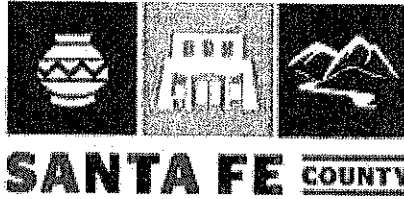


**Henry Roybal**  
Commissioner, District 1

**Anna Hansen**  
Commissioner, District 2

**Rudy N. Garcia**  
Commissioner, District 3



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

**Hank Hughes**  
Commissioner, District 5

**Katherine Miller**  
County Manager

## MEMORANDUM FOR FILE

DATE: March 29, 2022

TO: File

FROM: Bill Taylor, Procurement Manager *BT*

RE: **Sole Source Determination per Section 13-1-126 NMSA 1978 for Architectural Design Services Contract with Lloyd & Associates to Provide Design Services for the Turquoise Trail Senior Center and Cerrillos Fire Station**

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### BACKGROUND

In 2021, the County determined to utilize the CES/Gordian Group Job Order Contracting (JOC) procurement method to construct the Turquoise Trail Senior Center and Cerrillos Fire Station, to be located on the same County property in Cerrillos, New Mexico.

The JOC Contractor, White Sands Construction, contracted with Lloyd & Associates to provide architectural design services for the two facilities.

In September of 2021, the Contractor submitted a cost estimate that was in excess of the project budget, that was rejected by the County. Using the same design documents from Lloyd & Associates, the County met with another Gordian Contractor, to provide the County with a quote. Again, the quote exceeded the project budget.

After two failed attempts to bid the project using JOC, the County has determined to compete the project and issue a competitive sealed proposal in the open market.

The project is currently in 100% construction document phase of design.

### ISSUE

The Architect of Record for the subject project has completed the full set of drawings and specifications. The County purchased the full design documents through the CES/JOC contract purchase order with White Sands Construction, and therefore the County now owns the rights to the design documents. The County wishes to utilize the design documents as the construction documents with the Invitation for Bids (IFB).

Once the construction contract is awarded, the County will require design services during construction from the Architect of Record to provide construction administration and project close out services, together with some design services to generate the final "as-built" drawings.

The Public Works Department has requested that these services be procured pursuant to NMSA 1978, 13-1-126 Sole source procurement.

**DETERMINATION**

Due to the specific intent of the original procurement method and the fact that Lloyd & Associates has incurred costs and has been reimbursed for those design costs for Architectural Design Services, through the CES/Gordian Cooperative Agreement, the County has accepted the design by Lloyd & Associates as an adequate and acceptable design solution to the project. In addition, based on industry standards, and in the interest of Best Practices with regards to liabilities of the design accepted by the County, the County Procurement Manager, has determined that a new Agreement between Santa Fe County and Lloyd & Associates, Architect be executed as a sole source procurement, pursuant to 13-1-126, NMSA 1978.

**Contract Information:**

Vendor: Lloyd & Associates, Architects  
321 W. San Francisco St., Suite A  
Santa Fe, New Mexico, 87501

**Basic Design Services & Deliverables:**

Update of 100% construction drawings/specifications	\$ 8,431.50
Bidding and Negotiation Phase	\$ 13,797.00
Construction Administration Phase	\$ 53,655.00
11 Month Warranty Phase	\$ 767.50

Total Compensation- **\$ 76,650.00, excluding NMGRT**

NOTE: This agreement may be extended an additional 3 years in 1 year increments.



March 14, 2022

Mr. Curt Temple  
Project Manager III  
Santa Fe County Capital Projects  
Santa Fe, NM 87501

Re: Cerrillos Fire Station & Senior Center

Dear Mr. Temple

Below is a proposal to convert our documents to a publicly biddable project, and finish out the project through all its phases.

**Our Understanding of the Scope of Work:**

Below is our fee to convert the documents from Design Build to a competitively bid job, as well as providing services for the bidding, and offer the needed Construction Administration to finish out the project. Our scope of work with White Sands Construction involved a design-build level of documentation to Construction Documents and specifications that will need to be modified to suffice for a competitive bidding process. We would assume that the front end of the project manual will be developed with the assistance of the Santa Fe County procurement department.

**Fee Breakdown: (A complete breakdown is also provided on the next page).**

Construction Documents Phase	\$ 8,431.50
Bidding & Negotiations Phase	13,797.00
Construction Phase	53,655.00
11 Month Inspection Phase	<u>767.50</u>
Total Fee	\$ 76,650 plus NMGRT

We can begin work on this project beginning on the 4th of April, 2022. A schedule should be worked out with you and included in our contract. We would expect to utilize the AIA Owner/Architect Contract between Contractor and Architect-B102.

Best regards,

Wayne S. Lloyd, AIA  
President  
505.470.3338  
NM License #1336

SFC Cerrillos FS-SC Proposal  
Page 1 of 2



**Project:**  
Cerrillos Fire Station & Scenior Center

Date: March 15, 2022  
LAA Project #: 2020 - 09

Phase of Work	% of fee	Fee	Timeframe
<b>Scope: Change from Design Build to Bid Project, Bidding and CA</b>			
Schematic Phase	0.0%	\$0	
Design Development Phase	0.0%	\$0	
Construction Doc. Phase	11.0%	\$8,431.50	2 weeks
Bidding & Neg. Phase	18.0%	\$13,797.00	8 Weeks
Construction Phase	70.0%	\$53,655.00	9 Months
11 Month Insp. Phase	1.0%	\$766.50	1 week
Remaining Fee		<b>\$76,650</b>	plus NMGRT
Reimbursables not included above			
<b>Construction Cost</b>	<b>Design Fee % of</b>	<b>% Remaining</b>	<b>Median Cost Estimate</b>
*Est. Construction Cost	7.0%	30%	\$3,650,000

**\$76,650**

*\* Estimated Construction Cost is for formation of design cost only and should not be used as a construction budget*

**EXHIBIT A  
COMPENSATION AND SCHEDULE**

<b>BASIC SERVICES</b>			<b>Date to be Completed</b>
Study and Report Phase	0%	\$0.00	No Scope
Preliminary Design, Study and Report Phase	0%	\$0.00	No Scope
Final Design Phase (Construction Documents)	11%	\$ 8,431.50	3 Weeks
Bidding and Negotiation Phase	18%	\$13,797.00	8 Weeks
Construction Phase	70%	\$53,655.00	9 Months
Project Closeout and 11 Month Warranty Inspection Phase	1%	\$ 767.50	1 Week
<b>Total Basic Services Amount</b>	<b>100%</b>	<b>\$76,650.00</b>	<b>51 Weeks</b>
<b>REIMBURSABLES</b>			
LIST			
County Review and Approval Printing		\$1,025.00	
Permit Printing		\$1,170.00	
Travel		\$1,020.00	
<b>Total Reimbursable Amount (Not to exceed)</b>		<b>\$3,215.00</b>	
<b>ADDITIONAL SERVICES</b>			
LIST SERVICES			
		\$0.00	
<b>Total Additional Services Amount</b>		<b>\$0.00</b>	
<b>TOTAL SERVICES AMOUNT</b>		<b>\$79,865.00</b>	

2022-0212  
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