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Katherine Miller
County Manager

MEMORANDUM

DATE: *January 7, 2019*

TO: *Board of County Commissioners*

VIA: *Katherine Miller, County Manager*

FROM: *Michael Kelley, Public Works Department Director*

ITEM AND ISSUE: *BCC Meeting January 29, 2019*
Public Works Monthly Report for December 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.

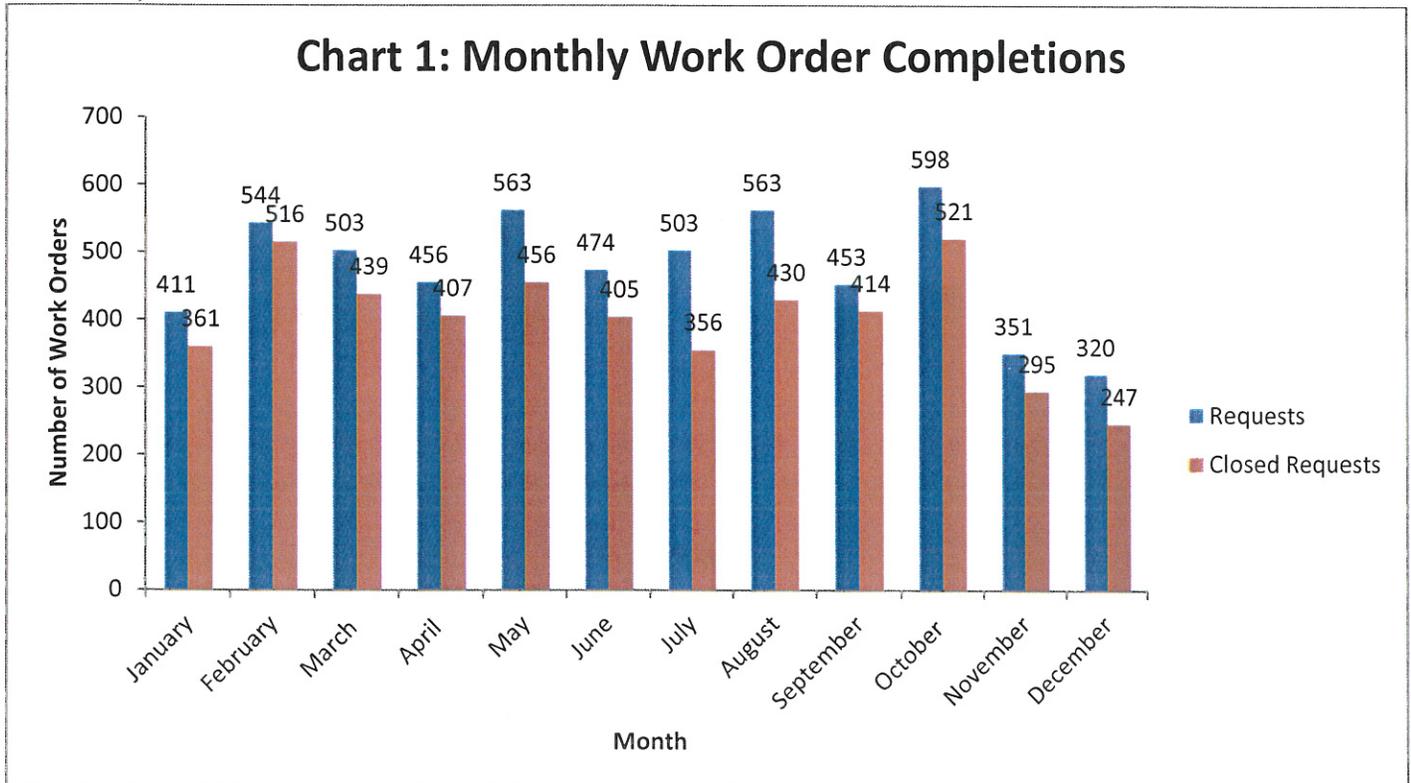
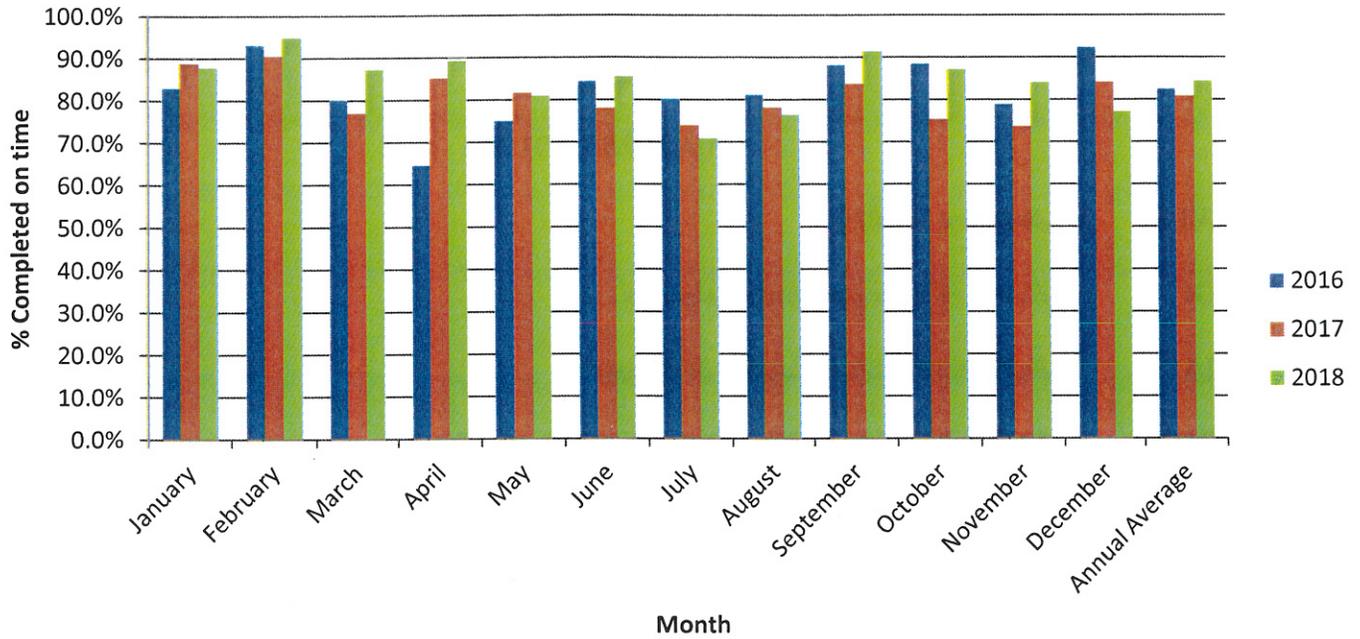
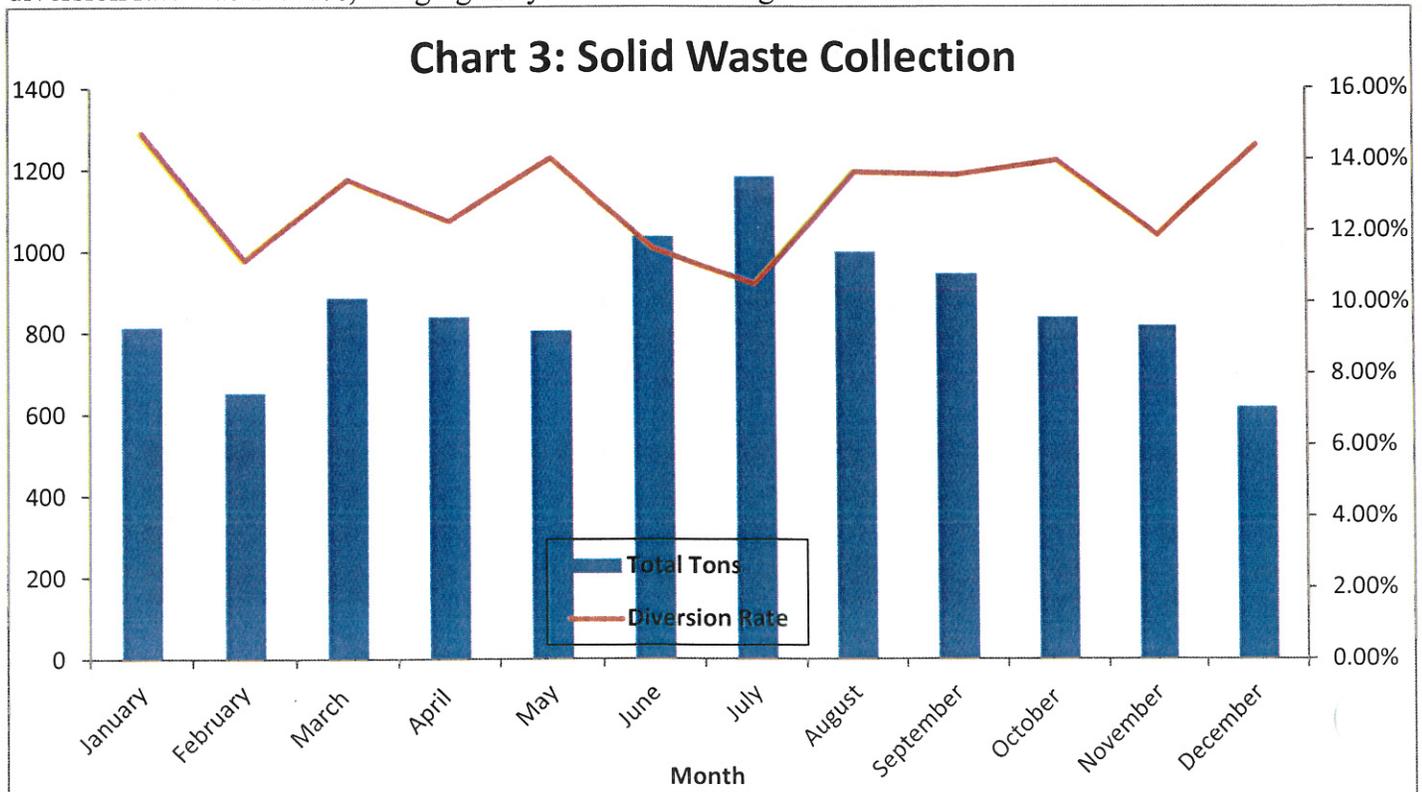


Chart 2: Year-to-year Work Order Completion Rates



Solid Waste: The County average diversion rate was 14.83% in 2017. The month of December diversion rate was 14.40%, bringing the year-to-date average to 12.92%. See chart below.

Chart 3: Solid Waste Collection



Solid waste permits sales are shown below.

Permit Type	Number of Solid Waste Permits Sold	
	Dec 18	CY18
1-trip	11	333
3-trip	3	3
6-trip	23	413
6-trip/senior	7	371
6-trip/low income	1	9
6-trip/veteran	2	13
12-trip	51	1,110
12-trip/senior	65	1,383
12-trip/low income	0	20
12-trip/veteran	6	188
Bag tags	69	1,206

- The **Santa Fe Solid Waste Management Agency Board** did not meet in December.

Sustainability Division:

- 12 kw solar electric system for Nancy Rodriguez Comm. Center interconnection agreement with PNM finalized and signed.
- Contract with Sol Luna LLC signed to install 72 kW solar electric system for Eldorado Community Center complex.
- Pilot composting program installations completed in 33 residences throughout Santa Fe County.
- Sustainability continues to send out a monthly newsletter. Contact us if you have something for us to advertise and/or if you want to subscribe.
- County employee 5-week 3 Ps Challenge to begin late January. Stay tuned for participation details!

Utilities Division:

- The last 611(g) meeting of 2018 was held on December 13. Josh Mann and Jennifer Faler plan to brief Reclamation Commissioner Brenda Burman on “smart sizing” in Washington, D.C. on January 8. The County is developing comments and hopes to get those to Josh and Jennifer prior to their meeting with the Commissioner so that the County’s perspective is considered when deciding which strategies to adopt. Given the federal government shutdown, it is unclear whether this meeting will be held as scheduled.
- Worked to get approval from the BCC to purchase water rights from the Adela G. Padilla Revocable Trust.
- The process to acquire a new Quill Waste Water Treatment Plant for Santa Fe County continues. Selection has been made of a firm to design and construct the project and the price has been negotiated. Next step is to request BCC approval to proceed.
- SFCU met with New Mexico Environment Department (NMED) to coordinate Quill wastewater treatment plant legacy sludge processing and removal efforts. Biosolids

Management Plan has been drafted and was submitted for review and judged to be acceptable by NMED. Waiting for PO to be processed to fund the submittal of the sludge disposal plan.

- Continued support of SFC growth and development by reviewing submitted documents for Hyde Park Estates, Avanti, The Pantry at Oshara, Vintage Trailer Supply, JJR Development Greenhouse, and Santa Fe Metro Center.
- The **Buckman Direct Diversion Board** Meeting scheduled for January 3, 2019 was canceled. The next meeting is scheduled for February 7, 2019.

Project Delivery Division:

Utility Projects:

- **Vista Aurora Subdivision Sewer Line Upgrade** – Estimated to have a construction contract in late January or early February. All Easements have been acquired.
- **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, which includes 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. County staff has accepted 30% design plans. .
- **Canoncito Regional Water Phase II – Planning Phase:** Project is in Procurement for engineering design services.
- **Canoncito Eldorado Waterline Project – Planning Phase:** Project is in the cost negotiation phase of the procurement for engineering design services.

Road Projects:

- **Camino San Jose** – County staff has reviewed the 30% design plans. The estimated cost at 30% design is above the project budget by \$100,000. Project staff has directed the engineer to not go any further until County Management is aware of the budget deficit.
- **CR54 Arroyo del Los Chamisos** – Construction began on January 17, 2018. Contractor is working on completing the concrete wall barrier, guardrail, permanent signing and gabions in order to meet substantial completion.
- **NE/SE Connector is in Phase D Design** – The BCC awarded a contract with Souder Miller and Associates for engineering design services at the January 8, 2019 BCC meeting.
- **CR55A General Goodwin Rd Design Upgrade.** County staff is reviewing the revised 100% plans. Staff is coordinating with NMDOT for a maintenance easement along NM 14. The drainage easement along the railroad right of way has been accepted by NMDOT and the County.
- **Torcido Loop Chip Seal and Drainage Improvements** –County staff has accepted 100% plans. The project has been sent to the Procurement Division 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.

- **Santa Fe Racetrack Chip Seal and Drainage Improvements** - County staff has accepted 100% plans. The project has been sent to the Procurement Division for an IFB for construction services.
- **CR67F La Barbaria** – Construction began on October 15, 2018. Contractor has completed raising the road to the subgrade elevation shown on the plans. Contractor is currently working on installing the drainage structures. The project has a mandatory completion date of June 30, 2019.
- **CR 54 Arroyo Hondo All Weather Crossing**- Engineering Consultant has completed the preliminary drainage report. Coordinating Temporary Work Permits and ROW easements with Pojoaque Pueblo.
- **CR 72A All Weather Crossing** – Bid Opening for the project was held on December 20, 2018. Staff is coordinating with the Procurement division to begin negotiations with the low bidder.
- **Balsa Road Paving Project** – County Staff has completed the design and the scope of work. In the process of submitting to procurement for an IFB for Construction services. Construction estimated to be completed summer of 2019.
- **CR 84 and Arroyo Jacona Low Water Crossing** – County staff is working on extending the FEMA grant agreement. County staff has completed the design and scope of work and is currently working on get 401, 404 and Pojoaque Pueblo Permits.
- **2019 Sunlit Hills Paving Projects** – Camino Pacifico, Paseo Del Pinon, Camino Tezcoco, Toltec Rd. County Staff has completed the design and the scope of work. In the process of submitting to procurement for an IFB for Construction. Construction estimated to be completed summer of 2019.
- **CR 88B Rio Vista Run Gabion Structure** - County staff has completed the design and scope of work and is currently working on get 401 and 404 permits.

Building Projects:

- **Fuel Catchment Basins** – Electrical connection to the Fuel Catchment Basins have been completed and project is finished.
- **Property Control Facility:** Bids opened on December 20, 2018 with four contractors bidding on the project. Approval of a construction contract is scheduled for BCC on January 29, 2019 or first meeting in February.
- **Hwy 14 –Senior Community Center:** Projects is in the process of requesting approval of a different delivery method.
- **Turquoise Trail Fire Station in Cerrillos:** Project team met with Land Use Staff on December 12, 2018 to review final requirements.
- **Chimayo Fire Station – Main:** Architect will complete 90% drawings by end January 2019. A variance will be required for erosion setback and landscape requirements.
- **Eldorado Fire Station #1:** The design of the apparatus addition was presented to the Eldorado Homeowners Association on October 23, 2018. The 30% set of construction drawings have been reviewed by the Public Works Director.
- **La Puebla Station #1:** Architect is scheduled to complete 90% drawings by end of January 2019. Project team met with Land Use Staff on December 12, 2018 to review final requirements. A variance may be required for landscape requirements.

- **Bennie J. Chavez Center Septic System Upgrade:** The new grinder pump and leach field have been installed and the Notice to proceed has been issued to Montano and Associates to begin the installation of the new septic tank.
- **Edgewood Senior Center ADA Upgrades:** GM Emulsion submitted the lowest quote in the amount of \$165,121.34 inclusive of GRT. A pre-construction meeting will be scheduled as soon as the P. O. is received.
- **Madrid Fire Station:** The 100% construction documents have been complete. A request for an IFB will be sent to purchasing the week of January 8, 2018.
- **Turquoise Trail Fire Station No.2:** Quotes are being requested using the state price agreement.
- **Tesuque Fire Station Retaining Wall:** A meeting with the Fire Dept. was held on December 18, 2018 with funding being discussed. Funding has been secured and the project can proceed.
- **Eldorado Fire Station No.2: Eldorado Fire Station No.2:** : Project has been put on temporary hold pending a decision whether to proceed with the project because there is currently not a water source to the Fire Station
- **Edgewood Fire Station No.3:** Quotes are being requested using the state wide price agreement.
- **Abedon Lopez Community Center:** The project documents have been submitted to the SFC Land Use Dept. for review for the TAC requirements. A Case Manager has been assigned and is currently being reviewed before the project can proceed to the SFC Planning Commission for approval.
- **Leo Gurule Basketball Court Demolition:** Both the basketball court and tennis courts need to be demolished. We are hopeful to complete this project in February by a contractor.
- **La Cienega Community Center Parking Lot:** The engineering drawings are being completed by Diego Gomez (In-house), yet an LOI may be utilized in order to achieve the overall scope. Discussion with the adjacent property owner concerning the county obtaining proper easement for drainage is necessary before further work is conducted on the plans.
- **Adult Detention Center Roof:** Work is ongoing and the contractor is on schedule for completion of the project by March 2019.
- **Galisteo Fire Re-Stucco:** The Fire Department has increased the scope of work, over and beyond the original re-stucco job. Additional information needs to be added in order to fully meet the desires of the fire dept. Project staff would like to complete the re-stucco portion of the project in March or April 2019.
- **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. At this point, additional discussion between the county and the DA has been conducted and project staff is awaiting detail from the DA as to the outcome of discussions to be held during this upcoming legislative session this year.
- **Public Safety expansion:** Construction services are in procurement.

Open Space, Parks & Trails Projects:

- **Santa Fe River - Frenchy's to Siler Construction:**

Repairing the Flood damage on the River Trail began December 10th and is scheduled to take 13 weeks. The Completion Date depends on the weather, right now they have been unable to work with the frozen ground and snow cover since December 26th. The contractor has graded the river channel, removed debris, sorted and stock piled boulders, cleaned the swale and started rebuilding the Boulder Deflectors.

- **Santa Fe River - Property Acquisition Section B:** Tierra's Contract Amendment extending the term of their contract for 2 years has been executed. A total of 31 parcels are needed and we have acquired 11 to date.
- **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 plans to submit the notice by 12/1/18.
- **Santa Fe River – El Camino Real CLOMR:** The CLOMR and 404 permit are in process.
- **Arroyo Hondo Trail Design:** TAP and CMAQ grant applications have been submitted for a possible award in March.
- **Arroyo Hondo Trail Segment 4:** NMDOT signed the Cooperative Project Agreement on August 21, 2018. 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 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 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:** The plan is to construct the trailhead 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.
- **Pojoaque Valley Recreation Complex Phase III:** The Project is in the procurement process for an IFB for construction services.
- **Romero Park Phase II:** One proposed revision being contemplated for Phase II is a water line to serve the Park. 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.

Table 1: Dec 2018 Work Order Report

Property Control

COMM. DIST.	REQUESTS	ISSUED	WORK ORDER CLOSED	WORK ORDER ISSUE ASSESSED ON TIME
1	12	10	9	7
2	4	4	4	4
3	4	4	3	2
4	15	13	12	12
5	8	8	7	7
All	80	70	69	60
TOTAL	123	109	104	92
		88.62%	84.55%	74.80%

Building Services

COMM. DIST.	REQUESTS	ISSUED	WORK ORDER CLOSED	WORK ORDER ISSUE ASSESSED ON TIME
1	1	1	1	1
2	2	2	2	0
3	1	1	1	1
4	0	0	0	0
5	0	0	0	0
All	7	7	7	5
TOTAL	11	11	11	7
		100.00%	100.00%	63.64%

Roads

COMM. DIST.	Overall WO's from public & staff	Overall WO Issued from public & staff	Overall WO Closed from public & staff	Request from public only	On-time request from public only
1	15	15	15	0	0
2	6	6	6	0	0
3	9	9	9	1	1
4	6	6	6	2	2
5	10	10	10	2	2
All	0	0	0	0	0
TOTAL	46	46	46	5	5
		100.00%	100.00%		100.00%

Open Space

COMM. DIST.	REQUESTS	ISSUED	WORK ORDER CLOSED	WORK ORDER ISSUE ASSESSED ON TIME
1	32	10	10	9
2	15	11	10	9
3	40	25	20	20
4	7	6	6	6
5	7	5	5	5
All	16	13	12	12
TOTAL	117	70	63	61
		59.83%	53.85%	52.14%

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COMM. DIST.	Overall WO's from public & staff	Overall WO Issued from public & staff	Overall WO Closed from public & staff	Request from public only	On-time request from public only
1	10	10	10	0	0
2	3	3	3	0	0
3	1	1	1	1	1
4	2	2	2	0	0
5	7	7	7	1	1
All	0	0	0	0	0
TOTAL	23	23	23	2	2
		100.00%	100.00%		100.00%

