

AGENDA
City of Aztec
COMMISSION WORKSHOP
October 27, 2015
201 W Chaco, City Hall
5:30 pm to 6:00 pm

5:30-6:00

A. Discussion on Camera Devices-City Buildings

ATTENTION PERSONS WITH DISABILITIES: The meeting room and facilities are fully 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 at 334-7600 prior to the meeting so that arrangements can be made.

Note: A final agenda will be posted 24 hours prior to the meeting. Copies of the agenda may be obtained from City Hall, 201 W. Chaco, Aztec, NM 87410.

A G E N D A
CITY OF AZTEC
CITY COMMISSION MEETING
October 27, 2015
201 W. Chaco, City Hall
6:00 p.m.

I. CALL TO ORDER

II. INVOCATION

III. PLEDGE OF ALLEGIANCE

IV. ROLL CALL

V. AGENDA APPROVAL

VI. CITIZEN RECOGNITION

VII. EMPLOYEE RECOGNITION

VIII. CONSENT AGENDA

- A. Commission Workshop Meeting Minutes, October 17, 2015
- B. Travel Requests
- C. Resolution 2015-971 Surplus
- D. Library Advisory Board Approval
- E. Russell Planning & Engineering, Change Order #3
- F. Bid 2015-0445 S Church Avenue Improvements- Change Order #3

Items placed on the Consent Agenda will be voted on with one motion. If any item proposed does not meet the approval of all Commissioners, a Commissioner may request that the item be heard under "Items from Consent Agenda"

IX. ITEMS FROM CONSENT AGENDA

X. CITIZENS INPUT (3 Minutes Maximum)

(Citizens who wish to speak will sign up prior to the meeting. This is for items not otherwise listed on the agenda)

XI. BUSINESS ITEMS

- A. Approval Of OP-ED Piece for Albuquerque Journal

XII. LAND USE HEARING

ATTENTION PERSONS WITH DISABILITIES: The meeting room and facilities are fully 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 at 334-7600 prior to the meeting so that arrangements can be made.

Note: A final agenda will be posted 24 hours prior to the meeting. Copies of the agenda may be obtained from City Hall, 201 W. Chaco, Aztec, NM 87410.

XII. CITY MANAGER/COMMISSIONERS/ATTORNEY REPORTS

XIV. DEPARTMENT REPORTS

(When this item is announced, all Department Heads who wish to give a report will move to the podium)

XVI. ADJOURNMENT

ATTENTION PERSONS WITH DISABILITIES: The meeting room and facilities are fully 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 at 334-7600 prior to the meeting so that arrangements can be made.

Note: A final agenda will be posted 24 hours prior to the meeting. Copies of the agenda may be obtained from City Hall, 201 W. Chaco, Aztec, NM 87410.

CITY OF AZTEC
COMMISSION MEETING MINUTES
October 13, 2015

I. CALL TO ORDER

Mayor Burbridge called the Meeting to order at 6:01pm at the Aztec City Commission Room, City Hall, 201 W. Chaco, Aztec, NM.

II. INVOCATION

The Invocation was led by Chief Mike Heal

III. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Electric Director Ken George

IV. ROLL CALL

Members Present: Mayor Sally Burbridge; Mayor Pro-Tem Sherri Sipe; Commissioner Katee McClure; Commissioner Sheri Rogers; Commissioner Roberta Locke

Members Absent: None

Others Present: City Attorney Larry Thrower; City Manager Joshua Ray; Administrative Assistant Sherlynn Morgan; Project Manager Ed Kotyk (see attendance sheet)

V. AGENDA APPROVAL

MOVED by Mayor Burbridge, SECONDED by Mayor Pro-Tem Sipe to Approve the Agenda as Presented with the exception of item (D) from Business Items which was pulled by the Mayor.

VI. PRESENTATION

A. San Juan Water Commission – Aaron Chavez, Interim Director

There was no one in attendance to do this presentation.

VII. CITIZEN RECOGNITION

Josh introduced Debbie Klein with the Aztec Key Club and thanked her for all of her hard work with the movies in the park. Debbie explained a little about the charities

that they help including the movies in the park and also the haunted house. Debbie introduced some of the students who will be helping with the haunted house (Christa, William, Harper, Kelsey and Kylie). The haunted house will be held in Pioneer Village at the Museum again this year.

Bob Carman shared the winner of the October Spirit Award which was Al and Marilyn Hutchens at 214 Rio Grande Avenue, they were unable to attend but sent a letter of appreciation that Bob read for Commission. Bob also announced the Business of the quarter; Aztec Schools Superintendant Kirk Carpenter was here to accept the plaques on behalf of the schools. Kirk Carpenter said that they take great pride in how the schools look and he thanked his staff.

VIII. EMPLOYEE RECOGNITION

None

IX. CONSENT AGENDA

MOVED by Commissioner Locke, SECONDED by Mayor Pro-Tem Sipe to Approve the Consent Agenda as presented with the exception of items (E, F, and N)

- A. Commission Workshop Meeting Minutes, September 22, 2015
- B. Commission Meeting Minutes, September 22, 2015
- C. Travel Requests
- D. Re-Bid 2015-0418 Aztec Remote SCADA project, Change Order #1 Bladder Tank
- E. (PULLED) Re-Bid 2015-0418 Aztec Remote SCADA project, Change Order #2 River Pump
- F. (PULLED) Re-Bid 2016-534 Aztec North Main Corridor, Phase 0, Award
- G. Bid 2016-516 Airport AVGas Fuel System
- H. NM ALTSD Grant Agreements A14-1205, A14-1206, A14-1207, A14-1208
- I. Airport Annual Maintenance Funding Agreement
- J. Finance Department Record Destruction
- K. General Services and Public Works Department Record Destruction
- L. Visitor Center Record Destruction
- M. State Grants-In-Aid Agreement
- N. (PULLED) Pole Attachment Agreement for Zippy Tech/Cedar Network
- O. Probation Service Agreement with City of Farmington Probation Department

X. ITEMS FROM CONSENT AGENDA

- E. Re-Bid 2015-0418 Aztec Remote SCADA project, Change Order #2 River Pump

Mayor Burbridge asked for clarification on this item. City Engineer Bill Watson explained that this item is for the river pump house, this is necessary in order for the river pump to communicate with the water plant.

MOVED by Mayor Burbridge, SECONDED by Commissioner McClure to Approve the Re-Bid 15-0418, Change Order #2 to Pillar Innovations LLC in the amount of \$39,743.41 plus gross receipts tax and extend contract completion date by 60 calendar days.

All Voted Aye; Motion Passed Five to Zero

F. Re-Bid 2016-534 Aztec North Main Corridor, Phase 0, Award

Commissioner McClure explained that she did not feel it was appropriate to go ahead with this when there were so many people in the community affected by flooding and she wanted to know if we could use this money for the hydrological study. Kathy explained that the funding for this project will come out of Capital Projects and cannot be used for the hydrological studies. She explained that it could be used for the improvements that result from the studies. Kathy also explained that we have FTA funding, the grant has already been approved and FTA is expecting us to move forward. This phase is necessary to elevate section and get it prepared in order to proceed with the phase that we have the funding for. The Mayor explained that to get the Ruins on board as a partner is huge. Kathy explained that the partnership with the Ruins is the reason we have the grant funding.

MOVED by Commissioner McClure, SECONDED by Commissioner Locke to Pull the Award of Re-Bid #2016-534 North Main Corridor, Phase 0, to Tamerrel Excavation Inc. in the amount of \$99,583.05 plus gross receipts tax and authorize City Manger to execute construction agreement.

Motion amended by Commissioner McClure

MOVED by Commissioner McClure, SECONDED by Commissioner Locke to Postpone until next Commission Meeting (October 27, 2015) the Award of Re-Bid #2016-534 North Main Corridor, Phase 0, to Tamerrel Excavation Inc. in the amount of \$99,583.05 plus gross receipts tax and authorize City Manger to execute construction agreement.

Mayor Burbridge, Mayor Pro-Tem Sipe, and Commissioner Rogers voted (Nay); Commissioner Locke and Commissioner McClure voted (Aye)

Motion Denied: Three to Two

MOVED Mayor Pro-Tem Sipe, SECONDED by Commissioner Rogers to Approve the Award of Re-Bid #2016-534 North Main Corridor, Phase 0, to Tamerrel Excavation Inc. in the amount of \$99,583.05 plus gross receipts tax and authorize City Manger to execute construction agreement.

Mayor Burbridge, Mayor Pro-Tem Sipe, and Commissioner Rogers voted (Aye); Commissioner Locke and Commissioner McClure voted (Nay)

Motion passed Three to Two

N. Pole Attachment Agreement for Zippy Tech/Cedar Network

Mayor Burbridge asked if this is a standard agreement. Ken George explained that it is the same agreement that we have with other companies.

MOVED Mayor Burbridge, SECONDED by Mayor Pro-Tem Sipe to Approve the Pole Attachment Agreement with Zippy Tech/Cedar Network

All Voted Aye; Motion Passed Five to Zero

XI. CITIZENS INPUT

None

XII. BUSINESS ITEMS

- A. Final Adoption of Ordinance 2015-446 Amending Chapter 17, Section 17-3 Safety Policy

MOVED by Mayor Pro Tem Sipe, SECONDED by Mayor Burbridge to Approve the Final Adoption of Ordinance 2015-446 Amending Chapter 17, Section 17-3 Safety Policy

A Roll Call Was Taken: All Voted Nay; Motion Failed Five to Zero

- B. Intent to Adopt Ordinance 2015-447 Amending Chapter 17, Section 17-3 Safety Policy

MOVED by Commissioner Rogers, SECONDED by Commissioner McClure to Approve the Intent to Adopt Ordinance 2015-446 Amending Chapter 17, Section 17-3 Safety Policy

A Roll Call Was Taken: All Voted Aye; Motion Passed Five to Zero

- C. Intent to Adopt Ordinance 2015-448 Amending Chapter 17, Section 17-1 Personnel Policy

MOVED by Commissioner McClure, SECONDED by Commissioner Locke to Approve Intent to Adopt Ordinance 2015-447 Amending Chapter 17, Section 17-1 Personnel Policy

A Roll Call Was Taken: All Voted Aye; Motion Passed Five to Zero

XIII. LAND USE HEARINGS

None

XIV. CLOSED SESSION

Mayor Burbridge moved the meeting into Closed Session Pursuant to Section 10-15-1H(8) Purchase of Real Property and Pursuant to Section 10-15-1H(7) Pending Litigation at 7:25 pm. Mayor Burbridge voted aye, Mayor Pro-Tem voted aye, Commissioner Rogers voted aye, Commissioner Locke voted aye, Commissioner McClure voted aye.

Mayor Burbridge reopened the meeting at 7:30pm stating that nothing was discussed other than items Pursuant to Section 10-15-1H(8) Purchase of Real Property and Pursuant to Section 10-15-1H(7) Pending Litigation. Mayor Burbridge voted aye, Mayor Pro-Tem voted aye, Commissioner Rogers voted aye, Commissioner Locke voted aye, Commissioner McClure voted aye.

XV. CITY MANAGER/COMMISSIONERS/ATTORNEY REPORTS

Josh mentioned that he would be out for the rest of the week, but should be back to a normal schedule the following week.

Mayor Burbridge mentioned the idea of having new officers work at the boys and girls club and help form relationship with the kids in the community. Commission also felt like they would like the new officers and other employees be introduced to them when they start. Mayor Burbridge also mentioned that the Chamber is in charge of Safe Treats and explained that this year they would also be incorporating the Teal Pumpkin Project. The Teal Pumpkin project is a way to let parents know that these participants are handing out non-food items for children with food allergies.

Mayor Pro-Tem Sipe reported that she had the North West New Mexico Senior meeting tomorrow and EDAB on Thursday. Aztec Clean and Strong will meet on Monday, October 19th at the Church of Christ at 6:30 pm.

Commissioner Rogers mentioned the get pinked events and said that Aztec Speedway donated great items for the silent auction. She also asked if we were going to get a table for the Cowboy get pinked event like we did last year.

Commissioner Locke mentioned that the library is working on appointing a new member to the Library board.

Commissioner McClure asked when the paving project on Church and Zia is going to be completed. Kathy explained that the City will start the demo the last week of October and project should be complete by mid November.

XVI. DEPARTMENT REPORTS

Bil Homka reported on the flood efforts. He explained that we have received 131 reports back with the amounts of \$ 959,000 some insured and some are not. They are trying to keep everyone informed about what is happening.

XVII. ADJOURNMENT

Moved by Mayor Pro-Tem Sipe, SECONDED by Commissioner Locke to adjourn the meeting at 7:46 pm.

Mayor, Sally Burbridge

ATTEST:

Karla Saylor, City Clerk

MINUTES PREPARED BY:

Sherlynn Morgan, Administrative Assistant

Staff Summary Report

MEETING DATE:	October 27, 2015
AGENDA ITEM:	VIII. CONSENT AGENDA (B)
AGENDA TITLE:	Travel Requests

ACTION REQUESTED BY:	Fire, Animal Care, Finance and Administration
ACTION REQUESTED:	Approval of Employee/Public Official Travel Requests
SUMMARY BY:	Cheryl Franklin

PROJECT DESCRIPTION / FACTS (Leading Department)

- Resolution 2003-603 identifies the requirement for employee/public official travel requests to be pre-approved by the commission. All travel requests will be submitted to the commission for approval prior to the travel occurring except in unusual circumstances when the City Manager may approve as provided in resolution 2003-603.
- The attached log is sorted by dates of travel and then by department. Four requests for travel had already occurred and the Fire and Animal Care is requesting approval for travel on the date of this meeting; however, the remaining request are dated for future.
- If travel/training is to be reimbursed or some of the costs will be paid by another entity, those notes have been included on the log.

FISCAL INPUT (Finance Department)

- All departments requesting travel have sufficient funds budgeted within their travel/training budgets

SUPPORT DOCUMENTS:	Travel Log October 27, 2015
---------------------------	-----------------------------

DEPARTMENT'S RECOMMENDED MOTION:	Approve Employee/Public Official Travel Requests
---	--

**EMPLOYEE/PUBLIC OFFICIAL TRAVEL REQUESTS FOR COMMISSION APPROVAL
MEETING DATE: OCTOBER 27, 2015**

Dates of Travel	Department	Purpose of Travel/Location	Over-night	Out of State	Costs	Explanation of Cost	FY16 Budget Available
09/17-19/15	Fire	Modern Fire Attack & Train the Trainer Durango, CO.	Yes	Yes	95.00 35.88 55.62	Registration Actual Cost for Meals Actual Cost for Lodging	Yes
10/12-13/15	Animal Care	Euthanasia Certification Santa Fe, NM.	Yes	No	100.00 114.16	Registration Actual Cost for Lodging	Yes
10/12-13/15	Animal Care	Euthanasia Certification Santa Fe, NM.	Yes	No	100.00 57.08	Registration Actual Cost for Lodging (Roomed w/K. Willits)	Yes
10/12-13/15	Animal Care	Euthanasia Certification Santa Fe, NM.	Yes	No	100.00 57.08	Registration Actual Cost for Lodging (Roomed w/M. Limback)	Yes
11/02-05/15	Finance	NMDOT Cradle to Grave Training Albuquerque, NM.	Yes	No	122.40 60.00	Meal & Gratuity Allowance Estimated Cost for Fuel Lodging: Staying w/family	Yes
11/17-20/15	Admin.	Airport Safety & Operations Specialist School Albuquerque, NM.	Yes	Yes	132.00 340.00 224.22 384.00	Meal & Gratuity Allowance Registration Estimated Cost for Fuel Reimb. Lodging-Marriott Pyramid North	Yes

Staff Summary Report

MEETING DATE: October 27, 2015
AGENDA ITEM: VIII. CONSENT AGENDA (C)
AGENDA TITLE: Resolution 2015-971 Surplus

ACTION REQUESTED BY: Public Works Department
ACTION REQUESTED: Approval
SUMMARY BY: Kathy Lamb

PROJECT DESCRIPTION / FACTS

- Public Works Department facility (formerly Schwans's Frozen Food warehouse) does not require the loading dock seal/pad and roll up garage door. Upon removal of each, the department will enclose the facility.
- The Public Works Department is requesting to submit the items for public auction through the Public Surplus website.
- If the items are not sold they will be donated or disposed of according to Statute Section 3-54-2 and Procurement Statute 13-6-1. Disposition of obsolete, worn-out or unusable tangible personal property.

FISCAL INPUT / FINANCE DEPARTMENT

- Revenues from auction to be applied to General Fund / Joint Utility Fund

SUPPORT DOCUMENTS: Resolution 2015-971
Surplus List

DEPARTMENT'S RECOMMENDED MOTION: Move to Approve Resolution 2015-971 Declaring Certain Municipal Property Not Essential For Municipal Purpose and Directing It Be Sold or Disposed.

CITY OF AZTEC RESOLUTION 2015-971

A RESOLUTION DECLARING CERTAIN MUNICIPAL PROPERTY NOT ESSENTIAL FOR MUNICIPAL PURPOSE AND DIRECTING IT BE SOLD, OR IF THE PROPERTY HAS NO VALUE, DONATE THE PROPERTY TO ANY ORGANIZATION DESCRIBED IN SECTION 501(c)3 OF THE INTERNAL REVENUE CODE OF 1986 OR DISPOSED.

WHEREAS, Sections 3-54-2 and 13-6-1 of NMSA, 1978 Compilation authorizes municipalities to sell personal property which is not essential for a municipal purpose or if the property has no value, donate the property to any organization described in Section 501(c)3 of the Internal Revenue Code of 1986; and

WHEREAS, the City of Aztec owns certain personal property which is obsolete and/or surplus and no longer needed or useful to the City; and

WHEREAS, the Governing Body wishes to declare this property not essential for a municipal purpose so that it can be sold or donated according to statute.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY of the City of Aztec, New Mexico that the personal property below described which is owned by the City is surplus and not essential for a municipal purpose.

PASSED, APPROVED AND SIGNED this 27th day of October, 2015.

MAYOR SALLY BURBRIDGE

ATTEST:

CITY CLERK KARLA SAYLER

**CITY OF AZTEC
SURPLUS LIST
RESOLUTION 2015-xxx**

Department	Item/Model	Condition	Reason for Surplus	Location
Public Works	<p style="text-align: center;">White Roll Up Door 88" x 122"</p> 	Fair	Unnecessary	Public Works Facility
Public Works	<p style="text-align: center;">Frommelt Dock Seal Pad</p> 	Fair	Unnecessary	

Staff Summary Report

MEETING DATE: October 27, 2015

AGENDA ITEM: VIII. CONSENT AGENDA (D)
VIII Consent Agenda (E)

AGENDA TITLE: Approval Of Library Advisory Board Member

ACTION REQUESTED BY: Kate Skinner, Library Director

ACTION REQUESTED: Approval of Library Advisory Board Member

SUMMARY BY: Kate Skinner

PROJECT DESCRIPTION / FACTS

Library Board position has been vacant since term expired for Sherry Magee 12-2014

The Board would like to recommend that Commission approve Pamela Madson to replace Sherry Magee. Pamela Madson satisfies the Aztec School Education system requirement.

Pamela Madson's letter of interest is attached

SUPPORT DOCUMENTS: Letter of Interest: Pamela Madson

DEPARTMENT'S RECOMMENDED MOTION: Move to Approve Pamela Madson to Library Advisory Board

August 5, 2015

Dear Karla,

I understand the Aztec library is in need of another member to sit on their board. I am willing to try this. I am a local retired teacher so this position might be a good fit for me.

Sincerely,
Pamela Madson

cell 505 860 3489
hm " 334-3032

address:

23 Rd. 2578
Aztec

Staff Summary Report

MEETING DATE:	October 27, 2015
AGENDA ITEM:	VIII. CONSENT AGENDA (E)
AGENDA TITLE:	Russell Planning & Engineering, Change Order #3

ACTION REQUESTED BY:	Public Works, Finance Department
ACTION REQUESTED:	APPROVAL For Russell Planning & Engineering, Contract Amendment
SUMMARY BY:	Kathy Lamb

PROJECT DESCRIPTION / FACTS (Leading Department)

- Original Contract: Approved by Commission during the August 26, 2013 regular meeting, RFP 2014-225 was awarded to Russell Planning & Engineering (RPE) for design services of the North Main Corridor connecting Main Avenue to the Aztec Ruins National Monument. Elements of the design include plaza area, trails, landscaping, roadway, sidewalks and utilities.
- Amendment #1: Scope of agreement expanded to include the development of a land use overlay specific to the North Main Corridor, an increase of \$7,225.
- Change Order #1: To develop engineer design for the crossing at Hampton Arroyo that was not include in the original North Main Corridor design. Russell Planning & Engineering has already done flood plain modeling for the Hampton Arroyo for purposes of the North Main Corridor and through that study has determined that a box culvert system could work and be less costly than a bridge across the arroyo.
- Change Order #2: Temporary construction easements and permanent slope easements preparation; restroom facility, south of plaza, infrastructure design; Phase 0 plan and bid document preparation; design and permitting of sewer lift station; deletion of portion of construction management services per recommendation of Public Works Director; redesign of sidewalk widths for continuity.
- Change Order #3: Scope of agreement expanded to include the work of easements from adjoining property owners along the north main corridor, an estimated increase of \$20,707.45.

PROCUREMENT INPUT (Purchasing)

- Qualification-Based Proposals in response to the City's Request for Proposals (RFP) 2014-225 were received on June 20, 2013. Proposals were evaluated, finalists were interviewed, and ultimately, a contract was negotiated with RPE.
 - Original Contract: \$178,813.37
 - Amendment #1: \$ 7,225.00
 - Change Order #1: \$ 9,025.00
 - Change Order #2 \$ 40,497.32
 - Change Order #3: \$ 20,707.45

- Amended Total \$256,268.14

FISCAL INPUT (Finance Department)

- FY16 Annual Adopted Budget re-appropriated funds specific to this agreement as well as funds for first phase of construction, providing sufficient available funds for approval of this change order request.

SUPPORT DOCUMENTS: Russell Engineering Contract Change Order

DEPARTMENT'S RECOMMENDED MOTION: Move to APPROVE Russell Planning & Engineering, Change Order #3 in the amount of \$20,707.45



Contract Change Order #3

Project: Aztec North Main
Date of issuance: October 21, 2015

Owner: City of Aztec, NM
Effective Date: August 1, 2015

On August 31, 2015, Drew Chandler with Russell Planning and Engineering (RPE) received an email from City of Aztec staff (Ed Kotyk) directing RPE to prepare cost estimates for proposed coordination and assistance in obtaining easements from the adjacent land owners to the North main Project. Over the course of the discussions with the adjacent landowners as part of this process, additional changes to the plans were necessary.

Changes:

The original contract and subsequent Contract Amendment #1 and Contract Change Orders 1&2 - consisting of the entirety of the contract (the Contract), between (RPE) and the Owner did not include work which RPE and/or their sub-contractors have since been directed to complete, primarily:

- **Change #1:** Coordination, facilitation and assistance to obtain easements from the adjacent landowners to the project. This amount includes time and expenses to date (\$3,306.90), as well as an additional amount needed for ongoing coordination regarding the easements (\$2,600.00). Total cost **\$5,906.90.**
- **Change #2:** Changes needed to the grading design contained as part of the Phase 0 plan set in order to accommodate requests from the Chavez family in regard to drainage on and adjacent to their property. This amount includes time and expenses to date (\$1,577.50). It is anticipated that an additional \$500 may be needed to accommodate this obtaining of this easement. Total cost **\$2,077.50.**
- **Change #3:** Land swap coordination. This amount includes coordination time and expenses to date (\$2,798.75) to pursue the mutual desire of both the City of Aztec and Chaffee Family Trust to trade land on either side of the North Main corridor. This includes expenses for Johnson Surveying and Mapping at \$3,390.00 to prepare documents needed for an Alt Summary Plat Procedure, as well as an additional amount of RPE coordination and facilitation at \$2,800.00. Total cost **\$8,988.75.**
- **Change #4:** Sanitary sewer redesign due to land swap. The proposed land swap with the Chaffee Family Trust will result in the private property being only 4 ft from the previously proposed lift station location. The proposed lift station location will be need to be re-designed to the center of the roundabout in order to eliminate odor and aesthetic concerns. The lift station location is proposed to be moved to the center of the proposed roundabout which will require the re-design of approximately 450 ft of sewer line and multiple manholes. Total cost **\$1,200.00.**
- **Change #5:** The need for the sidewalk redesign is due to the shifting Right-of-Way boundary and the need to keep the proposed sidewalk extents within the new proposed Right-of-Way. Total anticipated cost **\$2,200.**
- **Change #6:** Re-Pre Bid meeting attendance. Total cost (completed) **\$334.30.**
- **Change #7:** Extension of contract period to March 1, 2016. Total Cost: \$0.00.

Change Order #3 spent to date:	\$ 8,017.45
<u>Change Order #3 additional amount:</u>	<u>\$12,690.00</u>
Total Change Order #3 amount:	\$20,707.45

Contract Status

Original Contract =	\$178,813.37
Amendment #1 =	\$ 7,225.00
Change Order #1 =	\$ 9,025.00
Change Order #2 =	\$ 40,497.32
<u>Change Order #3 =</u>	<u>\$ 20,707.45</u>
Total =	\$256,268.14

Staff Summary Report

MEETING DATE: October 27, 2015
AGENDA ITEM: VIII. CONSENT AGENDA (F)
AGENDA TITLE: Bid 2015-0445 S Church Avenue Improvements – Change Order #2

ACTION REQUESTED BY: Public Works
ACTION REQUESTED: **Approve Bid 2015-0445 S Church Avenue Improvements – Change Order #2**
SUMMARY BY: William Watson, Kathy Lamb

PROJECT DESCRIPTION / FACTS

- This project is the replacement of sidewalk, curb and gutter in the 300 block of S Church, between Zia and Mesa Verde, east and west sides of roadway. It includes reprofiling the street for improved drainage. The street will be paved the week of November 2, 2015 by a separate contractor.
- The sidewalk improvement project was completed in two phases: the west side was completed in the fall of 2014 and resulted in change order #1 to accommodate street drainage concerns. The east side was completed earlier this year and required field modifications to the design because existing retaining walls were found to be built on top of the sidewalk and there were several adjustments needed to driveways due to slope changes because of the reprofiling.

PROCUREMENT / PURCHASING

- Invitation to Bid (ITB) was published on the city website and advertised in the Daily Times, September 10, 2014. One Addendum was issued on the project. The bid was publically opened on Monday, September 29, 2014. Bid was awarded to Carreon Construction LLC on October 14, 2014.
 - Original Bid: \$68,999.18
 - Change Order #1 \$11,394.61 (approved March 24, 2015)
 - Change Order #2 \$11,577.66
 - Total Project: \$91,971.45

FISCAL INPUT / FINANCE DEPARTMENT (if applicable)

- The FY16 Annual Adopted Budget, Municipal Road Fund, has sufficient budgeted funds available to meet the financial commitment of this change order.

SUPPORT DOCUMENTS: Change Order #2

DEPARTMENT'S RECOMMENDED MOTION: Move to Approve Bid 2015-0445 S Church Avenue Improvements – Change Order #2 in the amount of \$11,577.66 plus gross receipts tax.

South Church AVE Change order Summary

This change order is for the East side only. The Project Change Order #1 for the West side of the project street has already been processed. Charges relating to the west side are not allowed.

Extra Fill Material ~ Cost of \$2924.26 approved per w2 10/16/15

- Material was a total of \$1214.40
- Material was used to fill curb and gutter, sidewalk and drive pads sub base to new elevation
- Travel was \$90 for each hotel room. Two hotel rooms where rented. \$50 where used for food and \$40 for fuel cost.
- Other job expenses where \$200 for bobcat rental to spread new engineered fill and \$50 for jumping jack to compact fill

Stucco on retaining walls ~ Cost of \$1696.26 approved per w2 10/16/15

- Travel was \$270 we had to two hotel rooms at \$90 each room and \$50 were used for food and \$40 fuel cost
- Other job expenses Concrete mixer rental was \$50, three rolls of stucco tape \$7each roll to tape off plastic to keep sidewalks clean. A roll of plastic \$35

Extra retaining walls ~ Cost of \$ 4396.45 approved per w2 10/16/15

- Walls were installed one was a 40'6" x 2'6", 16' x 1', 6' x 1'
- Concrete was 2.8 CYD each CYD is \$128.25 a total of \$359.10
- Extra material was lumber to form retaining wall. 5 sheets of 3/4 plywood were bought at \$35 each that's a total of \$175 plus extra 2 x 4 to hold forms in place
- Labor 3 employees worked on 10 hour day at \$15 an hour to demo wall break it up and dispose of concrete. 3 employees worked a 10 hour day at \$15 a hour to form retaining walls and excavate and prepares subbase, employees worked a 10 hour day at \$15 a hour to pour concrete and remove forms this is a total of 90 hours and \$1350
- Travel was two rooms rented for three nights at \$90 a room. That's a total of \$540 and \$60 were used for food and \$30 for fuel cost
- Other job expenses were \$200 a day for bobcat, \$200 a day for air compressor and jack hammer, \$100 a day for dump truck, \$50 a day for concrete saw, \$50 for jumping jack that's a total of \$600

Extra Driveways ~ Cost of \$2560.70 approved per w2 10/16/15

- Material was \$777 a total of 6.475 CYD were used price per CYD is \$128.25
- Driveways were done on the following houses On house 326 a 3' x 2', on house 324 a 17' x 1', on house 320 a 9'113'1 on house 318 10' x 12', on house 316 17' x 4' on house 306 a 19' x 10'
- Travel was two hotel rooms at \$90 each one is \$180 \$50 were used for food and \$40 for fuel

- Other job expenses were a bobcat rent is \$200 a day and \$50 for concrete saw(air compressor and jack hammer, and dump truck were not charge for)

4" concrete ~ **Cost of \$1130.22 not allowed – Charges related to properties 319 and 321 S Church were covered in Change order 1 for west side. Charges related to property at 324 S Church was due to contractor error ~ Contractor did not conference with Engineer prior to installation as agreed. Per w2 10/16/15**

- Concrete was \$300 each CYD was \$128.25
- A total of 558 LFT of sidewalk were installed along the west side and a total of 612 LFT were installed along the east side that leaves a balance of 260 IFT of sidewalk
- Sidewalk were removed to allow new elevation issues on house #321,319,324
- Travel was \$50 for fuel cost and a \$40 for food cost

6" concrete ~ **Cost of \$959 not allowed – Charges related to properties 319 and 321 S Church were covered in Change order 1 for west side. Charges related to property at 324 S Church was due to contractor error ~ Contractor did not conference with Engineer prior to installation as agreed. Per w2 10/16/15**

- Material was 328.80 each CYD was \$128.25 a CYD
- A total of 264 LFT were used on the west side and a total of 98 LFT were used on the east side that leaves a balance of 137 LFT
- Drive pads at the following houses had to be removed for new elevation issues, house #321,319,324
- Travel was \$50 for fuel and \$40 for food cost

Extra curb and gutter ~ **Cost of \$6125 not allowed – Charges related to properties 319 and 321 S Church were covered in Change order 1 for west side. Charges related to property at 324 S Church was due to contractor error ~ Contractor did not conference with Engineer prior to installation as agreed. Per w2 10/16/15**

- 245 LFT of curb were added material cost was \$1633.33 and each CYD is \$128.25
- Curb and gutter was installed along both sides of the street a total of 692 LFT were installed on the west side and 688 LFT were added on the east side
- Curbs were removed and replaced on the following houses to uses new elevations house #321,319,324
- labor was \$1350. Four employees worked a 10 hour day at \$15 a hour to saw cut break concrete and dispose of it. 4 employees worked a 10 hour day to prepare subgrade and set forms and place concrete. 4 employees worked 2.5 hours to remove concrete forms. That's a total of \$1350
- Travel was two hotel rooms for 3 nights at \$90 each room it's a total of \$540 and \$60 were used for food and \$30 for fuel cost
- Other job expenses were 200 for bobcat rental} \$200 for air compressor rental, \$50 for concrete saw, \$50 for jumping jack, \$100 for dump truck rental, \$150 for additional traffic control devices

Total amount allowed this change order \$11,577.66 per w2 10/16/15

Staff Summary Report

MEETING DATE:	October 27, 2015
AGENDA ITEM:	XII. BUSINESS ITEM (A)
AGENDA TITLE:	Approval Of OP-ED Piece For Albuquerque Journal

ACTION REQUESTED BY:	Mayor Burbridge
ACTION REQUESTED:	Approval
SUMMARY BY:	Edward Kotyk

PROJECT DESCRIPTION / FACTS

A wave of new Bureau of Land Management (BLM) regulations is coming that will reduce New Mexico's oil and natural gas production and lead to a loss of billions of dollars to New Mexico and the federal government over the next two decades. The surrounding Municipalities and San Juan County have approved this item at their governing body meetings.

SUPPORT DOCUMENTS:	Proposed Letter to Albuquerque Journal
---------------------------	--

DEPARTMENT'S RECOMMENDED MOTION:	Move to Approve OP-ED Piece for Albuquerque Journal
---	---

New BLM Regulations Could Cost State Billions
Farmington Mayor Tommy Roberts, Bloomfield Mayor Scott Eckstein,
Kirtland Mayor Mark Duncan, Mayor XXX
and San Juan County Commission Chair Keith Johns

A wave of new Bureau of Land Management (BLM) regulations is coming that will likely reduce New Mexico's oil and natural gas production and lead to a loss of billions of dollars to the state and federal government over the next two decades. As the mayors of Farmington, Bloomfield, Kirtland and (OTHER CITY NAMES) and the chair of the San Juan County Commission we are also extremely concerned about a loss of jobs and tax revenue at a time when we struggle to create jobs and expand our economies.

We believe that BLM must—and can—carefully balance environmental protection and royalty issues with revenue and job concerns. For the sake of budgets, economies and jobs across New Mexico, we ask that our congressional delegation work to help ensure that BLM gets these new regulations right.

One new BLM regulation expected in 2015 is the venting and flaring rule, which aims to reduce the amount of methane (natural gas) released into the environment. Part of this rule is expected to require the twice yearly inspection of all gas-producing wells with special, costly cameras. Companies that provide this service state that each inspection will take a half day and cost \$600. In northwest New Mexico alone, where there are over 20,000 active wells, the annual cost would be over \$24 million a year not including administrative costs, the cost of company representatives at inspections, and having the already resource-strapped BLM monitor the work of inspectors.

Because many natural gas wells in northwest New Mexico are older, low-volume producers these new costs would make them uneconomical. We therefore anticipate the premature closure of 3-5% of our gas wells, which over the decades will cost the state and federal governments a loss in royalties of approximately \$300 million at today's prices. If gas prices increase, the losses only get bigger.

As residents of northwest New Mexico we of course want to keep our environment healthy for our families and future generations. We understand there have been indications that methane levels over the Four Corners region have been higher than those in surrounding areas, and we await the federal government's investigation into its origins and possible remedies.

However, companies in the region are already taking steps to reduce emissions. One operator with more than 10,000 gas wells in the San Juan Basin has voluntarily reduced methane leakage by 54% since 2013. If government officials believe they still need to create new methane regulations they should work with industry leaders to find cost-effective ways to do so.

Another issue is the proposed update of BLM's Onshore Order 3 ("003"), which in part regulates the metering of production on federal leases. The proposed changes to 003 will most likely lead to the need to install new meters on thousands of wells. While these changes may make small improvements in the accuracy of royalty payments, the increased cost of compliance will lead to the premature closing of wells that can not be economically updated. Significant losses in revenue will be traded for very small changes to the accuracy of royalty accounting. One conservative estimate generated by the State Land Office a few years ago (when this same change was debated and then abandoned by BLM) is that New Mexico would lose \$1,000,000,000 in revenue over a decade.

The U.S. is now the world's largest producer of oil and natural gas in part because of New Mexico production. This is keeping gasoline, diesel, natural gas and electricity prices low for consumers, increasing economic activity, helping bring back manufacturing from abroad, and creating jobs across the nation. For the sake of our community, state and country we hope and trust the BLM will get its new regulations right.

Word count: 652 (not including this line). This leaves room for mayors' and cities' names. The max is 650. If we go over the Journal could make edits we wouldn't agree with.

Bloomfield Mayor Scott Eckstein: xxx-xxx-xxxx (phone number)

Farmington Mayor Tommy Roberts:

Kirtland Mayor Mark Duncan:

San Juan County Commission Chair Keith Johns: