

**REGULAR MEETING OF THE COMMON COUNCIL  
OF THE CITY OF EL MIRAGE  
EL MIRAGE CITY COUNCIL CHAMBERS  
14010 N. EL MIRAGE ROAD  
6:00 PM - TUESDAY, JUNE 21, 2016**

Members of the El Mirage City Council will attend either in person or by telephone conference call.

Please silence all electronic communication devices (including cell phones and pagers) before the meeting is called to order. Thank you.

Note: The Common Council of the City of El Mirage, by a duly passed motion, may vote in public session to adjourn to executive session on any agenda item in conformation with A.R.S. Section 38.431.03 including legal advice from the City Attorney.

**Agenda**

**I. ROLL CALL**

Mayor Lana Mook  
Councilmember Roy Delgado  
Councilmember Jack Palladino  
Councilmember David Shapera

Vice Mayor Joe Ramirez  
Councilmember Bob Jones  
Councilmember Lynn Selby

**II. CALL TO ORDER**

Pledge of Allegiance  
Moment of Silence  
Silence Cell Phones & Pagers

**III. CALL TO THE PUBLIC**

Citizens desiring to speak on a matter that IS NOT on this agenda may do so at this time. Comments shall be limited to three (3) minutes per person and shall be addressed to the City Council as a whole. At the conclusion of the Call to the Public, individual City Council Members may (1) respond to criticism made by those who have spoken (2) direct staff to review or respond to the matter, and/or (3) direct that the matter be put on a future agenda.

**IV. CONSENT AGENDA**

All items listed under the Consent Agenda will be voted on with one motion. If discussion is desired regarding any Consent Agenda Item, that item will be removed from the Consent Agenda and voted on separately.

1. Consideration and action approving the minutes of the Regular Council Meeting held Tuesday, June 7, 2016. (City Clerk)

2. Consideration and action to authorize the City Manager to enter into various Public Works sole source, State covered, or cooperative purchasing FY 2016-17 contracts. (Public Works)
3. Consideration and action to adopt Resolution R16-06-16 setting miscellaneous fees and service charges. (Finance)
4. Consideration and action to approve a Cisco network maintenance agreement renewal with the National Intergovernmental Purchasing Alliance (IPA) contract vendor, CDWG, in an amount not to exceed \$40,000 for FY 2016-17. (Information Technology)
5. Consideration and action to approve the FY 2016-17 Transit Services Intergovernmental Agreement (IGA) between the City and Valley Metro/Regional Public Transit Authority (RPTA) for Dial-a-Ride Services. (Administration)
6. Consideration and action to reappoint Nancy Persichilli to the Public Safety Personnel Retirement System (PSPRS) Local Boards of the Police and Fire Department for a four-year term ending February 20, 2020. (Human Resources)

V. **REGULAR AGENDA**

- A. Consideration and action to fill two vacant Planning & Zoning Commission seats for two year terms ending June 30, 2018. (Mayor)
- B. Consideration and action to approve Ordinance O16-06-05 adopting the City's property tax levies for Fiscal Year 2016-2017. The Primary Property Tax Levy is \$1,654,937 and the Secondary Tax Levy is \$2,030,000. The total levies for FY 2016-2017 are \$3,684,937. The total estimated combined property tax rate is \$3.7834. (Finance)
- C. Consideration and action to approve Resolution R16-06-17 amending Chapter 30, Sections §30.20 – §30.35 **Purchasing** of the City Code and declaring the Resolution and update included in Exhibit "A" as a public record for publishing per A.R.S. §9-802. (Finance)
- D. Consideration and action to approve Ordinance O16-06-06 amending Chapter 30, Section §30.20 – §30.35 **Purchasing** and adopting and making a part of the El Mirage City Code that certain document titled "Chapter 30, ADMINISTRATION GENERALLY, **Purchasing**" and declared to be a public record by reference in Resolution R16-06-17. (Finance)

**VI. CITY MANAGER SUMMARY OF CURRENT EVENTS**

The City Council may not act upon any matter in the City Manager's summary but may have general comment or questions. Items to be discussed will include, but not be limited to, the following:

1. El Mirage Fire Department Promotion Ceremony
2. New Employees

**VII. MAYOR'S COMMENTS and COUNCIL SUMMARY OF CURRENT EVENTS**

The Mayor and City Council may not discuss or act upon any matter in the summary unless the specific matter is properly noticed for legal action.

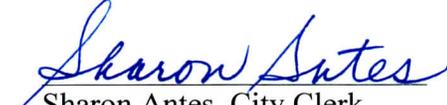
**VIII. ADJOURNMENT**

*Accommodations for Individuals with Disabilities - Alternative format materials, sign language interpretation, assistive listening devices or interpretation in languages other than English are available upon 72 hours advance notice through the Office of the City Clerk, 12145 NW Grand Avenue, El Mirage, Arizona, (623) 876-2943, TDD (623)933-3258, or FAX (623) 876-4603. To the extent possible, additional reasonable accommodations will be made available within the time constraints of the request.*

**AFFIDAVIT OF POSTING – CITY COUNCIL MEETING OF JUNE 21, 2016**

I hereby certify that this agenda was posted by 5:00 p.m. on June 17, 2016 at the following locations:

- 1) the City of El Mirage Exterior Bulletin Board at 12145 N.W. Grand Avenue, and 2) the City of El Mirage website at [www.cityofelmirage.org](http://www.cityofelmirage.org).

  
Sharon Antes, City Clerk

**REQUEST FOR COUNCIL ACTION**

<p><b>DATE SUBMITTED:</b> <u>06/13/2016</u></p> <p><b>DATE ACTION REQUESTED:</b> <u>06/21/2016</u></p> <p><input type="checkbox"/> REGULAR   <input checked="" type="checkbox"/> CONSENT</p>	<p><b>TYPE OF ACTION:</b></p> <p><input type="checkbox"/> RESOLUTION # _____</p> <p><input type="checkbox"/> ORDINANCE # _____</p> <p><input checked="" type="checkbox"/> OTHER: <u>Approval of Minutes</u></p>	<p><b>SUBJECT:</b> Consideration and action to approve minutes of the Regular Council Meeting held Tuesday, June 7, 2016.</p>
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<p><b>TO:</b> Mayor and Council</p>
<p><b>FROM:</b> Sharon Antes, City Clerk <i>sha</i></p>
<p><b>RECOMMENDATION:</b> Approve minutes from the June 7, 2016 Regular Council meeting.</p>
<p><b>PROPOSED MOTION:</b> I move to approve the minutes of the June 7, 2016 Regular Council Meeting as presented.</p>
<p><b>ATTACHMENTS:</b> Draft Minutes</p>

**DISCUSSION:** Draft minutes are attached for Council's review and approval.

**FISCAL IMPACT:** N/A

**DEPARTMENT LINE ITEM ACCOUNT:** N/A

**BALANCE IN LINE ITEM IF APPROVED:** N/A

Deputy City Manager/Finance Director:

*Robert Nilles for*      *6/17/16*  
Robert Nilles                      Date

Approved as to Form:

*Robert M. Hall*      *6/16/16*  
Robert M. Hall                      Date

City Manager:

*Spencer A. Isom*      *6/17/16*  
Dr. Spencer A. Isom                      Date

**WORK SESSION AND REGULAR MEETING OF THE COMMON COUNCIL  
OF THE CITY OF EL MIRAGE  
EL MIRAGE CITY COUNCIL CHAMBERS  
14010 N. EL MIRAGE ROAD  
6:00 PM - TUESDAY, JUNE 7, 2016**

**Minutes**

**I. ROLL CALL**

Present: Mayor Lana Mook, Vice Mayor Joe Ramirez, Councilmember Roy Delgado, Councilmember Bob Jones, Councilmember Jack Palladino, Councilmember Lynn Selby, Councilmember David Shapera

**II. CALL TO ORDER**

The meeting was called to order at 6:00 pm.  
Pledge of Allegiance  
Moment of Silence  
Silence Cell Phones & Pagers

**III. WORK SESSION**

**W1.** Work session to review the plant operations for the Fuel Processing Operators LLC (Pro-Petroleum) located at 1126 W. Olive Avenue, El Mirage, Arizona 85335. (Development & Community Services)

Development & Community Services Director/City Engineer Jorge Gastelum stated Council would be considering a Major Site Plan Amendment for Fuel Processing Operators, LLC (FPO) later in this meeting and prior to consideration, FPO wanted to explain their operation to Council. He then introduced FPO representatives present, Environmental Consultant Lynn Niewiadomski, VP of Operations Mike Mathers, and K-Engineering & Design Architect Nicole Lee. Ms. Niewiadomski began by stating that the objective of this workshop is to explain the operations of the FPO El Mirage Transmix Facility, give a project description, show the potential benefit to the City, and answer any questions. She described the site and explained that their operation processes transmix fuels which is commingled diesel, gasoline and jet fuel originating from pipelines that transport fuel to the Phoenix Valley. Those fuels are unusable without processing and the FPO facility receives transmix from Valley pipeline terminals, separates the transmix into usable diesel and gasoline, and then distributes the separated products to other facilities. This provides an uninterrupted pipeline delivery to the Valley. The proposed project will modify existing operations to allow for removal of sulfur from diesel fuel which will meet EPA's ultralow sulfur diesel (ULSD) specification. ULSD results in reduction of vehicle emissions but requires the installation of additional equipment to process. In addition, the project proposes to improve aesthetics of the area by installing architectural

screen walls along Olive Avenue and 121<sup>st</sup> Avenue and including attractive landscaping along Olive Avenue.

Councilor Delgado asked what type of fuels were being processed and was informed they process diesel and gasoline. He then asked about the tank capacity and was advised by Mr. Gastelum that tank capacity is 315K gallons; no new tanks are included in the Plan Amendment. Councilor Delgado asked if foam was available in case of fire and was informed by VP Mr. Mathers that there is not currently foam at the facility though there are fire monitors and water cannons; foam may be considered in the future. Councilor Delgado expressed his concern about fighting a fire and Mr. Mathers replied he would confer with their fire consultant and also stated he works closely with the El Mirage Fire Department who has conducted inspections in the past. Councilor Delgado also asked if there is a safety plan in place and was told there is and all personnel are trained.

Vice Mayor Ramirez asked if volume was being increased and Ms. Niewiadomski responded that volume would not be increased but the proposed plan will enable compliance to be achieved more efficiently. VM Ramirez asked for confirmation that the project would improve aesthetics along Olive Avenue and was assured that a wall and landscaping was part of the proposed plan.

Councilor Delgado asked if spill containment is currently adequate and meeting regulations and was advised by Ms. Niewiadomski that they have spill containment for worst case scenario and it is a combination of drainage systems at the loading rack, earth and soil berms around the tanks, and training best management practices that requires spill drills. They currently meet all required regulations.

Councilor Jones asked if the plant has been in operation for approximately twenty years and was told yes. He then asked if there were any safety violations during those twenty years. Ms. Niewiadomski stated there were no major violations or spills. Councilor Jones also inquired about the number of transports per day. Mr. Mather reported there are approximately 2,000 barrels (3,000 gallons) per load with 15 trucks in and 15 trucks out.

Mayor Mook asked how tall that wall will be and was told 8 feet high.

#### **IV. PRESENTATION**

- P1.** Presentation to Councilor Lynn Selby, recipient of the 2016 National Safety Operation Lifesaver F. Tom Roberts Memorial Volunteer Award for his rail safety education outreach efforts in Arizona. (Administration)

Mayor Mook introduced Mr. Doug Farler, State Coordinator for Arizona Operation Lifesaver. She stated Mr. Farler drove up from Tucson to present Councilor Lynn Selby with the Operation Lifesaver National F. Tom Roberts Memorial Volunteer Award.

Mr. Doug Farler reported that Operation Lifesaver provides education regarding safety around railroad tracks. He stated Mr. Selby volunteered five or six years ago to educate citizens about railroad safety and in that time he has presented to over 40,000 citizens of various groups. Mr. Selby was awarded the national award at an annual convention in May and this is to present him with the award before his peers in his home town. He has been an outstanding volunteer and Operation Lifesaver is fortunate to have him join their efforts in promoting railroad safety. Mr. Farler stated is honored to present the F. Tom Roberts Memorial Volunteer Award to such a well-deserving volunteer.

#### **V. CALL TO THE PUBLIC**

Citizens desiring to speak on a matter that IS NOT on this agenda may do so at this time. Comments shall be limited to three (3) minutes per person and shall be addressed to the City Council as a whole. At the conclusion of the Call to the Public, individual City Council Members may (1) respond to criticism made by those who have spoken; (2) direct staff to review or respond to the matter, and/or (3) direct that the matter be put on a future agenda.

No Public Comment Cards were presented.

#### **VI. CONSENT AGENDA**

All items listed under the Consent Agenda will be voted on with one motion. If discussion is desired regarding any Consent Agenda Item, that item will be removed from the Consent Agenda and voted on separately.

1. Consideration and action approving the minutes of the Regular Council Meeting held Tuesday, May 17, 2016. (City Clerk)
2. Consideration and action to approve the destruction of municipal documents that have reached the end of their retention period as authorized under A.R.S. §41-151.19. (City Clerk)
3. Consideration and action to adopt revised Financial Policies. (Finance)
4. Consideration and action to authorize the Deputy City Manager/Finance Director to make transfers as necessary for FY2015-16 to adjust fund and department balances to comply with annual audit. (Finance)
5. Consideration and action to authorize the Deputy City Manager/Finance Director to make budget adjustments for FY2016-2017 to adjust the balance of FY2015-16 carry forward projects. (Finance)

**Vice Mayor Ramirez moved to approve all items listed on the Consent Agenda as presented; seconded by Councilor Delgado. Motion carried unanimously (7/0).**

**VII. REGULAR AGENDA**

- A.** Public hearing, closure of public hearing, followed by consideration and action to approve a Major Site Plan Amendment to the Fuel Processing Operators LLC (Pro Petroleum) plant at 12126 W. Olive Avenue and authorize the City Manager to enter into a development agreement. (Development & Community Services)

Mayor Mook opened the Public Hearing

Development & Community Services Director/City Engineer Jorge Gastelum presented the Major Site Plan Amendment for Pro-Petroleum located at 12126 W. Olive Avenue. Mr. Gastelum described the site stating it is currently vacant and zoned Employment Industry (E/I) with a General Plan (GP) Land Use of Commerce/Industry Park. Pro-Petroleum is requesting a Major Site Plan Amendment to Industrial Use. Mr. Gastelum reviewed the landscape plan and reported City staff does not object to the application and recommends approval. There was a Planning & Zoning Commission public hearing on April 12, 2016 where no public comments were received. The P&Z Commission recommends approval with a 4-0 vote.

Resident Steve Gilliam asked whether Luke Air Force Base had been contacted to comment on flights that might be impacted by a fire at the facility. Mr. Gastelum reported this Major Site Plan Amendment was sent to Luke for their review and they had no concerns.

Mayor Mook closed the Public Hearing.

**Vice Mayor Ramirez moved to approve a Major Site Plan Amendment to the Fuel Processing Operators LLC (Pro Petroleum) plant at 12126 W. Olive Avenue and authorize the City Manager to enter into a development agreement; seconded by Councilor Delgado. Motion carried unanimously (7/0).**

- B.** Public hearing, closure of public hearing, followed by consideration and action to approve a Conditional Use Permit and Major Site Plan for the El Mirage Business Center & Storage facility at 10111 N. El Mirage Road. (Development & Community Services)

Mayor Mook opened the Public Hearing

Mr. Gastelum presented the Conditional Use Permit/Site Plan proposal for the El Mirage Business Center & Storage facility located at 10111 N. El Mirage Road. The site is 16.12 vacant acres zoned CP/EI with a land use of Industrial. The site

plan is provided for by the Commerce/Industrial Park portion of the General Plan and is compatible A.R.S. §28-8481 providing for compatibility with the 65 & 70 Ldn noise contour. Mr. Gastelum showed the site plan consisting of 1,456 sq. ft. of office space and 189,000 sq. ft. of storage space and presented the landscape plan and elevations as well. City staff has reviewed the request and has no objections to the proposal and recommends approval of the Conditional Use Permit and Site Plan. The Planning & Zoning commission held a public hearing on May 12, 2016; receiving no comments the Planning & Zoning Commission recommends approval with a 4-0 vote. Greg Cornell, Project Architect with Cornell Architecture, was present to answer questions.

Councilor Selby asked if the City receives rental tax on this type of facility and was advised by Mr. Gastelum that the City does receive 3% rental tax.

Councilor Shapera asked what kind of signage will there be on El Mirage Road and Mr. Gastelum responded that signs are not included in this proposal and will be a separate submission according to City Code.

Vice Mayor Ramirez inquired about the type of walls and Mr. Gastelum reported block walls will be constructed on 121<sup>st</sup> Avenue and along Cheryl Drive; also there will be landscaping and parking spaces along the frontage adjacent to El Mirage Road.

Resident Steve Gilliam asked if the City has any control on what can be stored in the storage facility and Mr. Gastelum responded yes that storage content is controlled through City Code.

Mayor Mook closed the Public Hearing.

**Vice Mayor Ramirez moved to approve a Conditional Use Permit and Major Site Plan for the El Mirage Business Center & Storage facility at 10111 N. El Mirage Road; seconded by Councilor Delgado. Motion carried unanimously (7/0).**

C. Public hearing, closure of public hearing, followed by consideration and action to approve a Site Plan for a Burger King restaurant with a drive-through facility at 13775 N. Dysart Road. (Development & Community Services)

Mayor Mook opened the Public Hearing.

Mr. Gastelum presented a site plan approval for a Burger King restaurant to be located at 13775 N. Dysart Road on 1.15 acres with commercial buildings in Urban Corridor (UC) zoning. Land use would be commercial in The Neighborhoods portion of the General Plan. Mr. Gastelum reviewed the site plan and elevation drawings for a 3,237 sq. ft. restaurant with a drive-through facility. City staff has reviewed and has no objections to the proposal and recommends

approval of the Site. The Planning & Zoning Commission held a Public Hearing on May 12, 2016 with no public comments received and the Commission recommends approval with a 4-0 vote. Michael Bustamante, Project Manager for One Architecture, was present to answer any questions.

Councilor Shapera asked a number of questions that were answered by Mr. Shane Barnett, partner in the franchise: 1) is the land being leased? Answer – no, the land is being purchased, 2) will there be litter containment? Answer – yes, they hire a person whose sole and specific full time responsibility is to police and maintain the property and surrounding area. Additionally, all managers are required to walk the property every 20 minutes and keep the entire area clean, 3) is there a filtration system to control odor? Answer – yes, they have filters within the hoods and fryers for grease collection daily and filters in the air conditioners as well, 4) where will the dumpster be located? Answer – Mr. Barnett indicated on the area map and advised the area would be enclosed, 5) will there be signage? Answer - per City requirements signage would be submitted and considered separately at a later date, and 6) will they be open 24 hours? Answer – no.

Councilor Delgado asked what the hours of operation would be and Mr. Barnett responded Monday – Thursday from 6:00 am to 10:00 pm with the drive-through open until 11:00 pm, Friday – Saturday from 6:00 am to 11:00 pm with the drive-through open until midnight, and Sunday from 7:00 am to 11:00 pm. Councilor Delgado asked if the night time lighting would have an impact on neighboring residences and Mr. Gastelum reported the lighting will meet all requirements to minimize an potential adverse impact.

Vice Mayor Ramirez commented he was thankful they were locating closer to where he lived and thanked them for coming to this part of El Mirage.

Mayor Mook thanked them for a second Burger King restaurant in El Mirage.

Resident Steve Gilliam asked if public safety would be up-to-date as far as cameras/surveillance equipment is concerned and was advised by Mr. Barnett that there will be 16 cameras around the property and they work closely with the Police Department.

Councilor Delgado asked whether Regional Manager Eric Tahata will be at this restaurant as well as the one on Olive Avenue and El Mirage Road and Mr. Barnett confirmed that he would also be working this restaurant as well.

Mayor Mook closed the Public Hearing.

**Vice Mayor Ramirez moved to approve a Site Plan for a Burger King restaurant with a drive-through facility at 13775 N. Dysart Road; seconded by Councilor Delgado. Motion carried unanimously (7/0).**

- D.** Consideration and action to authorize the City Manager to enter into a contract with Redhawk Solutions LLC for traffic signal maintenance and repair in an amount not to exceed \$50,000 annually. (Public Works)

Acting Public Works Director Nick Russo presented the annual traffic signal maintenance contract. The City is currently responsible for operation of 12 signalized intersections, four school zone flashers and two fire station flashers. This contract covers routine maintenance/repair on all signal devices and is on-call in the event of emergencies. The formal bid process was followed with Redhawk Solutions as the successful bidder. The contract price is a not-to-exceed amount of \$50,000 annually with unit pricing included. The contract term is July 1, 2016 through June 30, 2019 with two negotiable extension years optional following the initial term. Mr. Michael Wendtland from Redhawk Solutions was present to answer questions.

Mayor Mook commented she thought this contract was less expensive than the previous contract and Mr. Russo confirmed that was true.

Councilor Shapera asked a number of questions about this proposal: 1) what is the monthly cost of the contract if there are hourly rates also listed? Answer – Mr. Russo explained there is a monthly preventative service charge in the contract and the hourly rate would apply to any emergency situations, 2) there was an item in the bid where Redhawk bid \$300 and the competitor bid \$11,100 on the same item, why such a huge difference? Answer - Mr. Russo replied that without consulting with the competitor, he believed their estimator simply misunderstood the bid product, 3) is the certified traffic electrician designation an official title or a trade name? Answer - there is such a designation from the Transportation Board for traffic signals.

Councilor Delgado asked if the contract requires a time frame for response to problems or emergencies and Mr. Russo stated the contract stipulates they are to respond within four hours. He also asked if that response time was 24/7 and Mr. Russo confirmed yes, 24/7.

Councilor Jones asked if they have an average response time and Mr. Wendtland reported they would be responding from the Deer Valley Area so it would be approximately a 45-minute drive time, and possibly longer if coming from a residence during evenings.

Councilor Shapera stated PD had the ability to put the signal on flash during a problem and Mr. Russo confirmed that there is that option and ability to put the signal on manual flash; Council Shapera stated that could help with the response time as well.

**Vice Mayor Ramirez moved to authorize the City Manager to enter into a contract with Redhawk Solutions LLC for traffic signal maintenance and repair in an amount not to exceed \$50,000 annually; seconded by Councilor Delgado. Motion carried unanimously (7/0).**

- E. Consideration and action to hold a public hearing to permit any taxpayer to be heard in favor of or against any proposed expenditure or tax levy. (Finance)**

Finance Director Robert Nilles stated the information for this item is the same as previously presented in workshops and for the FY 2016/17 Tentative Budget approval. Some highlights he covered were the fact that this budget process assists the City with its bond rating enabling an upgrade to AA- and preserving the \$6M reserve is a key factor in maintaining that bond rating. Utility rates have not increased for the past three years under the Council's 5-year commitment of no utility rates, and this has positioned the City in a very competitive position with other communities in the Valley. El Mirage is actually below average for combined water and sanitation bills. This year the Primary and Secondary Property Tax levy will remain flat. Primary Property taxes are dedicated to pay for the Police and Fire public services and the Secondary Property Taxes are 100% voter authorized to pay down debt and for capital projects. The combined tax rate is dropping from \$3.84 to \$3.78 for this year. The FY 2016/17 budget is set at \$90,652,000.

**Vice Mayor Ramirez moved to hold a public hearing to permit any taxpayer to be heard in favor of or against any proposed expenditure or tax levy; seconded by Councilor Delgado. Motion carried unanimously (7/0).**

Mayor Mook opened the Public Hearing

- F. Consideration and action to convene in a Special Meeting to finally determine and adopt estimates of proposed expenditures pursuant to A.R.S. §42-1710. Adoption of budget. (Finance)**

**Vice Mayor Ramirez moved to convene into a Special Meeting to finally determine and adopt estimates of proposed expenditures pursuant to A.R.S. §42-1710 Adoption of budget; seconded by Councilor Delgado. Motion carried unanimously (7/0).**

**SPECIAL MEETING OF THE COMMON COUNCIL  
OF THE CITY OF EL MIRAGE  
EL MIRAGE CITY COUNCIL CHAMBERS  
14010 N. EL MIRAGE ROAD  
TUESDAY, JUNE 7, 2016**

## G. SPECIAL MEETING AGENDA

**SPI.** Consideration and action to finally determine and adopt the FY 2016/17 proposed spending limitation and budget pursuant to Resolution R16-06-15. (Finance)

Resident Steve Gilliam questioned why taxes are the same for properties in an HOA versus in a non-HOA when the HOA maintains their common areas; is this difference considered when assessing property values to determine property taxes?

Mayor Mook noted that the City does not assess property values rather, that is a function of Maricopa County. Mr. Nilles added that this Council took action approximately five years ago to stipulate that Primary Property Taxes would only be used to support Police and Fire operations specifically. The Secondary Property Taxes are 100% voter authorized and is used to pay off debt authorized by the voters, such as capital projects like streets, public safety facilities or major parks for the City.

Dr. Isom stated the budget process is now familiar and the benefits of the Council's guidance in estimating conservatively and spending judiciously are reaping benefits.

Mayor Mook closed the Public Hearing.

**Vice Mayor Ramirez moved to finally determine and adopt the FY 2016/17 proposed spending limitation and budget pursuant to Resolution R16-06-15; seconded by Councilor Delgado. Motion carried unanimously (7/0).**

**H.** Consideration and action to close the Special Meeting and reconvene into Regular session. (Finance)

**Vice Mayor Ramirez moved to close the Special Meeting and reconvene into Regular Session; seconded by Councilor Delgado. Motion carried unanimously (7/0).**

## VIII. CITY MANAGER SUMMARY OF CURRENT EVENTS

The City Council may not act upon any matter in the City Manager's summary but may have general comment or questions.

Dr. Isom announced there will be a Fire Department Promotion Ceremony on June 23, 2016, at 10:30 am at the Fire Station. Lunch will be served immediately following the ceremony and he noted this would be a great opportunity to visit with the Firefighters. Firefighters to be recognized are David Cleveland, Joseph Fusco, Jeffrey Kinkade, Joseph Rivera, Chris Richardson and Darrell Tirpak.

**IX. MAYOR’S COMMENTS and COUNCIL SUMMARY OF CURRENT EVENTS**

The Mayor and City Council may not discuss or act upon any matter in the summary unless the specific matter is properly noticed for legal action.

Vice Mayor Ramirez stated there is a need to review the Dysart Ranchettes irrigation system as some of the irrigation areas are not being maintained and Code Enforcement needs to cite property owners. Dr. Isom reported staff is aware of this complicated and historical issue and is working on an assessment to come up with a viable solution. Nick Russo is the contact for this project that also includes Engineering, Council, City Clerk and Code Enforcement in the research and discussions.

Councilor Shapera thanked Mr. Doug Farler for coming to the meeting to make his award presentation to Councilor Selby.

**X. ADJOURNMENT**

The meeting was adjourned at 7:15 pm.

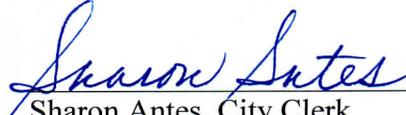
\_\_\_\_\_  
Lana Mook, Mayor

Attest:

\_\_\_\_\_  
Sharon Antes, City Clerk

\_\_\_\_\_  
Robert Hall, City Attorney

I hereby certify the aforementioned minutes are a true and accurate record of the Regular El Mirage City Council Meeting held on Tuesday, June 7, 2016 and a quorum was present.

  
\_\_\_\_\_  
Sharon Antes, City Clerk

**REQUEST FOR COUNCIL ACTION**

<p><b>DATE SUBMITTED:</b> 06/13/2016</p> <p><b>DATE ACTION REQUESTED:</b> 06/21/2016</p> <p><input type="checkbox"/> REGULAR <input checked="" type="checkbox"/> CONSENT</p>	<p><b>TYPE OF ACTION:</b></p> <p><input type="checkbox"/> RESOLUTION # _____</p> <p><input type="checkbox"/> ORDINANCE # _____</p> <p><input checked="" type="checkbox"/> OTHER: Contract consideration and purchase</p>	<p><b>SUBJECT:</b> Consideration and action to authorize the City Manager to enter into various Public Works sole source, State covered, or cooperative purchasing FY 2016-17 contracts.</p>
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<p><b>TO:</b> Mayor and Council</p>
<p><b>FROM:</b> Nick Russo, Acting Public Works Director</p>
<p><b>RECOMMENDATION:</b> Approve Council authorization for the City Manager to enter into contracts according to the attached list of vendors and to exercise future contract extensions in the amounts listed.</p>
<p><b>PROPOSED MOTION:</b> I move to approve the City Manager to enter into contracts as presented.</p>
<p><b>ATTACHMENTS:</b> Vendor list, (contracts on file in the City Clerk's office)</p>

**DISCUSSION:** Public Works (PW) seeks opportunities to utilize State or Municipal contracts to reduce the cost of solicitations and to save money by larger volume contracts. PW makes numerous purchases throughout the year to achieve their role. There are routine goods and services contracts that exceed \$30K annually, requiring Council approval. The attached list of vendors are contracts that have been bid and approved through other governmental organizations and provide a cooperative clause, or are sole source, which meets the City's Purchasing Code, Section §30.23, for qualifying bid requirements. This request is to provide the City Manager the authority to enter into the necessary contracts, as well as future contract extensions, with these vendors to allow PW to continue performing their duties and ensure there are no service disruptions to the community.

**FISCAL IMPACT:** Money is budgeted in the FY 16/17 budget.

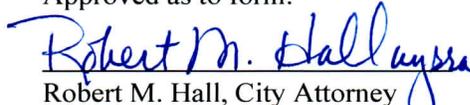
**DEPARTMENT LINE ITEM ACCOUNT:** See attachment.

**BALANCE IN LINE ITEM IF APPROVED:** N/A

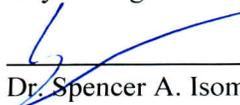
Finance Director:

  
Robert Nilles 6/17/16  
Date

Approved as to form:

  
Robert M. Hall, City Attorney 6/16/16  
Date

City Manager:

  
Dr. Spencer A. Isom 6/17/16  
Date

**List of Requested Contract Approvals - June 21, 2016 Council Meeting**

Vendor	Division	GL Account	\$ Amount	PO Total	Amount not to Exceed	Multi-year Approval	Purpose	Contract #	Contract Exp. Date
Weber Water Resources	Water	53-403-313	28,000.00	92,000.00	92,000.00		Miscellaneous electrical repairs	City of Chandler #WA5-936-3480	6/30/2017
	Wastewater	54-400- 313	25,000.00				Miscellaneous electrical repairs		
	Wastewater	54-400- 256	39,000.00				Miscellaneous electrical repairs		
Purolite	Water	53-403-255	90,000.00	90,000.00	90,000.00		Arsenic removal for drinking water	Sole source	N/A
Hill Brothers	Water	53-403-222	7,000.00	102,500.00	104,000.00		Disinfection of water	City of Chandler # MU4-885-3350	6/30/2017
	Wastewater	54-400-222	95,500.00				Disinfection of effluent water		
JCH	Wastewater	54-400-256	35,000.00	115,000.00	165,000.00		Miscellaneous submersible pump reparis	Sole source	N/A
	Wastewater	54-400-617	80,000.00				Pump Replacement - CIP		
SNF Polydyne Inc	Wastewater	53-403-222	40,000.00	40,000.00	50,000.00		Chemical for wastewater treatment	City of Chandler # MU4-885-3350	6/30/2017
OTTO Environmental Systems	Sanitation	52-400-223	45,000.00	45,000.00	47,000.00		Trash Containers	HGAC # 09-2086	Evergreen

**REQUEST FOR COUNCIL ACTION**

<p><b>DATE SUBMITTED:</b> 06/13/2016</p> <p><b>DATE ACTION REQUESTED:</b> 06/21/2016</p> <p><input type="checkbox"/> REGULAR <input checked="" type="checkbox"/> CONSENT</p>	<p><b>TYPE OF ACTION:</b></p> <p><input checked="" type="checkbox"/> RESOLUTION # R16-06-16</p> <p><input type="checkbox"/> ORDINANCE # _____</p> <p><input type="checkbox"/> OTHER: _____</p>	<p><b>SUBJECT:</b> Consideration and action to adopt Resolution R16-06-16 setting miscellaneous fees and service charges.</p>
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<p><b>TO:</b> Mayor and Council</p>
<p><b>FROM:</b> Robert Nilles – Deputy City Manager/Finance Director <i>RS by the</i></p>
<p><b>RECOMMENDATION:</b> Approve adoption of Resolution R16-06-16 setting miscellaneous fees and service charges.</p>
<p><b>PROPOSED MOTION:</b> I move to adopt Resolution R16-06-16 as presented.</p>
<p><b>ATTACHMENTS:</b> Resolution R16-06-16; FY2016-17 Proposed Fee Schedule</p>

**DISCUSSION:** Two fees listed in the FY2016-17 miscellaneous fee schedule are recommended to be reduced from the FY2015-16 miscellaneous fee schedule; (1) reduce vendor fees at Gateway Park to \$20 from \$45 to be consistent with the vendor fees at Gentry Park; (2) reduce the Community Garden Farmer’s Market space rental fee from \$25 to \$20 to be consistent with other special event vendor fees. These changes were inadvertently omitted from the fee schedule included in the FY2016-17 Final Budget.

**FINANCIAL IMPACT:** N/A

**DEPARTMENT LINE ITEM ACCOUNT:** N/A

**BALANCE IN LINE ITEM IF APPROVED:** N/A

Deputy City Manager/Finance Director:

*Robert Nilles for*  
Robert Nilles \_\_\_\_\_  
Date 6/17/16

Approved as to form:

*Robert M. Hall*  
Robert M. Hall, City Attorney \_\_\_\_\_  
Date 6/16/16

City Manager:

*Dr. Spencer A. Isom*  
Dr. Spencer A. Isom \_\_\_\_\_  
Date 6/17/16

City Of El Mirage, AZ  
 Exhibit - A - Comprehensive Fee Schedule  
 Effective July 1, 2016

LEGEND		RED FONT = PROPOSED NEW/CHANGED FEE		
FEE TYPE	DESCRIPTION	UNIT OF MEASURE	FY2015-16	FY2016 -17 Final
<b>GENERAL FEES</b>				
<b>COPIES</b>				
	Black and White			
	8.5 x 11	Per Page	\$0.50	\$0.50
	8.5 x 14	Per Page	\$0.75	\$0.75
	11 x 17	Per Page	\$0.90	\$0.90
	Color			
	8.5 x 11	Per Page	\$1.00	\$1.00
	8.5 x 14	Per Page	\$1.50	\$1.50
	11 x 17	Per Page	\$1.80	\$1.80
	Paper Copy of Annual Budget	Each	\$75	\$75
	Paper Copy of Comprehensive Annual Financial Report (CAFR)	Each	\$50	\$50
	Paper Copy of Annual Capital Improvement Plan	Each	\$25	\$25
<b>MISCELLANEOUS</b>				
	Non-Sufficient Funds Check	Each	\$25	\$25
	Notary Public	Per Signature	\$2	\$2
	Standard Hourly Rate - Research	Per Hour	\$60	\$60
<b>LICENSE FEES</b>				
	Business License	Annual	\$100	\$100
	City Sales Tax Permit	Annual	\$15	\$15
	Massage Therapist License	Annual	\$2,000	\$2,000
	Mining License	Annual	\$2,000	\$2,000
	Commercial Rental Property	Annual	\$100	\$100
	Residential Rental Property	Annual	\$0	\$0
	Residential Rental Property (each additional)	Annual	\$0	\$0
	Sexually Oriented Business	Annual	\$2,000	\$2,000
	Special Events	Per Event	\$65	\$65
	Change/Update Bus. License	As Needed	\$25	\$25
	Delinquent Fee	As Needed	10% of license	10% of license
	Peddler's License	Per Quarter/Annual	\$25/\$100	\$25/\$100
	Liquor License	Each	Same amount as AZ Department of Liquor Fees	Same amount as AZ Department of Liquor Fees
<b>CITY SALES TAX RATES</b>				
	Retail Sales	Per \$1 Transacted	3%	3%
	Restaurant/Bar	Per \$1 Transacted	3%	3%
	Lodging	Per \$1 Transacted	5%	5%
	Utilities	Per \$1 Transacted	3%	3%
	Telecomm	Per \$1 Transacted	3%	3%
	Contracting	Per \$1 Transacted	3%	3%
	Use Tax	Per \$1 Transacted	3%	3%
<b>CLERK</b>				
	Public Record Requests	Per Page	\$0.50	\$0.50
	Public Record Requests - recording	Each	\$10	\$10
	Agenda Subscription	Each	\$60	\$60
	Regular/Special Council Meeting Minutes	Each	\$120	\$120
	Appeal - Notice of Violation	Each	\$10	\$10
	Pro/Con Argument Submissions for Election Publicity Pamphlets	Each	\$75	\$75

City Of El Mirage, AZ  
Exhibit - A - Comprehensive Fee Schedule  
Effective July 1, 2016

LEGEND		RED FONT = PROPOSED NEW/CHANGED FEE		
FEE TYPE	DESCRIPTION	UNIT OF MEASURE	FY2015-16	FY2016 -17 Final
<b>RENTAL FEES</b>				
<b>COMMUNITY GARDEN</b>				
	Garden Box 17' x 4'	Annual/Each	\$40	\$40
	Garden Box 17' x 8'	Annual/Each	\$80	\$80
	Farmer's Market Space Rental (10' x 10')	Each	\$25	\$20
<b>RAMADAS</b>				
	Charged to the general public for use of Ramada space at designated times.		Residents \$15/\$30/\$50 Non-Resident \$30/\$60/\$100	Residents \$15/\$30/\$50 Non-Resident \$30/\$60/\$100
	Reservation and Cleanup Deposit	Per Hour Each	\$150	\$150
<b>SPORTS FIELDS</b>				
	Charged to the general public/groups/organizations for guaranteed playing space.		Residents \$30 Non-Residents \$60 With Lights Add \$25	Residents \$30 Non-Residents \$60 With Lights Add \$25
	Reservation and Cleanup Deposit	Per Hour Each	\$150	\$150
<b>CONTRACTED SERVICE FEES (CLASSES)</b>				
	These percentage fees are charged to organizations for use of city facilities and parks.	20%-30% of registration fee	Varies depending on enrollment	Varies depending on enrollment
<b>FACILITIES</b>				
<b>FIRE TRAINING ROOM</b>				
	Supervision/Personnel	Per Hour	Resident - \$50 Non-Resident \$100	Resident - \$50 Non-Resident \$100
	Reservation & Cleanup Deposit	Per Hour Each	\$50 \$200	\$50 \$200
<b>POLICE TRAINING ROOM</b>				
	Supervision/Personnel	Per Hour	Resident - \$50 Non-Resident \$100	Resident - \$50 Non-Resident \$100
	Reservation & Cleanup Deposit	Per Hour Each	\$50 \$200	\$50 \$200
<b>SENIOR CENTER</b>				
	Main Room	Per Hour	Resident - \$50 Non-Resident \$100	Resident - \$50 Non-Resident \$100
	Multi-purpose South Room	Per Hour	Resident - \$35 Non-Resident \$85	Resident - \$35 Non-Resident \$85
	Classroom Only	Per Hour	Resident - \$25 Non-Resident \$75	Resident - \$25 Non-Resident \$75
	Kitchenette (with room or center rental)	Per Hour	Resident - \$10 Non-Resident \$20	Resident - \$10 Non-Resident \$20
	Supervision/Personnel	Per Hour	\$50	\$50
	Reservation & Cleanup Deposit	Each	\$200	\$200
<b>WAYFINDING SIGNS</b>				
	Initial Fee	Per Placard	\$500	\$500
	Renewal Fee	Annually Per Placard	\$250	\$250

City Of El Mirage, AZ  
Exhibit - A - Comprehensive Fee Schedule  
Effective July 1, 2016

LEGEND		RED FONT = PROPOSED NEW/CHANGED FEE		
FEE TYPE	DESCRIPTION	UNIT OF MEASURE	FY2015-16	FY2016 -17 Final
<b>SPECIAL EVENT FEES</b>				
<b>GENTRY PARK</b>				
	Vendor Participation	Each	\$20	\$20
	Copper Sponsor	Each	\$45	\$45
	Bronze Sponsor	Each	\$100	\$100
	Silver Sponsor	Each	\$200	\$200
	Gold Sponsor	Each	\$375	\$375
	Platinum Sponsor	Each	\$750	\$750
	Presenting Sponsor	Each	\$1,500	\$1,500
<b>GATEWAY PARK</b>				
	Vendor Participation	Each	\$45	\$20
	Copper Sponsor	Each	\$85	\$85
	Bronze Sponsor	Each	\$200	\$200
	Silver Sponsor	Each	\$400	\$400
	Gold Sponsor	Each	\$750	\$750
	Platinum Sponsor	Each	\$1,500	\$1,500
	Presenting Sponsor	Each	\$3,000	\$3,000
<b>FIRE FEES</b>				
<b>OPERATIONAL PERMITS</b>				
	Aerosol products	Annual	\$0	\$0
	Aviation Facilities	Annual	\$0	\$0
	Amusement Buildings	Per Submittal	\$150	\$150
	Battery Systems	Each	\$50	\$50
	Carnivals & Fairs	Per Submittal	\$200	\$200
	Cellulose Nitrate Film	Annual	\$0	\$0
	Combustible Fiber Storage	Annual	\$0	\$0
	Combustibles-use/storage/manufacture	Annual	\$50	\$50
	Compressed Gases	Annual	\$0	\$0
	Covered Mall Buildings	Annual	\$0	\$0
	Cryogenic Fluids	Annual	\$0	\$0
	Cutting & Welding	Annual	\$50	\$50
	Dry Cleaning Plants	Annual	\$0	\$0
	Exhibits & Trade Shows	Annual	\$200	\$200
	Explosives	Per Submittal	\$50	\$50
	Fire Hydrants/Valves Operation or Use	Per Submittal	\$50	\$50
	Fire Protection Contractor	Annual	\$0	\$0
	Flammable/Combustible Liquids (storage, handle, use)	Annual	\$250	\$250
	Floor Finishing	Annual	\$50	\$50
	Fruit Ripening	Annual	\$0	\$0
	Fumigation/Thermal Insecticidal Fogging	Per Submittal	\$0	\$0
	Gases-use/storage/manufacture	Annual	\$50	\$50
	Hazardous Materials	Annual		
	Group 1	Annual	\$100	\$100
	Group 2	Annual	\$200	\$200
	Group 3	Annual	\$300	\$300
	Hazardous Production Material Facility	Annual	\$0	\$0
	High Piled Combustible Storage	Annual	\$50	\$50
	Hot Work Operations	Per Submittal	\$50	\$50
	Industrial Ovens	Annual	\$50	\$50
	LPG Storage, use, handle, dispense	Annual	\$50	\$50
	LPG Exchange Station	Annual	\$50	\$50
	Magnesium Working	Annual	\$0	\$0
	Misc. Combustible storage >2,500 cu. Ft.	Annual	\$0	\$0
	Open Burning	Per Submittal	\$50	\$50
	Open Flames	Per Submittal	\$50	\$50
	Organic coatings	Annual	\$0	\$0
	Places of Public Assembly	Annual	\$0	\$0
	Pyrotechnic Special Effects	Per Submittal	\$300	\$300
	Pyroxylin Plastics	Annual	\$0	\$0
	Refrigeration Equipment	Annual	\$50	\$50
	Repair garages & Motor Fuel dispensing Facilities	Annual	\$50	\$50
	Rooftop Heliports	Annual	\$0	\$0
	Spraying or Dipping Operations	Annual	\$50	\$50
	Storage of Scrap Tires & By Products	Annual	\$50	\$50
	Temporary Membrane Structures & Canopies	Per Submittal	\$80	\$80
	Tire Rebuilding Plants	Annual	\$50	\$50
	Waste handling	Annual	\$50	\$50
	Storage of Wood Products >200 Cu. Ft.	Annual	\$50	\$50

City Of El Mirage, AZ  
 Exhibit - A - Comprehensive Fee Schedule  
 Effective July 1, 2016

**LEGEND**

RED FONT = PROPOSED NEW/CHANGED FEE

FEE TYPE	DESCRIPTION	UNIT OF MEASURE	FY2015-16	FY2016 -17 Final
<b>CONSTRUCTION PERMITS</b>				
	Automatic Fire extinguishing Systems	Per Submittal	\$375	\$375
	Battery Systems	Per Submittal	\$50	\$50
	Compressed gases	Per Submittal	\$250	\$250
	Fire Alarm Systems			
	New Installs:	Per Submittal		
	5,000 square feet or less	Per Submittal	\$300	\$300
	5,001 - 10,000 square feet	Per Submittal	\$400	\$400
	10,001 - 50,000 square feet	Per Submittal	\$500	\$500
	50,001 - 100,000 square feet	Per Submittal	\$700	\$700
	100,000 - 150,000 square feet	Per Submittal	\$1,000	\$1,000
	Over 150,000 square feet	Per Submittal	\$1,500	\$1,500
	Modifications:	Per Submittal		
	1 - 5 devices	Per Submittal	\$100	\$100
	6 - 20 devices	Per Submittal	\$150	\$150
	21 - 50 devices	Per Submittal	\$200	\$200
	Over 50 devices	Per Submittal	\$300	\$300
	Replacement:	Per Submittal		
	New Contol Panel	Per Submittal	\$150	\$150
	Other	Per Submittal	\$150	\$150
	Fire Sprinkler Systems 13 & 13R			
	New Installs:			
	5,000 square feet or less	Per Submittal	\$300	\$300
	5,001 - 10,000 square feet	Per Submittal	\$400	\$400
	10,001 - 50,000 square feet	Per Submittal	\$500	\$500
	50,001 - 100,000 square feet	Per Submittal	\$700	\$700
	100,000 - 150,000 square feet	Per Submittal	\$1,000	\$1,000
	Over 150,000 square feet	Per Submittal	\$1,500	\$1,500
	Modifications:			
	1 - 5 devices	Per Submittal	\$100	\$100
	6 - 20 devices	Per Submittal	\$150	\$150
	21 - 50 devices	Per Submittal	\$200	\$200
	Over 50 devices	Per Submittal	\$300	\$300
	Fire Sprinkler System - Residential			
	New Install or Modification	Per Submittal	\$100	\$100
	Alternative Suppression Systems			
	New:			
	Water/Foam/CO2/Clean Agent etc.	Each	\$200	\$200
	Commercial Cooking:			
	Initial	Each	\$150	\$150
	Additional	Each	\$75	\$75
	Modifications	Each	\$100	\$100
	Fire Pump:			
	New	Per Submittal	\$500	\$500
	Modification/Replacement	Per Submittal	\$100	\$100
	Private Fire Protection Systems:			
	New	Per Submittal	\$200	\$200
	Modification (includes fire lines)	Per Submittal	\$100	\$100
	Fire Flow test	Per Request	\$100	\$100
	Fire Department Permanent Access:			
	New:			
	Fire Lane Markings		\$50	\$50
	Address Directory		\$50	\$50
	Automatic Access Gates		\$100	\$100
	Manual Access Gates		\$50	\$50
	Walk thru Access Gates		\$50	\$50
	Install Knox Box		No Charge	No Charge
	Modifications:			
	To Any Listed Above		\$100	\$100
	Access Roads		\$100	\$100
	Flammable/Combustible Liquids Above			
	Ground Tanks:	Per Submittal	\$360	\$360
	New Install:			
	First Tank	Each	\$250	\$250
	Additional Tanks	Each	\$100	\$100
	Modification	Per Submittal	\$100	\$100
	New Fuel Tank:			
	Up to 120 Gallons	Each	\$100	\$100
	Over 120 Gallons	Each	\$100	\$100
	Removal:	Each		
	First Tank	Each	\$200	\$200
	Additional Tanks	Each	\$100	\$100
	Hazardous Materials			
	Inventory Sheet Assessment (1 hour min.)	Per Review		
	Management Plan Assessment (1 hour	Per Review		
	New - HazMat container or process	Per Review	\$200	\$200
	Each Additional	Per Review	\$100	\$100
	Hazardous Materials	Per Submittal	\$211	\$211
	Industrial ovens	Each	\$50	\$50
	LP- Gas	Per Tank		
	New Install - For Exchange	Each	\$100	\$100
	New Install - Stored for Use or Sale	Each	\$100	\$100
	New - LP Gas System	Per Submittal	\$300	\$300
	Residential Pool/Spa	Per Submittal	\$50	\$50

City Of El Mirage, AZ  
Exhibit - A - Comprehensive Fee Schedule  
Effective July 1, 2016

**LEGEND**

RED FONT = PROPOSED NEW/CHANGED FEE

FEE TYPE	DESCRIPTION	UNIT OF MEASURE	FY2015-16	FY2016 -17 Final
	Spraying or Dipping Operations	Per Booth		
	New Install -Room/Booth/Tank	Each	\$250	\$250
	Modification	Per Submittal	\$100	\$100
	Compressed Gases			
	New Install			
	Under 400 lbs	Each	\$150	\$150
	Over 400 lbs	Each	\$300	\$300
	Modification	Per Submittal	\$100	\$100
	Other Permit Fees			
	High Piled Storage Review	Per Submittal	\$100	\$100
	Firefighter Air System (FAS)	Per Submittal	\$300	\$300
	Standpipe Systems	Per Submittal	\$50	\$50
	Temporary Membrane Structures & Canopies	Per Submittal	\$80	\$80
<b>MISCELLANEOUS FEES</b>	False Alarms			
		After 2nd	\$150	\$150
		After 5th	\$340	\$340
		After 9th	\$700	\$700
	Advanced Life Support Transports	Per Incident	\$84	\$84
	CPR Fees	Per Class	Resident: \$10 Non-Resident: \$36	Resident: \$10 Non-Resident: \$36

**GIS DATA**

Citywide GIS Data	Per Data Set	\$65	\$65
Maps:			
8.5 x 11	Each	\$2	\$2
11 x 17	Each	\$4	\$4
18 x 24	Each	\$10	\$10
24 x 36	Each	\$20	\$20
36 x 48	Each	\$40	\$40

**COMMUNITY DEVELOPMENT**

Address Assignment	Per Request	\$50	\$50
Administrative Appeal	Per Appeal	\$100	\$100
Annexation/Deannex	Per Annexation	\$1,500	\$1,500
Appeal to P&Z/Council	Per Appeal	\$1,000	\$1,000
Comp Sign Package	Per Request	\$1,000	\$1,000
Conditional Use Permit	Per Request	\$1,450	\$1,450
Continuance Request	Per Continuance	\$250	\$250
Development Agreement	Per Request	All Legal Costs	All Legal Costs
Final Plat	Per Plat	\$1,000+10/lot	\$1,000+10/lot
General Plan Amend [Maj]	Per Request	\$1,500	\$1,500
General Plan Amend [min]	Per Request	\$1,000	\$1,000
Group Home Request	Per Request	\$200	\$200
Landscaping Review	Per Sheet	\$200	\$200
Map Amendment - C	Per Request	\$1,500	\$1,500
Map Amendment - I	Per Request	\$1,500	\$1,500
Map Amendment - R	Per Request	\$1,500	\$1,500
PAD Amendment [M]	Per Request	\$1,000	\$1,000
PAD Amendment [m]	Per Request	\$500	\$500
PAD Overlay & Plan	Per Request	\$1,500	\$1,500
Planner Consultation	Per 1/2 Hour	\$50	\$50
Pre-Application	Per Request	\$500	\$500
Preliminary Plat	Per Plat	\$1,000+10/lot	\$1,000+10/lot
Site Plan Amend [M]	Per Request	\$1,000	\$1,000
Site Plan Amend [m]	Per Request	\$500	\$500
Site Plan Review	Per Request	\$1,450	\$1,450
Street Name Change	Per Request	\$1,000-\$1,500	\$1,000-\$1,500
Subdivision Variance	Per Request	\$1,000 each	\$1,000 each
Temporary Use Permit	Per Request	\$100	\$100
Zoning Text Amendment	Per Request	\$1,500	\$1,500
Zoning Certification	Per Request	\$100	\$100
Zoning Variance [R/C]	Per Request	\$250/\$1,000	\$250/\$1,000

City Of El Mirage, AZ  
Exhibit - A - Comprehensive Fee Schedule  
Effective July 1, 2016

**LEGEND**

RED FONT = PROPOSED NEW/CHANGED FEE

FEE TYPE	DESCRIPTION	UNIT OF MEASURE	FY2015-16	FY2016 -17 Final
	<b>Accessory Structure &gt;120 Sq. Ft.(sheds)</b>		\$25	\$25
	<b>Certificate of Occupancy:</b>			
	C. of Completion (no Occupancy)	Per Building	\$50	\$50
	Temporary C/O	Each	\$200 first 30 day period	\$200 first 30 day period
			\$400- 31-60 Days	\$400- 31-60 Days
			\$ 1,000 -61-90 Days	\$ 1,000 -61-90 Days
	Commercial C/O	Per Building	\$200	\$200
	Residential	Per House	\$100	\$100
	Multi-Family	Per Building	\$100	\$100
	<b>Conversion of existing space to livable area-</b>			
	Residential only. See fees for commercial conversion		50% of Valuation Chart for R3 based on new area	50% of Valuation Chart for R3 based on new area
	Assessory Structures	Per Building	\$0	\$0
	Single Family Dwelling	Per House	\$0	\$0
	Commercial Bldg	Per Building	\$0	\$0
	<b>Demolition:</b>			
	Accessory		\$25	\$25
	SFD, Garage		\$150	\$150
	Com. Bldg		\$200	\$200
	<b>Electric Meter Clearance w/o repair</b>	Each	\$30	\$30
	<b>Electric/New Construction</b>	Each	\$50	\$50
			15% permit fee- Comm.	15% permit fee- Comm.
	<b>Flag Poles</b> over 30 feet	Each	\$25	\$25
	<b>Gas Line:</b> New	Each	\$50	\$50
	Repair Only	Each	\$30	\$30
	Gas Test/ Clearance only		\$30	\$30
	<b>Mechanical/New Construction</b>	Each	\$50 Res.	\$50 Res.
			15% permit fee- Comm.	15% permit fee- Comm.
	Repair		\$30	\$30
	Other Than Residential - New Unit		\$80	\$80
			25% of original permit fee	25% of original permit fee
	<b>Permit Extension</b>	Each		
	<b>Permit Expedited</b>	Each	2 x permit fee	2 x permit fee
	<b>Permit Expired</b>	Each	50% original permit \$50	50% original permit fee \$50
	<b>Plumbing Repair/ New Construction</b>	Each		
			15% permit fee- Comm.	15% permit fee- Comm.
	Repair		\$30	\$30
	<b>Pre-fabricated Structures:</b>			
	Mobile Home, Park Model>400 s.f.	Each	\$ 300 set up fee*	\$ 300 set up fee*
	Modular (Commercial)	Each	\$600 (+ MPE)*	\$600 (+ MPE)*
	Manufactured/ Factory built	Each	\$ 4.50 per lineal ft. (+MPE)*	\$ 4.50 per lineal ft. (+MPE)*
	Accessory garages, carports, storage	Each	\$ 100 set up fee	\$ 100 set up fee
	<b>*These fees are established by the Office of Manufactured Housing</b>			
	<b>Pools and Spas:</b>			
	In Ground pool	Each	\$300	\$300
	Spa (in ground)	Each	\$75	\$75
	Pool site review (std plans on file)	Each	\$50	\$50
	Semi-public pool site review	Each	\$100	\$100
	Review of Standard Plans		see review fees	see review fees
	Review w/o Std Plans on file		\$50	\$50
	<b>Relocation</b> of Building (inspect. Req'd)	Each	\$200 (+MPE fees)	\$200 (+MPE fees)
	<b>Stucco-</b> house or assessory structure	Each	\$30	\$30
	<b>Temporary Structures/Power:</b>			
	Temp. Construction trailer	Each	\$200	\$200
	Temp. Electrical/Generator	Each	\$100	\$100
	Temp. (over 60 days/cond.partial)	Each	\$1000 per bldg	\$1000 per bldg
	Tenant Improvement	Each	\$100 per suite	\$100 per suite
	<b>Water Heater:</b>			
	New or replacement	Each	\$30	\$30
	Solar	Each	Valuation or \$100 w/ std plans	Valuation or \$100 w/ std plans
	<b>Work Started w/o permits</b>		Double permit fee	Double permit fee

City Of El Mirage, AZ  
Exhibit - A - Comprehensive Fee Schedule  
Effective July 1, 2016

**LEGEND**

RED FONT = PROPOSED NEW/CHANGED FEE

FEE TYPE	DESCRIPTION	UNIT OF MEASURE	FY2015-16	FY2016 -17 Final
<b>GREEN/ SUSTAINABLE/ ENERGY</b>				
	Green Energy Build –Administ. Doc. Fee		\$250	\$250
	Greywater irrigation system		\$100	\$100
	LEED Certified- Administ. Documentation Fee		\$250	\$250
	Solar PV System- Commercial		Based on Valuation or \$ 300 w/ std plans	Based on Valuation or \$ 300 w/ std plans
	Solar PV System- Residential		Valuation or \$ 100 w/ std plans	Valuation or \$ 100 w/ std plans
	Solar Water Heater		\$25	\$25
	Tankless Water Heater (replacing old unit, gas or electric)		\$150	\$150
	Turbine or wind generation systems		\$150	\$150
	<b>Plan Review</b>			
	<b>Appeal Hearing Fee</b>	Each	\$300	\$300
			\$75 per hour (Min. 1 hr)	\$75 per hour (Min. 1 hr)
	<b>Change/ revisions to approved plans</b>	Each		
	<b>Deferred Truss Calculations</b>			
	Residential	Per Submittal	\$100	\$100
	Commercial	Per Submittal	\$250	\$250
	<b>Expedited Plan Review</b>	Each	2x fee (1/2 time)	2x fee (1/2 time)
	<b>Plan Review</b>	Each	65% of permit fee	65% of permit fee
			Refund of 80% permit fee	Refund of 80% permit fee
	<b>Refunds</b>	Each		
		Each	minus review fees	minus review fees
	<b>Residential Site plan (w/std plans)</b>	Each	\$50	\$50
	<b>Standard Plans (valid for code cycle)</b>	Each		
	Aluminum carports/Canopies	Each	\$75	\$75
	House Plans	Each	Based on Valuation	Based on Valuation
	Manuf. Bldg Installation details	Each	\$100	\$100
	Pools	Each	\$100	\$100
	Solar installations- WH/PV	Each	\$100	\$100
	<b>Inspections</b>	Each		
	<b>Electrical, Mechanical, Plumbing (MPE)</b>	Each	\$50 residential 15% permit fee- Comm.	\$50 residential 15% permit fee- Comm.
	<b>After Business Hours</b>		\$75 (Min. 2 hrs)	\$75 (Min. 2 hrs)
	<b>3rd Party Inspections</b>		Actual cost	Actual cost
	<b>Reinspection fee (after 3 failures)</b>		\$25	\$25
<b>ADAPTIVE REUSE- SPECIAL CONDITION FEES</b>				
	Conversion of existing residential to Live/Work unit		\$ 100 flat fee	\$ 100 flat fee
	Conversion of existing Commercial to Live/Work unit		\$ 250 flat fee	\$ 250 flat fee
	Permits by Inspection (no plans- residential live/work only)		\$150	\$150
	Consultation prior to Permit by Inspection		No charge	No charge
	<b>Signs</b>			
	0-32 s.f.	Each	\$50	\$50
	33- 48 s.f.	Each	\$75	\$75
	Over 48 s.f.	Each	\$125	\$125
	<b>Monument/ Pylon</b>	Each	Based on Actual Value	Based on Actual Value
	<b>Electrical Connection</b>	Each	\$40	\$40
	<b>Face Panel Change out only</b>	Each	\$25	\$25
	<b>Temporary Banner (30 days)</b>	Each	\$30	\$30
	<b>New Construction See Valuation Table</b>			
	<b>Fees based on Valuation</b>			
	<b>Fencing:</b>			
	<36" high (all materials) - add to existing	lineal foot	\$2	\$2
	>36" high- all materials - chain link, wood, i	lineal foot	\$5	\$5
	Masonry > 36"high/retaining walls	lineal foot	\$7	\$7
	<b>Residential:</b>			
	Patio or deck	square foot	\$12	\$12
	Room Addition	square foot	\$25	\$25
	Ramada/Gazebo/Pergola> 120 s.f.	square foot	\$12	\$12
	Unfinished basement	square foot	\$15	\$15
	Conversion of exist. space to livable	square foot	\$15	\$15
	<b>Commercial:</b>			
	New Construction		Use Valuation Chart 80% of Calculated Value	Use Valuation Chart 80% of Calculated Value
	Shell/Grey Building		Value	Value
	Tenant Improvement- Office/Merch.	square foot	\$20	\$20
	Tenant Improvement- Rest. Or Med.	square foot	\$30	\$30
	Tenant Improvement- Vanilla Shell	square foot	\$20	\$20
	<b>All other projects not included</b>		Actual Stated Value	Actual Stated Value

City Of El Mirage, AZ  
Exhibit - A - Comprehensive Fee Schedule  
Effective July 1, 2016

LEGEND		RED FONT = PROPOSED NEW/CHANGED FEE		
FEE TYPE	DESCRIPTION	UNIT OF MEASURE	FY2015-16	FY2016 -17 Final
<b>ENGINEERING</b>				
	Plan Review	Per Sheet	\$200	\$200
	Report Review	Each	\$600	\$600
	At Risk Grading/Drainage Permit	Each	150% of actual grading/drainage permit cost	150% of actual grading/drainage permit cost
	Haul Permit	Each	\$300	\$300
	Permit	Each	3.5% of actual contract construction costs	3.5% of actual contract construction costs
<b>CITY COURT FEES</b>				
	Copy of Record	Per Case	\$17	\$17
	Court Technology/Security	Per Case	\$25	\$25
	Default Fee	Per Charge	\$40	\$40
	Jail Cost Reimbursement	Based on Sentence	Same as Maricopa County Jail Per Diem Rates	Same as Maricopa County Jail Per Diem Rates
	Research Fee	Per Case	\$17	\$17
	Time Payment	Per Case	\$20	\$20
	Warrant	Each	\$200	\$200
<b>POLICE FEES</b>				
	Impound	Each	\$150	\$150
	Public Records Release	Each	\$0	\$0
	Police Reports - Victims of a criminal offense receive 1 free copy	Each - 20 or less pages	\$5	\$5
		Per page over 20 pages	\$0.20	\$0.20
	Archived Reports	Each	\$20	\$20
	Photo CD	Each	\$10	\$10
	Audio CD/DVD	Each	\$10	\$10
	Video CD/DVD	Each	\$25	\$25
<b>UTILITY FEES</b>				
<b>WATER RATES</b>				
	<b>Residential:</b>			
	Base Charge (all meter sizes)	Monthly	\$19.77	\$19.77
	Volume Rate (gallons)	Per 1,000 gallons		
	0 - 5,000		\$3.55	\$3.55
	5,001 - 15,000		3.91	3.91
	15,001 - 25,000		4.31	4.31
	> 25,000		4.73	4.73
	<b>Commercial:</b>			
	Base Charge (all meter sizes)	Monthly	\$23.43	\$23.43
	Volume Rate (gallons)	Per 1,000 gallons		
	All Use		\$4.42	\$4.42
	<b>Irrigation:</b>			
	Dysart Ranchettes Only	Per Hour	\$20.97	\$20.97
	<b>Water Recharge: *****</b>	Per 1,000 gallons		
	Surprise Customers		\$1.87	\$1.87
	El Mirage Customers		\$1.87	\$1.87
	Hydrant Customers		\$1.87	\$1.87
<b>WATER METERS</b>				
	5/8"	Each	\$225	\$225
	3/4"	Each	\$275	\$275
	1"	Each	\$300	\$300
	1.5"	Each	\$605	\$605
	2"	Each	\$3,045	\$3,045
	3"	Each	\$3,840	\$3,840
	4"	Each	\$3,770	\$3,770
	6"	Each	\$6,605	\$6,605
	8"	Each	\$10,375	\$10,375
	10"	Each	\$13,615	\$13,615
	12"	Each	\$15,055	\$15,055
	Hydrant	Each	\$1,025	\$1,025
<b>SEWER RATES</b>				
	<b>Residential:</b>			
	Base Charge (all meter sizes)	Monthly	\$5.75	\$5.75
	Volume Rate (gallons)	Per 1,000 gallons		
	All Flows		\$3.27	\$3.27
	<b>Commercial:</b>			
	Base Charge (all meter sizes)	Monthly	\$5.75	\$5.75
	Volume Rate (gallons)	Per 1,000 gallons		
	All Flows		\$3.27	\$3.27

City Of El Mirage, AZ  
 Exhibit - A - Comprehensive Fee Schedule  
 Effective July 1, 2016

LEGEND		RED FONT = PROPOSED NEW/CHANGED FEE		
FEE TYPE	DESCRIPTION	UNIT OF MEASURE	FY2015-16	FY2016 -17 Final
<b>SANITATION RATES</b>				
	<b>Residential:</b>			
	Monthly Fee	Monthly	\$13.23	\$13.23
<b>MISCELLANEOUS UTILITY FEES</b>				
	Establish Service:			
	Residential	Each	\$30	\$30
	Commercial	Each	\$50	\$50
	Disconnect	Per Occurrence	\$95	\$95
	Same Day Turn On/Turn Off	Per Occurrence	\$50	\$50
	Emergency Turn On/Turn Off	Per Occurrence	\$95	\$95
	Door Hanger:			
	Residential	Per Occurrence	\$10	\$10
	Commercial	Per Occurrence	\$15	\$15
	Collections	Per Occurrence	15%	15%
	Relocate/Install Hydrant Meter	Per Occurrence	\$50	\$50
	Meter Testing	Per Occurrence	\$75	\$75
	Equipment Tampering	Per Occurrence	\$250 plus cost of labor and materials plus an additional 15% administrative fee	\$250 plus cost of labor and materials plus an additional 15% administrative fee
	Installation/Connections of Taps/Meter Boxes/etc.	Per Occurrence	Actual cost of contractual labor and materials plus an additional 15% administrative fee	Actual cost of contractual labor and materials plus an additional 15% administrative fee

**PROPERTY TAXES**

<b>PRIMARY</b>	Used to support Public Safety Operations			
	Calculation Methodology			
	\$ 97,397,544	Net Assessed Valuation		
	\$ 1,654,937	Tax - Same As Last Year		
		Per \$100 Net Assessed Valuation	\$1.7264	\$1.6992
<b>SECONDARY</b>	Used to pay for voter authorized debt			
	Calculation Methodology			
	\$ 97,397,544	Net Assessed Valuation		
	\$ 2,030,000	Tax - Same As Last Year		
		Per \$100 Net Assessed Valuation	\$2.1176	\$2.0842

\*\*\* Property tax rates and Court fines are established separate from this process.

**REQUEST FOR COUNCIL ACTION**

<p><b>DATE SUBMITTED:</b> 06/14/2016</p> <p><b>DATE ACTION REQUESTED:</b> 06/21/2016</p> <p><input type="checkbox"/> REGULAR <input checked="" type="checkbox"/> CONSENT</p>	<p><b>TYPE OF ACTION:</b></p> <p><input type="checkbox"/> RESOLUTION # _____</p> <p><input type="checkbox"/> ORDINANCE # _____</p> <p><input checked="" type="checkbox"/> OTHER: Purchase</p>	<p><b>SUBJECT:</b> Consideration and action to approve a Cisco network maintenance agreement renewal with the National Intergovernmental Purchasing Alliance (IPA) contract vendor, CDWG, in an amount not to exceed \$40,000 for FY 2016-17.</p>
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<p><b>TO:</b> Mayor and Council</p>
<p><b>FROM:</b> Tom Bacome, Information Technology Director <i>TB</i></p>
<p><b>RECOMMENDATION:</b> Approve a Cisco network maintenance agreement renewal with the National Intergovernmental Purchasing Alliance (IPA) contract vendor, CDWG, in an amount not to exceed \$40,000 for FY 2016-17.</p>
<p><b>PROPOSED MOTION:</b> I move to approve the contract renewal as presented.</p>
<p><b>ATTACHMENTS:</b> Contract #130733 Amendment (167 page Master Contract on file in the City Clerk's office for review) CDWG Quote Confirmation, S.A.V.E. Membership List, National IPA Description</p>

**DISCUSSION:** As part of the enhancements made to the City's Cisco network and phone system over the previous years, maintenance and support is necessary to keep the system updated and under warranty. This request is to continue the annual maintenance plan with Cisco for the continued warranty, support and updates needed for these systems.

**FISCAL IMPACT:** \$40,000.00 (not to exceed)

**DEPARTMENT LINE ITEM ACCOUNT:** 10-480-261 (\$25,000); 10-480-262 (\$15,000)

**BALANCE IN LINE ITEM IF APPROVED:** 10-480-261 (\$0); 10-480-262 (\$0)

Finance Director:

*Robert Niles for* \_\_\_\_\_ 6/17/16  
Robert Niles Date

Approved as to form:

*Robert M. Hall* \_\_\_\_\_ 6/16/16  
Robert M. Hall, City Attorney Date

City Manager:

*Spencer A. Isom* \_\_\_\_\_ 6/17/16  
Dr. Spencer A. Isom Date

# CONTRACT AMENDMENT

CITY OF TUCSON DEPARTMENT OF PROCUREMENT  
255 W. ALAMEDA, 6TH FLOOR, TUCSON, AZ 85701  
P.O. BOX 27210, TUCSON, AZ 85726  
PHONE: (520) 837-4105 / FAX: (520) 791-4735  
[Lloyd.Windle@tucsonaz.gov](mailto:Lloyd.Windle@tucsonaz.gov)  
ISSUE DATE: MAY 16, 2016

CONTRACT #130733-01  
CONTRACT AMENDMENT NUMBER: THREE (3)  
PAGE 1 of 1  
LW/lr  
CONTRACT OFFICER: LLOYD B. WINDLE II

## INFORMATION TECHNOLOGY SOLUTIONS INCLUDING DESKTOPS, SERVERS, SOFTWARE, PERIPHERALS, AND SERVICES

THIS CONTRACT IS AMENDED AS FOLLOWS:

### ITEM ONE (1): RENEWAL

Pursuant to Contract No. 130733, Term and Renewal, the City is hereby exercising its option to renew the contract for the period of August 16, 2016 through August 15, 2017.

ALL OTHER PROVISIONS OF THE CONTRACT SHALL REMAIN IN THEIR ENTIRETY.

**CONTRACTOR:**

CONTRACTOR HEREBY ACKNOWLEDGES RECEIPT OF  
AND UNDERSTANDING OF THE ABOVE AMENDMENT.

Max Reed 5/24/16  
Signature of person authorized to sign Date  
Max Reed VP Program Sales  
Name and Title (typed or printed legibly)  
CDW  
Company Name  
200 N. Milwaukee Ave  
Address  
PSP@cdw.com  
Email Address  
Vernon Hills, IL 60061  
City State Zip

**CITY OF TUCSON:**

THE ABOVE REFERENCED CONTRACT AMENDMENT  
IS HEREBY EXECUTED THIS 26<sup>th</sup> DAY  
OF May, 2016, AT TUCSON, ARIZONA.

Nathan Daon  
for Marcheta Gillespie, CPPO, C.P.M., CPPB, CPM  
as Director of Procurement and not personally

Contact information for Sales/Account Representative  
for daily business operations:

Pat O'Brien - Field Sales Manager  
Name and Title (typed or printed legibly)  
847-371-5584  
Phone Number  
\_\_\_\_\_  
Email Address

# CONTRACT AMENDMENT

CITY OF TUCSON DEPARTMENT OF PROCUREMENT  
255 W. ALAMEDA, 6TH FLOOR, TUCSON, AZ 85701  
P.O. BOX 27210, TUCSON, AZ 85726  
(520) 837-4105  
ISSUE DATE: APRIL 27, 2015

CONTRACT NO.: 130733  
CONTRACT AMENDMENT NO.: TWO (2)  
PAGE 1 of 1  
SA  
CONTRACT OFFICER: LLOYD WINDLE

THIS CONTRACT IS AMENDED AS FOLLOWS:

## INFORMATION TECH SOLUTIONS, INCLUDING DESKTOPS, NOTEBOOKS, SERVERS, SOFTWARE, PERIPHERALS, AND SERVICES

1. Pursuant to Contract No. 130733, Term and Renewal, the City is hereby exercising its option to renew the contract for the period of August 16, 2015 through August 15, 2016.

ALL OTHER PROVISIONS OF THE CONTRACT SHALL REMAIN IN THEIR ENTIRETY.

CONTRACTOR HEREBY ACKNOWLEDGES RECEIPT OF  
AND UNDERSTANDING OF THE ABOVE AMENDMENT.

Christina V. Rother 5-8-15  
Signature Date

Christina V. Rother President, CDW Government LLC  
Typed Name and Title

CDW Government LLC  
Company Name

230 N. Milwaukee Avenue  
Address

crother@cdwg.com  
Email Address

Vernon Hills Illinois 60061  
City State Zip

THE ABOVE REFERENCED CONTRACT AMENDMENT  
IS HEREBY EXECUTED THIS 8<sup>th</sup> DAY  
OF May, 2015, AT TUCSON, ARIZONA.



Nathan Daon  
As Director of Procurement and not personally

# CONTRACT AMENDMENT

CITY OF TUCSON DEPARTMENT OF PROCUREMENT  
255 W. ALAMEDA, 6TH FLOOR, TUCSON, AZ 85701  
P.O. BOX 27210, TUCSON, AZ 85726  
(520) 837-4103  
ISSUE DATE: JULY 23, 2014

CONTRACT NO.: 130733  
CONTRACT AMENDMENT NO.: ONE (1)  
PAGE 1 of 1  
JM  
CONTRACT OFFICER: NATHAN DAOU

THIS CONTRACT IS AMENDED AS FOLLOWS:

## INFORMATION TECH SOLUTIONS, INCLUDING DESKTOPS, NOTEBOOKS, SERVERS, SOFTWARE, PERIPHERALS, AND SERVICES

1. Pursuant to Contract No. 130733, Term and Renewal, the City is hereby exercising its option to renew the service agreement for the period of August 16, 2014 through August 17, 2015.
2. The following sentence is hereby added to Paragraph 20 (Indemnification) of the Standard Terms and Conditions section:

"If Contractor or any of Contractor's employees are certified to receive a premium tax credit or cost sharing reduction which triggers a §4980H (a) or (b) penalty against the City, the Contractor shall indemnify the City from and shall pay any assessed tax penalty."

3. Standard Terms and Conditions, Paragraph 21 shall hereby be replaced with the following:

**21. INDEPENDENT CONTRACTOR:** It is understood that each party shall act in its individual capacity and not as an agent, employee, partner, joint venturer, or associate of the other. An employee or agent of one party shall not be deemed or construed to be the employee or agent of the other party for any purpose.

The Contractor shall not be entitled to compensation in the form of salaries holidays, paid vacation, sick days, or pension contributions by the City. The City of Tucson will not provide any insurance coverage to the Contractor, including Worker's Compensation coverage. The Contractor is advised that taxes, social security payments, and other withholdings shall not be withheld from a City payment issued under this Contract and that Contractor should make arrangements to directly pay such expenses. Contractor is responsible for compliance with the Affordable Care Act for Contractor and any of Contractor's employees.

### ALL OTHER PROVISIONS OF THE CONTRACT SHALL REMAIN IN THEIR ENTIRETY.

CONTRACTOR HEREBY ACKNOWLEDGES RECEIPT OF  
AND UNDERSTANDING OF THE ABOVE AMENDMENT.

THE ABOVE REFERENCED CONTRACT AMENDMENT IS  
HEREBY EXECUTED  
THIS 15<sup>th</sup> DAY OF AUGUST, 2014,  
AT TUCSON, ARIZONA.

  
\_\_\_\_\_  
Signature Date

Christina Rother, President, CDW Government LLC  
\_\_\_\_\_  
Typed Name and Title

CDW Government LLC  
\_\_\_\_\_  
Company Name

230 N. Milwaukee Avenue  
\_\_\_\_\_  
Address

crother@cdwg.com  
\_\_\_\_\_  
Email Address

Vernon Hills Illinois 60061  
\_\_\_\_\_  
City State Zip

  
\_\_\_\_\_  
As Director of Procurement and not personally

# QUOTE CONFIRMATION



**DEAR TOM BACOME,**

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
HDKX735	6/14/2016	HDKX735	5644550	<b>\$37,473.32</b>

IMPORTANT - PLEASE READ
<b>Special Instructions:</b> TAX: MULTIPLE TAX JURISDICTIONS APPLY TAX: CONTACT CDW FOR TAX DETAILS

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<a href="#">CISCO SMARTNET SW APP SUPP</a> Mfg. Part#: CON-SAS-1-5K Electronic distribution - NO MEDIA TAX: EL MIRAGE, AZ 6.3000% \$132.02 Contract: MARKET	1	1504533	\$2,095.58	\$2,095.58
<a href="#">Cisco SMB Support Assistant extended service agreement - 1 year</a> Mfg. Part#: CON-SMBS-1-1K UNSPSC: 81111812 Electronic distribution - NO MEDIA TAX: EL MIRAGE, AZ 6.3000% \$2.31 Contract: MARKET	1	1508241	\$36.59	\$36.59
<a href="#">Cisco SMARTnet extended service agreement</a> Mfg. Part#: CON-SNT-1-25K UNSPSC: 81111812 Electronic distribution - NO MEDIA TAX: EL MIRAGE, AZ 6.3000% \$944.01 Contract: MARKET	1	1504548	\$14,984.23	\$14,984.23
<a href="#">Cisco SMARTnet extended service agreement</a> Mfg. Part#: CON-SNTP-1-5K UNSPSC: 81111812 Electronic distribution - NO MEDIA TAX: EL MIRAGE, AZ 6.3000% \$118.10 Contract: MARKET	1	1504565	\$1,874.58	\$1,874.58
<a href="#">Cisco SMARTnet Onsite - extended service agreement - on-site</a> Mfg. Part#: CON-OS-1-1K UNSPSC: 81111812 Electronic distribution - NO MEDIA TAX: EL MIRAGE, AZ 6.3000% \$2.98 Contract: MARKET	1	1504496	\$47.34	\$47.34
<a href="#">CISCO SMARTNET ESS SW SUPP UPGR</a> Mfg. Part#: CON-ECMU-1-25K Electronic distribution - NO MEDIA TAX: EL MIRAGE, AZ 6.3000% \$975.26 Contract: MARKET	1	2576802	\$15,480.33	\$15,480.33
<a href="#">Cisco Independent Software Vendor Application Services technical support -</a> Mfg. Part#: CON-ISV1-1-1K UNSPSC: 81111812 Electronic distribution - NO MEDIA TAX: EL MIRAGE, AZ 6.3000% \$46.23 Contract: MARKET	1	2282742	\$733.76	\$733.76

<b>PURCHASER BILLING INFO</b>		<b>SUBTOTAL</b>	\$35,252.41
<b>Billing Address:</b> CITY OF EL MIRAGE ACCOUNTS PAYABLE 12145 NW GRAND AVE EL MIRAGE, AZ 85335-2955 <b>Phone:</b> (623) 972-8116 <b>Payment Terms:</b> Net 30 Days-Govt State/Local		<b>SHIPPING</b>	\$0.00
		<b>SALES TAX</b>	\$2,220.91
		<b>GRAND TOTAL</b>	<b>\$37,473.32</b>
<b>DELIVER TO</b>		<b>Please remit payments to:</b>	
<b>Shipping Address:</b> CITY OF EL MIRAGE TOM BACOME 12145 NW GRAND AVE EL MIRAGE, AZ 85335-2955 <b>Phone:</b> (623) 972-8116 <b>Shipping Method:</b> ELECTRONIC DISTRIBUTION		CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515	

Need Assistance? CDW•G SALES CONTACT INFORMATION



Vince Delconte

(877) 500-0674

vincdel@cdwg.com

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdwg.com/content/terms-conditions/product-sales.aspx>  
For more information, contact a CDW account manager

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**Strategic Alliance for Volume Expenditures**  
**S.A.V.E. --- Cooperative Purchasing Agreements**

The following **286** agencies have signed the Cooperative Purchasing Agreement with the S.A.V.E. association as of **April 7, 2016**.

**Municipalities**

City of Apache Junction  
City of Avondale  
City of Benson  
City of Bisbee  
City of Bullhead City  
City of Casa Grande  
City of Chandler  
City of Cottonwood  
City of Douglas  
City of El Mirage  
City of Eloy  
City of Flagstaff  
City of Glendale  
City of Goodyear  
City of Kingman  
City of Maricopa  
City of Mesa  
City of Nogales  
City of Page  
City of Peoria  
City of Phoenix  
City of Prescott  
City of Safford  
City of Scottsdale  
City of Sedona  
City of Sierra Vista  
City of Somerton  
City of Surprise  
City of Tempe  
City of Tolleson  
City of Tucson  
City of Willcox  
City of Winslow  
City of Yuma  
Lake Havasu City  
Town of Buckeye  
Town of Camp Verde  
Town of Cave Creek  
Town of Chino Valley  
Town of Florence  
Town of Fountain Hills  
Town of Gila Bend  
Town of Gilbert  
Town of Marana  
Town of Miami  
Town of Oro Valley  
Town of Paradise Valley  
Town of Prescott Valley  
Town of Queen Creek  
Town of Sahuarita  
Town of Superior  
Town of Wickenburg

**Counties**

Apache County  
Cochise County  
Coconino County  
Gila County  
Graham County  
La Paz County  
Maricopa County  
Mohave County  
Navajo County  
Pima County  
Pinal County  
Santa Cruz County  
Yavapai County  
Yuma County

**Higher Education / Technology Districts**

Arizona State University  
Arizona Western College  
Central Arizona College  
Central Arizona Valley Institute of Technology (CAVIT)  
Cobre Valley Institute of Technology (CVIT)  
Cochise County Community College District  
Coconino County Community College District  
Dinè College  
East Valley Institute of Technology (EVIT)  
Gila Institute for Technology, a Joint Technology Education District (JTED)  
Graham County Community College District  
Maricopa Community College District  
Mohave Community College  
Mountain Institute JTED  
Northeast AZ Tech Institute of Voc Ed  
Northern Arizona University  
Pima Association of Governments (PAG)  
Pima Community College  
Pima County Joint Technology District #11 (JTED)  
Pima Prevention Partnership dba Pima Partnership Academy, Pima Partnership High School & Phoenix Collegiate High School  
University of Arizona  
Western Arizona Vocational Educ (W.A.V.E.), a Joint Technology Education District #50  
Yavapai College

**Political Agencies**

Arizona School for the Deaf and the Blind  
Arizona Supreme Court  
Central Arizona Project  
Housing Authority of Maricopa County  
Maricopa Association of Governments  
Maricopa Integrated Health System  
Regional Transportation Authority (RTA)  
Superior Court of Arizona, Maricopa County

Tucson Airport Authority  
Valley Metro Regional Public Transit Authority  
Phoenix-Mesa Gateway Airport Authority

### **Fire Districts**

Central Yavapai Fire District  
Drexel Heights Fire District  
Fire District of Sun City West  
Mt. Lemmon Fire District  
Northwest Fire District  
Superstition Mtn Community Facilities District  
Sun City West Fire District

### **Misc. Agencies**

Central Arizona Water Conservation District (CAWCD)  
North Country Community Health Center  
Pima County School Reserve Fund

### **School Districts**

Agua Fria Union High School District # 216  
Alhambra Elementary School District # 68  
Altar Valley School District #51  
Amphitheater Unified School District #10  
Antelope Union High School #50  
Apache Junction Unified School District # 43  
Arlington Elementary School District #47  
Ash Fork Joint Unified School District  
Avondale Elementary School District #44  
Balsz Elementary School District #31  
Beaver Creek School District #26  
Benson Unified School District #9  
Bisbee Unified School District #2  
Blue Ridge Unified School District #32  
Bonita School District #6  
Bouse Elementary School District  
Buckeye Elementary School District #33  
Buckeye Union High School District #201  
Bullhead City Elementary School District #15  
Camp Verde Unified School District #28  
Cartwright Elementary School District #83  
Casa Blanca Middle School dba Vah Ki Middle School  
Casa Grande Elementary School District  
Casa Grande Union High School District  
Catalina Foothills Unified School District #16  
Cave Creek Unified School District #93  
Cedar Unified School District #25  
Chandler Unified School District # 80  
Chinle Unified School District #24  
Chino Valley Unified School District #51  
Clarkdale-Jerome School District #3  
Coconino County Regional Accommodation District #99  
Colorado River Union High School District  
Concho Elementary School District #6  
Continental Elementary School District #39  
Coolidge Unified School District #21  
Cottonwood-Oak Creek School District #6  
Crane Elementary School District # 13  
Creighton School District #14  
Deer Valley Unified School District #97  
Double Adobe Elementary School District #45  
Douglas Unified School District #27  
Duncan Unified School District

Dysart Unified School District # 89  
Eloy Elementary School District #11  
Elfrida Elementary School District #12  
Flagstaff Unified School District # 1  
Florence Unified School District # 1  
Flowing Wells Unified School District #8  
Fort Huachuca Accommodation School District  
Fort Thomas Unified School District #7  
Fountain Hills Unified School District #98  
Fowler Elementary School District #45  
Gadsden Elementary School District # 32  
Ganado Unified School District #20  
Gila Bend Unified Schools  
Gilbert Unified School District #41  
Glendale Elementary School District #40  
Glendale Union High School District  
Globe Unified School District #1  
Grand Canyon Unified School District #4  
Hackberry Elementary School District #3  
Heber-Overgaard Unified School District #6  
Higley Unified School District #60  
Holbrook Unified School District #3  
Horizon Community Learning Center / Horizon  
Charter School  
Humboldt Unified School District #22  
Hyder Elementary School District #6  
Indian Oasis-Baboquivari School District #40  
Isaac Elementary School District # 5  
J.O. Combs Elementary School District #44  
Joseph City Unified School District #2  
Kayenta Unified School District #27  
Kingman Unified School District #20  
Kyrene Elementary School District #28  
Lake Havasu Unified School District # 1  
Laveen Elementary School District #59  
Liberty Elementary School District #25  
Litchfield Elementary School District #79  
Littlefield Unified School District #9  
Littleton Elementary School District #65  
Madison Elementary School District #38  
Maine Consolidated School District  
Mammoth-San Manuel Unified School District #8  
Marana Unified School District #6  
Maricopa Regional School District #509  
Maricopa Unified School District  
Mary C. O'Brien ASD  
Mayer Unified School District #43  
Mesa Unified School District # 4  
Miami Unified School District #40  
Mobile Elementary School District #86  
Mohave Valley Elementary School District #16  
Mohawk Valley School District # 17  
Morenci Unified School District #18  
Murphy Elementary School District #21  
Naco Unified School District #9  
Nadaburg Elementary District #81  
Nogales Unified School District # 1  
Osborn Elementary School District #8  
Page Unified School District #8  
Palominas Elementary School District #49  
Palo Verde Elementary School District #49  
Paradise Valley Unified School District #69

Parker Unified School District #27  
Patagonia Elementary School District #6  
Patagonia Union High School District #92  
Payson Unified School District #10  
Peach Springs Unified School District #8  
Pendergast School District #92  
Peoria Unified School District #11  
Phoenix Elementary School District # 1  
Phoenix Union High School District #210  
Picacho Elementary School District #33  
Pima Unified School District #6  
Pine Strawberry Elementary School District #12  
Pinon Unified School District #4  
Pomerene Elementary School District #64  
Prescott Unified School District #1  
Quartzsite Elementary School District #4  
Queen Creek Unified School District # 95  
Ray Unified School District #3  
Red Mesa Unified School District #27  
Riverside Elementary School District #2  
Roosevelt Elementary School District # 66  
Round Valley Unified School District #10  
Sacaton Elementary School District #18  
Saddle Mountain Unified School District #90  
Safford Unified School District #1  
Sahuarita Unified School District #30  
San Carlos Unified School District #20  
Sanders Unified School District #18  
San Simon Unified School District #18  
Santa Cruz Valley Unified School District #35  
Santa Cruz Valley Union High School District #840  
Scottsdale Unified School District # 48  
Sedona-Oak Creek Unified School District #9  
Sentinel Elementary School District #71  
Shonto Preparatory Schools  
Show Low Unified School District #10

Sierra Vista Unified School District # 68  
Snowflake Unified School District #5  
Somerton Elementary School District #11  
Stanfield Elementary School District #24  
St. David Unified School District #21  
St. Johns Unified School District  
Sunnyside Unified School District #12  
Superior Unified School District #15  
Tanque Verde Unified School District #13  
Tempe Elementary School District # 3  
Tempe Union High School District # 213  
Thatcher Unified Schools  
Toltec Elementary School District #22  
Tolleson Elementary School District #17  
Tolleson Union High School District # 214  
Tombstone Unified School District #1  
Tuba City Unified School District #15  
Tucson Unified School District  
Union Elementary School District #62  
Vail Unified School District #20  
Valley Union High School District #22  
Vernon Elementary School District  
Washington Elementary School District # 6  
Wellton Elementary School District #24  
West-MEC District #402  
Whiteriver Unified School District #20  
Wickenburg Unified School District #9  
Willcox Unified School District  
Williams Unified School District #2  
Wilson Elementary School District #7  
Window Rock Unified School District #8  
Winslow Unified School District #1  
Young Public School District  
Yuma Elementary School District # 1  
Yuma Union High School District # 70



## Reducing Procurement Costs Through Cooperative Purchasing

National IPA is a cooperative purchasing organization established with the specific purpose of reducing procurement costs by leveraging group volume.

National IPA aggregates the purchasing power of participants across the country in order to receive larger volume discounts from suppliers. This is an optional program with no fee to participate.

## Serving Government & Educational Institutions

All cooperative agreements are competitively solicited and publicly awarded by a public agency/governmental entity (e.g. state, city, county, public university or school district), utilizing the best public procurement practices, processes and procedures. These lead agencies are considered some of the best public procurement organizations in the nation, and are available to answer questions or discuss the contracting process in detail.

By utilizing the National IPA portfolio of cooperative agreements, participants eliminate duplication of effort and save valuable time, resources and money.

Eligible participants include:

- ★ State Government
- ★ City/County/Local Government
- ★ Primary Education Systems
- ★ Higher Education Systems
- ★ Nonprofits/Churches
- ★ Agencies for Public Benefit

## Dedicated Team

The National IPA team of certified public procurement professionals, educational, supply chain and cooperative purchasing experts is committed to bringing value to you and your teams. By acting as advocates to drive efficiency, effectiveness and real savings within your organization, our team will work with you to enhance your procurement strategies.

Recognized as respected leaders in the discipline by their peers and suppliers, this team of tenured professionals has held key public procurement positions in state government, local government and education.

## Cooperative Contracts

Cooperative agreements available through National IPA are established with the following process:

- ★ The lead public agency/governmental entity prepares a competitive solicitation, incorporating language that provides access by any agency in states that allow intergovernmental cooperative contract usage  
  
National IPA is named in the solicitation as the national cooperative purchasing organization
- ★ The lead public agency issues the solicitation, any required amendments and notifications, and conducts pre-proposal conferences
- ★ After the suppliers respond to the solicitation, the lead public agency evaluates, negotiates final terms and conditions, awards, administers, and utilizes the resulting master agreement
- ★ All participants are eligible to utilize the contracts through National IPA

National IPA is committed to the integrity and transparency of the procurement process. Online access to solicitation and award documentation is always available in the documentation sections of each awarded agreement on the National IPA website.

REGISTER TO PARTICIPATE BY VISITING  
[WWW.NATIONALIPA.ORG](http://WWW.NATIONALIPA.ORG)

866-408-3077

[info@nationalipa.org](mailto:info@nationalipa.org)

**REQUEST FOR COUNCIL ACTION**

<p><b>DATE SUBMITTED:</b> 06/16/2016</p> <p><b>DATE ACTION REQUESTED:</b> 06/21/2016</p> <p><input type="checkbox"/> REGULAR <input checked="" type="checkbox"/> CONSENT</p>	<p><b>TYPE OF ACTION:</b></p> <p><input type="checkbox"/> RESOLUTION # _____</p> <p><input type="checkbox"/> ORDINANCE # _____</p> <p><input checked="" type="checkbox"/> OTHER:</p>	<p><b>SUBJECT:</b> Consideration and action to approve the FY 2016 -17 Transit Services Intergovernmental Agreement (IGA) between the City and Valley Metro/ Regional Public Transit Authority (RPTA) for Dial-a-Ride Services.</p>
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<p><b>TO:</b> Mayor and Council</p>
<p><b>FROM:</b> Janeen K. Gaskins, Grant Writer, Assistant to the City Manager </p>
<p><b>RECOMMENDATION:</b> Approve the Transit Services IGA with Valley Metro Regional Public Transit Authority (RPTA) for Dial-a-Ride services.</p>
<p><b>PROPOSED MOTION:</b> I move to approve the Transit Services IGA with Valley Metro RPTA as presented.</p>
<p><b>ATTACHMENTS:</b> IGA Document</p>

**DISCUSSION:** A five-year Transit Service Agreement with RPTA was approved by City Council on 8/15/2015. The FY 2016-17 contract is the second year of the 2015 five-year IGA agreement which enables the City of El Mirage to offer Dial-a-Ride services to qualified residents during FY 2016-17. The agreement stipulates RPTA and City obligations to provide services. Estimated costs for FY 2016-17 Dial-a-Ride services in El Mirage will be \$54,028 and will primarily be paid for through the four sources noted below. Valley Metro recently approved the Dial-a-Ride Regional Program eliminating transfers and benefitting El Mirage bus riders. The new Regional Program will provide an approximate \$10K savings to El Mirage, and provide fare continuity for El Mirage residents at \$2.00 per trip fare within the Northwest Valley Region.

**FISCAL IMPACT:** The overall cost is expected to be \$10,000 less than last fiscal year. The City agrees to pay \$54,028 for transit services, which will be paid through four sources: Arizona Lotter Funds, Public Transportation Funds, New Freedom Federal Grant Funds, and passenger fares.

**DEPARTMENT LINE ITEM ACCOUNT:** N/A

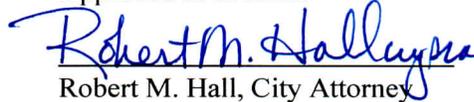
**BALANCE IN LINE ITEM IF APPROVED:** N/A

Finance Director:

  
Robert Nilles

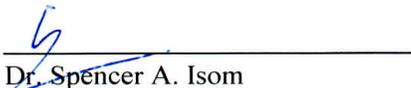
6/17/16  
Date

Approved as to form:

  
Robert M. Hall, City Attorney

6/16/16  
Date

City Manager:

  
Dr. Spencer A. Isom

6/17/16  
Date

**AMENDED AND RESTATED INTERGOVERNMENTAL AGREEMENT  
BETWEEN THE CITY OF EL MIRAGE (“Member”)  
AND  
THE REGIONAL PUBLIC TRANSPORTATION AUTHORITY  
CONTRACT # 121-75-2017**

THIS AMENDMENT dated this 1st day of July, 2016, amends the following items of the Transit Service Agreement Contract #121-75-2016 entered into between the City of El Mirage and the Regional Public Transportation Authority, dated the 1st day of July 2015.

The following Sections of the Agreement dated July 1, 2013 are hereby amended to include:

**SECTION 2. SCOPE OF AGREEMENT**

During the term of this agreement RPTA shall provide the following services:

a. North West Valley Dial-a-Ride Services (Schedule C) means a system operated for the purpose of transporting designated passengers, within designated time periods, to destinations within and between each of the Cities and Town, and to designated transfer points for travel outside of the North West Valley Dial-a-Ride service area.

b. Regional Dial-a-Ride Services (RDAR) (Schedule C) means a shared-ride, door-to-door transportation service operated for the purpose of transporting designated passengers, within designated time periods, between origins and destinations that would otherwise require travel on two or more local Dial-a-Ride systems.

ADA Platinum Pass Program (Schedule F) The Platinum Pass Program provides trips to customers that are ADA certified through the “in person” assessment process to travel on fixed route services at no cost to the customer. This program is designed to encourage ADA certified individuals to use fixed route transit service when they are able to do so and represents a win/win for customers and the Member Jurisdiction alike. This program is paid for with regional Public Transportation Funds and is provided at no cost to the Member Jurisdiction.

The following Schedules amend those Schedules of the agreement entered into July 1, 2015.

The attached Schedule C amends Schedule C entered into July 1, 2015.

The attached Schedule E amends Schedule E entered into July 1, 2015.

All other terms of the Parties Transit Services Agreement dated July 1, 2015 remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the Parties have each executed this Agreement as of the date first set forth above.

**REGIONAL PUBLIC TRANSPORTATION AUTHORITY (RPTA)**

By: \_\_\_\_\_  
Scott W. Smith, Interim Chief Executive Officer

APPROVED AS TO FORM:

By: \_\_\_\_\_  
Michael J. Minnaugh, General Counsel

**City of El Mirage**

By: \_\_\_\_\_  
Lana Mook, Mayor,

By: \_\_\_\_\_  
Sharon Antes, City Clerk

APPROVED AS TO FORM:

By: \_\_\_\_\_  
Bob Hall, Attorney

**SCHEDULE “C” – NORTHWEST VALLEY DIAL A RIDE SERVICES AND  
FINANCIAL INFORMATION**

I. Sources of Project Operating Budget:

**FY 2016-2017**

For the period of time **July 1, 2016 through June 30, 2017**, the **City of El Mirage** will pay RPTA an estimated amount of **\$46,129.00** for provision of the Northwest Valley Dial-a-Ride Services (NWVDAR). Payments will be billed in equal quarterly installments on July 1, October 1, January 1 and shall become due within thirty (30) calendar days after the receipt of an invoice from RPTA. The fourth quarter billing will occur in conjunction with the annual reconciliation process. CITY shall pay RPTA in four (4) quarterly installments of **\$11,532.25**. Should actual program costs exceed the installment billing amount, arrangements will be made with the City to bill the supplemental amount.

The goal of Northwest Valley Dial-a-Ride (NWVDAR) is to enhance the mobility of seniors (age 65 and above) and qualified people with disabilities living in participating jurisdictions. NWVDAR provides service in the cities of Surprise and El Mirage, in the Town of Youngtown and in in unincorporated areas of Maricopa County. NWVDAR also acts as a subcontractor for the City of Peoria’s directly operated Dial-a-Ride program.

The program is intended to meet the requirements of the federal Americans with Disabilities Act as well as specific requirements established by participating jurisdictions. The following is a description of the service:

## **SCHEDULE “C” – NORTHWEST VALLEY DIAL A RIDE SERVICES SPECIFICATIONS**

### 1. Service Description:

NWVDAR is an advanced reservation, door-to-door, shared-ride paratransit system which serves trips beginning and ending within the Northwest Valley Dial-a-Ride service area.

### 2. Program Eligibility:

Eligibility for most NWVDAR riders is determined by Valley Metro, based on either of the following two eligibility certification processes:

- For ADA service: Individuals must go through the regionally adopted in-person eligibility assessment and certification process administered by Valley Metro and be certified as ADA eligible.
- Non-ADA Regional Dial-a-Ride – Depending on the jurisdiction of residence, individuals must either be a senior age 65 or above or an ADA certified person with a disability. Individuals can apply as a senior by completing an application and providing documentation demonstrating age and jurisdiction of residence. Individuals with disabilities can use the same in-person functional ADA evaluation and certification process as described above.

In the event that a participating jurisdiction wishes to provide NWVDAR to other residents, that jurisdiction must implement and manage its own eligibility certification process and provide the names, contact information, and any other appropriate information for eligible individuals to Valley Metro so that service can be provided in accordance with the jurisdiction’s eligibility policies and procedures.

**SCHEDULE “C” – NORTHWEST VALLEY DIAL A RIDE SERVICES  
SPECIFICATIONS Cont.**

3. Restrictions/Priorities:

There are no limitations of any kind on the type or number of trips which can be taken by an ADA certified individual making ADA eligible trips, e.g. trips which fall within the ADA service area at times when comparable trips can be made using fixed-route transit. Other trips are provided based on budget availability and operational capacity. Some jurisdictions may set caps on the amount of non-ADA service which will be made available to each eligible passenger and/or for each day of service. In the event a participating jurisdiction wishes to set caps on service, that jurisdiction and Valley Metro must develop a plan and procedures for ensuring that service caps are operationally feasible and that they are clearly communicated to the NWVDAR provider and to that jurisdiction’s customers.

4. Fares:

Fares will be established jointly by Valley Metro and each jurisdiction. It is the expressed goal of Valley Metro and all participating jurisdictions that ADA fares conform to the regionally adopted Valley Metro fare structure which specifies that fares for ADA paratransit are twice the non-discounted base transit fare currently \$2.00. The parties recognize that participating jurisdictions may elect not to comply with this standard but that the parties will continue to work toward regional comparability of ADA paratransit fares. Non-ADA fares are established by each jurisdiction. In the future, non-ADA fares may be amended at any time with the approval of the jurisdiction and Valley Metro. Valley Metro will bill each jurisdiction for the actual cost of service provided to its residents, less the amount of fares to be collected. Valley Metro will also bill any jurisdiction for any fares which the NWVDAR contractor was unable to collect under the following circumstances:

- The resident was making a return trip and was unable/unwilling to pay the fare. (In such instances, transportation will be provided to the passenger’s home, and the passenger will be subject to disciplinary action, up to and including suspension of service.)

## **SCHEDULE “C” – NORTHWEST VALLEY DIAL A RIDE SERVICES Cont.**

- The resident was making a trip to or from a life sustaining medical treatment (such as kidney dialysis) and was unable/unwilling to pay the fare. (In such instances, transportation will be provided to ensure that the passenger is able to receive the necessary medical treatment, and the passenger will be subject to disciplinary action, up to and including suspension of service.)

### **5. Days and Hours of Service:**

ADA service is available within  $\frac{3}{4}$  of a mile of any Valley Metro local bus route when the route is operating. Non-ADA service days and hours vary by jurisdiction. In El Mirage, Youngtown and Maricopa County, service is available on non-holiday weekdays between the hours of 7:00 AM and 5:00 PM and on Saturdays between the hours of 7:00 AM and 5:00 PM for essential medical purposes only. In Surprise, service is available on non-holiday weekdays and Saturdays between the hours of 5:00 AM and 8:00 PM. Days and hours of operation may be amended at any time based on mutual agreement of all parties to this agreement.

### **6. Service Area:**

ADA service is available within  $\frac{3}{4}$  miles of any bus route. Each jurisdiction has defined the non-ADA service area for its own residents. Residents of El Mirage, Maricopa County and Youngtown may travel anywhere within the NWVDAR service area. Each jurisdiction’s service area may be amended at any time upon the mutual agreement of the parties to this agreement.

### **7. Regional Trips:**

Effective June 30, 2016, transfers between Dial-a-Ride providers were eliminated. If a NWVDAR customer wishes to travel beyond the boundaries of the NWVDAR service area, that customer should contact the Regional Dial-a-Ride (RDAR) RDAR transportation provider to

## **SCHEDULE “C” – NORTHWEST VALLEY DIAL A RIDE SERVICES Cont.**

arrange his/her transportation. All RDAR policies and procedures are specified in Schedule C, “Regional Dial-a-Ride”.

### **8. Complaints**

Valley Metro will accept all comments, complaints and commendations regarding NWVDAR service. Customers, caregivers and other interested parties may file a comment, complaint or commendation about NWVDAR service by contacting Valley Metro’s Customer Service Center by phone at (602) 253-5000, by email at [csr@valleymetro.org](mailto:csr@valleymetro.org), or via Valley Metro’s website, [valleymetro.org](http://valleymetro.org). Valley Metro staff will direct the comment to the most appropriate party (e.g. the NWVDAR provider or Valley Metro staff who oversees the service) and will document any findings made or actions taken by either provider or Valley Metro staff as a result to the comment, complaint or commendation. A summary of NWVDAR and Regional DAR complaints and responses will be provided to City of El Mirage staff upon request.

### **9. Payment to Provider:**

The NWVDAR contractor will be paid a boarding fee for each trip and for each revenue mile or group trip operated, less the fares to be collected. The contractor will also be paid or assessed additional amounts based on the contractor achieving or failing to achieve levels of performance set forth in the contract. Each jurisdiction will pay all boarding fees, per-mile charges, group charges and retain all fares for trips taken by its residents. All costs associated with incentives and all savings associated with penalties will be apportioned to each jurisdiction based on its pro rata share of service.

### **10. Contract Administration**

Valley Metro shall serve as Contract Administrator. Valley Metro Shall:

- Provide detailed operational and financial performance data to each jurisdiction on an at-least quarterly basis
- Process, review, validate, and pay contractor invoices

- Accept, monitor and resolve customer complaints
- Procure, oversee and manage the NWVDAR contractor and ensure compliance with all applicable federal, state and local laws and ordinances
- Administer federal, regional, and local project funds and apportion all program revenues and expenses to each jurisdiction as described herein
- Provide public information regarding NWVDAR service
- Assist jurisdictions to implement strategies to maximize the safety, quality, effectiveness, efficiency and cohesiveness of NWVDAR service

**SCHEDULE "C" – NORTH WEST VALLEY AND REGIONAL  
DIAL A RIDE SERVICES COST ESTIMATE**

**FY17 Dial-A-Ride**

	<b>NWDAR El Mirage</b>	<b>Regional El Mirage</b>
<b>Trips:</b>		
ADA Ambulatory	-	710
ADA Wheelchair	-	26
Non-ADA Ambulatory	5,472	
Non-ADA Wheelchair	423	
<b>Total Trips</b>	<b>5,895</b>	<b>736</b>
<b>Gross Cost:</b>		
ADA Ambulatory	\$0	\$33,829
ADA Wheelchair	\$0	\$1,227
Non-ADA Ambulatory	\$49,553	
Non-ADA Wheelchair	\$12,394	
<b>Total Variable Cost</b>	<b>\$61,947</b>	<b>\$35,056</b>
Contractor's Incentive	\$735	\$178
RPTA Salaries, Fringes & OHD	\$1,947	\$410
<b>Total Gross Program Cost</b>	<b>\$64,630</b>	<b>\$35,643</b>
Total Fare Revenue	\$11,791	\$2,944
Federal Funding	\$6,711	
<b>Total Net Program Cost Before PTF</b>	<b>\$46,129</b>	<b>\$32,699</b>
ADA Costs	\$0	\$32,699
Non-ADA Costs	\$46,129	\$0
<b>Net Program by ADA and Non-ADA:</b>	<b>\$46,129</b>	<b>\$32,699</b>
Maximum PTF Available	\$24,800	\$24,800
PTF Applied	\$0	\$24,800
<b>Member City Contributions:</b>		
ADA-Costs	\$0	\$7,899
Non-ADA Costs	\$46,129	\$0
<b>Total Contribution</b>	<b>\$46,129</b>	<b>\$7,899</b>

**SCHEDULE “C” – REGIONAL DIAL A RIDE SERVICES AND FINANCIAL  
INFORMATION**

II. Sources of Project Operating Budget:

**FY 2016-2017**

For the period of time July 1, 2016 through June 30, 2017, the City of Mirage will pay RPTA an estimated amount of **\$7,899.00** for provision of Regional Dial-a-Ride Services (RDAR). Payments will be billed in equal quarterly installments on July 1, October 1, January 1 and shall become due within thirty (30) calendar days after the receipt of an invoice from RPTA. The fourth quarter billing will occur in conjunction with the annual reconciliation process. CITY shall pay RPTA in four (4) quarterly installments of **\$1,974.75**. Should actual program costs exceed the installment billing amount, arrangements will be made with the City to bill the supplemental amount. Program billings will be based on the boarding fees and billable miles traveled by Member Jurisdiction residents, less fares collected and retained by Valley Metro’s RDAR contractor. Valley Metro will also bill the Member Jurisdiction for its share of travel by ADA certified visitors in accordance with ADA requirements and the regionally adopted Visitor Policy, less fares collected and retained by the RDAR contractor. Valley Metro will also bill the Member Jurisdiction for its share of performance-based incentives paid to the RDAR contractor, and Valley Metro will credit the Member Jurisdiction for its share of performance-based penalties assessed against the RDAR contractor. Valley Metro will also bill the Member Jurisdiction for its share of budgeted overhead. Each quarter’s billing will be based on actual expenses billable to the Member Jurisdiction.

The goal of Valley Metro’s Regional Dial-a-Ride service (RDAR) is to ensure that ADA certified residents of and visitors to the Valley are able to make regional Dial-a-Ride trips in a safe, comfortable, convenient and legally compliant manner. RDAR provides door-to-door ADA paratransit service to ADA certified individuals making ADA eligible trips that would otherwise involve two or more local Dial-a-Ride providers.

## **SCHEDULE “C” – REGIONAL DIAL A RIDE SERVICES SPECIFICATIONS**

The program is intended to meet the requirements of the federal Americans with Disabilities Act as well as specific requirements established by participating jurisdictions. The following is a description of the service:

### **1. Service Description**

RDAR is an advanced reservation, door-to-door, shared-ride paratransit system which provides ADA compliant Dial-a-Ride service to ADA certified individuals making ADA eligible trips which begin and end within different Dial-a-Ride service areas. RDAR also provides other regional Dial-a-Ride trips as directed by individual member cities.

RDAR service is provided by a private company who contracts with Valley Metro. The contractor accepts calls from customers, verifies the customer’s eligibility for the trip, schedules each trip, assigns each trip to an appropriate vehicle and driver, groups trips whenever appropriate, provides the trip, collects the applicable fare, provides all trip-related data to Valley Metro, accepts and resolves service complaints, and prepares all required data and reports. Total Transit’s fleet includes a mix of sedans and vans as well as a number of lift and ramp equipped vans and minivans which ensure that service can be provided in a timely manner to all customers regardless of their mobility needs.

### **2. Program Eligibility**

Currently, Valley Metro utilizes two different eligibility certification processes for individuals who wish to use Dial-a-Ride.

- For ADA Regional Dial-a-Ride - Individuals must go through the regionally adopted in-person eligibility assessment and certification process administered by Valley Metro and be certified as ADA eligible.

## **SCHEDULE “C” – REGIONAL DIAL A RIDE SERVICES SPECIFICATIONS Cont.**

- Non-ADA Regional Dial-a-Ride – Depending on the jurisdiction of residence, individuals must either be a senior age 65 or above or an ADA certified person with a disability. Individuals can apply as a senior by completing an application and providing documentation demonstrating age and jurisdiction of residence. Individuals with disabilities can use the same in-person functional ADA evaluation and certification process as described above.
- If a jurisdiction wishes to provide RDAR to any other individuals, that jurisdiction must implement and manage its own eligibility certification process and provide the names, contact information, and any other appropriate information for eligible individuals to Valley Metro so that service can be provided in accordance with the jurisdiction’s eligibility policies and procedures.

### **3. Restrictions/Priorities:**

There are no restrictions or trip priorities for ADA certified riders making ADA eligible RDAR trips. If a jurisdiction wishes to establish restrictions or priorities for non-ADA RDAR service, the jurisdiction and Valley Metro will agree on those restrictions and priorities prior to the beginning of the fiscal year during which they will be in effect and as necessary thereafter.

### **4. Fares:**

Trips for El Mirage Residents within the Northwest Valley Region are \$2.00 per one-way trip. Fares for RDAR trips are \$4 per one-way trip. Fares may be paid in cash or with pre-purchased East/Northwest Valley or Regional Dial-a-Ride tickets. Phoenix residents who wish to pay the fare with Phoenix Dial-a-Ride tickets or with a Phoenix Dial-a-Ride monthly pass may do so; however, these fare instruments are not available to residents of any other jurisdictions.

## **SCHEDULE “C” – REGIONAL DIAL A RIDE SERVICES SPECIFICATIONS Cont.**

Valley Metro will bill each jurisdiction for the actual cost of service provided to its residents and to ADA certified visitors who reside within the city during their stays in the region, less the amount of fares to be collected. Valley Metro will also bill any jurisdiction for any fares which the RDAR contractor was unable to collect under the following circumstances:

- The resident or visitor was making a return trip and was unable/unwilling to pay the fare. (In such instances, transportation will be provided to the passenger’s home, and the passenger will be subject to disciplinary action, up to and including suspension of service.)
- The resident or visitor was making a trip to or from a life sustaining medical treatment (such as kidney dialysis) and was unable/unwilling to pay the fare. (In such instances, transportation will be provided to ensure that the passenger is able to receive the necessary medical treatment, and the passenger will be subject to disciplinary action, up to and including suspension of service.)
- The resident lives in Phoenix and paid his/her fare with a Phoenix Dial-a-Ride Monthly Pass.

Valley Metro will also bill jurisdictions for East Valley/Northwest Valley, Regional Dial-a-Ride and Phoenix Dial-a-Ride tickets turned in by the RDAR contractor.

### **5. Days and Hours of Service**

RDAR service will be available for any ADA certified rider at any time when the requested trip can be made using Valley Metro bus and/or light rail service. If a jurisdiction wishes to provide RDAR service for non-ADA trips, Valley Metro and the jurisdiction will agree on a schedule during which RDAR service will be made available to eligible residents of that jurisdiction.

## **SCHEDULE “C” – REGIONAL DIAL A RIDE SERVICES SPECIFICATIONS Cont.**

### **6. Service Area:**

For ADA certified riders making ADA eligible trips, RDAR service is available anywhere where Valley Metro service operates. For non-ADA service, RDAR is available anywhere in Maricopa County, subject to any limitations established by each jurisdiction for its residents making non-ADA trips.

### **7. Complaints:**

Valley Metro will accept all comments, complaints and commendations regarding RDAR service. Customers, caregivers and other interested parties may file a comment, complaint or commendation about RDAR service by contacting Valley Metro’s Customer Service Center by phone at (602) 253-5000, by email at [csr@valleymetro.org](mailto:csr@valleymetro.org), or via Valley Metro’s website, [valleymetro.org](http://valleymetro.org). Valley Metro staff will direct the comment to the most appropriate party (e.g. the RDAR provider or Valley Metro staff who oversees the service) and will document any findings made or actions taken by either provider or Valley Metro staff as a result to the comment, complaint or commendation.

### **8. Payment to Provider:**

The RDAR contractor will be paid a boarding fee for each trip and for each revenue mile or group trip operated, less the fares to be collected. The contractor will also be paid or assessed additional amounts based on the contractor achieving or failing to achieve levels of performance set forth in the contract.

Each jurisdiction will pay all boarding fees, per-mile charges, group charges and retain all fares for trips taken by its residents. All costs associated with incentives and all savings associated with penalties will be apportioned to each jurisdiction based on its pro rata share of service.

## **SCHEDULE “C” – REGIONAL DIAL A RIDE SERVICES SPECIFICATIONS Cont.**

### **9. Contract Administration:**

Valley Metro shall serve as Contract Administrator. Valley Metro Shall:

- Provide detailed operational and financial performance data to each jurisdiction on an at-least monthly basis
- Process, review, validate, and pay contractor invoices
- Accept, monitor and resolve customer complaints
- Procure, oversee and manage the RDAR contractor and ensure compliance with all applicable federal, state and local laws and ordinances
- Administer federal, regional, and local project funds and apportion all program revenues and expenses to each jurisdiction as described herein
- Provide public information regarding RDAR service
- Assist jurisdictions to implement strategies to maximize the safety, quality, effectiveness, efficiency and cohesiveness of RDAR service

**SCHEDULE “E” – AMERICANS WITH DISABILITIES ACT (ACT) – PUBLIC  
TRANSPORTATION FUNDS (PTF) AVAILABILITY**

For the period of July 1, 2016 to June 30, 2017 the maximum amount of Public Transportation Funds (PTF) available for the City of El Mirage is **\$24,800.00**. The PTF will pay actual costs for ADA trips and other requests for Paratransit service made by ADA certified Riders up to the maximum amount. A final reconciliation at fiscal year-end will be performed and adjustments, if necessary, will be made using actual ADA eligible costs.

Any remaining ADA PTF funds not used up to the maximum reimbursements may be requested by City for other ADA certified rider eligible expenses, and certified by the City’s chief financial officer or designee. RPTA will reimburse City within thirty (30) business days based upon availability of funds. City may request that reimbursements be made electronically. Wire transfers must be pre-arranged through the RPTA Finance Department.

Maximum amount:   **\$24,800.00**

# ATTACHMENT "A" – PTF EXPENSE REIMBURSEMENT REQUEST

## Regional Public Transportation Authority

### PTF Expenditure Reimbursement Request

The information provided will be used by the Regional Public Transportation Authority (RPTA) to monitor designated lead agency cash flow to ensure compliance with ARS 48-5103. No further monies may be paid out under this program unless this report is completed and filed as required.

RECIPIENT ORGANIZATION NAME AND ADDRESS	PROJECT AGREEMENT NUMBER	REQUEST NO.
	REPORTING PERIOD (Dates)	
	FROM:	TO:

	TOTAL	PTF SHARE
TOTAL ELIGIBLE COSTS	\$ -	\$ -
TOTAL PREVIOUS PAYMENTS	\$ -	\$ -
CURRENT PAYMENT REQUESTED	\$ -	\$ -
REMAINING FUNDING	\$ -	\$ -

**REQUIRED SIGNATURE**

This document must be signed by the recipient's Chief Financial Officer or their designated representative.

**CERTIFICATION**

I certify the financial expenditures submitted for reimbursement with this report, including supporting documentation, are eligible and allowable expenditures consistent with the project goals and requirements, have not been previously requested, and that payment is due. I also certify that all matching requirements have been met and sufficient documentation exists in our files and are available upon request or in the event of an audit.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	DATE REQUEST SUBMITTED
TYPED OR PRINTED NAME AND TITLE	TELEPHONE

**Instructions**

1. Keep a copy of everything submitted.
2. All project records, including financial records, must be maintained for 3 years beyond project completion.

	<i>For RPTA use only</i>
Date request received:	Life cycle compliance review (signature/date)
Approved for funds availability	10 Date of funds transfer

## Service Overview

### Dial-a-Ride Services for El Mirage Residents

This brochure provides an overview of Dial-a-Ride services which are available to qualified residents of El Mirage. These services are in addition to the regional Americans with Disabilities Act (ADA) paratransit system operated by Valley Metro for qualified people with disabilities.

#### What is Dial-a-Ride?

Dial-a-Ride service is a door-to-door shared-ride transportation service for qualified residents of El Mirage. Service is provided by Northwest Valley Dial-a-Ride which is operated through a contractor by Valley Metro. Northwest Valley Dial-a-Ride uses sedans, vans and accessible vans to deliver service throughout the Northwest Valley cities of El Mirage, Sun City, Sun City West, Surprise and Youngtown and adjacent unincorporated areas of Maricopa County. You can reach Northwest Valley Dial-a-Ride by calling 602.266.8723.

#### Who is eligible for Dial-a-Ride?

Any El Mirage resident who is:

- 65 years of age or more and verified by Valley Metro
- ADA paratransit certified by Valley Metro

If you have eligibility-related questions, contact Valley Metro at 602.716.2100 or visit

[http://www.valleymetro.org/dial\\_a\\_ride](http://www.valleymetro.org/dial_a_ride).

Service Area – Service is available throughout the Northwest Valley communities of El Mirage, Sun City, Sun City West, Surprise, Youngtown and adjacent unincorporated Maricopa County for all eligible El Mirage residents. ADA certified El Mirage residents may also utilize Regional Paratransit provided by Valley Metro. (See the map on the reverse side of this page.) To determine whether a particular location falls within the Northwest Valley Dial-a-Ride or Regional Paratransit service areas, contact Northwest Valley Dial-a-Ride at 602.266.8723 or Regional Paratransit at 602.716.2200.

Days and Hours of Service – Service is available on non-holiday weekdays between the hours of 7:00 AM and 5:00 PM and on Saturdays between 7:00 AM and 5:00 PM for life-sustaining medical trips only.

#### Dial-a-Ride Fares (One Way)

- Within El Mirage and the Northwest Valley Dial-a-Ride service area: \$2
- Beyond the Northwest Valley (including trips to Peoria, Glendale, Phoenix and the East Valley): \$4
  - Payable in cash or with EVDAR/NWVDAR tickets or Regional Dial-a-Ride tickets
  - A Personal Care Attendant (PCA) may travel with an ADA certified resident at no additional charge.
  - You may also travel with a companion who will be charged the same fare as you

### **Scheduling a Dial-a-Ride Trip**

If your trip is within El Mirage or the Northwest Valley, call Northwest Valley Dial-a-Ride at 602.266.8723. If your trip is to Peoria, Glendale, Phoenix or the East Valley, call Regional Paratransit at 602.716.2200. Both Northwest Valley Dial-a-Ride and Regional Paratransit reservations hours are daily between 6:00 Am and 7:30 PM. You will be asked to provide the following information:

- The date when you wish to travel
- The address where you wish to begin your trip
- The address where you wish to end your trip
- The time you wish to be picked up or the time you need to be at your destination – you may specify either the pick-up time or the drop-off time, but not both. (Please note. Dial-a-Ride is shared ride service. This means that your Dial-a-Ride driver may pick up and/or drop off other customers while transporting you.
- Whether you need a return trip
- Whether you will be traveling with a mobility device, with portable oxygen or with a service animal. Please provide this information to the Customer Service Representative scheduling your trip so that your Dial-a-Ride provider sends an appropriate vehicle.
- Whether or not you will be traveling with a PCA or any other individuals.
- The purpose of your trip

### **On the Day of Service**

- When you book your trip, you will be given a thirty-minute pick-up window during which the vehicle will be scheduled to arrive. Be ready to board immediately during this pick-up window.
- When the vehicle arrives, board immediately. Drivers are required to wait five minutes before leaving without you. If you do not board during this “boarding window”, you may be charged with a no-show and repeated no-shows may result in a temporary loss of service. Please note that if the driver arrives early, you are not required to board until five minutes after the start of your scheduled pick-up window, and if the driver arrives late, you will not be charged with a no-show, whether you take the trip or not.
- Dial-a-Ride is door-to-door service. Door-to-door service means that the driver will meet you at the outermost door of the building where you begin your trip and will provide assistance to you to the outermost door of the building where you will end your trip. Drivers are prohibited from entering any building or a private residence. Drivers are trained and expected to provide assistance navigating to and from the vehicle, with finding an open seat, with engaging safety belts, and with carrying small packages upon request. Drivers are not permitted to lift or carry children, and drivers are prohibited from lifting or carrying wheelchairs and other mobility devices up or down steps.
- When you board, pay your fare. The Customer Service Representative who schedules your trip will inform you of the fare which the driver will collect.
- When riding, remain seated with your seat belt securely fastened.
- Refrain from eating, drinking, smoking or consuming alcohol or illegal drugs while traveling on DAR
- Do not engage in behavior which may be construed as threatening, abusive or harmful, and refrain from profanity, jokes or other statements which may offend others based on gender, race, ethnicity, national origin, sexual orientation or disability.
- Do not play loud music or other audio content without using headphones or ear buds.

### **Concern or complaint**

If you wish to register a compliment, a complaint or a suggestion, please call Valley Metro Customer Service at (602) 253-5000. When prompted, say “Customer Service”. Your call will be connected to a customer service representative who will be happy to document your comments.



**REQUEST FOR COUNCIL ACTION**

<b>DATE SUBMITTED:</b> <u>06/15/2016</u>	<b>TYPE OF ACTION:</b>  ___ RESOLUTION # _____ ___ ORDINANCE # _____ <input checked="" type="checkbox"/> <b>OTHER:</b> Reappointment of PSPRS Board Member	<b>SUBJECT:</b> Consideration and action to reappoint Nancy Persichilli to the Public Safety Personnel Retirement System (PSPRS) Local Boards of the Police and Fire Department for a four-year term ending February 20, 2020.
<b>DATE ACTION REQUESTED:</b> <u>06/21/2016</u>		
___ REGULAR ___ <input checked="" type="checkbox"/> CONSENT		

<b>TO:</b> Mayor and Council
<b>FROM:</b> Sandra King, IPMA-CP, SPHR, Human Resources Director
<b>RECOMMENDATION:</b> Approve reappointment of Nancy Persichilli for four-year term ending February 20, 2020 to the Public Safety Personnel Retirement System (PSPRS) Local Boards of the Police and Fire Departments.
<b>PROPOSED MOTION:</b> I move to approve the reappointment to the PSPRS Board as presented.
<b>ATTACHMENTS:</b> None

**DISCUSSION:** Each local board (Fire and Police) of the PSPRS consists of the following membership: Mayor who serves as Chair; two (2) citizens appointed by the City Council who serve on both boards; and two (2) members from the Police and Fire Departments who are elected by their respective members. The terms of office are a staggered four-year term. Ms. Persichilli has served as citizen appointee on the local boards and has indicated an interest in continuing for an additional four-year term.

**FINANCIAL IMPACT:** N/A

**DEPARTMENT LINE ITEM ACCOUNT:** N/A

**BALANCE IN LINE ITEM IF APPROVED:** N/A

Finance Director:

6/17/16  
 Robert Niles Date

Approved as to form:

6/16/16  
 Robert M. Hall, City Attorney Date

City Manager:

6/17/16  
 Dr. Spencer A. Isom Date



**REQUEST FOR COUNCIL ACTION**

<b>DATE SUBMITTED:</b> <u>06/16/2016</u>	<b>TYPE OF ACTION:</b>  ___ RESOLUTION # _____ ___ ORDINANCE # _____ <input checked="" type="checkbox"/> <b>OTHER:</b> Filling Vacant P&Z Commission seats	<b>SUBJECT:</b> Consideration and action to fill two vacant Planning & Zoning Commission seats for two year terms ending June 30, 2018.
<b>DATE ACTION REQUESTED:</b> <u>06/21/2016</u>		
<input checked="" type="checkbox"/> <b>REGULAR</b> ___ <b>CONSENT</b>		

<b>TO:</b> Mayor and Council
<b>FROM:</b> Mayor
<b>RECOMMENDATION:</b> Approve Mayor's recommendation for filling two vacant Planning & Zoning Commission seats for two year terms ending June 30, 2018.
<b>PROPOSED MOTION:</b> I move to approve the Mayor's recommendations for the P&Z Commission as presented.
<b>ATTACHMENTS:</b> N/A

**DISCUSSION:** Two vacant positions on the Planning & Zoning Commission need to be filled for the next two year term beginning July 1, 2016 and ending June 30, 2018; Council to consider the Mayor's recommendations.

**FINANCIAL IMPACT:** N/A

**DEPARTMENT LINE ITEM ACCOUNT:** N/A

**BALANCE IN LINE ITEM IF APPROVED:** N/A

Deputy City Manager/Finance Director:

*Robert Nilles for*                      6/17/16  
 Robert Nilles                              Date

Approved as to form:

*Robert M. Hall*                              6/16/16  
 Robert M. Hall, City Attorney              Date

City Manager:

*Spencer A. Isom*                              6/17/16  
 Dr. Spencer A. Isom                              Date

**REQUEST FOR COUNCIL ACTION**

<p><b>DATE SUBMITTED:</b> <u>06/03/2016</u></p> <p><b>DATE ACTION REQUESTED:</b> <u>06/21/2016</u></p> <p><u>X</u> REGULAR    <u>  </u> CONSENT</p>	<p><b>TYPE OF ACTION:</b></p> <p><u>  </u> RESOLUTION # _____</p> <p><u>X</u> ORDINANCE # <u>016-06-05</u></p> <p><u>  </u> OTHER: _____</p>	<p><b>SUBJECT:</b> Consideration and action to approve Ordinance O16-06-05 adopting the City's property tax levies for Fiscal Year 2016-2017. The Primary Property Tax Levy is \$1,654,937 and the Secondary Tax Levy is \$2,030,000. The total levies for FY 2016-2017 are \$3,684,937. The total estimated combined property tax rate is \$3.7834.</p>
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<p><b>TO:</b> Mayor and Council</p>
<p><b>FROM:</b> Robert Nilles – Deputy City Manager/Finance Director</p>
<p><b>RECOMMENDATION:</b> Approve Ordinance O16-06-05 adopting the City's property tax levies for Fiscal Year 2016-2017.</p>
<p><b>PROPOSED MOTION:</b> I move to approve Ordinance O16-06-05 as presented.</p>
<p><b>ATTACHMENTS:</b> Ordinance O16-06-05</p>

**DISCUSSION:** The Primary Property Tax Levy is \$1,654,937, which is used for Public Safety operating and maintenance expenses. The Secondary Tax Levy is \$2,030,000, which is used for voter approved bonded indebtedness principal and interest payments. The total levies for FY 2016-2017 are \$3,684,937. The total estimated combined property tax rate is \$3.7834.

**FINANCIAL IMPACT:** As noted.

**DEPARTMENT LINE ITEM ACCOUNT:** N/A

**BALANCE IN LINE ITEM IF APPROVED:** N/A

Deputy City Manager/Finance Director:  
Robert Nilles *Robert Nilles for* 6/17/16  
 Robert Nilles Date

Approved as to form:  
Robert M. Hall *Robert M. Hall* 6/16/16  
 Robert M. Hall, City Attorney Date

City Manager:  
Dr. Spencer A. Isom *Spencer A. Isom* 6/17/16  
 Dr. Spencer A. Isom Date

## ORDINANCE O16-06-05

**AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF EL MIRAGE, MARICOPA COUNTY, ARIZONA, LEVYING UPON THE ASSESSED VALUATION OF THE PROPERTY WITHIN THE CITY OF EL MIRAGE SUBJECT TO PRIMARY AND SECONDARY TAXATION A CERTAIN SUM UPON EACH ONE HUNDRED DOLLARS (\$100.00) OF VALUATION SUFFICIENT TO RAISE THE AMOUNTS ESTIMATED TO BE REQUIRED IN THE ANNUAL BUDGET LESS THE AMOUNT ESTIMATED TO BE RECEIVED FROM OTHER SOURCES; PROVIDING FUNDS FOR VARIOUS BOND REDEMPTIONS, FOR THE PURPOSE OF PAYING INTEREST UPON BONDED INDEBTEDNESS AND PROVIDING FUNDS FOR MUNICIPAL EXPENSES; ALL FOR THE FISCAL YEAR ENDING THE 30<sup>th</sup> DAY OF JUNE, 2017**

**WHEREAS**, pursuant to A.R.S. §42-17151 et. seq., §42-17201 et. seq. and §42-17251 et. seq. the Council is required, on or before the third Monday in August each year, to fix, levy and assess the amount to be raised from primary property taxation and secondary property taxation; and,

**WHEREAS**, the El Mirage City Council adopted the fiscal year 2016-2017 Final Budget on June 7<sup>th</sup>, 2016; and,

**WHEREAS**, the County of Maricopa is the assessing and collecting authority for the City of El Mirage, the City Clerk is hereby directed to transmit a certified copy of this ordinance to the County Assessor and the Maricopa County Board of Supervisors.

**NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF EL MIRAGE, ARIZONA, AS FOLLOWS:**

Section 1. Primary Taxation. There is hereby levied on each one hundred (\$100.00) of the assessed value of all property, both real and personal, within the corporate limits of the City of El Mirage, except such property as may be by law exempt from taxation, a primary property tax levy not to exceed the maximum levy allowed by law for the fiscal year ending on the 30<sup>th</sup> day of June, 2017, and allowable tort liability claims. The total primary levy for Fiscal Year 2016-2017 is One Million Six Hundred Fifty Four Thousand Nine Hundred Thirty Seven Dollars (\$1,654,937.00).

Section 2. Secondary Taxation. In addition to the primary property tax levy established above, there is hereby levied on each one hundred dollars (\$100.00) of the assessed valuation of all property, both real and personal, within the corporate limits of the City of El Mirage, except such property as is exempt by law, a secondary property tax levy sufficient to raise the sum of Two Million Thirty Thousand Dollars (\$2,030,000.00) for the fiscal year ending on the 30<sup>th</sup> day of June, 2017, to be collected as provided by law for the purposes provided by law.

Ordinance O16-06-05

Section 3. No failure by the county officials of Maricopa County, Arizona, to properly return the delinquent list, and irregularity of any kind in the assessment or omission in the same, or irregularity of any kind in any proceedings shall invalidate such proceedings or invalidate any title conveyed by any tax deed; nor shall any failure of neglect of any officer(s) to timely perform any of the duties assigned to him/her or to them on the day or within the time specified invalidate any proceedings or any deed or sale pursuant thereto, or affect the validity of the assessment or levy of taxes or of the judgment of sale by which the collection of the same may be enforced, or in any manner affect the lien of the City of El Mirage upon such property for the delinquent taxes unpaid thereon, and no overcharge as to part of the taxes or of costs shall invalidate any proceedings for the collection of taxes or the foreclosure; and all acts of officers de facto shall be valid as if performed by officers de jure.

Section 4. All ordinances and parts of ordinances in conflict herewith are hereby repealed.

**PASSED, APPROVED, AND ADOPTED** by the Mayor and Council of the City of El Mirage, Maricopa County, Arizona this 21<sup>st</sup> day of June 2016.

\_\_\_\_\_  
Lana Mook, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Sharon Antes, City Clerk

\_\_\_\_\_  
Robert Hall, City Attorney

**REQUEST FOR COUNCIL ACTION**

<b>DATE SUBMITTED:</b> 06/14/2016	<b>TYPE OF ACTION:</b> <input type="checkbox"/> RESOLUTION # R16-06-17 <input type="checkbox"/> ORDINANCE # _____ <input type="checkbox"/> OTHER:	<b>SUBJECT:</b> Consideration and action to approve Resolution R16-06-17 amending Chapter 30, Sections §30.20 – §30.35 <b>Purchasing</b> of the City Code and declaring the Resolution and update included in Exhibit “A” as a public record for publishing per A.R.S. §9-802.
<b>DATE ACTION REQUESTED:</b> 06/21/2016		
<input checked="" type="checkbox"/> REGULAR <input type="checkbox"/> CONSENT		

<b>TO:</b> Mayor and Council
<b>FROM:</b> Robert Nilles – Deputy City Manager/Finance Director
<b>RECOMMENDATION:</b> Approve Resolution R16-06-17 amending the Purchasing Sections §30.20 - §30.35 of the City Code and declaring the Resolution and update included in Exhibit “A” as a public record for publishing per A.R.S. §9-802.
<b>PROPOSED MOTION:</b> I move to approve Resolution R16-06-17 as presented.
<b>ATTACHMENTS:</b> Resolution R16-06-17, Power Point Presentation

**DISCUSSION:** The amended language to the Purchasing Code is designed to direct city personnel in making purchases efficiently and effectively by providing systematic guidance for municipal expenditures adhering to best procurement practices. Amendments to the Purchasing Code 1) separates purchasing authority into two categories, “Formal” (over 30K) and “Informal” (30K and under), 2) mandates the procurement process of “formal” purchases, and 3) directs the disposition of surplus property. Amending the current language of the Purchasing Code will ensure the City of El Mirage is current with Arizona Revised Statutes, is aligned with surrounding municipalities, and is streamlined for purchasing efficiency, therefore ensuring all departments are productive in meeting the citizen’s needs.

**FINANCIAL IMPACT:** N/A

**DEPARTMENT LINE ITEM ACCOUNT:** N/A

**BALANCE IN LINE ITEM IF APPROVED:** N/A

Deputy City Manager/Finance Director:

Robert Nilles                      6/17/16  
 Robert Nilles                      Date

Approved as to form:

Robert M. Hall                      6/16/16  
 Robert M. Hall, City Attorney      Date

City Manager:

Dr. Spencer A. Isom                      6/17/16  
 Dr. Spencer A. Isom                      Date

**RESOLUTION R16-06-17**

**A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF EL MIRAGE, ARIZONA DECLARING AS PUBLIC RECORD THAT CERTAIN DOCUMENT TITLED “CHAPTER 30: ADMINISTRATION GENERALLY, *PURCHASING*”**

**WHEREAS**, Arizona Revised Statutes §9-802 provides a procedure whereby a municipality may enact the provisions of a code or public record by reference, without setting forth such provisions, provided that the adopting ordinance is published in full,

**NOW, THEREFORE, BE IT ORDAINED, BY THE MAYOR AND COUNCIL OF THE CITY OF EL MIRAGE, ARIZONA**, as follows:

Section 1. That the document attached hereto as Exhibit “A” amending Chapter 30 of the City Code of the City of El Mirage, Arizona, and titled “CHAPTER 30: ADMINISTRATION GENERALLY, *Purchasing*,” is hereby declared to be a public record.

Section 2. That the document attached hereto as Exhibit “A,” containing the amendments to Sections §30.20 - §30.35 of Chapter 30 of the El Mirage City Code are ordered to remain on file with the City Clerk.

**PASSED AND ADOPTED** by the Mayor and Common Council of the City of El Mirage, Arizona, this 21<sup>st</sup> day of June, 2016.

\_\_\_\_\_  
Lana Mook, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Sharon Antes, City Clerk

\_\_\_\_\_  
Robert Hall, City Attorney

EXHIBIT “A”

**CHAPTER 30: ADMINISTRATION GENERALLY, *PURCHASING***

AMENDMENTS

~~§30.20 GENERAL AUTHORITY TO EXPEND FUNDS.~~

~~—Council approval of the annual municipal budget shall be construed to include authority for the making of municipal expenditures as set forth in the budget, except as may be otherwise provided by the Council by resolution.~~

§ 30.20 PURPOSE.

The Purchasing Code is designed to direct city personnel in making purchases efficiently and effectively by providing systematic guidance for municipal expenditures. The Purchasing Code separates purchasing authority into two categories, “Formal” and “Informal” and mandates the procurement of “formal” purchases, and disposition of surplus property.

~~§ 30.21 PURCHASE ORDERS REQUIRED.~~

~~All municipal purchases over \$1,000 shall be by written purchase order or contract.~~

§ 30.21 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply.

**CITY MANAGER.** The City Manager or designee.

**CONTRACTS.** All executed agreements for the procurement of commodities, services, construction or materials. The essential elements of a contract are an offer and an acceptance of that offer. Contracts are considered legally binding written agreements and an obligation between the City and competent parties.

**COOPERATIVE PURCHASING.** A procurement conducted by, or on behalf of, more than one public procurement agency in accordance with Arizona Revised Statutes § 41-2632.

**INVITATION FOR BID (IFB).** A formal solicitation document inviting contractors and/or suppliers to participate in a sealed bid process for specific materials and/or services.

**PROFESSIONAL SERVICES.** Services where the primary effort involved is intellectual or conceptual rather than physical; where the services are to be rendered by providers with extensive formal education or appropriate state licensure and expertise in a specific field; and where the application of one (1) or more of the following would be involved: creativity, innovation, interpretation, judgment, unusual talent, and/or treatment.

**REQUEST FOR PROPOSAL (RFP).** A formal solicitation document requesting potential providers of goods and services submit a proposal. The solicitation document specifies a City goal and requests the submission of proposals on the methods of attaining that goal. An evaluation committee will award proposals based on measurable weighted criterion.

**RESPONSIVE.** A submission by a contractor, supplier, and/or firm that fully conforms in all material respects to the solicitation requirements, including form and substance.

**SOLE SOURCE.** A supplier who is the only one that possesses the unique ability or capability to meet the particular source requirements; therefore, no competition for the required materials, goods, and/or services is obtainable.

**SOLICITATION.** The formal process of the City seeking information, bids, qualifications, or proposals from prospective contractors and/or suppliers.

~~§ 30.22 EXPENDITURES; SIGNATURES ON CHECKS AND RATIFICATION.~~

~~—All checks for expenditures shall bear two signatures of the following four positions: the City Manager, the City Clerk, the City Finance Director, and the Assistant Finance Director. (Prior Code, § 3-4-4) (Ord. 007-05-02, passed 5-24-2007)~~

~~§ 30.22 GENERAL AUTHORITY TO EXPEND FUNDS.~~

~~Council approval of the annual municipal budget shall be construed to include authority for the making of municipal expenditures as set forth in the budget, except as may be otherwise provided by the Council by resolution. Although purchases have been approved through the annual municipal budget, all purchases will follow the purchasing code as set forth in § 30.23 through § 30.35. (Prior Code, § 3-4-1)(Prior Code, § 3-4-1)~~

~~§30.23 QUOTATION OR BID REQUIREMENTS.~~

~~—(A) Except as provided in §§ 30.24 through 30.32 30.37, prior to the purchase of goods or services, quotations or bids shall be sought according to the following schedule~~

<i><b>Dollar Range</b></i>	<i><b>Quotation or Bid Requirements</b></i>
\$0—\$1,000	No quotations or bids required.
	No purchase orders required.
\$1,000.01—\$5,000	No quotations or bids required.
	Purchase orders required, authorization by department head required.
\$5,001.01—\$30,000	A minimum of three telephone quotations shall be sought.

	<del>Purchase orders required, authorization by department head required.</del>
\$30,000.01 and over	Newspaper advertised sealed bids shall be sought from a minimum of three suppliers. Purchase orders required, authorization by department head, City Manager, and City Finance Director required. City Council approval.

§ 30.23 PURCHASING AUTHORITY

(A) The City Manager shall authorize purchases up to and including \$30,000; these purchases are deemed "informal" purchases.

(1) The City Manager may establish procedures for "informal" purchases as deemed necessary.

(2) Purchases up to \$5,000 do not require quotations; purchases in excess of \$5,000 and up to \$30,000 require a minimum of three telephone quotations.

(3) Violation of § 30.23(A) will be administered according to the City of El Mirage Personnel Policy Manual.

(B) The City Council shall approve all purchases greater than \$30,000. These purchases shall constitute "formal" purchases.

(1) "Formal" purchases shall be sought through one of the following:

(a) Invitation for Bid (IFB); or

(b) Request for Proposal (RFP).

(2) All formal purchases shall be published in accordance with the Arizona Revised Statutes, §41-2533; §41-2579; and §39-202 through §39-205.

(Prior Code, § 3-4-2) (Ord. O05-12-18, passed 12-8-2005; Res. R05-12-34, passed 12-8-2005)

(3) The Council may waive the sealed bid or advertisement "formal" purchase requirements when it determines it is in the best interest of the city City.

(Prior Code, § 3-4-5) (Ord. O05-12-18, passed 12-8-2005; Res. R05-12-34, passed 12-8-2005)

(4) Purchases may not be artificially separated, fragmented, or split to bypass "formal" purchase requirements.

(5) The City Manager may authorize increases up to \$30,000 for "formal" purchases previously approve by Council before seeking additional approval.

(6) Sealed bid procedures.

(a) A request for sealed bids may include the requirement that each bidder furnishes a performance bond, in cash or otherwise, sufficient to secure the performance sought.

(b) Sealed bids shall be received on behalf of the Council by the City Clerk. Each bid shall be identified, on its envelope, as a bid. Bids shall be opened in public at the time and location designated in the "advertisement for bids" ~~by the City Manager. (or his or her designee).~~ A tabulation of all bids received shall be ~~delivered~~ submitted for action to the Council at ~~a the~~ the next regular meeting or special meeting. The City Manager shall report to the Council his or her findings as to whether each bid meets the ~~city's~~ City's requirements and shall further advise the Council on issues relative to ~~the~~ the awarding of the contract. A tabulation of all bids received shall be retained on file for public inspection during regular business hours following the bid opening. A public records request may be required for viewing bid documents.

(c) Awarding of contracts based upon sealed bids shall be by Council action and the Council shall retain the right to reject any or all bids. Notice of the provisions of this section shall be included in the call for bids. In the event of the rejection of all bids received by the Council, or of partial rejection of any bid, the Council may have the City Manager negotiate the terms of a contract on behalf of the Council.

(d) Contracts shall be awarded by Council to the lowest ~~responsible~~ responsive and best bidder, except as otherwise provided herein.

(e) If two or more bids received are ~~for the same total amount or unit price, quality, and service being equal~~ determined to be the lowest responsive and best, and if the public interest will not permit the delay of re-advertising for bids, Council shall determine the successful bidder by lot.

(f) The City may provide additional notice to foster and promote competition such as direct mailing, telephoning, or emailing notice to prospective bidders.

(Prior Code, § 3-4-6)

~~§ 30.25~~

(g) ~~Determination of lowest responsible~~ Unless the Council or purchasing agent shall ~~exercise the right of rejection is exercised~~ as provided by §§ ~~30.23(B)(5)(c) or 30.32(C)~~, the purchase or contract shall be made from and with the lowest ~~responsible~~ responsive and best bidder for the entire purchase, ~~or~~ contract, or for any part thereof. In determining the lowest ~~responsible~~ responsive and best bidder, the Council ~~and City Manager~~ shall consider:

i. The best overall value for the City provided by the bidder;

- ii. The ability, capacity, and skill of the bidder to perform the contract or provide the service required;
- iii. The ability of the bidder to perform the contract or provide the services promptly or within the specified time, without delay or interference;
- iv. The quality of performance of previous contracts;
- v. The compliance with previous and existing compliance by the bidder with laws and regulations of the ~~city~~ federal, state, and/or city by the bidder;
- vi. The financial resources and/or ability of the bidder to perform the contract; and/or
- vii. The quality, availability, and adaptability of the supplies or services.

~~§ 30.24 SEALED BID PROCEDURES.~~

~~—— (A) A request for sealed bids may include the requirement that each bidder furnish a performance bond, in cash or otherwise, sufficient to secure the performance sought.~~

~~—— (B) Sealed bids shall be received on behalf of the Council by the City Clerk. Each bid shall be identified, on its envelope, as a bid. Bids shall be opened in public at the time and location designated in the "advertisement for bids" by the City Manager. (or his or her designee). A tabulation of all bids received shall be delivered to the Council at the next regular meeting or special meeting. The City Manager shall report to the Council his or her findings as to whether each bid meets the city's requirements and shall further advise the Council on issues relative to the awarding of the contract. A tabulation of all bids received shall be retained on file for public inspection during regular business hours following the bid opening.~~

~~—— (C) Awarding of contracts based upon sealed bids shall be by Council action and the Council shall retain the right to reject any or all bids. Notice of the provisions of this section shall be included in the call for bids. In the event of the rejection of all bids received by the Council, or of partial rejection of any bid, the Council may have the City Manager negotiate the terms of a contract on behalf of the Council.~~

~~—— (D) Contracts shall be awarded by Council to the lowest responsible responsive and best bidder, except as otherwise provided herein.~~

~~—— (E) If two or more bids received are for the same total amount or unit price, quality, and service being equal and if the public interest will not permit the delay of re-advertising for bids, Council shall determine the successful bidder by lot.~~

### 30.24 SOLE SOURCE PROCUREMENT.

(A) City Manager authority. ~~The City Manager or designee may procure and contract for supplies and services without compliance with the procedures set forth in sections of the code when there has been a written determination that competition is not available and there is only one known source for the supply of service. The City Manager is exempt from requirements in this chapter for procurement and payment of utilities, Council approved debt service, bond and financing costs, employee costs, employer benefit costs, insurance payments, banking fees and charges, pass through payments, reimbursements, taxes and assessments, and payments to other governments and political subdivisions of the state of Arizona.~~

(B) Council authority. A sole source procurement request which exceeds the bid threshold identified in § 30.23(B) of \$10,000 shall be submitted in writing and subject to the approval of Council when there has been a written determination that competition is not available and there is only one known source for the supply of materials, goods, and/or services.

(Prior Code, § 3-4-7(A))

### ~~§ 30.25 DETERMINATION OF LOWEST RESPONSIBLE BIDDER.~~

~~—Unless the Council or purchasing agent shall exercise the right of rejection as provided by § 30.24, the purchase or contract shall be made from and with the lowest responsible bidder for the entire purchase or contract or for any part thereof. In determining the lowest responsible bidder, the Council and City Manager shall consider:~~

~~—(A) The ability, capacity, and skill of the bidder to perform the contract or provide the service required;~~

~~—(B) Whether the bidder can perform the contract or provide the services promptly or within the specified time, without delay or interference;~~

~~—(C) The quality of performance of previous contracts;~~

~~—(D) The previous and existing compliance by the bidder with laws and ordinances of the city;~~

~~—(E) The financial resources and ability of the bidder to perform the contract; and~~

~~—(F) The quality, availability, and adaptability of the supplies or services.~~

(Prior Code, § 3-4-7)

### 30.25 APPLICATION TO EMPLOYEES AND PROFESSIONAL SERVICES.

(A) ~~Nothing in §§ 30.23 through 30.25 shall be construed to pertain to the hiring of municipal employees or professional persons who receive monthly fees as independent contractors.~~

~~(B)~~ (A) The procurement of professional services, including but not limited to accounting, auditing, engineering, or legal services, are hereby exempt from the requirements of §30.23(B) when it is determined by the City Manager that it is in the city's City's best interest to procure these professional services by direct selection. The exemption applies to both the "formal" purchase process and Council action except as provided in §30.25(B).

(EB) Contracts for construction and for the services of architects and engineers to be used in connection with construction contracts are governed by the provisions of Arizona Revised Statutes, Title 34.

(1) The following professional services shall be procured in accordance with Arizona Revised Statutes § 34-603:

- (a) Architect services;
- (b) Assayer services;
- (c) Construction-manager-at-risk construction services;
- (d) Design-build construction;
- (e) Engineer services;
- (f) Geologist services;
- (g) Job-order-contracting construction services;
- (h) Landscape architect services; or
- (i) Land surveying services.

(Prior Code, § 3-4-8) (Ord. O05-01-01, passed 1-27-2005)

### ~~30.26 SOLE SOURCE PROCUREMENT.~~

~~—(A)—City Manager authority. The City Manager or designee may procure and contract for supplies and services without compliance with the procedures set forth in sections of the code when there has been a written determination that competition is not available and there is only one known source for the supply of service.~~

~~—(B)—Council authority. A sole source procurement request which exceeds the bid threshold of \$10,000 shall be submitted in writing and subject to the approval of Council.~~

~~(Prior Code, § 3-4-7(A))~~

### § 30.26 EMERGENCY PURCHASES.

(A) ~~Notwithstanding any other provision of this subchapter, the~~ The City Manager ~~or his or her designee~~ may make, ~~or authorize others to make~~ emergency procurements if there exists a threat to public health, welfare, or safety, or if a situation exists which makes compliance with the procurement process specified in §30.23 ~~through 30.24~~ contrary to the public interest. Emergency procurements shall be made with such competition as is practicable under the circumstances.

(B) A written determination of the basis for the emergency and for the selection of the particular contractor shall be included in the contract file.

~~(C) Emergency purchases authorized by the City Manager or his or her designee shall be approved or authorized by the Council as provided in § 30.23.~~

~~(D) Whenever an emergency expenditure in excess of the amount stated in § 30.23(B) is made as provided in this subchapter, a report specifying the nature of the emergency and the amount of the expenditure shall be made to the Council at the next a regularly scheduled Council meeting. (Prior Code, § 3-4-9)~~

~~§ 30.27 APPLICATION TO EMPLOYEES AND PROFESSIONAL SERVICES.~~

~~—(A) Nothing in §§ 30.23 through 30.25 shall be construed to pertain to the hiring of municipal employees or professional persons who receive monthly fees as independent contractors.~~

~~—(B) The procurement of professional services, including but not limited to accounting, auditing, engineering, or legal services, are hereby exempt from the requirements of when it is determined by the City Manager that it is in the city's best interest to procure these professional services by direct selection.~~

~~—(C) Contracts for construction and for the services of architects and engineers to be used in connection with construction contracts are governed by the provisions of Arizona Revised Statutes, Title 34.~~

~~(Prior Code, § 3-4-8) (Ord. 005-01-01, passed 1-27-2005)~~

30.27 COOPERATIVE PURCHASING.

~~This subchapter shall not apply to purchases made by, through, with, or from the State of Arizona or its political subdivisions.~~

The City may participate in, sponsor, conduct, or administer cooperative, joint, group and interstate cooperative procurement to establish contracts or price negotiations for goods, services, or construction services that use source selection methods substantially equivalent to those set forth in § 30.23.

(Prior Code, § 3-4-12)

~~§ 30.28 EMERGENCY PURCHASES.~~

~~—(A) Notwithstanding any other provision of this subchapter, the City Manager or his or her designee may make, or authorize others to make emergency procurements if there exists a threat to public health, welfare, or safety, or if a situation exists which makes compliance with the procurement process specified in §30.23 through 30.24 contrary to the public interest. Emergency procurements shall be made with such competition as is practicable under the circumstances.~~

~~—(B) A written determination of the basis for the emergency and for the selection of the particular contractor shall be included in the contract file.~~

~~—(C) Emergency purchases authorized by the City Manager or his or her designee shall be approved or authorized by the Council as provided in § 30.23.~~

~~(D) Whenever an emergency expenditure is made as provided in this subchapter, a report specifying the nature of the emergency and the amount of the expenditure shall be made to the Council at the next a regularly scheduled Council meeting. (Prior Code, § 3-4-9)~~

#### § 30.28 MUNICIPAL CONSTRUCTION PROJECTS.

(A) The City of El Mirage shall complete construction projects in compliance with Arizona Revised Statutes § 34-201.

#### ~~§30.29 IMPOSITION OF ADDITIONAL REQUIREMENTS.~~

~~The City Manager may, at his or her discretion, in matters involving purchases made under his or her authority, impose requirements for the seeking of quotations or bids more stringent than those of §§ 30.23 through 30.25.  
(Prior Code, § 3-4-10)~~

#### § 30.29 ENFORCEMENT.

(A) It shall be the duty of the City Manager to enforce the provisions of this subchapter.

(B) The City Manager shall prepare such reports as may be necessary for the Council to act in keeping with the provisions of this subchapter, and the City Clerk shall maintain the records as ~~may be necessary~~ to demonstrate that the provisions of this subchapter have been met.

(C) The records of payments for goods or services shall include written ~~verification~~ documentation that the provisions of this subchapter have been met.  
(Prior Code, § 3-4-11)

~~§ 30.30 ENFORCEMENT.~~

~~(A) It shall be the duty of the City Manager to enforce the provisions of this subchapter.~~

~~—(B) The Manager shall prepare such reports as may be necessary for the Council to act in keeping with the provisions of this subchapter, and the Clerk shall maintain the records as may be necessary to demonstrate that the provisions of this subchapter have been met.~~

~~—(C) The records of payments for goods or services shall include written verification that the provisions of this subchapter have been met.~~

~~(Prior Code, § 3-4-11)~~

§ 30.30 AUDIT OF RECORDS.

The annual audit of municipal records shall include an examination of records necessary under this subchapter.

(Prior Code, § 3-4-13)

~~§ 30.31 COOPERATIVE PURCHASING.~~

~~—This subchapter shall not apply to purchases made by, through, with, or from the State of Arizona or its political subdivisions.~~

§ 30.31 EXPENDITURES; SIGNATURES ON CHECKS AND RATIFICATION.

All checks and back up materials for expenditures shall bear two signatures of the following four positions: the City Manager, the City Clerk, the City Finance Director, ~~and~~ or the Assistant Finance Director. Checks written by the Court shall bear two signatures of the following three positions: Director of Court Services, Judicial Supervisor, or Judicial Lead.

(Prior Code, § 3-4-4) (Ord. O07-05-02, passed 5-24-2007)

~~§ 30.32 AUDIT OF RECORDS.~~

~~—The annual audit of municipal records shall include an examination of records necessary under this subchapter.~~

~~(Prior Code, § 3-4-13)~~

§ 30.32 PROTESTS, CITY ACTIONS: SOLICITATION, CONTRACT, CHANGE ORDER, OR SUSPENSION AND/OR DEBARMENT.

(A) ~~Any interested party to a contract may protest a solicitation issued by the city only prior to the award of contract; an award of a city contract; the rejection of a request for changes, including a change order; or suspension and/or debarment from the procurement process of the~~

~~city, by filing a protest. The protest shall include, at a minimum: Protests can only be made for "formal" purchases. Any person or firm who has submitted a bid or proposal may protest a "formal" purchase solicitation issued by the City prior to award. Protests cannot be made by a third party. The bidder may file a protest for:~~

- ~~(1) The rejection of a request for changes in the formal solicitation;~~
- ~~(2) Scope of work;~~
- ~~(3) Suspension and/or debarment from the procurement process; or~~
- ~~(4) The apparent lowest and best bid.~~

(B) The protest shall include, at a minimum:

(1) The protestor's name, street address, phone number, fax number (if any) or e-mail address (if any), signature of the protestor or its representative, and a copy of the formal solicitation document or contract; and

~~(b) Identification of the governmental unit or department and solicitation or contract or program;~~

~~(e)(2) A detailed statement of legal and factual grounds of the protest including relevant documents; and.~~

~~(d) A statement of remedies or corrective actions which the protestor is requesting.~~

(C) (2) The written complaint protest must be filed with the appropriate city department head City Clerk and contain include items in § 30.32 (2). the above items. If involving a public project, then the complaint must be filed with Public Works Director who shall have 14 days to respond. If other, then must be filed with the Finance Director who shall have 14 days to respond. The Finance Director shall have 15 business days to respond.

~~(3) If not satisfied with city staff decision, the protestor then may appeal to City Manager who shall have the final authority to resolve protests and to settle and resolve contract claims and controversies.~~

(D) (3) The protestor may file an appeal within 15 business days of the date of the Finance Director's response. The City Manager shall have the final authority to resolve protests. The City Manager shall issue written decision within 15 business days after an appeal has been filed. The decision shall contain an explanation regarding the basis of the decision.

~~(5) City reserves the right to amend the protest. The City Manager shall have the authority to amend as needed.~~

(E) The City Manager has the sole authority to debar or suspend a vendor, contractor, and/or professional service provider from participating in City procurement for a period up to three years, based upon the following factors:

- (1) Insufficient financial ability, equipment, or personnel to perform the contract;
- (2) Breach of contractual obligations to ~~city~~ the City, public and/or private agencies, ~~public~~;
- (3) Failure to comply with the requests of an investigation;

(4) Conviction for ~~commission of~~ committing a criminal offense as an incident to obtaining or attempting to obtain a public or private contract or subcontract, or in the performance of the contract or subcontract;

(5) Conviction under state or federal statutes of embezzlement, theft, forgery, bribery, falsification, or destruction of records, receiving stolen property, or any other offense indicating a lack of business integrity or business honesty which currently, seriously, and directly affects responsibility as an Arizona contractor; ~~and~~

(6) Conviction under state and federal antitrust statutes arising out of the submission of bids or proposals;

(7) Violation of contract provisions, ~~as set forth below, of a character which is regarded~~ determined by the City Manager to be so serious as to justify debarment action, including but not limited to the following:

(a) Deliberate failure without good cause to perform in accordance with the specifications or within the time limit provided in the contract; or

(b) A recent record of failure to perform or of unsatisfactory performance in accordance with the terms of one or more contracts; provided that failure to perform or unsatisfactory performance caused by acts beyond the control of the contractor shall be considered to be a basis for debarment.

(8) Any other cause the City Manager determines to be so serious and compelling as to affect responsibility as an Arizona contractor, by another governmental entity for any cause listed in regulations, or outstanding contract disputes or claims or current litigation with the City.

(F) The City Manager shall issue written statement which shall state the reason for debarment or suspension and rights to appeal.

(Prior Code, § 3-4-14) (Ord. O05-12-18, passed 12-8-2005; Res. R05-12-34, passed 12-8-2005)

~~§ 30.33 PROTESTS OF CITY ACTIONS: SOLICITATION, CONTRACT, CHANGE ORDER, OR SUSPENSION AND/OR DEBARMENT.~~

~~—(A)—(1) Any interested party to a contract may protest a solicitation issued by the city only prior to the award of contract; an award of a city contract; the rejection of a request for changes, including a change order; or suspension and/or debarment from the procurement process of the city, by filing a protest. The protest shall include, at a minimum:~~

~~—(a) The protestor's name, street address, phone number, fax number (if any) or e-mail address (if any), signature of the protestor or its representative, and copy of the solicitation or contract;~~

~~—(b) Identification of the governmental unit or department and solicitation or contract or program;~~

~~—(c) A detailed statement of legal and factual grounds of the protest including relevant documents; and~~

~~—(d) A statement of remedies or corrective actions which the protestor is requesting.~~

~~—(2) The written complaint must be filed with the appropriate city department head and contain the above items. If involving a public project, then the complaint must be filed with~~

~~Public Works Director who shall have 14 days to respond. If other, then must be filed with the Finance Director who shall have 14 days to respond.~~

~~—(3) If not satisfied with city staff decision, the protestor then may appeal to City Manager who shall have the final authority to resolve protests and to settle and resolve contract claims and controversies.~~

~~—(4) Written decision. The City Manager shall issue a written decision within 30 days after a protest has been filed. The decision shall contain an explanation regarding the basis of the decision.~~

~~—(5) City reserves the right to amend the protest. The City Manager shall have the authority to amend as needed.~~

~~—(B) The City Manager has the sole authority to debar or suspend a vendor, contractor, and/or professional service provider from participating in city procurement for a period up to three years, based upon the following factors:~~

~~—(1) Does not have sufficient financial ability, equipment, or personnel to perform the contract;~~

~~—(2) Has repeatedly breached contractual obligations to city, public and private agencies, public;~~

~~—(3) Fails to comply with the requests of an investigation;~~

~~—(4) Conviction for commission of a criminal offense as an incident to obtaining or attempting to obtain a public or private contract or subcontract, or in the performance of the contract or subcontract;~~

~~—(5) Conviction under state or federal statutes of embezzlement, theft, forgery, bribery, falsification, or destruction of records, receiving stolen property, or any other offense indicating a lack of business integrity or business honesty which currently, seriously, and directly affects responsibility as an Arizona contractor; and~~

~~—(6) Conviction under state and federal antitrust statutes arising out of the submission of bids or proposals;~~

~~—(7) Violation of contract provisions, as set forth below, of a character which is regarded by the City Manager to be so serious as to justify debarment action:~~

~~—(a) Deliberate failure without good cause to perform in accordance with the specifications or within the time limit provided in the contract; or~~

~~—(b) A recent record of failure to perform or of unsatisfactory performance in accordance with the terms of one or more contracts; provided that failure to perform or unsatisfactory performance caused by acts beyond the control of the contractor shall be considered to be a basis for debarment.~~

~~—(8) Any other cause the City Manager determines to be so serious and compelling as to affect responsibility as an Arizona contractor, including debarment by another governmental entity for any cause listed in regulations.~~

~~—(C) The City Manager may immediately suspend or reject bids and proposals from any contractor who is in contract dispute, has an outstanding claim, or is in litigation with the city.~~

~~—(D) The City Manager shall issue a written decision to debar or suspend which shall:~~

~~—(1) State the reasons for the action taken; and~~

~~—(2) Inform the debarred or suspended person involved of his, her or its rights to appeal.~~

~~(Prior Code, § 3-4-14) (Ord. 005-12-18, passed 12-8-2005; Res. R05-12-34, passed 12-8-2005)~~

§ 30.33 NON-DISCRIMINATION AND EQUAL ACCESS, AND CIVIL RIGHTS STATEMENT.

The City of El Mirage prohibits discrimination on the basis of age, race, color, religion, sex, disability, familial status, or national origin in its admission or access to, or treatment or employment in its federally assisted program and activities. Any contractor, subcontractor, and/or vendor receiving benefit from the City of El Mirage is subject to Title VI of the Civil Rights Act of 1964, §504 of Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act of 1990, the Age Discrimination Act of 1975, and Title IX of the Education Amendment of 1972, and offers all persons the opportunity to participate in programs or activities regardless of age, race, color, religion, sex, disability, familial status, or national origin, ~~age, sex, disability, race, color, religion, or familial status. Further, it is agreed that no individual will be turned away from or otherwise denied access to or benefit from any program or activity that is directly associated with a program or the recipient on the basis of race, color, religion, sex, disability, familial status, or national origin.~~

(Prior Code, § 3-4-15) (Ord. O05-12-18, passed 12-8-2005; Res. R05-12-34, passed 12-8-2005)

~~§ 30.34 NON-DISCRIMINATION AND EQUAL ACCESS, AND CIVIL RIGHTS STATEMENT.~~

~~The City of El Mirage prohibits discrimination on the basis of race, color, religion, sex, disability, familial status, or national origin in its admission or access to, or treatment or employment in its federally assisted program and activities. Any contractor, subcontractor, and/or vendor receiving benefit from the City of El Mirage is subject to Title VI of the Civil Rights Act of 1964, §504 of Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act of 1990, the Age Discrimination Act of 1975, and Title IX of the Education Amendment of 1972, and offers all persons the opportunity to participate in programs or activities regardless of race, color, national origin, age, sex, disability, race, color, religion, or familial status. Further, it is agreed that no individual will be turned away from or otherwise denied access to or benefit from any program or activity that is directly associated with a program or the recipient on the basis of race, color, religion, sex, disability, familial status, or national origin.~~

~~(Prior Code, § 3-4-15) (Ord. O05-12-18, passed 12-8-2005; Res. R05-12-34, passed 12-8-2005)~~

§ 30.34 MINORITY-OWNED BUSINESS ENTERPRISES (MBE) AND, WOMEN-OWNED BUSINESS ENTERPRISES (WBE) AND DISADVANTAGE BUSINESS ENTITIES (DBE).

(A) The City of El Mirage will endeavor to ensure in every way possible that disadvantaged, minority, and women-owned businesses shall have every opportunity to participate in providing professional services, goods, and construction contracts to the City of El Mirage without being discriminated against on the basis of age, race, color, religion, sex, disability, ~~familiar~~ familial status, or national origin.

(B) The City of El Mirage is also responsible for ensuring compliance with § 3, part 135, of the Housing and Urban Development Act of 1968, involving all contracts and subcontracts. (Prior Code, § 3-4-15) (Ord. O05-12-18, passed 12-8-2005; Res. R05-12-34, passed 12-8-2005)

~~§ 30.35 MINORITY OWNED BUSINESS ENTERPRISES (MBE) AND, WOMEN OWNED BUSINESS ENTERPRISES (WBE) AND DISADVANTAGE BUSINESS ENTITIES (DBE).~~

~~—(A) The City of El Mirage will endeavor to ensure in every way possible that disadvantaged, minority, and women owned businesses shall have every opportunity to participate in providing professional services, goods, and construction contracts to the City of El Mirage without being discriminated against on the basis of, race, color, religion, sex, disability, familiar familial status, or national origin.~~

~~—(B) The City of El Mirage is also responsible for ensuring compliance with § 3, part 135, of the Housing and Urban Development Act of 1968, involving all contracts and subcontracts. (Prior Code, § 3-4-15) (Ord. O05-12-18, passed 12-8-2005; Res. R05-12-34, passed 12-8-2005)~~

§ 30.35 DISPOSITION OF SURPLUS PROPERTY.

(A) The sale and disposition of property by a city or town is governed by Arizona Revised Statutes § 9-402.

(B) The sale and disposition of property must be advertised for bid in accordance with Arizona Revised Statutes § 39-204.

(C) The City Manager may act on behalf of the City in all matters pertaining to the disposition of excess or surplus equipment, material, and property.

(D) Unless otherwise authorized by law, city code, ordinances, or regulations no department shall transfer, sell, trade, donate, or otherwise dispose of supplies, equipment, materials, or property owned by the City without authorization from the City Manager.



# Purchasing Code Update



## Purpose

- Directs City Personnel
- Separates Authority
  - City Manger – “Informal” purchases 30k and under
  - Council – “Formal” purchases over 30k



# General Authority

- Budget approved spending
  - Must still follow purchasing code
- Council approves most procurements over \$30k



# Formal Purchase

- Invitation for Bid, (IFB)
- Request for Proposal, (RFP)
- Request for Qualification, (RFQ) in compliance ARS §41-2533; §41-2579; & §39-202 - §39-205

# Formal Purchases (Cont'd)



- All Council Action shall include Purchase Order (PO) or written contract
- Council may waive requirements
- No splitting to bypass requirement
- City Manager may increase Council approved PO an additional \$30k



# Sealed Bids

- “Responsive and Responsible” replaced by “Responsive and Best”
- Notices to be published on City website & Newspaper
- Determination of winner based on best overall value to the City.



- Exclusions from Council approval
  - Utilities
  - Debt
  - Employee costs
  - Employer provided benefits
  - Insurance payments
  - Banking fees and charges
  - Pass through payments
  - Reimbursements
  - Taxes and assessments
  - Payments to other governments

# Sole Source Exclusions





## Sole Source

- Sole Source procurement request that exceeds \$30K shall be submitted in writing and subject to the approval of the City Council.



# Professional Services

- Professional services are now defined
- No requirement for bid or solicitation
- City Manager may still direct select



# Emergency Purchases

- Eliminates after the fact Council approval
- If over \$30k City Manager shall report the purchase to Council at the next regular council meeting



# Cooperatives

- Cooperatives can replace the requirement to bid or solicit
- Council action is still required if over \$30k
- Must use equivalent methods for source selections
- Term of use cannot exceed the term of the cooperative agreement or its amendments/extensions



# Municipal Construction Projects

- Use of City personnel will follow ARS 34-201
- Bidding will follow code and ARS 34-201



# Checks and Expenses

- Two of four authorized signatures required on checks and backup
  - Court – two of three authorized signatures

# Protests, Suspensions, and Debarments



- Only bidders may protest
  - To the City Clerk
  - Before an award
- Finance Director shall respond within 15 business days
  - Appeals are made to the City Manager
- City Manager has 15 business days to provide a written decision which is final
- City Manager may suspend or debar a bidder



# Disposition of Surplus Property

- The City Manager will follow Arizona Revised Statutes §9-402 & §39-204



# Impacts Of Changes

- Council – No significant changes as Council approval thresholds are not changing

# Impacts Of Changes (Cont'd)



- Staff – Significant changes
  - Allows for “Informal” purchase thresholds to be changed administratively as expenses grow
  - Addresses surplus property disposal and staff construction projects
  - Complies with statutory requirements (A.R.S.)



**REQUEST FOR COUNCIL ACTION**

<b>DATE SUBMITTED:</b> <u>06/14/2016</u>	<b>TYPE OF ACTION:</b> <input type="checkbox"/> RESOLUTION # _____ <input type="checkbox"/> ORDINANCE # <u>O16-06-06</u> <input type="checkbox"/> OTHER: _____	<b>SUBJECT:</b> Consideration and action to approve Ordinance O16-06-06 amending Chapter 30, Sections §30.20 – §30.35 <i>Purchasing</i> and adopting and making a part of the El Mirage City Code that certain document titled “Chapter 30, ADMINISTRATION GENERALLY, <i>Purchasing</i> ” and declared to be a public record by reference in Resolution R16-06-17.
<b>DATE ACTION REQUESTED:</b> <u>06/21/2016</u>		
<input checked="" type="checkbox"/> REGULAR <input type="checkbox"/> CONSENT		

<b>TO:</b> Mayor and Council <span style="color: blue; font-size: small; margin-left: 100px;">RM by CM</span>
<b>FROM:</b> Robert Nilles – Deputy City Manager/Finance Director
<b>RECOMMENDATION:</b> Approve Ordinance O16-06-06 amending the Purchasing Sections §30.20 - §30.35 of the City Code and making a public record by reference in Resolution R16-06-17.
<b>PROPOSED MOTION:</b> I move to approve Ordinance O16-06-06 as presented.
<b>ATTACHMENTS:</b> Ordinance O10-06-06.

**DISCUSSION:** The amended language to the Purchasing Code is designed to direct city personnel in making purchases efficiently and effectively by providing systematic guidance for municipal expenditures adhering to best procurement practices. Amendments to the Purchasing Code 1) separates purchasing authority into two categories, “Formal” (over 30K) and “Informal” (30K and under), 2) mandates the procurement process of “formal” purchases, and 3) directs the disposition of surplus property. Amending the current language of the Purchasing Code will ensure the City of El Mirage is current with Arizona Revised Statutes, is aligned with surrounding municipalities, and is streamlined for purchasing efficiency, therefore ensuring all departments are productive in meeting the citizen’s needs.

**FINANCIAL IMPACT:** N/A

**DEPARTMENT LINE ITEM ACCOUNT:** N/A

**BALANCE IN LINE ITEM IF APPROVED:** N/A

Deputy City Manager/Finance Director:

\_\_\_\_\_ 6/17/16  
 Robert Nilles Date

Approved as to form:

\_\_\_\_\_ 6/16/16  
 Robert M. Hall, City Attorney Date

City Manager:

\_\_\_\_\_ 6/17/16  
 Dr. Spencer A. Isom Date

**ORDINANCE O16-06-06**

**AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF EL MIRAGE, MARICOPA COUNTY, ARIZONA, AMENDING CHAPTER 30: ADMINISTRATION GENERALLY, PURCHASING, SECTIONS §30.20 - §30.35, OF THE CITY OF EL MIRAGE CITY CODE**

**WHEREAS**, Arizona Revised Statutes §9-802 provides a procedure whereby a municipality may enact the provisions of a code or public record by reference, without setting forth such provisions, provided that the adopting ordinance is published in full,

**NOW, THEREFORE, BE IT ORDAINED, BY THE MAYOR AND COUNCIL OF THE CITY OF EL MIRAGE, ARIZONA**, as follows:

- Section 1. Chapter 30, Sections §30.20 - §30.35 of the El Mirage City Code “*Purchasing*,” is hereby amended.
- Section 2. That certain document titled “Chapter 30: ADMINISTRATION GENERALLY, *Purchasing*” which document was made public record by Resolution R16-06-17 amending Sections §30.20 - §30.35 of the City Code is hereby referred to, adopted and made part of the El Mirage City Code as if fully set out in this Ordinance.
- Section 3. If any section, subsection, sentence, clause, phrase or portion of this Ordinance in any part of this addition adopted here by reference is for any reason held invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.
- Section 4. The City Clerk is hereby directed to publish this adopting ordinance in full.

**PASSED AND ADOPTED** by the Mayor and Council of the City of El Mirage this 21<sup>st</sup> day of June, 2016.

\_\_\_\_\_  
Lana Mook, Mayor

Attest:

Approved as to Form:

\_\_\_\_\_  
Sharon Antes, City Clerk

\_\_\_\_\_  
Robert M. Hall, City Attorney