



NOTICE OF REGULAR COUNCIL MEETING

In accordance with §38-431.02 of the Arizona Revised Statutes of the State of Arizona, notice is hereby given to the Members of City Council and to the general public that the Mayor and Council of the City of San Luis, Arizona will hold a Regular City Council meeting at 7:00 p.m., Wednesday, April 28, 2021. The meeting will take place at the City Council Chambers, located at 1090 E. Union Street, San Luis, Arizona, 85349.

In accordance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973, the City of San Luis does not discriminate on the basis of disability in the admission of or access to, or treatment of employment in its programs, activities, or services. For information regarding rights and provisions of the ADA or Section 504, or to request reasonable accommodations for participation in City programs, activities or services contact: ADA/Section 504 Coordinator, City of San Luis Human Resources Department, 1090 E. Union Street, San Luis, Arizona, 85349; (928) 341-8520.

Notice is hereby given that pursuant to A.R.S. §1-602.A.9, subject to certain specified statutory exceptions, parents have a right to consent before the State or any of its political subdivisions make a video or audio recording of a minor child. Meetings of the City Council are audio and/or video recorded, and, as a result, proceedings in which children are present may be subject to such recordings. Parents in order to exercise their rights may either file written consent with the City Clerk to such recordings, or take personal action to ensure that their child or children are not present when a recording may be made. If a child is present at the time a recording is made, the City will assume that the rights afforded parents pursuant to A.R.S. §1-602.A.9 have been waived.

THIS NOTICE IS GIVEN BY:

/s/ Sonia Cornelio, City Clerk

AVISO DE JUNTA REGULAR

De acuerdo con los Estatutos del Estado de Arizona A.R.S. §38-431.02, se le informa a los miembros del Cabildo y al público en general que el Alcalde y el Cabildo, tendrán una Junta Regular a las 7:00 p.m., el día Miércoles, 28 de Abril del 2021. La junta se llevará a cabo en la Sala del Cabildo, ubicada en el 1090 E. Union Street, San Luis, Arizona, 85349.

De acuerdo con el Acta de Americanos con Discapacidades y la Sección 504 del Acta de Rehabilitación del 1973, la Ciudad de San Luis, Arizona no discrimina por causa de discapacidad la admisión y acceso a sus programas, actividades, servicios o en el trato en cuanto a empleo. Para más información referente a derechos y provisiones del Acta de Americanos con Discapacidades o Sección 504, o para solicitar adaptaciones que sean razonables para la participación en programas, actividades o servicios de la Ciudad, contactar al: Coordinador del Acta de Americanos con Discapacidades/Sección 504, Departamento de Recursos Humanos de la Ciudad de San Luis, Arizona, ubicado en el 1090 E. Union Street, San Luis, Arizona, 85349; (928) 341-8520.

Por medio de este aviso y de acuerdo con los Estatutos del Estado de Arizona A.R.S §1-602.A.9, sujeto a ciertas excepciones reglamentarias, los padres de familia tienen el derecho de dar el consentimiento ante el Estado o cualquiera de sus subdivisiones políticas para hacer una grabación de audio o video de su hijo menor de edad. Las juntas del Cabildo se graban en audio y/o video y como resultado, el hecho de que haya menores presentes puede ser sujeto a que sean grabados. Para que los padres de familia puedan ejercer sus derechos pueden dar el consentimiento por escrito con la Secretaria de la Ciudad a tal grabación, o tomar acción personal para asegurarse que su hijo menor no esté presente cuando la grabación se lleve a cabo. Si un menor de edad está presente en el momento de la grabación, la Ciudad asumirá que los padres de familia están cediendo los derechos sobre una posible grabación de acuerdo con los Estatutos del Estado de Arizona A.R.S. §1-602.A.9.

ESTE AVISO ES DADO POR:

/f/ Sonia Cornelio, Actuaría de la Ciudad



AGENDA
Regular Meeting
San Luis City Council
San Luis Council Chambers
1090 E. Union Street
San Luis, AZ 85349
April 28, 2021
7:00 p.m.

The April 28, 2021 Regular Council meeting, for the safety of the public during the COVID-19 pandemic, will not have in-person attendance for members of the public. However, members of the public may listen to the meeting's live audio stream on the City of San Luis' website <https://sanluisaz.gov/listenlive>. Recordings of the meetings will be available on the city's website <https://sanluisaz.gov/listenlive> after the meeting. The city will receive public comments by email at cityclerksoffice@sanluisaz.gov any time before the meeting and during the meeting, which is scheduled to start at 7:00 p.m. Any email comments received will be read aloud into the record.

Open meetings conducted remotely through technological means are permissible under the March 13, 2020, Arizona Attorney General opinion titled, "Re: Concerns Relating to Arizona's Open Meeting Law and COVID-19" and following the Mayor's March 18, 2020, Continued Declaration of Emergency and Amended Order-Coronavirus Disease-19 and City Council's Order 2020-7 which closed all city buildings and facilities (except the Municipal Court) to public access.

Por la seguridad del público durante la pandemia COVID-19, no habrá asistencia en persona para los miembros del público en la junta regular del Cabildo del 28 de Abril del 2021. Sin embargo, los miembros del público pueden escuchar el audio en vivo de la reunión transmitido en el sitio web de la Ciudad de San Luis <https://sanluisaz.gov/listenlive>. Las grabaciones de las reuniones estarán disponibles en el sitio web de la Ciudad <https://sanluisaz.gov/listenlive> después de la reunión. La ciudad recibirá comentarios del público por correo electrónico a cityclerksoffice@sanluisaz.gov en cualquier momento antes de la reunión y durante la reunión, que está programada para comenzar a las 7:00 p.m. Cualquier comentario recibido por correo electrónico se leerá en voz alta para ser documentado.

Las reuniones abiertas realizadas de forma remota a través de medios tecnológicos están permitidas bajo la opinión del Fiscal General de Arizona del 13 de Marzo del 2020 titulada "Re: Preocupaciones relacionadas con Open Meeting Law de Arizona y COVID-19" y después de la Declaración de Emergencia Continua del 18 de Marzo del 2020 del alcalde y Orden modificada-Enfermedad de Coronavirus-19 y Orden del Ayuntamiento 2020-7 la cual cerró todos los edificios e instalaciones de la ciudad (excepto la Corte Municipal) al acceso público, para proteger la salud y la seguridad pública y reducir la transmisión de la Enfermedad de Coronavirus 2019 (COVID- 19).

PLEASE TAKE NOTICE THAT MEMBERS OF THE CITY COUNCIL WILL ATTEND EITHER IN PERSON, TELEPHONE, OR VIDEO CONFERENCE COMMUNICATION. THE MAYOR OR ACTING MAYOR FOR THIS MEETING MAY CHANGE THE ORDER OF THE ITEMS; IF AUTHORIZED BY LAW AND BY A MAJORITY VOTE OF A QUORUM OF CITY COUNCIL MEMBERS PRESENT, AN EXECUTIVE SESSION WILL BE HELD IMMEDIATELY FOLLOWING THE VOTE IN ACCORDANCE WITH A.R.S. §38-431.03(A) AND THE MEETING WILL BE TEMPORARILY RECESSED WHILE THE CITY COUNCIL RETIRES TO EXECUTIVE SESSION WHICH WILL NOT BE OPEN TO THE PUBLIC.

1. CALL TO ORDER/ROLL CALL 7:01 P.M.

2. PLEDGE OF ALLEGIANCE

3. INVOCATION

4. PROCLAMATIONS/PRESENTATIONS

- 4. A.** Proclamation - Building Safety Month May 2021 **Proclaimed**
- 4. B.** Proclamation - Bike Month May 2021 **Proclaimed**
- 4. C.** Proclamation - 52nd Annual Professional Municipal Clerks Week May 2-8, 2021 **Proclaimed**
- 4. D.** Presentation on ADOT-ECD's enforcement initiatives at the San Luis Port of Entry and growth in northbound truck traffic by Mr. Tim Lane. **(Tim Lane, Chief of the Enforcement and Compliance Division ADOT)** **Presentation Done**
- 4. E.** Presentation by Arizona Public Service on APS 2021 Summer Preparedness. **(Regina Twomey, APS Community Affairs Manager: SW Division)** **Presentation Done**

5. CONSENT AGENDA

All matters are considered to be routine by the City Council and will be enacted by one motion. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

- 5. A. MINUTES OF** **Approved**
- Regular Council meeting held March 24, 2021
- Special Council meeting held April 7, 2021
- Work Session held April 7, 2021
- 5. B. DISBURSEMENTS FROM MARCH 1, 2021 TO MARCH 13, 2021** **Approved**
Total Disbursements \$906,935.22
(Nine-Hundred Six Thousand, Nine Hundred, Thirty-Five Dollars and Twenty-Two Cents)

6. DISCUSSION AND POSSIBLE ACTION ITEMS:

- 6. A.** Discussion and possible action on any and all matters regarding the purchase of CivicRec software for Parks and Recreation activity and facility reservations. **(Angelica Roldan, Assistant Director of Parks and Recreation)** **Approved**
- 6. B.** Discussion and possible action on any and all matters regarding the renewal of the "Contract for Professional Audit Services" allowed under the terms of the contract. **(Monica Castro, Finance Director)** **Approved**

6. C. Discussion and possible action on any and all matters regarding authorization to purchase a pre-engineered building that will replace the existing inadequate facility and house Fleet Services shop functions. **(Eulogio Vera, Director of Public Works)** **Approved**
6. D. Discussion and possible action on any and all matters regarding the authorization to purchase a backhoe tractor. **(Eulogio Vera, Director of Public Works)** **Approved**
6. E. Discussion and possible action on any and all matters regarding authorization to purchase a 2021 Chevrolet 1500-Pickup for the Fire Department. **(Angel Ramirez, Fire Chief)** **Approved**
7. **SUMMARY OF CURRENT EVENTS** **Informational Update**
Events by Mayor, Council Members and/or City Manager pursuant to A.R.S. §38-431.02 (K).
8. **ADJOURNMENT 8:21 P.M.**



PROCLAMATION

Regular City Council Meeting

4. A.

Meeting Date: 04/28/2021

Title:

Proclamation - Building Safety Month May 2021

Attachments

Proclamation - May 2021 Building Safety Month

Video Link

Poster



Proclamation

BUILDING SAFETY MONTH — MAY, 2021

OFFICE OF THE
MAYOR
CITY OF SAN LUIS

WHEREAS, the City of San Luis is committed to recognizing that our growth and strength depends on the safety and economic value of the homes, buildings and infrastructure that serve our citizens, both in everyday life and in times of disaster, and;

WHEREAS, our confidence in the resilience of these buildings that make up our community is achieved through the devotion of vigilant guardians—building safety and fire prevention officials, architects, engineers, builders, tradespeople, design professionals, laborers, plumbers and others in the construction industry—who work year-round to ensure the safe construction of buildings, and;

WHEREAS, these guardians are dedicated members of the International Code Council, a nonprofit that brings together local, state and federal officials that are experts in the built environment to create and implement the highest-quality codes to protect us in the buildings where we live, learn, work, play, and;

WHEREAS, our nation benefits economically and technologically from using the International Codes that are developed by a national, voluntary consensus codes and standards developing organization, our government is able to avoid the high cost and complexity of developing and maintaining these codes, which are the most widely adopted building safety and fire prevention codes in the world;

WHEREAS, these modern building codes include safeguards to protect the public from hazards such as hurricanes, snowstorms, tornadoes, wildland fires, floods and earthquakes, and; Whereas, Building Safety Month is sponsored by the International Code Council to remind the public about the critical role of our communities' largely unknown protectors of public safety—our local code officials—who assure us of safe, sustainable, energy efficient and livable buildings that are essential to America's prosperity, and;

WHEREAS, "Prevent, Prepare, Protect. Building Codes Save," the theme for Building Safety Month 2021, encourages all Americans to raise awareness about the importance of safe and resilient construction; fire prevention; disaster mitigation, energy conservation; water safety; training the next generation; and new technologies in the construction industry.

WHEREAS, each year, in observance of Building Safety Month, people all over the world are asked to consider the commitment to improve building safety, resilience and economic investment at home and in the community, and to acknowledge the essential service provided to all of us by local and state building departments, fire prevention bureaus and federal agencies in protecting lives and property.

NOW, THEREFORE, I, Gerardo Sanchez, Mayor of the City of San Luis, Arizona, do hereby proclaim the month of May 2021 as Building Safety Month. Accordingly, I encourage our citizens to join with their communities in participation in Building Safety Month activities.

PASS AND ADOPTED this 28th day of April 2021.

Gerardo Sanchez, Mayor

ATTEST:

Sonia Cornelio, City Clerk

Building Safety Month- May 2021 Video



BUILDING
SAFETY MONTH

2021

Prevent, Prepare, Protect.

BUILDING CODES SAVE.

Prevent, Prepare, Protect. BUILDING CODES SAVE.



Week 1:

May 1–9
Energy & Innovation



Week 2:

May 10–16
Training the Next Generation



Week 3:

May 17–23
Water Safety



Week 4:

May 24–31
Disaster Preparedness



PROCLAMATION

Regular City Council Meeting

4. B.

Meeting Date: 04/28/2021

Title:

Proclamation - Bike Month May 2021

Attachments

Proclamation

Poster



Proclamation

BIKE MONTH — MAY, 2021

OFFICE OF THE
MAYOR
CITY OF SAN LUIS

WHEREAS, the bicycle is an economical, healthy, convenient, and environmentally sound form of transportation and an excellent tool for recreation and enjoyment of San Luis' scenic beauty; and

WHEREAS, throughout the month of May, the residents of San Luis and its visitors will experience the joys of bicycling through educational programs, races, commuting events, charity events, or by simply getting out and going for a ride; and

WHEREAS, creating a bicycling-friendly community has been shown to improve citizens' health, well-being, and quality of life, growing the economy of San Luis, attracting tourism dollars, improving traffic safety, supporting student learning outcomes, and reducing pollution, congestion, and wear and tear on our streets and roads; and

WHEREAS, the Yuma Region Bicycle Coalition Inc., the League of American Bicyclists, schools, public health districts, hospitals, companies and civic groups will be promoting bicycling during the month of May 2021; and

WHEREAS, these groups are also promoting greater public awareness of bicycle operation and safety education in an effort to reduce collisions, injuries, and fatalities and improve health and safety for everyone on the road; and

NOW, THEREFORE, I, Gerardo Sanchez, Mayor of the City of San Luis, Arizona, do hereby proclaim the month of May 2021 as Bike Month in San Luis. Accordingly, I encourage our citizens to join with their communities in participation in Bike Month activities.

PASS AND ADOPTED this 28th day of April 2021.

Gerardo Sanchez, Mayor

ATTEST:

Sonia Cornelio, City Clerk

MAY IS BIKE MONTH



With so many reasons to ride, what's yours?

I RIDE FOR CLEANER AIR.

I RIDE TO ENJOY A LIFELONG SPORT.

I RIDE TO SAVE MONEY ON GAS.

I BIKE TO THE BUS TO GET PLACES FASTER.

I RIDE FOR LESS TRAFFIC.

I RIDE TO FEEL THE WIND ON MY FACE.

I RIDE BECAUSE IT MAKES MY BUSINESS RUN BETTER.

I RIDE TO TURN MY COMMUTE INTO A WORKOUT.

I RIDE TO CREATE A HEALTHIER COMMUNITY FOR MY KIDS.

#BIKEMONTH BIKELEAGUE.ORG/BIKEMONTH



PROCLAMATION

Regular City Council Meeting

4. C.

Meeting Date: 04/28/2021

Title:

Proclamation - 52nd Annual Professional Municipal Clerks Week May 2-8, 2021

Attachments

Proclamation



Proclamation

OFFICE OF THE
MAYOR
CITY OF SAN LUIS

52nd ANNUAL PROFESSIONAL MUNICIPAL CLERKS WEEK
May 2 - 8, 2021

WHEREAS, the City Clerk's Office, a time honored and vital part of local government exists throughout the world, and

WHEREAS, the City Clerk's Office is the oldest among public servants, and

WHEREAS, the City Clerk's Office provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

WHEREAS, City Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all, and

WHEREAS, the City Clerk serves as the information center on functions of local government and community, and

WHEREAS, City Clerks continually strive to improve the administration of the affairs of the City Clerk's Office through participation in education programs, seminars, workshops and the annual meetings of their state, province, county and international professional organizations, and

WHEREAS, it is most appropriate that we recognize the accomplishments of the City Clerk's Office.

NOW, THEREFORE BE IT RESOLVED, that, I, Gerardo Sanchez, Mayor of the City of San Luis, do recognize the week of May 2 to May 8, 2021, as Professional Municipal Clerks Week, and further extend appreciation to our **City Clerk Sonia Cornelio**; **Deputy City Clerk Melissa Lopez** and to all City Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

PASSED AND ADOPTED this 28th day of April 2021.

Gerardo Sanchez, Mayor

ATTEST:

Sonia Cornelio, City Clerk



PRESENTATION

Regular City Council Meeting

4. D.

Meeting Date: 04/28/2021

Presentation Topic/Summary:

Presentation on ADOT-ECD's enforcement initiatives at the San Luis Port of Entry and growth in northbound truck traffic by Mr. Tim Lane. **(Tim Lane, Chief of the Enforcement and Compliance Division ADOT)**

Attachments

Presentation

ADOT



Accountability

Integrity

Respect

Border Liaison Unit

Grupo de Enlace

Building Partnerships
since January 2017

Program Update
San Luis
City Council Meeting

4/28/2021

Presented by

Tim Lane

Director

Enforcement and Compliance

ARIZONA DEPARTMENT OF TRANSPORTATION



Problem Recognition

Recognizing the need for solutions

- ★ Excessive border wait times
- ★ Inconsistent inspection criteria
- ★ Excessive out-of-service (OOS)
- ★ Lack of trust within Mexican trucking industry



Mission

Following the compass needle

It is the mission of the Border Liaison Unit to build stronger and lasting relationships with commercial industry to improve cross-border commerce and confidence in alignment with the Arizona Department of Transportation True North Mission and core values of Accountability, Integrity and Respect.



Outreach

Empowering cross-border stakeholders

- ★ Outreach Projects
 - Program Introduction
 - Cross-Border Presentation
 - International Border Inspection Qualification (IBIQ) Training
 - IBIQ Requalification
 - Traffic Incident Management Systems Training
 - 15 workshop topics

Participants

2867

(since program inception)



Outreach during pandemic

Empowering cross-border stakeholders

- ★ 29 virtual workshops completed since April 2020
 - 658 participants
- ★ Petitions to return to Mexico for in-person training
 - International Border Inspection Qualification (IBIQ) TBD





New Initiatives

Cultivating innovation and continuous improvement

- ★ Cashless/Touchless permitting system
 - Over 130,000 trucks processed without cash transactions
 - Entering with permit purchased online
15 - 30 SECONDS
 - Purchasing a permit at port of entry
15 - 30 MINUTES
- ★ Virtual workshops added on all topics



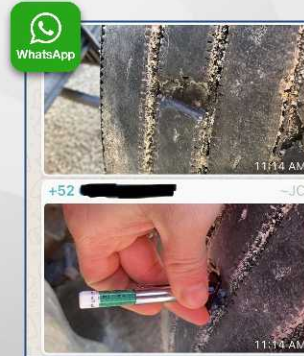
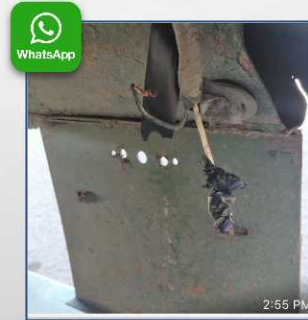


Communication

Enhancing cross-border confidence

- ★ 1542 WhatsApp inquiries
 - Increased 87% during Covid-19 pandemic
- ★ 80% reduction in OOS rates (IBIQ)
- ★ Top 5 inquiry origins
 - Baja California, MX
 - Sonora, MX
 - California, US
 - Arizona, US
 - Baja California Sur, MX

WhatsApp
1542
(inquiries since program inception)

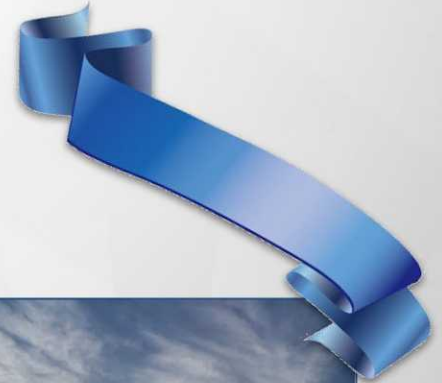


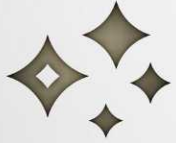


Celebration

Leading cross-border initiatives

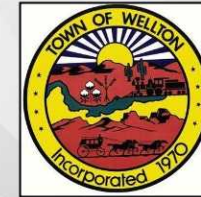
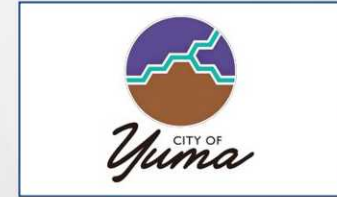
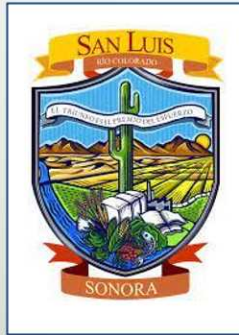
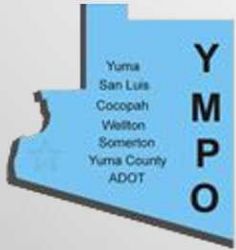
- ★ Leading North America in cross-border training
 - IBIQ
- ★ Innovative technologies/solutions
 - WhatsApp
- ★ Improved cross-border confidence
 - Reduced out-of-service (OOS) rates
 - Shorter crossing times
- ★ Growing partnerships





Stakeholder Success

Broadening valued partnerships



index
Sonora



Greater Yuma
ECONOMIC DEVELOPMENT CORP



GYPA | Greater
Yuma
Port
Authority





Northbound Traffic

Return on Investment (ROI)

- ★ Currently 24% increase over last year
- ★ March 2021 record month
 - 3/29 Record truck crossings
 - 303 Trucks
 - 28% over previous year
- ★ BLU = Cross-border confidence



Thank You

Questions

¿Preguntas





PRESENTATION

Regular City Council Meeting

4. E.

Meeting Date: 04/28/2021

Presentation Topic/Summary:

Presentation by Arizona Public Service on APS 2021 Summer Preparedness. **(Regina Twomey, APS Community Affairs Manager: SW Division)**

Attachments

Preparedness Guide

APS 2021 Summer Preparedness

Regina Twomey
Public Affairs Manager



APS Service Territory

Arizona's largest and longest-serving utility

- Since 1886
- 2.7 Million Customers
- 34,646 square mile service territory

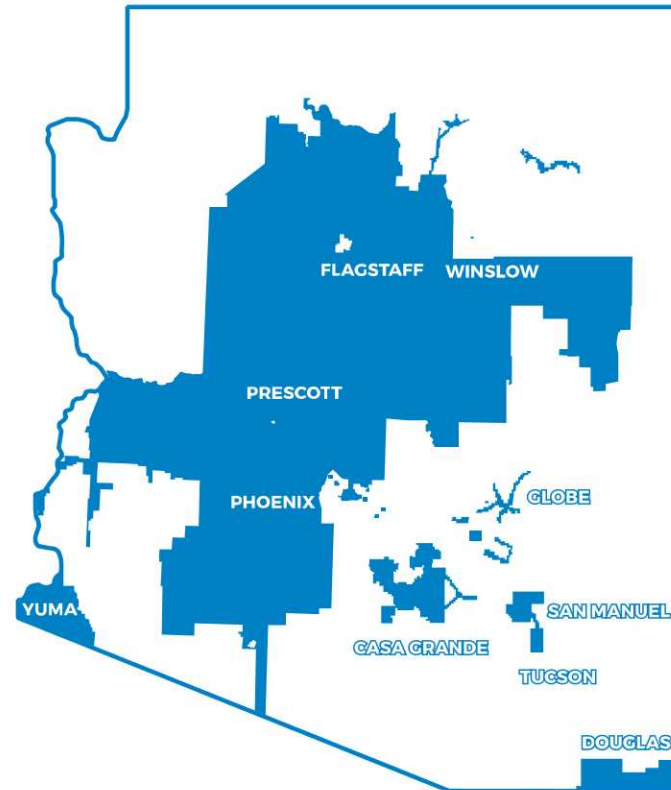
Peak Energy Demand

~7,600 megawatts

Investor owned

Subject to forms of public control and regulation

~6,200 employees



CLEAN ENERGY COMMITMENT



100% clean, carbon-free electricity to customers by 2050



2030 target; 65% clean energy using 45% renewables



2031 retire coal-fired generation

NOW-2030 CLEAN ENERGY COMMITMENT

How we get there: clean, reliable, affordable and customer centric



Increase renewable energy



Support transition with natural gas



Decrease coal



Continued economic growth of Arizona



Increase energy storage



Energy Efficiency and Demand Response



Project Update

Orchard Substation:

S Ave 5 ½ E and East County 14th
Scheduled in service 12/2021

Pacific Substation:

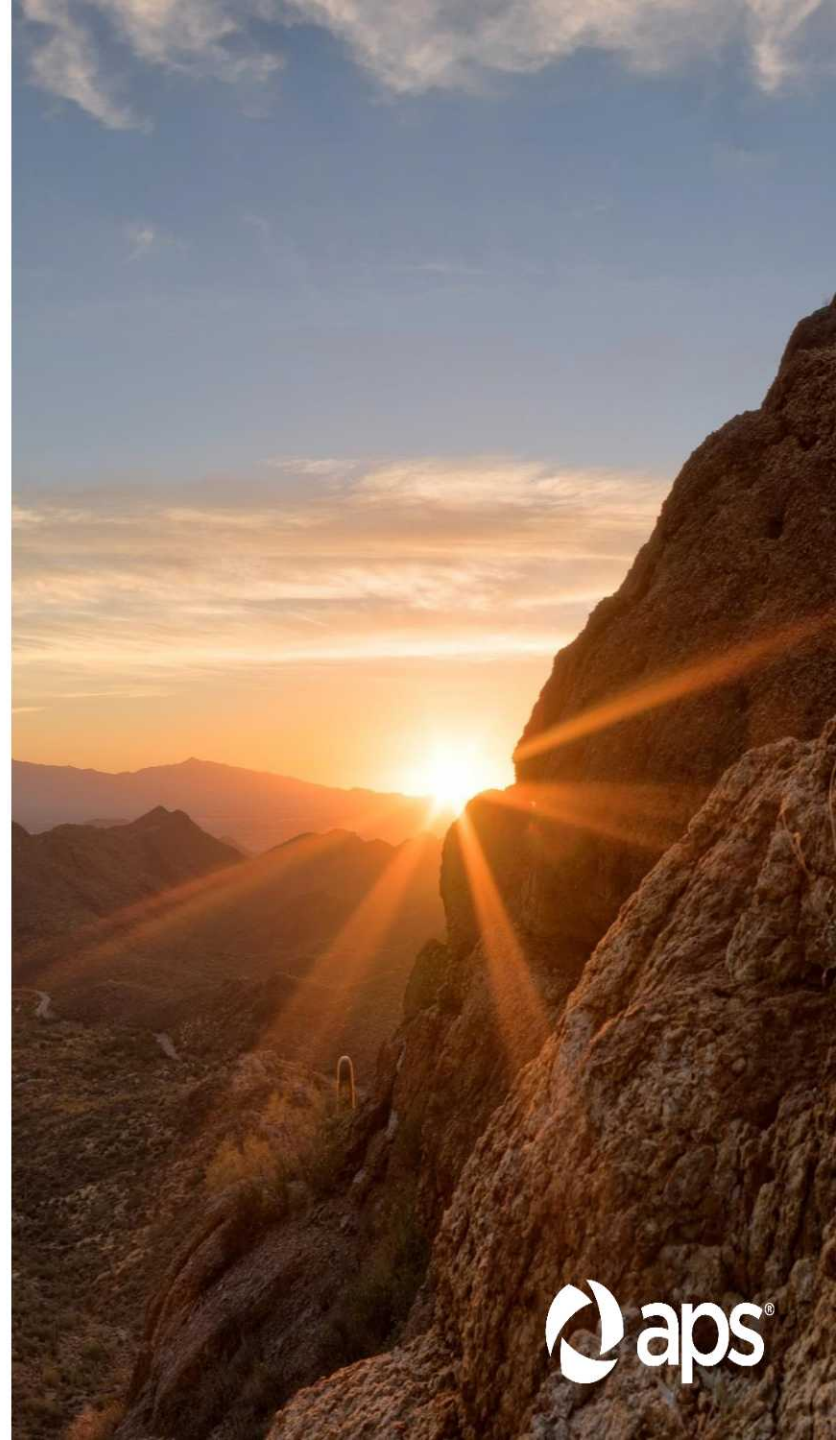
Replacing temporary substation
Scheduled in service 12/2022

Battery Storage:

Foothills

Hyder I & II

Scheduled in service 4/2022



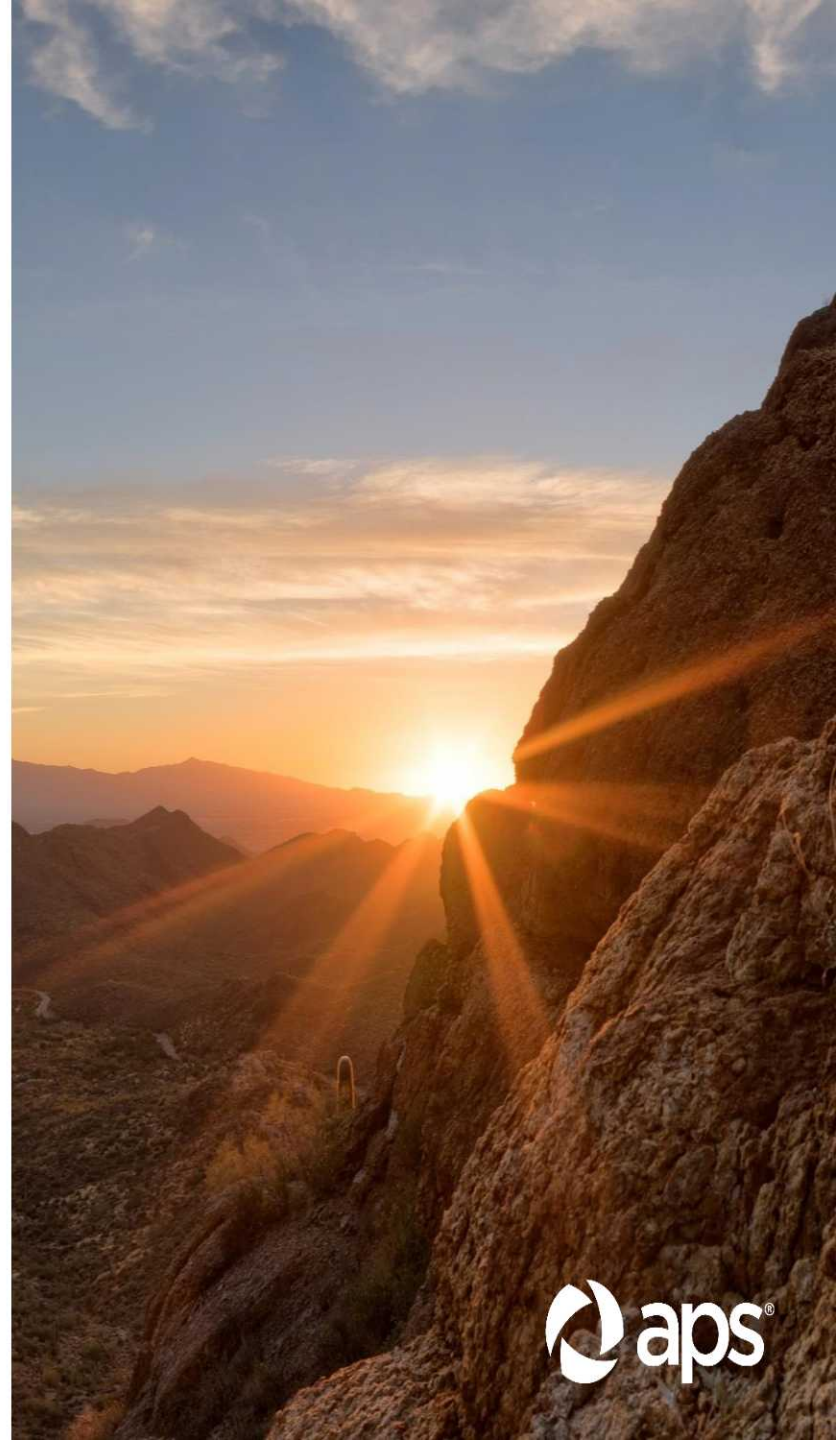
Summer Preparedness

- **Generation resources and transmission capacity in place** to meet customer load and reserve requirements
- **Infrastructure improvements on schedule** to meet summer 2021 power needs
- **Maintenance efforts on track** for May 2021 completion
- **Coordination with external emergency management agencies**
- **Internal emergency preparedness plans & training**
- **Customer focused:** updates to [aps.com](https://www.aps.com) outage map, 24/7 Customer Care Center, increased efforts to shorten planned outages, etc.

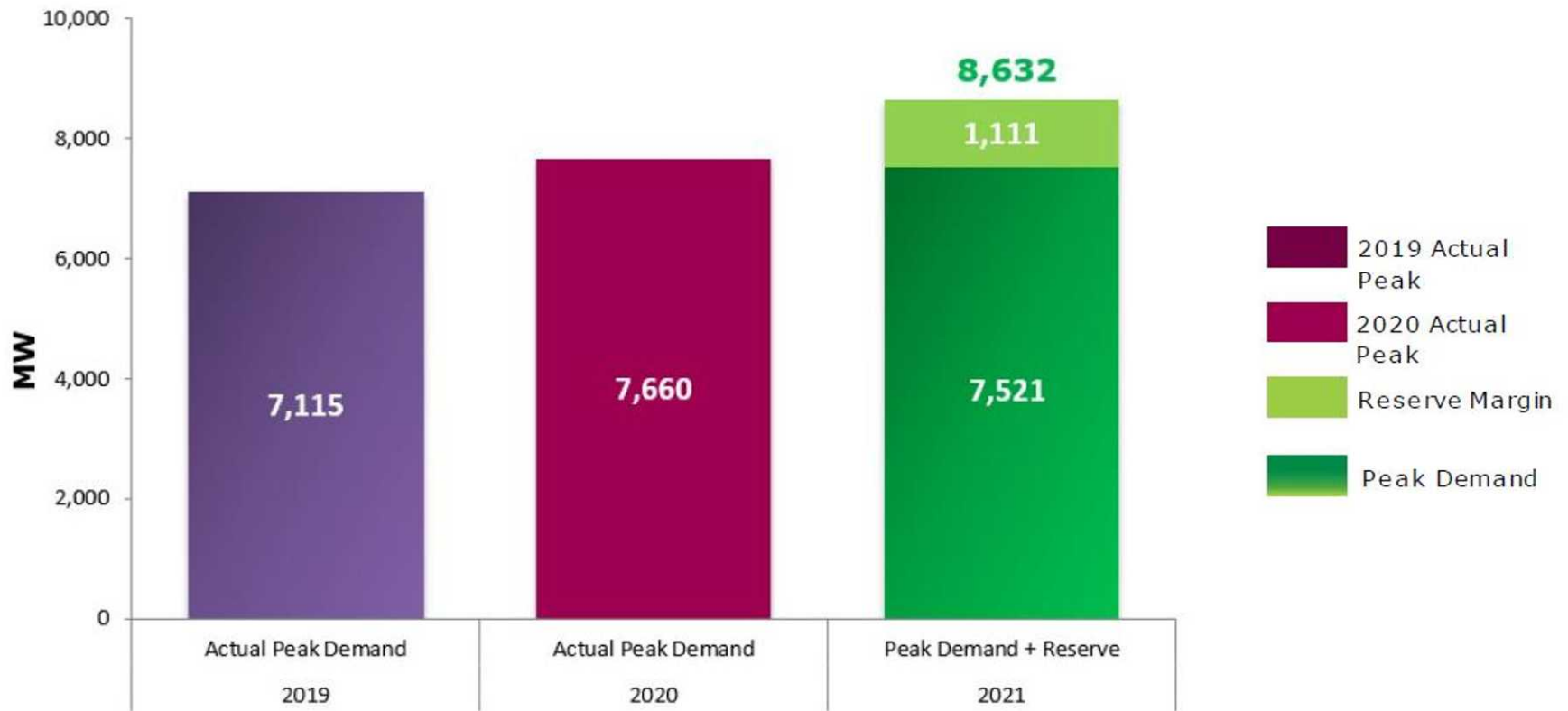


2020 Recap

- Arizona experienced the hottest summer on record
 - 53 days above 110 degrees
 - 14 days above 115 degrees
- APS set an all-time peak of 7861 MW on July 30, 2020 at 5:34 pm (the high temperature was 118F)
- Customer response and partnerships are essential
- Focus on resource planning, sufficient reserve margins, fire mitigation, and overall preparedness were key to maintaining reliability



2021 Peak Resources and Demand



APS has adequate fuel supply for all its generating facilities



Palo Verde

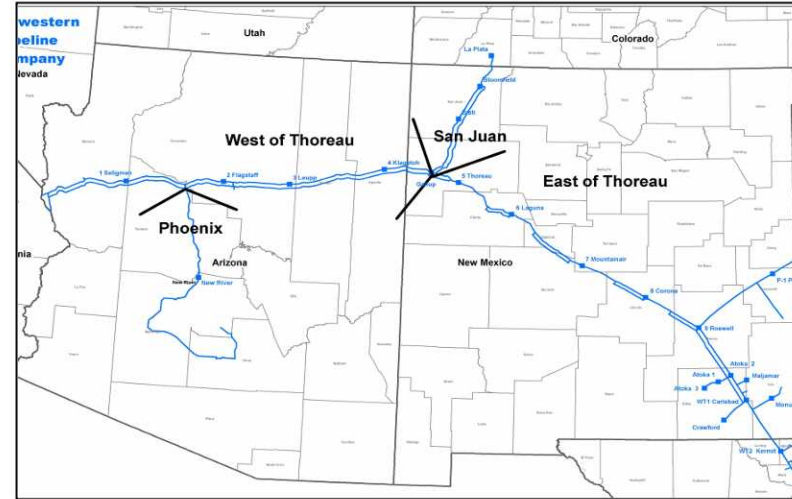
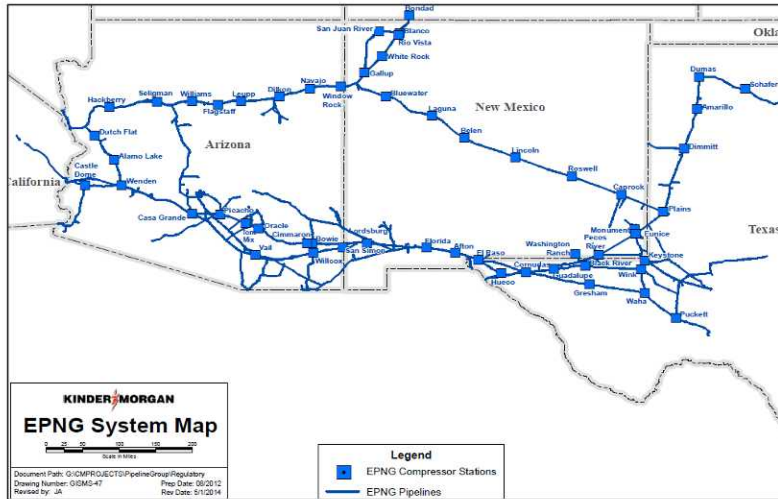
- Nation's largest source of clean-air energy
- Supplies 70% of Arizona's clean-air energy
- 100% of fuel requirements contracted through 2026
- Overall station capacity factor 91.24% in 2020

Conventional Generation

- Fuel contracts in place for other APS generating facilities



Natural Gas Supply & Transport



- Primary firm gas transportation contracts on three interstate gas pipelines: El Paso, Transwestern, North Baja (not pictured)
- Access to San Juan and Permian gas supply basins
- Firm gas transportation contracts to meet seasonal and annual peak needs



Fire Mitigation Preparedness



Comprehensive Plan

- ✓ Supports public safety, first responders, and land management

Fire Mitigation

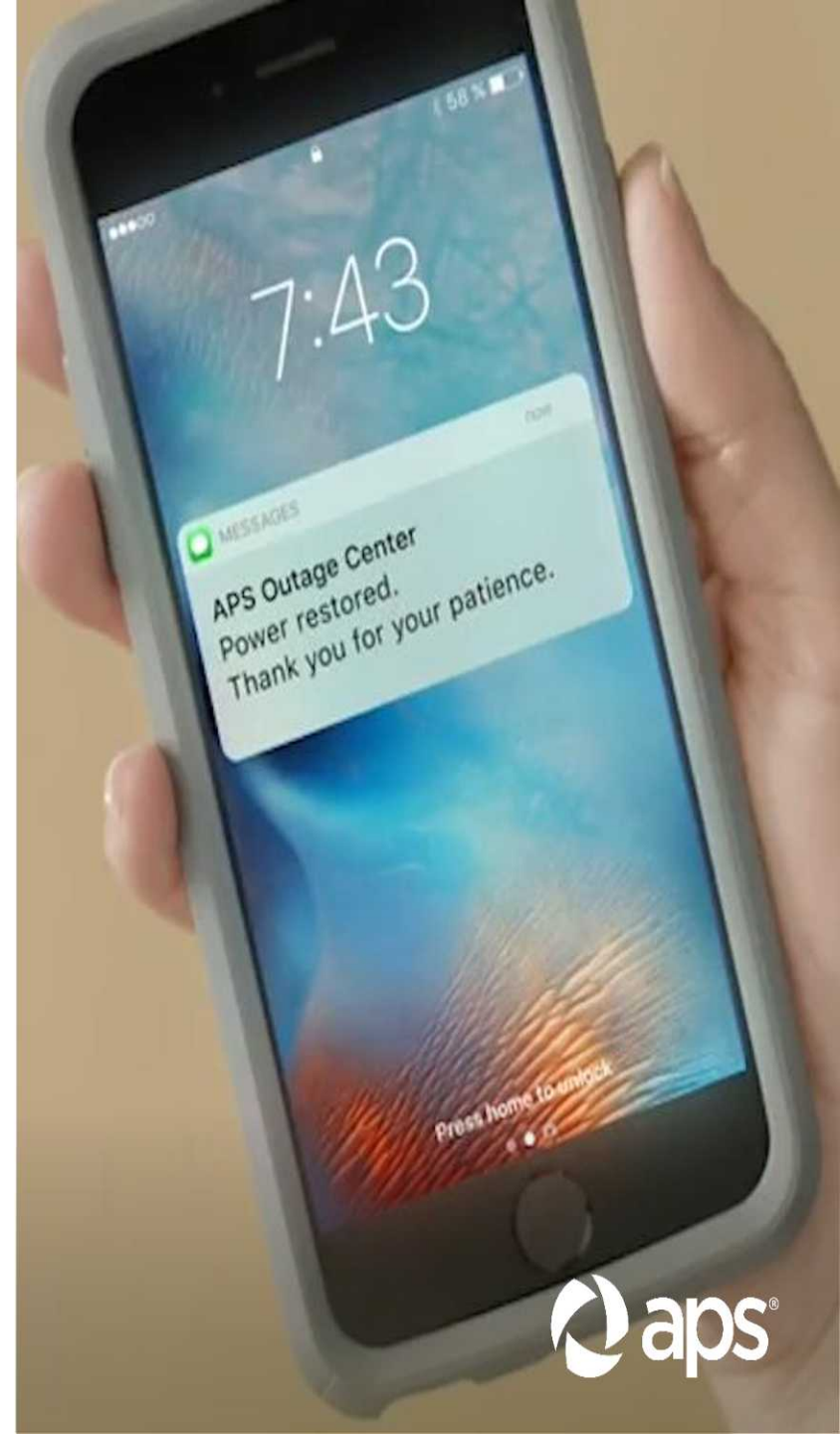
- ✓ Patrol of more than 4000 miles of overhead power lines
- ✓ Defensible Space Around Poles (DSAP)
- ✓ Engineering focus on preventing emergency events

Outreach to nearly 237,000 customers & stakeholders via postcard/mailers



Emergency Management

- ✓ Mutual assistance and coordination with neighboring utilities (SRP & TEP)
- ✓ Fire and emergency management coordination with various federal, state and local agencies
- ✓ Electric Load Curtailment Plan
- ✓ Emergency Response and Disaster Recovery Plans





Customer Centric Outage Planning & Response

- ✓ Improved Outage Map and [aps.com](https://www.aps.com) resources
- ✓ Text alerts and increased communications
- ✓ Ice reimbursement for extended outages
- ✓ 24/7 Customer Care Center
- ✓ Continued response to COVID-19



The APS Promise

We do what is right for the people and prosperity of our state.

We will create a sustainable energy future for Arizona.

We will serve clean, reliable and affordable electricity to our customers and communities

We value our strong partnership with the many Arizona cities & towns served by APS

We will keep stakeholders informed regarding our progress



Thank you for your time!

Regina Twomey: 928.246.3861

Outage questions
Grants/Community Partnerships
General Information

Charlie Molina: 928.323.4385

Construction/building questions
Lineman issues

Danny Ortega: 520.368.8811

Higher level projects
Planning/scheduling questions





AGENDA ITEM REVIEW FORM

Regular City Council Meeting

5. A.

Meeting Date: 04/28/2021

Summary

MINUTES OF

- Regular Council meeting held March 24, 2021
 - Special Council meeting held April 7, 2021
 - Work Session held April 7, 2021
-

Attachments

3/24/2021 RCM

4/7/2021 SCM

4/7/2021 WS

MINUTES
Regular Council Meeting
San Luis City Council
San Luis Council Chambers
1090 E. Union Street
March 24, 2021
7:00 p.m.

1. CALL TO ORDER/ROLL CALL

Mayor Gerardo Sanchez called the Regular City Council meeting to order at approximately 7:00 p.m.

Mayor, City Council, and some members of staff participated remotely.

PRESENT: Mayor Gerardo Sanchez
Vice Mayor Matias Rosales
Council Member Mario Buchanan Jr.
Council Member Luis E. Cabrera
Council Member Africa Luna-Carrasco
Council Member Jose Ponce
Council Member Gloria Torres

OTHERS PRESENT: Tadeo A. De La Hoya, City Administrator
Sonia Cornelio, City Clerk
Kay Marion Macuil, City Attorney
Angelica Roldan, Assistant Director of Parks & Recreation
Derek Dueñas, Information Technology Manager
Domingo Sosa, Information Technology
Eulogio Vera, Director of Public Works
Jonathan Dumadag, Information Technology Department
Jorge Perez, Billing & Collections Manager
Jose L. Cisneros, Executive Assistant
Jose Guzman, Director of Planning & Zoning
Lizandro Galaviz, Director of Parks & Recreation
Marlene Lara, Acting Assistant to Mayor and Council/PIO
Mary French-Jones, Grants Writer
Mary Sabori, Risk Management
Ralph Velez, City Consultant (remotely)
Richard Jessup, Chief of Police
Jim Schuessler, President/CEO Yuma Multiversity
Kevin Blinn, Yuma County Library San Luis Branch Manager

2. PLEDGE OF ALLEGIANCE

Council Member Gloria Torres led the pledge of allegiance.

3. INVOCATION

Mr. Richard Jessup, Chief of Police, led the invocation.

4. PROCLAMATIONS/PRESENTATION

4. A. - Cesar Chavez Day March 31, 2021

Mrs. Sonia Cornelio, City Clerk, read the proclamation in its entirety.

Mayor Gerardo Sanchez mentioned that Cesar Chavez meant a lot to many people and made a big difference in regards to child labor and better working conditions for farm workers.

4. B. - National Library Week April 4-10, 2021

Mrs. Sonia Cornelio, City Clerk, read the proclamation in its entirety.

Mr. Kevin Blinn, Yuma County Library-San Luis Branch Manager, thanked the Mayor and City Council for the support provided to the library.

Mayor Gerardo Sanchez thanked Mr. Blinn for all they do for the community.

Council Member Africa Luna-Carrasco added that staff from the libraries do a lot for their communities, there have been talks about books being obsolete and they try so hard to keep that going as well as their outreach programs.

4. C. - National Fair Housing Month April 2021

Mrs. Sonia Cornelio, City Clerk, read the proclamation in its entirety.

Mayor Gerardo Sanchez mentioned the city will continue supporting the housing situation in the City of San Luis; people need to follow the guidelines and the laws dictated by the housing federal law.

4. D. Presentation on the Yuma Multiversity Concept by Mr. Jim Schuessler, President/CEO Yuma Multiversity. (Jim Schuessler, President/CEO)

Mr. Jim Schuessler, President/CEO, provided a PowerPoint presentation on the introduction to the Yuma Multiversity and what they are working on. The Yuma Multiversity Campus is a collaborative organization, bridging higher education, industry, and prospective talent to provide the means to achieve the skilled careers of today and the future.

This presentation is filed at the City Clerk's Office agenda packet.

Mayor Gerardo Sanchez thanked Mr. Schuessler for the informative presentation. The City of San Luis is one of the communities with a high growth and the need for higher education and skilled workers.

5. CONSENT AGENDA

5. A. DISBURSEMENTS FROM MARCH 1, 2021 TO MARCH 13, 2021

Total Disbursements \$906,935.22

(Nine-Hundred Six Thousand, Nine Hundred, Thirty-Five Dollars and Twenty-Two Cents)

5. B. Discussion and possible action on any and all matters regarding Resolution No. 2160. A resolution of the Mayor and City Council of the City of San Luis, Arizona, County of Yuma validating the results of Request for Qualifications No. 2021-002 for on-call professional services for city architectural services and authorizing the appointment of four (4) architectural firms to a list from which Architectural firms will be drawn on an as-needed basis to provide needed professional services. (Mary French-Jones, Grants Writer)

5. C. Discussion and possible action on any and all matters regarding Resolution No. 2161. A resolution of the Mayor and City Council of the City of San Luis, Arizona, County of Yuma, validating the results of a Request for Qualifications RFQ No. 2021-001 for on-call civil engineering services and authorizing the appointment of seven (7) civil engineering firms to a list from which city engineering firms will drawn on an as-need basis to provide needed professional services. (Mary French-Jones, Grants Writer)

MOTION: Vice Mayor Matias Rosales/Council Member Gloria Torres to approve the Consent Agenda as presented. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Vice Mayor Matias Rosales	Aye
Council Member Mario Buchanan Jr.	Aye
Council Member Luis E. Cabrera	Aye
Council Member Africa Luna-Carrasco	Aye
Council Member Jose Ponce	Aye
Council Member Gloria Torres	Aye

6. DISCUSSION AND POSSIBLE ACTION ITEMS:

6. A. Discussion and possible action on any and all matters regarding authorization to purchase a 2021 Chevrolet Suburban to be utilized by staff for travel and training purposes and to transfer funds from a budgeted project that is not going forward this fiscal year for purchase of the vehicle. (Sonia Cornelio, City Clerk)

Mrs. Sonia Cornelio, City Clerk, stated that this item is to request authorization to purchase a 2021 Chevrolet Suburban which will be replacing four (4) vehicles at City Hall; a 2004 Dodge Durango, 2005 Ford Taurus, 2009 Toyota Prius and a 2009 Chevrolet Suburban.

She added that at her budget meeting for the City Clerk's Office with the Finance Director, she inquired about the possibility of purchasing a vehicle this fiscal year. Mrs. Cornelio was informed that there is budget capacity as there are funds available from a project that is not going forward this fiscal year. This vehicle will be used for travel and training purposes for staff at City Hall.

Vice Mayor Matias Rosales stated that Mrs. Cornelio has been asking for a vehicle for almost a decade, probably it is time to get something for the department, but he would rather see the money go to the expansion.

Council Member Gloria Torres said that Administration had asked for a vehicle for travel but they can get another type of car besides the suburban. She understands that four (4) vehicles will be replaced but what will happen if staff members need to go to different places. With only one (1) car it will be difficult. She suggested purchasing two (2) smaller vehicles instead for almost the same price as one (1) suburban, even if they had to pay a little extra.

Council Member Mario Buchanan Jr. mentioned that he does not know if the vehicle is handy for every department when carrying items around the city for their different events.

Council Member Luis E. Cabrera expressed that he looked at the vehicles to be replaced that Mrs. Cornelio mentioned, and two (2) definitely need to be replaced. He thinks the Prius and the 2009 Suburban can still be used locally and agrees with Council Member Gloria Torres. Probably the purchase of a minivan and a sedan will be better. The price can be substituted for two (2) new vehicles that will be reliable. He looked into a Toyota Sienna minivan that fits eight (8) passengers at approximately \$35,000.00 and a Toyota Corolla at a cost of approximately \$25,000.00. It will be a little bit more money, however he spoke to Ms. Monica Castro, Director of Finance, and was told that the money will be obtained from the expansion that did not go through and use it for the purchase of two (2) vehicles.

Council Member Africa Luna-Carrasco agreed with Council Members Gloria Torres and Luis E. Cabrera. She asked Mrs. Cornelio what was the purpose of asking for a suburban. She added that the current suburban is still in fair condition, it is fairly new and it is hardly used.

Mrs. Cornelio responded that there have been occasions where more than two (2) members of staff have to travel together for trainings and staff is looking for a vehicle that will fit more six (6) people.

Mayor Gerardo Sanchez indicated that the two (2) vehicle concept sounds good but the City Council needs to remember that the city normally purchases its vehicles through government contracts and they do not do Toyota, but Ford, Dodge, and Chevrolet. Having a state contract provides a better price. The City Council is not saying no but wants two (2) vehicles. These need to be from Ford, Dodge, or Chevrolet. The current Toyota Prius was purchased at full price and was very pricey. In addition, the city's mechanics have the modules for Ford, Dodge, and Chevrolet.

Vice Mayor Matias Rosales voiced that he agrees with the two (2), and a vehicle equivalent to the Toyota Sienna can be purchased according to what a state contract allows and maybe a mid-size car not a corolla style body as it is too small.

Council Member Jose Ponce agrees with Council Member Luis E. Cabrera.

Council Member Luis E. Cabrera mentioned that there is another item to purchase two (2) trucks and they are from Alexander Ford/Alexander Toyota so maybe there is a possibility to get the Toyotas.

Mayor Gerardo Sanchez directed Mrs. Cornelio to talk to the Finance Department and Mr. Vera, Director of Public Works, obtain quotes for two (2) vehicles and hopefully get a better deal and bring it back to the City Council.

Mr. Eulogio Vera, Director of Public Works, indicated that timing is a big factor right now on purchasing vehicles therefore it will be hard to get the vehicles delivered prior to June 30th.

Mr. Tadeo De La Hoya, City Administrator, added that during the conversation between Mrs. Cornelio and the Director of Finance, it was determined that there is budget capacity right now, do not know if will have it to budget it for next fiscal year. This item can be brought to the City Council for approval and hopefully be here before June 30th, but if not, then staff will not move forward with the purchase.

6. B. Discussion and possible action on any and all matters regarding authorization to purchase one (1) new 2021 Ford 4x2 Super Crew truck and one (1) new 2021 Ford 4x4 Super Crew truck for the Department of Public Works, Wastewater Division. (Eulogio Vera, Director of Public Works)

Mr. Eulogio Vera, Director of Public Works, explained that these two (2) vehicles are budgeted vehicles for Fiscal Year 2021. As he stated in the previous item, staff struggled significantly to even get the quotes due to time being a factor when purchasing vehicles. He added that his thought was of continuing this item because the way it is written states that it is a state contract, this is the way it was quoted. However, today was confirmed that the Yuma Dealership does not have a state contract and they provided a state contract price. Staff was not able to obtain enough quotes because they were not going to deliver in time, so his request is to waive the Procurement Code, Section G, because he does not have the 3 quotes and Yuma Dealership does not have a state contract.

The life of the old trucks is between five (5) to seven (7) years for normal fleets and when they have a replacement program not more than ten (10) years. The Waste Water Division has vehicles from 2007 and last year they got rid of a 1996 truck. The city shop does a good job keeping the vehicles in good running conditions but at one point they start becoming unreliable and the maintenance costs are high.

Mayor Gerardo Sanchez commented that Waste Water and other different departments require heavy-duty vehicles and the maintenance costs can be very high if the vehicles are not new.

MOTION: Council Member Luis E. Cabrera/Council Member Jose Ponce to approve the purchase of two (2) F-150s suprer crew in the amount \$70,460.82, waiving the formal purchasing procedures, Section 36.01H. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Vice Mayor Matias Rosales	Aye
Council Member Mario Buchanan Jr.	Aye
Council Member Luis E. Cabrera	Aye
Council Member Africa Luna-Carrasco	Aye
Council Member Jose Ponce	Aye
Council Member Gloria Torres	Aye

6. C. Discussion and possible action on any and all matters regarding the purchase agreement between the City of San Luis, Arizona and Standard Printing Company, Inc. to provide the processing, printing and mailing of utility bills. (Jorge Perez, Billing & Collections Manager)

Mr. Jorge Perez, Billing & Collections Manager, said that this is the renewal with Standard Printing for the printing and mailing of utility bills. The city has been with this company since 2013 and there have been no issues. Staff is asking to piggyback on a contract they had with the City of Surprise saving the city time and effort on a new request for proposals for this service. This also allows under the Cooperative Purchasing of procurement.

MOTION: Council Member Jose Ponce/Council Member Africa Luna-Carrasco to approve the contract with Standard Printing Company, Inc. as presented. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Vice Mayor Matias Rosales	Aye
Council Member Mario Buchanan Jr.	Aye
Council Member Luis E. Cabrera	Aye
Council Member Africa Luna-Carrasco	Aye
Council Member Jose Ponce	Aye
Council Member Gloria Torres	Aye

6. D. Discussion and possible action on any and all matters regarding the proposed agreement between the City of San Luis, Arizona and Willdan Financial Services to assist the city in providing a water, wastewater and sanitation cost of service and rate update. (Jorge Perez, Billing & Collections Manager)

Mr. Jorge Perez, Billing & Collections Manager, explained that this item is to proceed with the full study on utility rates and this is the contract proposal from Willdan Financial Services.

This firm has been used by the city for the past 15 years and has assisted staff with the forecasting of utility rates. The cost of the study is \$19,000.00, and since this is a professional service, it meets the requirements of the procurement code.

Mayor Gerardo Sanchez stated that this company has also been working with other municipalities in Arizona. This is something that is needed and does not want the city to return to the use where there were almost \$1 million subsidized in water and waste water.

MOTION: Council Member Gloria Torres/Council Member Jose Ponce to approve the professional services contract with Willdan Financial Services in the amount of \$19,000.00. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Vice Mayor Matias Rosales	Aye
Council Member Mario Buchanan Jr.	Aye
Council Member Luis E. Cabrera	Aye
Council Member Africa Luna-Carrasco	Aye
Council Member Jose Ponce	Aye
Council Member Gloria Torres	Aye

6. E. Discussion and possible action on any and all matters regarding the change of appointment of a Vice Mayor. (Council Member Luis E. Cabrera; Council Member Africa Luna-Carrasco; and Council Member Gloria Torres)

Council Member Luis E. Cabrera stated that they were discussing with Ms. Kay Macuil, City Attorney, the item about the Vice Mayor for the City of San Luis. Currently the Vice Mayor serves at the pleasure of the City Council; when Vice Mayor Matias Rosales was appointed in November 2020, the support was needed right then and there. At the moment Council Member Africa Luna-Carrasco showed interest in the position. He believes that now that things have settled a little bit, she is willing to take the challenge so that is the reason it is on the agenda again.

Mayor Gerardo Sanchez indicated he is not against it and the situation when the Vice Mayor was appointed was because the city was in a crisis because the funding for the port of entry was being jeopardized. This position needs to be discussed and he is aware that they want to amend the ordinance on the designation of the Vice Mayor. He has no problem with that as long as people understand that the position of Vice Mayor has changed, it is more demanding. He added that he had the opportunity to speak to Council Member Africa Luna-Carrasco and she is willing to go with the challenge and assured her that she will not be by herself if this is what the City Council wants. The new appointed Vice Mayor will have to take time off work because this position is demanding in different aspects. The City Council will support the new Vice Mayor 100%.

Vice Mayor Matias Rosales stated that he has no problem but he was under the impression that when the City Council voted on this in December 2020, that the City Council was going to allow him to finish the year or a 12-month period to avoid any negative pushback on the port of entry. If the City Council wants to appoint a new Vice Mayor and Council Member Africa Luna-Carrasco is willing to take the challenge, he will guide her through the process and be supportive.

Council Member Gloria Torres said that at the last Council meeting where this item was discussed, she gave her opinion and it was agreed that each Council Member was going to be given the opportunity to serve as Vice Mayor for one (1) year. She added that she has been an elected official and only Vice Mayor Matias Rosales and former Vice Mayor Maria Cecilia Cruz had the opportunity to serve as Vice Mayors. Ms. Cruz has commented that the Vice Mayor needs to have experience and knowledge, but when she started as a Council Member she did not have the experience and she did a good job. She expects that the new Vice Mayor is given the same opportunity to learn as it was given to Vice Mayor Matias Rosales and Ms. Cruz.

Council Member Mario Buchanan Jr. commented that he does not doubt that Council Member Africa Luna-Carrasco will do a great job as long as she has the time and the willingness. He is very supportive of the idea of each Council member serving as Vice Mayor for one (1) year. His only concern is falling behind in the process of where the city is at right now.

Council Member Africa Luna-Carrasco said that she welcomes the opportunity to serve as Vice Mayor and the challenge to continue serving her community. She knows it will be hard but she is willing to learn and put in all the effort necessary. She does not have the experience but all Council Members have to start somewhere. She thinks it is time for a change and revisit this matter on a yearly basis.

Council Members Luis E. Cabrera and Jose Ponce stated they agree with everyone's comments.

MOTION: Council Member Gloria Torres/Council Member Jose Ponce to appoint Africa Luna-Carrasco to serve as Vice Mayor. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Vice Mayor Matias Rosales	Aye
Council Member Mario Buchanan Jr.	Aye
Council Member Luis E. Cabrera	Aye
Council Member Africa Luna-Carrasco	Aye
Council Member Jose Ponce	Aye
Council Member Gloria Torres	Aye

6. F. Discussion and possible action on any and all matters regarding removing all employee staggered schedules for all city staff and report in-person to the worksite on Monday, April 5, 2021. (Council Member Luis E. Cabrera; Council Member Africa Luna-Carrasco; and Council Member Gloria Torres)

Council Member Luis E. Cabrera explained that he has received a few calls from employees since this item was published on the agenda. He thinks it is time to set a date of returning to work on April 5th, 2021 but he realized that employees will not have their vaccine until April 9th, 2021. Therefore, the City Council could possibly extend this deadline to two (2) weeks after receiving the vaccine to April 26th or May 3rd. It will be nice to have the City Administrator and Department Heads back on April 5th and set a date for the rest of the employees to return. It is not that Department Heads are not working but they are not physically present at City Hall but working from home, so it is time to bring them back.

Mayor Gerardo Sanchez stated that when he saw this item, he was a little hesitant to support the date of April 5th, 2021. He also received 12 phone calls from employees they were not very happy in regards to safety. Some employees have already been vaccinated and there are some that are still pending vaccinations and some will be getting their second shot in May. The Centers for Disease Control (CDC) does not give guidelines to open, not open or when it is considered safe. The City of San Luis is still considered moderate risk because Yuma County was one of the highest when it comes to COVID-19. The date of April 5th caused a lot of panic in employees because their children will go back to in person school as well. There are many unhappy employees and it is very important that they work with a morale; he added that he understands there has to be a specific date set.

When this item was discussed two (2) weeks ago, he was thinking six (6) weeks, by then the city should know if there will be a trend or spike. Mayor Gerardo Sanchez is thinking of setting a date of May 3rd to coordinate their schedules. Remember that the city lost an employee due to COVID-19 and he does not want to be responsible for causing any more deaths. He understands the importance of providing the services to the community but it is also important to provide a safe environment for employees. Vice Mayor Matias Rosales stated he agrees with Mayor Gerardo Sanchez.

Council Member Gloria Torres said she did some research and the City of Somerton did close their offices but all employees were working. She added that Comite de Bienestar began working since May 2020 with all of its employees. As she mentioned last time when this item was discussed, there have been complaints from residents about employees not answering the phone and that services are not being provided the way they should.

Council Member Mario Buchanan Jr. expressed he agrees with Mayor Gerardo Sanchez, he added to allow employees to have the second vaccine and get them to come back to work. He added to not forget that essentials workers get sick too.

Council Member Africa Luna-Carrasco stated that she agrees on the date of May 3rd to give the employees the opportunity to get the vaccinations and provide a peace of mind and make arrangement in their personal life matters. She would like to see the Department Heads before this date to help with some of the administrative complaints that have been exposed and be there to assist the community. We want Department Heads to be more visible.

Vice Mayor Matias Rosales asked for clarification if there are Department Heads that are not at City Hall on a daily basis, because every time he goes to City Hall he sees them there. He works a lot with companies and vendors and he has not heard of any complaints.

Mr. Tadeo De La Hoya, City Administrator, responded he has not received any complaints either, some of the Department Heads are not on a strict 7:00 am to 6:00 pm schedule because one is here either earlier or later than that and on weekends. He does not know what bringing us back means, because none of the Department Heads have stopped working. He added that even at the Senior Center which is closed, staff has been there answering the phone, working in different programs and scheduling appointments. The city has been flexible with employees when they have their children in school or with babysitter issues. Department Heads do put in their time if not more.

Council Member Jose Ponce commented that he agrees with Council Member Africa Luna-Carrasco and probably the city can bring all essential employees and Department Heads back every day.

Mayor Gerardo Sanchez responded that the City Council can have all Department Heads to return to work in the office every day and the city has been protecting its essential workers meaning fire, police and wastewater personnel.

These employees have been working every day, however the city cannot afford to bring everyone at the same time.

Council Member Jose Ponce said he is referring essential employees at City Hall.

Mayor Gerardo Sanchez mentioned that the City Administrator has the power administratively to make the decision to bring all Department Heads and Department Heads need to make sure that they get ready for when all employees return. He is very grateful to all Department Heads as they have been working from the office and from home. He suggests that all Department Heads meet and discuss this item; if the majority of the City Council want Department Heads to return, then there is no problem.

MOTION: Council Member Luis E. Cabrera/Council Member Africa Luna-Carrasco to have all Department Heads return to on-site work and remove staggered schedules starting on Monday, April 5th, 2021 and have employees return date det to May 3rd, 2021 removing staggered schedules and if needed to revisit this, to bring it back in a future agenda.

There was a roll call as follows:

Mayor Gerardo Sanchez	Nay
Vice Mayor Matias Rosales	Nay
Council Member Mario Buchanan Jr.	Nay
Council Member Luis E. Cabrera	Aye
Council Member Africa Luna-Carrasco	Aye
Council Member Jose Ponce	Aye
Council Member Gloria Torres	Aye

Motion passed with four (4) aye votes and three (3) nay votes by Mayor Gerardo Sanchez, Vice Mayor Matias Rosales, and Council Member Mario Buchanan Jr.

6. G. Discussion and possible action on any and all matters regarding the approval and adoption of Order No. 2021-5. An order of the Mayor and City Council of the City of San Luis, Arizona to authorize the City of San Luis Police Department to receive funding for equipment by approving an Intergovernmental Agreement and authorizing execution of Subrecipient Agreement Operation Stonegarden Grant Program Award - REALLOCATION between the State of Arizona through the Arizona Department of Homeland Security and the City of San Luis, Arizona through the San Luis Police Department. (Richard Jessup, Chief of Police)

Mr. Richard Jessup, Chief of Police, stated that his department was notified by the Department of Homeland Security in Arizona Border Patrol that some of funds that they had requested under an initial 2018 operation fund for stone garden for equipment was cut out of that particular budget that year. He was notified that this money has been reallocated and the money is there and they have now awarded the San Luis Police Department another \$32,010.00 for the equipment.

MOTION: Council Member Luis E. Cabrera/Council Member Jose Ponce to approve and adopt Order No. 2021-5 approving the intergovernmental agreement and grant as presented. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Vice Mayor Matias Rosales	Aye
Council Member Mario Buchanan Jr.	Aye
Council Member Luis E. Cabrera	Aye
Council Member Africa Luna-Carrasco	Aye
Council Member Jose Ponce	Aye
Council Member Gloria Torres	Aye

6. H. Discussion and possible action on any and all matters regarding Resolution No. 2159. A resolution of the Mayor and City Council of the City of San Luis, Arizona authorizing and directing the entering into a Development Agreement with the Greater Yuma Port Authority (GYPA) to phase the development of Magrino Industrial Park, Unit 3. (Kay Marion Macuil, City Attorney)

Ms. Kay Macuil, City Attorney, said this development agreement is about the subdivision and what GYPA wants to do with the Magrino Subdivision is separate the infrastructure into three (3) phases and the first is the road and the utilities and that is where the grant money is going. They want to phase out the other two (2) infrastructures. This will help them with their assurances that they have to do for subdivision, but because they submitted it as one (1) subdivision, in order for them to phase their assurances, they need to phase the subdivision. This development agreement allows them to treat each phase as a subdivision.

MOTION: Council Member Jose Ponce/Council Member Luis E. Cabrera to approve and adopt Resolution No. 2159. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Vice Mayor Matias Rosales	Aye
Council Member Mario Buchanan Jr.	Aye
Council Member Luis E. Cabrera	Aye
Council Member Africa Luna-Carrasco	Aye
Council Member Jose Ponce	Aye
Council Member Gloria Torres	Aye

6. I. Discussion and possible action on any and all matters regarding Ordinance No. 414. An ordinance of the Mayor and City Council of the City of San Luis, Arizona, amending, adding and renumbering sections of the San Luis City Code in Chapter 94, Titled “Parks and Recreation” under the Subchapter “Tobacco Products” to expand the prohibition on the use of tobacco products beyond city parks to city open public spaces, and designating areas to allow the use; repealing any conflicting provisions; providing for severability. (Angelica Roldan, Assistant Director of Parks and Recreation)

Ms. Angelica Roldan, Assistant Director of Parks & Recreation, commented that staff added some language on the public open spaces; all grounds in which the city permits recreational use and are either owned or maintained by the city in particular city parks, recreational facilities and retention basins are used for recreational purposes. The Parks and Recreation Department designated pathways and bicycles ways. Staff also added the smoking definition to be a more health-conscious society and understand the dangers of second-hand smoke. Staff wants the City of San Luis to be a healthy and safe community by having public spaces, recreational areas, and events free from smoke; but at the same time respect the choices of those who smoke by creating designated smoking areas.

A. Action on Reading of Ordinance No. 414 by title only

MOTION: Council Member Gloria Torres/Council Member Jose Ponce to approve the reading of Ordinance No. 414 by title only. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Vice Mayor Matias Rosales	Aye
Council Member Mario Buchanan Jr.	Aye
Council Member Luis E. Cabrera	Aye
Council Member Africa Luna-Carrasco	Aye
Council Member Jose Ponce	Aye
Council Member Gloria Torres	Aye

Mrs. Sonia Cornelio, City Clerk, read Ordinance No. 414 by title only.

B. Action and adoption of Ordinance No. 414

MOTION: Vice Mayor Matias Rosales/Council Member Luis E. Cabrera to approve and adopt Ordinance No. 414. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Vice Mayor Matias Rosales	Aye
Council Member Mario Buchanan Jr.	Aye
Council Member Luis E. Cabrera	Aye
Council Member Africa Luna-Carrasco	Aye
Council Member Jose Ponce	Aye
Council Member Gloria Torres	Aye

7. SUMMARY OF CURRENT EVENTS

Mayor Gerardo Sanchez reported that he attended the grand opening of the expansion of Spindle Cooling and it was great to hear that the main produce company that is storing fruits and vegetable in the community is going to do future investments and that means more jobs for the community. He added that he attended the meeting with Yuma County Health Department and are looking into bringing programs to essential city employees when it comes to vaccination. He mentioned that he also met with the Customs and Border Protection Chief today and together will continue supporting and working hand-in-hand as they are seeing people seeking asylum in the community. He thanked staff for putting up the Cesar Chavez banners on Main Street. The comments on the park located on the east side have been positive and residents get excited when he talks to them about the substation for police and fire. Residents in that area are asking for a gas station/convenience store, however the city does not have power for one, but can start asking developers. The only bad thing is the over price of the land to build one.

Vice Mayor Matias Rosales reported he attended the Border Bridges Binational meetings focused on California and Arizona ports of entry and the San Luis port of entry remains the top project for General Services Administration (GSA). There was a glitch in regards to Mexican Federal Officials that visited the port of entry approximately two (2) weeks ago on the way they wanted to do Morelos going straight south. They are working on different options and they provided a time schedule for the study to be completed by early September 2022 for construction to begin and with a finish date of 2026 for the construction of the full port assuming that the funding is obtained this year. Another topic discussed was that of Amazon opening another facility in the Phoenix area as well as in Hermosillo. This is why the governor of Sonora provided \$50 million pesos to the Maricopa port of entry, but it is ironic because they do not have a project on the GSA and the books. He added that he also met with Consul Jose Antonio Larios from the Mexican Consulate in Yuma, he requested a one-on-one meeting with himself, Mayor Santos Yescas, and the Aduanas Director in regards to the immigration issues and the projects with the port of entry as well as an update on COVID-19. He also attended the ceremony for the park located on the east side, the community is excited for that park. Also, he thanked staff for working hard on the walking path on Cesar Chavez Boulevard.

Council Member Gloria Torres reported she attended the grand opening of the expansion of Spindle Cooling and it was a very windy day, but it was a nice ceremony.

Council Member Jose Ponce thanked everyone for the prayers while he was hospitalized.

8. ADJOURNMENT

MOTION: Council Member Gloria Torres/Council Member Jose Ponce to adjourn the Regular Council meeting at approximately 9:10 p.m. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Vice Mayor Matias Rosales	Aye
Council Member Mario Buchanan Jr.	Aye
Council Member Luis E. Cabrera	Aye
Council Member Africa Luna-Carrasco	Aye
Council Member Jose Ponce	Aye
Council Member Gloria Torres	Aye

APPROVED:

Gerardo Sanchez, Mayor

ATTEST:

Sonia Cornelio, City Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular City Council meeting of the City Council of the City of San Luis, Arizona, held on March 24, 2021. I further certify that the meeting was duly called and held and that a quorum was present.

Sonia Cornelio, City Clerk

MINUTES
Special Council Meeting
San Luis City Council
San Luis Council Chambers
1090 E. Union Street
April 7, 2021
6:00 p.m.

1. CALL TO ORDER/ROLL CALL

Mayor Gerardo Sanchez called the Special City Council meeting to order at approximately 6:00 p.m.

Mayor, City Council, and some members of staff participated remotely.

PRESENT: Mayor Gerardo Sanchez
Vice Mayor Africa Luna-Carrasco
Council Member Luis E. Cabrera
Council Member Jose Ponce (arrived at approximately 6:05 p.m.)
Council Member Matias Rosales
Council Member Gloria Torres

ABSENT: Council Member Mario Buchanan Jr.

OTHERS PRESENT: Tadeo A. De La Hoya, City Administrator
Sonia Cornelio, City Clerk
Kay Marion Macuil, City Attorney
Axel Chayra, Information Technology Technician
Domingo Sosa, Information Technology Department
Eulogio Vera, Director of Public Works
Ralph Velez, City Consultant (remotely)

2. PLEDGE OF ALLEGIANCE

Council Member Matias Rosales led the Pledge of Allegiance.

3. DISCUSSION AND POSSIBLE ACTION ITEMS:

3.A. Vote to hold an Executive Session pursuant to A.R.S. § 38-431.03(A)(3), (4), and (7).

Discussion and possible action to hold an Executive Session pursuant to A.R.S. § 38-431.03(A)(3), (4), and (7) for discussion or consultation:

- for legal advice with the city's attorneys, and/or

- with city's attorneys in order to consider its position and instruct its attorneys regarding the City Council's position regarding contracts that are the subject of negotiations, and/or

- with designated representatives of City Council in order to consider its position and instruct its representatives regarding negotiations for the purchase, sale, or lease of real property. (Kay Marion Macuil, City Attorney; Jenny Torres, Economic Development Manager; and Ralph Velez, City Consultant, and Bill Sims, Outside Counsel)

MOTION: Council Member Gloria Torres/Council Member Luis E. Cabrera to go into executive session at approximately 6:02 p.m. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Vice Mayor Africa Luna-Carrasco	Aye
Council Member Luis E. Cabrera	Aye
Council Member Jose Ponce	Aye
Council Member Matias Rosales	Aye
Council Member Gloria Torres	Aye

4. MOTION TO GO BACK INTO SPECIAL SESSION

MOTION: Council Member Matias Rosales/Council Member Luis E. Cabrera to go back into special session at approximately 6:55 p.m. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Vice Mayor Africa Luna-Carrasco	Aye
Council Member Luis E. Cabrera	Aye
Council Member Jose Ponce	Aye
Council Member Matias Rosales	Aye
Council Member Gloria Torres	Aye

5. DISCUSSION AND POSSIBLE ACTION ITEM:

5. A. Discussion and possible action on any and all matters regarding the Development Agreement between the City of San Luis, Arizona, and Green San Luis, L.L.C., an Arizona Limited Liability Company. (Jenny Torres, Economic Development Manager)

MOTION: Council Member Matias Rosales/Council Member Jose Ponce to table this item. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Vice Mayor Africa Luna-Carrasco	Aye
Council Member Luis E. Cabrera	Aye
Council Member Jose Ponce	Aye
Council Member Matias Rosales	Aye
Council Member Gloria Torres	Aye

6. ADJOURNMENT

MOTION: Vice Mayor Africa Luna-Carrasco/Council Member Matias Rosales to adjourn the Special Council meeting at approximately 6:56 p.m. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Vice Mayor Africa Luna-Carrasco	Aye
Council Member Luis E. Cabrera	Aye
Council Member Jose Ponce	Aye
Council Member Matias Rosales	Aye
Council Member Gloria Torres	Aye

APPROVED:

Gerardo Sanchez, Mayor

ATTEST:

Sonia Cornelio, City Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Special City Council meeting of the City Council of the City of San Luis, Arizona, held on April 7, 2021. I further certify that the meeting was duly called and held and that a quorum was present.

Sonia Cornelio, City Clerk

MINUTES
Work Session
San Luis City Council
San Luis Council Chambers
1090 E. Union Street
April 7, 2021
6:30 p.m.

1. CALL TO ORDER/ROLL CALL

Mayor Gerardo Sanchez called the Work Session to order at approximately 7:04 p.m.

Mayor and City Council participated remotely due to COVID-19.

PRESENT: Mayor Gerardo Sanchez
Vice Mayor Africa Luna-Carrasco
Council Member Luis E. Cabrera
Council Member Jose Ponce
Council Member Matias Rosales
Council Member Gloria Torres

ABSENT: Council Member Mario Buchanan Jr.

OTHERS PRESENT: Tadeo A. De La Hoya, City Administrator
Sonia Cornelio, City Clerk
Kay Marion Macuil, City Attorney
Angel Ramirez, Fire Chief
Axel Chayra, Information Technology Department
Derek Dueñas, Information Technology Manager
Doming Sosa, Information Technology Department
Eulogio Vera, Director of Public Works
Jenny Torres, Economic Development Manager
Lizandro Galaviz, Director of Parks & Recreation
Marlene Lara, Assistant to Council/PIO
Mary French-Jones, Grants Coordinator
Monica Castro, Director of Finance
Ralph Velez, City Consultant (remotely)
Richard Jessup, Chief of Police
Julie Engel, Greater Yuma Port Authority President and CEO
Buna George, Executive Director of Greater Yuma Port Authority

2. ITEMS FOR DISCUSSION ONLY:

2. A. Presentation of the 2020-2021 Mid-Year Report by Ms. Julie Engel, President and CEO of Greater Yuma Economic Development Corporation. (Julie Engel, President and CEO of Greater Yuma Economic Development Corporation)

Ms. Julie Engel, President, and CEO of Greater Yuma Economic Development Corporation, made a PowerPoint Presentation which is filed with the complete agenda packet filed in the City Clerk's Office.

2. B. Presentation and report on any and all matters regarding federal appropriations requested for the Federal Fiscal year 2022. (Jenny Torres, Economic Development Manager)

Ms. Jenny Torres, Economic Development Manager, explained that to meet the needs of communities across the United States, the Appropriations' committee accepts programmatic, language-based, and community project funding requests for members of congress. She mentioned that Congressman Raul Grijalva's office contacted staff from March 29, 2021, through April 6, 2021, which would be the window for Members of Congress to request Community Project Funding through an internal Appropriation Committee-maintained database. Furthermore, she added that staff had a meeting between council and staff; staff submitted to Congressman Grijalva the known priorities of City Council to address city needs. She mentioned staff has looked at the criteria for projects; it was found that they are very specific in the requirement and projects that are smaller in size. She added that staff reviewed the list of capital projects that would qualify. She stated that staff also looked at how the city can get congress support on more significant projects such as the wastewater treatment plant, port of entry, and Cesar Chavez Boulevard. Ms. Torres informed that the deadline to submit projects was April 6, 2021, but this presentation will get staff prepared for future submissions.

Ms. Mary French-Jones, Grants Coordinator, informed that staff did select a shovel-ready project. That project is a multi-modal circulation plan; this will provide a guideline for the city and staff to determine the methodology to merge pedestrians with vehicular traffic. Currently, the city does not have a multi-modal study. This would be beneficial to combine it with the studies the city does have.

Mayor Gerardo Sanchez stated that one of the projects he would like to see is County 24th Steet, which connects 10th Avenue to Avenue F. This project would significantly impact the community and is a low-cost project.

Mr. Eulogio Vera, Director of Public Works, replied that this project could be completed quickly; the only process that will slow down the project would be the permitting, which takes approximately a year from the Bureau of Reclamation.

Ms. French-Jones mentioned that the appropriation is enacted at the beginning of the federal fiscal year, which will be the city's Fiscal Year 2021-2022.

She added that this project was considered, but with the restrictions, it was not ready. It will be ready for next year's appropriation or other project funding.

Mayor Gerardo Sanchez and members of the City Council thanked Ms. Torres for the presentation.

2. C. Discussion and possible directions to staff on any and all matters regarding a contract between the City of San Luis and the Regional Center for Border Health, Inc. to participate in a grant application to the Federal Health and Human Services Office of Minority Health Grant to advance health literacy Enhance Equitable Community Responses to COVID-19 such as testing, contact tracing, and vaccination. (Jenny Torres, Economic Development Manager)

Ms. Jenny Torres, Economic Development Manager, informed that staff was reached by Regional Center for Border Health (RCBH), Inc., to participate in a grant application for the Federal Health and Human Services Office of Minority Health Grant to do adult literacy focus on COVID-19. This grant is a \$4 million grant to be funded in two (2) years. She stated that before making a decision, staff reached Yuma County Health Department to see if they would be applying for this same grant, and they answered that it was not in their plans to apply. She mentioned that the city wanted to step in to do something for the south county regarding vaccination and education. Ms. Torres informed that the city had been informed that Yuma County Health Department would be applying, and they have stated that they are supportive of the city. She commented that her recommendation is to step down and not apply for the grant and let the county apply and support their application. She mentioned that she has spoken with Amanda Aguirre, President, and CEO for Regional Center for Border Health, as the city and RCBH have worked on the application. Furthermore, she mentioned that she believes that Yuma County Health Department is the ideal entity to apply for this grant, as the grant is focused on counties and municipalities. She asked Mayor and Council to table this item and support this item and support the Yuma County Health Department.

Mayor Gerardo Sanchez asked Ms. Torres to make sure the letter of support is given to the Yuma County Health Department. There were no comments from members of the City Council.

2. D. Discussion and possible directions to staff on any and all matters regarding ratifying staff's correction of the entity's name from Don Peterson Engineering, Inc. to DPE Construction, Inc., on the contract City Council approved on March 17, 2021, for the construction of the Magrino Industrial Park Unit III, base phase roadway improvements project from Don Peterson Engineering, Inc. to DPE Construction, Inc. (Jenny Torres, Economic Development Manager)

Ms. Jenny Torres, Economic Development Manager, informed that on March 17, 2021, City Council approved a construction contract to build the Magrino Industrial Park, Phase III Base Roadway Improvement.

However, during that meeting, the agenda item and the contract read “Don Peterson Engineering, Inc.,” which is the parent name to DPE Constructions, Inc. She mentioned that the entity that will do the work is DPE Construction, Inc. She commented that since this is a grant funding-related project, staff wants to make sure that the appropriate name is in the contract.

Mayor Gerardo Sanchez directed staff to proceed with these items, as there were no comments from members of the City Council.

2. E. Discussion and possible directions to staff on any and all matters regarding modifications to the current Parks and Recreation Fee Schedule. (Lizandro Galaviz, Director of Parks and Recreation)

Mr. Lizandro Galaviz, Director of Parks and Recreation, informed that this item is to update the fee schedule for Parks and Recreation. The fees have not been updated since 2007. He mentioned that the Notice of Intent to establish and increase fees were posted on the City of San Luis website for the required 60 days.

Ms. Sonia Cornelio, City Clerk, informed the City Clerk’s Office did not receive any comment in favor of or against the proposed fee schedule.

Mr. Galaviz asked Mayor and Council to move forward with the new Parks and Recreation Fee Schedule.

Mayor Gerardo Sanchez directed staff to proceed, as agreed by all members of the City Council.

2. F. Discussion and possible directions to staff on any and all matters regarding the purchase of a 2021 Chevrolet Silverado and the transfer funds from available accounts for the purchase. (Lizandro Galaviz, Director of Parks and Recreation Department)

Mr. Lizandro Galaviz, Director of Parks and Recreation, informed that in June 2020, a 2006 Ford Ranger vehicle from the Facilities Department was hit and totaled by a city resident who crashed into the vehicle. This accident was reported to the city’s risk pool in hopes of being repaired. He mentioned that staff is requesting City Council’s approval to use funds remaining from previous budgeted vehicle purchase and a budget transfer to complete this purchase. He stated that staff is requesting a 2021 Chevrolet Silverado to be purchased from Midway Chevrolet for \$25,236.97 using State of Arizona Contract ADSPO17-166122, which is permitted under the City Procurement Code Section 36.01 (G) State or Federal Contracts.

Mayor Gerardo Sanchez directed staff to proceed as agreed by all members of the City Council.

2. G. Discussion and possible directions to staff on any and all matters regarding the purchase of extended warranty coverage for the new Zoll Cardiac monitors. (Angel Ramirez, Fire Chief)

Mr. Angel Ramirez, Fire Chief, informed that in early 2020 the San Luis Fire Department (SLFD) acquired seven (7) Zoll X Series cardiac monitors; these monitors had a 1-year full coverage warranty. He mentioned that Zoll offers an additional 5-year extended warranty covering any internal and external damages, software updates, and yearly preventive maintenance. He stated that if this extended warranty is not purchased, any repairs needed after the 1-year warranty would be paid by the SLFD.

Mayor Gerardo Sanchez mentioned that SLFD does need to purchase the extended warranty for those cardiac monitors. He directed Mr. Ramirez to proceed with this item, as agreed by all City Council members.

2. H. Discussion and possible directions to staff on any and all matters regarding the purchase of an Avaya phone system for the City of San Luis. (Derek Duenas, IT Manager)

Mr. Derek Dueñas, IT Manager, informed that staff recommends the replacement of the NEC phone system and suggested moving forward with the purchase of an Avaya phone system. He stated that the current phone system is obsolete and is no longer supported by the manufacturer. He noted that this is a budgeted capital project. The department budgeted \$150,000.00, but there has been an increase. He added that staff would acquire this equipment through a state contract, but this requires City Council approval because of the purchase amount.

Mayor Gerardo Sanchez mentioned that the phone system is essential to continue to provide excellent customer service. He asked Mr. Dueñas if staff will be purchasing an extended warranty. He also asked what the lifespan of the phone system is.

Mr. Dueñas replied that the new phone system has a 3-year warranty and mentioned that when the warranty runs out, staff would be able to purchase another 3-year extended warranty. He stated that the Avaya phone system lifespan could go up to 10 years.

Council Member Matias Rosales asked if the new phone system would cover the entire city, not only City Hall.

Mr. Dueñas replied that the entire city building, except for the Police department, will have the same phone system.

Mayor Gerardo Sanchez directed Mr. Dueñas to proceed with this purchase as agreed by all City Council members.

2. I. Discussion and possible directions to staff on any and all matters regarding possible text amendment to the zoning regulations regarding covered parking requirements for Multiple Residence Zoning Districts. (Jose A. Guzman, Director of Planning and Zoning)

Mr. Jose A. Guzman, Director of Planning and Zoning, informed that the current regulations require that all parking spaces for multiple residence buildings be covered, but staff believes this requirement is too restrictive and is proposing an amendment to require only one (1) covered parking for each unit. This proposed amendment will not reduce parking spaces but a reduction in the required “covered” parking spaces. He mentioned that currently, in a single residence zoning district, the current regulation requires one (1) carport or garage for one (1) vehicle. He stated that this is the reason for the proposed amendment.

Mayor Gerardo Sanchez directed Mr. Guzman to proceed with this item as agreed by all members of the City Council.

2. J. Discussion and possible directions to staff on any and all matters regarding Resolution Nos. 2163, 2164, 2165, 2166, 2167, and 2168 for the creation and order of work for the required improvement districts for Bienestar Estates 11 Subdivision. (Jose A. Guzman, Director of Planning and Zoning)

Mr. Jose A. Guzman, Director of Planning & Zoning, informed that subdivisions regulars require any new subdivision to create improvement districts pursuant to Arizona Revised Statutes Section 48-571 to 48-617, as amended. He stated that since Bienestar Estates 11 is part of the East San Luis Community Facilities District, a new Community Facilities District is not required. However, the following improvement districts are required: Street Light Improvement District, Enhance Municipal Improvement District, and Landscape Improvement District. He added that petitions were received to create those districts. He explained that only one item was presented to introduce the six (6) resolutions during this meeting, but they all be presented individually during the next Regular Council meeting.

Mayor Gerardo Sanchez directed Mr. Guzman to proceed with this item, as agreed by all City Council members.

3. ADJOURNMENT

MOTION: Council Member Gloria Torres/Council Member Jose Ponce to adjourn the Work Session at approximately 8:13 p.m. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Vice Mayor Afirca Luna-Carrasco	Aye
Council Member Luis E. Cabrera	Aye
Council Member Jose Ponce	Aye
Council Member Matias Rosales	Aye
Council Member Gloria Torres	Aye

APPROVED:

Gerardo Sanchez, Mayor

ATTEST:

Sonia Cornelio, City Clerk

Certification

I hereby certify that the foregoing minutes are a true and correct copy of the Work Session minutes for the City Council of the City of San Luis, Arizona, held on April 7, 2021. I further certify that the meeting was duly called and held and that a quorum was present.

Sonia Cornelio, City Clerk



AGENDA ITEM REVIEW FORM

Regular City Council Meeting

5. B.

Meeting Date: 04/28/2021

Summary

DISBURSEMENTS FROM MARCH 1, 2021 TO MARCH 13, 2021

Total Disbursements \$906,935.22

(Nine-Hundred Six Thousand, Nine Hundred, Thirty-Five Dollars and Twenty-Two Cents)

Attachments

Disbursements



City of San Luis

Finance Department

COUNCIL MEETING APRIL 28, 2021 Disbursement Report from 04/04/2021 TO 04/21/2021

<u>Bank Accounts</u>	<u>Check Date</u>	<u>Amount</u>	<u>Schedule</u>
Payroll Check Account	3/17/2021	\$ 349,432.81	Schedule A
Payroll Check Account	4/06/2021	\$ 4,652.66	Schedule B
Accounts Payable Check Account	4/08/2021	\$ 276,787.07	Schedule C
Payroll Check Account	4/13/2021	\$ 358,348.44	Schedule D
Accounts Payable Check Account	4/15/2021	\$ 218,270.34	Schedule E

Total Disbursements: \$ 1,207,491.32

Please contact Ms. Monica Castro prior to the meeting if additional information is needed.

Prepared by Oriana S. Duarte:

Verified by Director of Finance:

For Council approval on: _____

Mayor: _____

Council: _____

RECEIVED

2021 APR 22 P 5:24

CITY OF SAN LUIS
OFFICE OF THE CITY CLERK



Pay Day Register

Pay Date Range 02/27/21 - 03/12/21

Pay Batch 202106

WASHINGTON FEDERAL	929.59
Wells Fargo	71,060.10
WELLS FARGO CA	<u>1,330.57</u>
Total	\$347,432.38
Check	\$2,000.43



Pay Day Register
 Pay Date Range 04/01/21 - 04/30/21
 Pay Batch 202104M

Pay Batch 202104M Total

Employees in Pay Batch 7

Female Employees in Pay Batch 2

Hours Description	Hours	Gross	Withholdings and Deductions	Gross Base	Benefits	Gross Base
102 - SALARY	.0000	7,550.00	Gross	7,750.00	ASRS Council	108.36
806 - TELEPHONE STIPEND	.0000	200.00	Imputed Income		ASRS LTD Council	1.62
Total	0.0000	\$7,750.00	FEDERAL TAX WITHHOLDING	76.92	Dental Council	257.36
			SOCIAL SECURITY TAX	480.50	EODCRS - COUNCIL	108.00
			MEDICARE	112.40	EODCRS - DISABILITY	2.26
			STATE WITHHOLDING	109.64	EODCRS/EORP LEGACY RATE	997.74
			ASRS Council	108.36	Health Council	6,358.99
			ASRS LTD Council	1.62	Retirement Council EORP	2,979.36
			Council Retirement EORP	447.50	Vision Council	79.03
			Dental Council	143.51	Total	\$10,892.72
			EODCRS - COUNCIL	144.00		
			EODCRS - DISABILITY	2.26	Workers' Comp	
			GARNISHMENT	221.11	MUNICIPAL/ TOWN/	135.65
			Medical Council	1,155.61	Total	\$135.65
			MISCELLANEOUS	55.00		
			Vision Council	38.91	Direct Deposits	
			Net	\$4,652.66	1st Bank Yuma	730.78
					Chase Bank	688.14
					Federal Credit Union	942.23
					Navy Federal	700.94
					REALTORS FED CRED UNION	22.54
					WASHINGTON FEDERAL	797.17
					Wells Fargo	770.86
					Total	\$4,652.66
					Check	\$0.00

City of San Luis
Payment Register

From Payment Date: 4/5/2021 - To Payment Date: 4/8/2021

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
1BYPAYABLE - 1st BY Accounts Payable									
<u>Check</u>									
97617	04/07/2021	Open			Utility Management Refund	BACANERI, EVA M & JOSE	\$33.03		
97618	04/07/2021	Open			Utility Management Refund	BALDOVINO BELTRAN, MARIA	\$49.72		
97619	04/07/2021	Open			Utility Management Refund	BEAVERS, MICHELLE	\$122.83		
97620	04/07/2021	Open			Utility Management Refund	BUSTAMANTE, ANGELICA	\$7.11		
97621	04/07/2021	Open			Utility Management Refund	CASTRO, JOSE M	\$42.06		
97622	04/07/2021	Open			Utility Management Refund	CAZARES, JULIO & MARIA NUNEZ	\$31.77		
97623	04/07/2021	Open			Utility Management Refund	CORTEZ, GLORIA	\$176.15		
97624	04/07/2021	Open			Utility Management Refund	FLORES, ABEL	\$147.53		
97625	04/07/2021	Open			Utility Management Refund	GARCIA, MARIA, L	\$22.29		
97626	04/07/2021	Open			Utility Management Refund	HERRERA, JULIA	\$85.14		
97627	04/07/2021	Open			Utility Management Refund	MACIAS, CLAUDIA	\$5.00		
97628	04/07/2021	Open			Utility Management Refund	MACIAS, VERONICA	\$68.46		
97629	04/07/2021	Open			Utility Management Refund	MARTINEZ, JOSE & RAMONA	\$188.80		
97630	04/07/2021	Open			Utility Management Refund	MOSQUEDA, ADRIANA	\$55.92		
97631	04/07/2021	Open			Utility Management Refund	MUNOZ, OSCAR & ROSAURA	\$52.60		
97632	04/07/2021	Open			Utility Management Refund	NM & ASSOCIATES LLC	\$1.33		
97633	04/07/2021	Open			Utility Management Refund	OCHOA, ALMA, GRISELDA	\$180.08		
97634	04/07/2021	Open			Utility Management Refund	OLGUIN, ALFONSO, G	\$156.24		
97635	04/07/2021	Open			Utility Management Refund	URIARTE, MARVA E & CASTRO, ABRAHAM	\$157.72		
97636	04/08/2021	Open			Accounts Payable	AHERN RENTALS, INC.	\$1,805.78		
97637	04/08/2021	Open			Accounts Payable	ALSCO, INC	\$47.26		
97638	04/08/2021	Open			Accounts Payable	AMAZON.COM SALES, INC.	\$3,316.45		
97639	04/08/2021	Open			Accounts Payable	AMBERLY'S PLACE	\$3,500.00		
97640	04/08/2021	Open			Accounts Payable	ANDERSON HYDRAULICS INC	\$14.51		
97641	04/08/2021	Open			Accounts Payable	ANGEL'S TOWING SERVICE/AUTO SALES	\$75.00		
97642	04/08/2021	Open			Accounts Payable	ARIZONA FURNISHINGS	\$7,383.82		
97643	04/08/2021	Open			Accounts Payable	ARIZONA STATE TREASURER	\$38,645.60		
97644	04/08/2021	Open			Accounts Payable	AUTOZONE STORES, INC	\$1,565.11		
97645	04/08/2021	Open			Accounts Payable	BILL ALEXANDER FORD	\$118.60		
97646	04/08/2021	Open			Accounts Payable	BINGHAM EQUIPMENT CO	\$251.71		

City of San Luis

Payment Register

From Payment Date: 4/5/2021 - To Payment Date: 4/8/2021

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
97647	04/08/2021	Open			Accounts Payable	BLT ASPHALT LLC	\$3,976.09		
97648	04/08/2021	Open			Accounts Payable	BLT READY MIX CONCRETE LLC	\$6,914.94		
97649	04/08/2021	Open			Accounts Payable	BLUE STREAK SIGNS, LLC	\$173.46		
97650	04/08/2021	Open			Accounts Payable	BOUND TREE MEDICAL, LLC.	\$309.49		
97651	04/08/2021	Open			Accounts Payable	CDWG	\$4,791.98		
97652	04/08/2021	Open			Accounts Payable	CODE PUBLISHING COMPANY	\$1,093.20		
97653	04/08/2021	Open			Accounts Payable	COOPERATIVE PERSONNEL SERVICES	\$1,001.25		
97654	04/08/2021	Open			Accounts Payable	CORDOVA LAW, PLC	\$800.00		
97655	04/08/2021	Open			Accounts Payable	DESERT DOCUMENT SHREDDERS, LLC	\$105.00		
97656	04/08/2021	Open			Accounts Payable	DESERT VALLEY POWER SYSTEMS	\$2,080.93		
97657	04/08/2021	Open			Accounts Payable	DESERT VALLEY SERVICES, INC	\$1,009.47		
97658	04/08/2021	Open			Accounts Payable	DESERT WATER STORE INC	\$65.90		
97659	04/08/2021	Open			Accounts Payable	DIVERSIFIED INSPECTIONS/ITL INC	\$1,572.00		
97660	04/08/2021	Open			Accounts Payable	FERRELLGAS, LP	\$244.32		
97661	04/08/2021	Open			Accounts Payable	FIRE SAFETY USA, INC	\$300.00		
97662	04/08/2021	Open			Accounts Payable	FISHER CHEVROLET INC	\$380.31		
97663	04/08/2021	Open			Accounts Payable	FISHER CHRYSLER DODGE JEEP	\$1,441.43		
97664	04/08/2021	Open			Accounts Payable	FRESH TERRA SERVICES LLC	\$912.00		
97665	04/08/2021	Open			Accounts Payable	G&T ALARM CO LLC	\$78.00		
97666	04/08/2021	Open			Accounts Payable	G&T LOCKSMITH AND SAFE CO.	\$403.80		
97667	04/08/2021	Open			Accounts Payable	HANSBERGER REGRIGERATION & ELECTRIC CO	\$5,871.00		
97668	04/08/2021	Open			Accounts Payable	HERNANDEZ, JERRY	\$1,200.00		
97669	04/08/2021	Open			Accounts Payable	HUGHES FIRE EQUIPMENT, INC.	\$24.51		
97670	04/08/2021	Open			Accounts Payable	IRON MOUNTAIN INC	\$186.16		
97671	04/08/2021	Open			Accounts Payable	JAMES COOKE & HOBSON INC.	\$31,426.91		
97672	04/08/2021	Open			Accounts Payable	JAMES DAVEY AND ASSOCIATES INC	\$4,657.75		
97673	04/08/2021	Open			Accounts Payable	JOSEPH G. POLLARD CO., INC.	\$665.31		
97674	04/08/2021	Open			Accounts Payable	KONICA MINOLTA BUSINESS SOLUTIONS USA INC	\$1,112.38		
97675	04/08/2021	Open			Accounts Payable	L.N. CURTIS & SONS	\$375.00		
97676	04/08/2021	Open			Accounts Payable	MATTICK ENTERPRISES INC	\$262.62		
97677	04/08/2021	Open			Accounts Payable	MAYA'S CONSTRUCTION LLC.	\$1,875.00		
97678	04/08/2021	Open			Accounts Payable	MCNEECE BROS. OIL COMPANY, INC	\$1,075.74		
97679	04/08/2021	Open			Accounts Payable	MEDEL, ESMIA	\$193.98		
97680	04/08/2021	Open			Accounts Payable	MENDEZ, HUMBERTO	\$181.00		
97681	04/08/2021	Open			Accounts Payable	MGM INTERNET SOLUTIONS, INC	\$53.00		
97682	04/08/2021	Open			Accounts Payable	O'REILLY AUTO PARTS	\$309.71		
97683	04/08/2021	Open			Accounts Payable	OFFICE DEPOT	\$4,292.06		
97684	04/08/2021	Open			Accounts Payable	ORTEGA, LUZ	\$75.00		
97685	04/08/2021	Open			Accounts Payable	PETTY CASH/POLICE	\$162.90		
97686	04/08/2021	Open			Accounts Payable	PINNACLE MEDICAL GROUP, AZ-P.C	\$586.00		
97687	04/08/2021	Open			Accounts Payable	POLAR ICE LLC	\$166.07		
97688	04/08/2021	Open			Accounts Payable	PURCELL TIRE CO.	\$531.33		
97689	04/08/2021	Open			Accounts Payable	QUINONES TIRES LLC	\$10.00		

City of San Luis

Payment Register

From Payment Date: 4/5/2021 - To Payment Date: 4/8/2021

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
97690	04/08/2021	Open			Accounts Payable	QUINONEZ, FRANCISCO	\$550.00		
97691	04/08/2021	Open			Accounts Payable	RALPH VELEZ CONSULTING SERVICES	\$11,345.00		
97692	04/08/2021	Open			Accounts Payable	RAMIREZ ADVISORS INTER- NATIONAL,LLC	\$4,583.33		
97693	04/08/2021	Open			Accounts Payable	RAY ALLEN MANUFACTURING, LLC.	\$116.22		
97694	04/08/2021	Open			Accounts Payable	REGIONAL CENTER FOR BORDER	\$235.00		
97695	04/08/2021	Open			Accounts Payable	RM GRAPHICS	\$514.50		
97696	04/08/2021	Open			Accounts Payable	ROBLES-MIRANDA, JOSE, E	\$350.00		
97697	04/08/2021	Open			Accounts Payable	RODRIGUEZ, DANIEL	\$1,315.34		
97698	04/08/2021	Open			Accounts Payable	S&P GLOBAL RATINGS	\$17,000.00		
97699	04/08/2021	Open			Accounts Payable	S.C.O.P.E	\$100.00		
97700	04/08/2021	Open			Accounts Payable	SAN LUIS INDUSTRIAL PARK, LLC	\$3,329.70		
97701	04/08/2021	Open			Accounts Payable	SERVERSUPPLY.COM, INC	\$2,851.80		
97702	04/08/2021	Open			Accounts Payable	SMITH, RALPH E. SR.	\$100.00		
97703	04/08/2021	Open			Accounts Payable	SOUTHERN TIRE MART LLC	\$574.58		
97704	04/08/2021	Open			Accounts Payable	SUPREME PLUMBING SOLUTIONS LLC	\$770.00		
97705	04/08/2021	Open			Accounts Payable	TELLEZ QUINTERO, JESUS, ROMAN	\$20.00		
97706	04/08/2021	Open			Accounts Payable	TORRES, ALEJANDRA , S	\$799.80		
97707	04/08/2021	Open			Accounts Payable	TRACE ANALYTICS LLC	\$431.00		
97708	04/08/2021	Open			Accounts Payable	TYLER TECHNOLOGIES, INC.	\$350.00		
97709	04/08/2021	Open			Accounts Payable	UNITED STATES TREASURY	\$221.11		
97710	04/08/2021	Open			Accounts Payable	VERIZON WIRELESS MESSAGING SVC	\$8,456.99		
97711	04/08/2021	Open			Accounts Payable	WALCO INC	\$534.46		
97712	04/08/2021	Open			Accounts Payable	YUMA COUNTY TREASURER'S OFFICE	\$182.10		
97713	04/08/2021	Open			Accounts Payable	YUMA REGIONAL MEDICAL CENTER	\$475.99		
97714	04/08/2021	Open			Accounts Payable	YUMA SUN INC	\$1,213.37		
97715	04/08/2021	Open			Accounts Payable	YUMA TRUCK PARTS	\$1,015.54		
97716	04/08/2021	Open			Accounts Payable	YUMA WINLECTRIC CO.	\$483.52		
97717	04/08/2021	Open			Accounts Payable	YUMA WINNELSON CO.	\$489.42		

City of San Luis

Payment Register

From Payment Date: 4/5/2021 - To Payment Date: 4/8/2021

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
97718	04/08/2021	Open			Accounts Payable	ARIZONA MUNICIPAL RISK	\$76,931.80		
97719	04/08/2021	Open			Accounts Payable	RETENTION POOL - WC DUARTE, ORIANA, S	\$92.06		
Type Check Totals:							\$276,787.07		
1BPAYABLE - 1st BY Accounts Payable Totals									

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	103	\$276,787.07	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	103	\$276,787.07	\$0.00

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	103	\$276,787.07	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	103	\$276,787.07	\$0.00

Grand Totals:

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	103	\$276,787.07	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	103	\$276,787.07	\$0.00

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	103	\$276,787.07	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	103	\$276,787.07	\$0.00

Oriana Duarte
 Digitally signed by: Oriana Duarte
 DN: CN = Oriana Duarte email = oduarte@sanluisaz.gov C = US O = City of San Luis OU = Finance Department
 Date: 2021.04.08 14:04:02 -07'00



Pay Day Register

Pay Date Range 03/27/21 - 04/09/21
Pay Batch 202108

Monica Castro
Digitally signed by Monica Castro
DN: cn = Monica Castro email =
mpm@psprsbiz.gov c = AD
Date: 2021.04.13 16:04:49
+07'00'

PSPRS FIRE DC RATE - TIER 3	169.94	1,888.26
PSPRS FIRE DISABILITY RATE	26.62	1,888.26
PSPRS POLICE DB RATE - TIER	3,671.16	47,989.12
PSPRS POLICE DB RATE - TIER	2,509.13	21,537.72
PSPRS POLICE DB RATE - TIER 2	1,047.75	8,993.59
PSPRS POLICE DB RATE - TIER 3	2,240.44	22,539.69
STANDARD LIFE ADDTNL	1,010.33	.00
TRANSWESTERN MEXICAN	96.76	.00
U.S. MEX DENTAL - EE &	595.37	.00
U.S. MEX DENTAL - EE &	123.18	.00
UNITED WAY	14.00	.00
US & MEX DENTAL= FAMILY	666.12	.00
US & MEX HEALTH = C	5,266.58	.00
US & MEX HEALTH = FAMILY	6,749.94	.00
US & MEX HEALTH = SP	1,138.72	.00
VSP - VISION FAMILY	687.94	.00
Net	<u>\$358,348.44</u>	

Workers' Comp		Gross Base
ANIMAL CONTROL OFFICERS	63.04	2,801.82
ATTORNEY- ALL & CLERICAL-	76.85	34,933.42
AUTO SERVICE/ REPAIR	259.27	9,293.29
BUILDING- NOC OPER BY	1,146.63	31,674.52
BUS COMPANY AND DRIVERS	152.66	2,765.61
CLERICAL OFFICE/ LIBRARY/	279.12	116,302.14
Electrician	60.68	1,932.40
FIREFIGHTERS & DRIVERS	5,020.22	114,616.44
GARBAGE/ ASH/ REFUSE	280.10	4,481.61
MUNICIPAL/ TOWN/	126.58	7,232.81
PARKS- NOC ALL EMPLOYEES	613.26	19,782.01
POLICE OFFICERS	4,747.29	108,385.23
RECREATION- ALL EMPLOYEES/	212.66	15,522.07
SEWAGE DISPOSAL/ PLANT	601.83	17,495.31
Street or Road Construction	1,929.87	24,032.84
WATERWORKS OPERATIONS	514.85	14,836.98
Total		<u>\$16,084.91</u>

Direct Deposits	Amount
1st Bank Yuma	28,700.30
ACADEMY BANK	2,877.79
Bank of America	1,275.76
Bankcorp	150.00
Charles Sch	200.00
Chase Bank	170,690.35
CHASE BANK CA	1,703.61
chase centro	1,036.06
chase online	1,234.40
Federal Credit Union	38,600.35
FF CREDIT UNION	1,848.92
FIREFIGHTER FIRST CREDIT UNION	5,267.30
FIRST NATIONAL BANK TEXAS	1,551.90
GREEN DOT BANK	408.57
MIT FEDERAL CREDIT UNION	387.08
National Bank	3,151.56
Navy Federal	21,464.99
NetSpend Corporation DD	120.00
NORTH ISLAND CREDIT UNION	647.99
Sunbank	1,578.94
THE FOOTHILLS BANK	449.42
USAA FEDERAL SAVING	3,071.09

City of San Luis
Payment Register

From Payment Date: 4/12/2021 - To Payment Date: 4/15/2021

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
1BYPAYABLE - 1st BY Accounts Payable									
<u>Check</u>									
97720	04/15/2021	Open			Accounts Payable	SANCHEZ, GERARDO	\$643.92		
97721	04/15/2021	Open			Accounts Payable	BALSINO, PETER, M	\$6.85		
97722	04/15/2021	Open			Accounts Payable	CHARGO PA, GURSTEL	\$26.95		
97723	04/15/2021	Open			Accounts Payable	FOP/ALC	\$375.00		
97724	04/15/2021	Open			Accounts Payable	GARCIA & CORNEJO, SERGIO & OSCAR	\$311.10		
97725	04/15/2021	Open			Accounts Payable	SAN LUIS POLICE OFFICERS ASSOC	\$345.00		
97726	04/15/2021	Open			Accounts Payable	SUPPORT PAYMENT CLEARINGHOUSE	\$3,067.41		
97727	04/15/2021	Open			Accounts Payable	UNITED WAY OF YUMA COUNTY INC.	\$14.00		
97728	04/15/2021	Open			Accounts Payable	UNITED YUMA FIRE FIGHTERS ASSOC	\$98.50		
97729	04/15/2021	Open			Accounts Payable	UNITED YUMA FIRE FIGHTERS- IAFF	\$975.00		
97730	04/15/2021	Open			Accounts Payable	BANNER UNIVERSITY FAMILY CARE	\$24.23		
97731	04/15/2021	Open			Accounts Payable	ENTERPRISE FM TRUST	\$755.68		
97732	04/15/2021	Open			Accounts Payable	GAITAN, CESAR	\$91.00		
97733	04/15/2021	Open			Accounts Payable	GUEVARA, ALAN	\$91.00		
97734	04/15/2021	Open			Accounts Payable	LARA, PAULINO	\$91.00		
97735	04/15/2021	Open			Accounts Payable	LOPEZ, VICTOR	\$150.00		
97736	04/15/2021	Open			Accounts Payable	PACHECO, CARLOS	\$91.00		
97737	04/15/2021	Open			Accounts Payable	ALSCO, INC	\$3,441.77		
97738	04/15/2021	Open			Accounts Payable	ANDERSON HYDRAULICS INC	\$1,429.23		
97739	04/15/2021	Open			Accounts Payable	ANGEL'S TOWING SERVICE/AUTO SALES	\$75.00		
97740	04/15/2021	Open			Accounts Payable	APPLIED PRODUCTS GROUP LLC	\$10,911.51		
97741	04/15/2021	Open			Accounts Payable	APS/CLAIM #414-1352-AH	\$50.00		
97742	04/15/2021	Open			Accounts Payable	ARCTIC GLACIER USA INC	\$148.42		
97743	04/15/2021	Open			Accounts Payable	ARIZONA COUNTIES INSURANCE POOL	\$75.00		
97744	04/15/2021	Open			Accounts Payable	AUTOZONE STORES, INC	\$759.02		
97745	04/15/2021	Open			Accounts Payable	AZ ASSOCIATION OF CHIEFS OF POLICE	\$175.00		
97746	04/15/2021	Open			Accounts Payable	BILL ALEXANDER FORD	\$419.85		
97747	04/15/2021	Open			Accounts Payable	BINGHAM EQUIPMENT CO	\$516.36		
97748	04/15/2021	Open			Accounts Payable	BORDER CONSTRUCTION SPECIALTIES	\$670.69		
97749	04/15/2021	Open			Accounts Payable	CDWG	\$33,193.49		
97750	04/15/2021	Open			Accounts Payable	CENTURYLINK	\$1,338.07		
97751	04/15/2021	Open			Accounts Payable	CITY OF SOMERTON	\$733.60		
97752	04/15/2021	Open			Accounts Payable	CYBER MARKETING NETWORK, INC	\$118.99		
97753	04/15/2021	Open			Accounts Payable	DESERT WATER STORE INC	\$124.50		
97754	04/15/2021	Open			Accounts Payable	ESTRADA, LETICIA	\$41.84		
97755	04/15/2021	Open			Accounts Payable	ETE FITNESS SUPERSTORE INC	\$3,585.00		
97756	04/15/2021	Open			Accounts Payable	FITCH RATINGS, INC	\$14,000.00		

City of San Luis

Payment Register

From Payment Date: 4/12/2021 - To Payment Date: 4/15/2021

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
97757	04/15/2021	Open			Accounts Payable	FRESH TERRA SERVICES LLC	\$130.00		
97758	04/15/2021	Open			Accounts Payable	GOMEZ-DOMINGUEZ, FRANCISCO	\$160.99		
97759	04/15/2021	Open			Accounts Payable	GREATER YUMA ECONOMIC DEV CORP	\$12,813.50		
97760	04/15/2021	Open			Accounts Payable	HACH COMPANY	\$3,000.00		
97761	04/15/2021	Open			Accounts Payable	IMAGEWARE SYSTEMS INC	\$2,682.92		
97762	04/15/2021	Open			Accounts Payable	IPS GROUP INC	\$576.18		
97763	04/15/2021	Open			Accounts Payable	KS STATE BANK	\$236.59		
97764	04/15/2021	Open			Accounts Payable	LAWSON PRODUCTS INC.	\$1,911.49		
97765	04/15/2021	Open			Accounts Payable	LIBERTEL ASSOCIATES	\$1,714.82		
97766	04/15/2021	Open			Accounts Payable	LOOMIS	\$1,833.11		
97767	04/15/2021	Open			Accounts Payable	MCNEECE BROS. OIL COMPANY, INC	\$35,112.90		
97768	04/15/2021	Open			Accounts Payable	MENDEZ ROBLES, NAZZER, O	\$4,457.24		
97769	04/15/2021	Open			Accounts Payable	MONOPRICE INC.	\$460.80		
97770	04/15/2021	Open			Accounts Payable	MOTION INDUSTRIES, INC.	\$3,824.83		
97771	04/15/2021	Open			Accounts Payable	O'REILLY AUTO PARTS	\$188.44		
97772	04/15/2021	Open			Accounts Payable	OFFICE DEPOT	\$137.25		
97773	04/15/2021	Open			Accounts Payable	OMEGA INDUSTRIAL SUPPLY INC	\$968.83		
97774	04/15/2021	Open			Accounts Payable	POSITIVE PROMOTIONS	\$471.50		
97775	04/15/2021	Open			Accounts Payable	PURCELL TIRE CO.	\$1,255.56		
97776	04/15/2021	Open			Accounts Payable	QUINONEZ, FRANCISCO	\$75.00		
97777	04/15/2021	Open			Accounts Payable	RAY ALLEN MANUFACTURING, LLC.	\$913.34		
97778	04/15/2021	Open			Accounts Payable	RM GRAPHICS	\$868.14		
97779	04/15/2021	Open			Accounts Payable	RODRIGUEZ, DANIEL	\$800.00		
97780	04/15/2021	Open			Accounts Payable	RON TURLEY ASSOCIATES INC.	\$786.24		
97781	04/15/2021	Open			Accounts Payable	SAN LUIS AIR CONDITIONING LLC	\$150.00		
97782	04/15/2021	Open			Accounts Payable	SAN LUIS WALK IN CLINIC, INC	\$1,885.00		
97783	04/15/2021	Open			Accounts Payable	SMITH, RALPH E. SR.	\$560.00		
97784	04/15/2021	Open			Accounts Payable	SPECTRUM BUSINESS	\$175.23		
97785	04/15/2021	Open			Accounts Payable	STANDARD PRINTING COMPANY, INC	\$2,107.54		
97786	04/15/2021	Open			Accounts Payable	STATE OF ARIZONA	\$6,000.49		
97787	04/15/2021	Open			Accounts Payable	SWIFTCOMPLY US OPCO INC	\$767.00		
97788	04/15/2021	Open			Accounts Payable	SYNOVIA SOLUTIONS, LLC	\$434.00		
97789	04/15/2021	Open			Accounts Payable	TELEFLEX MEDICAL INCORPORATED	\$1,485.73		
97790	04/15/2021	Open			Accounts Payable	THOMSON WEST PUBLISHING CO.	\$335.66		
97791	04/15/2021	Open			Accounts Payable	TOTER LLC	\$34,896.79		
97792	04/15/2021	Open			Accounts Payable	US POST MASTER	\$2,858.05		
97793	04/15/2021	Open			Accounts Payable	YUMA COUNTY HUMANE SOCIETY	\$4,166.67		
97794	04/15/2021	Open			Accounts Payable	YUMA COUNTY SHERIFF'S OFFICE	\$510.00		
97795	04/15/2021	Open			Accounts Payable	YUMA TRUCK PARTS	\$463.33		
97796	04/15/2021	Open			Accounts Payable	YUMA WINLECTRIC CO.	\$598.69		
97797	04/15/2021	Open			Accounts Payable	YUMA WINNELSON CO.	\$6,531.51		
Type Check Totals:									
1BPAYABLE - 1st BY Accounts Payable Totals									
							78 Transactions	\$218,270.34	

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	78	\$218,270.34	\$0.00

City of San Luis

Payment Register

From Payment Date: 4/12/2021 - To Payment Date: 4/15/2021

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
					Reconciled		0	\$0.00	\$0.00
					Voided		0	\$0.00	\$0.00
					Stopped		0	\$0.00	\$0.00
					Total		78	\$218,270.34	\$0.00
All									
					Status	Count	Transaction Amount	Reconciled Amount	
					Open	78	\$218,270.34	\$0.00	
					Reconciled	0	\$0.00	\$0.00	
					Voided	0	\$0.00	\$0.00	
					Stopped	0	\$0.00	\$0.00	
					Total	78	\$218,270.34	\$0.00	
Grand Totals:									
					Checks	Status	Count	Transaction Amount	Reconciled Amount
						Open	78	\$218,270.34	\$0.00
						Reconciled	0	\$0.00	\$0.00
						Voided	0	\$0.00	\$0.00
						Stopped	0	\$0.00	\$0.00
						Total	78	\$218,270.34	\$0.00
					All	Status	Count	Transaction Amount	Reconciled Amount
						Open	78	\$218,270.34	\$0.00
						Reconciled	0	\$0.00	\$0.00
						Voided	0	\$0.00	\$0.00
						Stopped	0	\$0.00	\$0.00
						Total	78	\$218,270.34	\$0.00

Oriana Duarte
 Digitally signed by: Oriana Duarte
 DN: CN = Oriana Duarte, email = orduarte@sanluisaz.gov C = US O = City of San Luis OU = Finance Department
 Date: 2021.04.15 16:04:48 -07'00'



AGENDA ITEM REVIEW FORM

Regular City Council Meeting

6. A.

Meeting Date: 04/28/2021

Department Head: Lizandro Galaviz, Director of Parks & Recreation, Parks & Recreation Department

Submitted By: Crystal Fragozo, Administrative Assistant, Parks & Recreation Department

Action Requested: Motion

ITEM:

Discussion and possible action on any and all matters regarding the purchase of CivicRec software for Parks and Recreation activity and facility reservations. **(Angelica Roldan, Assistant Director of Parks and Recreation)**

SUMMARY:

CivicRec is a web-based platform that provides a means for staff to publish, manage and coordinate services related to facilities/reservations, recreation classes, recreation events, community leagues, senior services and more. Additionally, the system provides a web-portal where citizens can register, reserve and easily purchase the services for themselves and the entire family.

The project cost for this software is \$12,338.00 for year one, which includes a one-time annual fee. Staff would like to add the GIS Import, which is integrated with an ESRI account. This addition has a year one only cost of \$2,625.00 and has no annual fee after that. Staff would also like to add Audio Eye, which is ADA compliant for our visually impaired community members. This addition has an annual fee of \$1,500.00. In total, the project cost would be \$16,463.00 for year one. Tentatively, the annual recurring service fee would be \$7,800.00.

Staff would like to pay the first-year expense this fiscal year and have the cost be split between the Recreation Department, Cesar Chavez Cultural Center and Youth Center. These are the divisions that would be using the software the most and would greatly benefit from it. For future annual expenses, the cost would be split between those same divisions and the Senior Center.

Staff would like to present this information to Mayor and City Council for further directions and are open to any recommendations or suggestions the Mayor or City Council may have.

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO APPROVE THE PURCHASE OF CivicRec WEB-BASED SOFTWARE IN THE AMOUNT OF \$16,463.00 AND APPROVE THE BUDGET TRANSFER AS PRESENTED.

Fiscal Impact

IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM:	YES
CITY/STATE/FEDERAL FUNDS:	CITY
TOTAL:	\$16,463.00
BUDGETED AMOUNT:	N/A
AVAILABLE AMOUNT TO TRANSFER:	\$16,464.00

ACCT NAME & GL#/REMAINING BALANCE BEFORE PURCHASE: SOFTWARE SUPPORT -
100-145-70040 / \$17,273.00

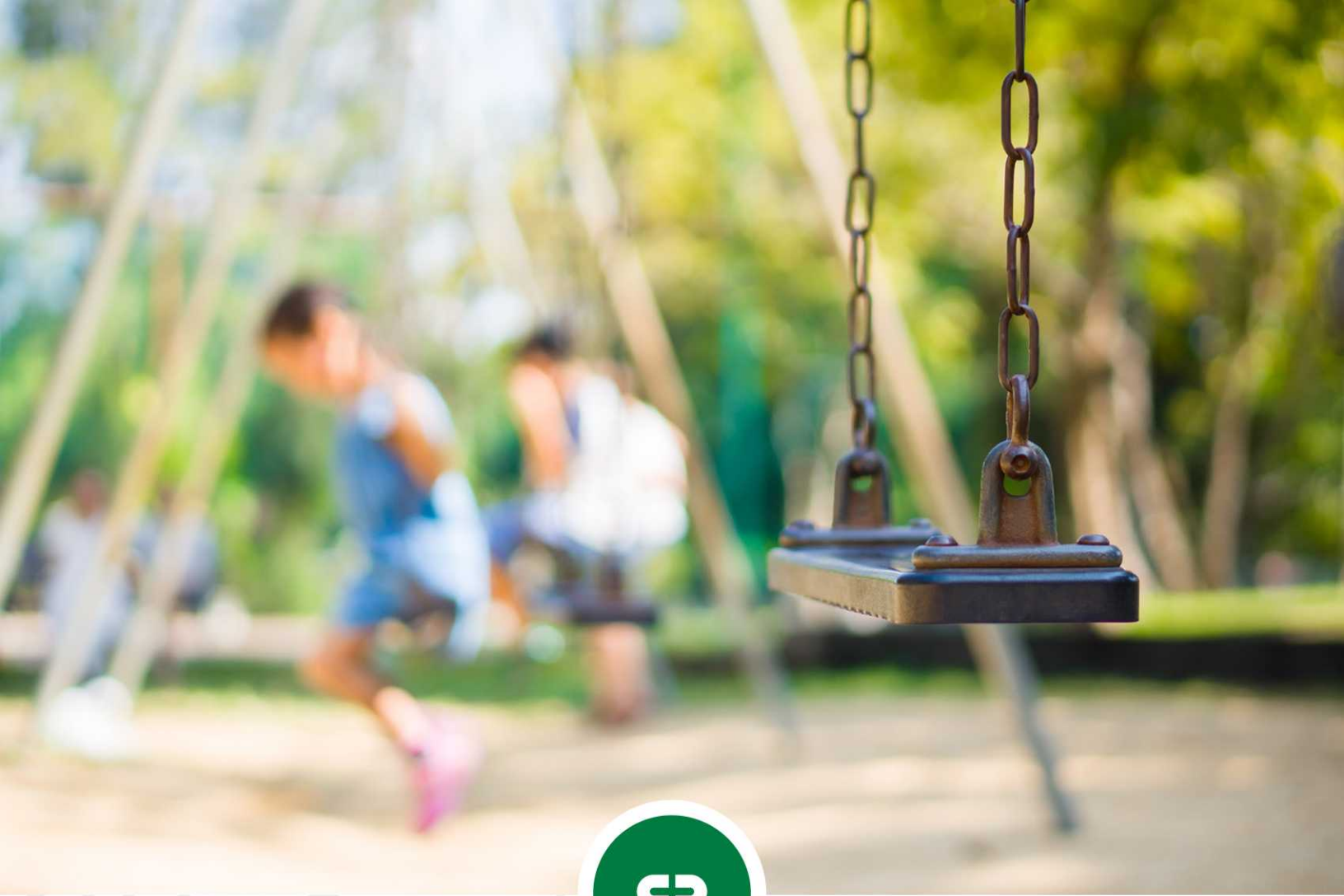
FISCAL IMPACT STATEMENT (IF THIS IS A BUDGET TRANSFER, YOU MUST ATTACH THE BUDGET ADJUSTMENT FORM):

This expense will be split between the Cesar Chavez Cultural Center, Recreation Department and Youth Center-Special Services account. Please find attached the budget transfer form.

Attachments

CivicRec Proposal

Budget Transfer - CivicRec Software



CIVICREC

RECREATION MANAGEMENT SYSTEM

San Luis, Arizona

JANUARY 27, 2021



Cameron Dewaele | CivicRec Account Executive | Cameron.Dewaele@civicplus.com | 785-222-7099

302 S. 4th Street | Manhattan, KS 66502 | 888-228-2233 | www.civicplus.com

CIVICPLUS



Project Cost

Pricing is valid for 60 days from January 27, 2021.

CivicRec Implementation

- Project Coordination
- Branded Public Portal
- CivicPlus Pay™ Approved Payment Gateway Set-Up
- GL Code Import

Professional Services

- Eight Hours of Virtual Training

Annual Recurring Services

- CivicRec Recreation Management Software Licensing
- Software Maintenance Including Service Patches and System Enhancements
- 24/7 Technical Support and Access to the CivicPlus Community
- Dedicated Client Success Manager
- CivicRec Reserves the Right to Reassess the Historical Data and Transaction Volume Annual to Ensure that the Annual Service Fees Accurately Reflects the Transaction Volume Processed in the Prior Year

Year 1 (one-time + annual)	\$12,338
Year 2 (annual recurring services)	\$6,300

CivicPlus Project Pricing & Invoicing

CivicPlus prices on a per-project, all-inclusive basis (stated in US dollars). This type of pricing structure eliminates surprise costs, the uncertainty of paying by the hour, and is overall more cost effective for our clients. It provides you with a price based on the products and features listed in this proposal that only varies if additional functionality, custom development, security, escrow requirements, or other design or project enhancements, outside of the included scope, are added prior to contract signing.

Standard CivicRec Invoicing

- 50% of Year 1 fees due at contract signing – remaining 50% due at project completion or at the six-month mark in the implementation process – whichever date is earlier
- The first-year Annual Recurring Services fee is included with your Year 1 cost
- Subsequent annual invoicing occurs on the anniversary of the contract signing date, and is subject to a five percent technology fee uplift each year starting Year 2 of your contract. First uplift is shown in the Year 2 Annual Recurring Services fee

Customized Billing/Invoicing

- We can discuss other billing options with you before contract signing and, if feasible, develop a plan that works for all parties
- Not available with all CivicPlus products – please contact your sales representative for more details

CivicPlus Advantage Invoicing

- Zero-interest payments that divide the One-Time Implementation expense of your project over the first three years of your contract
- Each payment will also include your Annual Services and any other fees if applicable
- May not be available with all products offered by CivicPlus

Payment Gateway Account

- Your chosen Payment Gateway will collect and disburse all credit card monies
- If selected, any of our partner Payment Gateway Vendors will conduct a rate analysis upon discovery to provide the most competitive percentage + fee per transaction rate
- CivicPlus Pay integrates with several Payment Gateways to provide maximum flexibility to our clients' needs

CivicPlus wants our clients to succeed in delivering a viable, sustainable, and flexible technology solution to their communities. We will work with you before contract signing to determine which of our billing processes will meet both your needs for budget planning and our accounting processes.

Right to Negotiate

A successful project begins with a contract that meets the needs of both parties. This proposal is intended as a non-binding document, and the contents hereof may be superseded by an agreement for services. Its purpose is to provide information on a proposed project we believe will meet your needs based on the information available. If awarded the project, CivicPlus reserves the right to negotiate the contractual terms, obligations, covenants, and insurance requirements before a final agreement is reached. We look forward to developing a mutually beneficial contract with San Luis.



CivicRec RMS



San Luis is seeking a recreation management system that provides your staff and customers with the greatest service in the industry, both in person and online. CivicRec can provide you with an integrated, web-based and hosted application recreation management system that is comprehensive, efficient, and modern. You'll find our robust set of easy-to-use tools the most comprehensive solution to meet your needs.

Facility Reservations

Easily take in-house and online reservations as well as reserve spaces for classes and sports with an integrated master calendar to avoid double bookings. It's easy to see availability with grid and map-based views with attached photos, descriptions, and rental rates. Generate and email complex permits as well as include waivers, prompts, and forms for a complete checkout process.



Activity Registration

Your staff can quickly create programs, indicate flexible pricing, attach waivers and prompts, and assign instructors. Easily take registrations in-house or allow residents and non-residents to register securely on the device of their choice. Email branded receipts and permits after checkout. Our software utilizes load balanced servers and can be scaled to accommodate any volume.

Volunteer Management

CivicRec's volunteer management tool creates, manages, and organizes the volunteer opportunities. Within the Activity module, you can create volunteer

roles and assignments specific to any events, classes, or activities. Citizens can select and register for volunteer roles from home and CivicRec will assist in tracking the time volunteers spend helping around the community with completely integrated reporting for tracking purposes.

Point of Sales

CivicRec's Point-of-Sale screen makes it easy for staff to quickly sell merchandise, enroll participants, and reserve facilities – all in the same cart! It even plugs right in with your cash drawers, barcode readers, receipt printers, and credit card readers. Integrated inventory control will tell you how many of each item are available at each of your locations.

Citizen Dashboard/Management

With CivicRec's intuitive public dashboard, citizens can conveniently view notifications, upcoming events, tickets, and receipts. Family or organization members can be added with age and resident information for easy activity registrations. Administratively, your staff can manage user accounts in-house with tools like internal notes and flags as well as duplicate account prevention.

Membership Management

Easily sell memberships or punch cards, take member photos, print cards or associate barcode key tags, and check people into a facility. Leave credit and debit cards on file for future and recurring payments. Staff can see a history of the account's transactions.

League Management

Athletics staff can easily create leagues, draft players, assess skills, and generate schedules, Sign-up is easy for teams or individuals. With the "Scores &

Schedules” and “Parent/Player Portal,” your public and league participants will have easy access to current league information.

Ticketing

Easily generate general admission tickets for events.



Public users will receive their tickets and receipt, which are always available in their transaction history. Tickets can then be printed or shown on their phone display to be scanned into our mobile or desktop check-in screens.

Surveys

Participants will automatically receive post-program surveys requesting feedback. This information is captured and presented back to staff to help determine how your programming is being received.

Email/SMS Blasts

There are several links within CivicRec that allow for mail blasts. Many of our reports and roster views allow for mass mailings with just the click of a button. The People Finder report is particularly handy for mailings based on several different filters. SMS messaging is available to facilitate those particularly time-sensitive notifications like cancellations.

Marketing/Brochures

CivicRec can produce an InDesign-friendly export that should facilitate the process of generating a brochure. Further, CivicRec’s social media tools serve as an additional marketing method allowing users to share via their social media with friends and family.

Group Permission Levels

Permissions set up through user groups are used on pages and functions to ensure access is limited based on a user’s role.

Reporting/Financial Accounting

CivicRec has a very powerful reporting engine. There are over 100 canned reports. However, staff can

basically take any report and customize it to their liking. Filters and fields can be added and/or removed. Reports can be sorted, saved, emailed, exported to Excel, or scheduled for regular delivery to any email address. CivicRec will gladly take any reasonable reporting request from a client and ensure that it is made available as requested.

Mobile Ready

When users register through CivicRec, they get the same great experience on their phone/tablet that they’re used to experiencing on their desktops. This mobile responsive experience supports all the same waivers, prompts, discounts, and add-ons that the desktop version does. There’s QR code support as well as social networking integration to make it easy for your users to connect with you.



Hardware Compatibility

Customers may opt for a variety of hardware peripherals to enhance the CivicRec experience. CivicRec can be integrated with magnetic stripe readers, barcode readers, thermal printers, cash drawers and more. While CivicRec does not directly provide hardware, we are happy to assist with procurement and implementation.

Functionality Disclosure

As CivicPlus continues to evolve and improve our solution to support our clients’ needs and goals, we reserve the right to upgrade, replace, modify, or terminate any of the features and functionality elements listed, at our sole discretion, and when feasible, providing reasonable notice to our clients of any changes. These features and functionality are offered on a gratuitous basis to our clients (no monetary value per feature) and should any changes be enacted, will not affect any terms in a signed agreement with CivicPlus.

Credit Card Processing with CivicPlus Pay™

CivicPlus Pay (“Pay”) is our secure, PCI-compliant, utility application integrated within the CivicPlus Platform. Local governments can use Pay within the CivicEngage®, CivicRec, and CivicOptimize® solutions to enable seamless payment capabilities.

Pay acts as the connector to facilitate a transaction between the CivicPlus solution and the selected payment gateway. Pay offers integrations with several common payment gateways to provide flexible payment solutions. CivicPlus has partnered with several integrated gateways to enhance the client experience through a streamlined relationship between the CivicPlus solution and the gateway that processes the payments.

If a partner payment gateway is utilized by San Luis, CivicPlus can assist with the facilitation, set-up, support, and troubleshooting services. Pay can also integrate with many other supported gateway providers in addition to our partner network, on a more limited fashion, to assist you in developing a successful system. Contact your sales representative for more details on our approved partner network and other supported gateway providers.

To utilize any of the approved gateways, an agreement will need to be executed directly between San Luis and the vendor, who will assess separate merchant account and transaction fees. Additional information can be provided upon request.

Because EMV and Card-Swipe devices are encrypted specifically for individual payment gateways, you’ll need to leverage any required devices directly from your selected gateway provider for either purchase or rent. We are happy to assist in your procurement of such devices.



Optional Integration Development

CivicRec has developed integrations with a variety of parks and recreation related software systems. There are several integration capabilities that San Luis may choose to leverage. Integrations may require additional discussion and scoping. Since integrations can require custom development time, additional fees may apply.

- Financial GL extract compatible with your financial system
- ArcGIS for purposes of local resident determination
- Identity Provider (IdP) Integration for secure single sign-on
- Lighting integration with SkyLogix lighting solutions

The CivicPlus Platform

CivicRec is part of the CivicPlus Platform, the integrated technology platform for local government, which means local governments minimize the need to rely on various third-party providers for multiple technology solutions.

- Single Sign-On (SSO) to all of your CivicPlus products supporting two-factor authentication and PCI Level password compatibility
- Easily access all purchased CivicPlus products and integrated solutions from one dashboard and toolbar
- Access to a continually growing and fully documented set of APIs in order to better connect your organization's processes and applications
- Centralized data store built on the HCMS with robust data automation and integration capabilities

Integration Hub

Now, more than ever before, communication with your communities is vital. Missed information is a missed opportunity to engage your community in what is happening and reaching as many people as possible is critical to a successful parks and recreation offering.



With Integration Hub's easy-to-use drag-and-drop interface, non-technical users can build integrations for syncing content and data between CivicPlus products or with third parties (for an additional fee) without the need for a developer. You can even easily create integrations using manual import, polling, and webhooks (for an additional cost).

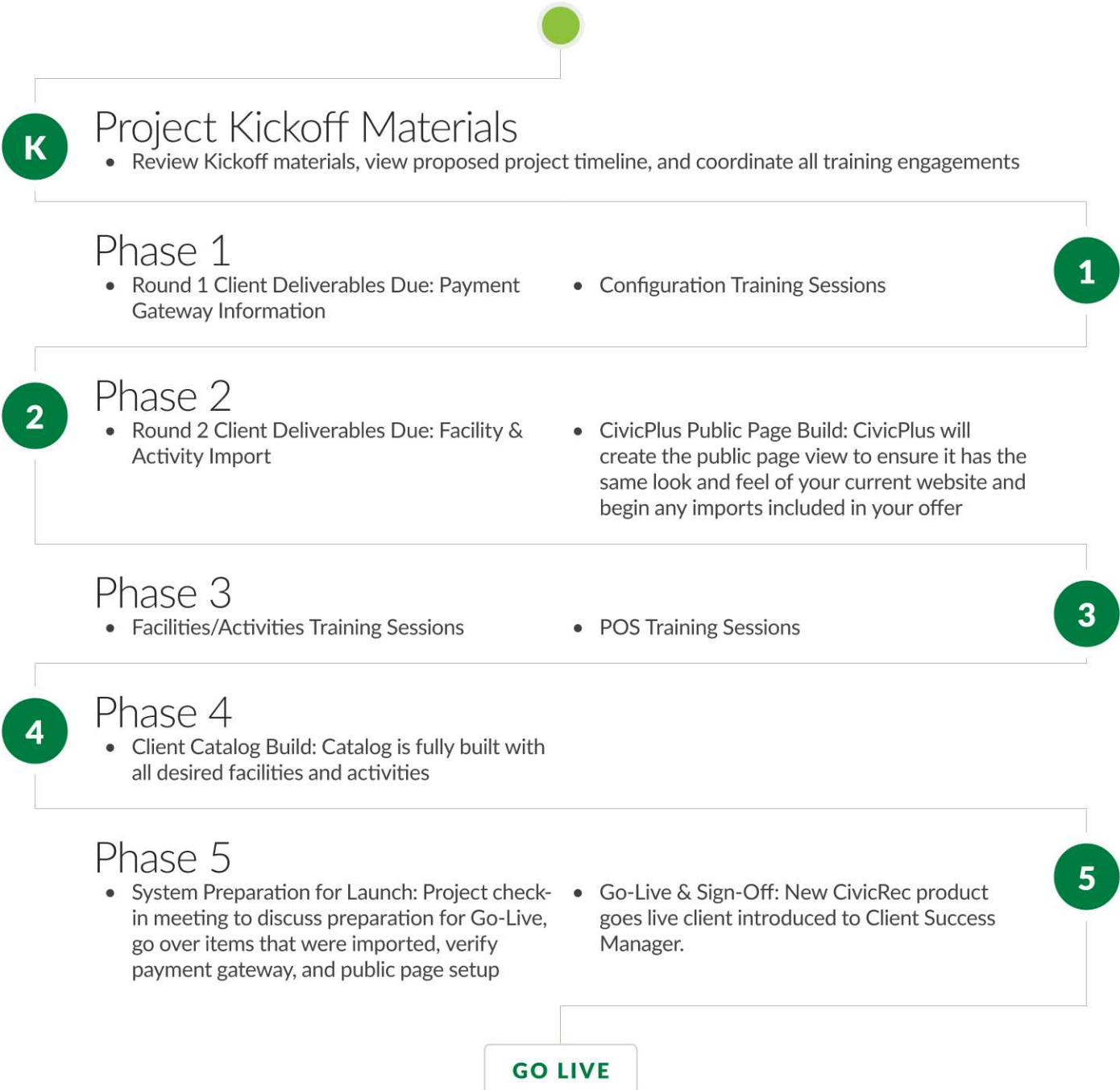
Seamlessly share and publish your CivicRec event information and details using the Integration Hub. Information entered in your CivicRec calendar will populate your CivicEngage calendars and save staff the time and additional steps of entering the same information in multiple places.

The Integration Hub will reduce the amount of manual work your staff needs to do in the course of their daily work. This will save valuable time by automating your most time-consuming manual workflows.



Implementation

The following is a simplified example project plan. A typical CivicRec implementation averages 18-20 weeks. San Luis' specific timeline can be affected by different training or integration needs as well as your own schedules and availability. However, upon determination of your final scope, we will be able to disclose a complete and more detailed project plan specifically tailored to you.



Project Approach

During the implementation period, San Luis and CivicRec will work together to import and/or configure production data, develop and test integration to third party systems, and complete system training with your lead and frontline staff. You will also have begun your marketing promotion for the new site and online registration. After front line training is complete, CivicRec will complete a final data import (if required) and you will ensure the site is fully configured and ready for launch. Once you have indicated a go for launch, you will place a new link on your site which will redirect your customers to CivicRec. During this time, CivicRec is available to be on site with you or can be available remotely for immediate assistance should you desire.

Data Imports

CivicRec can import certain data from your current database to your new RMS, leveraging our custom developed scripts and libraries. A data import of all GL Codes is included in all CivicRec implementations. Additional data imports include Users, Memberships, Residency, Activities, Facilities, and Future Facility Reservations. To benefit from further data imports options, additional fees will apply.



Training Plan

San Luis' specific virtual training plan will be customized to meet your needs. We recommend a train-the-user approach with hands-on training for participants. Training is typically broken up by modules (Registration, POS, Reporting, etc.). All of your last-minute questions will be answered before Go-Live, so you are confident moving forward with your new system.

Note: We do not offer system administrator training as a separate item as it is included as part of our system development and implementation.

Your Role

You should consider the following roles for a successful project team:

- **Project Executive** – Provides focus and guidance for the overall project. Helps to prioritize key objectives, assists with issue escalation, and acts as project champion.
- **Project Manager** – Works closely with the CivicRec Implementation Consultant to facilitate the execution of project activities and logistics. Organizes training for recreation staff, front desk, supervisors, and managers.
- **Lead Staff** – Activity managers and facility managers within parks and recreation who will be doing the primary configuration and setup within the CivicRec system.
- **Frontline Staff** – Acts as end users of the system and will participate in end user training sessions.
- **Information Technology** – Coordinates with CivicRec on technical aspects of the system and transfer of data.
- **Finance** – Coordinates the payment gateway integration and works with CivicRec to properly configure the necessary accounting setup.
- **Marketing** – Identifies and communicates rollout and adoption process both internally to the public.



Ongoing Services

Award-Winning Team

In February 2020, our Technical Support Team was presented with a Silver Stevie® Award in the Front-Line Customer Service Team of the Year – Technology Industries category, and a Bronze Stevie® Award in the Customer Service Training or Coaching Program of the Year – Technology Industries category.

This is the second consecutive year that CivicPlus' Technical Support Team has earned Stevie honors.

The Stevie Awards are the world's top honors for customer service, contact center, business development, and sales professionals.

Around-the-Clock Service & Support

Technical & Ongoing Support

- Live support personnel based in the U.S.
- Weekday business hours: 7 a.m. – 7 p.m. (CST)
- Contact via phone, email, and live chat
- 4-hour response during business hours
- 24/7 emergency support
- Self-Service CivicPlus Help Center for tutorials and user guides
- Assigned Client Success Manager to ensure your complete and ongoing satisfaction

Maintenance

- Regular review of site logs, error messages, servers, router activity, and the internet in general
- Full backups performed daily
- Regularly scheduled upgrades, fixes, enhancements, and OS patches

Hosting & Security

- Tier III data centers that are SSAE 16 compliant
- 24/7/365 system monitoring, system availability, and performance
- Server firewalls, anti-virus scanning, IP logging and filtering, and application security monitoring
- Software updates and security patches
- Disaster recovery with local, replicated servers and off-site encrypted backups
- PCI Compliance with CivicPlus Pay - a Level 1 PCI DSS certified payment gateway

Company Overview



At CivicPlus, we have one goal: to empower the public sector to accomplish impactful initiatives using innovative solutions that save them time while connecting them to the citizens they serve. We began in 1998 when our founder, Ward Morgan, decided to focus on helping local governments work better and engage their citizens through their web environment. CivicPlus continues to implement new technologies and services to maintain the highest standards of excellence and efficiency for our clients, including solutions for website design & content management, recreation management, mass communications, agenda & meeting management, employee management, 311 & citizen requests, and digital optimization.

Our commitment to deliver the right solutions in design and development, end-user satisfaction, and secure hosting has been instrumental in making us a world leader in government web technology. We consider it a privilege to partner with our clients and provide them with solutions that will serve their needs today and well into the future.

CivicRec, a CivicPlus company, has 10+ years of experience and is designed specifically to meet the needs of municipal parks and recreation departments. CivicRec strives to provide recreation departments and their customers (the public) with a modern, intuitive interface that is powerful, well-managed, and actively supported.



20+
years of experience with a focus to help local governments

350+
employees, many with experience in local government

4,000+
local government clients across the United States and Canada



10-time Inc. 5000 Honoree



www.govtech.com/100



Optional Enhancements



The following items are not included in your project, but can be added to your scope of work:

Imports

- Activities
- Future Facilities
- Location/Facility
- Membership/Passes
- Residency
- Users

Integrations

- Financial Accounting Extract
- ArcGIS Integration
- Musco/Skylogix Lighting Integration

AudioEye Enterprise

AudioEye offers a range of products and services from self-service to turnkey Enterprise solutions. At the core of AudioEye, is the Digital Accessibility Platform (DAP), this powerful tool empowers auditors, designers, and developers to understand issues of accessibility and improve website infrastructure thorough the use of an innovative and easy-to-use interface. AudioEye enables parks and rec departments to conform to Web Content Accessibility Guidelines (WCAG) by providing:

- Proprietary automated testing suite
- Detect Section 508 & WCAG 2.1 Success Criteria violations
- AudioEye engineers remediate accessibility issues
- Compliance monitoring
- Manual technical analysis & usability testing
- Support, training, & consulting from subject matter experts
- AudioEye Toolbar with Web Personalization Tools

AudioEye



- Provides complete digital accessibility compliance auditing and resolution
- End-to-end digital accessibility compliance testing, resolution, validation, and monitoring
- Combines subject matter experts with technology—a team of engineers and manual testers to ensure issues of accessibility are fixed and stay fixed

Digital Accessibility Platform



- Software as a Services (SaaS), API-first technology
- Offers end-to-end compliance auditing
- Ability to spider, scan, and diagnose entire websites, single blocks of code, and content delivered via API
- Offers flexible resources for proper identification and remediation of the detected issues

AudioEye Toolbar



- Fully customizable user experience
- Tailored to individual needs regardless of device type or preferred method of access
- Users can customize the visual display of the website, listen to the content read aloud, and command the browser using voice controls



AGENDA ITEM REVIEW FORM

Regular City Council Meeting

6. B.

Meeting Date: 04/28/2021

Department Head: Kay Macuil, City Attorney, Attorney's Office

Submitted By: Kay Macuil, City Attorney, Attorney's Office

Action Requested: Motion

ITEM:

Discussion and possible action on any and all matters regarding the renewal of the "Contract for Professional Audit Services" allowed under the terms of the contract. **(Monica Castro, Finance Director)**

SUMMARY:

In 2016, the Finance Department went out for bid on professional audit services. Cities are required to hire independent auditors under Arizona law. The bid was awarded to Heinfeld Meech, the contract expires in 2021. However, under paragraph 6 of the contract, it may be renewed for up to two (2) additional one-year (1 year) terms by mutual written consent of the parties. The new fees for 2021 are attached.

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO APPROVE THE ONE-YEAR CONTRACT RENEWAL OF THE INDEPENDENT AUDITOR HEINFELD MEECH AS PRESENTED.

Fiscal Impact

IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM: YES
CITY/STATE/FEDERAL FUNDS: CITY
TOTAL: \$75,000
BUDGETED AMOUNT: See fiscal impact stmt
AVAILABLE AMOUNT TO TRANSFER: N/A
ACCT NAME & GL#/REMAINING BALANCE BEFORE PURCHASE: See fiscal impact
FISCAL IMPACT STATEMENT (IF THIS IS A BUDGET TRANSFER, YOU MUST ATTACH THE BUDGET ADJUSTMENT FORM):

In FY 2022 Budget, we will be allocating funds to cover for this expenditure.

Attachments

Renewal
HM Letter Feb 16
Original Contract

2021 FIRST RENEWAL OF CONTRACT FOR PROFESSIONAL AUDIT SERVICES

Contract No. 2021 AU

This first renewal of the contract approved by the San Luis City Council on March 23, 2016 (“Renewal”) is entered into this ___ day of _____, 2021, by and between the City of San Luis, a political subdivision and municipal corporation organized under the laws of the State of Arizona (“City”), and Heinfeld, Meech & CO., P.C. a domestic professional corporation organized under the laws of the State of Arizona (“Audit firm”).

Section 6, the renewal provision of the 2016 contract allows for renewal. It states: City and Audit firm (the “parties”) agree as follows:

Renewal: The initial term of this contract shall be five (5) years and may be renewed for up to two (2) additional one (1) year terms by mutual written consent of the parties. The Director of Finance shall have authority to approve renewal on behalf of the City.

Due to the demands on the City’s Finance Department compounded by the loss of a key assistant, the Director of Finance opts to renew the contract rather than initiating the time-consuming process of going through a request for qualifications process.

All terms and conditions shall remain the same as the 2016 Contract and the 2016 Contract is incorporated by this reference except:

Section 2, Schedule of Services: Audit firm shall perform all work per the Audit firm’s letter and enclosure dated February 16, 2021 (“2021 Fees”) incorporated into this Renewal by this reference.

Section 5, Contract Term: The Contract shall be effective as of the date signed by both parties. Performance shall commence within ten (10) days from the City’s issuance of the Notice to Proceed and shall be completed on or before **December 31, 2021**, consistent with the Schedule of Services.

Section 8, Compensation: Audit firm shall be paid for satisfactory performance of the work, under Section 2 as amended in this Renewal under the 2021 Fees.

Section 9, Price Adjustment: If price adjustments are permitted under the 2021 Fee, any price adjustment must be approved by the City in writing as a formal Contract Amendment. The City Council must approve the price adjustment if the annual contract price exceeds **\$15,000.00**; otherwise, the Director of Finance, as approved by the City Manager, shall have authority to enter into a price adjustment agreement on behalf of the City.

[Intentionally left blank, the Renewal continues next page]

Section 14. Notice: Any notice concerning this Renewal shall be in writing and sent by certified mail and email as follows:

<p>To the City:</p> <p>Monica Castro, Finance Director City of San Luis P.O. Box 7740 San Luis, Arizona 85349 mcastro@sanluisaz.gov</p> <p>Copies to the City Clerk and the City Attorney City of San Luis P.O. Box 1170 San Luis, Arizona 85349</p>	<p>To the Audit firm</p> <p>Diane Bradley Administrative Partner Heinfeld Meech 751 East Pine Knoll Drive Suite 1201 Flagstaff, Arizona 86001</p>
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Authority: Each party warrants that it has authority to enter into this Renewal and perform its obligations hereunder and that it has taken all actions necessary to enter into this contract.

The Parties have executed this Agreement in Arizona this ____ day of _____ 2021, which is the day the last Party approved this Agreement.

City of San Luis, Arizona

Gerardo Sanchez, Mayor

ATTEST:

Sonia Cornelio, City Clerk

APPROVED AS TO FORM:

Kay Marion Macuil, City Attorney

Heinfeld, Meech, CO., P.C.

Signature

Print Name

Print Title

Notice to Proceed issued _____, 2021

February 16, 2021

City of San Luis
Office of the City Clerk
1090 E. Union Street
San Luis, AZ 85349

Re: Quotation for Renewal of Contract for Professional Audit Services

Attached is our firm's quotation for annual audit services for the City of San Luis, triennial MAS review of the San Luis Municipal Court, as well as assistance with preparation of the City's Comprehensive Annual Financial Report (CAFR). The amounts presented are a "not to exceed" fee. This quotation is in accordance with the terms and conditions of the City of San Luis Solicitation No. 2016-AU (Professional Audit Services).

The fees do not include additional time required for expansion of the scope of the audit due to changes, subsequent to the date of this quotation, in audit and/or reporting requirements that increase the scope of work. Such changes would be discussed with the City in advance.

If you have any questions regarding the scope of services or need any other information, please feel free to contact me at (623) 237-7940 or brittney.williams@heinfeldmeech.com

Sincerely,



Brittney Williams, CPA, CGFM
Partner

Heinfeld, Meech & Co, P.C.
Renewal Pricing for Solicitation No. 2016-AU
Professional Audit Services
for the City of San Luis
Fiscal Year 2020-2021

Fee for Remote Work	
Description	Fee
CAFR audit and Single Audit for the City	\$ 60,500
CAFR preparation (if requested)	10,000
MAS compliance review for the Municipal Court	3,500
Total	\$ 74,000

Fee Includes On-Site Work and Travel Expenses	
Description	Fee
CAFR audit and Single Audit for the City	\$ 68,000
CAFR preparation (if requested)	10,000
MAS compliance review for the Municipal Court	4,500
Total	\$ 82,500

**EXHIBIT B
INSURANCE**

1. In General. Audit firm shall maintain insurance against claims for injury to persons or damage to property, arising from performance of or in connection with this Contract by the Audit firm, its agents, representatives, employees or audit firms.
2. Requirement to Procure and Maintain. Each insurance policy required by this Contract shall be in effect at, or before, commencement of work under this Contract and shall remain in effect until all Audit firm's obligations under this Contract have been met, including any warranty periods. The Audit firm's failure to maintain the insurance policies as required by this Contract or to provide timely evidence of renewal will be considered a material breach of this Contract.
3. Minimum Scope and Limits of Insurance. The following insurance requirements are minimum requirements for this Contract and in no way limit the indemnity covenants contained in this Contract. The City does not represent or warrant that the minimum limits set forth in this Contract are sufficient to protect the Audit firm from liabilities that might arise out of this Contract, and Audit firm is free to purchase such additional insurance as Audit firm may determine is necessary.

Audit firm shall provide coverage at least as broad and with limits not less than those stated below.

a. Commercial General Liability - Occurrence Form

General Aggregate	\$2,000,000
Products/Completed Operations	\$2,000,000
Each Occurrence	\$1,000,000
Umbrella Coverage	\$2,000,000

b. Automobile Liability –

Any Automobile or Owned, Rented and Non-owned Vehicles
Combined Single Limit per Accident
for Bodily Injury & Property Damage \$1,000,000

c. Workers' Compensation and Employer's Liability

Workers' Compensation	Statutory
Employer's Liability: Each Accident	\$500,000
Disease - Each Employee	\$500,000
Disease - Policy Limit	\$500,000
Professional Liability	\$2,000,000

4. Self-Insured Retention. Any self-insured retentions must be declared to and approved by the City. If not approved, the City may require that the insurer reduce or eliminate such self-insured retentions with respect to the City, its officers, agents, employees, and volunteers. Audit firm shall be solely responsible for any self-insured retention amounts. City at its option may require Audit firm to secure payment of such self insured retention by a surety bond or irrevocable and unconditional letter of credit.

5. Other Insurance Requirements. The policies shall contain, or be endorsed to contain, the following provisions:

- a. Additional Insured. In Commercial General Liability and Automobile Liability Coverages, the City of San Luis, its officers, officials, agents and employees shall be named and endorsed as additional insureds with respect to liability arising out of this Contract and activities performed by or on behalf of the Audit firm, including products and completed operations of the Audit firm, and automobiles owned, leased, rented or borrowed by the Audit firm.
- b. Broad Form. The Audit firm's insurance shall contain broad form contractual liability coverage.
- c. Primary Insurance. The Audit firm's insurance coverage shall be primary insurance with respect to the City, its officers, officials, agents, employees and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, agents and employees, shall be in excess of the coverage of the Audit firm's insurance and shall not contribute to it.
- d. Each Insured. The Audit firm's insurance shall apply separately to each insured against whom a claim is made or suit is brought, except with respect to the limits of the insurer's liability.
- e. Not Limited. Coverage provided by the Audit firm shall not be limited to the liability assumed under the indemnification provisions of this Contract.
- f. Waiver of Subrogation. The policies shall contain a waiver of subrogation against the City, its officers, officials, agents and employees for losses arising from work performed by Audit firm for the City.

6. Notice of Cancellation. Each insurance policy required by the insurance provisions of this Contract shall provide the required coverage and shall not be suspended, voided, cancelled, reduced in coverage or in limits unless prior written notice has been given to the City. Notices required by this section shall be sent directly to the contact person listed in the original Solicitation and shall reference the Contract Number:

Attention: City Clerk
Contract No. 2016-AU
City of San Luis,
Office of the City Clerk
1090 E. Union Street
San Luis, AZ 85349

. Acceptability of Insurers. Audit firm shall place insurance hereunder with insurers duly licensed or approved unlicensed companies in the State of Arizona and with a "Best's" rating of not less than A: VII. The City does not represent or warrant that the above required minimum insurer rating is sufficient to protect the Audit firm from potential insurer insolvency.

8. Certificates of Insurance. The Audit firm shall furnish the City with certificates of insurance (ACORD form) as required by this Contract. The certificates for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf. Any policy endorsements that restrict or limit coverage shall be clearly noted on the certificate of insurance. The City project/contract number and project description shall be noted on the certificates of insurance. The City must receive and approve all certificates of insurance and endorsements before the Audit firm commences work.

9. Policies. The City reserves the right to require, and receive within ten (10) days, complete, certified copies of all insurance policies and endorsements required by this Contract at any time. The City shall not be obligated, however, to review any insurance policies or to advise Audit firm of any deficiencies in such policies and endorsements. The City's receipt of Audit firm's policies or endorsements shall not relieve Audit firm from, or be deemed a waiver of, the City's right to insist on strict fulfillment of Audit firm's obligations under this Contract.

10. Modifications. Any modification or variation from the insurance requirements in this Contract must have the prior approval of the City's Attorney's Office in consultation with the City's Risk Management, whose decision shall be final. Such action will not require a formal Contract amendment but may be made by their handwritten revision and notation to the foregoing insurance requirements.

CONTRACT FOR PROFESSIONAL AUDIT SERVICES

Contract No. 2016 AU

This Contract is entered into this 23 day of March, 2016 by and between the City of San Luis, a political subdivision of the State of Arizona ("City"), and Heinfeld, Meech & CO., P.C. ("Audit firm").

WHEREAS, the City of San Luis desires to receive and Audit firm is able to provide professional services;

NOW THEREFORE, in consideration for the mutual promises contained herein, the City and Audit firm (the "parties") agree as follows:

SERVICES

1. Scope of Work: Audit firm shall provide the Professional Audit Services as more specifically described in the scope of work attached hereto as Exhibit A.
2. Schedule of Services: Audit firm shall perform all work per the schedule set forth in Exhibit A.
3. Standard Terms and Conditions: The City of San Luis Standard Terms and Conditions, attached hereto as are hereby incorporated by reference and shall apply to performance of this Contract, except to the extent modified in Exhibit A.
4. City Cooperation: City will cooperate with Audit firm by placing at its disposal all available information concerning the City, City property, or the City project reasonably necessary for Audit firm's performance of this Contract.

CONTRACT TERM

5. Contract Term: The Contract shall be effective as of the date signed by both parties. Performance shall commence within ten (10) days from the City's issuance of the Notice to Proceed, and shall be completed on or before March 31, 2021 consistent with the Schedule of Services.
6. Renewal: The initial term of this contract shall be five (5) years and may be renewed for up to two (2) additional one (1) year terms by mutual written consent of the parties. The Finance Director shall have authority to approve renewal on behalf of the City.
7. Termination: This contract may be terminated pursuant to the Standard Terms and Conditions attached hereto.

PAYMENT

8. Compensation: Audit firm shall be paid for satisfactory performance of the work, in accordance with the Compensation Schedule attached hereto as part of Schedule A.

9. Price Adjustment: If price adjustments are permitted (see Schedule A), any price adjustment must be approved by the City in writing as a formal Contract Amendment. The City Council must approve the price adjustment if the annual contract price exceeds \$35,000.00; otherwise the Finance Director shall have authority to approve a price adjustment on behalf of the City.

DATA AND RECORDS

10. City Ownership of Document and Data: Any original documents prepared or collected by Audit firm in performance of this Contract such as reports, test plans, survey results, graphics, tables, charts, specifications, surveys, computations and other data shall be the property of City ("City's work product"), unless otherwise agreed by the parties in writing. Audit firm agrees that all materials prepared under this Contract are "works for hire" within the meaning of the copyright laws of the United States and hereby assigns to the City all rights and interest Audit firm may have in the materials it prepares under this Contract, including any right to derivative use of the materials.
11. Re-Use: City may use City's work product without further compensation to Audit firm; provided, however, City's reuse without written verification or adaption by Audit firm for purposes other than contemplated herein is at City's sole risk and without liability to Audit firm. The firm shall not engage in any conflict of interest nor apportion any part of City's work product for the benefit of Audit firm or any third parties without City's prior written consent.
12. Delivery of Document and Data: Upon termination of this Contract in whole or part, or upon expiration if not previously terminated, Audit firm shall immediately deliver to City copies all of City's work product and any other documents and data accumulated by Audit firm in performance of this contract, whether complete or in process.

INSURANCE

13. Insurance: Audit firm shall meet insurance requirements of the City, set forth in Exhibit B.

MISCELLANEOUS

14. Notice: Any notice concerning this Contract shall be in writing and sent by certified mail and email as follows:

To the City:

Ketie St. Louis
City of San Luis
1090 E. Union Street
P.O. Box 1170
San Luis, Arizona 85349
kstlouis@cityofsanluis.org

To Audit firm:

Heinfeld, Meech, CO., P.C.
10120 N. Oracle Road
Tucson, AZ 85704

With a copy to:

Office of the City Clerk

With a copy to:

Diane Bradley

Authority: Each party warrants that it has authority to enter into this Contract and perform its obligations hereunder, and that it has taken all actions necessary to enter into this contract.

AUDIT FIRM:

City of San Luis

Diane Bradley
Partner-Administration


Signature

Ketie St. Louis
Finance Director


Signature

ATTEST:


Sonia Cornello, City Clerk

APPROVED AS TO FORM:


Kay M. Macuil, City Attorney

Notice to Proceed issued: March 23, 2016

RECEIVED
2016 APR 11 PM 5:48
CITY OF SAN LUIS
OFFICE OF THE CITY CLERK

February 16, 2021

City of San Luis
Office of the City Clerk
1090 E. Union Street
San Luis, AZ 85349

Re: Quotation for Renewal of Contract for Professional Audit Services

Attached is our firm's quotation for annual audit services for the City of San Luis, triennial MAS review of the San Luis Municipal Court, as well as assistance with preparation of the City's Comprehensive Annual Financial Report (CAFR). The amounts presented are a "not to exceed" fee. This quotation is in accordance with the terms and conditions of the City of San Luis Solicitation No. 2016-AU (Professional Audit Services).

The fees do not include additional time required for expansion of the scope of the audit due to changes, subsequent to the date of this quotation, in audit and/or reporting requirements that increase the scope of work. Such changes would be discussed with the City in advance.

If you have any questions regarding the scope of services or need any other information, please feel free to contact me at (623) 237-7940 or brittney.williams@heinfeldmeech.com

Sincerely,



Brittney Williams, CPA, CGFM
Partner

Heinfeld, Meech & Co, P.C.
Renewal Pricing for Solicitation No. 2016-AU
Professional Audit Services
for the City of San Luis
Fiscal Year 2020-2021

Fee for Remote Work	
Description	Fee
CAFR audit and Single Audit for the City	\$ 60,500
CAFR preparation (if requested)	10,000
MAS compliance review for the Municipal Court	3,500
Total	\$ 74,000

Fee Includes On-Site Work and Travel Expenses	
Description	Fee
CAFR audit and Single Audit for the City	\$ 68,000
CAFR preparation (if requested)	10,000
MAS compliance review for the Municipal Court	4,500
Total	\$ 82,500

CONTRACT FOR PROFESSIONAL AUDIT SERVICES

Contract No. 2016 AU

This Contract is entered into this 23 day of March, 2016 by and between the City of San Luis, a political subdivision of the State of Arizona ("City"), and Heinfeld, Meech & CO., P.C. ("Audit firm").

WHEREAS, the City of San Luis desires to receive and Audit firm is able to provide professional services;

NOW THEREFORE, in consideration for the mutual promises contained herein, the City and Audit firm (the "parties") agree as follows:

SERVICES

1. Scope of Work: Audit firm shall provide the Professional Audit Services as more specifically described in the scope of work attached hereto as Exhibit A.
2. Schedule of Services: Audit firm shall perform all work per the schedule set forth in Exhibit A.
3. Standard Terms and Conditions: The City of San Luis Standard Terms and Conditions, attached hereto as are hereby incorporated by reference and shall apply to performance of this Contract, except to the extent modified in Exhibit A.
4. City Cooperation: City will cooperate with Audit firm by placing at its disposal all available information concerning the City, City property, or the City project reasonably necessary for Audit firm's performance of this Contract.

CONTRACT TERM

5. Contract Term: The Contract shall be effective as of the date signed by both parties. Performance shall commence within ten (10) days from the City's issuance of the Notice to Proceed, and shall be completed on or before March 31, 2021 consistent with the Schedule of Services.
6. Renewal: The initial term of this contract shall be five (5) years and may be renewed for up to two (2) additional one (1) year terms by mutual written consent of the parties. The Finance Director shall have authority to approve renewal on behalf of the City.
7. Termination: This contract may be terminated pursuant to the Standard Terms and Conditions attached hereto.

PAYMENT

8. Compensation: Audit firm shall be paid for satisfactory performance of the work, in accordance with the Compensation Schedule attached hereto as part of Schedule A.

9. Price Adjustment: If price adjustments are permitted (see Schedule A), any price adjustment must be approved by the City in writing as a formal Contract Amendment. The City Council must approve the price adjustment if the annual contract price exceeds \$35,000.00; otherwise the Finance Director shall have authority to approve a price adjustment on behalf of the City.

DATA AND RECORDS

10. City Ownership of Document and Data: Any original documents prepared or collected by Audit firm in performance of this Contract such as reports, test plans, survey results, graphics, tables, charts, specifications, surveys, computations and other data shall be the property of City ("City's work product"), unless otherwise agreed by the parties in writing. Audit firm agrees that all materials prepared under this Contract are "works for hire" within the meaning of the copyright laws of the United States and hereby assigns to the City all rights and interest Audit firm may have in the materials it prepares under this Contract, including any right to derivative use of the materials.
11. Re-Use: City may use City's work product without further compensation to Audit firm; provided, however, City's reuse without written verification or adaption by Audit firm for purposes other than contemplated herein is at City's sole risk and without liability to Audit firm. The firm shall not engage in any conflict of interest nor apportion any part of City's work product for the benefit of Audit firm or any third parties without City's prior written consent.
12. Delivery of Document and Data: Upon termination of this Contract in whole or part, or upon expiration if not previously terminated, Audit firm shall immediately deliver to City copies all of City's work product and any other documents and data accumulated by Audit firm in performance of this contract, whether complete or in process.

INSURANCE

13. Insurance: Audit firm shall meet insurance requirements of the City, set forth in Exhibit B.

MISCELLANEOUS

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To the City:

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City of San Luis
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To Audit firm:

Heinfeld, Meech, CO., P.C.
10120 N. Oracle Road
Tucson, AZ 85704

With a copy to:

Office of the City Clerk

With a copy to:

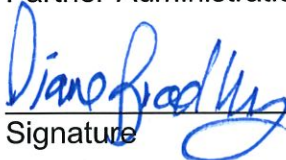
Diane Bradley

Authority: Each party warrants that it has authority to enter into this Contract and perform its obligations hereunder, and that it has taken all actions necessary to enter into this contract.

AUDIT FIRM:

City of San Luis

Diane Bradley
Partner-Administration


Signature

Ketie St. Louis
Finance Director


Signature

ATTEST:


Sonia Cornello, City Clerk

APPROVED AS TO FORM:


Kay M. Macuil, City Attorney

Notice to Proceed issued: March 23, 2016

RECEIVED
2016 APR 11 PM 5:48
CITY OF SAN LUIS
OFFICE OF THE CITY CLERK



AGENDA ITEM REVIEW FORM

Regular City Council Meeting

6. C.

Meeting Date: 04/28/2021

Department Head: Eulogio Vera, Director of Public Works, Public Works Department

Submitted By: Liliana Evangelista, Administrative Coordinator, Public Works Department

Action Requested: Motion

ITEM:

Discussion and possible action on any and all matters regarding authorization to purchase a pre-engineered building that will replace the existing inadequate facility and house Fleet Services shop functions. **(Eulogio Vera, Director of Public Works)**

SUMMARY:

Staff seeks approval for the purchase of a pre-engineered building that will house Fleet Services shop functions. For FY 2021, the City of San Luis adopted a \$450,000 Capital Project for execution of the first phase of a new Fleet Services Building, to replace the existing inadequate facility. The adopted FY 2021 phase is planned for funding from the following GL Accounts:

- 100-999-90015: \$292,500
- 300-302-90015: \$56,250
- 310-311-90015: \$56,250
- 320-321-90015: \$45,000

Design of the new facility by Thompson Design architects is nearly complete, and the Public Works Department has been working with their architects to develop a funding and execution strategy for FYs 2021 and FY 2022. A key phase that can be initiated this year is purchase of the pre-engineered metal building (PEMB) that will house Fleet Services shop functions. The Public Works Department has secured three quotes for the building: Bunker Steel (\$103,208), Rhino Steel Building Systems (\$109,804), and Varco Pruden Buildings (\$169,897). Both the Rhino and Varco Pruden proposals failed to include the cost of required insulation; however the costs depicted here are inclusive of insulation costs to ensure a proper cost comparison.

We are requesting Council approval to contract with the low quote (Bunker Steel) in the amount of \$103,208.00, with the understanding that final delivery of the PEMB is estimated to occur in late July, 2021. At a future date, we will be presenting to the Council for approval the scope and cost of future phases of the new Fleet Services Building that will encompass contract completion of shop, storage, and administrative areas, as well as any new shop equipment that may be needed for long-term outfitting of the new building.

Since the pre-engineered metal building will take an estimated 3 months and staff would like to use funds from this fiscal year to order, staff requests that City Council waive formal bidding purchasing procedure as is allowed under City Code-Purchasing Section 36.01(Ha).

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO APPROVE THE PURCHASE OF THE PRE-ENGINEERED BUILDING FROM BUNGER STEEL IN THE AMOUNT OF \$103,208.00 AND WAIVE FORMAL PURCHASING PROCEDURES.

Fiscal Impact

IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM: YES
CITY/STATE/FEDERAL FUNDS: CITY
TOTAL: \$103,208.00
BUDGETED AMOUNT: \$450,000.00
AVAILABLE AMOUNT TO TRANSFER: 0
ACCT NAME & GL#/REMAINING BALANCE BEFORE PURCHASE: Capital Outlay 90015
FISCAL IMPACT STATEMENT (IF THIS IS A BUDGET TRANSFER, YOU MUST ATTACH THE BUDGET ADJUSTMENT FORM):

Approved purchase for FY 2021 budget. Phase is planned for funding from the following GL Accounts:

100-999-90015 \$292,500.00
300-302-90015 \$56,250.00
310-311-90015 \$56,250.00
320-321-90015 \$45,000.00

Attachments

Bunger Steel
Rhino Steel Building Systems
VP Buildings



Quote Date: 4/19/2021

Quote No.: MC21-0325

Job No.:

Customer:

City of San Luis
 1090 E. Union Street
 San Luis, AZ 85349
 Phone: 928-341-8577 #2044
 Cell Ph:
 Fax:
 Email: rod@thompsonarch.com
 jeinwaechter@sanluis.gov

Customer Representative: James Einwaechter
 Bunger Representative: Mark Corrigan
 mark@bungersteel.com

PER THOMPSON DRAWINGS DATED 3-19

Project Name and Location:

San Luis Fleet Maintenance

San Luis, AZ
 County: YUMA COUNTY
 Building End Use:
 Permit From: YUMA COUNTY
 Building Category: 2
 Delivery of Plans to Customer:

Pick Up
 UPS To:
 ADDRESS
 CITY, STATE

CONTRACT PROPOSAL

BUILDING SPECIFICATIONS

Width (Ft).....	50	Length (Ft).....	140
Eave Height Front (Ft)...	23	Eave Height Rear (Ft)....	23
Roof Slope Front.....	1.0:12	Roof Slope Rear.....	1.0:12
Peak Offset (Ft).....	25		
Bay Spacing (Ft).....	5 at 28		
Interior Frame(S).....	5 rigid frames, clear span		
Left Endwall Frame.....	Rigid	Left Rigid End Frame Offset.....	N/A
Right Endwall Frame.....	Bearing	Right Rigid End Frame Offset.....	N/A
<small>(Bearing is non-expandable Post & Beam, Rigid End Frame is non-expandable, unless noted otherwise.)</small>			
Left Endwall Girts.....	Flush	Left Endwall Bracing.....	Rigid Frame
Front Sidewall Girts.....	Bypass	Front Sidewall Bracing.....	Wind Bents
Right Endwall Girts.....	Flush	Right Endwall Bracing.....	Rigid Frame
Back Sidewall Girts.....	Bypass	Back Sidewall Bracing.....	Wind Bents
<small>(Not Applicable If Building Is Cover Only)</small>			
		Roof Bracing.....	Cable Diagonal Bracing

Customer to Verify : LOAD SPECIFICATIONS, CODE: IBC 18

Roof Dead Load (psf).....	2.5	Collateral Load (psf).....	8	Occupancy Category....	II
Roof Snow Load (psf).....	0	Roof Live Load (psf).....	20	Live Load Reduction.....	No
Wind Speed (mph).....	99	Wind Exposure.....	C	Importance Factor.....	1.00
Building Type.....	Closed				
Seismic Zone.....	D	Seismic Coefficient.....	0.882	Importance Factor.....	1.00
Rigid Frame Deflection Limits:		Vertical.....	180	Horizontal.....	60
Wall Girt Deflection Limits:		Vertical.....	n/a	Horizontal.....	90
Roof Purlin Deflection Limits:		Live Load.....	180	Wind Load.....	150

CONTRACT PROPOSAL - continued

PANEL AND TRIM SPECIFICATIONS

Roof Panel Profile.....PBR Panel Gauge..... 26
 Roof Panel Color.....STANDARD COLOR
 Wall Panel Profile.....PBR Panel Gauge..... 26
 Wall Panel Color.....STANDARD COLOR
 Eave Trim Color..... STANDARD COLOR
 Gable Trim Color.....STANDARD COLOR
 Corner Trim Color.....STANDARD COLOR
 Opening Trim Color.....STANDARD COLOR
 Gutter Trim Front (ft).... 140 Downspouts Front (ea)..... 6
 Gutter Trim Rear (ft).... 140 Downspouts, Rear (ea)..... 6
 Gutter Trim Color.....STANDARD COLOR
 Downspout Color.....STANDARD COLOR
 Please refer to color selection chart for color availability by profile and gauge. Additional charges apply for gauge change & Custom Colors

FACTORY LOCATED OPENINGS

Left Endwall.....none BAY ID: Offset From Left Frame Line:
 Right Endwall.....none BAY ID: Offset From Left Frame Line:
 Front Sidewall.....(2) 3 W x 7 H BAY ID: Offset From Left Frame Line:
 (2) 12 W x 14 H
 (2) 14 W x 14 H
 Back. Sidewall.....(1) 3 W x 7 H BAY ID: Offset From Left Frame Line:
 (2) 14 W x 14 H
 (5) 12 W x 14 H

Please refer to drawing template and/or other specifically referenced submittals for location of openings

ACCESSORIES

Formed Base Angle.....Yes Base Closures..... Yes (applicable only if wall sheeting is supplied by Bunger steel)
 Light Panels Roof (ea):
 Light Panels Wall (ea):
 Insulation Roof (in).....4 in Type of Insulation.....WR Roof Screw Length: Long
 Insulation Wall (in).....4 in Type of Insulation.....WR Wall Screw Length: Long
 Other Accessories.....Includes Trimmed Framed OHD and Walk Door Openings as Shown on Our Quote Drawings
 Doors by Others

**Special Note..... Quoted With Standard Bunger Steel Materials and Colors
 Extra Loads Per Campbell Engineering Letter Included
 No Additional Items Included Other Than What is Quoted or On Our Quote Drawings**

Options

Comments..... none

Plans and specifications, if provided, may contain limited information. Additional information has been provided by another source. Buyer is responsible for review of the quote and all specifications contained therein. Buyer's signature on page 3 shall be deemed as the Buyer's full approval of all specifications.

MISCELLANEOUS

Roof Extension:			Roof Canopy:		
Left Endwall.....	none		Left Endwall.....	none	
Front Sidewall.....	none		Front Sidewall.....	none	
Right Endwall.....	none		Right Endwall.....	none	
Back Sidewall.....	none		Back Sidewall.....	none	
Liner Panels:			Facia:		
Left Endwall.....	none		Left Endwall.....	none	x none
Front Sidewall.....	none		Front Sidewall.....	none	x none
Right Endwall.....	none		Right Endwall.....	none	x none
Back Sidewall.....	none		Back Sidewall.....	none	x none
Roof	none				
Partition Walls:	Orientation	Length	Orientation	Length	
Wall 1:	none	none	Wall 3:	none	none
Wall 2:	none	none	Wall 4:	none	none

CONTRACT PROPOSAL - continued

STRUCTURAL CALCULATIONS AND DRAWINGS

Approval Drawings..... 4 sets (sealed by licensed PE) *** Please fill out the attached 'Foundation Design Information Form' if Foundation design is provided by Bungler Steel, Inc.
 Structural Calculations..... 2 sets (sealed by licensed PE)
 Foundation Engineering..... not included

If buyer desires Bungler, Inc. to prepare Foundation Engineering, buyer shall provide Bungler with a copy of the soils report for Bungler's review pursuant to the provisions in IBC 09, Section 1802.1. It is entirely owners or owner's representative responsibility to provide Bungler a copy of soils report for foundation design. In absence of soils report, Bungler will design the foundation based on Non-Expansive soils per minimum allowable loads per IBC Table 1804.2 for class 5 material.

Is Soils Report available? Yes No

INCLUSIONS AND EXCLUSIONS

Unloading & Erection

Not Included.

Anchor Bolts aren't included.
 Overhead Doors aren't included.

Foundation Design Drawings BY OTHERS

Job Site Delivery IS INCLUDED

Plan Review & Permit Fees aren't included.
 Acquisition of Permits isn't included.
 Performance Bond isn't included.
 Site Preparation isn't included.
 Site Plan by Customer.
 Architectural Plans by Customer.
Anchor Bolts aren't included.
 Interior Finish Work isn't included.
 Plumbing Work isn't included.
 H.V.A.C. Work isn't included.
 Electrical Work isn't included.

"The Approval Drawings and Construction Drawings are not drawn to scale. Some Permitting Authorities may or may not require scaled drawings. It is the Owners responsibility to verify from their Permitting Authority that scaled drawings are a requirement. It is also the Owners responsibility to acquire these drawings at their expense or contract with Bungler Steel, Inc. to provide them for an additional fee".

ACCEPTANCE OF PROPOSAL AND CONFIRMATION OF CONTRACT

We hereby propose to furnish the material in accordance with the specifications above for the sum of:

THIS QUOTE EXPIRES: 10 DAYS FROM THE DATED DATE.

AZ5000 REQUIRED FOR TAX EXEMPTION	AZ5000	Building Price:	\$103,208.00
		Sales Tax:	\$0.00
		Grand Total	\$103,208.00
		Deposit Due With Order	\$15,482.00
		Amount Due Upon Release to Fab:	\$51,604.00
		(Applicable If Erection of Building Included) Amount Due Upon Concrete Completion:	\$0.00
		(Cashier's Check Required) Amount Due Upon Offered Delivery of Building:	\$36,122.00
		(Applicable If Erection of Building Included)Balance Due Upon Final Completion:	N/A

BUNGER STEEL, INC. IS BASING THIS PROPOSAL AND PURCHASE ORDER ON DESIGN CRITERIA AS INDICATED HEREIN. IT IS THE CUSTOMER'S RESPONSIBILITY TO VERIFY THESE CRITERIA WITH THEIR BUILDING OFFICIALS. IF THE DESIGN CRITERIA ARE CHANGED, THE PRICE IS SUBJECT TO CHANGE. UNLESS SPECIFICALLY STATED OTHERWISE; BUNGER STEEL, INC. IS FURNISHING ITS STANDARD DESIGN, DETAILS AND MATERIALS AND WILL NOT BE RESPONSIBLE FOR ANY REQUIREMENTS NOT SHOWN HEREON. SEE ATTACHED TERMS AND CONDITIONS AND ADDENDA A. BY EXECUTING THIS CONTRACT PROPOSAL, THE UNDERSIGNED BUYER HEREBY AGREES TO ALL OF THE GENERAL TERMS AND CONDITIONS CONTAINED AND ATTACHED HEREIN AND AGREES THAT THE CONTRACT PROPOSAL IS ACCEPTED AS A BINDING CONTRACT. THIS CONTRACT IS VALID ONLY WHEN SIGNED AND ACCEPTED BY AN OFFICER OF BUNGER, INC.

CONTRACT ACCEPTED:

X	_____	_____	_____	_____
Customer Signature		Date	Bunger, Inc., Officer Signature	Date
_____	_____	_____	_____	_____
Print Name		Title	Print Name	Title

Revision Date: 7/17/2014

TERMS AND CONDITIONS

A deposit is due with signed order. The building will not be scheduled into engineering until the deposit, the signed **PROPOSAL & PURCHASE ORDER**, and supporting documents are received and accepted by **BUNGER STEEL, INC.**

A release to fabricate payment is due upon the return of the signed approval drawings. The building will not be scheduled for fabrication until both the payment and the signed approval drawings are received and accepted by **BUNGER STEEL, INC.**

While **BSI** (Bunger Steel, Inc.) may or may not have had in their possession, the Architectural Drawings prior to quoting this job, **BSI** is prepared to generate the Metal Building Drawings to the best of **BSI's** interpretation of such drawings. However it is the sole responsibility of the contracting party, whose name appears on the **Proposal & Purchase Order**, the General Contractor, if applicable, the Architect of Record and the End User to verify that the **Proposal & Purchase Order** and especially, but not limited to, the Metal Building Drawings as generated and provided by **BSI** are in conformity to the End Users needs and especially to the Architectural Drawings. **BSI** will prepare the Metal Building Drawings and the **Proposal & Purchase Order** to its best interpretation of the Architectural Drawings and the intent of the End Users needs. Any changes to the Architectural Drawings that impact what **BSI** has designed after signing of **Proposal & Purchase Order** will result in a **Change Order**, and possible cost increases to the original contract, to be approved by signature, of the contracting party prior to any additional work commencement.

Payment in full is due upon offered delivery and shall be by cashiers check. Conditional Lien Releases are available upon request. Unconditional Lien Releases shall be issued only after final payment has been received and cleared the bank.

As a courtesy, **BSI** will store the building materials described in this contract at no charge for up to two weeks after your building delivery is offered. After two weeks (2) from offered delivery, storage fees will accrue based on \$350.00 per month, per truck-load of steel, with a \$350.00 minimum. These charges will be added to the final delivery invoice of your building. Should **BSI** have to store materials for a time period in excess of 60 days, **BSI** shall be relieved of any material blemishes otherwise protected under our standard warranty. **BSI** also reserves the right to liquidate any building materials stored over 60 days. Should the building be liquidated, replacement materials will be subject to applicable mill price increases and will be at the expense of the customer.

Interest at 1 1/2% per month or 18% yearly for any delays beyond the terms as set forth in our **PROPOSAL & PURCHASE ORDER** plus a \$150.00 administrative late fee will be charged on all late payments.

Any price increases sustained by **BUNGER STEEL, INC.** after the signing of the contract and before the delivery date, will be passed on to the customer at **BUNGER STEEL, INC's** cost plus 15%.

Customer will forfeit any payments made on the order if he cancels the order for any reason other than breach by **BUNGER STEEL, INC.**

This shall be construed and enforced under the laws of the state of Arizona. This shall be binding upon and inure to the benefit of the heirs, executors, administrators and successors in the interest and assigns of the parties hereto.

If either party hires an attorney to enforce any provision of this or files a lawsuit against the other for damages sustained by reason of its breach, the party prevailing in such action shall be entitled to receive it's reasonable attorney's fees and costs as awarded by the court.

If the sales tax rate is increased by the taxing authority and the increase is enforced on this building, the cost of this increase will be paid by the customer.

Some Standing Seam roof systems may require the rental of a field seaming tool that is not included in our price. Rental rates are; Delivery & Pickup: \$300.00, Weekly Rental: \$150.00, Monthly Rental: \$500.00.

Special field inspection may be required by your permitting authority. The supplying of sealed engineering data and drawings for the metal building system does not imply or constitute an agreement that **BUNGER STEEL, INC.** or it's design engineer is acting as the engineer of record or design professional for a construction project.

Customer is to review the Shipping Manifest with the truck driver at the time of delivery and verify all material is received as to type and quantity listed on the Shipping Manifest. **BUNGER STEEL, INC.** will not be responsible for replacing any materials signed for as received at time of delivery. If **BUNGER STEEL, INC.** has not shipped all items indicated on Shipping Manifest or if items necessary to provide a complete building system have not been provided or listed on the Shipping Manifest, **BUNGER STEEL, INC.** will provide these items F.O.B. job site at no charge.

Shipment should be thoroughly inspected at the time of delivery. If there are damages, be sure this is noted on the Bill Of Lading before signing for shipment. Notification of concealed damage must be made within fifteen (15) days after delivery is made. If building was

sold F.O.B. **BUNGER STEEL, INC.** and shipped via common carrier, **BUNGER STEEL, INC.** will make every effort to assist in tracing shortages or resolving shipping damage. If a claim is filed, it must be done, in all cases by the consignee. Any replacement material will be produced as a new order and invoiced with standard payment terms.

Any corrections of misfabrications or material purchases for shorted material must be approved by and/or performed as directed by **BUNGER STEEL, INC.** Any charges for field work to correct misfabrications or to provide shorted materials must be approved by **BUNGER STEEL, INC.** in writing prior to work being done or material being purchased. **BUNGER STEEL, INC.** may at its option, authorize the work performed or material purchased by the customer, or it may perform the work or supply the material itself. **BUNGER STEEL, INC.** is not liable for any consequential damages incurred due to misfabrication, shorted materials or delays in schedules.

Bunger Steel, Inc. furnishes secondary framing (roof purlins, wall girts and framed opening members) that have a red primer finish and may have a paraffin coating that will require either preparation or a specific formula of paint for proper adhesion for any finish paint coating system. See your **BSI** representative for acceptable formulas. All red primer finished material is intended as a primer only and not finish paint. Scratches and scrapes of the primer paint during loading, unloading, and erection is an acceptable condition.

IT IS THE CUSTOMER'S RESPONSIBILITY TO OBTAIN EXPERIENCED PERSONNEL, PROPER TOOLS AND EQUIPMENT TO ERECT THIS BUILDING IN A COMPETENT AND PROFESSIONAL MANNER.

APPROXIMATE DRAWING SCHEDULES: CATEGORY 1 (4 TO 5 WEEKS) CATEGORY 2 (5 TO 7 WEEKS) CATEGORY 3 and above (ASK)

Accepted By: _____

Date: _____

Revision Date: 7/17/2014

Initial Date

ADDENDA A

A deposit is due with signed order. The building will not be scheduled into engineering until the deposit, the signed **PROPOSAL & PURCHASE ORDER** and supporting documents are received and accepted by **BUNGER STEEL, INC.**

A release to fabricate payment is due upon the return of the signed approval drawings. The building will not be scheduled for fabrication until both the payment and the signed approval drawings are received and accepted by **BUNGER STEEL, INC.**

While **BSI** (Bunger Steel, Inc.) may or may not have had in their possession any Architectural Drawings prior to quoting this job, **BSI** will prepare the Metal Building Drawings to the best of their interpretation of such drawings. However, it is the sole responsibility of the contracting party, whose name appears on the **Proposal & Purchase Order**, the General Contractor, if applicable, the Architect of Record and the End User to verify that the **Proposal & Purchase Order** and especially, but not limited to, the Metal Building Drawings as generated and provided by **BSI** are in conformity to the End Users needs and especially to the Architectural Drawings. **BSI** will prepare the Metal Building Drawings and the **Proposal & Purchase Order** to its best interpretation of the Architectural Drawings and the intent of the End Users needs. Any changes to the Architectural Drawings that impact what **BSI** has designed after signing of **Proposal & Purchase Order** will result in a **Change Order**, and possible cost increases to the original contract, to be approved by signature, of the contracting party, prior to any additional work commencement.

Storage Fees: As a courtesy, **BSI** will store the building materials described in this contract at no charge for up to two weeks after your building delivery is offered. After two weeks from offered delivery, storage fees will accrue based on \$350.00 per month, per truck-load of steel, with a \$350.00 minimum. These charges will be added to the final delivery invoice of your building. Should **BSI** have to store materials for a time period in excess of 60 days, **BSI** shall be relieved of any material blemishes otherwise protected under our standard warranty. **BSI** also reserves the right to liquidate any building materials stored over 60 days. Should the building be liquidated, replacement materials will be subject to applicable mill price increases and will be at the expense of the customer.

Other progress payments are due within three (3) days of receipt of the invoice by customer for applicable work completed. Conditional Lien Releases are available upon request. Unconditional Lien Releases shall be issued only after final payment has been received and cleared the bank.

Interest at 1 1/2% per month or 18% yearly for any delays beyond the terms as set forth in our **PROPOSAL & PURCHASE ORDER** plus a \$150.00 administrative late fee will be charged on all late payments.

Any price increases sustained by **BUNGER STEEL, INC.** after the signing of the contract and before the delivery date, will be passed on to the customer at **BUNGER STEEL, INC's.** cost plus 15%.

Should the project not be permitted within forty (40) days after approval drawings are provided to the customer, any increase in **BUNGER STEEL, INC's.** cost related to any phase of work other than the pre-engineered steel building system will be passed on to the customer at **BUNGER STEEL, INC's.** cost plus 15%.

Customer will forfeit any payments made on the order if he cancels the order for any reason other than breach by **BUNGER STEEL, INC.** If the sales tax rate is increased by the taxing authority and the increase is enforced on this building, the cost of this increase will be paid by the customer.

Inspection: Owner must inspect on Friday, each week, the work-in-progress completed during the week of inspection and must at the time of inspection either orally accept or reject the preceding week's work or materials. In the event of rejection, the Owner must, by the close of business on Monday following the date of inspection, submit in writing to **BUNGER STEEL, INC.** the grounds for rejection, which grounds of rejection must be based upon non-conformance with the plans or the standard of workmanship referred to in Paragraph 5. **BUNGER STEEL, INC.** agrees to repair and conform within reasonable time to the plans any properly rejected item or items. If the Owner does not reject the preceding week's work or materials as provided in this Paragraph, Owner will be deemed to have accepted this work-in-progress, work-completed and materials used for that week.

Title: Owner warrants to **BUNGER STEEL, INC.** that Owner has good and sufficient title to the jobsite, by way of ownership or lease which permits the Owner to enter into this contract and further permits the construction contemplated in this contract.

Site Preparation: Owner hereby warrants that prior to commencement of construction, at Owners sole expense, Owner shall dig out all appropriate gas lines, water lines, conduits, underground pipes or utility lines to make them fully exposed and clearly visible to the **BUNGER STEEL, INC'S.** construction crew. **BUNGER STEEL, INC.** shall be liable for any loss or damage due to its negligent acts or omissions related to such lines, conduits or pipes only if Owner has complied with its warranty as set forth in the paragraph. **BUNGER STEEL, INC.** assumes site to be level unless otherwise stated.

Charges for Changes: Except as otherwise agreed in writing between the parties, any changes or additions will be charged as follows:

Superintendent - \$150.00 per hour

Welder and Machine - \$100.00 per hour

Laborer - \$85.00 per hour

Pickup Truck and Small Tools - \$85.00 per hour

Crane Truck, Forklift or Drilling Unit – prevailing rates for the area

Responsibility and Warranties: Owner agrees that the **BUNGER STEEL, INC.** will not be responsible for any faults, defects or existing damage in or to existing improvements, such as cracks, termite damage or water damage and Owner agrees to have all such faults, defects or damages repaired at his own expense to the extent necessary for **BUNGER STEEL, INC.** to perform as required under this contract. **BUNGER STEEL, INC.** shall not be responsible for delays due to adverse weather, strikes, material shortages or any other cause beyond Contactor's control. The work performed by **BUNGER STEEL, INC.** is covered only by the limited warranty that all labor has been performed in a good and workmanlike manner. **BUNGER STEEL, INC.** will make repairs or replacements due to defective materials or workmanship only if notice of such is given in writing to **BUNGER STEEL, INC.** within one (1) year after the earlier to occur; the date of completion or the date of occupancy by Owner. The warranties will not apply to damages or defects resulting from ordinary wear and tear, natural disaster, the effects of weather, changes made by Owner or any negligent acts of Owner. **NO OTHER WARRANTIES, EXPRESSED OR IMPLIED, INCLUDING, WITHOUT LIMITATION, A WARRANTY OF QUALITY OR A WARRANTY OF FITNESS FOR HABITATION OR USE, ARE GIVEN EXCEPT AS EXPRESSLY SET FORTH IN THIS CONTRACT.**

BUNGER STEEL, INC. shall not be responsible under or for any warranty on tangible property (such as air conditioners, furnaces, water heaters, refrigerators, plumbing fixtures or other appliances that are considered consumer product(s) included in the improvements. **BUNGER STEEL, INC. DOES NOT WARRANT THESE TYPES OF PERSONAL PROPERTY FOR ANY USE, FITNESS FOR USE, WORKMANSHIP, QUALITY OR ANY OTHER PURPOSE.** This limited warranty and disclaimer does not affect the warranties, if any, provided by the manufacturer.

Incidental or Consequential Damages: Owner acknowledges that **BUNGER STEEL, INC.** shall not be liable for damages sustained by Owner as a result of this contract or any breach hereof.

BUNGER STEEL, INC.'S Taxes and Insurance: **BUNGER STEEL, INC.** shall carry Workman's Compensation and Public Liability Insurance and shall produce written evidence of insurance to Owner upon Owner's request. **BUNGER STEEL, INC.** agrees to pay all taxes, including: old age benefits, social security and unemployment compensation taxes upon the labor and materials furnished under this contract as required by law.

Owner's Insurance: Owner will provide Course of Construction or Builders Risk Policy Insurance and standard industry terms will prevail. Owner will provide proof of Builders Risk Policy and standard industry terms will prevail.

Soil and Underground Problems: This proposal and contract is based upon the assumptions of minimum soil conditions of 1500 lbs. soil bearing and 400 lbs. passive pressure values. If such minimum conditions are not met or **BUNGER STEEL, INC.** shall hit, strike, discover or encounter any impediments, obstructions or conditions such as, including, but not limited to rock, caliche, other adverse soil conditions, seepage, water or sewer lines, wall or septic tanks, at any time during construction under this contract, which shall cause any additional expense to **BUNGER STEEL, INC.** above the expense that would be encountered in the absence of such impediments, obstructions or conditions, provided **BUNGER STEEL, INC.** gives Owner reasonable notice of such problems and the proposed solutions. Owner agrees to pay **BUNGER STEEL, INC.** at cost plus 20% for all additional expenses resulting from the presence of such soil conditions, impediments, obstructions or conditions including but not limited to, expenses of or related to jack hammering, heavy duty auger drilling, blasting, back hoeing, leach lines, additional steel or concrete, additional footings or foundations or relocating or repairing water or sewer lines or wall septic tanks.

Building Department Criteria: Due to the excessive amount of building departments, municipalities and officials, BSI will not be held liable for special requirements brought forth by such. Should special weld, high strength bolt, high strength steel, rebar, soil, or any other type of inspections be required, they will be at the expense of the owner. Should BSI be required to be involved in such inspections, a change order will be required at cost plus 15%. It is at the sole discretion of the owner to research with their building department the inspection and fabrication requirements by their governing inspection parties prior to fabrication. Special field inspection may be required by your permitting authority. The supplying of sealed engineering data and drawings for the metal building system does not imply or constitute an agreement that **BUNGER STEEL, INC.** or its design engineer is acting as the engineer of record or design professional for a construction project.

Haul off of spoils: Unless otherwise stated in writing, Bunger Steel has not made provisions for the haul off of spoils in this contract. When excavation occurs, it is understood by both parties that any spoils will be disposed of on the owners property. Should removal of spoils be required once excavation has begun, additional charges will occur and will be negotiated by both parties at the time of removal.

Concrete Demolition: Should concrete demolition be required of existing concrete, it will be assumed that the floor thickness will not be in excess of six inches, and that the floor is not reinforced with anything heavier than welded wire. Once excavation begins, should either of these variables be other than what is stated above, additional charges may occur, and will be negotiated by both parties before proceeding. Unless otherwise stated in writing, spoils of such concrete demolition will be left on site. If required, haul-off of concrete

proceeding. Unless otherwise stated in writing, spoils of such concrete demolition will be left on site. If required, haul off of concrete demolition spoils to be negotiated in writing, and to be outlined either in the contract or in the form of a change order

Materials: Materials delivered by **BUNGER STEEL, INC.** to the job site shall remain the property of **BUNGER STEEL, INC.** until paid for by Owner. In the event of any breach by Owner of the terms and conditions of this contract, in addition or any other remedy available to **BUNGER STEEL, INC.**, **BUNGER STEEL, INC.** may remove from the jobsite those materials not heretofore paid for by Owner, whether or not such materials have become a part of executed work. In no event shall materials be deemed to be accretions to the realty which shall thereby prevent their removal by **BUNGER STEEL, INC.**

Access: Owner shall provide **BUNGER STEEL, INC.** with clear access to the area where work is to be performed during customary working hours and adequate unobstructed work and storage areas. A minimum of 30 feet of clearance required on all sides of the building.

Gutters and Downspouts: If used, are not guaranteed against damage by snow and/or ice.

Galvanized Sheets: If the materials supplied by **BUNGER STEEL, INC.** included galvanized sheets, **BUNGER STEEL, INC.** assumes no responsibility for cleaning or replacing sheets which show evidence of "white rust", "galvanic action" or "electrolytic action".

Secondary Framing Members: **BUNGER STEEL, INC.** furnishes secondary framing (roof purlins, wall girts and framed opening members) that have a red primer finish and may have a paraffin coating that will require either preparation or a specific formula of paint for proper adhesion for any finish paint coating systems. See your **BSI** representative for acceptable formula's.

Clean Up: **BUNGER STEEL, INC.** agrees, upon completion of the improvements, to clear any waste or surplus materials remaining in the area as a result of **BUNGER STEEL, INC.'S** work; provided a dumpster is provided by customer at no charge to **BUNGER STEEL, INC.**

Entire Agreement and Severability: This contract and the attached exhibits constitute the entire agreement between parties, and no modifications or amendment hereof shall have any effect unless in writing and executed by both parties to this agreement. If any provisions of this agreement shall be found to be unenforceable, the remaining provisions shall nevertheless be carried into effect.

Arizona Law and Successors: This agreement shall be construed and enforced under the laws of the State of Arizona. The agreement shall be binding upon and inure to the benefit of the heirs, executors, administrator, successors in the interest, and assigns of the parties hereto.

Loan Expenses: Any and all construction loan expenses and cost incurred therewith shall be the sole responsibility of the Owner.

Termination by Owner: If at any time Owner elects to terminate this contract, before or during construction, **BUNGER STEEL, INC.** shall be paid immediately by Owner for all work completed, all loss of profits and all expenditures incurred.

Attorney's Fees: If either party hires an attorney to enforce any provision of this contract or files a lawsuit against the other for damages sustained by reason of its breach, the party not in breach or the party prevailing in such action shall be entitled to receive its reasonable attorney's fees and costs as awarded by the court.

Notices: Any notice, request, or instruction to be given hereunder shall be in writing and shall be deemed given when personally delivered or three (3) days after being sent by certified mail, postage prepaid, to the parties at their respective address set forth herein.

Clear and Level Site/Grading: Regardless of whether or not a **BSI** representative has visited the site, and unless it is clearly stated in writing otherwise, it is understood by both parties that the building site will be graded, compacted, grubbed, and will be made level by the customer. If additional grading, cutting or fill is required by **BSI**, a change order will be generated at cost, plus 20%. Once concrete is complete, and unless otherwise stated in writing by **BSI**, finish grading to the finished slab or site is NOT included.

Accepted By: _____ Date: _____

APPROXIMATE DRAWING SCHEDULES CATEGORY 1 (4 TO 5 WEEKS) CATEGORY 2 (5 TO 7 WEEKS) CATEGORY 3 and above (ASK)

FOUNDATION DESIGN INFORMATION

(to be filled out by customer)

Customer Name: _____
Site Address: _____

Bunger Job #: _____
Date: _____

BUNGER STEEL, INC. recommends the customer get a soils report from a testing laboratory so **BUNGER STEEL, INC.** can properly engineer the footings and/or slab to suit your site conditions. It is entirely owners or owner's representative responsibility to provide bunger a copy soils report for foundation design. In absence of soils report, Bungler will design the foundation based on **Non-Expansive soils** for minimum allowable loads IBC Table 1804.2 for class 5 material. In lieu of recommended soils report, the customer understands that **BUNGER STEEL, INC.** has not analyzed your soils condition and, therefore, has no opinion and is designing the foundation according to the customer supplied information below.

In absence of soils report , Bungler will design the foundation based on Non-Expansive soils for minimum allowable loads per IBC Table 1804.2 for class 5 material.

It is out of scope for Bungler Steel Inc to design foundation for expansive soils.

2. GENERAL SOIL CONDITION:

Undisturbed Soil _____ No Backfill at Job site _____ Compaction % (100% recommended) _____

Existing structure on site? Y N

If yes, what is the description and condition? _____

Amount of fill required under slab (inches) _____ minimum 4" _____

Type of fill: ABC _____ others (specify) _____

3. SOIL PRESSURE USED FOR DESIGN:

per soils report values: _____ per building code minimum soil requirements: _____

soils report for this site: _____ available _____ attached _____

4. SLAB AND FOOTING DESIGN:

Is there going to be a new concrete floor slab in the building? Y N

Is there an existing slab where the new structure will be built? Y N

Type of slab reinforcement: wiremesh _____ rebar _____

Thickness of slab desired (inches): _____

Minimum frost depth if applicable (in snow load area only) _____

Type of footing desired: spread (standard) _____ pier (no slab or existing slab) _____

If there a **lean-to or porch** at this project as a part fo metal building, provide the following information:

Slab at Lean-to or Porch? Y N

Thickness of slab at lean-to or Porch (inches) _____

Is there a drop at slab for lean-to or Porch ? Y N If there is drop, provide drop in inches _____

SIGNATURE: _____

TITLE: _____

DATE: _____



DATE: _____
BUNGER JOB #: _____

JOB SITE INFORMATION SHEET

CUSTOMER NAME: _____ CUSTOMER #: _____

CUSTOMER'S JOB AND/OR P.O. # _____

JOB NAME & SITE/DELIEVRY ADDRESS: _____ GENERAL CONTRACTOR'S NAME & ADDRESS _____

PHONE #: _____

PHONE #: _____

DIRECTIONS: _____

*** IF BEING ERECTED BY OTHER THAN BSI, THE CUSTOMER MUST PROVIDE AN APPROPRIATE FORKLIFT TO UNLOAD.**

OWNER OF PROPERTY:
For **FEDERAL PROJECTS** (Contracting Officer's
Name & Address)

**ATTACH A MAP TO THE DELIEVRY ADDRESS OR
DRAW A MAP ON THE BACK.**

(You can find the map on www.yahoo.com or www.google.com)

Are there any dirt roads? Yes No
(If yes, how mnay miles of the dirt roads _____)

Is the jobsite accessible by semi-truck? Yes No
(60 ft long, 80,000lbs)

PHONE #: _____

Is the project bonded? _____ (If yes, a copy of the bond **must** be attached)

BONDING AGENT'S NAME AND ADDRESS:

FINANCING: BANK OR SAVINGS & LOAN
(Name & Address)

PHONE #: _____

CONTACT: _____

PHONE:

Dialog Caption

Enter the MBS Report to open:

OK

Cancel



RHINO STEEL BUILDING SYSTEMS

4305 I-35 North - Denton, TX 76207 www.rhinobldg.com

Phone: 940.220.5189 Fax: 888.687.3602 Toll Free: 1.888.320.7466

Over 34% repeat and referral business in 2019

Sales Manager:	Thomas Krebs
Quote:	032221-1TK

CUSTOMER INFORMATION

Name:	Rod Fowler	County:	Yuma	Date:	4/19/2021
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BUILDING SPECIFICATIONS

Width:	50	Bldg Code:	IBC 18	Live Load:	20	Wall Color:	Choice of Colors
Length:	136	Collateral Load:	8	Bay Spacing:	28/24	Roof Color:	Galvalume
Eave Ht:	23	Wind Load:	99 mph	# Bays:	5	Trim Color:	Choice of Colors
Roof Pitch:	1:12	Ground Snow:	0	Girt Condition:	Bypass	Column:	Tapered

ACCESSORIES

Walk Doors:	3 - 3'x7', Solid, Lever Lock and Key, Insulated, Self Framing	Included
Framed Openings:	4 - 14x14 // 8 - 12x14 with Full Cover Trim	Included
Windows:		
Gutters & Downs:	Gutters and Downspouts on Both Sidewalls (\$3,264)	Option
Sky Lights:		
Wall Lights:		
Vents:		
Insulation:	All Bldg - 4" R-13, Reinforced White Vinyl Backing (\$11,158)	Option
Overhead Doors:	Supplied by Others	
Notes:	Clear Span, Base Angle and Trim	Included

RHINO STEEL BUILDINGS - STANDARD FEATURES and BENEFITS

26 Gauge PBR Panels – Rhino Standard PBR for roof and wall panels feature extra overlap for increased strength and water resistance.

25 Year Warranty – on all silicon polyester roof and wall panels from chalking or fading.

Base Trim – A colored steel edge that the wall panel rests on resulting in two major benefits: eliminates the need for concrete sheet notch and prevents panels from resting on concrete which may later cause rusting.

Full Cover Trim – added to all framed openings to enhance looks and resulting in more finished look.

Weather Proofing – At base, eave and rake. Another standard feature that includes closures strips, mastic, and flashing to ensure a weather tight building.

Price includes - 3 sets of engineer stamped drawings and anchor bolt plans.

Price per SqFt (FOB Jobsite)	\$14.51
Freight	Included
Sales Tax (If Applicable):	Not Included
Total Building Price:	\$ 98,646.00

- * 25% Deposit Required w/ Order
- * Remaining Balance Due C.O.D.
- * Anchor bolts are not included.
- * Price is Valid for 7 Days

Customer is responsible for confirming loads with local authority.



San Luis Fleet – Budget Pricing Report

Date: 4/13/2021

Time: 09:47 AM

Page: 1 of 3

General Information

Builder:	VP Buildings 7440 W. Doe Ave.	Project:	San Luis Fleet Expansion
City, State Zip:	Visalia, California 93291	Order Type:	Approval w/ Drawings and Calculations (F)
County, Country:	Tulare, United States	Frame Primer:	Gray
Builder PO #:		Rolled Sec Primer:	G30 Galvanized
Builder Contact:		Welded Sec Primer:	Gray
Builder Phone:	Fax: _____	No. Sets of Permit Drawings:	0
Customer:		No. Stamped (N/A):	0
Jobsite Name:	San Luis Fleet Expansion	Permit Drawing Type:	N/A
Jobsite Address:		Number Sets of Approval:	0
City, State Zip:	San Luis, Arizona 85349	No. Stamped (N/A):	0
County, Country:	Yuma, United States	Drawings:	
Manufacturing site:	Visalia	Number Sets of Erecton:	0
		No. Stamped (N/A):	0
		Number Sets of Calculations:	1
		Letter of Certification Required:	No
		U.L. 90 Rating Letter Required:	No
		Standard Specifications Only:	Yes
		Send Drawings Electronically:	Yes

Building Pricing Summary

Category	Price	Weight(p)	Weight(Ton)	Price %	Weight %	Total
Framing	54129	18408	9.2	32.8	34.5	Floor Area = 7000 (sq. ft.) List Dollars per sq. ft. = 23.59 List Weight per sq. ft. = 7.62
Bracing	16024	5232	2.6	9.7	9.8	
Secondary	44903	14791	7.4	27.2	27.7	
Covering Design	0	0	0.0	0.0	0.0	
Covering	37889	12725	6.4	22.9	23.9	
Liner	0	0	0.0	0.0	0.0	
Trim	12158	2180	1.1	7.4	4.1	
Accessory	0	0	0.0	0.0	0.0	
Additional Pricing	0	0	0.0	0.0	0.0	
List Total	165103	53336	26.7			

Subtotal	165103	53336	26.7
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Net Insulation (0 sq. ft.)	0	0	0.0
Net Items	0	0	0.0
Additional Pricing	0	0	0.0
Additional Pricing - Metl-Span	0	0	0.0
Special Purchase	0	0	0.0
Subtotal	165103	53336	26.7

Estimated Freight	4794		
Warranties	0		
Seamer Tool Rental	0		
Export Crating	0		
Miscellaneous Fees	0		
Drawings Fees	0		
Adjustment not available	0		
		53336	26.7

Total Weight per sq. ft. = 7.62

Building Conditions

Builder Contact: Name: VP Buildings Address: 7440 W. Doe Ave.	Project: San Luis Fleet Expansion Builder PO #: Jobsite:
City, State Zip: Visalia, California 93291 Country: United States	City, State Zip: San Luis, Arizona 85349 County, Country: Yuma, United States



San Luis Fleet – Budget Pricing Report

Date: 4/13/2021

Time: 09:47 AM

Page: 2 of 3

QUOTE NOTES:

Due to the current instability in the steel market, this quote is valid for 30 day. It must be ordered as a fabrication order, with shipment to occur within 90 days. Any deviation from the 30/90 dates, could result in a price adjustment.

This estimate is based on VP Buildings interpretation of the plans, specifications, or quote-requests. If plans and/or specifications are provided, they will be used for REFERENCE ONLY. If there are questions as to what materials are included, please call for clarification prior to submitting your proposal. VP agrees to furnish only the materials that are included in this estimate. Changes could result in a price revision. Thoroughly review the electronic VP Command file, quote notes and pricing report that describe the items included.

All materials, manufacturing processes, warranties are per VP standards - with standard VP colors. If VP standard is not acceptable- please verify/clarify/change - prior to submitting your proposal.

Loads and Codes - Shape: Shop Addition

Building Code: 2018 International Building Code
 Building Risk/Occupancy Category: II (Standard Occupancy Structure)
 Factory Mutual Wind Class: Not Required

Structural: 16AISC - ASD
 Cold Form: 16AISI - ASD
 Rainfall: 4.00 inches per hour
 3000.00 psi Concrete

Roof Live Load Roof Live Load: 20.00 psf Reducible	Wind Load Wind Speed: Vult: 99.00 (Vasd: 76.69) mph The 'Envelope Procedure' is Used Wind Exposure: C Wind Enclosure: Enclosed Base Elevation: 0/0/0 Site Elevation: 0.0 ft Topographic Factor: 1.0000 Ground Elevation Factor: Ke: 1.0000 NOT Windborne Debris Region	Snow Load Ground Snow Load: 0.00 psf Flat Roof Snow: 0.00 psf Design Snow (Sloped): 0.00 psf Rain Surcharge: 0.00 Snow Exposure Category: 1 Fully Exposed Thermal Category: Unheated Unobstructed, Slippery	Seismic Load Spectral Response - Ss:70.90 %g Spectral Response - S1:29.40 %g Seismic Design Category: D Soil Profile Type: Stiff soil (D) - Default Diaphragm Condition: Rigid Frame Redundancy Factor:1.0000 Brace Redundancy Factor:1.3000 Acceleration Ratio Frames:0.1665 Acceleration Ratio Bracing:0.1665 % Snow Used in Seismic: 0.00
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Deflection Conditions

Frames are vertically supporting: Metal Roof Purlins and Panels

- Default Deflection Limit: V/180 Load Case L
- Default Deflection Limit: V/180 Load Case S
- Default Deflection Limit: V/180 Load Case W

Frames are laterally supporting: Metal Wall Girts and Panels

- Default Deflection Limit: H/10 Load Case E
- Default Deflection Limit: H/60 Load Case W

Purlins are supporting: Metal Roof Panels

- Default Deflection Limit: V/150 Load Case L
- Default Deflection Limit: V/180 Load Case S
- Default Deflection Limit: V/180 Load Case W

Girts are supporting: Metal Wall Panels

- Default Deflection Limit: H/90 Load Case W
- Default Deflection Limit: H/90 Load Case E

Overall Building Description

Shape	Overall Width	Overall Length	Floor Area (sq. ft.)	Wall Area (sq. ft.)	Roof Area (sq. ft.)	Max. Eave Height	Min. Eave Height 2	Max. Roof Pitch	Min. Roof Pitch	Peak Height
Shop Addition	50/0/0	140/0/0	7000	7891	7024	23/0/0	23/0/0	1.000:12	1.000:12	25/1/0

Covering Summary

Side	Panel Type	Thickness	Finish	Color	Area (sq. ft.)
Sidewall	Panel Rib	26	KXL (Kynar)	Standard Color	6435
Roof	Panel Rib	26	KXL (Kynar)	Standard Color	7281

Project Pricing (List Items)

Framing

Shape: Shop Addition

Wall/Roof	Location	Description	Price	Weight
Wall 1	20/0/0	Roof Beams	7911	3109
Wall 4	1/0/0	Post & Beam @ Step	1970	627
Wall 4	4/0/0	Rigid Frame	5510	1748



San Luis Fleet – Budget Pricing Report

Date: 4/13/2021

Time: 09:47 AM

Page: 3 of 3

Wall 4	28/0/0	Rigid Frame	8245	2740
Wall 4	56/0/0	Rigid Frame	8776	3077
Wall 4	84/0/0	Rigid Frame	8615	2912
Wall 4	112/0/0	Rigid Frame	8271	2793
Wall 4	139/0/0	Post & Beam	4831	1401
34 Ship Parts			54129	18407

Bracing

Shape: Shop Addition

Wall/Roof	Description	Price	Weight
Wall 2	Portal Frame (1 bay)	7081	2312
Wall 4	Portal Frame (1 bay)	6689	2239
Roof A	Bracing Diagonal (1 bay)	420	80
Roof B	Bracing Diagonal (1 bay)	1834	600
15 Ship Parts		16024	5231

Secondary

User Added

	Price	Weight
	44	1

Shape: Shop Addition

Wall/Roof	Number OF Parts	Price	Weight
Wall 1	3	319	95
Wall 2	48	6876	2117
Wall 3	10	1712	547
Wall 4	35	6062	1922
Roof A	34	14125	4776
Roof B	51	15765	5333
181 Ship Parts		44903	14791

Covering

Shape: Shop Addition

Wall/Roof	Type	Thickness	Finish	Color	sq. ft.	Price	Weight
Wall 1	Panel Rib	26	KXL (Kynar)	Standard Color	371	976	335
Wall 1	Warehouse					33	4
Wall 2	Panel Rib	26	KXL (Kynar)	Standard Color	2189	5811	1991
Wall 2	Warehouse					215	29
Wall 3	Panel Rib	26	KXL (Kynar)	Standard Color	1280	3399	1165
Wall 3	Warehouse					101	14
Wall 4	Panel Rib	26	KXL (Kynar)	Standard Color	2610	6929	2375
Wall 4	Warehouse					218	29
Roof A	Panel Rib	26	KXL (Kynar)	Standard Color	3876	10338	3527
Roof A	Warehouse					445	79
Roof B	Panel Rib	26	KXL (Kynar)	Standard Color	3406	8976	3099
Roof B	Warehouse					448	79
						13732	37889
							12726

Trim

Shape: Shop Addition

Wall/Roof	Price	Weight
Wall 1	781	144
Wall 2	5394	966
Wall 3	832	175
Wall 4	4707	870
Roof A	389	23
Roof B	55	3
12158		2181

List Total	165103	53336
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Project Pricing (Net Items)

Net Total	0	0
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Warning(s)



AGENDA ITEM REVIEW FORM

Regular City Council Meeting

6. D.

Meeting Date: 04/28/2021

Department Head: Eulogio Vera, Director of Public Works, Public Works Department

Submitted By: Liliana Evangelista, Administrative Coordinator, Public Works Department

Action Requested: Motion

ITEM:

Discussion and possible action on any and all matters regarding the authorization to purchase a backhoe tractor. **(Eulogio Vera, Director of Public Works)**

SUMMARY:

Staff seeks approval for the purchase of a backhoe tractor. At the March 3, 2021 Council Work Session, Economic Development presented the staff's commitment to evaluating the use of the \$100,000.00 committed to the business program to be used to purchase equipment that will enhance the maintenance of our streets throughout the city. Staff subsequently presented beautification options that will be low-cost and high impact on our community. Included in those options, that were favorably received by the Council, construction of an interim walking path on the north side of Cesar Chavez Blvd, as well as purchase of hay bales and a backhoe tractor, to be used in maintaining sand drifts/accumulations on City streets that are directly exposed to the desert (particularly in the vicinity of eastern subdivisions). The new footpath was recently completed, and the Public Works Department is pursuing pricing for purchase of the hay bales. Regarding the backhoe tractor, the Public Works Department has obtained quotes on a state contract for the backhoe tractor, at a City Government price of \$124,261.87. State contracts go out to bid and are allowed City Code-Purchasing Section 36.09. Public Works requests Council approval to complete purchase from the vendor. Purchase of the backhoe tractor can be completed (to include delivery and final payment) not later than June 30, 2021.

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO APPROVE THE PURCHASE OF A BACKHOE TRACTOR IN THE AMOUNT OF \$124,261.87.

Fiscal Impact

IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM:	YES
CITY/STATE/FEDERAL FUNDS:	City
TOTAL:	\$124,261.87
BUDGETED AMOUNT:	NO
AVAILABLE AMOUNT TO TRANSFER:	See fiscal impact statement

ACCT NAME & GL#/REMAINING BALANCE BEFORE PURCHASE: General Fund act
100-999-90015 remaining
balance for fleet shop
\$292,500.00

FISCAL IMPACT STATEMENT (IF THIS IS A BUDGET TRANSFER, YOU MUST ATTACH THE BUDGET ADJUSTMENT FORM):

We are requesting approval to utilize \$124,261.87 from General Fund account 100-999-90015 from the remaining balance for the fleet shop \$292,500.00.

Attachments

Quote 1

City of Tucson Contract

Cat 420 Backhoe Illustration



RFP #161534

City of San Luis
Dealer Account Manager: Phil Carey
420 -07 Next gen
3/10/2021

City Of Tucson #161534 Bid Pricing

Machine Only		
Machine List Price		\$145,872.00
Member Discount	22.0%	-\$32,091.84
Freight		\$0.00
Machine Price		\$113,780.16
Work Tools Only		
Work Tool List Price		\$0.00
Member Discount	0.0%	\$0.00
Freight		\$0.00
Work Tools Price		\$0.00
Machine & Work Tool Total:		\$113,780.16

Trade

Year	None
Make	None
Model	None
Serial Number	None
Hours	0
Trade Allowance	\$0.00
Lien Amount	\$0.00
Allowance Valid Until	4/9/2021

Work Tools

None	\$0.00
None	\$0.00
None	\$0.00
None	\$0.00
None	\$0.00
None	\$0.00

Options (Not Included In Price)

None	\$0.00
None	\$0.00
None	\$0.00
None	\$0.00
None	\$0.00

Final Price

Machine Only		
Machine List Price		\$145,872.00
Discount	24.7%	-\$36,097.57
Machine Price		\$109,774.43
Work Tools Only		
Work Tools List Price		\$0.00
Discount	0.0%	\$0.00
Work Tools Price		\$0.00

Additional Cost To Sale (Dealer)

Pre-Delivery (Fuel, Cleaning and Inspection)	\$1,196.51
Factory to Dealer Freight	\$0.00
Delivery to Agency Yard	\$1,162.79
Travel, Time & Mileage for Warrantable Repairs	\$0.00
5 Year 4000 Hour Powertrain Hydraulic Warranty	\$2,170.00
None	\$0.00
Total Additional Costs to Sale	\$4,529.30

Agency Added Costs

None	\$0.00
None	\$0.00
Total Agency Added Costs	\$0.00

Savings Summary (Includes Added Agency and Dealer Costs to Sale)

Contract #161534 Bid Price	\$118,309.46
City of San Luis Price	\$114,303.73
Savings from Maximum Bid Price	\$4,005.73

Sales Price

Subtotal Price	\$114,303.73
Trade Allowance	\$0.00
Subtotal Price Less Allowance	\$114,303.73
Tax Rate	8.71%
Tax	\$9,958.14
Trade Lien Amount	\$0.00
Total Invoice Price	\$124,261.87



RFP #161534

City of San Luis
Dealer Account Manager: Phil Carey
420 -07 Next gen
3/10/2021

City Of Tucson #161534 Bid Pricing

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Allowance Valid Until	4/9/2021

Work Tools

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None	\$0.00
None	\$0.00
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None	\$0.00
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Trade Lien Amount	\$0.00
Total Invoice Price	\$124,261.87





AGENDA ITEM REVIEW FORM

Regular City Council Meeting

6. E.

Meeting Date: 04/28/2021

Department Head: Angel Ramirez, Fire Chief, Fire Department

Submitted By: Enrique Lopez, Assistant Fire Chief, Fire Department

Action Requested: Motion

ITEM:

Discussion and possible action on any and all matters regarding authorization to purchase a 2021 Chevrolet 1500-Pickup for the Fire Department. **(Angel Ramirez, Fire Chief)**

SUMMARY:

The San Luis Fire Department is requesting approval from the City Council to move forward with the purchase of a new vehicle to replace the Assistant Fire Chief's 2006 Ford Expedition. This vehicle would be purchased at a local dealership in Yuma, AZ, and not under state contract as required by our procurement process. Due to no availability of vehicles under state contracts until November 2021 we are not able to use a state contract in order to be able to have this expense in this fiscal year budget. We have contacted several dealerships with the availability of possession by June 30, 2021. A local dealership informed us that a vehicle meeting our requirements has just arrived at their lot and has provided us with a quote.

Due to delay in construction of San Luis Fire Station #2, we have budget capacity to purchase a command vehicle, we are requesting budget transfer approval. See budget transfer form attached below. We will be transferring \$50,000.00 from GL account 806.860-90015.182 into accounts [100-182-90000](#) (\$25,000.00) and account [340-341-90000](#) (\$25,000.00).

The San Luis Fire Department is requesting for City Council to waive formal procedures as allowed under the city's purchasing code under section 36.01 (H). The need to invoke the waiver is because no vehicle is available prior to June 30th under state contract vendors, no additional bids/quotes can be obtained. Staff is seeking City Council approval as is required under purchasing code section 36.01(E) for dollar amount exceeding \$35,000.00. The budget amount allowed for this vehicle purchase is not to exceed \$50,000.00.

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO APPROVE THE PURCHASE OF A 2021 CHEVROLET 1500-PICKUP IN AN AMOUNT NOT TO EXCEED \$50,000.00, ALLOW THE TRANSFER OF BUDGET, AND WAIVE FORMAL PURCHASING PROCEDURES.

Fiscal Impact

IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM:	Yes
CITY/STATE/FEDERAL FUNDS:	City
TOTAL:	\$46,901.01
BUDGETED AMOUNT:	No

AVAILABLE AMOUNT TO TRANSFER:

See fiscal impact statement

ACCT NAME & GL#/REMAINING BALANCE BEFORE PURCHASE: Capital Outlay-IP FIRE
806-860-90015.182

FISCAL IMPACT STATEMENT (IF THIS IS A BUDGET TRANSFER, YOU MUST ATTACH THE BUDGET ADJUSTMENT FORM):

Due to delay in construction of San Luis Fire Station #2. We have budget capacity to purchase a command vehicle. We are requesting council to approve budget transfer as requested in transfer form attached.

Attachments

Truck quote

Budget Transfer



Vehicle Locator

Dealer Information

FISHER CHEVROLET BUICK GMC
 775 E 32ND ST
 YUMA, AZ 85365
 Phone: 928-726-5500
 Fax: 928-726-0785

1GCPYFED4MZ296907

Model Year: 2021
Make: Chevrolet
Model: 1500 Silverado
 CK10543-4WD, Short Crew
PEG: 2LT-LT Trail Boss Preferred Equipment Group
Primary Color: G7C-Red Hot
Trim: H0U-1WT/1LT/1SP/2LT/1FL/1LS-Cloth, Jet Black, Interior Trim
Engine: L84-Engine: 5.3L, EcoTec3 V-8, DI, V V T
Transmission: MQB-10-Speed Automatic

Event Code: 4200-Shipped
Order #: ZKXCNJ
MSRP: \$53,880.00

Order Type: TRE-Retail Stock
Stock #: N/A
Inventory Status: Available

Total Cash Allowance:* \$4,400.00
 (Expires on 05/03/2021)

Total Cash Allowance:* \$4,400.00
 (Expires on 05/03/2021)

Additional Vehicle Information

GM Marketing Information

Vehicle Options

Chargeable Options	MSRP
WPQ-1LT/1SP/2LT Bed Protection Package	\$685.00
No Cost Options	
C5W-GVW Rating 7000 Lbs	
GU5-Rear Axle: 3.23 Ratio	
L84-Engine: 5.3L, EcoTec3 V-8, DI, V V T	
MQB-10-Speed Automatic	
PCH-1SP/2LT Convenience Package 1 Bucket Seats	
RD1-Wheels, 18" x 8.5" High Gloss Black Painted Aluminum	
YF5-California Emissions	

Other Options

2LT-LT Trail Boss Preferred Equipment Group
A50-Seats: Front, Bucket, Full Feature

AKO-Glass, Deep Tinted
AVJ-Keyless Open & Keyless Start
B30-Floor Covering: Carpet, Color Keyed
C49-Defogger, Rear Window, Electric
CJ2-Climate Control, Electronic - Multi-zone
DLF-Mirrors, O/S: Power, Heated
E63-Durabed
G80-Auto Locking Differential, Rear

IOR-Chevrolet Infotainment, 8" Color Screen
K34-Cruise Control
KA1-Heated Seats, Front
KI3-Heated Steering Wheel
KW7-Alternator, 170 AMP
N37-Steering Column, Manual Tilt & Telescoping
NP5-Steering Wheel: Leather Wrapped

NZZ-Skid Plate
QT5-Tailgate Function--EZ Lift, Power Lock & Release
R6Y-OPD / Focused Ordering Configuration Not Desired
SAF-Spare Tire Lock
U2K-SiriusXM Satellite Radio (subscription)
UE1-OnStar Communication System
UGA-Red Recovery Hooks
UTJ-Theft Protection System, Unauthorized Entry
XCQ-Tire, Spare: 265/70 R17 All Season, Blackwall
Z82-Trailer Package

A2X-Power Seat Adjuster (Driver's Side)
AAK-LPO- Floor Liners, 1st&2nd Row, All-Weather, with logo
AU3-Power Door Locks
B1J-Liner, Rear Wheelhouse
BTV-Remote Engine Starting Pkg
CGN-Chevytec Spray-on Liner
D07-Center Floor Console, fixed
DP6-Mirrors, Outside, Body Color Cap
G7C-Red Hot
H0U-1WT/1LT/1SP/2LT/1FL/1LS-Cloth, Jet Black, Interior Trim
JHD-Hill Descent Control
K47-Heavy Duty Air Filter
KC4-Cooler, Engine Oil
KNP-Transmission Cooling System
N10-Dual Exhaust System
NC7-Emissions Override, Federal

NQH-Transfer Case: Active, 2-Speed, Auotrac, Rotary Dial
QK1-Standard Tailgate
R30-Tires: LT275/65 R18 "C" All Terrain, Blackwall
R70-Rear Seat: Folding with Storage Package

T3U-LED Fog Lamps, Front
UDD-Driver Info Display
UF2-Lighting, Cargo Box, LED
UK3-Radio Controls -Steering Wheel
UVC-Rear Vision Camera

YM8-LPO Processing Option

"~" indicates vehicle belongs to Trading Partner's inventory

Disclaimer:

GM has tried to make the pricing information provided in this summary accurate. Please refer to actual vehicle invoice, however, for complete pricing information. GM will not make any sales or policy adjustments in the case of inaccurate pricing information in this summary.

Cash Allowance is calculated based on your dealer's Zip Code. Customer must take delivery by 05/03/2021.

Fisher Chevrolet Buick GMC

Date: 4/21/2021
 Salesperson: Matt Wilhelmy
 Manager: Matt Wilhelmy
 Customer ID #: 7419

FOR INTERNAL USE ONLY

CUSTOMER	CITY OF SAN LUIS	Home Phone: (924) 341-8590
	PO BOX 7740	
Address :	SAN LUIS, AZ 85349-6816	Work Phone : (924) 341-8590
	YUMA CO	
E-Mail :	MDOMINGUEZ@CITYOFSANLUIS.ORG	Cell Phone : (928) 750-8281

VEHICLE			
Stock # :	New / Used :	New	VIN :
Vehicle :	2021 Chevrolet Silverado 1500		Mileage:
Type :	LT Trail Boss 4		

Market Value Selling Price	53,880.00
Discount	1,317.00
Rebate	9,600.00
Adjusted Price	42,963.00
Taxable Fees (Estimated)	5.00
Doc Fee	449.00
Tax	3,479.01
Non Tax Fees	5.00
Cash Deposit	.00
Balance	46,901.01

Customer Approval: _____ Management Approval: _____
 By signing this authorization form, you certify that the above personal information is correct and accurate, and authorize the release of credit and employment information. By signing above, I provide to the dealership and its affiliates consent to communicate with me about my vehicle or any future vehicles using electronic, verbal and written communications including but not limited to eMail, text messaging, SMS, phone calls and direct mail. Terms and Conditions subject to credit approval. For Information Only. This is not an offer or contract for sale.

