

**Stormwater Management Plan for the City of Santa Fe  
RFP #17/17/P**

**Addendum #3 dated October 21, 2016**

**Revised Scope of Work**

Replace the Scope of Work with the attached Revised-Scope of Work.

Revised Proposal Due Date is November 14, 2016 per the attached Revised-Schedule.

Replace Exhibit A with the attached Revised-Exhibit A - Work Hour Schedules.

Replace Living Wage Ordinance information with attached updated information.

## **REVISED SCOPE OF SERVICES REQUEST FOR PROPOSAL**

### **Scope of Work:**

Please note that since this RFP was advertised, the City of Santa Fe was approached to participate in development of a national model for stormwater planning. The City's participation overlaps with some elements of the original scope of this RFP; and which will now be led by others. The proponents are advised to focus responses to the proposal on the remaining items:

1. Perform a thorough analysis of the organization and operation of the existing institutional structure related to stormwater management.
  - This analysis shall include, but not be limited to, the identification of the strengths, weaknesses, opportunities, and threats related to the city's current approach to stormwater management.
  - The analysis will include a complete list and thorough analysis and comparison of viable options to the city's current institutional structure and approach that will improve its capacity to achieve its stormwater quality and erosion control goals, including but not limited to maintaining the status quo, a specialized city department, storm drainage utility, and a regional flood district, etc....
  - The ultimate goal of this analysis will be to position the city to achieve the best stormwater quality and erosion control outcomes now and in the future.
  
2. Update the Drainage Management Plans for SF River and Arroyo de los Chamisos (done by Bohannon-Huston dated 1997-98)
  - Verify and update all empirical data, methodology and coverage of reports to include new data and all recently annexed areas
  - Perform a thorough analysis of the City's geodatabase/shapefiles pertaining to natural and engineered drainage infrastructure, and associated vegetation information, and provide a phased strategy that will update the geodatabase with respect to drainage and associated vegetation; provide a cost proposal to perform the update.
  - Provide a thorough report of the latest federal, state and local environmental code and permitting requirements with respect to drainage to ensure full compliance
  
3. The City of Santa Fe may require technical assistance in its participation in the aforementioned national model, which would be scoped and contracted as needed. All proponents should estimate 100-work hours as a placeholder for this effort.

**Stakeholders (including but not limited to):**

- City of Santa Fe Governing Body : Public Works Committee; Finance Committee; Public Utilities Committee
- City of Santa Fe Public Works, Parks and Recreation Division, Land Use, Water Division; Wastewater Division; City Attorney
- Tesuque Pueblo
- City of Santa Fe Citizen's Advisory Committees – Santa Fe River Commission; Parks and Recreation Committee; Municipal Tree Board; Water Conservation Committee, Sustainable Santa Fe Committee
- Acequia Madre Association
- Santa Fe County
- Buckman Direct Diversion
- Eldorado Homeowners Association
- FEMA (Dept. of Homeland Security)
- EPA (Region 6)
- US Army Corps of Engineers
- US Parks Service
- US Forest Service
- State of NM Environment Department
- NM Department of Transportation
- Office of the State Engineer

**Supporting Documents (including but not limited to):**

- Santa Fe River Watershed Drainage Management Plan (March 1997)
- Arroyo de los Chamisos Drainage Management Plan (June 1998)
- Santa Fe River Corridor Management Plan
- Santa Fe River Watershed Study Vegetation Mapping Report (2015)
- Arroyo Threat Assessment of 15 Major Arroyos in SF River Watershed (June 2016)
- Infiltration Model for Enhanced Stormwater Management Report to City Council (July 2016)
- City of Santa Fe: Santa Fe River 2016 Monitoring Report (Draft)
- City of Santa Fe Land Use Guidelines for Medians (Resolution 2010-66)
- City of Santa Fe Land Use Code
- City of Santa Fe GIS Database

## Revised - PROPOSAL SCHEDULE

### RFP # '17/17/P

- |     |  |  |
|-----|--|--|
| 1.  | Advertisement  | September 29, 2016   |
| 2.  | Issuance of RFP'S                                    | September 29 2016  |
| 3.  | Pre-proposal Meeting<br>(Attendance Mandatory)       | October 17, 2016 (Amended)<br>1:30 p.m. City of Santa Fe<br>Market Station Offices 500<br>Market Street.   |
| 4.  | Receipt of proposals                                 | November 14, 2016<br>2:00 p.m. local prevailing time.<br>Purchasing Office 2651<br>Siringo Road Bldg., "H"<br>Santa Fe, New Mexico<br>87505 (505) 955-5711 |
| 5.  | Evaluation of proposals                              | TBD  |
| 6.  | Interviews (If Necessary)                            | TBD  |
| 7.  | Fee/Schedule Negotiation                             | TBD  |
| 8.  | Recommendation of award<br>to Public Works Committee | TBD  |
| 9.  | Recommendation of award<br>to Finance Committee      | TBD  |
| 10. | Recommendation of award<br>to City Council           | TBD  |

**DATES OF CONSIDERATION BY PUBLIC WORKS COMMITTEE, FINANCE COMMITTEE AND CITY COUNCIL ARE TENTATIVE AND SUBJECT TO CHANGE WITHOUT NOTICE.**

**REVISED - EXHIBIT A**

<b>WORK-HOUR SCHEDULES Professional Services</b>	
<b>Activity</b>	<b>Estimated Work-Hours</b>
<b>Organization and operation analysis and recommendations</b>	
List categories anticipated here and below. Create additional rows if needed	
<b>Total</b>	
<b>Drainage data analysis and updates</b>	
List categories anticipated here and below. Create additional rows if needed	
<b>Total</b>	
<b>Geospatial database analysis and updates</b>	
List categories anticipated here and below. Create additional rows if needed	
<b>Total</b>	
<b>Regulatory analysis and recommendations</b>	
List categories anticipated here and below. Create additional rows if needed	
<b>1. Estimated participation in national model development</b>	All proponents assume 100-hrs as a placeholder for item 3 in scope of work; scope will be negotitated and hours adjusted as needed.
<b>Total</b>	
<b>Total Estimated Consultant-Hours</b>	
Work-hours are for estimating purposes. Work-hours are for estimating purposes.	



# City of Santa Fe Living Wage Ordinance

PURSUANT TO THE CITY OF SANTA FE  
LIVING WAGE ORDINANCE, SECTION 28-1 SFCC 1987  
EFFECTIVE MARCH 1, 2016 ALL WORKERS WITHIN THE  
CITY OF SANTA FE  
SHALL BE PAID A LIVING WAGE OF

**\$10.91**  
**PER HOUR**

## **Santa Fe's Living Wage**

-  The Santa Fe Living Wage Ordinance establishes minimum hourly wages.
-  The March Living Wage increase corresponds to the increase in the Consumer Price Index (CPI).
-  All employers required to have a business license or registration from the City of Santa Fe ("City") must pay at least the adjusted Living Wage to employees for all hours worked within the Santa Fe city limits.

## **Who is Required to Pay the Living Wage?**

-  The City to all full-time permanent workers employed by the City;
-  Contractors for the City, that have a contract requiring the performance of a service but excluding purchases of goods;
-  Businesses receiving assistance relating to economic development in the form of grants, subsidies, loan guarantees or industrial revenue bonds in excess of twenty-five thousand dollars (\$25,000) for the duration of the City grant or subsidy;
-  Businesses required to have a business license or registration from the City; and
-  Nonprofit organizations, except for those whose primary source of funds is from Medicaid waivers.
-  For workers who customarily receive more than one hundred dollars (\$100) per month in tips or commissions, any tips or commissions received and retained by a worker shall be counted as wages and credited towards satisfaction of the Living Wage provided that, for tipped workers, all tips received by such workers are retained by the workers, except that the pooling of tips among workers shall be permitted.



# City of Santa Fe Living Wage Ordinance

EFFECTIVO DESDE EL DÍA PRIMERO DE MARZO DE 2016  
PARA TODOS LOS TRABAJADORES QUE LABOREN  
DENTRO DE LOS LÍMITES DE LA CIUDAD DE SANTA FE  
EL SALARIO MÍNIMO ESTABLECIDO QUE DEBERÁ SER  
PAGADO ES DE

**\$10.91**  
**POR HORA**

## Salario Mínimo para la ciudad de Santa Fe

-  La ciudad de Santa Fe establece salario mínimo por hora.
-  Desde el Marzo el incremento de salario, corresponde con el aumento en el índice de precios al consumidor (IPC).
-  Todos los empleadores requieren, por ley, tener una licencia o registro de la ciudad de Santa Fe, deben pagar al menos el salario ajustado a los empleados de todas las horas trabajadas dentro de los límites de la ciudad de Santa Fe.

## ¿Quién está obligado a pagar el salario?

-  La ciudad a todos los trabajadores a tiempo completo permanentes contratados por la ciudad;
-  Contratistas para la ciudad, tiene un contrato que requiere la prestación de un servicio, pero excluyendo las compras de mercancías;
-  Empresas reciben asistencia en relación con el desarrollo económico en forma de becas, subsidios, garantías de préstamos o bonos industriales de ingresos superiores a 25 mil dólares (\$25,000) para la duración de la beca de ciudad o de subvención;
-  Empresas requieren contar con la licencia o el registro de la ciudad; y
-  Organizaciones sin fines de lucro, con excepción de aquellos cuya principal fuente de fondos es de exenciones de Medicaid.
-  Para los trabajadores que habitualmente reciben más de cien dólares (\$100) por mes en consejos o comisiones, consejos o comisiones recibidas y retenida por un trabajador serán contados como salarios y acreditados hacia la satisfacción de los salario siempre que, para los trabajadores reciben propinas, todos los consejos recibidos por estos trabajadores son retenidos por los trabajadores, salvo que se permitirá la puesta en común de consejos entre los trabajadores.

Más información, incluyendo la ordenanza del salario, está disponible en

<http://www.santafenm.gov>

(haga clic en Hot Topics/Living Wage)