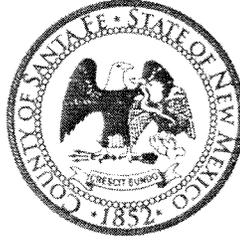


**Henry P. Roybal**  
Commissioner, District 1

**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

## ***MEMORANDUM***

DATE: February 2, 2015

TO: File

FROM: Bill Taylor, Purchasing Manager *BT*

VIA: Katherine Miller, County Manager

RE: **Emergency Procurement Determination for Water Line Repair Located within the Aldea Subdivision in Santa Fe County, New Mexico in the Amount of \$25,000., Exclusive of GRT.**

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### ***ISSUE***

At approximately 12:30 AM Sunday February 1, 2015, Santa Fe County Utility Division Operators discovered a significant water leak near the Avenida Frijoles/Camino Esperanza intersection (63 Avenida Frijoles) in Aldea Subdivision. Water was found emanating from below the asphalt roadway and discharging a high rate out the side of the roadway into an adjacent arroyo. SFCUD personnel isolated the leak to prevent further damage. Approximately 400 customer's water utilities were disrupted. Services could not be restored until repairs were made.

Extensive repairs were required:

Asphalt Removal; removal of saturated material; specialized equipment. It was determined that the situation required the mobilization of a contractor to repair the water main break as SFCUD currently does not have the adequate equipment or repair supplies to address a leak of this level. At approximately 8:00 Am of February 1, 2015 SubSurface Contracting was contacted and mobilized to begin repairs.

### ***REQUESTED ACTION:***

The County Utilities Division is requesting that an emergency declaration be authorized for the repair of water line leak and water line break located at the Aldea Subdivision and that all action was deemed necessary at the time to make repairs.

### ***DETERMINATION:***

Pursuant to 13-1-127 Emergency Procurements, it is the determination of the Santa Fe County Procurement Manager of the Purchasing Division that the immediate threat to the health and safety of the residents located in Aldea Subdivision exists and that all action should be taken to provide water service to those residents that are currently without water at this location.

**Emergency Project Description:**

Contractor: Subsurface Contracting, Inc  
27A Paseo de River  
Santa Fe, NM 87507  
Contact: James Koledin (505) 473-1000

Scope of Work: Repair of a 6” water line, saddle repair, and road way repair, removal of asphalt, removal of saturated material, fill and asphalt repair on Avenida Frijoles/Camino Esperanza intersection.

Estimated Cost: \$ 25,000.00, excluding NM GRT

## Santa Fe County / Purchasing Division

142 W. Palace Ave.  
Santa Fe, NM 87501  
(505) 986-6354

# REQUEST FOR DECLARATION OF EMERGENCY PROCUREMENT

To facilitate the process and obtain a complete request for emergency assistance, please provide the following: *completed form and detailed memo of justification to: Bill Taylor, Procurement Manager, SFC, (505) 986-6373, or mail original to above address, or e-mail to wtaylor@santafecounty.org*

Submittal of DOE request does not constitute an emergency situation. Request will be reviewed and verified by the Procurement Manager, if possible, and determination made on options, which best suits your needs.

Date of Request: 2-1-2015

Person Making Request & Title: Robert J. George, Utilities Infrastructure Manager

Department & Agency: Santa Fe County Utilities Division

Ph. (505) 992-3046

Cell (505) 490-0038

Fax (505) 992-3028

Name: SFCU emergency line repair of 8-inch water transmission line at the Avenida Frijoles/Camino Esperanza intersection in the Aldea Subdivision.

Physical Address 63 Avenida Frijoles in Aldea Subdivision

City & Zip Code Santa Fe, NM 87507

Other: SFCU water utility customers in Aldea Subdivision have had service disrupted. No fire protection or potable water supply can be provided in the affected area until the repairs have been made.

### Detailed Description of Situation:

At approximately 12:30 AM on Sunday February 1, 2015, SFCUD operators discovered a significant water leak near the Avenida Frijoles/Camino Esperanza intersection (63 Avenida Frijoles) in Aldea Subdivision. Water was found to be emanating from below the asphalt roadway and discharging at a high rate out the side of the roadway into an adjacent arroyo. The asphalt was lifted by the line break. SFCUD personnel isolated the leak to prevent further damage. During the night, service was initially disrupted to approximately 400 customers; by morning after record drawing and valves were identified, the number of impacted customers was reduced to approximately seventeen. Service to these customers could not be restored until repairs were affected.

The leak repair required extensive asphalt removal, removal of saturated material, and specialized equipment to repair. SFCUD currently does not have adequate equipment or repair supplies to address a leak with this level of asphalt removal/repair or for this line size. The Utilities Infrastructure Manager determined that the situation warranted the mobilization of a contractor to repair the water main break. Contractor Sub Surface Contracting, Inc. was contacted by phone approximately 7:00 am to determine if they could respond. Sub Surface Contracting Inc. responded by approximately 8:00 am and was able to mobilize a crew within an hour to begin repairs. The contractor's crew was on-site at 9:00 am. Utilities called for location of

underground utilities while equipment was being brought to the site. Following the location of underground utilities at the site (by approximately 10:30 am), the contractor removed asphalt and began excavating the area most likely to be the source of the leak.

The excavation consisted of a hole approximately 8 ft long x 5 ft wide x 4 ft deep. The leak was discovered to be coming from a failed saddle-tap at the customer service connection at 63 Avenida Frijoles. The contractor replaced the damaged saddle-tap, reconnected the customer service line, replaced the saturated soils with suitable fill and compacted the backfill in appropriate lifts to ensure that all underground utilities remain stable. Work at the site was completed, water service restored and all of the contractor's equipment was removed from the site by 3:00 pm on 2/1/2015. In the upcoming weeks, after the area had been allowed to dry and weather conditions permit, the Sub Surface Contracting Inc. will replace the asphalt that had been removed to complete the repair. Prior to replacing the asphalt, the contractor investigated the potential that water had undermined the roadway to ensure that the gas supply pipelines had not been disrupted. No significant undermining was found.

Utilities was able to return service to these customers at X pm.

**Requested Action:**

Utilities is requesting that an emergency procurement situation be declared so that an emergency repair to a 8-inch water line can be completed, service and fire protection can be restored to Utility customers on Avenida Frijoles, and the area of the asphalt roadway disturbed during the line repair can be replaced. Utilities is proposing using Sub Surface Contracting, Inc. to perform the work.

**Note:**

Emergency declaration from SFC-Procurement Division requires meeting criteria for emergency accordance of New Mexico State Statute (Sections 13-1-127 and 13-1-128 NMSA 1978). Prior to SFC- Purchasing Division authorization of funds for any emergency, the department must certify to SFC-Purchasing availability of funds to cover the emergency services. Please have your authorized person verify the following and sign with attached requisition and back-up.

(√ one)

1.  the department will pay for the entire cost of the emergency
2.  the department can participate with \$ \_\_\_\_\_
3.  the department does not have any funds to cover the cost of the emergency
4.  other arrangements (specify) \_\_\_\_\_

Printed Name Robert J. George

Signature \_\_\_\_\_ Date 2/1/2015

Title Utility Infrastructure Manager Cell (505) 490-0038 Ph. (505) 992-3046

*(Include additional sheets, other substantiating documents or pictures related to your request- include requisition and justification memo)*