



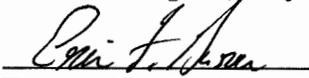
# City of Santa Fe, New Mexico

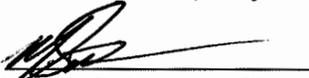
# memo

DATE: February 19, 2015

TO: City Council

cc: Brian Snyder, City of Santa Fe Manager  
Oscar Rodriguez, City of Santa Fe Finance Director

VIA:   
Eric F. Garcia, City of Santa Fe Police Chief

FROM:   
Mario Salbidrez, City of Santa Fe Police Deputy Chief

RE: Requesting approval for an increase from cash for the DWI Lot on Camino Entrada in the amount of \$98,900 for services to be rendered by ATI Security Inc. for the City of Santa Fe to install lighting and security cameras.

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## **Background and Summary:**

Attached you will find a BAR increasing from cash in the amount of \$98,900 for needed lighting and security cameras required for the lot expansion and upgrades to the DWI forfeiture holding lot on Camino Entrada.

According to Mr. Matthew Oreilly, the city owns the 12.033 acre property on which the current and expanded forfeiture lot sits. The New Mexico Department of Public Safety leased the entire parcel from the city, and a few years ago they released back 2.0 acres for our DWI lot. Last year they agreed to release back an additional 3.0 acres for the expansion of our DWI lot.

The agreement with them was that the city would:

- 1) Prepare an alternate storage area on-site for some existing telecommunications equipment which is currently in the area we want to expand into; and
- 2) That when security lighting and cameras were installed they would be adjusted so that they also viewed the new telecom storage area and their existing impound lot which is adjacent to ours.

Note: It was not the intent that the city would completely light and camera their lots, just that when installed our camera/lights would be positioned so that they would also benefit their areas, if possible.

This expansion and upgrade has been overseen by the Public Works Facilities Division within the City of Santa Fe. This upgrade will allow additional storage area and centralize all DWI forfeiture cars into one lot for better organization and control.

**Action Requested:**

It is requested that the Finance Committee and Governing Body approve this BAR increasing from cash \$98,600 for the lighting and security cameras needed for the DWI forfeiture lot. Business unit and line items are from the DWI Forfeiture Program and are

- 22772.572500 – Remolding and replacement;
- 22772.514150 – Landfill tipping fees.

**ACTION SHEET  
CITY COUNCIL COMMITTEE MEETING OF 02/25/15  
ITEM FROM FINANCE COMMITTEE MEETING OF 02/16/15**

**ISSUE:**

18. Request for Approval of Budget Adjustment for DWI Forfeiture Lot on Camino Entrada for Services to Install Lighting and Security Cameras. (Mario Salbidrez)

**FINANCE COMMITTEE ACTION: APPROVED AS DISCUSSION ITEM**

Requested approval of budget adjustment for DWI Forfeiture Lot on Camino Entrada for services to install lighting and security cameras with ATI Security, Inc. in the amount of \$98,900. Budget is available in DWI Forfeiture Program Fund.

**FUNDING SOURCE: 22772.572500 and 22772.514150**

**SPECIAL CONDITIONS OR AMENDMENTS**

**STAFF FOLLOW-UP:**

<b>VOTE</b>	<b>FOR</b>	<b>AGAINST</b>	<b>ABSTAIN</b>
COUNCILOR TRUJILLO	X		
COUNCILOR RIVERA	X		
COUNCILOR LINDELL		X	
COUNCILOR MAESTAS	X		
CHAIRPERSON DOMINGUEZ			

3-17-14

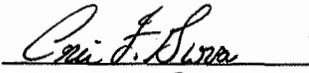
# City of Santa Fe, New Mexico

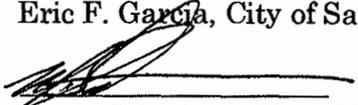
# memo

DATE: February 5, 2015

TO: Finance Committee

cc: Brian Snyder, City of Santa Fe Manager  
Oscar Rodriguez, City of Santa Fe Finance Director

VIA:   
Eric F. Garcia, City of Santa Fe Police Chief

FROM:   
Mario Salbidrez, City of Santa Fe Police Deputy Chief

RE: Requesting approval for an increase from cash for the DWI Lot on Camino Entrada in the amount of \$98,900 for services to be rendered by ATI Security Inc. for the City of Santa Fe to install lighting and security cameras.

---

## **Background and Summary:**

Attached you will find a BAR increasing from cash in the amount of \$98,900 for needed lighting and security cameras required for the lot expansion and upgrades to the DWI forfeiture holding lot on Camino Entrada.

This expansion and upgrade has been overseen by the Public Works Facilities Division within the City of Santa Fe. This upgrade will allow additional storage area and centralize all DWI forfeiture cars into one lot for better organization and control.

## **Action Requested:**

It is requested that the Finance Committee and Governing Body approve this BAR increasing from cash \$98,600 for the lighting and security cameras needed for the DWI forfeiture lot. Business unit and line items are 22772.572500 and 22772.514150.





**ATI Security, Inc.**

NM CID Lic.#84593  
Dealer #303

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January 26, 2015

**PROPOSED NAME: City of Santa Fe – DWI Impound Lot**

RES #

Address: Camino Entrada

City: Santa Fe

State: NM

Zip: 87507

ATI SECURITY, INC. is pleased to submit for your review and approval of the following proposal. Please feel free to contact us with any questions you might have during your review.

**MANAGEMENT QUALITY ASSURANCE:**

ATI's plan for ensuring quality in the project starts with our pre-installed review. From the initial exchange of information concerning the project, a documented installation package has been constructed as part of the response process.

**Scope of Work:**

ATI Security will furnish and install **lighting** and **cameras** for the new expansion of the DWI lot.

Qty – 13, Poles for new lighting 20 feet long  
Qty – 26, 400 Watt 208 Volt HPS parking lot fixtures  
Qty – 13, 5 foot by 18 inch concrete pole bases w/#4 rebar and anchor bolts  
Qty – 13, #8 Grounding conductor from rebar to new pole lights  
Qty – 3, 208 Volt 30 Amp circuits for new pole lighting  
Qty – 1, Junction Box for control of new lighting  
Qty – 2000' – 8/3 Direct Burial Wire  
Qty – 1700" – Trenching  
Qty – 12, Long Range IR Cameras  
Qty – 1, 8 Channel Recorder  
Qty – 6, Powered Balun (pairs)  
Qty – 12, 24 volt Transformers  
Qty – 1 CAVD-16 Hub Receiver  
Qty – 11, Underground Pull Boxes  
Qty – 1, KVM Switch  
Qty – 180, 2" PVC Conduit  
Qty – 8500' Cat 5E Cable  
Qty – 1700 1" PVC  
Qty – 2100 THHN Wire 12 gage

Crane and Lifts  
Professional Engineer Approval & Stamp  
Operational Field Test  
Final Acceptance Test with Owner  
Customer Training  
Operation and Maintenance Manuals  
Closeout Documents  
1 Year Warranty Parts and Labor

**Contract Sell \$77,648.83**  
**Plus all applicable taxes**

I hereby authorize ATI Security, Inc. to furnish all material and labor required to complete the installation of the work mentioned in the above proposal. I agree to pay in full at completion of installation for all materials and labor mentioned in said proposal and for any work changes ordered or deemed necessary by me.

ACCEPTED: \_\_\_\_\_

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

ESTIMATOR: Gene B. Romero

PROPOSAL QUOTED IS VALID FOR NO MORE THAN 60 DAYS OF THIS ESTIMATE.

## JIMENEZ, NANCY L.

---

**From:** VALDEZ, LEANN S.  
**Sent:** Wednesday, January 28, 2015 4:51 PM  
**To:** JIMENEZ, NANCY L.  
**Subject:** RE: PD Seizure Lot Project

Nancy,

I just received the quote from ATI for lighting and security. We want to schedule a meeting for next week to review the quote and make a decision on what to do next. Will next Tuesday, 2pm work for all of you and if possible could we meet at PD conference room? Let me know if you have any questions or comments. thank you.

---

**From:** JIMENEZ, NANCY L.  
**Sent:** Thursday, January 08, 2015 3:31 PM  
**To:** VALDEZ, LEANN S.  
**Subject:** RE: PD Seizure Lot Project

She just confirmed my email, she pulled it, thank you, talk to you soon.

Thanks for all your help also.

Nancy L. Jimenez  
Fiscal Administrator  
City of Santa Fe Police Department  
Off: 505-955-5008  
Fax: 505-955-5052

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**From:** VALDEZ, LEANN S.  
**Sent:** Thursday, January 08, 2015 3:22 PM  
**To:** JIMENEZ, NANCY L.  
**Subject:** RE: PD Seizure Lot Project

I did mention it to her that we might be pulling this item. Again, thank you for all your help.

---

**From:** JIMENEZ, NANCY L.  
**Sent:** Thursday, January 08, 2015 3:14 PM  
**To:** VALDEZ, LEANN S.  
**Cc:** SALBIDREZ, MARIO G.; PFEIFER, DAVID J.  
**Subject:** RE: PD Seizure Lot Project

Thank you, that would be great if we take it one time.

And yes, the deadline will be 12:00 on the 23<sup>rd</sup>.

Thanks again, I will call Yolanda Green.

Nancy L. Jimenez  
Fiscal Administrator  
City of Santa Fe Police Department

Off: 505-955-5008  
Fax: 505-955-5052

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**From:** VALDEZ, LEANN S.  
**Sent:** Thursday, January 08, 2015 3:06 PM  
**To:** JIMENEZ, NANCY L.  
**Cc:** SALBIDREZ, MARIO G.; PFEIFER, DAVID J.  
**Subject:** RE: PD Seizure Lot Project

Nancy,

Could we pull this off Finance till we receive our quotes for the lighting and security? I will work on getting these done as soon as possible to meet our deadline for the February 2<sup>nd</sup> meeting. The deadline for this meeting will be around the 23<sup>rd</sup> correct?

Let me know if you have any questions or comments.

Thank you,  
LeAnn Valdez  
Public Works Dept./Facilities Div  
(505) 955-5938  
[lvaldez@santafenm.gov](mailto:lvaldez@santafenm.gov)

---

**From:** JIMENEZ, NANCY L.  
**Sent:** Thursday, January 08, 2015 11:10 AM  
**To:** VALDEZ, LEANN S.  
**Cc:** SALBIDREZ, MARIO G.  
**Subject:** RE: PD Seizure Lot Project

Hi Leann, sorry I for the attachment, here it is for the \$3,000.

Let me know when you have the quotes for the electrical and security, these will need to go to Finance and Council committees because of the \$50,000 limit on cash.

Great that you have the PO for the fence, it has slipped my mind.

Thanks, hope you will be at the meeting on the 20<sup>th</sup> I will let you know if they have questions before that as I really can't answer them.

Nancy L. Jimenez  
Fiscal Administrator  
City of Santa Fe Police Department  
Off: 505-955-5008  
Fax: 505-955-5052

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**From:** VALDEZ, LEANN S.  
**Sent:** Thursday, January 08, 2015 10:30 AM  
**To:** JIMENEZ, NANCY L.  
**Cc:** SALBIDREZ, MARIO G.  
**Subject:** RE: PD Seizure Lot Project

Nancy,

See attached. We already have the PO for the fence in the big lot which will be installed once the Clearing/Grubbing and grading has been complete and cold millings laid out. We will still need funding for the electrical and security which I don't have quotes on yet.

Let me know if you have any questions or comments. Also, there was no attachments.

Thank you,  
LeAnn

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**From:** JIMENEZ, NANCY L.  
**Sent:** Thursday, January 08, 2015 9:53 AM  
**To:** VALDEZ, LEANN S.  
**Cc:** SALBIDREZ, MARIO G.  
**Subject:** RE: PD Seizure Lot Project

Yes, we are using Cash so we need to go to Council each time to ask for the increase from Cash as we have met the \$50,000 requirement.

I have prepared the memo for the increase for the \$3,000 and given it to Yolanda Green for the Finance and Council meeting on the 20<sup>th</sup> and 28<sup>th</sup>, I hope you will be at these meeting in case they have questions. (see attached)

Please provide me the information for the \$46,206.19 for American Fence. I will try to have this memo done and ready also for the same meetings of the 20<sup>th</sup> and 28<sup>th</sup> but the deadline is tomorrow so I need the fence information quickly (today).

Thanks,

Nancy L. Jimenez  
Fiscal Administrator  
City of Santa Fe Police Department  
Off: 505-955-5008  
Fax: 505-955-5052

---

**From:** VALDEZ, LEANN S.  
**Sent:** Wednesday, January 07, 2015 5:01 PM  
**To:** JIMENEZ, NANCY L.  
**Subject:** PD Seizure Lot Project

Nancy,

Hope you had a Merry Christmas and a Happy New Year. ☺

Question: Do you have an update on the budget for the Lot project? Since we are using different contractors for parts of the project, do we still have to get approval over the \$50k mark?

To date we have Radian Engineering with \$30,000 + the additional \$3500 for staking  
American Fence with \$46,206.19

If you have any questions or comments, please feel free to contact me at anytime.

Thank you,  
LeAnn Valdez  
Public Works Dept./Facilities Div

(505) 955-5938

[lsvaldez@santafenm.gov](mailto:lsvaldez@santafenm.gov)

**JIMENEZ, NANCY L.**

---

**From:** VALDEZ, LEANN S.  
**Sent:** Tuesday, January 20, 2015 2:17 PM  
**To:** JIMENEZ, NANCY L.  
**Subject:** FW: Caja del Rio Charges

Nancy,

We have received invoices from Caja del Rio for the material that was taken over from the seizure lot by our locals and streets has also received the invoice for the material that was taken over by them when they were doing the clearing and grubbing. The total is \$1,788.36, Could you let me know what bu/li to use for this? Thank you.

---

**From:** LUCERO, ISABEL S.  
**Sent:** Tuesday, January 20, 2015 10:28 AM  
**To:** VALDEZ, LEANN S.  
**Subject:** Caja del Rio Charges

Hey LeAnn,

I received the invoice from Caja del Rio for December and for Police Impound the total charges are \$290.64. What business unit do you want me to use to charge these to?

*Isabel Lucero*  
*Public Works*  
*Facilities Development*  
*505-955-5930*  
*Fax 505-955-5939*  
*e-mail [islucero@ci.santa-fe.nm.us](mailto:islucero@ci.santa-fe.nm.us)*



SFSWMA - Caja del Rio Landfill  
 149 Wildlife Way  
 Santa Fe, NM 87506

000010 City of SF - PW Locals  
 P.O. Box 909  
 Santa Fe NM 87504-0909

SITE	TICKET	GRID	WEIGHMASTER
02	00333065	CELL 4B	Ernestina
DATE IN	DATE OUT	TIME IN	TIME OUT
12/05/14	12/05/14	08:38	08:52
		VEHICLE	ROLL OFF
		LOC04	
REFERENCE			
ORIGIN			
CITY OF SANTA FE			

Scale 1 Gross Wt. 23040 LB  
 Scale 2 Tare Wt. 17420 LB  
 Net Weight 5620 LB

Inbound - Charge ticket

QTY	UNIT	DESCRIPTION	RATE	EXTENSION	FEE	TOTAL
2.81	TON	Const & Demo	40.000	112.40	5.62	118.02
		<i>PD</i>				
		<i>1M Pound</i>				
		<i>22772.514150</i>				

Operating hours to the public 7AM to 4PM, Mon - Sat  
 I certify that this load to the best of my knowledge is not  
 hazardous by 40 CFR 261 and 20 NMAC 9.1 and does not contain  
 regulated PCB's. ALL AGGREGATE SALES ARE FINAL.

*OK to pay*

NEW AMOUNT	118.02
TENDERED	
CHANGE	
CHECK NO.	

NMGR 5.62

WW611 TO REORDER CONTACT CAROLINA SOFTWARE (910) 799-6767

SIGNATURE *Morris Ray*

SFSWMA - Caja del Rio Landfill  
 149 Wildlife Way  
 Santa Fe, NM 87506

000010 City of SF - PW Locals  
 P.O. Box 909  
 Santa Fe NM 87504-0909

SITE	TICKET	GRID	WEIGHMASTER		
02	00333032	CELL 4B	Ernestina		
DATE IN	DATE OUT	TIME IN	TIME OUT	VEHICLE	ROLL OFF
12/04/14	12/04/14	13:57	14:09	LOC04	
REFERENCE		ORIGIN			
		CITY OF SANTA FE			

Scale 1 Gross Wt. 20100 LB  
 Scale 2 Tare Wt. 15040 LB  
 Net Weight 5060 LB

Inbound - Charge ticket

QTY	UNIT	DESCRIPTION	RATE	EXTENSION	FEE	TOTAL
2.53	TON	Const & Demo	40.000	101.20	5.06	106.26
<i>PD IN POUND</i>						
<i>OK TO PAY</i>						

Operating hours to the public 7AM to 4PM, Mon - Sat  
 I certify that this load to the best of my knowledge is not  
 hazardous by 40 CFR 261 and 20 NMAC 9.1 and does not contain  
 regulated PCB's. ALL AGGREGATE SALES ARE FINAL.

NMGRT 5.06

NET AMOUNT	106.26
TENDERED	
CHANGE	
CHECK NO.	

WAGFI TO REORDER CONTACT CARGHINA SOFTWARE (505) 700 4767

SIGNATURE

*Mariano Ruz*

SFSWMA - Caja del Rio Landfill  
 149 Wildlife Way  
 Santa Fe, NM 87506

000020 County of SF - Public Works  
 P.O. Box 276  
 Santa Fe NM 87504-0276

SITE	TICKET	GRID	WEIGHMASTER		
02	00333347	CELL 4B	Temp		
DATE IN	DATE OUT	TIME IN	TIME OUT	VEHICLE	ROLL OFF
12/08/14	12/08/14	13:57	14:40	438	
REFERENCE					
MARCEL			CITY OF SANTA FE		

QTY	UNIT	DESCRIPTION	RATE	EXTENSION	FEE	TOTAL
1.58	TON	Const & Demo	40.000	63.20	3.16	66.36
		Scale 1 Gross Wt. 18100 LB				
		Scale 2 Tare Wt. 14940 LB				
		Net Weight 3160 LB				
		Inbound - Charge ticket				
		<i>PD Inpound Lot</i>				

Operating hours to the public 7AM to 4PM, Mon - Sat  
 I certify that this load to the best of my knowledge is not hazardous by 40 CFR 261 and 20 NMAC 9.1 and does not contain regulated PCB's. ALL AGGREGATE SALES ARE FINAL.  
 Comment: LOCAL 4

NMGR 3.16

*Ok to pay*

*Manuel Ruiz*

NET AMOUNT	66.36
TENDERED	
CHANGE	
CHECK NO.	

WW61 TO REORDER CONTACT CAROLINA SOFTWARE (910) 799-6767

SIGNATURE

SFSWMA - Caja del Rio Landfill  
 149 Wildlife Way  
 Santa Fe, NM 87506

000004 City of SF - Steets Div.  
 1142 Siler Road  
 Santa Fe NM 87505-202

SITE	TICKET	GRID	WEIGHMASTER
02	00333463	CELL 4B	Antonio
DATE IN	DATE OUT	TIME IN	TIME OUT
12/09/14	12/09/14	11:18	11:32
REFERENCE	VEHICLE	ORIGIN	ROLL OFF
	414	CITY OF SANTA FE	

Scale 1 Gross Wt. 40580 LB  
 Scale 2 Tare Wt. 23640 LB  
 Net Weight 16940 LB

Inbound - Charge ticket

QTY	UNIT	DESCRIPTION	RATE	EXTENSION	FEE	TOTAL
8.47	TON	Const & Demo	40.000	338.80	16.94	355.74

Operating hours to the public 7AM to 4PM, Mon - Sat  
 I certify that this load to the best of my knowledge is not  
 hazardous by 40 CFR 261 and 20 NMAC 9.1 and does not contain  
 regulated PCB's. ALL AGGREGATE SALES ARE FINAL.

NET AMOUNT	355.74
TENDERED	
CHANGE	
CHECK NO.	

WW671 TO REORDER CONTACT CAROLINA SOFTWARE (910) 799-6767 SIGNATURE

SFSWMA - Caja del Rio Landfill  
 149 Wildlife Way  
 Santa Fe, NM 87506

000004 City of SF - Steets Div.  
 1142 Siler Road  
 Santa Fe NM 87505-202

SITE	TICKET	GRID	WEIGHMASTER
02	00333504	CELL 4B	Antonio
DATE IN	DATE OUT	TIME IN	TIME OUT
12/09/14	12/09/14	13:38	13:48
VEHICLE	ROLL OFF		
414			
REFERENCE			
ORIGIN			
CITY OF SANTA FE			

QTY	UNIT	DESCRIPTION	RATE	EXTENSION	FEE	TOTAL
8.31	TON	Const & Demo	40.000	332.40	16.62	349.02
Inbound - Charge ticket						

Operating hours to the public 7AM to 4PM, Mon - Sat	NMGR	16.62
I certify that this load to the best of my knowledge is not hazardous by 40 CFR 261 and 20 NMAC 9.1 and does not contain regulated PCB's. ALL AGGREGATE SALES ARE FINAL.		
	NET AMOUNT	349.02
	TENDERED	
	CHANGE	
	CHECK NO.	

WVAT1 TO REORDER CONTACT CAROLINA SCOTTWALDE 404.708.6767 SIGNATURE

SFSWMA - Caja del Rio Landfill  
 149 Wildlife Way  
 Santa Fe, NM 87506

000004 City of SF - Steets Div.  
 1142 Siler Road  
 Santa Fe NM 87505-202

SITE	TICKET	GRID	WEIGHMASTER
02	00333520	CELL 4B	Antonio
DATE IN	DATE OUT	TIME IN	TIME OUT
12/09/14	12/09/14	14:29	14:41
VEHICLE	ROLL OFF		
414			
REFERENCE	ORIGIN		
	CITY OF SANTA FE		

QTY	UNIT	DESCRIPTION	RATE	EXTENSION	FEE	TOTAL
		Scale 1 Gross Wt.				
		Scale 2 Tare Wt.				
		Net Weight				
7.50	TON	Const & Demo	40.000	300.00	15.00	315.00

Operating hours to the public 7AM to 4PM, Mon - Sat  
 I certify that this load to the best of my knowledge is not  
 hazardous by 40 CFR 261 and 20 NMAC 9.1 and does not contain  
 regulated PCB's. ALL AGGREGATE SALES ARE FINAL.

NMGR	15.00
AMOUNT	315.00
TENDERED	
CHANGE	
CHECK NO.	

WWW6TE TO REORDER CONTACT CAROLINA SOFTWARE (910) 799-6767 SIGNATURE

SFSWMA - Caja del Rio Landfill  
 149 Wildlife Way  
 Santa Fe, NM 87506

000004 City of SF - Steets Div.  
 1142 Siler Road  
 Santa Fe NM 87505-202

SITE	TICKET	GRID	WEIGHMASTER		
02	00333533	CELL 4B	Antonio		
DATE IN	DATE OUT	TIME IN	TIME OUT	VEHICLE	ROLL OFF
12/09/14	12/09/14	15:22	15:33	414	
REFERENCE		ORIGIN			
CITY OF SANTA FE					

Inbound - Charge ticket

Scale 1 Gross Wt. 46320 LB  
 Scale 2 Tare Wt. 23560 LB  
 Net Weight 22760 LB

QTY.	UNIT	DESCRIPTION	RATE	EXTENSION	FEE	TOTAL
11.38	TON	Const & Demo	40.000	455.20	22.76	477.96

Operating hours to the public 7AM to 4PM, Mon - Sat  
 I certify that this load to the best of my knowledge is not  
 hazardous by 40 CFR 261 and 20 NMAC 9.1 and does not contain  
 regulated PCB's. ALL AGGREGATE SALES ARE FINAL.

NET AMOUNT	22.76
477.96	TENDERED
	CHANGE
	CHECK NO.

WW6T1 TO REORDER CONTACT CAROLINA SOFTWARE (910) 799-6767 SIGNATURE \_\_\_\_\_

City of Santa Fe, New Mexico

# memo

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Date: January 5, 2015

To: Finance Committee

cc: Brian Snyder, City Manager  
Oscar Rodriguez, Finance Director

From:   
Eric F. Garcia, Chief of Police

Re: Requesting approval for an increased from cash for the DWI forfeiture lot on Camino Entrada in the amount of \$3,000.00 between Radian Engineering and the City of Santa Fe for surveying and staking for the lot and fence upgrades.

**Background and Summary:**

Attached you will find a BAR increasing from cash in the amount of \$3,000 for the needed additional surveying and staking required for the lot expansion and upgrades to the DWI forfeiture holding lot on Camino Entrada.

This expansion and upgrade has been overseen by the Public Works Facilities Division within the City of Santa Fe. This upgrade will allow additional storage area and to centralize all DWI forfeiture cars into one lot for better organization and control.

**Action Requested:**

It is requested that the Finance Committee and Governing Body approve this BAR increasing from cash \$3,000 for the additional surveying and staking needed to the DWI forfeiture lot. Business unit and line item is 22772.572500.

# City of Santa Fe, New Mexico

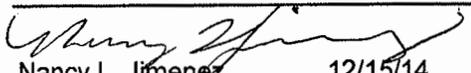
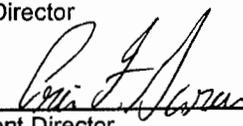
## BUDGET ADJUSTMENT REQUEST (BAR)

DEPARTMENT / DIVISION / SECTION / UNIT NAME				DATE		
Police / DWI Forfeiture Program				12/15/2014		
ITEM DESCRIPTION	BU / LINE ITEM	*(Finance Dept/Use Only)*		INCREASE	DECREASE	
		SUBLEDDGER / SUBSIDIARY	DR / (CR)			
Cash from Hub					3,000	
Rental Equipment/Machinery	22772.572500			3,000		
<b>JUSTIFICATION:</b> (use additional page if needed)				<b>TOTAL</b>	\$ 3,000	\$ 3,000
--Attach supporting documentation/memo						

*All increases from cash notes require committee and council action.*  
*CAD*

RECEIVED  
 BUDGET OFFICE  
 CITY OF SANTA FE  
 2014 DEC 16 AM 9 04

staging services for DWI impound lot on Camino Entrada

 Nancy L. Jimenez      12/15/14 Prepared By      Date	<b>CITY COUNCIL APPROVAL</b> City Council Approval Required <input type="checkbox"/> City Council Approval Date <input type="text"/> Agenda Item #: <input type="text"/>	Budget Officer      Date Finance Director      Date City Manager      Date
Division Director      Date  Department Director      Date		

**JIMENEZ, NANCY L.**

---

**From:** VALDEZ, LEANN S.  
**Sent:** Friday, December 12, 2014 9:13 AM  
**To:** JIMENEZ, NANCY L.  
**Subject:** Amendment for Survey  
**Attachments:** Radian\_Task 5 - DWI Impound Lot\_construction staking (12-11-2014).pdf

Nancy,

See attached proposal. The quote is for an additional \$3500 plus tax but we had some contingency on the original PO so we would need an additional \$3000. Let me know if you have any questions. Thank you.

LeAnn Valdez  
Public Works Dept./Facilities Div  
(505) 955-5938  
[lvaldez@santafenm.gov](mailto:lvaldez@santafenm.gov)

22772.572500 <sup>↳</sup> Replace/Remodelling

**JIMENEZ, NANCY L.**

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**From:** RODARTE, ROBERT F  
**Sent:** Monday, December 15, 2014 11:14 AM  
**To:** VALDEZ, LEANN S.  
**Cc:** JIMENEZ, NANCY L.  
**Subject:** RE: Amendment for Survey

That will be ok

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**From:** VALDEZ, LEANN S.  
**Sent:** Monday, December 15, 2014 9:41 AM  
**To:** RODARTE, ROBERT F  
**Cc:** JIMENEZ, NANCY L.  
**Subject:** FW: Amendment for Survey

Robert,

Could we use R&R to add \$3500 to our PO for additional surveying needed for staking the lot and the fence? We are using an On-Call. See attached. Let me know if you have any questions or comments.

Thank you,  
LeAnn Valdez  
Public Works Dept./Facilities Div  
(505) 955-5938  
[lvaldez@santafenm.gov](mailto:lvaldez@santafenm.gov)

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**From:** JIMENEZ, NANCY L.  
**Sent:** Friday, December 12, 2014 10:07 AM  
**To:** VALDEZ, LEANN S.  
**Subject:** RE: Amendment for Survey

Can I use Remodeling and Replacement? 572500???

I will process BAR today, let me know.

Thanks,

Nancy L. Jimenez  
Fiscal Administrator  
City of Santa Fe Police Department  
Off: 505-955-5008  
Fax: 505-955-5052

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**From:** VALDEZ, LEANN S.  
**Sent:** Friday, December 12, 2014 9:13 AM  
**To:** JIMENEZ, NANCY L.  
**Subject:** Amendment for Survey

Nancy,

See attached proposal. The quote is for an additional \$3500 plus tax but we had some contingency on the original PO so we would need an additional \$3000. Let me know if you have any questions. Thank you.

LeAnn Valdez  
Public Works Dept./Facilities Div  
(505) 955-5938  
[lvaldez@santafenm.gov](mailto:lvaldez@santafenm.gov)



Radian Engineering, LLC

509 Camino de los Marquez  
Suite 2  
Santa Fe, New Mexico 87505  
505 984-1212  
www.radianeng.com

11 December 14 Ms. Le Ann Valdez  
City of Santa Fe  
Facilities Division  
2651 Siringo Road, Bldg. E  
Santa Fe, NM 87501

**On-Call Engineering Services**  
**Task 5 – City of Santa Fe**  
**DWI Impound Parking Lot Improvements**  
**Construction Staking Services**

Dear Le Ann,

Per your request, Radian and our sub-consultant Surv-Tek will provide construction staking services for improvements as designed for the City's DUI lot expansion project.

Services will include:

1. Setting Rough Grade stakes throughout the new parking area at approximate 50-ft intervals. Cut and fill measurements will be marked to facilitate rough grading of the site. Work includes staking of the new retention pond and outlet culvert.
2. After rough grading has been completed, Surv-Tek will return and set Blue-top Hubs at approximate 50-ft intervals for finished subgrade (i.e. before placement of 2" RAP)

Our existing contract already provides for Surv-Tek to locate the new fence, which will be completed prior to beginning the fence installation.

The fee for the above services is \$3,500 (plus Gross Receipts Tax). As we discussed, the existing P.O. for the project does not have sufficient funds to provide for the added services and will be adjusted accordingly.

Please feel free to call if you have any questions or wish to discuss anything further with us regarding this proposal.

Sincerely,

Carlos G. Padilla, P.E.  
Principal