

CITY CLERK'S OFFICE

DATE 8-14-14 TIME 8:36am

SERVED BY Rosalie Cardenas

RECEIVED BY Chanelina Spears

AGENDA

REGULAR MEETING

**SANTA FE SOLID WASTE MANAGEMENT AGENCY
JOINT POWERS BOARD**

AUGUST 21, 2014

5:00 P.M.

LEGAL CONFERENCE ROOM

SANTA FE COUNTY ADMINISTRATION BUILDING

102 GRANT AVENUE

SANTA FE, NM

I. Call to Order

II. Roll Call

III. Approval of Agenda

IV. Approval of Minutes for Regular Meeting - June 19, 2014

V. Matters from the Public

VI. Matters from the Executive Director

(A) Request for Approval to Award Bid '14/43/B to Enviroworks, LLC, of Edgewood, NM, Low Bidder, for the Cell 5B Liner Construction Project at the Caja del Rio Landfill in the Amount of \$997,532.78.

(1) Approval of Budget Increase to 52510.572970 (WIP - Cell 5B Construction) from 5500.100700 (Operating Fund Cash) in the Amount of \$997,532.78.

(B) Request for Approval to Purchase Aggregate for the Cell 5B Liner Construction Project Under the Construction Agreement - Basalt Rock Crushing and Sales Operation for the Caja del Rio Landfill - with Del Hur Industries of Port Angeles, WA, in the Amount of \$200,000.00.

(1) Approval of Budget Increase to 52510.572970 (WIP - Cell 5B Construction) from 5500.100700 (Operating Fund Cash) in the Amount of \$200,000.00.

(C) Request for Approval of Amendment No. 4 to the Professional Services Agreement with CDM Smith Inc. of Albuquerque, NM, for Engineering Design and Permitting Services for Permit Renewal, Permit Modification, Landfill Vertical and Lateral Expansion, and Cell 5B/6B Design for the Caja del Landfill in the Amount of \$125,602.00.

(1) Approval of Budget Increase to 52510.572960 (WIP - Design) from 5500.100700 (Operating Fund Cash) in the amount of \$125,602.00.

- (D) Request for Approval of Amendment No. 2 to the Professional Services Agreement with BlueWater Environmental Consulting of Santa Fe, NM, for Environmental Services for the Caja del Rio Landfill and Buckman Road Recycling and Transfer Station in the Amount of \$49,668.88.
- (E) Request for Approval of Amendment No. 1 to the Professional Services Agreement with SCS Engineers of Bedford, TX, for Engineering, Operation and Maintenance Services for the Landfill Gas Collection System at the Caja del Rio Landfill in the Amount of \$8,900.00.
 - (1) Approval of Budget Increase to 52501.510300 (Professional Services) from 5503.100700 (Landfill Gas Collection Reserve Fund) in the Amount of \$8,900.00.
- (F) Request for Approval to Purchase a Caterpillar 836K Landfill Compactor from Wagner Equipment Company of Albuquerque, NM, Under GSA Contract No. GS-30F-0018U for the Caja del Rio Landfill in the Amount of \$836,837.00.
 - (1) Approval of Budget Increase to 52501.570500 (Capital Outlay - Machinery and Equipment) from 5500.100700 (Operating Fund Cash) in the amount of \$836,837.00.
- (G) Request for Approval to Purchase Two Vehicles from Two Vendors Under New Mexico Statewide Price Agreements 40-000-13-00012 and 40-000-13-00013 in the Amount of \$50,393.00.
 - (1) Approval of Budget Increase to 52501.570950 (Capital Outlay - Vehicles <1.5 Ton) from 5500.100700 (Operating Fund Cash) in the amount of \$50,393.00.
- (H) Request for Approval to Purchase a Snow Plow and Vehicle Accessories from Clark Truck Equipment Company, Inc. of Albuquerque, NM, Under New Mexico Statewide Price Agreements 10-000-00-00087 and 11-000-00-00077 in the Amount of \$8,540.00.
 - (1) Approval of Budget Increase to 52501.570500 (Capital Outlay - Machinery and Equipment) from 5500.100700 (Operating Fund Cash) in the amount of \$8,540.00.
- (I) Request for Approval of Closure/Post-Closure Care and Phase I/II Assessment Cost Estimates for the Caja del Rio Landfill.
- (J) Request for Approval of Closure and Post-Closure Cost Estimates for the Buckman Road Recycling and Transfer Station.
- (K) Request for Approval of Proposed Event Calendar.
- (L) Request for Approval to Amend the By-Laws and Operating Procedures for the Solid Waste Advisory Committee.
- (M) Discussion with Possible Action on the Solid Waste Advisory Committee (SWAC) Current Membership and New Members.

- (N) Update on the Solid Waste Assessment and Management Study.
 - (1) City of Santa Fe Section. (Acting Environmental Services Division Director Lawrence Garcia)
 - (2) Santa Fe County Section. (Public Works Director Adam Leigland)
 - (3) Agency and System-Wide Sections. (Executive Director)
- (O) Presentation on the Pay-As-You-Throw (PAYT) Concept. (English Bird, New Mexico Recycling Coalition Executive Director)
- (P) Update on Pooling Security Services in the Caja del Rio Landfill Area.
- (Q) Update on Reserve Fund Policy.

VII. Matters from Staff

VIII. Matters from the Board

IX. Next Meeting Date: Thursday, September 18, 2014

X. Adjournment

Anyone needing further information or requiring special needs for the disabled should contact Rosalie Cardenas at (505) 424-1850, extension 150.

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SOLID WASTE MANAGEMENT AGENCY
JOINT POWERS BOARD MEETING
August 21, 2014

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Postponed to 09/18/14

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APPROVAL OF BUDGET INCREASE TO 52510.572960 (WIP – DESIGN) FROM 5500.100700 (OPERATING FUND CASH) IN THE AMOUNT OF \$125,602

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REQUEST FOR APPROVAL OF AMENDMENT NO. 2 TO THE PROFESSIONAL SERVICES AGREEMENT WITH BLUE WATER ENVIRONMENTAL CONSULTING OF SANTA FE, NM, FOR ENVIRONMENTAL SERVICES FOR THE CAJA DEL RIO LANDFILL AND BUCKMAN ROAD RECYCLING AND TRANSFER STATION IN THE AMOUNT OF \$49,668.88

Approved

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REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICES AGREEMENT WITH SCS ENGINEERS OF BEDFORD, TX, FOR ENGINEERING, OPERATION AND MAINTENANCE SERVICES FOR THE LANDFILL GAS COLLECTION SYSTEM AT THE CAJA DEL RIO LANDFILL IN THE AMOUNT OF \$8,900

Approved

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APPROVAL OF BUDGET INCREASE TO 52501.510300 (PROFESSIONAL SERVICES) FROM 5503.100700 (LANDFILL GAS COLLECTION RESERVE FUND) IN THE AMOUNT OF \$8,900

Approved

12-14

REQUEST FOR APPROVAL TO PURCHASE A CATERPILLAR 836K LANDFILL COMPACTOR FROM WAGNER EQUIPMENT COMPANY OF ALBUQUERQUE, NM, UNDER GSA CONTRACT NO. GS-30F-0018U FOR THE CAJA DEL RIO LANDFILL IN THE AMOUNT OF \$836,837.00

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**SOLID WASTE MANAGEMENT AGENCY
JOINT POWERS BOARD MEETING
Legal Conference Room
Santa Fe County Courthouse
August 21, 2014**

I. CALL TO ORDER

A meeting of the City and County of Santa Fe Solid Waste Management Agency Joint Powers Board (SWMA) was called to order by Commissioner Miguel Chavez, Chair, on Thursday, August 21, 2014, at approximately 5:00 p.m., in the Legal Conference Room Santa Fe County Courthouse, 102 Grant Avenue, Santa Fe, New Mexico.

II. ROLL CALL

MEMBERS PRESENT:

Commissioner Miguel Chavez, Chair
Councilor Joseph M. Maestas, Vice-Chair
Councilor Patti J. Bushee
Councilor Signe I. Lindell

MEMBERS EXCUSED:

Commissioner Robert Anaya
Commissioner Kathy Holian

STAFF PRESENT:

Randall Kippenbrock, Executive Director – SWMA
Angelica Salazar, SWMA
Adam Schlachter, Education & Outreach Coordinator, SWMA
Rosalie Cardenas, SWMA
Justin Miller, Legal Counsel
Melessia Helberg, Stenographer

There was a quorum of the membership in attendance.

III. APPROVAL OF THE AGENDA

Councilor Lindell said this is an extremely long agenda and said perhaps we should postpone the presentations to the next meeting.

Chair Chavez asked which presentations she would like to postpone.

Councilor Lindell said she would like to postpone Item N. Update on the Solid Waste Assessment and Management Study. Councilor Lindell asked Lawrence Garcia if the Study is complete.

Mr. Garcia said neither the Agency portion nor the joint efforts between the City, County and Agency have been completed.

Chair Chavez said perhaps we can schedule a tour of the facility in the meantime.

Councilor Maestas suggested in the future that all items be put on a consent agenda, and members can decide what items to remove for discussion.

Chair Chavez said that change can be made on the agenda in the future.

Councilor Bushee suggested postponing Item O, Presentation on the Pay-As-You Throw (PAYT) Concept.

Councilor Bushee said she wanted to spend a lot of time on Item Q, and was concerned it might get short-changed. She said she is used to seeing the whole budget for the year, and she has a lot of questions on all the individual requests, in terms of how they fit into the big picture. She wants to spend a lot of time on reserve policy and doesn't want it to get short shrift.

Councilor Maestas said he has requested a copy of the budget so we can follow each Budget Adjustment Request associated with proposed expenditures.

Chair Chavez asked Mr. Kippenbrock how much time he needs to present the Update on Reserve Fund Policy.

Mr. Kippenbrock said it will be a matter of a few minutes to show the effort made to date.

Chair Chavez said the reserve fund policy is important, but there are other items on the agenda we need to take care of today.

Councilor Bushee asked if there will be only a verbal update on the Reserve Policy, and Mr. Kippenbrock said yes.

Councilor Bushee said she wanted the board to discuss what we think is an appropriate reserve policy and she wanted something in writing.

Chair Chavez said there is no clear policy on reserves, and Mr. Kippenbrock was going to present the experience of SWMA and what he is doing on a regular basis. He said he doesn't think we can critique Mr. Kippenbrock's methodology and how he got to the reserve now. However, if you want policy moving forward, that is a totally different thing entirely.

Councilor Maestas said he brought up reserve policy when we were discussing approval of the budget, because there were transfers from Reserves. He said the next step is to think about what that policy might be. He would like to hear the update which would be our baseline *status quo*. We can then provide direction to Randall, in terms of what we would like to see in a written policy on reserves.

MOTION: Councilor Maestas moved, seconded by Councilor Lindell, to approve the Agenda as amended, to exclude Items N and O.

VOTE: The motion was approved unanimously on a voice vote.

IV. APPROVAL OF THE MINUTES FOR REGULAR MEETING – JUNE 19, 2014

MOTION: Councilor Maestas moved, seconded by Councilor Lindell, to approve the minutes of the regular meeting of June 19, 2014, as presented.

VOTE: The motion was approved unanimously on a voice vote.

V. MATTERS FROM THE PUBLIC

Neva von Peski noted there is an item on the agenda to approve the SWAC Committee membership, of which she is a member. She said she has attended very seldom, and suggested SWMA could do better by choosing another City at large resident to serve.

Chair Chavez thanked Ms. von Peski for her volunteer service.

Councilor Bushee thanked her for her service as well. She asked Ms. von Peski to please let us know if she suggestions or recommendations for a replacement.

Ms. von Peski said she will ask at the League of Women Voters meetings, noting she will do what she can to see if she can find anyone who has an interest in serving on SWAC.

VI. MATTERS FROM THE EXECUTIVE DIRECTOR

(A) **REQUEST FOR APPROVAL TO AWARD BID 14/43/B TO ENVIROWORKS, LLC, OF EDGEWOOD, NM, LOW BIDDER, FOR THE CELL 5B LINER CONSTRUCTION PROJECT AT THE CAJA DEL RIO LANDFILL IN THE AMOUNT OF \$997,532.78.**

(1) **APPROVAL OF BUDGET INCREASE TO 52510.572970 (WIP – CELL 5B CONSTRUCTION) FROM 5500.100700 (OPERATING FUND CASH) IN THE AMOUNT OF \$997,532.78.**

Items VI(A), (B) and (C) were combined for purposes of discussion.

Randall Kippenbrock, Executive Director, presented information regarding this matter from his Memorandum of August 12, 2014, with attachments, to the SFSWMA Joint Powers Board, which is incorporated herewith to these minutes as Exhibit "1." Please see Exhibit "1" for specifics of this presentation.

Chair Chavez said the motion for approval would have to include the approval of the bid and the budget increase.

Ms. Helberg said normally, two motions are done.

The Board commented and asked questions as follows:

- Councilor Bushee said she doesn't know the capacity of the existing cells, although she has heard bits and pieces about going more vertical. She said, "I, personally, would love to see the big picture, whatever that means. I see your operating budget in terms of knowing this is necessary, it's got a 5-year life span, by when do you need this – are you at the tipping point with the existing customers. I'm guessing we're kind of going down [inaudible]. Where are we at in terms of the existing cell and the need for this, so I understand the timeline. And I'm looking for that big picture that I have yet to sort of have painted for me."

Mr. Kippenbrock said, "Good question. The landfill is like building blocks. We have cells 1-6, and Cell 5. We've already built part of Cell 5, it's called 5A and this will be 5B that you're looking at. Like I mentioned, it's almost 10 acres in size. We still have another 12-13 acres that will fill out the footprint. It's basically a bathtub that you're looking at. You build the bathtub first. Hopefully, on or by June 2015, we're expecting our permit renewal for the next 20 years. We have a permit application with NMED. That permit application was submitted in November of last year."

- Councilor Bushee said, "I'm still not understanding. So 5A was built, and is completely empty at this point."

Mr. Kippenbrock said it is full at this point. He said we currently have 4B, the area at the landfill called 4B. Based on surveying data, our experience, etc., we probably have at least 6 months to 9 months in 4B.

- Councilor Bushee said then 5A is already built, and Mr. Kippenbrock said yes.
- Chair Chavez said, "Randall, maybe what you need to start doing for our SWMA meetings is bringing all of the pictures and the story boards that you have that we have gone through to answer these questions, so there is that visual – physical appearance of where the cells are, how deep they are, where the existing cells are. I guess you need to bring all of that stuff to the Board meetings."

Mr. Kippenbrock said he will do so.

- Councilor Bushee asked, "Did the vertical thought go by the wayside."

Mr. Kippenbrock said, "The vertical cannot occur until after the permit is approved."

- Councilor Bushee said, "I see. So the approval is what day again."

Mr. Kippenbrock said, "We are looking around June 2015. It could be earlier, it could be after. Right now, we are in a review comment with the NMED for RAI with request for additional information. We are expecting RAI number 2, and we have 90 days to respond to that, and then you have so many days to respond after that. And we anticipate by January 15, 2015, or sooner, that the permit application will be deemed complete. And then the public hearing process will go through for the application."

- Councilor Bushee said, "Okay. And that will allow us how much more capacity."

Mr. Kippenbrock said, "On paper, 40-50 years."

- Councilor Bushee asked if that is "in the existing zone."

Mr. Kippenbrock said, "No ma'am. This footprint we call the west side, we say will allow us to go approximately, I'm going to say 25 years. And there is an east half, approximately 20 to 25 years, depending on the fill rate, the design, the final height and everything."

- Councilor Bushee said, "I'm just trying to understand how many more new cells we need to open up and develop, if you are allowed to go higher."

Mr. Kippenbrock said, "We have 4B and then we still need to do, in 3 to 4 years we still need to do 6B. That's the last of the footprint of the original landfill. You have a rectangle. Right now, we've got a little notch that we could fill up. Once we get that completed, fill that up, all that area is by 10 years [inaudible because of noise]. Then we have another 15 years or so to go up before moving to the new area."

- Chair Chavez said, "The new area, if I could, Councilor Bushee, Randall, most of that is going to be vertical or will there be both."

Mr. Kippenbrock said it will be both. He said, "We need to go below to excavate the soil, the daily cover and the final [inaudible]."

- Councilor Bushee said, "So I understand what needs to be spent in the more immediate sense, you want to design 6B, but will not need it until 3 or 4 years."

Mr. Kippenbrock said, "6B is already excavated and in 3 to 4 years, we will come back to the Board with a very similar request to do the liner project the 6B. You need to line it. That's part of the EPA requirements for groundwater protection."

- Councilor Bushee said, "Then this request, Item C(1) for design....."

Mr. Kippenbrock said, "It is actually Amendment No. 4 to the Professional Services Agreement with CDM Smith. That is the actual agreement title that includes, at the bottom, Cell 5B, 6B, that includes construction quality assurance. That's part of the scope of work. It's one of the future scopes of work that we have with them."

- Chair Chavez asked, "On that quality assurance, is that like the inspection during..."

Mr. Kippenbrock said it is the third party inspection.

- Councilor Bushee asked if it is for 5B and 6B.

Mr. Kippenbrock said it is for 5B only.

[Councilor Bushee's question here is completely inaudible because of noise overlay]

Mr. Kippenbrock said, "Correct. Councilor, that is the original title of the PSA, which was maintained for consistency to the amendment. We originally thought we were going to capture part of 6B for the liner project, but instead, we determined we have enough air space to stay in 5B only."

- Councilor Bushee asked, "Did you tell me at the beginning that in 6 to 9 months you will run out of space."

Mr. Kippenbrock answered, "In 4B."

- Councilor Bushee asked, "What about 5B we're trying to line now. And you will expect your permit and more vertical space."

Mr. Kippenbrock said, "It's a permit renewal and modification, which called for, again, vertical and lateral into the BLM area. That's what it calls for."

- Councilor Bushee said, "I'm just wanting to know if we really need to go ahead and spend the money right now for lining."

Mr. Kippenbrock said, "Absolutely. And Councilor, the [inaudible] will be different, we will have our permit renewal, but I don't anticipate until June of next year."

- Councilor Bushee said, "Someone told me in past meetings and past Boards..... did you have a projection. This cell needs to come on line at this date. This cell needs to come on line on this date. The permit will be renewed. On roughly this date, we will have this much more capacity. Like a visual and with a timeline. That would really help me. I don't know if anybody else has ever asked for that, but it would help me. Can you do that."

Mr. Kippenbrock said, "Absolutely."

- Councilor Lindell said, "So is 4B our last cell that has this capacity right now."

Mr. Kippenbrock said, "Correct. It's the current active cell that has capacity."

- Councilor Lindell said then everything else is filled.

Mr. Kippenbrock said it is filled to the permit of height, or waiting to be filled. Cell 1, 2, 3, 5A, 6A, 4B. Cells 1,2,3 and part of 4,5 and 6 are up to permitted height. And 4B, right here, give or take, will give us 6-9 months to get there, then we'll go over to 5B. It's like a building block *per se*.

- Councilor Lindell asked the time frame for the permit from the time they start working on it.

Mr. Kippenbrock said we started working on it in 2012.

- Councilor Lindell asked, "For the vertical."

Mr. Kippenbrock said, "Yes. We started on the RFP process, etc. I think we entered into contract, I believe this one was February 2012, when we entered into the agreement to do the permit and application."

- Councilor Lindell asked if that agreement is with CDM Smith, and Mr. Kippenbrock said yes.

- Councilor Lindell asked, "How long does a permit like that typically take to prepare and move forward."

Mr. Kippenbrock said, "I think we're on schedule. We anticipated one year of preparation. We anticipated it can take up to 18 months after the permit has been submitted. So there's a total of 2½ years of the normal process.

- Councilor Lindell asked how much we pay CDM Smith to do this. She noted on Item VI(C) there is an amendment to the PSA.

Mr. Kippenbrock said, "Councilor, that is the construction, quality assurance, a third party to inspect the liner project."

- Councilor Lindell said, "Right. But, overall what do we pay them for the full permit.

Mr. Kippenbrock said, "In VI(C), in the first paragraph, the original project relating to the permitting is approximately \$590,000. Then we also added some additional tasks related to Cells 5B and 6B, which includes blasting permit assistance, seismic monitoring, also design to remove the rock, etc. that was in the amount of \$163,000."

- Councilor Lindell said, "In kind of following what Councilor Bushee was talking about, if we went ahead with 5B and then we get the permit we are hoping for in June 2015, that increases capacity for how long."

Mr. Kippenbrock said, "The overall permit for the existing area, is approximately 20 to 25 years."

- Councilor Lindell said, "Then why do we need to do 6B."

Mr. Kippenbrock said, "6B is part of the footprint. It is part of the 20-25 years."

- Councilor Lindell said, "So 6B is part of this new permit."

Mr. Kippenbrock said, "Yes. It's part of the existing permit and will be part of the new permit as well."

- Councilor Lindell said, "I agree with Councilor Bushee. I would like to see this in a logical time frame, so I know which building blocks are the foundation to the next step, and what is the time frame of capacity. And this is no small amount of money."

Mr. Kippenbrock said, "Correct. I agree with you."

- Councilor Lindell said, "This is almost a million dollars, and almost \$600,000 for the permit. These are mammoth amounts of money. For the moment, I'll yield the floor, Chairman."
- Councilor Maestas said, "My issue is with the Budget Adjustment Request [BAR]. I want to have Randall walk us through each and every BAR, including this one, but I want to do it from the budget. I support the project itself, but I've got some questions about the BAR."

Chair Chavez said, "So we've discussed VI(A), (B) and (C) and the next steps."

- Councilor Bushee said, "I'm still not understanding. Maybe I need a tour to understand it visually. So the new permit and the additional vertical capacity... if you're asking, and I haven't seen the permit, but I'm assuming you asked for additional vertical capacity in the existing cells that are now considered full."

Mr. Kippenbrock said yes.

- Councilor Bushee said, "So you get that permit. That gives you how much more capacity."

Mr. Kippenbrock said, "The easiest way to explain. The NMED has a 20 year permit, and ours will expire in June 2015, and that's why we have to renew that permit for another 20 years in the meantime."

- Councilor Bushee said, "I get that each footprint is part of your permit."

Mr. Kippenbrock responded, "The original footprint."

- Councilor Bushee said, "I get that, but I'm assuming that you only need to line the ones that you intend to fill, and some of these other, if you were getting more vertical capacity, you will go back to filling them."

Mr. Kippenbrock said, "Correct."

- Councilor Bushee asked, "How much more capacity, vertical capacity for the overall landfill footprint will you get with the new permit for your existing full cells."

Mr. Kippenbrock said, "Right now, this kind of a makeshift what it looks like now. We're at the permitted height. The new one allows this.... this whole area here is approximately between 20 to 25 years."

- Councilor Bushee said, "Okay, but I'm back on 3B, 1 and 2, 3A, 4B, 4A. Are you asking for additional vertical capacity for those cells."

Mr. Kippenbrock said, "Yes, all of them, the whole area."

- Councilor Bushee said, "My question is, if you get that green light and you've got 6 to 9 months left in 4B, what would you then begin to line - 5B, if you were going up."

- Mr. Kippenbrock said, "From a perspective, you should build all this in first, and then work on your vertical. Keep in mind that we have alternate landfill gas systems that we will work around to expand and raise them up as well. I can bring back to the Board, or offer you a tour to give you a better idea why we want to do our 'bathtub' first. Then, this will be below about 10 years, then for the next 10 to 15 years, or 15 to 25, we will go up vertically."

- Councilor Bushee asked, "Why would you even go up vertically. Which is the most expensive, to line your new cells and design 6B and the rest of them and line them, or go up vertically."

Mr. Kippenbrock said, "The lining because you have to lay down the material on the floor."

- Councilor Bushee said, "Right. Is there a policy that says you've got to build a bathtub before you take the existing cell and go vertical."

Mr. Kippenbrock said, "No, there's not, but here's the problem. When you go vertically, it is more a pyramid the higher you go. If we try, for example, to not do 6B, it will make it difficult on the operation trying to go up. You won't be able to reach the top because you're maxed out until you come back and line the cell, then you will be able to fill this all in."

- Councilor Bushee said, "I've not seen a rush on trash collection. I've seen it go down."

Mr. Kippenbrock said he agrees.

- Councilor Bushee said, "Again, it's some of the same perspective I have with having that much in reserves. I have this issue of spending money if it is not necessary immediately until I have a plan and understand the plan. If the plan is to go vertical, I would like to see the breakdown of what that costs. I'm not trying to, you know.... I'm really trying to understand if there are environmental implications tell me, but if it's a cost basis I'm making this decision on, I'm not feeling very comfortable right now to okay over a million bucks.... I'm just not knowing the business, but I heard talk about going vertical for some time now. I heard talk that it was cheaper, if that is part of the permit, I still would like to understand why we want to do this now."

Mr. Kippenbrock said, "Because, if and when we get the permit, let's say if we do have a delay and run out of air space in 4B, we could consequently be in violation."

- Chair Chavez said, "I'm going to do a time check. It is now almost 6:00 p.m. At the rate we're going, I agree with you it is a long agenda, and we're not going to get very far. And so, I want to ask the Board members, is there any interest in approving anything that is on the agenda."

[Councilor Bushee's response was inaudible]

- Chair Chavez said, "Well then, let's just postpone the meeting, and do SWMA 101, Randall, and let's do a tour. If there are this many questions at every meeting, something's wrong. You can't get past first base. You're not even past the first agenda item, and VI(A), (B) and (C), are joined at the hip. I think that some of the questions could have been asked before the meeting."
- Councilor Bushee said, "Well, we don't know the big picture."
- Chair Chavez said, then we postpone the meeting, put everything on hold until we get the big picture in front of you. I don't know what else to do. Randall, I don't think people are going to go to the Agency. I think you're going to have to bring the Agency here the next meeting. Bring all of your visuals, all of the maps and history because we're not getting anywhere."

Councilor Maestas asked Mr. Kippenbrock which procurement actions require approval today.

Mr. Kippenbrock said, "Preferably, I would like to see A, B, C. I can give you guys more time on that, but definitely Items VI(D), (E), (I) and (J) are time sensitive.

MOTION: Councilor Bushee moved, seconded by Councilor Lindell, to reconsider the previous approval of the Agenda to postpone Item VI(C) and all subsequent items on the agenda, to the next meeting "with the exception of Items VI(D), (E), (I) and (J), which are time sensitive and need to be considered today," and to approve the agenda as amended

VOTE: The motion was approved unanimously on a voice vote.

- (B) **REQUEST FOR APPROVAL TO PURCHASE AGGREGATE FOR THE CELL 5B LINER CONSTRUCTION PROJECT UNDER THE CONSTRUCTION AGREEMENT – BASALT ROCK CRUSHING AND SALES OPERATION FOR THE CAJA DEL RIO LANDFILL – WITH DEL HUR INDUSTRIES OF PORT ANGELES, WA, IN THE AMOUNT OF \$200,000.**
 - (1) **APPROVAL OF BUDGET INCREASE TO 52510.572960 (WIP – DESIGN) FROM 5500.100700 (OPERATING FUND CASH) IN THE AMOUNT OF \$125,602.00.**

This item is postponed to the next regular meeting of the Board on Thursday, September 18, 2014.

- (C) **REQUEST FOR APPROVAL OF AMENDMENT NO. 4 TO THE PROFESSIONAL SERVICES AGREEMENT WITH CDM SMITH, INC., OF ALBUQUERQUE, NM, FOR ENGINEERING DESIGN AND PERMITTING SERVICES FOR PERMIT RENEWAL, PERMIT MODIFICATION, LANDFILL VERTICAL AND LATERAL EXPANSION, AND CELL 5B/6B DESIGN FOR THE CAJA DEL RIO LANDFILL IN THE AMOUNT OF \$125,602.**
 - (1) **APPROVAL OF BUDGET INCREASE TO 52510.572960 (WIP – DESIGN) FROM 5500.100700 (OPERATING FUND CASH) IN THE AMOUNT OF \$125,602.**

This item is postponed to the next regular meeting of the Board on Thursday, September 18, 2014.

- (D) **REQUEST FOR APPROVAL OF AMENDMENT NO. 2 TO THE PROFESSIONAL SERVICES AGREEMENT WITH BLUE WATER ENVIRONMENTAL CONSULTING OF SANTA FE, NM, FOR ENVIRONMENTAL SERVICES FOR THE CAJA DEL RIO LANDFILL AND BUCKMAN ROAD RECYCLING AND TRANSFER STATION IN THE AMOUNT OF \$49,668.88.**

Randall Kippenbrock, Executive Director, presented information regarding this matter from his Memorandum dated August 9, 2014, with attachments, to the SFSWMA Joint Powers Board, which is incorporated herewith to these minutes as Exhibit "2." Please see Exhibit "2" for specifics of this presentation.

Councilor Maestas asked if there is a budget adjustment request for this, and this amount actually is budgeted.

Mr. Kippenbrock said, "Yes, it's in Professional Services."

MOTION: Councilor Lindell moved, seconded by Councilor Bushee, to approve this request as presented by staff.

VOTE: The motion was approved unanimously on a voice vote.

(E) **REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICES AGREEMENT WITH SCS ENGINEERS OF BEDFORD, TX, FOR ENGINEERING, OPERATION AND MAINTENANCE SERVICES FOR THE LANDFILL GAS COLLECTION SYSTEM AT THE CAJA DEL RIO LANDFILL IN THE AMOUNT OF \$8,900.**

(1) **APPROVAL OF BUDGET INCREASE TO 52501.510300 (PROFESSIONAL SERVICES) FROM 5503.100700 (LANDFILL GAS COLLECTION RESERVE FUND) IN THE AMOUNT OF \$8,900.**

Randall Kippenbrock, Executive Director, presented information regarding this matter from his Memorandum dated August 9, 2014, with attachments, to the SFSWMA Joint Powers Board, is incorporated herewith to these minutes as Exhibit "3." Please see Exhibit "3" for specifics of this presentation.

MOTION: Councilor Lindell moved, seconded by Councilor Bushee, to approve this request as presented by staff.

DISCUSSION: Councilor Maestas said, "I just want Randall to run us through the budget, just on this example. And I agree that makes sense if the funding is going from the Gas Collection Reserve Fund to Professional Services. Would you just show us in the budget."

Mr. Kippenbrock said, "With the short notice, what we did, we pulled out the budget that was proposed to us earlier this year. In order to move money from any reserve, the operating reserve, we must come to the Board for approval. This is an unexpected item of \$8,900, so we're requesting to move money from the Landfill Gas Collection Reserve Fund over to the Professional Services of operating. And Professional Services, actually called Profession Contracts, 510300, which is the third line item where it says expansion

position, about 1/3 of the way down the Board. Every time we request money from any reserve we have or from the Operating Cash Fund, we always make a request to the Board to move the money, a budget increase, etc.

Councilor Maestas said, "Okay, the budget we have shows \$55,000, and this is only \$8,900, why do we need to move money from the reserve fund to cover this, if there already is budget under Professional Contracts."

Mr. Kippenbrock said, "This particular line item, when we've come to the Board, we have a list of recurring contracts. That's all it's for, whether engineering, surveying, monitoring, those are recurring contracts. This is not a recurring amount. Now, the original \$126,000, yes, we already have set aside and budgeted."

Councilor Maestas said, "Okay, the \$126,000 was budgeted for this PSA, and this amendment is for an \$8,900."

Mr. Kippenbrock said this is correct.

Councilor Maestas asked, "Why is the budget only \$55,000 to begin with, if the original contract amount is \$126,000."

Mr. Kippenbrock said, "This budget year, we have PSA contracts in Engineering Services, and all three were lumped-in at one time into Professional Contracts 510300. The City has asked us to expand to the different kinds of services contracts we have, and in all reality, based on this.... we were so used to 510300, I believe it should be 510310."

Councilor Maestas said then there is budget in there to cover this.

Mr. Kippenbrock said Angelica Salazar would like to help us with the answer.

Angelica Salazar said, "These are recurring, previous year expenditures, so, the contract is still in existence and hasn't been expended, so the budget already is in place in the prior year, and it just needs renewing [inaudible]. So again, we've asked for annual expenses for an annual, recurring contract. And, may I see the BAR."

Councilor Maestas said, "It says Operating Fund Cash."

Ms. Salazar said, "Correct. This was not included in the original amount, so we are asking to increase the line item of Professional Services in the amount of \$8,900, to be funded from Cash Reserves."

Councilor Maestas asked how much is in the Gas Collection System Reserve Fund.

Mr. Kippenbrock said, "As of July 31, 2014, it is approximately \$528,000."

Councilor Maestas said, "So then the process is, if you have a budgeted amount for service contracts, I would think you would draw it down for whatever you have budgeted. And when you're getting close to the bottom of the barrel, then you do a BAR. I think what you're doing instead is, this is already budgeted this amount, and you know you are going to exceed it, because you didn't anticipate the amendment to this PSA."

Mr. Kippenbrock said, "This is correct."

Councilor Maestas said, "In the interest of time, Mr. Chair, I just want to deal with all the money."

VOTE: The motion was approved unanimously on a voice vote.

- (F) **REQUEST FOR APPROVAL TO PURCHASE A CATERPILLAR 836K LANDFILL COMPACTOR FROM WAGNER EQUIPMENT COMPANY OF ALBUQUERQUE, NM, UNDER GSA CONTRACT NO. GS-30F-0018U FOR THE CAJA DEL RIO LANDFILL IN THE AMOUNT OF \$836,837.00.**
 - (1) **APPROVAL OF BUDGET INCREASE TO 52501.570500 (CAPITAL OUTLAY – MACHINERY AND EQUIPMENT) FROM 5500.100700 (OPERATING FUND CASH) IN THE AMOUNT OF \$836,837.00**

This item is postponed to the next regular meeting of the Board on Thursday, September 18, 2014.

- (G) **REQUEST FOR APPROVAL TO PURCHASE TWO VEHICLES FROM TWO VENDORS UNDER NEW MEXICO STATEWIDE PRICE AGREEMENTS 40-000-13-00012 AND 40-000-13-00013 IN THE AMOUNT OF \$50,393.00.**
 - (1) **APPROVAL OF BUDGET INCREASE TO 52501.570950 (CAPITAL OUTLAY – VEHICLES <1.5 TON) FROM 5500.100700 (OPERATING FUND CASH) IN THE AMOUNT OF \$50,393.00**

This item is postponed to the next regular meeting of the Board on Thursday, September 18, 2014.

- (H) **REQUEST FOR APPROVAL TO PURCHASE A SNOW PLOW AND VEHICLE ACCESSORIES FROM CLARK TRUCK EQUIPMENT COMPANY, INC., OF ALBUQUERQUE, NM, UNDER NEW MEXICO STATEWIDE PRICE AGREEMENTS 10-000-00-00087 AND 11-000-00-0007 IN THE AMOUNT OF \$8,540.00.**
 - (1) **APPROVAL OF BUDGET INCREASE TO 52501.570500 (CAPITAL OUTLAY – MACHINERY AND EQUIPMENT) FROM 5500.100700 (OPERATING FUND CASH) IN THE AMOUNT OF \$8,540.00**

This item is postponed to the next regular meeting of the Board on Thursday, September 18, 2014.

**(I) REQUEST FOR APPROVAL OF CLOSURE/POST CLOSURE CARE AND PHASE I/II
ASSESSMENT COST ESTIMATES FOR THE CAJA DEL RIO LANDFILL.**

Randall Kippenbrock, Executive Director, presented information regarding this matter from his Memorandum dated August 13, 2014, with attachments, to the SFSWMA Joint Powers Board, is incorporated herewith to these minutes as Exhibit "4." Please see Exhibit "4" for specifics of this presentation.

Councilor Maestas said, "We had this discussion when we were deliberating over the budget. And I think the reserve in that budget was based on the assessment when we were talking about the budget in May and June. So why would we update the assessment the month after we approved the final budget that considers the total cost estimate for closure. Why are we doing it now. Why would we do this before we finalized the budget and agree to have the necessary reserve for closure/post closure available. I'm just concerned about the timing here."

Mr. Kippenbrock said, "Typically, we wait until the estimates are done on June 30th of each fiscal year. When the fiscal year closes out, it can correlate with the Audit Report. Normally, this is not done until September, maybe October at the latest, in time for the December report. The estimates are somewhat independent of the budget itself."

Councilor Maestas said, "So, we're just approving the value of the closure, because I recall, in fact, when we discussed it, the actual reserve fund that you had set aside was \$400,000 to \$500,000 above the cost estimate for closure. I was concerned about that. So, how would that change. What is the amount of this reserve fund right now. I know, because I think you said, it's in the event we're expecting an increase in the assessment, I remember you said that. And you were right. So, does this increase in the assessment cover that overage that I..."

Mr. Kippenbrock said, "Yes. Approximately \$6.8 million in reserves. This estimate has gone up from approximately \$6.4 million, so we are approximately \$400,000 in excess. However, when we do open up Cell 5B in 2015, that would require an additional \$400,000. So then our reserves will be in line with our current operations. Keep in mind, the reason why we had excess money in the reserves, we were able to eliminate some of the requirements in the final cover, which would allow us to build the reserves higher than necessary in terms of the estimate."

Councilor Maestas said, "For something like this, we should probably have had the actual numbers of the reserve fund, and then maybe a plan. Because you said we have approximately \$6.8 million in that reserve fund, based on the estimate to closure, so now, it's gone to \$7.7 million. we need to come up with \$900,000, don't we."

Mr. Kippenbrock said, "No, Councilor. What I want to show you, if we expand the entire footprint that includes 5B and 6B in the west area, we would have to marching toward \$7.7 million in the future for the entire disposal area. Right now, our only liability or concern is \$6.4 million. However, in the future, next year, four years from now, we're looking at \$7.7 million."

Councilor Maestas said, "That's when we would be credited with the full 87.3 acres."

Mr. Kippenbrock said, "Correct. I wanted to demonstrate what the cost will be like for the entire footprint of the existing landfill, 87 acres."

Councilor Maestas said, "Okay, so there is still over \$400,000, over what we need to have in the Reserve Fund."

Mr. Kippenbrock said, "Yes, and by next year, when you add Cell 5B, it will be even."

Councilor Maestas said, "Okay, but we can talk about that later though, but I think you answered my questions. I yield the floor Mr. Chairman."

Councilor Bushee said she has no questions.

Councilor Lindell said, "Did you say we're going into nineteen of twenty."

Mr. Kippenbrock said, "Yes, in the permit. The permit is in its nineteenth."

Councilor Lindell said, "And we're required to collect the closure funds every year."

Mr. Kippenbrock said, "Yes."

Councilor Lindell asked, "Where do we keep those funds."

Mr. Kippenbrock said, "I'm going to answer to the best of my ability. It's with the City of Santa Fe. It's in reserves. It's actually split into, one is being restricted, and one is considered a liability, but it is set aside growing money, I guess you call it."

Chair Chavez asked Mr. Kippenbrock if he needs more time to answer the question, to research the information, and if he is okay with that, and Mr. Kippenbrock said.

Ms. Salazar said, "There is a designated fund that has the full \$6.4 million, and the restricted amount which is reported as a liability, is in a separate bank account by itself, but all of them are with the City of Santa Fe."

Councilor Bushee asked, "How often and who does the auditing at this point."

Mr. Kippenbrock said it is done once a year.

Councilor Bushee asked if they hire someone.

Mr. Kippenbrock said the Agency is "piggybacked" with the City. They pay about \$18,000 for the audit.

Councilor Bushee asked, "Could we also put you in a rotation of the Audit Committee. We have an internal audit."

Chair Chavez said, "We're off topic a little. If you would do Item VI(I) and (J) and maybe you could bring that information back."

Councilor Bushee said, "It was in relationship to what Ms. Salazar mentioned, in terms of where the money is at, and all that. I just wanted to understand that."

MOTION: Councilor Maestas moved, seconded by Councilor Lindell, to approve this request as presented by staff.

DISCUSSION: Councilor Bushee asked, "A question in relationship to this item is, how do you get.... along the lines of the questions that Councilor Maestas was asking, how do you get your budget process and these numbers in alignment. \$400,000 for next year isn't budgeted in this fiscal year if it's not needed. How do you get an alignment with these."

Mr. Kippenbrock said, "After this approval we have \$400,000 extra in the reserves. We know for a fact that, based on projections, approximately \$400,000 will be needed for Cell 5B. That will be mentioned in the budget process that we have money set aside already for that in reserves."

Councilor Bushee, "You put in extra money in case your numbers are going to go up."

Councilor Maestas said, "They will, but I think, just on that point, I don't we should just be depositing cash in a restricted fund that is for something that could be as far away 10, 20, 30 years in the future. That could be operating cash. That's why I think we need to revisit that whole thing with the reserve funds and formalizing a policy to ensure that hard cash, even if we do know that the assessment to close the landfill and BuRRT is going to go up. We know it's going to go up, at least CPI."

Councilor Bushee said, "Right, but I was just trying to get the time frame, so that in the budget, we don't have to wait for this number."

Councilor Maestas said, "Well, I think the number is relevant, because it is in the report in NMED. And if we're not liable to cover the 87.3 acres, estimated at \$7.7 million, then we shouldn't have any funding above and beyond the \$6.3 million. So, how good are we with the current reserve of \$6.4 million. How long. The next report to NMED which would be, what, February 2016. Is this required annually, this assessment."

Mr. Kippenbrock said, "Annually. Yes."

Councilor Maestas said, "Well I think we're good until February 2016."

Mr. Kippenbrock said, "Correct. I feel comfortable with that."

VOTE: The motion was approved unanimously on a voice vote.

(J) REQUEST FOR APPROVAL OF CLOSURE AND POST-CLOSURE COST ESTIMATES FOR THE BUCKMAN ROAD RECYCLING AND TRANSFER STATION.

Randall Kippenbrock, Executive Director, presented information regarding this matter from his Memorandum dated August 10, 2014, with attachments, to the SFSWMA Joint Powers Board, is incorporated herewith to these minutes as Exhibit "5." Please see Exhibit "5" for specifics of this presentation.

Chair Chavez asked if this is an annual requirement.

MOTION: Councilor Bushee moved, seconded by Councilor Maestas, to approve this request as presented by staff.

DISCUSSION: Councilor Maestas said, "Randall, I see you are doing the analysis of these closures, and you are a registered P.E. But, does NMED require any kind of peer review of your assessment. We're talking about a lot of dollars here that really affect our budget here. So can you tell us."

Mr. Kippenbrock said, "They do peer reviews themselves, and actually look over our numbers."

Councilor Maestas asked, "Do they look at it before you bring it to us."

Mr. Kippenbrock said, "No, after the fact."

Councilor Maestas asked, "Do you share that with the Board. Do you say, hey, my closure assessment and estimates for Caja del Rio and the Transfer Station have been approved by the NMED, including my cost estimation that follows here. What do you get from the NMED. Do you get a letter of approval."

Mr. Kippenbrock said, "No, we don't. We will get, probably a letter of deficiency in our Annual Report. For example, in the landfill when they mention you need to add an line item for decommission of landfill gas collection system, so I did that. And what I did on that, since I was not an expert, I relied on an outside consultant that had decommissioned wells. I got estimates from them. They helped me generate that number, so that's what I did."

Councilor Maestas said, "I was just was curious, only because I think it might be an inherent process, what if you low-balled the scope of the closure, because it does affect the balance in your budget indirectly."

Mr. Kippenbrock said, "These estimates are very detailed, compared with what NMED requires. They have two line items, and it's just kind of round-off numbers and so on. Several years ago, we had an outside engineering firm look at the landfill closure estimate and he said they were reasonable."

VOTE: The motion was approved unanimously on a voice vote.

Mr. Kippenbrock said he would like to discuss Item VI(K), because he feels that is important to discuss for approval.

Chair Chavez said this isn't on the list of items to discuss, and asked for a motion to amend the agenda again.

MOTION: Councilor Maestas moved, seconded by Councilor Lindell, to reconsider the previous approval of the Agenda, as amended, to allow action and discussion of Item VI(K), and to approve the amended agenda as further amended.

VOTE: The motion was approved on a voice vote, with Councilor Maestas and Councilor Lindell voting in favor of the motion, and Councilor Bushee voting against the motion.

(K) REQUEST FOR APPROVAL OF PROPOSED EVENT CALENDAR.

Randall Kippenbrock, Executive Director, presented information regarding this matter from his Memorandum dated August 13, 2014, with attachments, to the SFSWMA Joint Powers Board, is incorporated herewith to these minutes as Exhibit "6" Please see Exhibit "6" for specifics of this presentation.

Councilor Bushee asked if these questions and concerns have been posed to SWAC.

Mr. Kippenbrock said, "Councilor it has not been brought up to SWAC."

Councilor Bushee asked if we can refer it to SWAC for approval.

Mr. Kippenbrock said, "It can, but I am hoping we can get approval for the Fall Amnesty because it is scheduled next month on September 27, 2014, which will give us time to get the word out. I am very comfortable with the events we are providing for the next 12 months as something we should move forward with, and then see how things are working out."

Councilor Bushee asked if there any way to track the percentage of City and County residents.

Mr. Kippenbrock said, "We do have those numbers. Historically it has been 60% City and 40% generally. That's what we have noticed with most events."

Councilor Bushee said, "Even with the City having curbside pickup."

Mr. Kippenbrock said, "Correct."

Councilor Bushee asked the response to bringing in tires.

Adam Schlachter, Education & Outreach Coordinator, SWMA, said the first weekend there were 412 on the one-day event.

Councilor Bushee asked if we have had a green waste month.

Mr. Kippenbrock said there was one weekend each month in April/May/June. He said the first weekend was great, and then it tapered off.

Councilor Bushee said she has been trying to get free curbside pickup twice a season, but perhaps it's not necessary if people know about this. The problem is everyone doesn't have a truck, or access to a truck. She is trying to find a way to get more green waste into our composting operation.

Responding to Councilor Bushee, Mr. Kippenbrock reiterated participation is about 60% City and 40% County. He said they can report those numbers. He said, regardless if it is a regular work day or special event, they always ask the City or County.

Councilor Bushee said then you don't include the Household Hazardous Waste because it's really not a day any more.

Mr. Kippenbrock said the HHW and eWaste will be a one day event, even though we're open all year round

Councilor Bushee asked if eScrap can be done more often.

Mr. Kippenbrock said they do it every week, for only a nominal charge. He said, "We do accept televisions as part of the eWaste program. We get a few from residents, however, they have been receiving small loads from Albuquerque Recycling, and they're claiming it is from the Santa Fe area, so we have been accepting those. It is pro-rated at \$50 per ton. There is no cost to us. We do get a small rebate. Our only cost is labor to palletize the material."

MOTION: Councilor Bushee moved, seconded by Councilor Maestas, to approve this request as presented, and to refer this to SWAC at its next meeting.

DISCUSSION: Mr. Schlachter said it was presented to SWAC at its meeting, and it also was presented to the Sustainable Santa Fe Commission, and got feedback as well.

Councilor Bushee would like the feedback at the next meeting.

Mr. Schlachter said, "They said we really like it, and didn't ask for anything more or anything less."

VOTE: The motion was approved unanimously on a voice vote.

(L) REQUEST FOR APPROVAL TO AMEND THE BY-LAWS AND OPERATING PROCEDURES FOR THE SOLID WASTE ADVISORY COMMITTEE.

This item is postponed to the next regular meeting of the Board on Thursday, September 18, 2014.

(M) DISCUSSION WITH POSSIBLE ACTION ON THE SOLID WASTE ADVISORY COMMITTEE (SWAC) CURRENT MEMBERSHIP AND NEW MEMBERS.

This item is postponed to the next regular meeting of the Board on Thursday, September 18, 2014.

(N) UPDATE ON THE SOLID WASTE ASSESSMENT AND MANAGEMENT STUDY

- (1) CITY OF SANTA FE SECTION. (ACTING ENVIRONMENTAL SERVICES DIVISION DIRECTOR LAWRENCE GARCIA.)**
- (2) SANTA FE COUNTY SECTION. (PUBLIC WORKS DIRECTOR ADAM LEIGHLAND)**
- (3) AGENCY AND SYSTEM-WIDE SECTIONS. (EXECUTIVE DIRECTOR)**

This item is postponed to the next regular meeting of the Board on Thursday, September 18, 2014.

(O) PRESENTATION ON THE PAY-AS-YOU-THROW (PAYT) CONCEPT. (ENGLISH BIRD, NEW MEXICO RECYCLING COALITION EXECUTIVE DIRECTOR)

This item is postponed to the next regular meeting of the Board on Thursday, September 18, 2014.

(P) UPDATE ON POOLING SECURITY SERVICES IN THE CAJA DEL RIO LANDFILL AREA.

This item is postponed to the next regular meeting of the Board on Thursday, September 18, 2014.

(Q) UPDATE ON RESERVE FUND POLICY

This item is postponed to the next regular meeting of the Board on Thursday, September 18, 2014.

VII. MATTERS FROM STAFF

There were no matters from staff.

VIII. MATTERS FROM THE BOARD

Joseph Eigner said tentatively the next SWAC meeting was scheduled the day before the SWMA in September, so it might be wise to consider Items VI (L) and (M) today.

Chair Chavez said, "Unfortunately, we've amended the agenda twice. I apologize for that as the Chair. I don't know what we can do to tighten thing up and have meetings run differently, but we'll just have to wait for those things for the next meeting. There are things out of my control."

Councilor Bushee said she wanted to raise quorum issues at SWAC.

Chair Chavez said we also have quorum issues with this Board.

Councilor Bushee said she isn't being critical, but was going to suggest that we hear it tonight.

Chair Chavez said, "No. We're past that, so stay tuned until the next meeting."

Chair Chavez said, "I don't have anything except that Randall, I guess staff needs to work on restructuring the agenda so we can place some items on a consent agenda that might get approved maybe, and then the other portion of the agenda. So I don't know how you want to structure that. It's a little different format."

Councilor Maestas said, "I was just saying, put it all on consent, then we can remove whatever we would like for discussion."

Councilor Bushee said she doesn't like that format.

Chair Chavez said, "Get with Councilor Maestas and see how he wants the agenda structure."

Mr. Kippenbrock said, "I have done it years ago just for action items, but not for items related to updates or process or such."

Chair Chavez said then separate it that way then, and let us know what is time sensitive, so maybe that would be at the top of the list. He said, "Randall, bring all of the pictures, footprint and everything you have, and we can start setting that up for the next few months."

Councilor Bushee said, "For me, rather than just a verbal update on how you have been doing a reserve policy, if you could get something in writing, to formalize what we do now and/or how you would propose to do it. That would help me, because I think you are going see that on the next agenda item trying to approve a policy. So if you want to take a stab at a new policy, and/or writing what you think current policy is, that would help me out."

Councilor Bushee said, "I have questions on certain things, such as, the request for plowing. I have no idea how we currently plow. And Item 2, and like the BuRRT is the City's responsibility, but I don't know that."

Councilor Maestas said, "Well I think if a piece of equipment needs to be replaced which is under the scope of the Equipment Reserve Fund, it should be almost automatic as long as there is enough in the Equipment Replacement Reserve Fund. To me, that should be a consent item. But we have no policy for that either. So the sooner we get these policies, the quicker we can really take action on these items."

Chair Chavez said Randall is working on these policies.

Mr. Kippenbrock said, "I would like to give a verbal update on this. The Agency will be working with an outside firm to help us develop the policy. I have reached out to a national organization, called Solid Waste North America, through the blog, etc., to try to get some sample reserve policies that are related to solid waste. I was unable to do that. However, I found some additional policies that will help us get started as a framework. We did get a copy of BDD, and there are some things in it, but it is not exactly what we are looking for. I wanted to put this on updates, to show you we are making progress, but there is not a whole lot to report at this time. And yes, hopefully, my goal is to bring it to the next Board meeting."

Councilor Bushee said, "If there is no movement on it, then I would rather you don't put it on the agenda." If you want to report it from Matters from Staff that is okay. But if we are going to make the agendas flow she would suggest there be something in writing in the packet."

Mr. Kippenbrock said he normally would do that, but it was a very large packet and he ran out of time.

Councilor Lindell said she would like an item on the next agenda regarding the history of the review of the Executive Director – how times the Executive Director has been reviewed in the past and when that was done last. She said this needs to be updated and we need to make policy on how that happens.

Chair Chavez asked if she is suggesting we do an Executive Director review soon, and Councilor Lindell said, "Yes, I am."

Chair Chavez asked her if she has a date. He said if you want to review the Executive Director, you don't need a policy for that, unless you want to wait for a policy "to tell us when and how to do that." He said he guesses we could develop policy for that, and if she wants to, then do it.

Councilor Maestas said perhaps we can get the criteria from the 2007 evaluation as a basis for updating it, if this Board desires to do that. He would think the ideal cycle for the performance period would be on a fiscal year basis. He said we already are in FY 2015. He thinks the evaluation should be made based on the previous fiscal year by the end of the calendar year. He said perhaps we could organize a subcommittee to update the criteria from the 2007 performance evaluation to be presented for full Board consideration, so we don't have to completely reinvent the wheel.

Chair Chavez asked Councilor Lindell if she would like to chair that subcommittee, and Councilor Lindell said, "No."

Councilor Maestas said he will chair the subcommittee.

Chair Chavez said, "I see us going in that direction, so if that's where you want to go, I guess, let's do it. I'm not pushing for it, but if that's what the majority wants, then I thought maybe you would be willing to chair that subcommittee."

Council Maestas said he wouldn't want to chair a subcommittee unless there is County participation.

Chair Chavez said, "I'm not interested in being on the committee, so you can talk to the other Commissioners on the Board and see if there is interest there."

Councilor Maestas said he thinks that should be a condition, otherwise, it's pointless.

Chair Chavez said, "I'm not going to commit to it. I don't know Randall, if you want to have that conversation with the other Commissioners, that's your call."

Mr. Kippenbrock said he will let them know.

IX. NEXT MEETING DATE – THURSDAY, SEPTEMBER 18, 2014

X. ADJOURNMENT

There was no further business to come before the Board, and the meeting was adjourned at approximately 6:45 p.m.

APPROVED BY:

Miguel Chavez
Miguel Chavez, Chair

ATTESTED TO:

Geraldine Salazar
Geraldine Salazar, County Clerk
Santa Fe County 9-9-2014



SUBMITTED BY:

Melessia Helberg
Melessia Helberg, Board Stenographer



COUNTY OF SANTA FE)
STATE OF NEW MEXICO) ss

SOLID WASTE MINUTES
PAGES: 29

I Hereby Certify That This Instrument Was Filed for
Record On The 10TH Day Of September, 2014 at 10:28:33 AM
And Was Duly Recorded as Instrument # 1745637
Of The Records Of Santa Fe County

Deputy Mariela Salazar Witness My Hand And Seal Of Office
Geraldine Salazar
County Clerk, Santa Fe, NM

MEMORANDUM

To: SFSWMA Joint Powers Board Members
From: Randall Kippenbrock, P.E., Executive Director (RLK)
Date: August 12, 2014
Subject: Request for Approval to Award Bid '14/43/B to Enviroworks, LLC, of Edgewood, NM, Low Bidder, for the Cell 5B Liner Construction Project at the Caja del Rio Landfill in the Amount of \$997,532.78.

BACKGROUND AND SUMMARY:

On June 16, 2014, the Agency issued Request for Bids No. '14/43/B for the Cell 5B Liner Construction Project at the Caja del Rio Landfill. The specifications and bid documents were prepared by CDM Smith Inc. Five bids were received on July 11, 2014, and are presented below:

- | | | |
|----|----------------|---|
| 1. | \$997,532.78 | Enviroworks, LLC, Edgewood, NM |
| 2. | \$1,135,466.72 | Maxtek Contractors, Inc., Albuquerque, NM |
| 3. | \$1,159,025.18 | Meridian Contracting, Inc., Albuquerque, NM |
| 4. | \$1,186,061.34 | Morrow Enterprises, Inc., Las Cruces, NM |
| 5. | \$1,198,768.78 | Comanco Environmental Corp., Plant City, FL |

CDM Smith reviewed the five bids and recommended the low bidder, Enviroworks, be awarded the liner construction project in the amount of \$997,532.78 (Letter of Recommendation attached). The engineer's opinion of probable construction cost is \$1,040,343.69.

The liner construction project will encompass an area of 422,000 ft² or 9.7 ac. and will include the following:

- subgrade preparation;
- geosynthetic clay liner;
- 60 mil HDPE textured geomembrane;
- 10 oz/yd² non-woven geotextile;
- drainage material placement;
- leachate collection system; and
- leachate pumping system for Cells 1-6 (level sensors, flowmeters, solar panels, and pumps).

The total capacity (air space) of Cell 5B is approximately 994,522 cy and the estimated life of the cell is approximately four years.

Funding is available in the Operating Fund.

ACTION REQUESTED:

The Agency is requesting the Board award Bid '14/43/B to the low bidder, Enviroworks, for the Cell 5B liner construction project at the Caja del Rio Landfill in the amount of \$997,532.78.

The Agency also requests approval of a budget increase to 52510.572970 (WIP - Cell 5B Construction) from 5500.100700 (Operating Fund Cash) in the amount of \$997,532.78.

Attachments: Budget Adjustment Request
CDM Smith's Letter of Recommendation
RFB No. '14/43/B

M:\Memo\Memo081214.1.wpd

ATTACHMENT

Budget Adjustment Request

ATTACHMENT

Budget Adjustment Request

City of Santa Fe, New Mexico

BUDGET ADJUSTMENT REQUEST (BAR)

| DEPARTMENT / DIVISION / SECTION / UNIT NAME SANTA FE SOLID WASTE MANAGEMENT AGENCY | | | | DATE | |
|---|----------------|---|-----------|--------------|--------------|
| ITEM DESCRIPTION | BU / LINE ITEM | (Finance Dept Use Only) SUBLEDGER / SUBSIDIARY | DR / (CR) | INCREASE | DECREASE |
| Operating Fund | 52501.700150 | 5507 | DR | 997,533.00 | |
| Cell Development Fund | 51507.600150 | 5500 | (CR) | (997,533.00) | |
| | | | | | |
| | | | | | |
| WIP Cell 5B Construction-Liner | 52510.572970 | | DR | 997,533.00 | |
| | | | | | |
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| | | | | | |
| | | | | | |
| JUSTIFICATION: (use additional page if needed) --Attach supporting documentation/memo | | | | TOTAL | 997,533.00 - |

BAR to transfer cash from 5500.100700 (Operating Fund Cash) to 5507.100700 (Cell Development Reserve Fund)

for the Cell 5B Liner Construction Project by Enviroworks -Approved at JPB Meeting of August 21, 2014

| | | |
|--|---|-----------------------------|
| Angelica G. Salazar _____ Date | CITY COUNCIL APPROVAL City Council Approval Required <input type="checkbox"/> | Budget Officer _____ Date |
| | City Council Approval Date _____ | Finance Director _____ Date |
| | Agenda Item #: _____ | City Manager _____ Date |
| Randall Kippenbrock, P.E. Exec Director _____ Date | | |

ATTACHMENT

CDM Smith's Letter of Recommendation



6000 Uptown Blvd. NE, Suite 200
Albuquerque, NM 87110
tel: 505 243-3200
fax: 505 243-2700

July 25, 2014

Mr. Randall Kippenbrock, P.E.
Executive Director
Santa Fe Solid Waste Management Agency
149 Wildlife Way
Santa Fe, New Mexico 87506

Subject: Santa Fe Solid Waste Management Agency, Caja Del Rio Landfill Cell 5B Liner
Construction; Bid No. '14/43/B, Recommendation for Award
CDM Smith Project No. 10679-91152

Dear Mr. Kippenbrock:

On Friday, July 11, 2014, at 2:00 p.m. MDT, five (5) bids were received and opened for the Santa Fe Solid Waste Management Agency, *Caja Del Rio Landfill Cell 5B Liner Construction* (Bid No. '14/43/B). CDM Smith Inc. (CDM Smith) has reviewed all submitted bid documents for accuracy and conformity to the requirements listed in the Instruction to the Bidders.

BID TABULATIONS

Bids were received from five (5) bidders. The bid forms for all five (5) bidders were checked for the correct quantities, the correct unit prices, and the correct total prices for each bid item. A tabulation of bids, including the Engineer's Opinion of Probable Construction Cost, is attached.

One bidder, Enviroworks, LLC, had one (1) mathematical error in their Bid Form. The error was a result of a miscalculation of the Extended Cost as computed by the Unit Cost. It is the Engineer's opinion that this error not grounds for disqualification, but Engineer would require the error to be corrected if awarded. A copy of the Bid Form is enclosed with the mathematical errors highlighted.

Another bidder, Maxtek Contractors Inc., had one (1) mathematical error in their Bid Form. The error was a result of a miscalculation of the Extended Cost as computed by the Unit Cost. It is the Engineer's opinion that this error not grounds for disqualification, but Engineer would require the error to be corrected if awarded. A copy of the Bid Form is enclosed with the mathematical errors highlighted.

There were no other mathematical errors identified by the Engineer for the remaining three (3) bids.



6000 Uptown Blvd. NE, Suite 200
Albuquerque, NM 87110
tel: 505 243-3200
fax: 505 243-2700

The bid tabulation form is included as an attachment and confirms our determination of Enviroworks, LLC, as being the appropriate low bidder. A summary of the bids, prior to the application of the New Mexico Resident Contractor Preference, is presented below:

| | | |
|----|----------------|---|
| 1. | \$997,532.78 | Enviroworks, LLC |
| 2. | \$1,135,466.72 | Maxtek Contractors, Inc. |
| 3. | \$1,159,025.18 | Meridian Contracting, Inc. |
| 4. | \$1,186,061.34 | Morrow Enterprises, Inc. |
| 5. | \$1,198,768.78 | Comanco Environmental Corporation |
| | \$1,040,343.69 | <i>Engineer's Opinion of Probable Construction Cost</i> |

Note 1: Application of the New Mexico Resident Contractor Preference (-5%) did not change the order of the summary of bids presented above; Bid totals include applicable NMGR (6.875%).

REVIEW OF BIDDER'S QUALIFICATIONS AND PROPOSAL

Along with the signed Bid Form, Enviroworks, LLC submitted the following:

- A. Signed Bid Form (with all blanks filled in)
- B. Bid Security or Bond
- C. Listing of Subcontractors and Suppliers
- D. Resident Veteran Contractor / Resident Contractor Certification
- E. Non-Collusion Affidavit
- F. Non-Segregated Facilities
- G. Equal Employment Opportunity
- H. Certificate of Registration
- I. Bidder's Acknowledgement of Receipt of two (2) Addenda

Note 2: Enviroworks, LLC did not provide a complete list of subcontractor and material listing. It is the Engineer's opinion that this omission is not grounds for disqualification. Enviroworks, LLC sent the complete list immediately after being contacted by the Engineer.



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Albuquerque, NM 87110
tel: 505 243-3200
fax: 505 243-2700

Upon confirmation of Enviroworks, LLC as the apparent low bidder, CDM Smith reviewed the qualifications of the Bidder, including conducting reference checks for similar-type construction projects performed by Enviroworks, LLC. A summary of our evaluation is presented below.

- **Contractor's/Subcontractor's License**
 - Reference Utilized: New Mexico E-Services for Contractor Licensing (<http://public.psiexams.com/search.jsp>)
 - As of July 25, 2014, Enviroworks, LLC was listed on this website as having a contractor's license, License #81818. This license is active and expires on May 31, 2017.
- **Public Works Registration**
 - Reference Utilized: NM Department of Workforce Solutions Certification (<https://nm4myui.dws.state.nm.us/ContractorRegistration/ContractorsList.aspx>)
 - As of July 25, 2014, the New Mexico Department of Workforce Solutions listed a Registration No. of 002321620110912 for Enviroworks, LLC. This license is active and expires on September 12, 2014.
- **Debarment**
 - Reference Utilized: Excluded Parties List System (www.sam.gov)
 - As of July 25, 2014, Enviroworks, LLC was not listed under an exclusionary type.
- **Complaints**
 - Reference Utilized: New Mexico Construction Industries Division (Rld-cid-complaints@state.nm.us or phone 505-476-4684)
 - CID was contacted on July 25, 2014 to determine if any prior complaints have been filed against Enviroworks, LLC. A response to the inquiry was not available at the time of this letter. In the event the CID provides evidence of a complaint(s) to the Engineer, the Santa Fe Solid Waste Management Agency will be notified immediately.
- **Bond Company Rating**
 - Reference Utilized: Financial Management Service (<http://www.fms.treas.gov/c570/c570.html#certified>)
 - As of July 25, 2014, GRANITE RE, INC. was listed as a certified company, NAIC # 26310 and had a surety license for New Mexico.



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Albuquerque, NM 87110
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RECOMMENDATION FOR AWARD

Based upon the above, CDM Smith recommends the Santa Fe Solid Waste Management Agency award for the contract to Enviroworks, LLC in the amount of \$997,532.78, which includes the applicable NMGRT of 6.875%.

Sincerely,

Kerrie L. Greenfelder, PE, BCEE
Project Manager
CDM Smith Inc.

Enclosures:

Enviroworks LLC Bid Form (00300)
Bid Tabulation/Summary

cc: Ravi Kadambala, CDM Smith
Amy Baricevich, CDM Smith
File



BID PROPOSAL
BID No. 14/43/B
CAJA DEL RIO LANDFILL
CELL 5B LINER CONSTRUCTION

CONTRACTOR NAME ENVIRONMENTAL WORKS LLC

ADDRESS PO Box 340 EDGEWOOD NM 87015

To Santa Fe Solid Waste Management Agency, State of New Mexico (Owner):

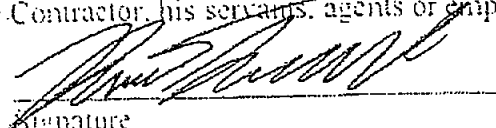
The undersigned proposes to furnish and deliver all the material and to do all the work and labor required in the construction of "Cell 5B Liner Construction" at the Caja del Rio Landfill in City of Santa Fe, State of New Mexico, according to the Construction Plans and Specifications at the prices named and shown on the Bid Form.

The undersigned declares that the only person or parties interested in the bid as principals are those named herein; that the bid is made without collusion with any person, firm or corporation; that he has carefully examined the specifications, including General and Supplemental Conditions, if any, and that he has made a personal examination of the site of the work, that he is to furnish all the necessary machinery, tools, apparatus and other means of construction and do all the work and finish all the materials specified in the manner and the time prescribed; that he understands that the quantities are approximate only and subject to increase or decrease, and that he is willing to perform any increased or decreased quantities of work at the unit price bid.

The undersigned hereby agrees to execute and deliver the Construction Agreement and required bonds within ten (10) days, or such further time as may be allowed in writing by the Owner after receiving notification of the acceptance of this bid, and it is hereby mutually understood and agreed that in case we do not, we forfeit the accompanying check or bid bond to the Owner as liquidated damages, and the said Owner may proceed to award the contract to others.

The undersigned hereby agrees to commence the work within ten (10) days, or such further time as may be allowed in writing by the after notification to proceed, and to complete the Work within seventy-five (75) calendar days, as outlined in these Contract Documents.

The undersigned proposes to furnish Labor and Material Payment Bond and Performance Bond in the amount of one hundred (100%) percent of the Contract Amount each as surety conditioned for the full complete and faithful performance of this contract, and to indemnify and save harmless the Owner from any damage or loss of which the Owner may become liable by the default of said Contractor, or by reason of any neglect or carelessness on the part of said Contractor, his agents or employees, or by or on account of any act or omission of said Contractor, his servants, agents or employees, in performance of this contract.


Signature

7-11-14
Date

BID FORM
SANTA FE SOLID WASTE MANAGEMENT AGENCY
CAJA DEL RIO LANDFILL - CELL 5B LINER CONSTRUCTION
CONTRACTING AGENCY AND OWNER

NAME: ENVIAWORKS LLC

ADDRESS: PO BOX 340 EDGEWOOD NM 87015
Hereinafter called Bidder.

TO: Mr. Robert Rodarte
Purchasing Director
City of Santa Fe
2651 Siringo Road, Building H
Santa Fe, NM 87505

Hereinafter called Owner.

BID FOR: CAJA DEL RIO LANDFILL
CELL 5B LINER CONSTRUCTION

Santa Fe Solid Waste Management Agency: Bid No. 14/43/B

1. The Bidder has familiarized itself with the existing conditions on the Project area affecting the cost of the Work and with the Contract Documents which includes:

- a. Advertisement for Bids
- b. Instructions for Bidders
- c. Bid Proposal
- d. Bid Form
- e. Supplemental Bid Forms
- f. Construction Agreement
- g. Performance Bond
- h. Labor and Material Payment Bond
- i. General and Supplemental Conditions
- j. Technical Specifications
- k. Construction Plans.

The Bidder hereby proposes to furnish all supervision, technical personnel, labor, materials, tools, appurtenances, equipment, and services (including all utility and transportation services) required to construct and complete the improvements, all in accordance with the above listed Documents.

- 2 Bidder agrees to perform all Work to construct the Cell 5B Liner described in the Specifications and shown on the Construction Plans for the following unit prices provided in the Bid Schedule (Unit Prices) below.

Amounts are to be shown in both words and figures. In case of discrepancy, the amount shown in words will govern.

BID SCHEDULE (UNIT PRICES)
BID NO. 14/43/B

| Item No. | Estimated Quantity | Brief Description of Item With Unit Bid Price in Words | Unit Bid Price In Figures | Amount In Figures |
|----------|--------------------|--|---------------------------|-------------------|
| 1. | L.S. | Mobilization and Demobilization. <u>Seventeen thousand and zero cents</u> Dollars and Cents per lump sum. | \$ 17,000.00 | \$ 17,000.00 |
| 2. | Allow. | Quality Control/Quality Assurance Testing Allowance. <u>Fifteen Thousand and Zero Cents</u> Dollars and Cents per Allowance. | \$15,000 | \$15,000 |
| 3. | L.S. | Subgrade Preparation <u>One hundred two thousand seven hundred twenty seven and zero cents</u> Dollars and Cents per linear foot. | \$ 102,727.00 | \$ 102,727.00 |
| 4. | 422,000 S.F. | Geosynthetic Clay Liner. <u>Two hundred five thousand nine hundred seventy six and zero cents</u> Dollars and Cents per square foot. | \$ 0.488 | \$ 205,976.00 |
| 5. | 422,000 S.F. | 60 mil HDPE Textured Geomembrane. <u>Two hundred twenty two thousand three hundred ninety four and zero cents</u> Dollars and Cents per square foot. | \$ 0.527 | \$ 222,394.00 |
| 6. | 422,000 S.F. | 10 oz/yd ² Non-Woven Geotextile <u>Ninety seven thousand four hundred eighty two and zero cents</u> Dollars and Cents per square foot. | \$ 0.231 | \$ 97,482.00 |

| Item No. | Estimated Quantity | Brief Description of Item With Unit Bid Price in Words | Unit Bid Price In Figures | Amount In Figures |
|----------|--------------------|---|---------------------------|-------------------|
| 7. | 23,500 C.Y. | Cell 5B Drainage Material - Basalt. <u>ninety two thousand three hundred fifty five and zero cents</u> Dollars and Cents per cubic yard. | \$ 3.93 | \$ 92,355.00 |
| 8. | 3,000 C.Y. | Cell 5B Drainage Material - Glass. <u>thirty thousand seven hundred fifty and zero cents</u> Dollars and Cents per cubic yard. | \$ 10.25 | \$ 30,750.00 |
| 9. | L.S. | Leachate Collection System - Piping. <u>thirty six thousand three hundred five and zero cents</u> Dollars and Cents per lump sum. | \$ 36,305.00 | \$ 36,305.00 |
| 10. | L.S. | Leachate Collection System - Level Sensors and Solar Panels. <u>thirty five thousand five hundred seventy five and zero cents</u> Dollars and Cents per lump sum. | \$ 35,575.00 | \$ 35,575.00 |
| 11. | L.S. | Leachate Collection System - Pumps. <u>seventy seven thousand eight hundred forty and zero cents</u> Dollars and Cents per lump sum. | \$ 77,840.00 | \$ 77,840.00 |

SUBTOTAL - BASE BID AMOUNT FOR ITEMS 1-11: \$ 933,404.00

NEW MEXICO GROSS RECEIPTS TAX @ 6.8750% \$ 64,171.53

TOTAL - BASE BID PLUS NM GROSS RECEIPTS TAX \$ 997,575.53

TWO COMPLETE COPIES OF THE BID SUBMITTAL IS REQUIRED

3. In submitting this bid, the Bidder understands that the right is reserved by the Owner to reject any irregular or all bids, waive any technicalities in the bids, and accept the bid deemed to be in the best interest of the Agency and that the Owner intends to award one contract (if at all) for the items bid. If written notice of the acceptance of this bid is mailed, telegraphed or otherwise delivered to the undersigned within sixty (60) days after the opening thereof or at any time thereafter before this bid is withdrawn, the undersigned agrees to execute and deliver.

4. All Addenda pertaining to this project, shall be acknowledged by the Bidder in the spaces provided below (Indicate none if no Addenda have been issued):

| Addendum | Acknowledged by Bidder or his Authorized Representative | Date Acknowledged |
|------------|---|-------------------|
| No. Date | | |
| 1 6/20 | BART SHEPHERD | 6/20 |
| 2 7/8 | BART SHEPHERD | 7/9 |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

Failure to acknowledge receipt, as provided above, may be considered sufficient grounds for disqualification of the Bidder and rejection of his bid. A record of all Addenda and copies of same will be available to all qualified bidders from SFSWMA, Caja Del Rio Landfill, 149 Wildlife Way, Santa Fe, NM, 87506, after 3:00 p.m., two (2) days prior to the letting. It shall be the bidders responsibility to become fully advised of all Addenda prior to submitting his bid.

5. The Bidder agrees to commence work under this Contract within ten (10) days after a date to be specified in a written Notice to Proceed (NTP) from the Owner or its authorized agents, and fully complete construction of the Cell 5B Liner within seventy-five (75) calendar days. Bidder further agrees to substantially complete the Work or to pay liquidated damages as provided in the Contract Documents.

6. Security in the sum of five (5) percent of the amount bid in form of (check one):

☒ Bid Bond ☐ Certified Check

is attached hereto in accordance with the "Instructions for Bidders".

7. This Bid Form contains the following:

- a. Bid Proposal;
- b. Bid Form, subcontractor/material list, and acknowledgement of Addenda, if any;
- c. Bid Bond or Check for Bid Security;
- d. Non-Collusion Affidavit of Prime Bidder;
- e. Non-Collusion Affidavit of Subcontractor(s);

- f. Certification of Nonsegregated Facilities;
- g. Certification of Bidder regarding Equal Employment Opportunity;
- h. Certification of Subcontractor regarding Equal Employment Opportunity; and
- i. Resident Veteran Contractor / Resident Contractor / Local Contractor Certification.

TWO COMPLETE COPIES OF THE BID SUBMITTAL IS REQUIRED

BID BOND

A. KNOW ALL MEN BY THESE PRESENTS, THAT WE EnviroWorks, LLC, hereinafter called the PRINCIPAL, and the Granite Re, Inc. of Oklahoma City, Oklahoma a Corporation duly organized under the laws of the State of Oklahoma, and, authorized to do business in the State of New Mexico, hereinafter called the SURETY, as SURETY are held and firmly bound unto the Santa Fe Solid Waste Management Agency, hereinafter called the OBLIGEE, in the sum of 5% of Principal's bid dollars (\$ 5%) for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted the accompanying bid, dated July 11, 2014, (Bid No. 14/43/B) for the construction of the Santa Fe Solid Waste Management Agency, Cell 5B Liner, 149 Wildlife Way, Santa Fe, NM 87056.

B. NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof or in the event of the failure of the Principal to enter such contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

C. SIGNED AND SEALED THIS 11th DAY OF July, 2014.

WITNESS

WITNESS

EnviroWorks, LLC

BIDDER

By:

(SEAL)

PRINCIPAL

Granite Re, Inc.

By:

SURETY

Attorney-in-Fact

TITLE

GRANITE RE, INC.
GENERAL POWER OF ATTORNEY

Know all Men by these Presents:

That GRANITE RE, INC., a corporation organized and existing under the laws of the State of OKLAHOMA and having its principal office at the City of OKLAHOMA CITY in the State of OKLAHOMA does hereby constitute and appoint:

DICK MINICK; CHRIS RAMIREZ its true and lawful Attorney-in-Fact(s) for the following purposes, to wit:

To sign its name as surety to, and to execute, seal and acknowledge any and all bonds, and to respectively do and perform any and all acts and things set forth in the resolution of the Board of Directors of the said GRANITE RE, INC. a certified copy of which is hereto annexed and made a part of this Power of Attorney; and the said GRANITE RE, INC. through us, its Board of Directors, hereby ratifies and confirms all and whatsoever the said:

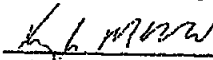
DICK MINICK; CHRIS RAMIREZ may lawfully do in the premises by virtue of these presents.

In Witness Whereof, the said GRANITE RE, INC. has caused this instrument to be sealed with its corporate seal, duly attested by the signatures of its President and Secretary/Treasurer, this 20th day of August, 2013.

STATE OF OKLAHOMA)
) SS:
COUNTY OF OKLAHOMA)




Kenneth D. Whittington, President


Kyle P. McDonald, Treasurer

On this 20th day of August, 2013, before me personally came Kenneth D. Whittington, President of the GRANITE RE, INC. Company and Kyle P. McDonald, Secretary/Treasurer of said Company, with both of whom I am personally acquainted, who being by me severally duly sworn, said, that they, the said Kenneth D. Whittington and Kyle P. McDonald were respectively the President and the Secretary/Treasurer of GRANITE RE, INC., the corporation described in and which executed the foregoing Power of Attorney; that they each knew the seal of said corporation; that the seal affixed to said Power of Attorney was such corporate seal, that it was so fixed by order of the Board of Directors of said corporation, and that they signed their name thereto by like order as President and Secretary/Treasurer, respectively, of the Company.

My Commission Expires:
August 8, 2017
Commission #: 01013257




Notary Public

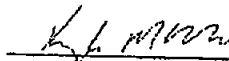
GRANITE RE, INC.
Certificate

THE UNDERSIGNED, being the duly elected and acting Secretary/Treasurer of Granite Re, Inc., an Oklahoma Corporation, HEREBY CERTIFIES that the following resolution is a true and correct excerpt from the July 15, 1987, minutes of the meeting of the Board of Directors of Granite Re, Inc. and that said Power of Attorney has not been revoked and is now in full force and effect.

"RESOLVED, that the President, any Vice President, the Secretary, and any Assistant Vice President shall each have authority to appoint individuals as attorneys-in-fact or under other appropriate titles with authority to execute on behalf of the company fidelity and surety bonds and other documents of similar character issued by the Company in the course of its business. On any instrument making or evidencing such appointment, the signatures may be affixed by facsimile. On any instrument conferring such authority or on any bond or undertaking of the Company, the seal, or a facsimile thereof, may be impressed or affixed or in any other manner reproduced; provided, however, that the seal shall not be necessary to the validity of any such instrument or undertaking."

IN WITNESS WHEREOF, the undersigned has subscribed this Certificate and affixed the corporate seal of the Corporation this
11th day of July, 2014.

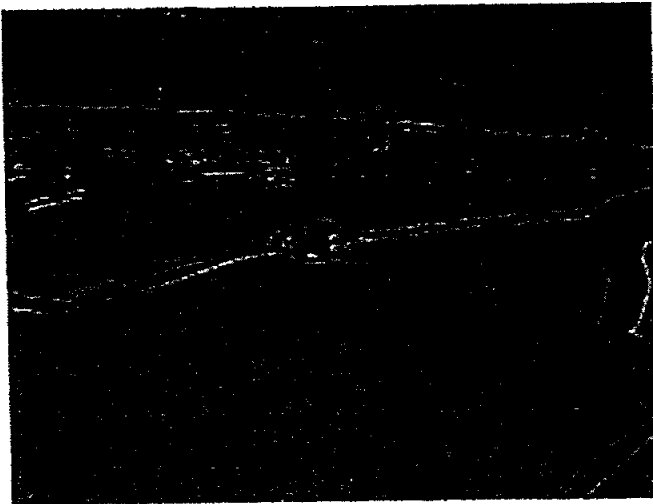



Kyle P. McDonald, Secretary/Treasurer

SOUTHWEST LINER SYSTEMS, INC.

BACKGROUND HISTORY

Southwest Liner Systems, Inc. was formed in 2008 by former Snow Company, Inc. employee's. With the announcement that The Snow Company, Inc. would cease to do liner installation's Southwest Liner Systems, Inc. was formed. It is our intent to fill the void created by the absence of a local installation company in the State of New Mexico. All field employee's of The Snow Company, Inc. accepted a position with SLS, Inc. With more than 50 years experience between the owner's of the company, two of which work in the field, and the experience of the current crew's we expect to be able to maintain the quality and efficiency expected of liner installations in New Mexico. Since inception in 2008 in we have installed over 25 million square feet of geomembrane materials. We currently have at least 6 projects on going in excess of a million square feet. We have sufficient equipment to support two crews.



**SOUTHWEST LINER SYSTEMS, INC. 3860 HAWKINS ST. NE ALBUQUERQUE,
NEW MEXICO 87109 1**

References:

Waste Management of NM
Mark Allen
602-819-0141

City of Roswell
Juston Patty
575-910-4376

Lea County
Pat Wise
575-396-2884

Estancia Valley Solid Waste Authority
Joseph Ellis
P.O. Box 736
Estancia NM 87016
505-384-4270

Intera Inc.
Larry Coons or Joseph Tracy
6000 Uptown Blvd NE, Ste 100,
Albuquerque, NM 87110
505-246-1600

John Shoemaker and Associates, Inc.
Roger Perry
2703 Broadbent Parkway NE, Suite B,
Albuquerque, NM 87107
505-345-3407

DB Stephens and Associates
Mike McVey
6020 Academy St NE, Ste 100,
Albuquerque, NM 87109
505-822-9400

COMPLETED LANDFILL PROJECTS

- 1) **LeaLand Landfill OCD Cell 10**
Location: MILE MARKER 64, 35 MILES EAST OF CARLSBAD, NEW MEXICO
CONTACT: KIN SLAUGHTER 575-887-4048
Installation: March 2014
Design Engineer: Owner
Liner Manufacturer: GSE Lining Technologies
Materials: 60 mil HDPE Smooth & Textured, and GSE NSL GCL
Quantities 275,000 sf of HDPE and GCL
- 2) **Tucumcari Landfill Cell # 2: Purpose is for Solid Waste**
Tucumcari, New Mexico
Installation: October 2013
Owner: Village of Tucumcari
Design Engineer: Gordon Environmental Mike Heinsteins 505-867-6990
Liner Manufacturer: GSE Lining Technologies
Materials: 60 mil HDPE Smooth & Textured, and GSE NSL GCL
Quantities 120,000 sf of HDPE and GCL
- 3) **Wagon Mound Landfill Unit 2B**
Location: Wagon Mound, New Mexico
Installation: August 2013
Owner: Green Group Holdings
Design Engineer: Gordon Environmental Mike Heinsteins 505-867-6990
Liner Manufacturer: GSE Lining Technologies
Materials: 60 mil HDPE Smooth & Textured, and GSE NSL GCL
Quantities 80,000 sf of HDPE and GCL
- 4) **Corralitos Landfill Cell 3: Purpose is for Solid Waste**
South Central Regional Solid Waste landfill
Location: 14535 Robert Larson Blvd, Las Cruces, New Mexico 88007
Installation Dates: January 2013
Owner: South Central Solid Waste Authority
Design Engineer: CDM Smith Kerrie Greenfelder 505-243-3200
Manufacturer: GSE Lining Technologies
Materials: 60 mil smooth and Textured HDPE, GSE NSL and EC GCL
Material Quantities: 455,000 sf of HDPE and GCL materials each.

- 5) Socorro Regional Landfill: Purpose is for Solid Waste
Location: 2465 Hwy 1, Socorro, New Mexico 87801
Installation Dates: November 2012
Owner: City of Socorro, New Mexico
Design Engineer: Magee and Associates, Marvin Magee 575-523-9613
Manufacturer: GSE Lining Technologies.
Materials: 60 mil smooth & Textured HDPE and GCL
Material Quantities: 152,000 sf of HDPE & GCL
- 6) Red Rocks Regional Landfill : Purpose is solid waste landfill
Location: 101 Red Mesa Bluff Drive, Thoreau, New Mexico 87323
Installation Dates: October/November 2012
Owner: North West New Mexico Regional Solid Waste Authority
Design Engineer: Magee and Associates, Marvin Magee 575-523-9613
Manufacturer: GSE Lining Technologies
Materials: 60 mil smooth and textured HDPE, GSE NSL GCL and GSE SS
Geocomposite
Material Quantities: 528,488 SF of each material.
- 7) Los Alamos County Landfill: Purpose is solid waste landfill
Location: Los Alamos, New Mexico
Installation Dates: August-October 2011 and March 2012
Owner: County of Los Alamos, New Mexico
Design Engineer: Daniel B Stephens Sean Brady 505-822-9400
Manufacturer: GSE Lining Technologies
Materials GSE NSL GCL
Material Quantities: 1,010,592 SF

Continued on page 2

- 8) Cerro Colorado Landfill: Purpose is solid waste landfill
Location: Albuquerque, New Mexico
Installation Dates: February and April 2011
Owner: City of Albuquerque, New Mexico
Design Engineer: CDM Kerrie Greenfelder 505-243-3200
Manufacturer: Agri America
Materials: Agri 60 mil smooth and textured, Geonet, Geotextile and Cetco GCL
Material Quantities 990,000 SF of HDPE, 900,000 SF of Geonet and Geotextile and
75,000 SF of GCL
- 9) Sandpoint Landfill: Purpose is solid waste landfill.
Location: Carlsbad, New Mexico
Installation Dates: March 2011

COMPLETED LANDFILL PROJECTS

- 1) LeaLand Landfill OCD Cell 10
Location: MILE MARKER 64, 35 MILES EAST OF CARLSBAD, NEW MEXICO
CONTACT: KIN SLAUGHTER 575-887-4048
Installation: March 2014
Design Engineer: Owner
Liner Manufacturer: GSE Lining Technologies
Materials: 60 mil HDPE Smooth & Textured, and GSE NSL GCL
Quantities 275,000 sf of HDPE and GCL
- 2) Tucumcari Landfill Cell # 2: Purpose is for Solid Waste
Tucumcari, New Mexico
Installation: October 2013
Owner: Village of Tucumcari
Design Engineer: Gordon Environmental Mike Heinsteins 505-867-6990
Liner Manufacturer: GSE Lining Technologies
Materials: 60 mil HDPE Smooth & Textured, and GSE NSL GCL
Quantities 120,000 sf of HDPE and GCL
- 3) Wagon Mound Landfill Unit 2B
Location: Wagon Mound, New Mexico
Installation: August 2013
Owner: Green Group Holdings
Design Engineer: Gordon Environmental Mike Heinsteins 505-867-6990
Liner Manufacturer: GSE Lining Technologies
Materials: 60 mil HDPE Smooth & Textured, and GSE NSL GCL
Quantities 80,000 sf of HDPE and GCL
- 4) Corralitos Landfill Cell 3: Purpose is for Solid Waste
South Central Regional Solid Waste landfill
Location: 14535 Robert Larson Blvd, Las Cruces, New Mexico 88007
Installation Dates: January 2013
Owner: South Central Solid Waste Authority
Design Engineer: CDM Smith Kerrie Greenfelder 505-243-3200
Manufacturer: GSE Lining Technologies
Materials: 60 mil smooth and Textured HDPE, GSE NSL and EC GCL
Material Quantities: 455,000 sf of HDPE and GCL materials each.

SOUTHWEST LINER SYSTEMS, INC. ALBUQUERQUE, NEW MEXICO
505-345-0043 505-345-0315 fax

- Owner: City of Carlsbad/Eddy County
Design Engineer: Stoller engineering 575-885-0172
Manufacturer: GSE Lining Technologies
Materials: 60 mil smooth HDPE and GSE NSL GCL
Material Quantities: 577,000 SF of each material.
- 10) Sandoval County landfill: 2700 IRIS RD NE, RIO RANCHO, NEW MEXICO
Contact: Phillip Rios 505-771-8500
CELL 5A 470,000 S.F. OF GSE 60 MIL HDPE AND GCL
Installed July of 2010
- 11) LEA LAND LANDFILL:
Location: MILE MARKER 64, 35 MILES EAST OF CARLSBAD, NEW MEXICO
CONTACT: KIN SLAUGHTER 575-887-4048
OCD Cell- 120,000 SF of 60 mil HDPE and GCL installed in March 2012
OCD cell_ 140,000 SF of 60 mil HDPE and GCL installed in May of 2011
OCD CELL-169,000 S.F. OF 60 MIL HDPE AND GCL INSTALLED AUGUST 2010
CONST. LANDFILL CELL-80,000 S.F. OF 60 MIL HDPE & GCL INSTALLED
MARCH 2010
- 12) Project: Roswell Municipal Landfill Cell 3B
Owner: City of Roswell, New Mexico
Address: 3006 W Brasher Rd. Roswell, New Mexico 88203
Contact: Justin Patty @ 575-910-4376
Material installed: 450,000 s.f. of GSE white 60 mil HDPE and GSE Bentofix GCL
Description: Landfill cell installed in November of 2009

Continued on page 3

- 13) Project: City of Tucumcari Landfill cell 1
Owner: City of Tucumcari, New Mexico
Address: 215 East Center Street, Tucumcari, New Mexico 88401
Contact: Doug Powers or Alex Madrid @ 575-461-3451
Material installed: 130,000 s.f. of 60 mil HDPE, Cctco Bentomat ST and GSE
geocomposite
Description: Landfill cell installed at the Tucumcari landfill in November of 2010
- 14) Project: Camino Real Landfill Cell 10A
Owner: Waste Connections, Inc.
Address: 1000 Camino Real Blvd
Sunland Park, New Mexico 87063
Contact: Lee Wilson @ 575-589-9440

SOUTHWEST LINER SYSTEMS, INC. 3860 HAWKINS ST. NE ALBUQUERQUE, NEW MEXICO 87109 3

Material installed: 250,000 s.f. of 60 mil HDPE and Cetco Bentomat ST GCL
Description: Landfill cell installed for The Snow Company, Inc. in July 2010

| Item No. | Description | Units | Est. Qty | Engineer's Estimate | | Environments, LLC | | Max/Tek | | Meridian Contracting | | Marrow Enterprises, Inc. | | Camacho, FL | |
|---|---|-------|----------|---------------------|---------------|-------------------|---------------|----------------|---------------|----------------------|---------------|--------------------------|---------------|----------------|---------------|
| | | | | Unit Cost | Extended Cost | Unit Cost | Extended Cost | Unit Cost | Extended Cost | Unit Cost | Extended Cost | Unit Cost | Extended Cost | Unit Cost | Extended Cost |
| 1 | Mobilization | LS | 1 | \$45,000.00 | \$45,000.00 | \$17,000.00 | \$17,000.00 | \$21,000.00 | \$21,000.00 | \$108,000.00 | \$108,000.00 | \$60,000.00 | \$60,000.00 | \$100,000.00 | \$100,000.00 |
| 2 | Quality Control/Quality Assurance Testing Allowance | Allow | 1 | \$15,000.00 | \$15,000.00 | \$15,000.00 | \$15,000.00 | \$15,000.00 | \$15,000.00 | \$15,000.00 | \$15,000.00 | \$15,000.00 | \$15,000.00 | \$15,000.00 | \$15,000.00 |
| 3 | Subgrade Preparation | LS | 1 | \$55,194.00 | \$55,194.00 | \$102,727.00 | \$102,727.00 | \$60,606.00 | \$60,606.00 | \$118,893.00 | \$118,893.00 | \$88,000.00 | \$88,000.00 | \$96,000.00 | \$96,000.00 |
| 4 | Geosynthetic Clay Liner | SF | 422,000 | \$0.50 | \$211,000.00 | | | \$0.80 | \$337,600.00 | \$0.47 | \$198,940.00 | \$0.52 | \$219,440.00 | \$0.48 | \$202,560.00 |
| 5 | 60 mil HDPE Textured Geomembrane | SF | 422,000 | \$0.65 | \$274,300.00 | \$0.527 | \$222,394.00 | \$0.43 | \$182,740.00 | \$0.54 | \$227,880.00 | \$0.55 | \$232,100.00 | \$0.57 | \$240,540.00 |
| 6 | 10 mil HDPE Non-Woven Geotextile | SF | 422,000 | \$0.29 | \$122,380.00 | \$0.231 | \$97,482.00 | \$0.30 | \$126,600.00 | \$0.19 | \$80,180.00 | \$0.18 | \$75,960.00 | \$0.19 | \$80,180.00 |
| 7 | Cell 5B Drainage Material - Basalt | CY | 23,500 | \$1.69 | \$39,715.00 | \$3.83 | \$90,355.00 | \$8.05 | \$189,175.00 | \$5.25 | \$123,375.00 | \$8.13 | \$191,055.00 | \$3.75 | \$88,125.00 |
| 8 | Cell 5B Drainage Material - Class | CY | 9,000 | \$1.69 | \$15,210.00 | \$30.25 | \$272,250.00 | \$8.05 | \$72,450.00 | \$8.50 | \$76,500.00 | \$9.07 | \$81,630.00 | \$4.50 | \$40,500.00 |
| 9 | Leachate Collection System - Piping | LS | 1 | \$46,200.00 | \$46,200.00 | \$36,305.00 | \$36,305.00 | \$47,300.00 | \$47,300.00 | \$32,650.00 | \$32,650.00 | \$71,000.00 | \$71,000.00 | \$130,000.00 | \$130,000.00 |
| 10 | Leachate Collection System - Level Sensors, Transmitters and Solar Panels | LS | 1 | \$45,428.00 | \$45,428.00 | \$35,575.00 | \$35,575.00 | \$64,100.00 | \$64,100.00 | \$41,450.00 | \$41,450.00 | \$80,000.00 | \$80,000.00 | \$32,750.00 | \$32,750.00 |
| 11 | Leachate Collection System - Pumps | LS | 1 | \$114,424.00 | \$114,424.00 | \$77,840.00 | \$77,840.00 | \$64,100.00 | \$64,100.00 | \$113,100.00 | \$113,100.00 | \$50,000.00 | \$50,000.00 | \$133,000.00 | \$133,000.00 |
| Subtotal of Bid Items (1 through 9) | | | | \$975,471.00 | | | | | | \$1,084,468.00 | | \$1,109,785.00 | | \$1,121,655.00 | |
| New Mexico Gross Receipts Tax (NMGRT) at 6.875% | | | | \$66,872.69 | | \$64,188.78 | | \$79,041.72 | | \$74,857.18 | | \$76,296.34 | | \$77,133.78 | |
| Total Base Bid Amount Plus NMGRT | | | | \$1,042,343.69 | | \$97,532.78 | | \$1,135,465.72 | | \$1,159,025.18 | | \$1,186,081.34 | | \$1,198,788.78 | |
| Resident Contractor Preference Bid Total (- 3%) | | | | N/A | | \$347,656.14 | | \$1,135,465.72 | | \$1,159,025.18 | | \$1,126,758.28 | | \$1,186,768.78 | |
| Percent of Engineers Estimate | | | | 100% | | 96% | | 109% | | 111% | | 114% | | 115% | |

OPTIONAL: Attendance at Non-Mandatory Pre-Bid Meeting
 MANDATORY: Signed Bid Form (with all blanks filled in)
 MANDATORY: Bid Security or Bond
 MANDATORY: Listing of Subcontractors and Suppliers
 MANDATORY: Resident Veteran Contractor / Resident Contractor Certification
 MANDATORY: Non-Collusion Affidavit
 MANDATORY: Non-Segregated Facilities
 MANDATORY: Equal Employment Opportunity
 MANDATORY: Certificate of Registration
 MANDATORY: Bidder's Acknowledgment of Receipt of 2 Addenda
 OPTIONAL: Evidence that Bidder meetings general and project specific criteria, including Quality/Personnel

City of Santa Fe SENATOR: Robert Rodriguez, Purchasing Director
 CDM SMITH SIGNATORY: Karla Greenfield, Project Manager

Notes:
 Engineer's Estimate: The Engineer's Estimate is based on the information provided in the bid tab and is not a guarantee of the final cost of the project.
 Mobilization: Mobilization costs are estimated at \$45,000.00. This amount is subject to change based on the actual mobilization costs incurred.
 Quality Control/Quality Assurance Testing Allowance: This allowance is for the cost of quality control and quality assurance testing. It is not a guarantee of the final cost of the project.
 Subgrade Preparation: Subgrade preparation costs are estimated at \$55,194.00. This amount is subject to change based on the actual subgrade preparation costs incurred.
 Geosynthetic Clay Liner: Geosynthetic clay liner costs are estimated at \$211,000.00. This amount is subject to change based on the actual geosynthetic clay liner costs incurred.
 60 mil HDPE Textured Geomembrane: 60 mil HDPE textured geomembrane costs are estimated at \$274,300.00. This amount is subject to change based on the actual 60 mil HDPE textured geomembrane costs incurred.
 10 mil HDPE Non-Woven Geotextile: 10 mil HDPE non-woven geotextile costs are estimated at \$122,380.00. This amount is subject to change based on the actual 10 mil HDPE non-woven geotextile costs incurred.
 Cell 5B Drainage Material - Basalt: Cell 5B drainage material - basalt costs are estimated at \$39,715.00. This amount is subject to change based on the actual cell 5B drainage material - basalt costs incurred.
 Cell 5B Drainage Material - Class: Cell 5B drainage material - class costs are estimated at \$15,210.00. This amount is subject to change based on the actual cell 5B drainage material - class costs incurred.
 Leachate Collection System - Piping: Leachate collection system - piping costs are estimated at \$46,200.00. This amount is subject to change based on the actual leachate collection system - piping costs incurred.
 Leachate Collection System - Level Sensors, Transmitters and Solar Panels: Leachate collection system - level sensors, transmitters and solar panels costs are estimated at \$45,428.00. This amount is subject to change based on the actual leachate collection system - level sensors, transmitters and solar panels costs incurred.
 Leachate Collection System - Pumps: Leachate collection system - pumps costs are estimated at \$114,424.00. This amount is subject to change based on the actual leachate collection system - pumps costs incurred.

ATTACHMENT

RFB No. '14/43/B

**SANTA FE SOLID WASTE
MANAGEMENT AGENCY**

REQUEST FOR BIDS

BID NO. '14/43/B



**CONTRACT DOCUMENTS
AND SPECIFICATIONS
FOR
CAJA DEL RIO LANDFILL
CELL 5B LINER CONSTRUCTION**

JUNE 16, 2014

BIDS DUE:

JULY 11, 2014 at 2:00 P.M.

PURCHASING OFFICE

CITY OF SANTA FE

2651 SIRINGO ROAD – BUILDING “H”

SANTA FE, NEW MEXICO 87505

**CAJA DEL RIO LANDFILL
CELL 5B LINER CONSTRUCTION
BID NO. '14/43/B**

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CONSTRUCTION PLAN INDEX

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| CD-1 | Leachate Collection System Details |

Section 1

Invitation to Bid

**SANTA FE SOLID WASTE MANAGEMENT AGENCY
ADVERTISEMENT FOR BIDS**

INVITATION TO BID NO.: '14/43/B

SEALED BID FOR: Santa Fe Solid Waste Management Agency (SFSWMA)
Caja del Rio Landfill
Cell 5B Liner Construction

BID SCHEDULE
Advertisement: June 16, 2014
Issuance of Bid Packages: June 16, 2014
Pre-Bid Conference: June 30, 2014 @ 10:00 a.m. @ SFSWMA
Bid Opening: July 11, 2014 @ 2:00 p.m.
Bid Award (Joint Powers Board): August 21, 2014
Notice to Proceed: September 8, 2014 (Estimated)

TO BE OPENED AT: City Purchasing Office
City of Santa Fe
2651 Siringo Road, Building H
Santa Fe, NM 87505

TIME: 2:00 p.m. Local Prevailing Time

DATE: July 11, 2014

ADDRESSED TO: Mr. Robert Rodarte
Purchasing Director
City of Santa Fe
2651 Siringo Road, Building H
Santa Fe, NM 87505

PRE-BID CONFERENCE: A non-mandatory pre-bid conference will be held at 10:00 a.m. on June 30, 2014, at the Nancy Rodriguez Community Center in the Traditional Village of Agua Fria, 1 Prairie Dog Loop, Santa Fe, NM 87507. The pre-bid conference will provide significant aspects of the project and address any potential bidder questions. Immediately after the pre-bid conference, bidders may participate in an optional site visit of the liner construction project at the Caja del Rio Landfill with representatives from CDM Smith Inc. (Engineer) and Santa Fe Solid Waste Management Agency (Owner).

Bids will be received until the above time, then opened publicly at the City of Santa Fe Purchasing Office, 2651 Siringo Road, Building H, Santa Fe, New Mexico and read aloud. Bids received after the above time will be returned unopened.

Contract Documents may be reviewed at the following address:

Santa Fe Solid Waste Management Agency
Attn: Rosalie Cardenas
(505) 424-1850
Caja del Rio Landfill
149 Wildlife Way
Santa Fe, NM 87506

OBTAINING CONTRACT DOCUMENTS: Construction Plans, Specifications and other Contract Documents may be obtained at the following address:

Academy Reprographics
8900-N San Mateo Blvd NE
Albuquerque, NM 87113
Phone: (505) 821-6666
Email: plot@acadrepro.com

Prospective bidders may go directly to Academy Reprographics' web site (www.acadrepro.com) to review or obtain (for a fee) a complete set of the Contract Documents, including plans and specifications. Bidders are advised that the cost of the CD and/or any costs to reproduce hard copies of the Contract Documents or portions thereof are non-refundable. Bidders may also view the Contract Documents at <http://www.santafenm.gov/bids.aspx>.

Bids for the project will be presented in the form of a unit price or lump sum bid as indicated on the **Bid Form**. The bidder shall bid all items listed. Each bidder must conform to the conditions specified in the section entitled **Instructions for Bidders**.

BID GUARANTEE: Each bid shall be accompanied by an acceptable form of bid Guarantee (Bid Security) in an amount equal to at least five percent (5%) of the amount of the bid payable to the Santa Fe Solid Waste Management Agency as a guarantee that if the bid is accepted, the Bidder will execute the Contract and file acceptable **Performance and Labor and Material Payment Bonds** within fifteen (15) days after the award of the Contract.

The bid shall also include a signed **Non-Collusion Affidavit of Prime Bidder**, a signed **Certificate of Bidder Regarding Equal Employment Opportunity**, **Certificate of Nonsegregated Facilities**, and **Acknowledgement for Receipt of Addenda**. The successful Bidder shall, upon notice of award of Contract, secure from each of his subcontractors a signed **Non-Collusion Affidavit of Subcontractor**. Bidders must possess an applicable license to perform the Work under this Contract, provided for in the New Mexico Construction Industries Rules and Regulations.

The Work specified in the Contract Documents shall be complete within seventy five (75) calendar days following issuance of a notice-to-proceed to the successful Bidder. Following the seventy five (75) calendar day contract time, SFSWMA will impose liquidated damages for failure to comply with this time limit, as specified in the Contract Documents.

Performance Bond and Labor & Material Payment Bond, each 100% of the Contract sum, will be required of the successful Bidder entering into the construction Contract.

Bids will be held for sixty (60) days subject to action by the Owner.

OWNERS RIGHTS RESERVED: The Santa Fe Solid Waste Management Agency, herein referred to as the Owner, reserves the right to reject any or all bids and to waive any formality or technicality in any bid in the best interest of the Owner.

The Work to be performed in this project consists of furnishing all equipment, labor and materials for the construction of the Caja del Rio Landfill Cell 5B Liner Construction in accordance with the Construction Plans, Specifications, and other Contract Documents.

Wages paid on this project shall not be less than the minimum prevailing wage rates listed in the Contract Documents.

To receive a resident or resident veteran contractor preference pursuant to Section 13-4-2 NMSA 1978, a resident or resident veteran contractor shall submit with its bid a copy of a valid resident or resident veteran contractor certificate issued by the New Mexico Taxation and Revenue Department pursuant to Section 13-1-22 NMSA 1978.

EQUAL OPPORTUNITY IN EMPLOYMENT: All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, or national origin. Bidders on this work will be required to comply with the Presidents Executive Order No. 11246 as amended.

ATTEST:

Robert Rodarte, Purchasing Officer

Received by the Santa Fe New Mexican on: June 11, 2014
To be published on: June 16, 2014

Received by the Albuquerque Journal on: June 11, 2014
To be published on: June 16, 2014

Section 2

Instructions to Bidders

INSTRUCTIONS FOR BIDDERS

Bids are requested by the Santa Fe Solid Waste Management Agency for Construction of the Caja del Rio Landfill Cell 5B Liner in accordance with the Construction Plans, Specifications and Contract Documents.

1. **LOCATION AND DESCRIPTION OF WORK:** The Work under this Contract is located on-site at the Caja del Rio Landfill, 149 Wildlife Way, Santa Fe, New Mexico 87506. The Work consists of construction for Cell 5B, including earthwork, berms, subgrade, geosynthetic clay liner, geomembrane, geotextile, in-cell piping, drainage layer, leachate pumps, and solar powered leachate level sensors, as shown and specified in the Construction Plans, Specifications and Contract Documents.
2. **TIME AND PLACE OF RECEIVING AND OPENING BIDS:** This information will be found in the "Advertisement for Bids" form attached hereto. A bid received after the specified time will not be considered and will be returned to the Bidder unopened.
3. **SPECIFICATIONS:** The construction of this project will be in accordance with the General and Supplemental Conditions, Technical Specifications, and Construction Plans contained in the Contract Documents.
4. **CONTRACT DOCUMENT DEPOSIT:** Prospective bidders may go directly to Academy Reprographics' web site (www.acadepro.com) to review or obtain (for a fee) a complete set of the Contract Documents, including plans and specifications. Bidders are advised that the cost of the CD and/or any costs to reproduce hard copies of the Contract Documents or portions thereof are non-refundable.
5. **DEFINED TERMS:** Terms used in these Instructions to Bidders have the meanings assigned to them in the General and Supplemental Conditions.
6. **EXAMINATION OF CONTRACT DOCUMENTS AND SITE:** Before submitting the bid, each Bidder must (a) examine the Contract Documents thoroughly, (b) visit the site to familiarize himself with local conditions that may in any manner affect performance of the Work, (c) familiarize himself with Federal, State and local laws, ordinances, rules and regulations affecting performance of the Work; and (d) carefully correlate his observations with the requirements of the Contract Documents. The submission of a Bid constitutes representation by Bidder that Bidder has complied with every requirement of this section and that the Contract Documents are sufficient in scope to indicate and convey understanding of all terms and conditions for performance of the Work.
7. **THE COMPLETE CONTRACT DOCUMENTS CONTAIN THE FOLLOWING:** Everything that is bound herein, as well as project Construction Plans, General and Supplemental Conditions, and Technical Specifications referenced herein.
8. **INTERPRETATIONS:** All questions about the meaning or intent of the Contract Documents shall be submitted to the Owner in writing. Replies will be issued by Addenda mailed, emailed, or faxed to all parties recorded by the Owner as having received the Documents at least two (2) days before the scheduled bid opening date. Questions received less than five (5) days prior to the date for opening of bids will not be answered. Only questions answered by formal written Addenda will be binding. Oral and other interpretations or clarifications will be without legal effect.

Any and all such interpretations and any supplemental instructions will be in the form of

written addenda to the specifications which, if issued, will be mailed, emailed, or faxed to all prospective bidders, no later than two days prior to the date fixed for the opening of the bids. Failure of any bidder to receive any such addendum or interpretations shall not relieve such bidder from any obligation under his bid as submitted. All addenda so issued shall become part of the Contract Documents.

The Agency reserves the right to not comply with these time frames if a critical addendum is required or if the proposal deadline needs to be extended due to critical reason in the best interest of the Santa Fe Solid Waste Management Agency.

9. **BID SECURITY:** Bid security (bid guarantee) in the amount of 5% of the amount of the bid shall accompany the Bid Form and must be in the form of a certified or bank cashier's check made payable to the Owner or a bid bond issued by a surety licensed to conduct business in the State of New Mexico, or other supplies in a form satisfactory to the Owner. The Bid Security of the successful Bidder will be retained until he has executed the Construction Agreement and furnished the required Contract Security (Performance and Labor and Material Payment Bonds), whereupon it will be returned. If he fails to execute and deliver the Construction Agreement and furnish the required Contract Security within ten (10) days of the Notice of Award, the Owner may annul the Notice of Award and the Bid Security of that Bidder will be forfeited. The Bid Security of any Bidder whom the Owner believes to have a reasonable chance of receiving the award may be retained by the Owner until either the seventh day after the executed Construction Agreement is delivered by the Owner to Contractor and the required Contract Security is furnished; or the sixty-first day after the bid opening, whichever is earlier. Bid security of other Bidders will be returned within fifteen (15) days of the bid opening, or sooner.

10. **RESIDENT PREFERENCE:**

INTENT AND POLICY: The Owner recognizes that the intent of the state resident preference statute is to give New Mexico businesses and contractors an advantage over those businesses, manufacturers and contractors from outside the State of New Mexico. The underlying policy is to give a preference to those persons and companies who contribute to the economy of the State of New Mexico by maintaining plants and other facilities within the State and giving employment to residents of the State (1969 OP. Attorney. Gen. No. 6942).

APPLICATION-IN-STATE AND OUT-OF-STATE BIDDERS: With acknowledgement of this intent and policy, the preference will only be applied when bids are received from in state businesses, manufacturers and contractors that are within five (5) percent of low bids received from out-of state businesses, manufacturers and contractors (13-1-21 (A-1-21 (-F) and 134-2 (C)) NMSA 1978).

To be considered a resident for application of the preference, the in-state Bidder must have included a valid state purchasing certification number with the submitted bid.

Thus it is recommended that in-state Bidders obtain a state purchasing certification number and use it on all bids, in order to have the preference applied to their advantage, in the event an out of-state bid is submitted. In submitting a bid, it should never be assumed that an out of-state bid will not be submitted.

For information on obtaining a state purchasing certification number, the potential Bidder should contact the State of New Mexico General Services Department - Purchasing Office (Joseph Montoya Building - 1100 S. St. Francis Drive - 505 827-0472).

All resident preferences shall be verified through the State Purchasing Office. Applications for resident preference not confirmed by the state purchasing office will be rejected. The certification must be under the business name of the Bidder submitting the bid.

NON-APPLICATION OF COMPETING IN-STATE BIDDERS: If the lowest responsive bid and the next responsive bids within five (5) percent of the lowest bid and are all from the State of New Mexico, then the resident preference will not be applied and the state purchasing certification number will not be considered. To be considered an in-state Bidder in this situation, the Bidders must meet the definition criteria of Chapter 13-1-21 (A) (1) and Chapter 13-4-2 (A) NMSA 1978. The bid documents issued shall include questions regarding residency, which the Bidder shall answer and certify. After examining the information included in the bid submitted, the City Purchasing Officer may seek additional information of proof to verify that the business is a valid New Mexico business. If it is determined by the City Purchasing Officer that the information is not factual and the low responsive bid is actually an out-of state Bidder and not a New Mexico business, then the procedures in the previous section may be applied.

If the Bidder has met the above criteria, the lowest responsive "resident" bid shall be multiplied by 0.95. If that amount is then lower than the low responsive bid of a "nonresident" Bidder, although the award will be based taking into consideration the resident preference of five (5) percent.

Preferences shall not be applied when expenditures of Federal funds designated for a specific contract is involved.

A Bidder may not claim a five (5) percent preference as a manufacturer and a five (5) percent preference as a business for a cumulative ten (10) percent.

New Mexico Resident Preference Number (if applicable): _____

NEW MEXICO RESIDENT VETERAN PREFERENCE: New Mexico law, Section 13-1-22 NMSA 1978, provides a preference in the award of a public works contract for a "resident veteran business". Certification by the NM Department of Taxation and Revenue for the resident veteran business requires the Offeror to provide evidence of annual revenue and other evidence of veteran status.

An Offeror who wants the veteran business preference to be applied to its proposal is required to submit with its proposal the certification from the NM Department of Taxation and Revenue and the sworn affidavit attached hereto in Section 3, Bid Proposal.

If an Offeror submits with its proposal a copy of a valid and current veteran resident business certificate, 7%, 8%, or 10% of the total weight of all the evaluation factors used in the evaluation of proposal may be awarded as set forth in NMSA 1978, § 13-1-21 and 13-1-22.

The resident business preference is not cumulative with the resident veteran business preference.

New Mexico Resident Veteran Contractor Number (if applicable): _____

LOCAL PREFERENCE: An offeror who submits to the Agency a valid Local Preference Certification Form, pursuant to the City of Santa Fe Purchasing Manual, or a Santa Fe County Preference Certificate, issued by Santa Fe County, shall receive a 5% preference as set forth in Santa Fe County Ordinance No. 2012-4. The local preference applies only to offers received when the Agency procures services through a competitive sealed proposal process.

An offeror is eligible for the local preference in addition to either the in-state preference or the resident veteran preference.

Local Preference Certificate Number (if applicable): _____

11. CONTRACT TIME: The number of days for the completion of Work (the Contract Time) is seventy-five (75) calendar days as set forth in the Bid Proposal and will be included in the executed Construction Agreement.

12. SUBCONTRACTORS, SUPPLIERS AND OTHERS:

- A. The Contractor, in the bid documents, must identify in writing to the Owner those portions of the Work that he proposes to subcontract and after the Notice of Award, may only subcontract other portions of the work with the Owner's written consent.
- B. Contractor will not be required to employ any other subcontractor, other person or organization against whom he has reasonable objection.
- C. The Contractor shall list all Subcontractor names, addresses and type of work to be performed.
- D. The Subcontractor threshold amount for this project is \$5,000. The General Contractor must list all subcontractors who will perform work in excess of this threshold. Only one Subcontractor may be listed for each category as defined by the Contractor. The Subcontractor Fair Practice Act (13-4-31 thru 14-3-43 NMSA 1988) shall apply.
- E. EXEMPTION: In accordance with the "SUBCONTRACTOR'S FAIR PRACTICES ACT", Section 13-4-35, the Contractor shall not be required to submit a Subcontractor's Listing form with the bid for contracts for construction, improvement or repair of streets or highways, including bridges, underground utilities within easements, including but not limited to waterlines, sewer lines and storm sewer lines. The SUBCONTRACTOR'S FAIR PRACTICES ACT shall apply, however, to that portion of contracts for construction, improvement or repair of streets or highways which covers street lighting and traffic signals.

The Bidder shall list the Subcontractor(s) or material supplier(s) he proposes to use for all trades or items on the Subcontractor Listing Form attached to the Bid Form. The listing must include Subcontractors specifically identified in Paragraph D above. If awarded the contract, the Bidder shall use the firm listed, or himself if "General Contractor" has been listed, unless a request for a change or substitution is approved by the Owner of any reason as outlined herein.

F. For subcontract work involving the provision of "SUBCONTRACTOR'S FAIR PRACTICES ACT 13-4-31...43 NMSA 1978" summarized as follows, shall apply:

1. A Contractor may not substitute any Subcontractor listed, unless the Owner approves, in writing, the substitution based on the following situations:
 - a. The Subcontractor fails or refuses to execute a contract due to bankruptcy or insolvency;
 - b. The Subcontractor fails or refuses to perform;
 - c. The Contractor demonstrates to the Owner that the listed Subcontractor was due to an inadvertent clerical error;
 - d. Acceptance of an alternate by the Owner causes the original Subcontractor's bid not to be low;
 - e. The Contractor can substantiate to the Owner that a Subcontractor's bid is incomplete, or;
 - f. The Subcontractor fails or refuses to meet bond requirements of the Contractor.
2. Prior to approval of the Contractor's request for substitution, the Owner shall give notice to the listed Subcontractor by certified mail. The Subcontractor shall have five (5) working days to submit written objections to the Owner. Failure to respond shall constitute Subcontractor's consent to the substitution. If written objections are received, the Owner shall give five (5) working days notice of a hearing.
3. No other substitution of Subcontractors may be permitted by the Contractor, other than for requested change orders in the scope of the work or unless the Contractor can show that no bids were received.
4. It shall be the responsibility of the Subcontractor to be prepared to submit performance or payment bonds if requested by the Contractor. If the Subcontractor does not furnish such requested bonding, the Contractor may substitute another Subcontractor, as per the provisions of item 1 above. (The requirement of such bonding must be included in the Contractor's written or published request for Subcontract bids.)
5. If the Contractor does not specify a Subcontractor, he represents that he shall perform the work.
6. If the Contractor is claiming an inadvertent clerical error, notice shall be given to the Owner and to the involved Subcontractor within two (2) working days of the bid opening. The Subcontractor shall have six (6) working days from the bid opening to submit written objections. Failure to respond shall constitute Subcontractor's agreement that an error was made.
7. If determined to be an emergency, upon written finding, subcontracting may be permitted although not originally designated in the bid.
8. By State statute, violation of this act may allow the Owner to cancel the Contract or assess the Contractor a penalty up to ten (10) percent of the subcontract involved, but in no case less than the difference between the amount of the listed Subcontractor and the Subcontractor used. The Contractor shall be entitled a hearing after notice of intent of assess a penalty.

9. If a hearing is held, the dispute shall be stated in writing and the Owner shall evaluate the issues of both sides and render a determination within ten (10) days of the hearing and provide the parties with a written copy of the decision by certified mail. The Owner may also refer the matter to arbitration.

13. BID FORM:

- A. The Bid Form is included in the Contract Documents; additional copies may be obtained from SFSWMA, Caja Del Rio Landfill, 149 Wildlife Way, Santa Fe, NM, 87506.
- B. The Bid Form must be completed in either ink or typewritten. The bid price of each item on the form must be stated in numerals and written words; in case of an error in extensions in the unit price schedule the unit price shown in written words shall govern.
- C. Bids by corporations must be executed in the corporate name by the president or a vice president (or other corporate officer accompanied by evidence of authority to sign) and the corporate seal shall be affixed and attested by the secretary or an assistant secretary. The corporate address and state of incorporation shall be shown below the signature.
- D. Bids by partnerships must be executed in the partnership name and signed by a partner, his title must appear under his signature and the official address of the partnership must be shown below the signature.
- E. All names must be typed or printed below the signature.
- F. The bid shall contain an acknowledgement of receipt of all Addenda (the numbers of which shall be filled in on the Bid Form).

14. QUALIFICATION OF BIDS: All Bidders must have a valid New Mexico Contractor's License appropriate to the Work herein specified.

15. SUBMISSION OF BIDS: Bids shall be submitted at the time and place indicated in the Advertisement for Bids and shall be enclosed in an opaque sealed envelope, marked with the project title, name and address of the Bidder, N.M. License Number, and accompanied by the Bid Security, list of subcontractors and other required documents. The Bid Form shall not be detached from the bound set of Contract Documents. All blanks must be filled in. Conditional bids will not be considered. The envelope shall be addressed to:

Mr. Robert Rodarte
Purchasing Director
2651 Siringo Road Bldg. H
Santa Fe, NM 87505

16. MODIFICATION AND WITHDRAWAL OF BIDS: Bids may be modified or withdrawn by an appropriate document duly executed and delivered to the place where bids are to be submitted at any time prior to the opening of bids.

17. BID OPENING PROCEDURE: The person or persons opening the bids will adhere to the following procedure:

- A. Bid Proposal;
- B. Bid Form and Completed Bid Schedule - Name of Bidder and Bidder's New Mexico Contractor's License with a check for proper signatures, subcontractor/material listing, and acknowledgement of Addenda, if any;

- C. Bid Bond or Check for Bid Security;
- D. Statement of Bidder's Qualifications;
- E. Non-Collusion Affidavit of Prime Bidder;
- F. Non-Collusion Affidavit of Subcontractor(s);
- G. Certification of Nonsegregated Facilities;
- H. Certification of Bidder regarding Equal Employment Opportunity;
- I. Certification of Subcontractor regarding Equal Employment Opportunity; and
- J. Resident Veteran Contractor / Resident Contractor / Local Contractor Certification.

If any of the other requirements have not been met, the bid shall be disqualified and considered a non responsive bid. Any disqualified bids will not be read.

18. **BIDS TO REMAIN OPEN:** If a Contract is to be awarded, it will be awarded to the lowest responsible base bid whose evaluation indicates to the Owner that the award will be in the best interests of the project and the Owner. All bids shall remain open for sixty (60) days after the day of the bid opening, but the Owner may, in its sole discretion, release any bid and return the Bid Security prior to that date.

19. **AWARD OF CONTRACT:**

- A. The Owner reserves the right to reject any and all bids and waive any and all informalities or technicalities and the right to disregard all nonconforming or conditional bids or counter bids.
- B. If a Contract is to be awarded, it will be awarded to the lowest responsible base bid whose evaluation indicates to the Owner that the award will be in the best interests of the project and the Owner. Additive Alternatives may be added all or in part, based on available funding or timing to be exercised by the Owner at its discretion. If Alternatives are to be awarded, the Owner will award the Contract to the responsible Bidder submitting the low Base Bid, excluding NMGR, including any combination of any Additive Alternates or Deductive Alternates.
- C. Simultaneously with delivery of the executed counterparts of the Agreement to the Owner, Contractor shall deliver to the Owner the required Contract Bonds.
- D. If a Contract is to be awarded, the Owner will give the apparent successful Bidder a Notice of Award within thirty (30) days after the day of the bid opening.
- E. If the lowest responsible Bidder has otherwise qualified, the lowest Bidder may negotiate with the Owner for a lower bid if the lowest bid is within ten percent over budgeted project funds. No change in the original scope of the terms or terms and conditions will be allowed. Terms and conditions refer to the Contract requirements, warranties, and bonds. Negotiation may be permitted with product, materials, and equipment alternatives as determined to be in the best interest of the Owner.

20. **WAGE RATES:** The Bidder's attention is directed to the fact that wages to be paid on this project shall not be less than the prevailing wage rates as listed by the New Mexico State Labor and Industrial Commission. It shall be the successful Bidder's responsibility to inform himself thoroughly of all state, federal and local laws and statutes pertaining to the

employment of labor, the freedom of organization and the conditions of employment and shall strictly adhere to such laws and regulations as are applicable. There shall be no discrimination because of race, creed, color, national origin or legal political affiliation in the employment of persons qualified by training and experience for work under this contract.

21. REQUIRED SUBMITTALS:

- A. Bid Proposal;
- B. Bid Form and Completed Bid Schedule- Name of Bidder and Bidder's New Mexico Contractor's License with a check for proper signatures, subcontractor/material listing, and acknowledgement of Addenda, if any;
- C. Bid Bond or Check for Bid Security;
- D. Non-Collusion Affidavit of Prime Bidder;
- E. Non-Collusion Affidavit of Subcontractor(s);
- F. Certification of Nonsegregated Facilities;
- G. Certification of Bidder regarding Equal Employment Opportunity;
- H. Certification of Subcontractor regarding Equal Employment Opportunity; and
- I. Resident Veteran Contractor / Resident Contractor / Local Contractor Certification.

If any of the above requirements have not been met, the bid shall not be read.

- 22. SUBSTITUTIONS: The bid shall not be qualified by the bid of substitutions for specified materials or equipment.
- 23. PREFERENCES: In the construction of this project, the Owner has no preference for any process, type of equipment, or kind of material, but will consider all processes, types of equipment or kinds of material offered on a usual competitive basis if they are in fact the equal to that specified and will accomplish the purpose intended. The Owner reserves the right to be the sole judge as to whether or not a different process, type of equipment or kind of material offered is in fact equal to that specified.
- 24. LICENSE OR ROYALTY FEES: Licenses and/or royalty fees for products or for processes must be paid for directly by the Contractor.
- 25. PERFORMANCE BOND AND LABOR AND MATERIAL PAYMENT BOND: The Contractor will be required to furnish surety bonds in an amount at least equal to one hundred percent (100%) each of the total Contract price as security for faithful performance of the Contract and payment for all labor and materials. The surety company must be authorized to do business in the State of New Mexico and must be acceptable to the Owner.
- 26. ADDENDUM: Each Addendum shall be made a part of the Contract Documents to the same extent as though contained in the original Documents and itemized listing thereof. Each Bidder shall acknowledge receipt of each Addendum in the space provided on the Bid Form.
- 27. COLLUSION: No Bidder shall be interested in more than one bid. Collusion among Bidders or the submission of more than one bid under different names by any firms or individual shall be cause for rejection of all bids in question without consideration.
- 28. QUANTITIES: The quantities set forth in the Bid Form are estimated quantities on which

bids will be compared and which will be the basis for Award of Contract. Payment will be made for the Work actually performed.

29. **UTILITY INSPECTION:** All work done on the existing Owner owned utilities shall be inspected by a representative of the Owner before backfilling.
30. **POWER OF ATTORNEY:** Attorneys in fact who sign bonds must attach certified effective copies of their Power of Attorney to all bonds.
31. **PRE-BID CONFERENCE:** A non-mandatory pre-bid conference will be held at 10:00 a.m. on June 30, 2014, at the Nancy Rodriguez Community Center in the Traditional Village of Agua Fria, 1 Prairie Dog Loop, Santa Fe, NM 87507, as specified in the Advertisement for Bids.
32. **PROTEST PROCEDURE:** Any Bidder or Contractor who is aggrieved in connection with a procurement may protest to the City Purchasing Director. The protest must be in writing and be submitted within fifteen (15) days after the facts or occurrences.

The complete procedures and requirements regarding protests and resolution of protests are available from the Purchasing Office upon request.

33. CONSIDERATION OF BIDS

33.1 RECEIPT, OPENING AND RECORDING

Bids received on time will be opened publicly and will be read aloud, and an abstract of the amounts of the Base Bids and Alternates or Bid Items, if any, will be made available to the Bidders. Each Bid shall be open to public inspection.

33.2 BID EVALUATION AND AWARD

- 33.2.1 It is the intent of the Owner to award a contract to the lowest responsible base bid, provided the Bid has been submitted in accordance with the requirements of the Contract Documents. The unreasonable failure of a Bidder to promptly supply information in connection with an inquiry with respect to responsibility is grounds for a determination that the Bidder is not responsible Bidder. Post-Bid information that may be required of a Contractor as to qualifications can include, but not be limited to those items listed in paragraph 33.
- 33.2.2 If the Base Bid is within the amount of funds available to finance the construction Contract, Contract award will be made to the responsible Bidder submitting the low Base Bid, excluding New Mexico gross receipts tax (NMGRT). If alternatives are to be awarded the Owner will award the Contract to the responsible Bidder submitting the low Base Bid, excluding NMGRT, including any combination of any Additive Alternates or Deductive Alternates.
- 33.2.3 Discrepancies in the Bid Form between words and figures will be resolved in favor of words. Discrepancies between the indicated sum of any column of figures and the correct sum thereof will be resolved in favor of the correct sum.

33.3 COMPETITIVE SEALED BIDS

Contracts solicited by competitive sealed bids shall require that the bid amount exclude applicable New Mexico Gross Receipts Taxes or applicable local option taxes, but that the Owner shall be required to pay the applicable taxes, including any increase in the applicable tax which becomes effective after the date the Contract is entered into. The applicable Gross Receipts Tax shall be computed and shown as a separate amount on the Bid Form and on each request for payment made under the Contract.

33.4 NOTICE OF AWARD

A written Notice of Award shall be issued by the Owner after review and approval of the Bid and related documents by the Governing Authority, as defined in the Supplementary Provisions, with reasonable promptness.

33.5 IDENTICAL BIDS

When two or more of the Bids submitted are identical in price and are the low Bid, the Owner may:

- A. Award pursuant to the multiple source award provisions of the Procurement Code;
- B. Award to a resident business if the identical low Bids are submitted by a resident business and a nonresident business;
- C. Award to a resident manufacturer if the identical low Bids are submitted by a resident manufacturer and a non-resident manufacturer;
- D. Award by letter to one of the identical low Bidders;
- E. Reject all Bids and re-solicit Bids for the required services, construction, or items of tangible personal property.

33.6 CANCELLATION OF AWARD

When in the best interest of the public, the Owner may cancel the award of any contract at any time before the execution of said contract by all parties without any liability against the Owner.

34. POST-BID INFORMATION

34.1 RETURN OF BID SECURITY

All Bid Security in the form of checks, except those retained by the owner per paragraph 8.0 of this Instruction to Bidders will be returned within fifteen (15) days following the bid opening. The retained Bid Security of the Successful Bidder(s), if in the form of a check, will be returned after satisfactory Contract Bonds have been furnished and the Contract has been executed as stated in the above referenced paragraph 8.0. Bid Securities in the form of Bid Bonds will be returned only upon the request of the unsuccessful Bidder, but will be released by the Owner after the Notice of Award is sent by the Owner.

34.2 NOTICE TO PROCEED

The Owner will issue a written Notice to Proceed to the Contractor stipulating the date from which Contract Time will be charged and the date Contract Time is to expire, subject to valid modifications of the Contract authorized by Change Order.

34.3 FAILURE TO EXECUTE CONTRACT

Failure to return the signed Contract with acceptable Contract Bonds and Certificate of Insurance within ten (10) calendar days after the date of the Notice of Award shall be just cause for the cancellation of the Award and the forfeiture of the Bid Security, which shall become damages sustained. Award may then be made to the next lowest responsible Bidder, or the work may be readvertised and constructed under contract or otherwise, as the Owner may decide.

34.4 CONTRACTOR'S QUALIFICATION STATEMENT

Bidder to whom award of a Contract is under consideration shall submit, upon request, information and data to prove that their financial resources, production or service facilities, personnel, and service reputation and experience are adequate to make satisfactory delivery of the services, construction, or items of personal property described in the Contract Documents and the form of submittal shall be a Statement of Bidder's Qualifications.

34.5 CONTRACT BONDS REQUIREMENTS

The Successful Bidder, where the Contract Price exceeds twenty five thousand dollars (\$25,000), shall post a one hundred (100) percent Performance Bond and one hundred (100) percent Labor and Material Payment Bond. Bonds shall be executed on Performance Bond and Labor and Material Payment Bond forms attached hereto, with amount payable conforming to the terms of the Contract. Surety shall be a company licensed to do business in the State of New Mexico and acceptable to the Owner.

34.6 INSURANCE REQUIREMENTS

34.6.1 The Contractor shall carry insurance to protect the Owner from and against all claims, demands, actions, judgments, costs, expenses and liabilities which may arise or result directly or indirectly from or by reasons of loss, injury or damage related to the Project. The Contractor shall file with the Owner current certificates evidencing public liability insurance with limits as provided in the New Mexico Tort Claims Act, Section 41-4-19 NMSA 1978, and as that section or successors section may be amended from time to time. The Contractor shall also carry such insurance as it deems necessary to protect it from all claims under any workmen's compensation law in effect that may be applicable to the Contractor. All insurance required by this Agreement shall be kept and remain in full force and effect for the entire life of this Agreement.

34.6.2 The insurance coverage shall include worker's compensation, employer's liability, comprehensive general liability (Premises-Operations, independent contractors, products and completed operations, broad form property damage, contractual liability, explosion and collapse hazard, underground hazard, personal injury) comprehensive automobile liability

(owned and hired), excess liability (umbrella form), and all-risk builder's risk.

34.6.3 All insurance coverage must be maintained for the entire life of the Project. Products and completed operations coverage shall be maintained for a minimum period of one (1) year after final payment.

34.6.4 A valid certificate of insurance must be submitted to the Owner prior to issuance of a Notice-to-Proceed.

35. MINIMUM WAGE RATES

Any Contract entered into in excess of sixty thousand dollars (\$60,000) for construction, alteration, demolition, or repair, or any combination of these, including painting and decorating of public buildings or public works, is subject to the minimum wage rate determination issued by the New Mexico State Labor and Industrial Commission for this Project. Federal Funded Contracts in excess of \$2,000.00 are subject to Federal Labor Standards Requirements of Davis Bacon Act. The Bidder shall ensure that, in submitting his Bid, the minimum wage rate determination, included herein, has been utilized in preparing his Bid.

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Section 3

Bid Proposal

**BID PROPOSAL
BID No. '14/43/B
CAJA DEL RIO LANDFILL
CELL 5B LINER CONSTRUCTION**

CONTRACTOR NAME _____

ADDRESS _____

To Santa Fe Solid Waste Management Agency, State of New Mexico (Owner):

The undersigned proposes to furnish and deliver all the material and to do all the work and labor required in the construction of "Cell 5B Liner Construction" at the Caja del Rio Landfill in City of Santa Fe, State of New Mexico, according to the Construction Plans and Specifications at the prices named and shown on the Bid Form.

The undersigned declares that the only person or parties interested in the bid as principals are those named herein; that the bid is made without collusion with any person, firm or corporation; that he has carefully examined the specifications, including General and Supplemental Conditions, if any, and that he has made a personal examination of the site of the work, that he is to furnish all the necessary machinery, tools, apparatus and other means of construction and do all the work and finish all the materials specified in the manner and the time prescribed; that he understands that the quantities are approximate only and subject to increase or decrease, and that he is willing to perform any increased or decreased quantities of work at the unit price bid.

The undersigned hereby agrees to execute and deliver the Construction Agreement and required bonds within ten (10) days, or such further time as may be allowed in writing by the Owner after receiving notification of the acceptance of this bid, and it is hereby mutually understood and agreed that in case we do not, we forfeit the accompanying check or bid bond to the Owner as liquidated damages, and the said Owner may proceed to award the contract to others.

The undersigned hereby agrees to commence the work within ten (10) days, or such further time as may be allowed in writing by the after notification to proceed, and to complete the Work within seventy-five (75) calendar days, as outlined in these Contract Documents.

The undersigned proposes to furnish Labor and Material Payment Bond and Performance Bond in the amount of one hundred (100%) percent of the Contract Amount each as surety conditioned for the full complete and faithful performance of this contract, and to indemnify and save harmless the Owner from any damage or loss of which the Owner may become liable by the default of said Contractor, or by reason of any neglect or carelessness on the part of said Contractor, his agents or employees, or by or on account of any act or omission of said Contractor, his servants, agents or employees, in performance of this contract.

Signature

Date

Section 4 Bid Form

**BID FORM
SANTA FE SOLID WASTE MANAGEMENT AGENCY
CAJA DEL RIO LANDFILL – CELL 5B LINER CONSTRUCTION
CONTRACTING AGENCY AND OWNER**

NAME: _____

ADDRESS: _____
Hereinafter called Bidder.

TO: Mr. Robert Rodarte
Purchasing Director
City of Santa Fe
2651 Siringo Road, Building H
Santa Fe, NM 87505

Hereinafter called Owner,

**BID FOR: CAJA DEL RIO LANDFILL
CELL 5B LINER CONSTRUCTION**

Santa Fe Solid Waste Management Agency: Bid No. '14/43/B

1. The Bidder has familiarized itself with the existing conditions on the Project area affecting the cost of the Work and with the Contract Documents which includes:
 - a. Advertisement for Bids
 - b. Instructions for Bidders
 - c. Bid Proposal
 - d. Bid Form
 - e. Supplemental Bid Forms
 - f. Construction Agreement
 - g. Performance Bond
 - h. Labor and Material Payment Bond
 - i. General and Supplemental Conditions
 - j. Technical Specifications
 - k. Construction Plans.

The Bidder hereby proposes to furnish all supervision, technical personnel, labor, materials, tools, appurtenances, equipment, and services (including all utility and transportation services) required to construct and complete the improvements, all in accordance with the above listed Documents.

2. Bidder agrees to perform all Work to construct the Cell 5B Liner described in the Specifications and shown on the Construction Plans for the following unit prices provided in the Bid Schedule (Unit Prices) below.

Amounts are to be shown in both words and figures. In case of discrepancy, the amount shown in words will govern.

BID SCHEDULE (UNIT PRICES)
BID NO. '14/43/B

| Item No. | Estimated Quantity | Brief Description of Item With Unit Bid Price in Words | Unit Bid Price In Figures | Amount In Figures |
|----------|--------------------|--|---------------------------|-------------------|
| 1. | L.S. | Mobilization and Demobilization. _____ Dollars and Cents per lump sum. | \$ | \$ |
| 2. | Allow | Quality Control/Quality Assurance Testing Allowance. <u>Fifteen Thousand and Zero Cents</u> Dollars and Cents per Allowance. | \$15,000 | \$15,000 |
| 3. | L.S. | Subgrade Preparation _____ Dollars and Cents per linear foot. | \$ | \$ |
| 4. | 422,000 S.F. | Geosynthetic Clay Liner. _____ Dollars and Cents per square foot. | \$ | \$ |
| 5. | 422,000 S.F. | 60 mil HDPE Textured Geomembrane. _____ Dollars and Cents per square foot. | \$ | \$ |
| 6. | 422,000 S.F. | 10 oz/yd ² Non-Woven Geotextile _____ Dollars and Cents per square foot. | \$ | \$ |

| Item No. | Estimated Quantity | Brief Description of Item With Unit Bid Price in Words | Unit Bid Price In Figures | Amount In Figures |
|----------|--------------------|---|---------------------------|-------------------|
| 7. | 23,500 C.Y. | Cell 5B Drainage Material - Basalt. Dollars and Cents per cubic yard. | \$ | \$ |
| 8. | 3,000 C.Y. | Cell 5B Drainage Material - Glass. Dollars and Cents per cubic yard. | \$ | \$ |
| 9. | L.S. | Leachate Collection System - Piping. Dollars and Cents per lump sum. | \$ | \$ |
| 10. | L.S. | Leachate Collection System – Level Sensors and Solar Panels. Dollars and Cents per lump sum. | \$ | \$ |
| 11. | L.S. | Leachate Collection System - Pumps. Dollars and Cents per lump sum. | \$ | \$ |

SUBTOTAL - BASE BID AMOUNT FOR ITEMS 1-11: \$ _____

NEW MEXICO GROSS RECEIPTS TAX @ 6.8750% \$ _____

TOTAL – BASE BID PLUS NM GROSS RECEIPTS TAX \$ _____

TWO COMPLETE COPIES OF THE BID SUBMITTAL IS REQUIRED

3. In submitting this bid, the Bidder understands that the right is reserved by the Owner to reject any irregular or all bids, waive any technicalities in the bids, and accept the bid deemed to be in the best interest of the Agency and that the Owner intends to award one contract (if at all) for the items bid. If written notice of the acceptance of this bid is mailed, telegraphed or otherwise delivered to the undersigned within sixty (60) days after the opening thereof or at any time thereafter before this bid is withdrawn, the undersigned agrees to execute and deliver.

4. All Addenda pertaining to this project, shall be acknowledged by the Bidder in the spaces provided below (Indicate none if on Addenda have been issued):

| Addendum | | Acknowledged by Bidder or his Authorized Representative | Date Acknowledged |
|----------|------|---|-------------------|
| No. | Date | | |
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Failure to acknowledge receipt, as provided above, may be considered sufficient grounds for disqualification of the Bidder and rejection of his bid. A record of all Addenda and copies of same will be available to all qualified bidders from SFSWMA, Caja Del Rio Landfill, 149 Wildlife Way, Santa Fe, NM, 87506, after 3:00 p.m., two (2) days prior to the letting. It shall be the bidders responsibility to become fully advised of all Addenda prior to submitting his bid.

5. The Bidder agrees to commence work under this Contract within ten (10) days after a date to be specified in a written Notice to Proceed (NTP) from the Owner or its authorized agents, and fully complete construction of the Cell 5B Liner within seventy-five (75) calendar days. Bidder further agrees to substantially complete the Work or to pay liquidated damages as provided in the Contract Documents.

6. Security in the sum of five (5) percent of the amount bid in form of (check one):

_____ Bid Bond _____ Certified Check

is attached hereto in accordance with the "Instructions for Bidders".

7. This Bid Form contains the following:

- a. Bid Proposal;
- b. Bid Form, subcontractor/material list, and acknowledgement of Addenda, if any;
- c. Bid Bond or Check for Bid Security;
- d. Non-Collusion Affidavit of Prime Bidder;
- e. Non-Collusion Affidavit of Subcontractor(s);

- f. Certification of Nonsegregated Facilities;
- g. Certification of Bidder regarding Equal Employment Opportunity;
- h. Certification of Subcontractor regarding Equal Employment Opportunity; and
- i. Resident Veteran Contractor / Resident Contractor / Local Contractor Certification.

TWO COMPLETE COPIES OF THE BID SUBMITTAL IS REQUIRED

Respectfully Submitted:

Name of Bidder _____

By: _____
(Signature)

Title: _____

Date: _____

Official Address: _____

Telephone No.: _____

New Mexico Contractor's License Number and Types: _____

United States Treasury Number: _____

New Mexico State Residence Preference Certification Number

if any: _____

**RESIDENT VETERAN CONTRACTOR / RESIDENT CONTRACTOR /
LOCAL CONTRACTOR CERTIFICATION**

Check Here If Bidder Has Submitted:

___ A copy of a valid resident veteran contractor certificate with its bid to receive a resident veteran contractor preference pursuant to Section 13-4-2 NMSA 1978. If checked, please select appropriate preference based upon annual revenues:

___ A bid submitted by a resident veteran contractor with annual revenues of one million dollars (\$1,000,000) or less shall be deemed to be ten percent (10%) less than the bid actually submitted.

___ A bid submitted by a resident veteran contractor with annual revenues of more than one million dollars (\$1,000,000) but less than five million dollars (\$5,000,000) shall be deemed to be eight percent (8%) less than the bid actually submitted, subject to the limitation that the preference shall be limited, in any calendar year, to an aggregate of ten million dollars (\$10,000,000) in public works contracts from all resident veteran contractors receiving the preference.

___ A bid submitted by a resident veteran contractor with annual revenues of five million dollars (\$5,000,000) or more shall be deemed to be seven percent (7%) less than the bid actually submitted, subject to the limitation that the preference shall be limited, in any calendar year, to an aggregate of ten million dollars (\$10,000,000) in public works contracts from all resident veteran contractors receiving the preference.

___ A copy of a valid resident contractor certificate with its bid to receive a resident contractor preference pursuant to Section 13-4-2 NMSA 1978. (Five percent (5%) less than the bid actually submitted.)

___ A copy of a valid Local Preference Certification Form, pursuant to the City of Santa Fe Purchasing Manual, or a Santa Fe County Preference Certificate, issued by Santa Fe County to receive a local contractor preference pursuant to Santa Fe County Ordinance No. 2012-4. (Five percent (5%) less than the bid actually submitted).

___ A joint bid by a combination of a resident veteran, resident or nonresident contractor. If checked, state the dollar amount of goods and services that will be provided by each of the joint parties under the contract:

\$ _____ \$ _____ \$ _____
(Non-Resident) (Resident) (Resident Veteran)

NM Resident Veteran Contractor Number _____

NM Department of Workforce Solutions Registration Number _____

Local Preference Certificate Number _____

Bidder declares under penalty of perjury that this statement is true to the best of its knowledge and understands that giving false or misleading statements about material fact regarding this matter constitutes a crime.

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Section 5 Bid Bond

BID BOND

- A. KNOW ALL MEN BY THESE PRESENTS, THAT WE _____, hereinafter called the PRINCIPAL, and the _____, of _____ a Corporation duly organized under the laws of the State of _____, and, authorized to do business in the State of New Mexico, hereinafter called the SURETY, as SURETY are held and firmly bound unto the Santa Fe Solid Waste Management Agency, hereinafter called the OBLIGEE, in the sum of _____ dollars (\$_____) for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted the accompanying bid, dated _____, 2014, (Bid No.'14/43/B) for the construction of the Santa Fe Solid Waste Management Agency, Cell 5B Liner, 149 Wildlife Way, Santa Fe, NM 87056.

- B. NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof or in the event of the failure of the Principal to enter such contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

- C. SIGNED AND SEALED THIS _____ DAY OF _____, 2014.

BIDDER

WITNESS

By: _____ (SEAL)
PRINCIPAL

WITNESS

By: _____
SURETY

TITLE

Section 6

Supplemental Bid Forms

SUPPLEMENTAL BID FORMS

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| Non-Collusion Affidavit of Prime Bidder | 6-3 |
| Non-Collusion Affidavit of Subcontractor(s) | 6-5 |
| Certification of Non-Segregated Facilities | 6-6 |
| Certification of Bidder Regarding Equal Employment Opportunity..... | 6-7 |
| Certification of Subcontractor Regarding Equal Employment Opportunity | 6-8 |

NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

STATE OF NEW MEXICO

COUNTY OF _____

_____ being first duly sworn, deposes and says that:

- (1) He is the _____ of
the Bidder that has submitted the attached Bid Proposal;
- (2) He is fully informed respecting the preparation and contents of the attached Bid Proposal
and of all pertinent circumstances respecting such bid;
- (3) Such bid is genuine and is not a collusive or sham bid;
- (4) Neither the said Bidder nor any of its officers, partners, owners, agents, representatives,
employees or parties in interest, including this affidavit, has in any way colluded,
conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person
to submit a collusive or sham bid in connection with the Contract for which the attached
bid has been submitted or to refrain from bidding in connection with such Contract, or
has in any manner, directly or indirectly, sought by agreement or collusion or
communications or conference with any other Bidder, or to secure through any collusion,
conspiracy, connivance or unlawful agreement any advantage against the Contracting
Agency or any person interested in the proposed Contract; and
- (5) The price or prices quoted in the attached bid are fair and proper and are not tainted by
any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or
any of its agents, representatives, owners, employees, or parties in interest, including this
affidavit.

(SIGNED) _____

TITLE _____

SUBSCRIBED AND SWORN to before me this _____ day of _____ 2014.

NOTARY PUBLIC

My Commission Expires _____

SUBCONTRACTS

- A. The Contractor shall not execute an agreement with any subcontractor or permit any Subcontractor to perform any work included in this contract until he has submitted a Non-Collusion Affidavit from the Subcontractor, which is substantially the form that follows: (page 5 of 7), and has received written approval of such Subcontractor from the Owner.
- B. No proposed Subcontractor shall be disapproved by the Owner except for cause.
- C. The Contractor shall be as fully responsible to the Owner for the acts and omissions of his Subcontractors and of persons either directly or indirectly employed by them, as he is for the acts and omissions of persons directly employed by him.
- D. The Contractor shall cause appropriate provision to be inserted in all subcontracts relative to the work to require compliance by each Subcontractor with the applicable provisions of the Contract for the improvements embraced.
- E. Nothing contained in the Contract shall create any contractual relation between any Subcontractor and the Owner.

NON-COLLUSION AFFIDAVIT OF SUBCONTRACTOR

STATE OF NEW MEXICO

COUNTY OF _____

_____ being first duly sworn, deposes and says that:

- (1) He is the _____ of _____, hereinafter referred to as the "Subcontractor".
- (2) He is fully informed respecting the preparation and contents of the Subcontractor's proposal submitted by the Subcontractor to _____, the Contractor, for certain work in connection with the _____ contract pertaining to the _____ project in _____.
- (3) Such Subcontractors proposal is genuine and is not a collusive or sham proposal.
- (4) Neither the Subcontractor nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affidavit, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham bid in connection with the Contract for which the attached bid has been submitted or to refrain from bidding in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communications or conference with any other Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the Contracting Agency or any person interested in the proposed Contract; and
- (5) The price or prices quoted in the Subcontractor's proposal are fair and proper and are, not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affidavit.

(SIGNED) _____

(PRINT NAME) _____

TITLE _____

SUBSCRIBED AND SWORN to before me this _____ day of _____ 2014.

NOTARY PUBLIC

My Commission Expires _____

CERTIFICATION OF NON-SEGREGATED FACILITIES

(Applicable to construction contracts and related subcontracts exceeding \$10,000 which are not exempt from the Equal Opportunity Clause).

The construction Contractor certifies that he does not maintain or provide for his employees any segregated facilities at any of his establishments, and that he does not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The construction Contractor certifies further that he will not maintain or provide for his employees any segregated facilities at any of his establishments, and that he will not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The construction Contractor agrees that a breach of this certification is a violation of the Equal Opportunity Clause in this contract. As used in this certification, the term "segregated facilities" means any waiting room, work areas, rest rooms and wash rooms, restaurants and other eating areas, time clock, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreating or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, creed, color, or national origin, because of habit, local custom, or otherwise. The construction Contractor agrees that (except where he has obtained identical certifications from proposed subcontractors for specific time periods) he will obtain identical certifications from proposed SUBCONTRACTORS prior to the award of subcontracts exceeding \$10,000 which are not exempt from the provisions of the Equal Opportunity Clause and that he will retain such certifications in his files.

(SIGNED) _____

PRINT NAME _____

TITLE _____

SUBSCRIBED AND SWORN to before me this _____ day of _____ 2014.

NOTARY PUBLIC

My Commission Expires _____

**CERTIFICATION OF BIDDER REGARDING
EQUAL EMPLOYMENT OPPORTUNITY
INSTRUCTIONS**

This certification is required pursuant to Executive Order 11246 (30 F. R. 12319-25). The implementing rules and regulations provide that any bidder or prospective contractor, or any of their proposed subcontractors, shall state as an initial part of the bid or negotiations of the contract or subcontract whether it has participated in any previous contract or subcontract subject to the equal opportunity clause; and, if so, whether it has filed all compliance reports due under applicable instructions.

Where the certification indicates that the bidder has not filed a compliance report due under applicable instructions, such bidder shall be required to submit a compliance report within seven calendar days after bid opening. No contract shall be awarded unless such report is submitted.

CERTIFICATION OF BIDDER

Bidder's Name: _____

Address: _____

1. Bidder has participated in a previous contract or subcontract subject to the Equal Opportunity Clause.
Yes _____ No _____
2. Compliance reports were required to be filed in connection with such contract or subcontract.
Yes _____ No _____

Certification: The information above is true and complete to the best of my knowledge and belief.

NAME AND TITLE OF SIGNER (PLEASE TYPE)

SIGNATURE

DATE

**CERTIFICATION OF SUBCONTRACTOR REGARDING
EQUAL EMPLOYMENT OPPORTUNITY
INSTRUCTIONS**

This certification is required pursuant to Executive Order 11246 (30 F. R. 12319-25). The implementing rules and regulations provide that any bidder or perspective contractor, or any of their proposed subcontractors, shall state as an initial part of the bid or negotiations of the contract or subcontract whether it has participated in any previous contract or subcontract subject to the equal opportunity clause; and, if so, whether it has filed all compliance reports due under applicable instructions.

Where the certification indicates that the bidder has not filed a compliance report due under applicable instructions, such bidder shall be required to submit a compliance report within seven calendar days after bid opening. No contract shall be awarded unless such report is submitted.

CERTIFICATION OF SUBCONTRACTOR

Subcontractor's Name: _____

Address: _____

1. Subcontractor has participated in a previous contract or subcontract subject to the Equal Opportunity Clause.
Yes _____ No _____
2. Compliance reports were required to be filed in connection with such contract or subcontract.
Yes _____ No _____

Certification: The information above is true and complete to the best of my knowledge and belief.

NAME AND TITLE OF SIGNER (PLEASE TYPE)

SIGNATURE

DATE

Section 7

Agreement between Owner and Contractor

SANTA FE SOLID WASTE MANAGEMENT AGENCY

**AGREEMENT BETWEEN
OWNER AND CONTRACTOR**

**CAJA DEL RIO LANDFILL
CELL 5B LINER CONSTRUCTION**

This Agreement, entered into this _____ day of _____, 2014, by and between the **SANTA FE SOLID WASTE MANAGEMENT AGENCY**, herein known as the Owner, and _____, herein known as the Contractor for the following:

PROJECT: Caja del Rio Landfill
Cell 5B Liner Construction

PROJECT No.: '14/43/B

ENGINEER OF RECORD: CDM Smith Inc.
6000 Uptown Boulevard, Suite 200
Albuquerque, NM 87110

DISTRIBUTION:

| | |
|-------------|--|
| OWNER | SANTA FE SOLID WASTE MANAGEMENT AGENCY |
| CONTRACTOR | _____ |
| ENGINEER | CDM SMITH INC. |
| USER AGENCY | _____ |
| OTHER | _____ |

RECITALS

WHEREAS, the Owner, through its Solid Waste Joint Powers Board, is authorized to enter into a Construction Contract for the project; and

WHEREAS, the Owner, has let this contract according to the established State and Local Purchasing procedures for contracts of the type and amount let; and

WHEREAS, construction of this Project was approved by the Solid Waste Joint Powers Board of SFSWMA at its meeting of.

The OWNER and the CONTRACTOR agree:

ARTICLE 1 THE CONTRACT DOCUMENTS

The Contract Documents consist of this Agreement, the Conditions of the Contract (General, Supplementary, and other Conditions), the Construction Plans, the Specifications, all Addenda issued prior to and all Modifications issued after execution of this Agreement. These documents form the Contract, and all are as fully a part of the Contract as if attached to this Agreement or repeated herein.

ARTICLE 2 THE WORK

The Contractor shall perform all the Work required by the Contract Documents for SFSWMA, Caja del Rio Landfill Cell 5B Liner Construction, 149 Wildlife Way, Santa Fe, NM 87506.

ARTICLE 3 TIME OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

The work to be performed under this Contract shall be commenced not later than ten (10) consecutive calendar days after the date of written Notice to Proceed. Substantial Completion for the Bid Work shall be achieved within seventy-five (75) calendar days after the date of written Notice to Proceed [the Contract Time] except as hereafter extended by valid written Change Order by the Owner.

ARTICLE 4 CONTRACT SUM

The Owner shall pay the Contractor in current funds for the performance of the Work, subject to additions and deductions by Change Order as provided in the Contract Documents, the Contract Sum of _____ dollars (\$_____).

The Contract Sum is determined as follows:

| | |
|-----------------------|----------|
| Base Bid Work | \$ _____ |
| NM Gross Receipts Tax | \$ _____ |
| TOTAL | \$ _____ |

ARTICLE 5
PROGRESS PAYMENTS

Based upon Application for Payment submitted to the Owner by the Contractor and Certificates for Payment issued by the Owner, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided in the Contract Documents for the period ending the last day of the month as follows:

Not later than twenty-one (21) days following the end of the period covered by the Application for Payment, ninety five percent (95%) of the portion of the Contract sum properly allocable to labor, materials, and equipment incorporated in the work and ninety five percent (95%) of the portion of the Contract sum properly allocable to materials and equipment suitably stored at the site or some other location agreed upon in writing for the period covered by the Application for Payment, less the aggregate of previous payments made by the Owner; and upon substantial completion of the entire work, a sum sufficient to increase the total payments to ninety-eight percent (98%) of the Contract Sum, less such amounts as the Owner shall determine for all incomplete work and unsettled claims as provided in the Contract Documents.

ARTICLE 6
LIQUIDATED DAMAGES

Should the Contractor neglect, refuse, or otherwise fail to complete the work within the Contract Period of seventy-five (75) calendar days or any extension in the Contract thereof, the Contractor agrees to pay to the Owner the amount of One Thousand dollars (\$1,000) per consecutive calendar days of delay until the work is completed and accepted or until voided pursuant to the provisions of the General Conditions of the Contract, not as a penalty, but as liquidated damages for such breach of the Contract.

ARTICLE 7
FINAL PAYMENT

Final payment, constituting the entire unpaid balance of the Contract Sum, shall be paid by the Owner to the Contractor within twenty-one (21) calendar days after all deficiencies to the Contract document that were noted during the Substantial Completion Inspection and listed on the attachment to the Certificate of Substantial Completion have been corrected, and provided the Contract has been fully performed and a final Certificate for Payment has been issued by the Owner. In addition, the Contractor shall provide to the Owner a certified statement of Release of Lien (AIA Document G706A or approved form), Consent of Surety, Warranty from Prime Contractor, Warranties from Suppliers and Manufacturers, training sessions, equipment/operating manuals, and as-built drawings.

ARTICLE 8
SCHEDULE

The Contractor shall, within five (5) days after the effective date of Notice to Proceed, prepare and submit five (5) copies of a progress schedule covering project operations for the seventy-five (75) calendar-day Contract Period for the Work. This progress schedule shall be of the type generally referred to as a Critical Path Method (CPM), Critical Path Schedule (CPS), and Critical Path Analysis (CPA), and other similar designations. The CPM shall be used to control the timing and sequences of the project. All work shall be done in accordance with the CPM Planning and Scheduling. A written statement of explanation shall be submitted with the

progress schedule. All costs incurred by the Contractor to implement the CPM shall be borne by the Contractor, and are part of their contract.

ARTICLE 9

GENERAL AND SPECIAL PROVISIONS

- 9.1 This Agreement shall be governed exclusively by the provisions hereof and by the laws of the State of New Mexico as the same from time to time exist.
- 9.2 Terms used in this agreement which are defined in the Conditions of the Contract shall have the meanings designated in those Conditions.
- 9.3 The Contractor shall defend, indemnify, and hold harmless the Owner against any and all injury, loss, or damage, including, without limitation, cost of defense, court costs and attorney's fees arising out of the acts, errors, or omissions of the Contractor.
- 9.4 An enumeration of the Contractor's Liability Insurance requirements appears in the General Conditions of the Contract for construction. Insurance requirements are also described in the Instructions to the Bidder section of the Project Manual. Contractor shall maintain adequate insurance in at least the aggregate maximum amounts which the Owner could be liable under the New Mexico Tort Claims Act and shall provide proof of such insurance coverage to the SFWMA. It is the sole responsibility of the Contractor to be in compliance with the law.
- 9.5 This Agreement shall not become effective until: (1) approved by the SFSWMA signed by all parties required to sign this Agreement.
- 9.6 The Contractor and the Contractor's agents and employees are independent contractors performing professional and technical services for the Owner and are not employees of the Owner. The Contractor and the Contractor's agents and employees shall not accrue leave, retirement, insurance, bonding, use of Owner's vehicles, or any other benefits afforded to employees of the Owner as a result of this Agreement.
- 9.7 The Contractor shall not subcontract any portion of the services to be performed under this Agreement without the prior written approval of the Owner.
- 9.8 The Contractor shall maintain detailed time records, which indicate the date, time and nature of services rendered. These records shall be subject to inspection by the Owner, the Department of Finance and Administration and the State Auditor. The Owner shall have the right to audit the billing both before and after payment; payment under this Agreement shall not foreclose the right of the Owner to recover excessive illegal payments.
- 9.9 The terms of this Agreement are contingent upon sufficient appropriations and authorization being made by the Owner for the performance of this Agreement. If sufficient appropriations and authorization are not made by the Owner, this Agreement shall terminate upon written notice being given by the Owner to the Contractor. The Owner's decision as to whether sufficient appropriations are available shall be accepted by the Contractor and shall be final.
- 9.10 The Contractor warrants that the Contractor presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance or services required under this Agreement.

- 9.11 The Contractor hereby warrants that the Contractor is in compliance with the Americans with Disabilities Act, 29 CFR 1630.
- 9.12 The Contractor, upon final payment of the amounts due under this Agreement, releases the Owner, the Owner's officers and employees, and SFSWMA from all liabilities and obligations arising from or under this Agreement, including, without limitation, to all damages, losses, costs, liability, and expenses, including, without limitation, to attorney's fees and costs of litigation that the Contractor may have.
- 9.13 The Contractor agrees not to purport to bind the Owner to any obligation not assumed herein by the Owner, unless the Contractor has express written authority to do so, and then only within the strict limits of that authority.
- 9.14 Notices. Any and all notices provided for hereunder shall be in writing and shall be deemed delivered, given and received when (i) personally delivered, or (ii) 5 days after the same are deposited in the United States mail, postage prepaid, registered or certified mail, return receipt requested, addressed to the applicable party at the address indicated below for such party, or at such other address as may be designated by either party in a written notice to the other party.

OWNER: Santa Fe Solid Waste Management Agency
149 Wildlife Way
Santa Fe, NM 87506
Atten: Mr. Randall Kippenbrock, Executive Director

CONTRACTOR:

New Mexico License No. _____

- 9.15 Gender, Singular/Plural. Words of any gender used in this Agreement shall be held and construed to include any other gender, and words in the singular number shall be held to include the plural, unless the context otherwise requires.
- 9.16 Captions and Section Headings. The captions and section headings contained in this Agreement are for convenience of reference only, and in no way limit, define, or enlarge the terms, scope and conditions of this Agreement.
- 9.17 This document shall be executed in no less than five (5) counterparts, each of which shall be deemed an original.
- 9.18 Certificates and Documents Incorporated. All certificates and documentation required by the provisions of the Agreement shall be attached to this Agreement at the time of execution, and are hereby incorporated by reference as though set forth in full in this Agreement to the extent they are consistent with its conditions and terms.
- 9.19 Separability. If any clause or provision of this Agreement is illegal, invalid or unenforceable under present or future laws effective during the term of this Agreement,

then and in that event, it is the intention of the parties hereto that the remainder of this Agreement shall not be affected thereby.

- 9.20 Waiver. No provision of this Agreement shall be deemed to have been waived by either party unless such waiver be in writing signed by the party making the waiver and addressed to the other party; nor shall any custom or practice which may evolve between the parties in the administration of the terms hereof be construed to waive or lessen the right of either party to insist upon the performance by the other party in strict accordance with the terms hereof. Further, the waiver by any party of breach by the other party of any term, covenant, or condition hereof shall not operate as a waiver of any subsequent breach of the same or any other term, covenant, or condition thereof.
- 9.21 Entire Agreement. This Agreement represents the entire Contract between the parties and, except as otherwise provided herein, may not be amended, changed, modified, or altered without the written consent of the parties hereto. This Agreement incorporates all of the conditions, agreements, and understandings between the parties concerning the subject matter of this Contract, and all such conditions, understandings, and agreements have been merged into this written Agreement. No prior conditions, agreements, or understandings, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this written Agreement.
- 9.22 Interchangeable Terms. For purposes of all provisions within this Agreement and all attachments hereto, the terms "Agreement" and "Contract" shall have the same meaning and shall be interchangeable.
- 9.23 Words and Phrases. Words, phrases, and abbreviations which have well-known technical or trade meanings used in the Contract documents shall be used according to such recognized meaning. In the event of a conflict, the more stringent meaning shall govern.
- 9.24 Relationship of Contract Documents. The Contract Documents are complementary, and any requirement of one contract document shall be as binding as if required by all.
- 9.25 Pursuant to Section 13-1-191, NMSA 1978, reference is hereby made to the Criminal Laws of New Mexico (including Sections 30-14-1, 30-24-2, and 30-41-1 through 30-41-3, NMSA 1978) which prohibit bribes, kickbacks, and gratuities, the violation of which constitutes a felony. Further, the Procurement Code (Sections 13-1-28 through 13-1-199, NMSA 1978) imposes civil and criminal penalties for its violation.
- 9.26 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 Owner and the Contractor. No person shall claim any right, title of interest under this Agreement or seek to enforce this Agreement as a third party beneficiary of this Agreement.

9.27 This Agreement is entered into as of the day and year first written above.

SOLID WASTE JOINT POWERS BOARD

MIGUEL CHAVEZ
CHAIR PERSON

ATTEST:

GERALDINE SALAZAR, COUNTY CLERK

CONTRACTOR

BY: _____

TITLE: _____

DATE: _____

NM TAXATION AND REVENUE CRS

NO. _____

APPROVED AS TO FORM:

JUSTIN W. MILLER
SFSWMA ATTORNEY

DATE: _____

Section 8

Performance Bond

PERFORMANCE BOND

A. KNOW ALL MEN BY THESE PRESENTS, that _____ (here insert the name and address or legal title of the Contractor) as Principal, hereinafter called Contractor, and _____ (here insert the legal title of Surety) as Surety, hereinafter called Surety, are held firmly bound unto the Santa Fe Solid Waste Management Agency as Oblige, hereinafter called Owner, in the amount of _____ DOLLARS (\$ _____) for the payment whereof Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

B. WHEREAS, the Contractor has by written agreement dated, _____, 2014, entered into a Contract with the Santa Fe Solid Waste Management for the _____ in accordance with Construction Plans and Specifications prepared by the Owner which Contract is by reference made a part hereof, and is hereinafter referred to as the Contract.

C. NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that, if Contractor shall promptly and faithfully perform said Contract, then this obligation shall be null and void; otherwise it shall remain in full force and effect.

1. The Surety hereby waives notice of any alteration or extension of time made by the Owner.
2. Whenever Contractor shall be, and declared by the Owner to be in default under the Contract, the Owner having performed Owner's obligations thereunder, the Surety may promptly remedy the default or shall promptly:
 - a. Complete the Contract in accordance with its terms and conditions or
 - b. Obtain a bid or bids for submission to Owner for completing the Contract in accordance with its terms and conditions, and upon determination by Owner and Surety of the lowest responsible bidder, arrange for a contract between such bidder and Owner, and make available as work progresses (even though there should be a default or a secession of defaults under the contract or contracts of completion arranged under this paragraph) sufficient funds to pay the cost of completion less the balance of the contract price, but not exceeding, including other costs and damages for which the surety may be liable hereunder, the amount set forth in the first paragraph hereof. The term "balance of the Contract price" as used in this paragraph, shall mean the total amount payable by Owner to Contractor under the Contract and any amendments thereto, less the amount properly paid by Owner to Contractor.
3. Any suit under this bond must be instituted before the expiration of two (2) years

from the date on which final payment under the contract falls due.

4. No right of action shall accrue on this bond to or for the use of any person or corporation other than the Owner named herein or the heirs, executors, administrators or successors of the Owner.

(SIGNED) _____

TITLE _____

SUBSCRIBED AND SWORN to before me this _____ day of _____, 2014.

NOTARY PUBLIC

My Commission Expires _____

Contractor- Principal

By: _____

Title: _____

Approved as to form:

Surety

Title: _____

Countersigned: _____

Surety's Authorized New Mexico Agent

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Section 9

Labor and Material Payment Bond

LABOR AND MATERIAL PAYMENT BOND

A. KNOW ALL MEN BY THESE PRESENTS THAT

(HERE INSERT THE NAME AND ADDRESS OR LEGAL TITLE OF THE CONTRACTOR)
as Principal, hereinafter called Principal, and _____

(HERE INSERT THE LEGAL TITLE OF SURETY)

As Surety, hereinafter called Surety, are held and firmly bound unto the Santa Fe Solid Waste Management Agency as Obligee, hereinafter called Owner, for the use and benefits of claimants as herein below defined, in the amount of _____

DOLLARS, (\$ _____) for the payment whereof Principal and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

B. WHEREAS, Principal has by written agreement dated _____, 2014 entered into a contract with the Santa Fe Solid Waste Management Agency for the

in accordance with Construction Plans and Specifications prepared by the Santa Fe Solid Waste Management Agency, which contract is by reference made a part hereof, and is hereinafter referred to as the Contract.

C. NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that if the Principal shall promptly make payment to all claimants as hereinafter defined, for all labor and material used or reasonably required for use in the performance of the Contract, than this obligation shall be void; otherwise, it shall remain in full force, subject, however, to the following conditions.

1. A claimant is defined as one having a direct contract with the principal or with a subcontractor of the principal for labor, material, or both, used or reasonably required for use in the performance of the Contract, labor and material being construed to include that part of water, gas, power, light, heat, oil, gasoline, telephone service or rental of equipment directly applicable to the Contract.
2. The above-named Principal and Surety hereby jointly and severally agree with the Owner that every claimant as herein defined, who has not been paid in full before the expiration of a period of ninety (90) days after the date on which the last of such claimant's work or labor was done or performed, or materials were furnished by such claimant, prosecute the suit to final judgment for such sum or sums as may be justly due claimant, and have execution thereon. The Owner shall not be liable for payment of any cost or expenses of any such suit.
3. No suit or action shall be commenced hereunder by any claimant:
 - a. Unless claimant, or other than one having a direct contract with the principal, shall have written notice to any two of the following: the Principal, the Owner, or the

Surety above named, within ninety (90) days after such said claim is made, stating with substantial accuracy the amount claimed and the name of the party to whom the materials were furnished, or for whom the work or labor was done or performed.

- b. Such notice shall be served by mailing the same by registered mail or certified mail, postage prepaid, in an envelope addressed to the Principal, Owner or Surety, at any place where an office is regularly maintained for the transaction of business, or revised in any manner in which legal process may be served in the state in which the aforesaid project is located, save that such services need not be made by a public officer.
 - c. After the expiration of one (1) year following the date on which Principal ceased work on said Contract, it being understood, however, that if any limitation embodied in this bond is prohibited by any law controlling the construction hereof, such limitation shall be deemed to be amended so as to be equal to the minimum period of limitation permitted by such law.
 - d. Other than in a state court of competent jurisdiction in and for the Owner or other political subdivision of the state in which the project, or any part thereof, is situated, or in the United States District Court for the district in which the project, or any part thereof, is situated, and not elsewhere.
4. The amount of this bond shall not be reduced by and to the extent of any payments made in good faith hereunder, inclusive of the payment by Surety of mechanics liens which may be filed of record against said improvement, whether or not claim for the amount of such lien be presented under and against this bond.

SIGNED AND SEALED on _____, 2014

In the presence of:

NOTARY PUBLIC

My Commission Expires: _____

NAME OF COMPANY

By: _____

Title: _____

Surety

By: _____

Title: _____

Countersigned:

Surety's Authorized New Mexico Agent

This bond is issued simultaneously with performance bond in favor of contracting agency for the faithful performance of the contract.

Section 10

Certificate of Owner's Attorney

CERTIFICATE OF OWNER'S ATTORNEY

I, the undersigned, SFSWMA Attorney, the duly authorized and acting legal representative of Santa Fe Solid Waste Management Agency, do hereby certify as follows:

I have examined the attached contract(s) and surety bonds and the manner of execution thereof, and I am of the opinion that each of the aforesaid agreements has been duly executed by the proper parties thereto acting through their duly authorized representatives; that said representatives have full power and authority to execute said agreements on behalf of the respective parties named thereon; and that the foregoing agreements constitute valid and legally binding obligations upon the parties executing the same in accordance with terms, conditions and provisions thereof.

Justin W. Miller, SFSWMA Attorney

Date: _____

Section 11

General Conditions

NOTICE

This document has been prepared by the Capital Improvements Program (CIP) and Contract Compliance staff of the Owner for use in construction projects.

DOCUMENT - SECTION 00710

GENERAL CONDITIONS OF THE CONTRACT FOR CONSTRUCTION

(THIS DOCUMENT HAS IMPORTANT LEGAL CONSEQUENCES;
CONSULTATION WITH AN ATTORNEY IS ENCOURAGED WITH
RESPECT TO ITS COMPLETION OR MODIFICATION.)

TABLE OF ARTICLES

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| 1. CONTRACT DOCUMENTS | 9. PAYMENTS AND COMPLETION |
| 2. ENGINEER / OWNER | 10. PROTECTION OF PERSONS AND PROPERTY |
| 3. OWNER | 11. INSURANCE |
| 4. CONTRACTOR | 12. CHANGES IN THE WORK |
| 5. SUBCONTRACTORS | 13. UNCOVERING AND CORRECTION OF WORK |
| 6. WORK BY OWNER OR BY SEPARATE CONTRACTORS | 14. TERMINATION OF THE CONTRACT |
| 7. MISCELLANEOUS PROVISIONS | 15. EQUAL OPPORTUNITY |
| 8. TIME | 16. MINIMUM WAGE RATES / REGISTRATION |

ARTICLE 1

CONTRACT DOCUMENTS

1.1 DEFINITIONS

1.1.1 THE CONTRACT DOCUMENTS

The Contract Documents consist of the Owner-Contractor Agreement, the Conditions of the Contract (General, Supplementary, and Other Conditions), the Construction Plans, the Specifications, and all Addenda issued prior to and all Modifications issued after execution of the Contract. A Modification is (1) a written amendment to the Contract signed by both parties, (2) a Change Order, (3) a written interpretation issued by the Engineer pursuant to Subparagraph 2.2.6, or (4) a written order for a minor change in the work issued by the Engineer pursuant to Paragraph 12.4. The Contract Documents do not include Bidding Documents such as the Advertisement or Invitation to Bid, the Instructions to Bidders, sample forms, the Contractor's Bid, or portions of Addenda relating to any of these, or any other documents, unless specifically enumerated in the Owner-Contractor Agreement.

1.1.2 THE CONTRACT

The Contract Documents form the Contract for Construction. This Contract represents the entire and integrated agreement between the parties hereto and supersedes all prior negotiations, representations, or agreements, either written or oral. The Contract may be amended or modified only by a Modification as defined in Subparagraph 1.1.1. The Contract Documents shall not be construed to create any contractual relationship of any kind between the Engineer and the Contractor, but the Engineer shall be entitled to performance of obligations intended for his benefit, and to enforcement thereof. Nothing contained in the Contract Documents shall create any contractual relationship between the Owner or the Engineer and any Subcontractor or Sub-subcontractor.

1.1.3 THE WORK

The work comprises the design and completed construction required by the Contract Documents, and includes design specifications, and all labor necessary to produce such construction, and all materials and equipment incorporated or to be incorporated in such construction.

1.1.4 THE PROJECT

The Project is the total design and construction of which the work performed under the Contract Documents may be the whole or a part.

1.2 EXECUTION, CORRELATION AND INTENT

1.2.1 No fewer than five (5) copies of the Contract Documents shall be signed by the Owner and the Contractor. If either the Owner or the Contractor or both do not sign the Conditions of the Contract, Construction Plans, Specifications, or any of the other Contract Documents, the Engineer shall identify such Documents.

1.2.2 By executing the Contract, the Contractor represents that he has visited the site, familiarized himself with the local conditions under which the work is to be performed, and correlated his observations with the requirements of the Contract Documents.

1.2.3 The intent of the Contract Documents is to include all items necessary for the proper execution and completion of the work. The Contract Documents are complementary, and what is required by any one shall be as binding as if required by all work not covered in the Contract Documents

will not be required unless it is consistent therewith and is reasonably inferable therefrom as being necessary to produce the intended results. Words and abbreviations which have well-known technical or trade meanings are used in the Contract Documents in accordance with such recognized meanings. In the event of a conflict between the Contract Documents, the more stringent requirements shall govern.

- 1.2.4 The organization of the Specifications into divisions, sections and articles, and the arrangement of Construction Plans shall not control the Contractor in dividing the work among Subcontractors or in establishing the extent of work to be performed by any trade.

1.3 OWNERSHIP AND USE OF DOCUMENTS

- 1.3.1 All designs, Construction Plans, specifications, notes, and other work developed in the performance of this Contract shall be and remain the sole property of the Owner and may be used on any other work without additional compensation to the Engineer. With respect thereto, the Engineer agrees not to assert any rights and not to establish any claims under the design patent of copyright laws.

ARTICLE 2

ENGINEER/ OWNER

2.1 DEFINITION

- 2.1.1 The Engineer is the person lawfully licensed to practice Engineering, or an entity lawfully practicing Engineering identified as such in the Owner-Contractor Agreement, and is referred to throughout the Contract Documents as if singular in number and masculine in gender. The term "Engineer" mean the Owner or authorized representative.

2.2 ADMINISTRATION OF THE CONTRACT – COMMUNITY FACILITIES SECTION

- 2.2.1 The Engineer will provide administration of the Contract as hereinafter described.
- 2.2.2 The Engineer will be the Owner's representative during construction and until final payment is due. The Engineer will advise and consult with the Owner. The Owner's instructions to the Contractor shall be forwarded through the Engineer. The Engineer shall have the authority to act on behalf of the Owner only to the extent provided in the Contract Documents, unless otherwise modified by written instrument in accordance with Subparagraph 2.2.17.
- 2.2.3 The Engineer shall submit to the Owner, for approval, a list of critical inspection points based upon the construction schedule furnished by the Contract (Paragraph 4.11.1). The Engineer and his staff (including the on-site representative, if agreed upon) shall make visits to the site at those critical points and at other times as the Engineer deems appropriate during the progress of the work. Additionally, the Engineer shall familiarize himself with the progress and quality of the work and determine if the work is proceeding in accordance with the Contract Documents. On the basis of on-site observations, as an Engineer, he shall guard the Owner against defects and deficiencies in the construction. Should the Engineer determine that any portion of the work varies from the intent of the Contract Documents he shall immediately notify the Contractor and the Owner of the non-compliance and the nature of the work required to correct such non-compliance. The Engineer shall recommend to the Owner, in writing, to issue a "stop work order" for any portion of the work that does not substantially comply with the intent of the Contract Documents, except as follows.
- 2.2.4 The Engineer shall not be responsible for construction means, methods, techniques, sequences, or procedures, or for safety precautions and programs in connection with the work. Additionally, the Engineer shall not be responsible for the Contractor's failure to carry out the work in accordance

with the Contract Documents. The Engineer shall reject work which does not meet or exceed the standards established by the Contract Documents. Whenever, in his reasonable opinion, he considers it necessary or advisable to ensure the proper implementation of the intent of the Contract Documents, he will have authority to require special inspection or testing of any work in accordance with the provisions of the Contract Documents whether or not such work be then fabricated, installed or completed.

- 2.2.5 The Engineer shall at all times have access to the work wherever it is in preparation and progress. The Contractor shall provide facilities for such access so the Engineer may perform his functions under the Contract Documents.
- 2.2.6 Based on the Engineer's observations and an evaluation of the Contractor's Application for Payment, the Engineer will determine the amounts owing to the Contractor and will issue Certificates for Payment in such amounts, as provided in Paragraph 9.4.
- 2.2.7 The Engineer will be the interpreter of the requirements of the Contract Documents and the judge of the performance there under by both the Owner and the Contractor.
- 2.2.8 The Engineer will render interpretations necessary for the proper execution or progress of the work, with reasonable promptness and in accordance with any time limit agreed upon. Either party to the Contract may make written request to the Engineer for such interpretations.
- 2.2.9 Claims, disputes, and other matters in question between the Contractor and the Owner relating to the execution or progress of the work or the interpretation of the Contract Documents shall be referred to the Engineer for decision which he will render in writing within a reasonable time.
- 2.2.10 All interpretations and decisions of the Engineer shall be consistent with the intent of and reasonably inferable from the Contract Documents and will be in writing or in the form of Construction Plans. In his capacity as interpreter and judge, he will endeavor to secure faithful performance by both the Owner and the Contractor, will not show partiality to either, and will not be liable for the result of any interpretation or decision rendered in good faith in such capacity.
- 2.2.11 The Engineer's decisions in matters relating to artistic effect may be final if consistent with the intent of the Contract Documents.
- 2.2.12 The Engineer will have authority to reject work which does not conform to the Contract Documents. Whenever, in his opinion, he considers it necessary or advisable for the implementation of the intent of the Contract Documents, he will have authority to require special inspection or testing of the work in accordance with Subparagraph 7.7.2 whether or not such work be then fabricated, installed or completed. However, neither the Engineer's authority to act under this Subparagraph 2.2.12, nor any decision made by him in good faith either to exercise or not to exercise such authority, shall give rise to any duty or responsibility of the Engineer to the Contractor, any Subcontractor, any of their agents or employees, or any other person performing any of the work.
- 2.2.13 The Engineer will review and approve or take other appropriate action upon Contractor's submittals such as Shop Drawings, Product Data and samples, but only for conformance with the design concept of the work and with the information given in the Contract Documents. Such action shall be taken with reasonable promptness so as to cause no delay. The Engineer's approval of a specific item shall not indicate approval of an assembly of which the time is a component.
- 2.2.14 The Engineer will prepare Change Orders in accordance will Article 12 and will have authority to order minor changes in the work as provided in Subparagraph 12.4.1.
- 2.2.15 The Engineer will conduct inspections to determine the dates of Substantial Completion and Final

Completion, will receive and forward to the Owner for the Owner's review of written warranties and related documents required by the Contract and assembled by the Contractor and will issue a final Certificate of payment upon compliance with the requirements of Paragraph 9.9

- 2.2.16 If the Owner and Engineer agree, the Engineer will provide one or more Project Representatives to assist the Engineer in carrying out his responsibilities at the site. The duties, responsibilities and limitations of authority of any such Project Representative shall be as set forth in an exhibit to be incorporated in the Contract Documents.
- 2.2.17 The duties, responsibilities and limitations of authority of the Engineer as the Owner's representative during construction as set for in the Contract Documents will not be modified or extended without written consent of the Owner, the Contractor and the Engineer.
- 2.2.18 In case of the termination of the employment of the Engineer, the Owner shall appoint an Engineer whose status under the Contract Documents shall be that of the former Engineer.

ARTICLE 3

OWNER

3.1 DEFINITION

- 3.1.1 The Owner is the person or entity identified as such in the Owner-Contractor Agreement and is referred to throughout the Contract Documents as if singular in number and masculine in gender. The term "Owner" means the Owner or his authorized representative.

3.2 INFORMATION AND SERVICES REQUIRED OF THE OWNER

- 3.2.1 The Owner shall, at the request of the Contractor, at the time of execution of the Owner-Contractor Agreement, furnish to the Contractor reasonable evidence that he had made financial arrangements to fulfill his obligations under the Contract. Unless such reasonable evidence is furnished, the Contractor is not required to execute the Owner-Contractor Agreement or to commence the work.
- 3.2.2 The Owner shall furnish all surveys describing the physical characteristics, legal limitation and utility locations for the site for the Project, and a legal description of the site.
- 3.2.3 Except as provided in Subparagraph 4.7.1, the Owner shall secure and pay for necessary approvals, easements, assessments, and charges required for the construction, use or occupancy of permanent structures or for permanent changes in existing facilities.
- 3.2.4 Information or services under the Owner's control shall be furnished by the Owner with reasonable promptness to avoid delay in the orderly progress of the work.
- 3.2.5 Unless otherwise provided in the Contract Documents, the Contractor will be furnished, free of charge, all copies of Construction Plans and Specifications reasonable necessary for the execution of the work.
- 3.2.6 The Owner shall forward all instructions to the Contractor through the Engineer.
- 3.2.7 The foregoing are in addition to other duties and responsibilities of the Owner enumerated herein and especially those in respect to work by Owner or by Separate Contractors, Payments and Completion, and Insurance in Articles 6, 9 and 11 respectively.

3.3 OWNER'S RIGHT TO STOP THE WORK

- 3.3.1 If the Contractor fails to correct defective work as required by Paragraph 13.2 or persistently fails

to carry out the work in accordance with the Contract Documents, the Owner, by a written order signed personally or by an agent specifically so empowered by the Owner in writing, may order the Contractor to stop the work, or any portion thereof, until the cause of such order has been eliminated; however, this right of the Owner to stop the work shall not give rise to any duty on the part of the Owner to exercise this right for the benefit of the Contractor or any other person or entity, except to the extent required by Subparagraph 6.1.3.

3.4 OWNER'S RIGHT TO CARRY OUT THE WORK

- 3.4.1 If the Contractor defaults or neglects to carry out the work in accordance with the Contract Documents and fails within seven days after receipt of written notice from the Owner to commence and continue correction of such default or neglect with diligence and promptness, the Owner may, after seven days following receipt by the Contractor of an additional written notice and without prejudice to any other remedy he may have, make good such deficiencies. In such case, an appropriate Change Order shall be issued deducting from the payments then or thereafter due the Contractor the cost of correcting such deficiencies, including compensation for the Engineer additional services made necessary by such default, neglect or failure. Such action by the Owner and the amount charged to the Contractor are both subject to the prior approval of the Engineer. If the payments then or thereafter due to the Contractor are not sufficient to cover such amount, the Contractor shall pay the difference to the Owner.

ARTICLE 4

CONTRACTOR

4.1 DEFINITION

- 4.1.1 The Contractor is the person or entity identified as such in the Owner-Contractor Agreement and is referred to throughout the Contract Documents as if singular in number and masculine in gender. The term "Contractor" means the Contractor or his authorized representative.

4.2 REVIEW OF CONTRACT DOCUMENTS

- 4.2.1 The Contractor shall carefully study and compare the Contract Documents and shall at once report to the Engineer any error, inconsistency or omission he may discover. The Contractor shall not be liable to the Owner or the Engineer for any damage resulting from any such errors, inconsistencies or omissions in the Contract Documents. The Contractor shall perform no portion of the work at any time without Contract Documents or, where required, approved Shop Drawings, Product Data or Samples for such portion of the work.

4.3 SUPERVISION AND CONSTRUCTION PROCEDURES

- 4.3.1 The Contractor shall supervise and direct the work, using his best skill and attention. He shall be solely responsible for all construction means, methods, techniques, sequences and procedures and for coordinating all portions of the work under the contract.
- 4.3.2 The Contractor shall be responsible to the Owner for the acts and omissions of his employees, Subcontractors and their agents and employees, and other persons performing any of the work under a contract with the Contractor.
- 4.3.3 The Contractor shall not be relieved from his obligations to perform the work in accordance with the Contract Documents either by the activities or duties of the Engineer in his administration of the Contract, or by inspections, tests or approvals required or performed under Paragraph 7.8 by persons other than the Contractor.

4.4 LABOR AND MATERIALS

- 4.4.1 Unless otherwise provided in the Contract Documents, the Contractor shall provide and pay for all labor, materials, equipment, tools, construction equipment and machinery, water, heat, utilities, transportation, and other facilities and services necessary for the proper execution and completion of the work, whether or not incorporated or to be incorporated in the work.
- 4.4.2 The Contractor shall at all times enforce strict discipline and good order among his employees and shall not employ on the work any unfit person or anyone not skilled in the task assigned to him.

4.5 WARRANTY

- 4.5.1 The Contractor warrants to the Owner and Engineer that all materials and equipment furnished under this Contract will be new unless otherwise specified, and that all work will be of good quality, free from faults and conforming to these requirements, including substitutions not properly approved and authorized, may be considered defective. If required by the Engineer, the Contractor shall furnish satisfactory evidence as to the kind and quality of materials and equipment. This warranty is not limited by the provisions in Paragraph 13.2.
- 4.5.2 The Contractor shall and hereby does warrant and guarantee all workmanship, labor, and materials performed and supplied by him or his Subcontractors for a period of one (1) year from the date of completion as evidenced by the date of the Engineer's Final Certificate of Payment of this Contract. This also included all labor required for replacing materials or equipment found to be defective with the one (1) year period. All guarantees for a longer period of time required by the work sections of these Specifications shall be secured by the Contractor from Subcontractors and delivered to the Engineer and are hereby warranted by the Contractor as much as if countersigned by him.

4.6 TAXES

- 4.6.1 The Contractor shall pay all sales, consumer gross receipts tax, use and other similar taxes for the work or portions thereof provided by the Contractor which are legally enacted at the time Bids are received, whether or not yet effective.

4.7 PERMITS, FEES AND NOTICES

- 4.7.1 Unless otherwise provided in the Contract Documents, the Contractor shall secure and pay for the building permit and for all other permits and governmental fees, licenses and inspections necessary for the proper execution and completion of the work which are customarily secured after execution of the Contract and which are legally required at the time the Bids are received.
- 4.7.2 The Contractor shall give all notices and comply with all laws, ordinances, rules, regulations and lawful orders of any public authority bearing on the performance of the work.
- 4.7.3 It is not the responsibility of the Contractor to make certain that the Contract Documents are in accordance with applicable laws, statutes, building codes and regulations. If the Contractor observes that any of the Contract Documents are at variance therewith in any respect, he shall promptly notify the Engineer in writing, and any necessary changes shall be accomplished by appropriate Modification.
- 4.7.4 If the Contractor performs any work knowing it to be contrary to such laws, ordinances, rules and regulations, and without such notice to the Engineer, he shall assume full responsibility therefore and shall in turn notify the Owner's Representative of such action.

4.8 ALLOWANCES

- 4.8.1 The Contractor shall include in the Contract Sum all allowances stated in the Contract Documents. Items covered by these allowances shall be supplied for such amounts and by these allowances shall be supplied for such amounts and by such persons as the Owner may direct, but the Contractor will not be required to employ persons against whom he makes a reasonable objection.
- 4.8.2 Unless otherwise provided in the Contract Documents:
- A. These allowances shall cover the cost to the Contractor, less any applicable trade, discount of the materials and equipment required by the allowance delivered at the site, and all applicable taxes;
 - B. The Contractor's costs for unloading and handling on the site, labor, installations costs, overhead, profit and other expenses contemplated for the original allowance shall be included in the Contract Sum and not in this allowance;
 - C. Whenever the cost is more than or less than the allowance, the Contract Sum shall be adjusted accordingly by Change Order, the amount of which will recognize changes, if any, in handling costs on the site, labor, installation costs, overhead, profit and other expenses.

4.9 SUPERINTENDENT

4.9.1 The Contractor shall employ a competent Superintendent and necessary assistants who shall be in attendance at the project site during the progress of the work. The Superintendent shall represent the Contractor, and all communications given to the Superintendent shall be as binding as if given to the Contractor. Important communications shall be confirmed in writing. Other communications shall be so confirmed on written request in each case.

4.10 PROGRESS SCHEDULES

- 4.10.1 The Contractor shall, within ten (10) days after the effective date of Notice to Proceed, furnish five copies of a preliminary progress schedule covering his operations for the first thirty (30) days. The preliminary progress schedule shall be a bar graph or an arrow diagram showing the items the Contractor intends to commence and complete the various work stages, operations, and contract means planned to be started during the first thirty (30) days.
- 4.10.2 Unless otherwise specified in the Special Provisions, the Contractor shall submit for approval by the Engineer, within ten (10) days after the effective date of Notice to Proceed, five copies of a critical-path-type analysis. The critical-path-type analysis shall include as a minimum; a graphic network diagram; a computer printout or list of activities; and a brief written explanation of the proposed schedule.
- 4.10.3 The graphic network diagram shall consist of an arrow diagram or a geometric figure and connector diagram which clearly depicts the major subdivisions of the work, the order and interdependencies of activities planned by the Contractor, as well as, activities by others which affect the Contractor's planning. The intended time for starting and completing each activity, the associated float time and the quantity and kinds of major equipment to be used shall be shown for each construction operation. For those activities lasting more than 30 days, either the estimated time for 25-50 and 75 percent completion or other significant milestones in the course of the activity, shall be shown. In addition to the actual construction operations, the network diagram shall show such items as submittal of samples and Shop Drawings, delivery of materials and equipment, construction in the area by other forces, traffic detour controls, and other significant

items related to the progress of construction. The graphic network diagram shall be printed or neatly and legibly drawn to a linear scale.

- 4.10.4 Activities shown shall be coordinated insofar as possible with the Contract Bid items, types of work and maximum number of activities of each type.
- 4.10.5 The computer printout or list of activities shall show for each activity the estimated duration, the earliest starting and finishing dates, the latest starting and finishing dates, and float or slack time. Activities which constitute the critical sequence shall be identified showing a total job duration equal to the Contract Time.
- 4.10.6 The written explanation shall contain sufficient information to describe the construction methods to be used and to enable the Engineer to evaluate the schedule and supporting analysis for validity and practicability. If the schedule or written explanation is not accepted by the Owner, the Contractor shall resubmit the rejected items within ten (10) days after rejection.
- 4.10.7 The analysis may employ the use of an electric computer or may consist of a non-computer analysis if the latter is suitable to analyze the number of activities required. The adequacy of the system selected shall be acceptable to the Engineer.
- 4.10.8 The Contractor shall submit to the Engineer monthly progress status reports on dates directed by the Engineer. Such reports shall list those uncompleted activities which have less than 30 days float and which are either in progress or scheduled to be started within the next reporting period. For each of the listed activities, the following shall be shown:
 - A. Starting date scheduled in last critical-path-analysis.
 - B. Actual or intended starting date.
 - C. Revised activity duration, if any.

If the noted starting dates or duration delay the scheduled project completion date, the delay shall be named. Reasons for the delay shall be given with an explanation of the Contractor's proposed corrective action. The Contract shall also note each activity completed during the report period.

- 4.10.9 A revised critical-path-type analysis shall be submitted when one or more of the following conditions occur:
 - A. When an approved change Order significantly affects the contract completion date, or the sequence of activities.
 - B. When progress of any critical activity falls significantly behind the scheduled progress.
 - C. When delay on a non-critical activity is of such magnitude as to change the course of the critical path.
 - D. At any time the Contractor elects to change any sequence of activities affecting the critical path.

The revised analysis shall be made in the same form and detail as the original submittal and shall be accompanied by an explanation of the reasons for the revisions.

- 4.10.10 The Contractor shall prosecute the work in accordance with the latest critical path type analysis. Deviations therefrom shall be submitted to the Engineer for review. In the event that the progress of items along the critical path is delayed, the Contractor shall revise his planning to include

additional forces, equipment, shifts or hours necessary to meet the contract completion date. All additional cost resulting therefrom will not be borne by the Owner.

4.11 DOCUMENTS AND SAMPLES AT THE SITE

- 4.11.1 The Contractor shall maintain at the site, for the Owner, one record copy of all Construction Plans, Specifications, Addenda, Change Orders and other Modifications, in good order and marked currently to record all changes made during construction, and approved Shop Drawings, Product Data and Samples. These shall be available to the Owner upon completion of the work.

4.12 SHOP DRAWINGS, PRODUCT DATA AND SAMPLES

- 4.12.1 Shop Drawings are drawings, diagrams, schedules and other data specially prepared for the work by the Contractor or any Subcontractor, manufacturer, supplier or distributor to illustrate some portion of the work.
- 4.12.2 Product Data are illustrations, standard schedules, performance charts, instructions, brochures, diagrams and other information furnished by the Contractor to illustrate a material, product or system for some portion of the work.
- 4.12.3 Samples are physical examples which illustrate materials, equipment or workmanship and establish standards by which the work will be judged.
- 4.12.4 The Contractor shall review, approve and submit, with reasonable promptness and in such sequence as to cause no delay in the work or in the work of the Owner of any separate Contractor, all Shop Drawings, Product Data and Sample required by the Contract Documents.
- 4.12.5 By approving and submitting Shop Drawings, Product Data and Samples, the Contractor represents that he has determined and verified all materials, field measurements, and field construction criteria related thereto, or will do so, and that he has checked and coordinated the information contained within such submittals with the requirements of the work and of the Contract Documents.
- 4.12.6 The Contractor shall not be relieved of responsibility for any deviation from the requirements of the Contract Documents by the Engineer's approval of Shop Drawings, Product Data or Samples under Subparagraph 2.2.13 unless the Contractor has specifically informed the Engineer in writing of such deviation at the time of submission and the Engineer has given written approval to the specific deviation. The Contractor shall not be relieved from responsibility for errors or omissions in the Shop Drawings, Product Data or Samples by the Engineer approval thereof.
- 4.12.7 The Contractor shall direct specific attention, in writing or on resubmitted Shop Drawings, Product Data or Samples, to revisions other than those requested by the Engineer on previous submittals.
- 4.12.8 No portion of the work requiring submission of a Shop Drawing, Product Data or Sample shall be commenced until the submittal has been approved by the Engineer as provided in Subparagraph 2.2.13. All such portions of the work shall be in accordance with approved submittals.

4.13 USE OF SITE

- 4.13.1 The Contractor shall confine operations at the site to areas permitted by law, ordinances, permits and the Contract Documents and shall not reasonably encumber the site with any materials or equipment.
- 4.13.2 The Contractor shall hold and save the Owner free and harmless from liability of any nature or kind arising from use, trespass or damage occasioned by third persons.

4.14 CUTTING AND PATCHING OF WORK

- 4.14.1 The Contractor shall be responsible for all cutting, fitting or patching that may be required to complete the work or to make its several parts fit together properly.
- 4.14.2 The Contractor shall not damage or endanger any portion of the work or the work of the Owner or any separate contracts by cutting, patching or otherwise altering any work, or by excavation. The Contractor shall not cut or otherwise alter the work of the Owner or any separate Contractor except with the written consent of the Owner and of such separate Contractor. The Contractor shall not unreasonably withhold from the Owner any separate Contractor his consent to cutting or otherwise altering the work.

4.15 CLEANING UP

- 4.15.1 The Contractor at all times shall keep the premises free from accumulation of waste materials (e.g., liner materials and pipe), trash or debris caused by his operations. At the completion of the work, he shall remove all his waste materials, trash and debris from and about the Project as well as all his tools, construction equipment, machinery and surplus materials.
- 4.15.2 If the Contractor fails to clean up at the completion of the work, the Owner may do so as provide in Paragraph 3.4, and the cost thereof shall be charged to the Contractor.
- 4.15.3 The Contractor shall be solely responsible for performance of the following clean up as they apply:
- A. Debris: Regardless of the nature of the debris, it shall be immediately cleared from the work area. Each trade shall cooperate with other trades in the removal of debris and in keeping a clean job throughout.

4.6 COMMUNICATIONS

- 4.16.1 The Contractor shall forward all communications to the Owner through the Engineer.

4.17 ROYALTIES AND PATENTS

- 4.17.1 The Contractor shall pay all royalties and license fees. He shall defend all suits or claims for infringement of any patent rights and shall save the Owner harmless from loss on account thereof, except that the Owner shall be responsible for all such loss when a particular design, process or the product of a particular manufacturer or manufacturers is specified; but if the Contractor has reason to believe that the design, process or product specified is an infringement of a patent, he shall be responsible for such loss unless he promptly gives such information to the Engineer.

4.18 INDEMNIFICATION

- 4.18.1 To the fullest extent permitted by law, the Contractor shall indemnify and hold harmless the Owner and the Engineer and their agents and employees from and against all claims, damages, losses and expenses, including but not limited to attorneys' fees arising out of or resulting from the performance of the work, provided that any such claim, damage, loss or expense (1) is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the work itself), including the loss of use resulting therefrom, and (2) is caused in whole or in part by any negligent act or omission on the Contractor, any Subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder. Such negligent shall not

be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnify which would otherwise exist as to any party or person described in this Paragraph 4.18.

- 4.18.2 In any and all claims against the Owner or the Engineer or any of their agents or employees by an employee of the Contractor, any Subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, the indemnification obligation under this Paragraph 4.18 shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the Contractor or any Subcontractor under workers' or workmen's compensation acts, disability benefit acts or other employee benefit acts.
- 4.18.3 The obligation of the Contractor under this Paragraph 4.18 shall not extend to the liability of the Engineer, his agents or employees, arising out of (1) the preparation or approval of maps, drawings, opinions, reports, surveys, change orders, designs, or specifications, or (2) the giving of or the failure to give directions by the Engineer, his agents or employees, provided such giving or failure to give is the primary cause of the injury or damage.

ARTICLE 5

SUBCONTRACTOR

5.1 DEFINITION

- 5.1.1 A Subcontractor is a person or entity who has a direct contract with the Contractor to perform any of the work at the site. The term "Subcontractor" is referred to throughout the Contract Documents as if singular in number and masculine in gender and means a Subcontractor or his authorized representative. The term "Subcontractor" does not include any separate Contractor or his Subcontractors.
- 5.1.2 A Sub-subcontractor is a person or entity who has a direct or indirect contract with a Subcontractor to perform any of the work at the Site.

5.2 AWARD OF SUBCONTRACTS AND OTHER CONTRACTS FOR PORTIONS OF THE WORK

- 5.2.1 Unless otherwise required by the Contract Documents of the Bidding Documents, the Contractor, as soon as practicable after the award of the Contract, shall furnish to the Owner and the Engineer in writing the names of the persons or entities (including those who are to furnish materials or equipment fabricated to a special design) proposed for each of the principal portions of the work. The Engineer will promptly reply to the Contractor in writing stating whether or not the Owner or the Engineer, after due investigation, has reasonable objection to any such proposed person or entity. Failure of the Owner or the Engineer to reply promptly shall constitute notice of no reasonable objection.
- 5.2.2 The Contractor shall not contract with any such proposed person or entity to whom the Owner or the Engineer has made reasonable objection under the provisions of Subparagraph 5.2.1. The Contractor shall not be required to contract with anyone to whom he has a reasonable objection.

5.3 SUBCONTRACTUAL RELATION

- 5.3.1 By an appropriate written agreement, the Contractor shall require each Subcontractor, to the extent of the work to be performed by the Subcontractor, to be bound to the Contractor by the terms of the Contract Documents, and to assume toward the Contractor all the obligations and responsibilities which the Contractor, by these Documents, assumes toward the Owner and the Engineer. Said agreement shall preserve and protect the rights of the Owner and the Engineer under the Contract Documents with respect to the work to be performed by the Subcontractor so that the subcontracting thereof will not prejudice such rights, and shall allow to the Subcontractor,

unless specifically provided otherwise in the Contractor-Subcontractor agreement, the benefit of all rights, remedies and redress against the Contractor that the Contractor, by these Documents, has against the Owner. Where appropriate, the Contractor shall require each Subcontractor to enter into similar agreements with his Sub-subcontractors. The Contractor shall make available to each proposed Subcontractor, prior to the execution of the Subcontract, copies of the Contract Documents to which the Subcontractor will be bound by this Paragraph 5.3, and identify the Subcontractor any terms and conditions of the proposed Subcontract which may be at variance with the Contract Documents. Each Subcontractor shall similarly make copies of such Documents available to his Subcontractors.

ARTICLE 6

WORK BY OWNER OR BY SEPARATE CONTRACTORS

6.1 OWNER'S RIGHT TO PERFORM WORK AND TO AWARD SEPARATE CONTRACTS

- 6.1.1 The Owner reserves the right to perform work related to the Project with his own forces, and to award separate contracts in connection with other portions of the Project or other work on the site under these or similar Conditions of the Contract. If the Contractor claims that delay or additional cost is involved because of such action by the Owner, he shall make such claim as provided elsewhere in the Contract Documents.
- 6.1.2 When separate contracts are awarded for different portions of the Project or other work on the site, the term "Contractor" in the Contract Documents in each case shall mean the Contractor who executes each separate Owner-Contractor Agreement.
- 6.1.3 The Owner will provide for the coordination of the work of his own forces and of each separate Contractor with the work of the Contractor, who shall cooperate therewith as provided in paragraph 6.2.

6.2 MUTUAL RESPONSIBILITY

- 6.2.1 The Contractor shall afford the Owner and the Separate Contractors reasonable opportunity for the introduction and storage of their materials and equipment and the execution of their work, and shall connect and coordinate his work with theirs as required by the Contract Documents.
- 6.2.2 If any part of the Contractor's work depends for proper execution or results upon the work of the Owner or any separate Contractor, the Contractor shall, prior to proceeding with the work, promptly report to the Engineer any apparent discrepancies or defects in such other work that render it unsuitable for such proper execution and results. Failure of the Contractor so to report shall constitute an acceptance of the Owner's or the separate Contractor's work as fit and proper to receive his work, except as to defects which may subsequently become apparent in such work by others.
- 6.2.3 Any costs caused by defective or ill-timed work shall be borne by the party responsible thereof.
- 6.2.4 Should the Contractor wrongfully cause damage to the work or property of the Owner, or to other work on the site, the Contractor shall promptly remedy such damage as provided in Subparagraph 10.2.5.
- 6.2.5 Should the Contractor wrongfully cause damage to the work or property of any separate Contractor, the Contractor shall upon due notice promptly attempt to settle with such other Contractor by agreement, or otherwise to resolve the dispute. If such separate Contractor sues or initiates an arbitration proceeding against the Owner on account of any damage alleged to have been caused by the Contractor, the Owner shall notify the Contractor, who shall defend such proceedings at the Owner's expense, and if any judgment or award against the Owner arises

therefrom, the Contractor shall pay or satisfy it and shall reimburse the Owner for all attorneys' fees and court or arbitration costs which the Owner has incurred.

6.3 OWNER'S RIGHT TO CLEAN UP

- 6.3.1 If a dispute arises between the Contractor and separate Contractors as to their responsibility for cleaning up as required by Paragraph 4.15, the Owner may clean up and charge the cost thereof to the Contractors responsible therefor as the Engineer shall determine to be just.

ARTICLE 7

MISCELLANEOUS PROVISIONS

7.1 GOVERNING LAW

- 7.1.1 The Contract shall be governed by the law of the State of New Mexico.
- 7.1.2 The Owner and the Contractor each binds himself, his partners, successors, assigns and legal representatives to the other party hereto and to the partners, successors, assigns and legal representatives of such other party in respect to all covenants, agreements, and obligations contained in the Contract Documents. Neither part to the Contract shall assign the Contract or sublet it as a whole without the written consent of the other, nor shall the Contractor assign any moneys due or to become due to him thereunder, without the previous written consent of the Owner.

7.2 WRITTEN NOTICE

- 7.2.1 Written notice shall be deemed to have dully served if delivered in person to the individual or member of the firm or entity or to an officer of the corporation for whom it was intended, or if delivered at or sent by registered or certified mail to the last business address known to him who gives the notice.

7.3 CLAIMS FOR DAMAGES

- 7.3.1 Should either party to the Contract suffer injury or damage to person or property because of any act or omission of the other party or of any of his employees, agents or others for whose acts he is legally liable, claim shall be made in writing to such other party within a reasonable time after the first observance of such injury or damage.

7.4 PERFORMANCE BOND AND LABOR AND MATERIAL PAYMENT BOND

- 7.4.1 The Contractor to whom the Contract is awarded shall furnish and pay for reputable and approved Performance and Labor and Material Payment Bonds, each for the full amount of the Contract Sum. Bonds shall be executed on standard AIA forms.

7.5 RIGHTS AND REMEDIES

- 7.5.1 The duties and obligations imposed by the Contract Documents and the rights and remedies available thereunder shall be in addition to and not a limitation of any duties, obligations, rights and remedies otherwise imposed or available by law.
- 7.5.2 No action or failure to act by the Owner, the Engineer, or the Contractor shall constitute a waiver of any right or duty afforded any of them under the Contract, nor shall any such action or failure to act constitute an approval of or acquiescence in any breach thereunder, except as may be

specifically agreed in writing.

7.6 TESTS

7.6.1 If the Contract Document, laws, ordinances, rules, regulations or orders of any public authority having jurisdiction require any portion of the work to be inspected, tested or approved, the Contractor shall give the Engineer timely notice of its readiness so the Engineer may observe such inspection, testing or approval. The Contractor shall bear all costs of such inspections, tests or approvals. Tests specifically called for by specifications shall be made by a professional testing laboratory acceptable to the Engineer, and the Contractor shall employ same and pay all charges in connection therewith. Records of tests shall be delivered to the Engineer in duplicate on acceptable forms.

7.6.2 If the Engineer determines that any work requires special inspection, testing, or approval which Subparagraph 7.6.1 does not include, he will, upon written authorization from the Owner, instruct the Contractor to order such special inspection, testing or approval, and the Contractor shall give notice as provided in Subparagraph 7.6.1. If such special inspection or testing reveals a failure of the work to comply with the requirements of the Contract Documents, the Contractor shall bear all costs thereof, including compensation for the Engineer's additional services made necessary by such failure; otherwise the Owner shall bear such costs, and an appropriate Change Order shall be issued.

7.7 INTEREST

7.7.1 The Owner will not pay interest on payments due and unpaid under the Contract Document.

ARTICLE 8

TIME

8.1 DEFINITIONS

8.1.1 Unless otherwise provided, the Contract Time is the period of time allotted in the Contract Documents for Substantial Completion of the work as defined in Subparagraph 8.1.3, including authorized adjustments thereto.

8.1.2 The date of commencement of the work is the date established in a Notice to Proceed. If there is no Notice to Proceed, it shall be the date of the Owner-Contractor Agreement or such other date as may be established therein.

8.1.3 The Date of Substantial Completion of the work or designated portion thereof is the Date certified by the Engineer and approved by the Owner when construction is deficiently complete, in accordance with the Contract Documents, so the Owner can occupy or utilize the work or designated portion thereof for the use for which it is intended.

8.1.4 The term "day" as used in the Contract Document shall mean calendar day unless otherwise specifically designated.

8.2 PROGRESS AND COMPLETION

8.2.1 All time limits stated in the Contract Documents are the essence of the Contract.

8.2.2 The Contractor shall begin the work on the date of commencement as defined in Subparagraph

8.2.3 He shall carry the work forward expeditiously with adequate forces and shall achieve Substantial Completion within the Contract Time.

8.3 DELAYS AND EXTENSIONS OF TIME

- 8.3.1 If the Contractor is delayed at any time in the progress of the work by any act or neglect of the Owner or the Engineer or by any employees of either, or by any separate Contractor employed by the Owner or by changes ordered in the work, or by labor disputes, fire, unusual delay in unavoidable casualties, or any causes beyond the Contractor's control or by delay authorized by the Owner pending arbitration, or by any other cause which the Engineer determines may justify the delay, then the Contract Time shall be extended by Change Order for such reasonable time as the Engineer may determine.
- 8.3.2 Any claim for extension of time shall be made in writing to the Engineer not more than twenty days after the commencement of the delay; otherwise it shall be waived. In the case of a continuing delay, only one claim is necessary. The Contractor shall provide an estimate of the probable effect of such delay on the progress of the work.
- 8.3.3 If written agreement is made stating the dates upon which interpretations as provided in Subparagraph 2.28 shall be furnished, then no claim for delay shall be allowed on account of failure to furnish such interpretations until fifteen days after written request is made for them, and not then unless such claim is reasonable.
- 8.3.4 This Paragraph 8.3 does not exclude the recovery of damages for delay by either party under other provisions of the Contract Documents.

ARTICLE 9

PAYMENTS AND COMPLETION

9.1 CONTRACT SUM

- 9.1.1 The Contract Sum is stated in the Owner-Contractor Agreement and including authorized adjustments thereto, is the total amount payable by the Owner to the Contractor for the performance of the work under the Contract Documents.

9.2 SCHEDULE OF VALUES

- 9.2.1 Before the first Application for Payment, the Contractor shall submit to the Engineer a schedule of values allocated to the various portions of the work, prepared in such form and supported by such data to substantiate its accuracy as the Engineer may require. This schedule, unless objected to by the Engineer, shall be used only as a basis for the Contractor's Applications for payment.

9.3 APPLICATIONS FOR PAYMENT

- 9.3.1 At least ten days before the date for each progress payment established in the Owner-Contractor Agreement, the Contractor shall submit to the Engineer an itemized Application for Payment, notarized if required, supported by such data substantiating the Contractor's right to payment.
- 9.3.2 Unless otherwise provided in the Contract Documents, payments will be made on account of materials or equipment not incorporated in the work but delivered and suitably stored at the site; and, if approved in advance by the Owner payments may similarly be made for materials or equipment suitably stored at some other location agreed upon in writing. Payments for materials or equipment stored on or off the site shall be conditioned upon submission by the Contractor of bills of sale or such other procedures satisfactory to the Owner to establish the Owner's title to such materials or equipment or otherwise protect the Owner's interest, including applicable insurance and transportation to the site for those materials and equipment stored off the site.

- 9.3.3 The Contractor warrants that title to all work, materials and equipment covered by an Application for Payment will pass to the Owner either by incorporation in the construction or upon the receipt of payment by the Contractor, whichever occurs first, free and clear of all liens, claims, security interest or encumbrances hereinafter referred to in this Article 9 as "liens"; and that no work, materials or equipment covered by an Application for Payment will have been acquired by the Contractor, or by any other person performing work at the site or furnishing materials or equipment for the Project, subject to an agreement under which an interest therein or an encumbrance thereon is retained by the seller or otherwise imposed by the Contractor or such other person.

9.4 CERTIFICATES FOR PAYMENT

- 9.4.1 The Engineer will within seven days after the receipt of the Contract's Application for Payment, either issue a Certificate for Payment to the Owner with a copy to the Contractor for such amount as the Engineer determines is properly due, or notify the Contractor in writing of his reasons for withholding a Certificate as provided in Subparagraph 9.6.1.
- 9.4.2 The issuance of Certificate for Payment will constitute a representation by the Engineer to the Owner, based on his observations at the site as provided in Subparagraph 2.2.3 and the data comprising the Application for Payment, that the work has progressed to the point indicated; that, to the best of his knowledge, information and belief, the quality of the work is in accordance with the Contract Documents (subject to an evaluation of the work for conformance with the Contract Documents upon Substantial Completion, to the results of any subsequent tests required by or performed under the Contract Documents correctable prior to completion, and to any specific qualifications stated in his Certificate); and that the Contractor is entitled to payment in the amount certified. However, by issuing a Certificate for Payment, the Engineer shall not thereby be deemed to represent that he has made exhaustive or continuous on-site inspections to check the quality or quantity of the work or that he has reviewed the construction means, methods, techniques, sequences or procedures, or that he has made any examination to ascertain how or for what purpose the Contractor has used the moneys previously paid on account of the Contract Sum.

9.5 PROGRESS PAYMENTS

- 9.5.1 After the Engineer has issued a Certificate for Payment, the Owner shall make payment in the manner and within the time provided in the Contract Documents.
- 9.5.2 The Contractor shall promptly pay each Subcontractor upon receipt of payment from the Owner, out of the amount paid to the Contractor on account of such Subcontractor's work, the amount to which said Subcontractor is entitled, reflecting the percentage actually retained, if any, from payments to the Contractor on account of such Subcontractor's work. The Contractor shall, by an appropriate agreement with each Subcontractor, require each Subcontractor to make payment to his Subcontractors in similar manner.
- 9.5.3 The Engineer may, on request and at his discretion, furnish to any Subcontractor, if practicable, information regarding the percentages of completion or the amounts applied for by the Contractor and the action taken thereon by the Engineer on account of work done by such Subcontractor.
- 9.5.4 Neither the Owner nor the Engineer shall have any obligation to pay or to see to the payment of any moneys to any Subcontractor except as may otherwise be required by law.
- 9.5.5 No Certificate for progress payment, no progress payment, nor any partial or entire use of occupancy of the Project by the Owner shall constitute an acceptance of any work not in accordance with the Contract Documents.

9.6 PAYMENT WITHHELD

- 9.6.1 The Engineer may decline to certify payment and may withhold his Certificate in whole or in part, to the extent necessary to reasonably protect the Owner, if in his opinion he is unable to make representations to the Owner as provided in Subparagraph 9.4.2.
- 9.6.2 If the Engineer is unable to make representations to the Owner, as provided in Subparagraph 9.4.2 and to certify payment in the amount of the Application, he will notify the Contractor as provided in Subparagraph 9.4.1. If the Contractor and Engineer cannot agree on a revised amount, the Engineer will promptly issue a Certificate for Payment for the amount for which he is able to make such representations to the Owner. The Engineer may also decline to certify payment, or because of subsequently discovered evidence or subsequent observations, he may nullify the whole or any part of any Certificate for Payment previously issued, to such extent as may be necessary in his opinion to protect the Owner from loss because of:
- A. Defective work not remedied;
 - B. Third party claims filed or reasonable evidence indicating probable filing of such claims;
 - C. Failure of the Contractor or make payments properly to Subcontractors or for labor, materials or equipment;
 - D. Reasonable evidence that the work cannot be completed for the unpaid balance of the Contract Sum;
 - E. Damage to the work of another Contractor;
 - F. Reasonable evidence that the work will not be completed within the Contract Time; or,
 - G. Failure to carry out the work in accordance with the Contract Documents.
- 9.6.2 When the above grounds in Subparagraph 9.6.1 removed, payment shall be made for amounts withheld because of them.

9.7 FAILURE OF PAYMENT

- 9.7.1 If the Engineer does not issue a Certificate for Payment, through no fault of the Contractor, within seven days after receipt of the Contractor's Application for Payment, or if the Owner does not pay the Contractor within seven days after the date established in the Contract Documents any amount certified by the Engineer, then the Contractor may, upon seven additional days' written notice to the Owner and the Engineer, stop the work until payment of the amount owing has been received. The Contract Sum shall be increased by the amount of the Contractor's reasonable costs of shut-down, delay and start-up, which shall be effected by appropriate Change Order in accordance with Paragraph 12.3.

9.8 SUBSTANTIAL COMPLETION

- 9.8.1 When the Contractor considers that the work, or a designated portion thereof which is acceptable to the Owner, is substantially complete as defined in Subparagraph 8.1.3, the Contractor shall prepare for submission to the Engineer a list of items to be completed or corrected. The failure to include any items on such list does not alter the responsibility of the Contractor to complete all work in accordance with the Contract Documents. When the Engineer, with the Owner, on the basis of an inspection determines that the work or designated portion thereof is substantially complete, he will then prepare a Certificate of Substantial Completion Form, AIA Document G704-1978, which shall establish the Date of Substantial Completion, shall state the responsibilities of the Owner and the Contractor for security, maintenance within which the Contractor shall complete the items listed therein. Warranties required by the Contract Document shall commence on the date of Final Completion of the work or designated portion thereof unless

otherwise provided in the Certificate of Substantial Completion. The Certificate of Substantial Completion shall be submitted to the Contractor and the Owner for their written acceptance of the responsibilities assigned to them in such Certificate.

- 9.8.2 Upon Substantial Completion of the work or designated portion thereof and upon application by the Contractor and certification by the Engineer, the Owner shall make payment, reflecting adjustment in retainage, if any, for such work or portion thereof, as provided in the Contract Documents.

9.9 FINAL COMPLETION AND FINAL PAYMENT

- 9.9.1 Upon receipt of written notice that the work is ready for final inspection and acceptance and upon receipt of a final Application for Payment, the Engineer will promptly make such inspection and, if he finds the work acceptable under the Contract Documents and the Contract fully performed, he will promptly issue final Certificate for Payment stating that, to the best of his observations and inspections, the work has been completed in accordance with the terms and conditions of the Contract Documents and that the entire balance found to be due the Contractor and noted in said Final Certificate, is due and payable. The Engineer's Final Certificate of payment will constitute a further representation that the conditions precedent to the Contractor's being entitled to final payment as set forth in Subparagraph 9.9.2 have been fulfilled.
- 9.9.2 Neither the final payment nor the remaining retained percentage shall become due until the Contractor submits to the Engineer (1) an affidavit that all payrolls, bills for materials and equipment, and other indebtedness connected with the work for which the Owner or his property might in any way be responsible have been paid or otherwise satisfied, (2) consent of surety, if any, to final payment, and (3) if required by the Owner, other data establishing payment or satisfaction of all such obligations, such as receipts, releases and waivers of liens arising out of the Contract, to the extent and in such form as may be designed by the Owner. If any Subcontractor refuses to furnish a release or waiver required by the Owner the Contractor may furnish a bond satisfactory to the Owner to indemnify him against any such lien. If any such lien remains unsatisfied after all payments are made, the Contractor shall refund to the Owner all moneys that the latter may be compelled to pay in discharging such lien, including all costs and reasonable attorneys' fees.
- 9.9.3 If, after Substantial Completion of the work, final completion thereof is materially delayed through no fault of the Contractor or by the issuance of Change Orders affecting final completion, and the Engineer so confirms, the Owner shall, upon application by the Contractor and certification by the Engineer and without terminating the Contract, make payment of the balance for that portion of the work fully completed and accepted. If the remaining balance for work not fully completed or corrected is less than the retainage stipulated in the Contract Document, and if bonds have been furnished as provided in Paragraph 7.5, the written consent of the surety to the payment of the balance due for that portion of the work fully completed and accepted shall be submitted by the Contractor to the Engineer prior to certification of such payment. Such payment shall be made under the terms and conditions governing final payment, except that it shall not constitute a waiver of claims.
- 9.9.4 The making of final payment shall constitute a waiver of all claims by the Owner except those arising from:
- A. Unsettled liens;
 - B. Faulty or defective work appearing after Substantial Completion;
 - C. Failure of the work to comply with the requirements of the Contract Documents; and
 - D. Terms of any special warranties required by the Contract Documents.

- 9.9.5 The acceptance of final payment shall constitute a waiver of all claims by the Contractor except those previously made in writing and identified by the Contractor as unsettled at the time of the final Application for Payment.

ARTICLE 10

PROTECTION OF PERSONS AND PROPERTY

10.1 SAFETY PRECAUTIONS AND PROGRAMS

- 10.1.1 The Contractor shall be responsible in initiating, maintaining and supervising all safety precautions and programs in connection with the work.

10.2. SAFETY OF PERSONS AND PROPERTY

- 10.2.1 The Contractor shall take all reasonable precautions for the safety of, and shall provide all reasonable protection to prevent damage, injury or loss to:
- A. All employees on the work and all other persons who may be affected thereby;
 - B. All the work and all materials and equipment to be incorporated therein, whether in storage on or off the site, under the care, custody or control of the Contractor or any of his Subcontractors or Sub-subcontractors; and
 - C. Other property at the site or adjacent thereto, including trees, shrubs, lawns, walks, pavements, roadways, structures and utilities not designated for removal, relocation or replacement in the course of construction.
- 10.2.2 The Contractor shall give all notices and comply with all applicable laws, ordinances, rules, regulations, and lawful orders of any public authority bearing on the safety of persons or property or their protection from damage, injury or loss.
- 10.2.3 The Contractor shall erect and maintain, as required by existing conditions and progress of the work, all reasonable safeguards for safety and protection, including posting danger signs and other warnings against hazards, promulgating safety regulations and notifying Owners and users of adjacent utilities.
- 10.2.4 When the use of storage of explosives or other hazardous materials or equipment is necessary for the execution of the work, the Contractor shall exercise the utmost care and shall carry on such activities under the supervision of properly qualified personnel.
- 10.2.5 The Contractor shall promptly remedy all damage or loss (other than damage of loss insured under paragraph 11.3) to any property referred to in Clauses 10.2.1.2 and 10.2.1.3 caused in whole or in part by the Contractor, any Subcontractor or anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable and for which the Contractor is responsible under clauses 10.2.1.2 and 10.2.1.3, except damage or loss attributable to the acts or omissions of the Owner or the Engineer or anyone directly or indirectly employed by either of them, or by anyone for whose acts either of them may be liable, and not attributable to the fault or negligence of the Contractor. The foregoing obligations of the Contractor are in addition to his obligations under Paragraph 4.18.
- 10.2.6 The Contractor shall designate a responsible member of his organization at the site whose duty shall be the prevention of accidents. This person shall be the Contractor's Superintendent unless otherwise designated by the Contractor in writing to the Owner and the Engineer.

- 10.2.7 The Contractor shall not load or permit any part of the work to be loaded so as to endanger its safety.

10.3 EMERGENCIES

- 10.3.1 In any emergency affecting the safety of persons or property, the Contractor shall act, at his reasonable discretion, to prevent threatened damage, injury or loss. Any additional compensation or extension of time claimed by the Contractor on account of emergency work shall; be determined as provided in Article 12 for Changes in the work.

ARTICLE 11

INSURANCE

11.1 CONTRACTOR'S LIABILITY INSURANCE

- 11.1.1 The Contractor shall maintain in effect, and shall require all Subcontractors and others performing any portion of this Contract to maintain if effect, insurance of the types and respective minimum limits set for in Article 11. Such insurance shall cover all operations under this Contract. Maintenance of such insurance in at least the specified minimum amounts shall not relieve the Contractor or liability for loss in excess of the limits of liability specified herein or otherwise not covered by the coverage's required herein. The Contractor shall bear the cost of such insurance and include its costs in the Bid. The following limits of insurance shall be maintained, unless otherwise listed in the Certificate of Insurance.

Type of Required Coverage

Workman's compensation (including accident and occupational disease coverage) Statutory
Employer's Liability

Comprehensive General Liability (including endorsements providing broad form property damage coverage, personal injury coverage, and contractual assumption of liability coverage for all liability the Contractor has assumed under his Contract)

Auto Liability (including non-owned auto coverage)

Minimum Limits of Liability

Carry such insurance as it deems necessary to protect it from all claims under any workman's compensation law in effect that may be applicable to the Contractor.

With limits of coverage in the maximum amount which the Owner could be held liable under the New Mexico Tort Claims Act for each person injured and for each accident resulting in damage to property.

Same limits as General Liability

- 11.1.2 Certificates of Insurance acceptable to the Owner shall be filed with the Owner prior to commencement of the work. These Certificates shall contain a provision that coverage afforded under the policies will not be canceled until at least thirty days; prior written notice has been given to the Owner. The Contractor shall furnish one (1) copy of each of the Certificates of insurance herein required for each copy of the contract.

11.2 OWNER'S LIABILITY INSURANCE

- 11.2.1 The Owner shall be responsible for purchasing and maintaining his own liability insurance and, at his option, may purchase and maintain such insurance as will protect him against all claims which may arise from operations under the Contract.

11.3 PROPERTY INSURANCE

- 11.3.1 The Contractor shall maintain builder's risk property insurance or self insurance, or a combination of insurance and self insurance, upon the work at the site for at least the actual cash value thereof. The builder's risk insurance shall cover the interests of the Owner, the Contractor, Subcontractors,

and Sub-subcontractors in the work. The insurance shall insure against at least the following perils: fire extended coverage, vandalism, and malicious mischief. The Contractor shall bear the cost of such insurance and include its cost in the Bid.

- 11.3.2 Any loss insured or self insured under Subparagraph 11.3.1 is to be adjusted with the Owner and made payable to the Owner as trustee for the insured, as their interests may appear subject to the requirements of any applicable mortgage clause. The Owner shall deposit the proceeds in a separate account and shall distribute them in accordance with such agreement as the parties in interest, including the Owner, may reach. The Contractor shall pay each Subcontractor a just share of any insurance proceeds which the Contractor receives and shall required by written agreement signed by the Subcontractor that the Subcontractor will make payments to his Sub-subcontractors in a similar manner. If after such loss no other special agreement is made, replacement of damaged work shall be covered by an appropriate order.
- 11.3.3 To the extent permitted under their respective property insurance policies, the Owner and the Contractor hereby waive all rights, each against the other, for damages caused by fire or other perils to the extent covered by Insurance obtained pursuant to this Article 11 or any other property insurance applicable to the work, except such rights as they may have to the proceeds of such Insurance held by the Owner as trustee. The Owner or the Contractor, as appropriate, shall require the Engineer, other Contractors, Subcontractors, and Sub-subcontractors to similarly waive rights of subrogation or property insurers.
- 11.3.4 If the Owner finds it necessary to occupy use of any portion of the work prior to Substantial Completion, such occupancy or use shall not commence prior to the time mutually agreed to by the Owner and the Contractor and, if required by the applicable insurance or self insurance coverage not prior to the time the builder's risk property insurer has consented to such occupancy or use. The Contractor's consent to such occupancy or use shall not be unreasonably withheld.

11.4 LOSS OF USE INSURANCE

- 11.4.1 The Owner, at his option, may purchase and maintain such insurance as will insure him against loss of use of his property due to fire or other hazards, however caused.

ARTICLE 12

CHANGES IN THE WORK

12.1 CHANGE ORDERS

- 12.1.1 A Change Order is a written order to the Contractor signed by the Engineer and the Contractor and approved in writing by the Owner. A Change Order may be issued only after the execution of the Contract and shall be the only means used to order changes in the work for which the Contractor requires additional compensation, changes to the Contract Time, or changes to the Contract Sum. Minor changes in the work for which the Contractor requires no additional compensation or time shall be executed in accordance with the provision of Subparagraph 12.4.1.
- 12.1.2 The Owner, without invalidating the Contract, may order changes in the work within the general scope of the Contractor consisting of additions, deletions or other revisions, the Contract Sum and the Contract Time being adjusted accordingly. All such changes in the work shall be authorized by Change Order and shall be performed under the applicable conditions of the Contract Documents.
- 12.1.3 The cost or credit to the Owner resulting from a change in the work shall be determined in one or more of the following ways:
- A. By mutual acceptance of a lump sum properly itemized and supported by sufficient

substantiating data to permit evaluation;

- B. By unit prices stated in the Contract Documents or subsequently agreed upon;
- C. By cost to be determined in a manner agreed upon by the parties and a mutually acceptable fixed or percentage fee; or
- D. By the method provided in Subparagraph 12.1.4.

12.1.4 If none of the methods set forth in Clauses 12.1.2., 12.1.3. or 12.1.3. is agreed upon, the Contractor, provided he receives a written order signed by the Owner, shall promptly proceed with the work involved. The cost of such work shall be determined by the Engineer on the basis of the reasonable expenditures and savings of those performing the work attributable to the change, including, in the case of an increase in the Contract Sum, a reasonable allowance for overhead and profit. In such case, the Contractor shall keep and present, in such form as the Engineer may prescribe, an itemized accounting together with appropriate supporting data for inclusion in a Change Order. Unless otherwise provided in the Contract Documents, cost shall be limited to the following: cost of materials, including sales tax and cost of delivery; cost of labor, including social security, old age and unemployment insurance, and fringe benefits, required by agreement or custom, workers' or workmen's compensation insurance; bond premiums; rental value of equipment and machinery; and the additional costs of supervision and field office personnel directly attributable to the change. Pending final determination of cost to the Owner payments on account shall be made on the Engineer's Certificate for payment. The amount of credit to be allowed by the Contractor to the Owner for any deletion or change which results in a net decrease in the Contract Sum will be the amount of the actual net cost as confirmed by the Engineer. When both additions and credits covering related work or substitutions are involved in any one change, the allowance for overhead and profit shall be figured on the basis of the net increase, if any, with respect to that change.

12.1.5 If unit prices are stated in the Contract Documents or subsequently agreed upon, and if the quantities originally contemplated are so changed in a proposed Change Order that application of the agreed unit prices to the quantities of work proposed will cause substantial inequity to the Owner or the Contractor, the applicable unit prices shall be equitably adjusted.

12.1.6 By submission of a Bid, the Contractor agrees and binds himself to the following method of calculating Change Order costs. The Owner also agrees to the following method of calculating the cost of any changes to the Contract. With each proposal for a change in the amount of the Contract, the Contractor shall submit an itemized breakdown of all increases or decreases in the cost of the Contractor's and all Subcontractor's and Sub-subcontractor's work to include at least the following detail in the general order listed:

- A. Material quantities and unit costs;
- B. Labor amounts and hourly rates (identified with specific items of material to be placed or operation to be performed);
- C. Costs inherent in use of Contractor/Sub-subcontractor owned equipment;
- D. Equipment rental, if any;
- E. Workmen's compensation and public liability insurance;
- F. General administration, overhead, supervision, project insurance and profit, based on the following schedule:

| <u>Subtotal before Applying the Percentage Shown</u> | <u>\$500 & Less</u> | <u>Over \$500</u> |
|--|-------------------------|-------------------|
| Contractor for work performed by his own forces | 22% | 19% |
| Contractor for work performed by Subcontractor | 10% | 8% |
| Subcontractor for work performed by his own forces | 18% | 15% |
| Subcontractor for work performed by Sub-subcontractor | 10% | 8% |
| Sub-subcontractor for work performed by his own forces | 18% | 15% |
| G. Employment taxes under FICA and FUTA; and | | |
| H. State gross receipts tax (Contractor only). | | |

- 12.1.7 The quotation for work under a Change Order shall be binding for sixty (60) days from the date submitted by the Contractor.

12.2 CONCEALED CONDITIONS

- 12.2.1 Should concealed conditions encountered in the performance of the work below the surface of the ground or should concealed or unknown conditions in an existing structure be at variance with the conditions indicated by the Contract Documents, or should unknown physical conditions below the surface of the ground or should concealed or unknown conditions in an existing structure of an unusual nature differing materially from those ordinarily encountered and generally recognized as inherent in work of the Character provided for in this Contract, be encountered, the Contract Sum shall be equitably adjusted by change Order upon verified claim by either party made within twenty days after the first observance of the conditions.
- 12.2.2 If the Contractor wishes to make a claim for an increase in the Contract Sum, he shall give the Engineer written notice thereof within twenty days after the occurrence of the event giving rise to such claim. This notice shall be given by the Contractor before proceeding to execute the work, except in an emergency endangering life or property, in which case the Contractor shall proceed in accordance with Paragraph 10.3. No such claim shall be valid unless so made. If such claims are justified and the Owner authorizes an increase in the Contract Sum, the Owner and the Contractor shall proceed to negotiate the amount of the adjustment in the Contract Sum. If the Owner and the Contractor cannot agree on the amount of the adjustment in the Contract Sum, it shall be determined by the Engineer. Any change in the Contract Sum resulting from such claim shall be authorized by Change Order.
- 12.2.3 If the Contractor claims that additional cost is involved because of, but not limited to, (1) any written interpretation pursuant to Subparagraph 2.2.8, (2) any order by the Owner to stop the work pursuant to Paragraph 3.3 where the Contractor was not at fault, (3) any written order for a minor change in the work issued pursuant to Paragraph 12.4, or (4) failure of payment by the Owner pursuant to Paragraph 9.7, the Contractor shall make such claims provided in Subparagraph 12.3.1.

12.3 MINOR CHANGES IN THE WORK

- 12.3.1 The Engineer will have authority to order minor changes in the work not involving an adjustment in the Contract Sum or an extension of the Contract Time and not inconsistent with the intent of the Contract Documents. Such changes shall be effected by written order and shall be binding on the Owner and the Contractor. The Contractor shall carry out such written orders promptly.

ARTICLE 13

UNCOVERING AND CORRECTION OF WORK

13.1 UNCOVERING OF WORK

- 13.1.1 If any portion of the work should be covered contrary to the request of the Engineer or to requirements specifically expressed in the Contract Documents, it must, if required in writing by the Engineer, be uncovered for his observation and shall be replaced at the Contractor's expense.
- 13.1.2 If any portion of the work has been covered which the Engineer has not specifically requested to observe prior to begin covered, the Engineer may request to see such work and it shall be uncovered by the Contractor. If such work be found in accordance with the Contract Documents, the cost of uncovering and replacement shall, by appropriate Change Order, be charged to the Owner. If such work be found not in accordance with the Contract Documents, the Contractor shall pay such costs unless it be found that this condition was caused by the Owner or a separate Contractor as provided in Article 6, in which even the Owner shall be responsible for the payment of such costs.

13.2 CORRECTION OF WORK

- 13.2.1 The Contractor shall promptly correct all work rejected by the Engineer as defective or as failing to conform to the Contract Documents whether observed before or after Substantial completion and whether or not fabricated, installed or completed. The Contractor shall bear all costs of correcting such rejected work, including compensation for the Engineer's additional services made necessary thereby.
- 13.2.2 If, within one year after the Date of Substantial Completion of the work or designated portion thereof or within one year after acceptance by the Owner of designated equipment or within such longer period of time as may be prescribed by law or by the terms of any applicable special warranty required by the Contract Documents, any of the work is found to be defective or not in accordance with the Contract Documents, the Contractor shall correct it promptly after receipt of a written notice from the Owner to do so unless the Owner has previously given the Contractor a specific written acceptance of such condition. This obligation shall survive termination of the Contract. The Owner shall give such notice promptly after discovery of the condition.
- 13.2.3 The Contractor shall remove from the site all portions of the work which are defective or non-conforming and which have not been corrected under Subparagraphs 4.5, 13.2.1 and 13.2.2, unless removal is specifically waived in writing by the Owner.
- 13.2.4 If the Contractor fails to correct defective or non-conforming work as provided in Subparagraph 4.5.1, 13.2.1 and 13.2.2, the Owner may correct it in accordance with Paragraph 3.4.
- 13.2.5 If the Contractor does not proceed with the correction of such defective or non-conforming work within a reasonable time fixed by written notice from the Engineer, the Owner may remove it and may store the materials or equipment at the expense of the Contractor. If the Contractor does not pay the cost of such removal and storage within ten days thereafter, the Owner may upon ten additional days' written notice sell such work at auction or at private sale and shall account for the net proceeds thereof, after deducting all the costs that should have been borne by the Contractor including compensation for the Engineer's additional services made necessary thereby. If such proceeds of sale do not cover all costs which the Contractor should have borne, the difference shall be charged to the Contractor and an appropriate Change Order shall be issued. If the payments then or thereafter due the Contractor are not sufficient to cover such amount, the Contractor shall pay the difference to the Owner.

- 13.2.6 The Contractor shall bear the cost of making good all work of the Owner or separate Contractors destroyed or damaged by such correction or removal.
- 13.2.7 Nothing contained in this Paragraph 13.2 shall be construed to establish a period of limitation with respect to any other obligation which the Contractor might have under the Contract Documents, including Paragraph 4.5 hereof. The establishment of the time period of one year after the Date of Substantial Completion or such longer period of time as may be prescribed by law or by the terms of any warranty required by the Contract Documents relates only to the Contractor to correct the work and has no relationship to the time within which his obligation to comply with the Contract Documents may be sought to be enforced, nor to the time within which proceedings may be commenced to establish the Contractor's liability with respect to his obligations other than specifically to correct the work.

13.3 ACCEPTANCE OF DEFECTIVE OR NON-CONFORMING WORK

- 13.3.1 If the Owner prefers to accept defective or non-conforming work, he may do so instead of requiring its removal and correction, in which case a Change Order will be issued to reflect a reduction in the Contract Sum where appropriate and equitable. Such adjustment shall be effected whether or not final payment has been made.

ARTICLE 14

TERMINATION OF THE CONTRACT

14.1 TERMINATION BY THE CONTRACTOR

- 14.1.1 If the work is stopped for a period of thirty days under an order of court or other public authority having jurisdiction, or as a result of an act of government, such as a declaration of a national emergency making materials unavailable, through no act or fault of the Contractor or a Subcontractor or their agents or employees or any other persons performing any of the work under a contract with the Contractor because the Engineer has not issued a Certificate for payment as provided in Paragraph 9.7 or because the Owner has not made payment thereon as provided in paragraph 9.7, then the Contractor may, upon seven additional days' written notice to the Owner and the Engineer, terminate the Contract and recover from the Owner payment for all work executed and for any proven loss sustained upon any materials, equipment, tools, construction equipment and machinery, including reasonable profit and damages.

14.2 TERMINATION BY THE OWNER

- 14.2.1 If the Contractor is adjudged bankrupt, or if he makes a general assignment for the benefit of his creditors, or if a receiver is appointed on account of his insolvency, or if he persistently or repeatedly refuses or fails, except in cases for which extension of time is provided, to supply enough properly skilled workmen or proper materials, or if he fails to make prompt payment to Subcontractors for material of labor, or persistently disregards laws, ordinances, rules, regulations, or orders of any public authority having jurisdiction, or otherwise is guilty of a substantial violation of a provision of the Contract Documents, then the Owner, upon certification by the Engineer that sufficient cause exists to justify such action, may without prejudice to any right or remedy and after giving the Contractor and his surety, if any, seven days written notice, terminate the employment of the Contractor and take possession of the site and of all material, tools, construction equipment and machinery thereon owned by the Contractor and may finish the work by whatever method he may deem expedient. In such case, the Contractor shall not be entitled to receive any further payment until the work is finished.
- 14.2.2 If the unpaid balance of the Contract Sum exceed the costs of finishing the work, including compensation for the Engineer's additional services made necessary thereby, and any damages sustained by the Owner as a result of the Contractor's breach, such excess shall be paid to the

Contractor. If such costs exceed the unpaid balance, the Contractor shall pay the difference to the Owner. The amount to be paid to the Contractor or to the Owner, as the case may be, shall be certified by the Engineer upon application, in the manner provided in paragraph 9.4 and this obligation or to the Owner, as the case may be, shall be certified by the Engineer upon application, in the manner provided in Paragraph 9.4 and this obligation for payment shall survive the termination of the Contract.

- 14.2.3 In the event that the Project is abandoned by the Owner, the Owner may terminate this contract at any time by giving at least seven (7) days notice to the Contractor. In the event of termination, all work completed shall become the property of the Owner. The Contractor shall be entitled to receive compensation for actual work satisfactorily completed hereunder, including reimbursable expense authorized by the Owner which are then due.
- 14.2.4 In the event the Contractor fails to perform the work in accordance with the Contract Documents, the Owner may terminate the Contract after giving the Contractor five (5) working days notice.

ARTICLE 15

EQUAL OPPORTUNITY

15.1 The Contractor shall maintain policies of employment as follows:

- 15.1.1 The Contractor, all Subcontractors, and all Sub-subcontractors shall not discriminate against any employee or applicant for employment because of race, religion, color, sex or national origin. The Contractor shall take affirmative action to ensure that applicants are employed and that employees are treated during employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous place, available to employees and applicants for employment, notices setting forth the policies of non-discrimination.
- 15.1.2 The Contract, all Subcontractors, and all Sub-subcontractors shall, in all solicitation or advertisements for employees placed by them or on their behalf, state that all qualified applicant will receive consideration for employment without regard to race, religion, color, sex, or national origin.

ARTICLE 16

MINIMUM WAGE RATES / REGISTRATION

- 16.1 The Contractor warrants and agrees that he and all Subcontractors and Sub-subcontractors shall comply with all applicable provisions of the New Mexico Public Works Minimum Wage Act as outlined in the Contract Documents. Wage rates are not applicable to projects costing less than \$60,000.00.
- 16.2 A General Contractor or subcontractor that submits a bid valued at more than fifty thousand dollars (\$50,000) is subject to the Public Works Minimum Wage Act (13-4-10 NMSA 1978) and shall be required to be registered with the Labor and Industrial Division of the NM Labor Department. The Registration Number shall be provided in the spaces provided in the Bid Form and on the Subcontractor's Listing for subcontracts valued at \$50,000 or more. After the Bid Opening, the registration numbers will be verified and the bid will be considered unresponsive and disqualified if the registration numbers are not valid and if the contractor or subcontractor cannot provide proof of the required registration. It is the responsibility of the contractor and subcontractors to ensure that the registration is completed prior to the Bid Opening.

Section 12

Supplementary Conditions

SUPPLEMENTARY CONDITIONS

(Section 00800)

Document is intended to be used in conjunction with the General Conditions of the Contract.

ADDITIONAL CONDITIONS

- 1.0 DEFINITIONS** - The following definitions shall apply through the Bidding Documents or Contract Documents unless otherwise specified.
- 1.1 **ADDENDUM:** Written or graphic instrument issued prior to the execution of the Contract which modifies or interpret the Bidding Documents, including Construction Plans and Specifications, by additions, deletions, clarifications, or corrections. Addenda will become part of the Contract Documents when the Construction Contract is executed. Plural: ADDENDA
 - 1.2 **ADDITIVE OR DEDUCTIVE ALTERNATE BID:** Amount stated in the Bid to be added or deducted from the amount of the Base Bid if the corresponding change in project scope or alternate materials and/or methods of construction is accepted.
 - 1.3 **BASE BID:** Amount of money stated in the Bid as the sum for which the Bidder offers to perform the work, not including that work for which Alternate Bids are also submitted.
 - 1.4 **BID:** A complete and properly signed proposal to do the work or designated portion thereof for the sums stipulated therein, supported by data called for by the Bidding Documents.
 - 1.5 **BID LOT:** A major item of work for which a separate quotation or proposal is requested.
 - 1.6 **BIDDER:** One who submits a Bid for a Prime contract with the Owner, as distinct from a Subcontractor, who submits a Bid to a Bidder. Technically, a Bidder is not a Contractor on a specific project until a contract exists between him and the Owner.
 - 1.7 **BIDDING DOCUMENT:** Documents that include the Invitation for Bid, Instructions to Bidders, the Bid Form, other sample bidding and contract forms, and the proposed Contract Documents, including any Addenda issued prior to receipt of Bids. The Contract Documents proposed for the work consist of the Owner-Contractor Agreement, the Conditions of the Construction Contract (General, Supplementary, and Other Conditions), the Construction Plans, the Specifications, and all Addenda issued prior to and all Modifications issued after execution of the Contract.

- 1.8 DAY: Calendar day, which is every day shown on the calendar, beginning and ending at midnight. However, due to the Work being performed at an active landfill, the Contractor will be limited to a workday starting no earlier than 6:30 a.m. and ending no later than 7:00 p.m. (i.e., daylight hours only).
- 1.9 CENTRAL PURCHASING OFFICE: The Central Purchasing Office is the City of Santa Fe Purchasing Department.
- 1.10 GOVERNING AUTHORITY: The Joint Powers Board of the execution of construction contracts is the Chairperson or Executive Director.
- 1.11 INVITATION FOR BID: The Bidding Documents utilized for soliciting sealed Bids. "Invitation to Bid" shall have the same meaning as "Invitation for Bid".
- 1.12 OWNER: Santa Fe Solid Waste Management Authority, Santa Fe, New Mexico.
- 1.13 PROCUREMENT OFFICER: The Director of the Purchasing Division, or a designee authorized to enter into or administer contracts and make written determination with respect thereto.
- 1.14 RESPONSIBLE BIDDER: A Bidder who submits a responsive Bid and who has furnished, when required, information and data to prove that his financial resources, production or service facilities, personnel, service reputation, and experience are adequate to make satisfactory delivery of the services, construction, or items of tangible personal property described in the Bidding Documents (13-1-82, NMSA 1978).
- 1.15 SUCCESSFUL BIDDER: The lowest qualified and responsible Bidder to whom the Owner, on the basis of the Owner's evaluation, makes an award.
- 1.16 UNIT PRICES: Amounts stated in the Contract as prices per unit of measurement for materials or services as described in the Contract Documents.
- 1.17 USER: The Santa Fe Solid Waste Management Authority, agencies, or designated entity for whose use the Project is being constructed.

2.0 CONTRACT AUDIT

The Owner shall be entitled to audit the books and records of a Contractor or any Subcontractor under any negotiated contract or subcontract other than a firm fixed-price contract to the extent that such books and records relate to the performance of such contract or subcontract. Such books and records shall be maintained by the Contractor for a period of three years from the date of final payment under the prime contract and by the Subcontractor for a period of three years from the date of final payment under the subcontract unless a shorter period is otherwise authorized in writing.

3.0 DEBARRED OR SUSPENDED CONTRACTORS

A business (Contractor, Subcontractor, or Supplier) that has either been debarred or suspended pursuant to the requirements of the City of Santa Fe Purchasing Manual shall not be permitted to do business with the Owner and shall not be considered for award of contract during the period for which it is debarred or suspended.

4.0 BRIBES, GRATUITIES, AND KICK-BACKS

- 4.1 It is illegal in the State of New Mexico for any public employee to solicit or accept anything of value in connection with award of this Bid and for any person to offer or pay anything of value to any such public employee (30-24-1 through 30-24-2, NMSA 1978).
- 4.2 Pursuant to Section 13-1-191, NMSA 1978, reference is hereby made to the Criminal Laws of New Mexico (including 30-24-1, 30-23-2, and 30-41-1 through 30-41-3, NMSA 1978), which prohibit bribes, kick-backs, and gratuities and violation of which constitutes a felon. Further, the Procurement Code (13-1-28 through 13-1-199, NMSA 1978), imposes civil and criminal penalties for its violation

5.0 PROTESTS (CITY OF SANTA FE PURCHASING MANUAL)

- 5.1 Any Contractor who is aggrieved in connection with a procurement may protest to the City of Santa Fe Purchasing Agent and the Owner. The protest should be made in writing within twenty-four (24) hours after the facts or occurrences; giving rise thereto, but in no case, less than fifteen (15) calendar days after the facts or occurrences giving rise thereto.
- 5.2 In the event of a timely protest under Section 5.1 the City of Santa Fe Purchasing Agent and the Owner shall not proceed further with the procurement unless the Owner makes a determination that the award of contract is necessary to protect substantial interests of the Owner.
- 5.3 The City of Santa Fe Purchasing Agent or his designee shall have the authority to take any action reasonably necessary to resolve a protest of an aggrieved Contractor concerning a procurement.
- 5.4 This authority shall be exercised in accordance with adopted regulations, but shall not include the authority to award money damages or attorneys' fees.
- 5.5 The City of Santa Fe Purchasing Agent or his designee shall promptly issue a determination relating to the protest. The determination shall:
 - A State the reasons for the action taken; and,

B Inform the protestant of the right to judicial review of the determination.

5.6 A copy of the determination issued shall be mailed immediately to the protestant.

6.0 CONTRACT BOND REQUIREMENTS

6.1 The Successful Bidder, where the Contract Price exceeds five hundred dollars (\$500), shall post a one hundred percent (100%) Performance Bond and a one hundred percent (100%) Labor and Material Payment Bond. Bonds shall be executed on Performance Bond and Labor and Material Payment Bond forms attached hereto, with amount payable conforming to the terms of the contract. Surety shall be a company licensed to do business in the State of New Mexico and acceptable to the Owner.

6.2 Personal sureties may be accepted if the Owner so determines in advance, but in such case the amount of the Bond shall be the full Contract Price, and the sureties shall justify under oath in amounts above liabilities and exemptions aggregating double the amount of the Bond.

6.3 Special attention of Bidders is called to the requirements of Section 13-4-18 through 13-4-20, NMSA 1978 regarding a Contractor who does not have his principal place of business in the State of New Mexico for all taxes due arising out of construction services rendered under the Contract.

6.3.1 The right to sue on this Bond accrues only to the Owner and the parties to whom Sections 13-4-18 through 13-4-20, NMSA 1978 grant such right; and any such right shall be exercised only in accordance with the provisions and limitations of said statutes.

7.0 NON-RESIDENT CONTRACTOR'S REQUIREMENTS REGARDING GROSS RECEIPTS TAX SURETY BOND

7.1 Section 7-1-55A, NMSA 1978 provides that any person (as defined in Section 7-1-3, NMSA 1978) engaged in the construction business who does not have his principal place of business in New Mexico and enters into a prime construction contract to be performed in this State shall, at the time such contract is entered into, furnish the Director of the Revenue Division, Taxation and Revenue Department, or his delegate with a surety bond or other acceptable security in a sum equivalent to the gross receipts to be paid under the contract multiplied by the applicable rate of the gross receipts tax imposed by Section 7-9-4, NMSA 1978 to secure payment of the tax imposed on the gross receipts from the contract, and shall obtain a certificate from the Director of the Revenue Division, Taxation and Revenue Department, or his delegate that the requirements of this paragraph have been met.

7.2 If the total sum to be paid under the contract is changed by ten percent or more

after the date the surety bond or other acceptable security is furnished, to the Director or his delegate, such person shall increase or decrease, as the case may be, the amount of the bond or security within fourteen days after the change (7-1-55B, NMSA 1978).

- 7.3 In addition to the above requirements, the Contractor will be subject to all the requirements of the City Procurement Code.

8.0 CONTRACTOR'S GROSS RECEIPTS TAX REGISTRATION

- 8.1 Section 7-10-4, NMSA 1978 provides that any person (as defined in Section 7-10-3, NMSA 1978) performing services for the Owner, as those terms are used in the Gross Receipts and Compensating Tax Act (Section 7-10-1 to 7-10-5, NMSA 1978), must be registered and be issued an identification number with the Revenue Division of the Taxation and Revenue Department to pay the gross receipts tax.

- 8.2 The identification number is needed to properly complete the approval process of the contract; therefor, so as to cause no delay in the processing, the Contractor must register with the State of New Mexico, Taxation and Revenue Department. For information contact:

Revenue Division
Taxation and Revenue Department
Manual Lujan Building
1200 St. Francis Drive
Santa Fe, New Mexico 87503
(505)988-2290

- 8.3 If any person who performs services for the Owner is not registered to pay the gross receipts tax, the Owner shall withhold payment of the amount due until the person has presented evidence of registration with the Revenue Department to pay the gross receipts tax.

9.0 CONTRACT WITH NONRESIDENT PERSON OR PARTNERSHIPS OR UNADMITTED FOREIGN CORPORATIONS; AGENT FOR SERVICE OF PROCESS

- 9.1 Special attention of Bidders is called to requirements of Sections 13-4-21 through 13-4-24, NMSA 1978, whereby a public works contract with a nonresident person or partnership or foreign corporation not authorized to do business in the State shall contain a specific provision designating an agent resident within the State, and his address, upon whom process and writs in any action or proceeding against such business may be served in any action arising out of such contract.

10.0 STATE ALLOWANCES

- 10.1 The Contractor shall purchase the "Allowed Materials" as directed by the Owner through the Engineer on the basis of the lowest and the best Bid of at least three competitive Bids. If the actual price for purchasing the "Allowed materials" is more or less than the "Cash Allowance", the Contract Price shall be adjusted accordingly. The adjustment in Contract Price made on the basis of the purchase price without additional charges for overhead, profit, insurance, or any other incidental expenses. The cost of installation of the "Allowed Materials" shall be included in the applicable section of the Specifications covering the work.

11.0 MINIMUM WAGE RATES

- 11.1 This project is subject to the Minimum Wage Rates as determined by the New Mexico State Labor & Industrial Commission pursuant to Chapter 13, Section 13-14-11, NMSA 1978. The Minimum Wage Rates to be paid by the Contractor and any Subcontractors to their employees on this project are as listed in the New Mexico State Labor and Industrial Commission Minimum Wage Rate Decision. A copy of this decision is bound in these documents immediately following this page.
- 11.2 All Contractors and Subcontractors shall submit one (1) certified copy of the project weekly payroll to the Santa Fe Solid Waste Management Agency, 149 Wildlife Way, Santa Fe, NM 87506, c/o Mr. Randall Kippenbrock, Executive Director and one (1) copy also certified directly to the New Mexico State Labor Commission – Public Works Division, Aspen Building, 1596 Pacheco Street, Santa Fe, New Mexico 87501, not later than five (5) working days after the close of each payroll period. The prime Contractor shall be responsible for the submission of copies of payrolls of all subcontractors.
- 11.3 Before using apprentices on this project, the Contractor shall present to the Contracting Officer written evidence of registration of such employees with the U.S. Department of Labor, Bureau of Apprenticeship and Training, Western Bank Building (Room 1414), 505 Marquette Avenue, N.W., Albuquerque, New Mexico 87102, Telephone 766-2398. If the apprenticeship is not registered in a bona fide apprenticeship program as mentioned above, the journeyman's wage rate for that particular classification in which he or she is working is applicable.

12.0 FORM OF CHANGE ORDER AND CHANGE ORDER NOTICE TO PROCEED

- 12.1 The following forms issued by the Owner are to be utilized by the Contractor, Engineer, and the Owner pursuant to the requirements of the General Conditions.

13.0 STATE OF NEW MEXICO STATE CONSTRUCTION INDUSTRIES DIVISION

- 13.1 The Contractor, at his own expense, shall secure any required construction permits from the State CID for this Project. The Contractor shall adhere to the

requirements established for inspections.

14.0 SANTA FE SOLID WASTE MANAGEMENT AGENCY REQUIREMENTS

- 14.1 The General Contractor shall be responsible that all rubble, excess materials, etc., are disposed of at an approved disposal facility.

Section 13

State of New Mexico Wage Rates Determination

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Section 14

Technical Specifications

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Construction Plans

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MEMORANDUM

To: SFSWMA Joint Powers Board Members
From: Randall Kippenbrock, P.E., Executive Director *(RLK)*
Date: August 9, 2014
Subject: Request for Approval of Amendment No. 2 to the Professional Services Agreement with BlueWater Environmental Consulting of Santa Fe, NM, for Environmental Services for the Caja del Rio Landfill and Buckman Road Recycling and Transfer Station in the Amount of \$49,668.88 (RFP No. '12/27/P).

BACKGROUND & SUMMARY:

On August 16, 2012, the Joint Powers Board approved RFP No. '12/27/P to BlueWater Environmental Consulting of Santa Fe, NM, for environmental services for the Caja del Rio Landfill and Buckman Road Recycling and Transfer Station (BuRRT) for FY-13.

Environmental services consist of the following tasks:

- Methane gas monitoring – Caja del Rio Landfill
- Groundwater discharge permit sampling & reporting – Caja del Rio Landfill and BuRRT
- Groundwater monitoring – Caja del Rio Landfill
- Leachate sampling – Caja del Rio Landfill
- Annual monitoring summary – Caja del Rio Landfill
- Facility inspections – Caja del Rio Landfill
- Other regulatory consulting services as assigned

On July 18, 2013, the Joint Powers Board approved amendment No. 1, which increased the Agreement in the amount of \$46,996.65 for a total not-to-exceed amount of \$93,993.30 for environmental services for FY-14. The amendment also extended the Agreement to August 15, 2014.

Amendment No. 2 will increase the Agreement in the amount of \$49,668.88 for a total not-to-exceed amount of \$143,662.18 for environmental services for FY-15. The amendment will also extend the Agreement to August 15, 2015. As per Article 5 of the Agreement, the Agreement can be extended for additional time upon approval by the Board, not to exceed four years.

Funding is available in 52501.510300 (Professional Services).

ACTION REQUESTED:

Staff recommends approval of Amendment No. 2 to the Professional Services Agreement with BlueWater Environmental Consulting for environmental services for the Caja del Rio Landfill and Buckman Road Recycling and Transfer Station in the amount of \$49,668.88.

Attachments: 1) Professional Services Agreement – Amendment No. 2
2) Professional Services Agreement – Amendment No. 1
3) Professional Services Agreement

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ATTACHMENT

Professional Services Agreement - Amendment No. 2

**SANTA FE SOLID WASTE MANAGEMENT AGENCY
AMENDMENT No. 2
PROFESSIONAL SERVICES AGREEMENT
(Environmental Services - 2012)**

This AMENDMENT No. 2 (the "Amendment") to the PROFESSIONAL SERVICES AGREEMENT, dated August 16, 2012 (the "Agreement"), is made and entered into between the Santa Fe Solid Waste Management Agency (the "Agency") and BlueWater Environmental Consulting, LLC, Santa Fe, NM (the "Contractor"). The Amendment shall be effective as of the date this Amendment is executed by the Agency.

RECITALS

Under the terms of the Agreement, the Contractor has agreed to provide environmental services to the Agency.

Pursuant to Article 18, Amendment of the Agreement, and for good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, the Agency and the Contractor agree as follows:

1. SCOPE OF SERVICES

Article 1, Scope of Services of the Agreement is hereby amended to include the Scope of Services for FY-15 attached hereto as Exhibit A.

2. COMPENSATION

Article 3, Compensation of the Agreement is hereby amended to increase the amount of compensation by a total of (Forty-Nine Thousand Six Hundred Sixty-Eight Dollars and Eighty-Eight Cents (\$49,668.88) so that Article 3 reads in its entirety as follows:

- A. The Agency shall pay to the Contractor in full payment for services rendered, a sum not to exceed One Hundred Forty-Three Thousand Six Hundred Sixty-Two Dollars and

Eighteen Cents (\$143,662.18), including applicable gross receipts taxes.

| DESCRIPTION | AMOUNT |
|-------------------|--------------|
| ORIGINAL CONTRACT | \$46,996.65 |
| AMENDMENT NO. 1 | \$46,996.65 |
| AMENDMENT NO. 2 | \$49,668.88 |
| CONTRACT TO DATE | \$143,662.18 |

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

C. Payment shall be made upon receipt and approval by the Agency of detailed statements containing a report of services completed. Compensation shall be paid only for services actually performed in accordance with the Fee Schedule attached hereto in Exhibit A.

D. Detailed statements containing reimbursement expenses shall be itemized.

3. **TERM AND EFFECTIVE DATE**

Article 5, Terms and Effective Date of the Agreement is amended to extend the term of the Agreement, so that Article 5 reads in its entirety as follows:

A. This Agreement shall be effective when signed by the Agency and shall terminate on August 17, 2015, unless terminated sooner pursuant to Article 6 below.

B. Pursuant to the limitations on multi-term contracts for professional services codified in NMSA 1978 § 13-1-150, this Agreement may not exceed four years, including all extensions and renewals. Subject to that limitation, the Agreement can be renewed annually, if agreed upon by the Agency and the Contractor and

approved by the Joint Powers Board.

4. **AGREEMENT IN FULL FORCE**

Except as specifically provided in this Amendment, the Agreement remains and shall remain in full force and effect, in accordance with its terms.

IN WITNESS WHEREOF, the parties have executed this AMENDMENT No. 2 to the Professional Services Agreement as of the dates set forth below.

SANTA FE SOLID WASTE
MANAGEMENT AGENCY:

Miguel Chavez
Chairperson

Date:

ATTEST:

Geraldine Salazar
Santa Fe County Clerk

BLUEWATER ENVIRONMENTAL CONSULTING, LLC:

Don Duncan
Managing Member

Date:

APPROVED AS TO FORM:

Justin W. Miller
Agency Attorney

Date:

EXHIBIT A

Bluewater Environmental Consulting

Scope of Work
for
Amendment No. 2

Environmental Services
for
Caja del Rio Landfill
and
Buckman Road Recycling and Transfer Station

RFP No. '12/27/P

FISCAL YEAR 2015 SCOPE OF SERVICES

Santa Fe Solid Waste Management Agency

July 07, 2014

The following provides the Scope of Services BlueWater Environmental Consulting, LLC will provide Santa Fe Solid Waste Management Agency for Fiscal Year 2015.

TASK 1 METHANE GAS MONITORING – CAJA DEL RIO LANDFILL

To complete this task BlueWater will:

- Perform quarterly methane gas monitoring at 10 bar-hole probe locations and the permanent structures.
- Prepare a quarterly report for each methane monitoring event that includes, but is not limited to: executive summary, introduction, description of field methods, results with tables and figures, discussion, and conclusions.
- Submit the quarterly reports to the Solid Waste Bureau of the New Mexico Environment Department within 45-days of the monitoring event.
- Provide one report and one electronic version of each report on a CD-ROM to the Agency. Additionally, BlueWater will submit a copy of the report transmittal letter addressed to the Solid Waste Bureau with the Bureau's date stamp.

TASK 2 DP-1115 SAMPLING & REPORTING – BURRT

To complete this task BlueWater will:

- Report the volume of wastewater discharged monthly to the septic tank. BlueWater will determine the volume of discharge by obtaining monthly water meter readings from the City of Santa Fe.
- Collect semi-annual wastewater samples from the evaporation lagoon for analysis of total Kjeldahl nitrogen (TKN), nitrate for nitrogen (NO₃-N), total dissolved solids (TDS), and chloride.

- Conduct semi-annual inspections of the septic tank for the accumulation of scum and solids and prepare logs of the inspections.
- Submit semi-annual reports that include the above items to the Ground Water Quality Bureau by August 1 and February 1.
- Provide a copy of each report to the Agency. Additionally, BlueWater will submit a copy of the report transmittal letter addressed to the Ground Water Quality Bureau with the Bureau's date stamp.

TASK 3 DP-1120 SEMI-ANNUAL INSPECTIONS & REPORTING – CAJA DEL RIO LANDFILL

To complete this task BlueWater will:

- Conduct semi-annual inspections of the shop wash holding tank for the accumulation of wastewater and solids and submit inspection logs to the Agency.
- Conduct semi-annual inspections of the two septic tanks for the accumulation of scum and solids and submit inspection logs to the Agency.
- Conduct semi-annual visual inspections of the ground surface above the two leach fields for proper maintenance and possible damage. BlueWater will submit inspection logs to the Agency.
- Submit semi-annual reports that include the above items to the Ground Water Quality Bureau by August 1 and February 1.
- Provide a copy of each report to the Agency. Additionally, BlueWater will submit a copy of the report transmittal letter addressed to the Ground Water Quality Bureau with the Bureau's date stamp.
- Modify the sampling and reporting as necessary to comply with changes to the final permit requirements.

TASK 4 DP-1120 SAMPLING – CAJA DEL RIO LANDFILL

To complete this task BlueWater will:

- Collect annual samples of the wastewater from each of the two septic tanks for analysis of TKN.
- Sample wastewater from the equipment wash evaporation lagoon annually. Samples shall be analyzed for TDS, chloride, VOC using EPA method 8260, semi-volatile organics using EPA method 8270C, and metals using EPA method 7000A or 6010B. Compare the analytical results to the NMAC 20.6.2.3103 ground water standards and identify any analytes on the NMAC 6.2.7.WW toxic pollutants list with results and a list of elements or compounds that exceed ground water standards and/or toxic pollutants with concentrations greater than the detection limit of the analytical method.
- Include the above information in the semi-annual report due February 1.

TASK 5 GROUND WATER MONITORING – CAJA DEL RIO LANDFILL

To complete this task, BlueWater will perform the following services:

- Perform annual ground water sampling for three ground water monitoring wells and two piezometers.
- Sample the monitoring wells in accordance with the Sampling and Analysis Plan, Revision 1. The sampling method includes using low-flow bladder pumps that are powered by compressed nitrogen. To ensure that the monitoring wells have been adequately purged, BlueWater will monitor the temperature, pH, electro-conductivity (EC), redox potential (eH), and turbidity using a flow through cell.

- In addition to the ground water samples, the Sampling and Analysis Plan, Revision 1 specifies collecting the following quality control samples during each ground water sampling event:
 - Trip blank
 - Blind standard reference material/performance evaluation (SRM/PE) sample
 - Blind field duplicate
- Submit the samples to Hall Environmental Analysis Laboratory (HEAL) for analysis at detection limits that are equal to or less than the corresponding practical quantitation limit (PQL).
- Check the off-site “Headquarters Well” for the presence of water.
- Validate laboratory data using the USEPA Contract Laboratory Program, National Functional Guidelines for Organic Data Review (EPA, 1999) and USEPA Contract Laboratory Program, National Functional Guidelines for Inorganic Data Review (EPA, 2004) as guidelines. Data validation is necessary to assess the accuracy and precision of laboratory results.
- Use a T-test, with a type I error of 0.01, to statistically compare laboratory results to baseline levels pursuant to the Ground water Monitoring Plan, Revision 1.
- Prepare a monitoring report that includes, but is not limited to, an executive summary, the methods used for ground water sampling and laboratory analysis, results with tables and figures, a narrative discussion, and a conclusion.
- Submit the ground water report to the Solid Waste Bureau of the New Mexico Environment Department within 90-days of the monitoring event, pursuant to Subsection N of 20.9.9.10 NMAC.
- Provide one copy of the report and one electronic version of each report on a CD-ROM to the Agency. Additionally, BlueWater will submit a copy of the report transmittal letter addressed to the Solid Waste Bureau with the Bureau’s date stamp.

TASK 6 LEACHATE SAMPLING – CAJA DEL RIO LANDFILL

To complete this task, BlueWater will perform the following services:

- Compile leachate pumping volumes from each cell for the prior year.
- Collect one composite leachate sample in proportion to the prior year's pumping volumes.
- Submit the sample to Hall Environmental Analysis Laboratory for analysis of 20.9.10.20 Subsections A and C.
- Prepare a monitoring report that includes, but is not limited to, an executive summary, the methods used for sampling and laboratory analysis, results with tables and figures, a narrative discussion, and a conclusion.
- Submit the report to the Solid Waste Bureau of the New Mexico Environment Department within 90-days of the monitoring event, pursuant to Subsection N of 20.9.9.10 NMAC.
- Provide one copy of the report and one electronic version of each report on a CD-ROM to the Agency. Additionally, BlueWater will submit a copy of the report transmittal letter addressed to the Solid Waste Bureau with the Bureau's date stamp.

TASK 7 ANNUAL MONITORING SUMMARY – CAJA DEL RIO LANDFILL

To complete this task, BlueWater will prepare an annual report that summarizes the following information:

- Methane monitoring results, sampling dates, and report submittal dates.
- Ground water monitoring results, sampling date, and report submittal date.
- Leachate monitoring results, sampling dates, report submittal date, and leachate pumping volumes.

TASK 8 INSPECTIONS – CAJA DEL RIO LANDFILL

To complete this task, BlueWater will perform the following services:

- Inspect the maintenance shop quarterly for best management practices of used oil, used anti-freeze, and other spent fluids.
- Submit an inspection report with recommendations to the Agency within 14-days of the inspection.
- Inspect the operations of the landfill quarterly for compliance with 20.9.2 – 20.9.10 NMAC and other operational requirements.
- Submit an inspection report with recommendations to the Agency within 14-days of the inspection.
- Attend Solid Waste Bureau inspections.

TASK 9 REGULATORY CONSULTING SERVICES

Upon request by the Agency, BlueWater will provide other consulting services not previously identified.

BlueWater Environmental Consulting, LLC
SANTA FE SOLID WASTE MANAGEMENT AGENCY
FISCAL YEAR 2015 BUDGET

| Task | Invoice Item | Invoicing Basis | Unit Fee | Number of Units | Extended Fee |
|------------------|--|--------------------|------------------|---------------------------|--------------------|
| 1 | Quarterly Methane Monitoring & Reporting | Fixed fee | \$850.00 | 4 | \$3,400.00 |
| 2 | DP-1115 Semi-annual Monitoring & Reporting | Fixed fee | \$1,000.00 | 2 | \$2,000.00 |
| 3 | DP-1120 Semi-annual Inspections & Reporting | Fixed fee | \$900.00 | 2 | \$1,800.00 |
| 4 | DP-1120 Annual Sampling | Fixed fee | \$1,560.00 | 1 | \$1,560.00 |
| 5 | Annual Ground Water Detection Monitoring & Reporting | Fixed fee | \$9,675.00 | 1 | \$9,675.00 |
| 6 | Leachate Sampling & Reporting | Fixed fee | \$4,125.00 | 1 | \$4,125.00 |
| 7 | Annual Monitoring Summary | Fixed fee | \$750.00 | 1 | \$750.00 |
| 8 | Quarterly Shop & Operations Inspections | Fixed fee | \$650.00 | 4 | \$2,600.00 |
| 9 | Consulting Services | Time and Materials | Per Fee Schedule | As assigned by the Agency | \$20,000.00 |
| Subtotal | | | | | \$45,910.00 |
| NMGRT @ 0.081875 | | | | | \$3,758.88 |
| Total | | | | | \$49,668.88 |

COMMENTS

Task 5

Includes costs for checking the Headquarters Well for the presence of water, but does not include costs for sampling if water is present.

BlueWater Environmental Consulting, LLC

Fee Schedule

January 1, 2014

Professional Services by Title

| | |
|-------------------|----------|
| Principal | \$150.00 |
| Senior | \$125.00 |
| Project Scientist | \$100.00 |
| Staff Scientist | \$75.00 |
| Technician | \$60.00 |
| Secretary | \$50.00 |

Equipment, Supplies, & Reimbursable Expenses

| | |
|------------------------------|--------------|
| Mileage | \$1.50/mile |
| Field vehicle | \$50.00/day |
| Bladder Pump | \$125.00/day |
| Bladder Pump Tubing | \$2.50/foot |
| DTW meter | \$35.00/day |
| DO meter | \$25.00/day |
| pH meter | \$15.00/day |
| EC meter | \$15.00/day |
| Turbidity meter | \$25.00/day |
| Methane meter | \$35.00/day |
| Slide hammer | \$10.00/day |
| Stainless steel, gas probe | \$15.00/day |
| Expendable supplies | cost + 10% |
| Rented equipment | cost + 10% |
| Subcontractor or vendor fees | cost + 10% |

ATTACHMENT

Professional Services Agreement - Amendment No. 1

**SANTA FE SOLID WASTE MANAGEMENT AGENCY
AMENDMENT No. 1
PROFESSIONAL SERVICES AGREEMENT
(Environmental Services - 2012)**

This AMENDMENT No. 1 (the "Amendment") to the PROFESSIONAL SERVICES AGREEMENT, dated August 16, 2012 (the "Agreement"), is made and entered into between the Santa Fe Solid Waste Management Agency (the "Agency") and BlueWater Environmental Consulting, LLC, Santa Fe, NM (the "Contractor"). The Amendment shall be effective as of the date this Amendment is executed by the Agency.

RECITALS

Under the terms of the Agreement, the Contractor has agreed to provide environmental services to the Agency.

Pursuant to Article 18, Amendment of the Agreement, and for good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, the Agency and the Contractor agree as follows:

1. SCOPE OF SERVICES

Article 1, Scope of Services of the Agreement is hereby amended to include the Scope of Services for FY-14 attached hereto as Exhibit A.

2. COMPENSATION

Article 3, Compensation of the Agreement is hereby amended to increase the amount of compensation by a total of Forty-Six Thousand Nine Hundred Ninety-Six Dollars and Sixty-Five Cents (\$46,996.65) so that Article 3 reads in its entirety as follows:

A. The Agency shall pay to the Contractor in full payment for services rendered, a sum not to exceed Ninety-Three Thousand Nine Hundred Ninety-Three Dollars and Thirty Cents (\$93,993.30), including applicable gross receipts taxes.

| DESCRIPTION | AMOUNT |
|-------------------|-------------|
| ORIGINAL CONTRACT | \$46,996.65 |
| AMENDMENT NO. 1 | \$46,996.65 |
| CONTRACT TO DATE | \$93,993.30 |

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

C. Payment shall be made upon receipt and approval by the Agency of detailed statements containing a report of services completed. Compensation shall be paid only for services actually performed in accordance with the Fee Schedule attached hereto in Exhibit A.

D. Detailed statements containing reimbursement expenses shall be itemized.

3. TERM AND EFFECTIVE DATE

Article 5, Terms and Effective Date of the Agreement is amended to define the term of the Agreement, so that Article 5 reads in its entirety as follows:

A. This Agreement shall be effective when signed by the Agency and shall terminate on August 15, 2014, unless terminated sooner pursuant to Article 6 below.

B. Pursuant to the limitations on multi-term contracts for professional services codified in NMSA 1978 § 13-1-150, this Agreement may not exceed four years, including all extensions and renewals. Subject to that limitation, the

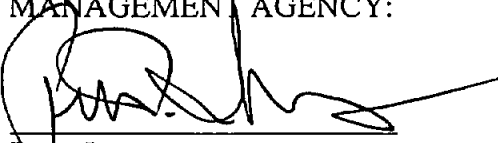
Agreement can be renewed annually, if agreed upon by the Agency and the Contractor and approved by the Joint Powers Board.

4. **AGREEMENT IN FULL FORCE**

Except as specifically provided in this Amendment, the Agreement remains and shall remain in full force and effect, in accordance with its terms.

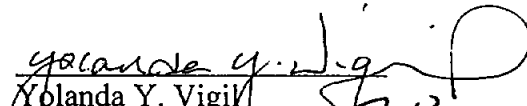
IN WITNESS WHEREOF, the parties have executed this AMENDMENT No. 1 to the Professional Services Agreement as of the dates set forth below.

SANTA FE SOLID WASTE
MANAGEMENT AGENCY:

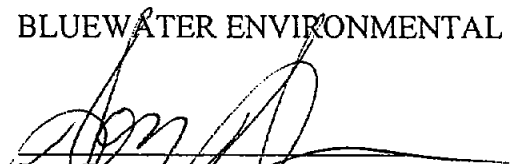

Peter Ives
Chairperson

8-15-13
Date:

ATTEST:

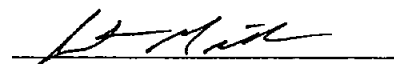

Yolanda Y. Vigil
Santa Fe City Clerk

BLUEWATER ENVIRONMENTAL CONSULTING, LLC:


Don Duncan
Managing Member

8/16/13
Date:

APPROVED AS TO FORM:


Justin W. Miller
Agency Attorney

8/15/13
Date:

EXHIBIT A

Scope of Work
for
BlueWater Environmental Consulting, LLC

FISCAL YEAR 2014 SCOPE OF SERVICES

Santa Fe Solid Waste Management Agency

June 11, 2013

The following provides the Scope of Services BlueWater Environmental Consulting, LLC will provide Santa Fe Solid Waste Management Agency for Fiscal Year 2014.

TASK 1 METHANE GAS MONITORING – CAJA DEL RIO LANDFILL

To complete this task BlueWater will:

- Perform quarterly methane gas monitoring at 10 bar-hole probe locations and the permanent structures.
- Prepare a quarterly report for each methane monitoring event that includes, but is not limited to: executive summary, introduction, description of field methods, results with tables and figures, discussion, and conclusions.
- Submit the quarterly reports to the Solid Waste Bureau of the New Mexico Environment Department within 45-days of the monitoring event.
- Provide one report and one electronic version of each report on a CD-ROM to the Agency. Additionally, BlueWater will submit a copy of the report transmittal letter addressed to the Solid Waste Bureau with the Bureau's date stamp.

TASK 2 DP-1115 SAMPLING & REPORTING – BURRT

To complete this task BlueWater will:

- Report the volume of wastewater discharged monthly to the septic tank. BlueWater will determine the volume of discharge by obtaining monthly water meter readings from the City of Santa Fe.
- Collect semi-annual wastewater samples from the evaporation lagoon for analysis of total Kjeldahl nitrogen (TKN), nitrate for nitrogen ($\text{NO}_3\text{-N}$), total dissolved solids (TDS), and chloride.

- Conduct semi-annual inspections of the septic tank for the accumulation of scum and solids and prepare logs of the inspections.
- Submit semi-annual reports that include the above items to the Ground Water Quality Bureau by August 1 and February 1.
- Provide a copy of each report to the Agency. Additionally, BlueWater will submit a copy of the report transmittal letter addressed to the Ground Water Quality Bureau with the Bureau's date stamp.

TASK 3 DP-1120 SEMI-ANNUAL INSPECTIONS & REPORTING – CAJA DEL RIO LANDFILL

To complete this task BlueWater will:

- Conduct semi-annual inspections of the shop wash holding tank for the accumulation of wastewater and solids and submit inspection logs to the Agency.
- Conduct semi-annual inspections of the two septic tanks for the accumulation of scum and solids and submit inspection logs to the Agency.
- Conduct semi-annual visual inspections of the ground surface above the two leach fields for proper maintenance and possible damage. BlueWater will submit inspection logs to the Agency.
- Submit semi-annual reports that include the above items to the Ground Water Quality Bureau by August 1 and February 1.
- Provide a copy of each report to the Agency. Additionally, BlueWater will submit a copy of the report transmittal letter addressed to the Ground Water Quality Bureau with the Bureau's date stamp.
- Modify the sampling and reporting as necessary to comply with changes to the final permit requirements.

TASK 4 DP-1120 SAMPLING – CAJA DEL RIO LANDFILL

To complete this task BlueWater will:

- Collect annual samples of the wastewater from each of the two septic tanks for analysis of TKN.
- Sample wastewater from the equipment wash evaporation lagoon annually. Samples shall be analyzed for TDS, chloride, VOC using EPA method 8260, semi-volatile organics using EPA method 8270C, and metals using EPA method 7000A or 6010B. Compare the analytical results to the NMAC 20.6.2.3103 ground water standards and identify any analytes on the NMAC 6.2.7.WW toxic pollutants list with results and a list of elements or compounds that exceed ground water standards and/or toxic pollutants with concentrations greater than the detection limit of the analytical method.
- Include the above information in the semi-annual report due February 1.

TASK 5 GROUND WATER MONITORING – CAJA DEL RIO LANDFILL

To complete this task, BlueWater will perform the following services:

- Perform annual ground water sampling for three ground water monitoring wells and two piezometers.
- Sample the monitoring wells in accordance with the Sampling and Analysis Plan, Revision 1. The sampling method includes using low-flow bladder pumps that are powered by compressed nitrogen. To ensure that the monitoring wells have been adequately purged, BlueWater will monitor the temperature, pH, electro-conductivity (EC), redox potential (eH), and turbidity using a flow through cell.

- In addition to the ground water samples, the Sampling and Analysis Plan, Revision 1 specifies collecting the following quality control samples during each ground water sampling event:
 - Trip blank
 - Blind standard reference material/performance evaluation (SRM/PE) sample
 - Blind field duplicate
- Submit the samples to Hall Environmental Analysis Laboratory (HEAL) for analysis at detection limits that are equal to or less than the corresponding practical quantitation limit (PQL).
- Check the off-site “Headquarters Well” for the presence of water.
- Validate laboratory data using the USEPA Contract Laboratory Program, National Functional Guidelines for Organic Data Review (EPA, 1999) and USEPA Contract Laboratory Program, National Functional Guidelines for Inorganic Data Review (EPA, 2004) as guidelines. Data validation is necessary to assess the accuracy and precision of laboratory results.
- Use a T-test, with a type I error of 0.01, to statistically compare laboratory results to baseline levels pursuant to the Ground water Monitoring Plan, Revision 1.
- Prepare a monitoring report that includes, but is not limited to, an executive summary, the methods used for ground water sampling and laboratory analysis, results with tables and figures, a narrative discussion, and a conclusion.
- Submit the ground water report to the Solid Waste Bureau of the New Mexico Environment Department within 90-days of the monitoring event, pursuant to Subsection N of 20.9.9.10 NMAC.
- Provide one copy of the report and one electronic version of each report on a CD-ROM to the Agency. Additionally, BlueWater will submit a copy of the report transmittal letter addressed to the Solid Waste Bureau with the Bureau’s date stamp.

TASK 6 LEACHATE SAMPLING – CAJA DEL RIO LANDFILL

To complete this task, BlueWater will perform the following services:

- Compile leachate pumping volumes from each cell for the prior year.
- Collect one composite leachate sample in proportion to the prior year's pumping volumes.
- Submit the sample to Hall Environmental Analysis Laboratory for analysis of 20.9.10.20 Subsections A and C.
- Prepare a monitoring report that includes, but is not limited to, an executive summary, the methods used for sampling and laboratory analysis, results with tables and figures, a narrative discussion, and a conclusion.
- Submit the report to the Solid Waste Bureau of the New Mexico Environment Department within 90-days of the monitoring event, pursuant to Subsection N of 20.9.9.10 NMAC.
- Provide one copy of the report and one electronic version of each report on a CD-ROM to the Agency. Additionally, BlueWater will submit a copy of the report transmittal letter addressed to the Solid Waste Bureau with the Bureau's date stamp.

TASK 7 ANNUAL MONITORING SUMMARY – CAJA DEL RIO LANDFILL

To complete this task, BlueWater will prepare an annual report that summarizes the following information:

- Methane monitoring results, sampling dates, and report submittal dates.
- Ground water monitoring results, sampling date, and report submittal date.
- Leachate monitoring results, sampling dates, report submittal date, and leachate pumping volumes.

TASK 8 INSPECTIONS – CAJA DEL RIO LANDFILL

To complete this task, BlueWater will perform the following services:

- Inspect the maintenance shop quarterly for best management practices of used oil, used anti-freeze, and other spent fluids.
- Submit an inspection report with recommendations to the Agency within 14-days of the inspection.
- Inspect the operations of the landfill quarterly for compliance with 20.9.2 – 20.9.10 NMAC and the current operations plan.
- Submit an inspection report with recommendations to the Agency within 14-days of the inspection.
- Attend Solid Waste Bureau inspections.

TASK 9 REGULATORY CONSULTING SERVICES

Upon request by the Agency, BlueWater will provide other consulting services not previously identified.

BlueWater Environmental Consulting, LLC
SANTA FE SOLID WASTE MANAGEMENT AGENCY
FISCAL YEAR 2014 BUDGET

| Task | Invoice Item | Invoicing Basis | Unit Fee | Number of Units | Extended Fee |
|------------------|--|------------------------|------------------|---------------------------|---------------------|
| 1 | Quarterly Methane Monitoring & Reporting | Fixed fee | \$780.00 | 4 | \$3,120.00 |
| 2 | DP-1115 Semi-annual Monitoring & Reporting | Fixed fee | \$925.00 | 2 | \$1,850.00 |
| 3 | DP-1120 Semi-annual Inspections & Reporting | Fixed fee | \$800.00 | 2 | \$1,600.00 |
| 4 | DP-1120 Annual Sampling | Fixed fee | \$1,400.00 | 1 | \$1,400.00 |
| 5 | Annual Ground Water Detection Monitoring & Reporting | Fixed fee | \$8,750.00 | 1 | \$8,750.00 |
| 6 | Leachate Sampling & Reporting | Fixed fee | \$3,750.00 | 1 | \$3,750.00 |
| 7 | Annual Monitoring Summary | Fixed fee | \$670.00 | 1 | \$670.00 |
| 8 | Quarterly Shop & Operations Inspections | Fixed fee | \$575.00 | 4 | \$2,300.00 |
| 9 | Consulting Services | Time and Materials | Per Fee Schedule | As assigned by the Agency | \$20,000.00 |
| Subtotal | | | | | \$43,440.00 |
| NMGRT @ 0.081875 | | | | | \$3,556.65 |
| Total | | | | | \$46,996.65 |

COMMENTS

Task 5

Includes costs for checking the Headquarters Well for the presence of water, but does not include costs for sampling if water is present.

BlueWater Environmental Consulting, LLC

Fee Schedule

January 1, 2012

Professional Services by Title

| | |
|-------------------|----------|
| Principal | \$125.00 |
| Senior | \$100.00 |
| Project Scientist | \$80.00 |
| Staff Scientist | \$65.00 |
| Technician | \$50.00 |
| Secretary | \$40.00 |

Expenses

| | |
|------------------------------|--------------|
| Mileage | \$1.50/mile |
| Field vehicle | \$50.00/day |
| Bladder Pump | \$125.00/day |
| Bladder Pump Tubing | \$2.50/foot |
| DTW meter | \$35.00/day |
| pH meter | \$15.00/day |
| EC meter | \$15.00/day |
| Turbidity meter | \$25.00/day |
| Methane meter | \$35.00/day |
| Slide hammer | \$10.00/day |
| Stainless steel, gas probe | \$15.00/day |
| Expendable supplies | cost + 10% |
| Rented equipment | cost + 10% |
| Subcontractor or vendor fees | cost + 10% |

ATTACHMENT

Professional Services Agreement

**SANTA FE SOLID WASTE MANAGEMENT AGENCY
PROFESSIONAL SERVICES AGREEMENT
(Environmental Services - 2012)**

This PROFESSIONAL SERVICES AGREEMENT ("Agreement") is made and entered into by and between the Santa Fe Solid Waste Management Agency ("the Agency") and BlueWater Environmental Consulting, LLC, Santa Fe, NM (the "Contractor") for Environmental Services for the Caja del Rio Landfill and Buckman Road Recycling and Transfer Station (RFP No. '12/27/P) as described in Exhibit A and below. The Agreement shall be effective as of the date this Agreement is executed by the Agency.

1. SCOPE OF SERVICES

The professional services subject to this Agreement are set forth in the Scope of Work attached hereto as Exhibit A.

2. STANDARDS OF PERFORMANCE; LICENSES

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

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

3. COMPENSATION

A. The Agency shall pay to Contractor in full payment for services rendered, including applicable gross receipts taxes, a sum not to exceed Forty-Six Thousand Nine Hundred Ninety-Six Dollars and Sixty-Five Cents (\$46,996.65).

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

C. Payment shall be made upon receipt and approval by the Agency of detailed statements containing a report of services completed. Compensation shall be paid only for services actually performed in accordance with the fee schedule set forth in the Scope of Work hereto attached in Exhibit A.

D. Detailed statements containing reimbursement expenses shall be itemized.

4. APPROPRIATIONS

The terms of this Agreement are contingent upon sufficient appropriations to and authorization from the Joint Powers Board for the Agency for the performance of this Agreement. If sufficient appropriations are not made or authorization provided, this Agreement shall terminate upon written notice from the Agency to Contractor. The Agency shall be responsible for charges incurred up to the date of notification under this Section per Section 6 of this Agreement. The Agency's decision as to whether sufficient appropriations are available shall be accepted by Contractor and shall be final.

5. TERM AND EFFECTIVE DATE

A. This Agreement shall be effective when signed by the Agency and terminate on August 16, 2013, unless it is terminated sooner pursuant to Article 6 below.

B. Pursuant to the limitations on multi-term contracts for professional services codified in NMSA 1978 § 13-1-150, this Agreement may not exceed four years, including all extensions and renewals. Subject to that limitation, the Agreement can be renewed annually, if agreed upon by the Agency and Contractor and approved by the Joint Powers Board.

6. TERMINATION

The Agency may terminate this Agreement upon ten (10) days written notice to Contractor. If the Agency terminates the Agreement:

- 1) Contractor shall render a final report of the services performed up to the date of termination and shall turn over to the Agency original copies of all work product, research, or papers prepared for the services covered by this Agreement. The Agency shall pay Contractor for services rendered and expenses incurred under this Section, including for preparation of the final report.
- 2) If compensation is not based upon hourly rates for services rendered, the Agency shall pay Contractor for the reasonable value of services satisfactorily performed through the date Contractor receives notice of such termination for which compensation has not already been paid.
- 3) If compensation is based upon hourly rates and expenses, 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. Contractor, its agents, and its employees are independent contractors performing professional services for the Agency and are not employees of the Agency.
- B. Contractor, its agents, and its employees shall not accrue leave, retirement, insurance, bonding, or any other benefits afforded to employees of the Agency, and shall not be permitted to use Agency vehicles in the performance of this Agreement.
- C. Contractor shall be solely responsible for payment of wages, salaries, and benefits to any and all employees or subcontractors Contractor retains to perform any of its obligations pursuant to this Agreement.

8. CONFIDENTIALITY

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

9. CONFLICT OF INTEREST

Contractor warrants that it presently has no interest and shall not acquire any interest, direct or indirect, that would conflict in any manner or degree with its performance of its obligations pursuant to this Agreement. Contractor further agrees that it shall not employ or contract with anyone in the performance of this Agreement that has any such conflict of interest.

10. ASSIGNMENT; SUBCONTRACTING

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

11. RELEASE

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

12. INSURANCE

A. Contractor, at its own cost and expense, shall carry and maintain in full force and effect during the term of this Agreement professional liability insurance of \$1,000,000 for each claim, comprehensive general liability insurance of \$1,000,000 for each occurrence

and \$2,000,000 in general aggregate coverage for bodily injury and property damage liability, in a form and with an insurance company acceptable to the Agency. The Agency shall be named as an additional insured under the insurance policy, and the policy shall provide that the Agency will be notified no less than 30 days before the policy is cancelled for any reason. Contractor has furnished the Agency with a copy of a Certificate of Insurance or other evidence of Contractor's compliance with the provisions of this section as a condition of entering into this Agreement.

B. Contractor shall carry and maintain Workers' Compensation insurance in accordance with New Mexico law to provide coverage for Contractor's employees throughout the term of this Agreement. Contractor shall provide the Agency with evidence demonstrating that appropriate Workers' Compensation insurance has been obtained.

C. Contractor shall also carry and maintain sufficient automobile liability insurance throughout the term of this Agreement to cover no less than \$1,000,000 combined single limit for each accident.

13. INDEMNIFICATION

Contractor shall indemnify, hold harmless and defend the Agency from all losses, damages, claims or judgments, including payment of all attorneys' fees and costs on account of any suit, judgment, execution, claim, action, or demand whatsoever to the extent arising from the negligent acts, errors, or omissions, or willful and reckless disregard of obligations under this Agreement, in the performance of any services covered by this Agreement, whether occurring on Agency managed or owned property or otherwise, by Contractor or its employees, agents, representatives, or subcontractors, excepting only such liability that arises out of the Agency's negligence.

14. NEW MEXICO TORT CLAIMS ACT

Any liability incurred by the Agency in connection with this Agreement is subject to the immunities and limitations set forth in the New Mexico Tort Claims Act, NMSA 1978 §§ 41-4-1 to 41-4-27. The Agency and its employees do not waive sovereign immunity, any available defense, or any limitation of liability recognized by 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 Agency and Contractor. No person shall claim any right, title or interest under this Agreement or seek to enforce this Agreement as a third party beneficiary.

16. RECORDS AND AUDIT

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 Agency, the City of Santa Fe Finance Department, and the State Auditor. The Agency shall have the right to audit the billing both before and after payment. Payment under this Agreement shall not foreclose the right of the Agency 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 Agency. In any action, suit, or legal dispute arising from this Agreement, 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.

19. SCOPE OF AGREEMENT

This Agreement expresses the entire agreement and understanding between the parties with respect to the services set forth in the Scope of Work attached hereto as Exhibit A. 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 the services Contractor undertakes pursuant to this Agreement 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

If one or more of the provisions of this Agreement or any application thereof is found to be invalid, illegal, or unenforceable in any respect, the validity, legality, and enforceability of the remaining provisions of the Agreement and any other application thereof shall not in any way be affected or impaired.

22. NOTICES

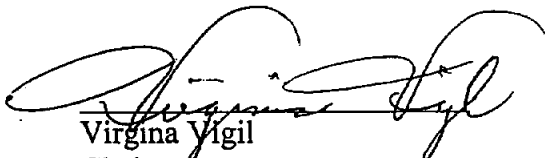
Any notices required to be given under this Agreement shall be in writing and served by personal delivery or by mail, postage prepaid, to the parties at the following addresses:

AGENCY: Mr. Randall Kippenbrock, P.E.
Executive Director
Santa Fe Solid Waste Management Agency
149 Wildlife Way
Santa Fe, NM 87506

CONTRACTOR: Mr. Donald M. Duncan
Managing Member
BlueWater Environmental Consulting, LLC
1382 Santa Rosa Drive
Santa Fe, NM 87505-3488

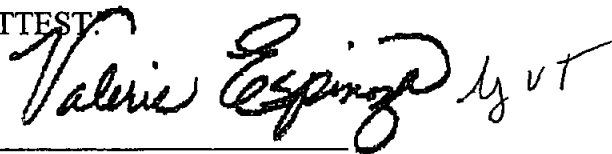
IN WITNESS WHEREOF, the parties have executed this Agreement on the date set forth below.

SANTA FE SOLID WASTE
MANAGEMENT AGENCY:

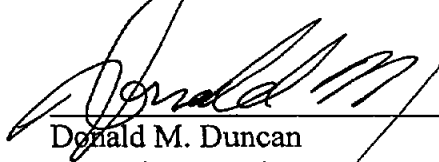

Virginia Vigil
Chairperson

Date: 8/16/12

ATTEST:



Valerie Espinoza
Santa Fe County Clerk

CONTRACTOR:


Donald M. Duncan
Managing Member
BlueWater Environmental Consulting, LLC

Date: 8/20/12

APPROVED AS TO FORM:


Justin W. Miller
Agency Attorney

Date: 8/16/12

EXHIBIT A

Scope of Work

for

BlueWater Environmental Consulting, LLC

FISCAL YEAR 2013 SCOPE OF SERVICES

Santa Fe Solid Waste Management Agency

August 2, 2012

The following provides the Scope of Services BlueWater Environmental Consulting, LLC will provide Santa Fe Solid Waste Management Agency for Fiscal Year 2013.

TASK 1 METHANE GAS MONITORING – CAJA DEL RIO LANDFILL

To complete this task BlueWater will:

- Perform quarterly methane gas monitoring at 10 bar-hole probe locations and the permanent structures.
- Prepare a quarterly report for each methane monitoring event that includes, but is not limited to: executive summary, introduction, description of field methods, results with tables and figures, discussion, and conclusions.
- Submit the quarterly reports to the Solid Waste Bureau of the New Mexico Environment Department within 45-days of the monitoring event.
- Provide one report and one electronic version of each report on a CD-ROM to the Agency. Additionally, BlueWater will submit a copy of the report transmittal letter addressed to the Solid Waste Bureau with the Bureau's date stamp.

TASK 2 DP-1115 SAMPLING & REPORTING – BURRT

To complete this task BlueWater will:

- Report the volume of wastewater discharged monthly to the septic tank. BlueWater will determine the volume of discharge by obtaining monthly water meter readings from the City of Santa Fe.
- Collect semi-annual wastewater samples from the evaporation lagoon for analysis of total Kjeldahl nitrogen (TKN), nitrate for nitrogen (NO₃-N), total dissolved solids (TDS), and chloride.

- Conduct semi-annual inspections of the septic tank for the accumulation of scum and solids and prepare logs of the inspections.
- Submit semi-annual reports that include the above items to the Ground Water Quality Bureau by August 1 and February 1.
- Provide a copy of each report to the Agency. Additionally, BlueWater will submit a copy of the report transmittal letter addressed to the Ground Water Quality Bureau with the Bureau's date stamp.

TASK 3 DP-1120 SEMI-ANNUAL INSPECTIONS & REPORTING – CAJA DEL RIO LANDFILL

To complete this task BlueWater will:

- Conduct semi-annual inspections of the shop wash holding tank for the accumulation of wastewater and solids and submit inspection logs to the Agency.
- Conduct semi-annual inspections of the two septic tanks for the accumulation of scum and solids and submit inspection logs to the Agency.
- Conduct semi-annual visual inspections of the ground surface above the two leach fields for proper maintenance and possible damage. BlueWater will submit inspection logs to the Agency.
- Submit semi-annual reports that include the above items to the Ground Water Quality Bureau by August 1 and February 1.
- Provide a copy of each report to the Agency. Additionally, BlueWater will submit a copy of the report transmittal letter addressed to the Ground Water Quality Bureau with the Bureau's date stamp.
- Modify the sampling and reporting as necessary to comply with changes to the final permit requirements.

TASK 4 DP-1120 SAMPLING – CAJA DEL RIO LANDFILL

To complete this task BlueWater will:

- Collect annual samples of the wastewater from each of the two septic tanks for analysis of TKN.
- Sample wastewater from the equipment wash evaporation lagoon annually. Samples shall be analyzed for TDS, chloride, VOC using EPA method 8260, semi-volatile organics using EPA method 8270C, and metals using EPA method 7000A or 6010B. Compare the analytical results to the NMAC 20.6.2.3103 ground water standards and identify any analytes on the NMAC 6.2.7.WW toxic pollutants list with results and a list of elements or compounds that exceed ground water standards and/or toxic pollutants with concentrations greater than the detection limit of the analytical method.
- Include the above information in the semi-annual report due February 1.

TASK 5 GROUND WATER MONITORING – CAJA DEL RIO LANDFILL

To complete this task, BlueWater will perform the following services:

- Perform annual ground water sampling for three ground water monitoring wells and two piezometers.
- Sample the monitoring wells in accordance with the Sampling and Analysis Plan, Revision 1. The sampling method includes using low-flow bladder pumps that are powered by compressed nitrogen. To ensure that the monitoring wells have been adequately purged, BlueWater will monitor the temperature, pH, electro-conductivity (EC), redox potential (eH), and turbidity using a flow through cell.

- In addition to the ground water samples, the Sampling and Analysis Plan, Revision 1 specifies collecting the following quality control samples during each ground water sampling event:
 - Trip blank
 - Blind standard reference material/performance evaluation (SRM/PE) sample
 - Blind field duplicate
- Submit the samples to Hall Environmental Analysis Laboratory (HEAL) for analysis at detection limits that are equal to or less than the corresponding practical quantitation limit (PQL).
- Check the off-site “Headquarters Well” for the presence of water.
- Validate laboratory data using the USEPA Contract Laboratory Program, National Functional Guidelines for Organic Data Review (EPA, 1999) and USEPA Contract Laboratory Program, National Functional Guidelines for Inorganic Data Review (EPA, 2004) as guidelines. Data validation is necessary to assess the accuracy and precision of laboratory results.
- Use a T-test, with a type I error of 0.01, to statistically compare laboratory results to baseline levels pursuant to the Ground water Monitoring Plan, Revision 1.
- Prepare a monitoring report that includes, but is not limited to, an executive summary, the methods used for ground water sampling and laboratory analysis, results with tables and figures, a narrative discussion, and a conclusion.
- Submit the ground water report to the Solid Waste Bureau of the New Mexico Environment Department within 90-days of the monitoring event, pursuant to Subsection N of 20.9.9.10 NMAC.
- Provide one copy of the report and one electronic version of each report on a CD-ROM to the Agency. Additionally, BlueWater will submit a copy of the report transmittal letter addressed to the Solid Waste Bureau with the Bureau’s date stamp.

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To complete this task, BlueWater will perform the following services:

- Compile leachate pumping volumes from each cell for the prior year.
- Collect one composite leachate sample in proportion to the prior year's pumping volumes.
- Submit the sample to Hall Environmental Analysis Laboratory for analysis of 20.9.10.20 Subsections A and C.
- Prepare a monitoring report that includes, but is not limited to, an executive summary, the methods used for sampling and laboratory analysis, results with tables and figures, a narrative discussion, and a conclusion.
- Submit the report to the Solid Waste Bureau of the New Mexico Environment Department within 90-days of the monitoring event, pursuant to Subsection N of 20.9.9.10 NMAC.
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TASK 7 ANNUAL MONITORING SUMMARY – CAJA DEL RIO LANDFILL

To complete this task, BlueWater will prepare an annual report that summarizes the following information:

- Methane monitoring results, sampling dates, and report submittal dates.
- Ground water monitoring results, sampling date, and report submittal date.
- Leachate monitoring results, sampling dates, report submittal date, and leachate pumping volumes.

TASK 8 INSPECTIONS – CAJA DEL RIO LANDFILL

To complete this task, BlueWater will perform the following services:

- Inspect the maintenance shop quarterly for best management practices of used oil, used anti-freeze, and other spent fluids.
- Submit an inspection report with recommendations to the Agency within 14-days of the inspection.
- Inspect the operations of the landfill quarterly for compliance with 20.9.2 – 20.9.10 NMAC and the current operations plan.
- Submit an inspection report with recommendations to the Agency within 14-days of the inspection.
- Attend Solid Waste Bureau inspections.

TASK 9 REGULATORY CONSULTING SERVICES

Upon request by the Agency, BlueWater will provide other consulting services not previously identified.

BlueWater Environmental Consulting, LLC
SANTA FE SOLID WASTE MANAGEMENT AGENCY
FISCAL YEAR 2013 BUDGET

| Task | Invoice Item | Invoicing Basis | Unit Fee | Number of Units | Extended Fee |
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| 2 | DP-1115 Semi-annual Monitoring & Reporting | Fixed fee | \$925.00 | 2 | \$1,850.00 |
| 3 | DP-1120 Semi-annual Inspections & Reporting | Fixed fee | \$800.00 | 2 | \$1,600.00 |
| 4 | DP-1120 Annual Sampling | Fixed fee | \$1,400.00 | 1 | \$1,400.00 |
| 5 | Annual Ground Water Detection Monitoring & Reporting | Fixed fee | \$8,750.00 | 1 | \$8,750.00 |
| 6 | Leachate Sampling & Reporting | Fixed fee | \$3,750.00 | 1 | \$3,750.00 |
| 7 | Annual Monitoring Summary | Fixed fee | \$670.00 | 1 | \$670.00 |
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| 9 | Consulting Services | Time and Materials | Per Fee Schedule | As assigned by the Agency | \$20,000.00 |
| Subtotal | | | | | \$43,440.00 |
| NMGRT @ 0.081875 | | | | | \$3,556.65 |
| Total | | | | | \$46,996.65 |

COMMENTS

Task 5

Includes costs for checking the Headquarters Well for the presence of water, but does not include costs for sampling if water is present.

BlueWater Environmental Consulting, LLC

Fee Schedule January 1, 2012

Professional Services by Title

| | |
|-------------------|----------|
| Principal | \$125.00 |
| Senior | \$100.00 |
| Project Scientist | \$80.00 |
| Staff Scientist | \$65.00 |
| Technician | \$50.00 |
| Secretary | \$40.00 |

Expenses

| | |
|------------------------------|--------------|
| Mileage | \$1.50/mile |
| Field vehicle | \$50.00/day |
| Bladder Pump | \$125.00/day |
| Bladder Pump Tubing | \$2.50/foot |
| DTW meter | \$35.00/day |
| pH meter | \$15.00/day |
| EC meter | \$15.00/day |
| Turbidity meter | \$25.00/day |
| Methane meter | \$35.00/day |
| Slide hammer | \$10.00/day |
| Stainless steel, gas probe | \$15.00/day |
| Expendable supplies | cost + 10% |
| Rented equipment | cost + 10% |
| Subcontractor or vendor fees | cost + 10% |

MEMORANDUM

To: SFSWMA Joint Powers Board Members
From: Randall Kippenbrock, P.E., Executive Director (RLK)
Date: August 9, 2014
Subject: Request for Approval of Amendment No. 1 to the Professional Services Agreement with SCS Engineers of Bedford, TX, for Engineering, Operation and Maintenance Services for the Landfill Gas Collection System at the Caja del Rio Landfill in the Amount of \$8,900.00.

BACKGROUND AND SUMMARY:

On January 16, 2014, the Joint Powers Board approved RFP #14/17/P to SCS Engineers of Bedford, TX, for Engineering, Operation, and Maintenance Services for the Landfill Gas Collection System (GCCS) at the Caja del Rio Landfill in the amount of \$126,700.00.

Engineering services in 2014 consist of the following tasks:

- Task 1. NSPS, SSM, Title V, New Mexico Emissions Inventory, Federal Greenhouse Gas (GHG) Emissions Reporting;
- Task 2. Title V Permit Renewal (future task for 2015);
- Task 3. Design and Bid Support Services for the Expansion of the GCCS (future task for 2015);
- Task 4. On-Call Services Task;
- Task 5. O&M Routine and Non-Routine Services;
- Task 6. Cell 4A Conversion (completed); and
- Task 7. Cell 4B Conversion (new).

Task 6 was completed in 2014 to comply with the New Source Performance Standards (NSPS) Rule (40 CFR 60, Subpart WWW), which states that landfill gas must be collected from waste that has been in place for five years or more. The conversion consisted of the installation of a landfill gas wellhead onto the leachate collection system pipe under Cell 4A on the east side of the landfill. Leachate is liquid that drains from the waste in the landfill. The leachate collection system captures the leachate, and can also be used to collect landfill gas. Tying a gas well into the leachate collection system is an economical solution until vertical gas wells can be installed after the construction of Cell 4B is complete. The wellhead at Cell 4A has not produced sufficient gas flow to be effective. Field tests indicate that the leachate pipe on the opposite end (west side) of the landfill under Cell 4B will be a more appropriate collection point for landfill gas. Task 7 consists of removing the wellhead from the east side of the leachate pipe at Cell 4A, installing it next to an existing gas well that is closest to the leachate pipe on the west side of the landfill (Cell 4B), and connecting the leachate pipe to the wellhead. This connection requires a four-inch diameter pipe approximately 700 feet long.

Amendment No. 1 will increase the Agreement in the amount of \$8,900.00 for a total not-to-exceed amount of \$135,600.00. Funding is available in the Landfill Gas Collection Reserve Fund.

ACTION REQUESTED:

The Agency is requesting Board to approve Amendment No. 1 to the Agreement with SCS Engineers of Bedford, TX, for Engineering, Operation, and Maintenance Services for the Landfill Gas Collection System at the Caja del Rio Landfill in the amount of \$8,900.00.

The Agency also requests approval of a budget increase to 52501.510300 (Professional Services) from 5503.100700 (Landfill Gas Collection Reserve Fund) in the amount of \$8,900.00.

Attachments: 1) Budget Adjustment Request
2) Professional Service Agreement – Amendment No. 1
3) Professional Service Agreement

M:/Memo/Memo080914.2.docx

ATTACHMENT

Budget Adjustment Request

City of Santa Fe, New Mexico

BUDGET ADJUSTMENT REQUEST (BAR)

| DEPARTMENT / DIVISION / SECTION / UNIT NAME SANTA FE SOLID WASTE MANAGEMENT AGENCY | | | | DATE | |
|---|----------------|------------------------|---------|--------------|----------|
| ITEM DESCRIPTION | BU / LINE ITEM | Subledger / Subsidiary | | INCREASE | DECREASE |
| | | SUBLEDGER / SUBSIDIARY | DR / CR | | |
| | | | | | |
| Gas Collection System Reserve Fund | 52503.700150 | 5500 | DR | 8,900.00 | |
| Operating Fund | 51500.600150 | 5500 | CR | (8,900.00) | |
| | | | | | |
| | | | | | |
| Professional Service | 52501.510300 | | DR | 8,900.00 | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| JUSTIFICATION: (use additional page if needed) --Attach supporting documentation/memo | | | | TOTAL | 8,900.00 |

BAR to transfer cash from 5503.100700 (Gas Collection System Reserve Fund) to 5500.100700 (Operating Fund Cash)

for SCS to install a wellhead for the leachate cleanout for Cell 4-Approved at JPB Meeting of August 21, 2014

| | | | | | |
|---|--|---|--|---------------------------------|--|
| Angelica G. Salazar _____ Date _____ _____ Randall Kippenbrock, P.E. Exec Director _____ Date _____ | | CITY COUNCIL APPROVAL City Council Approval Required <input type="checkbox"/> | | Budget Officer _____ Date _____ | |
| | | City Council Approval Date _____ | | Finance Director _____ D _____ | |
| | | Agenda Item #: _____ | | City Manager _____ Date _____ | |

ATTACHMENT

Professional Services Agreement - Amendment No. 1

SANTA FE SOLID WASTE MANAGEMENT AGENCY
AMENDMENT No. 1
PROFESSIONAL SERVICES AGREEMENT
(Engineering, Operation and Maintenance Services - 2014)

This AMENDMENT No. 1 (the "Amendment") to the PROFESSIONAL SERVICES AGREEMENT, dated January 16, 2014 (the "Agreement"), is made and entered between the Santa Fe Solid Waste Management Agency (the "Agency") and SCS Engineers (the "Contractor"). The Amendment shall be effective as of the date this Amendment is executed by the Agency.

RECITALS

Under the terms of the Agreement, the Contractor has agreed to provide engineering, operation and maintenance services for the landfill gas collection system at the Caja del Rio Landfill (RFP No. '14/17/P).

Pursuant to Article 18, Amendment of the Agreement, and for good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, the Agency and the Contractor agree as follows:

1. SCOPE OF SERVICES

Article 1, Scope of Services, is hereby amended to include additional non-routine services, as contemplated in the Scope of Work of the Agreement. The non-routine services to be performed pursuant to this Amendment No. 1 consist of reinstallation of the landfill gas wellhead near the leachate cleanout in Cell 4B. The services are further described in Exhibit A to this Amendment No. 1, which is attached hereto and incorporated by reference into the

Agreement. Article 1 is amended to read in its entirety:

The professional services subject to this Agreement are set forth in the Scope of Work attached hereto as Exhibit A and set forth in Exhibit A to Amendment No. 1.

2. COMPENSATION

Article 3, Compensation of the Agreement is hereby amended to increase the amount of compensation by a total of Eight Thousand Nine Hundred Dollars and No Cents (\$8,900.00) so that Article 3 reads in its entirety as follows:

A. The Agency shall pay to the Contractor in full payment for services rendered, a sum not to exceed One Hundred Thirty Five Thousand Six Hundred Dollars and No Cents (\$135,600.00), including applicable gross receipts taxes.

| DESCRIPTION | AMOUNT |
|-------------------|--------------|
| ORIGINAL CONTRACT | \$126,700.00 |
| AMENDMENT NO. 1 | \$8,900.00 |
| CONTRACT TO DATE | \$135,600.00 |

B. Payment shall be made upon receipt and approval by the Agency of reasonably detailed invoices/statements describing the services performed. Invoices/ statements shall be rendered not more than once each month. Compensation shall be paid only for services actually performed.

3. AGREEMENT IN FULL FORCE

Except as specifically provided in this Amendment, the Agreement remains and shall remain in full force and effect, in accordance with its terms.

IN WITNESS WHEREOF, the parties have executed this AMENDMENT No. 1 to the

Santa Fe Solid Waste Management Agency Professional Services Agreement as of the dates set forth below.

SANTA FE SOLID WASTE
MANAGEMENT AGENCY:

Miguel Chavez
Chairperson

Date:

ATTEST:

Geraldine Salazar
County Clerk

CONTRACTOR:

Kevin Yard, P.E., BCEE
Vice President
SCS Engineers

Date:

APPROVED AS TO FORM:

Justin W. Miller
Agency Attorney

Date:

EXHIBIT A

SCS Engineers

Scope of Work
for
Amendment No. 1

Engineering, Operation and Maintenance Services
(Non-Routine Services)

for
Caja del Rio Landfill
Landfill Gas Collection System

RFP No. '14/17/P

SCS FIELD SERVICES

August 8, 2014
Project No. 90000001.07

Mr. Randall Kippenbrock, Executive Director
Santa Fe Solid Waste Management Agency
149 Wildlife Way
Santa Fe, New Mexico 87506

Re: Proposed Scope and Fee to Install an Extraction Lateral and Wellhead for Cell 4 Utilizing the Leachate Cleanout at the Caja del Rio Landfill

Dear Mr. Kippenbrock:

SCS Field Services (SCS-FS) is pleased to present this proposed scope, schedule, cost, and fee schedule for the installation of an extraction lateral and wellhead for Caja del Rio Landfill's Cell 4B (utilizing the west side leachate cleanout). This proposed work will be Task 7 under the present contract.

SCOPE OF WORK

SCS-FS will install an extraction lateral line from the existing eight (8) inch leachate cleanout located on the west side of the landfill. This cleanout is believed to be part of Cell 4's leachate collection system. The purpose of installing an extraction lateral at this location is to extract any landfill gas (LFG) that may be generated from Cell 4's waste.

SCS-FS will connect a four (4) inch lateral line from the referenced leachate cleanout to the vacuum side of EW-3B2. The estimated distance from the cleanout to EW-3B2 is approximately 700 feet. A branch saddle will be installed at the cleanout. A blind flange will be placed at the leachate cleanout. Once the branch saddle has been connected, the four-inch lateral HDPE pipe will be connected and installed along the toe of the slope of the landfill on the west side of Cell 4B. The lateral will then proceed up the slope to EW-3B2 which is located on the top deck of Cell 3.

The lateral will be placed so that it will drain toward the cleanout. In addition, the lateral will be secured in-place using rebar along the side of the pipe. Once the lateral has been placed near EW-3B2, a tie-in to the vacuum side of the well will be constructed, and a wellhead will be placed at this location. It is intended that the wellhead from the leachate riser located on the east side of the landfill will be relocated to this new extraction point.

SCHEDULE AND FEE

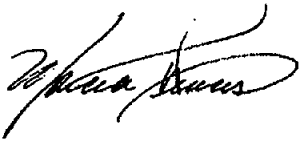
SCS-FS estimates that the work will take approximately two days to complete. The HDPE pipe will be shipped to the landfill via a semi-truck and it is assumed that the landfill will use their equipment to off-load the pipe at strategic locations along the proposed lateral route. It is also

assumed that the Agency will provide a laborer to assist SCS and its contractors in placing the pipe. As discussed previously, we assume that the Agency will supply a 10kW generator to assist in fusing the HDPE pipe.

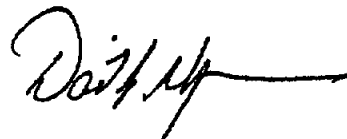
SCS-FS proposes to perform this work September 2 and 3, 2014. The proposed fee is approximately \$8,900.00 not-to-exceed based on time-and-materials. This amount includes New Mexico Gross Receipts Tax (NMGRT).

We look forward to performing this work for SFSWMA. Please do not hesitate to contact either of the undersigned with any questions.

Sincerely,



Marcia Pincus, P.E.
Project Manager
SCS FIELD SERVICES



David J. Mezzacappa, P.E.
Vice President
SCS ENGINEERS

MP/DM

cc: Randy Watkins, SFSWMA
Ron Wilks, SCS-FS
Kathlene Ewing, SCS-FS

ATTACHMENT

Professional Services Agreement

SANTA FE SOLID WASTE MANAGEMENT AGENCY
PROFESSIONAL SERVICES AGREEMENT
(Engineering, Operation and Maintenance Services - 2014)

This PROFESSIONAL SERVICES AGREEMENT ("Agreement") is made and entered into by and between the Santa Fe Solid Waste Management Agency ("the Agency") and SCS Engineers (the "Contractor") for engineering, operation and maintenance services for the landfill gas collection system at the Caja del Rio Landfill (RFP No. '14/17/P) as described in Exhibit A and below. The Agreement shall be effective as of the date this Agreement is executed by the Agency.

1. SCOPE OF SERVICES

The professional services subject to this Agreement are set forth in the Scope of Work attached hereto as Exhibit A.

2. STANDARDS OF PERFORMANCE; LICENSES

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

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

3. COMPENSATION

A. The Agency shall pay to Contractor in full payment for services rendered, including applicable gross receipts taxes, a sum not to exceed One Hundred Twenty-Six Thousand Seven Hundred Dollars and No Cents (\$126,700.00).

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

C. Payment shall be made upon receipt and approval by the Agency of detailed statements containing a report of services completed. Compensation shall be paid only for services actually performed in accordance with the fee schedule set forth in the Scope of Work hereto attached in Exhibit A.

D. Detailed statements containing reimbursement expenses shall be itemized.

4. APPROPRIATIONS

The terms of this Agreement are contingent upon sufficient appropriations to and authorization from the Joint Powers Board for the Agency for the performance of this Agreement. If sufficient appropriations are not made or authorization provided, this Agreement shall terminate upon written notice from the Agency to Contractor. The Agency shall be responsible for charges incurred up to the date of notification under this Section per Section 6 of this Agreement. The Agency's decision as to whether sufficient appropriations are available shall be accepted by Contractor and shall be final.

5. TERM AND EFFECTIVE DATE

A. This Agreement shall be effective when signed by the Agency and terminate on January 16, 2015, unless it is terminated sooner pursuant to Article 6 below.

B. Pursuant to the limitations on multi-term contracts for professional services codified in NMSA 1978 § 13-1-150, this Agreement may not exceed four years, including all extensions and renewals. Subject to that limitation, the Agreement can be renewed annually, if agreed upon by the Agency and Contractor and approved by the Joint Powers Board.

6. TERMINATION

The Agency may terminate this Agreement at any time and for any reason by giving ten (10) days written notice to Contractor. If the Agency terminates the Agreement:

- 1) Contractor shall render a final report of the services performed up to the date of termination and shall turn over to the Agency original copies of all work product, research, or papers prepared for the services covered by this Agreement. The Agency shall pay Contractor for services rendered and expenses incurred under this Section, including for preparation of the final report.
- 2) If compensation is not based upon hourly rates for services rendered, the Agency shall pay Contractor for the reasonable value of services satisfactorily performed through the date Contractor receives notice of such termination for which compensation has not already been paid.
- 3) If compensation is based upon hourly rates and expenses, 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. Contractor, its agents, and its employees are independent contractors performing professional services for The Agency and are not employees of the Agency.
- B. Contractor, its agents, and its employees shall not accrue leave, retirement, insurance, bonding, or any other benefits afforded to employees of the Agency, and shall not be permitted to use Agency vehicles in the performance of this Agreement.
- C. Contractor shall be solely responsible for payment of wages, salaries, and benefits to any and all employees or subcontractors Contractor retains to perform any of its obligations pursuant to this Agreement.

8. CONFIDENTIALITY

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

9. CONFLICT OF INTEREST

Contractor warrants that it presently has no interest and shall not acquire any interest, direct or indirect, that would conflict in any manner or degree with its performance of its obligations pursuant to this Agreement. Contractor further agrees that it shall not employ or contract with anyone in the performance of this Agreement that has any such conflict of interest.

10. ASSIGNMENT; SUBCONTRACTING

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

11. RELEASE

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

12. INSURANCE

A. Contractor, at its own cost and expense, shall carry and maintain in full force and effect during the term of this Agreement professional liability insurance of \$2,000,000 for each claim, comprehensive general liability insurance of \$2,000,000 for each occurrence

and \$2,000,000 in general aggregate coverage for bodily injury and property damage liability, in a form and with an insurance company acceptable to the Agency. The Agency shall be named as an additional insured under the insurance policy, and the policy shall provide that the Agency will be notified no less than 30 days before the policy is cancelled for any reason. Contractor has furnished the Agency with a copy of a Certificate of Insurance or other evidence of Contractor's compliance with the provisions of this section as a condition of entering into this Agreement.

B. Contractor shall carry and maintain Workers' Compensation insurance in accordance with New Mexico law to provide coverage for Contractor's employees throughout the term of this Agreement. Contractor shall provide the Agency with evidence demonstrating that appropriate Workers' Compensation insurance has been obtained.

C. Contractor shall also carry and maintain sufficient automobile liability insurance throughout the term of this Agreement to cover no less than \$2,000,000 combined single limit for each accident.

13. INDEMNIFICATION

Contractor shall indemnify, hold harmless and defend the Agency from all losses, damages, claims or judgments, including payment of all attorneys' fees and costs on account of any suit, judgment, execution, claim, action, or demand whatsoever to the extent arising from the negligent acts, errors, or omissions, or willful and reckless disregard of obligations under this Agreement, in the performance of any services covered by this Agreement, whether occurring on Agency managed or owned property or otherwise, by Contractor or its employees, agents, representatives, or subcontractors, excepting only such liability that arises out of the Agency's negligence.

14. NEW MEXICO TORT CLAIMS ACT

Any liability incurred by the Agency in connection with this Agreement is subject to the immunities and limitations set forth in the New Mexico Tort Claims Act, NMSA 1978 §§ 41-4-1 to 41-4-27. The Agency and its employees do not waive sovereign immunity, any available defense, or any limitation of liability recognized by 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 Agency and Contractor. No person shall claim any right, title or interest under this Agreement or seek to enforce this Agreement as a third party beneficiary.

16. RECORDS AND AUDIT

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 Agency, the City of Santa Fe Finance Department, and the State Auditor. The Agency shall have the right to audit the billing both before and after payment. Payment under this Agreement shall not foreclose the right of the Agency 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 Agency. In any action, suit, or legal dispute arising from this Agreement, 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.

19. SCOPE OF AGREEMENT

This Agreement expresses the entire agreement and understanding between the parties with respect to the services set forth in the Scope of Work attached hereto as Exhibit A. 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 the services Contractor undertakes pursuant to this Agreement 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

If one or more of the provisions of this Agreement or any application thereof is found to be invalid, illegal, or unenforceable in any respect, the validity, legality, and enforceability of the remaining provisions of the Agreement and any other application thereof shall not in any way be affected or impaired.

22. NOTICES

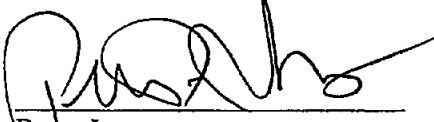
Any notices required to be given under this Agreement shall be in writing and served by personal delivery or by mail, postage prepaid, to the parties at the following addresses:

AGENCY: Mr. Randall Kippenbrock, P.E.
Executive Director
Santa Fe Solid Waste Management Agency
149 Wildlife Way
Santa Fe, NM 87506

CONTRACTOR: Kevin D. Yard, P.E., BCEE
Vice President
SCS Engineers
1901 Central Drive
Bedford, TX 76021

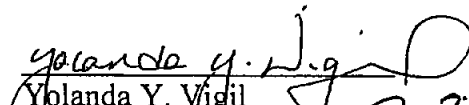
IN WITNESS WHEREOF, the parties have executed this Agreement on the date set forth below.

SANTA FE SOLID WASTE
MANAGEMENT AGENCY:

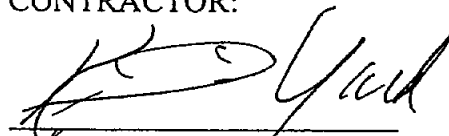

Peter Ives
Chairperson

1-16-14
Date:

ATTEST:

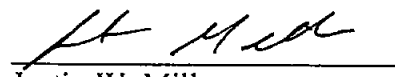

Yolanda Y. Vigil
Santa Fe City Clerk

CONTRACTOR:


Kevin D. Yard, P.E., BCEE
Vice President
SCS Engineers

1/20/14
Date:

APPROVED AS TO FORM:


Justin W. Miller
Agency Attorney

1/16/14
Date:

EXHIBIT A

SCS Enginners

Scope of Work
for
Engineering, Operation and Maintenace
for the
Landfill Gas Collection System
at
Caja del Rio Landfill

RFP No. '14/17/P

SCS ENGINEERS

January 3, 2014
SCS Proposal No. 160189213

Mr. Randall Kippenbrock, Executive Director
Santa Fe Solid Waste Management Agency
149 Wildlife Way
Santa Fe, New Mexico 87506

Re: Proposed Scope and Fee
Santa Fe Solid Waste Management Agency RFP # '14/17/P
Engineering, Operation and Maintenance Services for Caja Del Rio Landfill Gas
Collection System at the Caja Del Rio Landfill, Santa Fe, New Mexico

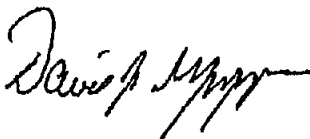
Dear Randall:

In response to your letter of December 26, 2013, SCS Engineers is pleased to present this proposed scope, schedule, cost, and fee schedule for RFP # '14/17/P. These proposal documents have been prepared based on communications with the Santa Fe Solid Waste Management Agency (SFSWMA) and conform to the proposal provided to you December 17, 2013. We have organized the documents as follows for insertion into your standard contract form:

Exhibit A – Scope and Schedule;
Exhibit B – Rates and Not-to-Exceed Fees; and
Exhibit C – Fee Schedule.

We very much appreciate the opportunity to continue providing the engineering and the O&M services to SFSWMA. Please do not hesitate to contact us with any questions.

Sincerely,



David J. Mezzacappa, P.E.
Vice President
SCS ENGINEERS



Ron Wilks
Vice President
SCS FIELD SERVICES

cc: Marcia Pincus, P.E.

**EXHIBIT A – PROJECT DESCRIPTION AND SCOPE OF WORK
ENGINEERING, OPERATION, AND MAINTENANCE SERVICES FOR THE CAJA DEL
RIO LANDFILL GAS COLLECTION SYSTEM
AT THE CAJA DEL RIO LANDFILL**

Project and Brief Landfill Description

The Caja del Rio Landfill (Landfill), owned and operated by the Santa Fe Solid Waste Management Agency (SFSWMA), was opened in 1997 and occupies an area of approximately 430 acres. The Landfill contains a leachate evaporation pond, effluent storage pond, and approximately 78 acres permitted through the New Mexico Environment Department for disposal of solid waste.

The facility has five permanent structures – administrative offices, scalehouse, maintenance building, storage building and pump house. SFSWMA also owns approximately 200 acres of land adjoining and to the west of the permitted Landfill. The landfill is currently undergoing a permit renewal and expansion (not yet approved).

This scope of services is to provide SFSWMA engineering, operation and maintenance services as set forth in the Request for Proposal (RFP #’14/17/P), Engineering, Operation, and Maintenance Services for the Caja Del Rio Landfill Gas Collection System at the Caja Del Rio Landfill (Landfill). This grouping of services, is somewhat diverse, consisting of engineering services encompassing the Landfill’s annual emissions inventory and other air-related work including Federal greenhouse gas (GHG) emissions reporting; support for the expansion of gas collection and control system (GCCS); support regarding Title V renewal of the air permit; and operation and maintenance services (both routine and non-routine) for the GCCS.

Per the project approach provided to SFSWMA in the SCS Engineers (SCS) proposal dated December 17, 2013, and discussions with SFSWMA, SCS proposes to break down the work for this project into the following tasks:

- Task 1 – Air Related Reporting;
- Task 2 – Title V Permit Renewal (future task for 2015);
- Task 3 – Design and Bid Support Services for the Expansion of the GCCS (future task for 2015);
- Task 4 – On-Call Services Task;
- Task 5 – O&M Routine and Non-Routine Services; and
- Task 6 – Cell 4A Conversion (by April 2014).

A detailed scope of work for each task is provided below.

SCOPE OF WORK

Task 1 – Air Related Reporting

Subtask - NSPS, SSM, and Title V Reporting

Task 1 includes services in calendar year 2014 related to required New Source Performance Standards (NSPS), Startup, Shutdown and Malfunction (SSM), and Title V reporting. This includes one reporting event in April 2014 and one in October 2014.

The Title V reports certify that the Landfill is in compliance with all air-related requirements. Title V reporting requires reporting of compliance deviations semi-annually (if any deviations occurred) and certification of overall compliance with all air-related requirements annually. For this Task, SCS will prepare the Title V reports. For budgeting purposes, consistent with our approach in prior years, we have assumed that SFSWMA will provide any necessary information for SCS' use in preparing these reports.

The rule requiring the SSM Plan requires that semi-annual report filings be submitted detailing many aspects of the GCCS' operation. The required SSM report consists of a summary of SSM events, which will be determined from the SSM forms that the GCCS operator will be required to prepare. NSPS reporting is more involved and requires documentation of the following per 40 CFR §60.757(f): all GCCS wellfield exceedances, a summary of quarterly surface scans, documentation of any gas system expansions conducted during the reporting period, a summary of gas system downtime in excess of five days, and any flare free-venting in excess of one hour.

As part of this task, SCS will keep track of each reporting period, and 30 days before the report is due, gather all required information from SFSWMA and SCS Field Services. SCS will then use this information to prepare the NSPS and SSM report drafts for SFSWMA review. Upon approval, at SFSWMA's preference, SCS will transmit these reports to SFSWMA for NMED submittal or submit them on SFSWMA's behalf. To simplify reporting, SCS will combine these reports into one submittal to NMED.

***Deliverables:** Up to 2 draft copies of each draft NSPS, SSM, and Title V Report for SFSWMA review along with pertinent signature pages; up to 6 final copies for SFSWMA's records. In addition, all deliverables will be provided electronically in PDF format.*

Subtask - Prepare New Mexico Emissions Inventory Reporting

SCS will prepare the calendar year 2013 emissions inventory for the Landfill. This inventory, which will be filed online, is scheduled to be submitted by April 1, 2014. In preparation for this task, SCS will prepare a list of needed information. This list will include everything SCS needs to calculate 2013 emissions, such as 2013 incoming waste quantities and specifics regarding equipment usage. Once this information has been obtained, SCS will prepare emissions estimation spreadsheets. Per our discussions with NMED, GHG calculations performed as part of this task will be reported to NMED if they require them, since NMED accepts the EPA-mandated calculations for these values.

To report these emissions, SCS will utilize the online format required by NMED, referred to as the NMED Air Emissions Inventory Reporting (AEIR) tool. Following completion by SCS, we will work with SFSWMA to check and finalize the submittal to NMED as the certifier. A copy of the emission spreadsheets will be provided to SFSWMA and NMED, as was done in the previous year.

This task will also include any assistance with fee forms sent to SFSWMA from NMED. These forms typically require that emissions totals be listed from which fees are determined. SFSWMA typically sends these forms to SCS upon receipt from NMED, and SCS completes them with the calculated emissions totals for SFSWMA's remittance to NMED. Please note that the fees themselves are not included in this proposal.

Deliverables: *PDF file of the emissions calculations.*

Subtask - Federal Greenhouse Gas (GHG) Emissions Reporting Services

This task will address requirements regarding the Federal mandatory GHG reporting rules for calendar year 2013 GHG emissions and encompass the reporting event that is due to EPA by March 31, 2014. The proposed scope for this task includes the preparation and submittal of the required GHG emissions estimates and associated information required by the GHG reporting rule. As was completed this past March, online reporting will be used to file information related to the GHG reporting rule. It should be noted that this reporting is different from the State of New Mexico emissions reporting requirements (although for GHG emissions, the NMED accepts what is prepared for EPA).

The first step in the GHG calculation process will be to collect all required data from calendar year 2013 including waste intake values, and for the GCCS, landfill gas flows and methane content. We typically obtain much of this throughout the year. This information gathering will be similar to the normal emissions inventory process, but will be much more detailed and documented for SFSWMA's files. SCS will collect this data from SFSWMA and SCS Field Services to complete the required data set. Utilizing equations provided in the EPA rule, SCS will convert the required information that has been gathered into the required GHG emissions.

SCS will place the collected data as well as all calculations into a suitable format for the SFSWMA's files prior to entering the information into the EPA-required reporting format. Upon entering the required information into the online reporting system, SCS will work with the Landfill's Designated Representative to review and certify the data to EPA. SCS will also be available to assist in providing additional information that EPA might require. When the reporting has been completed, SCS will provide a memorandum for your files including backup calculation spreadsheets and pertinent assumptions.

Deliverables: *Electronic copies will be provided of all GHG emissions calculations for SFSWMA files along with printouts of EPA reporting forms. All deliverables prepared in MS-Word or Excel will also be provided electronically via PDF.*

Task 2 – Title V Permit Renewal

Consistent with prior years and current NMED regulations, this task will include necessary permitting service required during the contract period to renew the landfill's Title V permit and for services required related to the pending 20-year permit renewal/landfill expansion. The next Title V permit renewal will be due February 15, 2016. For this task, SCS will work closely with Air Quality Services, Inc. (AQS), based in Santa Fe.

As an initial task for this work, SCS will prepare a list of needed information from SFSWMA. This information needs list will include everything SCS needs to prepare the renewal application. SCS will prepare the application to renew the Title V permit. This renewal application will contain NMED's universal application parts one, two, and three. During preparation of the application, SCS will work with SFSWMA to verify the different emission sources that must be included, and to update this information where these sources might differ from what is currently permitted. Certification renewals for Title V permits do not require fees and, as such, no permitting fees are included in this proposal.

Upon completion of a draft application, SCS will transmit a draft to SFSWMA for review, comment, and Responsible Official signature. Upon receipt of comments, SCS will prepare final copies for submittal to the proper regulatory agencies, as well as copies for the SFSWMA. SCS will then transmit the application to the SFSWMA for submittal to the NMED, or we may submit it on your behalf, as you require.

In addition to the above scope of work, this task will cover the following services after the submittal of the Title V renewal application to NMED. Follow-up services will include the following:

- Follow-up with NMED to address application questions;
- Post-submittal services related to EPA review and comments on the application;
- Review of the draft permit application that will be prepared by NMED; and
- Participation in or preparation for a hearing (not likely to be needed).

If any of these services are required, SCS will prepare a separate proposal for your consideration.

***Deliverables:** Electronic copies will be provided of all application components for SFSWMA files along with printouts (up to 6 hard copies of the renewal application). All deliverables will also be provided electronically via PDF.*

Task 3 - Design and Bid Support Services for the Expansion of the GCCS

Federal NSPS Rules will require at least one GCCS expansion during the contract period (following Cell 4B reaching an adequate interim grade).

This task includes the preparation of plans and specifications for the expansion phase of GCCS construction at the Landfill. This design will conform to the GCCS Design Plan and the layout prepared as described in the Master Plan Document. The construction plans will be comprehensive and likely include, at a minimum, the following plan sheets:

- Cover Sheet;
- Existing Conditions;
- General Layout Plan;
- Well and Pipe Details;
- Condensate Management Details; and
- Survey Control.

If surveying is necessary to verify on-site elevations for use in the preparation of construction plans, Morris Surveying would be utilized by SCS in this task.

As part of the overall construction documents, SCS will also develop technical specifications. Technical specifications will include at minimum the following:

- Surveying;
- LFG well installation (including well drilling, bentonite, and aggregate backfill);
- High density polyethylene pipe and fittings (including materials, installation, and testing);
- Valving; and
- Pumps (if required for a new sump).

During the preparation of technical specifications, SCS will review all local permits that may be necessary so that those requirements may be incorporated into the construction documents. During this effort, SCS will also consider the required timeframes for any of these authorizations and emphasize any of these items that may become a critical path item during construction.

SCS will also prepare a detailed estimate of probable cost of construction. SCS will perform the necessary quantity take-offs for line items included in the scope of work for the project. Line items for this project will include such items as: mobilization/demobilization, surveying, well installation, piping installation, perimeter header, and condensate sump installation (if required). The engineer's estimate of probable cost of construction will be supported by quantity estimates for each line item.

In addition to the preparation of plans and specifications, SCS will provide bidding support services to SFSWMA and construction quality assurance support during construction. Bid-related services provided by SCS will include:

- Preparation of bid document package for the SFSWMA;
- Reproduce bid documents as requested by SFSWMA and distribute via e-mail to contractors;
- Attendance by SCS at a pre-bid conference for the project;
- Technical support to procurement to respond to written comments and questions from bidders;
- Review of contractor qualifications as compared to pre-qualification requirements in bid documents; and
- Review and compilation of bids, and submittal of award recommendation to SFSWMA.

SCS will also provide construction quality assurance (CQA) services. CQA-related services include the following:

- Observe well drilling. SCS can be on-site during well drilling to log the wells noting any proposed relocation due to obstructions, liquid levels, etc.;
- Observe perimeter header pipe construction;
- Assist SFSWMA in evaluating contractor change order requests (if any);
- Reviewing contractor's applications for payment;
- Telephone calls among the SCS project manager, the contractor, and on-site personnel to answer questions and resolve issues;
- Coordinate interpretations of plans and specifications;
- Document construction activities and significant events (including weather delays) on a daily basis. Significant changes in quantity, time, or cost will be recorded;
- Observe and document damage to installed materials and notify appropriate individuals to initiate corrective action;
- Maintain files for correspondence, reports, photographs, requests for information or clarification, and other construction project related documentation;
- Conduct a walk-through of the project at substantial completion and provide a punch-list for completion;
- Attend the pre-construction meeting and progress meetings and prepare and distribute meeting minutes; and
- Participate in the final review of the LFG collection system components with respect to their overall integrity and ability to perform as designed.

Upon completion of the project, SCS will prepare and submit a construction report that will include meeting minutes, daily reports, boring logs, record drawings, photographs, and data. The services of Morris Surveying may also be utilized in this task for any surveying needed that is not being performed by the subcontractor.

***Deliverables:** Electronic copies will be provided of all construction plans and specifications, engineer's estimate, and construction documentation report for SFSWMA files along with printouts (up to 6 hard copies of the construction documents). All deliverables will be provided electronically via PDF.*

Task 4 – On-Call Services Subtask

Since the RFP listed that other related engineering services may also be needed, an allowance task is recommended and included here for consideration. Services in this task, which would only be authorized on an as-needed basis by SFSWMA, may include general support items that might come up during the period of service for this work.

Related services could range from general assistance with revisions that might be needed to reporting or plans during the year to coordination between SFSWMA and the GCCS' operator, or coordination with NMED or EPA. Additional air support services or permitting needed as part of the pending landfill permit renewal/expansion can also be included in this task. The fees under this

task will be adjusted/augmented as necessary depending on the tasks required. However, an initial amount has been included.

Deliverables: Although the tasks to be covered under on-call services are to be determined, as with all tasks, any deliverable will be provided in hard copy form as well as electronically.

Task 5 – O&M Routine and Non-Routine Services

Routine Services – Twice a Month Basis

As required by the Scope of Services, the wellfield be will monitored on a twice-monthly basis. Based on this requirement, SCS proposes that the first reading of the month occur during the first week of the month and that the second reading occur approximately 15 days after the first wellfield monitoring event (or prior to 15 days if there is a NSPS parameter exceedance for an extraction well). During these visits, routine services for the wellfield will involve:

- Monitoring and adjusting the 15 extraction wells so that they meet NSPS parameter requirements for temperature, oxygen, and pressure.
- Obtaining landfill concentrations of methane, oxygen, carbon dioxide, and balance gas at each extraction well, in addition to individual extraction well temperatures and pressures.
- Assuring that extraction wells are functioning properly and/or without damage; inspections will also ensure that there are no broken hoses, pipes, thermometers, sample ports, loose connections, air leaks, and/or condensate build-up in the wellheads or well sample ports.
- Performing inspections of condensate sumps to determine if they are functioning properly and are in good condition.

A Landtec Gem 2000 or 5000 will be used to obtain LFG concentrations, extraction well temperatures, static pressure, well flow rates, and system pressure. Obtaining these parameters will ensure proper wellfield adjustments, in addition to compliance with New Source Performance Standards (NSPS) guidelines. Initial reading and adjusted readings, for each well and the Blower Flare Station (BFS), will be stored in the GEM 2000/5000 for future upload to an electronic data file.

If extraction wells do not adhere to NSPS parameters (less than 131 °F, less than 5 percent oxygen, less than zero pressure), adjustments to the wells will immediately be implemented to bring those wells back into compliance. Adjustments to the wells will also ensure compliance with the NSPS requirement stipulating that some corrective action is made on non-compliant wells within 5 days of an NSPS exceedance(s). If non-compliant wells can immediately be corrected to meet NSPS parameter(s), a 15-day reading will not be required; however, if corrective action does not immediately correct the NSPS exceedances(s), SCS will re-monitor the wells within 15 days of the initial non-compliant reading. This 15 day reading will be coordinated with the second wellfield routine service event.

SCS will record at the BFS all pertinent performance parameters such as:

- Flare temperature prior to and after wellfield adjustments have been made.
- LFG concentrations of methane, carbon dioxide, oxygen, and balance gas prior to and after wellfield adjustments have been made.
- Vacuum pressures and discharge pressure of the blower.
- Blower hours, amps, vibration, and hertz.
- Arrestor and knockout port differential pressures.
- Flare flow and total flow prior to and after wellfield adjustments have been made.
- Blower operating the GCCS at the time of the visit.
- Other pertinent data required to maintain good operating conditions for the BFS, and as required by the manufacturer.

On a semi-monthly basis, SCS will monitor and inspect the blower, flare, and associated equipment. The inspections will involve, but not be limited to, the following items:

- Any damage, leaks, or breaks in piping.
- Unusual noise/vibrations/functions.
- Irregular readings of output equipment and/or electrical equipment.

Maintenance services, as recommended by John Zink for the flare, blower, and associated equipment, will also be performed. Maintenance for the BFS will include, but not be limited to:

- Lubrication of the blower's (quarterly basis or sooner) motors as required by manufacturer.
- Periodic switching of the blowers (monthly basis).
- Draining condensate/fluids from the blower, flame arrestor, and other areas as noted by the John Zink O&M Manual (monthly basis unless specified by manufacturer otherwise).
- Checking that the continuous recorder is functioning properly (semi-monthly basis).
- Recording propane tank levels and advising landfill staff of levels (semi-monthly basis).
- Proper functioning of the Variable Frequency Drive (VFD) (monthly basis).
- Proper functioning of the control panel and electronics (monthly basis).
- Other maintenance items as required by the John Zink O&M Manual for BFS (time interval varies by equipment and manufacturer).
- Isolation and wellhead valves will be rotated fully to open and closed positions, to ensure valves are not "stuck in place" (quarterly basis).
- Flame arrestor cleaning (typically annually or as required by manufacturer as increase in differential pressure).
- Thermocouple testing (quarterly or as required by manufacturer) and cleaning, as required.
- UV scanners inspection (quarterly or as required by manufacturer) and cleaning, as necessary.
- Igniter's inspection (quarterly or as required by manufacturer) and cleaning, as required.
- Electrical/pneumatic inspection where needed.

In addition to routine maintenance, SCS will be responsible for providing necessary labor, equipment, and tools to repair and/or replace defective equipment as needed. Prior to replacement

or repair of the equipment, SCS will advise SFSWMA of problems and discuss requesting advice from the manufacturer regarding warranties on the equipment in question.

All maintenance, calibrations, and repair performed by field staff will be recorded in a field log book for reference. The field log book will be kept in the GCCS control panel. Data from the continuous recorder, which records flow, temperature, and pressure, will be downloaded into electronic files submitted to SWSWMA and their designated agents. All collected data collected from the wellfield, BFS, continuous GHG monitor, and any noted problem areas along with recommendations will be submitted to SFSWMA within 48 hours of data collection. A monthly report detailing the past month's activities, all collected data, and recommendations on problem areas/equipment will be submitted by the 15th day of the following month. All SSMs that occurred during the month will be noted on appropriate SSM Forms, and will be included in the monthly report submitted to SFSWMA.

SCS's approach to providing routine services is to collect data pertaining to the BFS prior to making wellfield adjustments. This allows field staff to determine if the BFS is functioning properly, and to identify problems that may be occurring in the wellfield. We feel that this approach is advantageous because, if the BFS is not operating properly, the wellfield will not be "performing" as usual and adjustments to wells will be difficult to make and/or many wells could also have NSPS compliance issues. One example involves higher than normal vacuum from the BFS. Wells would be "overpulled" as a result of this higher vacuum. If this condition ("overpulling") is not immediately identified and investigated, the NSPS parameter for oxygen could be exceeded at a number of the wells. The disadvantage of this approach is could be more time spent at the site if there are no problems at the BFS, but this time would be offset if there were problems at the BFS and they were not taken care of prior to wellfield adjustments.

After the BFS is inspected and required data are obtained, the field technician will read the wellfield and make adjustments as necessary to each wellhead. As the technician obtains readings at each wellhead, they will inspect the well for leaks, damage, condensate, and other possible problems. Moving from well to well, the technician will also inspect and note the condition of the three condensate sumps and any exposed HDPE piping.

SCS will plan to do wellfield tuning and adjustments during the morning hours. We have found that most extraction wells in southwest arid regions show compliance with NSPS parameters during this early period of the day. We feel this timing of the wellfield readings is advantageous because it is the best time to ascertain the efficiency of the wellfield. SCS believes there is no disadvantage to performing the readings during this time of day and actually allows us the remainder of the day to perform maintenance and repair of equipment, if needed.

Once the wellfield is read, the technician will then return to the BFS and record the necessary final data such as methane, oxygen, carbon dioxide, balance gas, inlet temperature, static pressure, flare temperature, and flow based on the completed wellfield readings. These parameters allow the technician to determine whether adjustments increased the efficiency of the system, and whether the system continues to operate efficiently.

Once the technician completes wellfield adjustments and collects all data from the BFS, they will then perform maintenance for the month or quarter that is required for specific equipment. On a

monthly basis, the technician will switch blowers so that each blower receives equal duty time. Any needed repairs can also be performed at this point, if they are not completed prior to monitoring and adjustment of the wellfield.

Routine Services - Once a Month Basis (Optional)

As mentioned in our proposal, SCS-FS believes that the wellfield can be monitored on a monthly basis instead of twice a month. If so desired by SFSWMA, SCS would visit the wellfield once a month and tune/adjust the wellfield. Any exceedances that may occur during the monthly wellfield visit our technician will be attempt to correct the exceedance. If the exceedance cannot be corrected during the monthly visit, our technician will return to the wellfield within or on the 15th day of the exceedance and will be attempted to resolve the exceedance again. We have found in the past that we have been successful in resolving exceedances within the 15 day period.

During the monthly visit all BFS and wellfield parameters mentioned above will be performed/obtained. Any non-routine services that can be scheduled will also be performed during this monthly visit – if possible to perform within the period allotted.

Liquid Level Measurements (Optional)

Additional routine services for consideration by SFSWMA, involve obtaining liquid level measurements in the extraction wells to determine if condensate/fluids are blocking well perforations. The purpose of obtaining these measurements is to ensure good gas flow and quality in each extraction well. SCS recommends that this routine service be performed on an annual basis. In order for SCS to complete this work, we would disconnect the wellhead from the lateral and use a water level meter to find any fluids in the extraction well. A table of well depths, depths to fluids, top of casing, and other pertinent data will be documented and provided to SFSWMA for their records. Any fluids found in the well that are a concern to SCS will be discussed with SFSWMA and recommendations to SFSWMA on how to handle these fluids will be advised.

Surface Emissions Monitoring

An additional item for consideration by SFSWMA is quarterly surface emissions monitoring (SEM). SCS can perform these events using a TVA-1000A flame detector. The technician will walk the entire area of the landfill that is subject to NSPS regulations (basically, where landfill materials are 5 years in age—in the area where extraction wells are located), at 30-meter spacing in a grid pattern. The TVA-1000A would be calibrated prior to monitoring. Any areas where methane is detected at concentrations over 500 ppm will be immediately flagged, numbered, and marked on a site map. After the technician has finished walking the area, he will contact SFSWMA staff to indicate where high concentrations of methane are located. The technician will assist SFSWMA staff in remediating these areas so that emissions are less than 500 ppm. Remediation is usually accomplished by placing more cover materials over the surface, and/or by increasing vacuum at nearby extraction well(s).

Where surface emissions have exceeded 500 ppm, the area will need to be re-evaluated in 30 days. SCS would perform this service during one of the semi-monthly wellfield tuning/adjustment events. After the 30-day re-check and concentrations below 500 ppm have been obtained, SCS will provide all the collected data in the corresponding monthly report that details the findings of the surface

emissions monitoring event. The report will contain all pertinent data derived from monitoring, along with associated site plans and the locations of any exceedances.

Non-Routine Services

Non-routine work will consist of repair and/or replacement of equipment that can be scheduled in advance and does not consist of emergency services. Non-routine work can range from minor repairs, such as broken wellheads, to complete overhaul of equipment components. In an example of a broken wellhead, SFSWMA staff can disconnect the well from the GCCS system by capping the broken ends. The GCCS will continue to operate with the remainder of the wells on line. SCS can schedule repair of the well during our next trip to the site, or we can arrange with SFSWMA to visit the site sooner. Either arrangement would allow SCS to schedule repairs and obtain necessary materials/equipment to fix the broken wellhead within an agreed time interval.

In addition, non-routine work may also consist of recommendations made by SCS concerning the efficiency of the collection system. These special assignments will be authorized and prioritized by SFSWMA before any work is performed.

Once SFSWMA has identified a repair or special assignment that it desires SCS to perform, SCS will provide SFSWMA with a schedule and associated fees to complete the assignment within a time frame that is mutually agreeable to SFSWMA and SCS. No work will be performed until SFSWMA has authorized the work. Once authorization has been received via written communication (email is acceptable), SCS will obtain all necessary equipment, tools, and materials needed to complete the task. SCS recommends that these non-routine events occur during normal routine visit to the site (i.e. during wellfield tuning events). The obvious advantage of this approach is cost savings. A disadvantage would be the GCCS not operational for a longer period of time, if the non-routine service involved a major operational component. SCS will make recommendations to SFSWMA on the severity of the problem and discuss timing factors in order to make a decision on how to handle a major non-routine service.

Repair/replacement of any HDPE pipe will be performed by Secor and/or SCS field technician. SCS will contact Secor, if used, about any repair/replacement issues and obtain a scope of work and estimated costs for the work. SFSWMA will be provided this information, prior to repair of the HDPE, to obtain SFSWMA approval for the proposed work. Once notice to proceed has been obtained from SFSWMA, the repair work will be scheduled. SCS will oversee the work performed by Secor, if used for the repair. SCS will also schedule the repair work during a routine visit to the site, if possible, in order to keep costs at a minimum.

SCS can provide unscheduled non-routine emergency services when conditions require immediate response and the restoration of GCCS operations. These are services that can be minor or major in nature and require restart of the GCCS. The urgent nature of these items is such that response to them cannot be scheduled during routine or non-routine services. Within a few hours after an alert from SFSWMA staff and/or the GCCS auto dialer, staff from our Albuquerque office can respond to these emergencies 7 days a week.

During an emergency event, the Project Manager and/or other Albuquerque staff can assess problems and provide immediate assistance. If a problem is major, SCS will contact SFSWMA,

describe the event, and make recommendations to remedy the situation. During these types of emergencies, SCS will only perform work required at the time, to ensure no safety hazards exist and/or to provide for the restart of the GCCS. Once these hazards have been resolved and the GCCS is operational again, we will provide repairs based on routine or non-routine scheduled service procedures.

Task 6 - Cell 4B Conversion

For the Landfill, NSPS rules require that gas collection be conducted in waste which has been in place 5 years or longer if not at final grade. Cell 4B will contain waste that has been in place for 5 years as of April 2014. In order to comply with this "5-year" requirement, and based upon discussions with SCS' compliance engineers, it is proposed that the leachate cleanout for Cell 4B be fitted to also serve as a gas extraction point. This conversion would consist of tying the existing gas extraction system header to the riser with the use of a lateral. In addition, a wellhead similar to the existing wellheads at the gas extraction wells will be placed on the leachate riser. The gas from the riser will be controlled by the wellhead.

For this task, SCS Field Services will provide the construction services to convert Cells' 4B leachate cleanout to a gas extraction well. CQA-related services will include, but not limited to, the following:

- Observe the construction of the conversion of the leachate cleanout.
- Document construction activities and significant events (including weather delays) on a daily basis.
- Maintain files for correspondence, reports, photographs, requests for information or clarification, and other construction project related documentation.
- Significant changes in quantity, time, or cost will be recorded.
- Attend the any construction meetings and prepare and distribute meeting minutes.
- Upon completion of the project SCS can also prepare and submit a short construction report that will include all pertinent information.
- Work with Morris Surveying to provide an updated wellfield map to be included in NSPS documentation.

Schedule

The final page of this exhibit contains a project schedule. This schedule is discussed here. Although the tasks in this proposal are interrelated, since many of the tasks stem from different regulatory requirements or sections within the same rule, the dates presented are relatively independent from one another, as are the deliverables. Also, each of these tasks is of a relatively short duration and, as such, interim milestones are minimal.

Annual NSPS, SSM, and Title V Reporting is shown as being completed around the previously set reporting dates of April 30th and October 30st.

Federal Greenhouse Gas (GHG) Emissions Reporting Services shows the work beginning in January 2014. Data will be collected, processed, and emissions calculation prepared. In March 2014, the emissions results will be entered into e-GGRT for final reporting to EPA.

Emissions Inventory Reporting is shown as being completed in February and March for submittal by April 1, 2014, which is the current deadline for this reporting that has been set by NMED.

The schedule for the Renewal of the Title V Permit (Task 2) and Expansion of the GCCS (Task 3) will likely be established in 2015 based on discussions with the Agency and is not shown in this schedule (which only covers items in year "2014" of our contract (encompassing February 1, 2014 through January 21, 2015)).

Task 4 – On-Call Services may take place at any time per the Agency's needs and is represented as such.

Task 5 (various routine O&M services) will occur on a regular schedule with routine services for the wellfield twice monthly, liquid level measurements once annuals, and surface emissions monitoring quarterly. Non-routine services will be dependent on ongoing circumstances and, as reflected in the schedule, may be needed at any time.

The work to tie-in the leachate infrastructure of Cell 4B (Task 6) will commence no later than March 2014 so that it is completed by April 2014.

EXHIBIT A - PROJECT SCHEDULE
2014 AIR COMPLIANCE SERVICES FOR THE
CAJA DEL RIO LANDFILL

| Task | Date | | | | | | | | | | | |
|---|------|---|---|---|---|---|------|---|---|---|---|---|
| | 2014 | | | | | | 2015 | | | | | |
| | F | M | A | M | J | J | A | S | O | N | D | J |
| 1 - Annual NSPS, SSM, and Title V Reporting, NM Emission Inventory, & GHG Reporting | | | | | | | | | | | | |
| 2 - Title V Permit Renewal | | | | | | | | | | | | |
| 3 - GCCS Expansion Design and Bid Support Services | | | | | | | | | | | | |
| 4 - On-Call Services | | | | | | | | | | | | |
| 5 - O&M Routine Services | | | | | | | | | | | | |
| 5 - O&M Liquid Level Measurements | | | | | | | | | | | | |
| 5 - O&M Surface Emissions Monitoring | | | | | | | | | | | | |
| 5 - O&M Non-Routine Services | | | | | | | | | | | | |
| 6 - Cell 4A Conversion | | | | | | | | | | | | |

<= Prepare NSPS/SSM/TV Reports by April 30 and October 30, 2014. Prepare NM Emissions Inventory and GHG Emissions by March 31, 2014.

<= Schedule to be established in 2015.

<= Schedule to be established in 2015.

<= Perform additional services tasks as needed throughout the project period.

<= Perform twice a month

MEMORANDUM

To: SFSWMA Joint Powers Board Members
From: Randall Kippenbrock, P.E., Executive Director (RLK)
Date: August 13, 2014
Subject: Request for Approval of Closure/Post-Closure Care and Phase I/II Assessment Cost Estimates for the Caja del Rio Landfill.

BACKGROUND:

At the September 19, 2013 meeting, the Board approved the closure and post-closure cost estimates for the disposal area (64.9 acres) of the Caja del Rio Landfill of \$5,825,657 as of June 30, 2013. These costs were published in a September 16, 2013 report prepared by Randall Kippenbrock, P.E.

The closure and post-closure cost estimates for the current disposal area of the landfill (64.9 acres) is \$6,396,597 as of June 30, 2014. These costs were calculated using the June 30, 2013 estimates and adjusting for a 1.4% inflation (CPI) for Calendar Year 2013. The post-closure estimate includes cost associated with the decommissioning of the landfill gas collection system with 20 wells after a minimum of 15 years in operation after landfill closure. The current entire disposal area of the landfill was corrected from 76.6 acres to 87.3 acres. No other conditions/factors were changed.

The cost estimates for the entire disposal area of the landfill (87.3 acres) is \$7,734,579 as of June 30, 2014.

These estimates may be reflected by the auditors in the closure and post-closure care cost section for the FY 2014 annual financial statement.

REQUEST:

The Agency is requesting the Board approve the updated closure and post-closure cost estimates published in the report dated July 2, 2014.

Attachment: Final Closure/Post Closure and Phase I/II Cost Estimates for June 30, 2014.

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**Final Closure / Post Closure and Phase I / II Assessment
Cost Estimates
for June 30, 2014**

**Caja del Rio Landfill
SWB Permit No. SWM-261708 and SW98-05(M)
Santa Fe, Santa Fe County, New Mexico**

prepared for:

**Santa Fe Solid Waste Management Agency
Caja del Rio Landfill
149 Wildlife Way
Santa Fe, NM 87506**

prepared by:

**Randall Kippenbrock, P.E.
Santa Fe Solid Waste Management Agency
Caja del Rio Landfill
149 Wildlife Way
Santa Fe, NM 87506**

July 2, 2014



**Final Closure / Post-Closure and Phase I / II Assessment
Cost Estimates
for
June 30, 2014**

**Santa Fe Solid Waste Management Agency
Caja del Rio Landfill**

The following describes the cost estimates for closure, post-closure, Phase I assessment and Phase II assessment as per 20.9.10 New Mexico Administrative Code, Financial Assurance.

The closure cost estimate requires a detailed written estimate, in current dollars, showing the cost of hiring a third party to close the largest area of the landfill ever requiring a final closure at any time during the active life when the extent and manner of its operation would make closure the most expensive, as indicated by its final closure plan under 20.9.10.9 NMAC.

The post-closure cost estimate is based on a detailed written estimate, in current dollars, showing the most expensive costs of hiring a third party to conduct post-closure care for the landfill in compliance with the post-closure care plan under 20.9.10.10 NMAC.

Both Phase I and Phase II assessments are based on written estimates, in current dollars, of the costs of hiring a third party to conduct activities in accordance with 20.9.10.11 NMAC.

The cost estimate for a corrective action program is not included in this report.

The format for the estimates are based on the Texas Commission on Environmental Quality's (TCEQ) "Cost Estimates for Closure and Post-Closure Care, Type I Facility," dated August 1993 and Utah division of Solid and Hazardous Waste "Preparation of Solid Waste Facility Closure and Post-Closure Estimates." The unit costs are based on SFSWMA experience and Oklahoma Department of Environmental Quality Guidance on Cost Estimates and Financial Assurance, dated April 15, 2014. The unit costs are not site specific showing breakdown of labor, equipment, material, etc. The unit costs, however, are within the range commonly found in cost estimating references (i.e., R.S. Means, US Environmental Protection Agency, and cost estimates from consultants/contractors).

The complete closed landfill site will consist of 430 permitted acres, including the disposal area, surrounding buffer zone areas, and the property designated for drainage, storage, and maintenance facilities.

The annual adjustment inflation for Year 2013 is 1.4%, which is based from the U.S. Department of Labor - Bureau of labor Statistics Data.

The closure cost estimate is based on the following conditions:

1. Current site conditions.

2. Closing the filled waste disposal area (constructed cells) and placing final cover.
3. The filled/active disposal area encompasses \pm 65.4 acres of the entire permitted disposal area (footprint) of 87.3 acres.
4. The final cover type required for the Subtitle D cells - erosion layer (6"), infiltration layer (18"), and intermediate cover (12").
5. The final cover is based on the NMED's approval for an alternate final cover design in a permit modification, dated August 6, 1998 [SW98-05(M)].
6. Assumes the intermediate cover is in place under 20.9.5 NMAC.
7. Based on the above, the total number of acres that will require final cover for closure is 65.4 acres as of June 30, 2014 and 87.3 acres at the end of 20-year permit life.

The post-closure cost estimate is based on the following:

1. The total number of acres for post-closure care is 87.3 acres.
2. Assume re-seeding once every five years for 5% of the landfill area.
3. Assume cover repair for 5% of the landfill area.
4. All groundwater monitoring wells and active methane gas system are in place prior to closure.
5. Assume the active landfill gas (methane) collection system can be removed after a minimum of 15 years in operation after landfill closure.
6. The volume of leachate generated annually will drop substantially once intermediate or final cover is applied to an area.
7. Annual groundwater detection monitoring and reporting for the approved Reduced Parameter Sampling List for 24 years.
8. Six years of annual groundwater detection monitoring and reporting for 20.9.9.20 NMAC Subsections A and C.
9. Quarterly methane gas monitoring and reporting for 30 years.

The cost estimate for Phase I assessment is based on the following:

1. One initial round of assessment monitoring in the two down gradient wells, MW-2 & MW-4 for 20.9.9.20 NMAC Subsections B and C.

2. Four rounds of assessment monitoring in wells MW-1, MW-2, & MW-4 for detections from the initial round; plus one additional round in MW-1. Laboratory analysis for detections is estimated to be \$533 per well.
3. Installation of two down gradient corrective action monitoring wells (per NMED). Costs are based on the installation of the monitoring well at Agua Fria Landfill.
4. Initial round of assessment monitoring in the two corrective action monitoring wells for 20.9.9.20 NMAC Subsections B and C.
5. Four rounds of assessment monitoring in the two corrective action monitoring wells for detections from the initial round. Laboratory analysis for assessment detections is estimated to be \$533 per well.
6. If assessment monitoring is required, the sampling frequency will revert to semi-annual (1 annual assessment monitoring event and 1 annual detection monitoring event).
7. Annual assessment monitoring for 20.9.9.20 NMAC Subsections B and C. Monitoring is assumed to be for 10 years.
8. Additional costs of annual detection monitoring for the assessment detections in wells MW-1, MW-2, and MW-4. Laboratory analysis for assessment detections is estimated to be \$533 per well and is for 10 years.
9. Additional costs of annual detection monitoring in the two correction action monitoring wells for the Reduced Parameter Sampling List and the assessment detections for eight years. Laboratory analysis for assessment detections is estimated to be \$533 per well.
10. Additional costs of annual detection monitoring in the two correction action monitoring wells for 20.9.9.20 NMAC Subsections A and C and the assessment detections for two years. Laboratory analysis for assessment detections is estimated to be \$533 per well.

The cost estimate for Phase II assessment is based on the following:

1. Phase II cost is estimated to be \$117,421.

CAJA DEL RIO LANDFILL - June 30, 2014 FINAL CLOSURE COST ESTIMATE⁽¹⁾

| COST ITEM | UNIT | COST | QUANTITY | TOTAL COST |
|---|----------------|-------------|-----------------|--------------------|
| Engineering Costs | | | | |
| Topographic Survey | Per Acre | \$155 | 87.3 | \$13,532 |
| Boundary Survey for Affidavit | Lump Sum | \$6,085 | 1 | \$6,085 |
| Site Evaluation | Per Acre | \$338 | 87.3 | \$29,507 |
| Final Closure Plans | Per Acre | \$368 | 65.4 | \$24,067 |
| Contract Administration, Bidding and Award | Lump Sum | \$12,169 | 1 | \$12,169 |
| Administrative Costs | Lump Sum | \$12,169 | 1 | \$12,169 |
| Closure Inspection & Testing | Per Acre | \$4,259 | 65.4 | \$278,539 |
| SUBTOTAL | | | | \$376,068 |
| 10% CONTINGENCY | | | | \$37,607 |
| ENGINEERING TOTAL | | | | \$413,674 |
| Construction Costs | | | | |
| Erosion Layer Placement (6" layer and on-site; 65.4 ac) | Per Cubic Yard | \$4.07 | 52,756 | \$214,717 |
| Infiltration Layer Placement (18" layer and on-site; 65.4 ac) | Per Cubic Yard | \$4.07 | 158,268 | \$644,151 |
| Seeding, Composting | Per Acre | \$10,363 | 65.4 | \$677,740 |
| Drainage Swales | Per Acre | \$1,824 | 65.4 | \$119,290 |
| Active Landfill Gas Well Installation for Cell 4B (5 wells) | Per Well | \$40,564 | 5 | \$202,820 |
| Site Grading & Drainage | Per Acre | \$1,824 | 87.3 | \$159,235 |
| Site Fencing and Security | Lump Sum | \$3,650 | 1 | \$3,650 |
| SUBTOTAL | | | | \$2,021,603 |
| 10% CONTINGENCY | | | | \$202,160 |
| CONSTRUCTION TOTAL | | | | \$2,223,763 |
| CALCULATION OF CLOSURE COSTS | | | | |
| Engineering Total | | | | \$413,674 |
| Construction Total | | | | \$2,223,763 |
| Groundwater Well Installation Total | | | | \$0 |
| Contract Performance Bond: (2% of Construction Subtotal) | | | | \$40,432 |
| Legal Fees: (25% of Engineering Subtotal + 10% of Construction Subtotal) | | | | \$296,177 |
| TOTAL CLOSURE COST | | | | \$2,974,047 |

1. Total costs rounded to the nearest dollar. CPI for Year 2013 is 1.4%.

CAJA DEL RIO LANDFILL - JUNE 30, 2014 FINAL CLOSURE COST ESTIMATE FOR ENTIRE DISPOSAL AREA⁽¹⁾

| COST ITEM | UNIT | COST | QUANTITY | TOTAL COST |
|--|----------------|-------------|-----------------|--------------------|
| Engineering Costs | | | | |
| Topographic Survey | Per Acre | \$155 | 87.3 | \$13,532 |
| Boundary Survey for Affidavit | Lump Sum | \$6,085 | 1 | \$6,085 |
| Site Evaluation | Per Acre | \$338 | 87.3 | \$29,507 |
| Final Closure Plans | Per Acre | \$368 | 87.3 | \$32,126 |
| Contract Administration, Bidding and Award | Lump Sum | \$12,169 | 1 | \$12,169 |
| Administrative Costs | Lump Sum | \$12,169 | 1 | \$12,169 |
| Closure Inspection & Testing | Per Acre | \$4,259 | 87.3 | \$371,811 |
| SUBTOTAL | | | | \$477,399 |
| 10% CONTINGENCY | | | | \$47,740 |
| ENGINEERING TOTAL | | | | \$525,139 |
| Construction Costs | | | | |
| Erosion Layer Placement (6" layer and on-site; 87.3 ac) | Per Cubic Yard | \$4.07 | 70,422 | \$286,618 |
| Infiltration Layer Placement (18" layer and on-site; 87.3 ac) | Per Cubic Yard | \$4.07 | 211,266 | \$859,853 |
| Seeding, Composting | Per Acre | \$10,363 | 87.3 | \$904,690 |
| Drainage Swales | Per Acre | \$1,824 | 87.3 | \$159,235 |
| Active Methane Gas Well Installation for Cell 4B (5 wells) and Cell 5B/6B (10 wells) | Per Well | \$40,564 | 15 | \$608,460 |
| Site Grading & Drainage | Per Acre | \$1,824 | 87.3 | \$159,235 |
| Site Fencing and Security | Lump Sum | \$3,650 | 1 | \$3,650 |
| SUBTOTAL | | | | \$2,981,740 |
| 10% CONTINGENCY | | | | \$298,174 |
| CONSTRUCTION TOTAL | | | | \$3,279,915 |
| CALCULATION OF CLOSURE COSTS | | | | |
| Engineering Total | | | | \$525,139 |
| Construction Total | | | | \$3,279,915 |
| Groundwater Well Installation Total | | | | \$0 |
| Contract Performance Bond: (2% of Construction Subtotal) | | | | \$59,635 |
| Legal Fees: (25% of Engineering Subtotal + 10% of Construction Total) | | | | \$447,341 |
| TOTAL CLOSURE COST | | | | \$4,312,029 |

1. Total costs rounded to the nearest dollar. CPI for Year 2013 is 1.4%.

CAJA DEL RIO LANDFILL - JUNE 30, 2014 POST-CLOSURE COST ESTIMATE⁽¹⁾

| COST ITEM | UNIT | COST | QUANTITY | TOTAL COST |
|--|-------------|-------------|-----------------|--------------------|
| Engineering Costs | | | | |
| Post Closure Plan (one time event) | Lump Sum | \$9,124 | 1 | \$9,124 |
| Site Inspection & Recordkeeping | Per Annum | \$3,650 | 30 | \$109,500 |
| Correctional Plans & Specifications | Per Annum | \$2,920 | 30 | \$87,600 |
| Site Monitoring Costs | | | | |
| Detection Monitoring and Reporting for 3 Wells - Reduced Parameter Sampling List | Per Event | \$7,366 | 24 | \$176,784 |
| Detection Monitoring and Reporting for 3 Wells - 20.9.9.20 NMAC Subsections A and C | Per Event | \$10,355 | 6 | \$62,130 |
| Methane Gas Monitoring and Reporting for 10 Probes | Per Annum | \$3,057 | 30 | \$91,710 |
| Construction and Maintenance Costs | | | | |
| Cover Repair for 5% of the Landfill Area - 74.9 ac (6" layer and on-site; 5% = 3.75 ac) ⁽²⁾ | Per Event | \$12,300 | 30 | \$369,000 |
| Reseed 5% of the Landfill Area ⁽³⁾ | Per Event | \$7,772 | 6 | \$46,632 |
| Fence, Gate and Sign Repair /Replacement | Per Annum | \$732 | 30 | \$21,960 |
| Groundwater Monitoring Well Replacement ⁽⁴⁾ | Per Annum | \$2,669 | 30 | \$80,070 |
| Groundwater Monitoring Well Maintenance ⁽⁵⁾ | Per Well | \$1,068 | 3 | \$3,204 |
| Active Landfill Gas System - Operation & Maintenance ⁽⁶⁾ | Per Annum | \$81,661 | 15 | \$1,224,915 |
| Decommissioning Active Landfill Gas System (20 wells) | Per Event | \$175,590 | 1 | \$175,590 |
| Leachate Disposal ⁽⁷⁾ | Per Gallon | \$0.062 | 120,000 | \$7,440 |
| CALCULATION OF POST CLOSURE COSTS | | | | |
| SUBTOTAL (30-year post-closure period excluding post-closure plan) | | | | \$2,456,535 |
| 10% CONTINGENCY | | | | \$245,654 |
| Post Closure Plan (one time cost) | | | | \$9,124 |
| TOTAL POST CLOSURE COST (Subtotal costs and 10% contingency plus post closure plan) | | | | \$2,711,313 |

1. Total costs rounded to the nearest dollar. CPI for Year 2013 is 1.4%.
2. Cost is erosion layer placement under construction section for closure cost.
3. Assume re-seeding once every five years for 5% of the landfill area.
4. Cost includes replacing one of the groundwater wells during the 30-year post-closure period.
5. Cost includes replacement of pumps, well pads and padlocks for 3 wells.
6. Assume the active landfill gas collection system can be removed after a minimum of 15 years in operation after landfill closure.
7. Estimated quantity of leachate generated over the 30-year post-closure period.

CAJA DEL RIO LANDFILL - June 30, 2014
COST ESTIMATES FOR PHASE I AND PHASE II ASSESSMENT⁽¹⁾

| COST ITEM | UNIT | COST | QUANTITY | TOTAL COST |
|---|-------------|-------------|-----------------|-------------------|
| Phase I Assessment Costs | | | | |
| Initial Round Assessment Monitoring | Per Well | \$4,912 | 2 | \$9,824 |
| Four Rounds Assessment Monitoring | Per Well | \$1,815 | 13 | \$23,595 |
| 90-Day Monitoring (existing wells) | Per Event | \$8,754 | 1 | \$8,754 |
| Assessment Monitoring Report | Per Report | \$6,405 | 1 | \$6,405 |
| Corrective Action Monitoring Well (CAMW) Installation | Per Well | \$80,060 | 2 | \$160,120 |
| Initial Round CAMW Sampling | Per Well | \$4,912 | 2 | \$9,824 |
| Four Rounds CAMW Sampling | Per Well | \$1,815 | 8 | \$14,520 |
| CAMW Installation and Sampling Report; Notification | Per Report | \$10,674 | 1 | \$10,674 |
| Additional Annual Detection Monitoring & Reporting - 20.9.9.20 NMAC Subsections B and C | Per Event | \$22,418 | 10 | \$224,180 |
| Additional Annual Detection Monitoring in MW-1, MW-2 & MW-3 - Assessment Detections | Per Event | \$2,134 | 10 | \$21,340 |
| Additional Annual Detection Monitoring & Reporting in CAMW - Reduced Parameter Sampling List & Assessment Detections | Per Event | \$3,736 | 8 | \$29,888 |
| Additional Annual Detection Monitoring & Reporting in CAMW - 20.9.9.20 NMAC Subsections A and C & Assessment Detections | Per Event | \$5,017 | 2 | \$10,034 |
| SUBTOTAL | | | | \$529,158 |
| 10% CONTINGENCY | | | | \$52,916 |
| TOTAL PHASE I ASSESSMENT COST | | | | \$582,074 |
| Phase II Assessment Costs | | | | |
| Phase II Assessment Total, Per NMED | - | \$117,421 | 1 | \$117,421 |
| SUBTOTAL | | | | \$117,421 |
| 10% CONTINGENCY | | | | \$11,742 |
| TOTAL PHASE II ASSESSMENT COST | | | | \$129,163 |

1. Total costs rounded to the nearest dollar. CPI for Year 2013 is 1.4%.

MEMORANDUM

To: SFSWMA Joint Powers Board Members
From: Randall Kippenbrock, P.E., Executive Director RLK
Date: August 10, 2014
Subject: Request for Approval of Closure and Post-Closure Cost Estimates for the Buckman Road Recycling and Transfer Station.

BACKGROUND:

At the September 19, 2013 meeting, the Board approved the closure and post-closure cost estimates for the Buckman Road Recycling and Transfer Station (BuRRT) at \$151,104 as of June 30, 2013. The cost estimates were updated to reflect the additional activities and existing site conditions at the BuRRT Facility. These costs were published in an September 16, 2013 report prepared by Randall Kippenbrock, P.E.

On August 10, 2014, the closure cost estimate was updated using the June 30, 2013 estimates and adjusting for a 1.4% inflation (CPI) for Calendar Year 2013. The closure estimate is \$153,117 as of June 30, 2014. A cost estimate for post-closure care is not expected for the BuRRT facility pursuant to 20.9.10.9 (B) NMAC. No other conditions/factors were changed.

These estimates may be reflected by the auditors in the closure and post-closure cost section for the FY 2014 annual financial statement.

REQUEST:

The Agency is requesting the Board approve the updated cost estimates for closure and post-closure for the BuRRT facility published in the report dated August 10, 2014.

Attachment: June 30, 2014 Closure/Post-Closure Cost Estimates

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ATTACHMENT

Closure/Post-Closure Cost Estimates
as of June 30, 2014
for the
Buckman Road Recycling and Transfer Station

**Closure / Post Closure Cost Estimates
for June 30, 2014**

**Buckman Road Recycling and Transfer Station
SWB Permit No. SW 95-10(P)
2600 Buckman Road
Santa Fe, New Mexico 87507**

prepared for:

**Santa Fe Solid Waste Management Agency
149 Wildlife Way
Santa Fe, NM 87506**

prepared by:

**Randall Kippenbrock, P.E.
Santa Fe Solid Waste Management Agency
149 Wildlife Way
Santa Fe, NM 87506**

August 10, 2014



Randall Kippenbrock
8/10/14

**Closure / Post-Closure
Cost Estimates
for
June 30, 2014**

**Santa Fe Solid Waste Management Agency
Buckman Road Recycling and Transfer Station**

The following describes the cost estimates for closure and post-closure for the Buckman Road Recycling and Transfer Station (BuRRT) pursuant to 20.9.10 New Mexico Administrative Code.

The closure cost estimate requires a detailed written estimate, in current dollars, showing the cost of closure and nuisance abatement to be performed in accordance with the applicable portions of 20.9.6.12 NMAC pursuant to 20.9.10.9 (A)(2) NMAC. The cost estimate includes the following applicable portions:

- the cost of hiring a third party to clean up and dispose of the largest inventory of all materials and end products expected to be on hand at the transfer station;
- the cost of hiring a third party to clean up and dispose of all fugitive trash, solid waste, or other materials that could potentially create a nuisance at the transfer station; and
- the costs of an independent project manager and contract administrator.

The post closure cost estimate is not expected for this report pursuant to 20.9.10.9 (B) NMAC. Post closure inspection and maintenance may be waived upon written approval from the NMED, if the owner or operator demonstrates to the NMED that all requirements of closure have been met and there is no evidence of contamination.

The unit costs are not site specific and do not reflect the breakdown of labor, equipment, material, etc. However; the unit costs are within the range commonly found in cost estimating references (e.g., R.S. Means, US Environmental Protection Agency, and cost estimates from consultants /contractors).

The closure cost estimate is based on the following conditions and assumed quantities:

1. Current site conditions.
2. Assumes that the post closure use of the site will be a maintenance facility.
3. Four transfer trailer loads of solid waste will be disposed of at a landfill.
4. Three trailer loads of scrap tires will be hauled to a registered tire processing facility.
5. A quantity of 3,080 gallons (24,640 pounds) of household hazard waste (HHW) will be transported to permitted treatment/storage/disposal or recycling facilities (this is based on the storage capacity of the HHW collection facility).

6. Approximately 7,500 cubic yards of green waste will be mulched on site and be available to the public at no charge (a weight conversion of 350 pounds per cubic yard is assumed).
7. Approximately 1,000 cubic yards of glass cullet will be transported to an approved site.
8. Cleanup of the buildings to include the main transfer station, the administration office, the HHW collection facility, and the scale house.
9. General site cleanup including litter abatement along the perimeter roads.
10. Approximately 150 tons of recyclable materials will be transported to a recycling facility (this is based on one week of deliveries to the transfer station).
11. Approximately 50 tons of glass will be disposed of at a landfill.
12. Contract administration for the sale of MRF sorting and bale equipment, rolling stocks, and miscellaneous removal (e.g., tarping station, scales).
13. The annual adjustment inflation for Year 2013 is 1.4%, which is based from the U.S. Department of Labor - Bureau of Labor Statistics Data.

Closure Cost Estimate⁽¹⁾
Buckman Road Recycling and Transfer Station
June 30, 2014

| COST ITEM | UNIT | COST | QUANTITY | TOTAL COST |
|---|----------------|----------|----------|------------------|
| Closure Plan | Lump Sum | \$2,581 | 1 | \$2,581 |
| Solid Waste - Handling, Transportation, Disposal | Per Load | \$2,065 | 4 | \$8,260 |
| Scrap Tires - Handling, Transportation, Processing | Per Load | \$2,065 | 3 | \$6,195 |
| HHW - Handling, Transportation, Disposal, Processing | Per Pound | \$1.65 | 24,640 | \$40,656 |
| Green Waste - On-Site Mulching | Per Cubic Yard | \$4.13 | 7,500 | \$30,975 |
| Glass Cullet - Transportation | Per Cubic Yard | \$5.16 | 1,000 | \$5,160 |
| Conventional Recyclables - Transportation, Processing | Per Ton | \$20.65 | 150 | \$3,098 |
| Whole Glass - Transportation, Disposal | Per Ton | \$50.61 | 50 | \$2,531 |
| Building Cleanup | Lump Sum | \$25,806 | 1 | \$25,806 |
| General Site Cleanup | Lump Sum | \$2,065 | 1 | \$2,065 |
| Closure Inspection / Report | Lump Sum | \$1,548 | 1 | \$1,548 |
| Contract Administration, Bidding and Award | Lump Sum | \$10,323 | 1 | \$10,323 |
| SUBTOTAL | | | | \$139,197 |
| 10% CONTINGENCY | | | | \$13,920 |
| TOTAL CLOSURE COST | | | | \$153,117 |

1. Total costs rounded to the nearest dollar. CPI for Year 2013 is 1.4%.

MEMORANDUM

To: SFSWMA Joint Powers Board Members
From: Randall Kippenbrock, P.E., Executive Director (RLK)
Date: August 13, 2014
Subject: Request for Approval of Proposed Event Calendar.

BACKGROUND & SUMMARY:

The Agency, City and County staff members developed a "lessons learned" list from the Amnesty Day that occurred in April, as well as the subsequent tire and green waste weekends in May and June at the Buckman Road Recycling and Transfer Station (BuRRT). Outlined below are the major issues identified from the feedback we received. We have included recommended actions that will be taken to solve the issues.

Lessons Learned

Issue: The first Amnesty Day where the Agency accepted all materials including trash for free was for one day only, had long lines, long wait times and more than 700 vehicles. Also, some of the items collected required a weigh-in/weigh-out process for tracking purposes, which slowed things down.

Recommendation: Offer different events throughout the calendar year for different materials. Also, expand Amnesty Day for trash from one day to an entire weekend (i.e., Saturday and Sunday) to allow the residents more time and a choice of which day they would like to participate. For a complete list of proposed events see calendar below.

Issue: All vehicles – car, pickups, and pickups with trailers - unloaded on the top level of the BuRRT transfer station, resulting in delays. Note: it takes 20-40 minutes to manually unload trash from a vehicle.

Recommendation: On Amnesty Weekend for trash, cars and pickups will unload on the top level of the BuRRT transfer station floor while pickups with trailers will be directed to unload on the lower level. This will expand the number of vehicles that can be unloaded at a time.

Issue: Residents could not anticipate the wait times. Some residents turned around and left and did not participate.

Recommendation: For events with anticipated high participation, place signs at various points on the roads indicating the approximate wait times from a particular point. Also, set up a Twitter account to update wait times, etc.

Issue: Some residents were not aware of the events.

Recommendation: Staff will use a multi-pronged approach to raising public awareness for the events as follows:

- grass root movement by handing out event flyers at the BuRRT scale house;
- more public service announcements (PSA), which are messages disseminated by the media without charge;
- collaboration between the Agency, city and county to ensure the announcements are consistent with the same messages of raising awareness, and posted on all three entities' websites;
- conduct education and outreach at schools and city-wide public events, and for environmental minded groups and neighborhood associations; and
- strategically place paid advertisements in the media (e.g., radio stations, newspapers).

In addition to the public feedback received, Councilor Maestas also provided us some feedback based on his experience and that of his constituents. We have outlined those additional issues and recommendations below.

Councilor Maestas: Is it possible to bring in temporary scales as a way to increase the number of customers that can be brought into the facility during the event(s)? NMDOT does this on occasion.

Agency Response: Having additional scales represents a logistical issue for the BuRRT site since we have limited input/output with the speed bumps and the current traffic pattern. In looking at the traffic flow, adding the scales to our current layout might cause accidents which we would want to avoid. Based on the amount of historical data we have, we are planning on creating specific weights for each of the Amnesty Day categories, similar to our fixed rates for trash that we currently use. This will help us to streamline the process and participating folks will not need to actually weigh in and out, speeding up their time at BuRRT.

Councilor Maestas: Would it be possible to have some of the blinking road signs up the week prior to the event at key intersections (e.g, West Alameda / Torreon de Rincon intersection and Buckman Road / Calle Nopal) to help advertise the events?

Agency Response: Based on our understanding the traffic signs available from the County and the City of Santa Fe are to be used for traffic direction rather than event advertising. The Agency is working on language to be in compliance with the rules, while still being able to utilize these signs. We are currently working with the City and the County to schedule the use of these signs at the two identified intersections. The use of this media would definitely help us to spread the word and also allow us to alert people about the heavier traffic, which was one of the complaints we faced in our prior event.

The Amnesty Day program is a continuing work in progress that the Agency will be constantly monitoring for improvement. We will consider all of the feedback received and make the appropriate changes as we move forward in providing this service to the community.

Proposed Event Calendar (September 2014-May 2015):

- **Fall Trash Amnesty Weekend** in conjunction with Keep Santa Fe Beautiful/Keep New Mexico Beautiful Toss No Mas (September 27-28, 2014); no charge to residents.
- **Tire Amnesty Weekend** – the first weekend of each month (i.e., Saturday and Sunday); all day; first 8 tires are free for residents, additional tires are charged gate rates based on current fee schedule.
- **HHW/E-Scrap Day** in conjunction with National Recycling Week (November 15, 2014); 8am-1pm; no charge to residents.
- **Spring Trash Amnesty Weekend** in conjunction with the Keep Santa Fe Beautiful Great American Cleanup (April 25-26, 2015); all day; no charge to residents.
- **Green Waste Month** – each weekend in May to help residents with spring cleanup; May 2-3, 9-10, 16-17 and 23-24, 2015); all day; no charge to residents.

ACTION REQUESTED:

The Agency is requesting the Board approval of the event schedule to commence in September 2014 through May 2015.

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