



Agenda

CITY CLERK'S OFFICE

DATE 9/24/13 TIME 4:30 p

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PUBLIC UTILITIES COMMITTEE MEETING

**CITY COUNCIL CHAMBERS
WEDNESDAY, OCTOBER 2, 2013
REGULAR MEETING – 5:00 P.M.**

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF CONSENT AGENDA
5. APPROVAL OF MINUTES FROM THE SEPTEMBER 4, 2013 PUC MEETING

INFORMATIONAL ITEMS

CONSENT – INFORMATION ITEMS

6. Status Report on the Environmental Services Division. (Cindy Padilla)
7. Update on Current Water Supply Status. (Victor Archuleta)
8. Drought, Monsoon and Water Resource Management Update. (Rick Carpenter)

CONSENT – ACTION CALENDAR

9. Request for approval of Amendment No. 1 to the PSA (Item #12-0970) with Santa Fe Engineering Consultants, LLC for engineering services On Call services for Reservoir Infrastructure Improvements for the total amount of \$324,983.74 exclusive of NMGR. (Robert Jorgensen)

Public Utilities Committee – 10/2/13
Finance Committee – 10/21/13
City Council – 10/30/13

10. Request for approval of a Telecommunications Services Agreement with Cyber Mesa Computer Systems Incorporated for the CIP High Speed Internet Project for \$882,100.00 inclusive of NMGR. (Sean Moody)

Public Utilities Committee – 10/2/13
Finance Committee – 10/21/13
City Council – 10/30/13

11. Request for approval of procurement of service, repairs and equipment from James, Cook and Hobson (JCH) for the Wastewater Treatment Plant over \$50,000.00 exclusive of NMGR. (Luis Orozco)

Public Utilities Committee – 10/2/13
Finance Committee – 10/21/13
City Council – 10/30/13

DISCUSSION ITEMS AND ACTION ITEMS

12. Request for approval to dispose and recycle unusable metal dumpsters and remove from the Environmental Services Division as Asset List. (Cindy Padilla)

Public Utilities Committee – 10/2/13
Finance Committee – 10/21/13
City Council – 10/30/13

MATTERS FROM THE PUBLIC

MATTERS FROM THE CITY ATTORNEY

ITEMS FROM STAFF

MATTERS FROM THE COMMITTEE

NEXT MEETING: WEDNESDAY, NOVEMBER 6, 2013

ADJOURN

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

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PUBLIC UTILITIES COMMITTEE MEETING
Wednesday, October 2, 2013

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**MINUTES OF THE
CITY OF SANTA FE
PUBLIC UTILITIES COMMITTEE
Wednesday, October 2, 2013**

1. CALL TO ORDER

A meeting of the Public Utilities Committee was called to order by Councilor Christopher Calvert, Chair, at approximately 5:00 p.m., on Wednesday, October 2, 2013, in the Council Chambers, City Hall, Santa Fe, New Mexico.

2. ROLL CALL

MEMBERS PRESENT:

Councilor Calvert, Chair
Councilor Bill Dimas
Councilor Christopher M. Rivera
Councilor Ronald S. Trujillo

MEMBERS EXCUSED:

Councilor Carmichael A. Dominguez

OTHERS PRESENT:

Brian Snyder, Public Utilities Director
Stephanie Lopez, Public Utilities
Marcus Martinez, Assistant City Attorney
Melessia Helberg, Stenographer

There was a quorum of the membership present for conducting official business.

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

3. APPROVAL OF AGENDA

MOTION: Councilor Trujillo moved, seconded by Councilor Dimas, to approve the Agenda as published.

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

4. APPROVAL OF CONSENT AGENDA

Chair Calvert said he will be pulling Item #9 on the Consent Action Calendar for a quick correction.

MOTION: Councilor Dimas moved, seconded by Councilor Rivera, to approve the following Consent Informational Calendar and Consent Action Calendar as amended.

FRIENDLY AMENDMENT: Councilor Trujillo said he would like to pull Item #7 from the Consent Informational Calendar. **THE AMENDMENT WAS FRIENDLY TO THE MAKER AND SECOND, AND THERE WERE NO OBJECTIONS BY THE OTHER MEMBERS OF THE COMMITTEE.**

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

CONSENT – INFORMATIONAL CALENDAR

6. STATUS REPORT ON THE ENVIRONMENTAL SERVICES DIVISION. (CINDY PADILLA)
7. *[Removed for discussion by Councilor Trujillo]*
8. DROUGHT, MONSOON AND WATER RESOURCE MANAGEMENT UPDATE. (RICK CARPENTER)

CONSENT – ACTION CALENDAR

9. *[Removed for discussion by Councilor Calvert]*

10. **REQUEST FOR APPROVAL OF A TELECOMMUNICATIONS SERVICES AGREEMENT WITH CYBER MESA COMPUTER SYSTEMS INCORPORATED FOR THE CIP HIGH SPEED INTERNET PROJECT FOR \$882,100.00 INCLUSIVE OF NMGR. (SEAN MOODY) Public Utilities Committee 10/02/13; Finance Committee 10/21/13; and City Council 10/30/13**
11. **REQUEST FOR APPROVAL OF PROCUREMENT OF SERVICE, REPAIRS AND EQUIPMENT FROM JAMES, COOK AND HOBSON (JCH) FOR THE WASTEWATER TREATMENT PLANT OVER \$50,000, EXCLUSIVE OF NMGR. (LUIS OROZCO) Public Utilities Committee 09/04/13; Finance Committee 09/16/13; and City Council 09/25/13.**
5. **APPROVAL OF MINUTES FOR THE SEPTEMBER 4, 2013 PUC MEETING**

MOTION: Councilor Trujillo moved, seconded by Councilor Dimas, to approve the minutes of the meeting of September 4, 2013, as submitted.

VOTE: The motion was approved on a voice vote, with Chair Calvert, Councilor Dimas and Councilor Rivera voting in favor of the motion, no one voting against, and Councilor Trujillo abstaining.

INFORMATIONAL ITEMS

There were no Informational Items.

CONSENT DISCUSSION

7. **UPDATE ON CURRENT WATER SUPPLY STATUS. (VICTOR ARCHULETA)**

A copy of the *Weekly Water Report Week of September 22, 2013*, is incorporated herewith to these minutes as Exhibit "1."

Victor Archuleta presented the information in Exhibit "1." Please see Exhibit "1" for specifics of this presentation.

The Committee commented and asked questions as follows:

- Councilor Trujillo said there is water running down the river and there was discussion about possibly putting on the Fishing Derby this year, noting staff is in discussions with the State Game & Fish Department. He asked Mr. Hook what the time frame would be, if Game & Fish approves the Fishing Derby.

Alan Hook said he contacted Game & Fish last Friday, but he hasn't heard from them today. He said they were going to look at habitat and water quality. He said Game & Fish told him as long as there is a duration of flow and adequate flow, which the City can have, they were okay with stocking recreational fish. He said they are looking, tentatively, at the weekend of October 12, 2013. He said this would give plenty of lead time, and afterward if there is a salvage order from Game and Fish that there would still be a substantial flow through the month.

Mr. Hook said he also spoke with City Parks about the sand bags, and Brian Drypolcher said there are plenty of sand bags. He said YouthWorks is available to volunteer to help us install those for the ponding of the fish at that time.

- Councilor Trujillo said he would like to look at having the derby at the previous location near the State Land Office, and not at DeVargas Park where it was held last year. He said the location by the Land Office was a better location and allowed more people to have access to the River. He said unfortunately, someone cut too much of the vegetation which he doesn't want to have happen this year.

Mr. Hook said he has contacted Brian Drypolcher and Ben Gurule of Parks. Their only concern is there is new seating along the River since the sidewalk has been redone. He said the area by Don Gaspar would be fenced-off, but there would be access below the wall to the River's edge so people and families can fish along the River's edge from Don Gaspar to Old Santa Fe Trail, so, he doesn't see a problem with that location. He said the last step would be contacting the State Land Office, commenting they always have been amicable to the event, and he sees no problem there.

- Councilor Trujillo asked Mr. Hook to keep him informed on the progress, commenting, "I hope this comes to fruition."
- Chair Calvert said previously we have done the Fishing Derby by Resolution, and asked Mr. Hook if he can "iron this out" with the City Manager, or does it have to come before the City Council.

Mr. Hook said he can't speak for the City Manager, but it is his understanding the City Manager can approve it.

Mr. Schiavo said in view of the dollar amount involved, which would just be City manpower to set up the site which would involve a very few additional hours of compensatory time, and he believes the City Manager could approve it.

- Chair Calvert said the Council has endorsed the Derby in the past, so the City Manager has that to rely on, commenting he doesn't want to speak for the other Councilors, but the City Manager should be able to approve it.
- Councilor Trujillo said he will speak with Brian Snyder about this as well.
- Councilor Dimas believes the Derby should be for Seniors as well.
- Councilor Trujillo said it is an open body of water and by law in New Mexico, it has to be open to everybody. He said in the past they have asked people not to fish until afternoon and give the kids the chance to fish in the morning, but that hasn't worked. He would like staff to talk to the Game & Fish people to see if they would set an age limit on a section of the River.

Mr. Hook said Game & Fish has the discretion to do that. He said they probably can have a Fish Warden at the site.

- Councilor Trujillo said last Saturday there was free fishing throughout the State, and asked Mr. Hook to talk to Game & Fish about an exception for licences for kids for that section of the Santa Fe River for that day.

Mr. Hook said he would do so.

- Chair Calvert commented on the difficulty of policing that event.

9. **REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO THE PSA (ITEM #12-0970) WITH SANTA FE ENGINEERING CONSULTANTS, LLC, FOR ENGINEERING SERVICES ON-CALL SERVICES FOR RESERVOIR INFRASTRUCTURE IMPROVEMENTS FOR THE TOTAL AMOUNT OF \$324,983.74, EXCLUSIVE OF NMGR. (ROBERT JORGENSEN) Public Utilities Committee 10/02/13; Finance Committee 10/21/13; and City Council 10/30/13**

A copy of a Memorandum dated September 17, 2013, revised October 2, 2013 to show corrections, to the Public Utilities Committee and the Finance Committee, from Robert Jorgensen, Water Division Director, is incorporated herewith to these minutes as Exhibit "2."

Chair Calvert noted there is correction to the figure in paragraph 3, which should be \$115,419.13 instead of \$124,869.07, and on page 2 in the last paragraph the figure should be \$324,983.74 instead of \$324,564.74.

MOTION: Chair Calvert moved, seconded by Councilor Trujillo, to approve this request, with the corrections he proposed.

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

DISCUSSION AND ACTION ITEMS

12. REQUEST FOR APPROVAL TO DISPOSE AND RECYCLE UNUSABLE METAL DUMPSTERS AND REMOVE FROM THE ENVIRONMENTAL SERVICES DIVISION AS ASSET LIST. (CINDY PADILLA). Public Utilities Committee 10/02/13; Finance Committee 10/21/13; and City Council 10/30/13

Councilor Rivera recused himself from participating on the item because his a nephew is a bidder, and left the room.

Cindy Padilla presented information from her Memorandum of October 2, 2013, which is in the Committee packet, noting staff recommends the selection of Mr. G's Santa Fe Recycles which was the low bid. Please see this Memorandum for specifics of this presentation.

Councilor Trujillo asked Ms. Padilla if we have sent any of the dumpsters to auction.

Ms. Padilla said not since she has been back with the City. However, she understands they have been taken to auction in the past, noting it would be problematic in terms of the space, transportation and the funding.

Councilor Trujillo said we now have the option to go to on-line bidding, which he has discussed with Robert Rodarte. He said perhaps the next time we might put the item on the on-line bidding site, and do a comparison. He said the auctions are worldwide. He said we might get a better bid.

Ms. Padilla said this is a good idea, which would give us several opportunities to get rid of the dumpsters.

Councilor Trujillo pointed out that with on-line bidding, people pick them up in Santa Fe and there is no cost to the City for the pick up of the dumpsters.

Ms. Padilla said they do go to auction on all of their collection units, so this definitely makes sense.

MOTION: Councilor Trujillo moved, seconded by Councilor Dimas, to approve this request.

VOTE: The motion was approved on a voice vote with Chair Calvert, Councilor Trujillo and Councilor Dimas voting in favor of the motion, no one voting against, and Councilor Rivera recused

Ms. Padilla noted the pink shirts and blue bags which were given to each Councilor this evening. She said the staff will be wearing the pink shirts saying "Garbologist," on Friday in honor of breast cancer survivors and family and friends we have lost to breast cancer. She said the blue bags are the reusable bags which they purchased for the implementation of the reusable bag ordinance. She said they putting together a distribution plan and strategy for the effective date on February 27, 2014, and they are working on the campaign to get out the word. She said there will be a radio ad in October to get people started thinking about reusable bags.

Ms. Padilla invited the Committee to participate in the Keep Santa Fe Beautiful Annual Fundraiser on October 19, 2013.

MATTERS FROM THE PUBLIC

There were no items from the public.

MATTERS FROM THE CITY ATTORNEY

There were no items from the City Attorney.

ITEMS FROM STAFF

There were no items from the staff.

MATTERS FROM THE COMMITTEE

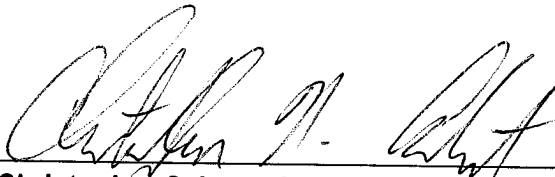
Chair Calvert said at the next meeting agenda, he would like an update on the new utility billing software, and an update on the status of accounts receivable.

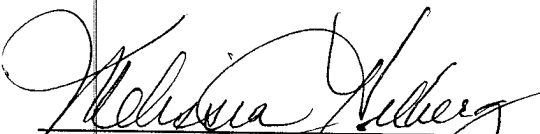
Mr. Schiavo said both are scheduled to be on the agenda for the November 6, 2013 meeting.

NEXT MEETING: WEDNESDAY, NOVEMBER 6, 2013

ADJOURN

There was no further business to come before the Committee, and the meeting was adjourned at approximately 5:25 p.m.



Christopher Calvert, Chair

Melessia Helberg, Stenographer

Weekly Water Report Week of September 22, 2013					Total Acre Feet Used Year to Date
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City	Well Field	Design (Gallons per Minute)	Gallons in Millions	Acre Feet	Acre Feet Allocated	
Agua Fria		823	0.000	0.00	4865.00	64.46
Santa Fe		183	0.000	0.00		204.56
Torreon		413	0.000	0.00		153.11
Ferguson		200	1.913	5.87		88.48
Alto		195	1.777	5.45		84.83
Northwest		957	0.000	0.00		278.23
Osage		201	2.777	8.52	25.70	14.49
Well Production Total		2972	6.467	19.85	4890.70	888.16

Buckman Well	Field	Design (Gallons per Minute)	Gallons in Millions	Acre Feet	Acre Feet Allocated	
# 1		542	10.712	32.87		401.72
# 2		852	0.000	0.00		4.60
# 3		319	2.672	8.20		131.80
# 4		357	5.701	17.50		224.21
# 5		256	0.000	0.00		0.00
# 6		744	10.785	33.10		465.70
# 7		715	0.000	0.00		31.48
# 8		525	0.000	0.00		169.64
# 9		400	0.000	0.00		4.56
#10		800	10.066	30.89	1500 acft/yr/well	174.22
# 11		770	7.716	23.68		246.55
# 12		800	0.000	0.00		154.84
# 13		800	0.000	0.00		179.81
Buckman Production Total		7880	47.652	146.24	10000.00	2,189.13

Well Production Total		54.119	166.09	3,077.29
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Production from Buckman Regional Water Treatment Plant					
Location	Design (Gallons per Minute)	Gallons in Millions	Acre Feet	Acre Feet Allocated	
Buckman Reg. Treatment Plant	10410	1.870	5.74	5230.00	4,001.43

Production from St. Michael's & Canyon Water Treatment Plant					
Location	Design (Gallons per Minute)	Gallons in Millions	Acre Feet	Acre Feet Allocated	
St. Michael's	378	3.460	10.62	5040.00	34.210
Canyon Treatment Plant	5552	0.000	0.00		637.99
Canyon Plant & St. Michael's Total	5930	3.460	10.62		672.20

Treatment Plant Production Total		5.330	16.36	4,673.63
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Total Production of Complete System		Gallons in Millions	Acre Feet	
		59.449	182.44	7,750.92

Weekly Averages

Date	Total Consumption/Demand		Las Campanas	
	Gallons in Millions per Day	Acre Feet per Day	Gallons in Millions per Day	Acre Feet per Day
09/15/2013	9.332	28.64	0.267	0.82
09/22/2013	8.704	26.71	0.210	0.64

Reservoir Information				
Date	Total Capacity	Useable Capacity	Useable Gallons in Millions	Useable Acre Feet
09/15/2013	52%	32%	409.596	1257.00
09/22/2013	66%	46%	595.776	1828.37

Reservoir Inflow Wkly Avg (Estimated)			
Date	Gallons in Millions per Day	Acre Feet per Day	
09/15/2013	41.677	127.90	
09/22/2013	24.332	74.67	

Summary of Weekly Data Comparisons vs Previous Years

City Well Field	Gallons in Millions per Day	Acre Feet per Day
2011	1.440	4.42
2012	0.820	2.52
September 22, 2013	0.924	2.84

Buckman Well Field	Gallons in Millions per Day	Acre Feet per Day
2011	2.840	8.72
2012	0.090	0.28
September 22, 2013	6.807	20.89

Buckman Water Plant	Gallons in Millions per Day	Acre Feet per Day
2011	6.040	18.54
2012	8.110	24.89
September 22, 2013	0.267	0.82

Canyon Plant & St. Michael's	Gallons in Millions per Day	Acre Feet per Day
2011	0.000	0.00
2012	1.790	5.49
September 22, 2013	0.494	1.52

Total Consumption/Demand	Gallons in Millions per Day	Acre Feet per Day
2011	10.510	32.25
2012	11.200	34.37
September 22, 2013	8.704	26.71

Las Campanas Consumption	Gallons in Millions per Day	Acre Feet per Day	Golf Course In Million Gallons per week	Domestic in Million Gallons per week
2011	0.300	0.92	0.000	2.079
2012	0.310	0.95	0.000	2.187
September 22, 2013	0.210	0.64	2.9	2.757

Reservoir Information	Total Capacity %
2011	37%
2012	30%
September 22, 2013	66%

Reservoir Inflow Wkly Avg (Estimated)	Gallons in Millions per Day
2011	1.410
2012	0.510
September 22, 2013	24.332

Data Peak Day	Gallons in Millions per Day	Acre Feet per Day
2011(May 13)	19.48	59.78
2012(August 2)	17.12	52.52
2013(September 7)	15.96	48.98

Total Production of Water System	Acre Feet per Year
2004	10,379
2005	10,035
2006	10,108
2007	10,043
2008	10,192
2009	9,978
2010	10,043
2011	10,406
2012	10,442

City of Santa Fe, New Mexico

memo

DATE: September 17, 2013
TO: Public Utilities Committee & Finance Committee
VIA: Nick Schiavo, Interim PUD & Water Division Director *NSA*
FROM: Robert Jorgensen, Water Division Engineer *RJ*

ITEM AND ISSUE

Approval of Amendment No. 1 to the On Call Engineering Services agreement (Item #12-0970) dated November 15, 2012 with Santa Fe Engineering Consultants, LLC (SFEC) in the amount of \$324,983.74 plus gross receipts tax and approval of the Budget Adjustment Request (BAR) is requested.

BACKGROUND AND SUMMARY

Reservoir Infrastructure Improvements Phase 1 CIP No. 3038 includes outlet works improvements at McClure & Nichols Dams and the rehabilitation of the existing Canyon Road Water Treatment Plant (CRWTP) raw water supply pipeline.

SFEC prepared engineering plans and specifications to replace the existing vertical intake towers at McClure & Nichols Dams with new inclined intake structures and construction is underway. The Office of the State Engineer (OSE) requires that inclined intake structure construction be certified by a qualified professional engineer as condition to the permit to alter or rehabilitate the dams. The cost for SFEC to provide onsite construction monitoring is ~~\$124,869.07~~ 115,419.13 plus GRT and is included under Exhibit C of the On Call Engineering agreement.

SFEC prepared engineering plans and specification to rehabilitate the existing 24 inch CRWTP pipeline in the current alignment within or along the Santa Fe River. At the request of The Nature Conservancy and Audubon New Mexico (Randall Davey Center) to consider replacing the pipeline in an alignment outside of the Santa Fe River and as a result of winter damage to the existing pipeline, the Water Division made the decision to construct a new pipeline in or along the existing Nichols Dam service road and in the existing upper Canyon Road watershed access. The cost for SFEC to prepare pipeline engineering plans and specifications is \$209,564.61 plus GRT and is included in Exhibit D of the On Call Engineering agreement.

Revised Oct. 2, 2013 to Show Corrections

5/1/10 "2"

Funding from BU/LI 52350.572960 in the amount of \$324,983.74 plus gross receipts tax will be available upon approval of the Budget Adjustment Request.

ACTION REQUESTED

Staff requests:

- Approval of Amendment No. 1 to the On Call Engineering professional services agreement with Santa Fe Engineering Consultants in the amount of ~~\$324,564.74~~ \$324,983.74 plus GRT and approval of the Budget Adjustment Request. The On Call Engineering agreement amount will increase from \$500,000.00 to \$824,983.74 under Amendment No. 1.

cc: Maya Martinez, Utilities Fiscal Administrator
Robert Rodarte, Purchasing Director
Judith Amer, Assistant City Attorney
Eric Martinez, Roadway & Trails Engineering Division Director