



# Agenda

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**PUBLIC WORKS/CIP & LAND USE  
COMMITTEE MEETING  
CITY COUNCIL CHAMBERS  
MONDAY, JULY 8, 2013  
4:45 P.M.**

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF CONSENT AGENDA
5. APPROVAL OF MINUTES FROM JUNE 10, 2013 PUBLIC WORKS COMMITTEE MEETING

**INFORMATIONAL AGENDA (UP TO 10 MINUTES)**

6. UPDATE – CIP NO. 823 – DEFOURI ST. BRIDGE REPLACEMENT PROJECT (DESIRAE LUJAN)

**CONSENT AGENDA (UP TO 30 MINUTES)**

7. REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO LEASE AGREEMENT FOR CANYON ROAD PARKING LOT WITH ROMAN SALAZAR, DULY APPOINTED AND ACTING TRUSTEE OF SALAZAR SURVIVOR'S TRUST, IN THE AMOUNT OF \$55,000 (PJ GRIEGO)

**Committee Review:**

Finance Committee (Approved)  
Council (Scheduled)

07/01/13  
07/10/13

8. REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICES AGREEMENT (PSA) BETWEEN THE CITY OF SANTA FE AND MOLZEN-CORBIN & ASSOCIATES, INC. DATED JUNE 16, 2012 TO EXTEND CONTRACT FOR THE FIRST YEAR OPTION AND INCREASE AMOUNT OF COMPENSATION BY \$182,873.70 (FRANCEY JESSON)

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Finance Committee (Scheduled)  
Council (Scheduled)

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07/31/13

9. REQUEST FOR APPROVAL OF OPERATING ASSISTANCE SECTION 5307, PROJECT NM-90-X113-00 GRANT AWARD AND BUDGET INCREASE IN THE AMOUNT OF \$1,335,413 (DAVID CHAPMAN)

**Committee Review:**

Finance Committee (Scheduled)  
Council (Scheduled)

07/15/13  
07/31/13

10. REQUEST FOR CONCEPT APPROVAL OF SALE OF REAL ESTATE CONTAINING APPROXIMATELY 460 SQUARE FEET WITHIN A PORTION OF LOT 1, BLOCK 92 OF THE 1912 KINGS OFFICIAL MAP LOCATED WITHIN THE 400 BLOCK OF OLD SANTA FE TRAIL BY DAVID K. GILES (**EDWARD VIGIL**)

**Committee Review:**

Finance Committee (Scheduled)	07/15/13
Council (Scheduled)	07/31/13

11. REQUEST FOR FINAL APPROVAL OF EASEMENT TO BENEFIT SANTA FE COUNTY FOR THE PURPOSE OF EXTENDING WATER SERVICE TO THE SANTA FE ANIMAL SHELTER FACILITY AND OTHER PROPERTIES LYING SOUTH AND EAST THEREOF. THE REAL PROPERTY LIES WITHIN PORTIONS OF GOV'T LOT 1 AND THE NW/4 SE/4 SECTION 35 T17N R8E NMPM AND CONTAINS 0.93 ACRES BY BILL MOFFETT, PROJECT COORDINATOR (**EDWARD VIGIL**)

**Committee Review:**

Finance Committee (Scheduled)	07/15/13
Council (Scheduled)	07/31/13

12. REQUEST FOR CONCEPT APPROVAL OF LEASE AGREEMENT TO ALLOW FOR PARKING OF 5 MOTOR VEHICLES ON CITY PROPERTY KNOWN AS ARCHULETA PARK LOCATED AT 1622 W. ALAMEDA BY THE ADJOINING PROPERTY OWNERS AND THEIR TENANTS, ROBERT SEYMOUR AND JEANNINE SEYMOUR (**EDWARD VIGIL**)

**Committee Review:**

Finance Committee (Scheduled)	07/15/13
Council (Scheduled)	07/31/13

13. REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO LEASE AGREEMENT BETWEEN THE CITY OF SANTA FE AND ELEANOR CASTRO AND ARQUIMEDES CASTRO DBA THE BURRITO COMPANY TO CORRECT CLERICAL ERRORS IN AGREEMENT AND ALLOW FOR THE SALE AND CONSUMPTION OF BEER AND WINE WITHIN LEASED PREMISES ADJOINING 111 WASHINGTON AVE. (**EDWARD VIGIL**)

**Committee Review**

Finance Committee (Approved)	07/01/13
Council (Scheduled)	07/10/13

14. REQUEST FOR APPROVAL OF AMENDMENT NO. 2 TO LEASE AGREEMENT BETWEEN THE CITY OF SANTA FE AND BOKUM BURRO ALLEY LLC AND SAN Q LLC TO ALLOW FOR THE SALE AND CONSUMPTION OF BEER AND WINE WITHIN THE LEASED PREMISES ADJOINING 31 BURRO ALLEY (**EDWARD VIGIL**)

**Committee Review:**

Finance Committee	07/01/13
Council (Scheduled)	07/10/13

15. REQUEST FOR APPROVAL OF A RESOLUTION AUTHORIZING THE ESTABLISHMENT OF A GUN SAFETY PUBLIC SERVICE ANNOUNCEMENT (PSA) CAMPAIGN TO PROMOTE GUN SAFETY AWARENESS BY PLACING PSAs ON SANTA FE TRAILS BUSES AND BENCHES (**MAYOR COSS AND COUNCILOR BUSHEE**) (**JON BULTHUIS/CHIEF RAE**L)

**Committee Review:**

Public Safety Committee (Cancelled)	06/18/13
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Public Works Committee (Cancelled)	06/24/13
Finance Committee (Approved)	07/01/13
Council (Scheduled)	07/10/13

**16. FOUNTAIN HEAD ROCK/CERLETTI PARK**

- a) REQUEST FOR APPROVAL OF A RESOLUTION DIRECTING STAFF TO ENTER INTO A NON-EXCLUSIVE TEMPORARY LICENSE AGREEMENT FOR 240 SQUARE FOOT AREA LOCATED IN THE AREA OF FOUNTAINHEAD ROCK NEAR THE WATER STREET PARKING LOT; AND DIRECTING STAFF TO SEEK APPROVAL FOR CONVERTING THE CITY-OWNED LAND AROUND THE WATER STREET PARKING LOT TO A CITY PARK AND NAMING THE NEW PARK "CERLETTI PARK" (**MAYOR COSS**) (**COUNCILORS BUSHEE AND WURZBURGER**) (**EDWARD VIGIL**)

**Committee Review:**

Public Works Committee (Approved w/amendment)	06/10/13
Finance Committee (Approved substitute)	06/17/13
Council (Postponed)	06/26/13
Council (Scheduled)	07/10/13

- b) REQUEST FOR APPROVAL OF A RESOLUTION DIRECTING STAFF TO BEGIN THE PROCESS FOR DEDICATING THE CITY-OWNED LAND AROUND THE WATER STREET PARKING LOT AS A CITY PARK AND NAMING THE NEW PARK "CERLETTI PARK" (**COUNCILOR BUSHEE**) (**BEN GURULE**)

**Committee Review:**

Finance Committee (Approved)	06/17/13
Council (Scheduled)	07/10/13

**17. REQUEST FOR APPROVAL OF A RESOLUTION DIRECTING STAFF TO ACQUIRE A THIRD-PARTY INDEPENDENT AUDIT OF THE 2008 PARKS, TRAILS AND OPEN SPACE BOND UPON COMPLETION OF PROJECTS AUTHORIZED IN ACCORDANCE WITH THE BOND (**COUNCILOR WURZBURGER**) (**ISAAC PINO**)**

**Committee Review:**

Finance Committee (Scheduled)	07/15/13
Council (Scheduled)	07/31/13

**DISCUSSION AGENDA (UP TO 1 HOUR)**

**18. CITY'S PURCHASING MANUAL**

- 1) PRESENTATION OF PROPOSED CHANGES TO THE CITY'S PURCHASING MANUAL RELATED TO 2013 NEW MEXICO LEGISLATURE AMENDMENTS TO THE NEW MEXICO PROCUREMENT CODE AND OTHER CLEAN UP CHANGES (**JUDIE AMER/ROBERT RODARTE**)
- 2) ACTION ITEM: APPROVAL OF THE FOLLOWING PROPOSED CHANGES RELATED TO LEGISLATIVE AMENDMENTS:
  - a) NEW EXEMPTIONS: ADDS TRAINING MATERIALS TO CLEARLY IDENTIFIED EXEMPTIONS, ADDS THE EXEMPTION LIMIT FOR SUBSCRIPTIONS (ADDING WEB AND ELECTRONIC TYPES), CONFERENCE REGISTRATIONS AND THE LIKE OF \$10,000 AND DOES SOME LANGUAGE CLEAN UP.
  - b) NEW SOLE SOURCE REQUIREMENTS: ADDS DUE DILIGENCE PRIOR TO THE APPROVAL OF A SOLE SOURCE AND ENCOURAGES MAXIMUM COMPETITION AND PROHIBITS UNNECESSARILY TIGHT SPECIFICATIONS TO FORCE THE PROCUREMENT TO ONE PARTICULAR SOURCE.

- c) NEW EMERGENCY REQUIREMENTS: DELETES DELEGATION OF AUTHORITY TO MAKE EMERGENCY PROCUREMENTS TO ANYONE OTHER THAN PURCHASING DIRECTOR AND EMPHASIZES DUE DILIGENCE.
  - d) NEW WEBSITE PUBLICATION REQUIREMENTS FOR SOLE SOURCE AND EMERGENCY PROCUREMENTS: ADDS PUBLISHING AWARD OF SOLE SOURCE PRIOR TO SOLE SOURCE PURCHASE, SPECIFICALLY THAT IT BE POSTED FOR 30 DAYS, INCLUDING A 15 DAY PROTECT PERIOD AND INCREASES AFTER-THE-FACT REQUIREMENTS FOR EACH EMERGENCY PURCHASE TO POST THE EMERGENCY PROCUREMENT ON THE WEB SITE.
  - e) NEW PENALTIES FOR VIOLATIONS OF THE PURCHASING MANUAL: RAISES TO A FELONY LEVEL FOR WILLFUL VIOLATIONS OF PURCHASES OVER \$50,000.
  - f) NEW REQUIREMENT TO POST OF SOLE SOURCE AWARDS: ALLOWS FOR 15 DAY PROTECT PERIOD AND POSTING FOR 30 DAYS PRIOR TO MAKING ANY PURCHASE.
  - g) NEW DEFINITION OF "CHIEF PROCUREMENT OFFICER": ADDS THAT THE CITY SHALL IDENTIFY THE CITY PURCHASING DIRECTOR AS THEIR "CHIEF PROCUREMENT OFFICER"; ADDS A NEW REQUIREMENT THAT CHIEF PROCUREMENT OFFICER ATTEND ANNUAL TRAINING PROGRAM CONDUCTED BY THE STATE PURCHASING DIVISION (SPD); ADDS A CERTIFICATION PROGRAM TO BE IMPLEMENTED BY SPD AND ADDS A REQUIREMENT THAT CITY'S "CHIEF PROCUREMENT OFFICER" MUST BE CERTIFIED IN ORDER TO CONDUCT PROCUREMENT RELATED ACTIVITIES.
  - h) NEW RAISING OF ALL SMALL PURCHASE LIMITS: EXCEPT FOR ARCHITECTS, ENGINEERS, LANDSCAPE ARCHITECTS AND SURVEYORS: RAISES PURCHASES MADE BY DIRECT PURCHASE ORDER BASED ON THE BEST OBTAINABLE PRICE – FROM \$10,000 TO \$20,000. RAISES THE FORMAL PROCUREMENT THRESHOLD (FOR TANGIBLE PERSONAL PROPERTY AND NON-PROFESSIONAL SERVICES) FROM \$20,000 TO \$60,000. RAISES THE FORMAL PROCUREMENT THRESHOLD FOR PROFESSIONAL SERVICES (BUT NOT FOR ARCHITECTS, ENGINEERS, LANDSCAPE ARCHITECTS AND SURVEYORS) WENT FROM \$50,000 TO \$60,000.
  - i) NEW SUSPENSION OF BIDDER SECTION: NEW CAUSES FOR DEBARMENT; ADDS NOTICE PROVISION: ADDS THAT THE PURCHASING DIRECTOR MAY SUSPEND A PERSON FROM CONSIDERATION FOR AWARD OF CONTRACTS IF, AFTER REASONABLE INVESTIGATION, HE FINDS THAT A PERSON HAS ENGAGED IN CONDUCT THAT CONSTITUTES CAUSE FOR DEBARMENT (AND ADDS NEW CAUSES FOR DEBARMENT). ADDS ABILITY TO CONTINUE WITH SUBCONTRACTS IN EXISTENCE BUT PROHIBITS SUBCONTRACTING WITH PERSONS THAT ARE SUSPENDED OR DEBARRED.
  - j) NEW SPECIFICITY ADDED TO BUY AMERICAN VEHICLES: ADDS THAT ACQUIRING MADE IN THE USA MOTOR VEHICLES DOES NOT APPLY TO LAW ENFORCEMENT VEHICLES. ALLOWS HYBRID VEHICLES TO BE ASSEMBLED IN NORTH AMERICA. DEFINES MOTOR VEHICLES AS UNDER 8500 POUNDS.
- 3) ACTION ITEM: APPROVAL OF PROPOSED CHANGES NOT RELATED TO LEGISLATIVE AMENDMENTS:
- a) APPROVAL OF VARIOUS DEFINITION CHANGES.
  - b) ADDS SPECIFICITY TO COOPERATIVE PROCUREMENT SECTION OF PURCHASING MANUAL.

**Committee Review:**

Finance Committee (Scheduled)  
Council (Scheduled)

07/15/13  
07/31/13

**19. MATTERS FROM STAFF (5 MINUTES)**

**20. MATTERS FROM THE COMMITTEE (5 MINUTES)**

**21. MATTERS FROM THE CHAIR (5 MINUTES)**

**22. NEXT MEETING: MONDAY, JULY 29, 2013**

**23. ADJOURN**

Persons with disabilities in need of accommodations, contact the City Clerk's office at 955-6520  
five (5) working days prior to meeting date

**SUMMARY INDEX FOR  
PUBLIC WORKS/CIP & LAND USE COMMITTEE  
July 8, 2013**

<b>ITEM</b>	<b>ACTION</b>	<b>PAGE</b>
1. Call to Order	Convened at 4:45 p.m.	1
2. Roll Call	Quorum Present	1
3. Approval of Agenda	Approved as amended	1-2
4. Approval of Consent Agenda	Approved as amended	2
5. Approval of Minutes June 10, 2013	Approved as presented	2
<b>INFORMATIONAL AGENDA</b>		
6. Defouri Bridge Replacement	Presentation by Ms. Luján	2-3
<b>CONSENT AGENDA LISTING</b>	Listed	3-5
<b>CONSENT DISCUSSION AGENDA</b>		
12. Archuleta Park Parking Lot	Approved	5-7
16. Fountainhead/Cerletti Park	Approved only part b)	7-8
<b>DISCUSSION AGENDA</b>		
18. City Purchasing Manual	Postponed indefinitely	8-10
19. Matters from Staff	Discussion	10
20. Matters from the Committee	Discussion	11
21. Matters from the Chair	Comments	11-12
22. Next Meeting	Set for July 29, 2013	12
23. Adjournment	Adjourned at 5:30 p.m.	12

**MINUTES OF THE**  
**CITY OF SANTA FÉ**  
**PUBLIC WORKS/CIP & LAND USE COMMITTEE**

**MONDAY, JULY 8, 2013**

**1. CALL TO ORDER**

A regular meeting of the Public Works/CIP & Land Use Committee was called to order on the above date by Chair Rebecca Wurzbarger at approximately 4:45 p.m. in City Council Chambers, City Hall, 200 Lincoln, Santa Fé, New Mexico.

**2. ROLL CALL**

Roll Call indicated the presence of a quorum as follows:

**MEMBERS PRESENT:**

Councilor Rebecca Wurzbarger, Chair  
Councilor Christopher Calvert  
Councilor Christopher Rivera  
Councilor Ronald S. Trujillo

**MEMBERS ABSENT:**

Councilor Peter Ives

**STAFF PRESENT:**

Isaac Pino, Public Works Director  
Bobbi Mossman, Public Works Staff

**NOTE: All items in the Committee packet for all agenda items were incorporated herewith by reference. The original Committee packet is on file in the Public Works Department.**

**3. APPROVAL OF AGENDA**

Mr. Pino requested two changes to the agenda: to move item 16 from the Consent Agenda to the Discussion Agenda and to postpone item 18 indefinitely.

**Councilor Calvert moved to approve the agenda as amended. Councilor Trujillo seconded the motion and it passed by unanimous voice vote.**

#### **4. APPROVAL OF CONSENT AGENDA**

Councilor Rivera requested to move item 12 from the Consent Agenda to the Discussion Agenda.

**Councilor Rivera moved to approve the Consent Agenda as amended. Councilor Trujillo seconded the motion and it passed by unanimous voice vote.**

#### **5. APPROVAL OF MINUTES FROM JUNE 10, 2013 PUBLIC WORKS COMMITTEE MEETING**

**Councilor Calvert moved to approve the minutes of June 10, 2013 as presented. Councilor Trujillo seconded the motion and it passed by unanimous voice vote.**

#### **INFORMATIONAL AGENDA**

#### **6. UPDATE – CIP NO. 823 – DEFOURI ST. BRIDGE REPLACEMENT PROJECT (DESIRAE LUJÁN)**

Ms. Luján reported that the last bridge inspection of Defouri Bridge resulted in a score of 33.7 out of 100. That inspection was done by DOT. The City had funding from the CIP bond and DOT funding. They applied for additional money but had not heard back regarding approval. The City awarded \$230,000 for the engineering contract to The Louis Berger Group.

On July 18 this project was going to the Archaeology Review Committee and then would be considered by Historic Districts Review Board in August.

There was a memo in the packet regarding information on evaluation, construction ability etc. The recommendation was for a 60 ft. span and 31 ft. width and that it be ADA accessible and to bicycles. All the information was in the packet.

She said the second public meeting would take place very soon.

Chair Wurzbarger, thanked Ms. Luján for a good report.

Councilor Calvert noted the \$433,000 was just for the bridge. He asked if she had an estimate of how much more the cost would be.

Ms. Luján said it was in the ballpark of \$1.9 million and that incorporated engineering services. She offered to get back to him on that.

Chair Wurzbarger concluded that the City was short of what was needed. It appeared the City was going to start construction on a bridge with a deficient funding. They were about \$1 million off.

Ms. Luján explained that it was really a rough estimate.



Chair Wurzbarger was concerned that the City didn't have enough money and asked what they were going to do.

Ms. Luján explained that the \$433,000 was \$250,000 off of what they needed.

Mr. Eric Martínez said they would continue applying for money and would get better construction estimates to decide if they should put this project out to bid.

Councilor Trujillo asked about funding from the State.

Mr. Martínez said it was part of the Local Government Fund. The City should hear anytime now if the second application has been awarded.

Chair Wurzbarger thanked everyone.

## **CONSENT AGENDA**

- 7. REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO LEASE AGREEMENT FOR CANYON ROAD PARKING LOT WITH ROMAN SALAZAR, DULY APPOINTED AND ACTING TRUSTEE OF SALAZAR SURVIVOR'S TRUST, IN THE AMOUNT OF \$55,000 (PJ GRIEGO)**

**Committee Review:**

Finance Committee (Approved)

07/01/13

Council (Scheduled)

07/10/13

- 8. REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICES AGREEMENT (PSA) BETWEEN THE CITY OF SANTA FE AND MOLZEN-CORBIN & ASSOCIATES, INC. DATED JUNE 16, 2012 TO EXTEND CONTRACT FOR THE FIRST YEAR OPTION AND INCREASE AMOUNT OF COMPENSATION BY \$182,873.70 (FRANCEY JESSON)**

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07/31/13

- 10. REQUEST FOR CONCEPT APPROVAL OF SALE OF REAL ESTATE CONTAINING APPROXIMATELY 460 SQUARE FEET WITHIN A PORTION OF LOT 1, BLOCK 92 OF THE 1912 KINGS OFFICIAL MAP LOCATED WITHIN THE 400 BLOCK OF OLD SANTA FE TRAIL BY DAVID K. GILES (EDWARD VIGIL)**

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**Committee Review:**

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07/01/13

Council (Scheduled)

07/10/13

- 15. REQUEST FOR APPROVAL OF A RESOLUTION AUTHORIZING THE ESTABLISHMENT OF A GUN SAFETY PUBLIC SERVICE ANNOUNCEMENT (PSA) CAMPAIGN TO PROMOTE GUN**

**SAFETY AWARENESS BY PLACING PSAs ON SANTA FE TRAILS BUSES AND BENCHES  
(MAYOR COSS AND COUNCILOR BUSHEE) (JON BULTHUIS/CHIEF RAE)**

**Committee Review:**

Finance Committee (Approved)  
Council (Scheduled)

07/01/13  
07/10/13

- 17. REQUEST FOR APPROVAL OF A RESOLUTION DIRECTING STAFF TO ACQUIRE A THIRD-PARTY INDEPENDENT AUDIT OF THE 2008 PARKS, TRAILS AND OPEN SPACE BOND UPON COMPLETION OF PROJECTS AUTHORIZED IN ACCORDANCE WITH THE BOND (COUNCILOR WURZBURGER) (ISAAC PINO)**

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**Committee Review:**

Finance Committee (Scheduled)  
Council (Scheduled)

07/15/13  
07/31/13

Mr. Vigil said they were using adjoining land because theirs was over built.

Councilor Rivera asked when it was overbuilt, before they bought it or after.

Mr. Vigil was not sure.

Councilor Rivera said the city did make them a nice parking area.

Mr. Vigil clarified that the City constructed the parking lot for the entire area not just for them.

Councilor Rivera asked how many spaces there were.

Mr. Vigil said they requested 5 spaces.

Councilor Rivera said he went by and it looked like there was room for 5. He asked if they were looking to expand that area.

Mr. Vigil said they were not. If this lease was allowed the City would require that they park within the area.

Councilor Rivera asked if there was any agreement for them to use that other space that they were now using.

Mr. Vigil said no. He was not sure how much more money would be invested in park development.

Councilor Rivera thought the applicants wanted to trade work and provide a watch for illegal activity in lieu of rent.

Mr. Vigil agreed but he did not put trading in the lease agreement.

Councilor Rivera asked who would decide the value.

Mr. Vigil explained that there would be an appraisal.

Councilor Rivera asked if that still needed to be done. Mr. Vigil agreed.

Councilor Rivera asked, if the trade was accepted, who would decide what was to be done and who would monitor it.

Mr. Vigil was not sure but thought it would be the parks department.

Councilor Rivera said he had never seen an agreement like this in the past.

Mr. O'Reilly said an agreement for trade of services was not unprecedented. That was done with Warehouse 21. The city did an accounting of services and the value of services to offset their lease.

Councilor Rivera asked if that had ever been done with individual residents.

Mr. O'Reilly said there were none that he knew of probably because of the anti-donation clause. It had to be equal to market value of the lease according to the appraiser.

Councilor Trujillo asked if it was a one-year lease.

Mr. Vigil said it was five years with a renewal option.

Councilor Trujillo asked Mr. Vigil to define motor vehicles.

Mr. Vigil said it was standard motor vehicles, not a fleet or service.

Councilor Calvert suggested staff might want to tighten that up on the lease. It was subject to debate. His understanding was that this was conceptual approval, not lease approval. The lease would come back

before the Committee for approval after Council and appraisal. Mr. Vigil agreed.

Mr. Pino said he worked with the Seymours to get them to do a lease because of safety issues.

**Councilor Rivera moved to approve the request. Councilor Trujillo seconded the motion.**

Councilor Calvert asked if there were any requirements when this was deeded to the City by the Archuletas.

Mr. Vigil clarified that it was deeded to the City by a state organization. This was not deeded to city by the Archuletas.

**The motion passed by unanimous voice vote.**

#### **16. FOUNTAIN HEAD ROCK/CERLETTI PARK**

- a) **REQUEST FOR APPROVAL OF A RESOLUTION DIRECTING STAFF TO ENTER INTO A NON-EXCLUSIVE TEMPORARY LICENSE AGREEMENT FOR 240 SQUARE FOOT AREA LOCATED IN THE AREA OF FOUNTAINHEAD ROCK NEAR THE WATER STREET PARKING LOT; AND DIRECTING STAFF TO SEEK APPROVAL FOR CONVERTING THE CITY-OWNED LAND AROUND THE WATER STREET PARKING LOT TO A CITY PARK AND NAMING THE NEW PARK "CERLETTI PARK" (MAYOR COSS) (COUNCILORS BUSHEE AND WURZBURGER) (EDWARD VIGIL)**

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Public Works Committee (Approved w/amendment)	06/10/13
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Part a) was acted upon under Matters from the Committee below.

- b) **REQUEST FOR APPROVAL OF A RESOLUTION DIRECTING STAFF TO BEGIN THE PROCESS FOR DEDICATING THE CITY-OWNED LAND AROUND THE WATER STREET PARKING LOT AS A CITY PARK AND NAMING THE NEW PARK "CERLETTI PARK" (COUNCILOR BUSHEE) (BEN GURULÉ)**

**Committee Review:**

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Ms. Melissa Byers said the original resolution came to the Public Works Committee and they approved

a recommendation of approval with those changes. It went to the Finance Committee and they recommended substantive changes. The Committee needed to have a recommendation for one of the resolutions. They were on the agenda for Council.

Councilor Calvert said the substitute resolution was the cleaned up but I don't see all those changes on the amendment.

Ms. Byers said the Finance Committee took out everything related to licensing.

Councilor Calvert surmised that the substitute took care of everything done in Finance.

Ms. Byers said it was a 240 sq. ft. licensed area.

Chair Wurzburger thanked her.

**Councilor Calvert moved to approve part b). Councilor Rivera seconded the motion.**

Chair Wurzburger asked a point of clarification. There was an intention around changing how people acted around that corner. She asked what would be doing to make sure that it was a park space that was not used as it was now and that we have the capacity to keep it clean and maintain the fountain.

Mr. Pino agreed that the level of trash there today was dustpan stuff. Didn't look it would be a huge maintenance issue.

Chair Wurzburger asked if the fountain was working. Mr. Pino agreed.

Chair Wurzburger said last year the water wasn't running and that answered her concerns.

Councilor Calvert's other concern was to be addressed by police patrolling downtown.

**The motion passed by unanimous voice vote.**

## **18. CITY'S PURCHASING MANUAL**

- 1) PRESENTATION OF PROPOSED CHANGES TO THE CITY'S PURCHASING MANUAL RELATED TO 2013 NEW MEXICO LEGISLATURE AMENDMENTS TO THE NEW MEXICO PROCUREMENT CODE AND OTHER CLEAN UP CHANGES (JUDIE AMER/ROBERT RODARTE)**
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**APPROVAL OF A SOLE SOURCE AND ENCOURAGES MAXIMUM COMPETITION AND PROHIBITS UNNECESSARILY TIGHT SPECIFICATIONS TO FORCE THE PROCUREMENT TO ONE PARTICULAR SOURCE.**

**c) NEW EMERGENCY REQUIREMENTS: DELETES DELEGATION OF AUTHORITY TO MAKE EMERGENCY PROCUREMENTS TO ANYONE OTHER THAN PURCHASING DIRECTOR AND EMPHASIZES DUE DILIGENCE.**

**d) NEW WEBSITE PUBLICATION REQUIREMENTS FOR SOLE SOURCE AND EMERGENCY PROCUREMENTS: ADDS PUBLISHING AWARD OF SOLE SOURCE PRIOR TO SOLE SOURCE PURCHASE, SPECIFICALLY THAT IT BE POSTED FOR 30 DAYS, INCLUDING A 15 DAY PROTECT PERIOD AND INCREASES AFTER-THE-FACT REQUIREMENTS FOR EACH EMERGENCY PURCHASE TO POST THE EMERGENCY PROCUREMENT ON THE WEB SITE.**

**e) NEW WEBSITE PUBLICATION REQUIREMENTS FOR SOLE SOURCE AND EMERGENCY PROCUREMENTS: ADDS PUBLISHING AWARD OF SOLE SOURCE PRIOR TO SOLE SOURCE PURCHASE, SPECIFICALLY THAT IT BE POSTED FOR 30 DAYS, INCLUDING A 15 DAY PROTECT PERIOD AND INCREASES AFTER-THE-FACT REQUIREMENTS FOR EACH EMERGENCY PURCHASE TO POST THE EMERGENCY PROCUREMENT ON THE WEB SITE.**

**f) NEW REQUIREMENT TO POST OF SOLE SOURCE AWARDS: ALLOWS FOR 15 DAY PROTECT PERIOD AND POSTING FOR 30 DAYS PRIOR TO MAKING ANY PURCHASE.**

**g) NEW DEFINITION OF "CHIEF PROCUREMENT OFFICER": ADDS THAT THE CITY SHALL IDENTIFY THE CITY PURCHASING DIRECTOR AS THEIR "CHIEF PROCUREMENT OFFICER"; ADDS A NEW REQUIREMENT THAT CHIEF PROCUREMENT OFFICER ATTEND ANNUAL TRAINING PROGRAM CONDUCTED BY THE STATE PURCHASING DIVISION (SPD); ADDS A CERTIFICATION PROGRAM TO BE IMPLEMENTED BY SPD AND ADDS A REQUIREMENT THAT CITY'S "CHIEF PROCUREMENT OFFICER" MUST BE CERTIFIED IN ORDER TO CONDUCT PROCUREMENT RELATED ACTIVITIES.**

**h) NEW RAISING OF ALL SMALL PURCHASE LIMITS: EXCEPT FOR ARCHITECTS, ENGINEERS, LANDSCAPE ARCHITECTS AND SURVEYORS: RAISES PURCHASES MADE BY DIRECT PURCHASE ORDER BASED ON THE BEST OBTAINABLE PRICE – FROM \$10,000 TO \$20,000. RAISES THE FORMAL PROCUREMENT THRESHOLD (FOR TANGIBLE PERSONAL PROPERTY AND NON-PROFESSIONAL SERVICES) FROM \$20,000 TO \$60,000. RAISES THE FORMAL PROCUREMENT THRESHOLD FOR PROFESSIONAL SERVICES (BUT NOT FOR ARCHITECTS, ENGINEERS, LANDSCAPE ARCHITECTS AND SURVEYORS) WENT FROM \$50,000 TO \$60,000.**

**i) NEW SUSPENSION OF BIDDER SECTION: NEW CAUSES FOR DEBARMENT; ADDS NOTICE PROVISION: ADDS THAT THE PURCHASING DIRECTOR MAY SUSPEND A PERSON FROM CONSIDERATION FOR AWARD OF CONTRACTS IF, AFTER REASONABLE INVESTIGATION, HE FINDS THAT A PERSON HAS ENGAGED IN CONDUCT THAT CONSTITUTES CAUSE FOR DEBARMENT (AND ADDS NEW CAUSES FOR DEBARMENT). ADDS ABILITY TO CONTINUE WITH SUBCONTRACTS IN EXISTENCE BUT PROHIBITS SUBCONTRACTING WITH PERSONS THAT ARE SUSPENDED OR DEBARRED.**

**j) NEW SPECIFICITY ADDED TO BUY AMERICAN VEHICLES: ADDS THAT**

ACQUIRING MADE IN THE USA MOTOR VEHICLES DOES NOT APPLY TO LAW ENFORCEMENT VEHICLES. ALLOWS HYBRID VEHICLES TO BE ASSEMBLED IN NORTH AMERICA. DEFINES MOTOR VEHICLES AS UNDER 8500 POUNDS.

**3) ACTION ITEM: APPROVAL OF PROPOSED CHANGES NOT RELATED TO LEGISLATIVE AMENDMENTS:**

a) APPROVAL OF VARIOUS DEFINITION CHANGES.

b) ADDS SPECIFICITY TO COOPERATIVE PROCUREMENT SECTION OF PURCHASING MANUAL.

**Committee Review:**

Finance Committee (Scheduled)

07/15/13

Council (Scheduled)

07/31/13

This item was postponed indefinitely under Approval of the Agenda.

**19. MATTERS FROM STAFF**

Mr. Pino said July 29<sup>th</sup> was a rescheduled field trip at 2:30 pm to the SW annex building. He would provide the Committee with maps.

**20. MATTERS FROM THE COMMITTEE**

Councilor Calvert noted it was apparent in looking at the agenda tonight that some discussion was needed about what was required by the State for a liquor license. He asked that the City Attorney's office and the City Clerk produce a policy that Council could have going forward to inform them what the Council was basing decisions on. They should have that document.

Chair Wurzburger asked that it be put on the next meeting agenda as an informational item.

Ms. Amer asked if he wanted a finalized policy or a draft.

Councilor Calvert asked for it as final as she could get it.

Chair Wurzburger said they were really asking for clarification of policy.

Ms. Amer noted there was a policy from the Local Government regarding fair market value.

Councilor Calvert clarified that he was talking about liquor.

Chair Wurzburger said they were getting a yes from the audience.

Ms. Amer noted that item number 16 had 2 items: a) and b). The Committee acted only on b) but needed to act on a) as well



**Councilor Calvert moved to disapprove part a). Councilor Rivera seconded the motion and it passed by unanimous voice vote.**

Councilor Trujillo asked Mr. Pino to convey his gratitude to anyone involved with Ft. Marcy Park. He said they had received compliments saying what a beautiful park we have. Chair Wurzburger agreed.

Mr. Pino agreed to convey that to staff.

Councilor Calvert asked Mr. Pino to follow up on how it was working with leagues and cleaning up etc.

Mr. Pino said he would get that information for the Committee.

Councilor Rivera asked Mr. Pino to please express his thanks to the weeding crew and thank Chris Ortiz also.

## **21. MATTERS FROM THE CHAIR**

Chair Wurzburger said the event originally scheduled for this evening would be tomorrow night.

Chair Wurzburger asked, regarding medians, to continue looking at options. If there was any left over money they might be able to put in alternative materials.

Mr. Pino said specifically the area he was referring to was the entrance to Cathedral Street and Alameda. Large planters with no dirt there could benefit from being built up. Medians were empty. Possibly they could reallocate park money once they knew how much was left.

Councilor Calvert asked for stricter enforcement of the process for the median adoption program. If someone adopts and ignores that then they do not get to keep their name on it.

Chair Wurzburger suggested they needed options for people so they might get more people to adopt medians. She agreed that they needed a method of monitoring.

Chair Wurzburger pointed out that in the parking lot across from El Farol, almost every time she was there the parking machines were not working. She wanted to see if there was some other way of getting payment or else get a new parking machine. It has been a problem for a long time.

Mr. Pino agreed to look into it.

Chair Wurzburger asked if at the July meeting the Committee would have the matrix available.

Mr. Pino agreed.

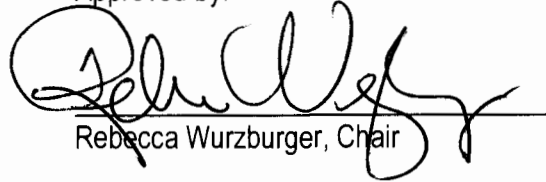
Chair Wurzburger asked that they not have much else on that agenda.

**22. NEXT MEETING: MONDAY, JULY 29, 2013**

**23. ADJOURN**

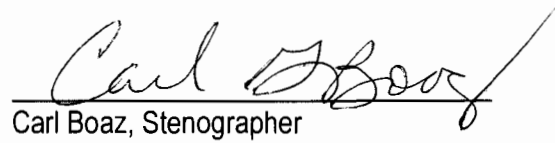
The meeting was adjourned at 5:45 p.m.

Approved by:



Rebecca Wurzbürger, Chair

Submitted by:



Carl Boaz, Stenographer