

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: April 8, 2025

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 Near 54 Paseo C de Baca in Santa Fe, New Mexico.**

ISSUE

At 8:00 AM, Monday, March 31, 2025, the Public Works Department Utilities Division received a call from a resident in La Cienega of water flowing near 54 Paseo C de Baca in the Community of La Cienega..

The Public Works Utility Division Director contacted the County Procurement Manager to make a request for an emergency and to contact contractors to address the emergency conditions. Permission was given by the Procurement Manager.

After contacting multiple contractors, the Public Works Utility Operations Manager was able to receive confirmation from Sub Surface Contracting to mobilize on the morning of the reported incident. After the Contractor excavated the soil and approximately 9 square feet of asphalt, it was discovered that the $\frac{3}{4}$ inch copper service line was leaking. Santa Fe County provided two compression fittings and four feet of copper line for the repair.

Repairs were completed and the system was completely pressurized and flushed by 6:00 pm on Monday, March 31, 2025. Repairs to the road were also required by the Contractor that were completed the following day.

DETERMINATION:

Customers were without potable water with this water main break, as well as fire suppression for 6 hours while these repairs were completed. 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 attached cost breakdown for repairs.

TOTAL: **\$16,456.00, exclusive of NMGRT**



Invoice

27A PASEO DE RIVER
SANTA FE, NM 87507

Bill To:

Santa Fe County Utilities
424 NM SR 599 Frontage
P.O. Box 276
Santa Fe, NM 87504

Purchase Order:

Invoice #: 00000090
Date: 4/4/2025
Job Number: 2025-021
Page: 1

DATE	DESCRIPTION	AMOUNT
4/1/2025	Emergency at 54 Paseo c de Baca	\$16,456.00
		Sales Tax: \$1,131.35
		Total Amount: \$17,587.35
		Amount Applied: \$0.00
		Balance Due: \$17,587.35

Terms: C.O.D.

SUB SURFACE CONTRACTING, INC.

Time and Material Report

27A PASEO DE RIVER
SANTA FE, NM 87507

Phone (505) 473-1000
Fax (505) 473-1307

Company: Sub Surface Contracting, Inc.	Date: 4/1/2025
Location: 54 Paseo C de Baca ER	Job Number: 2025-021
	Requested By: Santa Fe County

WORK DESCRIPTION:	MATERIAL			
	QTY	DESCRIPTION	RATE	TOTAL COST
Cut 16' x 19' patch to expose 4 3/4" services that were all touching. Discovered on with pin hole leak. Separated all lines and fixed with (2) 3/4" compression couplings and 19" copper. All parts supplied by SF County.	2	Mud Out	\$400.00	\$800.00
	1	Load Dirt In	\$304.00	\$304.00
	12	Tons Base Course	\$14.50	\$174.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00

LABOR									TOTAL MATERIAL:		\$1,278.00
UNIT	DATE:	SUN	MON	TUES	WED	THUR	FRI	SAT	TOTAL HRS	RATE	TOTAL COST
					31-Mar	1-Apr					
FOREMAN			8.00	8.00					16.00	\$105.00	\$1,680.00
LABOR			8.00	8.00					16.00	\$64.50	\$1,032.00
LABOR			8.00	8.00					16.00	\$64.50	\$1,032.00
LABOR			8.00	8.00					16.00	\$64.50	\$1,032.00
LABOR			8.00	8.00					16.00	\$64.50	\$1,032.00
LABOR			8.00	8.00					16.00	\$64.50	\$1,032.00
OPERATOR			8.00	8.00					16.00	\$67.50	\$1,080.00
SUPERINTENDENT			4.00	0.00					4.00	\$112.50	\$450.00

EQUIPMENT									TOTAL LABOR:		\$8,370.00
UNIT	DATE:	SUN	MON	TUES	WED	THUR	FRI	SAT	TOTAL HRS	RATE	TOTAL COST
					31-Mar	1-Apr					
TRUCK & TOOLS			8.00	8.00					16.00	\$35.00	\$560.00
TRUCK & TOOLS			8.00	8.00					16.00	\$35.00	\$560.00
DUMP TRUCK & DRIVER			8.00						8.00	\$118.00	\$944.00
DUMP TRUCK & DRIVER			8.00	8.00					16.00	\$118.00	\$1,888.00
BACKHOE			8.00	8.00					16.00	\$60.00	\$960.00
ROLLER			8.00						8.00	\$50.00	\$400.00
									0.00		\$0.00
									0.00		\$0.00

FINALIZED SUM & TAX									TOTAL EQUIPMENT:		\$5,312.00		
										SUB TOTAL		\$14,960.00	
										OVERHEAD, PROFIT, INS.		10%	\$1,496.00
										SUB TOTAL		\$16,456.00	
										FINAL TAX		6.8750%	\$1,131.35
										GRAND TOTAL		\$17,587.35	

