



**ACTION SHEET**  
**ITEM FROM FINANCE COMMITTEE MEETING OF 04/04/16**  
**FOR CITY COUNCIL MEETING OF 04/13/16**

**ISSUE:**

12. Request for Approval of Professional Services Agreement – Manage City of Santa Fe Adopt-the-River Stewardship Program (RFP #16/23/P); Santa Fe Watershed Association. (Melissa McDonald)

**FINANCE COMMITTEE ACTION:**

Approved as consent item.

**FUNDING SOURCE:**

**SPECIAL CONDITIONS OR AMENDMENTS**

**STAFF FOLLOW-UP:**

<b>VOTE</b>	<b>FOR</b>	<b>AGAINST</b>	<b>ABSTAIN</b>
COUNCILOR VILLAREAL	X		
COUNCILOR IVES	X		
COUNCILOR LINDELL	Excused		
COUNCILOR HARRIS	X		
CHAIRPERSON DOMINGUEZ			

4-13-15

**ACTION SHEET  
ITEM FROM THE  
PUBLIC WORKS/CIP AND LAND USE COMMITTEE MEETING  
OF  
MONDAY, MARCH 28, 2016**

**ITEM 13**

REQUEST FOR APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH THE SANTA FE WATERSHED ASSOCIATION PURSUANT TO RESOLUTION NO. 2001-67 TO MANAGE THE CITY'S ADOPT-THE-RIVER PROGRAM IN THE AMOUNT OF \$20,000 INCLUDING NMGRT PER FISCAL YEAR FOR 4 YEARS FOR A TOTAL AMOUNT OF \$80,000 INCLUDING NMGRT (MELISSA MCDONALD)

**PUBLIC WORKS COMMITTEE ACTION: Approved on Consent**

**FUNDING SOURCE: 22401.510340**

**SPECIAL CONDITIONS / AMENDMENTS / STAFF FOLLOW UP:**

VOTE	FOR	AGAINST	ABSTAIN
CHAIRPERSON IVES			
COUNCILOR MAESTAS	X		
COUNCILOR RIVERA	X		
COUNCILOR TRUJILLO	X		
COUNCILOR VILLARREAL	X		

# City of Santa Fe, New Mexico

# memo

**DATE:** March 8, 2016  
**TO:** Public Works Committee

**VIA:**

*Isaac J. Pino*

Isaac J. Pino, PE – Public Works Department Director

John Romero, PE – Engineering Division Director *JR*

Leroy Pacheco, PE – River, Watershed & Trails Section Manager *LRB*

**FROM:** Melissa A. McDonald, River and Watershed Coordinator *MAC*

**ITEM & ISSUE:**

REQUEST FOR APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH THE SANTA FE WATERSHED ASSOCIATION PURSUANT TO RESOLUTION NO. 2001-67 TO MANAGE THE CITY'S ADOPT-THE-RIVER PROGRAM IN THE AMOUNT OF \$20,000 INCLUDING NMGRT PER FY FOR 4 YR, FOR A TOTAL OF \$80,000 INCLUDING NMGRT

**BACKGROUND & SUMMARY:**

On October 10, 2001, the Governing Body approved Resolution No. 2001-67 which provides that the Santa Fe Watershed Association (SFWA) shall administer the City's Adopt-the-River program. Pursuant to the Resolution, the City seeks to enter into a Professional Services Agreement to continue the program and compensate SFWA for management of the program. Under the scope of services for the program, the SFWA provides valuable services that include:

- Recruiting and coordinating volunteers for river and tributary arroyo clean-up and other stewardship activities;
- Educating the public regarding the function of the Santa Fe River, riparian watershed restoration activities, and storm water management;

The Santa Fe Watershed Association was the only respondent to RFP # 16/23/P.

**Funds are budgeted and available for these services in Business Unit: 22401 . 510340**

**RECOMMENDED ACTION:**

The Public Works Department recommends the following: Approval of a Professional Services Agreement with Santa Fe Watershed Association to manage the City's Adopt-the-River Program in the amount \$80,000 dollars (\$20,000 per fiscal year) inclusive of New Mexico Gross Receipts Tax.

Attachments: Procurement form  
Professional Services Agreement  
Summary of Contracts  
Certificate of Insurance  
Copy of Resolution No. 2001-67

FINANCE DEPARTMENT-FINANCE COMMITTEE

Finance Packet Checklist

The following information should be included in all packets to ensure your item is not pulled.

Contracts/Agreements/Grants/BARS/Bids/RFP's	YES	NO	N/A
<b>Memo</b>			
Address memo to Finance Committee-Initiated by all Staff	<input checked="" type="checkbox"/>		PWC
Provide explanation if and when Budget available	<input checked="" type="checkbox"/>		
Include Funding Source-Business Unit and Line Item	<input checked="" type="checkbox"/>		
Include approval term if requesting more than 1 yr	<input checked="" type="checkbox"/>		
Verify term in memo matches term of Contract	<input checked="" type="checkbox"/>		
Include Vendor awarded the contract	<input checked="" type="checkbox"/>		
Include Bid/RFP # in memo	<input checked="" type="checkbox"/>		
Submit Originals to the City Clerk's office	<input checked="" type="checkbox"/>		
<b>Contracts and Agreements</b>			
Attach Initiated Memo addressed to Finance Committee	<input checked="" type="checkbox"/>		PWC
Need approval from legal-must be "Approved As To Form" by City Attorney	<input checked="" type="checkbox"/>		
Include CRS # in contract	<input checked="" type="checkbox"/>		
Include Business Registration # in contract	<input checked="" type="checkbox"/>		
Attach Summary of Contract and Agreement Form	<input checked="" type="checkbox"/>		
Attach Certificate of Insurance	<input checked="" type="checkbox"/>		
Attach Procurement Checklist	<input checked="" type="checkbox"/>		
Submit single sided copy of contract to Finance	<input checked="" type="checkbox"/>		
Forward Originals to the City Clerk's office	<input checked="" type="checkbox"/>		
<b>Bids/RFP's/Agreements/Grants</b>			
Route all contracts, MOU's and agreements through Purchasing 1st for "Procurement Checklist"	<input checked="" type="checkbox"/>		
Forward to City Attorney for "Approved as to Form" Approval	<input checked="" type="checkbox"/>		
Forward complete contract to Budget Officer for review and approval	<input checked="" type="checkbox"/>		
Forward BARS-to Accounting for review and signature (Grants or Special Projects)			<input checked="" type="checkbox"/>
Forward all other BARS directly to Budget Office for review and approval			<input checked="" type="checkbox"/>
Contracts >\$50k forward to Finance Committee-all others forward to Finance Department	<input checked="" type="checkbox"/>		

**CITY OF SANTA FE RFP PROCUREMENT CHECKLIST**

Contractor Name: Santa Fe Watershed Association (SFWA)

Procurement Title: Adpot-the-River Program

Solicitation RFP#: RFP # '16/23/P

Department Requesting/Staff Member Melissa A. McDonald 955-6840

**Procurement Requirements:**

*A procurement file shall be maintained for all contracts, regardless of the method of procurement. The procurement file shall contain the basis on which the award is made, all submitted bids, all evaluation materials, score sheets, quotations and all other documentation related to or prepared in conjunction with evaluation, negotiation, and the award process. The procurement shall contain a written determination from the Requesting Department, signed by the purchasing officer, setting forth the reasoning for the contract award decision before submitting to the Committees.*

**REQUIRED DOCUMENTS FOR APPROVAL BY PURCHASING\***

YES	N/A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Approved Procurement Checklist (by Purchasing)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Departments Recommendation of Award Memo addressed to Finance
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Tabulation Evaluation score sheet
<input type="checkbox"/>	<input checked="" type="checkbox"/>	BAR
<input type="checkbox"/>	<input checked="" type="checkbox"/>	FIR
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Contract, Agreement or Amendment
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Current Business Registration and CRS numbers on contract or agreement
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Summary of Contracts and Agreements form
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Certificate of Insurance
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Other: <u>Resolution</u>

Melissa McDonald  
Department Rep Printed Name and Title

[Signature]  
Department Rep Signature attesting that all information included

[Signature]  
Purchasing Officer attesting that all information is reviewed  
03/16/16

**REQUIRED DOCUMENTS FOR BID FILE\***

YES	N/A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Final RFP Document
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Copy of legal solicitation published in the newspaper, website, etc.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	All addendums
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Plan holders list
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Copies of all RFP submittals
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Complete evaluation score sheets
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Non-Responsive/Non-Responsibility Form and correspondence or letters from Department to vendor regarding disqualifications
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Oral presentations (sign-in sheets, presentation materials, etc.)

- |                                     |                          |                                                                                                                                                        |
|-------------------------------------|--------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Documentation sent to Proponents/Offerors and responses received regarding clarifications, decisions, negotiations, and/or best and final offers, etc. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Reference Reviews/Reference Check Questionnaires                                                                                                       |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Pricing evaluation                                                                                                                                     |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Final overall evaluation matrix or summary of evaluator scores                                                                                         |
| <input type="checkbox"/>            | <input type="checkbox"/> | Other: _____                                                                                                                                           |

**AWARD\***

YES    N/A

- |                                     |                                     |                                                                                              |
|-------------------------------------|-------------------------------------|----------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Fully executed Memo to Committees from the Department with recommendation of award           |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Winning proposal (this is a copy that has all confidential/proprietary information excluded) |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Contract Award Notice                                                                        |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Email or notification sent to all Proponent(s)/Offerors that award was made                  |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Waiver or "No Action Taken" from Procurement Office                                          |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | If IFB and not awarded to lowest responsive, responsible bidder; written explanation         |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Other: _____                                                                                 |

**DISCLOSURES\***

YES    N/A

- |                          |                                     |                                                                                          |
|--------------------------|-------------------------------------|------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <b>Contractor Disclosures &amp; Conflicts of Interest</b>                                |
|                          |                                     | Disclosures & Conflicts of Interest Form(s) (winning proponent(s)/offeror(s))            |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <b>Contractor –Conflicts of Interest</b>                                                 |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Purchasing Office Letter or e-mail to designated individual regarding potential conflict |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Conflict of Interest Form signed by all parties                                          |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Letter from Procurement Office regarding the potential conflict                          |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <b>Subcontractor Disclosures</b>                                                         |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Disclosures & Conflicts of Interest form of Subcontractor(s)                             |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <b>Subcontractor –Conflicts of Interest</b>                                              |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Purchasing Officer Letter or email to designated individual regarding potential conflict |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Conflict of Interest form signed by all parties                                          |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Letter from Legal Office regarding the potential conflict                                |
| <input type="checkbox"/> | <input type="checkbox"/>            | Other: _____                                                                             |

**CONTRACT\***

YES    N/A

- |                                     |                          |                                                       |
|-------------------------------------|--------------------------|-------------------------------------------------------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Copy of Executed Contract                             |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Copy of all documentation presented to the Committees |
| <input type="checkbox"/>            | <input type="checkbox"/> | Finalized Council Committee Minutes <i>Finalized</i>  |
| <input type="checkbox"/>            | <input type="checkbox"/> | Other: _____                                          |

**MISCELLANEOUS FILE\***

YES    N/A

- |                          |                                     |                           |
|--------------------------|-------------------------------------|---------------------------|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Local Preference Form     |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | New Mexico Residence Form |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Veterans Exemption        |
| <input type="checkbox"/> | <input type="checkbox"/>            | Other: _____              |

Include all other substantive documents and records of communication that pertain to the procurement and any resulting contract.

\*

**PROTEST (If applicable)\***

YES

N/A

Documentation from protester filed with the Purchasing Office  
Letter from Department to Purchasing Office Providing response to protest  
Letter from Purchasing Officer to protester and Department on final outcome  
Other: \_\_\_\_\_

• Create a separate file folder which may contain any documents with trade secrets or other competitively sensitive, confidential or proprietary information.

YES

N/A

Original proposal (s) with no redactions

MELISSA McDONALD  
Department Rep Printed Name and Title

[Signature]  
Department Rep Signature attesting that all information included

CITY OF SANTA FE

PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT is made and entered into by and between the City of Santa Fe (the "City") and the Santa Fe Watershed Association (SFWA) (the "Contractor"). The date of this Agreement shall be the date when it is executed by the City and the Contractor, whichever occurs last.

1. SCOPE OF SERVICES

A. The Contractor shall provide the services for the City with regard to the Adopt-the-River Stewardship Program (the "Project"), in conjunction with EXHIBIT "A", attached hereto and made a part thereof.

B. The City shall issue to the Contractor a written authorization to proceed for each project assignment or task. If the times for completion of any project assignment or task are exceeded for reasons beyond the control of the Contractor, then the parties may agree to amend the schedule to extend the time within which Contractor shall complete the project or phase thereof.

2. STANDARD OF PERFORMANCE; LICENSES

A. The Contractor represents that it possesses the experience and knowledge necessary to perform the services described under this Agreement.

B. The Contractor agrees to obtain and maintain throughout the term of this Agreement, all applicable professional and business licenses required by law, for itself, its employees, agents, representatives and subcontractors.

3. COMPENSATION

A. The City shall pay to the Contractor in full payment for services rendered, a sum not to exceed eighty thousand dollars and no cents (\$80,000), inclusive of applicable gross receipts taxes in total for the term of this agreement. Payment shall be made in the sum of Twenty thousand dollars (\$20,000), inclusive of applicable gross receipts taxes per fiscal year.

B. The Contractor shall be responsible for payment of gross receipts taxes levied by the State of New Mexico on the sums paid under this Agreement.

C. Payment shall be made upon receipt and approval by the City of detailed statements containing a report of services completed and in accordance with the Unit Rate Schedule, as described in EXHIBIT "B", attached hereto and made a part thereof. Compensation shall be paid only for services actually performed and accepted by the City.

4. APPROPRIATIONS

The terms of this Agreement are contingent upon sufficient appropriations and authorization being made by the City for the performance of this Agreement. If sufficient appropriations and authorization are not made by the City, this Agreement shall terminate upon written notice being given by the City to the Contractor. The City's decision as to whether sufficient appropriations are available shall be accepted by the Contractor and shall be final.

5. TERM AND EFFECTIVE DATE

This Agreement shall be effective when signed by the City and terminate on June 15, 2020, which is four (4) years hence from the date of signature, unless terminated sooner pursuant to Article 6 below.

6. TERMINATION

A. This Agreement may be terminated by the City upon 10 days written

notice to the Contractor.

(1) The Contractor shall render a final report of the services performed up to the date of termination and shall turn over to the City original copies of all work product, research or papers prepared under this Agreement.

(2) If compensation is not based upon hourly rates for services rendered, the City shall pay the Contractor for the reasonable value of services satisfactorily performed through the date Contractor receives notice of such termination, and for which compensation has not already been paid.

(3) If compensation is based upon hourly rates and expenses, then Contractor shall be paid for services rendered and expenses incurred through the date Contractor receives notice of such termination.

7. STATUS OF CONTRACTOR; RESPONSIBILITY FOR PAYMENT OF EMPLOYEES AND SUBCONTRACTORS

A. The Contractor and its agents and employees are independent contractors performing professional services for the City and are not employees of the City. The Contractor, and its agents and employees, shall not accrue leave, retirement, insurance, bonding, use of City vehicles, or any other benefits afforded to employees of the City as a result of this Agreement.

B. Contractor shall be solely responsible for payment of wages, salaries and benefits to any and all employees or subcontractors retained by Contractor in the performance of the services under this Agreement.

C. The Contractor shall comply with City of Santa Fe Minimum Wage, Article 28-1-SFCC 1987, as well as any subsequent changes to such article throughout the term of this contract.

8. CONFIDENTIALITY

Any confidential information provided to or developed by the Contractor in the performance of this Agreement shall be kept confidential and shall not be made available to any individual or organization by the Contractor without the prior written approval of the City.

9. CONFLICT OF INTEREST

The Contractor warrants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services required under this Agreement. Contractor further agrees that in the performance of this Agreement no persons having any such interests shall be employed.

10. ASSIGNMENT; SUBCONTRACTING

The Contractor shall not assign or transfer any rights, privileges, obligations or other interest under this Agreement, including any claims for money due, without the prior written consent of the City. The Contractor shall not subcontract any portion of the services to be performed under this Agreement without the prior written approval of the City.

11. RELEASE

The Contractor, upon acceptance of final payment of the amount due under this Agreement, releases the City, its officers and employees, from all liabilities, claims and obligations whatsoever arising from or under this Agreement. The Contractor agrees not to purport to bind the City to any obligation not assumed herein by the City unless the Contractor has express written authority to do so, and then only within the strict limits of that authority.

12. INSURANCE

A. The Contractor, at its own cost and expense, shall carry and maintain in full

force and effect during the term of this Agreement, comprehensive general liability insurance covering bodily injury and property damage liability, in a form and with an insurance company acceptable to the City, with limits of coverage in the maximum amount which the City could be held liable under the New Mexico Tort Claims Act for each person injured and for each accident resulting in damage to property. Such insurance shall provide that the City is named as an additional insured and that the City will be notified within 10 days of cancellation for any reason. The Contractor shall furnish the City with a copy of a "Certificate of Insurance" as a condition prior to performing services under this Agreement.

B. Contractor shall also obtain and maintain Workers' Compensation insurance, required by law, to provide coverage for Contractor's employees throughout the term of this Agreement. Contractor shall provide the City with evidence of its compliance with such requirement.

C. Contractor shall maintain professional liability insurance throughout the term of this Agreement providing a minimum coverage in the amount required under the New Mexico Tort Claims Act. The Contractor shall furnish the City with proof of insurance of Contractor's compliance with the provisions of this section as a condition prior to performing services under this Agreement.

13. INDEMNIFICATION

The Contractor shall indemnify, hold harmless and defend the City from all losses, damages, claims or judgments, including payments of all attorneys' fees and costs on account of any suit, judgment, execution, claim, action or demand whatsoever arising from Contractor's performance under this Agreement as well as the performance of Contractor's employees, agents, representatives and subcontractors.

14. NEW MEXICO TORT CLAIMS ACT

Any liability incurred by the City of Santa Fe in connection with this Agreement is subject to the immunities and limitations of the New Mexico Tort Claims Act, Section 41-4-1, et. seq. NMSA 1978, as amended. The City and its “public employees” as defined in the New Mexico Tort Claims Act, do not waive sovereign immunity, do not waive any defense and do not waive any limitation of liability pursuant to law. No provision in this Agreement modifies or waives any provision of the New Mexico Tort Claims Act.

15. THIRD PARTY BENEFICIARIES

By entering into this Agreement, the parties do not intend to create any right, title or interest in or for the benefit of any person other than the City and the Contractor. No person shall claim any right, title or interest under this Agreement or seek to enforce this Agreement as a third party beneficiary of this Agreement.

16. RECORDS AND AUDIT

The Contractor shall maintain, throughout the term of this Agreement and for a period of three years thereafter, detailed records that indicate the date, time and nature of services rendered. These records shall be subject to inspection by the City, the Department of Finance and Administration, and the State Auditor. The City shall have the right to audit the billing both before and after payment. Payment under this Agreement shall not foreclose the right of the City to recover excessive or illegal payments.

17. APPLICABLE LAW; CHOICE OF LAW; VENUE

Contractor shall abide by all applicable federal and state laws and regulations, and all ordinances, rules and regulations of the City of Santa Fe. In any action, suit or legal dispute arising from this Agreement, the Contractor agrees that the laws of the State of New Mexico shall

govern. The parties agree that any action or suit arising from this Agreement shall be commenced in a federal or state court of competent jurisdiction in New Mexico. Any action or suit commenced in the courts of the State of New Mexico shall be brought in the First Judicial District Court.

18. AMENDMENT

This Agreement shall not be altered, changed or modified except by an amendment in writing executed by the parties hereto.

19. SCOPE OF AGREEMENT

This Agreement incorporates all the agreements, covenants, and understandings between the parties hereto concerning the services to be performed hereunder, and all such agreements, covenants and understandings have been merged into this Agreement. This Agreement expresses the entire Agreement and understanding between the parties with respect to said services. No prior agreement or understanding, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Agreement.

20. NON-DISCRIMINATION

During the term of this Agreement, Contractor shall not discriminate against any employee or applicant for an employment position to be used in the performance of services by Contractor hereunder, on the basis of ethnicity, race, age, religion, creed, color, national origin, ancestry, sex, gender, sexual orientation, physical or mental disability, medical condition, or citizenship status.

21. SEVERABILITY

In case any one or more of the provisions contained in this Agreement or any application thereof shall be invalid, illegal or unenforceable in any respect, the validity, legality, and enforceability of the remaining

provisions contained herein and any other application thereof shall not in any way be affected or impaired thereby.

22. NOTICES

Any notices required to be given under this Agreement shall be in writing and served by personal delivery or by mail, postage prepaid, to the parties at the following addresses:

City of Santa Fe

Contractor:

\_\_\_\_\_  
Engineering Division Director  
Attn: John J. Romero, PE  
P.O. Box 909  
Santa Fe, New Mexico 87504-0909

\_\_\_\_\_  
SF Watershed Association  
Andy Otto, Executive Director  
1413 Second St. Suite 3  
Santa Fe, NM 87501

23. EXHIBITS

The following Exhibits are attached to and made a part of this agreement:

Exhibit A – Scope of Work

Exhibit B – Unit Rate Schedule

IN WITNESS WHEREOF, the parties have executed this Agreement on the dates set forth below.

CITY OF SANTA FE:

CONTRACTOR:  
SF Watershed Assoc.

\_\_\_\_\_  
JAVIER M. GONZALES, MAYOR

\_\_\_\_\_  
NAME & TITLE

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_

CRS# 02-477993-008  
CITY OF SANTA FE BUSINESS  
#15-000-94214



**Exhibit A**  
Scope of Services

**The Contractor shall provide the following services for the City:**

- 1) **Manage the Adopt-the-River Program (the "Program")** to bring community investment, through both financial contributions and citizen volunteer efforts, toward restoring and maintaining the Santa Fe River, within the City limits, Management of the Program will entail: Develop plans for restoring and maintaining twenty- six (26) reaches of the Santa Fe River & tributary arroyos that are adopted by one or more participating businesses, individuals or community groups.
  - a. Develop plans for restoring and maintaining the Santa Fe River and its tributary arroyos. Establish a sponsorship and citizen-volunteer stewardship program for clean-up and improvement projects.
  - b. Research, and make application to, prospective third-party funding sources to help fund development of ecological projects that improve the Santa Fe River Corridor within the Santa Fe City limits.
  - c. Recruit, organize, and manage participating businesses, community organizations, and community members to serve as river and arroyo stewards (volunteers who provide trash removal, vegetation management, advocacy, etc.) and river and arroyo sponsors (monetary sponsors).
  - d. Organize and support regular (weekly, monthly, or bi-monthly) trash removal, vegetation management and assessment days for the river and arroyo reaches. Trash and vegetation will be placed in areas designated by the City and removed by the City.
  - e. The Contractor will notify the City five days in advance of changes to steward schedules. Any request for pesticide application, such as herbicide treatment for invasive species, shall be submitted through the Parks Division Director's office at least two weeks in advance by a written request describing the project involving pesticide.
  - f. Post and maintain one hanging sign on each of the twenty six (26) reaches from Armijo Park to Frenchy's Field, promoting the Adopt-the-River Program and highlighting the City, Sponsor and Steward. Signs will be created, placed and maintained by the contractor. Any new or replacement poles will be installed by the City.
  - g. Provide training and education of volunteers in watershed issues such as river restoration, water conservation, storm water management, riparian vegetation, hazardous waste handling, and awareness of homeless issues.

- h. Organize, publicize and coordinate three river-wide community all river clean-up events: October, February, and May/June.
- i. Coordinate with City staff to ensure all actions taken in the Program comply with applicable City plans, policies and procedures.
- j. Provide monthly reports to the river and watershed coordinator regarding work done the previous month.
- k. Conduct public outreach to promote the Program and the Santa Fe River
- l. Voluntary Conservation Fund (also known as the SF River Fund). This will include presentations at neighborhood meetings and community events, articles and advertisements in various media sources (print, on- line, radio) and pages on the Contractor's website describing the programs and highlighting program activities.

**2) Coordination with City of Santa Fe Staff:**

- a. Upon selection of the Contractor an initial meeting will be held with the City and Contractor to establish agreements for effective coordination between the two parties.
- b. Regular meetings will be scheduled for coordination, to review progress and upcoming, planned activities, and to make any timely modifications to work plans.
- c. City departments, divisions and programs that the Contractor may be asked to work with include the Public Works Dept., the Parks Division, Streets and Drainage, Storm Water Management, Constituent Services and other non-profit partner's contracted with the city.
- d. City staff will review work plans and design documents. If extensive technical review is required, the City may back-charge the contractor for review services.

**3) Reporting Requirements:**

- a. Contractor shall prepare a summary, monthly progress report that shall include the periodic invoice, employee work hour reports, summaries of work performed. Submittal of digital photos of work in progress and completed, while not required, are also desirable.
- b. Applications for Payment

**4) Applications for Payment shall include:**

- a. An invoice;
- b. Employee Volunteer work hour reports for the time period being invoiced;

- c. Copies of any activity logs documenting the nature and locations of the work performed; plus other information including number of Contractor's employees/volunteers, dates and hours worked, city staff involve

# Exhibit 'B'

**Proposal Number:** '16/23/P

**Title:** Adopt-The-River Program

**Applicant:** Santa Fe Watershed Association  
 Andy Otto, Executive Director  
 1413 Second Street, Suite 3  
 Santa Fe, NM 87505  
 (ph) 505-820-1696  
 (f) 505-986-6132  
 (e) [andy@santafewatershed.org](mailto:andy@santafewatershed.org)  
 New Mexico CRSID#: 02-477993-00-8

The Santa Fe Watershed Association (SFWA) respectfully submits a response to proposal number '16/23/P, Adopt-The-River, with the full intent of meeting the qualifications and the evaluation criteria. Using the highly successful Adopt-The-River program model and our past experience in developing, implementing and delivering the results of the past fourteen (14) years, we will administer and execute Santa Fe's Adopt-The-River program, pursuant to the City of Santa Fe Resolution # 2001-67 and provide the project deliverables as outlined in the RFP-'16/23/P, Scope of Services. SFWA requests \$24,000 per year for the four year term of the RFP to fully realize the Santa Fe Adopt-The-River program.

**Work Hour and Fee Proposal Worksheet:**

The table below represents our Fee Worksheet:

<u>Hourly Rates by Job:</u>	<u>Hrs/Yr.</u>	<u>\$/Yr.</u>
River Coordinator: \$40/hr.	267	\$10,680
Steward Coordinator: \$40/hr.	624	\$24,960
Materials and Supplies:		\$19,812

<u>Santa Fe Watershed Association - 2016 Adopt the River Budget</u>			Staff Hour = \$40	Volunteer Hour = \$22	
Task:	Task Break-down	Cost Breakdown	Partial Task Costs	Volunteer Budget	Total Budget per Task Category (excl. Vol. Budget)

<b>Adopt the River Annual Report (Total, City, County)</b>	Staff time	20 hours	\$800		\$800
<b>Sponsor Maintenance: Invoicing, Thank-you Letters, Contact</b>	Staff time	10 hours monthly	\$4,800		\$4,800
<b>Adopt the River Design Work: promotional material (e.g. Rack Card), Gifts (e.g. Tshirts), clean-up cards</b>	Design time	15 hours	\$0	\$220	
	Product cost (Standing clean-up signs)	Chloroplast White Corrugated Plastic 18" x 24", Double Sided 2 color, \$14.33 each for an order of 25	\$0		
	Product cost (Tshirt)	Tshirt \$8/run of 8. 50 shirts.	\$400		\$400
<b>Training</b>	Staff time	2 staff, 5 hours	\$400		
	Training Cost	2 staff, \$10 each	\$20		\$420
<b>Website Updating</b>	Staff time	1 hour monthly	\$480		\$480
<b>Tabling at SFWA and other events</b>	Staff time	12 hours/year	\$480		\$480
<b>Volunteer Tea with River Coord/Steward Coord.</b>	Staff time	1.5 hours monthly	\$720		\$720
<b>Total Budget:</b>			\$55,452	\$26,620	\$55,452
<b>Notes: 1) The shortfall from the requested amount from the City is to be made up by Sponsors, Volunteer Match, and the Members of SFWA.</b>					
<b>2) This does not include SFWA time for applying for additional funding.</b>					

		hrs; Meetings: 3 hours. Sponsor solicitation: 5 hours.			
	Staff time at event	1 staff, 5 hours, 2 Vol., 5 hrs.	\$200	\$220	
	Bags	200 bags (90 bags \$12)			
	Refreshments	Coffee, Hot Chocolate (\$14). Goodie bags (\$15). Other (\$15)	\$44		
	Data Collection	Cards and stamps (\$1.49 each, 50), phone & emails (2hrs)	\$154.50		
	Gifts	Hat (\$12)	\$12		\$1,491
<b>Thank You Picnic</b>	Preparation time	Steward communication & volunteer recruiting: 3hrs; Collecting and restocking materials: 3 hrs; Meetings: 6 hours. Sponsor solicitation: 5 hours	\$680		
	Staff time at event	2 staff, 5 hours	\$400		
	Refreshments	BBQ food, fruit & drink	\$75		\$1,155
<b>Newsletters: 2 newsletters per year</b>	Staff time	7 hours	\$280		\$280
<b>Bi-monthly Update: 6 per year</b>	Staff time	3.5h each	\$840		\$840
<b>Monthly City Invoicing and Reporting</b>	Staff time	8 hours monthly	\$3,840		\$3,840
<b>Monthly Adopt Stewards Reporting</b>	Staff time	1h/month	\$480		\$480
<b>Quarterly County Reporting</b>	Staff time	15 hours quarterly	\$2,400		\$2,400

		Sponsor solicitation: 5 hours.			
	Vol. time at event	1 Staff @ 5hrs; 5 vol., 5 hours	\$200	\$550	
	Bags	200 bags (90 bags \$12)	\$27		
	Refreshments	Coffee, Hot Chocolate (\$14). Goodie bags (\$15). Other (\$15)	\$44		
	Data Collection	Cards and stamps (\$1.49 each, 70), phone & emails (2hrs)	\$80.00		
	Gifts	Hat (\$12)	\$12		\$1,443
<b>American Rivers National River Clean-Up Day: June</b>	Preparation time	Promotion: 9 hours; Steward communication & volunteer recruiting: 5hrs; Collecting and restocking materials: 5 hrs; Meetings: 3 hours. Sponsor solicitation: 5 hours.	\$1,080		
	Staff time at event	1 staff, 5 hours, 2 Vol., 5 hrs.	\$200	\$220	
	Bags	200 bags (90 bags \$12)	\$27		
	Refreshments	Coffee, Hot Chocolate (\$14). Goodie bags (\$15). Other (\$15)	\$44		
	Data Collection	Cards and stamps (\$1.49 each, 30), phone & emails (2hrs)	\$124.70		
	Gifts	Hat (\$12)	\$12		\$1,488
<b>Hunt for the Red Rocktober Clean-Up Day: October</b>	Preparation time	Promotion: 9 hours; Steward communication & volunteer recruiting: 5hrs; Collecting and restocking materials: 5	\$1,080		

<b>Adopt the River Steward Maintenance</b>	Replacement Signs	\$50 each (cost, hardware) + 1.5 hrs install time. 10 signs per year	\$1,100		
	Gloves	5 pack \$7, 9 packs. Cleaning time: 1.5hours 2x/year	\$66		
	Bags	90 pack \$12 - 1000 per year	\$134		
	Graffiti Removal Consumables	\$12 (once every 2 years)	\$6		
	Sharps containers swap	1hr/year	NA		
	Contact with Stewards & Correspondence with City and Staff	10hrs/week	\$20,800		
					\$22,106
<b>Recruit new Adopt Sponsors</b>	Staff time	80 hours per new Sponsor. 3 new Sponsors per year.	\$9,600		
	Sign Design				
	Sign Cost	\$50 each (cost, hardware) + 1.5 hrs install time. 5 / year	\$310		\$9,910
<b>Recruit new Adopt Stewards &amp; Angel Volunteers</b>	Staff time	10hr/steward. 3 new stewards. 1.5hrs/month volunteer databases	\$1,920		
					\$1,920
<b>Love Your River Day: February</b>	Preparation time	Promotion: 9 hours; Steward communication & volunteer recruiting: 5hrs; Collecting and restocking materials: 5 hrs; Meetings: 3 hours.	\$1,080		

**SERIES 1992 - NONTAXABLE TRANSACTION CERTIFICATE - SERIES 1992**

**SELLER'S/LESSOR'S COPY**

New Mexico Taxation and Revenue Department  
PO Box 5557, Santa Fe, New Mexico 87502-5557

Certificate Type: **TYPE 9** Certificate Number: **B-2477993-09-00032** Date Issued: **03/11/2016**

**EXECUTED BY:**

Buyer's New Mexico CRS ID#: <b>02-477993-00-8</b>			
Company Name: <b>SANTA FE WATERSHED ASSOC</b>			
Address: <b>1413 2ND ST</b>			
City: <b>SANTA FE</b>	State: <b>NM</b>	Country: <b>USA</b>	ZIP: <b>87505-3435</b>
Contract/Account Number:			

**EXECUTED TO:** (Enter same information into BUYER'S COPY below)

Seller's New Mexico CRS ID#: <b>01-710541-00-2</b>			
Company Name: <b>SANTA FE CITY OF</b>			
Address: <b>PO BOX 909</b>			
City: <b>SANTA FE</b>	State: <b>NM</b>	Country: <b>USA</b>	ZIP: <b>87504-0909</b>
Date Certificate Executed (Cannot be prior to date issued)		<b>03/11/2016</b>	

A seller may not accept this nontaxable transaction certificate to support a deduction from gross receipts unless the seller has a good-faith belief that the buyer will resell, lease or use the property or service sold or leased in the manner represented by the nontaxable transaction certificate.

**TYPE 9 CERTIFICATES MAY BE EXECUTED:**

For the purchase of tangible personal property only and may not be used for the purchase of services, for the lease of property or to purchase construction materials for the use in construction projects. The following may execute Type 9 NTTCs:

1. Governmental agencies. (7-9-54);
2. 501(c)(3) organizations. (7-9-60) These organizations register with the Taxation and Revenue Department and submit proof of Internal Revenue Service 501(c) nonprofit determination before they may execute Type 9 NTTCs;
3. Federal or state-chartered credit unions. (7-9-54 and 7-9-61.2), formerly Type 14;
4. Indian tribes, nations or pueblos when purchasing tangible personal property for use on Indian reservations or pueblo grants. (7-9-54).

**CAUTION:**

- A person who misuses this certificate may be subject to suspension of the right to use nontaxable transaction certificates (Section 7-9-44 NMSA 1978).
- A person who executes a nontaxable transaction certificate to acquire property or a service, but then converts that property or service to use in a manner other than that provided by the NTTC, is liable for compensating tax (Section 7-9-7 NMSA 1978).

**SERIES 1992 - NONTAXABLE TRANSACTION CERTIFICATE - SERIES 1992**

-----CUT HERE-----CUT HERE-----CUT HERE-----

**BUYER'S COPY**

The information below **MUST** be entered into the New Mexico Taxation and Revenue Department's TAP web-site <https://tap.state.nm.us/> or you can send a copy of this form to the Department at the address below

Certificate Type: **TYPE 9** Certificate Number: **B-2477993-09-00032** Date Issued: **03/11/2016**

**EXECUTED BY:**

Buyer's New Mexico CRS ID#: <b>02-477993-00-8</b>			
Company Name: <b>SANTA FE WATERSHED ASSOC</b>			
Address: <b>1413 2ND ST</b>			
City: <b>SANTA FE</b>	State: <b>NM</b>	Country: <b>USA</b>	ZIP: <b>87505-3435</b>
Contract/Account Number:			

**EXECUTED TO:**

Seller's New Mexico CRS ID#: <b>01-710541-00-2</b>			
Company Name: <b>SANTA FE CITY OF</b>			
Address: <b>PO BOX 909</b>			
City: <b>SANTA FE</b>	State: <b>NM</b>	Country: <b>USA</b>	ZIP: <b>87504-0909</b>
Date Certificate Executed (Cannot be prior to date issued)		<b>03/11/2016</b>	

New Mexico Taxation and Revenue Department  
PO Box 5557, Santa Fe, New Mexico 87505-5557

**BUYER'S COPY: NONTAXABLE TRANSACTION CERTIFICATE - SERIES 1992**

Santa Fe Watershed Associations

Adopt-the-River Program Evaluation Totals

David Catanach  
Leroy Pacheco  
Melissa McDonald

Streets Division 895  
River, Watershed & Trails 680  
River, Watershed & Trails 935  
2510



**City of Santa Fe  
Summary of Contracts, Agreements, & Amendments**

**Section to be completed by department for each contract or contract amendment**

- |   |                               |                          |                             |     |                                     |
|---|-------------------------------|--------------------------|-----------------------------|-----|-------------------------------------|
| 1 | <b>FOR:</b> ORIGINAL CONTRACT | <input type="checkbox"/> | CONTRACT AGREEMENT          | PSA | <input checked="" type="checkbox"/> |
|   | MAINTENANCE AGREEMENT         | <input type="checkbox"/> | LICENSE AGREEMENT           |     | <input type="checkbox"/>            |
|   | LEGAL SERVICES AGREEMENT      | <input type="checkbox"/> | MEMORANDUM OF UNDERSTANDING |     | <input type="checkbox"/>            |
|   | MEMORANDUM OF AGREEMENT       | <input type="checkbox"/> | JOINT POWERS AGREEMENTS     |     | <input type="checkbox"/>            |
|   | GRANT AGREEMENTS              | <input type="checkbox"/> | CHANGE ORDERS               |     | <input type="checkbox"/>            |

2 Name of Contractor Santa Fe Watershed Association

3 Complete information requested  Plus GRT  
 Inclusive of GRT

Original Contract Amount: \$20,000 for 4 years (\$80,000 total)

Termination Date: June 1, 2020

Approved by Council Date: pending

or by City Manager Date: \_\_\_\_\_

**Contract is for:** Contract for Adopt-the-River program as per resolution 2001-67

Amendment # \_\_\_\_\_ to the Original Contract# \_\_\_\_\_

Increase/(Decrease) Amount \$ \_\_\_\_\_

Extend Termination Date to: \_\_\_\_\_

Approved by Council Date: \_\_\_\_\_

or by City Manager Date: \_\_\_\_\_

**Amendment is for:**

4 **History of Contract & Amendments:** (option: attach spreadsheet if multiple amendments)  Plus GRT  
 Inclusive of GRT

Amount \$ \_\_\_\_\_ of original Contract# \_\_\_\_\_ Termination Date: \_\_\_\_\_

Reason: \_\_\_\_\_

Amount \$ \_\_\_\_\_ amendment # \_\_\_\_\_ Termination Date: \_\_\_\_\_

Reason: \_\_\_\_\_

Amount \$ \_\_\_\_\_ amendment # \_\_\_\_\_ Termination Date: \_\_\_\_\_

Reason: \_\_\_\_\_

Amount \$ \_\_\_\_\_ amendment # \_\_\_\_\_ Termination Date: \_\_\_\_\_

Reason: \_\_\_\_\_

Total of Original Contract plus all amendments: \$ \_\_\_\_\_



**City of Santa Fe  
Summary of Contracts, Agreements, & Amendments**

5 **Procurement Method of Original Contract:** (complete one of the lines)

RFP  RFQ  Sole Source  Other

6 **Procurement History:** Seeking approval of first of 4 year contract

7 **Funding Source:** Strom Water Drainage **BU/Line Item:** 22401 / 510340

8 **Any out-of-the ordinary or unusual issues or concerns:**  
n/a

9 **Staff Contact who completed this form:** Melissa A. McDonald Phone # 955-6840

**Division Contract Administrator:** Christine Gomez

**Division Director:** John Romero, PE

**Department Director:** Isaac J. Pino, PE

10 **Certificate of Insurance attached.** (if original Contract)

11 **Description of your efforts to reduce the cost of the contract including information on efforts to obtain other quotes for the contracted activity:** Competitive RFP process

12 **Prior year's contract amount?:** #

13 **Describe service impact from an ongoing commitment to the contractor:** The contractor has developed good relationships with other agencies where overlap exists such as with SF County.

14 **Why staff cannot perform the work?:** private partnerships

15 **If extending contract, why?:** needed and required by resolution 2001-67

16 **Was a Santa Fe company awarded contract? If not, why?:** Yes

17 **Has the contract has been approved as to form by City Attorney's Office?:** Yes

18 **Is this for City Manager or Council approval?:** Council Approval

**To be recorded by City Clerk:**

Contract # \_\_\_\_\_

Date of contract Executed (i.e., signed by all parties): \_\_\_\_\_



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
3/9/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Reynolds & Rodar Insurance Group Inc 400 Kiva Court  Santa Fe NM 87505	CONTACT NAME: Dena Crain
	PHONE (A/C, No, Ext): (505) 467-6203 FAX (A/C, No): (505) 983-9145 E-MAIL ADDRESS: dcrain@reynoldsinsurance.com
INSURED Santa Fe Watershed Association 1413 Second St., Ste 3  Santa Fe NM 87505	INSURER(S) AFFORDING COVERAGE
	INSURER A: Philadelphia Indemnity Co.
	INSURER B:
	INSURER C:
	INSURER D:
	INSURER E:

COVERAGES CERTIFICATE NUMBER: CL163910276 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			PHPK1451020	3/19/2016	3/19/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTIONS						<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER CANCELLATION

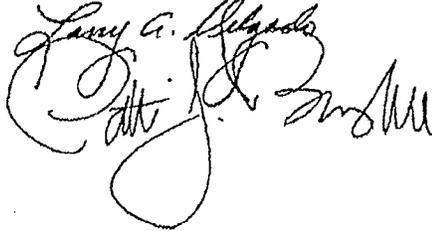
City Of Santa Fe P O Box 909 Santa Fe, NM 87504-0909	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE Jake Rodar/DC
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CITY OF SANTA FE, NEW MEXICO

RESOLUTION NO. 2001- 67

INTRODUCED BY:



A RESOLUTION

TO CREATE THE ADOPT-THE-RIVER PROGRAM.

WHEREAS, the City of Santa Fe is located along and has grown to its present state in large part due to its geographical situation along the Santa Fe River; and

WHEREAS, 17<sup>th</sup>, 18<sup>th</sup> and 19<sup>th</sup> century reports on the City remark on the clear trout stream that flowed through the town; and

WHEREAS, the Hydrographic Survey of 1914 listed 38 acequias diverting from the Santa Fe River to irrigate 1,267 acres of farmland; and

WHEREAS, well into the 20<sup>th</sup> century citizens of Santa Fe swam in, fished in and skated on the river; and

WHEREAS, in 1995 a group of citizens, with City support, drew up a River Corridor Master Plan to reverse the degradation of the river, restore its flow and its streamside vegetation, and create a trail along its length to reintroduce the people of Santa Fe to their river; and

WHEREAS, this plan was adopted as City policy by Resolution 1996-11 which was adopted by unanimous vote of the Governing Body; and

