



CITY OF LAS VEGAS

1700 N. GRAND AVE. • LAS VEGAS, NEW MEXICO 87701-4731 • 505-454-1401 • FAX 505-425-7335

ALFONSO E. ORTIZ, JR.

Mayor

**CITY OF LAS VEGAS
WORK SESSION CITY COUNCIL AGENDA
January 12, 2016–Tuesday– 5:30 p.m.
City Council Chambers
1700 N. Grand Ave**

(The City Council shall act as the Housing Authority Board of Commissioners on any matters on the Agenda concerning the Housing Department.)

- I. **CALL TO ORDER**
- II. **ROLL CALL**
- III. **PLEDGE OF ALLEGIANCE**
- IV. **MOMENT OF SILENCE**
- V. **APPROVAL OF AGENDA**
- VI. **MAYOR’S APPOINTMENTS/REPORTS**
- VII. **MAYOR’S RECOGNITIONS/PROCLAMATIONS**
- VIII. **PUBLIC INPUT (not to exceed 3 minutes per person and persons must sign up at least fifteen (15) minutes prior to meeting.)**
- IX. **CITY MANAGER’S INFORMATIONAL REPORT**
- X. **DISCUSSION ITEMS**

1. Resolution #16-03 Budget Adjustment Resolution

Ann Marie Gallegos, Finance Director The City of Las Vegas is in need of increasing or decreasing the FY2016 budgeted revenues or expenditures, transfers to or transfers from within various funds.

2. Award Bid #2016-20 for the Transportation Alternatives Program (TAP) Riverwalk Pedestrian Bicycle Trail (CN-4100930)

Chris Cavazos, Public Works Project Manager Bid #2016-20 for the Transportation Alternatives Program (TAP) Riverwalk Pedestrian Bicycle Trail (CXN-4100930) was opened on November 18, 2015. Four (4) offerors submitted a bid of which H.O. Construction was the lowest bidder. The Offeror has met all specifications and licensing requirements as certified by the Engineer and the NMDOT. The bid was in the amount of \$202,115.89 inclusive of NMGRT.

3. Purchase of Ditch Witch JT20 Directional Drill/Trenchless Ecavating by the Utilities Gas Division.

Ken Garcia, Utilities Director The purchase of this drill will improve customer service and safety by allowing employees to install and replace lines without excavation which will limit surface disruption and damage. It will allow for minimal trenching and damage to sidewalks and roadways and will improve efficiency at a reduced cost. The purchase price is \$268,119.67.

4. Las Vegas Landfill closure project change order #5.

Ken Garcia, Utilities Director This change order was for additional work completed by New Image Construction due to the excavation of unexpected municipal solid waste at the landfill project. The change order included additional costs for specific items which were required to be completed for the overall successful completion of the landfill project. The amount of the change order is \$101,807.60.

5. Resolution No. 16-01 allowing the use of State Revolving Loan Fund 2910 as the match for the Water Trust Board 317 grant/loan.

Ken Garcia, Utilities Director, The City of Las Vegas was awarded and has expended \$1.2M in grant/loan funding from the New Mexico State Revolving Loan fund (SRF 2910) for use in the planning and design of the Raw Water Conveyance line. Water Trust Board (WTB) has awarded the City \$4M in grant/loan funding for the construction of the Raw Water Conveyance line into Bradner. There is an \$800,000 match required from the City for the WTB funds and we would like to use SRF 2910 as the match for WTB.

6. Open Meeting Resolution 16-04.

Casandra Fresquez, City Clerk Resolution 16-04 Establishes Reasonable Notice of City Council Meetings in compliance with the Open Meetings Act. Approval of the resolution is required annually.

XI. EXECUTIVE SESSION

THE COUNCIL MAY CONVENE INTO EXECUTIVE SESSION IF SUBJECT MATTER OF ISSUES ARE EXEMPT FROM THE OPEN MEETINGS REQUIREMENT UNDER § (H) OF THE OPEN MEETINGS ACT.

- A. Personnel matters, as permitted by Section 10-15-1 (H) (2) of the New Mexico Open Meetings Act, NMSA 1978.**
- B. Matters subject to the attorney client privilege pertaining to threatened or pending litigation in which the City of Las Vegas is or may become a participant, as permitted by Section 10-15-1 (H) (7) of the New Mexico Open Meetings Act, NMSA 1978.**
- C. Matters pertaining to the discussion of the sale and acquisition of real property, as permitted by Section 10-15-1 (H) (8) of the Open Meetings Act, NMSA 1978.**

XII. ADJOURN

ATTENTION PERSONS WITH DISABILITES: The meeting room and facilities are accessible to persons with mobility disabilities. If you plan to attend the meeting and will need an auxiliary aid or service, please contact the City Clerk's Office prior to the meeting so that arrangements may be made.

ATTENTION PERSONS ATTENDING COUNCIL MEETING: By entering the City Chambers, you consent to photography, audio recording, video recording and its/their use for inclusion on the City of Las Vegas Web-site, and to be televised on Comcast.

NOTE: A final agenda will be posted 72 hours prior to the meeting. Copies of the Agenda may be obtained from City Hall, Office of the City Clerk, 1700 N. Grand Avenue, Las Vegas, N.M 87701

Work Session

CITY COUNCIL MEETING AGENDA REQUEST

DATE: 01/04/2016 DEPT: FINANCE MEETING DATE: 01/12/2016

**DISCUSSION ITEM/TOPIC: RESOLUTION #16-03 BUDGET ADJUSTMENT
RESOLUTION.**

**BACKGROUND/RATIONALE: THE CITY OF LAS VEGAS IS IN NEED OF
INCREASING OR DECREASING THE FY2016 BUDGETED REVENUES OR
EXPENDITURES, TRANSFERS TO OR TRANSFERS FROM WITHIN VARIOUS
FUNDS.**

**THIS REQUEST FORM MUST BE SUBMITTED TO THE CITY CLERK'S OFFICE NO
LATER THAN 5:00 P.M. ON FRIDAY ONE AND A HALF WEEKS PRIOR TO THE
CITY COUNCIL MEETING.**


SUBMITTER'S SIGNATURE

REVIEWED AND APPROVED BY:


ALFONSO E. ORTIZ, JR.
MAYOR


ELMER J. MARTINEZ
CITY MANAGER

ANN MARIE GALLEGOS
FINANCE DIRECTOR
(PROCUREMENT)

PURCHASING AGENT
(FOR BID/RFP AWARD)

DAVE ROMERO
CITY ATTORNEY
(ALL CONTRACTS MUST BE
REVIEWED)

STATE OF NEW MEXICO
MUNICIPALITY OF CITY OF LAS VEGAS
BUDGET ADJUSTMENT RESOLUTION NO. 16-03

WHEREAS, The Governing Body in and for the Municipality of Las Vegas, State of New Mexico has developed a budget for fiscal year 2016; and

WHEREAS, said budget adjustments were developed on the basis of an increase in revenues and expenditures, transfers in/or out in various funds; and

WHEREAS, increase/decrease in revenues, expenditures, transfer in, and transfers out to be funded by additional grant funds, additional loan funds from New Mexico Finance Authority State that need to be included in project funds, and;

WHEREAS, the City of Las Vegas is in need of making adjustments to the 2016 fiscal year budget;

WHEREAS, it is the majority opinion of this Council that the budget adjustments meet the requirements as currently determined for fiscal year 2016;

NOW, THEREFORE, the Governing Body of the City of Las Vegas passes this budget resolution for budget adjustments, PASSED, APPROVED AND ADOPTED THIS 20th DAY OF January 2016.

Alfonso E. Ortiz, Jr. Mayor

ATTEST:

Casandra Fresquez, City Clerk

REVIEWED AND APPROVED AS TO LEGAL SUFFICIENCY ONLY:

Dave Romero, City Attorney

CITY OF LAS VEGAS
 RESOLUTION 16-03

Resolution

16-03	Fund	Revenues	Transfers	Expenditures	
	101 US Marshals Service	\$ 7,000		\$ 7,000	Police Department Overtime
	203 NM Fire Protection Fund	\$ 40,000		\$ 40,000	Communication & Rescue Purposes
	221 Justice Assistance Grant	\$ 34,847		\$ 34,847	O/T,Confidential/VehMaint/ContServ
	253 Traffic Safety Bureau	\$ 28,859		\$ 28,859	O/T Traffic Safety Bureau Grants
	260 NM Fire Marshals WIPP Grt			\$ 6,000	Personnel Protective Equipment
	271 CDWI Gant	\$ 5,330		\$ 5,330	O/T
	468 Recreation -Reconstruction	\$2,801,121		\$2,801,121	Phase I & II Reconstruction
	Total	\$ 2,917,157	\$ -	\$ -	\$ 2,923,157

MUNICIPALITY
CITY OF LAS VEGAS

ROUNDED TO NEAREST DOLLAR

Fiscal Year 2015-2016

RED = DEFICIT

For Local Government Division use only		CITY OF LAS VEGAS REBO NUMBER	DFA FUND TITLE	DFA FUND NUMBER	UNAUDITED BEGINNING CASH BALANCE @ JULY 1	AUDIT ADJUSTMENTS TO BEGINNING CASH BALANCES	INVESTMENTS	BUDGETED REVENUES	BUDGETED TRANSFERS	BUDGETED EXPENDITURES	ESTIMATED ENDING CASH BALANCE	LOCAL RESERVE REQUIREMENTS UNAVAILABLE FOR BUDGETING	ADJUSTED ENDING CASH BALANCE	Comments
		16-03	GENERAL FUND - Operating (GF) US Marshals Off Grant	101	\$1,622,316	\$0	\$850,000	\$11,079,930	\$0 (\$505,060)	\$12,027,064 \$7,000	\$1,020,122	\$1,002,255	\$17,667	
			FUND TOTAL		\$1,622,316.00	\$0	\$850,000	\$11,086,930	\$0 (\$505,060)	\$12,034,064	\$1,020,122	\$1,002,338.67	\$17,283	
			CORRECTION	201	\$10,230		\$0	\$50,000	\$0	\$60,000	\$230	\$0	\$230	
			FUND TOTAL		\$10,230	\$0	\$0	\$50,000	\$0	\$60,000	\$230	\$0	\$230	
			ENVIRONMENTAL GRT	202	\$0		\$0	\$0	\$0	\$0	\$0	\$0	\$0	
			FUND TOTAL		\$0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
		15-49	EMS	206	\$9,017		\$0	\$31,913	\$0	\$31,913	\$9,017	\$0	\$9,017	
			FUND TOTAL		\$9,017.00	\$0	\$0	\$31,913	\$0	\$32,757	\$8,173	\$0	\$8,173	
			ENHANCED 911	207	\$326		\$0	\$669,386	\$0	\$669,386	\$326	\$0	\$326	Background checks for License Renewals.
			FUND TOTAL		\$326.00	\$0	\$0	\$669,386	\$0	\$669,386	\$326	\$0	\$326	
		15-49 16-03	FIRE PROTECTION FUND	209	\$27,415		\$0	\$180,011	\$0 (\$34,065)	\$145,946	\$27,415	\$0	\$27,415	
							\$40,000			\$40,000				

DFA APPROVAL DATE	DFA RESO NUMBER	CITY OF LAS VEGAS RESO NUMBER	DFA FUND TITLE	DFA FUND NUMBER	UNAUDITED BEGINNING CASH BALANCE @ JULY 1	AUDIT ADJUSTMENTS TO BEGINNING CASH BALANCES	INVESTMENTS	BUDGETED REVENUES	BUDGETED TRANSFERS	BUDGETED EXPENDITURES	ESTIMATED ENDING CASH BALANCE	LOCAL RESERVE REQUIREMENTS UNAVAILABLE FOR BUDGETING	ADJUSTED ENDING CASH BALANCE	
			FUND TOTAL		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
			OTHER	299	\$314,084		\$100,000	\$415,875	\$101,192	\$509,847	\$421,014	\$0	\$421,014	
		16-03	Traffic Safety Bureau (253)					\$28,659		\$28,659				
			FUND TOTAL		\$314,084	\$0	\$100,000	\$444,534	\$101,192	\$538,706	\$421,014	\$0	\$421,014	
			CAPITAL PROJECT FUNDS	300	\$46,924.00		-	2,222,408.00	210,187.00	3,163,086.00	116,433.00	-	116,433.00	
		16-03	Reconstruction Rec (468)					\$2,801,121		\$2,801,121				
			FUND TOTAL		\$46,924.00	\$0	-	5,023,529.00	210,187.00	5,964,207.00	116,433.00	-	\$116,433	
			G.O. BONDS	401	\$0		\$0	\$0	\$0	\$0	\$0	\$0	\$0	
			FUND TOTAL		\$0.00	\$0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0	
			REVENUE BONDS	402	\$866,629		\$0	\$322,060	(\$200,350)	\$471,050	\$607,179	\$0	\$607,179	
			FUND TOTAL		\$866,629.00	\$0	\$0.00	\$322,060.00	(\$200,350.00)	\$471,050.00	\$607,179.00	\$0	\$607,179	
			DEBT SERVICE	403	\$783,730		\$465,000	\$1,200	\$632,132	\$632,132	\$1,249,930	\$0	\$1,249,930	
		15-49	Trans Out-634 NMFA Debt						(\$223,302)					
			FUND TOTAL		\$783,730	\$0	\$465,000	\$1,200	\$408,830	\$632,132	\$1,249,930	\$0	\$1,249,930	
			ENTERPRISE FUNDS	500	\$4,284,065		\$866,036	\$17,138,801	(\$396,299)	\$18,994,874	\$2,686,431	\$0	\$2,686,431	
			WATER FUND											

FY16 Cooperative Agreement for

New Mexico Department of Finance and Administration Local Government Division Budget Request Recapitulation

DFA APPROVAL DATE	DFA RESO NUMBER	CITY OF LAS VEGAS RESO NUMBER	DFA FUND TITLE	DFA FUND NUMBER	UNAUDITED BEGINNING CASH BALANCE @ JULY 1	AUDIT ADJUSTMENTS TO BEGINNING CASH BALANCES	INVESTMENTS	BUDGETED REVENUES	BUDGETED TRANSFERS	BUDGETED EXPENDITURES	ESTIMATED ENDING CASH BALANCE	LOCAL RESERVE REQUIREMENTS UNAVAILABLE FOR BUDGETING	ADJUSTED ENDING CASH BALANCE	
			FUND TOTAL		\$4,284,665	\$0	\$656,038	\$17,136,901	(\$386,299)	\$18,594,874	\$2,686,431		\$2,686,431	
			Solid Waste		\$2,863,012		\$0	\$3,547,294	(\$688,639)	\$4,243,877	\$1,466,790	\$0	\$1,466,790	
		15-49	Transf In-633 Equip Replace						\$223,302	\$223,302				
			FUND TOTAL		\$2,863,012	\$0	\$0	\$3,547,294	(\$476,237)	\$4,467,273	\$1,466,790		\$1,466,790	
			Waste Water		\$2,309,306		\$0	\$3,770,477	(\$200,628)	\$3,883,715	\$2,025,542	\$0	\$2,025,542	
			FUND TOTAL		\$2,309,306.00	\$0	\$0.00	\$3,770,477.00	(\$200,628)	\$3,883,715.00	\$2,025,542		\$2,025,542.00	
			Airport		\$0		\$0	\$0	\$0	\$0	\$0	\$0	\$0	
			FUND TOTAL		\$0.00	\$0	\$0.00	\$0.00	\$0	\$0.00	\$0		\$0.00	
			Ambulance		\$0		\$0	\$0	\$0	\$0	\$0	\$0	\$0	
			FUND TOTAL		\$0.00	\$0	\$0.00	\$0.00	\$0	\$0.00	\$0		\$0.00	
			Cemetery		\$0		\$0	\$0	\$0	\$0	\$0	\$0	\$0	
			FUND TOTAL		\$0.00	\$0	\$0.00	\$0.00	\$0	\$0.00	\$0		\$0.00	
			Housing		\$202,287		\$139,985	\$1,727,918	\$10,000	\$1,919,982	\$160,208	\$0	\$160,208	
			FUND TOTAL		\$202,287.00	\$0	\$139,985.00	\$1,727,918.00	\$10,000	\$1,919,982.00	\$160,208		\$160,208.00	
			Parking		\$0		\$0	\$0	\$0	\$0	\$0	\$0	\$0	
			FUND TOTAL		\$0.00	\$0	\$0.00	\$0.00	\$0	\$0.00	\$0		\$0.00	
			620 GAS		\$4,770,287		\$157,480	\$5,678,019	(\$290,792)	\$6,643,408	\$3,871,586	\$0	\$3,871,586	

Agreement / Contract

No. **2642-13**
U.S. Department of Justice
United States Marshals Service
City of Las Vegas

**Joint Law Enforcement Operations Task Force
Obligation Document**

INSTRUCTIONS: See last page for detailed instructions.

SECTION 1: OBLIGATION

DOCUMENT CONTROL #: M-16-D51-O-000072

SECTION 2: PARTICIPATING AGENCIES

Notification to state and local agencies of funding provided in support of Joint Law Enforcement Operations, pursuant to the Memorandum of Understanding (MOU) between:

LAS VEGAS POLICE DEPARTMENT

and

District of New Mexico (51)

All other terms and conditions of the MOU remain the same.

SECTION 3: PERIOD OF PERFORMANCE

OCTOBER 3, 2015 to SEPTEMBER 30, 2016

SECTION 4: APPROPRIATION DATA

FISCAL YEAR	ORGANIZATION	FUND	PROJECT	SOC / PURPOSE	DOLLAR AMOUNT
2016	D51	AFF-B-OP	JLEOTFS4	25302 - TFO Overtime	\$7,000.00
Total Obligation Amount:					\$7,000.00

SECTION 5: DESCRIPTION OF OBLIGATION

TFO OVERTIME

JLEO

SECTION 6: CONTACT INFORMATION

DISTRICT/RETF CONTACT:

Name: Larry Harper
Phone: 505-988-7686
E-mail: Larry.Harper@usdoj.gov

STATE/LOCAL CONTACT:

Name: JUAN MONTANO
Phone: 505-429-6388
E-mail: JUAN.MONTANO@CI.LAS-VEGAS.NM.US

SECTION 7: AUTHORIZATION

USMS Representative - Certification of Funds:

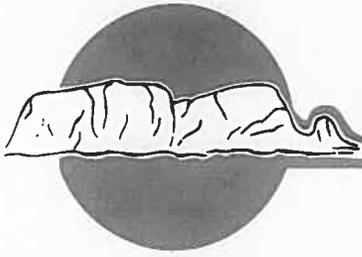
Signature: SUSAN FINLEY Date: 12/7/2015
SUSAN R. FINLEY, MANAGEMENT AND PROGRAM ANALYST

Chief Deputy or RFTF Commander - Obligation Approval:

Signature: aramos@usms.doj.gov Date: 12/7/2015
ALEX RAMOS, CHIEF

Departmental Representative - Acknowledgement:

Signature: [Signature] Date: 12-21-15
JUAN MONTANO, CHIEF



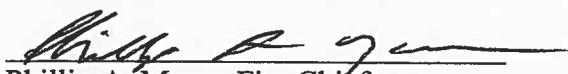
CITY OF LAS VEGAS

1700 N. GRAND AVE. • LAS VEGAS, NEW MEXICO 87701-4731 • 505-454-1401 • FAX 505-425-7335

ALFONSO E. ORTIZ, JR.
Mayor

MEMORANDUM

203

TO: Ann Marie Gallegos, Finance Director
FROM: 
Phillip A. Mares, Fire Chief
DATE: December 09, 2015
RE: Budget Grant Monies into 203 Fund

At this time, I would like to request that the awarded \$40,000.00; from the New Mexico Fire Protection Grant; be budgeted into the department's 203 Fund. These monies will be utilized for Communication and Rescue purposes.

Your attention to this request is greatly appreciated. Should you have any questions, please feel free to contact me.

PAM/sg

xc: Tana Vega, Finance
File

NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

DISTRICT 1 KAREN L. MONTOYA, CHAIRWOMAN
DISTRICT 2 PATRICK H. LYONS
DISTRICT 3 VALERIE ESPINOZA
DISTRICT 4 LYNDA LOVEJOY, VICE CHAIR
DISTRICT 5 SANDY JONES



P.O. Box 1269
1120 Paseo de Peralta
Santa Fe, NM 87504-1269

STATE FIRE MARSHAL DIVISION

John C. Standefer, Fire Marshal
1-800-244-6702 (In-state only)
(505) 476-0174
Fax: (505) 476-0100

INTERIM CHIEF OF STAFF

Andrea Delling

November 10, 2015

Mayor Alfonso Ortiz
City of Las Vegas
1700 N Grand Ave
Las Vegas, NM 87701-4731

Ref: New Mexico Fire Protection Grant Council Award Notice

Dear Mayor Ortiz:

Congratulations! Your grant application on behalf of the Las Vegas Fire Department for Communication; Rescue has been reviewed and an award has been granted.

Over 140 grant applications were submitted and over \$22 million in needs were considered. The Las Vegas Fire Department has met the minimum requirements and is clearly addressing a critical need affecting the ISO fire protection classification. A voucher in the amount of \$40,000 for the purchase of the approved request will be processed following the February 1, 2016 deadline for project specifications approval.

The specifications for the approved equipment must be reviewed and approved by this office before February 1, 2016 and prior to encumbering any funds. The equipment purchased with this grant shall meet the requirements of the latest Editions of NFPA.

The deadline to encumber the money by contract with the vendor is May 15, 2016. If the bid amount exceeds the awarded amount plus the 20% required matching amount, the additional cost shall be the responsibility of the local government. If the specified equipment may be purchased for less than the grant amount plus the 20% matching amount, the remaining money shall be returned to the grant fund. All equipment purchased with grant funds must be inspected by this office upon receipt and the attached Project Close-Out Checklist completed and submitted immediately thereafter.

Failure to meet deadlines will result in the loss of funds. If you need additional time to complete your project, your request for an extension must be made in writing, explaining the need for additional time. Grant recipients also need the Council's written permission to make changes to their projects. Project modifications must be requested in writing, and the modification shall not significantly alter the original purpose of the approved application. Extension and modification requests are reviewed on a case-by-case basis and are not automatically granted.

If further information is required, please contact Vernon Muller, Deputy Fire Marshal; Fire Service Support Bureau at (505) 476-0165.

Sincerely,

Handwritten signature of John C. Standefer.

John C. Standefer
State Fire Marshal

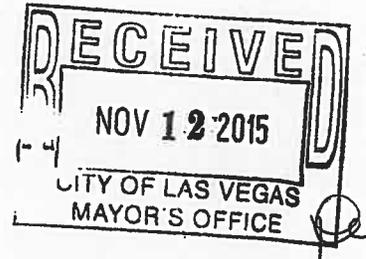
Sincerely,

Handwritten signature of Norma Jean Valdez.

Norma Jean Valdez
Grant Council Chairwoman

xc: Chief
Councilors

1 888 4 ASK PRC
www.nmprc.state.nm.us



PRC



City of Las Vegas

318 Moreno Street • Las Vegas New Mexico 87701 • Ph# (505) 428-7604 • Fax # (505) 428-8348



Chief Juan F. Montaño

MEMORANDUM

TO: ANN MARIE GALLEGOS, FINANCE DIRECTOR

FROM:

Beatrice Salazar

BEATRICE SALAZAR, GRANTS ADMINISTRATOR

DATE: November 16, 2015

RE: REQUEST FOR BUDGET

Attached you will find copies of a letter of approval from the Department of Public Safety and a budget breakdown for the 2016 Region IV JAG Fund. These are being forwarded to you in order to receive approval to expend these funds. We will need a new line item for this fund.

Should there be any questions or concerns, please feel free to contact me.



NEW MEXICO DEPARTMENT OF PUBLIC SAFETY

POST OFFICE BOX 1628 • SANTA FE, NEW MEXICO 87504-1628



SUSANA MARTINEZ
GOVERNOR

GREGORY J. FOURATT
CABINET SECRETARY

PETE N. KASSETAS
CHIEF/ DEPUTY SECRETARY
LAW ENFORCEMENT OPERATIONS

SCOTT WEAVER
DEPUTY SECRETARY
STATEWIDE LAW ENFORCEMENT
SERVICES AND SUPPORT

OFFICE OF THE SECRETARY
505/ 827-3370

OFFICE OF THE CHIEF
NEW MEXICO STATE POLICE
505/ 827-9219

OFFICE OF THE DEPUTY SECRETARY
505/ 827-9102

MOTOR TRANSPORTATION POLICE
505/ 476-2457

ADMINISTRATIVE SERVICES
505/ 827-3332

INFORMATION TECHNOLOGY
505/ 827-3413

SPECIAL INVESTIGATIONS
505/ 841-8053

TECHNICAL SUPPORT
505/ 827-3352

TRAINING AND RECRUITING
505/ 827-9252

October 28, 2015

The Honorable Alfonso E. Ortiz Jr.
Mayor of Las Vegas
1701 North Grand Ave
Las Vegas, NM 87701

Dear Mayor Ortiz:

On behalf of the New Mexico Department of Public Safety, it is my pleasure to inform you that your application for the 2015 Edward Byrne Memorial Justice Assistance Grant (JAG) Program has been recommended for funding. Based on available federal funding and the application's ranking, the City of Las Vegas, on behalf of the Region IV Multi-Jurisdictional Task Force, has been awarded \$34,847.

The award will be effective from October 1, 2015 through September 30, 2016. Enclosed, you will find the Sub-Grantee Agreement and approved budget. Please see attached instructions on how to accept this award.

If you have any questions regarding this correspondence, please contact Sheila McDonald, Management Analyst, at (505) 827-9115.

Sincerely,

Gregory J. Fouratt
Cabinet Secretary

GJF/SM



CALEA
ACCREDITED LAW ENFORCEMENT AGENCY

Region IV JAG Grant

EXPIRES 09/30/16

PROJECTED REVENUE			
		TOTAL FUNDING	\$ 34,847.00
LINE ITEM	EXPENDITURES	CIPATED ROLL OVERS	
-0000-710-6602	Overtime	\$ 9,000.00	
-0000-710-7305	Contractual Services	\$ 6,627.00	
-0000-710-7510	Confidential Funds	\$ 6,000.00	
-0000-710-7408	Vehicle Maintenance	\$ 10,000.00	
-0000-710-7202	Travel	\$ 720.00	
-0000-710-7523	Supplies	\$ 2,500.00	
	TOTAL BUDGET	\$ 34,847.00	



City of Las Vegas

318 Moreno Street • Las Vegas New Mexico 87701 • Ph# (505) 425-7504 • Fax # (505) 425-6346



Chief Juan F. Montaño

253

MEMORANDUM

TO: ANN MARIE GALLEGOS, FINANCE DIRECTOR

FROM: *Beatrice Salazar*
BEATRICE SALAZAR, GRANTS ADMINISTRATOR

DATE: December 15, 2015

RE: REQUEST FOR BUDGET

In an effort to receive DFA approval to expend funds, attached you will find a copy of the letter from the Traffic Safety Bureau, the annual contract, and budget breakdowns. The 253 fund has been used for all the TSB Grants.

Should there be any questions or concerns, please feel free to contact me.



Distracted Driving Grant
253-0000-710-66-14

expires 09/30/16

LINE ITEM	DESCRIPTION			BALANCE
		TOTAL FUNDING		\$ 4,973.00
LINE ITEM	EXPENDITURES	ORIGINAL BUDGET	ANTICIPATED	
			ROLLOVER	
253-0000-710-66-14	Overtime	\$ 4,973.00		
	TOTAL BUDGET	\$ 4,973.00		

100 Days and Nights of Summer Grant

253-0000-710-66-26

expires 09/30/16

LINE ITEM	DESCRIPTION			BALANCE
		TOTAL FUNDING		\$ 3,443.00
LINE ITEM	EXPENDITURES	ORIGINAL BUDGET	ANTICIPATED	
			ROLLOVER	
253-0000-710-66-26	Overtime	\$ 3,443.00		
	TOTAL BUDGET	\$ 3,443.00		

STEP Grant
253-0000-710-66-13

expires 09/30/16

LINE -ITEM	DESCRIPTION			BALANCE
		TOTAL FUNDING		\$ 2,975.00
LINE ITEM	EXPENDITURES	ORIGINAL BUDGET	ANTICIPATED	
			ROLLOVER	
253-0000-710-66-13	Overtime	\$ 2,975.00		
	TOTAL BUDGET	\$ 2,975.00		

**Operation Buckle Down Grant
253-0000-710-66-15**

expires 09/30/16

LINE -ITEM	DESCRIPTION			BALANCE
		TOTAL FUNDING		\$ 3,018.00
LINE ITEM	EXPENDITURES	ORIGINAL BUDGET	ANTICIPATED	
			ROLLOVER	
253-0000-710-66-15	Overtime	\$ 3,018.00		
	TOTAL BUDGET	\$ 3,018.00		

ENDWI Grant
253-0000-710-66-16

expires 09/30/16

LINE-ITEM	DESCRIPTION			BALANCE
		TOTAL FUNDING		\$ 14,450.00
LINE ITEM	EXPENDITURES	ORIGINAL BUDGET	ANTICIPATED	
			ROLLOVER	
253-0000-710-66-16	Overtime	\$ 14,450.00	\$ -	
	TOTAL BUDGET	\$ 14,450.00	\$ -	

Agreement / Contract
No. 3136-15
City of Las Vegas
Date

CONTRACT NUMBER: 7504154

GRANT AGREEMENT

This grant agreement is between the New Mexico Department of Transportation (the "Department") and City of Las Vegas (the "Grantee"). The Department and the Grantee agree as follows:

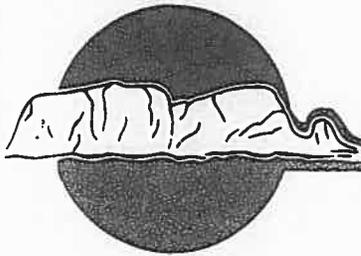
1. **Award.** The Department hereby awards the Grantee funding for the following projects:

- (1) End Driving While Impaired ("ENDWI"), Project No. 16-AL-64-050, \$14,450.00;
- (2) Buckle Up ("BKLUP")/Click It or Ticket ("CIOT"), Project No. 16-OP-RF-050, \$3,018.00;
- (3) Selective Traffic Enforcement Program ("STEP"), Project No. 16-ST-RF-050, \$2,975.00;
- (4) 100 Days and Nights of Summer ("100 Days"), Project No. 16-DS-RF-050, \$3,443.00; and
- (5) Distracted Driving ("DNTXT"), Project No. 16-DD-02-050, \$4,973.00.

2. **Scope of Work.** The Grantee shall perform the professional services stated in the following exhibits: ENDWI, exhibit A; BKLUP/CIOT, exhibit B; STEP, exhibit C; 100 Days, exhibit D; and DNTXT, exhibit E.

3. **Payment.** To be reimbursed for eligible expenses, the Grantee must submit timely, properly prepared reimbursement requests as provided in the Department's Traffic Safety Bureau Financial Management Manual. The Grantee acknowledges that the Department will not pay for any expenses incurred prior to both parties signing the agreement, after termination of the agreement, or in excess of the amount of the award noted in section 1. The Grantee must submit its final reimbursement request no later than thirty days after termination of this agreement.

4. **Records and Audit.** The Grantee shall strictly account for all receipts and disbursements related to this agreement. The Grantee shall record costs incurred, services rendered and payment received, and shall maintain these financial records during the agreement and for three years from the date of submission of the final reimbursement request. On request, the Grantee shall provide the financial records to the Department and the state auditor, and shall allow the Department and the state auditor to inspect or audit these financial records during business hours at the Grantee's principal office during the agreement and for three years from the date of submission of the final reimbursement request. If the financial records provided by the Grantee are insufficient to support an audit by customary accounting practices, the Grantee shall reimburse the Department for any expense incurred related to the insufficient



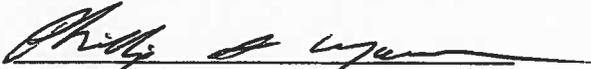
CITY OF LAS VEGAS

1700 N. GRAND AVE. • LAS VEGAS, NEW MEXICO 87701-4731 • 505-454-1401 • FAX 505-425-7335

ALFONSO E. ORTIZ, JR.
Mayor

MEMORANDUM

TO: Ann Marie Gallegos, Finance Director

FROM: 
Phillip A. Mares, Fire Chief

DATE: December 17, 2015

RE: Budget Grant Monies For Expenditure 260 Fund

At this time, I would like to request that the awarded \$6,000.00 from FY 2015 cash balance; the New Mexico Fire Marshal's Office WIPP Grant; be budgeted for expenditure in the 260 Fund. These monies will be utilized for Equipment.

Your attention to this request is greatly appreciated. Should you have any questions, please feel free to contact me.

PAM/sg

xc: Tana Vega, Finance
File

Agreement / Contract
No. 313815
City of Las Vegas
Date

MEMORANDUM OF AGREEMENT 12-08-15-DWI-LVPD

Between the
San Miguel DWI Planning Council
and
Las Vegas City Police Department

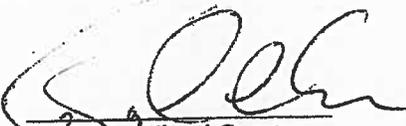
The San Miguel County DWI Planning Council and the Las Vegas City Police Department agree to unite their efforts towards the reduction of Drinking and Driving in San Miguel County.

The San Miguel County DWI Planning Council has agreed to provide up to five thousand three hundred thirty dollars and sixteen cents (\$5,330.16) in 2015-2016 Local DWI (LDWI) distribution funds to the Las Vegas City Police Department.

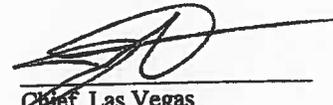
In agreement, the Las Vegas City Police Department will provide the following services:

- A. Conduct at least One (1) DWI Check Points, Four (4) Saturation Patrols, and Two (2) Underage Drinking Operations
- B. Complete and submit Project Reimbursement Claims for Enforcement Overtime upon completion of project activity.
- C. Provide status project activity reports to San Miguel County DWI Planning Council on a monthly basis.

The agreement shall become effective December 15, 2015 and all services shall be completed by June 01, 2016. This agreement may be terminated by either party upon 90 day written notice.


Chair San Miguel County
DWI Planning Council

11/19/15
Date


Chief Las Vegas
Police Department

11-17-16
Date

Sources and Uses of Funds
Las Vegas, City of
3403-PP, Abe Montoya Recreation Center Repair

468

Sources:

Bond Proceeds:

Par Amount	2,801,121.00
	<u>2,801,121.00</u>

Uses:

Project Fund Deposits:

Project Fund	2,500,000.00
--------------	--------------

Other Fund Deposits:

Debt Service Reserve Fund	280,112.10
---------------------------	------------

Delivery Date Expenses:

NMFA Fee	21,008.41
----------	-----------

Other Uses of Funds:

Additional Proceeds	0.49
	<u>2,801,121.00</u>

Term: 10 years
Maturity: 5/1/2025
Coverage: 1.90x
Pledge: Municipal Gross Receipt Tax (MGRT) - 2nd Increment

Work Session

CITY COUNCIL MEETING AGENDA REQUEST

DATE: 01/04/16

DEPT: Public Works

MEETING DATE: 01/12/16

DISCUSSION ITEM/TOPIC: Award Bid #2016-20 for the Transportation Alternatives Program (TAP) Riverwalk Pedestrian Bicycle Trail (CN-4100930)

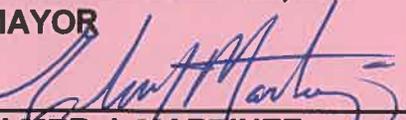
BACKGROUND/RATIONALE: Bid #2016-20 for the *Transportation Alternatives Program (TAP) Riverwalk Pedestrian Bicycle Trail (CN-4100930)*, was opened on November 18, 2015. Four (4) Offerors submitted a bid of which H.O. Construction was the lowest bidder. The Offeror has met all specifications and licensing requirements as certified by the Engineer and the NMDOT. The bid was in the amount of \$202,115.89 inclusive of NMGRT.

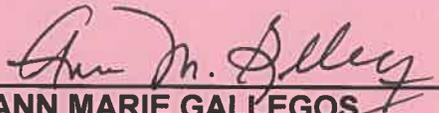
THIS REQUEST FORM MUST BE SUBMITTED TO THE CITY CLERK'S OFFICE NO LATER THAN 5:00 P.M. ON FRIDAY ONE AND A HALF WEEKS PRIOR TO THE CITY COUNCIL MEETING.


SUBMITTER'S SIGNATURE

REVIEWED AND APPROVED BY:


ALFONSO E. ORTIZ, JR.
MAYOR


ELMER J. MARTINEZ
CITY MANAGER


ANN MARIE GALLEGOS
FINANCE DIRECTOR
(PROCUREMENT)

PURCHASING AGENT
(FOR BID/RFP AWARD)

DAVE ROMERO
CITY ATTORNEY
(ALL CONTRACTS MUST BE
REVIEWED)

December 16, 2015

NMDOT North Region Design
Attn: Lawrence Lopez, P.E.
1120 Cerrillos Road
Santa Fe, NM 87505

**RE: River Walk Pedestrian and Bicycle Trail, NM 4100930
Bid Tabulation & Recommendation of Award**

Dear Mr. Lawrence:

We have tabulated the bids received at the bid opening held November 18, 2015 for the above referenced project. As shown on the attached certified Bid Tabulation, the apparent low bidder is H.O. Construction, Inc. of Albuquerque, New Mexico.

Based on their lowest responsive bid and the information attached, we recommend that the Base Bid for the River Walk Pedestrian and Bicycle Trail to be awarded to H.O. Construction, Inc. in the amount of \$202,115.89 inclusive of NMGR.T.

If you have any questions or need any additional information, please feel free to contact our office.

MILLER ENGINEERING CONSULTANTS, INC.

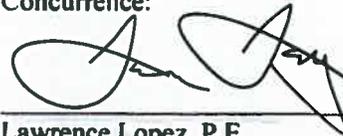


Verlyn A. Miller, P.E.
President

VAM:vam
Enclosures

Cc: File

Concurrence:



Lawrence Lopez, P.E.
NMDOT Assistant North Region Manager



November 23, 2015

City of Las Vegas
Mr. Martin Gonzales
1700 N. Grand Avenue
Las Vegas, New Mexico 87701

**RE: River Walk Pedestrian and Bicycle Trail, NM 4100930
Bid Tabulation & Recommendation of Award**

Dear Mr. Gonzales:

We have tabulated the bids received at the bid opening held November 18, 2015 for the above referenced project. As shown on the attached certified Bid Tabulation, the apparent low bidder is H.O. Construction, Inc. of Albuquerque, New Mexico.

We have consulted the website of the New Mexico Regulation & Licensing Department, Construction Industries Division and have verified that H.O. Construction, Inc. has an active New Mexico Contractor License Number of 85027. The attached printout indicates that they currently hold GF09, GA03, GS04, GB98, & GA01 license classifications. Based on our review of the description of each license classification, it appears that H.O. Construction, Inc. has the proper license classifications to accomplish the scope of work outlined for this contract. H.O. Construction, Inc. has listed one subcontractors for this project, BSN Santa Fe for testing.

We have also verified H.O. Construction, Inc. has a current and active Public Works Minimum Wage Rate Act Registration Number of 0576220060825 as per the NM Department of Labor Website. Their bonding company, Westchester Fire Insurance Company, has an active license to conduct business within New Mexico. Upon initial review of the bid documents submitted by H.O. Construction, Inc., it appears that they have properly completed the bid documents required for the project.

Based on their lowest responsive bid and the information verified above, we recommend that the Base Bid for the River Walk Pedestrian and Bicycle Trail to be awarded to H.O. Construction, Inc. in the amount of \$202,115.89 inclusive of NMGRT.

If you have any questions or need any additional information, please feel free to contact our office.

MILLER ENGINEERING CONSULTANTS, INC.

A handwritten signature in blue ink, appearing to read 'V. A. Miller'.

Verlyn A. Miller, P.E.
President

VAM:vam
Enclosures

Cc: Ms. Heather Sandoval, NMDOT
Mr. Lawrence Lopez, NMDOT

BID TABULATION

River Walk Pedestrian and Bicycle Trail, CN 4100930

City of Las Vegas, New Mexico

BID OPENING: November 18, 2015 @ 3:00PM

Base Bid					Engineers Estimate		H.O. Construction		Century Club Construction	
SEQ NO.	NMSHTD ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	201000	Clearing and Grubbing	L.S.	1	\$ 1,500.00	\$ 1,500.00	\$ 1,800.00	\$ 1,800.00	\$ 15,000.00	\$ 15,000.00
2	203000	Unclassified Excavation	CU YD.	200	\$ 9.00	\$ 1,800.00	\$ 18.00	\$ 3,600.00	\$ 18.00	\$ 3,600.00
3	203100	Borrow	CU YD.	1,400	\$ 18.00	\$ 25,200.00	\$ 9.00	\$ 12,600.00	\$ 28.00	\$ 39,200.00
4	207000	Subgrade Preparation	SQ YD.	2,000	\$ 4.00	\$ 8,000.00	\$ 3.00	\$ 6,000.00	\$ 5.00	\$ 10,000.00
5	303140	Base Course - 4"	SQ YD.	2,000	\$ 6.00	\$ 12,000.00	\$ 9.00	\$ 18,000.00	\$ 9.00	\$ 18,000.00
8	417000	Miscellaneous Paving	SQ YD.	1,650	\$ 19.00	\$ 31,350.00	\$ 18.00	\$ 29,700.00	\$ 20.00	\$ 33,000.00
7	511000	Structural Concrete Class A	C.Y.	35	\$ 500.00	\$ 17,500.00	\$ 560.00	\$ 19,600.00	\$ 275.00	\$ 9,625.00
8	540060	Reinforcing Bars Grade 60	LBS	3,600	\$ 2.00	\$ 7,600.00	\$ 1.50	\$ 5,700.00	\$ 2.00	\$ 7,600.00
9	570012	12" Culvert Pipe	LIN.FT.	45	\$ 50.00	\$ 2,250.00	\$ 18.00	\$ 810.00	\$ 21.00	\$ 945.00
10	570024	24" Culvert Pipe	LIN.FT.	65	\$ 70.00	\$ 4,550.00	\$ 35.00	\$ 2,275.00	\$ 31.00	\$ 2,015.00
11	602010	Rip Rap Class B	CU YD.	8.0	\$ 125.00	\$ 1,000.00	\$ 125.00	\$ 1,000.00	\$ 195.00	\$ 1,560.00
12	607079	Pedestrian/Bicycle Railing	LIN.FT.	270	\$ 85.00	\$ 22,950.00	\$ 170.00	\$ 45,900.00	\$ 140.00	\$ 37,800.00
13	608004	Concrete Sidewalk 4"	SQ YD.	11	\$ 50.00	\$ 550.00	\$ 90.00	\$ 990.00	\$ 100.00	\$ 1,100.00
14	609200	Header Curb	LIN.FT.	270	\$ 20.00	\$ 5,400.00	\$ 22.00	\$ 5,940.00	\$ 17.00	\$ 4,590.00
15	618000	Traffic Control Management	L.S.	1	\$ 1,500.00	\$ 1,500.00	\$ 1,200.00	\$ 1,200.00	\$ 600.00	\$ 600.00
16	621000	Mobilization	L.S.	1	\$ 10,000.00	\$ 10,000.00	\$ 3,500.00	\$ 3,500.00	\$ 24,000.00	\$ 24,000.00
17	632000	Class A Seeding	ACRE	0.10	\$ 1,500.00	\$ 150.00	\$ 3,500.00	\$ 350.00	\$ 7,690.00	\$ 769.00
18	632100	Steep Slope Seeding	ACRE	0.20	\$ 10,000.00	\$ 2,000.00	\$ 700.00	\$ 140.00	\$ 17,000.00	\$ 3,400.00
19	667300	Masonry Block Wall	SQ FT.	925	\$ 15.00	\$ 13,875.00	\$ 12.00	\$ 11,100.00	\$ 27.00	\$ 24,975.00
20	701000	Panel Signs	SQ FT.	48	\$ 25.00	\$ 1,200.00	\$ 24.00	\$ 1,152.00	\$ 20.00	\$ 960.00
21	701100	Steel Post and Base Post for Aluminum Panel Sign	LIN.FT.	185	\$ 25.00	\$ 4,125.00	\$ 18.00	\$ 2,640.00	\$ 14.00	\$ 2,310.00
22	702610	Traffic Control Devices for Construction	L.S.	1	\$ 1,500.00	\$ 1,500.00	\$ 1,100.00	\$ 1,100.00	\$ 600.00	\$ 600.00
23	704000	Retroreflectonized Painted Markings - 4"	LIN.FT.	3,600	\$ 0.75	\$ 2,700.00	\$ 0.24	\$ 864.00	\$ 1.00	\$ 3,600.00
24	801000	Construction Staking By the Contractor	L.S.	1	\$ 5,000.00	\$ 5,000.00	\$ 10,500.00	\$ 10,500.00	\$ 4,000.00	\$ 4,000.00
SUBTOTAL						\$ 183,700.00		\$ 186,461.00		\$ 249,249.00
NMGRT @ 8.3958%						\$ 15,423.08		\$ 15,654.89		\$ 20,926.45
TOTAL						\$ 199,123.08		\$ 202,115.89		\$ 270,175.45

BID TABULATION

River Walk Pedestrian and Bicycle Trail, CN 4100930

City of Las Vegas, New Mexico

BID OPENING: November 18, 2015 @ 3:00PM

Base Bid				Engineers Estimate		Crespin Paving		Star Paving		
NO.	ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	201000	Clearing and Grubbing	L.S.	1	\$ 1,500.00	\$ 1,500.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
2	203000	Unclassified Excavation	CU YD	200	\$ 9.00	\$ 1,800.00	\$ 12.00	\$ 2,400.00	\$ 20.00	\$ 4,000.00
3	203100	Borrow	CU YD	1,400	\$ 18.00	\$ 25,200.00	\$ 10.00	\$ 14,000.00	\$ 35.00	\$ 49,000.00
4	207000	Subgrade Preparation	SQ YD	2,000	\$ 4.00	\$ 8,000.00	\$ 8.00	\$ 16,000.00	\$ 2.50	\$ 5,000.00
5	303140	Base Course - 4"	SQ YD	2,000	\$ 8.00	\$ 12,000.00	\$ 12.00	\$ 24,000.00	\$ 8.00	\$ 16,000.00
8	417000	Miscellaneous Paving	SQ YD	1,650	\$ 19.00	\$ 31,350.00	\$ 32.00	\$ 52,800.00	\$ 17.00	\$ 28,050.00
7	511000	Structural Concrete Class A	C.Y.	35	\$ 500.00	\$ 17,500.00	\$ 800.00	\$ 28,000.00	\$ 900.00	\$ 31,500.00
8	540080	Reinforcing Bars Grade 80	LBS	3,800	\$ 2.00	\$ 7,600.00	\$ 1.97	\$ 7,488.00	\$ 2.50	\$ 9,500.00
9	570012	12" Culvert Pipe	LIN FT	45	\$ 50.00	\$ 2,250.00	\$ 38.00	\$ 1,710.00	\$ 80.00	\$ 2,700.00
10	570024	24" Culvert Pipe	LIN FT	85	\$ 70.00	\$ 4,550.00	\$ 85.00	\$ 4,225.00	\$ 85.00	\$ 5,525.00
11	602010	Rip Rap Class B	CU YD	8.0	\$ 125.00	\$ 1,000.00	\$ 125.00	\$ 1,000.00	\$ 500.00	\$ 4,000.00
12	607079	Pedestrian/Bicycle Railing	LIN FT	270	\$ 85.00	\$ 22,950.00	\$ 85.00	\$ 22,950.00	\$ 140.00	\$ 37,800.00
13	608004	Concrete Sidewalk 4"	SQ YD	11	\$ 50.00	\$ 550.00	\$ 85.00	\$ 935.00	\$ 72.00	\$ 792.00
14	609200	Header Curb	LIN FT	270	\$ 20.00	\$ 5,400.00	\$ 38.00	\$ 10,260.00	\$ 30.00	\$ 8,100.00
15	818000	Traffic Control Management	L.S.	1	\$ 1,500.00	\$ 1,500.00	\$ 2,500.00	\$ 2,500.00	\$ 12,000.00	\$ 12,000.00
16	821000	Mobilization	L.S.	1	\$ 10,000.00	\$ 10,000.00	\$ 2,500.00	\$ 2,500.00	\$ 29,000.00	\$ 29,000.00
17	832000	Class A Seeding	ACRE	0.10	\$ 1,500.00	\$ 150.00	\$ 2,000.00	\$ 200.00	\$ 23,100.00	\$ 2,310.00
18	832100	Steep Slope Seeding	ACRE	0.20	\$ 10,000.00	\$ 2,000.00	\$ 2,000.00	\$ 400.00	\$ 17,800.00	\$ 3,520.00
19	867300	Masonry Block Wall	SQ FT	925	\$ 15.00	\$ 13,875.00	\$ 46.49	\$ 43,003.25	\$ 26.00	\$ 24,050.00
20	701000	Panel Signs	SQ FT	48	\$ 25.00	\$ 1,200.00	\$ 28.00	\$ 1,248.00	\$ 20.00	\$ 960.00
21	701100	Steel Post and Base Post for Aluminum Panel Sign	LIN FT	185	\$ 25.00	\$ 4,125.00	\$ 35.00	\$ 5,775.00	\$ 13.15	\$ 2,169.75
22	702810	Traffic Control Devices for Construction	L.S.	1	\$ 1,500.00	\$ 1,500.00	\$ 3,000.00	\$ 3,000.00	\$ 8,000.00	\$ 8,000.00
23	704000	RetroreflectORIZED Painted Markings - 4"	LIN FT	3,800	\$ 0.75	\$ 2,700.00	\$ 2.50	\$ 9,000.00	\$ 0.80	\$ 2,880.00
24	801000	Construction Staking By the Contractor	L.S.	1	\$ 5,000.00	\$ 5,000.00	\$ 10,000.00	\$ 10,000.00	\$ 8,100.00	\$ 8,100.00
SUBTOTAL						\$ 183,700.00		\$ 268,392.25		\$ 297,958.75
NMGRT @ 8.3958%						\$ 15,423.08		\$ 22,533.88		\$ 25,015.85
TOTAL						\$ 199,123.08		\$ 290,925.93		\$ 322,974.60

I hereby certify that the above figures are the same as those submitted in the bid proposals, except for corrected items marked with and ((*)) or footnote. Unit Price Governs

1 No unit price provided. Unit price established based on total amount.

Verlyn A. Miller 11/23/15
 Verlyn A. Miller, P.E.



**WEST BEND
MUTUAL
INSURANCE
COMPANY (NAIC
#15350)**

[Back to Top](#)

BUSINESS ADDRESS: 1900 South 18th Avenue, West Bend, WI 53095. **PHONE:** (262) 334-5571. **UNDERWRITING LIMITATION b/:** \$54,203,000. **SURETY LICENSES c,f/:** IL, IN, IA, KS, KY, MI, MN, MO, NE, OH, WI. **INCORPORATED IN:** Wisconsin.

**Westchester Fire
Insurance
Company (NAIC
#10030)**

[Back to Top](#)

BUSINESS ADDRESS: 436 WALNUT STREET, P.O. BOX 1000, Philadelphia, PA 19106. **PHONE:** (215) 640-1000. **UNDERWRITING LIMITATION b/:** \$104,497,000. **SURETY LICENSES c,f/:** AL, AK, AZ, AR, CA, CO, CT, DE, DC, FL, GA, GU, HI, ID, IL, IN, IA, KS, KY, LA, ME, MD, MA, MI, MN, MS, MO, MP, MT, NE, NV, NH, NJ, NM, NY, NC, ND, OH, OK, OR, PA, PR, RI, SC, SD, TN, TX, UT, VT, VA, VI, WA, WV, WI, WY. **INCORPORATED IN:** Pennsylvania.

**Western Bonding
Company (NAIC
#13191)**

[Back to Top](#)

BUSINESS ADDRESS: 675 West Moana Lane, Suite 200, Reno, NV 89509. **PHONE:** (775) 829-6650. **UNDERWRITING LIMITATION b/:** \$351,000. **SURETY LICENSES c,f/:** NV, UT. **INCORPORATED IN:** Utah.



New Mexico E-Services for Contractor Licensing



Home Page

Company Details

Company Name	H.O. CONSTRUCTION. INC.	License Number	85027
Phone Number	5058730554	License Status	Active
Issue Date	03/26/2001	Expiry Date	03/31/2016
Volume	\$1000000.00 +		
Address			
4132 SHELDON SE			
City	ALBUQUERQUE		
State	NM	Zip Code	87105

QP Details

Name	Certificate No	Classification	Attach Date	Status
<u>HORACIO A ORTIZ</u>	100753	GS04	03/26/2001	Attached
<u>HORACIO A ORTIZ</u>	100753	GA03	03/26/2001	Attached
<u>HORACIO A ORTIZ</u>	100753	GA01	06/11/2002	Attached
<u>HORACIO A ORTIZ</u>	100753	GB98	06/11/2002	Attached
<u>ROBERT ERIC TOLEDO</u>	377155	GF09	01/23/2013	Attached

[Back to search page](#) [Back](#)



Home Search for Contractors

Home

Contractor Registration

Contractor Registration

Search Contractors

Search for active contractors in good standing:

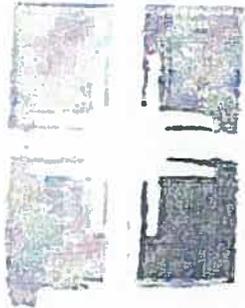
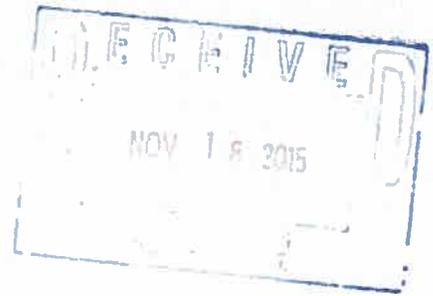
Enter either a Registraton Number **OR** any part of Contractor Name

Registration Number

Contractor Name

Registered Contractors in Good Standing

Contractor Name	Address	State	Phone #	Reg Date
Contractor Name 2	City	Zip	RegNumber	ExpDate
H.O. Construction, Inc.	PO Box 9468	NM	5058730554	5/12/2015
	Albuquerque	87119	0576220060825	5/12/2017



New Mexico DEPARTMENT OF
TRANSPORTATION
MOBILITY FOR EVERYONE

PS&E Section
PO Box 1149
Santa Fe, NM 87504-1149

REQUIRED DOCUMENTS
FOR
BID SUBMITTAL

*RIVER WALK PEDESTRIAN AND
BICYCLE TRAIL*

CN/Project No.: 4100930

County: San Miguel County

Termini: _____

Contractor: H.O. Construction, Inc.

ADDENDUM #1

To: All Planholders

Date: October 27, 2015

RE: **River Walk Pedestrian and Bicycle Trail**
CN 4100930

Description of Changes:

- 1) The Bid Opening Time has been moved to November 18, 2015 at 3:00 PM

General:

- All bidders must acknowledge Addendum #1 on Bid Proposal.
- All other requirements associated with the bidding of this project including the bid opening date and time will remain unchanged.

MILLER ENGINEERING CONSULTANTS, INC.


Verlyn A. Miller, P.E. 10/27/15
Date



BIDDER INFORMATION

BIDDER: H.O. Construction, Inc

AUTHORIZED AGENT: Horacio Ortiz

ADDRESS: PO Box 9468 Albuquerque NM 87119

TELEPHONE NUMBER (505) 873-0554

FAX NUMBER (505) 452-0844

DELIVERY: Horacio Ortiz

STATE PURCHASING RESIDENT CERTIFICATION NO.: L0775401424

NEW MEXICO CONTRACTORS LICENSE NO.: 85027

BID ITEM (S): 1-24 (Base Bid)

ITEM (S) UNDER THIS BID ARE TO BE F.O.B. LAS VEGAS, NEW MEXICO 87701. THE CITY OF LAS VEGAS RESERVES THE RIGHT REJECT ANY OR ALL BIDS AND TO WAIVE ANY TECHNICAL IRREGULARITY IN THE FORM OF THE BID.

AFFIDAVIT FOR FILING WITH COMPETITIVE BID

STATE OF New Mexico

COUNTY OF Bernalillo

I Horacio Ortiz, of lawful age, being of first duly sworn in oath, say that I am the agent authorized by the bidder to submit the attached bid. Affiant further states that the bidder has not been a party to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding; or with any city official or employee as to the terms of said prospective contract, or any other terms of said prospective contract; or in any discussion between bidders with any city official concerning an exchange of money or any other thing of value for special consideration in the letting of a contract.

[Signature]
Signature

Subscribed and sworn to before me, this 17 day of November, 2015.

(SEAL)



[Signature]
Notary Public Signature
My Commission Expires: 7/27/19

STATE OF NEW MEXICO

TAXATION AND REVENUE DEPARTMENT

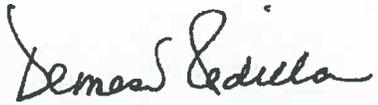
RESIDENT CONTRACTOR CERTIFICATE

Issued to: **H.O. CONSTRUCTION INC**
DBA: **H.O. CONSTRUCTION INC.**
PO BOX 9468
ALBUQUERQUE, NM 87119-9468

Expires: **12-Mar-2018**

Certificate Number:

L0775401424


Demesia Padilla, CPA, Cabinet Secretary

THIS CERTIFICATE IS NOT TRANSFERABLE

CLARIFICATION OF BID

Bidder requiring clarification or interpretation of Bid specifications shall make a written request to the Department involved in this bid request at least five (5) days prior to the scheduled bid opening date with a copy forwarded to the Finance Department. Any interpretation, corrections or changes of said Bid Specifications, Opening Date, or Time Change will be made by Addendum only. Interpretations, Corrections or changes of said bid made in any other manner will not be binding and the Bidder shall not rely upon such interpretation, corrections and changes.

MODIFICATION OF BID

Bids may be withdrawn upon receipt of written request prior to the scheduled bid opening for the purpose of making any corrections or changes. Such corrections must be properly identified and signed or initialed by the Bidder. Resubmission must be prior to the scheduled bid opening time in order to be considered. After bid opening, no price modifications of submitted bids or other provisions shall be permitted.

WITHDRAWAL OF BID

A low Bidder alleging a material mistake of fact, after bids have been opened may request their bid be withdrawn upon receipt of a written request to the Finance Department prior to the scheduled awarding date.

INSPECTION

Final inspection and acceptance will be made at the City's destination. Products rejected for nonconformance with the specifications shall be removed by the Bidder; at his/her risk and expense promptly after notice of rejection.

FEDERAL TAX IDENTIFICATION NUMBER

Pursuant to IRS requirements, Bidder shall provide their Federal Tax ID Number if Bidder is incorporated. If Bidder is a sole proprietorship or partnership then they shall provide their Social Security Number.

FEDERAL TAX ID NUMBER: 95-0478095
SOCIAL SECURITY NUMBER: _____

NEW MEXICO TAX IDENTIFICATION NUMBER

Payment may be withheld under (Section 7-10-5, N.M.S.A. 1978) If you are subject to New Mexico Gross Receipts Tax and have not registered for a New Mexico (CRS) Tax Identification Number. Contact the New Mexico Taxation & Revenue Department at (505) 827-0700 for registering instructions.

NEW MEXICO TAX IDENTIFICATION NO. (CRS): 02-462973-001

NEW MEXICO DEPARTMENT OF TRANSPORTATION

BID NUMBER: 4100930

River Walk Pedestrian and Bicycle Trail

THE CONTRACTOR MUST BID ON ALL ITEMS, ENTER ALL UNIT PRICES,
MAKE ALL EXTENSIONS AND TOTAL THE BID.

CONTRACTOR H.O. Construction, Inc

TOTAL AMOUNT BID \$ 203,481.68

New Mexico Department of Transportation

BID FORM

NAME H.O. Construction, Inc. TELEPHONE No. (505) 973-0554
ADDRESS PO Box 9468 Albuquerque NM 87119
*CONTRACTOR'S LICENSE No. 85027 * LICENSE CLASSIFICATION 400, 4003, 6198, 6304, 64
*RESIDENT BIDDER CERTIFICATE No. 1045195388

* Not Required for Bidding on Federal-Aid Projects

TO THE NEW MEXICO DEPARTMENT OF TRANSPORTATION:

The undersigned proposes to construct this New Mexico project in accordance with the current Standard Specifications for Highway and Bridge Construction, the plans, the Bid Schedule, the Special Provisions, Supplemental Specifications, the Disadvantaged Business Enterprise ("DBE") Program and all other contract documents of the New Mexico Department of Transportation ("Department"), the contents of which are incorporated by reference herein, and certifies to furnish and deliver all the materials and to do all work and labor required for the construction of New Mexico CN/Project No. 4100930 in San Miguel County, on a Bike Pedestrian trail located in Las Vegas between Jackson Street and Grand Avenue, being approximately 2,150 feet in length, at the prices stated in the Bid Schedule. The undersigned also certifies that it has examined the site of the proposed work, the material pits, the haul roads, the Standard Specifications, the plans, the Bid Schedule, the Special Provisions, Supplemental Specifications and all other contract documents before submitting the bid and is satisfied as to the requirements therein. As further consideration for the award of this contract, the undersigned agrees to the following terms, conditions and acknowledgments:

1. To execute the standard form contract and to furnish contract payment and performance bonds in the amount of One Hundred Percent (100%) of the total price of this bid within fifteen (15) days after receiving notification of the acceptance of this bid, and failing to do so, to forfeit the accompanying check or bid bond to the Department as liquidated damages, and the Department may proceed to award the contract to others.

2. To commence work within 15 days, or such additional time as may be allowed in writing by the Department, after notification of award of contract, and to substantially complete the contract, as awarded, in 60 days* and ready for final payment within 75 days*.

*Weather Working Days

3. The undersigned declares that it is the only entity or party interested in the bid as principal and that its officers, employees, subsidiaries or parent corporations (check box a. or b. as appropriate):

a. have not in any way participated in any activities in restraint of trade, or been debarred with relation to public contracts either in the State of New Mexico or any other State of the United States or on any federally-assisted contract during the five-year period immediately preceding this bid or either directly or indirectly entered into any agreement, participated in any collusion or otherwise taken any action in restraint of free competitive bidding in connection with this contract.

b. have participated in activities in restraint of trade with relation to public contracts either in the State of New Mexico or any other State of the United States or on any federally assisted contracts during the five-year period immediately preceding this bid or entered into collusion, or restraint of free competitive bidding on this contract, and are of the opinion that they are a responsible bidder entitled to the award of a contract involving public moneys and attach hereto an explanation of their activities in restraint of free trade, restraint of free competitive bidding, or collusion.

4. In accordance with the contract, plans and specifications to repair, maintain and guarantee all work performed thereunder until accepted by the Department.

5. The bidder, hereby certifies that it has has not , participated in a previous contract or subcontract subject to the equal opportunity clause, as required by Executive Orders 11246, 10925 and 11114 as amended, and that it has , has not , filed with the Office of Federal Contract Compliance Program all reports due under the applicable filing requirements.

6. We acknowledge receipt of the following Addenda:

No.	DATE	No.	DATE
<u>1</u>	<u>10-27-15</u>		

7. The undersigned agrees that any and all claims that the undersigned may have for overcharges resulting from antitrust violations as to goods, services and materials purchased in connection with this bid are hereby assigned to the State of New Mexico, but only to the extent that such overcharges are passed on to the State. The undersigned further agrees to require its Subcontractors to assign any and all such claims for overcharges to the State, but only to the extent such overcharges are passed on to the State, by executing an assignment on a form obtainable from the Engineer prior to the commencement of work by a Subcontractor. The undersigned retains all rights to any such antitrust claims to the extent of any overcharges not passed on to the State.

8. The undersigned tenders herewith, as a bid guarantee for which receipt has been given, a certified check, bid bond, cashier's check, postal money order or bank money order in the amount of at least 5% of the amount bid drawn to the order of the New Mexico Department of Transportation.

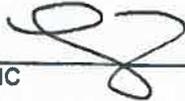
Organization: H&B Construction, Inc.
By: _____
Title: President

STATE OF New Mexico)
COUNTY OF Bernillo) ss

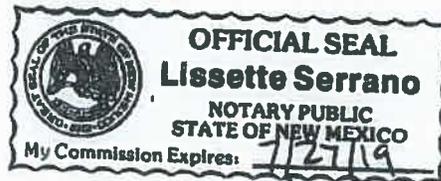
SUBSCRIBED AND SWORN TO BEFORE ME ON THIS:

11 DAY OF November, 2015

NOTARY PUBLIC



My Commission Expires: July 27, 2019



BID LOT #1 River Walk Pedestrian and Bicycle Trail - 4100930

SEQ. NO.	NMDOT ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	AMOUNT
1	201000	Clearing and Grubbing	L.S.	1	\$ 1800.00	\$ 1800.00 -
2	203000	Unclassified Excavation	CU YD	200	\$ 18.00 -	\$ 3600.00 -
3	203100	Borrow	CU.YD.	1,400	\$ 9.00 -	\$ 12600.00
4	207000	Subgrade Preparation	SQ.YD.	2,000	\$ 3.00 -	\$ 6000.00-
5	303140	Base Course - 4"	SQ.YD.	2,000	\$ 9.00 -	\$ 18000.00
6	417000	Miscellaneous Paving	SQ.YD.	1,850	\$ 18.00 -	\$ 29700.00
7	511000	Structural Concrete Class A	C.Y.	35	\$ 560.00-	\$ 19600.00-
8	540080	Reinforcing Bars Grade 80	LBS	3,800	\$ 1.50 -	\$ 5700.00 -
9	570012	12" Culvert Pipe	LIN.FT.	45	\$ 18.00 -	\$ 810.00 -
10	570024	24" Culvert Pipe	LIN.FT.	65	\$ 35.00 -	\$ 2275.00 -
11	602010	Rio Rap Class B	CU.YD.	8.0	\$ 125.00 -	\$ 1000.00 -
12	607079	Pedestrian/Bicycle Railing	LIN.FT.	270	\$ 170.00 -	\$ 45900.00-
13	608004	Concrete Sidewalk 4"	SQ.YD.	11	\$ 90.00 -	\$ 990.00 -
14	609200	Header Curb	LIN.FT.	270	\$ 22.00 -	\$ 5940.00 -
15	618000	Traffic Control Management	L.S.	1	\$ 1200.00	\$ 1200.00 -
16	621000	Mobilization	L.S.	1	\$ 3500.00	\$ 3500.00 -
17	632000	Class A Seeding	ACRE	0.10	\$ 3500.00	\$ 350.00 -
18	632100	Steep Slope Seeding	ACRE	0.20	\$ 700.00 -	\$ 1400.00 -
19	667300	Masonry Block Wall	SQ.FT.	925	\$ 12.00 -	\$ 11100.00
20	701000	Panel Signs	SQ.FT.	48	\$ 24.00 -	\$ 1152.00 -
21	701100	Steel Post and Base Post for Aluminum Panel Signs	LIN.FT.	165	\$ 16.00 -	\$ 2640.00 -
22	702810	Traffic Control Devices for Construction	L.S.	1	\$ 1100.00	\$ 1100.00 -
23	704000	RetroreflectORIZED Painted Markings - 4"	LIN.FT.	3,800	\$ 0.24 -	\$ 864.00 -
24	801000	Construction Staking By the Contractor	L.S.	1	\$ 10500.00	\$ 10500.00-
SUBTOTAL CONSTRUCTION						\$ 187,721.00
NMGRT @ 8.3958%						\$ 15,760.68
TOTAL CONSTRUCTION COST						\$ 203,481.68

THE AMERICAN INSTITUTE OF ARCHITECTS



AIA Document A310

Bid Bond

KNOW ALL MEN BY THESE PRESENTS, that we H.O. CONSTRUCTION, INC.
4132 Sheldon St. SE, Albuquerque, New Mexico 87105
as Principal, hereinafter called the Principal, and WESTCHESTER FIRE INSURANCE COMPANY
320 Osuna NE, Suite G-1, Albuquerque, New Mexico 87107

a corporation duly organized under the laws of the State of Pennsylvania
as Surety, hereinafter called the Surety, are held and firmly bound unto CITY OF LAS VEGAS
1700 N. Grand Ave., Las Vegas, New Mexico

as Obligee, hereinafter called the Obligee, in the sum of

FIVE PERCENT (5%) OF THE AMOUNT BID--- Dollars (\$),

for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind
ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by
these presents.

WHEREAS, the Principal has submitted a bid for

RIVER WALK PEDESTRIAN & BICYCLE TRAIL

NOW, THEREFORE, If the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract
with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding
or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt
payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter
such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty
hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract
with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain
in full force and effect.

Signed and sealed this 18TH day of NOVEMBER 2015

Witness signature line
H.O. CONSTRUCTION, INC. (Principal) (Seal)
H.O. OFFICE (Title) President
WESTCHESTER FIRE INSURANCE COMPANY (Surety) (Seal)
DEAN E. VIGIL (Title) ATTORNEY-IN-FACT

NOTICE TO CONTRACTORS

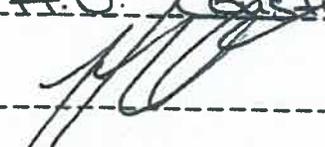
SUBCONTRACTORS FAIR PRACTICES ACT COMPLIANCE Revised 1-Sep-2005

CN 4100930

SUBCONTRACTOR(S)

NAME OF SUBCONTRACTOR AND LOCATION OF PLACE OF BUSINESS
BSN SANTA FE, NEW MEXICO

Contractor: H.O. Construction, Inc.

By: 

Title: President

Date: 11-16-15

New Mexico
State Highway and Transportation Department

NON-DEPARTMENT CERTIFICATION

I. Instructions For Certification

1. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.
4. The prospective primary participant shall provide immediate written notice to the department or agency to whom this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms "covered transactions," "barred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage

sections of the rules implementing Executive Order 12540. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.

6. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
7. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List (Tel. (505) 827-5570).
9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended,

debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

II. Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion.

STATE OF New Mexico)
COUNTY OF Bernalillo) ss

Horacio Ortiz being first
(President or duly authorized Company official

duly sworn deposes and says that he is President

_____ of _____
(official capacity)

H.O. Construction, Inc. with the intention of becoming
(Name of Company)

a primary participant on New Mexico Highway Construction

Project C.N. 4100930
(Project Number)

and that he certifies to the best of his knowledge and belief that said company and its principals:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
- (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract

under a public transaction, violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

- (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and
- (d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

Further witness my hand and seal this



(Signature)

Horacio Ortiz

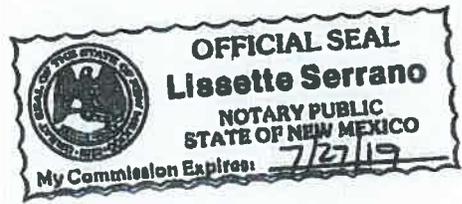
(Print Name)

SUBSCRIBED AND SWORN to before me a Notary Public this 11
day of November, 2015



Notary Public

My commission expires: 7/27/19



NOTICE TO CONTRACTORS

March 14, 1945

CONTRACTOR FOR FEDERAL-AID CONTRACT

The undersigned hereby certifies that the undersigned is a contractor for Federal-Aid contracts, and that the undersigned is a contractor for Federal-Aid contracts, and that the undersigned is a contractor for Federal-Aid contracts.

(1) The undersigned hereby certifies that the undersigned is a contractor for Federal-Aid contracts, and that the undersigned is a contractor for Federal-Aid contracts, and that the undersigned is a contractor for Federal-Aid contracts.

(2) It is hereby further stated that the undersigned certifies that the undersigned is a contractor for Federal-Aid contracts, and that the undersigned is a contractor for Federal-Aid contracts, and that the undersigned is a contractor for Federal-Aid contracts.

The undersigned certifies that the undersigned is a contractor for Federal-Aid contracts, and that the undersigned is a contractor for Federal-Aid contracts, and that the undersigned is a contractor for Federal-Aid contracts.

The undersigned certifies that the undersigned is a contractor for Federal-Aid contracts, and that the undersigned is a contractor for Federal-Aid contracts, and that the undersigned is a contractor for Federal-Aid contracts.

CAMPAIGN CONTRIBUTION DISCLOSURE FORM

Pursuant to Chapter 81, Laws of 2006, any prospective contractor seeking to enter into a contract with any state agency or local public body must file this form with that state agency or local public body. The prospective contractor must disclose whether they, a family member or a representative of the prospective contractor has made a campaign contribution to an applicable public official of the state or a local public body during the two years prior to the date on which the contractor submits a proposal or, in the case of a sole source or small purchase contract, the two years prior to the date the contractor signs the contract, if the aggregate total of contributions given by the prospective contractor, a family member or a representative of the prospective contractor to the public official exceeds two hundred and fifty dollars (\$250) over the two year period.

THIS FORM MUST BE FILED BY ANY PROSPECTIVE CONTRACTOR WHETHER OR NOT THEY, THEIR FAMILY MEMBER, OR THEIR REPRESENTATIVE HAS MADE ANY CONTRIBUTIONS SUBJECT TO DISCLOSURE.

The following definitions apply:

"Applicable public official" means a person elected to an office or a person appointed to complete a term of an elected office, who has the authority to award or influence the award of the contract for which the prospective contractor is submitting a competitive sealed proposal or who has the authority to negotiate a sole source or small purchase contract that may be awarded without submission of a sealed competitive proposal.

"Campaign Contribution" means a gift, subscription, loan, advance or deposit of money or other thing of value, including the estimated value of an in-kind contribution, that is made to or received by an applicable public official or any person authorized to raise, collect or expend contributions on that official's behalf for the purpose of electing the official to either statewide or local office. "Campaign Contribution" includes the payment of a debt incurred in an election campaign, but does not include the value of services provided without compensation or unreimbursed travel or other personal expenses of individuals who volunteer a portion or all of their time on behalf of a candidate or political committee, nor does it include the administrative or solicitation expenses of a political committee that are paid by an organization that sponsors the committee.

"Contract" means any agreement for the procurement of items of tangible personal property, services, professional services, or construction.

"Family member" means spouse, father, mother, child, father-in-law, mother-in-law, daughter-in-law or son-in-law.

"Pendency of the procurement process" means the time period commencing with the public notice of the request for proposals and ending with the award of the contract or the cancellation of the request for proposals.

"Person" means any corporation, partnership, individual, joint venture, association or any other private legal entity.

"Prospective contractor" means a person who is subject to the competitive sealed

proposal process set forth in the Procurement Code or is not required to submit a competitive sealed proposal because that person qualifies for a sole source or a small purchase contract.

"Representative of a prospective contractor" means an officer or director of a corporation, a member or manager of a limited liability corporation, a partner of a partnership or a trustee of a trust of the prospective contractor.

DISCLOSURE OF CONTRIBUTIONS:

Contribution Made By: _____

Relation to Prospective Contractor: _____

Name of Applicable Public Official: _____

Date Contribution(s) Made: _____

Amount(s) of Contribution(s) _____

Nature of Contribution(s) _____

Purpose of Contribution(s) _____

(The above fields are unlimited in size) _____

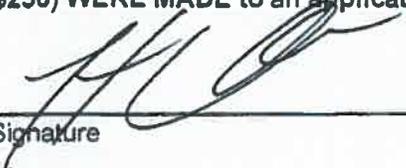
Signature

Date

Title (position)

-OR-

NO CONTRIBUTIONS IN THE AGGREGATE TOTAL OVER TWO HUNDRED FIFTY DOLLARS (\$250) WERE MADE to an applicable public official by me, a family member or representative.



Signature

11-17-15

Date

President

Title (Position)

**New Mexico Pay Equity Reporting Acknowledgement
Executive Order 2009-049**

Contractor: H.O. Construction, Inc.
Control No.: 4100930

Note: The Executive Order and required forms can be obtained from the following link:
http://www.generalservices.state.nm.us/spd/pay_e.html

Contractor agrees if it has ten (10) or more employees OR eight (8) or more employees in the same job classification, at any time during the term of this contract, to complete and submit the required reporting form (PE10-249 or PE250, depending on their size at the time) either within thirty (30) calendar days of contract award (if the contract did not result from a solicitation) or on the annual anniversary of the initial report submittal for contracts up to one (1) year in duration (if the contract did result from a solicitation).

For contracts that extend beyond one (1) calendar year, or are extended beyond one (1) calendar year, contractor also agrees to complete and submit the required form annually within thirty (30) calendar days of the annual contract anniversary date of the initial submittal date and, if more than 180 calendar days has elapsed since submittal of the last report, at the completion of the contract.

Should contractor not meet the size requirement for reporting at contract award but subsequently grows such that they meet or exceed the size requirement for reporting, contractor agrees to provide the required report within ninety (90) calendar days of meeting or exceeding the size requirement. That submittal date shall serve as the basis for submittals required thereafter.

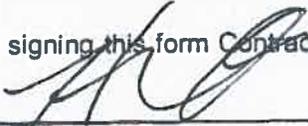
Contractor also agrees to levy these reporting requirements on any subcontractor(s) performing more than 10% of the dollar value of this contract if said subcontractor(s) meets, or grows to meet, the stated employee size threshold during the term of the contract. Contractor further agrees that, should one or more subcontractor not meet the size requirement for reporting at contract award but subsequently grows such that they meet or exceed the size requirement for reporting, contractor will submit the required report for each such subcontractor, within ninety (90) calendar days of that subcontractor meeting or exceeding the size requirement. Subsequent report submittals, on behalf of each such subcontractor, shall be due on the annual anniversary of the initial report submittal. Contractor shall submit the required form(s) to the State Purchasing Division of the General Services Department, and other departments as may be determined, on behalf of the applicable subcontractor(s) in accordance with the schedule contained in this paragraph. Contractor acknowledges that this subcontractor requirement applies even though contractor itself may not meet the size requirement for reporting and be required to report itself.

Contractor shall not be required to report more frequently than annually unless more than 180 calendar days has elapsed since submittal of the last report and the contract has reached completion. The requirement for reporting at contract completion shall not apply in the case of a one-time fulfillment of a purchase order.

By signing this form Contractor acknowledges that it will comply with these requirements

Signature

Date



10-17-15

NOTICE TO CONTRACTORS**DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM
RACE-CONSCIOUS MEASURES**

October 18, 2010

4100930

This Project is subject to race-conscious measures. The established DBE Goal for this project is 0 %.

At the time the bid is submitted to the Department, ALL BIDDERS as indicated below, shall establish whether it can or cannot meet the established DBE goal and shall complete, sign and submit Form No. A-585, DBE A-1 Pages 1 and 2 indicating the subcontractors/suppliers that it will use if awarded the project. Each Bidder is responsible for confirming that each DBE it intends to utilize is currently certified. To do so, Bidders should confirm the DBE firm's status by accessing the DBE Directory at <http://nmdot.dbesystem.com>. Any questions about accessing the Directory or properly completing the forms can be addressed to the:

Construction and Civil Rights Bureau (CCRB), 1570 Pacheco Street, Suite A-10, Santa Fe, NM 87505 (505) 476-0974.

In addition, within five (5) working days after the bid opening, by 4:00 PM, ALL BIDDERS shall submit written confirmation from each DBE of its intent to participate in the contract as provided in the Bidder's commitment. See the Notice to Contractors for Disadvantaged Business Enterprise (DBE) Program Race-Conscious Measures- Form A-644 for specific instructions and the required form (Form No. A-644).

If the bidder cannot meet the established DBE goal, the bidder shall submit documentation evidencing its "Good Faith Efforts" to obtain DBE participation. This documentation shall be submitted to the OEOP located at Aspen Plaza, 1596 Pacheco Street, Suite 107, Santa Fe NM, 87505. Documentation will be accepted until 4:00 PM within (5) five working days after the bid opening. The *Selected OBE Program Provisions Disadvantaged Business Participation in USDOT Assisted Contracts* provides a detailed listing of the types of actions that the NMDOT will consider as evidence of a Bidder's "Good Faith Efforts" to obtain DBE participation. At a minimum, the Bidder shall provide evidence that it: solicited through all reasonable and available means the interest of all certified DBE firms that have the capability to perform the work on the contract; and, determined with certainty whether DBE firms were interested by taking appropriate steps to follow up on initial solicitations. Evidence shall include copies of newspaper advertisements, fax logs, telephone logs, or other means utilized to solicit and follow up with the DBE firms.

If a Bidder is submitting "Good Faith Efforts" documentation, this Notice to Contractors, Form No. A-585A, DBE A-1; and Form No. A-644 shall be completed and submitted in accordance with the time frames indicated above. If the OEOP determines that the apparent low bidder has failed to provide adequate evidence of "Good Faith Efforts", the Department will notify the apparent low bidder of that determination and provide the apparent low bidder with the opportunity to request administrative reconsideration of that determination pursuant to 49 CFR 26.53(b)(3)(d).

FAILURE TO COMPLY WITH THESE REQUIREMENTS SHALL RENDER A BID NON-RESPONSIVE AND THE BID SHALL BE REJECTED.

In accordance with 49 CFR Part 26, the Department's Disadvantaged Business Assistance Program, and the applicable Special Provisions, the bidder (Check box a., b. or c. as appropriate):

- () a. Assures to meet or exceed the established DBE goal.
- () b. Cannot meet the established DBE goal. Assures to submit "Good Faith Efforts" documentation.
- c. Is a certified DBE contractor. Shall list itself and any other DBE subcontractor(s) on Form No. A-585A, DBE A-1.

New Mexico Department of Transportation
 RACE CONSCIOUS MEASURE PROJECT
 CONTRACT GOAL FOR DISADVANTAGED BUSINESS ENTERPRISE PROGRAM
 IN HIGHWAY CONSTRUCTION

For the purpose of this contract, a goal of 0% percent has been established for certified Disadvantaged Business Enterprise (DBE) Participation.

Type or Print Legibly

Name of DBE	DBE Address	Description of Work	Proposed Amount
H.O Construction Inc.	PO Box 9468 Albuquerque NM 87112	General	203,481.68
Total DBE Participation			\$ 203,481.68

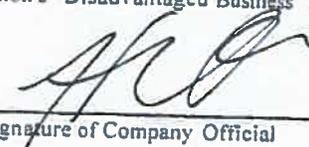
1. Control No. 4100930
2. Contractor's DBE Liaison Officer H.O. Construction, Inc.
3. Total Amount of the Bid \$ 203,481.68
- **4. DBE Participation Percentage 100 % of line 3.

*Written confirmation from the DBE that is participating in the contract is required. See Form A-644.
 ** If the contract goal is not met, evidence of "Good Faith Efforts" must be provided. The bidder must show that it took all necessary and reasonable steps to achieve a DBE goal or other requirement by the scope, intensity and appropriateness

I will abide by the Disadvantaged Business Enterprise (DBE) goal set forth for this project and hereby submit the names of the DBE firms that will participate in this project. Substitution(s) will not be allowed without prior submission of written justification to the Project Manager for approval. I understand that failure to meet the goal may result in Liquidated Damages for the difference between the DBE goal and the actual DBE participation achieved.

This statement is my assurance that H.O. Construction, Inc. (name of firm) agrees to comply with the requirements of 49 CFR Part 26, and the New Mexico Department of Transportation's Disadvantaged Business Enterprise Program, and all the requirements contained therein.

11-17-15
 Date


 Signature of Company Official

Work Session

CITY COUNCIL MEETING AGENDA REQUEST

DATE: 01/04/16

DEPT: Utilities Dept.

MEETING DATE: 01/12/16

DISCUSSION ITEM/TOPIC: Purchase of Ditch Witch JT20 Directional Drill/Trenchless Excavating by the Utilities Gas division.

BACKGROUND/RATIONALE: The purchase of this drill will improve customer service and safety by allowing employees to install and replace lines without excavation which will limit surface disruption and damage. It will allow for minimal trenching and damage to sidewalks and roadways and will improve efficiency at a reduced cost. The purchase price is \$268,119.67.

THIS REQUEST FORM MUST BE SUBMITTED TO THE CITY CLERK'S OFFICE NO LATER THAN 5:00 P.M. ON FRIDAY ONE AND A HALF WEEKS PRIOR TO THE CITY COUNCIL MEETING.


SUBMITTER'S SIGNATURE

REVIEWED AND APPROVED BY:


ALFONSO E. ORTIZ, JR.
MAYOR


ELMER J. MARTINEZ
CITY MANAGER


ANN MARIE GALLEGOS
FINANCE DIRECTOR
(PROCUREMENT)

PURCHASING AGENT
(FOR BID/RFP AWARD)

DAVE ROMERO
CITY ATTORNEY
(ALL CONTRACTS MUST BE
REVIEWED)

Approved to form 1-26-15



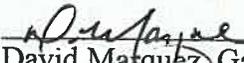
CITY OF LAS VEGAS

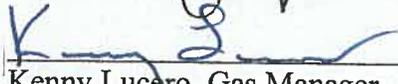
1700 N. GRAND AVE. • LAS VEGAS, NEW MEXICO 87701-4731 • 505-454-1401 • FAX: 505-425-7335

ALFONSO E. ORTIZ, JR.
Mayor

MEMORANDUM

TO: Elmer Martinez, City Manager

FROM: 
David Marquez, Gas Superintendent

THRU: 
Kenny Lucero, Gas Manager


Ken Garcia, Utilities Director

DATE: December 29, 2015

RE: Equipment Purchase Request

The Gas Division is requesting approval to purchase a Ditch Witch JT20 Directional Drill/Trenchless Excavating. This technology will dramatically improve customer service and safety by allowing employees to install and replace lines without excavation, therefore limiting surface disruption and damage. It will enable staff to replace utilities with minimal trenching and damages to sidewalks, roadways, newly paved roads, traffic closures while dramatically improving efficiency at reduced cost while at the same time improving employee and customer safety. It is a vital piece of equipment that has been around for twenty years and is now being used by the majority of the utilities.

This equipment is available through the GSA contract at \$268,119.67. The specifications and details from Ditch Witch JT20 Directional Drill/Trenchless Excavating are attached. The purchases budgeted under Line Item #627-0000-650-8004.

Should you have any questions, please feel free to contact me at 505.429.0256. Thank you for your consideration in this matter.

 1/6/16
Approve

Disapprove

627-0000-650-8004

Fiscal

7/1/2015 - 6/30/2016

Balance:

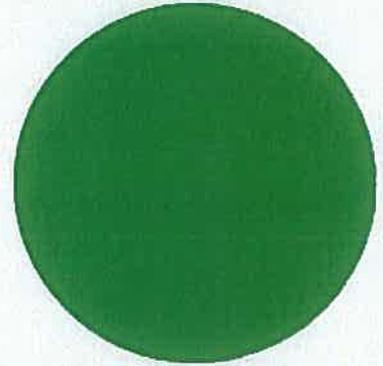
EQUIPMENT

Pending:

- General
- Segmentation
- Report Groups
- Notes
- Authorization
- Budget
 - Summary
 - Detail
 - Period Distributions
 - Adjustments
 - Budget Notes
 - History
 - Detail
 - Period Activity
 - Fiscals
 - Journal Entries
 - Encumbrances
 - Reserves

Budget Summary

Original Budget	350,000.00
<u>Adjustments</u>	<u>0.00</u>
Current Budget	350,000.00
<u>Activity</u>	<u>0.00</u>
<u>Encumbrances</u>	<u>0.00</u>
<u>Reserves</u>	<u>0.00</u>
Budget Remaining	350,000.00
<u>Pending</u>	<u>0.00</u>
Budget Available	350,000.00



■ Budget Used
 ■ Budget Remaining

Budget Remaining	350,000.00	Percent Remaining
Budget Used	0.00	Percent Used

EKA

P.O. Box 932 • Grayson, GA 30017-0018
770.498.9316 • 866.498.9316 • 770.498.9318 (fax)
EKA**Sales.com**



Customer Quote

EKA Quote #	Date	Quote valid until:
4618	11/6/2015	2/29/2016

Name / Address	
City of Las Vegas Utilities Gas Dept David Marquez PO Box 160 Las Vegas, NM 87701 505-429-0256	
Solicitation number	DEALER REQUEST

Delivery Address

EKA Quote Contact	Contract Number	Payment Terms	F.O.B. terms	Dealer
	SEE BELOW	NET 30 DAYS	DEST	DW OF NM

Item / Description	Qty	Price Each	Total
DITCH WITCH JT20A JT20 Jet Trac #JT20A-1 JT20-1 Base Unit - 40 Lined Pipe #102-1459 TD DISPLAY, BASE UNIT, US RADIO #604-723 SHIP KIT JT2020/JT20 #131-259 INSERT BIT - CARBIDE TIPPED (6) #327-457 ROCK ANCHOR (2) #101-160 UMBRELLA KIT #368-687 2.35" QUICK WRENCH JAW #401-300 EZ CONNECT 1.94-4M/2.00-6M EZ2 #369-999 CONNECTOR 2.00-6F EZ2/1.94-4M (2) #908-1706 CONNECTOR 2.00-6EZ2 -F / 2.38 -M (2) #906-1854 3.0" HD TriHawk HSG / 86B / 2.38 Reg #906-1719 TriHawk III / 4.38 / 3.0 HSG / 20K Drills #906-1796 3.0" TriHawk Drt Bit Adapter/ DW5 / M12 #369-731 4-5/12-63-10 TUFF BIT #368-942 6.5-2.75 COMPACT 1.94-4F/20K #368-946 10.5-2.75 COMPACT 1.94-4F/30K #110-040 3/4" ANCHOR SHACKLE (7/8" PIN) #110-969 5/8" ANCHOR SHACKLE (3/4" PIN) #159-422 NOZZLE ANG. ORF .156", 7/16-20 (12) #159-423 NOZZLE STR. ORF.188", 7/16-20 (6) #FM13V-2 FM13V Electric Start #190-1266 FM13V SHIP KIT #350-1622 500 GAL TANK ASSEMBLY #190-1187 TANK SHIP KIT, 500 GAL #100-068 2" HOSE ADAPTER KIT #153-357 TRANSFER HOSE (2" FHC, 50') #102-1428 86Bv2 Basic Assembly #102-1528 TKD SS. Base Unit, USA Radio #222-5446 3220 HARD CASE, TK SYSTEM #400-2352 14" - 3.25" WARTHOG HD (2 3/8" API-R F-F Diamond T Trailer GSA CONTRACT #GS-30F-0005N/HGAC CONTRACT #EM06-15	1	199,089.50	199,089.50
	1	10,200.00	10,200.00

DUNS: 07-594-9644; TIN: 58-1328598; Cage Code: 2Y851.
We appreciate the opportunity to serve your government business needs.

Total \$209,289.50

EKA

P.O. Box 932 • Grayson, GA 30017-0018
770.498.9316 • 866.498.9316 • 770.498.9318 (fax)

EKASales.com



Customer Quote

EKA Quote #	Date	Quote valid until:
4617	11/6/2015	2/29/2016

Name / Address	
City of Las Vegas Utilities Gas Dept David Marquez PO Box 160 Las Vegas, NM 87701 505-429-0256	
Solicitation number	DEALER REQUEST

Delivery Address

EKA Quote Contact	Contract Number	Payment Terms	F.O.B. terms	Dealer
	SEE BELOW	NET 30 DAYS	DEST	DW OF NM

Item / Description	Qty	Price Each	Total
#FX30A-BASIC-1 DITCH WITCH FX30A: Reverse Flow Power Pack	1	58,830.17	58,830.17
#350-3816 FX30 800 GAL PARTS ASM			
#350-3983 TANK AND SKID 800 GAL			
#601-787 SHUTOFF ASSEMBLY			
#270-6009 800 GALLON PRODUCTION KIT			
#601-132 WATER HOSE REEL SUB ASSY			
#350-3706 3" & 4" HOSE AND TOOL RACK			
#350-2460 WATER TANK SUB, 300 GALLON			
#350-3728 GEAR PUMP HYDRAULICS 800 GAL			
#150-3675 BULK HOSE, HIGH TEMP (164)			
#301-4659 VERTICAL CYCLONE LID			
#350-3693 FILTER STAND (80 & 200 GAL WATER)			
#350-3768 4" ELBOW AND HOSE BARB			
#350-3777 FILTER ASSEMBLY			
#350-3779 CYCLONE ASSEMBLY			
#350-3796 4" 180 DEGREE HOSE TRANSITION			
#350-3915 FILTER STAND (300 GAL WATER)			
#256-630 TRACTOR HYD FLUID (2)			
#153-954 REDUCER 4 1/2 FHCM-3 1/2 FHCF			
#310-893 3" SUCTION TOOL			
#318-652 3" SUCTION HOSE-50'-M/F			
#025-1022 T18S VAC TRAILER			
GSA CONTRACT #GS-30F-0005N/HGAC CONTRACT #EM06-15			

DUNS: 07-594-9644; TIN: 58-1328598; Cage Code: 2Y851. We appreciate the opportunity to serve your government business needs.	Total	\$58,830.17
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QUALITY
MOTOR
COMPANY

EL FIDEL
HO

STOP

EL FIDEL
HO





Ditch
Witch



Ditch
Witch

Control



DUNE GEL

Work Session

CITY COUNCIL MEETING AGENDA REQUEST

DATE: 01/04/16

DEPT: Utilities Dept.

MEETING DATE: 01/12/16

DISCUSSION ITEM/TOPIC: Las Vegas Landfill closure project change order #5.

BACKGROUND/RATIONALE: This change order was for additional work completed by New Image Construction due to the excavation of unexpected municipal solid waste at the landfill project. The change order included additional costs for specific items which were required to be completed for the overall successful completion of the landfill project. The amount of the change order is \$101,807.60.

THIS REQUEST FORM MUST BE SUBMITTED TO THE CITY CLERK'S OFFICE NO LATER THAN 5:00 P.M. ON FRIDAY ONE AND A HALF WEEKS PRIOR TO THE CITY COUNCIL MEETING.


SUBMITTER'S SIGNATURE

REVIEWED AND APPROVED BY:


ALFONSO E. ORTIZ, JR.
MAYOR


ELMER J. MARTINEZ
CITY MANAGER

ANN MARIE GALLEGOS
FINANCE DIRECTOR
(PROCUREMENT)

PURCHASING AGENT
(FOR BID/RFP AWARD)

DAVE ROMERO
CITY ATTORNEY
(ALL CONTRACTS MUST BE
REVIEWED)

Approved to form 1-26-15

CHANGE ORDER NO. 05

Date of Issuance: 10/25/2015
 Owner: City of Las Vegas
 Contractor: New Image Construction, Inc.
 Engineer:
 Project: Las Vegas Landfill Corrective Measure & Closure Project

Effective Date:
 Owner's Contract No.:
 Contractor's Project No.:
 Engineer's Project No.: 4419647
 Contract Name:

- 5-1 Encountered unexpected trash, equipment, labor & supervision for trash removal and leachate;
 - 5-2 Form setting for slurry;
 - 5-3 Reimbursement for Townsend Archaeological Consultants archeological work;
 - 5-4 Equipment & Additional Labor placing trash & gravel;
 - 5-5 Bollards
 - 5-6 Quantity Adjustment on Bid Items
- Attachments: Detail breakdown provided on attached Pages 2 & 3

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: \$ <u>934,289.00</u>	Original Contract Times: 90 days from April 15, 2015 Substantial Completion: <u>July 15, 2015</u> Ready for Final Payment: <u>July 15, 2015</u> dates
Increase from previously approved Change Orders No. <u>01</u> to No. <u>04</u> : \$ <u>6,605.16</u>	Increase from previously approved Change Orders No. 1 to No. 4: Substantial Completion: <u>103 days</u> Ready for Final Payment: <u>103 days</u> days
Contract Price prior to this Change Order: \$ <u>940,894.16</u>	Contract Times prior to this Change Order: Substantial Completion: <u>October 25, 2015</u> Ready for Final Payment: <u>October 25, 2015</u> dates
Increase of this Change Order: \$ <u>101,807.60</u>	Increase of this Change Order: Substantial Completion: <u>0</u> Ready for Final Payment: <u>0</u> days
Contract Price incorporating this Change Order: \$ <u>1,042,701.76</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>October 25, 2015</u> Ready for Final Payment: <u>October 25, 2015</u> dates

RECOMMENDED:
 By: *George H. White*
 Engineer (if required)
 Title: Project Engineer
 Date: 11/30/15

ACCEPTED:
 By: _____
 Owner (Authorized Signature)
 Title _____
 Date _____

ACCEPTED:
 By: *John M. ...*
 Contractor (Authorized Signature)
 Title: Project Engineer
 Date: 11-30-15

5-1 Trash Removal & Leachate		Hours/ Days	Rate	Extended
Date	Description			
Friday, July 24, 2015	Cat Excavator EX 200L	8.0 Hr	200.00	1,600.00
Friday, July 24, 2015	Cat Excavator 315L	8.0 Hr	200.00	1,600.00
Monday, July 27, 2015	Cat Excavator EX 200L	7.0 Hr	200.00	1,400.00
Monday, July 27, 2015	Cat Excavator 315L	7.0 Hr	200.00	1,400.00
Monday, July 27, 2015	Cat Dozer D6H	5.0 Hr	200.00	1,000.00
Monday, July 27, 2015	Service Truck	1.0 Day	150.00	150.00
Monday, July 27, 2015	Supervision	2.0 Hr	55.20	110.40
Tuesday, July 28, 2015	Cat Excavator EX 200L	6.0 Hr	200.00	1,200.00
Tuesday, July 28, 2015	Cat Excavator 315L	6.0 Hr	200.00	1,200.00
Tuesday, July 28, 2015	Cat Excavator EX 200L	4.0 Hr	200.00	800.00
Wednesday, July 29, 2015	Cat Excavator EX 200L	8.5 Hr	200.00	1,700.00
Wednesday, July 29, 2015	Cat Excavator 315L	8.5 Hr	200.00	1,700.00
Wednesday, July 29, 2015	Service Truck	1.0 Day	150.00	150.00
Wednesday, August 5, 2015	Cat Excavator 315L	7.0 Hr	200.00	1,400.00
Wednesday, August 5, 2015	Supervision	2.0 Hr	55.20	110.40
Thursday, August 6, 2015	Cat Excavator 315L	11.5 Hr	200.00	2,300.00
Thursday, August 6, 2015	Service Truck	1.0 Day	150.00	<u>150.00</u>
Sub-total 5-1				<u>\$17,970.80</u>
5-2 Form Setting for Slurry Backfill				
Wednesday, August 26, 2015	Labor	30.0 Hr	34.50	1,035.00
Thursday, August 27, 2015	Labor	12.0 Ea	34.50	414.00
Material	Sheets of Plyform	10.0 Ea	34.00	340.00
Material	Lumber 2x4x12	30.0 Ea	6.75	<u>202.50</u>
Sub-total 5-2				<u>\$1,991.50</u>
5-3 Townsend Archaeological				
Preliminary Report, Monitoring & Final Report				
Saturday, August 15, 2015	Invoice 2015-11a	1.0 Ea	3,458.00	<u>3,458.00</u>

Sub-total 5-3

\$3,458.00

5-4 Equipment and Additional Labor

Lump sum pricing for additional equipment usage and additional labor to place trash and gravel on leachate and slope over liner; Equipment used H44 Wheel Loader and D6 Dozer.

Sub-total 5-4

\$17,200.00

5-5 Bollards

4 Bollards around Metering Manholes @ \$275.00 each.

Sub-total 5-5

\$ 1,100.00

5-6 Adjustment of Quantities on Bid Items

Additional Material Testing Allowance (Re: Item 2)	\$ 1,746.30
Unused As-Built Survey /Construction Staking (Re:Item 6)	\$ (7,600.00)
Additional Reseeding of Disturbed Areas (Re:Item 7)	\$ 1,260.00
Additional Excavation/Hauling of Borrow Material from offsite (Re:Item 12)	\$ 51,156.00
Additional Clean Smooth Round Rock (Re:Item 19)	\$ 10,450.00
Additional Bentonite/Cement Slurry (Re:Item 20)	\$ 1,100.00
Additional Filter Fabric (Re:Item 21)	\$ 1,520.00
Additional SDR 35 PVC Sewer Pipe (Re:Item 24)	\$ 455.00

Sub-total 5-6

\$ 60,087.30

Grand Total Change Order No 5

\$ 101,807.60



December 22, 2015

Maria Gilvarry, Project Manager
Utility Services Department
905 12th Street
Las Vegas, NM

**RE: Las Vegas Landfill Corrective Measures and Closure Project –
Information/clarification regarding Change Order 5 construction items**

Dear Ms. Gilvarry,

Souder, Miller & Associates (SMA) has been pleased to provide construction management and construction observation services for the above mentioned project. This letter serves to provide information and clarification to the City of Las Vegas (City) regarding completion of the project and the final change order for the project, Change Order No. 5 (copy attached).

Change Order No 5 is broken up into specific items which were required to be completed for the successful completion of the landfill project. Below is a detailed breakdown of each of the items with additional information provided for reference.

Item 5-1: Trash Removal & Leachate

During the course of construction of the leachate cut off wall (French Drain), municipal solid waste (MSW) was unexpectedly encountered during excavation. MSW was not expected to be encountered since the French Drain alignment was placed outside of the original property boundary for the landfill. In addition, field borings were drilled, as part of the design process, along the alignment of the French Drain to determine the depth of the shale material and these borings did not encounter any trash. This change in working conditions was the basis for this change order item since the base bid for excavation of the French Drain was for excavation in soil. Excavating in MSW, when compared to soil, is much more labor and time consuming. Providing proper benching to ensure safe trench working conditions required a much wider excavation since MSW has a much lower angle of repose than soil (the steepness of the slope you can safely pile material). This item addresses the additional efforts required for excavating/removing unexpected MSW encountered at the project site and these efforts were in addition to work needed for completing the base bid work items. Since the extent of the MSW was unknown, this work was completed on a time and materials basis in the presence of the project's Construction Observer and the field reports completed by the Construction Observer document the additional efforts required.

Item 5-2: Form Setting for Slurry Backfill

The bottom of the French Drain was designed to key into an impermeable shale layer located under the landfill, using a slurry backfill for the bottom barrier. This setup, in combination with a plastic

liner keyed into the slurry, provides a water stop and allows the leachate (contaminated water flowing through the landfill, over the shale layer) to be directed into the gravity sewer line and prevents the leachate from leaking under drain pipe and downstream and undesirably offsite. During construction of the slurry trench, a section of shale was lower than what was originally expected, based upon the field borings placed along the alignment. Between two of the borings, the top of the shale sharply went down and back up, creating a depressed section. This item addresses the additional efforts required for installing forms which were required for construction of an elevated section of the bentonite slurry trench wall for this depressed section to ensure the completed French Drain would be as watertight as possible. Since the exact limits of the depressed section were only available as the forms were installed, this work was completed on a time and materials basis, in the presence of the project's Construction Observer. Field reports completed by the Construction Observer document the additional efforts required.

Item 5-3: Townsend Archaeological

During excavation of the gravity sewer line, it was determined that archaeological sites were present along the alignment and required the services of an archaeologist to determine the boundaries of the sites and to provide monitoring during construction. The cost for this additional work was agreed to be a reimbursable expense for the contractor, with no cost markup allowed. This work was completed in the presence of the project's Construction Observer and the field reports completed by the Construction Observer document the completed services.

Item 5-4: Equipment and Additional Labor

This item addresses the additional efforts required for replacing the unexpected MSW encountered at the project site during excavation of the leachate collection trench (French Drain), following requirements provided by the New Mexico Environment Department. These efforts were in addition to work needed for completing the base bid work items. Note this is in addition to Item 5-1 of this change order, which addressed the additional efforts required for excavating the MSW. This work was completed in the presence of the project's Construction Observer and the field reports completed by the Construction Observer document the additional efforts required. The following work was required for replacement of the trash within the excavated trench, which is substantially more difficult to work with than typical fill material. Since a fixed volume of MSW to be replaced was available based upon the amount previously excavated, a lump sum price for the additional equipment usage and labor was used. The actual amount of work and time required was significantly more than what was agreed upon, but the contractor agreed to stick with the agreed upon fee. This work was completed in the presence of the project's Construction Observer and the field reports completed by the Construction Observer document the completed services.

Item 5-5: Bollards

A fiberglass metering manhole was installed along the gravity line to allow for flow measurements to be obtained. It was desired to have four protective bollards placed around metering manhole to prevent damage from vehicles, maintenance machines such as lawnmowers, etc. This work was completed on a fixed fee basis as additional work beyond the base bid in the presence of the project's Construction Observer and the field reports completed by the Construction Observer document the completed work.

We appreciate the opportunity to work on this important project and look forward to providing additional services on future City projects.

If you have any questions or need additional information, please do not hesitate to contact me on my cell phone anytime at 505-507-1306 or via email at george.mihalik@soudermiller.com.

Sincerely,
Souder, Miller & Associates



George Mihalik, P.E.
Senior Project Engineer

Attachments – Change Order No. 5

**Engineer's Construction Cost Estimate
Las Vegas Landfill Corrective Measures and Closure**

Item No. Item Description Unit Quantity Cost Per Unit Cost Subtotals

NON CONSTRUCTION COSTS					
Bidding, Construction and Monitoring Wells					
1	Construction Phase Services	LS	1	\$52,581	\$52,581
2	Construction Phase Additional Services (RPR - Observation)	LS	1	\$15,643	\$15,643
3	Additional Services (survey of borrow area)	LS	1	\$3,200	\$3,200
4	Additional Services (design of borrow area grading)	LS	1	\$3,600	\$3,600
5	Additional Services (four new monitoring wells)	LS	1	\$30,000	\$30,000
6	Additional Services (sampling and report on monitoring wells)	LS	1	\$42,500	\$42,500
Subtotal Design, Bidding, Construction and Monitoring Wells					\$147,524
7.0% NMGR on Engineering (Albuquerque)					\$7,131.67
8.0625% NMGR on Construction Observation and Monitoring Wells (Las Vegas)					\$3,679.97
TOTAL NON CONSTRUCTION COSTS (Tax Included)					\$158,336

CONSTRUCTION COSTS					
CIP=Complete in Place					
General and Miscellaneous					
1	Mobilization (75%/Demobilization (25%))	LS	1	\$80,000	\$80,000
2	Material Testing Allowance	Allow	1	\$20,000	\$20,000
3	Hydrostatic Testing (manholes and piping)	LS	1	\$5,000	\$5,000
4	Storm Water Pollution Prevention Plan (SWPPP) Preparation	LS	1	\$5,000	\$5,000
5	Storm Water Pollution Prevention Plan (SWPPP) Implementation, Complete in Place (CIP)	LS	1	\$40,000	\$40,000
6	As-Built Survey/Construction Staking	LS	1	\$20,000	\$20,000
7	Seeding, CIP	AC	30	\$1,500	\$45,000
8	Traffic Control Plan and Implementation	LS	1	\$5,000	\$5,000
9	Fencing (4 ft. high 5-strand barb wire with T-posts), CIP	LF	500	\$20	\$10,000
10	16 ft Standard Tubular Gate, CIP	EA	1	\$1,000	\$1,000
11	Removal of existing items to be salvaged by owner on site (Timber/Metal on Hill, etc.) or removed from site (old fencing being replaced, old culverts being replaced, etc.)	LS	1	\$10,000	\$10,000
Total General Project Costs					\$241,000
Grading and Drainage (Fill North area, Landfill top grading, Side ditches)					
12	Excavation/Hauling of Borrow Material, Placement/Compaction of Fill Material, and All Required Grading as per Plans, CIP	CY	15000	\$15	\$225,000
13	6 ft Diameter CMP with End Sections, CIP	LF	30	\$100	\$3,000
14	3 ft Diameter CMP with End Sections, CIP	LF	40	\$50	\$2,000
Total Grading and Drainage					\$230,000
Leachate Collection System and Sewer Line (South End of Landfill)					
15	Trench Excavation (380' long x 15' average depth x 4' wide), CIP	CY	844	\$12	\$10,133
16	Excavation for Side Slopes (380' long x 15' @ 1H:1V x 2 sides), CIP	CY	3167	\$12	\$38,000
17	Excavation Anchor Trench at Top (380' x 2' x 2'), CIP	CY	59	\$12	\$711
18	80 mil HDPE Liner (380' long x 20' wide + 380' long x 4' wide), CIP	SF	9120	\$3.00	\$27,360
19	Clean Smooth Round Rock (380' long x 4' thick x 4' wide), CIP	CY	225	\$50	\$11,259
20	Bentonite/Cement Slurry (380' long x 3' thick, 4' wide), CIP	CY	169	\$100	\$16,889
21	Filter Fabric (8' x 380' around pipe + 12' x 380' around rock), CIP	SF	7600	\$1	\$7,600
22	Perforated HDPE Pipe (24" diameter), CIP	LF	380	\$35	\$13,300
23	Catch Basin/Manhole (6' diameter, 16' Deep), CIP	EA	1	\$8,000	\$8,000
24	SDR 35 PVC Sewer Pipe (8" diameter), Including trenching, additional fill, tracer wire, etc. CIP	LF	4400	\$40	\$176,000
25	8-Inch Gate Valve, CIP	EA	1	\$1,000	\$1,000
26	Connection to Existing Manhole	EA	1	\$1,000	\$1,000
27	Road Crossing Installed via Open Cut, 14-Inch 0.25" wall steel casing, (Incl. spacers, end seals), CIP (carrier pipe not included)	LF	100	\$65	\$6,500
28	Road Crossing Repair, including curb/gutter, asphalt, base course, etc., CIP	EA	1	\$5,000	\$5,000
29	Sewer Cleanouts (varying depth), including 4 inch tracer wire, cleanout, 8 inch riser pipe and fittings, concrete pad, etc. CIP	EA	12	\$1,500	\$18,000
30	Sewer Manholes (4' diameter, varying depth), including frame, cover, concrete pad, etc. CIP	EA	7	\$5,000	\$35,000
31	Metering Manhole (4' diameter, 8' depth), including frame, cover, concrete pad, etc. CIP	EA	1	\$10,000	\$10,000
Total Leachate Collection System and Sewer Line					\$385,753
Additive Alternate - Restoration of Previous Borrow Area					
AA1	Restoration of Previous Borrow Area, CIP	LS	1	\$120,000	\$120,000
Total Additive Alternate - Restoration of Old Borrow Area					\$120,000
SUBTOTAL CONSTRUCTION COSTS, INCLUDING ADDITIVE ALTERNATE					\$976,753
20% CONTINGENCY					\$195,351
8.0625% NMGR on Construction and Contingency					\$94,501
TOTAL CONSTRUCTION COSTS (Contingency and 8.0625% Tax Included)					\$1,266,604

TOTAL NON-CONSTRUCTION AND CONSTRUCTION COSTS (TAX INCLUDED) \$1,424,940



Engineer's Construction Cost Estimate
Las Vegas Landfill Corrective Measures and Closure

Item No.	Item Description	Unit	Quantity	Cost Per Unit	Cost	Subtotals
NON CONSTRUCTION COSTS						
Bidding, Construction and Monitoring Wells						
1	Construction Phase Services	LS	1	\$52,581	\$52,581	
2	Construction Phase Additional Services (RPR - Observation)	LS	1	\$15,643	\$15,643	
3	Additional Services (survey of borrow area)	LS	1	\$3,200	\$3,200	
4	Additional Services (design of borrow area grading)	LS	1	\$3,600	\$3,600	
5	Additional Services (four new monitoring wells)	LS	1	\$30,000	\$30,000	
6	Additional Services (sampling and report on monitoring wells)	LS	1	\$42,500	\$42,500	
Subtotal Design, Bidding, Construction and Monitoring Wells						\$147,524
7.0% NMGR on Engineering (Albuquerque)						\$7,131.67
8.0625% NMGR on Construction Observation and Monitoring Wells (Las Vegas)						\$3,679.97
TOTAL NON CONSTRUCTION COSTS (Tax Included)						\$158,336

CONSTRUCTION COSTS						
CIP=Complete In Place						
General and Miscellaneous						
1	Mobilization (75%)/Demobilization (25%)	LS	1	\$80,000	\$80,000	
2	Material Testing Allowance	Allow	1	\$20,000	\$20,000	
3	Hydrostatic Testing (manholes and piping)	LS	1	\$5,000	\$5,000	
4	Storm Water Pollution Prevention Plan (SWPPP) Preparation	LS	1	\$5,000	\$5,000	
5	Storm Water Pollution Prevention Plan (SWPPP) Implementation, Complete In Place (CIP)	LS	1	\$40,000	\$40,000	
6	As-Built Survey/Construction Staking	LS	1	\$20,000	\$20,000	
7	Seeding, CIP	AC	30	\$1,500	\$45,000	
8	Traffic Control Plan and Implementation	LS	1	\$5,000	\$5,000	
9	Fencing (4 ft. high 5-strand barb wire with T-posts), CIP	LF	500	\$20	\$10,000	
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TOTAL NON-CONSTRUCTION AND CONSTRUCTION COSTS (TAX INCLUDED) \$1,424,940





**NEW MEXICO
ENVIRONMENT DEPARTMENT**

1190 Saint Francis Drive, Room N2150

P.O. Box 5469

Santa Fe, New Mexico 87502-5469

Phone (505) 827-0197 Fax (505) 827-2902

www.env.nm.gov



SUSANA MARTINEZ
Governor

JOHN A. SANCHEZ
Lt. Governor

RYAN FLYNN
Secretary

BUTCH TONGATE
Deputy Secretary

July 10, 2015

Scott McKittrick, P.G.
Senior Geoscientist/Environmental Services Manager
Souder Miller and Associates
3451 Candelaria Road N.E, Suite D
Albuquerque, New Mexico 87107-1948

**RE: Approval of Modification of Corrective Measures Implementation of French Drain
Collection System – Las Vegas Landfill**

Dear Mr. McKittrick:

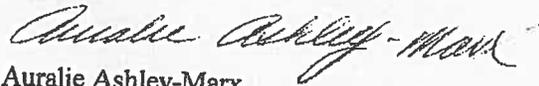
Thank you for meeting with Solid Waste Bureau permitting staff and me on July 7, 2015 to discuss how to proceed with issues that have arisen during construction of the approved corrective measure for collection of leachate to improve groundwater quality in proximity to the above referenced landfill. During the meeting, we considered and discussed a revised engineering plan that included moving the location of a portion of the French drain, landfill and French drain profiles, and photographs taken at the site by the Marc Bonem, Solid Waste Bureau Enforcement Officer. The photographs clearly show that waste excavated from the trench at the toe of the landfill is highly decomposed municipal solid waste that is layered and mixed with large amounts of soils with high clay content. It was noted by those present at the landfill during excavation, that the waste/soil mixture had very little odor and because it was saturated for a long period of time, the wastes are much decomposed. As requested at the meeting, we received your letter on July 8, 2015 formally asking that the City be allowed to rebury approximately 500 – 700 cubic yards of previously excavated solid waste/soil mixture or any additional mixed solid waste/soil that may be encountered during excavation/construction in the French drain.

The engineering profile provided at the meeting shows that construction of the drain will create a wedge shaped area that is approximately 14 feet wide, by seven (7) feet deep and 100 feet long. It is technically feasible to put waste back into this area for burial. Replacement of excavated wastes would occur following construction of all necessary drain and leachate collection elements. Due to the location of the French drain, a portion of the waste/soil mixture can be returned under a small bench created in the existing waste mass and the rest can be buried at the toe of the landfill slope adjacent to the new location of the French drain. This disturbed area will be covered with a soil cap meeting the previously approved specification, as necessary, to properly entomb the waste. The reburial of waste should not interfere with leachate flow or collection into the French drain or the collection pipe that will deliver leachate to the waste water treatment plant for treatment as it will interface with appropriately sized mixed gravel.

We have determined that submittal and approval of a Waste Excavation Plan (WEP) and hauling of the waste and soil to another permitted landfill is not necessary because decomposed waste was encountered and excavated during construction of the approved French drain. The reburial of waste excavated as part of construction of the corrective measure is approved. As proposed by Souder Miller engineers, the

reburial of this waste/soil mixture is expected to be protective of the environment because the relocation of the French drain will allow for capture of leachate in the wedge area and it will be collected and conveyed for treatment at the waste water treatment plan via the engineered drain.

Sincerely,



Auralie Ashley-Marx
Chief, Solid Waste Bureau

cc: email

George Schuman, Permit Section Manager

James Dyer, Permit Section

Chuck Akeley, Enforcement Section Manager

Marc Bonem, Enforcement Officer, Area II

Alvin Jiron, Interim Solid Waste Director, City of Las Vegas

cc: US Mail

Las Vegas Landfill Ground Water Corrective Measures File
AAM Reading File



July 8, 2015

#4419647

Ms. Auralie Ashley-Marx
Bureau Chief
Solid Waste Bureau
New Mexico Environment Department
P.O. Box 5469
Santa Fe, NM 87502-5469

RE: Corrective Measures Implementation – Waste Excavation and Replacement, City of Las Vegas Landfill

Dear Ms. Ashley-Marx:

This letter is submitted by Souder, Miller & Associates (SMA) on behalf of the City of Las Vegas. As discussed during our meeting on July 7, 2015, the City of Las Vegas is currently implementing the approved corrective measures at the Las Vegas Landfill.

During trenching of the French drain at the toe of the landfill, the City's contractor encountered solid waste in an area where it was not expected to exist. Approximately 250 cubic yards of solid waste was excavated and placed adjacent to the trench. Upon learning of the solid waste in the trench, SMA mobilized a Project Scientist (Matthew Earthman, P.G.) to the site to evaluate the site for methane and volatile organic contaminants (VOCs) with hand-held meters, and also to evaluate the composition of the excavated waste. No methane or VOCs were detected from the excavation or from the excavated waste. The waste is primarily municipal solid waste and tree branches, mixed with soil. The waste appears to have been deposited in place, as it is layered with what appears to be daily cover.

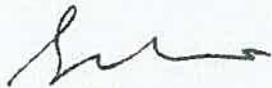
SMA has re-designed the portion of the French drain where waste was encountered to avoid the waste and to ensure all impacted water is collected. The eastern portion of the French drain will be moved to the south to accomplish this. The design was provided to the Solid Waste Bureau during the meeting on July 7, 2015. SMA estimates that less than 500 cubic yards of solid waste will be removed during construction of the re-designed French drain.

SMA is requesting that the City be allowed to place the originally excavated solid waste, and the solid waste that may be encountered during construction of the new French drain design, back in the excavation following construction of the French drain. The request is based on the fact that the corrective measures will ensure leachate is collected and minimize potential environmental impact. Additionally, the cost to haul and dispose of the solid waste would be high.

Ms. Auralie Ashley-Marx
July 8, 2015
Page 2 of 2

If you have any questions or comments, please feel free to call me at the above number, on my cell at 505.220.6542, or to e-mail me at scott.mckitrick@soudermiller.com.

Sincerely,
SOUDER, MILLER & ASSOCIATES



Scott A. McKitrick, P.G.
Senior Geoscientist / Environmental Services Manager

cc: Mr. Eric Tapia, Project Manager, City of Las Vegas, 9050 12th Street, Las Vegas, NM 87701 ericltapia62@gmail.com

Mr. Marc Bonem, NMED-SWB, marc.bonem@state.nm.us

Mr. Chuck Akeley, NMED-SWB, chuck.akeley@state.nm.us

Mr. George Schuman, NMED-SWB, george.schuman@state.nm.us

Work Session

CITY COUNCIL MEETING AGENDA REQUEST

DATE: 01/04/16

DEPT: Utilities Dept.

MEETING DATE: 01/12/16

DISCUSSION ITEM/TOPIC: Resolution No. 16-01 allowing the use of State Revolving Loan Fund 2910 as the match for the Water Trust Board 317 grant/loan.

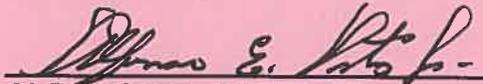
BACKGROUND/RATIONALE: The City of Las Vegas was awarded and has expended \$1.2M in grant/loan funding from the New Mexico State Revolving Loan Fund (SRF 2910) for use in the planning and design of the Raw Water Conveyance line. Water Trust Board (WTB) has awarded the City \$4M in grant/loan funding for the construction of the Raw Water Conveyance line into Bradner. There is an \$800,000 match required from the City for the WTB funds and the City is requesting to use SRF 2910 as the match for WTB.

THIS REQUEST FORM MUST BE SUBMITTED TO THE CITY CLERK'S OFFICE NO LATER THAN 5:00 P.M. ON FRIDAY ONE AND A HALF WEEKS PRIOR TO THE CITY COUNCIL MEETING.



SUBMITTER'S SIGNATURE

REVIEWED AND APPROVED BY:



ALFONSO E. ORTIZ, JR.
MAYOR



ELMER J. MARTINEZ
CITY MANAGER

ANN MARIE GALLEGOS
FINANCE DIRECTOR
(PROCUREMENT)

PURCHASING AGENT
(FOR BID/RFP AWARD)

DAVE ROMERO
CITY ATTORNEY
(ALL CONTRACTS MUST BE
REVIEWED)

Approved to form 1-26-15

**CITY OF LAS VEGAS
RESOLUTION #16-01**

**AUTHORIZING THE DESIGNATION OF FUNDS FROM SRF 2910 AS A MATCH FOR
WTB-317**

WHEREAS, the City of Las Vegas' 2011 Preliminary Engineering Report recommended that the raw water conveyance system needed improvement. The conveyance system needs to be enlarged to handle the capacity of the diversion; and

WHEREAS, in June 2013 the City of Las Vegas was awarded SRF 2910 of \$1.2M for the design of the raw water conveyance improvements; and

WHEREAS, the City of Las Vegas has expended the grant and loan funds from SRF 2910 for the design of the raw water conveyance improvements; and

WHEREAS, in June 2015 the City of Las Vegas submitted the 100% plans to Construction Programs Bureau for approval; and

WHEREAS, the City of Las Vegas was awarded WTB 317 of \$4M for the construction of the Bradner Reservoir enlargement project including the installation of the raw water conveyance pipeline; and

WHEREAS, the City of Las Vegas is required to designate \$800,000.00 as matching funds for WTB 317; and

WHEREAS, it is in the public interest to give complete and full public notice of the support;

NOW THEREFORE BE IT RESOLVED THAT THE GOVERNING BODY OF THE CITY OF LAS VEGAS approves the submission of State Revolving Loan Fund 2910 as a match for Water Trust Board 317 for the construction and replacement of the raw water conveyance system.

PASSED, APPROVED and ADOPTED THIS _____ day of _____, 2016.

Mayor Alfonso E. Ortiz, Jr.

ATTEST:

Casandra Fresquez, City Clerk

APPROVED AS TO LEGAL SUFFICIENCY ONLY

Dave Romero Jr., City Attorney

Work Session

CITY COUNCIL MEETING AGENDA REQUEST

DATE: 1/4/16

DEPT: City Clerk

MEETING DATE: 1/12/16

DISCUSSION ITEM/TOPIC: Open Meetings Resolution16-04

BACKGROUND/RATIONALE: Resolution 16-01 Establishes Reasonable Notice of City Council Meetings in compliance with the Open Meetings Act. Approval of the resolution is required annually.

THIS REQUEST FORM MUST BE SUBMITTED TO THE CITY CLERK'S OFFICE NO LATER THAN 5:00 P.M. ON FRIDAY ONE AND A HALF WEEKS PRIOR TO THE CITY COUNCIL MEETING.


SUBMITTER'S SIGNATURE

REVIEWED AND APPROVED BY:


ALFONSO E. ORTIZ, JR.
MAYOR


ELMER J. MARTINEZ
CITY MANAGER

ANN MARIE GALLEGOS
FINANCE DIRECTOR
(PROCUREMENT)

PURCHASING AGENT
(FOR BID/RFP AWARD)

DAVE ROMERO
CITY ATTORNEY
(ALL CONTRACTS MUST BE
REVIEWED)

Approved to form 1-26-15

**CITY OF LAS VEGAS
RESOLUTION NO. 16-04**

A RESOLUTION ESTABLISHING REASONABLE NOTICE OF CITY COUNCIL MEETINGS IN COMPLIANCE WITH THE OPEN MEETINGS ACT; RESCINDS AND REPLACES ALL PREVIOUS CITY OF LAS VEGAS RESOLUTIONS REGARDING "REASONABLE NOTICE OF CITY COUNCIL MEETINGS IN COMPLIANCE WITH THE OPEN MEETINGS ACT."

Whereas, Section 10-15-1 (B) of the Open Meetings Act (NMSA 1978, Sections 10-15-1 to 10-15-4) provides that, except as may be otherwise provided in the New Mexico Constitution or the provisions of the Open Meetings Act, all meetings or a quorum of members of any board, council, commission, administrative adjudicatory body or other policy-making body of any state or local public agency held for the purpose of formulating public policy, discussing public business or for the purpose of taking any action within the authority of or the delegated authority of such body are declared to be public meetings open to the public at all times; and

Whereas, any meetings subject to the Open Meetings Act at which the discussion or adoption of any proposed resolution, rule, regulation or formal action occurs and at which a majority of a quorum of the body is in attendance, and any closed meeting shall be held only after reasonable notice to the public; and

Whereas, Section 10-15-1 (D) of the Open Meetings Act requires the City council to determine at least annually what constitutes reasonable notice of its public meetings;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAS VEGAS, NEW MEXICO, THAT;

1. **Regular Business Meeting.** Pursuant to Section 14-7 (A) of the Municipal Code, all Regular Business Meetings of the Las Vegas City Council shall be held on the third Wednesday of each month at 6:00 p.m. at the City Council Chambers, 1700 North Grand Avenue, Las Vegas, New Mexico. The agenda will be available at least seventy-two hours prior to the meetings from the City Clerk whose office is located at the George Arellanes Municipal Complex, 1700 North Grand Avenue, Las Vegas, New Mexico. Notice of said meetings shall be printed in a newspaper(s) of general circulation one (1) time, at the beginning of the calendar year; and shall be telephoned, e-mailed or faxed to broadcast stations licensed by the federal communications commission and newspapers of general circulation that have provided a written request for such notice. If a regular meeting is postponed, notice of the new time and date of said meeting may be printed in a newspaper(s) of general circulation; and shall be telephoned, emailed or faxed to broadcast stations licensed by the federal communications commission and newspapers of general circulation that have provided a written request for such notice at least seventy-two hours to the specific time of the meeting or at the earliest date and time possible. If the date and time of the Regular meeting permanently changed, the new date and time shall be printed in a newspaper(s) of general circulation twice, one (1) week apart.

2. **Work Sessions.** Work Sessions shall be held for the purpose of examining issues, but no official action may be taken on the second Wednesday of each month at 5:30 p.m. at the City Council Chambers, 1700 North Grand Avenue, Las Vegas, New Mexico. The agenda will be available at least seventy-two hours prior to the work session from the City Clerk whose

office is located at the George Arellanes Municipal Complex, 1700 North Grand Avenue, Las Vegas, New Mexico. Notice of said work session shall be printed in a newspaper(s) of general circulation one (1) time, at the beginning of the calendar year; and shall be telephoned, e-mailed or faxed to broadcast stations licensed by the federal communications commission and newspapers of general circulation that have provided a written request for such notice. If a work session is postponed, notice of the new time and date of said work session may be printed in a newspaper(s) of general circulation; and shall be telephoned, emailed or faxed to broadcast stations licensed by the federal communications commission and newspapers of general circulation that have provided a written request for such notice at least seventy-two hours prior to the specific time of the meeting or at the earliest date and time possible. If the date and time of the work session is permanently changed, the new date and time shall be printed in a newspaper(s) of general circulation twice, one (1) week apart.

3. Other Meetings Not Regularly Scheduled. Special meetings may be called by the Mayor or a majority of the members of the City Council by giving notice to each member of the Council, personally served or left at his/her usual place of residence seventy-two hours prior to the meeting. Notice of said special meeting may be printed in a newspaper(s) of general circulation at least seventy-two hours before the meeting date or on the earliest date possible prior to the date of the meeting. Notice of said special meeting shall be telephoned, emailed or faxed to broadcast stations licensed by the federal communications commission and newspapers of general circulation that have provided a written request for such notice for public announcement at least seventy-two hours prior to the specific time of the meeting or on the earliest date possible prior to the time of the meeting.

4. Emergency Meetings. Emergency meetings shall be called only under unforeseen circumstances which demand immediate action to protect the health, safety and property of citizens or to protect the public body from substantial financial loss. The City Council will avoid emergency meetings whenever possible. Emergency meetings may be called by the Mayor or a majority of the members upon notice as practical under the circumstances. If time permits, notice of said meeting may be printed in a newspaper(s) of general circulation on the earliest date possible as soon as the meeting is called. If time permits, notice of said meeting shall also be telephoned, emailed or faxed to broadcast stations licensed by the federal communications commission and newspapers of general circulation that have provided a written request for such notice for public announcements on the earliest date and time possible prior to the time of the meeting. The notice for emergency meetings shall include an agenda for the meeting or information on how the public may obtain a copy of the agenda.

5. All notices shall include an agenda for the meeting or information on how members of the public may obtain a copy of the agenda. The agenda shall be available to the public at least seventy-two hours before any meeting or at the earliest possible time in case of emergency meetings. The City Council may be flexible on agenda postings under considerable circumstances.

6. The City Council may close a meeting to the public if the subject matter of such discussion or action is exempt for the open meetings requirement pursuant to NMSA Section 10-15-1(H) of the Open Meetings Act.

(a) If any meeting is closed during an open meeting, such closure shall be approved by a majority vote of a quorum of the City Council taken during the open meeting. The authority for the closure and the subjects to be discussed shall be stated with reasonable specificity in the motion for closure and the vote on closure of each individual member shall be recorded in a closed meeting.

(b) If the decision to hold closed meeting is made when the City Council is not in an open meeting, the closed meeting shall not be held until public notice, appropriate under the circumstances, stating the specific provision of law authorizing the closed meeting and the subjects to be discussed with reasonable specificity is given to the members and to the general public.

(c) Following completion of any closed meeting, the minutes of the open meeting that was closed, or the minutes of the next open meeting if the closed meeting was separately scheduled, shall state whether the matters discussed in the closed meeting were limited only to those specified in the motion or notice for closure.

(d) Except as provided in NMSA Section 10-15-1(H) of the Open Meetings Act, any action taken as a result of discussion in a closed meeting shall be made by vote of the City Council in an open meeting.

7. The regular scheduled meetings of the City of Las Vegas' Advisory Boards, Committees, Boards and Commissions are as follows:

- Planning & Zoning Commission/Board of Adjustments – Last Monday of the month at 4:00 p.m. – City Council Chambers;
- Design Review Board – 3rd Monday of the month at 4:00 p.m. – City Council Chambers;
- Lodger's Tax Advisory Board – (Quarterly) 2nd Tuesday of the month at 2:00 p.m. – City Council Chambers;
- Extra-Territorial Zoning Authority – Last Tuesday of the month at 4:00 p.m. – City Council Chambers;
- Extra-Territorial Zoning Commission – 3rd Tuesday of the month at 4:00 p.m. – City Council Chambers;
- Las Vegas Youth Commission – 3rd Tuesday of the month at 12:00. – City Council Chambers (REMOVED)
- Library Board – Meeting will be scheduled and published as required;
- Finance Committee – Meeting will be scheduled and published as required;
- Utilities Committee – 2nd Tuesday of the month at 1:30 p.m. – Utilities Department;

- Public Housing Authority Board of Commissioners – 3rd Wednesday of each month at 5:30 p.m. – City Council Chambers;
- Housing Committee – Last Wednesday of the month at 10:00 a.m. – Housing Department;
- Film Commission – (Quarterly) 1st Wednesday of the month at 4:00 p.m. – City Council Chambers;
- Museum Board – 2nd Thursday of the month at 5:00 p.m. – Las Vegas Museum & Rough Riders Memorial Collection;
- Recreation Committee – Meeting will be scheduled and published as required;
- Senior Advisory Committee – 2nd Tuesday of the month at 3:00 p.m. – Public Works Department; (REMOVED)
- Tree Board – Last Tuesday of the month at 3:00 p.m. – Tierra Y Montes Conference Room;
- Labor Management Relations Board – Meeting will be scheduled and published as required by ordinance, rules and regulations;
- Campaign and Ethics Board – Meeting will be scheduled and published as required;
- Charter Commission – Meeting will be scheduled and published as required;

This Resolution shall be published in a newspaper(s) of general circulation twice, one (1) week apart after its adoption.

Done this ____ day of _____ 2016.

 Mayor Alfonso E. Ortiz, Jr.

ATTEST:

 Casandra Fresquez, City Clerk

Approved as to Legal Sufficiency Only:

 Dave Romero, City Attorney