

**Justin S. Greene**  
*Commissioner, District 1*

**Anna Hansen**  
*Commissioner, District 2*

**Camilla Bustamante**  
*Commissioner, District 3*



**Anna T. Hamilton**  
*Commissioner, District 4*

**Hank Hughes**  
*Commissioner, District 5*

**Gregory S. Shaffer**  
*County Manager*

## MEMORANDUM

DATE: March 25, 2024

TO: File

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

Via: LeRoy Alvarado, Public Works Utilities Infrastructure Manager

RE: **Declaration of Emergency to Procure the Necessary Repairs of Fire Hydrant Damage and Waterline Break Located Within the Village of Agua Fria in Santa Fe, NM for a Total Amount of \$39,620.36, Exclusive of NM GRT.**

---

### ISSUE

At approximately 3:00AM Monday March 24, 2024, the Utilities Division of the Public Works Department was contacted by the Village of Agua Fria constituents that the fire hydrant located at the intersection of Paseo De Tercero and Agua Fria Rd. was damaged by a vehicle being pursued by law enforcement.

The damage created by the accident resulted in fracturing the line tied to the main water line within the Village. All water supply to this section of the Village was shut down in order to make the necessary repairs. At that time, the Public Works Utilities Manager contacted the Procurement Manager to request a declaration of emergency and authority to contact contractors to make the appropriate repairs in restoring the water supply to the Subdivision.

Authorization was granted and Sub Surface Contracting, Inc. were able to mobilize that same morning, and directed to begin work on repairing the line(s).

The Contractor arrived at the site at 9:00 AM of March 4th, excavated the site, and repaired the water line breaks and water was completely restored to the residents the evening of March 4, 2024. However repairs to the roadway surface required the Contractor to return to complete that section.

### DETERMINATION:

Pursuant to 13-1-127 Emergency Procurements, it is the determination of the Santa Fe County Procurement Manager that there existed a threat to the public health, welfare, safety and property that required the procurement of services, construction or tangible items under emergency procurement

in order to address and eliminate the immediate emergency condition as described above, pursuant to NMSA 1978, 13-1-127.

All work related to this determination will be limited to the repairs necessary to restore the water source to the water line break located within the Village of Agua Fria in Santa Fe NM.

**Emergency Project Description:**

**Contractor:** Sub Surface Contractors, Inc.  
27A Paseo de River  
Santa Fe New Mexico, 87507  
(505) 473-1000

Scope of Work: See attached cost breakdown for repairs.

**TOTAL:** \_\_\_\_\_ **\$39,620.36, exclusive of NMGR**

# 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: Subsurface Contracting		Requested by:		Date 14-Mar 2024							
Location: Agua Fria St ER		Santa Fe County									
Description:		MATERIAL		Rate	Total						
		Qty.	Description		Cost						
We completed the pouring and finishing of 5 yards of concrete for a 20-foot curb, a 22-foot sidewalk, and two concrete bollards.		1	Mobilization	\$300.00	\$300.00						
		1	Setup of Traffic Control	\$400.00	\$400.00						
		1	5 Yards of Concrete	\$1,030.00	\$1,030.00						
		1	Load of Demo out	\$180.00	\$180.00						
				\$0.00	\$0.00						
				\$0.00	\$0.00						
				\$0.00	\$0.00						
				\$0.00	\$0.00						
Total					\$1,910.00						
LABOR											
		S	M	T	W	T	F	S	Total Hours	Rate	Total Cost
	Date										
F	Justin Marquez					6.00			6.00	\$50.00	\$300.00
P	Ramon Anchondo					6.00			6.00	\$43.00	\$258.00
L	Manuel Candelaria					6.00			6.00	\$38.00	\$228.00
L	Joe Salazar					6.00			6.00	\$38.00	\$228.00
P	Santos Merced					6.00			6.00	\$43.00	\$258.00
S	Jeremey Sanderson					2.00			2.00	\$58.00	\$116.00
									0.00	\$0.00	\$0.00
									0.00	\$0.00	\$0.00
									0.00	\$0.00	\$0.00
									0.00	\$0.00	\$0.00
Total Labor											\$1,388.00
EQUIPMENT											
Unit #	Date	S	M	T	W	T	F	S	Total Hours	Rate	Total Cost
	Tools & Truck					6.00			6.00	\$30.00	\$180.00
	Backhoe					6.00			6.00	\$110.00	\$660.00
	Tools & Truck					2.00			2.00	\$30.00	\$60.00
									0.00	\$0.00	\$0.00
									0.00	\$0.00	\$0.00
									0.00	\$0.00	\$0.00
									0.00	\$0.00	\$0.00
Total Equipment											\$900.00
Contractor Rep.							SUB Total			\$4,198.00	
Company Rep : Jeremey Sanderson							Overhead, Profit, Ins.		20%	\$839.60	
Title							SUB Total			\$5,037.60	
							Final Tax		6.8800%	\$346.59	
							Grand Total			\$5,384.19	



# 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: Subsurface Contracting		Requested by:		Date	13-Mar	2024					
Location: Agua Fria St ER		Santa Fe County									
Description:		MATERIAL			Rate	Total					
We excavated 20 feet of sidewalk, 20 feet of curb and gutter, and dug 2 3-foot holes to install 6-foot bollards.		Qty.	Description			Cost					
		1	Mobilization		\$300.00	\$300.00					
		1	Setup of traffic control		\$400.00	\$400.00					
		6	2" x 6" x 12' Form Boards		\$15.00	\$90.00					
		8	2" x 4" x 10' Form Boards		\$15.00	\$120.00					
		2	Concrete Blankets		\$50.00	\$100.00					
		2	6' Steel pipe Bollards		\$250.00	\$500.00					
					\$0.00	\$0.00					
					\$0.00	\$0.00					
		Total				\$1,510.00					
<b>LABOR</b>											
		S	M	T	W	T	F	S	Total Hours	Rate	Total Cost
	Date										
F	Justin Marquez				8.00				8.00	\$50.00	\$400.00
P	Ramon Anchondo				8.00				8.00	\$43.00	\$344.00
P	Santos Merced				8.00				8.00	\$43.00	\$344.00
O	Joe Sanchez				8.00				8.00	\$48.00	\$384.00
L	Manuel Candelaria				8.00				8.00	\$38.00	\$304.00
S	Jeremey Sanderson				1.00				1.00	\$58.00	\$58.00
									0.00	\$0.00	\$0.00
									0.00	\$0.00	\$0.00
									0.00	\$0.00	\$0.00
									0.00	\$0.00	\$0.00
Total Labor											\$1,834.00
<b>EQUIPMENT</b>											
Unit #	Date	S	M	T	W	T	F	S	Total Hours	Rate	Total Cost
	Tools & Truck				8.00				8.00	\$30.00	\$240.00
	Tools & Truck				1.00				1.00	\$30.00	\$30.00
	Backhoe				8.00				8.00	\$110.00	\$880.00
									0.00	\$0.00	\$0.00
									0.00	\$0.00	\$0.00
									0.00	\$0.00	\$0.00
									0.00	\$0.00	\$0.00
Total Equipment											\$1,150.00
Contractor Rep.						SUB Total					\$4,494.00
Company Rep : Jeremey Sanderson						Overhead, Profit, Ins.		20%			\$898.80
Title						SUB Total					\$5,392.80
						Final Tax		6.8800%			\$371.02
						Grand Total					\$5,763.82

# 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: Subsurface Contracting		Requested by:		Date 12-Mar 2024						
Location: Agua Fria St ER		Santa Fe County								
Description:		<b>MATERIAL</b>		Rate	Total					
We excavated and readied a 6' x 13' x 7' area for asphalt, adding 3 yards of base course and 4 tons of hot mix. Additionally, a 6" hydrant extension was installed.		Qty.	Description		Cost					
		3	Yards of Base course	\$16.50	\$49.50					
		4	Tons of Hotmix	\$95.50	\$382.00					
		1	Pickup of Asphalt Tack	\$75.00	\$75.00					
		1	6" hydrant extension	\$450.07	\$450.07					
				\$0.00	\$0.00					
				\$0.00	\$0.00					
				\$0.00	\$0.00					
				\$0.00	\$0.00					
<b>Total</b>					<b>\$956.57</b>					
<b>LABOR</b>										
	S	M	T	W	T	F	S	Total Hours	Rate	Total Cost
Date										
F Justin Marquez			8.00					8.00	\$50.00	\$400.00
O Joe Sanchez			8.00					8.00	\$48.00	\$384.00
P Ramon Anchondo			8.00					8.00	\$43.00	\$344.00
L Erasmo Mata			8.00					8.00	\$38.00	\$304.00
								0.00	\$0.00	\$0.00
								0.00	\$0.00	\$0.00
								0.00	\$0.00	\$0.00
								0.00	\$0.00	\$0.00
								0.00	\$0.00	\$0.00
								0.00	\$0.00	\$0.00
<b>Total Labor</b>										<b>\$1,432.00</b>
<b>EQUIPMENT</b>										
Unit #	S	M	T	W	T	F	S	Total Hours	Rate	Total Cost
Date										
Tools & Truck			8.00					8.00	\$30.00	\$240.00
Backhoe			8.00					8.00	\$110.00	\$880.00
Dump Truck & Driver			8.00					8.00	\$87.50	\$700.00
								0.00	\$0.00	\$0.00
								0.00	\$0.00	\$0.00
								0.00	\$0.00	\$0.00
								0.00	\$0.00	\$0.00
								0.00	\$0.00	\$0.00
<b>Total Equipment</b>										<b>\$1,820.00</b>
Contractor Rep.				SUB Total						\$4,208.57
Company Rep : Jeremy Sanderson				Overhead, Profit, Ins.		20%				\$841.71
Title				SUB Total						\$5,050.28
				Final Tax		6.8800%				\$347.46
				Grand Total						\$5,397.74

# 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: Subsurface Contracting		Requested by:		Date	7-Mar	2024					
Location: Agua Fria St ER		Santa Fe County									
Description:		MATERIAL			Rate	Total					
		Qty.	Description			Cost					
We completed the removal of mud, curb, and gutter, including three gutters, as well as a broken c900 pipe. Following that, we uncovered a 8" valve and cut the T-bolts, proceeding to install 8'4" of new c900 pipe and then applied the mega and gasket.		2	Loads of mud and rock out		\$180.00	\$360.00					
		1	Clean load of dirt in		\$180.00	\$180.00					
		1	Mobilization		\$300.00	\$300.00					
		1	Traffic Control Setup		\$400.00	\$400.00					
		5	Tons of concrete for job		\$92.50	\$462.50					
		3.43	Loads of Gravel in		\$30.00	\$102.90					
		3	Loads in of Recycled Basecourse		\$18.00	\$54.00					
					\$0.00	\$0.00					
Total						\$1,859.40					
<b>LABOR</b>											
		S	M	T	W	T	F	S	Total Hours	Rate	Total Cost
	Date						7-Mar				
P	Ramon Anchondo						7.00		7.00	\$43.00	\$301.00
L	Erasmo Mata						7.00		7.00	\$38.00	\$266.00
O	Joe Chris						8.00		8.00	\$48.00	\$384.00
F	Justin Marquez						8.00		8.00	\$50.00	\$400.00
									0.00	\$0.00	\$0.00
									0.00	\$0.00	\$0.00
									0.00	\$0.00	\$0.00
									0.00	\$0.00	\$0.00
									0.00	\$0.00	\$0.00
									0.00	\$0.00	\$0.00
									0.00	\$0.00	\$0.00
Total Labor											\$1,351.00
<b>EQUIPMENT</b>											
Unit #		S	M	T	W	T	F	S	Total Hours	Rate	Total Cost
	Date						7-Mar				
	Backhoe						8.00		8.00	\$110.00	\$880.00
	Skid Steer						7.00		7.00	\$80.00	\$560.00
	Tools & Truck						7.00		7.00	\$30.00	\$210.00
	Tools & Truck						7.00		7.00	\$30.00	\$210.00
									0.00	\$0.00	\$0.00
									0.00	\$0.00	\$0.00
									0.00	\$0.00	\$0.00
									0.00	\$0.00	\$0.00
Total Equipment											\$1,860.00
Contractor Rep.							SUB Total				\$5,070.40
Company Rep : Jeremy Sanderson							Overhead, Profit, Ins.		20%		\$1,014.08
Title							SUB Total				\$6,084.48
							Final Tax		6.8800%		\$418.61
							Grand Total				\$6,503.09





# 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: Subsurface Contracting		Requested by:		Date	4-Mar	2024					
Location: Agua Fria St ER		Santa Fe County									
Description:			MATERIAL		Rate	Total					
We removed the mud and the broken hydrant to expose the 6" c900 pipe to find out the pipe is cracked to the valve. We added one load of clean dir and, put down a steel plate for the night.			Qty.	Description		Cost					
			1	5' x 12' Steelplate	\$251.35	\$251.35					
			4	4' x 8' Shoreboards	\$7.20	\$28.80					
			2	Bags of cold patch	\$16.00	\$32.00					
			1	Load of mud and demo out	\$180.00	\$180.00					
			1	Load of clean dirt	\$180.00	\$180.00					
			1	Traffic Control Setup	\$300.00	\$300.00					
					\$0.00	\$0.00					
					\$0.00	\$0.00					
Total						\$972.15					
<b>LABOR</b>											
		S	M	T	W	T	F	S	Total Hours	Rate	Total Cost
	Date		4-Mar								
P	Ramon Anchondo		6.50						6.50	\$48.00	\$312.00
L	Erasm Mata		6.50						6.50	\$38.00	\$247.00
O	Joe Sanchez		6.50						6.50	\$48.00	\$312.00
L	JR		6.50						6.50	\$38.00	\$247.00
F	Justin Marquez		6.50						6.50	\$50.00	\$325.00
									0.00	\$0.00	\$0.00
									0.00	\$0.00	\$0.00
									0.00	\$0.00	\$0.00
									0.00	\$0.00	\$0.00
									0.00	\$0.00	\$0.00
Total Labor											\$1,443.00
<b>EQUIPMENT</b>											
Unit #		S	M	T	W	T	F	S	Total Hours	Rate	Total Cost
	Date		4-Mar								
720	Tools & Truck		6.50						6.50	\$30.00	\$195.00
18	Dump Truck and Driver		6.50						6.50	\$114.00	\$741.00
	Volvo Backhoe		6.50						6.50	\$110.00	\$715.00
721	Tools & Truck		6.50						6.50	\$30.00	\$195.00
									0.00	\$0.00	\$0.00
									0.00	\$0.00	\$0.00
									0.00	\$0.00	\$0.00
									0.00	\$0.00	\$0.00
Total Equipment											\$1,846.00
Contractor Rep.								SUB Total			\$4,261.15
Company Rep : Jeremy Sanderson								Overhead, Profit, Ins.		20%	\$852.23
Title								SUB Total			\$5,113.38
								Final Tax		6.8800%	\$351.80
								Grand Total			\$5,465.18