

AMENDED AGENDA
Corrected Items C and D

**REGULAR MEETING
AND TOUR**

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

**OCTOBER 17, 2019
4:00 P.M.
CONFERENCE ROOM
CAJA DEL RIO LANDFILL ADMINISTRATION BUILDING
149 WILDLIFE WAY
SANTA FE, NM**

- I. Call to Order**
- II. Roll Call**
- III. Approval of Agenda**
- IV. Approval of Consent Calendar**
- V. Approval of Minutes:** Regular Meeting – September 19, 2019
- VI. Matters from the Public**
- VII. Consent Calendar**
 - A. Request for Approval to Award Request for Bid No. '20/01/B to Familia Rios, LLC, d/b/a Nelly's Cleaning Services of Santa Fe, NM, for Cleaning Services for the Santa Fe Solid Waste Management Agency in the Amount of \$69,400.
 - B. Request for Approval to Award Request for Bid No. '20/04/B to Rusty's Weigh Scales & Service, Inc. of Albuquerque, NM, for On-Call Truck Scale Calibration, Maintenance and Repair Services for the Santa Fe Solid Waste Management Agency in the Amount of \$27,000.
 - C. Request for Approval of Amendment No. 8 to the Professional Services Agreement with CDM Smith Inc. of Albuquerque, NM (RFP No. '16/35/P); and
 - 1. Allocate Remaining Funds from Tasks 1, 1.7, 1.8 – Caja del Rio Landfill Surveys and Volumetric Calculations and Task 5 – Miscellaneous Engineering Support to Task 1.9 October 2019 Volumetric Survey.
 - 2. Allocate Remaining Funds from Task 5 – Miscellaneous Engineering Support to Task 4 – BuRRT Wetland System Liner Replacement.

3. Allocate Remaining Funds from Task 2 – Landfill Excavation and Task 5 – Miscellaneous Engineering Support to Task 5.2 – East Phase Base Grade Design and Task 5.3 – Landfill Management Plan Updates.
 4. Add New Funds for Task 4 – BuRRT Wetland System Liner Replacement and Task 7 – Landfill Cell 6B Design.
 5. Increase the Amount of Compensation by \$36,816 for a Total Not-To-Exceed Amount of \$630,671.
 6. Approval of Budget Increase to 8130875.572960 (SWAMA Project 19813) from 813.100700 (Cell Development Reserve Fund) in the Amount of \$2,905.
 7. Approval of Budget Increase to 8100852.520100 (Repair & Maintenance - Buildings and Structures) from 816.100700 (Capital Improvements Reserve Fund) in the Amount of \$33,911.
 8. Extend the Term of the Agreement through October 20, 2020.
- D. Request for Approval of Amendment No. 1 to the Price Agreement for Motor Oils, Lubricants, Antifreeze and Related Products to Multiple Vendors (RFB No. '19/03/B); and
1. Extend the Term of the Agreement through October 4, 2020.
- E. Request for Approval of 2020 Meeting Calendar.

VIII. Matters from the Executive Director

IX. Matters from the Board

X. Matters from Staff – Agency, City, County

XI. Next Meeting Date: February 20, 2020

XII. Landfill Tour

XIII. Adjournment

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

Tour Information: The tour is open to the public. Tour participants will meet at Caja del Rio Landfill, Administration Building, 149 Wildlife Way, Santa Fe, NM, immediately after the regular meeting (approximately 5:00 p.m.). Members of the public shall provide their own transportation to the construction project. The tour will last approximately one hour and may involve some walking over uneven terrain. Layered clothing, long pants and sturdy footwear are recommended. Tour participants will be provided with appropriate personal protective equipment - hard hat, safety glasses and safety vest.

RECEIVED AT THE CITY CLERK'S OFFICE

DATE: October 11, 2019

TIME: 10:54 AM

AGENDA

REGULAR MEETING AND TOUR

SANTA FE SOLID WASTE MANAGEMENT AGENCY JOINT POWERS BOARD

OCTOBER 17, 2019

4:00 P.M.

CONFERENCE ROOM

CAJA DEL RIO LANDFILL ADMINISTRATION BUILDING
149 WILDLIFE WAY
SANTA FE, NM

- I. Call to Order**
- II. Roll Call**
- III. Approval of Agenda**
- IV. Approval of Consent Calendar**
- V. Approval of Minutes:** Regular Meeting – September 19, 2019
- VI. Matters from the Public**
- VII. Consent Calendar**
 - A. Request for Approval to Award Request for Bid No. '20/01/B to Familia Rios, LLC, d/b/a Nelly's Cleaning Services of Santa Fe, NM, for Cleaning Services for the Santa Fe Solid Waste Management Agency in the Amount of \$69,400.
 - B. Request for Approval to Award Request for Bid No. '20/04/B to Rusty's Weigh Scales & Service, Inc. of Albuquerque, NM, for On-Call Truck Scale Calibration, Maintenance and Repair Services for the Santa Fe Solid Waste Management Agency in the Amount of \$27,000.
 - C. Request for Approval of Amendment No. 8 to the Professional Services Agreement with CDM Smith Inc. of Albuquerque, NM, to Allocate Remaining Funds from Tasks 1, 1.6, 1.7, 1.8 and 1.9 - Caja del Rio Landfill Surveys and Volumetric Calculations to Task 1.10 October 2019 Volumetric Survey; Allocate Remaining Funds from Task 2 – Landfill Excavation and Task 5 – Miscellaneous Engineering Support to Task 5.2 East Phase Base Grade Design and Task 5.3 Landfill Management Plan Updates; and Add New Funds for Task 4 – BuRRT Wetland System Liner Replacement and Task 7 – Landfill Cell 6B Design (RFP No. '16/35/P); and
 - 1. Extend the Term of the Agreement through October 19, 2020.
 - 2. Increase the Amount of Compensation by \$38,564 for a Total Not-To-Exceed Amount of \$632,240.

D. Request for Approval of Amendment No. 1 to the Price Agreement for Motor Oils, Lubricants, Antifreeze and Related Products to Multiple Vendors at the Same Price, Terms and Conditions (RFB No. '19/03/B); and

1. Extend the Term of the Agreement through October 5, 2020.

E. Request for Approval of 2020 Meeting Calendar.

VIII. Matters from the Executive Director

IX. Matters from the Board

X. Matters from Staff – Agency, City, County

XI. Next Meeting Date: February 20, 2020

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XIII. Adjournment

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RECEIVED AT THE CITY CLERK'S OFFICE

DATE: October 10, 2019

TIME: 8:04 AM

**SUMMARY OF ACTION
SANTA FE SOLID WASTE MANAGEMENT AGENCY
JOINT POWERS BOARD
CAJA DEL RIO LANDFILL ADMINISTRATION BUILDING
149 WILDLIFE WAY
THURSDAY, OCTOBER 17, 2019, 4:00 PM**

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CALL TO ORDER		1
ROLL CALL	QUORUM	1
APPROVAL OF AGENDA	APPROVED	1-2
APPROVAL OF CONSENT CALENDAR	APPROVED	2
APPROVAL OF MINUTES	APPROVED	2
MATTERS FROM THE PUBLIC	NONE	2

CONSENT CALENDAR

REQUEST FOR APPROVAL TO AWARD REQUEST FOR BID NO. '20/01/B TO FAMILIA RIOS, LLC, D/B/A NELLY'S CLEANING SERVICES OF SANTA FE, NM, FOR CLEANING SERVICES FOR THE SANTA FE SOLID WASTE MANAGEMENT AGENCY IN THE AMOUNT OF \$69,400.	APPROVED ON CONSENT	2
REQUEST FOR APPROVAL TO AWARD REQUEST FOR BID NO. '20/04/B TO RUSTY'S WEIGH SCALES AND SERVICES, INC. OF ALBUQUERQUE, NM FOR ON-CALL TRUCK SCALE CALIBRATION, MAINTENANCE AND REPAIR SERVICES FOR SANTA FE SOLID WASTE MANAGEMENT AGENCY IN THE AMOUNT OF \$27,000.	APPROVED ON CONSENT	2-3

REQUEST FOR APPROVAL OF AMENDMENT NO. 8 TO THE PROFESSIONAL SERVICES AGREEMENT WITH CDM SMITH INC. OF ALBUQUERQUE, NM (RFP NO. '16/35/P)	APPROVED	3-5
REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO THE PRICE AGREEMENT FOR MOTOR OILS, LUBRICANTS, ANTIFREEZE AND RELATED PRODUCTS TO MULTIPLE VENDORS (RFB NO. '19/03/B)	APPROVED ON CONSENT	5
REQUEST FOR APPROVAL OF 2020 MEETING CALENDAR.	APPROVED ON CONSENT	5
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MATTERS FROM THE BOARD	INFORMATION/DISCUSSION	5-6
MATTERS FROM STAFF - AGENCY, CITY AND COUNTY	INFORMATION/DISCUSSION	6
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LANDFILL TOUR	INFORMATION/DISCUSSION	6
ADJOURNMENT	ADJOURNMENT	7

**SANTA FE SOLID WASTE MANAGEMENT AGENCY
JOINT POWERS BOARD
CAJA DEL RIO LANDFILL ADMINISTRATION BUILDING
149 WILDLIFE WAY
THURSDAY, OCTOBER 17, 2019, 4:00 PM**

I. CALL TO ORDER

The meeting of the Santa Fe Solid Waste Management Agency Joint Powers Board was called to order by Councilor Renee Villarreal, Chair, at 4:00 pm on Thursday, October 17, 2019, at the Caja Del Rio Landfill Administration Building, 149 Wildlife Way, Santa Fe, New Mexico.

II. ROLL CALL

MEMBERS PRESENT

Councilor Renee Villarreal, Chair
Commissioner Anna Hansen, Vice Chair
Commissioner Ed Moreno
Councilor Michael Harris

MEMBERS ABSENT

Councilor JoAnne Vigil Coppler, Excused
Councilor Anna Hamilton, Excused

OTHERS PRESENT

Randall Kippenbrock, Executive Director, SWMA
Rosalie Cardenas, SWMA
Nancy Long, Long, Komer and Associates
Olivia Romero, Santa Fe County
Les Francisco, Santa Fe County
Shirleen Sitton, City of Santa Fe, Environmental Services
Elizabeth Martin, Stenographer

III. APPROVAL OF AGENDA

Mr. Kippenbrock said on item C, number 5, the amount shown is incorrect. It should be \$630,492.

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

VOTE The motion passed unanimously by voice vote.

IV. APPROVAL OF CONSENT CALENDAR

Councilor Harris pulled item 7C for discussion.

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

VOTE The motion passed unanimously by voice vote.

V. APPROVAL OF MINUTES SEPTEMBER 19, 2019

Commissioner Hansen said on page 4, Commissioner Roybal spoke of a shooting site. The site's name is the Rio Grande Sportsmen's Club.

MOTION A motion was made by Commissioner Moreno, seconded by Councilor Harris, to approve the minutes as amended.

VOTE The motion passed unanimously by voice vote.

VI. MATTERS FROM THE PUBLIC

None.

VII. CONSENT CALENDAR

- A. REQUEST FOR APPROVAL TO AWARD REQUEST FOR BID NO. '20/01/B TO FAMILIA RIOS, LLC, D/B/A NELLY'S CLEANING SERVICES OF SANTA FE, NM, FOR CLEANING SERVICES FOR THE SANTA FE SOLID WASTE MANAGEMENT AGENCY IN THE AMOUNT OF \$69,400.**

Approved on consent.

- B. REQUEST FOR APPROVAL TO AWARD REQUEST FOR BID NO. '20/04/B TO RUSTY'S WEIGH SCALES AND SERVICES, INC. OF ALBUQUERQUE, NM FOR ON-CALL TRUCK SCALE CALIBRATION, MAINTENANCE AND REPAIR SERVICES FOR SANTA FE SOLID WASTE MANAGEMENT AGENCY IN THE AMOUNT OF \$27,000.**

Approved on consent.

- C. REQUEST FOR APPROVAL OF AMENDMENT NO. 8 TO THE PROFESSIONAL SERVICES AGREEMENT WITH CDM SMITH INC. OF ALBUQUERQUE, NM (RFP NO. '16/35/P); AND**
- 1. ALLOCATE REMAINING FUNDS FROM TASKS 1,1.7, 1.8 - CAJA DEL RIO LANDFILL SURVEYS AND VOLUMETRIC CALCULATIONS AND TASK 5 - MISCELLANEOUS ENGINEERING SUPPORT TO TASK 1.9 OCTOBER 2019 VOLUMETRIC SURVEY.**
 - 2. ALLOCATE REMAINING FUNDS FROM TASK 5 - MISCELLANEOUS SUPPORT TO TASK 4 - BURRT WETLAND SYSTEM LINER REPLACEMENT.**
 - 3. ALLOCATE REMAINING FUNDS FROM TASK 2 - LANDFILL EXCAVATION AND TASK 5 - MISCELLANEOUS ENGINEERING SUPPORT TO TASK 5.2 - EAST PHASE BASE GRADE DESIGN AND TASK 5.3 - LANDFILL MANAGEMENT PLAN UPDATES.**
 - 4. ADD NEW FUNDS FOR TASK 4 - BURRT WETLAND SYSTEM LINER REPLACEMENT AND TASK 7 - LANDFILL CELL 6B DESIGN.**
 - 5. INCREASE THE AMOUNT OF COMPENSATION BY \$36,816 FOR A TOTAL NOT TO EXCEED AMOUNT OF \$630,671.**
 - 6. APPROVAL OF BUDGET INCREASE TO 8130875.572960 (SWMA PROJECT 19813) FROM 813.100700 (CELL DEVELOPMENT RESERVE FUND) IN THE AMOUNT OF \$2,905.**
 - 7. APPROVAL OF BUDGET INCREASE TO 8100852.520100 (REPAIR AND MAINTENANCE - BUILDINGS AND STRUCTURES) FROM 816.100700 (CAPITAL IMPROVEMENTS RESERVE FUND) IN THE AMOUNT OF \$33,911.**
 - 8. EXTEND THE TERM OF THE AGREEMENT THROUGH OCTOBER 20, 2020.**

Councilor Harris said he wanted to talk about CDM Smith's performance. Were there any surprises in any of these proposed increases in terms of scope and price.

Mr. Kippenbrock said there were no surprises. On the first one we took that

money from December, where we were unable to perform a survey and elected to do a ground survey.

Councilor Harris asked do the scope changes have to do with the ground survey.

Mr. Kippenbrock said no, it was a smaller area in 2018 to survey. This covers the larger area and that caused the increase.

Mr. Kippenbrock said we had task 5 miscellaneous set aside funds. We spent \$15,000 and moved over the balance to landfill excavation.

Mr. Kippenbrock said on the second one, in 2016 they only scoped out the initial design, but did not include any quality assurance on the construction and we expected that. It will be considered a sludge rather than untreated storage so now we are able to handle it.

Councilor Harris asked will you spread it and let it dry.

Mr. Kippenbrock said that is about all you can do. We have to de-water it here. We have to submit a disposal management plan to the Solid Waste Bureau for approval.

Mr. Kippenbrock said on number 3 we are updating the management plans. The permit was in 2015. A lot of the regulation in the operation is prescriptive. We want to increase the size and change some of the language. We had an inspection two weeks ago and got a pass with no findings. They have a road back to the maintenance shop and the perimeter fence proposed, but it takes out half of it. We are asking that they back that off so we can use the road for the next 20 years. He took all available money from miscellaneous tasks and from a survey we are not going to do and put that toward the projects. On page 10 of the packet we have a table that we follow.

Councilor Harris said he is very aware of the amendments and that we anticipated this. We have been budgeting over three years in anticipation of this. So you are taking existing balances and moving them to another category.

Councilor Harris said on the last one it was a design. Why was that necessary.

Mr. Kippenbrock said we were on a tight schedule to let out the construction for the 6B liner. We received two bids. The lowest bid was from Environworks. Originally Purchasing declared their bid incomplete, but allowed it two days later when he informed them that the bid allowed for minor irregularities if it was in the best interest of the Agency. During those two days he allowed CDM Smith to prepare an additional document with a new RFB number and dates.

Councilor Harris asked how is their overall performance.

Mr. Kippenbrock said they have an appropriate number for safety.

Commissioner Hansen said she was going to miss Councilor Harris. This is his last SWMA meeting. Having his construction expertise on these things has been incredibly valuable.

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

VOTE The motion passed unanimously by voice vote.

D. REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO THE PRICE AGREEMENT FOR MOTOR OILS, LUBRICANTS, ANTIFREEZE AND RELATED PRODUCTS TO MULTIPLE VENDORS (RFB NO. '19/03/B); AND

1. EXTEND THE TERM OF THE AGREEMENT THROUGH OCTOBER 4, 2020.

Approved on consent.

E. REQUEST FOR APPROVAL OF 2020 MEETING CALENDAR.

Approved on consent.

VIII. MATTERS FROM THE EXECUTIVE DIRECTOR

Mr. Kippenbrock announced that November 2nd is Amnesty Day for household hazardous waste. SWMA will not meet again until February.

Commissioner Hansen said we are all moving into the new County office building so this conference room will not exist any longer. You will need to contact Jeremy to reserve a meeting space.

IX. MATTERS FROM THE BOARD

Commissioner Moreno introduced Olivia Romero who is his Liaison.

Councilor Harris said it seems every time we meet he talks about his most recent visit to the transfer station. This time around there were a lot of trucks with long trailers. It was difficult to move around there. Do you restrict the overall length. It was pretty congested that day.

Mr. Kippenbrock said from time to time staff has mentioned restricting the length of trailers. We considered looking into the matter of the length of material so it would be easier to unload. We will take that into consideration.

Commissioner Hansen said the Agency has not brought back to us the water line issue. She is interested in seeing us go forward with that. It would be a much more economical process, in the long run, for SWMA to have the water line even if we have to flush it. Also she wants to acknowledge Councilor Harris for bringing that up and taking about options. We never voted on that.

Mr. Kippenbrock said we will have the engineer report on that by the February meeting with a cost analysis.

Chair Villarreal asked why is there no meeting in January.

Mr. Kippenbrock said because we will be getting new members. The County does not meet until January 2nd for reassignments.

X. MATTERS FROM STAFF - AGENCY, CITY AND COUNTY

Ms. Sitton reported that they are supporting the agency with outreach and an agency calendar focused on the Sustainability Plan. We have redesigned all our drop off site signage that will contain the new agency logo if it is approved.

Councilor Harris asked what is the anticipated release date for the calendar.

Ms. Sitton said the target date is the end of December.

Ms. Sitton said we have an app that finally made its way through the purchasing process and was purchased. It is an in-depth description of what items can be recycled and disposed of and where. It is a free app.

XI. NEXT MEETING DATE FEBRUARY 20, 2020

XII. LANDFILL TOUR

The Board and staff went on a tour of the facility.

XIII. ADJOURNMENT

There being no further business before the Board the meeting adjourned at 5:45 pm.

Councilor Renee Villarreal, Chair

Attested to by:

Yolanda Vigil, City Clerk



Elizabeth Martin, Stenographer