




# MEMORANDUM

**DATE:** March 18, 2015

**TO:** Santa Fe Board of County Commissioners

**FROM:** Ken Martinez  
RECC Director

**THROUGH:** Pablo Sedillo   
Public Safety Director

**SUBJECT:** Enhanced 911 Grant Agreement Amendment

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## BACKGROUND

The New Mexico Department of Finance and Administration has submitted for approval two original copies of an amendment to the existing E-911 grant agreement to be presented to the Santa Fe County Commission for approval and signature.

The grant is a pass-through grant and does not require any matching funds from the County. This grant was effective July 1, 2014 and extends until June 30, 2015

The amendment reflects additional funding in the amount of \$717,430.00 that has been approved by the Board of Finance to replace 911 related telephone equipment for the Santa Fe Regional Emergency Communications Center. This increases the total amount of the grant from \$482,000.00 to \$1,199,430.00.

## ACTION REQUESTED

Approval from the Board of County Commissioners is requested to authorize the Amendment to the Grant Agreement entered into by the Department of Finance and Administration, Local Government Division and Santa Fe County.

Request Approval of Grant Agreement between Department of Finance Administration, State of New Mexico, acting through the Local Government Division, and Santa Fe County for the Statewide E911 Program. Total Grant Amount of \$1,199,430 for provision and payment of Enhanced 911 services and equipment.

**SUSANA MARTINEZ**  
GOVERNOR

**RICK LOPEZ**  
DIRECTOR



**THOMAS E. CLIFFORD, Ph.D.**  
CABINET SECRETARY

STATE OF NEW MEXICO  
DEPARTMENT OF FINANCE AND ADMINISTRATION  
LOCAL GOVERNMENT DIVISION  
Bataan Memorial Building ♦ Suite 202 ♦ Santa Fe, NM 87501  
PHONE (505) 827-8051 ♦ FAX (505) 827-4340

March 9, 2015

Ken Martinez  
Santa Fe Regional Emergency Communications Center Director  
35 Camino Justicia  
Santa Fe, New Mexico 87508

Re: FY15 E-911 Grant Agreement Amendment No. 1

Dear Mr. Martinez,

Attached is the E-911 grant amendment for the County of Santa Fe, which reflects the State Board of Finance February 17, 2015 meeting approvals for E-911 system upgrade request. In order for staff to process these grant amendments we ask that you take the following action: **print two originals; sign both grant amendments where appropriate; notarize both originals; and return them as soon as possible to the following address.**

**Department of Finance and Administration  
Local Government Division Room 201  
407 Galisteo St.  
Santa Fe, New Mexico 87501**

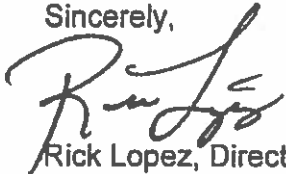
As soon as the Department of Finance and Administration (DFA), Local Government Division (LGD) receives both signed originals notification will go to the selected vendor requesting them to initiate the 911 equipment upgrade.

Once all the required signatures are placed on the originals, one copy will be returned to you for your files the other one will be kept in the LGD file.

Thank you for your assistance and cooperation with this E-911 Program grant amendment process. We appreciate all your efforts aimed at safeguarding the health and safety of your community.

If you have any questions or require additional information, please contact the E-911 Program Manager for the County of Santa Fe, Art Rios, at (505) 827-4900 (office) or (505) 699-6911 (cellular) or e-mail at [art.rios@state.nm.us](mailto:art.rios@state.nm.us).

Sincerely,

A handwritten signature in black ink, appearing to read "Rick Lopez". The signature is stylized with a large, flowing "R" and "L".

Rick Lopez, Director  
Local Government Division

Enclosures (2)

STATE OF NEW MEXICO  
DEPARTMENT OF FINANCE AND ADMINISTRATION  
LOCAL GOVERNMENT DIVISION  
ENHANCED 9-1-1 GRANT PROGRAM  
GRANT AGREEMENT AMENDMENT NO. 1

Grant No. 15-E-11

THIS AMENDMENT, hereinafter referred to as the "Amendment", is made and entered into by and between the Department of Finance and Administration, State of New Mexico, acting through the Local Government Division, Suite 202, Bataan Memorial Building, Santa Fe, New Mexico, 87501, hereinafter referred to as the "Division", and the County of Santa Fe, hereinafter referred to as the "Grantee", as of the date this Amendment is executed by the Division.

WHEREAS, the Grantee and the Division entered into a grant agreement, effective July 1<sup>st</sup>, 2014 for an award of grant assistance to the Grantee in the amount of \$482,000.00 from the Enhanced 911 Fund ("Fund") for enhanced 911 services and equipment ("Grant Agreement"); and

WHEREAS, the Grantee has requested additional grant assistance from the Fund in the amount of \$717,430.00 for enhanced 911 services and equipment; and

WHEREAS, the Grantee and the Division desire to memorialize through this Amendment the terms and conditions upon which the additional funds will be made available to the Grantee.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual covenants and obligations contained herein, and other good and valuable consideration, the receipt of which is hereby acknowledged, the parties hereby mutually agree to amend the Grant Agreement as follows:

1. Article III - Consideration and Method of Payment, Section A of the Grant Agreement is hereby amended to read in its entirety as follows:

"A. In consideration of the Grantee's satisfactory completion of all work, purchase and maintenance of the equipment and services required to be performed in compliance with all the terms and conditions of this Grant Agreement, the Division shall pay the Grantee a sum not to exceed the following amount from the Enhanced 911 fund: \$1,199,430.00.

The funds are to be expended in accordance with the proposed Revenue/Expenditure Budget, attached as the "Exhibit C", and made a part hereof, and in accordance with 10.6.2.11 NMAC of the 911 Regulations, entitled PSAP Equipment, Acquisition, and Disbursement of Funds. It is understood and agreed that the Grantee's expenditure of these monies shall not deviate from the line items of said Budget without the prior written approval of the Division and the funds shall not be expended for ineligible costs, as described in 10.6.2.11.F NMAC of the 911 Regulations."

2. Exhibit "C" of the Grant Agreement is hereby replaced in its entirety with the "Exhibit C" attached hereto.
3. All other provisions of the Grant Agreement not amended herein remain in full force and effect.

IN WITNESS WHEREOF, the Grantee and the Division do hereby execute this Amendment as of the date of signature by the Division below.

THIS AMENDMENT has been approved by:

County of Santa Fe

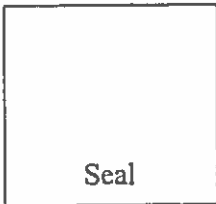
\_\_\_\_\_  
Authorized Signatory

\_\_\_\_\_  
Date

\_\_\_\_\_  
(Type or Print Name)

STATE OF NEW MEXICO     )  
  )ss.  
COUNTY OF \_\_\_\_\_)

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2015, by \_\_\_\_\_.



\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

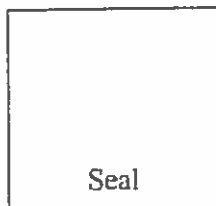
DEPARTMENT OF FINANCE AND ADMINISTRATION  
LOCAL GOVERNMENT DIVISION

By: \_\_\_\_\_  
Rick Lopez, Director

\_\_\_\_\_  
Date


STATE OF NEW MEXICO     )  
  )ss.  
COUNTY OF SANTA FE     )

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2015, by \_\_\_\_\_.



\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

Approved as to form:  
  
Mark A. Basham

**New Mexico E-911 Program Grant**

Exhibit C

Local Government Division

Department of Finance and Administration

<b>Grantee:</b>	Santa Fe County	<b>Grant Award:</b>	1,199,430.00
<b>Address:</b>	35 Camino Justicia Santa Fe, NM 87508	<b>Project Number:</b>	15-E-11
<b>Telephone:</b>	505-992-3096	<b>Grant Period:</b>	July 1, 2014 - June 30, 2015
<b>Number of Funded PSAP Positions:</b>		Santa Fe - 14, DPS Dist 1 - 2	

Budget Line Items	Total Budgeted Amount
<b>Capital</b>	
E-911 Equipment Upgrades	717,430.00
Firewall and Router Equipment	-
Dispatch Software	-
Recorder	-
UPS/Generator	-
<b>Capital Subtotal</b>	<b>717,430.00</b>
<b>Recurring Network/Circuit</b>	
Voice Network	135,000.00
Data MPLS Network	6,000.00
Wireless Cost Recovery	10,700.00
<b>Recurring Network/Circuit Subtotal</b>	<b>151,700.00</b>
<b>Recurring Maintenance</b>	
System Maintenance	236,000.00
Network Router & Firewall Maintenance	
System Manager	25,000.00
<b>Recurring Maintenance Subtotal</b>	<b>261,000.00</b>
<b>Services/Training</b>	
911 Consulting Services	-
911 Related Training	20,000.00
911 Related GIS	8,000.00
GIS Consulting Services	17,100.00
Interpretive Services	14,200.00
Independent Verification and Validation (IV&V)	-
Minor Equipment	10,000.00
<b>Services/Training Subtotal</b>	<b>69,300.00</b>
<b>TOTAL</b>	<b>1,199,430.00</b>









**Henry P. Roybal**  
*Commissioner, District 1*

**Miguel M. Chavez**  
*Commissioner, District 2*

**Robert A. Anaya**  
*Commissioner, District 3*



**Kathy Holian**  
*Commissioner, District 4*

**Liz Stefanics**  
*Commissioner, District 5*

**Katherine Miller**  
*County Manager*

DATE: March 25, 2015

TO: Santa Fe County Board of County Commissioners

FROM: Tessa Jo Mascareñas, Constituent Services Liaison *[Signature]*  
Tony Flores, Deputy County Manager *[Signature]*

VIA: Katherine Miller, County Manager

RE: Presentation & Request of Direction on Proposed Shuttle Service to Santa Fe Ski Area

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### **Issue**

North Central Regional Transit District (NCRTD) is collaborating with local stakeholders on a shuttle service to the Santa Fe Ski Area. The proposed service would be a public/private partnership and a one year pilot project for an 8-month service.

### **Background**

The concept of a shuttle service to the SF Ski Area was originally introduced to the NCRTD in 2013 by the City of Santa Fe (Resolution 2013-93) and NCRTD staff has since been involved in assessing the economic and logistical viability of such a service. This project is referenced in the NCRTD Transit Service Plan. The outdoor economy is a target industry for both the County and the City and the shuttle service was also referenced in the County's Economic Development Plan of 2014 as something that would boost economic development via tourism and business recruitment.

Several stakeholder meetings have been held to elicit feedback from Ski Santa Fe, Tesuque Pueblo and others. Since the presentation at the January 13, 2015 BCC meeting where the issue was initially discussed, Ski Santa Fe and the Rio Metro Regional Transit District have each agreed to contribute \$15,000. A measure to reduce costs by \$25,172 by authorizing the use of an NCRTD owned 4 wheel drive vehicle will be brought before the NCRTD Board on April 10, 2014. The Santa Fe City Council authorized a contribution of \$25,172 to the proposed service. It is requested that Santa Fe County match the contribution in the amount of \$25, 172.

**Evaluation Summary – Mountain Trail Route (South Capital to Ski Santa Fe/Santa Fe National Forest)**

<b>Benefits</b>	<ul style="list-style-type: none"> <li>○ Transit Service will result in the elimination of single or multi person vehicles on the roadway to the area.</li> <li>○ RTD experience indicates that as many as ~25-35 vehicles/day could be eliminated from usage of the roadway. Resulting in a reduction of peak day vehicle usage of up to approximately 5%.</li> <li>○ Elimination of vehicles from the roadway would provide for a reduction in hydrocarbons (~63 tons/year) and vehicle miles (~189,000 miles/annually), resulting in less wear and tear of the roadway and needed maintenance.</li> <li>○ Elimination of vehicles from the roadway would enhance safety for users of this roadway due to a decrease in vehicle traffic and the possibility of vehicle accidents, or encounters with wildlife and people.</li> <li>○ Use of transit can result in savings for those utilizing this service.</li> <li>○ There currently is no reliable information that the provision of transit will result in new or increased skier visits or that transit service will attract additional skiers from outside the area. However, over time the service might be viewed as an advantage for those visiting and skiing the area due to the convenience and safety it presents.</li> <li>○ Most riders are likely to be residents of the area who want to utilize public transportation.</li> <li>○ May contribute to SF County Gold-level designation by the International Mountain Biking Association by having shuttle service for downhill mountain biking.</li> </ul>
<b>Ridership</b>	<ul style="list-style-type: none"> <li>○ 5,000 passengers for winter (estimate is 3% of total annual skier visits of 160,000)</li> <li>○ 1,000 passengers for summer</li> <li>○ 4.2 passengers per trip</li> </ul>
<b>Service</b>	<ul style="list-style-type: none"> <li>○ 8 months of service (winter season= October – March) (summer season=July – August) Route will start at South Capitol and ends at Ski Santa Fe (round trip)</li> <li>○ 4 round trips per day (8 one way trips)</li> <li>○ Total of ~15-20 stops</li> <li>○ 7 days per week, estimated to operate between 700a-600p with service to be provided in the morning, midday, and early evening</li> </ul>
<b>Fares</b>	<ul style="list-style-type: none"> <li>○ \$5 one way fare during winter</li> <li>○ \$5 roundtrip fare during summer</li> </ul>
<b>Physical Assets</b>	<ul style="list-style-type: none"> <li>○ Two fully equipped 28 passenger buses (auto-deployed snow chains and four wheel drive) will be leased for a one year period (if this routes is designed to be a two year trial period then the lease would be for a two year period)</li> </ul>
<b>Costs</b>	<ul style="list-style-type: none"> <li>○ \$172,344 (est. see spread sheet)</li> </ul>

<i>Revenues</i>	<ul style="list-style-type: none"> <li>o \$50,000 fares winter</li> <li>o \$5,000 fares summer</li> <li>o \$12,000 stop sponsorship (unknown)</li> <li>o \$15,000 Rio Metro RTD (verbal commitment)</li> <li>o \$15,000 NCRTD (requires Board approval)</li> <li>o City of Santa Fe – \$25,172 (City Council approved 3/11/15)</li> <li>o County of Santa Fe – (requesting \$25,172)</li> <li>o Ski Santa Fe - \$15,000 cash contribution and \$5 reduction on Lift Ticket for those using public transit (value based upon 5,000 winter passengers is \$25,000 and could increase since Ski Santa Fe has not placed a cap on this at this time). Commitment received via email by Benny Abruzzo, Ski Santa Fe on 3/11/15.</li> </ul>
<i>Financial Funding Gap</i>	<ul style="list-style-type: none"> <li>o \$75,344 (split amount \$37,672)</li> <li>o \$50,344 (if NCRTD Board authorizes use of District owned 4 wheel drive vehicle (split amount \$25,172))</li> </ul>
<i>Decisions/Implementation</i>	<ul style="list-style-type: none"> <li>o Meeting with Tesuque and Nambe Pueblos to address concerns (March)</li> <li>o Santa Fe County: decision to participate financially (March)</li> <li>o North Central Regional Transit District Board of Directors: discussion and review of service request and Tribal member concerns. Decision on service request (April 3, 2015)</li> <li>o If approved to go forward by Board of Directors staff will place order for vehicle(s), finalize route design, recruit and train staff and market the service. (May – September)</li> <li>o Service commencement targeted for October, 2015.</li> </ul>
<i>Metrics to gauge success</i>	<ul style="list-style-type: none"> <li>o Overall ridership meets or exceeds estimates</li> <li>o Reduction in single or multi person vehicles travelling to Ski Santa Fe</li> <li>o Reduction in hydrocarbons(carbon emissions)</li> <li>o Fare revenue generated decreases ongoing subsidies</li> </ul>



