your business located in Las Vegas? *NO*
8. If your business is local what are the days and times employees can be fitted? *Monday - Friday*
9. If outside of the City of Las Vegas can your business come to the City and provide fitting services at no charge? *Yes*
10. Explain how you will handle the fitting processes (location and examples etc). *I will come to Las Vegas with all sample size to fit each employee*
11. Has your company ever had to return clothing due to incorrect fitting and incorrect sizing? If so please explain. *N/A*
12. How long does the embroidery service take? *N/A*
13. How long does it take to fill special orders? *Normally 2 weeks*

Sincerely

Helen Vigil, Purchasing Supervisor

Brown's Shoe Fit Co.
1913 N. Prince St.
Clovis, NM 88101
575-763-6047

DAVID ULIBARRI
Councilor, Ward 1

VINCE HOWELL
Councilor, Ward 2

BARBARA CASEY
Councilor, Ward 3

DAVID G. ROMERO
Councilor, Ward 4

EVALUATION SHEET

OFFERORS:

Proposal must address each of the following criteria.

RATING SHEET FOR: Clothing and Foot Wear RFP Services		
Offeror: <i>Brown's Shoes (Boots)</i>		
ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience	30	15
2. Capacity and Capability	40	30
3. Past Record of Performance	30	20
4.		
5.		
TOTAL	<u>100</u>	65

EVALUATION SHEET

OFFERORS:

Proposal must address each of the following criteria.

RATING SHEET FOR: Boots Clothing and Foot Wear RFP Services		
Offeror: <i>Brauns Shoe</i>		
ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience	30	20
2. Capacity and Capability	40	30
3. Past Record of Performance	30	20
4.		
5.		
TOTAL	<u>100</u>	70

EVALUATION SHEET

OFFERORS:
 Proposal must address each of the following criteria.

RATING SHEET FOR:
Clothing and Foot Wear RFP Services Boots..

Offeror: Brown's Shoe

ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience		
2. Capacity and Capability	30	20
3. Past Record of Performance	40	20
4.	30	20
5.		
TOTAL	<u>100</u>	60

EVALUATION SHEET

OFFERORS:
 Proposal must address each of the following criteria.

RATING SHEET FOR:		
Clothing and Foot Wear RFP Services		
Offeror: <i>Brown's Shoes</i>		
ITEM	POSSIBLE POINTS	POINTS AWARDED
<i>Boots</i>		
1. Personal/Personnel Experience		
2. Capacity and Capability	30	30
3. Past Record of Performance	40	40
4.	30	30
5.		
TOTAL	<u>100</u>	100

EVALUATION SHEET

OFFERORS:
 Proposal must address each of the following criteria.

Boots

RATING SHEET FOR:
Clothing and Foot Wear RFP Services

Offeror: *Browns Shoe*

ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience		
2. Capacity and Capability	30	<i>25</i>
3. Past Record of Performance	40	<i>35</i>
4.	30	<i>25</i>
5.		
TOTAL	<u>100</u>	<i>85</i>

EVALUATION SHEET

OFFERORS:

Proposal must address each of the following criteria.

RATING SHEET FOR: Clothing and Foot Wear RFP Services <i>Boots</i>		
Offeror: <i>Browns Shoe</i>		
ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience	30	<i>30</i>
2. Capacity and Capability	40	<i>30</i>
3. Past Record of Performance	30	<i>30</i>
4.		
5.		
TOTAL	<u>100</u>	<i>90</i>

Embroidery Plus

1. Proposal Received
2. Score sheets
 - a. Shirts/Jackets

BID ITEM	DESCRIPTION	PRICE PER ITEM
-----------------	--------------------	-----------------------

Lot 2

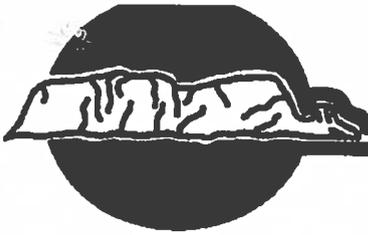
	<u>WOMEN</u>	<u>MEN</u>
<u>SHIRTS</u> 10% OFF CATALOG +\$8.00 FOR EMBROIDERY		
A. Snaps or Buttons Work Shirts/Denim Long and short sleeves	LSP 11-\$26.98 LSP10 -\$26.98 LSP652 -\$40.25	SP11-\$26.98 SP10-\$26.98 MS3127B- \$37.99 SP652- \$40.25 3W510AN- \$42.99 MS1039W- \$57.99
B. Polo Shirts Long/Short Sleeves or Equal	L420-\$17.98 L500LS-29.99 BG6203- \$27.99	K500P-\$24.25 BG7202- \$26.99 K500LS-\$27.78 K420P- \$29.58

<u>JACKET</u> 10% OFF CATALOG +\$8.00 FOR EMBROIDERY		
A. Winter	J002- \$97.99 J140 - \$107.00	J002 - \$97.99 J140- \$107.00
B. Light Weight Jacket	J754-\$54.78 J162- \$127.99	J754-\$54.78 J162- \$127.99
C. Hooded Fleece Jacket	K121-\$47.99 K122-\$52.99 100632- \$77.99	K121-\$47.99 K122- \$52.99 100632- \$77.99

SPECIFICATIONS:

SHIRT: Shirts to be 100% cotton or 65% polyester/35% cotton. Indigo Vertical Dobby, buttons/snaps, long or short sleeves, with button down collar. Straight back yoke with center box pleat and three buttons adjustable cuff and should be pre-washed for comfort. Shirt should have left front chest pocket with button closure. To include employees name embroidered over left side pocket and the City of Las Vegas logo and department embroidered on the right. Embroidery to be in gold colored thread. (Include women's and petite sizes).

POLO SHIRTS: Polo shirts are to be 5.7 oz. 100% cotton or 65% polyester/35% cotton. Colors to be in navy blue or black. To include employees name embroidered over left side pocket and the City of Las Vegas logo and Department embroidered on the right. Embroidery to be in gold colored thread. (Include women's and petite sizes).



embroidery plus

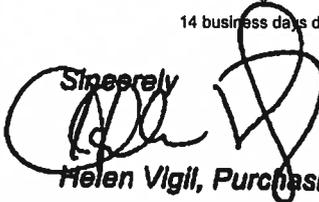
TONITA GURULE-GIRON
 Mayor

Score Sheets

June 26, 2018

Under the RFP 2018-23 Clothing & Footwear requirement paragraph on page 10 the proposers were required to make a "written proposal which presents an understanding of the work to be performed." The proposal should demonstrate and provide evidence that the Offeror has the capabilities, professional expertise and experience to provide the necessary services as described in this RFP." In order for city staff to rate RFP 2018-23, the following questions need to be answered and returned by June 28, 2018.

1. **Has your business provided boot/clothing services to other municipalities, state government or large business? If so please explain.**
 Yes, NM Game & Fish Dept. APS, CNM, 4-H, APD, DeVita as an overview.
2. **Can your business provide boot or clothing services to 50+ customers within 30 days?**
 Yes, We have product availability and production capacity
3. **Can your business provide boot or clothing services to 100+ customers within 30 days?**
 Yes, We have product availability and production capacity.
3. **Can your business provide boot or clothing services to 200+ customers within 30 days?**
 Yes, We have product availability and production capacity.
4. **If product cannot be provided within 30 days of order the product must not be ordered as the City will refuse receipt if it exceeds 30 days. Please acknowledge this requirement with signature Frank Rowan**
5. **When item are backordered vendor must notify the city immediately as order may be canceled. Please acknowledge this requirement with signature Frank Rowan**
6. **Can your business provide in person fitting services?**
 Yes, We have the personnel and capacity to provide onsite fittings as well as availability verification.
7. **Is your business located in Las Vegas?**
 No, It is based in Albuquerque with a mobile unit we use to provide onsite services including fittings and delivery of finished product.
8. **If your business is local what are the days and times employees can be fitted?**
 NA
9. **If outside of the City of Las Vegas can your business come to the City and provide fitting services at no charge?**
 Yes.
10. **Explain how you will handle the fitting processes (location and examples etc).**
 We are able to provide a fitting closet of product requested to insure the end user can try on and make the proper selection prior to completing an order form. Our staff will be on site to assist in selection and advise of product and fabric performance.
11. **Has your company ever had to return clothing due to incorrect fitting and incorrect sizing? If so please explain.**
 On occasion this can happen, though our onsite fittings are a great preventative. If it does occur we will make the necessary corrections to remedy the occurrence.
12. **How long does the embroidery service take?**
 2 weeks on large production 5-7 days on individual orders
13. **How long does it take to fill special orders?**
 14 business days depending on product availability.

Sincerely

 Helen Vigil, Purchasing Supervisor

DAVID ULIBARRI
 Councilor, Ward 1

VINCE HOWELL
 Councilor, Ward 2

BARBARA CASEY
 Councilor, Ward 3

DAVID G. ROMERO
 Councilor, Ward 4

EVALUATION SHEET

OFFERORS:

Proposal must address each of the following criteria.

RATING SHEET FOR:		
Clothing and Foot Wear RFP Services		
Offeror: <i>Embroidery Plus (Jackets/Shirts)</i>		
ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience	30	30
2. Capacity and Capability	40	40
3. Past Record of Performance	30	30
4.		
5.		
TOTAL	<u>100</u>	100

EVALUATION SHEET

OFFERORS:

Proposal must address each of the following criteria.

RATING SHEET FOR: <i>Shirts Jackets</i> Clothing and Foot Wear RFP Services		
Offeror: <i>Embroidery Plus</i>		
ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience	30	<i>30</i>
2. Capacity and Capability	40	<i>40</i>
3. Past Record of Performance	30	<i>30</i>
4.		
5.		
TOTAL	<u>100</u>	<i>100</i>

EVALUATION SHEET

OFFERORS:
 Proposal must address each of the following criteria.

RATING SHEET FOR: Clothing and Foot Wear RFP Services <i>Shirts.</i>		
Offeror: <i>Embroidery Plus</i>		
ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience		
2. Capacity and Capability	30	25
3. Past Record of Performance	40	25
4.	30	25
5.		
TOTAL	<u>100</u>	75

EVALUATION SHEET

OFFERORS:
 Proposal must address each of the following criteria.

RATING SHEET FOR: Clothing and Foot Wear RFP Services		
Offeror: <i>Embroidery Plus</i>		
ITEM	POSSIBLE POINTS	POINTS AWARDED
<i>Shirts & jackets</i>		
1. Personal/Personnel Experience		
2. Capacity and Capability	30	25
3. Past Record of Performance	40	40
4.	30	30
5.		
TOTAL	<u>100</u>	<i>95</i>

EVALUATION SHEET

OFFERORS:

Proposal must address each of the following criteria.

SHRELS / SNEETS

RATING SHEET FOR:
Clothing and Foot Wear RFP Services

Offeror: *Embroidery Plus*

ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience		
2. Capacity and Capability	30	28
3. Past Record of Performance	40	40
4.	30	25
5.		
TOTAL	<u>100</u>	93

EVALUATION SHEET

OFFERORS:

Proposal must address each of the following criteria.

RATING SHEET FOR: Clothing and Foot Wear RFP Services <i>Shirts/Jackets</i>		
Offeror: <i>Embroidery Plus</i>		
ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience	30	<i>30</i>
2. Capacity and Capability	40	<i>30</i>
3. Past Record of Performance	30	<i>30</i>
4.		
5.		
TOTAL	<u>100</u>	<i>90</i>

Popular Dry Goods

1. Proposal Received
2. Score sheets
 - a. Pants/Overalls
 - b. Jackets
 - c. Boots

BID ITEM DESCRIPTION PRICE PER ITEM

Lot 1

WOMEN

MEN

TROUSERS

A. Levi 517 or Equal	} Any fit for women	<u>39⁰⁰</u>	<u>39⁰⁰</u>
B. Levi 550 or Equal		<u>39⁰⁰</u>	<u>39⁰⁰</u>
C. Levi 501 or Equal		<u>39⁰⁰</u>	<u>39⁰⁰</u>
D. Wrangler 936 DEN or Equal		<u>14 MWZG 28⁰⁰</u>	<u>28⁰⁰</u>
E. Wrangler 31 MWZDN or Equal		<u>—</u>	<u>28⁰⁰</u>
F. Carhart Double Knee or Equal		<u>—</u>	<u>45⁰⁰</u>

A. Bib	<u>70⁰⁰</u>	<u>70⁰⁰</u>
B. Full Overalls	<u>78⁰⁰</u>	<u>78⁰⁰</u>
C. Coveralls (lightweight)	<u>N/A</u>	<u>42⁰⁰</u>

ATTACHED LIST

SPECIFICATIONS:

TROUSERS: 100% rugged cotton, prewashed, stonewashed, preshrunk, heavyweight denim, zipper or button fly. Color to be denim blue, indigo blue, or black (to include women and petite sizes).

COVERALLS: Insulated with 4 or more oz. of polyester fiberfill, quilted to a nylon tricot lining. Coveralls intended for use over work clothes. Coveralls should have side leg zippers, two pockets with direct access to trousers and to be either Bib or Full overalls. (Include women's and petite sizes)

BID ITEM DESCRIPTION PRICE PER ITEM

Lot 2

WOMEN

MEN

SHIRTS - NO BID - your demand for 30 day delivery is not possible. Embroiderer would have to work 20.8 (appx) hours per day for 30 days

- | | | |
|--|--------------|--------------|
| <p>A. Snaps or Buttons
Work Shirts/Denim
Long and short sleeves</p> | <p>_____</p> | <p>_____</p> |
| <p>B. Polo Shirts
Long/Short Sleeves or Equal</p> | <p>_____</p> | <p>_____</p> |

JACKET

- | | | |
|---------------------------------------|---|---|
| <p>A. Winter</p> | <p><u>70⁰⁰ & 85⁰⁰</u></p> | <p><u>70⁰⁰ & 85⁰⁰</u></p> |
| <p>B. Light Weight Jacket</p> | <p><u>68⁰⁰</u></p> | <p><u>68⁰⁰</u></p> |
| <p>C. Hooded Fleece Jacket</p> | <p>_____</p> | <p>_____</p> |

ATTACHED LIST

SPECIFICATIONS:

SHIRT: Shirts to be 100% cotton or 65% polyester/35% cotton. Indigo Vertical Dobby, buttons/snaps, long or short sleeves, with button down collar. Straight back yoke with center box pleat and three buttons adjustable cuff and should be pre-washed for comfort. Shirt should have left front chest pocket with button closure. To include employees name embroidered over left side pocket and the City of Las Vegas logo and department embroidered on the right. Embroidery to be in gold colored thread. (Include women's and petite sizes).

POLO SHIRTS: Polo shirts are to be 5.7 oz. 100% cotton or 65% polyester/35% cotton. Colors to be in navy blue or black. To include employees name embroidered over left side pocket and the City of Las Vegas logo and Department embroidered on the right. Embroidery to be in gold colored thread. (Include women's and petite sizes).

BID ITEM	DESCRIPTION	PRICE PER ITEM	
----------	-------------	----------------	--

Lot 3

WOMEN

MEN

BOOTS

A. Lace up

140⁰⁰

140⁰⁰

B. Pull up

140⁰⁰

140

ATTACHED LIST

SPECIFICATIONS:

BOOTS/FOOT WEAR: Boots/Foot Wear to be top quality soft glove leather, or a smooth leather and Cordura mixture or equal. Sole needs to be oil resistant lightweight polyurethane outsole. Cambrelle vamp lining or equal. Poly foot insole should be removable. Boots/Foot Wear to be safety toe (steel or composite) and meet OSHA standards. Boots/Foot Wear to be either laced or slip on. Color to be brown or black. Sizes shall be available in men's and women's sizes ranging from 6-16 AAA through EEE.

Untitled

POPULAR DRY GOODS
119 BRIDGE STREET
LAS VEGAS. NM 87701
(505)425-7272

BID 2018-23 TROUSERS AND COVERALLS
ATTACHED LIST OF STYLES

* NOTED (ALL MERCHANDISE INCLUDED IN THIS LIST ARE OF 1ST QUALITY, NO 2ND QUALITY (SM DEFECTS) OR IRREGULARS.)

LEVI'S BRAND- AS REQUESTED (100% MEETS SPECIFICATIONS)

MENS STYLES: \$39.00

517 BOOTCUT
550 RELAXED FIT TAPERED LEG
501 PRE-WASHED ORIG STRAIGHT LEG
(ADDITIONAL STYLES)
569 LOOSE FIT STRAIGHT LEG
505 PRE-WASHED ORIG STRAIGHT LEG ZIPPER

WOMENS STYLES: \$39.00

518 BOOTCUT
512 STRAIGHT OR BOOTCUT
515 STRAIGHT OR BOOTCUT
501 ORIG STRAIGHT LEG
(ADDITIONAL STYLE)
535 SKINNY

WRANGLER BRAND- AS REQUESTED (100% MEETS SPECIFICATIONS)

MENS STYLES: 28.00

936PWD SLIM FIT
13MWZPW ORIG FIT
31MWZDN RELAXED FIT
(ADDITIONAL STYLES)
3W010AI WORK FIT
3W050AI WORK FIT
3W040AI WORKFIT

WOMENS STYLES: \$28.00

14MWZG SLIM FIT

Untitled

POPULAR DRY GOODS
119 BRIDGE STREET
LAS VEGAS, NM 87701
(505)425-7272

BID # 2018-23 JACKET
OF ATTACHED LIST

JACKET- WINTER

MENS STYLES

BERNE HJ375 HOODED BLK/DKBRN- \$70.00
BERNE J374 NON-HOODED BLK/DKBRN- \$70.00
KEY 337 HOODED BLK/BARK- \$70.00
KEY 377 NON-HOODED BLK/BARK- \$70.00
(ADDITIONAL STYLE)
CARHARTT J130 HOODED BLK/DKBRN- \$85.00
CARHARTT 101228 NON-HOODED BLK/DKBRN \$85.00

WOMENS STYLES

BERNE WHJ52 HOODED BLK/DKBRN- \$70.00
CARHARTT WJ130 HOODED DKBRN- \$85.00

JACKET- LIGHT- \$68.00

MENS STYLES- BLK

BERNE JS200 RAIN DEFENDER SOFT SHELL
AVALON NJ650 RAIN DEFENDER SOFT SHELL

WOMENS STYLES-BLK

BERNE WJS300 RAIN DEFENDER SOFT SHELL

Untitled

POPULAR DRY GOODS
119 BRIDGE STREET
LAS VEGAS, NM 87701
(505)425-7272

BID #2018-23 WORK SHOES
ATTACHED LIST OF BRANDS

*NOTED (ALL MERCHANDISE INCLUDED IN THIS LIST ARE OF 1ST QUALITY, NO 2ND QUALITY (SM DEFECTS) OR IRREGULARS.

BOOTS- UP TO 190⁰⁰ REG PRICE YOUR PRICE 140⁰⁰

ALL STYLES THAT MEET OR EXCEED SPECIFICATIONS. LACE-UPS AND PULL-UPS IN MENS AND WOMENS STYLES.

JUSTIN
TONY LAMA
TIMBERLAND
CARHARTT
GEORGIA
CATAPILLAR
WOLVERINE
REEBOKS
ROCKY
ARIAT



CITY OF LAS VEGAS

1700 N. GRAND AVE. • LAS VEGAS, NEW MEXICO 87701-4731 • 805-454-1401 • FAX: 805-425-7338

Popular Dry Goods

TONITA GURULE-GIRON
Mayor

Score Sheets

June 26, 2018

Under the RFP 2018-23 Clothing & Footwear requirement paragraph on page 10 the proposers were required to make a "written proposal which presents an understanding of the work to be performed." The proposal should demonstrate and provide evidence that the Offeror has the capabilities, professional expertise and experience to provide the necessary services as described in this RFP." In order for city staff to rate RFP 2018-23, the following questions need to be answered and returned by June 28, 2018.

1. **Has your business provided boot/clothing services to other municipalities, state government or large business? If so please explain.**
2. **Can your business provide boot or clothing services to 50+ customers within 30 days?**
3. **Can your business provide boot or clothing services to 100+ customers within 30 days?**
3. **Can your business provide boot or clothing services to 200+ customers within 30 days?**
4. **If product cannot be provided within 30 days of order the product must not be ordered as the City will refuse receipt if it exceeds 30 days. Please acknowledge this requirement with signature _____**
5. **When item are backordered vendor must notify the city immediately as order may be canceled. Please acknowledge this requirement with signature _____**
6. **Can your business provide in person fitting services?**
7. **Is your business located in Las Vegas?**
8. **If your business is local what are the days and times employees can be fitted?**
9. **If outside of the City of Las Vegas can your business come to the City and provide fitting services at no charge?**
10. **Explain how you will handle the fitting processes (location and examples etc).**
11. **Has your company ever had to return clothing due to incorrect fitting and incorrect sizing? If so please explain.**
12. **How long does the embroidery service take?**
13. **How long does it take to fill special orders?**

Sincerely

Helen Vigil, Purchasing Supervisor

Popular Dry Goods

DAVID ULIBARRI
Councillor, Ward 1

VINCE HOWELL
Councillor, Ward 2

BARBARA CASEY
Councillor, Ward 3

DAVID G. ROMERO
Councillor, Ward 4

Untitled

**POPULAR DRY GOODS
119 BRIDGE STREET
LAS VEGAS, NM 87701
(505)425-7272**

DATE: JUNE 28, 2018

**TO: CITY OF LAS VEGAS
HELEN VIGIL
ANNA MARIE GALLEGOS
TONITA GURULE-GIRON
CASSANDRA FRESQUEZ
CITY COUNCIL MEMBERS**

SUBJECT: RFP 2018-23 CLOTHING ALLOWANCE QUESTIONNAIRE ANSWERS

- 1. Yes, for more years than I can remember. We are not new to this process and through trial, error, and experience in all the years we have done bids and contracts, we (both ourselves and the representatives of the contracts we work with) have developed a system that works quite well for all interactions of this process, from administration to the employee receiving the allowance. However, this process is not flawless nor, will it ever be. The components in retail are ever changing and we, as vendors, are merely middlemen in the process. We have no control of the actions of our wholesalers and many times we are not even privy or guaranteed to receive an item in a certain time frame. Our wholesalers have the right to discontinue and/or change an order to a different delivery time frame based on supply and demand. Also, you must keep in mind, all government has the same or similar fiscal year timeline, with most bidding and awards at the same time, which means all orders are coming in at the same time. This is where embroidery gets complicated. We have to base it on first come, first serve, not when your PO hits my desk. You know your schedule of work but, you don't know ours. We could be working on another contract, that was before yours. This is where we need your co-operation to be flexible and reasonable. Vendors bid at lower profit margins because of the quantity which balances our projections of profit. Lower profit but, a larger sale. If you as a customer have no flexibility on the rules you set forth, a vendor really has to carefully consider the risk. One circumstance of not meeting your set in stone timeline and we're losing profit. No one is in business to lose money.**
- 2. What you are not comprehending is how retail works. You are requesting some seasonal items on your proposal.**
- 3. If the wholesaler has left over product from the last season, your order will be filled promptly, if they don't, you**
- 3. have to wait till the ship dating set by the wholesaler. It's how it works. Winter items generally ship between September 1st and October 31st.**
- 4. I will not sign an agreement to this as it is a potential for loss. Anything that is customized cannot be returned to a wholesaler, and they charge restocking fees for all merchandise that is returnable.**
- 5. Unless a company is already out of a product, only then will I be told that it is a backorder. If at the time I place the order and there is stock but, orders before mine deplete that stock, I am not personally informed, it is just taken out of the order and I don't receive it. So, how can I inform you immediately if I am not informed. Therefore, I do not agree to these terms. No signature.**
- 6. Yes, always have.**
- 7. Yes.**

Untitled

8. **Monday through Saturday, 10:00am to 5:00pm, provided I am in the store. If I am fitting other employees and there is a wait, its first come, first served. It has always been left to the employees discretion as to if they prefer to wait or come back.**
9. **N/A**
10. **Fittings are at our business location and most employees already know the drill. Average time to size an employee is about 45 minutes. (Some are done in 5 minutes and other take several visits to decide their choice or size.)**
11. **We don't usually return clothing to Wholesalers unless we absolutely have to as they charge re-stocking fees. An employee will incur these fees if they don't like what they chose and change their mind after receiving the merchandise or if they picked the wrong size. (I don't tell someone what size they need to get, that is their choice so, I feel the fees are their responsibility.)**
12. **I would say on average, it takes about 30 minutes per garment. Information input to computer, garment needs to be measured and hooped twice for embroidery on each side. Backing needs to be trimmed. Garment labeling and packaging. (And this is if production is flawless) As for the time frame, refer back to answer of question #1.**
13. **This question is repetitive, refer to the rest of your answers.**

***NOTE**

This is the first time I have seen a bid, proposal, contract, agreement, ect., set up in this manner. I question the logistics of it, as it seems that it is set up for a vendor to fail. Before the process even starts, there is a sense of conflict and negativity in its approach. I am not sure if it is a misunderstanding of how retail works or someone trying to prove themselves and reinvent the wheel. We pride ourselves in giving our customers the best service and the best experience that we can. Our longevity in this community speaks for itself and I am proud to say we usually secure an bid we quote on. We make sure your employees are supplied with your requests and specifications, no exceptions. We work for you and we enforce your rules to the employees. We pride ourselves not just in providing a service but, in building work relationships that serve and represent our community. This is our town, these are our people, our colleagues, and our friends. It is my hope that your business will go to a local vendor. I hope that my answers have been informative and educational on the retail end of it and I wish you the best.

Thank You,

Brenda Manning

Dennis Lujan

EVALUATION SHEET

OFFERORS:

Proposal must address each of the following criteria.

RATING SHEET FOR:		
Clothing and Foot Wear RFP Services		
Offeror: <i>Popular Dry Goods (Pants/Overalls)</i>		
ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience	30	25
2. Capacity and Capability	40	35
3. Past Record of Performance	30	30
4.		
5.		
TOTAL	<u>100</u>	90

EVALUATION SHEET

OFFERORS:

Proposal must address each of the following criteria.

RATING SHEET FOR: <i>Points - Overall</i> Clothing and Foot Wear RFP Services		
Offeror: <i>Popular</i>		
ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience	30	<i>20</i>
2. Capacity and Capability	40	<i>20</i>
3. Past Record of Performance	30	<i>30</i>
4.		
5.		
TOTAL	<u>100</u>	<i>70</i>

EVALUATION SHEET

OFFERORS:
 Proposal must address each of the following criteria.

RATING SHEET FOR:
Clothing and Foot Wear RFP Services *Paint - 2 Overhaul.*

Offeror: *Popular Day Goods*

ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience		
2. Capacity and Capability	30	30
3. Past Record of Performance	40	40
4.	30	30
5.		
TOTAL	<u>100</u>	100

EVALUATION SHEET

OFFERORS:
 Proposal must address each of the following criteria.

RATING SHEET FOR:		
Clothing and Foot Wear RFP Services		
Offeror: <i>Popular Dry Goods</i>		
ITEM	POSSIBLE POINTS	POINTS AWARDED
<i>Pants & Overalls</i>		
1. Personal/Personnel Experience		
2. Capacity and Capability	30	30
3. Past Record of Performance	40	35
4.	30	30
5.		
TOTAL	<u>100</u>	95

EVALUATION SHEET

OFFERORS:
 Proposal must address each of the following criteria.

Points/awards

RATING SHEET FOR:
Clothing and Foot Wear RFP Services

Offeror: *Popular*

ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience	30	<i>25</i>
2. Capacity and Capability	40	<i>25</i>
3. Past Record of Performance	30	<i>20</i>
4.		
5.		
TOTAL	<u>100</u>	<i>70</i>

EVALUATION SHEET

OFFERORS:

Proposal must address each of the following criteria.

RATING SHEET FOR: Clothing and Foot Wear RFP Services <i>Pants /Overalls</i>		
Offeror: <i>Popular Dry Goods</i>		
ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience	30	<i>30</i>
2. Capacity and Capability	40	<i>30</i>
3. Past Record of Performance	30	<i>20</i>
4.		
5.		
TOTAL	<u>100</u>	<i>80</i>

EVALUATION SHEET

OFFERORS:

Proposal must address each of the following criteria.

RATING SHEET FOR:		
Clothing and Foot Wear RFP Services		
Offeror: <i>Popular Dry Goods (Jackets)</i>		
ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience	30	25
2. Capacity and Capability	40	35
3. Past Record of Performance	30	30
4.		
5.		
TOTAL	<u>100</u>	90

EVALUATION SHEET

OFFERORS:

Proposal must address each of the following criteria.

RATING SHEET FOR: SHIRTS Jackets Clothing and Foot Wear RFP Services		
Offeror: <i>Popular</i>		
ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience	30	20
2. Capacity and Capability	40	20
3. Past Record of Performance	30	20
4.		
5.		
TOTAL	<u>100</u>	<i>60</i>

EVALUATION SHEET

OFFERORS:

Proposal must address each of the following criteria.

RATING SHEET FOR:
Clothing and Foot Wear RFP Services Jackets

Offeror: Popular Dry good.

ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience	30	30
2. Capacity and Capability	40	40
3. Past Record of Performance	30	30
4.		
5.		
TOTAL	<u>100</u>	100

EVALUATION SHEET

OFFERORS:
 Proposal must address each of the following criteria.

RATING SHEET FOR: Clothing and Foot Wear RFP Services		
Offeror: <i>Popular Dry Goods</i>		
ITEM	POSSIBLE POINTS	POINTS AWARDED
<i>Jackets</i>		
1. Personal/Personnel Experience	30	30
2. Capacity and Capability	40	40
3. Past Record of Performance	30	30
4.		
5.		
TOTAL	<u>100</u>	<i>100</i>

EVALUATION SHEET

OFFERORS:

Proposal must address each of the following criteria.

Sockets

**RATING SHEET FOR:
Clothing and Foot Wear RFP Services**

Offeror: *Popular*

ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience	30	20
2. Capacity and Capability	40	25
3. Past Record of Performance	30	20
4.		
5.		
TOTAL	100	65

EVALUATION SHEET

OFFERORS:

Proposal must address each of the following criteria.

RATING SHEET FOR:
Clothing and Foot Wear RFP Services *Jackets*

Offeror: *Popular Dry Goods*

ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience	30	30
2. Capacity and Capability	40	30
3. Past Record of Performance	30	20
4.		
5.		
TOTAL	100	<i>80</i>

EVALUATION SHEET

OFFERORS:

Proposal must address each of the following criteria.

RATING SHEET FOR:		
Clothing and Foot Wear RFP Services		
Offeror: <i>Popular Dry Goods (Boots)</i>		
ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience	30	25
2. Capacity and Capability	40	35
3. Past Record of Performance	30	30
4.		
5.		
TOTAL	<u>100</u>	90

EVALUATION SHEET

OFFERORS:

Proposal must address each of the following criteria.

RATING SHEET FOR: Boots Clothing and Foot Wear RFP Services		
Offeror: Popular		
ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience	30	20
2. Capacity and Capability	40	30
3. Past Record of Performance	30	20
4.		
5.		
TOTAL	100	70

EVALUATION SHEET

OFFERORS:
 Proposal must address each of the following criteria.

RATING SHEET FOR:
Clothing and Foot Wear RFP Services Boots.

Offeror: Popular Dry Goods

ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience	30	30 25
2. Capacity and Capability	40	40 25
3. Past Record of Performance	30	30 25
4.		
5.		
TOTAL	<u>100</u>	100 75

EVALUATION SHEET

OFFERORS:

Proposal must address each of the following criteria.

RATING SHEET FOR:		
Clothing and Foot Wear RFP Services		
Offeror: <i>Popular Dry Goods</i>		
ITEM	POSSIBLE POINTS	POINTS AWARDED
<i>Boots</i>		
1. Personal/Personnel Experience	30	25
2. Capacity and Capability	40	30
3. Past Record of Performance	30	25
4.		
5.		
TOTAL	<u>100</u>	80

EVALUATION SHEET

OFFERORS:
 Proposal must address each of the following criteria.

Boat

RATING SHEET FOR:
Clothing and Foot Wear RFP Services

Offeror: *Popular*

ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience	30	20
2. Capacity and Capability	40	30
3. Past Record of Performance	30	20
4.		
5.		
TOTAL	<u>100</u>	<i>70</i>

EVALUATION SHEET

OFFERORS:

Proposal must address each of the following criteria.

RATING SHEET FOR: Clothing and Foot Wear RFP Services <i>Boots</i>		
Offeror: <i>Popular Dry Goods</i>		
ITEM	POSSIBLE POINTS	POINTS AWARDED
1. Personal/Personnel Experience	30	<i>30</i>
2. Capacity and Capability	40	<i>30</i>
3. Past Record of Performance	30	<i>20</i>
4.		
5.		
TOTAL	<u>100</u>	<i>80</i>