

City of Santa Fe, NM
Regular Committee
Monday, February 18, 2019
5:00 PM – Finance Committee
Council Chambers

AGENDA

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF AGENDA

4. APPROVAL OF CONSENT AGENDA

5. APPROVAL OF MINUTES

- a) Regular Finance Committee Minutes - January 22, 2019
Item 5a.pdf
- b) Special Finance Committee Minutes - January 29, 2019
Item 5b.pdf

6. PRESENTATIONS

- a) Employee of the Month - Melanie Lovato
Item 6a.jpg
- b) Partner of the Quarter - Stuart Stephenson
Item 6b.jpg
- c) FY18 Comprehensive Annual Financial Report CAFR; Clifton, Larson, Allen. (Debra Harris-Garmendia, Controller, daharrisgarmendia@santafenm.gov, 955-6530) (Andrea Gamez, Director, CliftonLarsonAllen)
Item 6c.pdf

7. CONSENT AGENDA

- a) Request for Approval of Award of Bid '19/07/B in the amount of \$189,765.63, inclusive of NMGRT for FY 2018/2019 Emergency Repair & Operations and Maintenance Project – CIP# 956; Alpha Southwest. (Bill Huey, Engineer, bchuey@santafenm.gov, 955-4273)
Item a.pdf
- b) Request for Approval of Award of Bid '19/11/P in the amount of \$1,312,533, inclusive of NMGRT for Engineering Design and Consulting Services of the Buckman Booster Station BS-3 & BS-4 Rehabilitation Project – CIP# 3041; AECOM Technical Services. (Robert Jorgensen, Engineer, rnjorgensen@santafenm.gov, 955-4265)
 - 1) Request for Approval of Budget Adjustment Resolution
Item b.pdf
- c) Request for Approval of Award of Bid '19/08B in the Amount of \$250,000, inclusive of NMGRT for the FY 2018/2019 PRV Replacement Project – CIP # 3053A ; A.A.C. Construction, LLC. (Bill Huey, Engineer, bchuey@santafenm.gov, 955-4273)
 - 1) Request for Approval of Budget Adjustment Resolution.
Item c.pdf

RECEIVED AT THE CITY CLERK'S OFFICE

DATE: February 15, 2019

TIME: 2:21 PM

d) Request for Approval of Amendment No. 2 to Professional Services Agreement in the Amount of \$65,825 Exclusive of NMGR for Water Resources Professional Services; John Shoemaker & Associates, Inc. (Bill Schneider, Water Resources Coordinator, whschneider@santafenm.gov, 955-4203)

[Item d.pdf](#)

e) Request for Approval of Amendment No. 2 to Professional Services Agreement in the Amount of \$148,234 inclusive of NMGR, for the Reuse Pipeline; Engineers, Inc. (Bill Schneider, Water Resources Coordinator, whschneider@santafenm.gov, 955-4203)

1) Request for Approval of Budget Amendment Resolution

[Item e.pdf](#)

f) Request for Approval of a Budget Amendment Resolution for Lines, Extensions & Mains in the Amount of \$2,196,635 (Shannon Jones, Public Utilities Department Director, swjones@santafenm.gov, 955-4267)

[Item f.pdf](#)

g) Request for Approval of a Professional Services Agreement in the Amount of \$27,623.55 Inclusive of NMGR, for Engineering Services for the Master Meter Design and Engineering Construction Services Project; Bohannon Huston, Inc. (Kristin Johansen, Engineer, kgjohansen@santafenm.gov, 955-4279)

[Item g.pdf](#)

h) Request for Approval of the Procurement of Six Collection Vehicles Using the Cooperative Educational Services in the Total Amount of \$2,144,233; Bruckner's Truck Sale. (Lawrence Garcia, ESD Project Administrator, lmgarcia@santafenm.gov, 955-2241)

[Item h.pdf](#)

i) Request for Approval of the Procurement of City-Wide Maintenance, Repairs and Operational Supplies Under the National IPA Agreement # 141003 in the Total Amount of \$60,000; Grainger. (Lawrence Garcia, ESD Project Administrator, lmgarcia@santafenm.gov, 955-2241)

[Item i.pdf](#)

j) Request for Approval of Amendment No. 1 to the Original Contract No. 17-1335 in the Amount of \$1,119,813.12, Increasing the Original Contract Sum to \$4,860,000 (paid in 96 installments) for the Compressed Natural Gas (CNG) Fueling Facility Design, Build, Operation and Maintenance (RFP# '18/01/P); Clean Energy. (Keith Wilson, Transit Division Director, kpwilson@santafenm.gov, 955-2223 and Shirlene Sitton, Environmental Services Division Director, sesitton@santafenm.gov, 955-2209)

[Item j.pdf](#)

k) Request for Approval of Procurement of Two Program Vehicles Using State Price Agreement #70-000-16-00002 in the Total Amount of \$77,348 for the Division of Senior Services; Vendors: Don Chalmers Ford and Melloy Chevrolet at Los Lunas. (Gino Rinaldi, earinaldi@santafenm.gov, (505) 955-4710)

[Item k.pdf](#)

l) Request for the Approval of Professional Services Agreement in the Total Amount of \$247,193 for Annual Maintenance and Support for the Managed Print Program, for City-wide MFPs and Copiers; Document Solutions Inc. (David A. Kulb, Financial Analyst ITT, dakulb@santafenm.gov 955-5569)

[Item l.pdf](#)

m) Request for Approval of the Annual Renewal Subscription for One Year and a Four Day Workshop in the Amount of \$39,908.45, bringing the Total Amount for Both FY17-18 and FY18-19 One Year Contracts to \$79,816.90; Info-Tech Research Group. (David A. Kulb, Financial Analyst ITT, dakulb@santafenm.gov, 955-5569)

[Item m.pdf](#)

n) Request for Approval of Master Services Agreement, Subscription Costs and the Associated Compensation in the Amount of \$60,223.20 (3 year) for the Implementation of a SaaS Solution and Software Upgrade for the

Selectron IVR Integrated Voice and Recognition Service used by the Land Use and Community Development Building Permits, Code Enforcement and Inspection Divisions; Selectron Technologies Inc. (Joshua Elicio, ITT Director, juelicio@santafenm.gov, 955-5576)

[Item n.pdf](#)

o) Request for Approval of CIP Project #646A, In the Amount of \$5,024,345, Inclusive of NMGR, for Energy Conservation Measures and Associated Work Scope, the ESCO Scope of Services to Ameresco, Inc., together with the ESCO Contract for Improvements to the GCCC and Salvador Perez Recreation Buildings, Siler Buildings "C" and the Southside Library (Jason Kluck, PW Projects Administrator, jmkluck@santafenm.gov, 955-5937)

[Item o.pdf](#)

p) Request for Approval of Amendment No. 1 to the On-Call Professional Services Agreement Increasing the not to Exceed Compensation Total from \$100,000 TO \$200,000 for Commissioning Engineering Services Associated with CIP PROJECT #646A -Amersco ECM Project Engineered Environments, LLC. (Jason Kluck, PW Projects Administrator, jmkluck@santafenm.gov, 955-5937)

[Item p.pdf](#)

q) Request for Approval of Contract Services Using NM State Price Agreement #50-000-15-00072 in the Amount of \$413,664, Inclusive of NMGR, for Dining Room Addition Construction Services at the City of Santa Fe's Mary Ester Gonzales Center; FacilityBuild, Inc. (Curt E. Temple, Public Works Projects Administrator, cetemple@santafenm.gov, 955-5935)

[Item q.pdf](#)

r) Request for Approval of Professional Services Agreement in the Total Amount of \$77,100 for Purchase and Installation of a Replacement Diesel Backup Generator; TRACS Power Generation LLC. (Mark Baca, Airport Manager, mbaca@santafenm.gov, 955-2901)

[Item r.pdf](#)

s) Request for Approval of Amendment No. 1 to Memorandum of Understanding in the Total Annual Amount of \$11,700 with the County of Santa Fe Wherein the County Wants to Lease Five Additional Parking Spaces from the City of Santa Fe. (Noel Correia, Parking Division Director, npcorreia@santafenm.gov, 955-6611)

[Item s.pdf](#)

t) Request for Approval of Professional Services Agreement in the Total Amount of \$225,000 for an Advertising Campaign; Loka Creative. (Randy Randall, TSF Director, rrandall@santafenm.gov, 955-6209)

[Item t.pdf](#)

u) Request for Approval of the Recommendation of Award of RFP '18/45/P and Professional Services Agreement in the Amount of \$248,274.11 Exclusive of NMGR, for Phase A and B Services; Louis Berger

1) Request for Approval of Budget Amendment Resolution in the Amount of \$275,000 to Allocate Approved CIAC Impact Fees for Alternative Analysis of Arroyo de Los Chamisos Crossing CIP #876B. (John Romero, Traffic Engineering Division Director, jjromero1@santafenm.gov, 955-6538)

[Item u.pdf](#)

v) Request for Approval of Change Order No. 11 CN 2100390/CIP 859A-Acequia Trail Underpass in the Amount of \$98,621.91 Including NMGR for Compensation for Final Quantity Overrun / Underrun Adjustments; Vital Consulting Group, Inc. (Leroy Pacheco, Engineer Supervisor, lnpacheco@santafenm.gov, 955-6853)

1) Request for Approval of Budget Amendment Resolution

[Item v.pdf](#)

[BAR.pdf](#)

w) Request for Approval of Amendment No. 1 to Professional Services Agreement in the Amount of \$1,119,813.12, Increasing the Original Contract Sum to \$4,860,000 for the Compressed Natural Gas Fueling Facility

Design, Build, Operation and Maintenance (RFP #18/01/P); Clean Energy. (Kieth Wilson, Transit Division Director, kpwilson@santafenm.gov, 955-2223) (Shirlene Sittton, Environmental Services Division Director, sesittton@santafenm.gov, 955-2209)

[Item w.pdf](#)

x) Request for Approval of an Ordinance Amending Section 24-2.6 SFCC 1987 to Extend the Truck and Other Large Vehicles Traffic Restriction on Camino Carlos Rey from Cerrillos Road to Zia Road. (Councilors Vigil Coppler and Harris) (John Romero, Traffic Engineering Division Director, jjjromero1@santafenm.gov, 955-6638)

Fiscal Impact: \$100

Committee Review:

Public Works Committee 2/11/19
City Council (Request to Publish) 2/27/19 (scheduled)
City Council (Public Hearing) 3/27/19 (scheduled)

[Item x.pdf](#)

y) Request for Approval of a Resolution in Support of the Rio Grande Trail Master Plan. (Councilor Villarreal) (John Munoz, Parks and Recreation Department Director, jpmunoz@santafenm.gov, 955-2142)

Fiscal Impact: None

Committee Review:

Public Works Committee 1/28/19 (approved)
City Council 2/27/19 (scheduled)

[Item y.pdf](#)

z) Request for Approval of Memorandum of Understanding (MOU) between Santa Fe County and the City of Santa Fe in the Amount of: \$500,000 for the Purpose of MRC Soccer Valley Improvements for Fiscal year 2018/2019 through Fiscal year 2021/2022; (Jennifer Romero, MRC Manager, jcromero@santafenm.gov, 955-4465)

[Item z.pdf](#)

MATTERS FROM STAFF

MATTERS FROM THE COMMITTEE

ADJOURN

**SUMMARY OF ACTION
FINANCE COMMITTEE
CITY HALL, COUNCIL CHAMBERS
MONDAY, FEBRUARY 18, 2019, 5:00 PM**

<u>ITEM</u>	<u>ACTION</u>	<u>PAGE</u>
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APPROVAL OF CONSENT AGENDA	APPROVED/AMENDED	1-2
<u>APPROVAL OF MINUTES</u>		
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JANUARY 29, 2019	APPROVED	2
<u>PRESENTATIONS</u>		
EMPLOYEE OF THE MONTH MELANIE LOVATO	PRESENTATION	2
PARTNER OF THE QUARTER STUART STEPHENSON	PRESENTATION	2
FY18 COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR)	INFORMATION/DISCUSSION	2-7
<u>CONSENT AGENDA</u>		
REQUEST FOR APPROVAL OF AWARD	APPROVED ON CONSENT	7

**OF BID '19/07/B IN THE AMOUNT OF
\$189,765.63, INCLUSIVE OF NMGR
FOR FY 2018/2019 EMERGENCY REPAIR,
OPERATIONS AND MAINTENANCE
PROJECT - CIP #956; ALPHA SOUTHWEST.**

REQUEST FOR APPROVAL OF AWARD OF BID '19/11/P IN THE AMOUNT OF \$1,312,533.00, INCLUSIVE OF NMGR FOR ENGINEERING DESIGN AND CONSULTING SERVICES OF THE BUCKMAN BOOSTER STATION BS-3 AND BS-4 REHABILITATION PROJECT - CIP #3041.	APPROVED	7-9
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REQUEST FOR APPROVAL OF AWARD OF BID '19/08/B IN THE AMOUNT OF \$1,312,533, INCLUSIVE OF NMGR FOR THE FY 2018/2019 PRV REPLACEMENT PROJECT - CIP #30521; A.A.C CONSTRUCTION, LLC.	APPROVED ON CONSENT	9
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REQUEST FOR APPROVAL OF AMENDMENT NO. 2 TO PROFESSIONAL SERVICES AGREEMENT IN THE AMOUNT OF \$65,825 EXCLUSIVE OF NMGR FOR WATER RESOURCES PROFESSIONAL SERVICES; JOHN SHOEMAKER & ASSOCIATES, INC.	APPROVED	9
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REQUEST FOR APPROVAL OF AMENDMENT NO. 2 TO PROFESSIONAL SERVICES AGREEMENT IN THE AMOUNT OF \$148,234 INCLUSIVE OF NMGR, FOR THE REUSE PIPELINE; ENGINEERS, INC.	APPROVED	9-14
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REQUEST FOR APPROVAL OF A BUDGET AMENDMENT RESOLUTION FOR LINES, EXTENSIONS & MAINS IN THE AMOUNT OF \$2,196,635.	APPROVED ON CONSENT	14
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REQUEST FOR APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT IN THE AMOUNT OF \$27,623.55 INCLUSIVE OF NMGR, FOR ENGINEERING SERVICES FOR THE MASTER METER DESIGN AND ENGINEERING CONSTRUCTION SERVICES PROJECT; BOHANNAN HUSTON, INC.	APPROVED ON CONSENT	14
REQUEST FOR APPROVAL OF THE PROCUREMENT OF SIX COLLECTION VEHICLES USING THE COOPERATIVE EDUCATIONAL SERVICES IN THE TOTAL AMOUNT OF \$2,144,233; BRUCKNER'S TRUCK SALE.	APPROVED	14
REQUEST FOR APPROVAL OF THE PROCUREMENT OF CITY-WIDE MAINTENANCE, REPAIRS AND OPERATIONAL SUPPLIES UNDER THE NATIONAL IPA AGREEMENT # 141003 IN THE TOTAL AMOUNT OF \$60,000; GRAINGER.	APPROVED ON CONSENT	14
REQUEST FOR APPROVAL OF AMENDMENT NO 1 TO THE ORIGINAL CONTRACT NO. 17-1335 IN THE AMOUNT OF \$1,119,813.12, INCREASING THE ORIGINAL CONTRACT SUM TO \$4,860,000 (PAID IN 96 INSTALLMENTS) FOR THE COMPRESSED NATURAL GAS (CNG) FUELING FACILITY DESIGN, BUILD, OPERATION AND MAINTENANCE (RFP# '18/01/P); CLEAN ENERGY.	APPROVED	14-16
REQUEST FOR APPROVAL OF PROCUREMENT OF TWO PROGRAM VEHICLES USING STATE PRICE AGREEMENT #70-000-16-00002 IN THE TOTAL AMOUNT OF \$77,348 FOR THE	APPROVED ON CONSENT	16-17

**DIVISION OF SENIOR SERVICES;
VENDORS: DON CHALMERS FORD
AND MELLOW CHEVROLET AT
LOS LUNAS.**

REQUEST FOR THE APPROVAL OF PROFESSIONAL SERVICES AGREEMENT IN THE TOTAL AMOUNT OF \$247,193 FOR THE ANNUAL MAINTENANCE AND SUPPORT FOR THE MANAGED PRINT PROGRAM, FOR CITY0WIDE MFPS AND COPIERS; DOCUMENT SOLUTIONS INC.	APPROVED ON CONSENT	17
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REQUEST FOR APPROVAL OF THE ANNUAL RENEWAL SUBSCRIPTION FOR ONE YEAR AND A FOUR DAY WORKSHOP IN THE AMOUNT OF \$39,908.45, BRINGING THE TOTAL AMOUNT FOR BOTH FY 17-18 AND FY 18-19 ONE YEAR CONTRACTS TO \$79,816.90; INFO-TECH RESEARCH GROUP.	APPROVED ON CONSENT	17
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REQUEST FOR APPROVAL OF MASTER SERVICES AGREEMENT, SUBSCRIPTION COSTS AND THE ASSOCIATED COMPENSATION IN THE AMOUNT OF \$60,223.20 (3 YEAR) FOR THE IMPLEMENTATION OF A SAAS SOLUTION AND SOFTWARE UPGRADE FOR THE SELECTRON IVR INTEGRATED VOICE AND RECOGNITION SERVICE USED BY THE LAND USE AND COMMUNITY DEVELOPMENT BUILDING PERMITS, CODE ENFORCEMENT AND INSPECTION DIVISIONS; SELECTRON TECHNOLOGIES INC.	APPROVED ON CONSENT	17
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REQUEST FOR APPROVAL OF CIP PROJECT #646A, IN THE AMOUNT OF \$5,024,345, INCLUSIVE OF NMGR, FOR	APPROVED	17-20
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**ENERGY CONSERVATION MEASURES
AND ASSOCIATED WORK SCOPE, THE
ESCO SCOPE OF SERVICES TO
AMERESCO, INC., TOGETHER WITH THE
ESCO CONTRACT FOR IMPLEMENTATION
TO THE GCCC AND SALVADOR PEREZ
RECREATION BUILDINGS, SILER
BUILDINGS "C" AND THE SOUTHSIDE
LIBRARY.**

REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO THE ON-CALL PROFESSIONAL SERVICES AGREEMENT INCREASING THE NOT TO EXCEED COMPENSATION TOTAL FROM \$100,000 TO \$200,000 FOR COMMISSIONING ENGINEERING SERVICES ASSOCIATED WITH CIP PROJECT #646A - AMERESCO ECM PROJECT ENGINEERED ENVIRONMENTS, LLC.	APPROVED ON CONSENT	20
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REQUEST FOR APPROVAL OF CONTRACT SERVICES USING NM STATE PRICE AGREEMENT #50-000-15-00072 IN THE AMOUNT OF \$413,664, INCLUSIVE OF NMGR, FOR DINING ROOM ADDITION CONSTRUCTION SERVICES AT THE CITY OF SANTA FE'S MARY ESTER GONZALES CENTER; FACILITYBUILD, INC.	APPROVED ON CONSENT	20
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REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT IN THE TOTAL AMOUNT OF \$77,100 FOR PURCHASE AND INSTALLATION OF A REPLACEMENT DIESEL BACKUP GENERATOR; TRACS POWER GENERATION, LLC.	APPROVED ON CONSENT	20-21
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REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO MEMORANDUM OF UNDERSTANDING IN THE TOTAL ANNUAL AMOUNT OF \$11,700 WITH THE	APPROVED ON CONSENT	21
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COUNTY OF SANTA FE WHEREIN
THE COUNTY WANTS TO LEASE FIVE
ADDITIONAL PARKING SPACES FROM
THE CITY OF SANTA FE.

REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT IN THE TOTAL AMOUNT OF \$225,000 FOR AN ADVERTISING CAMPAIGN; LOKA CREATIVE.	APPROVED ON CONSENT	21
REQUEST FOR APPROVAL OF THE RECOMMENDATION OF AWARD OF RFP '18/45/P AND PROFESSIONAL SERVICES AGREEMENT IN THE AMOUNT OF \$248,274.11 EXCLUSIVE OF NMGR, T, FOR PHASE A AND B SERVICES; LOUIS BERGER.	APPROVED	21-22
REQUEST FOR APPROVAL OF CHANGE ORDER NO. 1 CN 21000390/CIP 859A- ACEQUIA TRAIL UNDERPASS IN THE AMOUNT OF \$98,621.91 INCLUDING NMGR T FOR COMPENSATION FOR FINAL QUANTITY OVERRUN/UNDERRUN ADJUSTMENTS; VITAL CONSULTING GROUP, INC.	APPROVED ON CONSENT	22
REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO PROFESSIONAL SERVICES AGREEMENT IN THE AMOUNT OF \$1,119,813.12, INCREASING THE ORIGINAL CONTRACT SUM TO \$4,860,000 FOR THE COMPRESSED NATURAL GAS FUELING FACILITY DESIGN, BUILD, OPERATION AND MAINTENANCE (RFP #18/01/P); CLEAN ENERGY.	PULLED/DUPLICATE	22-23
REQUEST FOR APPROVAL OF AN ORDINANCE AMENDING SECTION 24-2.6 SFCC 1987 TO EXTEND THE TRUCK AND OTHER LARGE VEHICLES TRAFFIC	APPROVED ON CONSENT	23

**RESTRICTION ON CAMINO CARLOS
REY FROM CERRILLOS ROAD TO
ZIA ROAD**

**REQUEST FOR APPROVAL OF A
RESOLUTION IN SUPPORT OF THE
RIO GRANDE TRAIL MASTER PLAN.**

APPROVED ON CONSENT 23

**REQUEST FOR APPROVAL OF
MEMORANDUM OF UNDERSTANDING
(MOU) BETWEEN SANTA FE COUNTY
AND THE CITY OF SANTA FE IN THE
AMOUNT OF \$500,000 FOR THE
PURPOSE OF MRC SOCCER VALLEY
IMPROVEMENTS FOR FISCAL YEAR
2018/2019 THROUGH FISCAL
YEAR 2021/2022.**

APPROVED ON CONSENT 23

MATTERS FROM STAFF

INFORMATION/DISCUSSION 23

MATTERS FROM THE COMMITTEE

INFORMATION/DISCUSSION 23-24

ADJOURNMENT

ADJOURNED 24

**FINANCE COMMITTEE
CITY HALL, COUNCIL CHAMBERS
MONDAY, FEBRUARY 18, 2019, 5:00 PM**

1. CALL TO ORDER

The special meeting of the Finance Committee was called to order by Councilor Roman Abeyta, Chair, at 5:00 pm on Tuesday, February 18, 2019 at City Hall in the City Council Chambers, Santa Fe, New Mexico.

2. ROLL CALL

MEMBERS PRESENT

Councilor Roman Abeyta, Chair
Councilor Christopher Rivera
Councilor Signe Lindell
Councilor Michael Harris
Councilor Carol Romero-Wirth

MEMBERS ABSENT

OTHERS PRESENT

Mary McCoy, Director, Finance Department
Brad Fluetsch, Finance Department
Christina Keyes, Finance Department
Elizabeth Martin, Stenographer

3. APPROVAL OF AGENDA

Ms. McCoy said under presentations, item C, the name is Andres Gamez. Item J is a duplicate of item W so we will pull item W.

MOTION A motion was made by Councilor Lindell, seconded by Councilor Harris, to approve the agenda as amended.

VOTE The motion passed unanimously by voice vote.

4. APPROVAL OF CONSENT AGENDA

Councilor Harris pulled items B, D, E, H, J, O and U for discussion.

MOTION A motion was made by Councilor Rivera, seconded by Councilor Lindell, to approve the consent agenda as amended.

VOTE The motion passed unanimously by voice vote.

5. APPROVAL OF MINUTES

A. JANUARY 22, 2019

MOTION A motion was made by Councilor Rivera, seconded by Councilor Lindell, to approve the January 22, 2019 minutes as presented.

VOTE The motion passed unanimously by voice vote.

B. JANUARY 29, 2019

MOTION A motion was made by Councilor Lindell, seconded by Councilor Rivera, to approve the January 29, 2019 minutes as presented.

VOTE The motion passed unanimously by voice vote.

6. PRESENTATIONS

A. EMPLOYEE OF THE MONTH - MELANIE LOVATO

Chair Abeyta said it is his honor to present a plaque and recognize Melanie Lovato, the Finance Employee of the Month.

Ms. Lovato came forward and was presented with her plaque.

Chair Abeyta read the statement on the plaque and congratulated Ms. Lovato.

B. PARTNER OF THE QUARTER - STUART STEPHENSON

Chair Abeyta said it is also his honor to recognize Sturt Stephenson, the Partner of the Quarter. Mr. Stephenson is not here, but we congratulate him. He appreciated the Finance Department recognizing employees and our partners throughout the City who help us do our jobs.

**C. FY18 COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR)
Debra Harris-Garmendia, City Controller and Andres Gamez, Clifton,
Larson, Allen**

Ms. McCoy said the presentation on the audit has been handed out.

The presentation is herewith attached to these minutes as Exhibit "1".

Ms. McCoy said the annual audit contains details that allow Santa Fe citizens to assess the financial state of the City and allows us to show that we are living up to transparency and accountability. She would like to acknowledge our new Controller and the City staff who worked hard to get the audit done in a timely manner so we could maintain integrity and accountability. There are three things she would like to highlight.

Ms. McCoy said first there is a significant improvement over 2017. We received an unmodified ranking. Second the audit was done on time. Last year it was late. Third through several measures the staff was able to reduce the number and magnitude of findings. Last year there were fourteen and this year there are ten.

Mr. Gamez reviewed the presentation.

Councilor Harris said congratulations to everyone who worked on this. It is a big hurdle and you did a tremendous job. Thank you to CLA and all the work you did. Which federal program did we have a significant deficiency in.

Ms. Garmendia said the Transit grants. Page 281.

Councilor Harris asked what was the nature of the deficiency.

Mr. Gamez said grants are awarded on an annual basis. The City requested reimbursement of expenditures before the grant was approved. The City does overspend more than the grant that was awarded. It was a timing issue.

Councilor Harris said you mentioned you looked at Transit grants as well as the Airport. There were no issues there.

Mr. Gamez said no. There were no findings over that program.

Councilor Harris said good.

Councilor Romero-Wirth said she was curious about the two material weaknesses.

Ms. Garmendia said those are explained on page 275.

Mr. Gamez said both are repeats from the prior year. The first is about the financial close and recording. Several points are indicated. Adjustments were made after the close of year. The other is in accounts receivable where we identified multiple adjustments that needed to be made.

Councilor Romero-Wirth asked do you anticipate we will have these material weaknesses again next year.

Ms. Garmendia said we are anticipating resolving these with the new close and internal processes we are establishing.

Councilor Romero-Wirth asked how do the McCard report findings interface with this. Are there things we have done to resolve some of those issues.

Ms. McCoy said in demonstrating that we achieved an unmodified ranking we have strengthened the controls and resolved previous weaknesses. We are moving toward a month end close process which was pointed out in the McCard report. We continue to follow up on that with actions. Also the switch over to our new financial report system will address issues pointed out in the McCard report. We are revising our grant procedures and continuing to update our policies and procedures to reflect best practices.

Chair Abeyta asked the ERP, are we scheduled to go on line July 1st.

Ms. McCoy said yes, the beginning of the new fiscal year.

Councilor Rivera said in the recommendations most start off with the City improving strong internal controls and reviews by individual that truly understand the CAFR. Did you meet with people who did not understand it.

Mr. Gamez said we are just trying to make sure people are trained in the CAFR as a whole. There was a big transition in the team. We are looking at the City wanting to be able to do its own CAFR, but training has to be there to complete that.

Councilor Rivera asked who is doing the training.

Ms. McCoy said our new Controller. This is the first time the City has had this position. The Governing Body approved it in the budget process. Our Controller is putting together the book for training and including the tables. We ran a parallel process internally this year and will again next year to continue to gain experience for staff.

Councilor Rivera asked so not just the Controller will understand the process.

Ms. McCoy said that is correct.

Councilor Rivera said reviewing cash operations is in the recommendations. That has come up before. What is the hold up in getting that operation in line.

Ms. Keyes said when it comes to that particular item over the last year we drafted and implemented a new cash handling process for the entire City. That was in the

McCard report. We update that policy annually. There are points that we are refining.

Councilor Rivera said on page 286 there is a recommendation that the City remind employees of the responsibility of the parking garage and collecting all applicable parking revenues.

Ms. Garmendia said the Parking Division is restructuring their staff levels. At certain times of the day they may not have sufficient staff available so the arm is left up. They are going to an electronic parking system that will address that.

Councilor Rivera said he would like to see that process dealt with and not on the CAFR again.

Councilor Harris asked in the section that relates to recommendations and material weaknesses, the escrow payment, was it placed in escrow. The \$195,000.

Mr. Fluetsch said yes and it is still in escrow.

Councilor Harris asked was that part of the Laurette transaction.

Mr. Fluetsch said yes. It has to do with a hazardous waste site on the property. The funds are available to the City once it is cleaned up. The reason why there is a finding and material weakness is the time frame in which the City had a right to it. It has been almost ten years now. Now that the time frame has past if the State goes in and cleans it up they get the money so it should not be a receivable on our books, but we still carry it as a receivable.

Councilor Harris said it needs to go to the Midtown steering committee to look into. It is good to know the money is still there.

Councilor Romero-Wirth asked what is the trajectory for the CAFR.

Ms. McCoy said we can come back for questions or meet with you individually. It goes to the Audit Committee in March. Then it can go to the Governing Body.

Councilor Romero-Wirth asked do we have to vote to accept it.

Ms. McCoy said no. This is a presentation to keep you in the loop. It does not require action from you or the Governing Body.

Councilor Rivera said he is thinking we should have a follow up presentation or more so we can get our questions answered. He would also like an update in five or six months on the findings and what has been done to take care of them.

Chair Abeyta said we can email our questions over the next thirty to sixty days

and have a presentation in four months as to the progress on findings. Is that resonalbe.

Councilors Harris and Lindell were okay with that.

Councilor Romero-Wirth said she thinks it should be sooner.

Ms. McCoy said we can provide a detailed response to questions and follow up on corrective action of findings in sixty days.

Chair Abeyta said we will email you our specific questions.

Councilor Harris asked to what extent has our Audit Committee reviewed this.

Ms. McCoy said they will receive this presentation in March.

Chair Abeyta said get them the book ahead of time.

Ms. McCoy said yes, they requested that in order to prepare.

Chair Abeyta said you will then get back to us in April.

Councilor Romero-Wirth said the Audit Committee met two weeks ago. Where are we on the additional audits we budgeted for.

Ms. McCoy said the CAFR is the main audit. The first audit by an external auditor is in the procurement process and will be kicking off in the next few weeks. We have done the audit of ERP through the IMV process. We are doing an audit of lodgers tax. Currently we are undergoing an audit by the IRS. At the last Audit Committee they reviewed a work plan for the external auditor.

Councilor Romero-Wirth asked so the forensic audit is stand alone. What is the IRS audit about.

Ms. McCoy said the IRS audits different entities on a regular basis. The last time the City was audited was a decade ago. They review our finances as it relates to items that are taxable benefits such as uniforms, take home cars and things of that nature.

Councilor Romero-Wirth said so we are engaging an external auditor on all these things.

Ms. McCoy said yes. All are being done through an external auditor. They will go through the procurement process. As to the internal audit function, the Governing Body and the Audit Committee decided to outsource the internal audit process of the City. We are going through the audit process on that now.

Councilor Romero-Wirth asked do we know the scope of the forensic audit.

Ms. McCoy said she can share the scope with you and provide details.

Chair Abeyta said thank you. He looks forward to following up on this. Thank you Mary.

Mr. Stephenson arrived at the meeting,

Chair Abeyta presented a plaque to Mr. Stephenson and congratulated him. He thanked Mr. Stephenson and said we appreciate you.

7. CONSENT AGENDA

- A. REQUEST FOR APPROVAL OF AWARD OF BID '19/07/B IN THE AMOUNT OF \$189,765.63, INCLUSIVE OF NMGR FOR FY 2018/2019 EMERGENCY REPAIR, OPERATIONS AND MAINTENANCE PROJECT - CIP #956; ALPHA SOUTHWEST.**

Approved on consent.

- B. REQUEST FOR APPROVAL OF AWARD OF BUD '19/11/P IN THE AMOUNT OF \$1,312,533.00, INCLUSIVE OF NMGR FOR ENGINEERING DESIGN AND CONSULTING SERVICES OF THE BUCKMAN BOOSTER STATION BS-3 AND BS-4 REHABILITATION PROJECT - CIP #3041. Robert Jorgensen, Shannon Jones**

Councilor Harris asked the upgrade, these are upgrades of pumps for our well field.

Mr. Jorgensen said these are the original Buckman booster stations developed in 1972. City pump stations are pumping both BDD and Buckman well water.

Councilor Harris asked are these monies coming from existing water funds.

Mr. Jorgensen said yes.

Councilor Harris asked do you know the balance of that.

Mr. Jones said the Water Department cash balance is \$43 million.

Councilor Harris said he likes this project request design and bid design. What are you thinking about for the future

Mr. Jorgensen said we had a Master Plan done in 2009. It recommended that the load would be toward the southwest. They were thinking if we had to pump treated water southwest in a greater quantity we would need a reverse flow system. We don't think that is going to happen, but we are doing a space layout in the eventuality we do add the reverse flow station.

Councilor Harris asked when you say ten years ago the study was conducted are you talking about the area south of Mutt Nelson and 599.

Mr. Jorgensen said it has shifted southwest a bit due to County load needs. It will depend on which way the County expands.

Councilor Lindell said in terms of finance she did not see any justification within this proposal on why AECOM was selected with additional costs. It is not an insignificant amount of money.

Mr. Jorgensen said the selection team of five unanimously chose AECOM based on the scope of work in their proposal and their project team has recent experience in a number of pump stations of this size. Their experience level and the amount of work they could do in-house was impressive. They got the higher score.

Councilor Lindell asked have we worked with them before.

Mr. Jorgensen said yes.

Councilor Lindell asked have we worked with the other one.

Mr. Jorgensen said yes, on a pipeline project. This was based on qualifications and past experiences.

Councilor Lindell said we don't have anything in the packet that tells her why they are the better selection. No criteria.

Councilor Harris said BHI is Bohannon Houston.

Mr. Jorgensen said yes.

Councilor Harris said they are a good firm. No question about it. Their core expertise is not utility work. AECOM is an international firm that does have much more depth. They have an office in Albuquerque.

Mr. Jorgensen said it was the comprehensive proposal they presented and the team was significantly better and that is why we chose them.

MOTION A motion was made by Councilor Harris, seconded by Councilor Rivera, to

approve the request.

VOTE The motion passed by a vote of 4 yes and 1 abstention. Councilor Lindell abstained

- C. REQUEST FOR APPROVAL OF AWARD OF BID '19/08B IN THE AMOUNT OF \$250,000, INCLUSIVE OF NMGR FOR THE FY 2018/2-19 PRV REPLACEMENT PROJECT - CIP #3053A; A.C.C. CONSTRUCTION, LLC.**

Approved on consent.

- D. REQUEST FOR APPROVAL OF AMENDMENT NO. 2 TO PROFESSIONAL SERVICES AGREEMENT IN THE AMOUNT OF \$65,825 EXCLUSIVE OF NMGR FOR WATER RESOURCES PROFESSIONAL SERVICES; JOHN SHOEMAKER & ASSOCIATES, INC. Bill Schneider**

Councilor Harris said he would like a bit more background on this.

Mr. Schneider said the crux of the amendment is to satisfy a legal obligation the City has. As part of our monitoring plan we are obligated to monitor and install infrastructure to fulfill that requirement. This firm was deemed the most value added for this work. Private homeowners are lending their water wells for the City to conduct this monitoring. That is a huge savings for the City. After conversations with legal we decided this was the best approach.

Councilor Harris said it is interesting that the homeowners weighed in.

Mr. Schneider said it is very invasive work. We are sensitive to homeowners needs.

Councilor Harris asked how does the return flow plan weigh in.

Mr. Schneider said that is the scope of service from the original contract. He met with Marcos Martinez on this. The work that would fold in is work plan 2.

MOTION A motion was made by Councilor Harris, seconded by Councilor Rivera, to approve the request.

VOTE The motion passed unanimously by voice vote.

- E. REQUEST FOR APPROVAL OF AMENDMENT NO. 2 TO**

**PROFESSIONAL SERVICES AGREEMENT IN THE AMOUNT OF
\$148,234 INCLUSIVE OF NMGR, FOR THE REUSE PIPELINE;
ENGINEERS, INC. Bill Schneider**

Councilor Harris asked Mr. Schneider to talk about this a bit. We know from the reuse study the focus of the recommendation was the pipeline back to the Rio Grande and the credits. This is to look at the alternatives.

Mr. Schneider said yes. To address the other three components. We had discussions with stakeholders and there were gaps that the Water Division felt had to be explored. We developed a scope of services to answer those concerns.

Councilor Harris asked what is the timeline.

Mr. Schneider said we anticipate completion within nine months or less.

Councilor Harris asked who handles the public side of this. Is that something you contract for.

Mr. Schneider said basically Corrello has a sub contractor who will work with us to develop the community outreach program. After that we will arrange to have a facilitator for public meetings, open houses and workshops to gain greater insights on what the public wants and how the City values water resources.

Councilor Harris asked how are stakeholders defined. Will that include La Cienega.

Mr. Schneider said they would be invited to participate. We want as much public notification and input as we can.

Councilor Lindell asked are we looking at other options on this.

Mr. Schneider said we are exploring at this point for alternatives. The one which was the highest rated was a reuse pipeline to the Rio Grande. There were three others. The community outreach program will address all the alternatives.

Councilor Romero-Wirth said we applied for a Bureau of Reclamation grant for the pipeline.

Mr. Schneider said correct.

Councilor Romero-Wirth said we heard back that we did not get it. Where are we on funding now.

Mr. Schneider said the City was notified that the grant for this funding cycle was not awarded to them. The City is still eligible to reapply for the grant.

Councilor Romero-Wirth said so the cost is roughly \$5 million. We would need to reapply. When would we do that.

Mr. Schneider said the Bureau of Reclamation will announce the grant availability in July, we will get the application in by September 30th and will hear back from them nine months later.

Councilor Romero-Wirth said the work under this contract will be completed in nine months or less so we will have a lot more information before we hear about the grant.

Mr. Schneider said correct.

Councilor Romero-Wirth said you said all four options would be addressed. What do you mean by that.

Mr. Schneider said we did have a public meeting at the GCCC and presented all the alternatives and the findings of the feasibility study. One question raised was if the City is pursuing multiple alternatives on reuse. Basically we are doing a rigorous analysis.

Councilor Romero-Wirth asked of all four or just the highest.

Mr. Schneider said the outcome of the public research will direct that.

Councilor Romero-Wirth said the subcontractor who will design the community outreach, who is that.

Mr. Schneider said a partner of Corrello called Katz and Associates. They are the best in the industry. It will be directed out of the Water Division with a moderator.

Councilor Romero-Wirth asked who would design the public meeting.

Mr. Schneider said they will have a roll, but the design will be completed by the Water Division with their support.

Councilor Romero-Wirth asked part of this amendment is for further analysis.

Mr. Schneider said on elements of reuse such as direct potable and integration between water and wastewater to provide a safe drinking water supply.

Councilor Romero-Wirth asked what if we find we need more information not

contemplated here. Do we have the ability to further amend this.

Mr. Schneider said as long as it falls within the realm of the original request.

Councilor Romero-Wirth asked why is the engineering service agreement with Bernalillo County.

Mr. Schneider said the original contract procuring Corrello Engineering was done in a cooperative agreement with the Albuquerque Water Authority. The Water Authority ran a comprehensive RFP and selected fourteen contractors on call. That was compliant with what we were trying to accomplish so we procured through that process.

Councilor Romero-Wirth said we talk about this as Phase 1.

Mr. Schneider said this Phase 1 was completed on schedule and on budget. A further evaluation of the pipeline routing, if constructed, and better costing and all the regulatory and permitting issues if we pursue such a pipeline in the future is Phase 2.

Councilor Romero-Wirth asked at what point do we commit to this pipeline or have we already.

Mr. Schneider said no, there is no commitment. As to the timeline by which the City may decide to commit to it, it will be brought to the Governing Body. Possibly after public outreach, if it is a general consensus and of value, the Water Division may move forth to pursue it with or without a grant. He is thinking it will take eighteen months to make that decision.

Councilor Romero-Wirth asked would you go forward without a financial source and ask us to commit to it.

Mr. Schneider said there are several steps. We can apply again for the grant. California, in the past years, has gotten all the findings. Things are so dire on the Colorado River that they are at code red. The City and primarily the Water Division will explore revenue streams to invest in this pipeline if we decide to move forward.

Councilor Romero-Wirth asked would that happen before we have to approve.

Mr. Schneider said it is a Governing Body decision, but we will bring all the information to the Governing Body.

Councilor Romero-Wirth asked how time sensitive is approving this amendment.

Mr. Schneider said it is very time critical given all the feedback we have received from the stakeholders. We want to address the concerns in a timely manner.

Councilor Romero-Wirth said she would like to ask to hold this over. There is more conversation that needs to happen to make sure we understand the outreach that needs to happen. If we hold this over to the next meeting is that the end of the world.

Mr. Schneider said not the end of the world, no.

Chair Abeyta said he doesn't object to that but, the PUC acted on this and that is more in their purview than ours.

Councilor Romero-Wirth said there is developing information going on. She would have brought it up at the PUC if she had known.

Councilor Harris said this passed the PUC. He doesn't know the nature of this new information. He thinks we should move forward. Will this go to the Governing Body.

Mr. Schneider said yes, next Wednesday.

Councilor Harris asked Councilor Romero-Wirth can you pursue what you need to do between that.

Councilor Romero-Wirth asked can this be amended later. She is concerned about moving forward if we want to change some things.

Mr. Schneider said it comes back to what would be proposed to be changed.

Councilor Romero-Wirth said if we are getting the analysis we need from Corrello and if we have described the community outreach in a way that gets to what we need to have we will see what has to change.

Mr. Schneider said he feels like this is a fairly detailed proposal and detailed cost break down and schedule. Without knowing what you are speaking of it is hard to say. Corrello has been very responsive to the City's needs on this we feel confident we are going beyond the call of duty presently. His recommendation is to proceed.

Councilor Romero-Wirth said she appreciates that willingness. She feels we need to meet with those folks to make sure we are proceeding as we should.

Councilor Rivera asked will this be open to other ideas that have not been thought of.

Mr. Schneider said yes.

MOTION A motion was made by Councilor Harris, seconded by Councilor Rivera, to approve the request.

VOTE The motion passed by a vote of 4 yes and 1 no. The no vote was by Councilor Romero-Wirth.

**F. REQUEST FOR APPROVAL OF A BUDGET AMENDMENT
RESOLUTION FOR LINES, EXTENSIONS & MAINS IN THE AMOUNT
OF \$2,196,635.**

Approved on consent.

**G. REQUEST FOR APPROVAL OF A PROFESSIONAL SERVICES
AGREEMENT IN THE AMOUNT OF \$27,623.55 INCLUSIVE OF
NMGRT, FOR ENGINEERING SERVICES FOR THE MASTER METER
DESIGN AND ENGINEERING CONSTRUCTION SERVICES PROJECT;
BOHANNAN HUSTON, INC.**

Approved on consent.

**H. REQUEST FOR APPROVAL OF THE PROCUREMENT OF SIX
COLLECTION VEHICLES USING THE COOPERATIVE EDUCATIONAL
SERVICES IN THE TOTAL AMOUNT OF \$2,144,233; BRUCKNER'S
TRUCK SALE.**

Councilor Harris said he did not have a question after all.

MOTION A motion was made by Councilor Harris, seconded by Councilor Lindell, to approve the request.

VOTE The motion passed unanimously by voice vote.

Councilor Rivera said thank you Lawrence and Marcos for answering questions at PUC and letting us know there is wiggle room in the contract.

**I. REQUEST FOR APPROVAL OF THE PROCUREMENT OF CITY-WIDE
MAINTENANCE, REPAIRS AND OPERATIONAL SUPPLIES UNDER
THE NATIONAL IPA AGREEMENT # 141003 IN THE TOTAL AMOUNT
OF \$60,000; GRAINGER.**

Approved on consent.

J. REQUEST FOR APPROVAL OF AMENDMENT NO 1 TO THE

ORIGINAL CONTRACT NO. 17-1335 IN THE AMOUNT OF \$1,119,813.12, INCREASING THE ORIGINAL CONTRACT SUM TO \$4,860,000 (PAID IN 96 INSTALLMENTS) FOR THE COMPRESSED NATURAL GAS (CNG) FUELING FACILITY DESIGN, BUILD, OPERATION AND MAINTENANCE (RFP# '18/01/P); CLEAN ENERGY. Keith Wilson, Shirlene Sitton

Councilor Harris said he did raise a lot of questions on this at Public Works. He put together a long list of questions that he submitted to Mr. Wilson, Mr. Martinez and Ms. Sitton and Mr. Garcia and Finance. He got answers and he thinks those should be attached to this discussion for the minutes.

Councilor Harris' questions and answers are herewith attached to these minutes as Exhibit "2".

Councilor Harris said he has learned a lot. Some answers were satisfactory and some were not. He met with Mr. Wilson and Mr. Martinez this afternoon. He is looking at the scope of the project. It is almost impossible to figure out from the package we have in the packet. He thinks we should establish a practice of having plans available for these discussions.

Councilor Harris pointed out over excavation is clearly identified. A decision made by the previous Facilities Director that the full geological tech report would not be distributed is of concern. The report was validated by a professional engineer who worked for the original firm and is now on his own. It does call for over excavation. That oversight is on the City of Santa Fe. We talked a lot about the structural system design which he still feels is grossly over designed.

Mr. Wilson said Clean Energy was closed today for the holiday. He did email them asking for a written response.

Councilor Harris said a question he raised this afternoon had to do with the fact that an engineer from California stamped all our civil drawings, an engineer in Atlanta stamped the cover sheet and an engineer from New Jersey stamped the canopy. We have a lot of expertise in the City of Santa Fe. He checked with the Land Use Department, Mr. Issacson, who spoke to Bennett Lopez. Our plan right now is we have submitted this to CID. Bennett Lopez used to review community projects for CID. He read a response from Mr. Issacson. He said all sheets must be stamped by a registered New Mexico engineer. There is a real question of if these stamped drawings are legitimate for our purposes. He feels we need to upgrade this facility. No question about that. We were working on this prior to 2014. We are at least five years into this if not more. We heard testimony that they are putting a band-aid on the system every day. There are serious problems. It would have been great to see this done by now. He has a lot of technical questions and concerns. He is concerned that some of the equipment

for this project has already been shipped to our yard. He thinks we are okay because of the original contract. The major problem is with the stamped documents. We need more focused expertise. This is a simple structure. We need to solve the stamping issue before we move forward and check what the CID has to say. Go back to Clean Energy and ask them to bring some expertise who understands New Mexico. They don't know who needs to stamp the documents so we need someone who understands. He has questions about the financial package. Did we get an answer on that.

Ms. McCoy said your questions were around GRT and the gas tax issuance. The rate was 3.125 % for eight years. That is more expensive than the gas tax rate, but cheaper than the GRT bond issued in the fall. We will double check with Keith and his team and review that.

Councilor Harris said he is pleased to read there is no prepayment. He thinks we need to verify that. We need to build this facility. He is prepared to move this forward to Council, but doesn't think we can until we answer the questions about the engineer stamps.

Mr. Wilson said the plans have already been submitted to CID and they have approved them and are calculating the fees. He can quickly get the answers tomorrow and forward them on. As of our last phone conversation CID had approved all the plans. He will get clarification tomorrow morning.

Councilor Harris said we need clarification on that and some additional work by the structural engineer. He will lead the charge against awarding the contract until we have a better understanding of the piers. We need to sort that out. The stormwater did dump into our neighbors yards. The permeable surface, he agrees with that. Check with Public Works and Streets and Drainage and ask them to review this with you and validate some of the pricing. Check with Jason Kluck and do a quick review. We can move the project ahead, but he would like to see us save a bit of money and he still has questions.

MOTION A motion was made by Councilor Harris, seconded by Councilor Lindell, to move the request forward to Council without recommendation. Councilor Harris will work with Mr. Wilson to get all the questions answered

VOTE The motion passed unanimously by voice vote.

K. REQUEST FOR APPROVAL OF PROCUREMENT OF TWO PROGRAM VEHICLES USING STATE PRICE AGREEMENT #70-000-16-00002 IN THE TOTAL AMOUNT OF \$77,348 FOR THE DIVISION OF SENIOR SERVICES; VENDORS: DON CHALMERS FORD AND MELLOW CHEVROLET AT LOS LUNAS.

Approved on consent.

- L. REQUEST FOR THE APPROVAL OF PROFESSIONAL SERVICES AGREEMENT IN THE TOTAL AMOUNT OF \$247,193 FOR THE ANNUAL MAINTENANCE AND SUPPORT FOR THE MANAGED PRINT PROGRAM, FOR CITY0WIDE MFPS AND COPIERS; DOCUMENT SOLUTIONS INC.**

Approved on Consent

- M. REQUEST FOR APPROVAL OF THE ANNUAL RENEWAL SUBSCRIPTION FOR ONE YEAR AND A FOUR DAY WORKSHOP IN THE AMOUNT OF \$39,908.45, BRINGING THE TOTAL AMOUNT FOR BOTH FY 17-18 AND FY 18-19 ONE YEAR CONTRACTS TO \$79,816.90; INFO-TECH RESEARCH GROUP.**

Approval on Consent.

- N. REQUEST FOR APPROVAL OF MASTER SERVICES AGREEMENT, SUBSCRIPTION COSTS AND THE ASSOCIATED COMPENSATION IN THE AMOUNT OF \$60,223.20 (3 YEAR) FOR THE IMPLEMENTATION OF A SAAS SOLUTION AND SOFTWARE UPGRADE FOR THE SELECTRON IVR INTEGRATED VOICE AND RECOGNITION SERVICE USED BY THE LAND USE AND COMMUNITY DEVELOPMENT BUILDING PERMITS, CODE ENFORCEMENT AND INSPECTION DIVISIONS; SELECTRON TECHNOLOGIES INC.**

Approved on Consent.

- O. REQUEST FOR APPROVAL OF CIP PROJECT #646A, IN THE AMOUNT OF \$5,024,345, INCLUSIVE OF NMGR, FOR ENERGY CONSERVATION MEASURES AND ASSOCIATED WORK SCOPE, THE ESCO SCOPE OF SERVICES TO AMERESCO, INC., TOGETHER WITH THE ESCO CONTRACT FOR IMPLEMENTATION TO THE GCCC AND SALVADOR PEREZ RECREATION BUILDINGS, SILER BUILDINGS "C" AND THE SOUTHSIDE LIBRARY. Jason Kluck**

Councilor Harris asked what is going on at Salvador Perez.

Mr. Kluck said Ameresco is replacing the HVAC at the building and the natatorium and pumps for the pool.

Councilor Harris said the numbers for the Ameresco project are clear, but what is

going on with the other contract and what does that mean for the future of the building.

Mr. Kluck said we are awaiting a PO for the Ameresco project. They are designing the rehab for insulation, it was built in 1954, re-stuccoing the building, repairing the natatorium due to severe rust issues, sandblasting and repairing the ceiling structure in the natatorium.

Councilor Harris said he has been hearing about mold issues.

Mr. Kluck said that did arise. We are in a holding pattern until the weather warms up to do the remediation before the construction begins. The building is closed as it is now very humid in that room.

Councilor Harris asked who is handling the building envelope.

Mr. Kluck said ESCO.

Councilor Harris asked who is tracking the remediation.

Mr. Kluck said Risk.

Councilor Harris asked have you shared a number on that. How much money are we looking at putting into this facility. He is concerned if we will end up with \$3 million for a swimming pool.

Mr. Kluck said Parks and Recreation believes the pool liner needs to be replaced. It could be \$2.75 to \$3 million.

Chair Abeyta asked Mary, how do we have a discussion regarding this facility. We probably need to do that with lots of facilities Citywide regarding how much we want to put into the facility. He would need to hear from Parks and Recreation on usership.

Councilor Harris said those are good points. Where do we go from here.

Ms. McCoy said City staff is also having similar questions. Appropriate points have been brought up. We are on our way to developing a package for this Committee and Council.

Chair Abeyta asked what do we do about this. He doesn't want to appropriate \$1 million here and \$1 million there. Do we have the ability to have further discussion before we make a decision.

Ms. McCoy said what is available is the \$2.45 million from the bond issuance. Unless we know the entire fiscal impact and can provide you with an analysis including utilization rates we cannot have a good full analysis so you have eyes wide open. She

recommends not moving forward with this.

Chair Harris asked how long will it take to get an analysis.

Ms. McCoy said we have new information coming to light. Our recommendations will be complete in two weeks to a month and will circle back to you.

Councilor Harris said there has been a lot of effort from staff and Ameresco to move forward. He is wondering since we know we have to do remediation and Ameresco is here to move forward, we could ask them to hold on any mobilization on Salvador Perez knowing we may have to do something different.

Mac McCreedy, Ameresco Executive, said we are willing to do that. It is actually the smaller portion of the project. We would like to get started on the final engineering as soon as possible. We can put that part last to exclude from the contract at a later date if necessary.

Councilor Harris said you will need to revise the contract between now and Council.

MOTION A motion was made by Councilor Harris to move this item forward to Council and review the contract scope before the Council meeting.

Councilor Romero-Wirth said Salvador Perez is in her District. People in that neighborhood are very unhappy with the fact that it is closed. It was on the front page of the paper today. She understands not wanting to throw good money after bad, but she does think we need to take a good hard look at the value of this facility. We need to fully consider its value to our group of pools in the City and the neighborhood and people who use it.

Councilor Harris said he agrees.

Councilor Lindell said she agrees. The concerns Councilor Harris has are concerns she has. She has gone to staff about them. We need to have real numbers on this and an actual assessment of what we are getting into. She knows it is important to the neighborhood. We are starting to pile dollars on dollars and need a real true assessment so we know what we are asking to spend on a building built in 1954. She wants to be respectful to the needs of the neighborhood knowing that the dollars are growing week by week.

Chair Abeyta said he is interested in knowing the utilization as well. The swim teams around the City will not use this pool. We don't want a pool that is not taken advantage of by swim teams.

Councilor Romero-Wirth said she wants to point you to the front page of the

paper today for that analysis.

Chair Abeyta said we want it to be up to par for all residents to use it.

Councilor Lindell asked Mary, was it your recommendation to exclude this portion until we have more information.

Chair Abeyta said we determined that we can move forward and put off Salvador Perez to last and that the contract is written in a way that it can be changed.

Ms. McCoy said City staff will come back to the Committee with the information asked for by Councilor Harris.

Councilor Harris said Ms. McCoy will you and the City Attorney confirm that we can back off on the contract if it is an issue. We will work with our good partner, Ameresco.

SECOND Councilor Lindell seconded Councilor Harris' motion.

VOTE The motion passed unanimously by voice vote.

- P. REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO THE ON-CALL PROFESSIONAL SERVICES AGREEMENT INCREASING THE NOT TO EXCEED COMPENSATION TOTAL FROM \$100,000 TO \$200,000 FOR COMMISSIONING ENGINEERING SERVICES ASSOCIATED WITH CIP PROJECT #646A - AMERESCO ECM PROJECT ENGINEERED ENVIRONMENTS, LLC.**

Approved on consent.

- Q. REQUEST FOR APPROVAL OF CONTRACT SERVICES USING NM STATE PRICE AGREEMENT #50-000-15-00072 IN THE AMOUNT OF \$413,664, INCLUSIVE OF NMGR, FOR DINING ROOM ADDITION CONSTRUCTION SERVICES AT THE CITY OF SANTA FE'S MARY ESTER GONZALES CENTER; FACILITYBUILD, INC.**

Approved on consent.

- R. REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT IN THE TOTAL AMOUNT OF \$77,100 FOR PURCHASE AND INSTALLATION OF A REPLACEMENT DIESEL BACKUP GENERATOR; TRACS POWER GENERATION, LLC.**

Approved on consent.

- S. REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO MEMORANDUM OF UNDERSTANDING IN THE TOTAL ANNUAL AMOUNT OF \$11,700 WITH THE COUNTY OF SANTA FE WHEREIN THE COUNTY WANTS TO LEASE FIVE ADDITIONAL PARKING SPACES FROM THE CITY OF SANTA FE.**

Approved on consent.

- T. REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT IN THE TOTAL AMOUNT OF \$225,000 FOR AN ADVERTISING CAMPAIGN; LOKA CREATIVE.**

Approved on consent.

- U. REQUEST FOR APPROVAL OF THE RECOMMENDATION OF AWARD OF RFP '18/45/P AND PROFESSIONAL SERVICES AGREEMENT IN THE AMOUNT OF \$248,274.11 EXCLUSIVE OF NMGR, FOR PHASE A AND B SERVICES; LOUIS BERGER.**

- (1) REQUEST FOR APPROVAL OF BUDGET AMENDMENT RESOLUTION IN THE AMOUNT OF \$275,000 TO ALLOCATE APPROVED CIAC IMPACT FEES FOR ALTERNATIVE ANALYSIS OF ARROYO DE LOS CHAMISOS CROSSING CIP #876B. John Romero**

Councilor Harris said this project is very important. Not just for District 4, but other Districts as well. He wants to verify one thing that came up. He had a discussion with John Romero. He said we can do a kick off meeting, which is not unusual with internal resources. He is working with our liaison to come up with a list and contacts for neighborhood HOAs. We did have a discussion about how we are going to determine impacts to that area. John what is the protocol.

Mr. Romero said there will be two components of the study. A major analysis and a micro analysis. There will be a traffic simulation model of the entire City. There are three alternatives and we will see the effect on surrounding roadways. We will come up with a quantifiable number about reducing traffic or increasing traffic. We will then get actual counts.

Councilor Harris said we did not talk about that the State of New Mexico owns twenty acres in the middle of this that effects at least one alternative. What level of discussion might occur with the State about alternatives and what it means for their property.

Mr. Padilla said we cannot condemn so it is important to reach out to the State for this study to see if they are amenable to grant a right of way where necessary.

Councilor Harris asked you do that.

Mr. Padilla said it would be having a phone conversation or a quick meeting with New Mexico Game and Fish who owns that property.

Councilor Harris said Game and Fish and Forestry.

Mr. Padilla said we can do it.

Councilor Lindell asked was this put out as an RFP.

Mr. Padilla said yes.

Councilor Lindell said she sees that there is a total score on this, but doesn't see bid information.

Mr. Padilla said it was evaluated and cost was one of the criteria.

Councilor Lindell said it makes sense to her that, as the Finance Committee, we should see what the difference in the RFP responses was. That is part of our responsibility. Do you know the cost difference.

Mr. Padilla said they were comparable. He can get the information to her. We do look at qualifications, past experience and cost.

Councilor Lindell said she thinks it would be good to see the costs.

MOTION A motion was made by Councilor Harris, seconded by Councilor Rivera, to approve the request.

VOTE The motion passed unanimously by voice vote.

V. REQUEST FOR APPROVAL OF CHANGE ORDER NO. 1 CN 21000390/CIP 859A-ACEQUIA TRAIL UNDERPASS IN THE AMOUNT OF \$98,621.91 INCLUDING NMGRS FOR COMPENSATION FOR FINAL QUANTITY OVERRUN/UNDERRUN ADJUSTMENTS; VITAL CONSULTING GROUP, INC.

Approved on consent.

W. REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO

PROFESSIONAL SERVICES AGREEMENT IN THE AMOUNT OF \$1,119,813.12, INCREASING THE ORIGINAL CONTRACT SUM TO \$4,860,000 FOR THE COMPRESSED NATURAL GAS FUELING FACILITY DESIGN, BUILD, OPERATION AND MAINTENANCE (RFP #18/01/P); CLEAN ENERGY.

Item was pulled. It was a duplicate to item J.

- X. REQUEST FOR APPROVAL OF AN ORDINANCE AMENDING SECTION 24-2.6 SFCC 1987 TO EXTEND THE TRUCK AND OTHER LARGE VEHICLES TRAFFIC RESTRICTION ON CAMINO CARLOS REY FROM CERRILLOS ROAD TO ZIA ROAD**

Approved on consent.

- Y. REQUEST FOR APPROVAL OF A RESOLUTION IN SUPPORT OF THE RIO GRANDE TRAIL MASTER PLAN.**

Approved on consent.

- Z. REQUEST FOR APPROVAL OF MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN SANTA FE COUNTY AND THE CITY OF SANTA FE IN THE AMOUNT OF \$500,000 FOR THE PURPOSE OF MRC SOCCER VALLEY IMPROVEMENTS FOR FISCAL YEAR 2018/2019 THROUGH FISCAL YEAR 2021/2022.**

Approved on consent.

8. MATTERS FROM STAFF

Ms. McCoy reported that the City received a double A plus from Fitch and Standard and Poors for the green bond and a certificate from the climate initiative. This is the first green bond sold in New Mexico.

Councilor Harris said he would love to see the certificate.

Ms. McCoy will send it to him.

9. MATTERS FROM THE COMMITTEE

Councilor Harris said regarding the midterm budget, we are falling short of the reserve figure we said we wanted to hit as a matter of policy, but looks like below that we are short of the mandated reserve.


Ms. McCoy said we can provide an update on that for you. She believes we will be okay. She will get you the actual numbers. She thinks we will hit both numbers, but will provide the specific numbers on both.


Chair Rivera said based on questions Councilor Lindell had, for the future if we have RFPs or RFQs the packets need to show the reason for choosing someone who bid was higher and have justification for why that was done and why the scoring was higher. Better clarification would help us all.

Ms. McCoy said she will provide that guidance to staff.

10. ADJOURNMENT

There being no further business before the Committee the meeting adjourned at 7:04 pm.



Councilor Roman Abeyta, Chair

Elizabeth Martin, Stenographer

Agenda

- 2018 Audit Highlights
- 2018 Audit Results
- Review of Schedule of Findings and Questioned Costs

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Exhibit "f"



Create Opportunities

2018 Audit Highlights

- Key Areas
 - Accounts Receivable
 - Capital Assets
 - Debt
 - Federal Programs
- Management judgments and accounting estimates
 - Allowance for uncollectible accounts receivable
 - Estimated useful lives of capital assets
 - Net pension liability and related deferred amounts
 - Self-insurance IBNR
 - Compensated absences

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Create Opportunities

2018 Audit Results – Financial Statements

- Independent Auditors' Report –
 - Clean opinion
- Limited procedures were performed, and no opinion will be rendered on management's discussion and analysis, required supplementary information, and the Introductory and Statistical sections.
- Limited procedures were performed, and an "in-relation to" opinion on the additional information in the CAFR.

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Create Opportunities

2018 Audit Results - Compliance

Federal Awards

- Independent Auditors' Report on Compliance for Each Major Federal Program and Report on Internal Control over Compliance Required by the Uniform Guidance.
 - *Opinion on Compliance - Unmodified*



Review of Schedule of Findings and Questioned Costs

- Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*.

- 2 material weaknesses
- 2 significant deficiencies (1 is Federal)
- No material findings associated with compliance with laws and regulations or other matters
- 6 compliance matter or findings that don't rise to the level of a significant deficiency





Andres Gamez, CPA
Director

Andres.Gamez@CLAconnect.com
505-222-3507



CLAconnect

en LLP

Questions related to proposed Amendment 1 to Contract No. 17-1335, submitted 2/15/19.

Responses Submitted 02/18/19

As initially approved in December 2017, the work was to be complete and the facility operational between July 2018 and October 2018, what accounts for the significant delay?

A number of items account for the noted delay including storm water submittal, the geotechnical report search, and the multiple redesigns of the station trying to minimize the amount of earthwork, foundation depth, and design.

What work other than the redesign of the facility has been accomplished?

The final designs have been completed and submitted to CID and Fire Department for permit review and approval. The Mobile Pumping Station has been delivered and hooked up and is now assisting the existing facility equipment to provide CNG to the Transit and Public Stations. All Equipment has been ordered and has been delivered or is awaiting delivery. Construction is ready to commence once approval of the Amendment has been obtained.

Has Clean Energy submitted any invoices for work associated with this contract?

No Invoices for work associated with this contract have been or will be received. This contract is for Design, Build, Finance and Operation and Maintenance of the CNG Facility for an 8-year period from the date that the facility is completed. Payments to Clean Energy do not commence until *"the first day of the month following the month in which the Station is capable of compressing and dispensing CNG."* Payments to Clean Energy will be based on a monthly charge of \$50,625 to cover repayment of the *design and construction costs*, a cost per Diesel Gallon Equivalent for *Operation and Maintenance* (see "O&M Price per DGE" in attached Economic Proposal) and the *commodity cost* of the Natural Gas that is compressed.

As part of November 2017 memo considered by the Governing Body, the total cost of the Station Fee and Compression Fee at the current consumption rate proposed under the new contract was to be equivalent to \$0.81 per Diesel Gallon Equivalent. As part of the proposed amendment, a total cost is proposed to be equivalent to \$1.08 per Diesel Gallon Equivalent. Are there other factors in addition to the proposed higher Station Fee that drive this increase?

No. The increase is directly related to the increase in costs due to the change order. The costs for operation and maintenance of the facility remain unchanged.

Was the original design solution submitted by Huitt-Zollars based on a geotechnical report?

The Huitt-Zollars design was based on the 2015 geotechnical report by X8E/Vinyard. It should be noted, that the Huitt-Zollars design did not include the construction of a Canopy over the ESD fueling pad as part of their design.

What did that report say about a requirement for overexcavation?

The 2015 geotechnical report by X8E/Vinyard required foundations to bear on 3-feet of

Exhibit "2"

structural fill and the structural fill to extend a minimum three feet laterally beyond the edge of all footings. (Page 4, Paragraph 6.0, Foundations). It should be noted, that the Huitt-Zollars design did not include the construction of a Canopy over the ESD fueling pad as part of their design.

Did the submitted bids include any overexcavation?

No, the submitted bids did not include any overexcavation. The RFP bid documents did not include foundation recommendations. The RFP bid documents included only the boring logs from the 2015 X8E/Vinyard geotechnical report.

Does the city have a copy of the initial geotechnical report and if not, why?

Huitt-Zollars subcontracted the original Geotechnical Report. At the time of developing the RFP we were told by the Facilities Division Director that we were unable to utilize any of the design work completed by Huitt-Zollars due to clauses within the design contract with them. We did discuss hiring Huitt Zollars for the RFP process to allow us to utilize their previous design work. Facilities Division Director recommended against doing this due to the cost and questions regarding their design that became apparent during the BID process.

What level of geotechnical information was provided to the proposers who responded to RFP# 18/01/P?

The RFP bid documents did not include any geotechnical information. The geotechnical information was provided in Addendum #1, paragraph 1-f, and exhibit #3 (attached). This information was the boring logs from the 2015 X8E/Vinyard geotechnical report, not the full geotechnical report.

Was geotechnical information provided to Clean Energy after the award and prior to completion of their initial design?

No additional geotechnical information was provided to Clean Energy other than that provided in the Addendum #1 referenced above.

Has a geotechnical report been completed as part of the Clean Energy contract? Which company performed the work?

Response from Clean Energy: Clean Energy working from the name on the boring logs, discovered that X8E/Vinyard was out of business. Clean Energy, through web searching and phone calls, found the original geotechnical engineer at the engineering company, NV5, in Albuquerque. Clean Energy engaged NV5, and the original engineer, provided the current design documents, and received an 'Evaluation of Geotechnical Investigation' review of the X8E/Vinyard geotechnical report.

Has the city reviewed the report?

No formal third party review of the geotechnical report was conducted. The City contracted with Clean Energy to Design the CNG Facility. The Project Team was briefed on the findings of the geotechnical report by Clean Energy's Engineers and its impacts on the foundation design.

Has a structural engineer been involved in the redesign submitted by Clean Energy?

No City structural Engineer has been involved in the redesign submitted by Clean Energy. (See response above). Clean Energy has used the services of Greenberg Farrow for their Civil and Structural Engineer for grading and foundations. Ashutosh Patel is the P.E. for the canopy footing design.

What is the justification for a proposed change to formed concrete foundations for the canopy to a system of drilled piers?

Response from Clean Energy: The redesign to drilled piers from formed concrete foundations was made to shorten the time and cost associated with excavating, benching, framing, forming, and pouring foundations in holes deeper than four-feet. The formed foundation bottoms over compacted structural fill required holes to a depth of around nine feet.

This results in an approximate increase of \$150,000.00 to the Over Excavation line item of \$395,854.00, why was this element of the proposed increase not mentioned in Clean Energy's Change Order Scope of Work Narrative submitted to Keith Wilson, dated December 6, 2018?

Response from Clean Energy: After looking over the 12/6/2018 proposal, I can only find reference to this work in Attachment #1. Internally, we discussed, designed, and priced multiple iterations for the canopy footings. The drilled pier solution with no structural fill was resolved in late September. I can only surmise that by the time the proposal was provided, it was a resolved but overlooked design element.

As part of the Narrative mentioned above, quantities, units, and bid total are identified with no unit cost. Are these true costs to Clean Energy or is there some mark-up included in the bid total?

The listed scopes of work costs are provided by Clean Energy's subcontractor. Clean Energy's costs are identified in the 'Overhead and Contingency' section of the change order proposal.

In comparison to the unit costs provided to the Governing Body this past January for On-Call services to the Streets and Drainage Division, some of the calculated unit costs seem excessive, eg. Concrete Valley Gutter. What level of review was conducted regarding the proposed costs? Who provided that review?

Early on in the project design we requested cost estimates for additional components to the project, i.e. the concrete pad in the transit yard and repaving of the area around the public fueling station. These costs estimates were reviewed by the Streets Division and were in line with expected costs if done by an independent third party contractor.

No detailed review of the Change Order costs were conducted as based on prior experience we felt confident that these costs would be fair.

Who are the city's project managers to date and will they continue through construction?

The direction from the previous Facilities Division Director was that no Project Management was necessary from his Division. The project has been overseen by the following:

Keith Wilson, Transit Division Director of Administration and Grants

Thomas Martinez, Transit Division Director of Operations and Maintenance

Shirlene Sitton, Environmental Services Division Director

Lawrence Garcia, Environmental Services Project Administrator

What is the basis for determining the Finance Charges shown to be \$223,962.00?

The RFP solicited proposal to Design, Build, Finance and Operate and Maintain the CNG Facility. The RFP outlined that the capital costs would be reimbursed to the chosen contractor through a fuel surcharge (compression fee) paid by the City to the Contractor per Diesel Gallon Equivalent (DGE) over an 8-year period. Proposers were requested to provide an "Economic Proposal" that provided a compression fee for repayment of the design and construction within an eight year period and for the operation and maintenance of the Station and as part of their response. None of the proposals specifically called out the Finance

Charges in their proposals. In the case of the Finance Charge for the Change Order, the \$223,962.00 amounts to repayment of the \$895,850.56 over 8 years at an interest rate of 5.75%. This is the same interest rate Clean Energy used in the original proposal.

If the City feels it could obtain better financing through another source it could pay off the station cost based on Termination Payment Schedule in Exhibit VI attached to the Amendment. If this was done Clean Energy would continue to Operate and Maintain the Station for the term of the contract based on the O&M cost per DGE.

Has the Finance Department reviewed the proposed formula for calculating finance charges, not only for this proposed amendment but also for the original contract?

The Finance Department was involved in the development of the "Economic Proposal" criteria used in the RFP. They have not been directly consulted on the proposed amendment as it follows the original criteria.

Are the initial Clean Energy plans as well as the amended plans available for review?

60% and 100% Design Plans were provided by email on 02/15/19

Is the geotechnical report available for review? If so, where may they be reviewed on Monday the 18th?

Geotechnical Reports were provided via email on 02/15/19

Appendix A - REVISED Economic Proposal – Bid Lot 2

Clean Energy will be providing the City with one, flat monthly fee of \$50,625 for the financed cost of the CNG station design, permitting, equipment and construction costs. This lump sum will be added to the monthly operations and maintenance cost based on the previous month's usage and will be charged in DGE's.

As an example, based on the RFP's estimates, if the City consumes 680,000 DGE's for the first year of station operation, that would be an average of 56,666 DGE's per month. The monthly fee for the City would be as follows:

$\$50,625 + (\$0.16 \times 56,666) = \$59,692$. Shown in a price per DGE, this would equate to \$1.05/DGE, as the below table details.

City of Santa Fe's Monthly Fee			
Consumption Range/Month	Compression Fee (\$50,625/month)	O&M Price per DGE	Total Price Per Monthly Consumption Range to the City (O&M + monthly fee in DGEs)
0 - 35,000* (*35,000 DGE/mo. min)	\$1.45	\$0.19	\$1.64
35,001 - 40,000	\$1.45 - \$1.27	\$0.19	\$1.64 - \$1.46
40,001 - 45,000	\$1.27 - \$1.12	\$0.18	\$1.45 - \$1.30
45,001 - 50,000	\$1.12 - \$1.01	\$0.17	\$1.29 - \$1.18
50,001 - 55,000	\$1.01 - \$0.92	\$0.16	\$1.17 - \$1.08
55,001 - 60,000	\$0.92 - \$0.84	\$0.16	\$1.08 - \$1.00
60,001 - 65,000	\$0.84 - \$0.78	\$0.15	\$0.99 - \$0.93
65,001 - 70,000	\$0.78 - \$0.72	\$0.15	\$0.93 - \$0.87

70,001 - 75,000	\$0.72 - \$0.67	\$0.14	\$0.86 - \$0.81
75,001 - 80,000	\$0.67 - \$0.63	\$0.14	\$0.81 - \$0.77
80,0001 - 85,000	\$0.63 - \$0.60	\$0.14	\$0.77 - \$0.74
85,001 - 90,000	\$0.60 - \$0.56	\$0.13	\$0.73 - \$0.69
90,001 - 95,000	\$0.56 - \$0.53	\$0.13	\$0.69 - \$0.66
95,001 - 100,000	\$0.53 - \$0.51	\$0.13	\$0.66 - \$0.64

The monthly fee excludes the cost of electricity and natural gas commodity for the station. Clean Energy will be passing through to the City the cost of electricity and the natural gas commodity cost, which will be purchased through BP Energy and priced off the El Paso Permian Basin index.

The fee is subject to annual increases based on the United States Bureau of Labor Statistics Consumer Price Index – All Urban Consumers, West Urban Area, All Items (1982-84=100).

The City shall be eligible for 100% of the VETC for the City's fuel usage should it be extended.

Addendum No. 1
August 7, 2017

To: RFP Holders

This Addendum forms a part of the Request For Proposals documents and modifies the original Request For Proposals issued August 24, 2017. Acknowledge receipt of this Addendum in the space provided on the Proposal Form. All other provisions of the Request For Proposals documents shall remain unchanged unless expressly noted in this Addendum.

General:

1. The following questions were received during the Mandatory Walk Through and Pre-Bid Meeting on August 1, 2017. Answers are provided as follows:

- a) What is the location and specifications of the Natural Gas Supply in the Area?

Response - Proponent should contact New Mexico Gas Company for information on the Natural Gas Supply (Contacts: Phyllis Martinez at 505-473-7229 or Steve Larranaga at 505-412-2904).

- b) Is there a utility plan in GIS format for the project area?

Response – No GIS format. See Attachment 1 for a Site Utility Plan.

- c) What are the specifications for the New Transformer installed for the New CNG Facility?

Response – 500kVA 277/480V Three-Phase Transformer. See Attachment 2 for the Electric Line Extension Agreement, Standard Procedures Letter and Transformer Pad Design. Contact PNM (Contact: Matthew Holbert at 505-473-3229 or 330-730-9732) for more information.

- d) What should be the height of the Canopy for the new Paratransit Vehicle fueling bays?

Response – 16ft in height.

- e) Are there as-built plans available for the Detention Pond?

Response – No.

- f) Are there Soil Evaluation Reports available for the Environmental Services Division area and new public fast fill station area?

Response – Yes, see Attachment 3 for the Sole Test Log Report.

- g) Can you provide the specifications on the Fuel Tank sizes for ESD and Transit vehicles expected to be fueled?

Response – All Tanks on Environmental Services Vehicles have a capacity of 75 Diesel Gallon Equivalent

The majority of the fixed route Transit buses have a capacity of 155.5 Diesel Gallon Equivalent.

- h) What methodology for Diesel Gas Equivalent (DGE) are we wishing to be used?

Response – 139.30 scf/dge following the Methodology outlined by the US Dept of Energy Alternative Fuels Data Center at the following website:

https://www.afdc.energy.gov/fuels/equivalency_methodology.html

- i) Can you provide contacts at the Electric and Gas Utilities?

Response – PNM, Electric Utility - Matthew Holbert at 505-473-3229 or 330-730-9732

New Mexico Gas Company - Phyllis Martinez at 505-473-7229 or Steve Larranaga at 505-412-2904

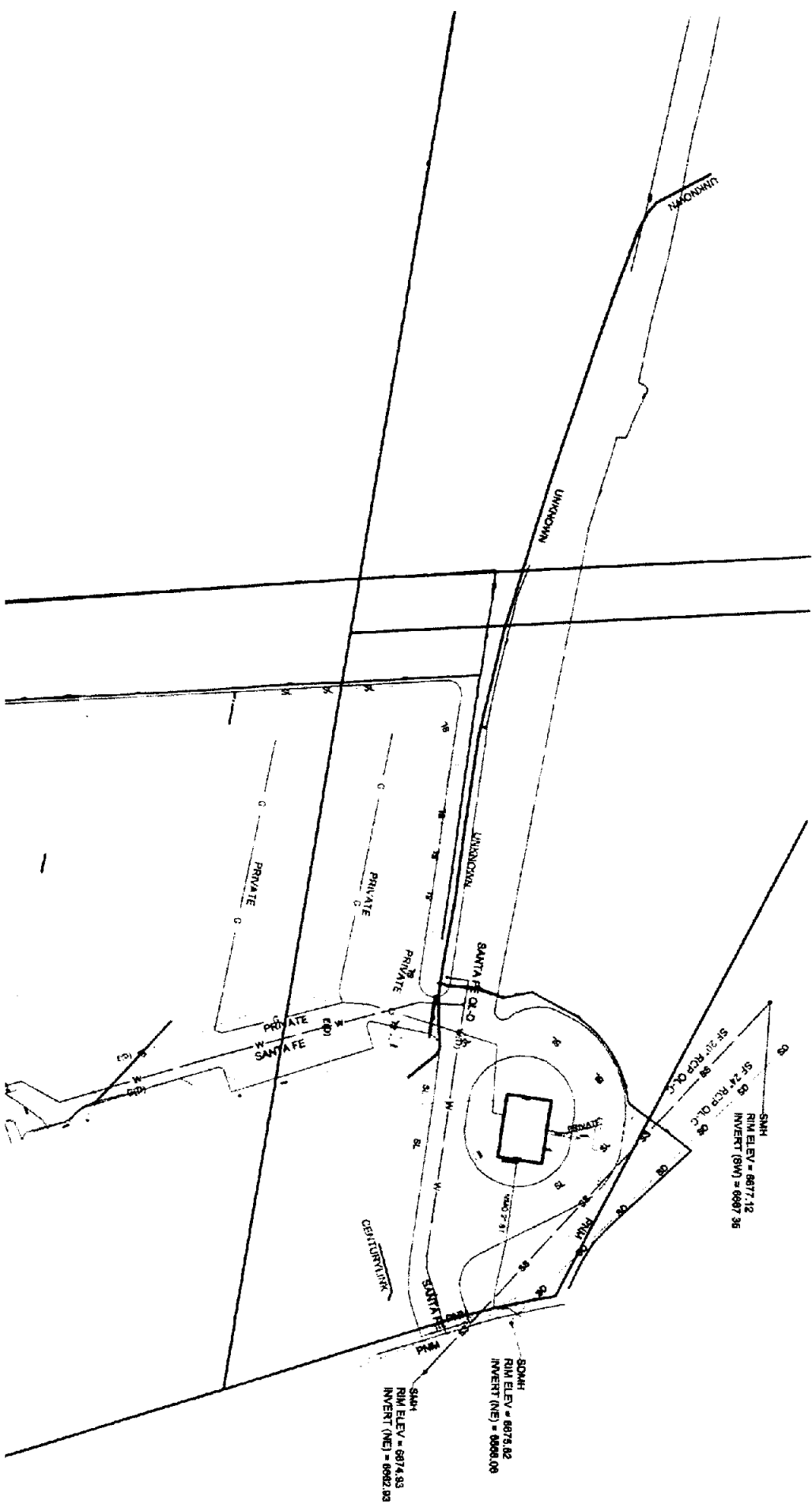
- j) Do we want a metering system for the Transit fast fill option in Bid Lot (2) to track usage by vehicle?

Response –Yes. A simple system that would allow entry of a vehicles ID and tracking of usage should be included in the proposal.

- k) See Attachment 4 for the Site Map that was provided at the Mandatory Walk Through on August 1, 2017.

ATTACHMENT 1

Site Utility Plan



ATTACHMENT 2

Electric Line Extension Agreement

Standard Procedures Letter

Transformer Pad Design

PUBLIC SERVICE COMPANY OF NEW MEXICO

ELECTRIC LINE EXTENSION AGREEMENT (COMPANY-BUILT SYSTEM)

ITEM # 16-0775

Customer: City of Santa Fe
Address: P.O. Box 909
Santa Fe, NM 87504
Point of Service: 2931 Rufina St.
Type of Service: Commercial, three-phase, 277/480V

PNM Representative: Matthew Holbert
Work Order Number: 02527662
Installation Task Number(s): 02, 03
Retirement Task Number(s): N/A
Home Center: 1482

THIS AGREEMENT is made and entered into this 30th day of August, 2016 by and between PUBLIC SERVICE COMPANY OF NEW MEXICO, a New Mexico corporation, hereinafter called "PNM" or "Company", and City of Santa Fe, hereinafter called "Customer." Customer and Company hereby agree as follows:

1. Customer is requesting the Company to provide electric service to the following described property or real estate:

The new CNG fueling facility located at 2931 Rufina St. Santa Fe, NM

2. To provide service to this property will require an extension of the Company's electric system (the "line extension" or "facilities") described as follows:

Install two (2) inline 40'4 wood poles, two (2) three-phase risers, two(2) runs of three-phase 1/0AL JCN cables in 4" conduit, one (1) loop fed 500kVA 277/480V padmounted transformer on customer provided concrete pad, one (1) point of bushing mounted CT metering, and all terminations and connections.

3. The Customer agrees to pay for the line extension cost as indicated below. The Customer understands the estimated cost and initial credit determinations are final and no additional credits will be given.

Estimated total cost of work	\$52897.82
Less initial revenue credit	-\$52897.82
Less initial lot credit	-\$0.00
Less salvage credit	-\$0.00
Less system improvement credit	-\$0.00
Less transformer/meter credit	-\$0.00
Less pre-paid design credit	-\$0.00
Total cost paid to Company by Customer	\$0.00

4. Customer understands and agrees that actual annual revenues from the new line extension must meet or exceed the revenue credit received by the Customer. Customer is not required to execute the Company's Electric Line Extension Revenue Credit Guarantee Agreement. It is also understood that the calculation of revenues hereunder shall not include cost pass-through items, e.g. franchise fees, underground rate riders, fuel cost recovery.
5. The total cost payable by Customer under paragraph 3 above must be paid in full in advance of any construction. Notwithstanding the foregoing, if Customer is a federal, state or local governmental agency that is legally restricted from providing an advance payment for such construction, and Customer provides a copy of such legal restriction(s) to Company, then Customer may (in advance of construction) provide a purchase order to the Company for the total cost payable, and Customer shall not be required to pay the Company for any costs of construction until such construction has been completed.
6. It is understood and agreed that the facilities installed hereunder shall be and remain the property of the Company, and the Company shall, subject to the terms and conditions of this Agreement, assume full responsibility for future operation and maintenance of said facilities.
7. Service furnished hereunder will be in accordance with the Company's Rules and Regulations and pursuant to its rate schedules applicable to the type of service required. The Company's Rules and

Regulations and rate schedules are on file with the New Mexico Public Regulation Commission ("NMPRC" or "Commission") and are incorporated herein by reference and made a part of the Agreement.

8. Customer shall furnish and/or assist the Company in obtaining all necessary easements and rights of way for construction of the facilities; rights of ingress and egress; and the right of excavation as required for installation, maintenance, repair or replacement of any of the facilities. All easements shall be of public record and, in the case of plats, clearly shown on such plats prior to final recording. Customer agrees to provide grades plus or minus three (3) inches in accordance with the "final grade and drainage plan" of record on all Customer-provided utility easements and locate lot lines as required by the Company. Any relocation due to changes in location of easements, lot lines, or grades will be at the expense of Customer and will be non-refundable.
9. This Agreement, including the Electric Line Extension Policy which is made a part hereof, shall at all times be subject to such changes and modifications as shall be ordered from time to time by any legally constituted regulatory body, including the NMPRC, having jurisdiction to require such changes or modifications. Notice shall be given in accordance with the Commission's requirements if and when the Commission is requested to take action which could cause a change in the terms of this Agreement.
10. The entire understanding between the parties hereto relating to this Agreement is set forth herein and in any Electric Line Extension Revenue Credit Guarantee Agreement and there are no oral understandings between the parties. No amendments to this Agreement are authorized unless reduced to writing and signed by authorized representatives of each party.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date set forth above.

Customer:

CITY OF SANTA FE

Name of Customer

SEE ATTACHED SIGNATURE PAGE

By

Printed Name & Title of Signatory

Billing Address:

P.O Box 909

Santa Fe, NM 87504

Company Use Only:

25276620027

Work Order (W.O.) Number

N/A

Retirement Order (R.O.) Number

Public Service Company of New Mexico:

By Tom Dominguez

Title Engineering Supervisor

2338922

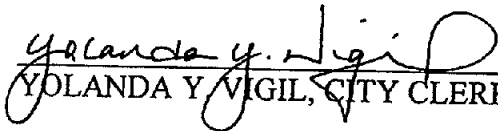
Work Request Number

IN WITNESS WHEREOF, the parties have executed this Agreement on the date set forth above.

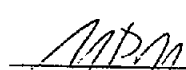
CITY OF SANTA FE:

 08/17/16
BRIAN K. SNYDER, CITY MANAGER


ATTEST:


YOLANDA Y. VIGIL, CITY CLERK mb

APPROVED AS TO FORM:

 8/2/16
KELLEY A. BRENNAN, CITY ATTORNEY

APPROVED:

 8-15-2016
OSCAR S. RODRIGUEZ
FINANCE DIRECTOR

N/A
Business Unit / Line Item



July 29, 2016

Robert B. Montoya
Project Administrator
City of Santa Fe
Facilities Division
Public Works Department
2651 Siringo Rd. Bldg. E
Santa Fe, New Mexico 87504

Dear Mr. Montoya:

Subject: CNG Fuel Facility Upgrades CIP Project # 657A
2931 Rufina St. Santa Fe, New Mexico
PNM No. 02527662

This letter is based on the Huitt-Zollars plans E-401 and E-501, Revision 5, dated 2/25/2016. **IF ANYTHING HAS CHANGED, PNM REQUIRES AN UPDATED SET OF PLANS.** If the service is greater than 225 kVA three phase or 100 kVA single phase, the plans must be stamped by a Registered Professional Electrical Engineer licensed in the State of New Mexico.

The following are standard procedures to be followed by the customer and PNM to ensure timely service. **The developer or his electrical contractor should allow at least 14 working days after PNM receives the electrical permits from the city/state before the service is energized.** The following specifications are for this project only.

1. THE CUSTOMER WILL FURNISH AND /OR INSTALL:

- a) Trench, backfill, and two (2) direct buried 4" diameter rigid primary elbows. The rigid primary elbows shall face to the North and shall be installed per PNM drawing DS-7-16.7. The rigid primary elbows shall be buried a minimum of 42" from finished grade to the top of the elbow and shall extend a minimum of five (5) feet beyond the edge of the equipment pad. **THE ELBOWS SHALL BE INSPECTED BEFORE THE TRENCH IS BACKFILLED. PNM REQUIRES TWO WORKING DAYS NOTICE BEFORE THE TRENCH IS BACKFILLED. PLEASE CALL 505-473-3229 FOR INSPECTION. IF THE ELBOWS ARE NOT INSPECTED AND TAGGED BY A PNM INSPECTOR, THE ELBOWS WILL HAVE TO BE EXPOSED AND THEN INSPECTED.**
- b) A concrete pad per PNM's drawing DS-7-16.7, which will be located as shown on the project plans. The equipment pad shall be above final grade and located in an area free of any overhead obstructions or permanent ground fixtures that may impede truck access for maintenance or replacement of the transformer, per PNM's drawings DS-7-16.12 and DS-7-17.0, page 2. The concrete pad is to be constructed using 3000 psi (min.) compressive strength, air entrained concrete. The pad shall be level within plus or minus 1/4 of an inch in five feet and trowel finished to provide a true plane within 1/16 of an inch in five feet as determined by a five foot straight edge. Drainage must be away from the pad. Guard posts per DS-7-16.10 shall be installed to provide protection for the transformer. Existing

grade and backfill under the concrete pad shall be compacted to 95 percent in accordance with ASTM D1557 and DS-7-16.8 pages 1 and 2. FOR INSPECTION OF THE PAD FORM AND REINFORCING, PLEASE CALL 505-473-3229 TWO WORKING DAYS BEFORE POURING THE CONCRETE. **IF THE PAD FORM AND REINFORCING ARE NOT INSPECTED AND TAGGED BY A PNM INSPECTOR, THE PAD WILL HAVE TO BE REMOVED AND THEN INSPECTED BEFORE BEING REPOURED.** If temporary service is required, an additional conduit must be stubbed out of the secondary side of the pad. At the time the permanent service is energized, the temporary service must be de-energized.

- c) 13 jaw meter socket per PNM drawing (MS-2-7.0) and drawing MS-3-10.0-B). The meter enclosure shall be delivered to PNM's Meter Department, 4565 State Rd. 14 Santa Fe, NM, for pre-wiring if the meter socket will be mounted onto the transformer. PNM's Meter Department requires a minimum of 10 working days to pre-wire the meter enclosure before the transformer can be delivered and installed. The enclosure must be marked with the project name, project location, and the above referenced work order number.
- d) A total of four (4) circuits of 500KCMIL copper to be installed between the transformer and the customer's 1200 ampere main breaker.
- e) All secondary service cables (600 volts) and conduits between the pad-mounted transformer and metering point. The conduit runs shall be unbroken with no pull boxes. If temporary power is required an additional conduit must be stubbed out of the secondary side of the pad.
- f) Secondary runs will require permanent marking of the cables and conduits in the transformer's secondary compartment and metering enclosure compartment with the building name or address for tracing purposes. **The secondary cables shall be marked to identify the building name or address no more than 12 inches above the top of the conduit.**
- g) The secondary cables shall be marked at both ends to identify the phases, ground(s), and neutral(s). The identification of the cables shall be red or blue taped bands for 120/208 volt systems and brown, orange or yellow for 277/480 volt systems. Banding shall be one band for phase one, two bands for phase two, three bands for phase three. White or gray shall only be used for the neutral(s) and green shall only be used for the grounding circuit(s). This method of banding **SHALL BE DONE AT BOTH THE METER AND RISER AND/OR TRANSFORMER. THERE WILL BE NO EXCEPTIONS.** Numbering with black ink will not be acceptable. All secondary cables shall have their ends sealed.
- h) The maximum number of conductors which may be terminated in the transformer is eight (8) per phase.
- i) Grading shall be completed to within plus or minus six inches. If the grade should change after PNM has installed its facilities, the developer is financially liable for reimbursing PNM for relocation of any PNM facilities.
- j) All necessary identification stakes along the trenching route shall be in place. (We recommend that stakes be driven to sufficient depth to deter vandalism.)

- k) The trenching route shall be to grade plus or minus 6" and 10' wide and free of all obstructions. Installation of paving, sidewalks, drivepads, walls, and other obstructions shall follow the installation of the electric lines.
- l) PNM will not compact trenches other than those in street right-of-way.
- m) All the necessary equipment to provide protection for the customer's equipment if a single-phase condition should occur.
- n) All necessary easements for PNM's distribution facilities and associated equipment pads, including working space requirements. Either a documentary easement or an option for easement shall be signed and in PNM's possession before PNM will energize any service.
- o) All on-site generation must be approved by PNM. Please review and comply with the attached "General PNM Policy for On-Site Generation."

THE AVAILABLE SHORT-CIRCUIT SYMMETRICAL THREE-PHASE FAULT CURRENT IS 60,000 RMS AMPERES AT THE SECONDARY TERMINALS OF THE TRANSFORMER. REFER TO PNM DRAWING DS-4-11.0.

- p) The developer or owner shall locate and clearly mark privately owned underground facilities (i.e. water, sewer, electric, gas, communications, drainage, etc.) along and near the trench route or pole locations prior to the start of PNM construction. PNM will not be responsible for repair costs of damaged privately owned facilities that are not spotted or spotted incorrectly.

The available short-circuit symmetrical three-phase fault current is 60,000 RMS amperes at the secondary terminals of the transformer.

2. PNM will furnish and/or install:

- a) A pad-mounted transformer, 500kVA, 277/480 volt, 3-phase, 4-wire system.
- b) Primary cable to be installed in 4" conduit, and primary terminations at the transformer.
- c) One (1) point of metering for 277/480 volt, 3-phase, 4-wire system.

The information contained in this procedure letter is critical for the timely and correct installation of PNM's primary electric service to your facility. As a result, please ensure that this procedures letter is sent to those who will be responsible for the installation of your secondary electric system.

If there are any questions, please call me at (505) 473-3229.

Sincerely,

Matthew Holbert
Engineer II

/MH
Enclosures

cc: Mr. Jamie Ortiz, PNM
Mr. Corey Plant, PNM
Mr. Keith Burks, PNM
Mr. Jason Pilnock, Essential Utilities
Mr. Frederick J Telck, PE

APPLICANT'S ON – SITE GENERATING FACILITY

I. General PNM Policy for On-Site Generating Facilities:

All on-site generation must be approved by PNM.

Back-up generators that use a mechanical interlock or an ATS to prevent operating the generator in parallel with the utility will be approved by a qualified individual in the NSD Group. All on-site generation which either does not have a mechanical interlock or ATS, or which is intended to operate in parallel with the utility for any period of time, shall be reviewed and approved by System Engineering Customer Generation Programs.

All on-site generation that can operate in parallel with the utility system must execute an interconnection agreement with PNM.

All applicants are required to inform the Company of any proposed on-site generators by including such facilities in the approved electrical plans which will be submitted to the Company. The approved electrical plans are to include keyed notes indicating the method of disconnect, whether or not the generator is intended to operate in parallel with the utility and the interlock method used to prevent operating in parallel with the utility. Other required information is as follows:

- a. Size of the Generator, in KVA
- b. Voltage and Phase
- c. Frequency
- d. Disconnect details
- e. Mode of Generator Operation: Back-up or Utility parallel

If the on-site generation is to operate in parallel with the utility for any period of time, the applicant must contact PNM Customer Generation Programs, Alvarado Square MS0600 to request an application for interconnection. Customer Generation Programs will provide the applicant with the necessary guidance and will manage the process of interconnecting all on-site generation that operates in parallel with the utility. Customer Generation Programs will coordinate the interconnection of on-site generation with NSD and will draw upon the resources of other departments when necessary.

Procedure:

1. The NSD-PL, in-charge of the electric service application, shall, if it is not shown in the electrical plans, inquire whether there will be on-site generation of any kind. The NSD-PL shall determine if the on-site generator will be operated as a back-up generator and is not to be operated in parallel with the PNM system. The NSD-PL will determine if the back-up generation is mechanically interlocked to prevent operation in parallel with the utility. If the on-site generator is intended as a back-up generation and is prevented from operating in parallel with the utility through the use of a mechanical interlock or ATS, there is no need to obtain further approval from the Customer Generation Programs.
2. If the on-site generation does not comply with the requirements for the back-up generation, the plans and other information concerning the on-site generator shall be forwarded to Customer Generation Programs (MS0600, 241-2548) for review and recommendations.
3. All applicants with on-site generation that is intended to be operated in parallel with the utility, regardless of the length of time of parallel operation, shall be directed to

contact PNM Customer Generation Programs, Alvarado Square MS0600, Albuquerque, NM-87158 (241-2548), to obtain an Application for Interconnection and PNM's Interconnection Requirements. Customer Generation Programs will manage the interconnection of all on-site generation and will coordinate the interconnection with NSD.

PNM Requirements for:

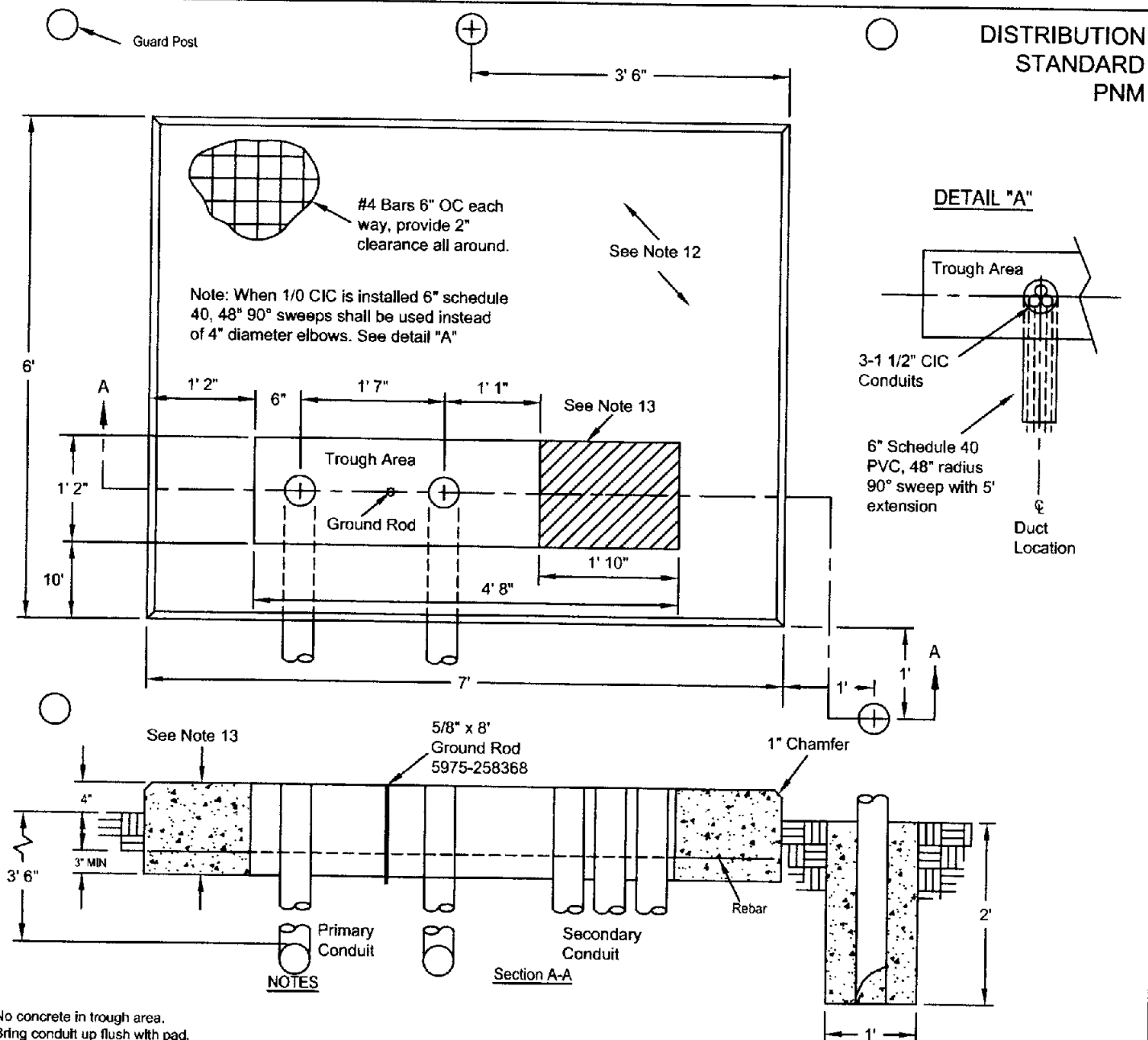
- a. Only disconnects with a mechanical interlock or ATS shall be allowed by PNM. All generation and associated disconnects and operating procedure shall be shown on the final electrical plans.

The NSD-PL is responsible for ensuring the back-up generation complies the PNM's requirements.

- b. Generation operated in parallel with the PNM System:
 - The applicant must request an Application for Interconnection form PNM Customer Generation Programs, Alvarado Square MS0600, Albuquerque, NM-87158
 - The generating facility must comply with PNM's Interconnection and Safety Standards and with all applicable federal, state and local regulations and codes.
 - The applicant must enter into an Interconnection Agreement with PNM.

II. Specific PNM Policy on Generating Facility within the Downtown Network Area:

1. PNM shall allow an applicant served from secondary network to install back-up generation, provided that the generator is prevented from operating in parallel with the network by means of a mechanically interlocked disconnect or ATS.
2. The network protectors are not rated for separating generators from the utility system. For safety reasons, PNM **does not** allow any generating facility, to operate in parallel with the PNM secondary network system.



- (1) No concrete in trough area.
- (2) Bring conduit up flush with pad.
- (3) Guard Posts are required in traffic areas.
- (4) Concrete pad shall be 3000 psi concrete, level within $\pm 1/4"$ in 5' straight edge.
- (5) Existing grade and back fill under concrete pad shall be compacted to 95% in accordance with ASTM D1557.
- (6) If the primary cable is direct buried contact engineer for secondary duct orientation prior to installation.
- (7) All stub outs must extend a minimum of 5' from edge of pad.
- (8) For PNM direct buried primary system, customer shall install PVC elbows and PVC stub outs.
- (9) For PNM primary duct system other than CIC, customer shall install rigid elbows and threaded rigid stub outs or concrete encased rigid elbows with concrete encased rigid PVC stub outs. Schedule 40 PVC may be used without concrete encasement provided customer installs a 10' length minimum rigid galvanized IMC duct at each vertical 45° or 90° elbow. Red warning tape shall be placed 12" above any PVC that is not concrete encased.
- (10) Customer shall include a polyethylene pull string with a minimum breaking strength of 210 lbs in completed ducts for future use by PNM.
- (11) All secondary cables must be tagged with phase and address for tracing reasons. The secondary cables shall be marked no more than 12" above the ducts.
- (12) Pad to be 1' thick if poured in place otherwise use 0100005825 for pre-engineered pad.
- (13) Minimum of 1'10" x 14" to be maintained for secondary duct area to allow up to 8-4" secondary ducts.

REFERENCES

- (1) See DS-7-16.8 Page 1 and 2 Transformer and Switchgear Pad Foundation Preparation and Inspection
- (2) See DS-7-16.10 Guard Post
- (3) See DS-7-16.12 Minimum Working Space and Fire Safety Requirements for Transformers
- (4) See DS-18-20.0 Ground Assembly

75-500 kVA Three-Phase Loop Fed Transformer Pad

DS-7-16.7

ATTACHMENT 3

Sole Test Log Report

Project No.: 15-1-036

SITE PLAN
*Scale Unknown

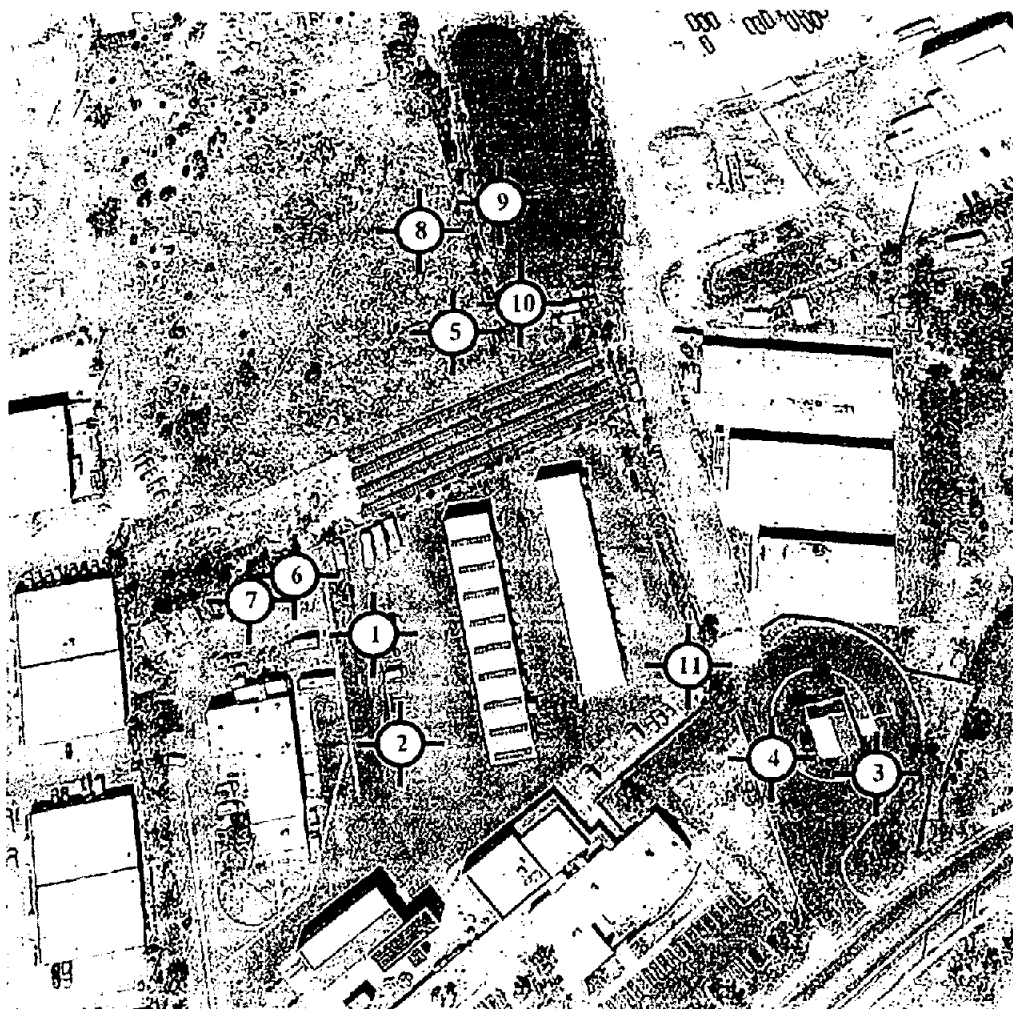
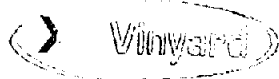


FIGURE 1



LOG OF TEST HOLE NO. 1

Project: Santa Fe CNG Facility
 Elevation: N/A
 Depth to Groundwater: Not Encountered

Project No.: 15-1-036
 Date Drilled: 6/2/15
 Drilling Method: 7" H.S.A.

Depth, feet	Blows/Foot	Sample Type	Dry Density pcf	Water Content, %	Additional Testing	Unified Classification	Material Description
							5" asphalt concrete - 3" base course
		B		13.1		CL	CLAY, sandy lean, medium stiff, moist, brown/dark brown
	26	R	124	6.1	1	SM	SAND, silty with gravel, fine to coarse grained, medium dense, slightly moist, gray and brown
5	41	R	128	6.4	1,2,5		Orange-brown
10	44	S					No recovery
15	65	S		11.0		CL	CLAY, lean with sand, hard, moist, brown
20	41	S		19.9	1,2		Very moist
25							Bottom of hole at 21½'
30							
35							

ADDITIONAL TESTS: 1-- Sieve Analysis 2= Atterberg Limits 3=Direct Shear 4=R-Value 5=Other

Figure: 2



LOG OF TEST HOLE NO. 2

Project: Santa Fe CNG Facility

Elevation: N/A

Depth to Groundwater: Not Encountered

Project No.: 15-1-036

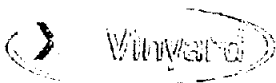
Date Drilled: 6/2/15

Drilling Method: 7" H.S.A.

Depth, feet	Blows/Foot	Sample Type	Dry Density pcf	Water Content, %	Additional Testing	Unified Classification	Material Description
							5" asphalt concrete - 5" base course
		B		14.7	1,2	SC	SAND, clayey, fine to medium grained, moist, light brown
5	21	R	121	16.7	1,2,5	SM	SAND, silty with gravel, fine to medium grained, medium dense, moist, greenish gray
	90	R	139	3.5	1	SW-SM	SAND, well-graded with silt and gravel, fine to coarse grained, very dense, slightly moist, orangish brown
10	43	S		8.6			
						SC	SAND, clayey, fine to medium grained, dense, moist, light brown
15	86	S		10.2			Very dense
20	33	S		10.8			Dense, brown and pink
25							Bottom of hole at 21½'
30							
35							

ADDITIONAL TESTS: 1= Sieve Analysis 2= Atterberg Limits 3=Direct Shear 4=R-Value 5=Other

Figure: 3



LOG OF TEST HOLE NO. 3

Project: Santa Fe CNG Facility

Elevation: N/A

Depth to Groundwater: Not Encountered

Project No.: 15-1-036

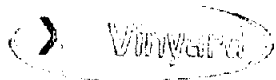
Date Drilled: 6/2/15

Drilling Method: 7" H.S.A.

Depth, feet	Blows/Foot	Sample Type	Dry Density pcf	Water Content, %	Additional Testing	Unified Classification	Material Description
							5" asphalt concrete - 3.5" base course
		B		10.6		CL	CLAY, sandy lean, stiff, moist, brown
5	41	R	118	8.3		SP-SM	SAND, poorly graded with silt, fine to medium grained, dense, moist, dark brown/black
	19	R	109	15.2	1,2,5	SC	SAND, clayey, fine grained, medium dense, moist, brown
10							
	55	S		2.5	1,2	SM	SAND, silty with gravel, fine to coarse grained, dense, slightly moist, white and orange
15							
	77	S		7.2		Moist	
20							Bottom of hole at 16½'
25							
30							
35							

ADDITIONAL TESTS: 1= Sieve Analysis 2= Atterberg Limits 3= Direct Shear 4= R-Value 5= Other

Figure: 4



LOG OF TEST HOLE NO. 4

Project: Santa Fe CNG Facility

Elevation: N/A

Depth to Groundwater: Not Encountered

Project No.: 15-1-036

Date Drilled: 6/2/15

Drilling Method: 7" H.S.A.

Depth, feet	Blows/Foot	Sample Type	Dry Density pcf	Water Content, %	Additional Testing	Unified Classification	Material Description
							4.5" asphalt concrete - 4.5" base course
						CL	CLAY, lean with sand, medium stiff, moist, brown
5	18	R	121	7.7	1,2,5	SC	SAND, clayey, fine to medium grained, trace gravel, medium dense, moist, brown
	12	R	103	9.6	1		Light brown
10							
	88	S		6.6			Gravelly, very dense, slightly moist, white and orange
15							
	43	S		9.8	1,2		Dense, moist, brown and orange
20							Bottom of hole at 16½'
25							
30							
35							

ADDITIONAL TESTS: 1= Sieve Analysis 2= Atterberg Limits 3=Direct Shear 4=R-Value 5=Other

Figure: 5



LOG OF TEST HOLE NO. 5

Project: Santa Fe CNG Facility

Elevation: N/A

Depth to Groundwater: Not Encountered

Project No.: 15-1-036

Date Drilled: 6/2/15

Drilling Method: 7" H.S.A.

Depth, feet	Blows/Foot	Sample Type	Dry Density pcf	Water Content, %	Additional Testing	Unified Classification	Material Description
5	33	R	135	2.3	1	SM	SAND, silty with gravel, fine to coarse grained, dense, slightly moist, white and brown
10	49	R	14	1.1	1	GP-GM	GRAVEL, poorly graded with silt and sand, fine to coarse grained, dense, slightly moist, white and brown
15	49	S		3.6	1	SM	SAND, silty with gravel, fine to coarse grained, dense, slightly moist, dark green, orange, and light brown
	39	S		7.0		SC	SAND, clayey with gravel, fine to coarse grained, dense, slightly moist, light brown/black
20							Bottom of hole 16½'
25							
30							
35							

ADDITIONAL TESTS: 1= Sieve Analysis 2= Atterberg Limits 3=Direct Shear 4=R-Value 5=Other

Figure: 6



LOG OF TEST HOLE NO. 6

Project: Santa Fe CNG Facility

Elevation: N/A

Depth to Groundwater: Not Encountered

Project No.: 15-1-036

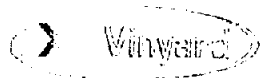
Date Drilled: 6/2/15

Drilling Method: 7" H.S.A.

Depth, feet	Blows/Foot	Sample Type	Dry Density pcf	Water Content, %	Additional Testing	Unified Classification	Material Description
5	62	S		3.0	1	SM	5" asphalt concrete - 7" base course SAND, silty with gravel, fine to coarse grained, very dense, slightly moist, white and brown
10	56	S		5.0	1	SC-SM	SAND, silty, clayey with gravel, fine to coarse grained, very dense, slightly moist, white and orange-brown
15	31	S		8.4	1,2	SM	SAND, silty with gravel, fine to coarse grained, dense, moist, white and orange-brown Bottom of hole 11½'
20							
25							
30							
35							

ADDITIONAL TESTS: 1= Sieve Analysis 2= Atterberg Limits 3=Direct Shear 4=R-Value 5=Other

Figure: 7



LOG OF PERCOLATION TEST HOLE NO. P7

Project: Santa Fe CNG Facility

Elevation: N/A

Depth to Groundwater: Not Encountered

Project No.: 15-1-036

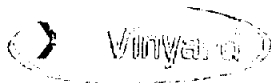
Date Drilled: 6/2/15

Drilling Method: 7" H.S.A.

Depth, feet	Piezo/Toq.	Sample Type	Dry Density, pcf	Water Content, %	Additional Testing	Unified Classification	Material Description
							5" asphalt concrete - 7" base course
1		B		7.4	1,2	SM	SAND, silty with gravel, fine to medium grained, medium dense, slightly moist, brown
2							
3							
4						SC	SAND, clayey with gravel, fine to medium grained, medium dense, slightly moist, brown
5							
6							
							Bottom of hole 5'- 0"

ADDITIONAL TESTS: 1= Sieve Analysis 2= Atterberg Limits 3=Direct Shear 4=R-Value 5=Other

Figure: 8



LOG OF TEST HOLE NO. 8

Project: Santa Fe CNG Facility

Elevation: N/A

Depth to Groundwater: Not Encountered

Project No.: 15-1-036

Date Drilled: 6/2/15

Drilling Method: 7" H.S.A.

Depth, feet	Blows/Foot	Sample Type	Dry Density pcf	Water Content, %	Additional Testing	Unified Classification	Material Description
5	30	B S		9.7 1.2	1,2	SM	SAND, silty with gravel, fine to medium grained, very moist, brown Dense, slightly moist, brown and white
	22	R					No recovery, auger refusal, binding on gravel
10							Bottom of hole 6'
15							
20							
25							
30							
35							

ADDITIONAL TESTS: 1= Sieve Analysis 2= Atterberg Limits 3=Direct Shear 4=R-Value 5=Other

Figure: 9



LOG OF TEST HOLE NO. 9

Project: Santa Fe CNG Facility

Elevation: N/A

Depth to Groundwater: Not Encountered

Project No.: 15-1-036

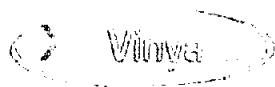
Date Drilled: 6/2/15

Drilling Method: 7" H.S.A.

Depth, feet	Blows/Foot	Sample Type	Dry Density pcf	Water Content, %	Additional Testing	Unified Classification	Material Description
							Milled asphalt concrete - very thin at surface
						SC	SAND, clayey, fine grained, slight gravel, loose, moist, brown
5	8	R	107	13.9	1,2,5	SM	SAND, silty, fine to medium grained, loose, moist, brown
	9	R	106	17.3	1,2,5		
10							
	58	S		3.0			Fine to coarse grained, very dense, slightly moist, gray and yellowish brown
15							
	23	S		18.8	1,2	CL	CLAY, sandy lean, medium plasticity, very stiff, moist, yellowish brown
20							Bottom of hole at 16½'
25							
30							
35							

ADDITIONAL TESTS: 1= Sieve Analysis 2= Atterberg Limits 3=Direct Shear 4=R-Value 5= Other

Figure: 10



LOG OF TEST HOLE NO. 10

Project: Santa Fe CNG Facility

Elevation: N/A

Depth to Groundwater: Not Encountered

Project No.: 15-1-036

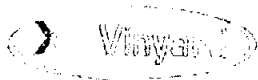
Date Drilled: 6/2/15

Drilling Method: 7" H.S.A.

Depth, feet	Blows/Foot	Sample Type	Dry Density pcf	Water Content, %	Additional Testing	Unified Classification	Material Description
							Milled asphalt concrete - very thin at surface
5	9	R	108	15.9	1,2	SC	SAND, clayey, fine to coarse grained, slight gravel, loose, moist, brown
10	24	R	91	18.5	1,2	ML	SILT, sandy, fine grained, slight gravel, very stiff, moist, brown
15	52	S		4.3		SC-SM	SAND, silty, clayey, fine to coarse grained, very dense, slightly moist, orange-brown and yellowish brown
	31	S		11.4	1,2	SM	SAND, silty, fine to medium grained, slight gravel, dense, moist, orange, pink and light brown
20							Bottom of hole at 16½'
25							
30							
35							

ADDITIONAL TESTS: 1= Sieve Analysis 2= Atterberg Limits 3=Direct Shear 4=R-Value 5=Other

Figure: 11



LOG OF TEST HOLE NO. 11

Project: Santa Fe CNG Facility

Elevation: N/A

Depth to Groundwater: Not Encountered

Project No.: 15-1-036

Date Drilled: 6/2/15

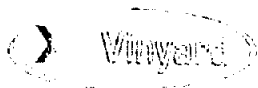
Drilling Method: 7" H.S.A.

Depth feet	BlowFoot	Sample Type	Dry Density (pcf)	Water Content %	Additional Testing	Unified Classification	Material Description
							5" asphalt concrete - 3" base course
1	28			11.4	1,2	SC	SAND, clayey, fine grained, medium dense, moist, brown/dark brown
2		S					
3							
4							
5	50/5.5"	S		3.1			Very dense, slightly moist
6							Bottom of hole 5½'

ADDITIONAL TESTS: 1= Sieve Analysis 2= Atterberg Limits 3=Direct Shear 4=R-Value 5=Other

Figure: 12

ATTACHMENT 4
Mandatory Walk-Through Site Map



NOTES - LOGS OF TEST HOLES

Test hole locations were determined by compass bearing and pacing distances from known topographic points.

"Drilling Method" refers to the equipment utilized to advance the test hole. A seven-inch outside diameter, continuous flight, hollowstem auger was utilized.

"S" under "Sample Type" indicates a Standard Penetration test (ASTM D-1586). The Standard Penetration sampler is 2 inches in outside diameter and 1 3/8 inches inside diameter.

"R" under "Sample Type" indicates a 3-inch outside diameter by 2.5-inch inside diameter sampler. The sampler is lined with 1-inch high brass rings.

"B" under "Sample Type" indicates a bulk sample.

"Blows Per Foot" indicates the number of blows of a 140-pound hammer falling 30 inches required to drive the indicated sampler 12 inches.

"NR" under "Blows/Foot" indicates that no sample was recovered.

"Dry Density PCF" indicates the laboratory determined soil dry density in pounds per cubic foot.

"Water Content %" indicates the laboratory determined soil moisture content in percent (ASTM D-2216).

"Unified Classification" indicates the field soil classification as per ASTM D-2488. When appropriate, the field classification is modified based upon subsequent laboratory tests.

Variations in soil profile, consistency, and moisture content may occur between test holes. Subsurface conditions may also vary between test holes and with time.

Figure No.: 13

CITY OF SANTA FE

COMPRESSED NATURAL GAS FUELING

FACILITY (BID #: 18/01/P)

FOR DISCUSSION PURPOSES ONLY

Existing Public

Fast-fill Island

Existing CNG

Pumping Station

New Electric

Transformer for

CNG Pumping

Station

Existing Transit Slow-fill Bays (16)

Existing Transit Slow-fill Bays (18)

Proposed Area for New
Paratransit Slow-fill Bays (16)

Proposed Area for the
New Environmental
Services Division Slow-fill
Bays (40)

Existing
Detention Pond

Legend: