



# Agenda

---

**PUBLIC UTILITIES COMMITTEE  
MEETING  
WEDNESDAY, JANUARY 2, 2019  
City Hall  
City Council Chambers  
Regular Meeting – 5:00pm**

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF CONSENT AGENDA
5. APPROVAL OF MINUTES FROM THE DECEMBER 5, 2018 PUC MEETING

**CONSENT – ACTION CALENDAR**

6. Monthly Update of Capital Improvements Projects. (Shannon Jones, Public Utilities Department Director, [swjones@santafenm.gov](mailto:swjones@santafenm.gov), 955-4267)
7. Update on Current Water Supply Status and Drought, Monsoon and Storage. (Nick Schiavo, Source of Supply Operations Manager, [naschiavo@santafenm.gov](mailto:naschiavo@santafenm.gov), 955-4376)
8. Wastewater Management Division Monthly Update. (Shannon Jones, Public Utilities Department Director, [swjones@santafenm.gov](mailto:swjones@santafenm.gov), 955-4267)
9. Request for approval of Bid Award of RFP '19/02/P to Rubicon Global for the Refuse and Recycling Collection Route and Service Management System for the amount of \$569,233.00 exclusive of NMGRT. (Shirlene Sitton, Environmental Services Division Director, [sesitton@santafenm.gov](mailto:sesitton@santafenm.gov), 955-2209)

Public Utilities Committee – 1/2/2019  
Finance Committee – 1/22/2019  
City Council – 1/30/2019

10. Request for approval of Amendment No. 3 for a time extension and amendment of terms to the original Information Technology Contract number 13-1137 with N. Harris Computer Corporation/Advanced Utility Systems for implementation of the

**RECEIVED AT THE CITY CLERK'S OFFICE**

**DATE: 12/20/2018**

**TIME: 9:28 AM**

11. CIS Infinity Customer Information and Billing System. (Shannon Jones, Public Utilities Department Director, [swjones@santafenm.gov](mailto:swjones@santafenm.gov), 955-4267)

Public Utilities Committee – 1/2/2019  
Finance Committee – 1/22/2019  
City Council – 1/30/2019

12. Request for approval of Amendment No. 3 to the original PSA No. 15-0857 with Mechanical & Electrical Engineering, Inc. for the a Cogeneration Internconnect Study for the Wastewater Treatment Plant for the amount of \$10,530.00 exclusive of NMGR. (Alan MacGregor, Engineering Supervisor, [asmacgregor@santafenm.gov](mailto:asmacgregor@santafenm.gov), 955-4623)

Public Utilities Committee – 1/2/2019  
Finance Committee – 1/22/2019  
City Council – 1/30/2019

13. Request for approval of Amendment No. 2 to the original PSA 15-0858 with Wunderlich Malcc Engineering for SCADA engineering at Wastewater Treatment for the amount of \$10,000.00 exclusive of NMGR. (Kenneth Espinoza, Wastewater Management Shift Supervisor, [krespinoza@santafenm.gov](mailto:krespinoza@santafenm.gov), 955-4618)

Public Utilities Committee – 1/2/2019  
Finance Committee – 1/22/2019  
City Council – 1/30/2019

14. Request for approval of Amendment No. 3 to the PSA 17-0744 with Molzen-Corbin & Associates for the Buckman Pipeline Erosion and Drainage Control project for the amount of \$32,462.66 inclusive of NMGR. (Kristin Johansen, Engineer, [kgjohansen@santafenm.gov](mailto:kgjohansen@santafenm.gov), 955-4279)

Public Utilities Committee – 1/2/2019  
Finance Committee – 1/22/2019  
City Council – 1/30/2019

15. Request for approval of Award of Bid '19/13/P to FCS Group to provide engineering services for a Capital Asset Management Plan – CIP# 3055 for the amount of \$299,286.75 inclusive of NMGR. (Lee Gagnon, Engineer Associate, [lrgagnon@santafenm.gov](mailto:lrgagnon@santafenm.gov), 955-4229)

- a. Budget Amendment Resolution (BAR) for \$299,287.

Public Utilities Committee – 1/2/2019  
Finance Committee – 1/22/2019  
City Council – 1/30/2019

16. Request for approval of Award of Bid '19/10/P to Carollo Engineers for Canyon Road Water Treatment Plant Comprehensive Performance Evaluation and Facility Optimization Evaluation Project for the amount of \$517,552.67 inclusive of NMGR. (Kristin Johansen, Engineer, [kgjohansen@santafenm.gov](mailto:kgjohansen@santafenm.gov), 955-4279)

a. Budget Amendment Resolution (BAR) for \$558,829.00

Public Utilities Committee – 1/2/2019  
Finance Committee – 1/22/2019  
City Council – 1/30/2019

17. Request for approval of Resolution No. 2019-\_\_\_\_\_. A resolution establishing the forward look on Water Task Force to evaluate the current water rate structure to ensure the rate structure supports capital and operational costs of the water utility and that those costs are distributed between rate classifications that align with the overall vision and mission of the utility and the City of Santa Fe. (Shannon Jones, Public Utilities Department Director, [swjones@santafenm.gov](mailto:swjones@santafenm.gov), 955-4267)

Public Utilities Committee – 1/2/2019  
Finance Committee – 1/22/2019  
City Council – 1/30/2019

**MATTERS FROM THE PUBLIC**

**MATTERS FROM THE CITY ATTORNEY**

**MATTERS FROM STAFF**

**MATTERS FROM THE COMMITTEE**

**NEXT MEETING: Wednesday, February 6, 2019 at City Council Chambers**

**ADJOURN**

**PERSONS WITH DISABILITIES IN NEED OF ACCOMODATIONS, CONTACT THE CITY CLERK'S OFFICE AT 505-955-6520, FIVE (5) WORKING DAYS PRIOR TO THE MEETING DATE.**

**SUMMARY OF ACTION  
PUBLIC UTILITIES COMMITTEE  
CITY HALL, CITY COUNCIL CHAMBERS  
WEDNESDAY, JANUARY 2, 2019, 5:00 PM**

<u>ITEM</u>	<u>ACTION</u>	<u>PAGE</u>
CALL TO ORDER		1
ROLL CALL	QUORUM	1
APPROVAL OF AGENDA	APPROVED	1-2
APPROVAL OF CONSENT AGENDA	AMENDED/APPROVED	2
APPROVAL OF MINUTES	APPROVED	2
<u>CONSENT CALENDAR</u>		
UPDATE OF CAPITAL IMPROVEMENTS PROJECTS	APPROVED	2-3
UPDATE ON CURRENT WATER SUPPLY STATUS AND DROUGHT, MONSOON AND STORAGE	APPROVED	3-5
WASTEWATER MANAGEMENT DIVISION MONTHLY UPDATE	APPROVED	5-6
REQUEST FOR APPROVAL OF BID AWARD OF RFP '19/02/P TO RUBICON GLOBAL FOR THE REFUSE AND RECYCLING COLLECTION ROUTE AND SERVICE MANAGEMENT SYSTEM FOR THE AMOUNT OF \$569,233.00 EXCLUSIVE OF NMGRT.	APPROVED ON CONSENT	6
REQUEST FOR APPROVAL OF AMENDMENT NO. 3 FOR A TIME EXTENSION AND AMENDMENT OF TERMS TO THE ORIGINAL INFORMATION TECHNOLOGY CONTRACT NUMBER	APPROVED	6-7

**13-1137 WITH N. HARRIS COMPUTER CORPORATION/ADVANCED UTILITY SYSTEMS FOR IMPLEMENTATION OF THE CIS INFINITY CUSTOMER INFORMATION AND BILLING SYSTEM.**

**REQUEST FOR APPROVAL OF AMENDMENT NO. 3 TO THE ORIGINAL PSA NO. 15-0857 WITH MECHANICAL & ELECTRICAL ENGINEERING, INC. FOR A CONGENERATION INTERCONNECT STUDY FOR THE WASTEWATER TREATMENT PLANT FOR THE AMOUNT OF \$10,530.00 EXCLUSIVE OF NMGR.**      **APPROVED ON CONSENT**      **7**

**REQUEST FOR APPROVAL OF AMENDMENT NO. 2 TO THE ORIGINAL PSA 15-0858 WITH WUNDERLICH MALEC ENGINEERING FOR SCADA ENGINEERING AT WASTEWATER TREATMENT FOR THE AMOUNT OF \$10,000.00 EXCLUSIVE OF NMGR.**      **APPROVED ON CONSENT**      **7**

**REQUEST FOR APPROVAL OF AMENDMENT NO. 3 TO THE PSA 17-0744 WITH MOLZEN-CORBIN & ASSOCIATES FOR THE BUCKMAN PIPELINE EROSION AND DRAINAGE CONTROL PROJECT FOR THE AMOUNT OF \$32,462.66 INCLUSIVE OF NMGR.**      **APPROVED ON CONSENT**      **7**

**REQUEST FOR APPROVAL OF AWARD OF BID '19/13/P TO FCS GROUP TO PROVIDE ENGINEERING SERVICES FOR A CAPITAL ASSET MANAGEMENT PLAN - CIP# 3055 FOR THE AMOUNT OF \$299,286.75 INCLUSIVE OF NMGR.**      **APPROVED ON CONSENT**      **7-8**

**REQUEST FOR APPROVAL OF AWARD OF BID '19/10/9 TO CAROLLO ENGINEERS FOR CANYON ROAD WATER TREATMENT COMPREHENSIVE PERFORMANCE EVALUATION AND FACILITY OPTIMIZATION EVALUATION PROJECT FOR THE AMOUNT OF \$517,522.67 INCLUSIVE OF NMGR**      **APPROVED**      **8-9**

<p><b>REQUEST FOR APPROVAL OF RESOLUTION NO. 2019 - _____.</b>  <b>A RESOLUTION ESTABLISHING THE FORWARD LOOK ON WATER TASK FORCE TO EVALUATE THE CURRENT WATER RATE STRUCTURE TO ENSURE THE RATE STRUCTURE SUPPORTS CAPITAL AND OPERATIONAL COSTS OF THE WATER UTILITY AND THAT THOSE COSTS ARE DISTRIBUTED BETWEEN RATE CLASSIFICATIONS THAT ALIGN WITH THE OVERALL VISION AND MISSION OF THE UTILITY AND THE CITY OF SANTA FE.</b></p>	<p><b>APPROVED</b></p>	<p><b>9-10</b></p>
<p><b>MATTERS FROM THE PUBLIC</b></p>	<p><b>NONE</b></p>	<p><b>11</b></p>
<p><b>MATTERS FROM THE CITY ATTORNEY</b></p>	<p><b>NONE</b></p>	<p><b>11</b></p>
<p><b>MATTERS FROM STAFF</b></p>	<p><b>NONE</b></p>	<p><b>11</b></p>
<p><b>MATTERS FROM THE COMMITTEE</b></p>	<p><b>INFORMATION/DISCUSSION</b></p>	<p><b>11</b></p>
<p><b>NEXT MEETING</b></p>	<p><b>FEBRUARY 6, 2019</b></p>	<p><b>11</b></p>
<p><b>ADJOURN</b></p>	<p><b>ADJOURNED</b></p>	<p><b>11</b></p>

**PUBLIC UTILITIES COMMITTEE  
CITY HALL, CITY COUNCIL CHAMBERS  
WEDNESDAY, JANUARY 2, 2019, 5:00 PM**

**1. CALL TO ORDER**

The meeting of the Public Utilities Committee was called to order at 5:00 pm by Chairman Councilor Christopher Rivera, at City Hall, City Council Chambers, on Wednesday, January 2, 2019, Santa Fe, New Mexico.

**2. ROLL CALL**

**Members Present:**

Councilor Christopher Rivera, Chair  
Councilor Peter Ives  
Councilor Renee Villarreal  
Councilor JoAnne Vigil Coppler  
Councilor Carol Romero-Wirth

**Members Absent:**

**Others Present:**

Shannon Jones, Director, Public Utilities Department  
Stephanie López, Public Utilities Department  
Marcos Martínez, Assistant City Attorney  
Elizabeth Martin, Stenographer

**NOTE:** All items in the Committee packet for all agenda items are incorporated herewith to these minutes by reference. The original Committee packet is on file in the Public Utilities Department.

**3. APPROVAL OF AGENDA**

Ms. Lopez stated that on the hard copy of the agenda, when printed, item 10 created a number 11 by mistake when it continued to the next page. Item 11 is the continuation of 10.

Mr. Jones stated that there is a change on item 9. The contract amount is incorrect. \$591,793 is the correct amount. He handed out a proposal that shows the correct number. The handout is attached herewith to these minutes as Exhibit "1".

**MOTION** A motion was made by Councilor Ives, seconded by Councilor Vigil Coppler, to approve the agenda as amended.

**VOTE** The motion passed unanimously by voice vote.

**4. APPROVAL OF CONSENT AGENDA**

Councilor Vigil Coppler pulled item 7 for discussion.

Councilor Villarreal pulled item 16 for discussion.

Councilor Ives pulled items 6,8 and 10 for discussion.

Councilor Romero-Wirth pulled items 16 and 17 for discussion.

**MOTION** A motion was made by Councilor Romero-Wirth, seconded by Councilor Villarreal, to approve the consent agenda as amended.

**VOTE** The motion passed unanimously by voice vote.

**5. APPROVAL OF MINUTES  
DECEMBER 5, 2018**

Councilor Villarreal stated that on page 5, the last paragraph where she speaks, the 3<sup>rd</sup> line, it should say "area using the list"; in the same paragraph, line 6 it should say "willing to share the list with us."

**MOTION** A motion was made by Councilor Vigil Coppler, seconded by Councilor Ives, to approve the minutes as amended.

**VOTE** The motion passed unanimously by voice vote.

**CONSENT CALENDAR**

**6. UPDATE OF CAPITAL IMPROVEMENTS PROJECTS**

Councilor Ives said he is looking at the spreadsheet and toward the bottom regarding the \$4 million gallon tank at BDD we had two items that indicated "completed in the winter of 2018" and now they indicate quarter one wrap up. When do you anticipate those to be complete.

Mr. Jones answered within the next three months. With the Water Reuse Implementation Plan we are in the final steps with the Bureau of Reclamation and anticipate getting a response anywhere within the next few weeks or months.



Councilor Ives said in looking at the second item from the bottom it identifies 2019 completion and zero percent complete. He is not sure how to read that.

Mr. Jones explained that the \$1 million is the belt press. It was managed as a separate project, but was part of the digester project. That whole project is scheduled to be completed in 2019. On the sewer rehab project staff is still evaluating what lines need to be replaced before we seek a bid. It should be out to bid within the next three months.

Councilor Ives said you have thirteen or more projects scheduled for completion in June of 2019. That seems great if it can all be done. Do we really anticipate that.

Mr. Jones said that is the end of fiscal year and that was the target. As the date moves up or down we will indicate that in the report.

**MOTION** A motion was made by Councilor Ives, seconded by Councilor Villarreal, to approve the update report.

**VOTE** The motion passed unanimously by voice vote.

**7. UPDATE ON CURRENT WATER SUPPLY STATUS AND DROUGHT,  
MONSOON AND STORAGE  
Nick Schiavo, Alex Puglisi**

Councilor Vigil Coppler referred to the report under the Water Environment Update where there is a discussion about potential contaminates. It speaks to the property owner. Is that a private property owner or the State.

Mr. Puglisi answered it is a private land owner.

Councilor Vigil Coppler said it speaks to potentially effecting the Midtown Campus property. How serious is this and does the City have the responsibility for the cost on this.

Mr. Puglisi explained that apparently sometime in the past there was a dry cleaning operation there. They disposed of a dry cleaning solvent in a manner that caused soil contamination. The owner entered into the State's Voluntary Remediation Program and went in to clean the soil contamination and put in ground water wells as required. We detected the solvent in the wells he put in. We don't know the extent of the contamination. We are now dealing with the State asking them to require him to put in additional wells so we can determine the extent of the contamination. They said at our last meeting that the Environment Department will require him to put in some testing wells at the site and on the campus. We have priced out a preliminary plan if we have to take care of the wells and if something does not happen with the State. We do know

there is a problem, but do not know the extent. We get quarterly reports. The shallow contamination does seem to be receding due to the owners efforts. The plume seems to be contracting which is a good sign for the nearby campus.

Councilor Vigil Coppler asked will you keep us informed on how that is going.

Mr. Puglisi said yes. It is our intent to keep you fully informed on this contamination. St. Michaels is also nearby. The ground water contamination should not go that way, but we have found some actions that may have caused some contamination at St. Michaels. We got one result that showed a contaminate identified as unknown that was below the lab level, but we got three samples with no contamination. We will continue to sample that well.

Councilor Romero-Wirth said on this point, she has spoken to the Mayor and Mr. Jones about doing a letter from the Mayor drafted to the incoming Secretary of Environment to underscore our concern and make sure this is raised to the top of that Secretary's awareness. The new Secretary has not been named yet. She agrees this is something we need to keep an eye on and that the incoming administration needs to pay attention to.

Councilor Ives said on this item you indicate the Voluntary Remediation Program has been entered into, but without any admission as to liability or responsibility for the pollution.

Mr. Puglisi answered when someone enters into that program they admit liability. They are trying to get a "no further action needed" on the site without other enforcement. They have to clean up to standards, but they will not be enforced on. He is working with Sean Moody on the campus and we are going to ask for further investigation and remediation on any contamination that may infringe into our property.

Councilor Ives asked will this cause any issues with the redevelopment of that property or the campus at this time.

Mr. Puglisi answered the soil vapor monitoring wells will not cause any problem. The ones we proposed and looked into would be drilled underneath the nearby buildings. We would do sub slab boring. The other one is passive at the surface. It would be a small monitoring well close to the surface. Any deep monitoring well should not have an effect either. We would put them away from the property and on the right of way where possible.

Councilor Ives asked on December 10<sup>th</sup> the chart in the packet shows we had 2,100 to 2,200 acre feet in our reservoirs. He presume it has increased. Where do we want our reservoir levels to be once the spring run off comes and how are we going to get there.

Mr. Schiavo said the volume has gone down a bit because we are using it. We are at 109% of the total based on what is laying on the ground around it. With respect to where we want to be, it is his intention to increase production at Canyon Road. We have turned on a couple of wells so that we don't have an issue with freezing. It is difficult to predict how much more snow we will get and how much will be lost to evaporation. If we can come in with 70% to 80% of capacity, that is pretty much perfect. Until we are through the winter it is hard to say. Also how much we can produce and how much goes to the Living River are factors.

Councilor Ives said the report says there is a 90% estimated chance of an El Nino happening. It did not speak to the intensity of the effect. Is there another way of looking at that to help us understand if there will be significantly more snow.

Mr. Schiavo said he is talking a lot with Alan Hook who follows the weather reports carefully. He seems to be right. It seems we will have a very good winter here locally. The question is how good it will be in the San Juans.

Councilor Ives said the paragraph in the report that deals with reservoirs declining rapidly and that discusses algae, did that paragraph escape updating.

Mr. Schiavo said Rick Carpenter does that piece so he cannot responds to that, but you are right, there is not much algae growing at this point.

Councilor Ives asked in reference to Article 7 in the 1,061 acre feet of storage, if we have 2,200 plus how do we deal with that.

Mr. Martinez said there are two different pools of water. San Juan project water and the pre-compact pool which is subject to Article 7. If we store more we have to exchange it somehow for San Juan project water or accrued water.

**MOTION** A motion was made by Councilor Vigil Coppler, seconded by Councilor Ives, to approve the update report.

**VOTE** The motion passed unanimously by voice vote.

## **8. WASTEWATER MANAGEMENT DIVISION MONTHLY UPDATE**

Councilor Ives stated that in reading this update the consistency across the years was well received. In a few instances he is trying to make sure he is reading this correctly. The effluent oxygen demand had a significant uptik between 2017 and 2018. He is curious as to why that is happening.

Mr. Jones said what the table is showing is the effect of a study we did regarding

what could be done to remove nutrients. We have seen an increase in the suspended solids. Ultimately it is finding a balance in nutrient removal and the impact of the process. That is what these tables are reflecting.

Councilor Ives said on treated effluent reuse, it has gone down from 2016 to 2018. Presumably our treated effluent is continuing to be reused significantly. He is curious why the reuse figure dropped over 50% in that time.

Mr. Jones said when you look at treated reuse it is a result of participation and in 2018 one of our main users, MRC, did have some pump issues. They are doing a modification of their pumps. That had an impact on this.

**MOTION** A motion was made by Councilor Ives, seconded by Councilor Vigil Coppler, to approve the update report.

**VOTE** The motion passed unanimously by voice vote.

- 9. REQUEST FOR APPROVAL OF BID AWARD OF RFP '19/02/P TO RUBICON GLOBAL FOR THE REFUSE AND RECYCLING COLLECTION ROUTE AND SERVICE MANAGEMENT SYSTEM FOR THE AMOUNT OF \$569,233.00 EXCLUSIVE OF NMGRT.**

Approved on consent.

- 10. REQUEST FOR APPROVAL OF AMENDMENT NO. 3 FOR A TIME EXTENSION AND AMENDMENT OF TERMS TO THE ORIGINAL INFORMATION TECHNOLOGY CONTRACT NUMBER 13-1137 WITH N. HARRIS COMPUTER CORPORATION/ADVANCED UTILITY SYSTEMS FOR IMPLEMENTATION OF THE CIS INFINITY CUSTOMER INFORMATION AND BILLING SYSTEM.**

Councilor Ives stated with this agreement we have had some challenges with having delivery of a working new billing system. His question is did these contract provisions ensure that our obligations to pay will only really occur if the working deliverable system is given to the City.

Mr. Martinez said that is our goal and part of the responsibility to make sure that happens is on the City and partially on the Project Manager to help the City oversee this contract to ensure the vendor is doing what they are obligated to do before we pay them.

Councilor Ives said that was his concern. He will just urge that we make sure we get really tight on this contract. It has been over a number of years and additional dollars to get the billing system we were promised.

Councilor Romero-Wirth noted that it was brought to her attention that there is an error in the summary of contract agreements and amendments under number 3. It appears the amount is incorrect.

Councilor Ives said there are three extra zeros. That needs to be amended.

**MOTION** A motion was made by Councilor Ives, seconded by Councilor Vigil Coppler, to approve the request as amended.

**VOTE** The motion passed unanimously by voice vote.

**11. THIS ITEM WAS, IN ERROR, THE CONTINUATION OF ITEM 10.**

No action necessary.

**12. REQUEST FOR APPROVAL OF AMENDMENT NO. 3 TO THE ORIGINAL PSA NO. 15-0857 WITH MECHANICAL & ELECTRICAL ENGINEERING, INC. FOR A CONGENERATION INTERCONNECT STUDY FOR THE WASTEWATER TREATMENT PLANT FOR THE AMOUNT OF \$10,530.00 EXCLUSIVE OF NMGR.**

Approved on consent.

**13. REQUEST FOR APPROVAL OF AMENDMENT NO. 2 TO THE ORIGINAL PSA 15-0858 WITH WUNDERLICH MALEC ENGINEERING FOR SCADA ENGINEERING AT WASTEWATER TREATMENT FOR THE AMOUNT OF \$10,000.00 EXCLUSIVE OF NMGR.**

Approved on consent.

**14. REQUEST FOR APPROVAL OF AMENDMENT NO. 3 TO THE PSA 17-0744 WITH MOLZEN-CORBIN & ASSOCIATES FOR THE BUCKMAN PIPELINE EROSION AND DRAINAGE CONTROL PROJECT FOR THE AMOUNT OF \$32,462.66 INCLUSIVE OF NMGR.**

Approved on consent.

**15. REQUEST FOR APPROVAL OF AWARD OF BID '19/13/P TO FCS GROUP TO PROVIDE ENGINEERING SERVICES FOR A CAPITAL ASSET MANAGEMENT PLAN - CIP# 3055 FOR THE AMOUNT OF \$299,286.75 INCLUSIVE OF NMGR.**

**A. BUDGET AMENDMENT RESOLUTION (BAR) FOR \$299,287.**

Approved on consent.

**16. REQUEST FOR APPROVAL OF AWARD OF BID '19/10/9 TO CAROLLO ENGINEERS FOR CANYON ROAD WATER TREATMENT COMPREHENSIVE PERFORMANCE EVALUATION AND FACILITY OPTIMIZATION EVALUATION PROJECT FOR THE AMOUNT OF \$517,522.67 INCLUSIVE OF NMGRT.  
Kristin Johansen**

**A. BUDGET AMENDMENT RESOLUTION (BAR) FOR \$558,829.**

Councilor Villarreal asked is it unique to have a contract for a company that provides the evaluation and assessment and after they complete that process that they would be the entity to be the project management piece for those improvements. She is concerned that they might have ideas above our budget and they are the contractor.

Ms. Johansen answered it is unique to implement a contract in that way. The purpose for this project is that we have critical infrastructure for the plant that has reached the end of its useful life. We wanted to be able to go directly into construction to preserve the operation of the plant. After the first three items on the list it is up to the City to decide if the ideas presented are what we need and are within our budget. If they are not within our budget or do not suite the City needs we can break off the contract at that point. The City is involved in each phase of this project. Due to that she thinks we will be given a project that suits our needs. The project is critical to the provision of water.

Councilor Villarreal stated that she is concerned about the budget and that will propose additional changes outside our budget. We have to make sure we don't have to see amendments happening. We need to get what we need and make sure that they supplement additional information to us so we can make our budget work and we do not have to come back with amendments.

Ms. Johansen said this is basically a master plan. Each improvement recommendation will be listed from highest to lowest priority. They will know a range of our budget that we can begin implementing projects within. We can select what the priority projects are and keep within our means.

**MOTION** A motion was made by Councilor Villarreal, seconded by Councilor Vigil Coppler, to approve the request.

Chair Rivera said the BAR is for more than the contract amount.

Ms. Johansen said it is \$41,000 more than the contract amount. That is from a previous project for fiber optic operations. The line item was in the negative when we

started. That is to account for that. She does not know beyond that.

Mr. Jones said he thinks she is right. We will check that and provide clarification for you.

**VOTE** The motion passed unanimously by voice vote.

**17. REQUEST FOR APPROVAL OF RESOLUTION NO. 2019 - \_\_\_\_\_. A RESOLUTION ESTABLISHING THE FORWARD LOOK ON WATER TASK FORCE TO EVALUATE THE CURRENT WATER RATE STRUCTURE TO ENSURE THE RATE STRUCTURE SUPPORTS CAPITAL AND OPERATIONAL COSTS OF THE WATER UTILITY AND THAT THOSE COSTS ARE DISTRIBUTED BETWEEN RATE CLASSIFICATIONS THAT ALIGN WITH THE OVERALL VISION AND MISSION OF THE UTILITY AND THE CITY OF SANTA FE.**

Councilor Romero-Wirth asked when was the 2019 Resolution introduced.

Mr. Jones answered the Mayor introduced it in the last meeting of December of the City Council.

Councilor Romero-Wirth asked wouldn't it be a Resolution for 2018.

Mr. Jones answered the Resolution number gets assigned when it is approved.

Councilor Romero-Wirth said she is curious when we do these kinds of studies on our rate structure, since we are a leader in how we use water, do we look outside at other communities and places when we are evaluating on structure and how things are done. Is this completely internal or do we look externally.

Mr. Jones said usually it is facilitated through our Financial Advisor for the discussion. The Resolution brings together a task force to look at our current rate structure. Other towns are looked at.

Councilor Romero-Wirth asked are we advertising for the positions on the task force.

Mr. Jones said we have not, but this is the Mayor's task force so he would know how the structure of the task force will be formed.

Councilor Romero-Wirth said the Resolution says the work is supposed to be completed by end of year.

Mr. Jones said yes.

Councilor Romero-Wirth asked so this is in the Mayor's camp.

Mr. Jones said yes. As far as appointees to the task force, we hope to have the task force formed soon and complete this within the fiscal year.

Councilor Romero-Wirth asked so by the end of June.

Mr. Jones answered yes. If the work is not complete we will have to amend that.

Councilor Romero-Wirth said the Resolution says 2019 and we don't even have the task force yet.

Mr. Jones said we are anticipating three months to get to the workshop right now. It depends on what the Governing Body wants as a vision and if there are changes or recommendations. If the task force is assembled within the next few months he still believes we can do this by the end of June.

Councilor Ives stated that in the packet information it refers to a Cost of Service Study, can he get a copy of that.

Mr. Jones said he can pull some information out of the study for you. There was not a report completed, but we have findings. It was not a report it was a task. He will send out the findings.

Councilor Vigil Coppler said regarding Councilor Romero-Wirth's discussion, the Resolution says the members terms expire December 31<sup>st</sup>. Maybe change that to June 30<sup>th</sup> if you want to stay withing the fiscal year so they don't drag it out.

Councilor Romero-Wirth said you don't want their terms to expire if they have not finished their work. They will look to the Resolution and if they think they have a year they will take the year to do the work properly. It is an interesting way of setting expectations. She worries about what we are asking them to do and if they have enough time to do it properly.

**MOTION** A motion was made by Councilor Romero-Wirth, seconded by Councilor Ives, to approve the request.

Councilor Ives asked to be a co-sponsor.

**VOTE** The motion passed unanimously by voice vote.



**18. MATTERS FROM THE PUBLIC**

None.

**19. MATTERS FROM THE CITY ATTORNEY**

None.

**20. MATTERS FROM STAFF**

None.

**21. MATTERS FROM THE COMMITTEE**

Councilor Ives said on item 9 he wanted to express his support for that. It is a smart way to gather information on our fleet of vehicles and how we provide the service. It tracks it better and we can extract efficiency from that process and do the best job we can. It is very nice that it is moving forward.


**22. NEXT MEETING  
WEDNESDAY, FEBRUARY 6, 2019**

Chair Rivera thanked everyone for coming out in this weather and cold.

**23. ADJOURN**

There being no further business before the Committee the meeting adjourned at 6:10 pm.

  
\_\_\_\_\_  
Councilor Christopher Rivera, Chair

  
\_\_\_\_\_  
Elizabeth Martin, Stenographer



## COST PROPOSAL

**BASE PRICING** Pricing for a four-year contract totals **\$591,793.00**. Our cost proposal is priced to include 61 total solid and non-solid waste vehicles within the Department of Environmental Services. Breakdown of vehicles:

- 29 Solid Waste Vehicles (Phones + Pods)
- 18 Solid Waste Vehicles (Pods only)
- 10 Non-Solid Waste Vehicles (Phones + Pods)
- 4 Non-Solid Waste Vehicles (Pods only)

Below is a table of pricing by year with applicable discounts. The City reserves the right to extend the contract on an annual basis by mutual agreement with Rubicon following the expiration of the original contract term.

	REGULAR COST	DISCOUNT	SANTA FE PRICE
INSTALLATION + Y1	\$213,231.72	(\$25,862.72)	\$187,369.00
Y2	\$157,554.93	(\$22,746.93)	\$134,808.00
Y3	\$157,554.93	(\$22,746.93)	\$134,808.00
Y4	\$157,554.93	(\$22,746.93)	\$134,808.00
TOTAL 4-YEAR TERM	\$685,896.50	(\$94,103.50)	\$591,793.00

### PRICING FOR VEHICLE ADDITIONS: Phones + Pods

PER VEHICLE	SOLID WASTE
Implementation	\$1,117
Recurring	\$233

NON-SOLID WASTE
\$1,117
\$150

*Exhibit "1"*



**RUBICON**

**PRICING FOR VEHICLE ADDITIONS: Pods only**

PER VEHICLE	SOLID WASTE
Implementation	\$409
Recurring	\$77

NON SOLID WASTE
\$409
\$30

**PRICING FOR ADDITIONAL EQUIPMENT REPLACEMENTS**

PHONES	PODS
\$750 per unit	\$275 per unit

Integration projects extending beyond standard integration project length and scope will be charged an hourly rate of \$120/hour. Further details relating to the City's integration needs are required before exact integration costs can be determined. Rubicon will work with the City of Santa Fe to determine integration needs and complexity, timeline aligned with scheduled upgrades, and ensure all systems have the ability to interface with future systems, or have equivalent capabilities to share information between systems.