

Justin S. Greene
Commissioner, District 1

Lisa Cacari Stone
Commissioner, District 2

Camilla Bustamante
Commissioner, District 3



Adam Fulton Johnson
Commissioner, District 4

Hank Hughes
Commissioner, District 5

Gregory S. Shaffer
County Manager

MEMORANDUM

DATE: January 14, 2026

TO: File

FROM: Bill Taylor, Procurement Manager, CPO *BT*

Via: Justin Martinez, Utilities Operations Foreman
Travis Soderquist, Public Works Department Deputy Director

RE: **Declaration of Emergency to Procure the Necessary Repairs to a Water Service Line Leak Located at 44 Via Summa in Santa Fe County, New Mexico**

ISSUE

At 6:55 AM, Wednesday, December 24, 2025, the Public Works Department Utilities Division was notified of water main break at 44 Via Summa. Public Works Utility Staff responded to the location site and confirmed the water line break. Staff successfully isolated the line to stop the flow of water. Staff then contacted the Procurement Manager to report the situation and were granted verbal authorization to initiate a declaration of emergency and take all action to repair the line and damage.

Staff first contacted BlueLine Contracting to request assistance, however they advised that they were unavailable to mobilize. At 7:12 AM staff contacted Sub Surface Contracting, who were able to mobilize immediately. Subsurface initiated utility locates and began excavation at 11:30 AM. Their assessment determined that an 8 inch County water main had split and required replacement of the damaged section. Water service was reinstated at approximately 4:00 PM. Additional work to repair the road was scheduled for completion after the holidays, and no later than January 20, 2025.

DETERMINATION:

Customers were without water with this water main break, as well as fire suppression for the area. It is therefore the written determination of the County Procurement Manager to make the declaration of emergency for the repairs as there exists a threat to the public health, welfare and safety, pursuant to 13-1-127 Emergency Procurements.

Emergency Project Description:

Contractor: Sub Surface Contracting, LLC
27A Paseo De River
Santa Fe, New Mexico 87507
(505) 473-1000

Scope of Work: See Attachment "A" cost breakdown for repairs.

TOTAL: **\$97,483.10, exclusive of NMGR**



SEWER & WATER LINE CONSTRUCTION • SITE DEVELOPMENT

SUB SURFACE CONTRACTING, INC.
 27A PASEO DE RIVER
 SANTA FE, NM 87507

Invoice

Invoice # 00000147
 Date: 12/27/2025
 Ship Via:
 Page: 1

Bill To:

Santa Fe County Utilities
 424 NM SR 599 Frontage
 PO Box 276
 Santa Fe, NM 87504

Ship To:

Santa Fe County Utilities
 424 NM SR 599 Frontage
 PO Box 276
 Santa Fe, NM 87504

Description	Amount
Emergency work performed at 32 Via de Summa, Job 2025-056	\$13,906.20

Your Order #
 Shipping Date:

Terms: COD

Freight: \$0.00
 Sales Tax: \$956.05
 Total Amount: \$14,862.25
 Amount Applied: \$ 0.00
 Balance Due: \$14,862.25

Time and Material Report

Invoice 147

Requested By: Beverly Perez

				SUB TOTAL		\$12,642.00
				OVERHEAD, PROFIT, INS.	10%	\$1,264.20
				SUB TOTAL		\$13,906.20
				FINAL TAX	6.8750%	\$956.05
				GRAND TOTAL		\$14,862.25

SUB SURFACE CONTRACTING, INC.

27A PASEO DE RIVER
SANTA FE, NM 87507
Phone (505) 473-1000
Fax (505) 473-1307

Time and Material Report

Company: Sub Surface Contracting, Inc.

Location: 32 Via de Summa

Job Number: 2025-056

Date: 1/8/2026

Requested By: Beverly Perez

WORK DESCRIPTION:		MATERIAL			
Provide traffic control, remove reamaining asphalt and mud to a length of 142' and dispose of asphalt rubble and mud; provide new base course, blade and compact it flush with the existing asphalt, subcontract for removal of top 6" of base course, blade, compact, and prepare remaining base course; lay down 6" of asphalt in two 3" thick courses with laydown machine and roller	QTY	DESCRIPTION	UNIT	RATE	TOTAL COST
	1	Mobilization	ls	\$1,000.00	\$1,000.00
	1	Traffic Control	dy	\$500.00	\$500.00
	125	Remove existing asphalt - dispose it	tn	\$6.00	\$750.00
	125	Remove existing mud - dispose of it	tn	\$6.00	\$750.00
	125	Place new basecourse, blade and compact	tn	\$14.00	\$1,750.00
	3	Tandem Dump Trucks by Trucking Companies	dy	\$760.00	\$2,280.00
	1	Subcontract laydown of 142'x 24' x 6" asphalt	ls	\$61,189.00	\$61,189.00
	1	Demobilization	ls	\$500.00	\$500.00

LABOR									TOTAL MATERIAL:			\$68,719.00	
UNIT	UNIT	DATE:	SUN	MON	TUES	WED	THUR	FRI	Mon		TOTAL HRS	RATE	TOTAL COST
Vincent Abeyta	F							8.00			8.00	\$140.00	\$1,120.00
Jose Morales	D							8.00			8.00	\$86.00	\$688.00
Juan Ramon Anchando	L							8.00			8.00	\$86.00	\$688.00
Merced Santos	L							8.00			8.00	\$116.00	\$928.00
Javier Carrasco Orozco	L							8.00			8.00	\$110.00	\$880.00
Jeremey Sanderson	PM							2.00			2.00	\$140.00	\$280.00

EQUIPMENT									TOTAL LABOR:				\$4,584.00
UNIT	DATE:	SUN	MON	TUES	WED	THUR	FRI	MON		TOTAL HRS	RATE	TOTAL COST	
							8-Jan						
Backhoe							8.00			8.00	\$87.00	\$696.00	
Truck & Tools							8.00			8.00	\$52.50	\$420.00	
Dump Truck							8.00			8.00	\$90.00	\$720.00	
Traffic Control Truck							8.00			8.00	\$52.50	\$420.00	
Skidsteer							8.00			8.00	\$52.50	\$420.00	

FINALIZED SUM & TAX									TOTAL EQUIPMENT:		\$2,676.00
										SUB TOTAL	\$75,979.00
										OVERHEAD, PROFIT, INS. 10%	\$7,597.90
										SUB TOTAL	\$83,576.90
										FINAL TAX 6.8750%	\$5,745.91
										GRAND TOTAL	\$89,322.81

