CITY OF LAS VEGAS

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

CITY OF LAS VEGAS
SPECIAL CITY COUNCIL AGENDA
June 7, 2016–Tuesday– 4:00 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. **PUBLIC INPUT (not to exceed 3 minutes per person)**

VII. **BUSINESS ITEMS**

1. Approval/Disapproval to develop a (PER) Preliminary Engineering Report for the Bradner Dam Rehabilitation project.

   Maria Gilvarry, Interim Utilities Director A PER will be prepared that will present the alternatives and cost for the design and construction of the Bradner Reservoir Rehabilitation project. The scope of work has been reviewed by the Office of the State Engineer. Capital outlay grant funds will be used for the planning, permitting, design, and construction of the project. Cost if the PER is $501,982.00

2. Approval/Disapproval to appoint Veronica Gentry as Interim Public Works Department Director.

   Richard Trujillo, City Manager As per the City of Las Vegas Municipal Charter, Article V, Officers, Directors and Employees, Section 5.07

Departments. C. The city manager shall appoint department directors, subject to approval by the Governing Body.

VIII. 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.**

IX. 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 if the City Clerk, 1700 N. Grand Avenue, Las Vegas, N.M 87701

Special Session

CITY COUNCIL MEETING AGENDA REQUEST

DATE: 06/01/16 **DEPT:** Utilities Dept. **MEETING DATE:** 06/~~06~~07/16

ITEM/TOPIC: Approval / Disapproval to develop a (PER) Preliminary Engineering Report for the Bradner Dam Rehabilitation project.

BACKGROUND/RATIONALE: A PER will be prepared that will present the alternatives and cost for the design and construction of the Bradner Reservoir Rehabilitation project. The scope of work has been reviewed and approved by the Office of the State Engineer. Capital outlay grant funds will be used for the planning, permitting, design, and construction of the project. Cost for the PER is $501,982.00

THIS REQUEST FORM MUST BE SUBMITTED TO THE CITY MANAGER'S OFFICE NO LATER THAN 10:00 A.M. ON FRIDAY ONE AND A HALF WEEKS PRIOR TO THE CITY COUNCIL MEETING.

SUBMITTER'S SIGNATURE

REVIEWED AND APPROVED BY:

TONITA GURULE-GIRON
MAYOR

ANN MARIE GALLEGOS
FINANCE DIRECTOR

RICHARD TRUJILLO
CITY MANAGER

PURCHASING AGENT
(FOR BID AWARD ONLY)

H. CHICO GALLEGOS
CITY ATTORNEY
Approved as to Legal Sufficiency Only
(If Box is Initialed by City Mngr., Review and Sign)

Approved to form 9-25-12

May 24, 2016

Amendment
Bradner Dam Rehabilitation Project
Preliminary Engineering Report
Scope of Work, Schedule, and Budget

Introduction

Bradner Dam is classified as intermediate in size, according to the Office of the State Engineer's (OSE) New Mexico Rules and Regulations Governing Dam Design, Construction and Dam Safety (2010) referred to herein as OSE Rules. Intermediate dams are defined as dams that are between 40 and 100 feet high. An OSE document from 2011 on Regulated High Hazard Dams indicates that Bradner Dam is classified as being in "fair" condition, based on New Mexico dam safety rules and inspection findings. The primary reasons for this classification include the dam's inadequate spillway capacity, which is 37 percent of the required flood, as well as the presence of woody vegetation, erosion, and rodent damage. In addition to its "fair" condition rating, the existing dam was classified as a high hazard dam per the New Mexico Administrative Code (NMAC), Administration and Use of Water – General Provisions (Chapter 19.25.10). The code defines high hazard dams as having the potential to result in loss of life in case of dam failure or misoperation. According to 19.25.12.11 NMAC (C) Paragraph (3), the required spillway design flood (SDF) for a high hazard dam is the flood resulting from the critical probable maximum precipitation (PMP) storm event. The rehabilitation design will address the deficiencies documented by the OSE and provide operational improvements as required by the City.

Bradner Dam Rehabilitation Project (Project) could potentially include improvements to the spillway, outlet works, and embankments to meet New Mexico Dam Safety standards and also enhance the City's water delivery operations.

1. The spillway improvements will include enlargement to safely pass the inflow design flood. Preliminary investigations indicate that the main dam and auxiliary dam embankments will be overtopped by over one foot during the inflow design flood. A site specific probable maximum precipitation (PMP) study will be completed to help make the best use of rehabilitation funds. It has been estimated that the spillway construction cost would be reduced by about $500,000 through the use of a site specific PMP study. The enlargement could include, but not limited to, removal of the existing concrete spillway and replacing it with a larger spillway chute constructed with roller compacted concrete or structural concrete with a combination of an embankment raise The spillway could be relocated along the left auxiliary dam abutment from the main dam. The spillway chute would discharge into a concrete stilling basin located downstream of the spillway chute.
2. The outlet works improvements could include, but not limited to, the construction of a multi-level outlet tower to enhance the water quality delivered to the water treatment plant located or on a new outlet pipe located to the north through the auxiliary dam.
3. The embankment improvements could include, but not limited to, construction of downstream filter and drain layers with a toe drain system and buttress to adequately measure and control seepage through the embankments, or in conjunction with a upstream grouting program to minimize seepage from the reservoir. A seepage pump back system will also be investigated if the seepage is anticipated to be higher than what the City desires.

It is anticipated that Capital Outlay grants, ID# 14-1587: D-19 for $6 million and ID# 14-2158 for $4 million, will be used for the planning, permitting, design, and construction of any improvements for the Project. These funds have a reversion date of June 30, 2018. At this time it is anticipated that the required improvements will take 12 months to construct which means a notice to proceed will need to be issued to a construction contractor on or before July, 2017 to meet the reversion date. The final design

URS

should be submitted to the OSE for review and approval by May of 2017. An environmental 404 permit could take between six to 12 months depending on the US Army Corps of Engineers (USACE) requirements and the permitting would start after the preliminary engineer report (PER) is completed. The USACE will base the effort related in obtaining the 404 permit based on the findings and recommendation presented in the PER. The following table presents the milestone schedule for the Project.

Anticipated Total Project Schedule	
Milestone	**Anticipated Date**
URS PER NTP	June 1, 2016
PER Approved and USACE 404 Permit Starts	December, 2016
OSE Final Design Submittal	April, 2017
Obtain OSE Dam Safety Permit	May, 2017
Contractor Bidding Schedule	May through June, 2017
Construction	July, 2017 through June, 2018

Scope of Work

The first step in developing the improvements will be to prepare a PER that would present the potential alternatives and costs for the design elements so they can be evaluated with respect to technical, environmental, social, and cost related selection criteria. The selected alternative would be advance through final design during future project phases. The following scope presents the tasks required to prepare PER for the Project.

Task 1.0 - Project Management

URS will perform project management activities to ensure the completion of the PER within the project schedule and the contract budget. Project management activities will include contract administration, coordination of URS' team, coordination with the City and others, development, and implementation of a quality assurance and control process, development and maintenance of the project design schedule, and communication of project status and issues for prompt resolution with the City. URS' Project Manager will attend scheduled meetings as detailed below, and as required, to accomplish the project goals.

URS' Project Manager will schedule and conduct a kick-off meeting within 15 days of receipt of the Notice to Proceed with the Project. The primary agenda item to be addressed during the kick-off meeting shall be the project management plan and alternatives developed for this proposal. Services performed by URS and construction documents prepared by URS will be in conformance with the requirements of OSE Rules. Specific project management activities included in this scope of services are detailed in the following tasks:

Task 1.1 - Project Management Plan

URS will prepare a Project Management Plan that will serve as a guide and describe the work plan, schedule, budgets, and other project details. The Project Management Plan shall include a project overview, a copy of this scope of services along with task and subtask budget breakdowns, a summary of project objectives, the project organization and responsibilities, a contact list, a description of project communication guidelines, a preliminary project schedule, and a narrative description of critical task sequencing and linking logic that is embedded into the project schedule to easily identify critical points and milestones that may affect the overall schedule. The draft Project Management Plan will be reviewed at the kick-off meeting.

Deliverables:

- Draft and final Project Management Plans and kick-off meeting minutes.

Task 1.2 - Quality Assurance/Quality Control Program

URS' Project Manager shall establish and monitor the project Quality Assurance/Quality Control (QA/QC) procedures and milestones. A QA/QC plan will be prepared detailing major submittals and their reviews prior to submittal. This QA/QC plan will be included with the Project Management Plan.

Deliverables:

- Draft and final QA/QC Plans.

Task 1.3 - Project Schedule Development, Maintenance, and Reporting

URS will develop a detailed project schedule using MS Project to manage our efforts. The draft schedule will be presented at the kick-off meeting. The schedule will be updated as needed, or otherwise required. Schedule status will be reported on a monthly basis by hard copy schedule updates as a part of invoicing.

Deliverables:

- Initial and monthly project schedule updates in hard copy and electronic (.mpp) format.

Task 1.4 - Budget Monitoring and Reporting

The detailed project schedule will be cost and resource loaded by task, allowing URS' Project Manager to monitor actual project progress by task against the scheduled progress. Each task budget will be updated on a biweekly basis and reported by URS on a monthly basis as a part of invoicing.

Deliverables:

- Monthly budget updates with invoicing.

Task 1.5 - Invoicing and Progress Reporting

URS' Project Manager shall submit an invoice at milestone deliverables. The accompanying budget status report will indicate level of completion for each task through the end of the invoice billing period.

Deliverables:

- Monthly invoices and progress reports.

Task 2.0 – Preliminary Engineering Report

Bradner Dam rehabilitation alternatives will be developed in accordance with OSE Rules to address the deficiencies documented by the OSE and to provide operational improvements required by the City. A range of alternatives and estimated construction costs will be developed and a preferred alternative recommended that fits within the City's budgetary constraints. The following subtasks will be completed:

Task 2.1 - Project Design Criteria

Working with the City and OSE, URS will draft and finalize the design criteria that will govern the sizing of the project components and will be used for future phase of the project. The criteria will include selection of applicable design codes and standards, OSE and other agencies guidelines, hydrologic considerations, system hydraulics, identification of horizontal and vertical loads, seismic design loads, and development of load factors and load combinations for the structural design. In addition, identification of materials and material properties will be presented in the design criteria. Initial design criteria will be presented at the kick-off meeting. Final criteria will be set forth in the PER.

Deliverables:

- Design criteria memorandum presented in the PER.

Task 2.2 – Site Specific Probable Maximum Precipitation Study

URS' sub consultant, Applied Weather Associates (AWA), will develop site specific probable PMP for the project. This study will follow a storm-based approach, which AWA has used in numerous PMP studies in the region and as used in the National Weather Service (NWS) Hydrometeorological Reports and the World Meteorological Organization PMP Manuals. AWA will utilize data and storm analyses from these previous PMP studies whenever possible. Therefore, much of the work required for this study has already been completed as part of the previous and ongoing studies. Specifically for this location, the recently completed College Lake, Colorado site-specific study, a Nuclear Regulatory Commission study covering the Arkansas River basin through its headwaters, the Wyoming statewide study, the Springer Dam, New Mexico site-specific study, PMP work for the New Mexico OSE, and the ongoing Texas statewide study will provide all the required storm data and meteorological information. An update and evaluation of the data and results from these studies is required to capture to site-specific characteristics of the basin.

Deliverables:

- Draft and final Site Specific PMP Reports. Results summarized in the PER.

Task 2.3 - Flood Hydrology Study

The flood hydrology prepared by URS for the Brander Reservoir Enlargement project will be revised to reflect the results of the Site Specific PMP study, existing dam conditions, potential future improvements to the spillway and embankments. The report will then be completed in accordance with 19.25.12 NMAC. The services will include developing new model parameters, revising the existing hydraulic models, performing the analyses, and revising the flood hydrology report.

Deliverables:

- Draft and final revised Flood Hydrology Reports in conformance with OSE Rules. Results summarized in the PER.

Task 2.4 – Geotechnical Investigations, Stability, and Seepage Study

Two drill holes were advanced in 2013 by URS near the maximum section from the crest on both the main (TH-10) and auxiliary (TH-9) dams. Both drill holes were advanced approximately 50 feet into the bedrock. However no engineering testing of the soil material was performed except one Atterberg limit test at shallow depth of embankment material on the main dam. Drill holes were also advanced in 1981 by Fox Engineers and Geologists on the main dam. Selected samples collected during these campaigns were tested for index properties, laboratory and field falling head permeability testing, proctor density, swell consolidation test, consolidated undrained triaxial tests, and one unconfined compression test. The triaxial tests were performed on samples collected between depths of 0 and 2 feet and the unconfined compression test were performed at depth of 39 feet. Drill holes were advanced by Sergent, Hauskins & Beckwith on the auxiliary dam. Samples were tested for index properties, consolidation testing, and direct shear testing.

For final design it is proposed to advance two drill holes on each dam, one at the crest and one near the downstream mid-slope if possible. The drill holes would be advanced using hollow stem augers to bedrock contact and potentially 10 feet into bedrock. There is no need to switch rock coring to obtain bedrock samples since the bedrock has been classified in previous campaigns within the reservoir footprint. The intent of the drilling investigation is collect relatively undisturbed Shelby tube samples of the embankment materials and foundation soils, as applicable, for engineering property testing. Blow

counts would be obtained after each Shelby tube sample. The current estimate is based on four drill holes each with an estimated depth of 60 feet, 5 Shelby tubes collected per hole, and blow counts obtained every 5 feet. The laboratory testing would include index testing, consolidation testing, consolidated undrained triaxial testing (with pore pressure measurement) with two three-point tests per dam. This could be optimized if the materials in the main and auxiliary dams are similar. Final geotechnical analyses and site investigations could be required during the final design for the selected alternative to confirm the selected alternative.

The results of field investigations conducted to date are envisioned to be adequate to be used to develop feasible alternatives. Baseline geotechnical and seepage analyses will be performed for the existing conditions and for additional analyses for potential alternatives. Long term seepage analysis will be performed to evaluate the phreatic condition within the main and auxiliary dams for use in slope stability analysis. The slope stability analysis will be performed for the steady-state, rapid drawdown, and post-earthquake loading conditions. The appropriate design standards will be followed for the analyses, including the OSE Rules, 19.25.12 NMAC.

Deliverables:

- Draft and final Bradner Geotechnical Report in conformance with OSE Rules. Results summarized in the PER.

Task 2.5 - Develop and Evaluate Alternatives

To ensure the best and most economical alternative is developed and selected, it is important to consider engineering analyses results. The alternatives will be developed and discussed with the City and OSE, prior to performing preliminary engineering analysis for the alternatives. Preliminary engineering will include the required hydraulic, structural, and geotechnical analyses to size the required project elements of the alternatives.

Based on these analyses, URS will prepare conceptual level drawings for the alternatives so that their differences can be presented and addressed. The conceptual level drawings will then be used to develop comparative level cost estimates for the alternatives evaluation. A workshop with the City and OSE will be held, to evaluate the alternatives and select the best alternative that meets the project needs. A preferred alternative could be very apparent after comparing the alternatives against the selection criteria. URS will use a weighted matrix approach to help in evaluating the alternatives if required. We do not intend to make the alternatives development and selection a long process, but to use a focused approach so the team can readily select the alternative that meets the project needs. The selected alternative would then be advanced to a preliminary design level so the project can be further refined and a budget level cost can be developed.

Deliverables:

- Alternatives evaluation memorandum presented in the PER.

Task 2.6 - Develop Engineer's Opinion of Probable Costs

URS will develop conceptual level construction cost estimates for the alternatives. These costs will be used to evaluate the alternatives. After a preferred alternative is selected, then an engineer's opinion of probable costs will be developed to a budget level estimate for the preliminary design of the selected alternative. The cost estimate will be developed based on quantity takeoffs estimated from the conceptual level drawings. URS will assemble the quantity estimates and estimate construction cost for the project features. Pricing for construction quantities will be based on URS' database for material costs and prevailing wage rates. Appropriate contingencies will be applied, based on the level of the design when the estimate is conducted. URS will prepare a bid schedule, estimate the quantities of the items in the bid

schedule, estimate the unit prices and lump sum prices for construction of the project, and prepare an estimated construction schedule. For the construction cost estimate, URS will assume that the project will be bid on a competitive basis.

Deliverables:

- Memorandum presenting the cost estimating approach, assumptions, and results for the alternatives evaluation, as well as the preferred alternative. The memorandum will be presented in the PER.

Task 2.7 - Develop Preliminary Engineering Report

URS will prepare a PER summarizing the findings, recommendations, and approvals developed during the previous work tasks. Additional engineering analyses will be performed to adequately define the project features so that the preliminary design can be developed. The report will be the basis of the subsequent plans, specifications, and permitting actions. The preliminary design drawings will be prepared to illustrate the proposed design concept and will be included as part of the report. Draft technical specifications will be prepared to a level so that the project features can be defined appropriately. The PER will be presented to the City Council meeting.

A draft report will be submitted to the City and the OSE for their reviews, and will then be finalized based on review comments. In addition to the specific work tasks detailed above, the report will include the following:

- A description of the local and regional geological conditions, along with recommendations for additional field investigations for final design, if required.
- Recommendations for hydraulic, structural, geotechnical design and the City's operational criteria that will govern the sizing of the features of the facilities and will be used for final design and detailing of the project components.
- Summaries of the project data, site observations, and the design analyses performed.
- Discussion of the project alternatives and the evaluation process used in selecting of the preferred alternative.
- Preliminary design drawings for the preferred alternative.
- Summaries of quantities, unit costs, and total project cost with contingencies for the preferred alternative.
- Construction sequence schedule.

Deliverables:

- Draft and final PERs.

Task 2.8 - Develop Engineer's Opinion of Probable Costs for Preliminary Design

URS will develop a budget level construction cost estimate for the preliminary design. The cost estimate will be developed based on quantity takeoffs estimated from the preliminary design drawings. URS will assemble the quantity estimates and estimate construction costs for the project features. URS will develop a "bottom up" cost estimate for the project based on production rates and unit pricing. Appropriate contingencies will be applied, based on the level of the design when the estimate is conducted. URS will prepare a bid schedule, estimate the quantities of the items in the bid schedule, estimate the unit prices and lump sum prices for construction of the project, and prepare an estimated construction schedule. For the construction cost estimate, URS will assume that the project will be bid on a competitive basis.

Deliverables:

- Memorandum presenting the cost estimating approach, assumptions, and results for the preliminary design concept. The memorandum will be presented in the PER.

Task 3.0 - City and OSE PER Submittal and Approval

URS will prepare the PER submittal for the City and OSE. We will develop the submittal in conformance with OSE Rules. We will first submit the PER to the City for their initial review and then address their comments before submitting the report to the OSE for their review and approval. URS will stay in contact with the OSE during their review and will address their comments in a timely manner.

Deliverables:

- Draft and final Site Specific PMP Reports.
- Draft and final Flood Hydrology Reports.
- Draft and final Bradner Geotechnical Reports.
- Draft and final PERs.

Schedule

The above scope of work will be completed within 122 calendar days after the notice to proceed is issued.

Budget

The above scope of work will be performed based on a lump sum amount of $538,062 which includes 7.1875 % for New Mexico Gross Receipt tax. The attached spreadsheet presents the details of the proposed budget.

IN WITNESS THEREOF, the parties hereto have executed, or caused to be executed, by their duly authorized officials, this Amendment in triplicate on the respective dates indicated below.

ATTEST:_____

Type Name _____

Title _____

Date _____

OWNER: City of Las Vegas

By_____

Type Name _____

Title _____

Date _____

ENGINEER: URS Corporation

By _____

Type Name Ed A. Toms

Title Vice President

Address 6200 South Quebec Street

Greenwood Village, Colorado 80111

Date May 24, 2016

Total Budget Estimate

				Task 1: Project Management	Task 2: PER	Task 3: City and OSE Review	
Labor	***Total Hours***	***Rate***	***Unit***		***Hours***		***Grand Total***
Assistant/Support Staff 1		$47	$/hr				
Assistant/Support Staff 2	40	$58	$/hr	40			$2,320
Assistant/Support Staff 3	32	$69	$/hr			32	$2,208
Assistant/Support Staff 4	114	$79	$/hr		114		$9,006
Assistant/Support Staff 5	176	$91	$/hr	40	136		$16,016
Assistant/Support Staff 6		$101	$/hr				
Assistant/Support Staff 7		$111	$/hr				
Assistant/Support Staff 8	160	$122	$/hr		160		$19,520
Assistant/Support Staff 9		$133	$/hr				
Assistant/Support Staff 10		$143	$/hr				
Staff 1		$84	$/hr				
Staff 2	120	$96	$/hr		120		$11,520
Staff 3	100	$106	$/hr	40		60	$10,600
Staff 4	124	$116	$/hr		124		$14,384
Project 1	536	$128	$/hr		416	120	$68,608
Project 2	360	$138	$/hr		360		$49,680
Project 3	328	$148	$/hr		328		$48,544
Project 4	80	$160	$/hr		80		$12,800
Consultant 1	288	$175	$/hr		288		$50,400
Consultant 2		$191	$/hr				
Consultant 3		$207	$/hr				
Consultant 4		$222	$/hr				
Principal 1	192	$245	$/hr	40	100	52	$47,040
Labor Subtotal	2,650			$20,000	$305,978	$36,668	$362,646
Communication Markup		3%		$600	$9,179	$1,100	$10,879
Labor Total				$20,600	$315,157	$37,768	$373,525
Other Direct Costs	***No. Units***	***Rate***	***Unit***		***Number***		***Grand Total***
Airfare	11	$400	Round Trip		8	3	$4,400
Rental Vehicles	22	$80	Day		16	6	$1,760
Lodging	42	$110	Night		36	6	$4,620
Meals	42	$60	Day		36	6	$2,520
Parking Fees	22	$30	Day		16	6	$660
Field Supplies	5	$20	Each		5		$100
Miscellaneous	1	$1,000	Each		1		$1,000
Long Term Truck Rental	1	$1,500	Month		1		$1,500
Other Direct Costs Subtotal				$0	$13,680	$2,880	$16,560
Other Direct Costs Markup		3%		$0	$410	$86	$497
Mileage	2,000	0.575	Miles		2,000		$1,150
Mileage Subtotal				$0	$1,150	$0	$1,150
Other Direct Costs Total				$0	$15,240	$2,966	$18,207
Subcontracts		***Rate***	***Unit***		***Cost***		***Grand Total***
AWA				$0	$50,000	$5,000	$55,000
Geotechnical Drilling				$0	$35,000		$35,000
Materials Testing				$0	$15,000		$15,000
Subcontracts Subtotal				$0	$100,000	$5,000	$105,000
Subcontracts Markup		5%		$0	$5,000	$250	$5,250
Subcontracts Total				$0	$105,000	$5,250	$110,250
TOTAL				$20,600	$435,398	$45,984	$501,982
NM Gross Receipt Taxes		7.1875%					$36,080
GRAND TOTAL WITH TAXES							$538,062

Summary of Costs -	Decription	Budget	% of Total
	Task 1 - Project Management	$20,600	4.1%
	Task 2 - PER	$435,398	86.7%
	Task 3 - City and OSE Review	$45,984	9.2%
	TOTAL	$501,982	100.0%

Task 1: Project Management
Budget Estimate

Note: Blue numbers are calculated by spreadsheet.
Input into grey cells.

				TASK 1.0 Project Management			
Labor	***Total Hours***	***Rate***	***Unit***		***Hours***		***Grand Total***
Assistant/Support Staff 1		$47	$/hr				
Assistant/Support Staff 2	40	$58	$/hr	40			$2,320
Assistant/Support Staff 3		$69	$/hr				
Assistant/Support Staff 4		$79	$/hr				
Assistant/Support Staff 5	40	$91	$/hr	40			$3,640
Assistant/Support Staff 6		$101	$/hr				
Assistant/Support Staff 7		$111	$/hr				
Assistant/Support Staff 8		$122	$/hr				
Assistant/Support Staff 9		$133	$/hr				
Assistant/Support Staff 10		$143	$/hr				
Staff 1		$84	$/hr				
Staff 2		$96	$/hr				
Staff 3	40	$106	$/hr	40			$4,240
Staff 4		$116	$/hr				
Project 1		$128	$/hr				
Project 2		$138	$/hr				
Project 3		$148	$/hr				
Project 4		$160	$/hr				
Consultant 1		$175	$/hr				
Consultant 2		$191	$/hr				
Consultant 3		$207	$/hr				
Consultant 4		$222	$/hr				
Principal 1	40	$245	$/hr	40			$9,800
Labor Subtotal	160			$20,000	$0	$0	$20,000
Communication Markup		3%		$600	$0	$0	$600
Labor Total				$20,600	$0	$0	$20,600
Other Direct Costs	***No. Units***	***Rate***	***Unit***		***Number***		***Grand Total***
Airfare		$400	Round Trip				
Rental Vehicles		$80	Day				
Lodging		$110	Night				
Meals		$60	Day				
Parking Fees		$30	Day				
Field Supplies		$20	Each				
Miscellaneous		$1,000	Each				
Long Term Truck Rental		$1,500	Month				
Other Direct Costs Subtotal				$0	$0	$0	$0
Other Direct Costs Markup		3%		$0	$0	$0	$0
Mileage		0.58	Miles				
Mileage Subtotal				$0	$0	$0	$0
Other Direct Costs Total				$0	$0	$0	$0
Subcontracts		***Rate***	***Unit***		***Cost***		***Grand Total***
AWA							
Geotechnical Drilling							
Materials Testing							
Subcontracts Subtotal				$0	$0	$0	$0
Subcontracts Markup		5%		$0	$0	$0	$0
Subcontracts Total				$0	$0	$0	$0
GRAND TOTAL				$20,600	$0	$0	$20,600

Task 2: PER
Budget Estimate

Note: Blue numbers are calculated by spreadsheet
Input into grey cells.

				Task 2.1 - Project Design Criteria	Task 2.2 - Site Specific PMP Study	Task 2.3 - Flood Hydrology Study	Task 2.4 - Geotechnical Investigation, and Stability and Seepage Analyses	Task 2.5 - Develop and Evaluate Alternatives	Task 2.6 - Develop Engineer's Opinion of Probable Costs	Task 2.7 - Develop Preliminary Engineering Report	Task 2.8 - Develop Engineer's Opinion of Probable Costs for Preliminary Design	
Labor	***Total Hours***	***Rate***	***Unit***				***Hours***					***Grand Total***
Assistant/Support Staff 1		$47	$/hr									
Assistant/Support Staff 2		$58	$/hr									
Assistant/Support Staff 3		$69	$/hr									
Assistant/Support Staff 4	114	$79	$/hr	16	2	16	16	16	16	16	16	$9,006
Assistant/Support Staff 5	136	$91	$/hr			40	40	16		40		$12,376
Assistant/Support Staff 6		$101	$/hr									
Assistant/Support Staff 7		$111	$/hr									
Assistant/Support Staff 8	160	$122	$/hr					40	40	40	40	$19,520
Assistant/Support Staff 9		$133	$/hr									
Assistant/Support Staff 10		$143	$/hr									
Staff 1		$84	$/hr									
Staff 2	120	$96	$/hr					40	40	40		$11,520
Staff 3		$106	$/hr									
Staff 4	124	$116	$/hr					60		40	24	$14,384
Project 1	416	$128	$/hr	8	8	120	160	80		40		$53,248
Project 2	360	$138	$/hr				240	80		40		$49,680
Project 3	328	$148	$/hr	8		80	240					$48,544
Project 4	80	$160	$/hr						40	40		$12,800
Consultant 1	288	$175	$/hr	8		40	200	40				$50,400
Consultant 2		$191	$/hr									
Consultant 3		$207	$/hr									
Consultant 4		$222	$/hr									
Principal 1	100	$245	$/hr	4	8	20	20	20	8	16	4	$24,500
Labor Subtotal	2,226			$5,852	$3,142	$44,004	$133,924	$51,580	$18,344	$39,224	$9,908	$305,978
Communication Markup		3%		$176	$94	$1,320	$4,018	$1,547	$550	$1,177	$297	$9,179
Labor Total				$6,028	$3,236	$45,324	$137,942	$53,127	$18,894	$40,401	$10,205	$315,157
Other Direct Costs	***No. Units***	***Rate***	***Unit***				***Number***					***Grand Total***
Airfare	8	$400	Round Trip			2	2	2		2		$3,200
Rental Vehicles	16	$80	Day			4	4	4		4		$1,280
Lodging	36	$110	Night			4	24	4		4		$3,960
Meals	36	$60	Day			4	24	4		4		$2,160
Parking Fees	16	$30	Day			4	4	4		4		$480
Field Supplies	5	$20	Each				5					$100
Miscellaneous	1	$1,000	Each				1					$1,000
Long Term Truck Rental	1	$1,500	Month				1					$1,500
Other Direct Costs Subtotal				$0	$0	$1,920	$7,920	$1,920	$0	$1,920	$0	$13,680
Other Direct Costs Markup		3%		$0	$0	$58	$238	$58	$0	$58	$0	$410
Mileage	2,000	0.58	Miles				2,000					$1,150
Mileage Subtotal				$0	$0	$0	$1,150	$0	$0	$0	$0	$1,150
Other Direct Costs Total				$0	$0	$1,978	$9,308	$1,978	$0	$1,978	$0	$15,240
Subcontracts		***Rate***	***Unit***				***Cost***					***Grand Total***
AWA	$50,000	1.00	Each		$50,000							$50,000
Geotechnical Drilling	35,000	1.00	Each				$35,000					$35,000
Materials Testing	15,000	1.00	Each				$15,000					$15,000
												$0
Subcontracts Subtotal				$0	$50,000	$0	$50,000	$0	$0	$0	$0	$100,000
Subcontracts Markup		5%		$0	$2,500	$0	$2,500	$0	$0	$0	$0	$5,000
Subcontracts Total				$0	$52,500	$0	$52,500	$0	$0	$0	$0	$105,000
GRAND TOTAL				$6,028	$55,736	$47,302	$199,749	$55,105	$18,894	$42,378	$10,205	$435,398

Task 3: City and OSE Review
Budget Estimate

Note: Blue numbers are calculated by spreadsheet.
Input into grey cells.

				Site Specific PMP Study	Flood Hydrology Study	Bradner Geotechnical Report	PER	
Labor	***Total Hours***	***Rate***	***Unit***	***Hours***				***Grand Total***
Assistant/Support Staff 1		$47	$/hr					
Assistant/Support Staff 2		$58	$/hr					
Assistant/Support Staff 3	32	$69	$/hr	8	8	8	8	$2,208
Assistant/Support Staff 4		$79	$/hr					
Assistant/Support Staff 5		$91	$/hr					
Assistant/Support Staff 6		$101	$/hr					
Assistant/Support Staff 7		$111	$/hr					
Assistant/Support Staff 8		$122	$/hr					
Assistant/Support Staff 9		$133	$/hr					
Assistant/Support Staff 10		$143	$/hr					
Staff 1		$84	$/hr					
Staff 2		$96	$/hr					
Staff 3	60	$106	$/hr		20	20	20	$6,360
Staff 4		$116	$/hr					
Project 1	120	$128	$/hr		40	40	40	$15,360
Project 2		$138	$/hr					
Project 3		$148	$/hr					
Project 4		$160	$/hr					
Consultant 1		$175	$/hr					
Consultant 2		$191	$/hr					
Consultant 3		$207	$/hr					
Consultant 4		$222	$/hr					
Principal 1	52	$245	$/hr	4	16	16	16	$12,740
Labor Subtotal	264			$1,532	$11,712	$11,712	$11,712	$36,668
Communication Markup		3%		$46	$351	$351	$351	$1,100
Labor Total				$1,578	$12,063	$12,063	$12,063	$37,768
Other Direct Costs	***No. Units***	***Rate***	***Unit***	***Number***				***Grand Total***
Airfare	3	$400	Round Trip		1	1	1	$1,200
Rental Vehicles	6	$80	Day		2	2	2	$480
Lodging	6	$110	Night		2	2	2	$660
Meals	6	$60	Day		2	2	2	$360
Parking Fees	6	$30	Day		2	2	2	$180
Field Supplies		$20	Each					
Miscellaneous		$1,000	Each					
Long Term Truck Rental		$1,500	Month					
Other Direct Costs Subtotal				$0	$960	$960	$960	$2,880
Other Direct Costs Markup		3%		$0	$29	$29	$29	$86
Mileage		0.58	Miles					
Mileage Subtotal				$0	$0	$0	$0	$0
Other Direct Costs Total				$0	$989	$989	$989	$2,966
Subcontracts		***Rate***	***Unit***	***Cost***				***Grand Total***
AWA	$5,000	1.00	each	$5,000				$5,000
Geotechnical Drilling		1.00	each					
Materials Testing		1.00	each					
Subcontracts Subtotal				$5,000	$0	$0	$0	$5,000
Subcontracts Markup		5%		$250	$0	$0	$0	$250
Subcontracts Total				$5,250	$0	$0	$0	$5,250
GRAND TOTAL				$6,828	$13,052	$13,052	$13,052	$45,984

CITY COUNCIL MEETING AGENDA REQUEST

DATE: 06/01/2016 **DEPT: Executive** **MEETING DATE: 06/07/2016**

ITEM/TOPIC: Appointment of Interim Public Works Director

ACTION REQUESTED OF COUNCIL: Approval/Disapproval to appoint Veronica Gentry as Interim Public Works Director

BACKGROUND/RATIONALE: As per the City of Las Vegas Municipal Charter, Article V, Officers, Directors and Employees, Section 5.07 Departments. C. The city manager shall appoint department directors, subject to approval by the Governing Body.

STAFF RECOMMENDATION:

COMMITTEE RECOMMENDATION:

THIS REQUEST FORM MUST BE SUBMITTED TO THE CITY MANAGER'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:

TONITA GURULE-GIRON
MAYOR

ANN MARIE GALLEGOS
FINANCE DIRECTOR
(PROCUREMENT)

RICHARD TRUJILLO
CITY MANAGER

PURCHASING AGENT
(FOR BID/RFP AWARD)

H.CHICO GALLEGOS
CITY ATTORNEY
(ALL CONTRACTS MUST BE REVIEWED)

Approved to form 1-26-15

ARTICLE V

OFFICERS, DIRECTORS AND EMPLOYEES

Section 5.01. City Manager—Appointment and General Provisions.

Section 5.02. City Manager—Removal.

Section 5.03. City Manager—Powers and Duties.

Section 5.04. City Attorney.

Section 5.05. City Clerk.

Section 5.06. Chief of Police.

Section 5.07. Departments.

Section 5.08. Personnel System.

Section 5.01. City Manager—Appointment and General Provisions.

A. The city manager shall be appointed by the Mayor, subject to Council approval. The Governing Body shall enter into a contract with the City Manager which shall establish, among other matters, compensation, benefits, duties and responsibilities.

B. The city manager shall be appointed solely on the basis of executive and administrative qualifications, and shall establish residency in San Miguel County within ninety (90) days of acceptance of the appointment.

C. The city manager, if not already certified by the International City Managers Association (ICMA), shall be working to achieve certification while in the employ of the city. All applicants shall be in the process of obtaining ICMA certification or shall be a corporate member when hired.

D. The City Manager shall designate other employees of the City to perform the functions of the office during any absence of thirty (30) days or less. The Mayor shall appoint, subject to Council approval, an acting City Manager for any absence exceeding thirty (30) days.

Section 5.02. City Manager; Removal.

The City Manager serves at the pleasure of the Governing Body, and may be suspended or removed without cause at any time by the Mayor, subject to approval of the Council, or by the Governing Body by a majority of all members of the Governing Body.

Section 5.03. City Manager—Powers and Duties.

Section 5.06. Chief of Police.

A. There shall be a Chief of Police.

B. The Mayor shall appoint the Chief of Police, subject to Council approval. The Governing Body shall enter into a contract with the chief of police which shall establish, among other matters, compensation, benefits, duties and responsibilities. The Chief of Police shall establish residence in San Miguel County within ninety (90) days of acceptance of appointment.

C. The Chief of Police serves at the pleasure of the Governing Body, and may be suspended or removed without cause at any time by the Mayor, subject to approval of the Council, or by the Governing Body by a majority of all members of the Governing Body.

Section 5.07. Departments. —

A. Subject to approval of the Governing Body, the city manager shall establish such departments as are necessary for efficient administration of the City.

B. Each department shall be under the supervision of a department director, subject to the direction and supervision of the city manager.

C. The city manager shall appoint department directors, subject to approval by the Governing Body.

D. Department directors are at-will employees who may be suspended or removed by the city manager, subject to approval by the Governing Body.

E. The city manager may serve as a department director, provided that the manager shall not serve as either city clerk or finance director.

Section 5.08. Personnel System.

A. The Governing Body shall adopt a personnel ordinance which is consistent with this Charter establishing the personnel policies, rules and procedures of the City. All appointments and promotions of City employees, other than department directors and those employees who are by this Charter or by ordinance designated as at will employees, shall be made solely on the basis of merit and fitness in accordance with the personnel ordinance to be adopted by the Governing Body.

B. The personnel ordinance shall:

(1) Establish a merit system governing personnel policies necessary for the effective administration of the employees of the City departments, offices and agencies, including but not limited to classification and pay plans, examinations, force reduction, discipline, termination, removals, working conditions, provisional and exempt appointments, in-service training, grievances and relationships with employee organizations;

(2) Be consistent with all mandatory federal and state requirements; and