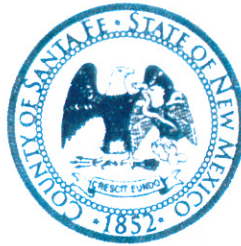


Henry P. Roybal
Commissioner, District 1

Anna Hansen
Commissioner, District 2

Robert A. Anaya
Commissioner, District 3



Anna T. Hamilton
Commissioner, District 4

Ed Moreno
Commissioner, District 5

Katherine Miller
County Manager

MEMORANDUM

DATE: *October 19, 2018*

TO: *Board of County Commissioners*

VIA: *Katherine Miller, County Manager*

FROM: *Michael Kelley, Public Works Department Director*

ITEM AND ISSUE: *Public Works Monthly Report for September 2018*

DISCUSSION

Operations and Maintenance

Charts 1 and 2 below show our monthly work order volume. A more detailed break-out can be seen in Table 1, attached.

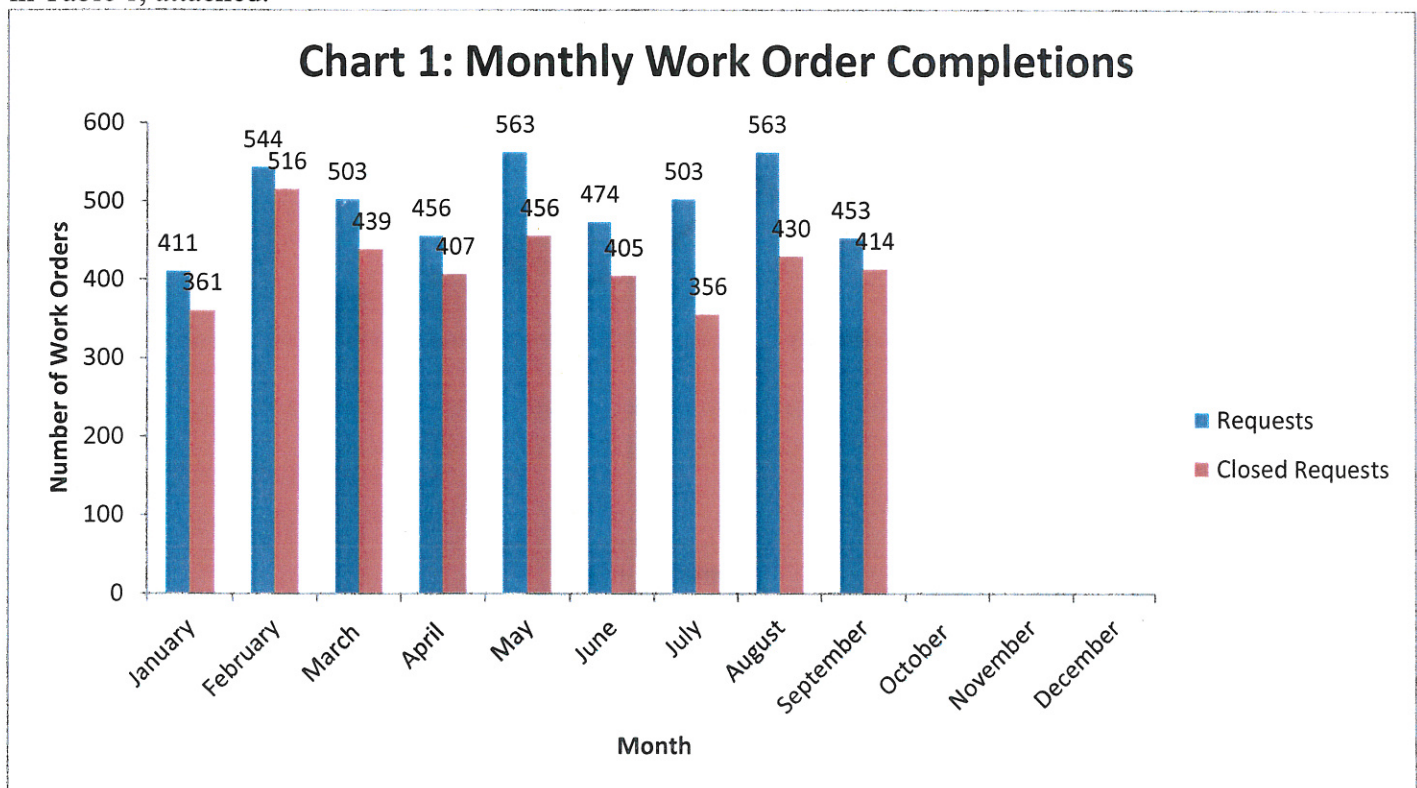
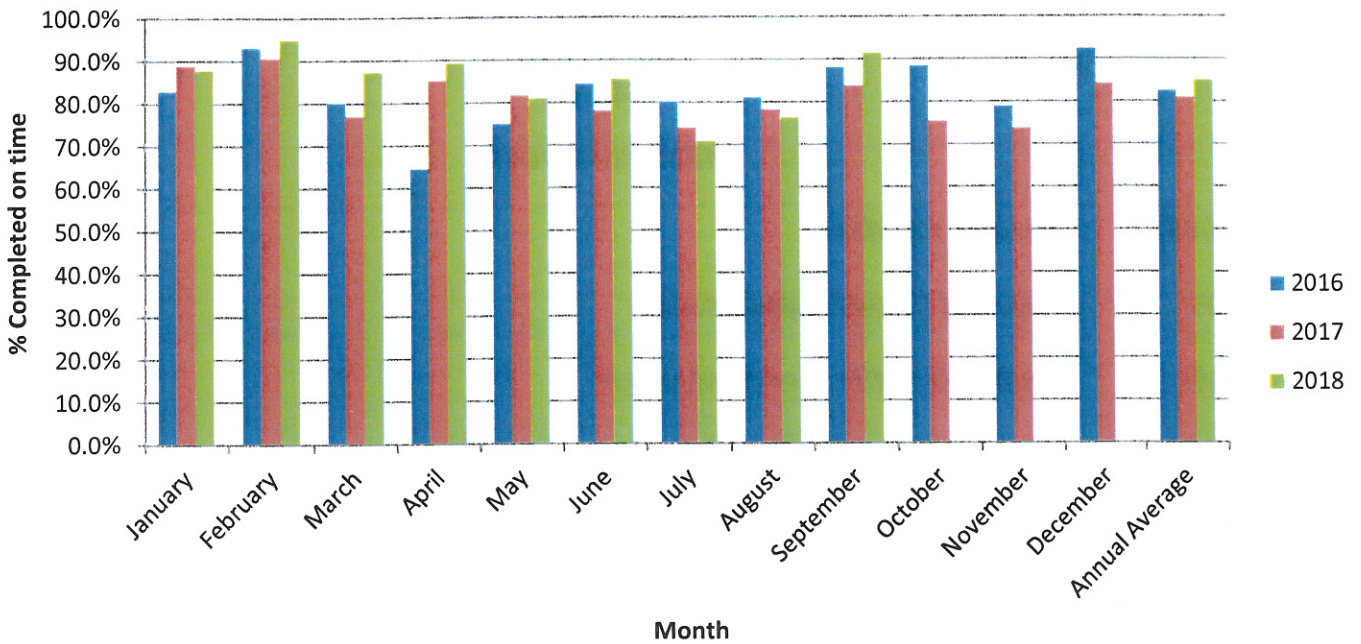
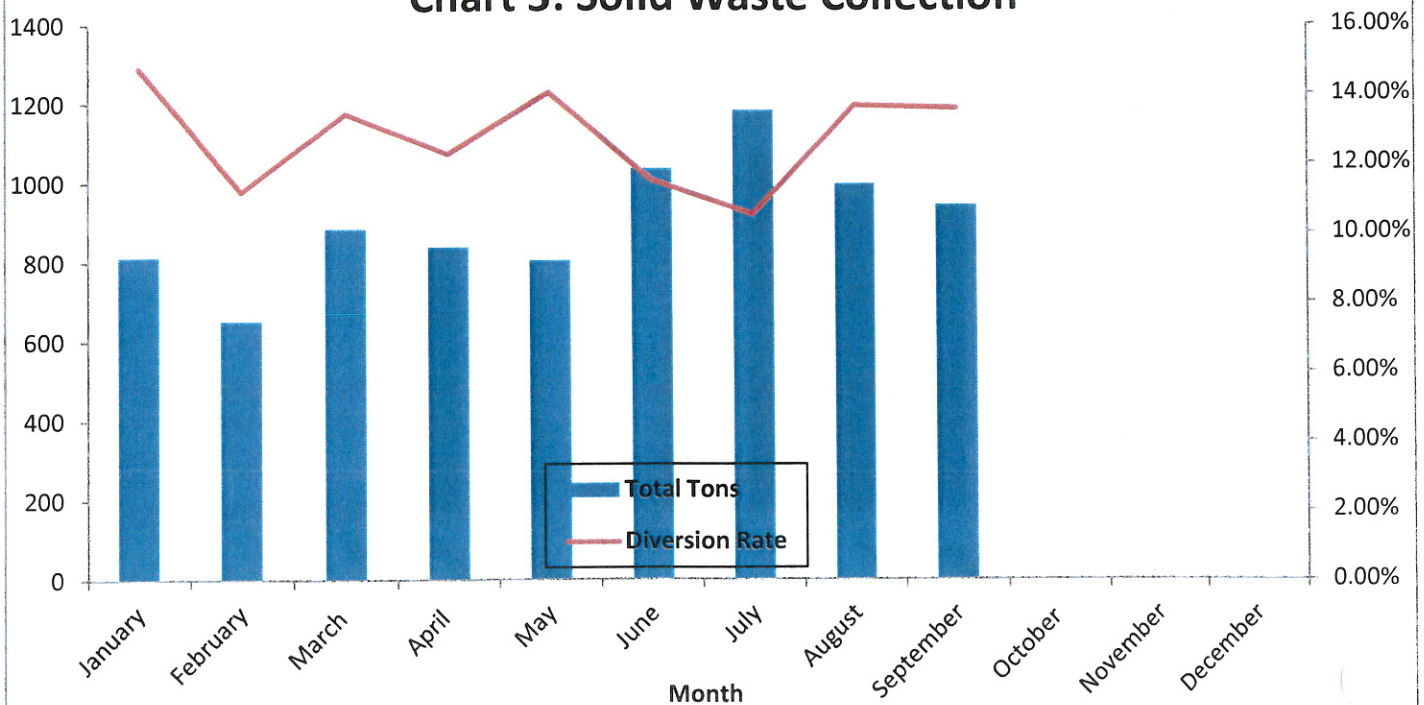


Chart 2: Year-to-year Work Order Completion Rates



Solid Waste: The County average diversion rate was 14.83% in 2017. The month of September diversion rate was 13.56%, bringing the year-to-date average to 12.76%. See chart below.

Chart 3: Solid Waste Collection



Solid waste permits sales are shown below.

Permit Type	Number of Solid Waste Permits Sold	
	Sept 18	CY18
1-trip	28	268
6-trip	31	324
6-trip/senior	26	223
6-trip/low income	0	8
6-trip/veteran	2	9
12-trip	78	897
12-trip/senior	111	1,085
12-trip/low income	0	17
12-trip/veteran	19	141
Bag tags	77	910

The Solid Waste Management Agency Board did not meet during the month of September, 2018.

Utilities Division:

- Santa Fe County Utility Staff reviewed submittal documents for the following: Santa Fe County Public Works Property Control Building, The Pantry at Oshara, Avanti, Vintage Trailer Supply, Senior Campus, and Bruno's Storage.
- Water & Wastewater Master Plan progress was reviewed with the contractor performing the work. Project is on schedule to complete by January 2019.
- Santa Fe County Utilities (SFCU) has self-audited portions of the billing process in an effort to increase the efficiency of collections of monies owed to SFCU resulting in collection of and additional \$104,354. Further audits are planned to continue the fine tuning of the billing processes.
- New water and wastewater rates per Ordinance 2018-4 went into effect on July 13th 2018. The first SFCU billing run of 787 new bills with the new stand by fee was mailed on September 26th to our customers. All increased customer service call volume is being handled well by the SFCU staff.
- Planned and executed a repair on an 8-inch water line at the movie studios without interrupting production.
- SFCU met with New Mexico Environment Department (NMED) to coordinate Quill wastewater treatment plant legacy sludge processing and removal efforts. A Biosolids Management Plan was submitted to NMED for review.
- SFCU Staff attended the Buckman Direct Diversion Board Meeting that was held on September 6, 2018. The following Board Members were in attendance for the meeting: Councilor Peter Ives – Chair, Commissioner Anna Hamilton, Commissioner Anna Hansen (County Alternate), Councilor Michael Harris, J.C. Helms (Citizen Alternate), and Tom Egelhoff (Non-Voting). Several information items were presented to the board at the meeting. These items include the following:

- Monthly BDD Operations Update. This update included a discussion from City Utility employee Bill Schneider on the San Juan Chama Project 2018 Status.
- Presentation on the BDD Project annual financial report for fiscal year ending June 30, 2017.
- Report on the 4th Quarter Financial Position FY17/18.
- Verbal report from the Interim Facilities Manager.
- Kyle Harwood provided a verbal update on the Rio Grande Water Quality Study Session and LANL Environmental Reports.
- Discussion by Interim Facilities Manager on the refinement of the scope of services for the proposed TREAT Study.

The following items were listed on the agenda for discussion and action by the Board:

- Consideration and possible approval of the Amendment No. 8 to the Project Management and Fiscal Services Agreement (“PMFSA”). Discussion occurred related to this item and a motion was made to postpone to the next Board meeting. The motion to postpone passed by unanimous (5-0) vote.
- Request to approve and accept Right-of-Way NMMN 120617 renewal grant offer to construct, operate, and maintain the fiber optic line, to terminate December 31, 2047. Discussion occurred and it was noted that the BLM had miscalculated the renewal fee. The fee was corrected from approximately \$4,000.00 to \$390.53. The motion was made to approve and the item passed by unanimous vote (5-0).

No members of the public addressed the Board during Matters from the Public.

The Board then voted by unanimous vote to enter into Executive Session. The BDD Board Meeting adjourned at approximately 6:00 p.m.

Project Delivery Division:

Utility Projects:

- **Vista Aurora Subdivision Sewer Line Upgrade** – Construction Plans are at 95% completion. Utility Easements from private property owners are required prior to the construction of this project. One remaining utility easement acquisition is pending. Plans have been reviewed by City of Santa Fe and County Staff. Once the final utility easement is in place then project will be submitted to Procurement for a construction IFB.
- **Santa Fe County Water Reclamation Facility**– Design Build procurement is in process for this project.
- **Village of Agua Fria Waste Water Projects** – Project staff has identified 8 projects and generated a scope of work for design services. The RFP for design services is in process. A pre-proposal meeting was held on October 17, 2018. Areas identified for this Project include Camino Maria Feliz, Dell Ross Lane, Rudolfo Rd, Terrazas Lane, Calle Hernandez, Ramon Lane, Pam Y Eutilia.
- **Antonio Lane Sewer Upgrade** – Easement acquisition in process. Consultant has been directed to go to 60% design.

- **Canoncito Regional Water Phase II – Planning Phase:** Project Manager has submitted RFP for Engineering design services and for Utility Easement Agreements to Procurement.
- **Canoncito Eldorado Waterline Project – Planning Phase:** Sole Source procurement is in process for design services.

Road Projects:

- **Camino San Jose** – The Design Engineer has been awarded a contract and has begun design services.
- **CR54 Arroyo del Los Chamisos** – Construction began on January 17, 2018. Contractor has completed construction of the Concrete Box Culvert (CBC). Contractor has opened CR 54 and is working on backfilling the CBC and building subgrade. The flood that occurred on July 23, 2018 caused the arroyo to shift and the flow channel is now located adjacent to CR 54. Due to the shift in the arroyo, additional design and construction was required to protect the road. A Change Order was approved by the BCC on September 11, 2018. Contractor is dredging the arroyo. Easement acquisition for the new erosion control structure is in process.
- **NE/SE Connector is in Phase D Design.** Oral Presentations for design services were held on September 26, 2018. Meeting was scheduled for Monday October 15, 2018 for the evaluation committee to rank the final submittals.
- **CR55A General Goodwin Rd Design Upgrade.** County staff has reviewed 100% plans and directed Consulting Engineer to make changes before acceptance of the plans. Coordinating with NMDOT for a maintenance easement along NM 14 and a drainage easement along the railroad right of way. In order for the project to drain properly, drainage improvements are required to be constructed within the NMDOT's right of way. The maintenance agreement and drainage easements are required by NMDOT for improvements within the NMDOT right of way.
- **Torcido Loop Chip Seal and Drainage Improvements** –County staff has accepted 100% plans. The project is in the procurement process for an IFB for construction services.
- **CR89 and 89C Drainage and Roadway Improvements** – Projects are on hold until the surveys have been completed as per the settlement agreement with Pojoaque Pueblo. BCC approved the county manager authority to purchase easement's necessary for the construction project. County staff is working on easement acquisition.
- **Santa Fe Racetrack Chip Seal and Drainage Improvements** - County staff has accepted 100% plans. The project is in the procurement process for an IFB for construction services.
- **CR67F La Barbaria** – Contractor has been provided a PO and the Notice to Proceed. Construction on this project began on October 15, 2018.
- **CR 54 Arroyo Hondo All Weather Crossing-** Engineering Consultant has completed the preliminary drainage report. Coordinating Temporary Work Permits with Pojoaque Pueblo.
- **CR 72A All Weather Crossing** – County staff has accepted 100% plans. The project is in the procurement process for an IFB for construction services.

Building Projects:

- **Fuel Catchment Basins** – Electrical connection to the Fuel Catchment Basins is required to complete the project. PM to submit procurement request for electrician.

- **Property Control Facility:** The packet for the solicitation of a General Contractor was forwarded to the Purchasing Division on Thursday, October 4, 2018. After speaking to the Purchasing Director the project is tentatively scheduled to advertise by the end of October, 2018. The statement of probable cost is \$1.5 million dollars.
- **Hwy 14 –Senior Community Center:** A change in the procurement process has been made and we are requesting to modify the project delivery method from a Design Bid Build approach to a Design Build approach for the delivery method for this project. The project was previously solicited as a Design Bid Build and was not successful in awarding a construction contract.
- **Turquoise Trail Fire Station in Cerrillos:** A mandatory Public meeting was held on October 13, 2018 where the design of the new fire station was presented to the Public. The Certificate of Membership was received from El Vadito de los Cerrillos Water Association on September 26, 2018. NMDOT entrance permit application is being routed for internal SFC signatures.
- **Chimayo Fire Station – Main:** A mandatory Public meeting is scheduled for October 20, 2018 where the design of the project will be presented. The PM is working on the mail out to the residents within 500' of project property. The design team is scheduled to complete the 30% construction drawings by October 10, 2018.
- **Eldorado Fire Station #1:** The Fire Department has requested a change in scope to increase in the size of the bay. This change in scope is causing the need to relocate the existing septic tank and leach field. The design team is requesting additional fees for additional services for the design of the relocation of the septic tank and leach field. An amendment in the amount of \$4,109.78 was submitted to the Purchasing Division on October 4, 2018 to address the request for additional fees. The project was presented to TAC on September 20, 2018. No Public meeting is required per Land Use ordinance.
- **La Puebla Station #1:** A mandatory Public meeting is scheduled for October 27, 2018 where the project will be presented. The PM is working on the mail out to the residents within 500' of project property. The design team is scheduled to complete the 30% construction drawings by October 10, 2018.
- **Bennie J. Chavez Center Septic System Upgrade:** The new grinder pump and leach field have been installed and the P. O. for the installation of the new septic tank has been received. The Notice to Proceed and P. O. have been issued to Montano and Associates to begin the installation of the new septic tank. While working on the installation Mr. Montano discovered that the elevation of the grinder pump when installed may be too high. A meeting with the New Mexico Environmental Department has been scheduled for Monday September 10, 2018 to make a final determination on the grinder pump elevation issue so the work can proceed. An onsite meeting was held on September 19, 2018 to determine the elevation of the grinder pump installed by River Crest Construction.
- **Edgewood Senior Center ADA Upgrades:** Extension of the North portal is being added to the construction documents and quotes will be solicited from contractors on the NM State Price Agreement as soon as the changes have been completed. CD's are scheduled to be completed the week of October 8, 2018.
- **Madrid Fire Station:** A community meeting was held on August 23, 2018 and the project was presented to those in attendance. 95% CD's were delivered on October 1, 2018 for review and redlining. When the review is completed and comments noted the set will then be forwarded back to the NCA Architect to incorporate any changes / corrections. Project will put out to bid as soon as 100% CD's are delivered.

- **Turquoise Trail Fire Station No.2:** A meeting with the Fire Dept. was held on Thursday August 16, 2018 for review and approval of the construction documents. Some changes to the plans were discussed and will be incorporated onto the plans and once the final set is approved by the Fire Dept. the project will be put out to bid using the state wide price agreement. A follow up meeting with the Fire Chief and Deputy Fire Chief is scheduled for October 11, 2018.
- **Tesuque Fire Station Retaining Wall:** A proposal from Stantec to produce a Grading and Drainage Plan was received on September 4, 2018 and is currently being processed. Stantec has requested a current Topo Map of the site and we are in the process of procuring services through the purchasing division to provide this information. The project will be put out to bid as soon as the final construction documents are acquired from Stantec.
- **Eldorado Fire Station No.2:** A meeting with the Fire Dept. was held on Thursday August 16, 2018 for review and approval of the construction documents. Some changes to the plans were discussed and will be incorporated onto the plans and once the final set is approved by the Fire Dept. the project will be put out to bid using the state wide price agreement. A decision on providing a water source to the fire station is pending as there is currently not a water source. A follow up meeting with the Fire Chief and Deputy Fire Chief is scheduled for October 11, 2018.
- **Edgewood Fire Station No.3:** A meeting with the Fire Dept. was held on Thursday August 16, 2018 for review and approval of the construction documents. Some changes to the plans were discussed and will be incorporated onto the plans and once the final set is approved by the Fire Dept. the project will be put out to bid using the state wide price agreement. A follow up meeting with the Fire Chief and Deputy Fire Chief is scheduled for October 11, 2018.
- **Abedon Lopez Community Center:** A copy of the construction documents to review and redline have been delivered, reviewed and forwarded back to Lloyd and Associates Architects on September 20, 2018. Delivery of 100% CD's is scheduled for the week of October 1, 2018. The project will put out to bid using the NM State Price Agreement once the 100% CD's are delivered. SFC Land Use is requiring that the project go before the Planning Commission because of the change in use and Zoning. A meeting with SFC Land Use staff was held on September 25, 2018 to review the submittals required. SFC Land Use is currently reviewing documents submitted in order to move forward to the Planning Commission and a response from SFC Land Use is pending.
- **Leo Gurule Basketball Court Demolition:** We have been given the directive to pursue the demolition using in-house resources. Property Control and Open Space will be completing this task within the next 90 Days.
- **La Cienega Community Center Parking Lot:** The engineering drawings are being completed by Diego Gomez (In-house). Additional ADA information is necessary to complete the 100% completed drawing stage in order to fulfill proper bid process.
- **Adult Detention Center Roof:** Construction began on 10/15.
- **Galisteo Fire Re-Stucco:** This project has evolved into something larger than a re-stucco job. A scope of work has been created for the re-stucco portion however additional information needs to be added in order to fully meet the desires of the fire dept. The NMSPA will be utilized in the bid process.

- **District Attorney Office Renovation:** A meeting was conducted with the DA and pertaining staff to review existing drawings and budget discussions. There have been some desired modifications as a result of the discussions. Further clarification is necessary.
- **Public Safety expansion:** Preproposal meeting for the design build was held 10/9/18.

Open Space, Parks & Trails Projects:

- **Santa Fe River - Frenchy's to Siler Construction:** On September 13th, Staff conducted a walkthrough with the contractor and requested a Cost Proposal to restore the project to the pre-flood condition. Possible improvements were discussed and the contractor will provide pricing as an option. A proposal was received from the contractor on 10/10/18. Projects and Procurement Staff reviewed the proposal and met with the Contractor to negotiate on 10/17/18. Contractor is scheduled to submit their best and final offer on 10/23/18. Once a final price is established then a change order will be brought to the BCC for consideration.
- **Santa Fe River - Property Acquisition Section B:** The Joe & Carmela Mier closing is scheduled for October 18th. The Almanzar's signed their Purchase Agreement and it has being submitted for County Manager signature, their closing is pending while the partial release of mortgage and lien release is obtained. Negotiations are currently on-going with 10 property owners. Staff has submitted a Contract Amendment to extend Tierra Right of Way Services contract for 1 year.
- **BLM Parcels (Santa Fe River Trail):** Archaeology survey report was submitted to BLM 9/27/18 and the BLM staff is reviewing it. BLM Realty is preparing the notice requirements for noticing the disposition in the Federal Register, which is required under the program rules. BLM Realty estimated that this process will take approximately 6 months under normal circumstances, but they have advised us that federal register timelines are taking longer under the current administration. County and Tierra are meeting with BLM Realty office 10/18 to discuss next steps.
- **Santa Fe River – El Camino Real CLOMR:** The CLOMR and 404 permit are in process.
- **Arroyo Hondo Trail Design:** In June the Santa Fe MPO put out a call for projects for the FY 2020/21 Transportation Alternative Program. Applications for TAP funding for construction of Segments 2 and 3 were presented to the BCC on October 9, 2018. The Project Manager is assisting planning with the applications. The applications are due October 26, 2018. The designs for Segments 2 and 3 are currently at 60%, however the 60% design for Segment 3 terminates at a proposed future business park on Uninvest-Rancho Viejo property on the west side of Richard's Ave. Since the alignment study was completed in 2014, Uninvest-Rancho Viejo has not moved forward with a development plan and subdivision plat for the business park and does not anticipate doing so in the foreseeable future. The TAP funding requires that the trail provide a logical and publically accessible connection. In order to move forward with the TAP application, the design must be revised to extend the trail to Richard's Ave. The Project Manager has requested a proposal from the engineer to revise the plans for the TAP application.
- **Arroyo Hondo Trail Segment 4:** NMDOT signed the Cooperative Project Agreement on August 21, 2018. The agreement expires on September 30, 2020. The Project Manager submitted a PPR on August 29, 2018 for a purchase order under the design contract for the construction phase engineering services for Segment 4.
- **Mt. Chal:** The Project Manager and INTERA met with the County Attorney on August 22, 2018 to review the Voluntary Remediation Work Plan and Agreement. The County Attorney is reviewing the documents. Once the County Attorney approves the VRP Work

Plan and Agreement, the Project Manager will submit the documents to NMED for review and approval.

- **Thornton Ranch Open Space:** BLM held a planning workshop for the Burnt Corn Recreation Management Plan on September 19, 2018. The General Obligation Bond sale is scheduled for November 2018. The \$2,600,000 for implementation of the Master Plan will be budgeted in November 2018. The Project Manager is working to prepare the scopes of work for the preliminary environmental studies and design contracts.
- **Santa Fe Rail Trail Segment 5:** NMDOT signed the Cooperative Project Agreement on August 21, 2018. The agreement expires on September 30, 2020. The Project Manager sent a request for proposals to the engineering firms on the County's on-call contract for material testing and inspection services. Proposals have been received. The Project Manager sent a letter to NMDOT requesting concurrence to advertise the IFB for construction of the trail on October 4, 2018. NMDOT gave concurrence to advertise on October 4, 2018. The Project Manager is working with Purchasing to advertise the IFB by the end of October.
- **El Camino Real Retracement Trail FLAP project:** FHWA is working to complete the close out process on the grant by January 2019. The County entered into an MOU with BLM for the development of the paved and crusher fine portions of the trail with the understanding that the County would submit an application for a permanent ROW after the trail was constructed. The Project Manager is preparing the application.
- **Santa Fe Rail Trail Trailheads:** Weston Solutions submitted 60% plan on May 10, 2018. The Project Manager is reviewing the plans with the Santa Fe County Building and Development Services and the Fire Department. Plan to construct the after Segment 5 of the Santa Fe Rail Trail is completed in the spring of 2019 so that the trailhead location can be used as the staging area for construction of Segment 5.
- **Bennie J. Chavez Community Center Park:** Santa Fe County issued a contract to MRWM for design services on August 15, 2018. The Project Manager issued notice to proceed on September 10, 2018. A kick off meeting was held September 12, 2018. The design team is working on the site analysis for the master plan.
- **Pojoaque Valley Recreation Complex Phase III:** The Landscape Architect submitted the programming report for review and approval on April 25, 2018. A public meeting was held May 31, 2018. The Project Manager and the Landscape Architect presented to TAC on July 5, 2018. The Landscape Architect submitted the Schematic Design on July 14, 2018. The Landscape Architect met with County staff to review the 50% Plans on August 22, 2018. The Landscape Architect submitted the 95% plans on September 19, 2018. The Landscape Architect submitted a draft of the Site Development Plan on October 3, 2018. The Project Manager plans to submit a request to Purchasing for an IFB for construction in October. The Project Manager anticipates awarding the construction contract at the January 8, 2019 BCC meeting and starting construction in January.
- **Romero Park Phase II:** One proposed revision being contemplated for Phase II is a water line to serve the Park. On September 26, 2018, the Project Manager requested a proposal from the design consultant for the design and construction of a proposed water line to serve Romero Park. This cost estimate is a critical piece of information that is required prior to proposing revisions to the Phase II plan. A meeting with the County Manager's Office will be scheduled to review the preliminary costs and any subsequent Phase II revisions. The Project Manager sent a letter to SHPO requesting review and direction on how to proceed with the proposed cleanup of the regulated waste at the site on August 29,

2018. SHPO determined that LA 174455 is not eligible to the National Register of Historic Places and concurs that the remediation treatment plan proposed will not have an adverse effect on September 10, 2018. The Project Manager submitted a PPR to Purchasing for an IFB for the solid waste abatement and site leveling on September 13, 2018. The Project Manager anticipates advertising the IFB by the end of October.

ACTION REQUESTED:

None; for information only.

