



**ACTION SHEET  
ITEM FROM THE  
PUBLIC WORKS/CIP AND LAND USE COMMITTEE MEETING  
OF  
MONDAY, JULY 7, 2014**

**ITEM 10**

REQUEST FOR APPROVAL OF A RESOLUTION TO A LOCAL GOVERNMENT ROAD FUND COOPERATIVE AGREEMENT BETWEEN THE CITY OF SANTA FE AND THE NEW MEXICO DEPARTMENT OF TRANSPORTATION FOR IMPROVEMENTS TO ALAMEDA STREET BETWEEN CAMINO ALIRE AND CALLE NOPAL; DIRECTING STAFF TO CAUSE SUCH COOPERATIVE AGREEMENT TO BE EXECUTED ON BEHALF OF THE CITY OF SANTA FE (**COUNCILORS BUSHEE AND LINDELL**) (**DAVID CATANACH**)

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

**FUNDING SOURCE: 32392**

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

<b>VOTE</b>	<b>FOR</b>	<b>AGAINST</b>	<b>ABSTAIN</b>
<b>CHAIRPERSON TRUJILLO</b>			
<b>COUNCILOR BUSHEE</b>	<b>Excused</b>		
<b>COUNCILOR DIMAS</b>	<b>X</b>		
<b>COUNCILOR DOMINGUEZ</b>	<b>Excused</b>		
<b>COUNCILOR RIVERA</b>	<b>X</b>		

# City of Santa Fe, New Mexico

## memo

**DATE:** July 7, 2014

**TO:** Public Works / Finance Committee / Council

**VIA:**   
Isaac J. Pino PE, Public Works Department Director

**FROM:** David Catanach <sup>DC.</sup> PE, Streets & Drainage Maintenance Division Director

**SUBJECT:** Approval of a Resolution Establishing a Capital Cooperative Agreement with the New Mexico Department of Transportation.

The Streets and Drainage Division plans to make roadway improvements to Alameda Street as part of its annual Resurfacing Program (2014 season) from Camino Alire to Calle Nopal with funding assistance provided upon execution of a Local Government Road Fund (LGRF) Cooperative Agreement between the New Mexico Department of Transportation (NMDOT) and the City of Santa Fe.

The improvements to Alameda Street will include roadway pavement rehabilitation, drainage and pedestrian improvements to include reconstruction of some deteriorated curb and gutter as well as ADA and manhole adjustments

The City of Santa Fe, as part of the LGRF Cooperative Agreement shall match up to \$491,345.10, to NMDOT funds of \$63,795.00; and shall assume ownership, liability and maintenance responsibilities for all amenities related to the completion of the project.

**RECOMMENDATION:**

Approval and Recommendation be forwarded to City Council to direct City staff to bring forth a project agreement with the State of New Mexico to share in the funding for improvements on Alameda Street.

Attachments: Resolution Form  
Letter - NMDOT Funding for LGRF 2014/2015 Program  
Project Description and Location

**CITY OF SANTA FE, NEW MEXICO**  
**PROPOSED AMENDMENT(S) TO RESOLUTION NO. 2014-\_\_\_**  
**Alameda St. 2014-15 LGRF**

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**Mayor and Members of the City Council:**

**We propose the following amendment(s) to Resolution No. 2014-\_\_\_ :**

1. On page 2, line 10, after “funds” *insert* “using the 2014 Capital Improvement Bond issue”

Respectfully submitted,

\_\_\_\_\_  
Staff

ADOPTED: \_\_\_\_\_

NOT ADOPTED: \_\_\_\_\_

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

\_\_\_\_\_  
Yolanda Y. Vigil, City Clerk

1 CITY OF SANTA FE, NEW MEXICO

2 RESOLUTION NO. 2014 - \_\_\_\_\_

3 INTRODUCED BY:

4  
5 Councilor Patti Bushee

6 Councilor Signe Lindell

7  
8  
9  
10 A RESOLUTION

11 RELATING TO A LOCAL GOVERNMENT ROAD FUND COOPERATIVE AGREEMENT  
12 BETWEEN THE CITY OF SANTA FE AND THE NEW MEXICO DEPARTMENT OF  
13 TRANSPORTATION FOR IMPROVEMENTS TO ALAMEDA STREET BETWEEN  
14 CAMINO ALIRE AND CALLE NOPAL; DIRECTING STAFF TO CAUSE SUCH  
15 COOPERATIVE AGREEMENT TO BE EXECUTED ON BEHALF OF THE CITY OF  
16 SANTA FE.

17  
18 WHEREAS, in recent years, Alameda Street has experienced a rapid pavement surface  
19 deterioration due to many street utility cuts from residential development and utility repair, with  
20 subsequent pavement substructure failures caused by moisture, recent harsh winters, and increases in  
21 traffic volumes; and

22 WHEREAS, the City of Santa Fe plans to make roadway improvements to Alameda Street  
23 between Camino Alire and Calle Nopal as part of its annual resurfacing program (2014 season); and

24 WHEREAS, such improvements shall include roadway pavement rehabilitation, drainage  
25 and pedestrian improvements to include reconstruction of some deteriorated sidewalks, and manhole

1 adjustments; and

2           **WHEREAS**, funding assistance for such improvements will be provided by the State upon  
3 execution of a Local Government Road Fund (LGRF) Cooperative Agreement between the New  
4 Mexico Department of Transportation (NMDOT) and the City of Santa Fe; and

5           **WHEREAS**, the improvements to Alameda Street shall enhance roadway and pedestrian  
6 safety and improve ride ability; and

7           **WHEREAS**, funding from the NMDOT to aid construction shall consist of \$63,795.00  
8 through the LGRF cooperative agreement; and

9           **WHEREAS**, the City, as part of the LGRF Cooperative Agreement shall match up to  
10 \$491,345.10 to the NMDOT funds; and

11           **WHEREAS**, the City shall assume ownership, liability and maintenance responsibilities for  
12 all amenities related to the completion of the project.

13           **NOW THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE**  
14 **CITY OF SANTA FE** that staff is directed to cause a Cooperative Agreement between the City and  
15 the NMDOT to be executed on behalf of the City to share in the funding for improvements on  
16 Alameda Street between Camino Alire and Calle Nopal.

17           PASSED, APPROVED and ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2014.

18  
19 \_\_\_\_\_  
20 JAVIER M. GONZALES, MAYOR

21 ATTEST:

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23 \_\_\_\_\_  
24 YOLANDA Y. VIGIL, CITY CLERK

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APPROVED AS TO FORM:



KELLEY A. BRENNAN, CITY ATTORNEY

*M/Melissa/Resolutions 2014/Alameda St. 2014-15 LGRF*

**City of Santa Fe  
Fiscal Impact Report (FIR)**

This Fiscal Impact Report (FIR) shall be completed for each proposed bill or resolution as to its direct impact upon the City's operating budget and is intended for use by any of the standing committees of and the Governing Body of the City of Santa Fe. Bills or resolutions with no fiscal impact still require a completed FIR. Bills or resolutions with a fiscal impact must be reviewed by the Finance Committee. Bills or resolutions without a fiscal impact generally do not require review by the Finance Committee unless the subject of the bill or resolution is financial in nature.

**Section A. General Information**

(Check) Bill: \_\_\_\_\_ Resolution: X  
(A single FIR may be used for related bills and/or resolutions)

Short Title(s): RELATING TO A LOCAL GOVERNMENT ROAD FUND COOPERATIVE AGREEMENT BETWEEN THE CITY OF SANTA FE AND THE NEW MEXICO DEPARTMENT OF TRANSPORTATION FOR IMPROVEMENTS TO W. ALAMEDA STREET BETWEEN CAMINO ALIRE AND CALLE NOPAL; DIRECTING STAFF TO CAUSE SUCH COOPERATIVE AGREEMENT TO BE EXECUTED ON BEHALF OF THE CITY OF SANTA FE.

Sponsor(s): Councilors Bushee and Lindell

Reviewing Department(s): Public Works/Streets

Person Completing FIR: David Catarach Date: 07/07/14 Phone: 955-2402

Reviewed by City Attorney: Kelley A. Brennan Date: 6/26/14  
(Signature)

Reviewed by Finance Director: Marcos Tapia Date: 7/10/14  
(Signature)

**Section B. Summary**

Briefly explain the purpose and major provisions of the bill/resolution.

The purpose of the resolution is to direct staff to cause a Capital Cooperative Agreement between the City and NMDOT to be executed for funding assistance for W. Alameda Street improvements, from Camino Alire to Calle Nopal.

**Section C. Fiscal Impact**

Note: Financial information on this FIR does not directly translate into a City of Santa Fe budget increase. For a budget increase, the following are required:

- a. The item must be on the agenda at the Finance Committee and City Council as a "Request for Approval of a City of Santa Fe Budget Increase" with a definitive funding source (could be same item and same time as bill/resolution)
- b. Detailed budget information must be attached as to fund, business units, and line item, amounts, and explanations (similar to annual requests for budget)
- c. Detailed personnel forms must be attached as to range, salary, and benefit allocation and signed by Human Resource Department for each new position(s) requested (prorated for period to be employed by fiscal year)\*

**1. Projected Expenditures:**

- a. Indicate Fiscal Year(s) affected— usually current fiscal year and following fiscal year (i.e., FY 03/04 and FY 04/05)
- b. Indicate: "A" if current budget and level of staffing will absorb the costs  
"N" if new, additional, or increased budget or staffing will be required
- c. Indicate: "R" – if recurring annual costs  
"NR" if one-time, non-recurring costs, such as start-up, contract or equipment costs
- d. Attach additional projection schedules if two years does not adequately project revenue and cost patterns
- e. Costs may be netted or shown as an offset if some cost savings are projected (explain in Section 3 Narrative)

\_\_\_\_\_ Check here if no fiscal impact

Column #:	1	2	3	4	5	6	7	8
	Expenditure Classification	FY 2014/2015	"A" Costs Absorbed or "N" New Budget Required	"R" Costs Recurring or "NR" Non-recurring	FY 2015/2016	"A" Costs Absorbed or "N" New Budget Required	"R" Costs – Recurring or "NR" Non-recurring	Fund Affected

Personnel*	\$ 0	_____	_____	_____	\$ 0	_____	_____	_____
Fringe**	\$ n/a	_____	_____	_____	\$ n/a	_____	_____	_____
Capital Outlay	\$491,345.10	_____	_____	_____	\$ n/a	_____	_____	_____
Land/ Building	\$ n/a	_____	_____	_____	\$ n/a	_____	_____	_____
Professional Services	\$ n/a	_____	_____	_____	\$ n/a	_____	_____	_____
All Other Operating Costs	\$ n/a	_____	A	NR	\$ _____	A	NR	_____
Total:	\$491,345.10	_____	_____	_____	\$ _____	_____	_____	_____

\* Any indication that additional staffing would be required must be reviewed and approved in advance by the City Manager by attached memo before release of FIR to committees. \*\*For fringe benefits contact the Finance Dept.

**2. Revenue Sources:**

- a. To indicate new revenues and/or
- b. Required for costs for which new expenditure budget is proposed above in item 1.

Column #:	1	2	3	4	5	6
	Type of Revenue	FY 2014/2015	"R" Costs Recurring or "NR" Non-recurring	FY _____	"R" Costs – Recurring or "NR" Non-recurring	Fund Affected

2014 CIP Bond Issue	\$ 491,345.10	_____	_____	\$ _____	_____	_____
<u>NMDOT Co-op Agreement</u>	\$ 63,795.00	_____	_____	\$ _____	_____	_____
_____	\$ _____	_____	_____	\$ _____	_____	_____
Total:	\$ 555,140.10	_____	_____	\$ _____	_____	_____

**3. Expenditure/Revenue Narrative:**

Explain revenue source(s). Include revenue calculations, grant(s) available, anticipated date of receipt of revenues/grants, etc. Explain expenditures, grant match(s), justify personnel increase(s), detail capital and operating uses, etc. (Attach supplemental page, if necessary.)

Money will be available with the issuance of the 2014 CIP Bonds. The funding will be budgeted within the City's Paved Street Rehab CIP fund (32392). See W. Alameda Street – Mill and Overlay Project Cost Estimate, attached hereto as Exhibit A. The project is projected to be complete during the 2014 summer paving season. The Cooperative agreement will help the city with costs of this project.

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**Section D. General Narrative**

**1. Conflicts:**

Does this proposed bill/resolution duplicate/conflict with/companion to/relate to any City code, approved ordinance or resolution, other adopted policies or proposed legislation? Include details of city adopted laws/ordinance/resolutions and dates. Summarize the relationships, conflicts or overlaps.

None

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**2. Consequences of Not Enacting This Bill/Resolution:**

Are there consequences of not enacting this bill/resolution? If so, describe.

If the resolution is not approved, the City will miss out on funding the NMDOT has approved for the City of Santa Fe and the City would be responsible for the entire cost of the project.

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**3. Technical Issues:**

Are there incorrect citations of law, drafting errors or other problems? Are there any amendments that should be considered? Are there any other alternatives which should be considered? If so, describe.

None that staff is aware of

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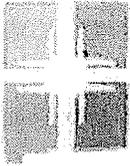
**4. Community Impact:**

Briefly describe the major positive or negative effects the Bill/Resolution might have on the community including, but not limited to, businesses, neighborhoods, families, children and youth, social service providers and other institutions such as schools, churches, etc.

Positive impacts include: a newly resurfaced street that is more enjoyable for citizens to utilize; a safer street for traffic flow; improvements for pedestrian traffic safety by reducing tripping hazards; and the elimination of necessary maintenance because the pavement is new. The only negative impact will be the need to detour traffic to other streets for the two week period of work.

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Form adopted: 01/12/05; revised 8/24/05; 4/17/08



NEW MEXICO DEPARTMENT OF  
**TRANSPORTATION**

6/9/2014

City of Santa Fe  
PO Box 909  
Santa Fe, New Mexico 87501  
ATTN: David Catanach

**Re: FUNDING 2014/2015 LGRF PROGRAM**

Dear Mr. Catanach,

At this point, I would like to inform you that the New Mexico Department of Transportation Commission has approved your project for 14/15. The funding amount is as follows:

<u>Project No.</u>	<u>Control No.</u>	<u>Entity Share (25%)</u>	<u>State Share (75%)</u>	<u>Project Total</u>
SP-5-15(190)	L500150	\$21,265.00	\$63,795.00	\$85,060.00

The following will be the scope of work:

**PAVEMENT REHABILITATION/IMPROVEMENTS, AND DRAINAGE IMPROVEMENTS,  
AND RECONSTRUCTION OF VARIOUS LOCAL STREETS**

If the above funding amount requires that your project be adjusted from what was originally proposed (i.e. **Changing lengths or adding or deleting roads with NO change in scope for "type of work to be done"**), please submit the new adjusted project with the roads that are to be done and/or their new lengths. In this submittal you will need to submit a new Estimated Cost Summary detailing the above and all their corresponding costs and the new total for the Project.

Please submit the **resolution** for your project including the project scope, project limits, project location and the project amounts as indicated above. Upon receipt of your resolution I will generate four contracts for execution.

If changing the scope - **as to type of work to be done** - is absolutely necessary, then you will need to submit to the District Engineer a request for this scope change in writing explaining the reason for the change and a new resolution indicating the new scope of work. This will require approval at the next Highway Commission meeting.

**To ensure funding of this project the contract must be fully executed and encumbered by December 31, 2014.** Therefore we will need the above as soon as possible.

I hope you find this information helpful. If you have any questions, please contact me at 995-7787. Please submit the applicable information as soon as possible so that I can send you a contract for execution.

Sincerely,

Susan Godina  
Local Government Road Fund Coordinator  
NM DOT  
District 5

**Susana Martinez**  
Governor

**Tom Church**  
Cabinet Secretary, Designate

Commissioners

**Pete K. Rahn**  
Chairman  
District 3

**Ronald Schmeits**  
Vice Chairman  
District 4

**Dr. Kenneth White**  
Secretary  
District 1

**Robert R. Wallach**  
Commissioner  
District 2

**Butch Mathews**  
Commissioner  
District 5

**Jackson Gibson**  
Commissioner  
District 6