

NEW MEXICO JUNIOR COLLEGE

BOARD MEETING

Thursday, July 29, 2004

Zia Room - Library

4:00 p.m.

AGENDA

- Consideration of Purchase of Docutech and Bookmark Copiers
- Consideration of Purchase of DocuColor Copier
- Consideration of Vehicle Purchases
- Consideration of Parking Lot Seal Coat
- Personnel Consideration - Professor of Music
- Personnel Consideration – Professor of Physics/Mathematics

NEW MEXICO JUNIOR COLLEGE

Vice President for Finance

5317 Lovington Highway
Hobbs, NM 88240
Phone: (505)392-5210
Fax: (505)392-2526

To: New Mexico Junior College Board members
From: Dan Hardin
RE: DocuTech, DocuColor, and Bookmarks
Date: July 19, 2004

New Mexico Junior College has been leasing a Xerox DocuTech 135 for several years. The lease and maintenance agreement will terminate as of September of 2004 due to Xerox no longer supporting the DocuTech 135. The current cost per year for the lease and maintenance of the DocuTech 135 is \$140,190.52. With this information in mind, (the administration is requesting Board approval for the purchase of a new DocuTech 6100 for \$287,421.00 through GSA pricing, no bid process is required. The purchase of the DocuTech 6100 will lower the annual cost for lease and maintenance from \$140,190.52 to \$30,556.20 per year. Also, the DocuTech 6100 will go on the college's equipment list and the CHE will reimburse \$132,213.00 back to the college over the next five years through ER&R funding.)

(The second part of the proposal is to purchase two Bookmark copiers for the Library for \$25,205.00. The Bookmark Copiers are specially designed to allow students to copy from books and will be coin and pin number operated. One Bookmark will be on the first floor of the Library and the other will be located on the second floor. The student will have access to computers in the Library that will be linked to the Bookmark copiers, students will then pay for the copies they want to print off of the computers. The Bookmark copiers will give students two new coin operated copiers that are designed to make copies from books without damaging the spine of the book. The Bookmark Copiers are sole source Xerox copiers and will be purchase from Benchmark. These copiers will also go on the equipment list and CHE will reimburse 46 % of the cost of the copiers which will be \$11,594.00 over the next five years.)

(The funding for the purchase of the DocuTech and for the Bookmarks will come from the capital projects DocuTech, approved by the Board in the 2001/2002 for \$175,000.00 and 2003/2004 for \$200,000.00.)

(The last part of the DocuTech, DocuColor, and Bookmark proposal is a request to the Board to move \$166,020.00 from reserves to Capital projects to purchase a DocuColor 5252 digital color press. The DocuColor 5252 would also be purchased through GSA pricing with no bid process required. Currently, the college is leasing a DocuColor 12 for \$50,760.00 per year. The DocuColor 12 is not compatible and will not work in conjunction with the DocuTech 6100.) The DocuColor 5252 is compatible with the DocuTech 6100 and would greatly enhance the capabilities of the Document Center.) The proposed purchase of a new DocuColor 5252 would reduce operating cost from the annual lease cost of \$50,559.48 to an annual maintenance cost of \$7,440.00. Maintenance includes all of the toner and ink use by the machine. The purchase of the DocuColor would also go on the Equipment list for ER&R, the college would be reimbursed \$76,369.20 over the next five years.)

(We anticipate Mathew Kriftcher, Professor for Commercial Graphic Design, will incorporate the DocuTech 6100 and the DocuColor 5252 into a portion of the curriculum for the Print Technology Class and also into some of the ACTA formerly (AVHS) classes. Mr. Kriftcher has talked about developing a coop program with the Document Center giving his students hands on experience with the DocuTech 6100 and the DocuColor 5252. The Coop program will be invaluable for the students to learn how to operate and obtain certified trade skills to work in that environment.)

Attached is information concerning the DocuTech, DocuColor and the two Bookmark copiers.

<u>EQUIPMENT</u>	<u>Purchase Price</u>	<u>CHE ER&R Fundii</u>	<u>Net cost after 5 yrs</u>
DocuTech 6100	\$287,421.00	\$132,213.00	\$155,208.00
DocuColor 5252	\$166,020.00	\$76,369.20	\$89,650.80
Bookmark	\$25,205.00	\$11,594.00	\$13,611.00

	<u>Annual</u>	<u>Proposed</u>	<u>Current</u>	<u>Proposed</u>
	<u>Avg # of Copies</u>	<u>Maintenance Cos</u>	<u>Lease/Maint. Cost</u>	<u>Annual Maint savings</u>
DocuTech	2,599,091	\$30,556.20	\$140,190.52	\$109,634.32
DocuColor	122,688	\$7,440.00	\$50,760.00	\$43,320.00
Total	2,721,779	\$37,996.20	\$190,950.52	\$152,954.32

DocuTech 6100PM-1 with Accessories

Pricing Summary Detail

DT6100PM	\$110,485.00
DigiPro4 DigiPath with Scanner	\$ 41,310.00
DIGIPC4 DigiPath PC	\$ 11,515.00
DTCNTRL - 3 Docutech Controller for 6100	\$ 36,790.00
SQFBM (Square Fold Booklet Maker)	\$ 56,230.00
DIGISV3 Document Library PC	\$ 11,915.00

Total Docutech Price **\$268,245.00**

Technical Analyst & Training Services **\$ 19,175.00**

all components Included

\$11,676.00 for 3 year analyst and install services

\$ 7,500.00 for install & training for 4 employees plus
phone support

Total Purchase Price **\$287,420.00**

Yearly Maintenance for DT6100PM **\$ 30,556.20**

200,000 allowance plan - Includes: 200,000

B&W impression per month including supplies
with overage @ .0047 per copy



West Texas/New Mexico
Dee Blackwell, Marketing Representative
1707 30th St., Suite E Snyder, Texas 79549
325-574-2548 / 325-574-1120 fax
Dblackwell@benchmarkwtx.com

New Mexico Junior College

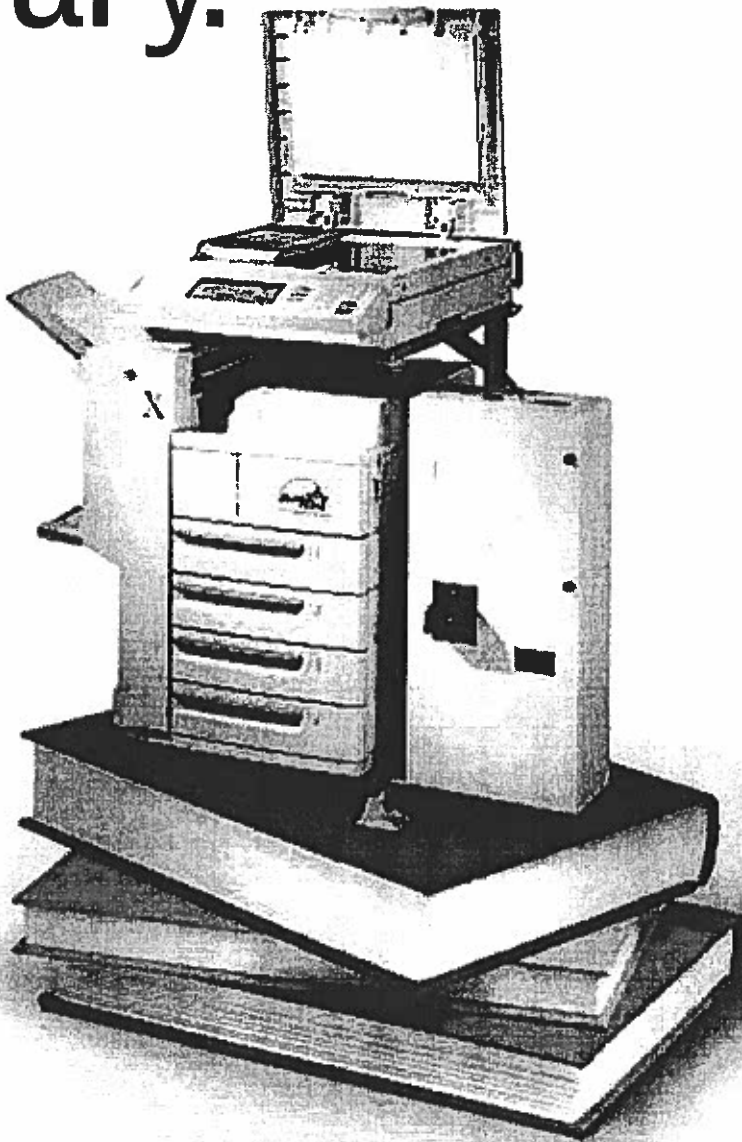
Quote for Purchase of Xerox Digital Bookmarks
Per GSA pricing for July 2004

\$ 11,492.50 x 2 machines =	\$ 22,985.00
Y harness for external connections = \$ 165 x 2 =	\$ 330.00
Equitrac connection kit= \$ 945 x 2 =	<u>\$ 1,890.00</u>
Total	\$ 25,205.00

THE DOCUMENT COMPANY
XEROX

Xerox
digital BookMark™ Copier/Printer

The
vend solution
that's right for every
library.

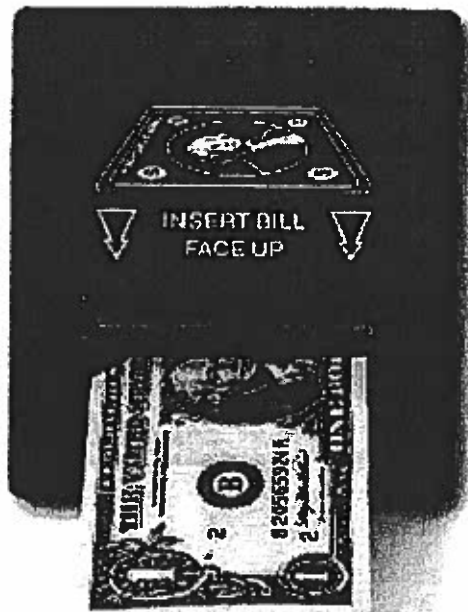


X

digital BookMark™ Copier/Printer

a reliable, space-saving money maker.

Now your library can have it all:
a vend solution that gives you
total control over public access
to printing and copying
while generating new streams
of revenue. Plus, the productivity,
convenience and cost efficiencies
of a single source for all
your service and supplies.



Everything public-access equipment should be.

The Xerox *digital* BookMark is a powerful, easy-to-use networked printing and copying solution. With fewer moving parts, its digital architecture enables the kind of tough reliability you need in a public-access setting. It also sets new performance standards, enabling users to print and copy documents quickly, with results that look like originals.

Xerox *digital* BookMark features:

- A beveled edge on the platen to help books avoid broken backs and replacement costs.
- Enhanced access for wheelchair users.
- One source for service, supplies and support.
- Unique Total Satisfaction Guarantee*—the ultimate expression of confidence in the performance of our products.

Choose the vending system that best suits your library.

The Xerox *digital* BookMark is a digital copier/printer that combines access control with the ability to capture valuable revenue. It comes with an optional coin and bill plug-and-play vending option. Other options are available through Xerox Customized Applications Service. They include stand-alone magnetic card reader; coin only; coins, bills and card; or other vend systems compliant with the Xerox Foreign Interface Standard.

Send your jobs to a desktop or to the *digital* BookMark printer.

Enjoy the convenience of sending print jobs over the network. Or, use a floppy disk right at the device. Designed for efficiency,

digital BookMark has a large paper tray capacity of 4,050 sheets. It lets you choose single or multiple copy sets, proof sets, stapled sets and more, at print speeds up to 30 pages per minute.

Copying was never so easy.

digital BookMark makes excellent copies from just about any original, including photos, newspapers and bulky bound documents. Scan your hard-copy original *just once* and print many. The intuitive touch screen display gives you instant access to numerous advanced copy features.

*Applies to equipment under a Xerox warranty or a Full Service Maintenance Agreement and is subject to certain conditions.

Call today.

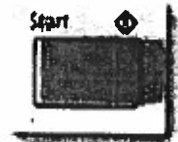
For full details about the Xerox *digital* BookMark Copier/Printer, speak with your Xerox Sales Representative, call 1-800 ASK XEROX or visit our Web site at www.xerox.com today.

Make copies in four easy steps:



Place originals on glass

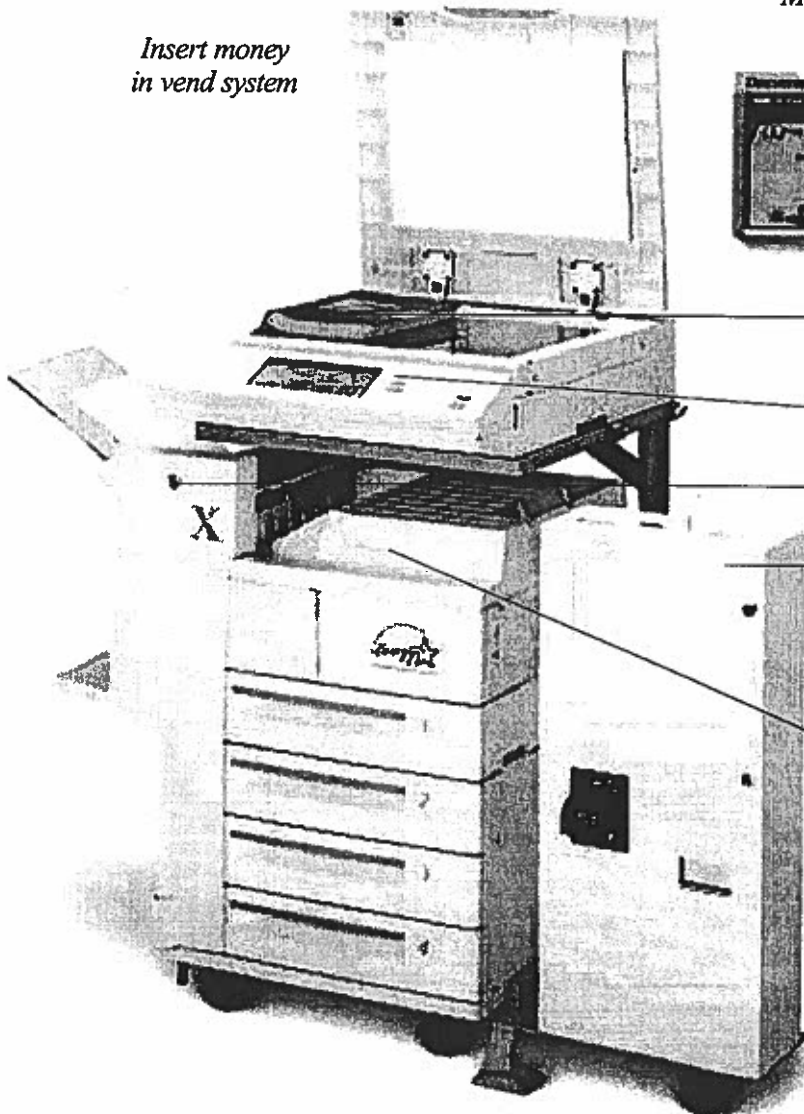
Press start



Make paper size selection



Insert money in vend system



digital BookMark beveled edge on platen facilitates copying of bound documents and minimizes potential damage.

Angled Console enhances access for wheelchair users.

Machine Lock ensures that only employees can add or remove paper.

Vend Station accepts coins and bills and is rigidly attached to the system. It charges users for walk-up copies and network prints. Jobs submitted via the network are held in the print queue. Each user must select the job on the display and release it by inserting cash into the Vend Station.

Media print of print-ready files from diskette copier/printer model.

On back of machine, Foreign Interface enables hookup of Xerox Vend Station on the vend solution of your choice.

Invitation to Bid # 955

**Purchase of Vehicles for the Law Enforcement Academy,
Security Department and College Motor Pool**

BOARD DOCUMENTS

**Date: July 23, 2004
Prepared by: Frank D. Collins
Coordinator of Purchasing**

NEW MEXICO JUNIOR COLLEGE

BOARD DOCUMENTS

General Information

1. On July 5, 2004, legal notices were sent to three newspapers requesting sealed bids for the purchase of vehicles for the college:
2. Hobbs Daily News Sun
Lovington Leader
Albuquerque Journal
3. Bid packets were sent to five potential bidders.
4. One bidder submitted a bid within the time frame specified by the bid package.
The bidder was not present at the opening.
5. The Business Office and College Motor Pool have evaluated the bid received.
Their recommendation is shown on Page 3.

NEW MEXICO JUNIOR COLLEGE

BOARD DOCUMENTS

Evaluation and Recommendation

The bidder responding to Invitation to Bid #955 was Western Chrysler, Hobbs, NM.

The Administration recommends acceptance of the bid from Western Chrysler for the following vehicles:

2005 Dodge Dakota Quad Cab for Security Department: \$19,352
2005 Chrysler 300 Sedan for the College Motor Pool: \$23,663*
2005 Chrysler 300 Sedan for the College Motor Pool: \$23,663*
2005 Dodge Durango SUV: Not accepted; vehicle deemed too small for seating 8 plus cargo. Will rebid SUV.
No bid was offered for police pursuit vehicles NA

TOTAL: \$66,678

Source of Funding: - FY 2004/2005
Vehicles – Plant – Major Equipment
Account #: 91001-4002-73102-911
Amount: \$66,678

*Per Western Chrysler's bid response, it was indicated that the specifications were not met for the touring sedans. The items noted as exceptions to the specifications are shown on the following pages. The Business Office and Motor Pool would recommend that we accept the bid with exceptions noted. A determination has been made based on the following:

1. Western Chrysler's bid indicated a **3.5L V-6 Engine 24 valve 250 HP**. We requested V-8 or equivalent to minimum HP of a V-8; minimum 5.0 litre.

Comparisons of the 300 Sedan HP with other vehicles in the same class:

2005 Ford Crown Victoria LX **4.6L V8 16 valve 224 HP**

2005 Buick LeSabre **3.8L V6 12 valve 205 HP**

2005 Mercury Grand Marquis **4.6L V8 16 valve 224 HP**

The 300 Sedan carries a 36,000 mi./3 Yr Basic Warranty which compares with the other vehicles; however, the Powertrain Warranty is 70,000 mi./ 84 months. The other vehicles only carry a 36,000 mi./ 36 months for Powertrain Warranty.

The other items shown as exceptions by Western Chrysler are considered minor and will not affect the overall performance or appearance of the vehicle. I also consulted with the State of New Mexico Purchasing Division Executive Procurement Officer on whether the college could proceed with awarding the vendor the item with exceptions to an Invitation To Bid.

INVITATION TO BID #955 BID PRICE FORM

Bidder Name: WESTERN CHRYSLER

POLICE PURSUIT VEHICLES (QUANTITY 3):

Year 2004 or 2005 Ford Crown Victoria and/or 2004 or 2005 Chevrolet Impala or 2004 or 2005 Dodge Intrepid or vehicle of equal specifications:

Shipping: F.O.B. destination to New Mexico Junior College Quantity: _____

Indicate year and model UNABLE TO BID: NO \$ _____

Indicate year and model POLICE CAR TITLE \$ _____

Indicate year and model IN THE FALL \$ _____

TOTAL: \$ 19,352.00

Have all specifications been met or exceeded for the police pursuit vehicles?

Yes No

If the answer is **NO**, attach an explanation.

2004 or 2005 MEDIUM SIZE PICKUP TRUCK FOR SECURITY DEPARTMENT (QUANTITY 1):

Shipping: F.O.B. destination to New Mexico Junior College Quantity: 1

Indicate year and model '05 DAKOTA QUAD CAB \$ _____

TOTAL: \$ 19,352.00

Have all specifications been met or exceeded for the pick up truck? **XYes** No

If the answer is **NO**, attach an explanation.

2004 OR 2005 DELUXE SEDANS FOR THE COLLEGE MOTOR POOL (QUANTITY 2):

Shipping: F.O.B. destination to New Mexico Junior College Quantity: 2

Indicate year and model '05 300 TOURING \$ 23,663

Indicate year and model SAME \$ 23,663

TOTAL: \$ 47,326

Have all specifications been met or exceeded for the deluxe sedan vehicles? Yes No

If the answer is **NO**, attach an explanation.

2004 OR 2005 SPORTS UTILITY VEHICLE (QUANTITY 1):

Shipping: F.O.B. destination to New Mexico Junior College Quantity: 1

Indicate year and model '05 DURANGO \$

TOTAL: \$ 26,825.00

Have all specifications been met or exceeded for the SUV? Yes No

 NO CARGO DOORS, LIFT GATE ONLY

If the answer is **NO**, attach an explanation.

By signing below, bidder agrees to provide to NMJC the vehicle(s) as specified at the prices indicated on this form in accordance with all terms and conditions included in this invitation to bid.

Bidder signature: Jerry Crivell Title: G. M.

Date: 7-19-04



4123 N. Lovington Highway • Hobbs, N.M. 88240 • Ph. (505) 392-4641 • Fax (505) 392-5116

REFERENCE DELUXE SEDANS:

1. ENGINE IS V6 3.5, 250 HP WITH 250 LB FT OF TORQUE.
2. FULL SPARE NOT AVAILABLE
3. NO POWER ANTENNA OURS IS BUILT IN TO THE BACK GLASS
4. NO DOOR EDGE GUARDS
5. RADIO: AM-FM, CD, AND CLOCK.

VENDOR DATA

The following information must be completed and returned with your bid:

RESIDENTIAL PREFERENCE

Residential Preference Number 71R34

Is material grown, produced or wholly manufactured in New Mexico?

BUSINESS SIZE/CLASSIFICATION

Small Business Concern Large Business Concern
 Disadvantaged Business Concern Women Owned

Please note that the above information is for reporting purposes only and will not be used in evaluating or awarding the contract.

TELEPHONE NUMBER FOR OFFER CLARIFICATION:

Name: TERRY CRISWELL Telephone Number: 392-4641

Title: GM

ACKNOWLEDGMENT OF ADDENDA:

The undersigned acknowledges receipt of the following addendum

Addendum No. Dated:

Addendum No. Dated:

The undersigned, as an authorized representative for the Company named below, acknowledges that he/she has examined this Invitation to Bid with it's related documents, and being familiar with all the conditions surrounding the described materials and or services, including the availability of materials and labor, hereby offers to furnish all labor, materials, and supplies necessary to comply with the specifications in accordance with the Terms and Conditions set forth herein and at the prices stated in the price quote.

COMPANY NAME: WESTERN CHRYSLER

ADDRESS: 4123 N LOVINGTON HWY

CITY/STATE/ZIP: HOBBS, NM 88240

SIGNATURE OF AUTHORIZED REPRESENTATIVE: Terry Criswell

PRINTED OR TYPED: WESTERN CHRYSLER

NAME: TERRY CRISWELL

TITLE: GENERAL MANAGER

DATE: 7/19/04 FAX # (505)392-5107 PHONE # (505) 392-4641

BID SIGN IN SHEET

**Purchase of Police Pursuit Vehicles for Law Enforcement Academy
INVITATION TO BID #955**

**11:00 A.M. NMJC Time
July 19, 2004**

**Bid Opening Conducted by: Frank Collins
Witness to Bid Opening: Vicki Benavidez**

VENDOR	NAME	SIGNATURE
Jim Spence Autoplex		No bid.
Western Chrysler		Not present.
Permian Ford		No bid.
Watson Truck & Supply		No bid.
Galles Chevrolet		No bid.

MAILING LIST
INVITATION TO BID #955

Permian Ford
Attn: Benny Hoyl
1000 North Dal Paso
Hobbs, NM 88240
Phone #: (505) 393.6176
Fax #: (505) 393.0137
Email: bhoyl@permianford.com

Watson Truck & Supply
Attn: Scott Smith or Lou Ann Byrum
P.O. Box 10
Hobbs, NM 88240
Phone #: (505) 397.2411
Fax #: (505) 397.1679
Email: louann@watsonauto.com

Western Chrysler – Plymouth
Attn: Terry Criswell
4123 Lovington Highway
Hobbs, NM 88240
Phone #: (505) 392.4641
Fax #: (505) 393.8665
Email: wescpdj@verizon.net

Jim Spence Autoplex
Attn: John Spence
800 North Turner
Hobbs, NM 88240
Phone #: (505) 393.1711
Fax #: (505) 393.1716
Email: jspence@zianet.com

Galles Chevrolet
Attn: Randy Whitt, Commercial Sales
1601 Lomas Blvd. N.E.
Albuquerque NM 87102
Phone #: 505.766.6800
Fax #: 505.767.6395

NEW MEXICO JUNIOR COLLEGE

Invitation to Bid #955

New Mexico Junior College contemplates purchasing three (3) police pursuit vehicles for the College Law Enforcement Academy, one (1) pickup truck for the Security Department, and three (3) vehicles for the College Motor Pool. Bids will be awarded on an item - by - item basis. No minimum quantity is guaranteed. New Mexico Junior College reserves the right to reject any and all bids on any or all item(s).

Please note: The college has been mandated by the Alternative Fuels Acquisition Act to have 75% of all light duty vehicles operating on alternative fuel; therefore, if you have these types of vehicles available please indicate that the vehicle is an alternative fuel item and quote accordingly. Alternative Fuel vehicles will be given priority over non-alternative fuel vehicles. (See attachment of the Legislative and Executive Recommendation and Executive Order No. 2004-019.)

PLEASE INDICATE "Y" YES OR "N" NO FOR EACH SPECIFICATION FOR ALL VEHICLES.

Vehicle specifications - Law Enforcement Academy (Quantity 3):

UNIT: MAKE AND MODEL: 2004 or 2005 FORD CROWN VICTORIA or VEHICLE OF EQUAL SPECIFICATIONS --- ENGINE SIZE: 4.6L V-8, MINIMUM OF 200 HP

OR: MAKE AND MODEL: 2004 or 2005 CHEVROLET IMPALA or VEHICLE OF EQUAL SPECIFICATIONS --- ENGINE SIZE: 3.8 LITER V6, MINIMUM OF 200 HP

OR: MAKE AND MODEL: 2004 or 2005 DODGE INTREPID or VEHICLE OF EQUAL SPECIFICATIONS --- ENGINE SIZE: 3.5 LITER V6 ENGINE, MINIMUM OF 200 HP

ALL EXCEPTIONS TO THESE SPECIFICATIONS SHALL BE LISTED ON A SEPARATE SHEET OF PAPER.

NEW MEXICO JUNIOR COLLEGE SHALL HAVE THE FINAL DECISION OF ACCEPTABILITY OF THE PRODUCT; THE BURDEN OF PROOF SHALL BE UPON THE VENDOR.

BATTERY: 12 VOLT, HEAVY DUTY, 500 COLD CRANKING AMP MINIMUM AND ALTERNATOR MINIMUM 130AMP

BRAKES: HEAVY DUTY POLICE, FADE RESISTANT BRAKES. BRAKES MUST BE DISC TYPE, ON ALL FOUR WHEELS. BRAKES MUST BE ANTI-LOCK (ABS). WARNING LIGHT IN DASH SHALL INDICATE WHEN PARKING BRAKE IS ENGAGED.

ENGINE COOLING: ENGINE COOLING SYSTEM SHALL BE DESIGNED TO WITHSTAND HIGH SPEED OPERATION FOR EXTENDED PERIODS OF TIME AND GIVE ADEQUATE COOLING WHEN THE VEHICLE IS "AT REST" AFTER HIGH

SPEED OPERATION AND DURING LONG PERIODS OF IDLING.

HOSE CLAMPS: HOSE CLAMPS ON THE ENGINE AND VEHICLE-HEATING SYSTEMS SHALL BE A POSITIVE CLOSURE TYPE.

TRANSMISSION: SHALL BE A MINIMUM OF FOUR (4) FORWARD SPEEDS, TRANSMISSION COOLER SHALL BE THE MAXIMUM AVAILABLE FOR POLICE SERVICE.

DRIVE SHAFT: SHALL BE OF HEAVY DUTY DESIGN AND CONSTRUCTION ESPECIALLY DESIGNED FOR HIGH-SPEED REAR WHEEL DRIVE OPERATION.

REAR AXLE: LIMITED SLIP DIFFERENTIAL

WHEEL BASE: NOT LESS THAN ONE HUNDRED FOURTEEN (114.0) INCHES

ROAD CLEARANCE: NOT LESS THAN FIVE (5) INCHES MINIMUM.

SHOCK ABSORBERS: HEAVY DUTY DOUBLE ACTION TYPE, FRONT AND REAR, VALVED TO GIVE THE VEHICLE MAXIMUM ROAD ABILITY WHEN OPERATING OVER ROUGH ROADS AND DURING CORNERING AT HIGH SPEEDS.

STEERING: POWER STEERING WITH A MAXIMUM FIRM FEEL WITH FAST RETURN CHARACTERISTICS, DESIGNED FOR HIGH SPEED PURSUIT DRIVING.

FRONT SUSPENSION: SHALL BE OF HEAVY-DUTY DESIGN TO MINIMIZE FRONT-END DIVE WHEN BRAKING AND GIVE MAXIMUM ROAD ABILITY AT HIGH SPEEDS.

REAR: IF COIL SPRINGS ARE USED, A REAR STABILIZER BAR SHALL BE PROVIDED. SPRINGS PROVIDED SHALL BE CAPABLE OF SUPPORTING A CONSTANT LOAD OF 250 POUNDS OF CARGO WEIGHT IN THE TRUNK, COMBINED WITH A FULL FUEL LOAD, WHILE MAINTAINING THE VEHICLE STANDING HEIGHT LEVEL.

BEARINGS/AXLES: FRONT AND REAR TO BE OF A DESIGN THAT WILL WITHSTAND POLICE SERVICE.

AIR CONDITIONING:

A. VEHICLE SHALL BE FACTORY EQUIPPED WITH AN AIR CONDITIONING UNIT CAPABLE OF COOLING THE PASSENGER COMPARTMENT WHILE NOT TAXING THE ENGINE COOLING SYSTEM.

B. INTEGRATED WITH THE HEATER/DEFROSTER UNIT.

ARM RESTS: ARM REST DOOR CLOSURE DEVICES SHALL BE PROVIDED ON ALL DOORS.

GLASS:

A. TINTED GLASS ALL WINDOWS.

B. REAR WINDOW TO BE EQUIPPED WITH A FACTORY INSTALLED DEFOGGER.

IGNITION SYSTEM: SHALL BE DESIGNED AND INSTALLED IN SUCH A MANNER TO PROVIDE MAXIMUM RADIO SHIELDING AND PREVENT INTERFERENCE WITH RADIO RECEPTION AND TRANSMISSION FROM MOBILE RADIO EQUIPMENT.

INSTRUMENTS:

A. SPEEDOMETER:

1. HEAD (INCLUDING FACE) SHALL BE SPECIALLY CALIBRATED BY THE SPEEDOMETER MANUFACTURER AND BE ACCURATE WITHIN TWO (2) MI PER HOUR THROUGHOUT IT'S SPEED RANGE. MANUFACTURER SHALL PROVIDE WRITTEN CERTIFICATION OF SPEEDOMETER ACCURACY WITHIN TWO (2) MILES PER HOUR.
2. FACE SHALL BE EASILY READABLE AND MARKED WITH INTERVALS OF NOT GREATER THAN TWO (2) MILES PER HOUR.

B. GAUGES:

1. WATER TEMPERATURE, OIL PRESSURE, AMMETER AND FUEL GAUGES SHALL BE INSTALLED IN THE DASH AND LIGHTING CONTROLLED FROM "IN DASH" LOCATION. NO HARD TO READ, WHILE DRIVING, GAUGES WILL BE ACCEPTED. ALL GAUGES ARE TO BE FACTORY INSTALLED. DIGITAL DASH LIGHTING MUST COME EQUIPPED WITH MANUAL SHUT OFF SWITCH THAT IS MOUNTED IN A LOCATION, WHICH IS EASILY ACCESSIBLE.

KEYS AND LOCKS:

- A. THERE SHALL BE THREE (3) KEYS FOR EACH VEHICLE.
- B. SAME KEY FOR ALL LOCKS ON A VEHICLE.
- C. EACH VEHICLE SHALL HAVE A DIFFERENT KEY CODE SEQUENCE.
- D. KEY CODE SHALL BE ATTACHED TO AT LEAST ONE (1) KEY DELIVERED WITH THE VEHICLE.
- E. REAR DOOR INTERIOR HANDLES SHALL BE DESIGNED TO BE RENDERED INOPERABLE FROM THE REAR PASSENGER COMPARTMENT BY MEANS OF CHILDPROOF LOCKS THAT ARE ACTIVATED FROM OUTSIDE THE REAR PASSENGER COMPARTMENT. IF SUCH CHILDPROOF THE REAR DOOR INTERIOR HANDLES SHALL BE RENDERED INOPERABLE BY REMOVAL OF THE HANDLE ACTIVATION ROD. HANDLE ACTIVATION RODS WILL BE PROVIDED TO THE PURCHASER AT THE TIME OF DELIVERY.

LIGHTS:

- A. IT SHALL BE POSSIBLE TO TURN DOME AND MAP LIGHTS ON AND OFF WITH THE DOORS CLOSED.
- B. DOME AND MAP LIGHTS SHALL BE OF SUCH INTENSITY THAT THEY ARE CAPABLE OF PROVIDING ADEQUATE LIGHT TO READ A STANDARD ROAD MAP WHILE SITTING IN THE DRIVER'S SEAT AT NIGHT.
- C. DOME LIGHT WIRING TO FRONT DOOR SWITCHES SHALL BE RENDERED INACTIVE.
- D. THERE SHALL BE LIGHTS IN THE GLOVE BOX, ASHTRAY AND

TRUNK.

E. AN ADDITIONAL DOME LIGHT WITH SWITCH SHALL BE MOUNTED BETWEEN THE SUN VISORS. IT SHALL OPERATE INDEPENDENT OF STANDARD EQUIPMENT DOME LIGHT(S).

RADIO: AM/FM

REAR VIEW MIRROR:

A. INSIDE ADJUSTABLE FOR DAY OR NIGHT DRIVING AND FREE OF VISUAL DISTORTION.

B. OUTSIDE LEFT AND RIGHT SIDE MIRRORS MOUNTED ON THE FRONT DOORS.

SEATS:

FRONT BUCKET SEATS, SHALL BE MANUFACTURER'S POLICE VEHICLE BUCKET SEATS (40/40 OR 45/45) DESIGNED TO WITHSTAND DAILY POLICE USE. SHALL BE CONSTRUCTED WITH HEAVY-DUTY SPRINGS AND BACKREST SUPPORTS.

REAR SEAT:

STANDARD SEAT.

UPHOLSTERY:

A. CLOTH WITH VINYL TRIM.

B. MATERIAL SHALL BE OF SUCH TEXTURE THAT IT WILL NOT BE ABRASIVE OR TEND TO WEAR CLOTHING AT AN ACCELERATED RATE.

C. ALL VINYL SEAT COVERING IS NOT ACCEPTABLE.

D. SHALL BE OF SUCH WEAR RESISTANCE THAT IT WILL STAND UP TO DAILY USE BY LAW ENFORCEMENT OFFICERS WEARING SIDE-ARM.

SPEED CONTROL: SHALL BE EQUIPPED WITH FACTORY INSTALLED SPEED (CRUISE) CONTROL.

TILT STEERING: SHALL BE EQUIPPED WITH FACTORY INSTALLED TILT STEERING.

WINDOW/DOOR LOCKS: SHALL BE EQUIPPED WITH POWER WINDOWS AND DOOR LOCKS.

UNDERCOATING:

CHASSIS AND FENDORS. UNDERCOATING MAY BE DEALER APPLIED. ALL COSTS TO BE INCLUDED IN THE BID PRICE.

WINDSHIELD WIPERS:

MINIMUM OF TWO SPEED, WITH INTERMITTENT WIPE CAPABILITY.

DEFINITION:

THE TERM "HEAVY DUTY", AS APPLIED TO THESE SPECIFICATIONS, SHALL BE INTERPRETED TO MEAN: THE ITEM TO WHICH THE TERM IS APPLIED SHALL EXCEED THE USUAL QUANTITY, QUALITY OR CAPACITY

SUPPLIED WITH STANDARD PRODUCTION VEHICLES AND SHALL BE ABLE TO WITHSTAND UNUSUAL STRAIN, EXPOSURE, TEMPERATURE, WEAR AND USE.

EXTERIOR COLOR: WHITE, STANDARD PRODUCTION FACTORY APPLIED PAINT.

CARGO STORAGE:

TRUNK AREA TO BE NO LESS THAN TWENTY (20) CUBIC FEET

SPOTLIGHT:

- A. DESIGN SHALL PERMIT SATISFACTORY MOUNTING OF A LEFT HAND, INSIDE CONTROL, SPOTLIGHT SO AS NOT TO BE AFFECTED WHEN THE DOOR IS OPENED OR CLOSED. SPOTLIGHT BEAM SHALL NOT MOVE FROM ITS TARGET POSITION WHEN THE DRIVER'S DOOR IS OPENED OR CLOSED.
- B. SPOTLIGHT TO BE MOUNTED ABOVE, NOT ON THE FENDER.
- C. ROOF MOUNTED SPOTLIGHT IS NOT ACCEPTABLE.
- D. VEHICLE SHALL BE EQUIPPED WITH A UNITY MODEL #226 SPOTLIGHT OR EQUAL, CONTAINING A SIX (6) INCH SEALED BEAM UNIT. UNIT SHALL BE MOUNTED SO AS NOT TO INTERFERE WITH OPERATIONAL CONTROLS ON THE INSIDE OF THE VEHICLE.

WHEELS:

- A. TO BE AT LEAST FIFTEEN (15) INCHES IN DIAMETER.
- B. RIM AND SPIDER TO BE OF HEAVIER GAUGE METAL THAN USED IN STANDARD PRODUCTION.
- C. HUB COVER SHALL BE DESIGNED TO REMAIN TIGHTLY ATTACHED TO THE WHEEL DURING HIGH SPEED POLICE PURSUIT SERVICE.

TIRES:

FIVE FULL SIZED, HIGH SPEED, BLACK WALL.

TRUNK LID RELEASE:

REMOTE, ELECTRIC SYSTEM WITH PUSH BUTTON RELEASE, READILY ACCESSIBLE TO THE DRIVER. MOUNTING OF SWITCH IN THE GLOVE COMPARTMENT IS NOT ACCEPTABLE.

Warranty - Standard Factory Warranty

Are any of the police pursuit vehicles alternative fuel vehicles? Yes No

Specifications for Medium Size Pickup Truck - Security Department (Quantity 1):

2004 or 2005 Year Model

Supercab/Extended Model (medium size for example: Dodge Dakota, Chevrolet Colorado, Ford Ranger)

- Electric windows
- Electric door locks
- Cloth Interior

- Gauges/Cluster
- AM/FM Stereo Radio/Clock/CD Player
- 4 Wheel Anti Lock Brakes
- V-6 Engine
- Automatic Transmission Overdrive
- Air Conditioning
- Color: Standard White
- Spare Tire
- Warranty – Standard Factory Warranty

Is the medium size pickup truck an alternative fuel vehicle? Yes No

Vehicle Specifications – College Motor Pool (Quantity 3):

The college desires (2) 2004 or 2005 full size deluxe four door sedans and (1) 2004 or 2005 sports utility vehicle (SUV) with the following specifications:

Specifications for full size deluxe four door sedans:

- Brakes, power-anti-lock 4-wheel disc
- V-8 Engine or equivalent to minimum HP of a V-8; minimum of 5.0 litre
- Automatic 4-speed transmission with overdrive
- Steering-power rack-and-pinion
- Full size spare tire - jack & lug wrench; steel radial tires
- Heater/defroster and electric rear window defroster
- Interval wipers & washer
- Remote electric right and left side mirrors
- Front and rear reading lamps
- Lighted visor mirrors
- Bumpers front and back
- Glass: tinted all around
- Power windows with driver' s express down w/ lockout
- Power trunk door opener and power door lock system
- Power antenna
- Exterior color: white only
- Exterior protective body side moldings - factory installed
- Door edge guards
- Interior: color coordinated with exterior; seats with reclining split front seat; driver side 6-way power seat
- Interior color: Tan or Light Gray
- Color keyed front and rear carpeted floor mats
- Air bag, dual-driver and front passenger
- Air conditioning-factory installed
- Electric speed cruise control with resume
- Radio-AM/FM Radio/Clock/Cassette/CD/ with coaxial front and extended range rear speakers
- Warranty - Standard Factory Warranty

Are any of the sedans alternative fuel vehicles? Yes No

Specifications for the Sports Utility Vehicle (SUV) :

- Air Conditioning - Front & Rear - Factory Installed - Front /rear controls
- Air Bags - Driver and right front-passenger
- Alternator - Heavy Duty
- Balanced Wheels - Front, rear & spare, aligned front end
- Battery - Heavy Duty
- Body Type & Size - 8 - Passenger
- Bumpers - Front & Rear (include towing trailer hitch with 2" ball class 1)
- Brakes - Power Heavy Duty, 4 Wheel Anti Lock Brake System, front and rear disc
- Color - White Only
- Cruise Control - Factory Installed

- Doors - 4 - rear cargo doors
- Engine - V-8, fuel injected, 5.0L or greater
- Fuel Tank -25 - 32 gallons
- Gross Vehicle Weight Rating - 7,000 lbs. (approximate)
- Heater/Defroster - Front, heavy duty fresh air
- Inside Lights - Dome with map and reading light
- Mirrors, Outside - Two (2) below eye level, 7 X 9 swivel
- Radio - AM/FM, factory Installed with CD or Cassette Player, with Clock
- Seats - Cloth, 2nd & 3rd row 60/40 split-folding bench
- Stabilizer Bars - Front & Rear
- Steering - Power
- Suspension - Heavy Duty
- Tires - 16" mounted full spare, all weather tread - Include Jack Lug Wrench and 16"
- Wheel Covers - Full size aluminum wheels
- Trailer Package- trailer hitch platform, seven-pin wiring connector, transmission oil cooler, trailer brake pre-wire harness and 7-way-4-way adapter.
- Transmission - 4-speed automatic with overdrive and tow/Haul mode
- Upholstery - Cloth (Gray-Blue-Tan-Full Length Floor Covering)
- Wheelbase - Approximately 125" to 135"
- Windshield Wipers/Washers - Dual electric, two speed intermittent
- Running boards (**MUST BE ON THE VEHICLE AT TIME OF DELIVERY**)
- Warranty - Standard Factory Warranty

Is the SUV an alternative fuel vehicle? Yes No

NEW MEXICO JUNIOR COLLEGE

Vice President for Finance

5317 Lovington Highway
Hobbs, NM 88240
Phone: (505)392-5210
Fax: (505)392-2526

To: Board members
From: Dan Hardin
RE: Vehicles
Date: July 20, 2004

Invitation to Bid #955 for the purchase of Vehicles for the Law Enforcement Academy, Security Department, and College Motor Pool, was published on July 8, 2004. Invitation to Bid #955 was posted on the New Mexico Junior College website, published in the Hobbs Daily News Sun, Albuquerque Journal, and the Lovington Leader. Bid packages were sent to Jim Spence Autoplex, Western Chrysler, Permian Ford, and Watson Truck and Supply. The Bid closed on July 19, 2004.

The bid for Police pursuit vehicles for the Law Enforcement Academy requested three (3) 2004 or 2005 Ford Crown Victoria or Chevrolet Impala or Dodge Intrepid or vehicle of equal specifications. The specifications on the vehicles were specific for police pursuit vehicles. No bids were received. This is the third time to go out to bid for the three police vehicles with no bid meeting specifications. Frank Collins, Purchasing Coordinator recommends the purchase of these vehicles on the open market or through a GSA contract. Funding for the purchase of the three police pursuit vehicles is from Board approved transfer from reserves of \$30,000.00 for the purchase of Law Enforcement vehicles, and from the state approved allotment of \$50,000.00 for Law Enforcement academy. It is estimated the purchase price for the three vehicles is \$60,000.00 to \$65,000.00.

The bid for the Security Department vehicle requested a 2004 or 2005 medium size pickup truck. One bid meeting specifications was received from Western Chrysler for a 2005 Dodge Dakota Quad Cab medium size pickup. The bid price is \$19,352.00. Funding for this vehicle is from the Board approved Capital Project fund titled Vehicles for \$108,708.49. Frank Collins, Purchasing Coordinator, recommends the approval of the bid from Western Chrysler for the 2005 Dodge Dakota for \$19,352.00

The bid for the College Motor Pool two (2) 2004 or 2005 full size four door sedans and one (1) 2004 or 2005 sports utility vehicle. One bid was received, but did not meet specifications. Because of the lack of bids, Frank Collins, Purchasing Coordinator, recommends going through CES (Cooperative Educational Services) for the purchase of these vehicles. Funding for these vehicles is from the Board approved Capital fund Vehicles of \$108,708.49.

Attached is a copy of the bid package and the one bid submitted to the college.

NEW MEXICO JUNIOR COLLEGE

Invitation to Bid # 955

Purchase of Vehicles for the Law Enforcement Academy,
Security Department and College Motor Pool

Bid Opening: July 19, 2004 --- 11:00 A.M. MST

Administration Building
Business Office
5317 Lovington Highway
Hobbs, New Mexico 88240

New Mexico Junior College invites you to submit a sealed bid for the Purchase of Police Pursuit Vehicles for the Law Enforcement Academy, A Pickup Truck for the Security Department, and Vehicles for the College Motor Pool. Please read carefully all specifications, terms, and conditions. Failure to comply with the instructions, terms, conditions and specifications of this Invitation may result in your bid being classified as unresponsive. Bids must be submitted to the above address no later than the time and date specified above. New Mexico criminal law prohibits bribes, gratuities and kickbacks.

Bids must be submitted in a sealed envelope with the attached label on the outside marked: INVITATION TO BID #955

NUMBER OF COPIES TO SUBMIT: Original plus one copy

BID INFORMATION:

This mailing contains 15 pages.

Policies and Procedures: Frank D. Collins, Coordinator of Purchasing (505) 392.2953

Technical Information: August Fons, Director of Criminal Justice (505) 392.5603, ext. #266

Dennis Kelley, Assistant Director & Professor of the Law Enforcement Academy/Criminal Justice (505) 392.5603, ext. #263

William Morrill, Director of Security (505) 392.5692, ext. #435

William Rash, Plant Warehouseman/Motor Pool (505) 392.5603, ext. #647

GENERAL BID TERMS AND CONDITIONS

1. Failure to comply with all of the following terms and conditions may subject bid to rejection. Successful bidder agrees to the Terms and Conditions, Vendor Data and Bid Quote Form, which collectively shall constitute the "agreement".
2. All bids shall be sealed, addressed and delivered to: NMJC - Administration Building, Business Office, Attention: Coordinator of Purchasing, 5317 Lovington Highway, Hobbs, New Mexico 88240. Please attach the enclosed label on the outside of the envelope. It is the bidder's responsibility to ensure his/her bid arrives at the proper place prior to the designated opening date/time. Telephone bids, faxes and telegrams will not be accepted.
3. Each bidder is to submit their bid on the form provided by NMJC. The form must be fully completed and must bear the original signature of the Bidder.
4. All quotations shall exclude applicable sales or gross receipts tax. NMJC pays gross receipts tax on services and construction materials included as part of a construction service. Non-taxable transaction certificates will be issued upon request.
5. NMJC reserves the right to waive technical irregularities in the form of the bid, which do not alter price, quality or quantity, and to reject any or all bids when it is in the best interest of the College to do so.
6. The attached bid specifications indicate a minimum standard of quality, performance or other pertinent characteristics of the item(s) being bid. All options, variations or exceptions to specifications must be clearly listed by the Bidder. After examination and comparison of specifications, New Mexico Junior College reserves the right to make the selection.
7. Payment will be made within 30 days after satisfactory delivery and acceptance of order at NMJC.
8. The New Mexico criminal statutes impose felony penalties for bribes, gratuities, or kickbacks in the procurement of this agreement. In addition, the New Mexico Procurement Code, Sections 13-1-28 through 13-1-199, NMSA imposes civil and criminal penalties for its violations.
9. All bid prices must be quoted with shipping terms F.O.B. Destination to NMJC, Hobbs, NM.
10. For a bid to be considered, it must bear the signature of the bidder.
11. CLARIFICATIONS: Any clarification of instructions, terms and conditions, insurance, bonds, or quote preparation shall be made only by the person shown on the cover sheet of this Invitation. Technical clarifications should be addressed to the individual identified on the cover sheet. Clarifications must be in writing as an addendum to be considered as part of this Invitation.

12. FAILURE TO RESPOND: NMJC reserves the right to remove from its bid list the names of vendors who do not respond to Invitations. Submission of the Invitation marked "NO BID" will not ensure retention on the college bid list.
13. NUMBERS OF COPIES OF BID: Please submit the number of copies of your bid and all supporting documents stated on the cover sheet. Failure to submit the required number of copies may result in your bid being considered non-responsive.
14. All information, except that classified as confidential, will become public information at the time the Bid is opened. Confidential information must be marked "CONFIDENTIAL" in red letters in the upper right hand corner of the sheets containing the confidential information. Price and information concerning the specifications cannot be considered confidential.
15. RESIDENTIAL/MANUFACTURERS PREFERENCE: In evaluating quotes for purchases over \$5,000 using State Funds, residential and/or manufacturers preference of 5% will be used in compliance with New Mexico Junior College Policy. It is the responsibility of the bidder to receive approval and a certification number from the State Purchasing Agent, which must be included on the Bid Proposal, prior to the Bid opening. Federal law prohibits the use of residential preference when the expenditure involves Federal funds.
16. It is agreed that bids accepted for consideration by New Mexico Junior College shall be valid for a period of ninety (90) days following the date of the bid opening.
17. INTENT: It is always the intent of New Mexico Junior College to purchase proper and adequate services or tangible items at the best value, for the best interest of the constituents of the New Mexico Junior College District and the taxpayers of New Mexico.
18. The successful bidder shall be responsible to ensure that the vehicles are delivered to New Mexico Junior College Campus, Central Receiving Department.
19. NMJC reserves the right to inspect the vehicles prior to taking delivery. It will be the vendor's responsibility to ensure that the vehicle(s) meet the specifications of the ITB.
20. It is understood that no guarantee or warranty is made or implied by New Mexico Junior College that any order for a definite quantity will be issued under this Bid. New Mexico Junior College intends to purchase vehicles as funding and bid prices allow. the vendor is required to accept the order and furnish the items and/or services in accordance with the Terms and Conditions contained herein. The prices furnished by the bidder and accepted are firm for a period of 90 days after the opening date of the Bid.
21. Bid shall be awarded on an "item – by – item" basis.
22. American Made: Pursuant to Section 13-1-188 NMSA ("Public purchases of American – Made motor vehicles required"), any state agency shall only purchase cars and trucks assembled in North America.

VENDOR DATA

The following information must be completed and returned with your bid:

RESIDENTIAL PREFERENCE

Residential Preference Number _____
Is material grown, produced or wholly manufactured in New Mexico?

BUSINESS SIZE/CLASSIFICATION

____ Small Business Concern ____ Large Business Concern
____ Disadvantaged Business Concern ____ Women Owned

Please note that the above information is for reporting purposes only and will not be used in evaluating or awarding the contract.

TELEPHONE NUMBER FOR OFFER CLARIFICATION:

Name: _____ Telephone Number: _____

Title: _____

ACKNOWLEDGMENT OF ADDENDA:

The undersigned acknowledges receipt of the following addendum

Addendum No. _____ Dated: _____

Addendum No. _____ Dated: _____

The undersigned, as an authorized representative for the Company named below, acknowledges that he/she has examined this Invitation to Bid with it's related documents, and being familiar with all the conditions surrounding the described materials and or services, including the availability of materials and labor, hereby offers to furnish all labor, materials, and supplies necessary to comply with the specifications in accordance with the Terms and Conditions set forth herein and at the prices stated in the price quote.

COMPANY NAME: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

SIGNATURE OF AUTHORIZED REPRESENTATIVE: _____

PRINTED OR TYPED: _____

NAME: _____

TITLE: _____

DATE: _____ **FAX #** _____ **PHONE #** _____

NEW MEXICO JUNIOR COLLEGE
Invitation to Bid #955

Specifications & Bid Price Form

New Mexico Junior College contemplates purchasing three (3) police pursuit vehicles for the College Law Enforcement Academy, one (1) pickup truck for the Security Department, and three (3) vehicles for the College Motor Pool. Bids will be awarded on an item - by - item basis. No minimum quantity is guaranteed. New Mexico Junior College reserves the right to reject any and all bids on any or all item(s).

Please note: The college has been mandated by the Alternative Fuels Acquisition Act to have 75% of all light duty vehicles operating on alternative fuel; therefore, if you have these types of vehicles available please indicate that the vehicle is an alternative fuel item and quote accordingly. Alternative Fuel vehicles will be given priority over non-alternative fuel vehicles. (See attachment of the Legislative and Executive Recommendation and Executive Order No. 2004-019.)

PLEASE INDICATE "Y" YES OR "N" NO FOR EACH SPECIFICATION FOR ALL VEHICLES.

Vehicle specifications - Law Enforcement Academy (Quantity 3):

UNIT: MAKE AND MODEL: 2004 or 2005 FORD CROWN VICTORIA or VEHICLE OF EQUAL SPECIFICATIONS --- ENGINE SIZE: 4.6L V-8, MINIMUM OF 200 HP

OR: MAKE AND MODEL: 2004 or 2005 CHEVROLET IMPALA or VEHICLE OF EQUAL SPECIFICATIONS --- ENGINE SIZE: 3.8 LITER V6, MINIMUM OF 200 HP

OR: MAKE AND MODEL: 2004 or 2005 DODGE INTREPID or VEHICLE OF EQUAL SPECIFICATIONS --- ENGINE SIZE: 3.5 LITER V6 ENGINE, MINIMUM OF 200 HP

ALL EXCEPTIONS TO THESE SPECIFICATIONS SHALL BE LISTED ON A SEPARATE SHEET OF PAPER.

NEW MEXICO JUNIOR COLLEGE SHALL HAVE THE FINAL DECISION OF ACCEPTABILITY OF THE PRODUCT; THE BURDEN OF PROOF SHALL BE UPON THE VENDOR.

BATTERY: 12 VOLT, HEAVY DUTY, 500 COLD CRANKING AMP MINIMUM AND ALTERNATOR MINIMUM 130AMP

BRAKES: HEAVY DUTY POLICE, FADE RESISTANT BRAKES. BRAKES MUST BE DISC TYPE, ON ALL FOUR WHEELS. BRAKES MUST BE ANTI-LOCK (ABS). WARNING LIGHT IN DASH SHALL INDICATE WHEN PARKING BRAKE IS ENGAGED.

ENGINE COOLING: ENGINE COOLING SYSTEM SHALL BE DESIGNED TO WITHSTAND HIGH SPEED OPERATION FOR EXTENDED PERIODS OF TIME AND GIVE ADEQUATE COOLING WHEN THE VEHICLE IS "AT REST" AFTER HIGH SPEED OPERATION AND DURING LONG PERIODS OF IDLING.

HOSE CLAMPS: HOSE CLAMPS ON THE ENGINE AND VEHICLE-HEATING SYSTEMS SHALL BE A POSITIVE CLOSURE TYPE.

TRANSMISSION: SHALL BE A MINIMUM OF FOUR (4) FORWARD SPEEDS, TRANSMISSION COOLER SHALL BE THE MAXIMUM AVAILABLE FOR POLICE SERVICE.

DRIVE SHAFT: SHALL BE OF HEAVY DUTY DESIGN AND CONSTRUCTION ESPECIALLY DESIGNED FOR HIGH-SPEED REAR WHEEL DRIVE OPERATION.

REAR AXLE: LIMITED SLIP DIFFERENTIAL

WHEEL BASE: NOT LESS THAN ONE HUNDRED FOURTEEN (114.0) INCHES

ROAD CLEARANCE: NOT LESS THAN FIVE (5) INCHES MINIMUM.

SHOCK ABSORBERS: HEAVY DUTY DOUBLE ACTION TYPE, FRONT AND REAR, VALVED TO GIVE THE VEHICLE MAXIMUM ROAD ABILITY WHEN OPERATING OVER ROUGH ROADS AND DURING CORNERING AT HIGH SPEEDS.

STEERING: POWER STEERING WITH A MAXIMUM FIRM FEEL WITH FAST RETURN CHARACTERISTICS, DESIGNED FOR HIGH SPEED PURSUIT DRIVING.

FRONT SUSPENSION: SHALL BE OF HEAVY-DUTY DESIGN TO MINIMIZE FRONT-END DIVE WHEN BRAKING AND GIVE MAXIMUM ROAD ABILITY AT HIGH SPEEDS.

REAR: IF COIL SPRINGS ARE USED, A REAR STABILIZER BAR SHALL BE PROVIDED. SPRINGS PROVIDED SHALL BE CAPABLE OF SUPPORTING A CONSTANT LOAD OF 250 POUNDS OF CARGO WEIGHT IN THE TRUNK, COMBINED WITH A FULL FUEL LOAD, WHILE MAINTAINING THE VEHICLE STANDING HEIGHT LEVEL.

BEARINGS/AXLES: FRONT AND REAR TO BE OF A DESIGN THAT WILL WITHSTAND POLICE SERVICE.

AIR CONDITIONING:
A. VEHICLE SHALL BE FACTORY EQUIPPED WITH AN AIR CONDITIONING UNIT CAPABLE OF COOLING THE PASSENGER COMPARTMENT WHILE NOT TAXING THE ENGINE COOLING SYSTEM.
B. INTEGRATED WITH THE HEATER/DEFROSTER UNIT.

ARM RESTS: ARM REST DOOR CLOSURE DEVICES SHALL BE PROVIDED ON ALL DOORS.

GLASS:
A. TINTED GLASS ALL WINDOWS.
B. REAR WINDOW TO BE EQUIPPED WITH A FACTORY INSTALLED DEFOGGER.

IGNITION SYSTEM: SHALL BE DESIGNED AND INSTALLED IN SUCH A MANNER TO PROVIDE MAXIMUM RADIO SHIELDING AND PREVENT INTERFERENCE WITH RADIO RECEPTION AND TRANSMISSION FROM MOBILE RADIO EQUIPMENT.

INSTRUMENTS:

A. SPEEDOMETER:

1. HEAD (INCLUDING FACE) SHALL BE SPECIALLY CALIBRATED BY THE SPEEDOMETER MANUFACTURER AND BE ACCURATE WITHIN TWO (2) MI PER HOUR THROUGHOUT IT'S SPEED RANGE. MANUFACTURER SHALL PROVIDE WRITTEN CERTIFICATION OF SPEEDOMETER ACCURACY WITHIN TWO (2) MILES PER HOUR.
2. FACE SHALL BE EASILY READABLE AND MARKED WITH INTERVALS OF NOT GREATER THAN TWO (2) MILES PER HOUR.

B. GAUGES:

1. WATER TEMPERATURE, OIL PRESSURE, AMMETER AND FUEL GAUGES SHALL BE INSTALLED IN THE DASH AND LIGHTING CONTROLLED FROM "IN DASH" LOCATION. NO HARD TO READ, WHILE DRIVING, GAUGES WILL BE ACCEPTED. ALL GAUGES ARE TO BE FACTORY INSTALLED. DIGITAL DASH LIGHTING MUST COME EQUIPPED WITH MANUAL SHUT OFF SWITCH THAT IS MOUNTED IN A LOCATION, WHICH IS EASILY ACCESSIBLE.

KEYS AND LOCKS:

- A. THERE SHALL BE THREE (3) KEYS FOR EACH VEHICLE.
- B. SAME KEY FOR ALL LOCKS ON A VEHICLE.
- C. EACH VEHICLE SHALL HAVE A DIFFERENT KEY CODE SEQUENCE.
- D. KEY CODE SHALL BE ATTACHED TO AT LEAST ONE (1) KEY DELIVERED WITH THE VEHICLE.
- E. REAR DOOR INTERIOR HANDLES SHALL BE DESIGNED TO BE RENDERED INOPERABLE FROM THE REAR PASSENGER COMPARTMENT BY MEANS OF CHILDPROOF LOCKS THAT ARE ACTIVATED FROM OUTSIDE THE REAR PASSENGER COMPARTMENT. IF SUCH CHILDPROOF THE REAR DOOR INTERIOR HANDLES SHALL BE RENDERED INOPERABLE BY REMOVAL OF THE HANDLE ACTIVATION ROD. HANDLE ACTIVATION RODS WILL BE PROVIDED TO THE PURCHASER AT THE TIME OF DELIVERY.

LIGHTS:

- A. IT SHALL BE POSSIBLE TO TURN DOME AND MAP LIGHTS ON AND OFF WITH THE DOORS CLOSED.
- B. DOME AND MAP LIGHTS SHALL BE OF SUCH INTENSITY THAT THEY ARE CAPABLE OF PROVIDING ADEQUATE LIGHT TO READ A STANDARD ROAD MAP WHILE SITTING IN THE DRIVER'S SEAT AT NIGHT.
- C. DOME LIGHT WIRING TO FRONT DOOR SWITCHES SHALL BE RENDERED INACTIVE.
- D. THERE SHALL BE LIGHTS IN THE GLOVE BOX, ASHTRAY AND TRUNK.
- E. AN ADDITIONAL DOME LIGHT WITH SWITCH SHALL BE MOUNTED BETWEEN THE SUN VISORS. IT SHALL OPERATE INDEPENDENT OF STANDARD EQUIPMENT DOME LIGHT(S).

_____ RADIO: AM/FM

_____ REAR VIEW MIRROR:

A. INSIDE ADJUSTABLE FOR DAY OR NIGHT DRIVING AND FREE OF VISUAL DISTORTION.

B. OUTSIDE LEFT AND RIGHT SIDE MIRRORS MOUNTED ON THE FRONT DOORS.

_____ SEATS:

FRONT BUCKET SEATS, SHALL BE MANUFACTURER'S POLICE VEHICLE BUCKET SEATS (40/40 OR 45/45) DESIGNED TO WITHSTAND DAILY POLICE USE. SHALL BE CONSTRUCTED WITH HEAVY-DUTY SPRINGS AND BACKREST SUPPORTS.

_____ REAR SEAT:

STANDARD SEAT.

_____ UPHOLSTERY:

A. CLOTH WITH VINYL TRIM.

B. MATERIAL SHALL BE OF SUCH TEXTURE THAT IT WILL NOT BE ABRASIVE OR TEND TO WEAR CLOTHING AT AN ACCELERATED RATE.

C. ALL VINYL SEAT COVERING IS NOT ACCEPTABLE.

D. SHALL BE OF SUCH WEAR RESISTANCE THAT IT WILL STAND UP TO DAILY USE BY LAW ENFORCEMENT OFFICERS WEARING SIDE-ARM.

_____ SPEED CONTROL: SHALL BE EQUIPPED WITH FACTORY INSTALLED SPEED (CRUISE) CONTROL.

_____ TILT STEERING: SHALL BE EQUIPPED WITH FACTORY INSTALLED TILT STEERING.

_____ WINDOW/DOOR LOCKS: SHALL BE EQUIPPED WITH POWER WINDOWS AND DOOR LOCKS.

_____ UNDERCOATING:

CHASSIS AND FENDORS. UNDERCOATING MAY BE DEALER APPLIED. ALL COSTS TO BE INCLUDED IN THE BID PRICE.

_____ WINDSHIELD WIPERS:

MINIMUM OF TWO SPEED, WITH INTERMITTENT WIPE CAPABILITY.

DEFINITION:

THE TERM "HEAVY DUTY", AS APPLIED TO THESE SPECIFICATIONS, SHALL BE INTERPRETED TO MEAN: THE ITEM TO WHICH THE TERM IS APPLIED SHALL EXCEED THE USUAL QUANTITY, QUALITY OR CAPACITY SUPPLIED WITH STANDARD PRODUCTION VEHICLES AND SHALL BE ABLE TO WITHSTAND UNUSUAL STRAIN, EXPOSURE, TEMPERATURE, WEAR AND USE.

_____ EXTERIOR COLOR: WHITE, STANDARD PRODUCTION FACTORY APPLIED PAINT.

CARGO STORAGE:

TRUNK AREA TO BE NO LESS THAN TWENTY (20)
CUBIC FEET

SPOTLIGHT:

- A. DESIGN SHALL PERMIT SATISFACTORY MOUNTING OF A LEFT HAND, INSIDE CONTROL, SPOTLIGHT SO AS NOT TO BE AFFECTED WHEN THE DOOR IS OPENED OR CLOSED. SPOTLIGHT BEAM SHALL NOT MOVE FROM ITS TARGET POSITION WHEN THE DRIVER'S DOOR IS OPENED OR CLOSED.
- B. SPOTLIGHT TO BE MOUNTED ABOVE, NOT ON THE FENDER.
- C. ROOF MOUNTED SPOTLIGHT IS NOT ACCEPTABLE.
- D. VEHICLE SHALL BE EQUIPPED WITH A UNITY MODEL #226 SPOTLIGHT OR EQUAL, CONTAINING A SIX (6) INCH SEALED BEAM UNIT. UNIT SHALL BE MOUNTED SO AS NOT TO INTERFERE WITH OPERATIONAL CONTROLS ON THE INSIDE OF THE VEHICLE.

WHEELS:

- A. TO BE AT LEAST FIFTEEN (15) INCHES IN DIAMETER.
- B. RIM AND SPIDER TO BE OF HEAVIER GAUGE METAL THAN USED IN STANDARD PRODUCTION.
- C. HUB COVER SHALL BE DESIGNED TO REMAIN TIGHTLY ATTACHED TO THE WHEEL DURING HIGH SPEED POLICE PURSUIT SERVICE.

TIRES:

FIVE FULL SIZED, HIGH SPEED, BLACK WALL.

TRUNK LID RELEASE:

REMOTE, ELECTRIC SYSTEM WITH PUSH BUTTON RELEASE, READILY ACCESSIBLE TO THE DRIVER. MOUNTING OF SWITCH IN THE GLOVE COMPARTMENT IS NOT ACCEPTABLE.

___ Warranty – Standard Factory Warranty

Are any of the police pursuit vehicles alternative fuel vehicles? Yes No

Specifications for Medium Size Pickup Truck - Security Department (Quantity 1):

2004 or 2005 Year Model

___ Supercab/Extended Model (medium size for example: Dodge Dakota, Chevrolet Colorado, Ford Ranger)

___ Electric windows

___ Electric door locks

___ Cloth interior

___ Gauges/Cluster

___ AM/FM Stereo Radio/Clock/CD Player

___ 4 Wheel Anti Lock Brakes

___ V-6 Engine

___ Automatic Transmission Overdrive

___ Air Conditioning

___ Color: Standard White

___ Spare Tire

____ Warranty – Standard Factory Warranty

Is the medium size pickup truck an alternative fuel vehicle? Yes No

Vehicle Specifications – College Motor Pool (Quantity 3):

The college desires **(2)** 2004 or 2005 full size deluxe four door sedans and **(1)** 2004 or 2005 sports utility vehicle (SUV) with the following specifications:

Specifications for full size deluxe four door sedans:

- ____ Brakes, power-anti-lock 4-wheel disc
- ____ V-8 Engine or equivalent to minimum HP of a V-8; minimum of 5.0 litre
- ____ Automatic 4-speed transmission with overdrive
- ____ Steering-power rack-and-pinion
- ____ Full size spare tire - jack & lug wrench; steel radial tires
- ____ Heater/defroster and electric rear window defroster
- ____ Interval wipers & washer
- ____ Remote electric right and left side mirrors
- ____ Front and rear reading lamps
- ____ Lighted visor mirrors
- ____ Bumpers front and back
- ____ Glass: tinted all around
- ____ Power windows with driver's express down w/ lockout
- ____ Power trunk door opener and power door lock system
- ____ Power antenna
- ____ Exterior color: white only
- ____ Exterior protective body side moldings - factory installed
- ____ Door edge guards
- ____ Interior: color coordinated with exterior; seats with reclining split front seat; driver side 6-way power seat
- ____ Interior color: Tan or Light Gray
- ____ Color keyed front and rear carpeted floor mats
- ____ Air bag, dual-driver and front passenger
- ____ Air conditioning-factory installed
- ____ Electric speed cruise control with resume
- ____ Radio-AM/FM Radio/Clock/Cassette/CD/ with coaxial front and extended range rear speakers
- ____ Warranty - Standard Factory Warranty

Are any of the sedans alternative fuel vehicles? Yes No

Specifications for the Sports Utility Vehicle (SUV) :

- ____ Air Conditioning - Front & Rear - Factory Installed - Front /rear controls
- ____ Air Bags - Driver and right front-passenger
- ____ Alternator - Heavy Duty
- ____ Balanced Wheels - Front, rear & spare, aligned front end
- ____ Battery - Heavy Duty
- ____ Body Type & Size - 8 - Passenger
- ____ Bumpers - Front & Rear (include towing trailer hitch with 2" ball class 1)

- ___ Brakes - Power Heavy Duty, 4 Wheel Anti Lock Brake System, front and rear disc
- ___ Color - White Only
- ___ Cruise Control - Factory installed
- ___ Doors - 4 - rear cargo doors
- ___ Engine - V-8, fuel injected, 5.0L or greater
- ___ Fuel Tank - 25 - 32 gallons
- ___ Gross Vehicle Weight Rating - 7,000 lbs. (approximate)
- ___ Heater/Defroster - Front, heavy duty fresh air
- ___ Inside Lights - Dome with map and reading light
- ___ Mirrors, Outside - Two (2) below eye level, 7 X 9 swivel
- ___ Radio - AM/FM, factory installed with CD or Cassette Player, with Clock
- ___ Seats - Cloth, **2nd & 3rd row** 60/40 split-folding bench
- ___ Stabilizer Bars - Front & Rear
- ___ Steering - Power
- ___ Suspension - Heavy Duty
- ___ Tires - 16" mounted full spare, all weather tread - Include Jack Lug Wrench and 16"
- ___ Wheel Covers - Full size aluminum wheels
- ___ Trailer Package- trailer hitch platform, seven-pin wiring connector, transmission oil cooler, trailer brake pre-wire harness and 7-way-4-way adapter.
- ___ Transmission - 4-speed automatic with overdrive and tow/Haul mode
- ___ Upholstery - Cloth (Gray-Blue-Tan-Full Length Floor Covering)
- ___ Wheelbase - Approximately 125" to 135"
- ___ Windshield Wipers/Washers - Dual electric, two speed intermittent
- ___ Running boards (**MUST BE ON THE VEHICLE AT TIME OF DELIVERY**)
- ___ Warranty - Standard Factory Warranty

Is the SUV an alternative fuel vehicle? Yes No

INVITATION TO BID #955 BID PRICE FORM

Bidder Name: _____

POLICE PURSUIT VEHICLES (QUANTITY 3):

Year 2004 or 2005 Ford Crown Victoria and/or 2004 or 2005 Chevrolet Impala or 2004 or 2005 Dodge Intrepid or vehicle of equal specifications:

Shipping: F.O.B. destination to New Mexico Junior College Quantity: _____

Indicate year and model _____ \$ _____

Indicate year and model _____ \$ _____

Indicate year and model _____ \$ _____

TOTAL: \$ _____

Have all specifications been met or exceeded for the police pursuit vehicles?

Yes No

If the answer is **NO**, attach an explanation.

2004 or 2005 MEDIUM SIZE PICKUP TRUCK FOR SECURITY DEPARTMENT (QUANTITY 1):

Shipping: F.O.B. destination to New Mexico Junior College Quantity: _____

Indicate year and model _____ \$ _____

TOTAL: \$ _____

Have all specifications been met or exceeded for the pick up truck? Yes No

If the answer is **NO**, attach an explanation.

2004 OR 2005 DELUXE SEDANS FOR THE COLLEGE MOTOR POOL (QUANTITY 2):

Shipping: F.O.B. destination to New Mexico Junior College Quantity: _____

Indicate year and model _____ \$ _____

Indicate year and model _____ \$ _____

TOTAL: \$ _____

Have all specifications been met or exceeded for the deluxe sedan vehicles? Yes No

If the answer is **NO**, attach an explanation.

2004 OR 2005 SPORTS UTILITY VEHICLE (QUANTITY 1):

Shipping: F.O.B. destination to New Mexico Junior College Quantity: _____

Indicate year and model _____ \$ _____

TOTAL: \$ _____

Have all specifications been met or exceeded for the SUV? Yes No

If the answer is **NO**, attach an explanation.

By signing below, bidder agrees to provide to NMJC the vehicle(s) as specified at the prices indicated on this form in accordance with all terms and conditions included in this invitation to bid.

Bidder signature: _____ Title: _____

Date: _____



NEW MEXICO ENERGY, MINERALS and NATURAL RESOURCES DEPARTMENT

BILL RICHARDSON
Governor

Joanna Prukop
Cabinet Secretary

Tom Mills
Deputy Cabinet Secretary

Chris Wentz
Director

Energy Conservation and Management Division

March 24, 2004

LEGISLATIVE AND EXECUTIVE RECOMMENDATION ON RENEWABLES AND ENERGY EFFICIENCY

- ▶ **Senate Joint Memorial 89** – Request that State Government Develop and Adopt specific goals to implement the use of Renewable Energy, Energy Efficiency and Alternative Fuel technologies throughout state government and the state.
- ▶ **Energy Efficient Green Building Initiative** – Design buildings to minimize environmental impacts and to maximize the health and quality of life of building occupants.
- ▶ **Invest New Mexico, Recommendation #9** – Millions are spent on facilities that are energy and water inefficient and expensive to operate- **BUILD AND INVEST SMARTER**
- ▶ **New Mexico Performance Review**
- ▶ **Recommendation A11** – Retrofit lighting fixtures to achieve energy cost savings
- ▶ **Recommendation A12** – Comply with the latest Energy Standard ASHRAE 90.1-2001 and/or the 2003 International Energy Conservation Code at a minimum.
- ▶ **Recommendation A15** – Use Natural Gas Price Agreement to reduce energy costs
- ▶ **Recommendation A14** – Set all copiers to print on both sides of the paper.
- ▶ **House Bill 251- Advanced Energy Technologies Economic Development Act – Clean Energy Grants-\$500,000** – Project solicitation process being developed.
- ▶ **House Bill 293 Capital Projects** – Clean Energy Projects - \$2.65 Million – Projects being identified.
- ▶ **Alternative Fuel Acquisition Act** – 75% of all light duty vehicles purchased by state agencies and educational institutions must be capable of operating on alternative fuels.

Harold J. Trujillo, P.E.
Bureau Chief, Energy Technology Bureau
Energy Conservation and Management Division.
Energy, Minerals and Natural Resource Department
(505) 476-3318 htrujillo@state.nm.us

MAILING LIST
INVITATION TO BID #955

Permian Ford
Attn: Benny Hoyl
1000 North Dal Paso
Hobbs, NM 88240
Phone #: (505) 393.6176
Fax #: (505) 393.0137
Email: bhoyl@permianford.com

Watson Truck & Supply
Attn: Lou Ann Byrum
P.O. Box 10
Hobbs, NM 88240
Phone #: (505) 397.2411
Fax #: (505) 397.1679
Email: louann@watsonauto.com

Western Chrysler – Plymouth
Attn: Terry Criswell
4123 Lovington Highway
Hobbs, NM 88240
Phone #: (505) 392.4641
Fax #: (505) 393.8665
Email: wescpdf@verizon.net

Jim Spence Autoplex
Attn: John Spence
800 North Turner
Hobbs, NM 88240
Phone #: (505) 393.1711
Fax #: (505) 393.1716
Email: jspence@zianet.com

Frank Collins

From: Frank Collins [fcollins@nmjc.edu]
Sent: Wednesday, July 07, 2004 2:09 PM
To: 'KFarkov@nmjc.edu'
Subject: Invitation to Bid #955

Please post this ITB to the website. Thanks. FDC

<p>Frank D. Collins Coordinator of Purchasing</p> <p>fcollins@nmjc.edu</p>	<p>New Mexico Junior College 5317 Lovington Hwy. John Shepherd Administration Building Business Office Hobbs NM 88240</p> <p>tel: 505.392.2953 fax: 505.392.2526</p>
---	---

Signature powered by Plaxo

Add me to your address book...

Want a signature like this?

INVITATION TO BID #955 BID PRICE FORM

Bidder Name: WESTERN CHRYSLER

POLICE PURSUIT VEHICLES (QUANTITY 3):

Year 2004 or 2005 Ford Crown Victoria and/or 2004 or 2005 Chevrolet Impala or 2004 or 2005 Dodge Intrepid or vehicle of equal specifications:

Shipping: F.O.B. destination to New Mexico Junior College Quantity: _____

Indicate year and model UNABLE TO BID: NO \$ _____

Indicate year and model POLICE CAR TITLE \$ _____

Indicate year and model IN THE FALL \$ _____

TOTAL: \$

Have all specifications been met or exceeded for the police pursuit vehicles?

Yes No

If the answer is **NO**, attach an explanation.

2004 or 2005 MEDIUM SIZE PICKUP TRUCK FOR SECURITY DEPARTMENT (QUANTITY 1):

Shipping: F.O.B. destination to New Mexico Junior College Quantity: 1

Indicate year and model '05 DAKOTA QUAD CAB \$ _____

TOTAL: \$ 19,352.00

Have all specifications been met or exceeded for the pick up truck? Yes No

If the answer is **NO**, attach an explanation.

2004 OR 2005 DELUXE SEDANS FOR THE COLLEGE MOTOR POOL (QUANTITY 2):

Shipping: F.O.B. destination to New Mexico Junior College Quantity: 2

Indicate year and model '05 300 TOURING \$ 23,663

Indicate year and model SAME \$ 23,663

TOTAL: \$ 47,326

Have all specifications been met or exceeded for the deluxe sedan vehicles? Yes **No**

If the answer is **NO**, attach an explanation.

2004 OR 2005 SPORTS UTILITY VEHICLE (QUANTITY 1):

Shipping: F.O.B. destination to New Mexico Junior College Quantity: 1

Indicate year and model '05 DURANGO \$

TOTAL: \$ 26,825.00

Have all specifications been met or exceeded for the SUV? Yes **No**

NO CARGO DOORS, LIFT GATE ONLY

If the answer is **NO**, attach an explanation.

By signing below, bidder agrees to provide to NMJC the vehicle(s) as specified at the prices indicated on this form in accordance with all terms and conditions included in this invitation to bid.

Bidder signature: Jerry Criswell Title: G. M.

Date: 7-19-04

VENDOR DATA

The following information must be completed and returned with your bid:

RESIDENTIAL PREFERENCE

Residential Preference Number 71R34

Is material grown, produced or wholly manufactured in New Mexico?

BUSINESS SIZE/CLASSIFICATION

Small Business Concern Large Business Concern

Disadvantaged Business Concern Women Owned

Please note that the above information is for reporting purposes only and will not be used in evaluating or awarding the contract.

TELEPHONE NUMBER FOR OFFER CLARIFICATION:

Name: TERRY CRISWELL Telephone Number: 392-4641

Title: GM

ACKNOWLEDGMENT OF ADDENDA:

The undersigned acknowledges receipt of the following addendum

Addendum No. Dated:

Addendum No. Dated:

The undersigned, as an authorized representative for the Company named below, acknowledges that he/she has examined this Invitation to Bid with it's related documents, and being familiar with all the conditions surrounding the described materials and or services, including the availability of materials and labor, hereby offers to furnish all labor, materials, and supplies necessary to comply with the specifications in accordance with the Terms and Conditions set forth herein and at the prices stated in the price quote.

COMPANY NAME: WESTERN CHRYSLER

ADDRESS: 4123 N LOVINGTON HWY

CITY/STATE/ZIP: HOBBS, NM 88240

SIGNATURE OF AUTHORIZED REPRESENTATIVE: *Terry Criswell*

PRINTED OR TYPED: WESTERN CHRYSLER

NAME: TERRY CRISWELL

TITLE: GENERAL MANAGER

DATE: 7/19/04 FAX # (505)392-5107 PHONE # (505) 392-4641



4123 N. Lovington Highway • Hobbs, N.M. 88240 • Ph. (505) 392-4641 • Fax (505) 392-5116

REFERENCE DELUXE SEDANS:

1. ENGINE IS V6 3.5, 250 HP WITH 250 LB FT OF TORQUE.
2. FULL SPARE NOT AVAILABLE
3. NO POWER ANTENNA OURS IS BUILT IN TO THE BACK GLASS
4. NO DOOR EDGE GUARDS
5. RADIO: AM-FM, CD, AND CLOCK.

Invitation to Bid # 952

Sealed Coating & Striping for the NMJC Parking Lots

BOARD DOCUMENTS

Date: July 28, 2004
Prepared by: Frank D. Collins
Coordinator of Purchasing

NEW MEXICO JUNIOR COLLEGE

BOARD DOCUMENTS

General Information

1. On July 13, 2004, legal notices were sent out to three newspapers requesting sealed bids for the sealed coating and striping for NMJC parking lots:
2. Hobbs Daily News Sun
Lovington Leader
Albuquerque Journal
3. Bid packets were sent to four potential bidders. The bid was also posted on the college website.
4. Three bidders submitted bids within the time frame specified by the bid package.
5. The Business Office has evaluated the bid received. The recommendation is shown on Page 3.

NEW MEXICO JUNIOR COLLEGE

BOARD DOCUMENTS

Evaluation and Recommendations

The bidders responding to Invitation to Bid #952 were: Southwest Asphalt Sealing & Repair, Gallup NM, Armstrong Construction Co., Inc., Hobbs NM, and Ramirez & Sons, Hobbs, NM.

The Administration recommends acceptance of the bid from Ramirez & Sons for \$91,194.90. The specifications and bid price tabulation are shown on pages 4 and 5 respectively.

Source of Funding: - Plant Funds: Parking Lot Seal Coat
Account #: 91513 - 4002 - 76013 - 912
Amount: \$ 91,194.90

NEW MEXICO JUNIOR COLLEGE

SPECIFICATIONS AND PROJECT AREA REQUIREMENTS

SPECIFICATIONS: Contractor must sweep all parking areas, apply two (2) coats of emulsion sealer and re-stripe all existing parking areas designated in this Invitation to Bid ("ITB").

The contractor will note that summer session classes will be in session during all phases of the work. The contractor shall take all necessary precautions to protect students, faculty, and employees of New Mexico Junior College.

The contractor may not use interior facilities of the college, but must provide its own temporary toilet facilities.

Access areas must be identified and posted as danger areas. Any equipment, supplies, or materials may be stored inside the access area. The construction site must be cleaned daily and kept free of unnecessary trash and debris. All items must be stored neatly within the project area.

Barriers must be erected around the construction area and will be limited to contractor's personnel and representatives of New Mexico Junior College.

New Mexico Junior College will not be responsible for security of contractor's equipment, materials, supplies, or vehicles.

Successful contractor shall provide all MSDS data sheets for materials being used for this project. Contractor shall comply with all applicable provisions of OSHA, State, and Local Regulations.

Description of Item		Estimated Quantity Sq Ft	Ramirez & Sons Inc. Unit Cost Bid	Armstrong Construction, Inc. Unit Cost Bid	Southwest Asphalt Sealing & Repair Unit Cost Bid
NMJC Board Meeting					
Invitation to Bid #952					
Sealed Coating/Re-striping of NMJC Parking Lots					
NMJC Main Campus					
Parking Lot A	280,060	0.14	0.16	0.22	
Parking Lot B	102,240	0.14	0.16	0.22	
Parking Lot C	54,495	0.14	0.16	0.22	
Parking Lot D	38,628	0.14	0.16	0.22	
Parking Lot E	18,054	0.14	0.16	0.22	
Parking Lot F	12,420	0.14	0.16	0.22	
Parking Lot G	24,606	0.14	0.16	0.22	
Parking Lot H	23,274	0.14	0.16	0.22	
Parking Lot I	30,852	0.14	0.16	0.22	
Restriping(per linear foot)	584,629	0.14	0.16	0.22	
Total square feet	32,500	0.16	0.23	0.13	
NMJC Del Norte Center					
Parking Lot(per square foot)	29,106	0.14	0.16	0.12	
Restriping(per linear foot)	450	0.16	0.23	0.13	
Total Estimated Square Footage	613,735	\$85,922.90			
Total Estimated Linear Footage	32,950	\$6,272.00			
Total of Estimated Cost		\$91,194.90			

NEW MEXICO JUNIOR COLLEGE

Vice President for Finance

5317 Lovington Highway
Hobbs, NM 88240
Phone: (505)392-5210
Fax: (505)392-2526

To: Board members
From: Dan Hardin
RE: Parking Lot Seal Coating
Date: July 20, 2004

Bid # 952 Seal Coating and Striping of the NMJC parking lots was posted on July 13, 2004 on the College's web site, published in the Hobbs News Sun, Albuquerque Journal, and the Lovington Leader. Bid # 952 will close on July 28, 2004. The bid will cover the over 600,000 square feet of parking lots on NMJC campus and at the Del Norte facility. The contractor will be required to sweep the parking lots, apply two coats of emulsion sealer and re-stripe the parking lots. Bids have been sent to Ramirez & Sons, Armstrong Construction, and Southwest Asphalt Seal Coat & Repair. Funding is from the Board approved Capital project Roadway Parking Lot Seal Coat for \$100,000.00.

Charley Carroll is estimating that the bids will be about twelve (12) cents per square or approximately \$72,000.00 to \$80,000.00.

Attached is the Bid package # 952 Seal Coating and Striping for the NMJC parking lots.

NEW MEXICO JUNIOR COLLEGE

Invitation to Bid #952

Sealed Coating and Striping for the NMJC Parking Lots

Bid Opening: July 28, 2004 - 2:00 P.M. -- NMJC Time

**Administration Building
5317 Lovington Highway
Hobbs, New Mexico**

New Mexico Junior College invites you to submit a sealed bid for the sealed coating and striping of the college parking lots. Please read carefully all specifications, terms, and conditions. Failure to comply with the instructions, terms, conditions and specifications of this Invitation may result in your bid being classified as unresponsive. Bids must be submitted to the above address no later than the time and date specified above. New Mexico criminal law prohibits bribes, gratuities and kickbacks.

Bids must be submitted in a sealed envelope with the attached label on the outside marked:

INVITATION TO BID #952

NUMBER OF COPIES TO SUBMIT: Original plus one copy

This mailing contains 8 pages.

BID INFORMATION:

Policies and Procedures - Frank Collins, Coordinator of Purchasing (505) 392.2953

Technical Information – Charley Carroll, Director of Physical Plant (505) 392.5530

GENERAL BID TERMS AND CONDITIONS

1. Failure to comply with all of the following terms and conditions may subject bid to rejection. Successful bidder agrees to the Terms and Conditions, Vendor Data and Bid Quote Form, which collectively shall constitute the "agreement".
2. All bids shall be sealed, addressed and delivered to: NMJC – Administration Building, Business Office, Attention: Coordinator of Purchasing, 5317 Lovington Highway, Hobbs, New Mexico 88240. Please attach the enclosed labels on the outside of the envelope as per Mailing Instructions. It is the bidder's responsibility to ensure his/her bid arrives at the proper place prior to the designated opening date/time. Late bids will be returned unopened to the originator. Telephone bids, faxes and telegrams will not be accepted.
3. Each bidder is to submit his/her bid on the form provided by NMJC. The form must be fully completed and must bear the original signature of the Bidder.
4. All quotations shall exclude applicable sales gross receipts tax. NMJC pays gross receipts tax on services and construction materials included as part of a construction service. Non-taxable transaction certificates will be issued upon request.
5. NMJC reserves the right to waive technical irregularities in the form of the bid which do not alter price, quality or quantity and to reject any/or all bids when it is in the best interest of the College to do so.
6. The attached bid specifications indicate a minimum standard of quality, performance or other pertinent characteristics of the item(s) being bid. All options, variations or exceptions to specifications must be clearly listed by the Bidder. After examination and comparison of specifications, New Mexico Junior College reserves the right to make the selection.
7. Payment will be made within 30 days after satisfactory delivery and acceptance of order at NMJC.
8. The New Mexico criminal statutes impose felony penalties for bribes, gratuities, or kickbacks in the procurement of this Agreement. In addition, the New Mexico Procurement Code, Sections 13-1-28 through 13-1-199, NMSA imposes civil and criminal penalties for its violations.
9. Indicate number of days required for delivery. All bid prices should be quoted with shipping terms FOB Destination.
10. For a bid to be considered, it must bear the signature of the bidder.
11. **CLARIFICATIONS:** Any clarification of instructions, terms and conditions, insurance, bonds, or quote preparation shall be made only by the person shown on the cover sheet of this Invitation. Technical clarifications should be addressed to the individual identified on the cover sheet. Clarifications must be in writing as an addendum to be considered as part of this Invitation.
12. **FAILURE TO RESPOND:** NMJC reserves the right to remove from its bid list the names of vendors who do not respond to Invitations. Submission of the Invitation marked "NO BID" will not ensure retention on the college bid list.
13. **NUMBERS OF COPIES OF BID:** Please submit the number of copies of your bid and all supporting documents stated on the cover sheet. Failure to submit the required number of copies may result in your bid being considered non-responsive.
14. All information except that classified as confidential, will become public information at the time the Bid is opened. Confidential information must be marked "CONFIDENTIAL" in red letters in the upper right hand corner of the sheets containing the confidential information. Price and information concerning the specifications cannot be considered confidential.
15. **RESIDENTIAL/MANUFACTURERS PREFERENCE:** In evaluating quotes for purchases over \$5,000 using State Funds, residential and/or manufacturers preference of 5% will be used in compliance with Section 13-1-21 and Section 13-1-22 of the New Mexico Statutes 1978 Annotated, Chapter 13. Federal law prohibits the use of residential preference when the expenditure involves Federal funds.
16. The successful contractor shall provide a specimen insurance certificate with their bids. Prior to the commencement of work, the successful contractor must provide a Certificate of Insurance along with

applicable endorsements amending coverage or limits, naming New Mexico Junior College as an additional insured with limits not less than the following:

- i. Employers liability (Must include a waiver of subrogation on workers compensation in favor of New Mexico Junior College) of \$1,000,000 per occurrence.
 - ii. Comprehensive general liability (Must include explosion, collapse, and underground hazards) of \$1,000,000 per occurrence and \$3,000,000 aggregate.
 - iii. Automobile liability of \$1,000,000 per occurrence.
17. Prospective contractors must be currently licensed with New Mexico Construction Industries for this type of work and in good standing with the appropriate state and local agencies. The contractor shall obtain all city and county permits, occupation licenses, or other legal requirements of state and local entities.
 18. The contractor agrees to meet all requirements pertaining to New Mexico Department of Labor Wage Rate Decision # LE-04-1114A in accordance with Chapter 13, Section 13-4-11, NMSA 1978 and Chapter 14, Section 14-4-5, NMSA, Chapter 13, Section 13-4-12, B., NMSA 1978, Chapter 13, Section 13-40-1 to Section 13-40-8, NMSA 1978, and any and all other statutes not listed that may pertain to the same.
 19. The contractor agrees to provide with this bid package a list of all subcontractors to include their Name and License Number, Address, Telephone Number and work to be performed. It is the responsibility of the Prime Contractor to ensure that all subcontractors are meeting the requirements of the wage determination as outlined in paragraph 18 above.
 20. The Prime Contractor and each subcontractor must submit one complete, legible, certified weekly payroll record to the Labor Industries Division at the New Mexico Department of Labor, Labor and Industrial Division, 1596 Pacheco Street, Suite #105, Santa Fe, NM 87505. Included in this Invitation to Bid is the Pertinent Information Sheet outlining the provisions for reporting.
 21. The contractor and subcontractors agree that upon award, that New Mexico Junior College reserves the right to perform any necessary inspection of the contractors premises, work locations, or pertinent records to ensure that the provision of this contract and New Mexico Statutes, Rules and Regulations have been and are being met in conjunction with this contract. The contractor agrees that pertinent records will be provided with two (2) business days of a request by New Mexico Junior College for said record.

NEW MEXICO JUNIOR COLLEGE

Invitation to Bid #952 - Bid Price Form

The undersigned as an authorized representative of the company whose information is contained herein and on page 7, proposes to provide all labor, supplies, equipment to seal and coat the NMJC campus parking lots and stripe the parking lots as stipulated by the specifications on page 6. You must review the project area and square footage by contacting Charley Carroll, Director of Physical Plant or Phillip Ingram, Maintenance Foreman, (505) 392.5530, extension #637 and (505) 392.3972, respectively.

The following parking areas are located on the main campus of NMJC – 5317 Lovington Highway:

- Parking Lot A: _____ unit cost per square foot
- Parking Lot B: _____ unit cost per square foot
- Parking Lot C: _____ unit cost per square foot
- Parking Lot D: _____ unit cost per square foot
- Parking Lot E: _____ unit cost per square foot
- Parking Lot F: _____ unit cost per square foot
- Parking Lot G: _____ unit cost per square foot
- Parking Lot H: _____ unit cost per square foot
- Parking Lot i: _____ unit cost per square foot

Re-striping cost per linear foot _____

* NMJC Del Norte Fitness Center Parking Lot @ 1503 West Calle Sur

Parking Lot: _____ unit cost per square foot

Re-striping cost per linear foot _____

Indicate total cost of materials and supplies \$ _____

Indicate cost of Labor: \$ _____

Indicate cost of Permits: \$ _____

Gross Receipts Tax: \$ _____

Indicate any other costs associated with this project: \$ _____
(Please explain and describe in detail below):

Any Special Equipment required for this project? Yes No

(Please explain and describe in detail below):

Indicate the cost of special equipment:

\$ _____

TOTAL COST OF THE PROJECT: \$ _____

Name of Company: _____

Signature of Authorized Representative: _____

Date: _____

Phone Number: _____

NEW MEXICO JUNIOR COLLEGE

SPECIFICATIONS AND PROJECT AREA REQUIREMENTS

Specifications: Contractor must sweep all parking areas, apply two (2) coats of emulsion sealer and re-stripe all existing parking areas designated in this Invitation to Bid ("ITB").

Project Area Requirements: See Map on page 8 the main campus. There is no map for NMJC Del Norte Fitness Center.

The contractor will note that summer session classes will be in session during phases of the work at the main campus and the Del Norte Fitness Center. The contractor shall take all necessary precautions to protect students, faculty, and employees of New Mexico Junior College.

The contractor may not use interior facilities of the college, but must provide its own temporary toilet facilities.

Access areas must be identified and posted as danger areas. Any equipment, supplies, or materials may be stored inside the access area. The project sites must be cleaned daily and kept free of unnecessary trash and debris. All items must be stored neatly within the project sites.

Barriers must be erected around the project areas and will be limited to contractor's personnel and representatives of New Mexico Junior College.

New Mexico Junior College will not be responsible for security of contractor's equipment, materials, supplies, or vehicles.

Successful contractor shall provide all MSDS data sheets for materials being used for this project. Contractor shall comply with all applicable provisions of OSHA, State, and Local Regulations.

VENDOR DATA

Invitation to Bid #952 Due date: July 28, 2004 Time: 2:00 P.M. NMJC Time

Title: Sealed Coating and Striping for the NMJC Parking Lots (On campus and Off campus location @ Del Norte Fitness Center)

The following information must be completed and returned with your bid:

RESIDENTIAL PREFERENCE

Residential Preference Number _____

Is material grown, produced or wholly manufactured in New Mexico?

BUSINESS SIZE/CLASSIFICATION

_____ Small Business Concern _____ Large Business Concern
_____ Disadvantaged Business Concern _____ Women Owned

Please note that the above information is for reporting purposes only and will not be used in evaluating or awarding the contract.

TELEPHONE NUMBER FOR OFFER CLARIFICATION:

Name: _____ Title: _____

Telephone Number: _____

ACKNOWLEDGMENT OF ADDENDA:

The undersigned acknowledges receipt of the following addendum

Addendum No. _____ Dated _____
Addendum No. _____ Dated _____

The undersigned, as an authorized representative for the Company named below, acknowledges that he/she has examined this Invitation to Bid with it's related documents, and being familiar with all the conditions surrounding the described materials and/or services, including the availability of materials and labor, hereby offers to furnish all labor, materials and supplies necessary to comply with the specifications in accordance with the Terms and Conditions set forth herein and at the prices stated in the price quote.

COMPANY NAME: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

SIGNATURE OF AUTHORIZED

REPRESENTATIVE: _____

PRINTED OR TYPED

NAME: _____

TITLE: _____

DATE: _____ **FAX** _____ **PHONE** _____

Invitation to Bid #952

Mailing List

**Ramirez & Sons
123 W Adams
Lovington NM 88260
Phone #: 505.396.3259**

**Armstrong Construction
3320 Enterprise
Hobbs NM 88240
Phone #: 505.392.1193**

**Southwest Asphalt Seal Coat & Repair
Attn: Manuel Clark
400 Vadenbosch Parkway
Gallup NM 87301
Phone #: 505.722.6989
Fax #: 505.722.9438
Cell #: 505.870.4582**



BILL RICHARDSON
GOVERNOR

CONROY CHINO
SECRETARY

BRUCE BACHELOR
DIRECTOR

New Mexico Department of Labor
Labor and Industrial Division

July 15, 2004

Frank Collins
New Mexico Jr. College
5317 Loving Highway, Bus Office
Hobbs, NM 88240

NOTE: All tiers of contractors bidding more than \$50,000 on a Public Works contract MUST be registered with the Labor & Industrial Division. A Labor Enforcement Fund Form is at www.dol.state.nm.us Click on Public Works for this & other forms.

REMINDER TO THOSE PREPARING BID DOCS:
IF BIDS ARE NOT OPENED BY 12/31/04, NEW WAGE RATES MAY BE REQUIRED. CALL 505-827-6897 OR 505- 827-6837 FOR ANY QUESTIONS.

RE: LE 04-1114 A SEALED COATING AND STRIPING FOR NMJC PARKING LOT.

Dear Mr. Collins:

The enclosed wage decision must be used in the contract resulting from the bid opening on this project. The General Contractor must post the complete wage decision at the job site in an easily accessible place. Failure to do so may result in fines. Furthermore, each subcontractor must receive a copy of the wage decision and use these rates to pay all employees. *Before any work starts, the General Contractor must submit the Notification of Award (with list of subs) and his Statement of Intent to Pay Prevailing Wages. Before subs (including second tier subs) start work, they must have an approved Statement.*

Weekly certified payrolls are required on all public works projects, but send only to the General Contractor and the Owner/Contracting Agency (if the owner/contracting agency wants them). The General Contractor must have copies of certified payrolls available to this office within ten days of a written request. Please call one of the numbers above for any questions.

Sincerely,


John Minks, Chief
Public Works Bureau

- 2896 Pacheco Street, Ste. 105, Santa Fe, NM 87505
Director's Office - (505) 827-6875
Public Works Bureau - (505) 827-6837 / 827-6897
Wage and Hour Bureau - (505) 827-6835 / 827-6898
Student Labor - (505) 827-6830
Fax# - (505) 827-1664
- P.O. Box 1708, Las Cruces, NM 88004-1708
Wage and Hour Bureau - (505) 524-6195
Fax# - (505) 524-6194
- P.O. Box NN, Carlsbad, NM 88221-7537
Wage and Hour Bureau - (505) 885-9072
Fax# - (505) 885-9748
- 501 Mountain Rd., NE, Albuquerque, NM 87102
Wage and Hour Bureau - (505) 841-8983
Fax# - (505) 841-9317
- 501 Mountain Rd., NE, Albuquerque, NM 87102
Apprenticeship - (505) 841-8989
Fax# - (505) 841-8739

2004 JUL 19 PM 2:42

BILL RICHARDSON
GOVERNOR

CONROY CHINO
SECRETARY

BRUCE BACHELOR
DIRECTOR



**New Mexico Department of Labor
Labor and Industrial Division**

NOTICE

- 1596 Pacheco Street, Ste. 105, Santa Fe, NM 37505
Director's Office - (505) 827-6875
Public Works Bureau - (505) 827-6837 / 827-6897
Wage and Hour Bureau - (505) 827-6835 / 827-6898
Student Labor - (505) 827-6830
Fax# - (505) 827-1664
- P.O. Box 1708, Las Cruces, NM 88004-1708
Wage and Hour Bureau - (505) 524-6195
Fax# - (505) 524-6194
 - P.O. Box NN, Carlsbad, NM 88221-7537
Wage and Hour Bureau - (505) 885-5072
Fax# - (505) 885-9748
 - 501 Mountain Rd., NE, Albuquerque, NM 87102
Wage and Hour Bureau - (505) 841-8983
Fax# - (505) 841-9317
 - 501 Mountain Rd., NE, Albuquerque, NM 87102
Apprenticeship - (505) 841-8989
Fax# - (505) 841-8739

"PUBLIC WORKS APPRENTICESHIP AND TRAINING ACT"

"PLEASE NOTE THAT SECTION 13-4D-4.B. STATES"

"PUBLIC WORKS CONSTRUCTION PROJECTS, EXCEPT FOR STREET, HIGHWAY, BRIDGE, ROAD, UTILITY OR MAINTENANCE CONTRACTS WITH EMPLOYERS WHO ELECT NOT TO PARTICIPATE IN TRAINING, SHALL NOT BE CONSTRUCTED UNLESS AN EMPLOYER AGREES TO MAKE CONTRIBUTIONS TO APPROVED APPRENTICE AND TRAINING PROGRAMS IN NEW MEXICO IN WHICH THE EMPLOYER IS A PARTICIPANT OR THE PUBLIC WORKS APPRENTICE AND TRAINING FUND ADMINISTERED BY THE PUBLIC WORKS BUREAU OF THE LABOR AND INDUSTRIAL DIVISION OF THE LABOR DEPARTMENT. CONTRIBUTIONS SHALL BE MADE IN THE SAME MANNER AND IN THE SAME AMOUNT AS APPRENTICE AND TRAINING CONTRIBUTIONS REQUIRED PURSUANT TO WAGE RATE DETERMINATIONS MADE BY THE DIRECTOR."

***NOTE: FOR A COPY OF THE ABOVE MENTIONED ACT, PLEASE
CONTACT OUR OFFICE AT: (505) 827-6837**

"AN EQUAL OPPORTUNITY EMPLOYER"

ABBREVIATED RESUME

Position

Professor of Music

Personal Data

Name: Yau-Sun Wong

Education

D.M., Florida State University, Tallahassee, FL, 1993

M.M., University of Texas at Austin, Austin, TX, 1982

B.A., Hong Kong Baptist College, Kowloon, Hong Kong, China, 1978

Professional Experience

Vanguard University of Southern California, Costa Mesa, CA 9/02 to Present
Associate Professor of Music Theory and Orchestra Conductor

Orange County High School of the Arts, Santa Anita, CA 9/02 to Present
Cello Instructor

Central Baptist College, Conway, AR 9/01 to 8/02
Director of Instrumental Music and Associate Professor

Bluefield College, Bluefield, VA 9/00 to 8/01
Chair and Associate Professor of Music

Hong Kong Baptist Theological Seminary, Hong Kong 1987 to 2000
Director of Church Music division and Associate Professor

University of South Carolina at Columbia 1997 to 1998
Visiting Professor of Music Theory and Composition

Organizations/Awards

College Music Society

Composers A.S.H.

Pi Kappa Lambda, Florida State University, 1993

President's Honor Roll, Hong Kong Baptist College, 1978

University Fellowship, Florida State University, 1985-1986

University Scholarship, University of Texas at Austin, 1982



New Mexico Junior College Career Opportunities

Position Announcement • April 2004

Position Title: Professor of Music

Position Description: The Professor of Music reports to the Dean of Arts and Sciences. Duties and responsibilities shall be, but not limited to, the following: (1) teach classes (day and/or evening/s), as enrollment requires. Depending upon qualifications, assigned sections may come from any of the following discipline areas: Introduction to Singing, Private Piano and/or Voice I, II, III or IV, Elementary to Advanced Harmony, Aural Skills I or II, Choral, Conducting Techniques, Music Appreciation or Music Literature; (2) in conjunction with other full-time music faculty, direct a minimum of 1 (one) major, full-length musical production per academic year (one production fall or one production spring); (3) teach regular sections (day and/or evening), online sections or on the institution's ITV (interactive/instructional television) system, as enrollment requires; (4) serve on college committees, as assigned; (5) serve as an advisor to assigned students; (6) post and maintain approved office hours per week; (7) attend orientation and other in-service meetings/workshops, as required and/or scheduled; (8) maintain accurate student records; (9) involve oneself in the general recruitment of students for the institution and the Music program; (10) assume other professional responsibilities associated with the position of professor; and (11) nothing contained herein shall limit the president in assigning the employee to any of the various college activities for which he/she would be qualified, in order to meet the needs of New Mexico Junior College.

Qualifications: A Master's degree in a Music field from a regionally accredited institution required. Must be committed to excellence in instruction and willing to work with other full-time divisional instructors and staff. NOTE: Computer proficiency is required.

Salary/Benefits: Salary is based on the NMJC faculty salary schedule and is commensurate with education and experience for a nine month position. The successful candidate may have the option of teaching during the Summer I and II terms. Standard NMJC benefits apply. Note: NMJC does not participate in social security deductions.

Application Deadline: May 17, 2004 at 5:00 p.m. MDT. Interviews will be conducted by a selection committee and will commence upon receipt of completed applications by qualified applicants. Interviews will begin after the application deadline. Position starts 2004 Fall semester, with a faculty reporting date of August 16, 2004. To ensure consideration, all application materials must be received by the deadline. Please do not send any application materials via e-mail.

To Apply: Submit NMJC application form, letter of application, resume, unofficial transcripts (official transcripts required prior to employment), and three or more letters of reference to:

**Lisa Brown
Director of Human Resources
New Mexico Junior College
5317 Lovington Highway
Hobbs, NM 88240**

New Mexico Junior College is an Equal Opportunity, Affirmative Action Employer and does not discriminate against any applicant for employment because of race, color, national origin, sex, age, disability, or veteran status. Qualified applicants are encouraged to apply.

"Equal Opportunity Education and Employment"

5317 Lovington Highway, Hobbs, NM, 88240 • Phone: (505) 392-5229 • Fax: (505) 392-3589 • Toll Free: 1-800-657-6260 • E-mail: lbrown@nmjc.edu

APPLICANT LIST

Position: Professor of Music

<u>Applicant</u>	<u>Interview</u>	<u>Offer</u>	<u>Remarks</u>
Diehl, Alvin	No	No	Incomplete application materials.
Kittredge, Brian	No	No	
Swyers, Howard	No	No	
Saenz, John	No	No	Incomplete application materials.
Hardegree, Brent	Yes	No	
McTyre, Robert	No	No	
LaPaglia, Michelle	No	No	
Floyd, Brian	No	No	
Williams, Kevin	No	No	
Pinckney, Delano	No	No	
Frock, Scott	No	No	
Kiser, Molly	No	No	
Chou, Chao-I	No	No	
Hood, James	Yes	No	
Mullen, Jessica	No	No	
Freed, Donald	No	No	Incomplete application materials.
Hanaoka, Katsunori	No	No	
Chisholm, Amy	No	No	
Ryndak, Robert	No	No	

Position: Professor of Music (Continued from page 1)

<u>Applicant</u>	<u>Interview</u>	<u>Offer</u>	<u>Remarks</u>
LaGrande, Elizabeth	No	No	
Wong, Yau-Sun	Yes	Yes	Start date: pending Board approval.
Schenck, Vincent	No	No	Incomplete application materials.
Ninov, Dimitar	No	No	
Springer, Samuel	No	No	Incomplete applications materials.
Pettigrew, Laura	No	No	
Canada, Amy	No	No	
Johnson, Nathaniel	No	No	
Vogel, Winston	No	No	

NEW MEXICO JUNIOR COLLEGE
Personnel Recommendation for Board Consideration



The following candidate is being recommended for employment as follows: Date 7-27-04

Candidate's name Joel A. Keranen

Position title Professor of Physics/Mathematics

New position Existing position Classification Faculty Professional Other

Is candidate related to another NMJC employee? yes no If so, to whom

Effective date of employment August 16, 2004 Standard contract length 12 mos. 9 mos. other

Funding source NMJC Operating Budget

Paid advertising beyond *standard Chronicle of Higher Education

(* Standard: The Hobbs News-Sun, Direct Mail to approximately 51 colleges in a 5-state region, NM Dept. of Labor, NMJC Website, KLMA Radio & Lubbock TX Workforce Development Website)

Posted salary range \$34,727 - \$43,408 Recommended annual salary \$37,761 Prorated salary yes no
(Employment date through June 30)

Account number(s) with respective % allocation(s) 1-2011-11-504 100%

Recommended and approved by:

[Signature]
Supervisor

[Signature]
Dean/Director

[Signature]
Vice President

[Signature]
President

- Selection Committee Members:
- Olav Amundsen, Director/Professor of Radiological Control and Waste Handling Technology
 - Kelly Holladay, Professor of Science/Aquatics
 - Daniel Ruehle, Professor of Mathematics
 - Charlotte Schmitz, Professor of Mathematics
 - Patricia Youngblood, Professor of Mathematics

Comments: Mr. Keranen meets and/or exceeds the minimum qualifications for this position.

ABBREVIATED RESUME

Position

Professor of Physics/Mathematics

Personal Data

Name: Joel A. Keranen

Education

B.S., Michigan Tech University, Houghton, MI, 1991

M.S., University of Illinois, Urbana, IL, 1992


M.S., Michigan Tech University, Houghton, MI, 1995

Professional Experience

Central Texas College, Norfolk, VA Summer PACE Instructor	5/00 to Present
New Mexico Junior College, Hobbs, NM Professor of Mathematics/Physics	8/01 to 5/04
Arizona State University, Tempe, AZ Instructor of Mathematics	8/00 to 5/01
Instructor of Mathematics	8/98 to 5/99
Bay De Noc Community College, Escanaba, MI Physics Instructor	8/99 to 5/00
Gogebic Community College, Ironwood, MI Physical Science Instructor (part-time)	1/98 to 5/98
Michigan Tech University, Houghton, MI Part-time Mathematics Instructor	12/97 to 2/98
Denmark Technical College, Denmark, SC Instructor of Math/Physics	8/97 to 10/97

Organizations

Sigma Pi Sigma, Physics Honor Society
Society of Physics Students



New Mexico Junior College Career Opportunities

Position Announcement • April 2004

Position Title: Professor of Physics/Mathematics

Position Description: The Professor of Physics/Mathematics reports to the Dean of Arts and Sciences. Duties and responsibilities shall be, but not limited to, the following: (1) teach classes (day and/or evening/s), as enrollment requires. Depending upon qualifications, assigned sections may come from any of the following discipline areas: Basic or Technical Mathematics, Elementary or Intermediate or College Algebra, Geometry, Trigonometry, Mathematics Analysis, Calculus, Astronomy, General or Conceptual or Engineering or Technical Physics, Dynamics and Statics; (2) teach regular sections (day and/or evening), online sections or on the institution's ITV (interactive/instructional television) system, as enrollment requires; (3) serve on college committees, as assigned; (4) serve as an advisor to assigned students; (5) post and maintain approved office hours per week; (6) attend orientation and other in-service meetings/workshops, as required and/or scheduled; (7) maintain accurate student records; (8) involve oneself in the general recruitment of students for the institution and the Physics/Mathematics program; (9) assume other professional responsibilities associated with the position of professor; and (10) nothing contained herein shall limit the president in assigning the employee to any of the various college activities for which he/she would be qualified, in order to meet the needs of New Mexico Junior College.

Qualifications: A Master's degree in a science or mathematics field from a regionally accredited institution, with a minimum of 18 graduate hours in Physics required. Must be committed to excellence in instruction and willing to work with other, full-time divisional instructors and staff. **NOTE: Computer proficiency is required.**

Salary/Benefits: Salary is based on the NMJC faculty salary schedule and is commensurate with education and experience for a nine month position. The successful candidate may have the option of teaching during the Summer I and II terms. Standard NMJC benefits apply. Note: NMJC does not participate in social security deductions.

Application Deadline: May 17, 2004 at 5:00 p.m. MDT. Interviews will be conducted by a selection committee and will commence upon receipt of completed applications by qualified applicants. Interviews will begin after the application deadline. Position starts 2004 Fall semester, with a faculty reporting date of August 16, 2004. To ensure consideration, all application materials must be received by the deadline. Please do not send any application materials via e-mail.

To Apply: Submit NMJC application form, letter of application, resume, unofficial transcripts (official transcripts required prior to employment), and three or more letters of reference to:

**Lisa Brown
Director of Human Resources
New Mexico Junior College
5317 Lovington Highway
Hobbs, NM 88240**

New Mexico Junior College is an Equal Opportunity, Affirmative Action Employer and does not discriminate against any applicant for employment because of race, color, national origin, sex, age, disability, or veteran status. Qualified applicants are encouraged to apply.

"Equal Opportunity Education and Employment"

5317 Lovington Highway, Hobbs, NM, 88240 • Phone: (505) 392-5229 • Fax: (505) 392-3589 • Toll Free: 1-800-657-6260 • E-mail: lbrown@nmjc.cc.nm.us



New Mexico Junior College Career Opportunities

Position Announcement • April 2004 (revised 7-9-04)

Position Title: Professor of Physics/Mathematics

Position Description: The Professor of Physics/Mathematics reports to the Dean of Arts and Sciences. Duties and responsibilities shall be, but not limited to, the following: (1) teach classes (day and/or evening/s), as enrollment requires. Depending upon qualifications, assigned sections may come from any of the following discipline areas: Basic or Technical Mathematics, Elementary or Intermediate or College Algebra, Geometry, Trigonometry, Mathematics Analysis, Calculus, Astronomy, General or Conceptual or Engineering or Technical Physics, Dynamics and Statics; (2) teach regular sections (day and/or evening), online sections or on the institution's ITV (interactive/instructional television) system, as enrollment requires; (3) serve on college committees, as assigned; (4) serve as an advisor to assigned students; (5) post and maintain approved office hours per week; (6) attend orientation and other in-service meetings/workshops, as required and/or scheduled; (7) maintain accurate student records; (8) involve oneself in the general recruitment of students for the institution and the Physics/Mathematics program; (9) assume other professional responsibilities associated with the position of professor; and (10) nothing contained herein shall limit the president in assigning the employee to any of the various college activities for which he/she would be qualified, in order to meet the needs of New Mexico Junior College.

Qualifications: A Master's degree in a science or mathematics field from a regionally accredited institution, with a minimum of 18 graduate hours in Physics required. Must be committed to excellence in instruction and willing to work with other, full-time divisional instructors and staff. **NOTE: Computer proficiency is required.**

Salary/Benefits: Salary is based on the NMJC faculty salary schedule and is commensurate with education and experience for a nine month position. The successful candidate may have the option of teaching during the Summer I and II terms. Standard NMJC benefits apply. Note: NMJC does not participate in social security deductions.

Application Deadline: Open until filled. Interviews will be conducted by a selection committee and will commence upon receipt of completed applications by qualified applicants. Interviews will begin after the application deadline. Position starts 2004 Fall semester, with a faculty reporting date of August 11, 2004. To ensure consideration, all application materials must be received by the deadline. Please do not send any application materials via e-mail.

To Apply: Submit NMJC application form, letter of application, resume, unofficial transcripts (official transcripts required prior to employment), and three or more letters of reference to:

**Lisa Brown
Director of Human Resources
New Mexico Junior College
5317 Lovington Highway
Hobbs, NM 88240**

New Mexico Junior College is an Equal Opportunity, Affirmative Action Employer and does not discriminate against any applicant for employment because of race, color, religion, sex, sexual orientation, national origin, age, disability, or veteran status. Qualified applicants are encouraged to apply.

"Equal Opportunity Education and Employment"

5317 Lovington Highway, Hobbs, NM, 88240 • Phone: (505) 392-5229 • Fax: (505) 392-3589 • Toll Free: 1-800-657-6260 • E-mail: lbrown@nmjc.edu