



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

Mayor Tonita Gurule-Giron

**CITY OF LAS VEGAS
WORK SESSION CITY COUNCIL AGENDA
July 12, 2017–Wednesday– 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. **PUBLIC INPUT (not to exceed 3 minutes per person and persons must sign up at least fifteen (15) minutes prior to meeting.)**
- VII. **DISCUSSION ITEMS**

1. Award request for bids #2017-24 for the Cinder Road Waterline Improvements to next lowest bidder, Hay's Plumbing & Heating and enter into agreement.

Maria Gilvarry, Utilities Director The City of Las Vegas Utilities Department went out for sealed bids for the Cinder Road Waterline Improvements. This project will loop existing lines to improve water quality, fire protection and assist in providing water service to customers on both sides along Cinder Road from Mills Avenue to Los Alamogordos Road.

2. Award request for bids #2017-27 for Solid Waste facility improvements planning, design and construction phase engineering services to multiple proposers and enter into agreements.

Maria Gilvarry, Utilities Director The City of Las Vegas Utilities Department went out for sealed bids for Solid Waste facility improvements planning, design and construction phase engineering services. We are requesting to award to all four proposers; Engineering Solutions, Molzen Corbin, Souder Miller and WH Pacific and enter into agreements.

3. Award request for proposals #2017-29 for Waste Water system planning design and construction phase engineering services to multiple proposers and enter into agreements.

Maria Gilvarry, Utilities Director The City of Las Vegas Utilities Department went out for Waste Water system planning design and construction phase engineering services. We are requesting to award to four of the six proposers; Molzen Corbin, Souder Miller, WH Pacific and OCCAM Engineering and enter into agreements.

4. Award request for proposals #2017-30 for Water Distribution system planning design and construction phase engineering services to multiple proposers and enter into agreements.

Maria Gilvarry, Utilities Director The City of Las Vegas Utilities Department went out for sealed proposals for Water Distribution system planning design and construction phase engineering services. We are requesting to award to all five proposers; Molzen Corbin, Souder Miller, WH Pacific, OCCAM Engineering and HDR and enter into agreements.

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

Work Session

CITY COUNCIL MEETING AGENDA REQUEST

DATE: 06/30/17

DEPT: Utilities Dept.

MEETING DATE: 07/12/17

DISCUSSION ITEM/TOPIC: Award request for bids #2017-24 for the Cinder Road Waterline Improvements to next lowest bidder Hay's Plumbing & Heating and enter into agreement.

BACKGROUND/RATIONALE: The City of Las Vegas Utilities department went out for sealed bids for the Cinder Road Waterline Improvements. This project will loop existing lines to improve water quality, fire protection and assist in providing water service to customers on both sides along Cinder Road from Mills Avenue to Los Alamogordos Road.

The bid was awarded to low bidder Garcia Underground at the Council Meeting on May 17, 2017. However, Garcia Underground submitted a letter on June 5, 2017 requesting to withdraw from the project. The Utilities department is recommending awarding to the next lowest bidder which is Hay's Plumbing & Heating.

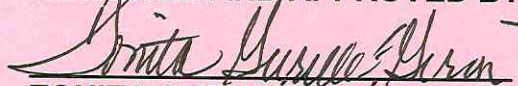
Advertised: March 22, 2017 – Albuquerque Journal, Las Vegas OPTIC and City website
Bid Opening: April 19, 2017
Number of Bidders: 7 – Velocity Build, NM Underground Utility, Gandy Dancer LLC, Sierra Valley Contractors LLC, Total Contracting Services, Hays Plumbing & Heating, Garcia Underground Inc. (See attached bid tabulation)
Funding Source: City Funding
Budget Line Item: 646-0000-610-7305

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:



**TONITA GURULE-GIRON
MAYOR**



**RICHARD TRUJILLO
CITY MANAGER**

**ANN MARIE GALLEGOS
FINANCE DIRECTOR
(PROCUREMENT)**

**PURCHASING AGENT
(FOR BID/RFP AWARD)**

**CORINNA LASZLO-HENRY
CITY ATTORNEY
(ALL CONTRACTS MUST BE
REVIEWED)**



GARCIA UNDERGROUND, INC.

JOHN GARCIA
TELEPHONE (575) 387-5599
P.O. BOX 345
GUADALUPITA, NM 87722
Email: garciaunderground@gmail.com

June 5, 2017

Jonah Ruybalid, P.E., C.F.M.
Molzen Corbin
2701 Miles Road SE
Albuquerque, NM 87106

**RE: Cinder Road Water Improvements
City of Las Vegas, New Mexico**

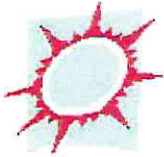
Dear Mr. Ruybalid,

Garcia Underground, Inc. has been awarded the Cinder Road Improvements Project for the City of Las Vegas, New Mexico. Unfortunately, we do not feel we are in a position to accept this award. Due to a lack in labor workforce and our current financial situation Garcia Underground, Inc. does not feel we can start and complete this project.

We apologize for the inconvenience this has caused but feel it is better to bring this to your attention and withdraw from the project now rather than start a project we may not be able to complete. Thank you for the opportunity to work with you and the City of Las Vegas but under the circumstance we would like to remove ourselves from this project.

Sincerely,


John Garcia
President



GARCIA UNDERGROUND, INC.

JOHN GARCIA
TELEPHONE (575) 387-5599
P.O. BOX 345
GUADALUPITA, NM 87722
Email: garciaunderground@gmail.com

June 5, 2017

Jonah Ruybalid, P.E., C.F.M.
Molzen Corbin
2701 Miles Road SE
Albuquerque, NM 87106

**RE: Cinder Road Water Improvements
City of Las Vegas, New Mexico**

Dear Mr. Ruybalid,

Garcia Underground, Inc. is very grateful for all you and the City of Las Vegas are doing to help us with this troublesome situation. The offer to extend the time on the project is very generous and greatly appreciated. Unfortunately, this does not solve the other concerns that have caused us to ask to be removed from the Cinder Road Water Improvements Project.

Again, we apologize for the inconvenience and problems this is causing but feel we cannot enter into a contract that we may not be able to fulfill. We believe being removed from this project will be the best answer for all parties concerned. Thank you for your time and understanding.

Sincerely,


John Garcia
President



UTILITIES DEPARTMENT PROJECT SUMMARY SHEET

PROJECT NAME: Cinder Road Water Improvements
PROJECT NUMBER: UT-WFD-CRW-2016
PROJECT MANAGER: Benito Lujan

ENGINEER: Molzen Corbin
CONTRACT NUMBER: 2679-13

PROJECT DESCRIPTION: Installation of new sections of water line along Cinder Road from Mills to Los Alamogordos Road, this will allow for maintaining water quality and fire protection along Cinder Road

TIMELINE: July 17 to November 17

ACTION: Award Bid

FUNDING SOURCES	ESTIMATED EXPENDITURES	EXPENDED to date	Est. BAL to Expend in '17/18
City \$530,000	Design \$22,000	Design \$ 22,000	Design \$ 0
State	Consultant Services \$ 15,000	Egr Services \$ 0.00	Egr Services \$ 15,000
Federal	Construction \$ 636,082	Const \$ 0.00	Construction \$ 488,488
Total Funds \$530,000	Total \$ 673,082	Total \$ 22,000	Total w/GRT \$ 529,500.00

BUDGETED AMOUNT: \$530,000 **LINE ITEM NUMBER:** 646-0000-650-87?? TBD (18 budget)

ACTION	DESCRIPTION	DATE
Funding Source	CITY	
Loan/Grant/City	City \$530,000 Grant \$ 0 Loan \$ 0 Total \$530,000	FY 18 Budget
Authorized Resolution		NA
RFP	101-18	2013
Engineering Services Agreement	Contract#2673-13	2013
Engineering Estimate	Total Engineer's Estimate \$ 636,083	2016
Bid Document Review	Bid #2017-24	Mar 13 17
Advertisement	ABQ, LV, Website	Mar 22 17
Bid Opening	LV Council Chambers	Apr 19 17
Bid Tabulation	Contractor __ Garcia Underground_ Amount \$482,214.98_ Contractor __ Hays _____ Amount \$565,813.07_ Contractor __ Velocity _____ Amount \$540,914.55_ Contractor __ NM Underground ___ Amount \$602,162.52_ Contractor __ Total Contracting ___ Amount \$631,020.73_ Contractor __ Sierra Valley _____ Amount \$631,610.97_ Contractor __ Grandy Dancer _____ Amount \$787,422.32_	Apr 24 17
Construction Estimate	Contractor Share \$ \$529,500.00 (Including NMGR)T City Share \$ 0	
Engineer's Recommendation	Hays Plumbing	6/29/17
Staff Recommendation	Hays Plumbing	6/29/17
Committee Recommendation	Schedule for next UAC meeting	5/9/17
Council Approval	Scheduled for Work Session and Regular Session	7/12/17
Notice To Proceed		TBD



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Construction Estimate	Contractor Share \$ 482,214.98 (Including NMGRT) City Share \$ 0	
Engineer's Recommendation	Hays Plumbing	6/29/17
Staff Recommendation	Hays Plumbing	6/29/17
Committee Recommendation	Schedule for next UAC meeting	5/9/17
Council Approval	Scheduled for Work Session and Regular Session	7/12/17
Notice To Proceed		TBD

June 28, 2017

Mr. Marvin Cordova
Project Manager
City of Las Vegas
905 12th Street
Las Vegas, New Mexico 87701

**RE: Information for Consideration of Award
Cinder Road Water Improvements**

LVG164-20

Dear Mr. Cordova:

The City of Las Vegas received seven (7) Bids on April 19, 2017 for the Cinder Road Water Improvements. A summary of the Bids received and the Engineer's estimate is provided on the enclosed Bid Tabulation and on the Bid Evaluation Summary.

The apparent Low Bidder was Garcia Underground, Inc., with the total bid including the Additive Alternate and excluding NMGRT in the amount of \$444,865.00 and \$415,165.00 excluding the additive alternate and NMGRT. The total Bid including the additive alternate and NMGRT is in the amount of \$482,214.98 and \$450,021.42 excluding the additive alternate. However, Garcia Underground Inc. has withdrawn from the project. Please see the attached letter from John Garcia.

The second lowest bidder was Hay's Plumbing & Heating Inc. with the total bid including the additive alternate and excluding NMGRT in the amount of \$521,988.00 and \$438,988.00 excluding the additive alternate and NMGRT. The total bid including the additive alternate and NMGRT is in the amount of \$565,813.07 and \$475,844.55 excluding the additive alternate.

However, Hay's Plumbing and Heating has since notified the City that they have re-evaluated the work included as part of Additive Alternate A and has submitted a cost proposal to be reflected as part of a change order should they be awarded the project including all bid items. The revised total contract price would be \$488,488.00 excluding NMGRT (\$529,500.00 including NMGRT). Once the project is awarded to Hay's Plumbing and Heating, a change order would be executed to reduce the contract price from \$521,988.00 to \$488,488.00 excluding NMGRT. Please see the attached letter from Randy Hays.

- Hay's Plumbing & Heating, Inc. is a registered Contractor in the State of New Mexico, active MM98, GB98, GF098, GA01, GF09, E101 and ES02, with License No. 8243. We have verified this information with Contractor Listing Services, Inc. (www.public.psiexams.com).

Mr. Marvin Cordova
June 28, 2017
Page 2

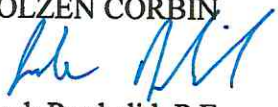
- The Surety for the Bid Bond is Western Surety NAIC #13188. As required, the Surety is listed on Federal Circular 570 and licensed to do business in the State of New Mexico to an underwriter's limit of \$131,504,000.00. We have verified this with the U.S. Department of Treasury's listing of approved Sureties approved to conduct business in the State of New Mexico (www.fms.treas.gov/c570).
- Hay's Plumbing & Heating, Inc. and all subcontractors over \$60,000 are registered with the New Mexico Department of Workforce Solutions.
- Hay's Plumbing & Heating, Inc. submitted all required Bid Forms.

We understand that the Owner reserves the right to award or reject any bid, as well as waive any technical irregularities in the bids. Should the City decide to award the project to Hays Plumbing and Heating Inc., please let us know and we will provide the City with the appropriate Notice of Award form.

Please call me or Mr. Clayton H. Ten Eyck, P.E., at (505) 242-5700, if you have any questions or need additional information.

Sincerely,

MOLZEN CORBIN


Jonah Ruybalid, P.E.

JR:ptm
Enclosures

cc: Ms. Maria Gilvarry, City of Las Vegas
Mr. Clayton Ten Eyck, P.E., Molzen Corbin
Mr. Douglas Albin, Molzen Corbin

BID TABULATION
 City of Las Vegas
 Water Improvements

Item No.	Unit	Qty	Description	Engineer's Estimate		Garvis Underground		Hay's Plumbing & Heating, Inc.		Velocity Build, LLC		NM Underground Utilities, Inc.		Total Contracting Services, Inc.		Sierra Valley		Gandy Dancer			
				Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1	LS	1	Mobilization, Insurance, and Bonds	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	
2	LS	1	Demobilization and Cleanup	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	
3	LS	1	Construction Staking	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	
4	LS	1	24" CMP (with manholes, base course and 12" subgrade prep for bicycle path pavement	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	
5	SY	65	12" subgrade prep for bicycle path pavement	\$50.00	\$3,250.00	\$50.00	\$3,250.00	\$50.00	\$3,250.00	\$50.00	\$3,250.00	\$50.00	\$3,250.00	\$50.00	\$3,250.00	\$50.00	\$3,250.00	\$50.00	\$3,250.00	\$50.00	\$3,250.00
6	SY	215	Aggregate base course and 12" subgrade prep where gravel driveways are disturbed for trenching and backfilling, including import of material if needed	\$11.00	\$2,365.00	\$11.00	\$2,365.00	\$11.00	\$2,365.00	\$11.00	\$2,365.00	\$11.00	\$2,365.00	\$11.00	\$2,365.00	\$11.00	\$2,365.00	\$11.00	\$2,365.00	\$11.00	\$2,365.00
7	LF	6200	6" PVC Waterline adjacent to Corder Road including all Bends and Fittings, Manholes, Trenching, Backfill, Compaction, Tracer Wire, Identification Taps, CIP	\$15.00	\$93,000.00	\$15.00	\$93,000.00	\$15.00	\$93,000.00	\$15.00	\$93,000.00	\$15.00	\$93,000.00	\$15.00	\$93,000.00	\$15.00	\$93,000.00	\$15.00	\$93,000.00	\$15.00	\$93,000.00
8	EA	12	6" pipe valve including trench, backfill, compaction, concrete, and all other associated equipment and incidental work, CIP	\$1,900.00	\$22,800.00	\$1,900.00	\$22,800.00	\$1,900.00	\$22,800.00	\$1,900.00	\$22,800.00	\$1,900.00	\$22,800.00	\$1,900.00	\$22,800.00	\$1,900.00	\$22,800.00	\$1,900.00	\$22,800.00	\$1,900.00	\$22,800.00
9	EA	6	24" CMP culvert crossing requiring culvert section trench, including trench and all materials and equipment, CIP	\$5,500.00	\$33,000.00	\$5,500.00	\$33,000.00	\$5,500.00	\$33,000.00	\$5,500.00	\$33,000.00	\$5,500.00	\$33,000.00	\$5,500.00	\$33,000.00	\$5,500.00	\$33,000.00	\$5,500.00	\$33,000.00	\$5,500.00	\$33,000.00
10	EA	3	Provide connection to existing 6" water line including 24" CMP culvert crossing requiring culvert section trench, including trench and all materials and equipment, CIP	\$8,000.00	\$24,000.00	\$8,000.00	\$24,000.00	\$8,000.00	\$24,000.00	\$8,000.00	\$24,000.00	\$8,000.00	\$24,000.00	\$8,000.00	\$24,000.00	\$8,000.00	\$24,000.00	\$8,000.00	\$24,000.00	\$8,000.00	\$24,000.00
11	EA	5	24" CMP culvert crossing requiring culvert section trench, including trench and all materials and equipment, CIP	\$2,000.00	\$10,000.00	\$2,000.00	\$10,000.00	\$2,000.00	\$10,000.00	\$2,000.00	\$10,000.00	\$2,000.00	\$10,000.00	\$2,000.00	\$10,000.00	\$2,000.00	\$10,000.00	\$2,000.00	\$10,000.00	\$2,000.00	\$10,000.00
12	EA	4	24" CMP culvert crossing requiring culvert section trench, including trench and all materials and equipment, CIP	\$2,000.00	\$8,000.00	\$2,000.00	\$8,000.00	\$2,000.00	\$8,000.00	\$2,000.00	\$8,000.00	\$2,000.00	\$8,000.00	\$2,000.00	\$8,000.00	\$2,000.00	\$8,000.00	\$2,000.00	\$8,000.00	\$2,000.00	\$8,000.00
13	EA	1	24" CMP culvert crossing requiring culvert section trench, including trench and all materials and equipment, CIP	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
14	LS	1	40' concrete curb and sidewalk including trench, backfill, compaction, concrete, and all other associated equipment and incidental work, CIP	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	
15	LS	1	35' concrete curb and sidewalk including trench, backfill, compaction, concrete, and all other associated equipment and incidental work, CIP	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00	
16	LS	1	18' concrete curb and sidewalk including trench, backfill, compaction, concrete, and all other associated equipment and incidental work, CIP	\$18,000.00	\$18,000.00	\$18,000.00	\$18,000.00	\$18,000.00	\$18,000.00	\$18,000.00	\$18,000.00	\$18,000.00	\$18,000.00	\$18,000.00	\$18,000.00	\$18,000.00	\$18,000.00	\$18,000.00	\$18,000.00	\$18,000.00	
17	LS	1	12' concrete curb and sidewalk including trench, backfill, compaction, concrete, and all other associated equipment and incidental work, CIP	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	
18	LS	1	8' concrete curb and sidewalk including trench, backfill, compaction, concrete, and all other associated equipment and incidental work, CIP	\$8,000.00	\$8,000.00	\$8,000.00	\$8,000.00	\$8,000.00	\$8,000.00	\$8,000.00	\$8,000.00	\$8,000.00	\$8,000.00	\$8,000.00	\$8,000.00	\$8,000.00	\$8,000.00	\$8,000.00	\$8,000.00	\$8,000.00	
19	LS	1	Pressure Reducing Valve Station including curbwork, concrete structure, bored and exposed piping, fittings, valves, strainer, all site work, all appurtenances, including Disposal and Reclamation Bedding, incidental work, CIP	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00	
20	LS	1	Remove and replace concrete curb and sidewalk including Disposal and Reclamation Bedding, incidental work, CIP	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	
21	LF	15	Remove and replace concrete curb and sidewalk including Disposal and Reclamation Bedding, incidental work, CIP	\$60.00	\$900.00	\$60.00	\$900.00	\$60.00	\$900.00	\$60.00	\$900.00	\$60.00	\$900.00	\$60.00	\$900.00	\$60.00	\$900.00	\$60.00	\$900.00	\$60.00	\$900.00
22	ALLOW	1	Laboratory Testing Allowance	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	
23	LS	1	Provide and install a 16-inch insertion valve on an existing ductile iron pipe, including all materials and labor, CIP	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00	
				Subtotal - Base Bid Item #1 Through #23		\$514,815.00		\$514,815.00		\$514,815.00		\$514,815.00		\$514,815.00		\$514,815.00		\$514,815.00			
				Subtotal - Base Bid Item #1 Through #23 Plus Additive Alternative		\$586,815.00		\$586,815.00		\$586,815.00		\$586,815.00		\$586,815.00		\$586,815.00		\$586,815.00			
				Gross Receipt Tax @ 8.395%		\$49,000.00		\$49,000.00		\$49,000.00		\$49,000.00		\$49,000.00		\$49,000.00		\$49,000.00			
				TOTAL		\$635,815.00		\$635,815.00		\$635,815.00		\$635,815.00		\$635,815.00		\$635,815.00		\$635,815.00			

Per. Ranking Purpose: Variant Contractor Prof. (5%)	Per. Ranking Purpose: Variant Contractor Prof. (5%)	Per. Ranking Purpose: Variant Contractor Prof. (5%)	Per. Ranking Purpose: Variant Contractor Prof. (5%)
Yes %	No	Yes %	No
50.00	50.00	50.00	50.00

I hereby certify that the above figures are the same as those submitted in the Bid Proposals except for corrected items marked with an (*)

Clinton H. Taylor
 Date 4/26/17

BID EVALUATION SUMMARY

BID DATE: April 19, 2017

ENGINEER: Molzen-Corbin & Associates

OWNER: City of Las Vegas
PROJECT: CINDER ROAD WATER IMPROVEMENTS

	Garcia Underground	Hay's Plumbing & Heating, Inc.	Velocity Build LLC	NM UNDERGROUND UTILITIES, INC.	Total Contracting Services, Inc.	Sierra Valley	Gandy Dancer
Bid Signed?	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Bid bond provided?	Yes	Yes	Yes	Yes	Yes	No	Yes
Addenda No. 1 acknowledged?	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Contractor's License No noted in Bid	81430	8243	382377	384433	86999	91937	358418
NMDWFS Registration No.	0115152009091	002369720111209	03013920140620	1749120150318	03018120140115	002454920120524	28504817852016
Verification of Contractor's License and Classifications per NM Construction Industries	GF09	MM98, GB98, GF98, GA01, GF09, E101, ES02	GA98, GF98	GA98, GB98, GF98, MM98	GB98, GF09, MM01	GA01, GA03, GB98, GF04, GF09	GA98, GB98, GF04, GF06, GF09, GS05, GS08, GS15
Does Bidder have required Classifications as Determined by NM Construction Industries?	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Subcontractor listed in Bid	Kelly Utility Field Services	Fierro & Company, Kelly Utility Field Services, Southwest Safety Services	Rio Grande Surveying, CA2 Testing, Kelly Utility Services, Ferguson Waterworks, Yes- the one over \$60,000	Kelly Cable, Southwest Safety Services,	Lujan's Communications, Inc.	Highway Supply, IHP Construction, Pipeline Solutions,	Prodigy Builders, Inc., Kelly Utility Field Services, BSN, Highway Supply
Are subcontractors registered with NMDWFS Verification of Bid Bond	Yes	Yes, but not Fierro & Company Surveyors	Yes- the one over \$60,000	Yes	Yes	Yes	Yes
Campaign Contribution Disclosure Form	Yes	Yes	Yes	Yes	Yes	Not signed	Yes
Base Bid exclusive of NIMGRT	\$415,165.00	\$438,988.00	\$454,822.00	\$512,322.00	\$531,145.00	\$545,673.75	\$686,232.50
Additive Alternate	\$29,700.00	\$83,000.00	\$44,196.00	\$43,200.00	\$51,000.00	\$36,739.01	\$40,200.00
Total Bid	\$444,865.00	\$521,988.00	\$499,018.00	\$555,522.00	\$582,145.00	\$582,412.76	\$726,432.50
Resident Contractor- 5%	Yes	Yes	No	Yes	Yes	Yes	Yes
Resident Veteran Contractor	No	No	No	No	No	No	No
Amount of Base Bid with Preferences	\$422,621.75	\$495,888.60	\$499,018.00	\$527,745.90	\$553,037.75	\$553,292.12	\$690,110.88
Bid Amount Correct?							

NOTE: Verification with New Mexico Construction Industries and the New Mexico Department of Workforce Solutions per the Internet.

To: City of Las Vegas
FROM: Hays Plumbing and Heating, Inc.
DATE: June 28, 2017
SUBJECT: Cinder Road Water Improvements

To whom it may concern,

We realize that we are the 2nd lowest bidder with a total bid subtotal of \$521,988.00 excluding NMGRT, but including all base bid items as well as the additive alternate. We have been notified that the low bidder has withdrawn from the project, giving us the opportunity to complete the Cinder Road Water Improvements project for the City.

We realize the City has the option to award us the project including additive alternate A for a contract price of \$521,988.00 excluding NMGRT or award us the project including only the base bid for a contract price of \$438,988.00 excluding NMGRT. However, we have since re-evaluated our Additive Alternate A unit price and have found that we can complete the work for a unit cost of \$49,500.00 rather than the \$83,000.00 included in our bid.

Should the City be in agreement with this, the total contract price excluding NMGRT would be reduced to \$488,488.00 from the \$521,988.00 previously mentioned. We realize that our bid cannot be changed at this point and the change in contract price would be the result of a change order once the contract is awarded to us.

Should the City award us the total project including Additive Alternate A, we will expect a change order to revise our contract price to \$488,488.00 excluding NMGRT (\$529,500.00 including NMGRT).

Randy Hays



Notice of Award

Date: _____

Project:	Cinder Road Water Improvements	
Owner:	City of Las Vegas	Engineer's Project No.: LVG164-20
Bidder:	Hays Plumbing & Heating	
Bidder's Address:	600 Railroad Avenue Las Vegas, NM 87701	

You are notified that your Bid dated April 19, 2017 for the above Contract has been considered by the City of Las Vegas. You are the Successful Bidder and are awarded a Contract for Cinder Road Water Improvements.

The Contract Price of your Contract is Five Hundred Twenty-One Thousand, Nine Hundred Eighty-Eight and 00/100 Dollars (\$521,988.00), excluding NMGRT and Five Hundred Sixty-Five Thousand, Eight Hundred Thirteen and 07/100 Dollars (\$565,813.07), including NMGRT).

You must comply with the following conditions precedent within 10 days of the date you receive this Notice of Award.

1. Five (5) fully executed Payment and Performance Bonds.
2. One (1) Original Insurance Certificate.

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

City of Las Vegas
Owner

By: _____
Authorized Signature

Title

Contractor

By: _____
Authorized Signature

Title

BID FORM

PROJECT IDENTIFICATION: Cinder Road Water Improvements

ARTICLE 1 – BID RECIPIENT

1.01 This Bid is submitted to: City of Las Vegas
1700 N. Grand Avenue
Las Vegas, New Mexico 87701

1.02 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

ARTICLE 2 – BIDDER’S ACKNOWLEDGEMENTS

2.01 Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security. This Bid will remain subject to acceptance for 60 days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner. Bidder will sign and submit the Agreement and the Bonds and other documents required by the Bidding Requirements within ten days after the date of Owner's Notice of Award.

ARTICLE 3 – BIDDER’S REPRESENTATIONS

3.01 In submitting this Bid, Bidder represents that:
A. Bidder has examined and carefully studied the Bidding Documents, other related data identified in the Bidding Documents, and the following Addenda, receipt of which is hereby acknowledged:

<u>Addendum No.</u>	<u>Addendum Date</u>
_____	_____
_____	_____
_____	_____

- B. Bidder has visited the Site and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
- C. Bidder is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress, and performance of the Work.
- D. Bidder has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or contiguous to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site (except Underground Facilities) that have been identified in

SC-4.02, and (2) reports and drawings of Hazardous Environmental Conditions, if any, at the Site that have been identified in SC-4.06.

- E. Bidder has considered the information known to Bidder; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Bidding Documents; and the Site-related reports and drawings identified in the Bidding Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder, including applying the specific means, methods, techniques, sequences, and procedures of construction expressly required by the Bidding Documents; and (3) Bidder's safety precautions and programs.
- F. Based on the information and observations referred to in Paragraph 3.01.E above, Bidder does not consider that further examinations, investigations, explorations, tests, studies, or data are necessary for the determination of this Bid for performance of the Work at the price(s) bid and within the times required, and in accordance with the other terms and conditions of the Bidding Documents.
- G. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
- H. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and the written resolution thereof by Engineer is acceptable to Bidder.
 - 1. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance of the Work for which this Bid is submitted.

ARTICLE 4 – BIDDER'S CERTIFICATION

4.01 Bidder certifies that:

- A. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation;
- B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid;
- C. Bidder has not solicited or induced any individual or entity to refrain from bidding; and
- D. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 4.01.D:
 - 1. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process;

2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels; and
4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

ARTICLE 5 – BASIS OF BID

5.01 Bidder will complete the Work in accordance with the Contract Documents for the following price(s):

Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Price
1	Mobilization, Insurance, and Bonds	LS	1	\$ 30,000.00	\$ 30,000.00
2	Demobilization and Closeout	LS	1	\$ 6,000.00	\$ 6,000.00
3	Construction Staking	LS	1	\$	\$
4	Traffic Control and Pedestrian Control	LS	1	\$	\$
5	2-inch HMA over 6-inch aggregate base course and 12-inch subgrade prep for bicycle path pavement replacement including removal and disposal of existing pavement	SY	65	\$	\$
6	6" Aggregate base course and 12-inch subgrade prep where gravel driveways are disturbed for trenching and backfilling, including import of material if needed.	SY	215	\$	\$
7	6" PVC Waterline adjacent to Cinder Road including all Bends and Fittings, Restraints, Trenching, Backfill, Compaction, Tracer Wire, Identification Tape, CIP	LF	6200	\$	\$
8	6" gate valve including trench, backfill, compaction, valve box, concrete collar, tracer wire termination, marker post, concrete support, CIP	EA	12	\$	\$
9	Fire Hydrant assembly including valves, fittings, connection, concrete, and all other associated appurtenances and incidental work, CIP	EA	6	\$	\$
10	1-inch combination air valve station on 6-inch waterline, including manhole and all materials and appurtenances, CIP	EA	3	\$	\$
11	Provide connection to existing 6" water line including MJ x MJ restrained solid sleeve coupling, and all other materials, CIP	EA	5	\$	\$

Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Price
12	24" CMP culvert crossing requiring culvert section removal and replacement, culvert band couplers, trench, backfill, flowable fill as necessary, CIP	EA	4	\$	\$
13	12" CMP culvert crossing requiring culvert section removal and replacement, culvert band couplers, trench, backfill, flowable fill as necessary, CIP	EA	1	\$	\$
14	Directional drill 205 foot section of 6 inch fusible PVC DR-14 waterline under El Camino Road and Gallinas River including pits, connections to new water line, fusing, backfill, 205 feet of DR-14 PVC pipe and all incidental work, CIP	LS	1	\$	\$
15	Directional drill 120 foot section of 6 inch fusible PVC DR-14 waterline under El Camino Road including pits, connections to new water line, fusing, backfill, 120 feet of DR-14 PVC pipe and all incidental work, CIP	LS	1	\$	\$
16	Directional drill 45 foot section of 6 inch fusible PVC DR-14 waterline under El Camino Road including pits, connections to existing water line, fusing, backfill, 45 feet of DR-14 PVC pipe and all incidental work, CIP	LS	1	\$	\$
17	Provide Connection to existing 16" ductile iron water line utilizing a hot tap including tapping sleeve, FLxMJ valve, flange dielectric insulating gasket kit, marker post, concrete thrust block, and all other materials, CIP	LS	1	\$	\$
18	Provide Connection to existing 8" cast iron water line utilizing a hot tap including tapping sleeve, FLxMJ valve, flange dielectric insulating gasket kit, marker post, concrete thrust block, and all other materials, CIP	LS	1	\$	\$
19	Pressure Reducing Valve Station including earthwork, concrete structure, buried and exposed piping, fittings, valves, valve boxes, all site work, all appurtenances, incidental work, CIP	LS	1	\$	\$
20	Clearing and Grubbing 0.9 Acre of Vegetation Including Disposal and Reclamation Seeding	LS	1	\$	\$
21	Remove and Replace concrete curb and gutter section including disposal, subgrade prep, base course, and all other associated incidental work, CIP	LS	15	\$	\$
22	Laboratory Testing Allowance	ALLOW	1	\$ 7,500.00	\$ 7,500.00

Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Price
ADDITIVE ALTERNATES					
Additive Alternate A					
23	Provide and Install a 16-inch insertion valve on an existing ductile iron pipe, including all materials and fittings, CIP	LS	1	\$	\$

Subtotal \$ _____
 Gross Receipts Tax @8.3958% \$ _____
TOTAL BID AMOUNT \$ _____

Unit Prices have been computed in accordance with Paragraph 11.03.B of the General Conditions.

Bidder acknowledges that estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all unit price Bid items will be based on actual quantities, determined as provided in the Contract Documents.

5.02 If the lowest acceptable Bid exceeds available funds, the Owner retains the right to reject all Bids or negotiate a change of scope with the lowest responsive Bidder. If a change of scope is negotiated and effected, it will be in the form of a formal Change Order to the Contract.

5.03 This Contract includes two (2) preferences for the award of the Bid: (1) New Mexico Resident Contractor Preference and (2) Resident Veterans Preference Certification (see Page BID-10 for Resident Veterans Preference Certification form).

A. To receive a Resident Contractor preference pursuant to Section 13-4-2 NMSA 1978 or a Resident Veteran Contractor preference pursuant to Section 13-1-21 NMSA 1978, a Contractor shall submit with its Bid a copy of a valid Resident Contractor Certificate or Resident Veteran Contractor Certificate issued by the Taxation and Revenue Department. In addition, if the Contractor is seeking the Resident Veteran preference, the Contractor shall submit with its Bid the Resident Veterans Preference Certification form.

B. For the purpose of awarding, the following shall apply:

1. A Bid submitted by a Resident Contractor shall be deemed to be five percent (5%) lower than the Bid actually submitted.
2. A Bid submitted by a Resident Veteran Contractor with annual revenues of up to Three Million Dollars (\$3,000,000) in the preceding tax year shall be deemed to be ten percent (10%) lower than the Bid actually submitted.
3. A public body shall not award a Bidder both a Resident Contractor preference and a Resident Veteran Contractor preference.

4. When a Joint Bid is submitted by a combination of Resident Veteran and Resident or Nonresident Contractor, the preference shall be calculated in proportion to the percentage of the Contract, based on the dollar amount of the Bid provided under the Contract that will be performed by each business as specified in the Joint Bid.

For information on obtaining a Resident Contractor Certificate or Resident Veteran Certificate, the potential Bidder should contact the State of New Mexico Taxation and Revenue Department, P.O. Box 5373, Santa Fe, New Mexico 87502-5374, telephone (505) 827-0951, or on the web at <http://www.tax.newmexico.gov/forms-and-publications/pages/recently-updated.aspx>.

- 5.04 Gross receipts tax rates will be adjusted by the Contractor during the construction period to reflect the actual applicable rates issued by the New Mexico Taxation and Revenue Department.

ARTICLE 6 – TIME OF COMPLETION

- 6.01 Bidder agrees that the Work will be substantially complete and will be completed and ready for final payment in accordance with Paragraph 14.07 of the General Conditions on or before the dates or within the number of calendar days indicated in the Agreement.

- 6.02 Bidder accepts the provisions of the Agreement as to liquidated damages.

ARTICLE 7 – ATTACHMENTS TO THIS BID

- 7.01 The following documents are submitted with and made a condition of this Bid:

- A. Required Bid security;
- B. List of Proposed Subcontractors for compliance with New Mexico Subcontractor's Fair Practices Act;
- C. Resident Contractor Certificate issued by the Taxation and Revenue Department (if seeking preference);
- D. Resident Veteran Contractor Certificate issued by the Taxation and Revenue Department and the Resident Veterans Preference Certification form on page BID- 10 (if seeking preference);

ARTICLE 8 – DEFINED TERMS

- 8.01 The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidders, the General Conditions, and the Supplementary Conditions.

ARTICLE 9 – BID SUBMITTAL

9.01 This Bid is submitted by:

If Bidder is:

An Individual

Name (typed or printed): _____

By: _____
(Individual's signature)

Doing business as: _____

A Partnership

Partnership Name: _____

By: _____
(Signature of general partner -- attach evidence of authority to sign)

Name (typed or printed): _____

A Corporation

Corporation Name: _____ (SEAL)

State of Incorporation: _____
Type (General Business, Professional, Service, Limited Liability): _____

By: _____
(Signature -- attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____
(CORPORATE SEAL)

Attest _____

A Joint Venture

Name of Joint Venture: _____

First Joint Venturer Name: _____ (SEAL)

By: _____
(Signature of first joint venture partner -- attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____

Second Joint Venturer Name: _____ (SEAL)

By: _____
(Signature of second joint venture partner -- attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____

(Each joint venturer must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above.)

Bidder's Business Address _____

Phone No. _____ Fax No. _____

E-mail _____

SUBMITTED on _____, 20____.

9.02 Contractor License Information:

New Mexico Contractor's License Number _____

License Classifications _____

New Mexico Department of Workforce Solutions Registration Number _____

Federal Identification Number (FEIN #) _____

ARTICLE 10 – PREFERENCES

10.01 Resident Contractor Preference:

Is Bidder claiming Resident Contractor Preference? _____

If Yes, provide a copy of your Resident Contractor Certificate issued by the Taxation and Revenue Department.

10.02 Resident Veteran Contractor Preference:

Is Bidder claiming Resident Veteran Contractor Preference? _____

If Yes, provide a copy of your Resident Veteran Contractor Certificate issued by the Taxation and Revenue Department and the Resident Veterans Preference Certification form on page BID-10.

Resident Veterans Preference Certification

(NAME OF CONTRACTOR) hereby certifies the following in regard to application of the resident veterans' preference to this procurement:

Please check one box only

I declare under penalty of perjury that my business prior year revenue starting January 1 ending December 31 is less than \$3M allowing me the 10% preference discount on this solicitation. I understand that knowingly giving false or misleading information about this fact constitutes a crime.

"I agree to submit a report, or reports, to the State Purchasing Division of the General Services Department declaring under penalty of perjury that during the last calendar year starting January 1 and ending on December 31, the following to be true and accurate:

"In conjunction with this procurement and the requirements of this business' application for a Resident Veteran Business Preference/Resident Veteran Contractor Preference under Sections 13-1-21 or 13-1-22 NMSA 1978, when awarded a contract which was on the basis of having such veterans preference, I agree to report to the State Purchasing Division of the General Services Department the awarded amount involved. I will indicate in the report the award amount as a purchase from a public body or as a public works contract from a public body as the case may be.

"I understand that knowingly giving false or misleading information on this report constitutes a crime."

I declare under penalty of perjury that this statement is true to the best of my knowledge. I understand that giving false or misleading statements about material fact regarding this matter constitutes a crime.

(Signature of Business Representative)*

(Date)

*Must be an authorized signatory for the Business.

The representations made in checking the boxes constitutes a material representation by the business that is subject to protest and may result in denial of an award or unaward of the procurement involved if the statements are proven to be incorrect.

To receive this preference, Bidder must also submit a copy of their Resident Veteran Contractor Certificate issued by the Taxation and Revenue Department

**CITY OF LAS VEGAS
STANDARD BID CLAUSES**

AWARDED BID

Awarding of Bid shall be made to the responsible Bidder whose Bid best meets the required specifications. The City of Las Vegas (City) reserves the right to reject or accept any or all Bid Specifications and to waive any insubstantial irregularity in the form of the Bid.

The City of Las Vegas may make multiple awards of the Bid, to those bidding in law enforcement-related services. The City reserves the right to award the Bid to the most advantageous Bidder to the City.

TIMETABLE

Bids pursuant to this request must be received at the City Clerk's Office at 1700 North Grand Avenue, Las Vegas, New Mexico, on or before April 19, 2017, at 3:00 p.m. at which time all Bids received will be opened. An opening will occur at the City Council Chambers or other designated area at the City Offices. Awarding of Bid is projected for May, 2017. The successful Bidder will be notified by mail.

ENVELOPES

Sealed Bid envelopes shall be clearly marked on the lower left-hand corner, identified by the Bid Name and Opening Number. Failure to comply with this requirement may result in the rejection of your submitted Bid. Enclose one (1) original and two (2) copies of Bid.

BRIBERY AND KICKBACK

The Procurement Code of New Mexico (Section 13-1-28 through 13-1-99 N.M.S.A. 1978) imposes a third degree felony penalty for bribery of a public official or public employee. In addition, the New Mexico Criminal Statutes (Section 30-4-1 N.M.S.A. 1978) state that it is a third degree felony to commit the offense of demanding or receiving a bribe by a public official or public employee. And per (Section 30-24-2 N.M.S.A. 1978), it is a fourth degree felony to commit the offense of soliciting or receiving illegal kickbacks. In addition, (Section 30-41-1 through 30-41-3 N.M.S.A. 1978) states that it is a fourth degree felony to commit the offense of offering or paying illegal kickbacks.

NON-COLLUSION

In signing their Bid and Affidavit, the Bidder certifies that he/she has not, either directly or indirectly, entered into action of restraint of free competition in connection with the submitted Bid.

RESPONSIBILITY OF BIDDER

At all times it shall be the responsibility of the Bidder to see that their Bid is delivered to the City Clerk by the Date and Time scheduled for opening. If the mail or delivery of said Bid is delayed beyond the scheduled Opening Date and Time set, a Bid thus delayed will not be considered.

CLARIFICATION OF BID

A Bidder requiring clarification or interpretation of the 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 interpretations, corrections, or changes (not part of the negotiation stage) 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 interpretations, 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 discretion. 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, they shall provide their Social Security Number.

FEDERAL TAX ID NUMBER: _____

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 (GRS) Tax Identification Number. Contact the New Mexico Taxation & Revenue Department at (505) 827-0700 for registering instructions.

NEW MEXICO TAX IDENTIFICATION NUMBER (GRS): _____

CAMPAIGN CONTRIBUTION DISCLOSURE FORM

The Bidder shall submit a completed Campaign Contribution Disclosure Form pursuant to Chapter 81, Laws of 2006.

COMMERCIAL WARRANTY

The Bidder agrees that the products or services furnished under a Purchase Order shall be covered by the most favorable commercial warranties that the Bidder gives to any customer for such products or services, and that the rights and remedies provided therein shall extend to the City and are in addition to and do not limit any rights afforded to the City by any other clause of its Purchase Order. Bidder agrees not to disclaim warranties of fitness for any particular purpose or merchantability.

Furthermore, Bidder agrees that its warranty for all products furnished under a Purchase Order pursuant to this Request for Bids shall be for a period of one (1) year following the installation of said products by others. Also required is a receipt of a notice by the City's Engineer that the products have been installed correctly and have been demonstrated to be capable of performing their intended function.

SPECIAL NOTICE

To preclude possible errors and/or misinterpretations, Bid Prices must be affixed in ink or typewritten legibly. Enclose one (1) original and two (2) copies of Bid Documents.

DEFAULT

The City reserves the right to cancel all or any part of an order without cost to the City if the Bidder fails to meet the provisions of the City's Purchase Order or the product specifications and to hold the Bidder liable for any excess costs occasioned due to the Bidder's default. The Bidder shall not be liable for any excess costs if failure to perform on an order arises out of cause beyond the control and without fault or negligence of the Bidder. Such causes include, but are not restricted to, acts of God or public enemy; acts of State or Federal Government; fires, floods, epidemics, quarantine restrictions, strikes, embargoes, unusually severe weather, or defaults of subcontractors. Due to any of the above, unless the City shall determine that the supplies or services to be furnished by the subcontractor are obtainable from other sources in the City, the rights referred to in this paragraph shall not be exclusive and are in addition to any other rights now being provided by law.

BID PROTESTS

If any Bidder is of the opinion that the Specifications as written preclude him/her from submitting a Bid, his/her opinion should be made known to the Department involved in this Bid Request at least twelve (12) days prior to the scheduled Bid Opening Date, with a copy forwarded to the Finance Department. Bid protests will not be considered from parties which do not also furnish satisfactory documentation with their protest that their proposed system fully meets the functional intent of the TECHNICAL SPECIFICATIONS which accompany a Request for Bids.

NON-EXCLUSION

Specifications of the Bid Request are not meant to exclude any Bidder or Manufacturer. Where a brand name or equal is indicated, it is for the purpose of describing the standard of quality, performance, and characteristics desired and is not intended to restrict competition. "No Substitute" specifications may be authorized only if required to match existing equipment.

If any Bidder is of the opinion that the Specifications as written preclude him/her from submitting a Bid, his/her opinion should be made known 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.

Brand names and numbers are for reference only and equivalents will be considered. If bidding "EQUIVALENT", Bidder must be prepared to furnish complete data upon request, preferably with the Bid, to avoid awarding delay.

CONTRACT

When the City issues a Purchase Order in response to an awarded Bid, a binding contract is created (unless a specified contract has been created).

TERMINATION

This Price Agreement may be terminated by either party upon signing a written notice to the other party at least thirty (30) days in advance of the Date of Termination. Notice of termination of this Price Agreement shall not affect any outstanding orders.

TAXES

Bidder must pay all applicable taxes.

NOTE:

If Bidder is from outside the City of Las Vegas, the successful Bidder must pay Gross Receipts in the City of Las Vegas.

BIDDER INFORMATION

BIDDER: _____

AUTHORIZED AGENT: _____

ADDRESS: _____

TELEPHONE NUMBER: () _____

FAX NUMBER: () _____

DELIVERY: _____

STATE PURCHASING RESIDENT CERTIFICATION NO: _____

NEW MEXICO CONTRACTORS LICENSE NO. _____

BID ITEM(S): _____

ITEM(S) UNDER THIS BID ARE TO BE F.O.B. LAS VEGAS, NEW MEXICO 87701. THE CITY OF LAS VEGAS RESERVES THE RIGHT TO 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 _____ }

COUNTY OF _____ }

I, _____, of lawful age, being 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

Subscribed and sworn to before me, this _____ day of _____, 20_____.

(SEAL)

Notary Public Signature
My Commission Expires: _____

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 (\$250.00) 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 of 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

Date

Title (Position)

BID BOND

BID BOND

Any singular reference to Bidder, Surety, Owner or other party shall be considered plural where applicable.

BIDDER (*Name and Address*):

SURETY (*Name and Address of Principal Place of Business*):

OWNER (*Name and Address*):

City of Las Vegas
1700 North Grand Avenue
Las Vegas, New Mexico 87701

BID

Bid Due Date:
Description (*Project Name and Include Location*):

BOND

Bond Number:
Date (*Not earlier than Bid due date*):
Penal sum _____

(Words)

\$

(Figures)

Surety and Bidder, intending to be legally bound hereby, subject to the terms set forth below, do each cause this Bid Bond to be duly executed by an authorized officer, agent, or representative.

BIDDER

SURETY

Bidder's Name and Corporate Seal (Seal)

Surety's Name and Corporate Seal (Seal)

By: _____
Signature

By: _____
Signature (Attach Power of Attorney)

Print Name

Print Name

Title

Title

Attest: _____
Signature

Attest: _____
Signature

Title

Title

Note: Above addresses are to be used for giving any required notice. Provide execution by any additional parties, such as joint venturers, if necessary.

1. Bidder and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to pay to Owner upon default of Bidder the penal sum set forth on the face of this Bond. Payment of the penal sum is the extent of Bidder's and Surety's liability. Recovery of such penal sum under the terms of this Bond shall be Owner's sole and exclusive remedy upon default of Bidder.
2. Default of Bidder shall occur upon the failure of Bidder to deliver within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents.
3. This obligation shall be null and void if:
 - 3.1 Owner accepts Bidder's Bid and Bidder delivers within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents, or
 - 3.2 All Bids are rejected by Owner, or
 - 3.3 Owner fails to issue a Notice of Award to Bidder within the time specified in the Bidding Documents (or any extension thereof agreed to in writing by Bidder and, if applicable, consented to by Surety when required by Paragraph 5 hereof).
4. Payment under this Bond will be due and payable upon default of Bidder and within 30 calendar days after receipt by Bidder and Surety of written notice of default from Owner, which notice will be given with reasonable promptness, identifying this Bond and the Project and including a statement of the amount due.
5. Surety waives notice of any and all defenses based on or arising out of any time extension to issue Notice of Award agreed to in writing by Owner and Bidder, provided that the total time for issuing Notice of Award including extensions shall not in the aggregate exceed 120 days from Bid due date without Surety's written consent.
6. No suit or action shall be commenced under this Bond prior to 30 calendar days after the notice of default required in Paragraph 4 above is received by Bidder and Surety and in no case later than one year after Bid due date.
7. Any suit or action under this Bond shall be commenced only in a court of competent jurisdiction located in the state in which the Project is located.
8. Notices required hereunder shall be in writing and sent to Bidder and Surety at their respective addresses shown on the face of this Bond. Such notices may be sent by personal delivery, commercial courier, or by United States Registered or Certified Mail, return receipt requested, postage pre-paid, and shall be deemed to be effective upon receipt by the party concerned.
9. Surety shall cause to be attached to this Bond a current and effective Power of Attorney evidencing the authority of the officer, agent, or representative who executed this Bond on behalf of Surety to execute, seal, and deliver such Bond and bind the Surety thereby.
10. This Bond is intended to conform to all applicable statutory requirements. Any applicable requirement of any applicable statute that has been omitted from this Bond shall be deemed to be included herein as if set forth at length. If any provision of this Bond conflicts with any applicable statute, then the provision of said statute shall govern and the remainder of this Bond that is not in conflict therewith shall continue in full force and effect.
11. The term "Bid" as used herein includes a Bid, offer, or proposal as applicable.

**SUBCONTRACTOR'S FAIR PRACTICE
ACT COMPLIANCE**

SUBCONTRACTOR'S FAIR PRACTICE ACT COMPLIANCE

This project is subject to the provisions of the State of New Mexico Subcontractor's Fair Practice Act.

Listing Threshold: \$5,000.00

Portion of project to which requirements apply:

Complete Project.

For each category of the project, which the BIDDER will be subcontracting for an amount exceeding the listing threshold indicated above, the BIDDER shall define the subcontracting categories and list only one subcontractor for each category. The listing shall be in the format indicated on the following page, and shall be completed and submitted with the Bid.

No CONTRACTOR whose Bid is accepted shall sublet or subcontract any portion of the Work of the Project in an amount exceeding the threshold amount given above, where the original bid amount did not designate a subcontractor, unless 1) the CONTRACTOR received no bid for that category (note: the BIDDER must designate on the list of subcontractors that "no bid was received"), or 2) the Work is pursuant to a change order that causes changes or deviations from the original contract.

No CONTRACTOR whose Bid is accepted shall substitute any subcontractor in place of the subcontractor listed in the Bid except as provided for in the Subcontractor's Fair Practice Act.

Any changes or additions of subcontractors shall be promptly reported to the ENGINEER in writing within two (2) calendar days of the known change or addition to the submitted List of Project Subcontractors in the Bid.

All subcontractors with work in excess of \$60,000 must be registered with the New Mexico Department of Workforce Solutions, Labor Enforcement. On page SCFP-2, include the total of the subcontracted work and the subcontractor's New Mexico Department of Workforce Solutions Registration Number, if work is in excess of \$60,000.

LIST OF PROJECT SUBCONTRACTORS FOR
AMOUNTS EXCEEDING THE LISTING THRESHOLD

Subcontract Category _____
Estimated Value of Work _____
Subcontractor's Name _____
Business Address _____
Phone Number _____
E-mail Address _____
Federal Identification No. (FEIN #) _____
New Mexico Contractor's License No. _____
License Categories _____
New Mexico Dept. of Workforce Solutions Registration No. _____
(list only if value of work is in excess of \$60,000)

Subcontract Category _____
Estimated Value of Work _____
Subcontractor's Name _____
Business Address _____
Phone Number _____
E-mail Address _____
Federal Identification No. (FEIN #) _____
New Mexico Contractor's License No. _____
License Categories _____
New Mexico Dept. of Workforce Solutions Registration No. _____
(list only if value of work is in excess of \$60,000)

Subcontract Category _____
Estimated Value of Work _____
Subcontractor's Name _____
Business Address _____

Phone Number _____
E-mail Address _____
Federal Identification No. (FEIN #) _____
New Mexico Contractor's License No. _____
License Categories _____
New Mexico Dept. of Workforce Solutions Registration No. _____
(list only if value of work is in excess of \$60,000)

Subcontract Category _____
Estimated Value of Work _____
Subcontractor's Name _____
Business Address _____

Phone Number _____
E-mail Address _____
Federal Identification No. (FEIN #) _____
New Mexico Contractor's License No. _____
License Categories _____
New Mexico Dept. of Workforce Solutions Registration No. _____
(list only if value of work is in excess of \$60,000)

Signature of Authorized Representative for BIDDER:

_____ Date: _____

Duplicate, complete, and submit additional sheets as required.

CITY OF LAS VEGAS
PROPOSAL/BID OPENING

DATE: 19-Apr-2017

TIME: 3:00 PM

OPENING NO.: 2017-24

LOCATION: City of Las Vegas Chambers
1700 N. Grand Ave.
Las Vegas, NM 87701

DEPARTMENT: WATER

ITEM(S): CINDER ROAD WATER LINE IMPROVEMENTS

RECEIVED FROM:	AMOUNT	SUB CONTRACTOR LIST	BID BOND	AFFIDAVIT NOTARIZED	CAMPAIGN DISC. FORM
1 Velocity Build	499,018.00	✓	✓	✓	✓
2 NM Underground Utility Incorporated	555,522.00	✓	✓	✓	✓
3 Gandy Dancer LLC	726,432.00	✓	✓	✓	✓
4 Sierra Valley Contractors LLC	582,412.76	✓	✓	✓	✓
5 Total Contracting Services Inc.	582,145.00	✓	✓	✓	✓
Hays Plumbing & Heating	521,988.00	✓	✓	✓	✓
Garcia Underground Inc.	444,865.00	✓	✓	✓	✓

COMPANY REPRESENTATIVE	COMPANY NAME
<i>[Signature]</i>	City of L. V.
Douglas W. ALBIN	MOLZEN COBBIN
<i>[Signature]</i>	City of Las Vegas
Jesus Caballo	TOTAL CONTRACTING AND SERVICES
LORNAINE GAROCE	CITY OF LAS VEGAS
<i>[Signature]</i>	GANDY DANCER LLC
<i>[Signature]</i>	HAYS P&H
<i>[Signature]</i>	CLV Purchasing
<i>[Signature]</i>	Sierra Valley Con.
Danny Montano	NM Underground Utilities

(Use other side of form when full)
COPIES TAKEN BY CITY CLERK: 4/19/17 - over -

OPENED BY: FINANCE DEPARTMENT
[Signature]
DATE: 4/19/17

DATE: _____
COPIES TAKEN BY DEPT: *[Signature]*
DATE: 4/19/17

BID FORM

PROJECT IDENTIFICATION: Cinder Road Water Improvements

ARTICLE 1 - BID RECIPIENT

1.01 This Bid is submitted to: City of Las Vegas
1700 N. Grand Avenue
Las Vegas, New Mexico 87701

1.02 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

ARTICLE 2 - BIDDER'S ACKNOWLEDGEMENTS

2.01 Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security. This Bid will remain subject to acceptance for 60 days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner. Bidder will sign and submit the Agreement and the Bonds and other documents required by the Bidding Requirements within ten days after the date of Owner's Notice of Award.

ARTICLE 3 - BIDDER'S REPRESENTATIONS

3.01 In submitting this Bid, Bidder represents that:

A. Bidder has examined and carefully studied the Bidding Documents, other related data identified in the Bidding Documents, and the following Addenda, receipt of which is hereby acknowledged:

<u>Addendum No.</u>	<u>Addendum Date</u>
<u>No. 1</u>	<u>4/17/2017</u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>

B. Bidder has visited the Site and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.

C. Bidder is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress, and performance of the Work.

D. Bidder has carefully studied all (1) reports of explorations and tests of subsurface conditions at or contiguous to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site (except Underground Facilities) that have been identified in

SC-4.02, and (2) reports and drawings of Hazardous Environmental Conditions, if any, at the Site that have been identified in SC-4.06.

- E. Bidder has considered the information known to Bidder, information commonly known to contractors doing business in the locality of the Site, information and observations obtained from visits to the Site, the Bidding Documents, and the Site-related reports and drawings identified in the Bidding Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder, including applying the specific means, methods, techniques, sequences, and procedures of construction expressly required by the Bidding Documents, and (3) Bidder's safety precautions and programs.
- F. Based on the information and observations referred to in Paragraph 3.01.E above, Bidder does not consider that further examinations, investigations, explorations, tests, studies, or data are necessary for the determination of this Bid for performance of the Work at the price(s) bid and within the times required, and in accordance with the other terms and conditions of the Bidding Documents.
- G. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
- H. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and the written resolution thereof by Engineer is acceptable to Bidder.
 - 1. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance of the Work for which this Bid is submitted.

ARTICLE 4 - BIDDERS' CERTIFICATION

4.01 Bidder certifies that:

- A. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation.
- B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid;
- C. Bidder has not solicited or induced any individual or entity to refrain from bidding; and
- D. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 4.01.D:
 - 1. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process.

2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition.
3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels; and
4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

ARTICLE 5 - BASIS OF BID

5.01 Bidder will complete the Work in accordance with the Contract Documents for the following price(s):

Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Price
1	Mobilization, Insurance, and Bonds	LS	1	\$ 30,000.00	\$ 30,000.00
2	Demobilization and Closeout	LS	1	\$ 6,000.00	\$ 6,000.00
3	Construction Staking	LS	1	\$ 7,053.00	\$ 7,053.00
4	Traffic Control and Pedestrian Control	LS	1	\$ 25,000.00	\$ 25,000.00
5	2-inch HMA over 6-inch aggregate base course and 12-inch subgrade prep for bicycle path pavement replacement including removal and disposal of existing pavement	SY	65	\$ 60.00	\$ 3,900.00
6	6" Aggregate base course and 12-inch subgrade prep where gravel driveways are disturbed for trenching and backfilling including import of material if needed	SY	215	\$ 12.00	\$ 2,580.00
7	6" PVC Waterline adjacent to Cinder Road including all Beads and Fittings, Restraints, Trenching, Backfill, Compaction, Tracer Wire, Identification Tape, CIP	LF	6200	\$ 26.10	\$ 161,820.00
8	6" gate valve including trench, backfill, compaction, valve box, concrete collar, tracer wire termination, marker post, concrete support, CIP	EA	12	\$ 1,305.00	\$ 15,660.00
9	Fire Hydrant assembly including valves, fittings, connection, concrete, and all other associated appurtenances and incidental work, CIP	EA	6	\$ 5,530.00	\$ 33,180.00
10	1-inch combination air valve station on 6-inch waterline including manhole and all materials and appurtenances, CIP	EA	3	\$ 7,300.00	\$ 21,900.00
11	Provide connection to existing 6" water line including MJ x MJ restrained solid sleeve coupling and all other materials, CIP	EA	5	\$ 1,750.00	\$ 8,750.00

Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Price
12	24" CMP culvert crossing requiring culvert section removal and replacement, culvert band couplers, trench, backfill, flowable fill as necessary, CIP	EA	4	\$ 1,200.00	\$ 4,800.00
13	12" CMP culvert crossing requiring culvert section removal and replacement, culvert band couplers, trench, backfill, flowable fill as necessary, CIP	EA	1	\$ 990.00	\$ 990.00
14	Directional drill 205 foot section of 6 inch fusible PVC DR-14 waterline under El Camino Road and Gallinas River including pits, connections to new water line, fusing, backfill, 205 feet of DR-14 PVC pipe and all incidental work, CIP	LS	1	\$ 28,300.00	\$ 28,300.00
15	Directional drill 120 foot section of 6 inch fusible PVC DR-14 waterline under El Camino Road including pits, connections to new water line, fusing, backfill, 120 feet of DR-14 PVC pipe and all incidental work, CIP	LS	1	\$ 16,850.00	\$ 16,850.00
16	Directional drill 45 foot section of 6 inch fusible PVC DR-14 waterline under El Camino Road including pits, connections to existing water line, fusing, backfill, 45 feet of DR-14 PVC pipe and all incidental work, CIP	LS	1	\$ 6,700.00	\$ 6,700.00
17	Provide Connection to existing 16" ductile iron water line utilizing a hot tap including tapping sleeve, FLAMJ valve, flange dielectric insulating gasket kit, marker post, concrete thrust block, and all other materials, CIP	LS	1	\$ 3,100.00	\$ 3,100.00
18	Provide Connection to existing 8" cast iron water line utilizing a hot tap including tapping sleeve, FLAMJ valve, flange dielectric insulating gasket kit, marker post, concrete thrust block, and all other materials, CIP	LS	1	\$ 3,000.00	\$ 3,000.00
19	Pressure Reducing Valve Station including earthwork, concrete structure, buried and exposed piping, fittings, valves, valve boxes, all site work, all appurtenances, incidental work, CIP	LS	1	\$ 45,000.00	\$ 45,000.00
20	Clearing and Grubbing 0.9 Acre of Vegetation Including Disposal and Reclamation Seeding	LS	1	\$ 4,280.00	\$ 4,280.00
21	Remove and Replace concrete curb and gutter section including disposal, subgrade prep, base course, and all other associated incidental work, CIP	LS	15	\$ 175.00	\$ 2,625.00
22	Laboratory Testing Allowance	ALLOW	1	\$ 7,500.00	\$ 7,500.00

ADDITIVE ALTERNATES					
Additive Alternate A					
23	Provide and install a 16-inch insertion valve on an existing ductile iron pipe, including all materials and fittings, CIP	LS	1	\$ 83,000.00	\$ 83,000.00

Subtotal: Base Bid Items #1 Through #22 \$ 438,988.00

Subtotal: Base Bid Items #1 Through #22
Plus Additive Alternative #23 \$ 521,988.00

Gross Receipts Tax @ 8.3958% \$ 43,825.07

TOTAL BID AMOUNT \$ 565,813.07

Unit Prices have been computed in accordance with Paragraph 11.03.B of the General Conditions.

Bidder acknowledges that estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all unit price Bid items will be based on actual quantities, determined as provided in the Contract Documents.

- 5.02 This contract will be awarded on the basis of the lowest responsive Total Bid Amount (includes Base Bid and Additive Alternative) received from a responsible bidder. If the lowest acceptable Bid exceeds available funds, the Owner retains the right to reject all Bids or negotiate a change of scope with the lowest responsive Bidder. If a change of scope is negotiated and effected, it will be in the form of a formal Change Order to the Contract.
- 5.03 This Contract includes two (2) preferences for the award of the Bid: (1) New Mexico Resident Contractor Preference and (2) Resident Veterans Preference Certification (see Page BID-10 for Resident Veterans Preference Certification form).
- A. To receive a Resident Contractor preference pursuant to Section 13-4-2 NMSA 1978 or a Resident Veteran Contractor preference pursuant to Section 13-1-21 NMSA 1978, a Contractor shall submit with its Bid a copy of a valid Resident Contractor Certificate or Resident Veteran Contractor Certificate issued by the Taxation and Revenue Department. In addition, if the Contractor is seeking the Resident Veteran preference, the Contractor shall submit with its Bid the Resident Veterans Preference Certification form.
- B. For the purpose of awarding, the following shall apply:
1. A Bid submitted by a Resident Contractor shall be deemed to be five percent (5%) lower than the Bid actually submitted.
 2. A Bid submitted by a Resident Veteran Contractor with annual revenues of up to Three Million Dollars (\$3,000,000) in the preceding tax year shall be deemed to be ten percent (10%) lower than the Bid actually submitted.
 3. A public body shall not award a Bidder both a Resident Contractor preference and a Resident Veteran Contractor preference.

EJCDC C-410 Suggested Bid Form for Construction Contracts
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BID-5

4. When a Joint Bid is submitted by a combination of Resident Veteran and Resident or Nonresident Contractor, the preference shall be calculated in proportion to the percentage of the Contract, based on the dollar amount of the Bid provided under the Contract that will be performed by each business as specified in the Joint Bid.

For information on obtaining a Resident Contractor Certificate or Resident Veteran Certificate, the potential Bidder should contact the State of New Mexico Taxation and Revenue Department, P.O. Box 5373, Santa Fe, New Mexico 87502-5374, telephone (505) 827-0951, or on the web at <http://www.tax-newmexico.gov/forms-and-publications/pages/recently-updated.aspx>.

- 5.04 Gross receipts tax rates will be adjusted by the Contractor during the construction period to reflect the actual applicable rates issued by the New Mexico Taxation and Revenue Department.

ARTICLE 6 – TIME OF COMPLETION

- 6.01 Bidder agrees that the Work will be substantially complete and will be completed and ready for final payment in accordance with Paragraph 14.07 of the General Conditions on or before the dates or within the number of calendar days indicated in the Agreement.
- 6.02 Bidder accepts the provisions of the Agreement as to liquidated damages.

ARTICLE 7 – ATTACHMENTS TO THIS BID

- 7.01 The following documents are submitted with and made a condition of this Bid:
 - A. Required Bid security;
 - B. List of Proposed Subcontractors for compliance with New Mexico Subcontractor's Fair Practices Act;
 - C. Resident Contractor Certificate issued by the Taxation and Revenue Department (if seeking preference);
 - D. Resident Veteran Contractor Certificate issued by the Taxation and Revenue Department and the Resident Veterans Preference Certification form on page BID- 10 (if seeking preference).

ARTICLE 8 – DEFINED TERMS

- 8.01 The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidders, the General Conditions, and the Supplementary Conditions.

ARTICLE 9 – BID SUBMITTAL

9.01 This Bid is submitted by:

If Bidder is:

An Individual

Name (typed or printed): _____

By: _____
(Individual's signature)

Doing business as: _____

A Partnership

Partnership Name: _____

By: _____
(Signature of general partner -- attach evidence of authority to sign)

Name (typed or printed): _____

A Corporation

Corporation Name: Hays Plumbing & Heating, Inc (SEAL)

State of Incorporation: _____

Type (General Business, Professional, Service, Limited Liability): _____

By: Gordon Hays
(Signature -- attach evidence of authority to sign)

Name (typed or printed): Gordon Hays

Title: President
(CORPORATE SEAL)

Attest: [Signature]

A Joint Venture

Name of Joint Venture: _____

First Joint Venturer Name: _____ (SEAL)

By: _____
(Signature of first joint venture partner -- attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____

Second Joint Venturer Name: _____ (SEAL)

By: _____
(Signature of second joint venture partner -- attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____

(Each joint venturer must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above.)

Bidder's Business Address: 600 Railroad Ave Las Vegas, New Mexico 87701

Phone No. (505) 426-7535 Fax No. (505) 454-9202

E-mail: frays_plumbing@hotmail.com

SUBMITTED on April 19, 2017

9.02 Contractor License Information:

New Mexico Contractor's License Number 8243

License Classifications MM-98, GB-98, GF-98, GA-01, GF-09, E101, ES02

New Mexico Department of Workforce Solutions Registration Number 002369720111209

Federal Identification Number (FEIN #) 85-0168958

ARTICLE 10 - PREFERENCES

10.01 Resident Contractor Preference:

Is Bidder claiming Resident Contractor Preference? Yes

If Yes, provide a copy of your Resident Contractor Certificate issued by the Taxation and Revenue Department.

10.02 Resident Veteran Contractor Preference:

Is Bidder claiming Resident Veteran Contractor Preference? _____

If Yes, provide a copy of your Resident Veteran Contractor Certificate issued by the Taxation and Revenue Department and the Resident Veterans Preference Certification form on page BID-10.

STATE OF NEW MEXICO

TAXATION AND REVENUE DEPARTMENT

RESIDENT CONTRACTOR CERTIFICATE

Issued to: HAYS PLUMB AND HEATING INC
DBA: HAYS PLUMBER AND HEATING INC
400 PALMER DRIVE
LAS VEGAS, NM 87011-1531

Expires: 9-Jan-2015

Please verify current status of Certificate by contacting Taxation and Revenue Department

Pursuant to Sections 13-1-22, N.M.S.A. and 13-1-22, N.M.S.A. 1978 the Person or Business Named Herein has met the statutory requirements and has been awarded a Resident Business Certificate.

Certificate Number:

L02553274432

Domenica Padilla
Domenica Padilla, CPA, Cabinet Secretary

THIS CERTIFICATE IS NOT TRANSFERABLE

Resident Veterans Preference Certification

(NAME OF CONTRACTOR) hereby certifies the following in regard to application of the resident veterans' preference to this procurement:

Please check one box only

I declare under penalty of perjury that my business prior year revenue starting January 1 ending December 31 is less than \$3M allowing me the 10% preference discount on this solicitation. I understand that knowingly giving false or misleading information about this fact constitutes a crime.

"I agree to submit a report, or reports, to the State Purchasing Division of the General Services Department declaring under penalty of perjury that during the last calendar year starting January 1 and ending on December 31, the following to be true and accurate:

"In conjunction with this procurement and the requirements of this business' application for a Resident Veteran Business Preference/Resident Veteran Contractor Preference under Sections 13-1-21 or 13-1-22 NMSA 1978, when awarded a contract which was on the basis of having such veterans preference, I agree to report to the State Purchasing Division of the General Services Department the awarded amount involved. I will indicate in the report the award amount as a purchase from a public body or as a public works contract from a public body as the case may be.

"I understand that knowingly giving false or misleading information on this report constitutes a crime."

I declare under penalty of perjury that this statement is true to the best of my knowledge. I understand that giving false or misleading statements about material fact regarding this matter constitutes a crime.

(Signature of Business Representative)

(Date)

*Must be an authorized signatory for the Business.

The representations made in checking the boxes constitutes a material representation by the business that is subject to protest and may result in denial of an award or unaward of the procurement involved if the statements are proven to be incorrect.

To receive this preference, Bidder must also submit a copy of their Resident Veteran Contractor Certificate issued by the Taxation and Revenue Department.

**CITY OF LAS VEGAS
STANDARD BID CLAUSES**

AWARDED BID

Awarding of Bid shall be made to the responsible Bidder whose Bid best meets the required specifications. The City of Las Vegas (City) reserves the right to reject or accept any or all Bid Specifications and to waive any insubstantial irregularity in the form of the Bid.

The City of Las Vegas may make multiple awards of the Bid, to those bidding in law enforcement-related services. The City reserves the right to award the Bid to the most advantageous Bidder to the City.

TIMETABLE

Bids pursuant to this request must be received at the City Clerk's Office at 1700 North Grand Avenue, Las Vegas, New Mexico, on or before April 19, 2017, at 3:00 p.m. at which time all Bids received will be opened. An opening will occur at the City Council Chambers or other designated area at the City Offices. Awarding of Bid is projected for May, 2017. The successful Bidder will be notified by mail.

ENVELOPES

Sealed Bid envelopes shall be clearly marked on the lower left-hand corner, identified by the Bid Name and Opening Number. Failure to comply with this requirement may result in the rejection of your submitted Bid. *Enclose one (1) original and two (2) copies of Bid.*

BRIBERY AND KICKBACK

The Procurement Code of New Mexico (Section 13-1-28 through 13-1-99 N.M.S.A. 1978) imposes a third degree felony penalty for bribery of a public official or public employee. In addition, the New Mexico Criminal Statutes (Section 30-4-1 N.M.S.A. 1978) state that it is a third degree felony to commit the offense of demanding or receiving a bribe by a public official or public employee. And per (Section 30-24-2 N.M.S.A. 1978), it is a fourth degree felony to commit the offense of soliciting or receiving illegal kickbacks. In addition, (Section 30-41-1 through 30-41-3 N.M.S.A. 1978) states that it is a fourth degree felony to commit the offense of offering or paying illegal kickbacks.

NON-COLLUSION

In signing their Bid and Affidavit, the Bidder certifies that he/she has not, either directly or indirectly, entered into action of restraint of free competition in connection with the submitted Bid.

RESPONSIBILITY OF BIDDER

At all times it shall be the responsibility of the Bidder to see that their Bid is delivered to the City Clerk by the Date and Time scheduled for opening. If the mail or delivery of said Bid is delayed beyond the scheduled Opening Date and Time set, a Bid thus delayed will not be considered.

CLARIFICATION OF BID

A Bidder requiring clarification or interpretation of the 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 interpretations, corrections, or changes (not part of the negotiation stage) 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 interpretations, 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 discretion. 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, they shall provide their Social Security Number.

FEDERAL TAX ID NUMBER: 85-0168958

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 (GRS) Tax Identification Number. Contact the New Mexico Taxation & Revenue Department at (505) 827-0700 for registering instructions.

NEW MEXICO TAX IDENTIFICATION NUMBER (GRS) 01-705574-001

CAMPAIGN CONTRIBUTION DISCLOSURE FORM

The Bidder shall submit a completed Campaign Contribution Disclosure Form pursuant to Chapter 81, Laws of 2005.

COMMERCIAL WARRANTY

The Bidder agrees that the products or services furnished under a Purchase Order shall be covered by the most favorable commercial warranties that the Bidder gives to any customer for such products or services; and that the rights and remedies provided therein shall extend to the City and are in addition to and do not limit any rights afforded to the City by any other clause of its Purchase Order. Bidder agrees not to disclaim warranties of fitness for any particular purpose or merchantability.

Furthermore, Bidder agrees that its warranty for all products furnished under a Purchase Order pursuant to this Request for Bids shall be for a period of one (1) year following the installation of said products by others. Also required is a receipt of a notice by the City's Engineer that the products have been installed correctly and have been demonstrated to be capable of performing their intended function.

SPECIAL NOTICE

To preclude possible errors and/or misinterpretations, Bid Prices must be affixed in ink or typewritten legibly. Enclose one (1) original and two (2) copies of Bid Documents.

DEFAULT

The City reserves the right to cancel all or any part of an order without cost to the City if the Bidder fails to meet the provisions of the City's Purchase Order or the product specifications and to hold the Bidder liable for any excess costs occasioned due to the Bidder's default. The Bidder shall not be liable for any excess costs if failure to perform on an order arises out of cause beyond the control and without fault or negligence of the Bidder. Such causes include, but are not restricted to, acts of God or public enemy, acts of State or Federal Government, fires, floods, epidemics, quarantine restrictions, strikes, embargoes, unusually severe weather, or defaults of subcontractors. Due to any of the above, unless the City shall determine that the supplies or services to be furnished by the subcontractor are obtainable from other sources in the City, the rights referred to in this paragraph shall not be exclusive and are in addition to any other rights now being provided by law.

BID PROTESTS

If any Bidder is of the opinion that the Specifications as written preclude him/her from submitting a Bid, his/her opinion should be made known to the Department involved in this Bid Request at least twelve (12) days prior to the scheduled Bid Opening Date, with a copy forwarded to the Finance Department. Bid protests will not be considered from parties which do not also furnish satisfactory documentation with their protest that their proposed system fully meets the functional intent of the TECHNICAL SPECIFICATIONS which accompany a Request for Bids.

NON-EXCLUSION

Specifications of the Bid Request are not meant to exclude any Bidder or Manufacturer. Where a brand name or equal is indicated, it is for the purpose of describing the standard or quality, performance, and characteristics desired and is not intended to restrict competition. "No Substitute" specifications may be authorized only if required to match existing equipment.

If any Bidder is of the opinion that the Specifications as written preclude him/her from submitting a Bid, his/her opinion should be made known 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.

Brand names and numbers are for reference only and equivalents will be considered. If bidding "EQUIVALENT", Bidder must be prepared to furnish complete data upon request, preferably with the Bid, to avoid awarding delay.

CONTRACT

When the City issues a Purchase Order in response to an awarded Bid, a binding contract is created (unless a specified contract has been created).

TERMINATION

This Price Agreement may be terminated by either party upon signing a written notice to the other party at least thirty (30) days in advance of the Date of Termination. Notice of termination of this Price Agreement shall not affect any outstanding orders.

TAXES

Bidder must pay all applicable taxes.

NOTE

If Bidder is from outside the City of Las Vegas, the successful Bidder must pay Gross Receipts in the City of Las Vegas.

BIDDER INFORMATION

BIDDER: Hays Plumbing & Heating, Inc.

AUTHORIZED AGENT: Gordon Hays

ADDRESS: 600 Railroad Ave. Las Vegas, New Mexico 87701

TELEPHONE NUMBER: (505) 426-7535

FAX NUMBER: (505) 454-0202

DELIVERY: _____

STATE PURCHASING RESIDENT CERTIFICATION NO: L0258274482

NEW MEXICO CONTRACTORS LICENSE NO. 8243

BID ITEM(S) _____

ITEM(S) UNDER THIS BID ARE TO BE F.O.B. LAS VEGAS, NEW MEXICO 87701. THE CITY OF LAS VEGAS RESERVES THE RIGHT TO 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 San Miguel

I, Gordon Hays, of lawful age, being 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.

Gordon Hays
Signature

Subscribed and sworn to before me this 11 day of April, 2011.



Nicole Ramirez
Notary Public Signature
My Commission Expires 12/31/13

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 (\$250.00) 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 or 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 of 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.

[Handwritten Signature] _____ *4/19/2017*
Signature _____ Date _____

President
Title (Position)

BID BOND

Bid Bond

CONTRACTOR:

(Name, legal status and address)

Hays Plumbing & Heating, Inc
PO Box 1420
Las Vegas, NM 87701.

SURETY:

(Name, legal status and principal place of business)

Western Surety Company
333 S. Wabash Ave., 41st Floor
Chicago, IL 60604

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.
Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:

(Name, legal status and address)

City of Las Vegas

BOND AMOUNT: Five Percent (5%) of the Amount Bid

PROJECT:

(Name, location or address, and Project number, if any)

Cinder Road Water Impts.

Project Number, if any:

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner 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. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 19th day of April, 2017

(Witness)

Hays Plumbing & Heating, Inc.
(Principal) _____ *(Seal)*
Gordon Hays
(Title)

Juan Vance
(Witness)

Western Surety Company
(Surety) _____ *(Seal)*
Sherryl L. Quint, Attorney-In-Fact
(Title)



By arrangement with the American Institute of Architects, the National Association of Surety Bond Producers (NASBP) (www.nasbp.org) makes this form document available to its members, affiliates, and associates in Microsoft Word format for use in the regular course of surety business. NASBP vouches that the original text of this document conforms exactly to the text in AIA Document A310-2010, Bid Bond. Subsequent modifications may be made to the original text of this document by users, so careful review of its wording and consultation with an attorney are encouraged before its completion, execution or acceptance.

Western Surety Company

POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

Roger N Downey, Susan Jane Vance, Sherryl L Quint, Christian B Downey, Maria Y Ankeny, Individually

of Albuquerque, NM, its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

- In Unlimited Amounts -

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the By-Law printed on the reverse hereof, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 10th day of June, 2015.



WESTERN SURETY COMPANY

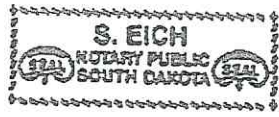
Paul T. Brufat

Paul T. Brufat, Vice President

State of South Dakota }
County of Minnehaha } ss

On this 10th day of June, 2015, before me personally came Paul T. Brufat, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is the Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires
February 12, 2021



S. Eich

S. Eich, Notary Public

CERTIFICATE

I, L. Nelson, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Law of the corporation printed on the reverse hereof is still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 19th day of April, 2017.



WESTERN SURETY COMPANY

L. Nelson

L. Nelson, Assistant Secretary

**SUBCONTRACTOR'S FAIR PRACTICE
ACT COMPLIANCE**

SUBCONTRACTOR'S FAIR PRACTICE ACT COMPLIANCE

This project is subject to the provisions of the State of New Mexico Subcontractor's Fair Practice Act.

Listing Threshold: \$5,000.00

Portion of project to which requirements apply:

Complete Project.

For each category of the project, which the BIDDER will be subcontracting for an amount exceeding the listing threshold indicated above, the BIDDER shall define the subcontracting categories and list only one subcontractor for each category. The listing shall be in the format indicated on the following page, and shall be completed and submitted with the Bid.

No CONTRACTOR whose Bid is accepted shall sublet or subcontract any portion of the Work of the Project in an amount exceeding the threshold amount given above, where the original bid amount did not designate a subcontractor, unless 1) the CONTRACTOR received no bid for that category (note: the BIDDER must designate on the list of subcontractors that "no bid was received"), or 2) the Work is pursuant to a change order that causes changes or deviations from the original contract.

No CONTRACTOR whose Bid is accepted shall substitute any subcontractor in place of the subcontractor listed in the Bid except as provided for in the Subcontractor's Fair Practice Act.

Any changes or additions of subcontractors shall be promptly reported to the ENGINEER in writing within two (2) calendar days of the known change or addition to the submitted List of Project Subcontractors in the Bid.

All subcontractors with work in excess of \$60,000 must be registered with the New Mexico Department of Workforce Solutions, Labor Enforcement. On page SCFP-2, include the total of the subcontracted work and the subcontractor's New Mexico Department of Workforce Solutions Registration Number, if work is in excess of \$60,000.

LIST OF PROJECT SUBCONTRACTORS FOR
AMOUNTS EXCEEDING THE LISTING THRESHOLD

Subcontract Category Survey

Estimated Value of Work \$6,220.00

Subcontractor's Name Fierro & Company

Business Address 5508 Costa Uerde Rd NW
Albuquerque, New Mexico 87120

Phone Number (505) 352-8930

E-mail Address _____

Federal Identification No. (FEIN #) 461473804

New Mexico Contractor's License No. 22909

License Categories _____

New Mexico Dept. of Workforce Solutions Registration No. _____
(list only if value of work is in excess of \$60,000)

Subcontract Category Directional Boring

Estimated Value of Work \$ 44,233.50

Subcontractor's Name Kelly Utility Field Service

Business Address 6901 Reading SE
Albuquerque, New Mexico 87105

Phone Number (505) 343-1144

E-mail Address _____

Federal Identification No. (FEIN #) _____

New Mexico Contractor's License No. 27786

License Categories _____

New Mexico Dept. of Workforce Solutions Registration No. 002312720110831
(list only if value of work is in excess of \$60,000)

Subcontract Category _____
Estimated Value of Work \$25,448.00
Subcontractor's Name SW Safety Services
Business Address P.O Box 9227
Albuquerque, New Mexico 87119
Phone Number (505) 873-0044
E-mail Address _____
Federal Identification No. (FEIN #) 85-0457665
New Mexico Contractor's License No. 82265
License Categories GA-05
New Mexico Dept. of Workforce Solutions Registration No. 002405420120305
(list only if value of work is in excess of \$60,000)

Subcontract Category _____
Estimated Value of Work _____
Subcontractor's Name _____
Business Address _____
Phone Number _____
E-mail Address _____
Federal Identification No. (FEIN #) _____
New Mexico Contractor's License No. _____
License Categories _____
New Mexico Dept. of Workforce Solutions Registration No. _____
(list only if value of work is in excess of \$60,000)

Signature of Authorized Representative for BIDDER:

Gordon Mayo Date: 4/19/17

Duplicate, complete, and submit additional sheets as required.

Work Session

CITY COUNCIL MEETING AGENDA REQUEST

DATE: 06/30/17

DEPT: Utilities Dept.

MEETING DATE: 07/12/17

DISCUSSION ITEM/TOPIC: Award request for proposals #2017-27 for Solid Waste facility improvements planning, design and construction phase engineering services to multiple proposers and enter into agreements.

BACKGROUND/RATIONALE: The City of Las Vegas Utilities department went out for sealed proposals for Solid Waste facility improvements planning, design and construction phase engineering services. We are requesting to award to all four proposers; Engineering Solutions, Molzen Corbin, Souder Miller and WH Pacific and enter into agreements.

Advertised: June 1, 2017 – Albuquerque Journal; June 2, 2017 – Las Vegas OPTIC and City website
Proposal Opening: June 20, 2017
Number of Proposers: 4 – Engineering Solutions, Molzen Corbin, Souder Miller, WH Pacific
Funding Source: City Funding
Budget Line Item: Solid Waste budget – 630

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:


TONITA GURULE-GIRON
MAYOR


RICHARD TRUJILLO
CITY MANAGER

ANN MARIE GALLEGOS
FINANCE DIRECTOR
(PROCUREMENT)

PURCHASING AGENT
(FOR BID/RFP AWARD)

CORINNA LASZLO-HENRY
CITY ATTORNEY
(ALL CONTRACTS MUST BE
REVIEWED)

**CITY OF LAS VEGAS
PROPOSAL/BID OPENING**

DATE: 20-Jun-2017

OPENING NO.: 2017-27

TIME: 10:00 AM

DEPARTMENT: UTILITIES/SOLID WASTE

LOCATION: City of Las Vegas Chambers
1700 N. Grand Ave.
Las Vegas, NM 87701

ITEM(S): SOLID WASTE FACILITY IMPROVEMENTS PLANNING,
DESIGN AND CONSTRUCTION PHASE ENGINEERING SERVICES

RECEIVED FROM:	AMOUNT	SUB CONTRACTOR LIST	BID BOND	AFFIDAVIT NOTARIZED	CAMPAIGN DISC. FORM
1 Souder Miller				✓	✓
2 WH Pacific				✓	✓
3 Engineering Solutions & Design				✓	✓
4 Molzen Corbin				✓	✓
5					
5					

COMPANY REPRESENTATIVE

COMPANY NAME

<u>Maura Carloux</u>	<u>City of Las Vegas P/M</u>
<u>Erin M. Kelley</u>	<u>City of Las Vegas - Imani</u>
<u>[Signature]</u>	<u>City of Las Vegas Purchasing</u>
<u>Julie Apodaca</u>	<u>City of Las Vegas - Understudy</u>

(use other side of form when full)

RIGIUALS TAKEN BY CITY CLERK:

[Signature]
DATE: 6/20/17

OPENED BY: FINANCE DEPARTMENT

[Signature]
DATE: 6/20/17

COPIES TAKEN BY DEPT:

Maura Carloux B.F.
DATE: 6/20/17





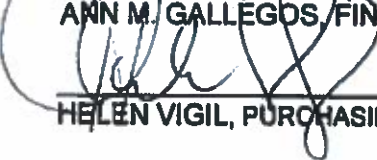
REQUEST FOR PROPOSALS

The City of Las Vegas, New Mexico will open Sealed Qualifications/Proposals at 10:00 a.m.
June 20, 2017, at the City Council Chambers, 1700 North Grand Avenue, Las Vegas, New
Mexico, or other designated area at the City Offices; ON THE FOLLOWING:
Solid Waste Facility Improvements Planning, Design and Construction Phase Engineering
Services

Proposal Forms and Specifications may be obtained from the following location:
1700 N GRAND AVE
LAS VEGAS, NM 87701

Mailed proposals should be addressed to the City Clerk, 1700 N. Grand Ave., Las Vegas, New
Mexico 87701; with the envelope marked: PROPOSALS FOR SOLID WASTE FACILITY
IMPROVEMENTS PLANNING, DESIGN AND CONSTRUCTION ENGINEERING SERVICES,
Opening No. 2017-27 ; on the lower left-hand corner of the submitted envelope. It shall be the
responsibility of the Offeror to see that their proposal is delivered to the City Clerk by the date and
time set for the proposal request. If the mail or delivery of proposal request is delayed beyond the
opening date and time, proposal thus delayed will not be considered. Proposals will be reviewed at a
later date with possible negotiations to follow.

The City of Las Vegas reserves the right to reject any/or all proposals submitted.

CITY OF LAS VEGAS

RICHARD TRUJILLO, CITY MANAGER

CORINNA LASZLO HENRY, CITY ATTORNEY

CASANDRA FRESQUEZ, CITY CLERK

ANN M. GALLEGOS, FINANCE DIRECTOR

HELEN VIGIL, PURCHASING OFFICER

Opening No. 2017-27

Date Issued: 5/26/2017

Published: LAS VEGAS OPTIC
ALBUQUERQUE JOURNAL
www.lasvegasnm.gov

June 2 2017
June 1 2017
June 1 2017

AWARDED PROPOSAL

Awarding of proposal shall be made to the responsible offeror whose proposal best meets the specification. The City of Las Vegas (City) reserves the right to reject any or all proposals submitted.

TIMETABLE

Proposal pursuant to this request must be received at the City Clerk's Office at 1700 North Grand Avenue, Las Vegas, New Mexico, on or before: June 20, 2017; 10 a.m.; at which time all proposal received will be opened. The opening will occur at the City Council Chambers or other designated area at the City Offices. Awarding of proposal is projected for: _____, 2017. The successful offeror will be notified by mail.

ENVELOPES

Sealed proposal envelopes shall be clearly marked on the lower left-hand corner, identified by the Proposal Name and Opening Number. Failure to comply with this requirement may result in the rejection of the submitted proposal.

BRIBERY AND KICKBACK

The Procurement Code of New Mexico (Section 13-1-28 through 13-1-199 N.M.S.A. 1978) imposes a third degree felony penalty for bribery of a public official or public employee. In addition, the New Mexico Criminal Statutes (Section 30-4-1, N.M.S.A. 1978) states that it is a third degree felony to commit the offense of demanding or receiving a bribe by a public official or public employee. (Section 30-24-2 N.M.S.A. 1978) it is a fourth degree felony to commit the offense of soliciting or receiving illegal kickbacks. In addition (Section 30-41-1 through 30-413, N.M.S.A. 1978) states that it is a fourth degree felony to commit the offense of offering or paying illegal kickbacks.

RESPONSIBILITY OF OFFEROR

At all times it shall be the responsibility of the offeror to see that their proposal is delivered to the City Clerk by the Date and Time scheduled for the opening. If the mail or delivery of said proposal is delayed beyond the scheduled opening date and time set proposal this delayed will not be considered.

NON-COLLUSION

In signing of their proposal and affidavit the offeror certifies that he/she has not, either directly or indirectly entered into action of restraint of free competition in connection with the submitted proposal.

CLARIFICATION OF PROPOSAL

Offeror requiring clarification or interpretation of the proposal specifications shall make a written request to the Department involved in the proposal request at least five (5) days prior to the scheduled proposal opening date; with a copy forwarded to the Finance Department. Any interpretations, corrections, or changes (not part of the negotiation stage) of said proposal specifications shall be made by "ADDENDUM" only; including any Opening Dates or Time Change. Interpretations, corrections, or changes of said proposal made in any other manner (before opening and negotiation stage) will not be binding and offeror shall not rely upon such interpretations, corrections, and changes.

MODIFICATION OR WITHDRAWAL OF PROPOSAL

A proposal may not be withdrawn or cancelled by the offeror following the scheduled opening date and time; the offeror does so agree in submitting their proposal. Prior to the scheduled time and date of opening, proposals submitted early may be withdrawn but may not be re-submitted.

APPLICATION OF PREFERENCE

Pursuant to (Section 13-1-21 and 13-1-22, N.M.S.A. 1978), any New Mexico resident business or resident manufacturer who wishes to receive the benefit of an "Application of Preference" must provide their Certificate Number (issued by N.M. State Purchasing); with their proposal on the "OFFEROR INFORMATION/AFFIDAVIT" form.

FEDERAL TAX IDENTIFICATION NUMBER

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

FEDERAL TAX ID NUMBER: _____

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 New Mexico (CRS) Tax Identification Number. Contact the New Mexico Taxation & Revenue Department at (505) 8270700 for registering instructions.

SPECIAL NOTICE

Proposals will be opened and all submitted copies will be checked for accuracy of Department's specific amount of copies requested. Any price or other factors of the submitted proposals will not be read out loud to anyone in attendance at the proposal opening. All factors of the submitted proposals are not public record to other offerors or interested parties before the negotiation or awarding process.

The department involved in the proposal request will evaluate all proposals submitted according to the evaluation criteria indicated in the proposal specifications.

NEGOTIATION

Pursuant to the City of Las Vegas Purchasing Rules and Regulations (section 6.7); discussions or negotiations may be conducted with a responsible offeror who submits an acceptable or potentially acceptable proposal. Negotiations of price will be done after all evaluation criteria have been met.

CONTRACT

When the City issues a purchase order in response to an awarded proposal, a binding contract is created (unless a specific contract has been created).

TAXES:

Bidder must pay all applicable taxes.

NOTE:

If bidder is from outside the City of Las Vegas, the successful bidder must pay Gross Receipts Tax in the City of Las Vegas.

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

Date

Title (Position)

REQUEST FOR PROPOSALS FOR SOLID WASTE FACILITY IMPROVEMENTS PLANNING, DESIGN AND CONSTRUCTION PHASE ENGINEERING SERVICES

The City of Las Vegas, New Mexico is requesting proposals for Professional Engineering Services for City of Las Vegas defined in the scope of work.

1. SCOPE OF WORK

The Offeror shall perform Professional Engineering Services on an as needed basis, as hereafter stated, for customary and incidental services for the City of Las Vegas Waste Water System. The agreement term will be for one year with the option for renewal up to four (4) years. The contract, including renewals and amendments thereof, may not exceed a total duration of four (4) years. The contract will begin upon final approval by the City Manager.

The duties of the offeror shall include the following services:

- a. Provide day to day consultation as requested by the City Utility Director or designee. Attendance at necessary staff and/or Council meetings may be required.
- b. Facilitate meetings with City staff as needed to develop the planning of projects as requested by the City Utility Director or designee.
- c. Complete architectural, structural, mechanical, electrical, plumbing, and civil design services.
- d. Attend coordination meetings with City staff and any pertinent external agencies (County, State and Federal) as required to determine and gain approvals from all pertinent entities.
- e. Prepare and submit construction documents, cost estimates, specifications and schedules for review and approval.
- f. Provide technical assistance completing environmental reviews.
- g. Provide assistance completing applications and obtain funding as needed.
- h. Provide construction observation and inspection on various projects as requested by the City Utility Director or designee.
- i. Provide technical assistance on various City projects being performed in-house as required and directed.
- j. Provide technical information concerning specific projects to designated professional engineers upon request by the City of Las Vegas, and request technical information from specific engineers when authorized to do so by the City of Las Vegas.
- k. Provide construction phase engineering services.
- l. Provide Review of, assessment and approval of submittals and invoices.
- m. Additional services as may be specifically requested by the City of Las Vegas.

Offeror may provide Engineering services for the following tasks:

- Task 1. Grading and Drainage**
- Task 2. Retaining Pond Improvements**
- Task 3. Scale Replacement**
- Task 4. Building Improvements**
- Task 5. Electrical Upgrade**
- Task 6. Storage Shop**
- Task 7. Asphalt Paving**

2. CRITERIA FOR ACCEPTANCE AND EVALUATION OF PROPOSALS

- 2.1. Content and Format of Proposal: Proposals should provide information that addresses the ranking criteria listed hereinafter. Information should be provided to demonstrate understanding of the scope of services, experience in related projects, personnel and equipment available to perform work, technical approach to the project and references from other clients.

The format for proposals shall be a maximum of twenty (20) pages, including title page and index to include the front and back cover. Proposals shall be printed on one side only, 8 ½" x 11", and bound on the left margin. A transmittal letter, if any, will be included in the twenty (20) page limit. No other material is to be included.

- 2.2 Submittal of Proposals: Five (5) copies of proposals must be delivered to the City Clerk, City of Las Vegas, 1700 North Grand Avenue, Las Vegas, New Mexico 87701 no later than _____. Sealed proposal envelopes shall be clearly marked **"PROPOSALS FOR SOLID WASTE FACILITY IMPROVEMENTS PLANNING, DESIGN AND CONSTRUCTION PHASE ENGINEERING SERVICES"** on the outside of the envelope; this information shall be placed on the lower left-hand corner of the envelope. Failure to comply with this requirement shall result in the rejection of the proposals.
- 2.3 Ranking Criteria: The City of Las Vegas will use a technical advisory committee made up of City personnel and/or City Consultants to evaluate each proposal submitted. All proposals shall be reviewed for compliance with the mandatory requirements as stipulated in the Request for Proposals. Proposals found not to be in compliance will be rejected from further consideration. Proposals which are not rejected will then be evaluated based upon the following weighted values.

Proposals should address each of the following criteria. Each proposal may be awarded a percentage of points up to the amount listed in parentheses.

i. Specialized Design and Technical Competence (25%) – Offeror's personal experience

in the field of water distribution. The Offeror should be able to briefly address specific examples of related projects.

ii. Capacity and Capability (25%) – Offeror's willingness, capacity and capability to perform assigned duties and tasks on short notice and in a timely manner, as well as work with the City and public while making presentations before committees, City Council and any other entities as needed.

iii. Past Record of Performance (20%) – Offeror should provide a list of references with names and phone numbers.

iv. Familiarity of the City of Las Vegas Utility and Infrastructure Systems (15%)– Offeror's proximity or familiarity with the area the project is located.

v. Current volume of work with the Contracting Agency that is less than 75% complete (5%) – The volume of work previously done for the entity requesting proposals which is not seventy-five percent complete with respect to professional design services [through bidding phase], with the objective of effecting an equitable distribution of contracts among qualified businesses and of assuring the interest of the public in having available a substantial number of qualified businesses is protected; however, that the principal of selection of the most highly qualified business is not violated.

Firm should indicate the volume of work they currently have underway with the Contracting

Agency that is less than 75% complete. The purpose of this criteria is to help distribute projects among qualified firms. An *example* of how points can be assigned is provided below:

Value of work not yet completed on projects that are not 75% complete	Points to be allowed for this item
None	5
\$1 to \$25,000	4
\$25,001 to \$50,000	3
\$50,001 to \$75,000	2
\$75,001 to \$100,000	1
Above \$100,001	0

- vi. **Other (5%)** – Offeror’s ability to conduct public meetings and presentations.
- vii. **Resident Preference (5%)** – Offeror’s proximity to the City of Las Vegas.

*Note: Price cannot be a factor

3. COST OF PREPARING AND SUBMITTING PROPOSALS

The City will not pay for any costs associated with the preparation or submission of proposals.

4. ENVELOPES

Sealed proposal envelopes shall be clearly marked “PROPOSALS FOR DISTRIBUTION SYSTEM PLANNING, DESIGN AND CONSTRUCTION PHASE ENGINEERING SERVICES”, on the outside of the envelope. This information shall be placed on the lower left-hand corner of the envelope. Failure to comply with this requirement shall result in the rejection of the submitted proposal.

5. AWARD OF CONTRACT

The award shall be made to the responsible offeror and/or offertory whose proposal is the most advantageous to the City of Las Vegas, taking into consideration the evaluation factors set forth in this Request for Proposals. The proposal will be ranked by a committee. It is anticipated that ranking will be completed by 2017. After initial ranking of proposals, at the City’s sole option, the City may decide to interview the top two (2) or three (3) ranked offertory proposals to develop final rankings or may consider the rankings based on the proposals as being final. The City reserves the right to negotiate with multiple Offerors and award multiple contracts.

6. BRIBERY AND KICKBACKS

New Mexico procurement law requires the parties to the contract be made aware that pursuant to NMSA 1978, Section 30-24-1, it is a third degree felony to commit the offense of bribery of a public officer or public employee; pursuant to NMSA 1978, Section 30-24-2, it is a third degree felony to commit the offense of demanding or receiving a bribe by any public employee; pursuant to NMSA 1978, Section 30-41-1, it is a fourth degree felony to commit the offense of soliciting or receiving illegal kickbacks; and, pursuant to NMSA 1978, Section 30-41-2, it is a fourth degree felony to commit the offense of offering of paying illegal kickbacks.

7. RESPONSIBILTY OF OFFEROR

7.1 BONDS

- a. The successful offeror will be required to furnish a Performance Bond, in an amount equal to \$100,000 and a labor and Materials Payment Bond in an equal amount, such bonds to be executed in four (4) original Counterparts by a Corporate Surety authorized to do business in the State of New

Mexico, and acceptable to the Owner. The Bonds must be executed on forms contained in these Contract Documents. The form of Agreement with the successful Offeror, as Contractor, will be required to execute also included herewith.

7.2 INSURANCE CERTIFICATE

- a. The Offeror must at all times hold General Liability insurance of at least \$1,000,000.00 per occurrence. The successful Offeror will be required to furnish Proof of Compliance with this insurance requirement to the City upon execution of the Contract.

8. INSTRUCTIONS TO OFFEROR

8.1. REQUEST FOR PROPOSAL DOCUMENTS

8.1.1 Copies of Request for Proposals

- a. A complete set of the Request for Proposals may be obtained from the Contracting Agency.
- b. A complete set of the Request for Proposals shall be used in preparing proposals; the Contracting Agency assumes no responsibility for errors or misinterpretations resulting from the use of an incomplete set of the Request for Proposals.
- c. The Contracting Agency in making copies of Request for Proposals available on the above terms, does so only for the purpose of obtaining proposals on the described project and does not confer a license or grant for any other use.
- d. A copy of the Request for Proposals shall be made available for public inspection and shall be posted at the administration building of the Contracting Agency.

8.1.2 Interpretations

- a. All questions about the meaning or intent of the Request for Proposals shall be submitted to the Procurement Manager of the Contracting Agency, in writing. Replies will be issued by Addenda mailed or delivered to all parties recorded by the Contracting Agency as having received the Request for Proposals. Questions received less than five (5) days prior to the date for opening of proposals will not be answered. Only questions answered by formal written addenda will be binding. Oral and other interpretations or clarifications will be without legal effect.
- b. Offerors should promptly notify the Contracting Agency of any ambiguity, inconsistency, or error, which they may discover upon examination of the Request for Proposals.

8.1.3 Addenda

- a. Addenda will be mailed by certified mail with return receipt requested, by facsimile or hand delivered to all who are known by the Contracting Agency to have received a complete set of Request for Proposals.
- b. Copies of the addenda will be made available for inspection wherever Requests for Proposals are on file for that purpose.
- c. No addenda will be issued later than five (5) days prior to the date for the receipt of Proposals, except an Addendum withdrawing the Request for Proposals or one which includes postponement of the date for receipt of Proposals.
- d. Each Offeror shall ascertain, prior to submitting the Proposal, that the Offeror has received all Addenda issued and shall acknowledge their receipt in the Proposal transmittal letter.

8.2 PROPOSAL SUBMITTAL PROCEDURES

8.2.1 Format and Section Requirements of Proposals

- a. Offerors shall provide five (5) copies of their proposal to the location specified on the cover page on or before the closing date and time for receipt of proposals.
- b. All proposals must be typewritten on standard 8 ½" x 11" paper and bound on the left hand margin.
- c. A maximum of twenty (20) pages, including title, index, etc., including front and back covers.
- d. The proposal must be organized in the following format and must contain, as a minimum, all listed items in the sequence indicated:

1. **Offeror's Identification**
 - i. Notarized affidavit that states name and address of your organization of office and nature of organization (individual, partnership or corporation, private or public, profit or non-profit). Subcontractors, if any, must be listed with license numbers. Describe individual staff and subcontractor's responsibilities with line of authority and interface with City staff. Include the name and telephone number of person(s) authorized for preparation and execution of the contract. The City has the authority to reject any or all Subcontractors. Respond to this section as Section A of Offeror's proposal.
2. **Personnel Experience**
 - i. Describe the experience and qualifications of company principles, supervisors and other employees who will be actively engaged in the work required under the contract, including experience of subcontractors. The experience qualifications must reference the servicing of the City of Las Vegas Utilities System. Respond to this section as Section B of Offeror's proposal.
3. **Licenses (if applicable)**
 - i. The Offeror shall show that he has a New Mexico general contractor's license and/or any other licenses required by law to perform the work required by this contract. All such licenses shall be held by the offeror or his subcontractors at the time the proposal is submitted. Respond to this section as Section C in Offeror's proposal.
4. **Contractors Bonds (if applicable)**
 - i. Successful offeror will be required to furnish a performance bond.
5. **Experience in Engineering/Architectural Services**
 - i. The Offeror shall demonstrate at least five (5) years of experience. Indicate name, address and phone number of past customer and individual references who can be contacted regarding the work. Respond to this section as Section E in Offeror's proposal.
6. **Experiences as an Engineering/Architectural Consultant**
 - i. The Offeror shall demonstrate at least five (5) years of proven performance working as an engineering/architectural consultant. Respond to this section as Section F in Offeror's proposal.
7. **Documentation**
 - i. The Offeror shall provide documentation of education, certifications and qualifications. Respond to this section as Section G in the Offeror's proposal.
8. **Cost**
 - i. The Offeror shall provide cost breakdown of for lodging, mileage and other miscellaneous expenses. Respond to this section as Section H in the Offeror's proposal.
9. **Financial**
 - i. The Offeror shall provide a letter from a financial institution regarding the Offeror's credit rating. Respond to this sections as Section I in the Offeror's proposal.
10. **Additional Information**
 - i. Describe any expectations and/or clarifications to this Request for Proposal. Also include any additional information you believe to be pertinent to the proposal but not requested elsewhere. Respond to this section as Section J in Offeror's proposal.

11. Campaign Contributions Disclosure Form

- i. Fill out and attach the Campaign Contribution Disclosure Form. Respond to this section as Section k in Offeror's proposal.**
- e. Any proposals that do not adhere to this format, and which does not address each specification and requirement within the RFP may be deemed non-responsive and rejected on that basis.**
- f. Offerors may request in writing nondisclosure of confidential data. Such data should accompany the proposal and should be readily separable from the proposal in order to facilitate eventual public inspection of the non-confidential portion of the proposal. A request that clearly states that the entire proposal must be kept confidential will not be acceptable. Only matters, which are clearly confidential in nature, will be considered.**
- g. Any cost incurred by the Offeror for preparation, transmittal, presentation of any proposal or material submitted in response to this RFP shall be the sole responsibility of the Offeror.**

8.2.2 SUBCONSULTANTS

- a. The Offeror shall list and state the qualifications for each sub-consultant the Offeror proposes to use for all sub-contracted work.**
- b. The Offeror is specifically advised that any person or other party to whom it is proposed to award a sub-contract under this proposal, must be acceptable by the Contracting Agency after verification of eligibility status, including but not limited to suspension or debarment of the Contracting Agency.**

8.2.3 PREQUALIFICATION PROCESS

- a. A business may be pre-qualified by the Purchasing Agent as an Offeror for particular types of service. Mailing lists of potential Offerors shall include but shall not be limited to such prequalified businesses (§13-1-134 NMSA 1978). For purposes of this RFP, if prequalification is utilized, special instructions will be attached as an exhibit to this RFP.**

8.2.4 DEBARRED OR SUSPENDED CONTRACTOR

- a. A business (contractor, subcontractor or supplier) that has either been debarred or suspended to the requirements of §13-1-177 through §13-1-180, and §13-3-11 through §13-4-17 NMSA 1978, as amended, shall not be permitted to do business with the Contracting Agency and shall not be considered for award of the contract during the period for which it is debarred or suspended with the Contracting Agency.**

8.2.5 REJECTION OF SUBMITTED PROPOSALS

- a. Oral, telephonic or telegraphic proposals are invalid and will not receive consideration. Rejected proposals shall be returned to the Offeror unopened. Failure to meet the following submittal of proposal requires shall result in a rejection of a proposal:**
 - 1. Proposals shall be submitted at the time and place indicated in the Notice of Request for Proposals and shall be included in a sealed envelope marked with the project title and the name and address of the Offeror and accompanied by the documents outlined in the Request for Proposal.**
 - 2. The envelope shall be addressed to the Purchasing Agent/Procurement Officer of the Contracting Agency. The following information shall be provided on the front lower left corner of the Bid envelope: Project Title, Request for Proposals No., date of opening and time of opening. The sealed envelope shall have the notation "SEALED PROPOSAL ENCLOSED" on the face thereof.**

3. At all times, Offeror shall assume full responsibility for timely delivery of proposals at the Purchasing Agent's office, including those proposals submitted by mail. Hand-delivered proposals shall be submitted to the Purchasing Agent or the Purchasing Agent's Designee and will be clocked in/time stamped at the time received, which must be prior to the time specified.

8.2.6 CORRECTION OF WITHDRAWAL OF PROPOSALS

- a. A Proposal containing a mistake discovered before proposal opening may be modified or withdrawn by an Offeror prior to the time set for proposal opening by delivering written or telegraphic notice to the location designated in the Request for Proposals as the place where Proposals are to be received.
- b. Withdrawn Proposals may be resubmitted up to the time and date designated for the receipt of Proposals, provided that they are fully in conformance for the Request for Proposals.

8.2.7 NOTICE OF CONTRACT REQUIREMENTS BINDING ON OFFEROR

- a. In submitting this proposal, the Offeror represents that the Offeror has familiarized him/herself with the nature and extent of the Request for Proposals dealing with the federal, state and local requirements, which are a part of these Requests for Proposals.
- b. Laws and Regulations: The Offeror's attention is directed to all applicable federal and state laws, local ordinances and regulations and the rules and regulations of all authorities having jurisdiction over the services for the project.

8.2.8 REJECTION OF CANCELLATION OF PROPOSALS

- a. This Request for Proposals may be canceled, or any or all proposals may be rejected in whole or in part, when it is in the best interest of the Contracting Agency. A determination containing the reasons therefore shall be made part of the project file (§13-1-131 NMSA 1978).

9. CONSIDERATION OF PROPOSALS

9.1 RECEIPT, OPENING AND PROPOSALS:

- a. Receipt, Proposals and modifications shall be time-stamped upon receipt and held in a secure place until the established date.
- b. Opening, proposals shall not be opened publicly and shall not be open to public inspection until after award of a contract. An offeror may request in writing nondisclosure of confidential data. Such data shall accompany the proposal and shall be readily separable from the proposal in order to facilitate eventual public inspection of the non-confidential portion of the proposal.
- c. The names of all businesses submitting proposals and the names of all businesses, if any, selected for an interview shall be public information. After an award has been made, final ranking and evaluation scores for all proposals shall become public information (§13-1-120 NMSA 1978). The contents of any proposal shall not be disclosed so as to be available to competing Offerors during the negotiation process (§13-1-116 NMSA 1978).

9.2 PROPOSAL EVALUATION

- a. Proposals shall be evaluated on the basis demonstrated competence and qualifications for the type of service required, and shall be based on the evaluation factors set forth in this RFP. For the purpose of conducting discussions, proposals may initially be classified as:
 1. Acceptable
 2. Potentially acceptable, that is, reasonably assured of being made acceptable
 3. Unacceptable (Offerors whose proposals are unacceptable shall be notified promptly)
- b. The Contracting Agency shall have the right to waive technical irregularities in the form of the proposal of the Offeror, which do not alter the quality of the service (§13-1-132 NMSA 1978).

- c. If an Offeror who otherwise would have been awarded a contract is found not to be a responsible Offeror; a determination that the Offeror is not a responsible Offeror, setting forth the basis of the finding shall be prepared by the Purchasing Agent/Procurement Manager. The unreasonable failure of the Offeror to promptly supply information in the connection with any inquiry with respect to the responsibility is grounds for a determination that the Offeror is not a responsible Offeror (§13-1-133 NMSA 1978). Businesses, which have not been selected, shall be notified in writing within twenty-one (21) days after an award is made (§13-1-12 NMSA 1978).
- d. Selection Process (§13-1-120 NMSA 1978):
 - 1. An evaluation committee composed of representatives selected by the Contracting Agency will perform an evaluation of proposals. The committee shall evaluate statements of qualifications and performance data submitted in regard to the particular project and may conduct interviews with and may require public presentations by all businesses applying for selection regarding their qualifications, their approach to the project and their ability to furnish the required services.
 - 2. If fewer than three (3) businesses have submitted a statement of qualifications for a particular project, the committee may:
 - i. Rank in order of qualifications and submit to the local governing body for award, those businesses which have submitted a statement of qualifications; or
 - ii. Recommend termination of the selection process and sending out new notices of the proposed procurement pursuant to §13-1-104 NMSA 1978.

9.3 NEGOTIATIONS (§13-1-122 NMSA 1978)

- a. The Contracting Agency's designee shall negotiate a contract with the highest qualified business for the services contemplated under this RFP at the compensation determined in writing to be fair and reasonable. In making this decision, the designee shall take into account the estimated value of the services to be rendered and the scope, complexity and professional nature of the services.
- b. Should the designee be unable to negotiate a satisfactory contract with the business considered to be the most qualified at the price determined to be fair and reasonable, negotiations with that business shall be formally terminated. The designee shall then undertake negotiations with the second most qualified business. Failing accord with the second most qualified business, the designee shall formally terminate negotiations with that business.
- c. The designee shall then undertake negotiations with the third most qualified business.
- d. Should the designee be unable to negotiate a contract with any of the businesses selected by the committee, additional businesses shall be ranked in order of their qualifications and the designee shall continue negotiations in accordance with this section until a contract is signed with a qualified business or the procurement process is terminated and a new Request for Proposals is initiated.
- e. The Contracting Agency shall publically announce the business(es) selected for award.

9.4 NOTICE OF AWARD

- a. After award by the local governing body, a written notice of award shall be issued by the Contracting Agency after review and approval of the Proposal and related documents by the Contracting Agency with reasonable promptness (§13-1-100 and §13-1-108 NMSA 1978).

10. POST PROPOSAL INFORMATION

10.1 PROTESTS

- a. Any Offeror who is aggrieved in connection with a solicitation or award of an Agreement may protest to the Contracting Agency's Purchasing Agent and the City Clerk, in accordance with the requirements of the Contracting Agency's Procurement Regulations and the State of New Mexico

Procurement Code. The protest should be made in writing within twenty-four (24) hours after the facts or occurrences giving rise thereto (§13-1-172 NMSA 1978).

- b. In the event of a timely protest under this section, the Purchasing Agent and the Contracting Agency shall not proceed further with the procurement unless the Purchasing Agent makes a determination that the award of Agreement is necessary to protect substantial interests of the Contracting Agency (§13-1-173 NMSA 1978).
- c. The Purchasing Agent or the Purchasing Agent's designee shall have the authority to take any action reasonably necessary to resolve a protest of an aggrieved Offeror concerning procurement. This authority shall be exercised in accordance with adopted regulations, but shall not include the authority to award money damages or attorney's fees (§13-1-174 NMSA 1978).
- d. The Purchasing Agent or the Purchasing Agent's designee shall promptly issue a determination relating to the protest. The determination shall:
 1. State the reasons for the action taken; and
 2. Inform the protestant of the right to judicial review of the determination pursuant to §13-1-183 NMSA 1978
- e. A copy of the determination issued under §13-1-175 NMSA 1978 shall immediately be mailed to the protestant and other Offerors involved in the procurement (§13-1-176 NMSA 1978).

10.2 EXECUTION AND APPROVAL OF AGREEMENT

- a. The Agreement shall be signed by the successful Offeror and returned within an agreed time frame after the date of the Notice of Award. No Agreement shall be effective until it has been fully executed by all of the parties thereto.

10.3 NOTICE TO PROCEED

- a. The Contracting Agency will issue a written Notice to Proceed to the Consultant.

10.4 OFFEROR'S QUALIFICATION STATEMENT

- a. Offeror to whom award of an Agreement is under consideration shall submit, upon request, information and data to prove that their financial resource, production or service facilities, personnel and service reputation and experience are adequate to make satisfactory delivery of the service described in the Request for Proposals (§13-1-82 NMSA 1978).

11. EXECUTION OF CONTRACT

The Contract, Performance Bond and Labor and Material Payment Bond shall be executed in four (4) original counter parts. The forms and Contract Documents will be as herein included and will be furnished by the Owner. Distribution of the executed forms will be as follows:

1. Contractor
2. Owner
3. Funding Agency
4. As Needed

12. CONTRACT DOCUMENTS

The complete Contract Documents will include the following:

1. Scope of Services
2. Professional Standards
3. Compensation
4. Term of Agreement
5. Amendment
6. Status of Contractor
7. Assignment
8. Subcontracting

9. Records, Audits and Reporting
10. Conflict of Interest
11. Stoppage of Work
12. Amendment
13. Applicable Law
14. Scope of Agreement, Merger
15. Waiver
16. Insurance
17. Notice
18. Subject to Other Documents
19. Indemnification
20. New Mexico Tort Claims Act
21. Bribery and Kickbacks
22. Discrimination Prohibited
23. Third Party Beneficiaries

13. OTHER INSTRUCTIONS TO OFFERORS (If none, write none)

13.1 OFFERORS INTERESTED IN MORE THAN ONE PROPOSAL

- a. No person, firm or corporation shall be allowed to make, or file, or be interested in more than one proposal for the same work unless alternate proposals are specifically called for. A person, firm, or corporation that has submitted a sub-proposal to an Offeror, or that has quoted prices of materials to an Offeror is not thereby disqualified from submitting a sub-proposal or quoting prices to other Offerors or making a prime proposal.

14. GENERAL TERMS AND CONDITIONS

14.1 DEFINITIONS

- a. *Addendum*: a written or graphic instrument issued prior to the opening of proposals, which clarifies, corrects or changes the Request for Proposals. Plural: addenda.
- b. *Consultant*: the successful Offeror awarded the Agreement/Contract.
- c. *Determination*: means in the written documentation of a decision of the procurement officer including findings of fact required to support a decision. A determination becomes part of the procurement file to which it pertains (§13-1-52 NMSA 1978).
- d. *Offeror*: any person, corporation or partnership legally licensed to provide design professional services in this state who chooses to submit a proposal in response to this Request for Proposals.
- e. *Procurement Manager*: means the person of designee authorized by the contracting Agency to manage or administer a procurement requiring the evaluation of proposals.
- f. *Request for Proposals*: or "RFP" means all documents, including those attached or incorporated by reference, used for soliciting purposes (§13-1-81 NMSA 1978).
- g. *Responsible Offeror of Proposer*: means an offeror or proposer who submits a responsive proposal and who has furnished, when required, information and data to prove that the proposer's financial resources, production or service facilities, personnel, service reputation and experience are adequate to make satisfactory delivery of the services described in proposal (§13-1-83 NMSA 1978).
- h. *Responsive Offer or Proposal*: means an offer or proposal that conforms in all material respects to the requirements set forth in the request for proposals. Material respects of a request for proposals include, but are not limited to, price, quality, quantity or delivery requirements (§13-1-85 NMSA 1978).

14.2 TERMS

- a. The terms *must, shall, will is required or are required*, identify a mandatory item or factor that will result in rejection of the Offeror's proposal.
- b. The terms *can, may, should, preferably or prefers* identify a desirable discretionary item or factor.

14.3 CONTRACTUAL TERMS

- a. **Amendment:** This contract will not be altered, changed, or amended except by a written document signed by the parties of this Contract.
- b. **Assignability:** The Consultant shall not assign, sublet or transfer their interests in this Contract without the written agreement of the City. If such an assignment is allowed, the Consultant shall be ultimately responsible to ensure that the work is performed satisfactory. Any sub-contractors assigned must be approved by the City.
- c. **Authority to Bind the City:** The Consultant shall not have the authority to enter into any contracts binding upon the City or to create any obligations on the part of the City, except such as shall be specifically authorized by the City's representative, acting pursuant to authority granted by the City.
- d. **Binding Effect:** This contract shall be binding and shall insure to the benefit of the successors and assignees of the City and the Offeror.
- e. **Business License:** Prior to commencement of work, Offeror must secure a business license from the City of Las Vegas, and submit proof thereof.
- f. **Conflict of Interest:** The consultant warrants that it presently has no interest and will not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services under this Contract.
- g. **Communication with the City of Las Vegas:** The consultant shall be required to periodically update the City of Las Vegas of the status of any project.
- h. **Funding:** This solicitation is subject to the availability of funds to accomplish the work. Payment and performance obligations for succeeding fiscal years shall be subject to the appropriation of funds. Therefore, when funds are not appropriated, or otherwise made available to support continuation of performance of the contract in a subsequent fiscal period, the contract will be terminated.
- i. **Gross Receipts Tax:** Unless otherwise agreed, Offeror is responsible for payment of gross receipts tax.
- j. **Indemnification:** The Consultant will indemnify, keep and hold harmless the City, its agents, officials and employees, against all suits or claims that may be based on injury to persons or property that is a result of an error, omission, or negligent act of the Consultant or any person employed by or acting on behalf of the Consultant.
- k. **Insurance:** The Consultant must at all times hold errors and omissions liability insurance of at least \$1,000,000.00 and list the City of Las Vegas as an additional insured. Proof of compliance with this insurance requirement is to be provided to the City upon execution of this contract.
- l. **Method of Payment:** The Consultant shall submit itemized monthly statements of work performed on behalf of each City department as outlined herein. The City will then make payment by the 15th of the following month.
- m. **Notices:** Any notice required to be given under this Contract shall be deemed sufficient if given in writing by mail or hand-delivered to the City Clerk's office or by mail or hand-delivered to the Consultant's office.
- n. **Professional Standards:** The Consultant agrees to abide by and perform its duties in accordance with the Code of Ethics as established by the City of Las Vegas and/or its designee(s).
- o. **Scope of Contract:** This Contract incorporates all the agreements, covenants and understandings between the parties concerning the subject matter of this Contract, and all such agreements, covenants, or understandings, oral or written, of the parties or their agents shall not be valid or enforceable, unless embodied into this contract.
- p. **Subject to Other Documents:** This Contract is subject to the terms and conditions of the statutes of the State of New Mexico and Ordinances of the City of Las Vegas, New Mexico as they exist at the time that this Contract is signed or as they are hereafter amended. All such statutes and ordinances are incorporated by reference to this agreement.
- q. **Term:** The term of this agreement shall be for a period of one (1) year, which may be extended, upon written agreement of both parties, not to exceed a period of four (4) years.

- r. **Termination:** Either party may terminate this contract by giving written notice to the other party thirty (30) days in advance. However, if the Offeror is adjudged as bankrupt or insolvent, or defaults in any way, the City may, without prejudice to any other right or remedy, and after giving Offeror a minimum of ten (10) days from the delivery of a written notice, terminate the services of the Offeror.
- s. **Timelines:** All work shall be performed in a timely manner, as requested. Compensation for services not completed with agreed upon timelines will not be paid.
- t. **Work Stoppage:** The City of Las Vegas retains the a unilateral right to order, in writing, temporary stoppage of the work or delay of the performance of the work, with a ten (10) day notice to the Offeror.

14.4 CONDITIONS

- a. **Bribes, Gratuities and Kick-Backs:** Pursuant to §13-1-191 NMSA 1978, reference hereby made to the criminal laws of New Mexico (including §30-14-1, §30-24-2 and §30-41-1 through §30-41-3 NMSA 1978) which prohibits bribes, kick-backs and gratuities, violation of which is a felony. Furthermore, the Procurement Code (§13-1-28 through §13-1-199 NMSA 1978) imposes civil and criminal penalties for its violation.
- b. **Design Professional Registration:** All work shall be under the direction of the applicable design professional legally licensed and registered by the State of New Mexico.
- c. **Fees:** A lump sum fixed fee for Basic Service will be negotiated with the Offeror selected.
- d. **Funding:** The solicitation is subject to availability of funds to accomplish the work.
- e. **Governing Law:** The Agreement shall be governed exclusively by the laws of the State of New Mexico as the same from time to time exists.
- f. **Independent Contractors:** The Consultant and the Consultant's agents and employees are independent contractors and are not employees of the Contracting Agency. The Consultant and the Consultant's Agents and employees shall not accrue leave, retirement, insurance, bonding, use of Contracting Agency vehicles or any other benefits afforded to employees of the Contracting Agency as a result of the Agreement.
- g. **Professional Liability Insurance:** The Offeror will be required to carry professional liability (errors and omissions) insurance. The amount of coverage will be \$1,000,000.00.
- h. **Standard Form of Agreement between Contracting Agency and Consultant:** The form of agreement required by the funding agency or issued by the Contracting Agency will be used for this project. Copies are available upon request.

*Copies of the Request for Proposals can be obtained in person at the office of the City Clerk or will be mailed upon written or telephone request to the City of Las Vegas' City Clerk's Office at 1700 North Grand Avenue, Las Vegas, New Mexico 87701, 505.426.3262

EVALUATION SHEET

Offerors:

Proposal must address each of the following criteria.

Rating Sheet For (applicant name):

Item	Possible Points	Points Awarded
1. Specialized Planning & Design and Technical Competence*	25	
2. Capacity and Capability*	25	
3. Past Record and Performance*	20	
4. Familiarity with Contracting Agency*	15	
5. Current Volume of Work with the Contracting Agency that is less than 75% complete*	5	
6. Other*	5	
7. Resident Preference*	5	
Subtotal Planning & Design Service	<u>100</u>	

SCORING MATRIX

RFP 2017-27 Solid Waste Facility Improvements Planning, Design and Construction Phase Engineering Services

	Engineering Solutions	Molzen Corbin	SMA	WH Pacific
1. Specialized Planning & Design and Technical Competence 25 points	Evaluator #1---15 Evaluator #2---22 Evaluator #3---22 Evaluator #4---20 Evaluator #5---21	Evaluator #1---20 Evaluator #2---24 Evaluator #3---25 Evaluator #4---25 Evaluator #5---25	Evaluator #1---20 Evaluator #2---24 Evaluator #3---25 Evaluator #4---20 Evaluator #5---25	Evaluator #1---20 Evaluator #2---23 Evaluator #3---23 Evaluator #4---25 Evaluator #5---20
2. Capacity and Capability 25 points	Evaluator #1---15 Evaluator #2---22 Evaluator #3---23 Evaluator #4---20 Evaluator #5---20	Evaluator #1---20 Evaluator #2---25 Evaluator #3---25 Evaluator #4---25 Evaluator #5---25	Evaluator #1---22 Evaluator #2---24 Evaluator #3---24 Evaluator #4---20 Evaluator #5---25	Evaluator #1---20 Evaluator #2---23 Evaluator #3---23 Evaluator #4---20 Evaluator #5---25
3. Past Record Performance 20 Points	Evaluator #1---15 Evaluator #2---18 Evaluator #3---15 Evaluator #4---20 Evaluator #5---18	Evaluator #1---15 Evaluator #2---20 Evaluator #3---20 Evaluator #4---20 Evaluator #5---20	Evaluator #1---15 Evaluator #2---19 Evaluator #3---19 Evaluator #4---20 Evaluator #5---20	Evaluator #1---18 Evaluator #2---18 Evaluator #3---18 Evaluator #4---20 Evaluator #5---20
4. Familiarity with Contracting Agency 15 Points	Evaluator #1---5 Evaluator #2---12 Evaluator #3---10 Evaluator #4---15 Evaluator #5---12	Evaluator #1---13 Evaluator #2---15 Evaluator #3---14 Evaluator #4---15 Evaluator #5---15	Evaluator #1---13 Evaluator #2---14 Evaluator #3---13 Evaluator #4---15 Evaluator #5---15	Evaluator #1---13 Evaluator #2---14 Evaluator #3---13 Evaluator #4---15 Evaluator #5---15
5. Current Volume of Work with the Contracting Agency that is less than 75% complete 5 Points	Evaluator #1---5 Evaluator #2---3 Evaluator #3---3 Evaluator #4---3 Evaluator #5---3	Evaluator #1---3 Evaluator #2---5 Evaluator #3---4 Evaluator #4---3 Evaluator #5---3	Evaluator #1---5 Evaluator #2---5 Evaluator #3---5 Evaluator #4---4 Evaluator #5---3	Evaluator #1---5 Evaluator #2---5 Evaluator #3---5 Evaluator #4---4 Evaluator #5---5
6. Other 5 Points	Evaluator #1---5 Evaluator #2---4 Evaluator #3---3 Evaluator #4---4 Evaluator #5---4	Evaluator #1---5 Evaluator #2---5 Evaluator #3---5 Evaluator #4---4 Evaluator #5---5	Evaluator #1---5 Evaluator #2---5 Evaluator #3---5 Evaluator #4---3 Evaluator #5---5	Evaluator #1---5 Evaluator #2---5 Evaluator #3---5 Evaluator #4---4 Evaluator #5---5
7. Resident 5 Points	Evaluator #1---4 Evaluator #2---5 Evaluator #3---4 Evaluator #4---3 Evaluator #5---4	Evaluator #1---4 Evaluator #2---5 Evaluator #3---4 Evaluator #4---3 Evaluator #5---3	Evaluator #1---4 Evaluator #2---5 Evaluator #3---4 Evaluator #4---3 Evaluator #5---4	Evaluator #1---4 Evaluator #2---5 Evaluator #3---4 Evaluator #4---3 Evaluator #5---3
Totals				
	Evaluator #1---64 Evaluator #2---86 Evaluator #3---80 Evaluator #4---85 Evaluator #5---82	Evaluator #1---80 Evaluator #2---99 Evaluator #3---97 Evaluator #4---93 Evaluator #5---96	Evaluator #1---84 Evaluator #2---96 Evaluator #3---95 Evaluator #4---85 Evaluator #5---97	Evaluator #1---85 Evaluator #2---93 Evaluator #3---91 Evaluator #4---91 Evaluator #5---93
	79.40	93.00	91.40	90.60

#1-Maria Gilvarry

#2-Marvin Cordova

#3-Benito Lujan

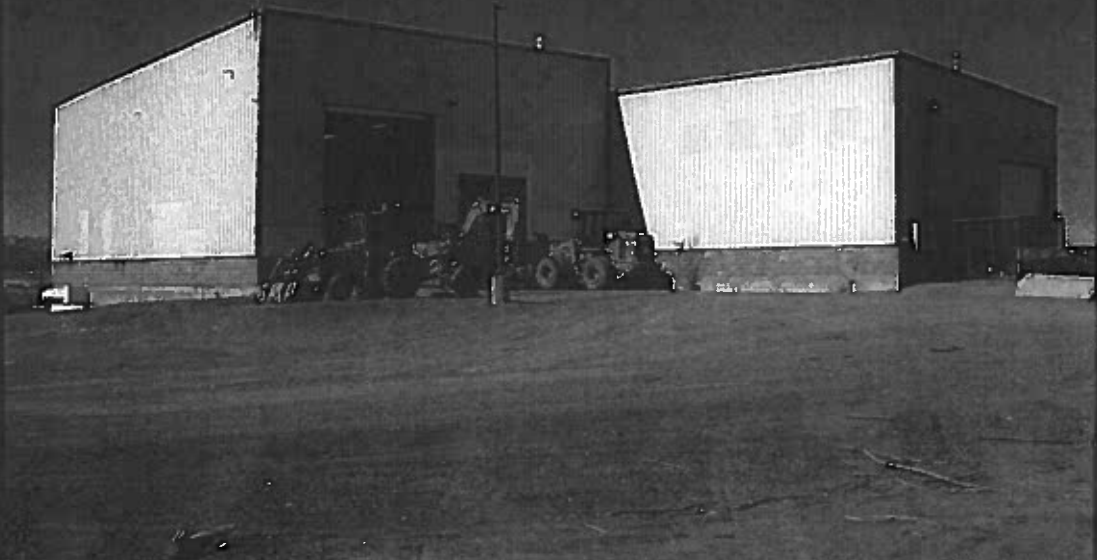
#4-Valerie Urioste

#5-Shawni Muniz



SOLID WASTE FACILITY IMPROVEMENTS PLANNING, DESIGN AND CONSTRUCTION PHASE ENGINEERING SERVICES *CITY OF LAS VEGAS*

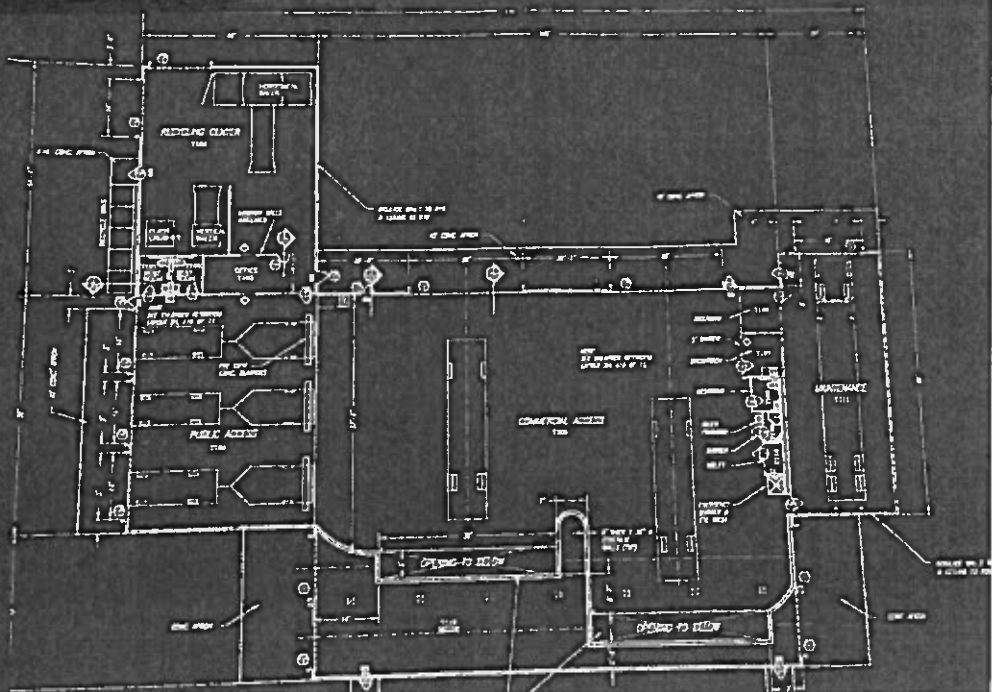
Opening No. 2017-27
June 20, 2017



Submitted by:
Souder, Miller & Associates
2904 Rodeo Park Drive East
Building 100
Santa Fe, NM 87505



Engineering • Environmental
Surveying
www.soudermiller.com





June 20, 2017

City Clerk
City of Las Vegas
1700 N. Grand Avenue
Las Vegas, NM 87701

RE: Solid Waste Facility Improvements Planning, Design and Construction Phase Engineering Services, Opening No. 2017-27

The attached proposal has been prepared by Miller Engineers, Inc. d/b/a Souder, Miller & Associates (SMA) in accordance with the City of Las Vegas (City) request for proposals to provide planning, design, and construction phase engineering services.

SMA is a 230-person engineering, environmental, and surveying consulting company with a local office in Santa Fe. Over the past 30 years, SMA staff have completed planning, surveying, environmental and engineering infrastructure projects in New Mexico, Colorado and Arizona. To best serve the City, SMA is presenting a team that includes key staff and subconsultants with the specific skills and experience required to effectively complete the anticipated scope of work. SMA will primarily serve the City from the Santa Fe office but can utilize personnel from our other offices in the region, if necessary.

The SMA team offers:

- An outstanding depth and breadth of local professional resources.
- Timely response to local needs – SMA can respond in less than one hour from our Santa Fe office.
- Familiarity with the City including specific project knowledge through our Client Manager, Tod Phinney, P.E., and our Project Manager, Scott A. McKittrick, P.G., both of whom have hands-on, direct experience with the City of Las Vegas.

As requested in the RFP, SMA respectfully submits the following information: Federal Tax ID Number: 85-0336964 and New Mexico Tax ID Number (CRS): CRS 02-040132-009. SMA further acknowledges that no addendums have been issued.

We thank you for the opportunity to propose on this project, the ability to add value to the community, and to continue to build our relationship with the City of Las Vegas. If you have any questions about this proposal or would like to meet at your convenience, please contact our office at 505-299-0942.

Sincerely,
MILLER ENGINEERS, INC. D/B/A SOUDER, MILLER & ASSOCIATES

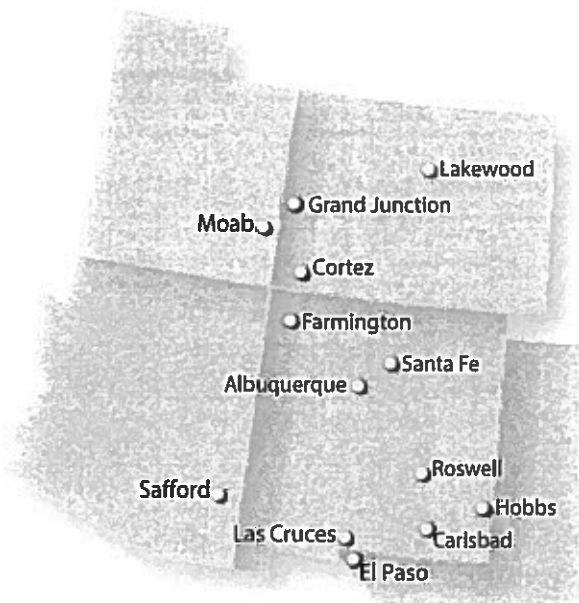
Tod L. Phinney, P.E.
Vice President | Client Manager



I. SPECIALIZED DESIGN AND TECHNICAL COMPETENCE

Introduction

Miller Engineers, Inc. d/b/a Souder, Miller & Associates (SMA) appreciates this opportunity to provide solid waste facility improvements planning, design and construction phase engineering services as described in the City of Las Vegas (City) RFP. SMA is an incorporated, employee-owned engineering, environmental and surveying consulting firm serving clients throughout the Mountain West for more than 30 years.



SMA was established in 1985 and is an employee-owned, 230-person consulting firm with offices throughout New Mexico and surrounding states. Our staff successfully provides professional engineering services to clients throughout New Mexico, emphasizing close working relationships and frequent interaction, allowing us to provide the highest quality product tailored to our client's needs while closely managing project costs and timelines.

Our Advantage
SMA staff have worked with the City on planning, design and management of the City landfill and transfer station. Our team members, Joe Maestas, Scott McKittrick and Ewan Young have developed a valued working relationship with several City staff members, including Solid Waste Manager, Lucas Marquez.

SMA offers comprehensive professional services including planning facilitation, asset management, preliminary and final project design (including any necessary environmental support, surveying and right-of-way acquisition), regulatory plan reviews, bid administration, permitting, construction administration, construction observation and support services, including grant administration and funding applications.

SMA has three decades of specialized design and technical experience pertinent to the services requested by the City of Las Vegas, and has successfully completed similar solid waste planning and design work with numerous clients throughout New Mexico and Colorado. Our project team members are well-versed in the requirements of the various regulatory agencies anticipated to be involved in the City's project, including the New Mexico Environment Department, Solid Waste Bureau (NMED-SWB).

Subconsultants
In order to provide the highest quality services and technical diversity to the City of Las Vegas, we have enhanced our project team with Operational Consultants for transfer station operational and management assistance, and Transmission & Distribution Services, LLC (T&D) for Mechanical, Electrical and Plumbing (MEP) services as necessary for the tasks associated with this contract.





Operational Consultants

Operational Consultants is a New Mexico-based solid waste consulting firm with operations and staff in Alamogordo, Albuquerque, Estancia, and Silver City. Since the company was begun in 1994, it has provided a wide range of solid waste services, management services, and hazardous waste management services to primarily local government clients throughout the state. The firm's experience in private solid waste enterprises goes back to 1980.

Specific solid waste experience includes: planning and developing effective solid waste management authorities; acquiring grant and loan funding for projects; purchasing and maintaining waste hauling equipment; developing landfill cells; designing and constructing solid waste facilities; managing day-to-day solid waste operations; developing solid waste permits and closure plans; and creating public education programs and award winning recycling programs.



Staff members from La Luz, Otero County, SMA and Operational Consultants at the groundbreaking of the La Luz Transfer Station/Recycling Center.

T&D

T&D is a multi-disciplinary firm practicing in the fields of electrical, mechanical, civil, fire protection/life safety, and energy efficiency engineering and surveying. Many of T&D's team members are employee-owners and

are recognized as industry experts in their respective areas of practice.

T & D was founded in February 2007 to provide engineering and surveying services to electric utility industry entities - primarily rural electric cooperatives, municipalities, investor owned utilities, and industrial power users. The company's professional services include the layout, design, testing, and commissioning of transmission lines, distribution lines, switching stations, substations, and related power delivery infrastructure.

Relevant On-Call Project Experience

SMA has successfully performed professional engineering and consulting services for numerous infrastructure projects utilizing multiple disciplines both as basic services and on an as-needed task order basis. The following represents some of the clients for which the SMA project team has recently provided and/or is currently providing on-call engineering services:

- Bernalillo County
- Doña Ana County
- Otero County
- Grant County
- Sandoval County
- La Plata County, CO
- Pueblo of Isleta
- Town of Mesilla
- Village of Corona
- NMDOT
- Texas Commission on Environmental Quality
- U.S. Army Corps of Engineers
- City of Albuquerque
- City of Artesia
- City of Carlsbad
- City of Clovis
- City of Deming
- City of Las Cruces
- City of Rio Rancho
- City of Santa Fe
- City of Safford, AZ

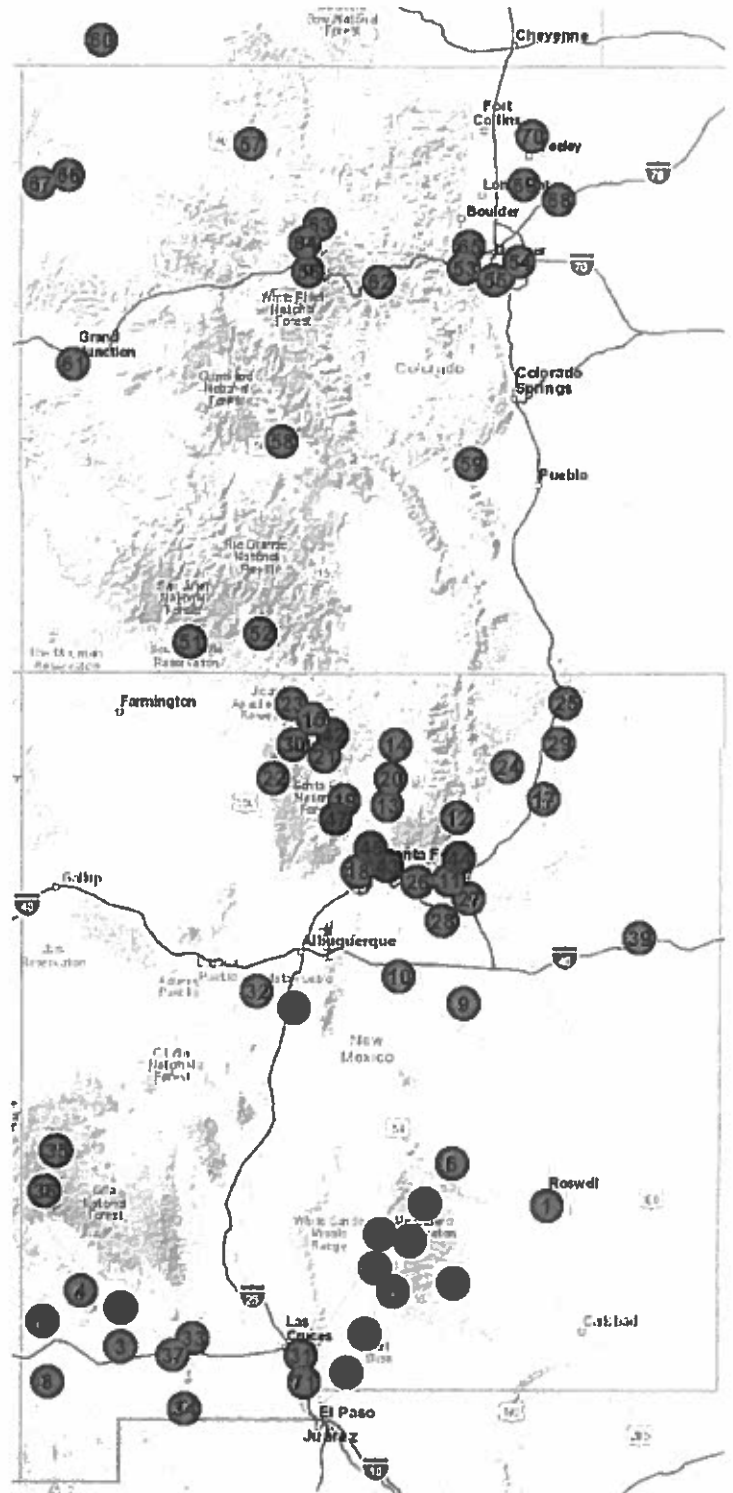




SMA Solid Waste Experience

As shown on the map below, SMA has provided solid waste engineering services to numerous cities, counties, state agencies and Tribal agencies throughout the Mountain West region, including the City of Las Vegas. Transfer station projects are emphasized in purple. We have highlighted several of these projects on the following pages.

- 1 Roswell Municipal Landfill
- 2 Otero County/Greentree Landfill
- 3 Butterfield Trail Regional Landfill
- 4 Southwest Landfill
- 5 Otero County/Dog Canyon Landfill
- 6 Capitan Landfill
- 7 Lordsburg Landfill
- 8 Hidalgo County (Animas) Landfill
- 9 Vaughn Landfill
- 10 Estancia Valley Landfill
- 11 Las Vegas Landfill
- 12 Mora County Landfill
- 13 Espanola Landfill
- 14 Taos Regional Landfill
- 15 Tierra Amarilla Landfill
- 16 Tri-City Landfill & Transfer Station
- 17 Wagon Mound Northeast NM Regional Landfill
- 18 Caja del Rio Landfill
- 19 Santa Clara Pueblo Landfill
- 20 Ohkay Owingeh Landfill
- 21 Medanales Landfill
- 22 Coyote Landfill
- 23 Chama Landfill
- 24 Springer Landfill
- 25 Raton Landfill
- 26 Pecos Landfill
- 27 San Miguel County Landfill
- 28 Villanueva Landfill
- 29 Maxwell Landfill
- 30 El Rito Landfill
- 31 NMSU Landfill
- 32 Valencia County Landfill
- 33 City of Deming Landfill
- 34 Columbus Landfill
- 35 Reserve Landfill
- 36 Glenwood Landfill
- 37 Tulip Drive Landfill
- 38 Atari Landfill
- 39 City of Tucumcari New Landfill
- 40 Greentree Transfer Station/Recycling Center
- 41 Otero County Chaparral Convenience Center
- 42 Tierra Amarilla Transfer Station/Recycling Facility
- 43 Eldorado Transfer Station/Recycling Facility
- 44 City of Las Vegas Transfer Station/Recycling Facility
- 45 La Cienega Convenience Center/Recycling Facility
- 46 Los Lunas Transfer Station/Recycling Facility
- 47 Santa Clara Pueblo Convenience Center/Recycling Facility
- 48 Otero County La Luz Transfer Station
- 49 Otero County Cloudcroft Convenience Center
- 50 Otero County Weed Convenience Center
- 51 Bayfield Landfill
- 52 Pagosa Springs Landfill
- 53 Rooney Road Recreational Facility
- 54 48th and Holly Landfill
- 55 Forest Springs Subdivision Former Landfill
- 56 Eagle County Landfill
- 57 Milner Landfill, Twin Landfill
- 58 Gunnison County Landfill
- 59 Phantom Landfill, Twin Landfill
- 60 Shute Creek Landfill
- 61 Mesa County Solid Waste Facility
- 62 Summit County Landfill
- 63 Granby Landfill, Grand County
- 64 Kremmling Landfill, Grand County
- 65 Pine Gulch Landfill, Jefferson County
- 66 Wray Gulch Landfill
- 67 Rangley Landfill
- 68 Platteville Organic Recycling Facility
- 69 Eaton Organic Recycling Facility
- 70 Rattler Ridge Organic Recycling Facility
- 71 R-Qubed Biogas and Composting Facility





Representative Past Projects

The following project descriptions represent a small sampling of SMA's experience with the services associated with the City's RFP.

Las Vegas Solid Waste Transfer Station, Las Vegas, NM



Beginning in 1995, SMA and Joe Lewandowski of Operational Consultants worked with the City of Las Vegas to develop a regional solid waste authority, close the City's landfill, develop transfer stations for each of the Authority's members, and determine a landfill/disposal option. The City started with a location on Commerce Street, but site conditions forced the switch to the present location. With the change in locations, an interim transfer station was constructed on top of the closed landfill to allow time to permit a new location.

SMA and Operational Consultants completed the permitting and design of the present facilities in 1999 and worked with Franken Construction to get the building constructed within the available budget. Construction began in December of 1999 and was completed in October of 2000, when the facility became operational. Concurrently with facility design, SMA completed the solid waste facility permit application for submittal to the NMED-SWB, which was approved (permit SWM-250605) on

October 19, 1999, and expires the same date in 2019.

The facility, which encompasses 37.5 acres,



receives solid waste from commercial haulers and the public. The solid waste originates primarily from the City of Las Vegas and San Miguel County. Solid waste is placed in 110-cubic yard walking-floor trailers and transported to the North Eastern New Mexico Regional Landfill near Wagon Mound.

Otero-Greentree Regional Landfill and Transfer Station, Otero County, NM



The predecessor to the Greentree Solid Waste Authority, the Lincoln County Solid Waste Authority (LCSWA) worked with SMA to assist in the preparation of a Master Plan for LCSWA's new 8.5-acre Solid Waste Transfer Station, Recycling and Administrative Facility. SMA's project team was responsible for:



- **Aerial Mapping:** Acquiring the aerial mapping of the proposed site, including: black-and-white negative aerial photography, black-and-white digital orthophotos, digital terrain model (DTM), and one-foot contour maps created from the DTM. SMA also provided the field survey utilizing the GPS Control Network System established for U.S. 70 construction to establish the horizontal and vertical control for the aerial mapping.
- **Planning for management and operations,** and providing development option alternatives for the property, including: proposed lot split for future sales; property requirements for the new transfer station; proposed building, building pads, parking areas, roads and drainage reserves.
- **Building design** for transfer station, an administrative building, and small building for container repair and pump station.
- **Site grading,** retaining wall, traffic circulation, and drainage design for the entire 8.5-acre site.
- **Preparation of bid documents** and construction cost estimate for all buildings and site improvements.
- **Planning for current waste stream,** as well as expansions expected over the next 20 years.
- **Designing a recycling center** and developing equipment specifications.
- **Developing funding and bid specifications.**
- **Providing process and Contractor oversight.**



- **Site planning and creation of a conceptual grading plan** to accommodate new and future facilities, including a transfer station facility, transfer building, administrative building, a new proposed site for the animal control building, truck scales, roads, parking areas and drainage/ponds.
- **Designing conceptual building layouts** for both the administrative building and the transfer station, showing building plan layouts, elevations, building styles, and visual aids for public presentations.
- **Providing cost estimates** for planned and future site improvements.

In addition to work at the transfer station, SMA has also provided cell closure and leachate line repair engineering services at the Authority landfill located south of Alamogordo. These activities are being completed primarily to allow for partial closure of the facility with an eye towards release of a portion of the closure bond.

Eagle County Solid Waste Services, Eagle County, CO

SMA has been providing ongoing engineering and surveying services to Eagle County since 1995, contributing to the continued success, operations, and regulatory compliance of the facility.





A key component to SMA's support of these successful operations is knowing and understanding the history of the site - from how the original EDOP was developed; to the ongoing modifications and vertical expansion captured in the revised 2013 EDOP; to the naturally occurring hydrocarbons encountered in groundwater beneath the site. The SMA team, in close partnership with the Eagle County Landfill staff, knows and understands the Eagle County Landfill.

A highlight of some of the engineering services provided over the past 20 years are included below:

- Original Engineering Design and Operations Plan (EDOP) to bring the landfill into compliance with the Federal Subtitle D regulations
- Hydrogeological assessment, ongoing groundwater monitoring, statistical analyses, and management
- Design of an alternative liner system (1-foot clay liner with a hydraulic conductivity of 1×10^{-6} cm/sec) that was accepted by CDPHE
- Alternative groundwater monitoring system designed and implemented reducing monitoring frequency for background and detection monitoring



- On-going construction QA/QC for phased landfill module construction
- Revised EDOP including a vertical expansion

- Design and construction of a leachate recirculation system, a tire storage area, and a solidification basin
- On-going stormwater management planning and reporting
- Conceptual landfill gas extraction system design and preliminary solar array project (Old Wolcott Landfill)
- Scale House Civil Engineering
- Leachate Conveyance Line Engineering and Construction
- Special Use Permit: 2015 CD Boundary Expansion

North Central Solid Waste Authority - Tierra Amarilla Landfill and Transfer Station, Rio Arriba County, NM

SMA provided a broad range of services to the North Central Solid Waste Authority, which required unique solutions to each member's solid waste disposal needs. Members include Rio Arriba County, the City of Española, the Santa Clara Pueblo, and the San Juan Pueblo.



As part of this project, SMA designed and provided construction management for a large regional convenience center/transfer station at the Tierra Amarilla Landfill. This structure opened for operation in 2000 and among other improvements, includes an enclosed 15-foot high retaining wall and tipping floor.

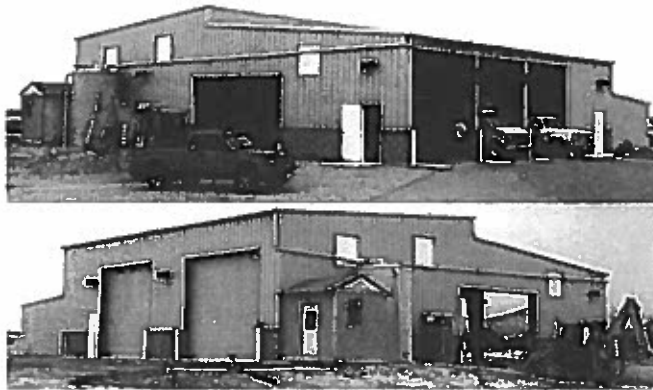
Additionally, for the Authority, we provided alternate designs for cover materials for closure



of four landfills; extended operating periods for two landfills; extended closure timelines for six landfills; and helped obtain groundwater monitoring exemptions for two landfills.

Santa Fe County Convenience Centers, Santa Fe County, NM

SMA completed the planning, operations, design and construction phase services for an enclosed convenience center in Eldorado and an unenclosed convenience center in La Cienega.



SMA designed each convenience center to process up to 120 cubic yards of waste per day. Both centers are designed to allow waste segregation; hazardous waste storage; and collection of recyclable materials including aluminum, paper products, cardboard, tires, white goods and green waste.

Approach to On-Call Contracts

Successfully monitoring and managing the major constraints of a project—scope, budget, and schedule—are at the forefront of SMA's management approach. SMA's project managers will utilize their expertise and experience with similar projects to effectively plan and execute project planning, scope, schedule, cost, quality, resources, communications, reporting, risk management, and construction oversight.

Quality Assurance/Quality Control (QA/QC)

SMA has a management philosophy that focuses on quality throughout a project's lifecycle. This philosophy is held by the senior management of the company, requiring quality performance from every project team member, supported by sound project management practices that are deliberately and systematically applied to every project. Often QA/QC programs focus only on a defect-free product/design; however, within SMA we believe that a QA/QC program is much more than that. While defect-free designs are important to SMA, it is believed that a sound and manageable QA/QC program begins with a clear understanding of the project's scope and the client's goals and objectives, and that these elements are delivered in a defect-free design package.

Project Management Plan

In accordance with the "Planning the Project" section of the SMA Project Management Manual, a Project Management Plan (PMP) will be prepared by the Project Manager specifically for each project. The PMP is a living document throughout the duration of the project and is updated and amended as necessary as the project proceeds. It is the first of many QA/QC procedures that SMA initiates during a project. The main sections of the PMP are:

- Project Overview and Critical Issues
- Work Scope/Budget/Schedule
- Project Team Roles and Responsibilities
- Communication/Document Distribution Plan
- Quality Control Plan
- Risk Management/Contingency Plan

SMA's general approach to various projects are outlined in the chart on the following page.



Phase	Key Tasks	Summary
1 & 2 – Planning and Preliminary Engineering	<ul style="list-style-type: none"> Project kick-off meeting Data collection & analysis Alternative evaluation Surveying of existing facilities Preliminary design Preliminary opinion of probable costs Client and agency review 	SMA prepares technical specifications and contract documents, with the final task being the preparation of the preliminary opinion of probable construction costs. Although a specific project may not include the Planning Phase, SMA revisits planning efforts within the preliminary design phase of the project so as to confirm the project still meets the needs and goals originally established by our clients. The client, as well as the New Mexico Environment Department, New Mexico Department of Transportation, County authorities and applicable funding agencies, as applicable, complete reviews of construction plans for the preliminary design phase.
3 – Final Design	<ul style="list-style-type: none"> Project Management Construction plans Technical specifications Permitting Final construction cost estimate 	Final design phase activities include project management tasks while incorporating comments from client and agency review. Final construction plans, technical specifications, and contract documents are prepared. Wage decisions and any remaining permits are acquired with a finalized opinion of construction cost.
<p><i>In cases where SMA is not involved in the planning and design phases of a project, a brief value engineering/design review ensures familiarity with the project and helps ensure the best project outcome for the Owner.</i></p>		
4 – Bidding	<ul style="list-style-type: none"> Project Management Bid administration Pre-bid conference Bid evaluation Recommendation 	SMA offers to assist the City in the bid solicitation process including advertisement, pre-bid meeting coordination addenda preparation, bid opening and certified bid tabulation. If requested, SMA can sponsor an electronic web-based bidding service at www.soudermiller.com .
5 – Construction Administration	<ul style="list-style-type: none"> Project Management Pre-construction conference Contract execution Construction management & administration 	This phase includes coordination and correspondence with Contractor and Owner, review and processing contractor payment applications, processing requests for information from the Contractor, preparation and processing of Change Orders and field Orders as needed, review of submittals, holding regular project progress meetings and conducting site visits.
6 – Construction Observation	<ul style="list-style-type: none"> Field documentation Pay request assistance QA/QC of record drawings 	For the duration of construction, SMA provides either full-time or partial project representation at the Owner's preference. The Project Manager reviews field reports for internal quality control/quality assurance, compiles regular summary files and transmits these to the Owner and Agency. This task also includes the completion, review, and QA/QC of final record drawings at the conclusion of construction and often the conversion of CAD files into GIS format if requested by the Owner.
7 – Project Closeout	<ul style="list-style-type: none"> Certifications Required documentation for funding agencies O&M manual 	SMA also prepares the project closeout documentation for preparation of certifications of substantial and final completion, project acceptance and any closeout documents required by applicable funding agencies. Finally, SMA provides an O&M manual which contains material and equipment specifications, O&M instructions, guidelines, procedures and schedules specific to the materials and equipment of the project. An 11-month warranty review of the project is included if desired.



Assistance with Funding Sources



SMA understands and appreciates the arduous work the City goes through to secure the economic resources to complete projects. As you know, over recent years, there have been a tremendous amount of changes from a regulatory and funding perspective. SMA has many years of experience assisting with the grant application process, administration and financial management of various grant programs and providing the necessary project coordination required by each funding agency. We have a great deal of experience assisting clients in obtaining funding from various State and Federal infrastructure funding agencies and programs including:

- Border Environment Cooperation Commission and North American Development Bank (BECC-NADB)
- Clean Water State Revolving Fund (CWSRF) - NMED
- Colonias Infrastructure Fund (CIF) - NMFA
- Community Development Block Grant (CDBG) – DFA-LGD
- Drinking Water State Revolving Fund (DWSRF) - NMFA
- NM Finance Authority (NMFA) – Local Planning Grant Fund
- NMDOT MAP Funding - NMDOT

- Public Project Revolving Fund (PPRF) - NMFA
- Rural Infrastructure Program (RIP) - NMED
- Solid Waste Grants - NMED
- State and Tribal Assistance Grant (STAG) - EPA
- State of NM Capital Outlay (SAP)
- Tribal Infrastructure Fund (TIF) – Indian Affairs Department (IAF)
- U.S. Department of Agriculture Rural Development (USDA RD)
- Water SMART – Bureau of Reclamation (BOR)
- Water Trust Board (WTB) – NMFA

FUNDED

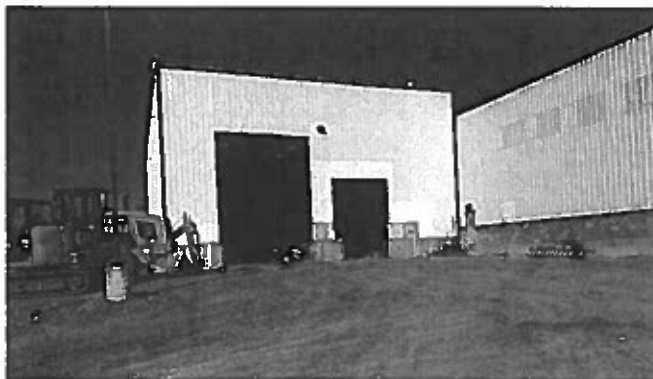
Our Advantage

SMA clients were successful in receiving an average of 25% of the total available NMED solid waste grant funding for each of the last five two-year award cycles.



Project Understanding

SMA completed a Planning Report for the City of Las Vegas Solid Waste Transfer Station in 2017, which evaluated facility maintenance issues, modifications and upgrades to improve facility operations, addressed site health and safety issues, and actions to ensure the facility life is extended to the maximum possible. The Planning Report was based on a site inspection by SMA staff and Joe Lewandowski of Operational Consultants, and interviews with City staff. Given this work, SMA is intimately familiar with the City of Las Vegas Solid Waste Transfer Station, and stands ready to begin design and construction of facility improvements as prioritized by the City.



waste facility improvement projects, as well as any potential associated future tasks, including planning, design, bidding, construction administration and construction observation of improvements for the City. SMA's data gathering and engineering analysis process focuses on client involvement allowing the team to provide attention to detail afforded by a small firm and pull from the depth of experience and resources of a large firm. This allows SMA to come up to speed quickly with the current and immediate concerns of the City and address any unresolved issues from prior planning efforts.



Assignments from the City will be managed by Mr. Scott A. McKittrick, P.G. He will coordinate activities with the project team, assigning task managers to individual task orders. Many project team members have worked together on previous projects, including area projects with various aspects of project management, environmental documentation, public involvement and coordination, utility coordination, right-of-way and easement acquisition, survey and design. These individuals have a history of successful projects within the Las Vegas area, including the City's landfill and transfer station.

II. CAPACITY AND CAPABILITY

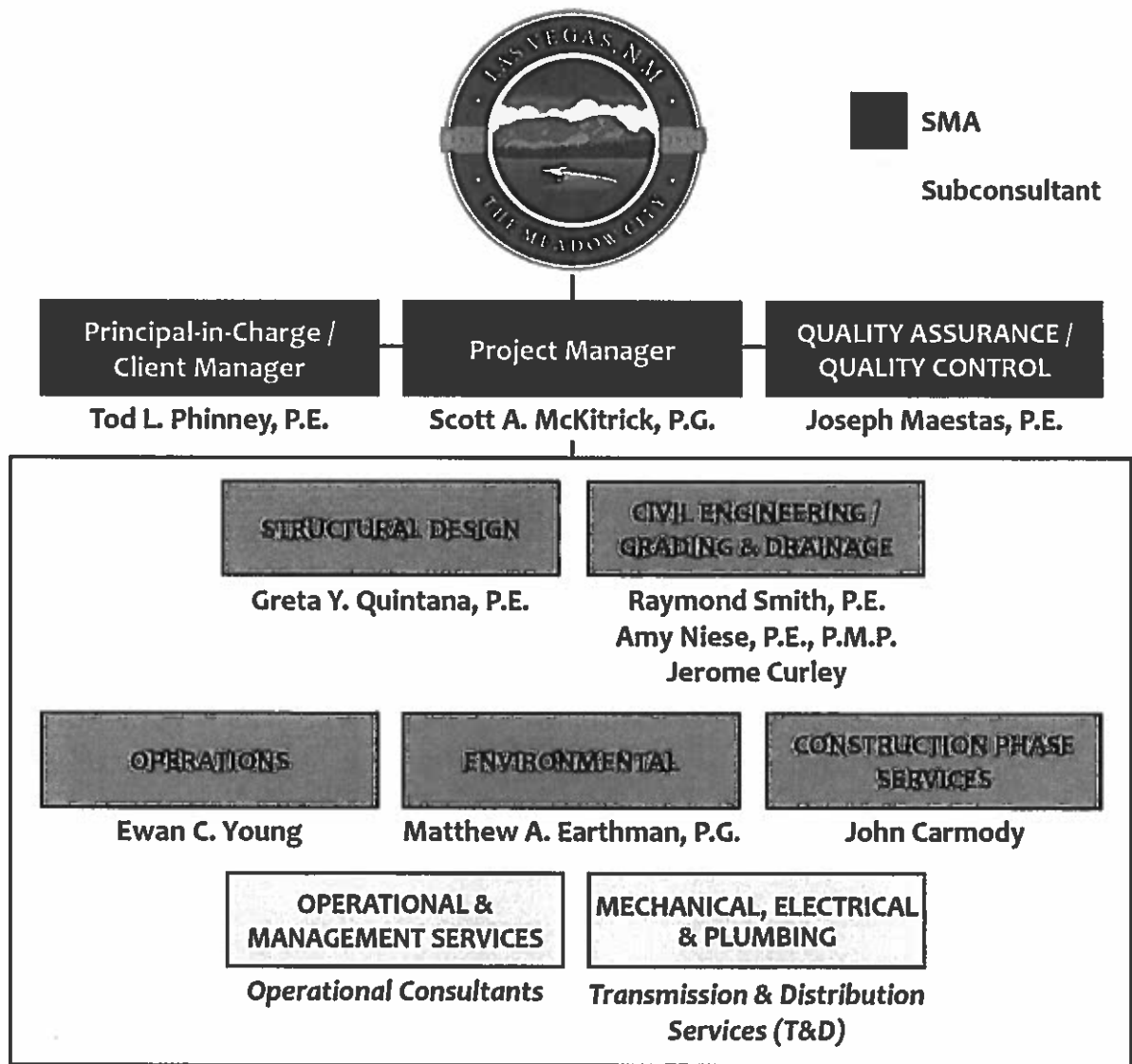
Ability to Perform Assignments on Short Notice

SMA has the resources in place to perform all necessary tasks associated with these solid



Organizational Chart

The project organization chart provided below illustrates the proposed SMA team, including our teaming partners, and the lines of communication established for this project. Scott A. McKittrick, P.G., will be the single point of contact with the City, with the other team members providing resources on an as-needed basis as assigned by Mr. McKittrick. Due to page limitations of the RFP, we have only included resumes for our Principal-in-Charge, Client Manager, Senior Engineer/QA/QC and Project Manager. Resumes for additional key staff selected for this project are available upon request by the City.





Resumes

Scott A. McKitrick, P.G. | Project Manager Senior Geoscientist

*M.S. – Geology; B.S. – Geological Engineering
Professional Geologist – Utah*

Mr. McKitrick is a highly experienced professional geologist with nearly 30 years of experience in geology, hydrogeology, and environmental engineering. Mr. McKitrick has worked on over 25 solid waste projects throughout New Mexico that have included various aspects of solid waste management and environmental issues. Projects have included methane and groundwater monitoring, on- and off-site methane investigations, groundwater investigations to determine the nature and extent of contamination related to closed landfills, and preparation of a variety of reports including Assessment of Corrective Measures Report to define the most cost-effective alternate to address groundwater contamination, cell design, bidding, and construction quality assurance inspection, landfill permitting, modification of permits to accept special waste, groundwater and methane monitoring, closure plan development and design.

Mr. McKitrick supervises, provides project management, quality assurance and quality control for all aspects of environmental projects throughout New Mexico. He is currently the Senior Manager for solid waste projects for the City of Santa Fe, City of Roswell, City of Las Vegas, Valencia County and the Taos Regional Landfill.

Tod L. Phinney, P.E. | Client Manager / Principal-in-Charge Senior Engineer

*B.S. – Civil Engineering
Professional Engineer – New Mexico (#19860)
and Florida*

As an accomplished engineer with more than 27 years of experience in planning, designing, and managing water and wastewater projects ranging in size from small water systems to complex water and wastewater transmission and treatment facilities, Mr. Phinney has gained a high degree of technical expertise through his work for both public and private entities. He has a deep understanding of how these entities work together most effectively and how to keep all parties communicating and working toward a common goal during the entire project. He has managed numerous projects and project teams and has had great success in exceeding client's expectations and meeting budgets and tight schedules. Mr. Phinney has a natural talent for creating excellent client relationships through his concentrated efforts in addressing a client's issues and concerns as a priority. This level of satisfaction is reflected in the large number of repeat clients. Mr. Phinney has worked with the City of Las Vegas on a variety of projects over the years, and maintains an ongoing dialogue with City staff.

Joseph Maestas, P.E. | QA/QC Senior Engineer

*M.S. – Civil Engineerin; B.S. – Civil Engineering
Professional Engineer – New Mexico (#13915)*

Mr. Maestas will work closely with Mr. McKitrick and the project team to provide QA/QC for all project deliverables. Mr. Maestas is experienced with municipal governments in the surrounding area, having served as a municipal elected official in New Mexico for over 13 years that includes having served as the Mayor of the City of Española and currently serving as a City Councilor for the City of Santa Fe. Mr. Maestas also has almost 33 years of experience of Federal civil service as a civil engineer that includes 23 years with the Federal Highway Administration (FHWA) and the last 6 ½ years with the Bureau of Reclamation (BOR). As the



Technical Services Division Manager with the BOR's Albuquerque Area Office, Mr. Maestas supervised a diverse team of engineers, hydrologists, technicians, and construction inspectors in planning, developing, scheduling, coordinating, and directing all engineering and technical support covering BOR projects in Colorado, New Mexico, and Texas. Mr. Maestas also served as the Planning and Program Management Engineer with the FHWA's New Mexico Division where he supervised a team of specialists and worked closely with the New Mexico Department of Transportation to help administer the Federal-Aid Highway Program throughout New Mexico. He was responsible for statewide and metropolitan planning; research, technology applications and transfer; intelligent transportation systems' planning and deployment; environmental assessment and mitigation; pavements, information management, safety, and public involvement.

III. PAST RECORD OF PERFORMANCE

SMA has successfully completed planning, design and construction services for a number of transfer stations and convenience centers throughout the state, including:

- City of Las Vegas Transfer Station & Recycling Facility
- Tri-City Landfill & Transfer Station
- Greentree Transfer Station
- Otero County Chaparral Convenience Center
- Tierra Amarilla Transfer Station & Recycling Facility
- Eldorado Transfer Station & Recycling Facility
- La Cienega Convenience Center & Recycling Facility

- Los Lunas Transfer Station & Recycling Facility
- Santa Clara Pueblo Convenience Center & Recycling Facility
- Otero County La Luz Transfer Station
- Otero County Cloudcroft Convenience Center
- Otero County Weed Convenience Center

References

Mr. Francisco Espinoza
Town of Taos Public Works Director
575-751-2047

Mr. Michael Mayes
City of Roswell, Landfill Supervisor
575-624-6746

Ms. Debra Ingle
Otero-Greentree Regional Landfill, Supervisor
575-439-4241

Mr. Tomas Campos
Rio Arriba County Manager (for NCSWA)
505-753-2992

Mr. Jesse Masten
Eagle County, CO Solid Waste & Recycling
Manager
970-471-1848

IV. FAMILIARITY OF THE CITY OF LAS VEGAS UTILITY AND INFRASTRUCTURE SYSTEMS

SMA has worked closely with the City of Las Vegas to complete a variety of infrastructure projects over the past eight years. These projects have spanned over several of SMA's business lines to include services for planning, engineering design, surveying, environmental, bid phase and construction phase services.



The collaboration between City staff and SMA staff have repeatedly produced successful projects that continue to improve the lives of the residents of Las Vegas and its surrounding areas.

A sampling of these projects include:

- Utility Rate Study
- Solid Waste Services (Landfill and Transfer Station)
- Pump Back System
- Water System PER
- WWTP Upgrades
- Flood Damage Repairs
- Bradner Fill Line
- NPDES Permitting
- SWTF Planning

In addition, SMA has been there in a responsive manner when the City was experiencing flooding. At the City's request, SMA responded in several hours to this emergency. SMA continues to provide support to the City with the Federal Emergency Management Agency (FEMA).

V. CURRENT VOLUME OF WORK LESS THAN 75% COMPLETE

SMA currently has three projects with City of Las Vegas that are less than 75% complete. These projects are listed in the table below.

Project	Contract Amount	Billed	Remaining	% Complete
Raw Water Conveyance Project - Bradner Fill Line	\$36,295	\$17,317	\$18,977	48%
Las Vegas WTP NPDES Permit	\$9,240	\$6,006	\$3,234	65%
Las Vegas Flood Damage Repairs	\$59,727	\$13,828	\$45,898	23%

VI. OTHER

Public Meetings and Presentations

SMA is experienced and comfortable working with advocates, clients, elected officials and stakeholders in coordinating to the public for presentations and public input. These meetings often convey technical or project information and our professionals are flexible in meeting during non-business hours and very approachable and adaptable to the needs of the client.

VII. RESIDENT PREFERENCE

Proximity to the City of Las Vegas

SMA has seven New Mexico offices including the nearby offices in Santa Fe and Albuquerque, where project management and the majority of work for the City will take place. Over 200 of SMA's 230+ employees are located in these seven offices, representing the majority of the technical workforce. SMA staff has completed numerous projects with the City, and have the ability of cost-effective mobilization to Las Vegas for face-to-face project meetings, site visits and ongoing project work.

A copy of SMA's New Mexico Resident Business Certificate is included on the following page.

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: Tod Phinney

Relation to Prospective Contractor: Employee

Name of Applicable Public Official: Joseph "Joey" Hererra

Date Contribution(s) Made: January 20, 2016

Amount(s) of Contribution(s) \$500.00

Nature of Contribution(s) Personal check

Purpose of Contribution(s) Charitable Campaign Contribution

(The above fields are unlimited in size)

Tod L. Phinney

Signature

April 9, 2017

Date

VP / Business Development

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

Date

Title (Position)

STATE OF NEW MEXICO

TAXATION AND REVENUE DEPARTMENT

RESIDENT BUSINESS CERTIFICATE

Issued to: **MILLER ENGINEERS, INC.**

DBA: **SOUDER, MILLER & ASSOCIATES
3451 CANDELARIA RD NE STE D
ALBUQUERQUE, NM 87107-1848**

Expires: **21-Nov-2017**

Certificate Number:

L1597376464



Demesia Padilla, CPA, Cabinet Secretary

THIS CERTIFICATE IS NOT TRANSFERABLE

Proposal for Solid Waste Facility Improvements Planning, Design and Construction Phase Engineering Services Opening No. 2017-27



Submitted to

City of Las Vegas
1700 North Grand Avenue
Las Vegas, New Mexico 87701

Submitted by

Engineering Solutions & Design, Inc.
6565 Americas Pkwy NE, Suite 200
Albuquerque, New Mexico 87110
(505) 298-1851



June 20, 2017



TABLE OF CONTENTS

OFFEROR INFORMATION 3

PROPOSAL SUMMARY 4

SPECIALIZED DESIGN AND TECHNICAL COMPETENCE. 5

CAPACITY AND CAPABILITY. 9

PAST RECORD OF PERFORMANCE. 14

PROXIMITY TO OR FAMILIARITY WITH CITY OF LAS VEGAS. 16

CURRENT VOLUME OF WORK WITH CITY OF LAS VEGAS. 16

OFFEROR'S ABILITY TO CONDUCT PUBLIC MEETINGS. 16

OFFEROR'S CREDIT RATING. 17

CAMPAIGN CONTRIBUTION DISCLOSURE FORM. 18



*Proposal for
Solid Waste Facility Improvements Planning,
Design and Construction Engineering Phase Services
Opening No. 2017-27*



OFFEROR INFORMATION

OFFEROR: Engineering Solutions & Design, Inc. (a corporation headquartered in New Mexico)
AUTHORIZED AGENT: Jack P. Chappelle, P.E. * President
ADDRESS: 6565 Americas Pkwy NE, Ste 200 * Albuquerque, NM 87110
TELEPHONE NUMBER: (505) 298-1851 **FAX NUMBER:** (505) 298-0272
DELIVERY: Engineering Services
STATE PURCHASING RESIDENT CERTIFICATION NO.: Not Applicable
NEW MEXICO CONTRACTORS LICENSE NO.: Not Applicable
FEDERAL TAX ID NO.: 85-0459068 **NEW MEXICO TAX ID NO.:** 02-388451-00-7

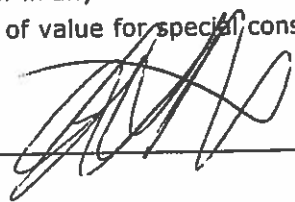
SERVICE(S): PROPOSALS FOR SOLID WASTE FACILITY IMPROVEMENTS PLANNING,
DESIGN AND CONSTRUCTION PHASE ENGINEERING SERVICES

THE CITY OF LAS VEGAS RESERVES THE RIGHT TO REJECT ANY OR ALL PROPOSALS
AND TO WAIVE ANY TECHNICAL IRREGULARITY IN THE FORM.


AFFIDAVIT FOR FILING WITH COMPETITIVE PROPOSAL

STATE OF New Mexico }
COUNTY OF Bernalillo } ss

I, Jack P. Chappelle, P.E. of lawful age, being first duly sworn in oath, say that I am the agent authorized by the offerors to submit the attached proposal. Affiant further states that the offeror has not been a party to any collusion among offerors in restraint of freedom of competition by agreement to a fixed price or to refrain from submitting a proposal; or with any city official or employee as to the quantity, quality or price in the prospective contract, or any other terms of said prospective contract; or in any discussion between offerors 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 

Subscribed and sworn to before me, this 16th day of June, 2016.

 OFFICIAL SEAL
Dawna Doherty
NOTARY PUBLIC
STATE OF NEW MEXICO
12/31/2017



PROPOSAL SUMMARY

Engineering Solutions & Design, Inc. (ES&D) is pleased to present our qualifications and experience relative to professional solid waste engineering services for the City of Las Vegas. ES&D was founded in 1995 to specifically address public entities' solid waste issues. Throughout our 22-year history we have provided comprehensive solid waste engineering services for a variety of solid waste programs in Northern New Mexico, including:

- San Miguel County
- Town of Taos
- Village of Angel Fire
- Northeastern New Mexico Landfill
- Los Alamos County
- North Central New Mexico Solid Waste Planning Committee
- Rio Arriba County

Some of the solid waste services ES&D provided these clients encompass:

- Preparing the permit application for a landfill;
- Successfully obtaining the landfill permit and receiving approval for landfill construction;
- Designing landfill cells for construction;
- Overseeing landfill cell construction;
- Establishing development programs for solid waste systems;
- Preparing comprehensive solid waste management plans;
- Conducting collection vehicle routing studies;
- Evaluating transfer station design options;
- Providing management and operational support at landfills, transfer stations, and recycling facilities; and
- Identifying optimal locations for recycling collection and drop-off centers.

This proposal provides a description of ES&D's capabilities and experience along with a distinct and precise description of the approach we will undertake to meet and exceed the City of Las Vegas' solid waste needs and expectations. We have provided professional engineering services to a variety of solid waste clients in New Mexico and throughout the Southwest and Midwest United States. These projects allowed us to expand our knowledge and capabilities and have enhanced our ability to provide projects that are complete, technologically advanced, and accurate.



SPECIALIZED DESIGN AND TECHNICAL COMPETENCE

ES&D has been involved in all aspects of solid waste since its inception in 1995. During the past 22 years, we have completed a variety of solid waste projects including the permitting and re-permitting of solid waste facilities, transfer station designs, site assessments, feasibility studies, facility assessments, and cost analyses. We also developed designs for solid waste facilities; prepared operation plans and closure plans for existing transfer stations, drop-off centers, recycling centers, and landfills; and prepared studies relating to waste characterization, recycling, and waste reduction.

Of particular importance for this project, ES&D has previously worked in the Las Vegas area and is familiar with both the City and County facilities and operations. During our time working in the Las Vegas area ES&D planned, designed, and provided operations support for the San Miguel County Transfer Station. Some examples of the professional solid waste engineering services we have provided our Northern New Mexico clients include the successful completion of:

- Solid waste system development projects for San Miguel County.
- Solid waste system development projects for the Taos Intergovernmental Council.
- Obtaining solid waste permits for the Taos Regional Landfill.
- Providing landfill engineering support services for the Los Alamos County Landfill.
- Providing solid waste engineering and planning support for the North Central Solid Waste Planning Committee.
- Addressing compliance order issues for the Town of Taos.
- Establishing solid waste drop-off centers for Rio Arriba County.
- Providing guidance to Harold Daniels regarding landfill north of Wagon Mound.
- Providing engineering support and design services for the Angel Fire Transfer Station.

ES&D has also established a reputation as a leading solid waste firm in New Mexico. This leadership is exhibited in our involvement in the New Mexico Chapter of the Solid Waste Association of North America and the New Mexico Recycling Association as well as our interaction with the New Mexico Environment Department's Solid Waste Bureau. This involvement and interaction provides our clients assurance that we are at the cutting edge of new technologies, positively interacting with the regulatory agency that most impacts solid waste in New Mexico, influencing new solid waste initiatives, and assisting to refine New Mexico's solid waste regulations.

The matrix on the following page provides a list of solid waste projects ES&D has completed that specifically relate to the services the City of Las Vegas is requesting. More detailed project descriptions are provided later in this proposal. It is important to note that these projects were completed on time and within budget.



*Proposal for
Solid Waste Facility Improvements Planning,
Design and Construction Phase Engineering Services
Opening No. 2017-27*



PROJECT	CLIENT	System Development	Planning	Public Education and Participation	Permitting	Design	Closure Plans	Transfer Station or MRF	Support Services	Construction Engineering Services	Financial Analysis
Regional SW System Development	Taos, New Mexico			•							
Public Hearing	Taos, New Mexico		•	•							•
Public Hearing	New Mexico Environment Department		•			•			•		•
Convenience Center	Rio Arriba County, New Mexico		•			•			•		•
Convenience Center	Socorro County, New Mexico		•			•				•	
Landfill Engineering Services	Los Alamos County, New Mexico					•			•	•	•
Develop Recycling Facility	McKinley Paper, New Mexico	•				•		•		•	•
Design Recycling Facility	McKinley Paper, New Mexico					•				•	•
Construction Inspection	McKinley Paper, New Mexico							•	•	•	
Convenience Center Siting	Rio Arriba County, New Mexico	•	•			•			•		
Convenience Center Siting	Santa Clara Pueblo, New Mexico	•	•			•			•		
Convenience Center Siting	San Juan Pueblo, New Mexico	•	•			•			•		
Operations Plan	Rio Arriba, New Mexico	•	•	•					•		
Value Engineering	New Mexico Environment Department		•	•					•		•
Solid Waste Planning	North Central NM SW Planning Comm.	•	•			•			•		•
Transfer Station Analysis	Los Alamos County, New Mexico	•	•								•
Analysis of Landfill vs. Transfer Station	Taos, New Mexico		•								•
Landfill Expansion Cost Analysis	Socorro, New Mexico		•			•					•
Public Education Program	Taos, New Mexico		•	•							
Recycling Operations	Rio Arriba County, New Mexico			•							
Transfer Station Analysis	Taos, New Mexico		•	•							



ES&D has conducted a wide variety of projects for clients throughout New Mexico and the Southwest and Midwest United States. Brief descriptions for some of these projects follow.

**TRANSFER STATION
Private Client, Arizona**

ES&D evaluated an existing recycling and transfer facility in Phoenix, Arizona to determine potential operations procedures. This analysis focused on utilizing existing equipment while recognizing there was limited funding available for the operation. We identified three operating procedures that resulted in accelerated unloading of collection vehicles and transfer trailer loading along with maximizing the existing baler. Through these operating procedures the transfer station's efficiency increased by 25% and the need for new equipment was postponed for an additional three years.

**ON-CALL ENGINEERING SERVICES
Taos Intergovernmental Council, New Mexico**

Once ES&D was successful in constructing the first cell of the Taos Regional Landfill, we were retained to be the landfill engineer. During this time we addressed various issues at the landfill, including cell design, operations improvements, landfill capacity analysis, drainage controls, erosion controls, stormwater pollution prevention activities, groundwater monitoring, landfill gas monitoring, and responding to New Mexico Environment Department (NMED) concerns. Further, a new cell was designed and constructed, the on-site access road was improved, gas monitoring wells were installed, and issues regarding daily cover and on-site soil management were addressed.

**COLLECTION SYSTEM
Seward County, Kansas**

ES&D completed a routing study for Seward County's rural collection program. This routing study identified methods for improved collection and extended the length of routes. The system was based on sector collection which allowed for more efficient collection and reduced doubling back and retracing steps. In addition, this method allowed for adjustments necessary because of inclement weather and equipment availability. The routing program was both computer and paper based to allow for ease of use by all operators and managers. The program was implemented in 2014 and has been successful in reducing driver times by 32%.

**MULTI-DISCIPLINE PROJECT
Taos Intergovernmental Council, New Mexico**

ES&D has conducted a number of multi-disciplined projects for the Taos Intergovernmental Council that required a broad spectrum of expertise. For example, ES&D prepared construction drawings for the landfill that included three miles of roadway, sewer lines, water lines, surveying of property boundaries and site works, two buildings including a maintenance building, stormwater controls including swales, drainage channels, berms and dikes, and electrical and mechanical designs for water well pumps, leachate pumps, lighting for both the structures and the on-site lighting, and controls for security of the site. ES&D oversaw all of the design work completed by a multi-discipline team comprised of our personnel and separate consulting firms.



**ON-CALL ENGINEERING SERVICES
Los Alamos County, New Mexico**

Throughout this project ES&D addressed drainage controls, erosion controls, and stormwater pollution prevention activities at the Los Alamos County Landfill along with responding to NMED concerns. Specific efforts included the design of a holding pond for stormwater at various locations on site, updating the stormwater pollution plan for the facility, and devising different options for reducing or eliminating sediment discharge from the landfill.

**ON-CALL ENGINEERING
Private Client, Arizona**

ES&D provided on-call engineering services for a private solid waste collection service company that owns and operates a transfer station, material recovery facility, landfill, and truck depots. The engineering services provided for these facilities encompassed all aspects of civil, structural, traffic, and mechanical engineering as well as architectural services. ES&D directed the activities of this multi-disciplined team and ensured the client's needs were succinctly and efficiently addressed. Some of the engineering services provided included the expansion of structures, widening and lengthening of landfill roads, remodeling and expansion of the transfer station, environmental monitoring including both groundwater and air, permit modification requests, identification of funding sources for small and large projects, collection and transfer trucks routing, and a number of on-site designs relative to stormwater drainage, the addition or removal of equipment, and improving operations.

**LANDFILL PERMIT MODIFICATION
Seward County, Kansas**

ES&D prepared a permit modification for the Seward County Landfill as a part of a series of projects conducted at the landfill. This modification addressed changes that had occurred at the site and identified improvements to the landfill's operation. Throughout the permit modification process, ES&D addressed improvements at the site that allowed for more cost-effective approaches to operations, leachate control, alternative daily and final cover, and site development. The permit modification process has taken less than a year to complete. In addition, it is important to note that the permit modification process was successful because ES&D and the client interacted with the regulatory agency on a regular and proactive basis.

**LANDFILL SITING, PERMITTING AND DESIGN
Private Client, Arizona**

ES&D recently completed the siting, permitting, design, and construction oversight of a new landfill in Central Arizona. This project involved assessing the property and included an evaluation of the feasibility of the site to meet all Arizona Department of Environmental Quality requirements. The landfill's permit was completed and approved within a nine-month period and the landfill opened less than 15 months after initial site investigations.



**LANDFILL MAXIMIZATION
Archuleta County, Colorado**

Working with the Archuleta County Landfill's operator, ES&D developed programs to allow for maximizing the present landfill and developed a program for future expansion. The operations plan identified procedures for operating the landfill under various weather scenarios as well as a programmed utilization of cover material that allowed for the excavation of future cells as the present cells were operated. The result of this project was the Colorado Department of Public Health and Environment's approval for an extension to the landfill's permit. In addition, an alternative liner was approved based on site conditions. The permit extension and modified liner resulted in significant cost savings and allowed the landfill to reduce its tipping fee.

**ON-CALL ENGINEERING SERVICES
Various Clients**

ES&D has provided on-call engineering services for several clients. These on-call projects encompass transfer stations and landfills and address all aspects of operations and engineering. The breadth of challenges these projects present require access to a multi-disciplined team that can be easily accessed to address clients' needs. Some of the on-call engineering services ES&D provides include designs to extend on-site roads, designs to expand transfer station facilities, conducting environmental monitoring including both groundwater and air, preparing permit modification requests, identifying funding sources for needed facility projects, and storm water drainage designs, along with providing recommendations to add or remove equipment as well as improvements to operations. It is important to note that we have provided on-call engineering services to some of our clients for more than 15 years.

CAPACITY AND CAPABILITY

As described in previous sections of this proposal, ES&D has been in business for more than 22 years. As a New Mexico Corporation (New Mexico CRS Number 02-388451-007), we are proud of our record of service to the state's solid waste community. Our exemplary record of completing projects on time and within budget stems from our commitment to addressing each client's specific needs while exceeding their expectations. This client focus results in more comprehensive projects that continue to meet the short- and long-term needs of the client. Additionally, ES&D has built its practice by identifying the best and brightest professionals available and utilizing their strongest assets to successfully and efficiently complete our projects.

ES&D utilizes scheduling and tracking techniques that maintain a continuous update for each project. Each of our project team members have an average of 15 years' experience. Given the duration of the project and the potential for periods of limited project activity, team members have reviewed their respective schedules for the next six months and can easily provide the support and services the City of Las Vegas requires. A monthly review of this type will be undertaken utilizing ES&D's on-line project control system. We have found this tool to be exceptionally valuable and it allows our team members to be continually aware of their availability. In addition to scheduling, ES&D utilizes its project control system to track costs associated with our engineering projects as well as a tool for estimating and tracking services provided by other parties.



*Proposal for
Solid Waste Facility Improvements Planning,
Design and Construction Phase Engineering Services
Opening No. 2017-27*



Although a definitive start date for the project has not been provided, the following table presents the projects scheduled for the second half of 2017 and how the City of Las Vegas' *Solid Waste Facility Improvements Planning, Design and Construction Phase Engineering Services* project would fit into this schedule.

Project	Start Date	Completion Date	Staff
Seward County	May 2005	On-Going	1.5 Full Time
City of Olathe	February 2016	July 2018	2 Part Time
MVS Colorado	June 2006	October 2018	2.5 Full Time
Private Client	January 2014	January 2020	1 Part Time
Comanche County	July 2014	On-Going	1 Part Time
Marion County	January 2008	On-Going	1 Part Time
City of Las Vegas	August 2017	July 2021	Varies as Needed

The proposed work schedule for this project will be as dictated by the specific tasks identified. ES&D has the manpower to address each of the services as identified on the Request for Proposals and should the need arise, has access to additional professionals skilled in the various services.

As with the project schedule, milestones for this project will be identified as tasks are developed and implemented. As a part of the scheduling and milestone process ES&D will utilize its "in-house management" system to ensure each task and project is brought to a successful conclusion. As described previously, the project control system is capable of identifying and tracking project progress with the emphasis in meeting deadlines and controlling costs.

ES&D's approach to a project is centered on identifying a group of technical experts that best meet each project's specific needs. We are project-focused and not personnel-focused, which results in assembling a highly-skilled team of professionals. For the City of Las Vegas project, ES&D has identified seven key technical professionals to comprise our team. We chose this team based on our understanding of the specific issues relating to this project and our unique knowledge of the area. Our team encompasses solid waste professionals with unique knowledge in solid waste technologies and in the design and development of solid waste facilities.

The project team is led by Jack Chappelle, P.E. As the project manager, he will be responsible for all project activities and coordination of personnel and equipment. Mr. Chappelle will also be responsible for all quality assurance and quality control.

The team's lead design engineer is George Coiner, P.E. Designers for the project are Mike Kuehn and Ed St. Martin. All field and construction oversight activities will be performed by Clay Culver and Christopher Chappelle, and all environmental services will be addressed by Clay Kilmer.



These project team members have worked closely together for more than 20 years and have developed a team synergy that allows them to anticipate project obstacles and quickly implement solutions. Brief resumes for these key team members are provided on the following pages.

JACK CHAPPELLE, PE

Project Responsibility: Project Manager

Technical Experience: 39 years

Education: BS – Civil Engineering; MBA – Business Administration

Registration: Professional Engineer (New Mexico License No. 10065)

Application to This Project: With Jack’s extensive knowledge of solid waste in New Mexico, the workings of the New Mexico Environment Department, and his experience with a variety of stakeholders with a wide range of issues, he is well suited and prepared to meet the challenges of this project. His capabilities in utilizing a variety of management tools will be essential in keeping the project focused and attuned to its goals and milestones. Jack’s success in working with the New Mexico Environment Department will be vital to minimizing costs for the City of Las Vegas. Of great importance for this project, Jack has extensive experience facilitating meetings and he has made numerous presentations to local, state, national, and international groups.

GEORGE COINER, PE

Project Responsibility: Landfill Engineer

Technical Experience: 30 years

Education: BS – Agricultural Engineering

Registration: Professional Engineer

Application to This Project: George’s experience as an engineer, inspector, and constructor of solid waste facilities provides him a unique perspective when designing solid waste facilities. His exceptional experience will be utilized throughout the design and construction phases of this project. Further, George’s experience in the construction of solid waste facilities provides ES&D the unique opportunity to utilize him as both a design engineer and a value engineer. His knowledge of transfer stations and solid waste collection systems will also be invaluable in addressing issues relating to the successful development of new facilities and operations.



MICHAEL KUEHN

Project Responsibility: Designer

Technical Experience: 40 years

Education: BA – Philosophy and English

Application to This Project: Michael is an outstanding designer who has been involved in the development of many solid waste facilities in New Mexico from the McKinley Paper Material Recovery Facility to the conceptual layout of the San Miguel County Transfer Station. His design skills also include developing building layouts and graphics presentations. Michael's skills will be utilized in every task throughout this project, with an emphasis in the development of planning and construction drawings, value analysis, and operation systems.

ED ST. MARTIN

Project Responsibility: Designer

Technical Experience: 28 years

Registration/Certification: Certified AutoCAD and AutoDesk Instructor

Application to This Project: As with Mr. Kuehn, Ed has exceptional skill in the design of a variety of facilities and for this project, his skills will be utilized in the design of solid waste facilities. His proficiency with three-dimensional drawings and three-dimensional videos adds another dimension to the team's presentation capabilities. Ed will also be utilized during the construction phase of this project; he provided construction oversight services for the scale house at the Socorro Landfill.

CLAY CULVER, CPG

Project Responsibility: Field and Construction Oversight

Technical Experience: 34 years

Education: MS – Geology

Registration/Certification: Certified Professional Geologist

Application to This Project: Clay is a geologist with over 34 years of experience in all aspects of field testing, stormwater sampling, construction oversight, and groundwater assessment. His responsibilities for this project will be to ensure all field activities are organized and conducted properly and that all field activities are properly recorded. One of Clay's key responsibilities will be insuring the proper oversight of any construction activities. In addition, he will be responsible for quality control for all on-site activities relating to this project.



CHRISTOPHER CHAPPELLE

Project Responsibility: Field and Construction Oversight

Technical Experience: 8 years

Education: AA – Pre-Engineering

Registration/Certification: Certified Geosynthetic and Compacted Clay Liner Inspector
Nationally-Certified Manager of Landfill Operations

Application to This Project: With more than eight years of experience with Engineering Solutions & Design, Inc., Christopher's project experience spans a wide range of solid waste challenges. He has ample experience in both the office and the field, including data analysis and project oversight. He is a trained and certified geosynthetic and compacted clay liner inspector and a nationally-certified Manager of Landfill Operations. Christopher's technical project experience includes construction oversight of landfill cells for facilities in Kansas and Arizona as well as data collection, sample selection, and the training and direction of sort teams for waste characterization studies in Ohio, Nebraska, Kansas, and a U.S. Department of Energy national laboratory. His field work, construction oversight, and data analysis capabilities will be of exceptional value throughout this project.

CLAY KILMER, CPG

Project Responsibility: Environmental Services Specialist

Technical Experience: 35 years

Education: BS - Geology
MWR - Water Resources

Registrations/Certifications: Certified Professional Geologist

Application to This Project: Clay possesses a wealth of knowledge in all facets of environmental services. This experience will be utilized to monitor activities at the transfer station and other solid waste facilities, either open or closed. Clay's experience will be invaluable during this project and in interactions with the New Mexico Environment Department.



PAST RECORD OF PERFORMANCE

As noted previously in this proposal, ES&D has an exemplary record of completing projects on time and within budget. All the projects presented in the previous sections were completed within the client's time and budget constraints. This outstanding record is a hallmark of the firm and our professional staff. Applicable examples of ES&D's success with time and budget control are provided in the following table.

Project	Initial Design Budget	Final Design Budget	Initial Construction Budget	Final Construction Budget
Two-Bay Transfer Station	\$86,000	\$81,500	\$745,600	\$715,789
Three-Bay Transfer Station	\$110,000	\$110,000	\$1,134,000	\$989,765
Leachate Pond	\$23,500	\$23,000	\$325,000	\$318,495
Solid Waste Convenience Center	\$62,375	\$62,375	\$216,795	\$212,899
Recyclables Convenience Center	\$48,750	\$42,545	\$88,155	\$97,985*
Recycling Sorting Facility	\$88,750	\$87,890	\$345,000	\$342,198
Stormwater Pond	\$10,125	\$9,795	\$55,025	\$61,235*
Solid Waste Collection Vehicle Fueling Station	\$124,189	\$109,134	\$450,000	\$475,890*

* Owner requested modifications that impacted the final construction costs.

An essential aspect of budget control and time management are the availability of the proper tools to manage a project. ES&D has developed a series of management tools that project team members utilize to control costs. These tools provide easy-to-use inputs and formulas that allow for quick and accurate project tracking. These tools have been an integral part of ES&D's project management since the inception of the firm.

Another key to ES&D's success is quality control. Quality is ES&D's focus on every project and concern for quality permeates every aspect of our projects. Our quality assurance/quality control program functions as follows:

- **Project Startup:** All technical, written, and production aspects of the project are reviewed. Individuals are assigned for initial and final reviews and project milestones are established.



*Proposal for
Solid Waste Facility Improvements Planning,
Design and Construction Phase Engineering Services
Opening No. 2017-27*



- **Project Milestones:** All technical, written, and production elements of the project are reviewed. A meeting of reviewers and group members is held to discuss pertinent issues.
- **Submittals:** All aspects of the submittal are reviewed for completeness and accuracy. The results of the review are presented and all issues are addressed.
- **Final Product:** The final document is reviewed in a similar fashion as the submittals. No deliverable is distributed to the client until reviews are complete and all issues are satisfactorily addressed.

One measure of a company's capacity and capabilities is how it is perceived by its clients. The following references are provided as an example of ES&D's capacity and capability to successfully complete projects. Given the broad spectrum of potential projects for the City of Las Vegas, ES&D has identified a number of clients for whom we have completed a variety of projects. Please feel free to contact any and all of these references.

Project	Contact Name and Address	Telephone and Email
Landfill Closure	Ted Waterman 1700 Louisiana NE, Suite 210 Albuquerque, NM 87110	(505) 553-4218 waterman@watermaninc.com
Solid Waste Planning	Robert Sanchez Sandoval County Landfill 2708 Iris Road Rio Rancho, NM 87144	(505) 867-0814 robertsanchez@sandovalcounty.com
Solid Waste Study	Sam McCord Sandia National Laboratories P.O Box 5800 Mail Stop 1117 Albuquerque, NM 87185	(505) 844-8916 samccor@sandia.gov
Operations and Planning	Brock Theiner Seward County Landfill 1703 E. 8th Street Liberal, KS 67901	(620) 626-3266 btheiner@sewardcountyks.org
Landfill Design and Planning	Dennis Hernandez Comanche County 401 Philadelphia Coldwater, KS 67029	(620) 582-2933 Comanchehwydept@gmaxx.us



PROXIMITY TO OR FAMILIARITY WITH CITY OF LAS VEGAS

For this project, ES&D will utilize our corporate office which is located at:

6565 Americas Parkway NE, Suite 200
Albuquerque, New Mexico 87110

Tel: (505) 298-1851 * Fax: (505) 298-0272 * Website: www.esdworks.com

ES&D team members can be in Las Vegas within three hours of notification of a problem or the need to attend an unscheduled meeting. ES&D's offices are equipped with the tools needed to develop the work associated with this project.

As has been noted previously, ES&D provided professional engineering services for a number of projects for San Miguel County. Given our knowledge and familiarity with the area coupled with our previous work for San Miguel County, we can commence work for the City of Las Vegas immediately upon project award.

ES&D and our project team members are prepared to tackle the city's solid waste engineering challenges expeditiously and professionally. Without hesitation, our team members would respond to any request and provide the information or support needed to address any issue or problem.

CURRENT VOLUME OF WORK WITH CITY OF LAS VEGAS

ES&D does not presently have any project work with the City of Las Vegas. Utilizing the criteria as presented in the Request for Proposals, the value of work ES&D has not yet completed on projects that are less than 75% complete is zero which equates to 5 points.

OFFEROR'S ABILITY TO CONDUCT PUBLIC MEETINGS

ES&D's key personnel are well qualified in making presentations, conducting meetings, participating in public hearings, and facilitating discussions. Our team members have made presentations before city councils and county commissions, in both open and closed forums; presented technical information at public hearings with more than 100 attendees; and presented technical papers at local, regional, national, and international conferences and symposiums.

Along with this extensive presentation and facilitation experience, ES&D is prepared to provide a wide variety of support services for public meetings and hearings. We can provide audio visual equipment, arrange for meeting space, distribute information regarding the meeting or hearing, advertise meeting specifics, and prepare meeting or hearing minutes. We will always provide the best-suited speaker; those individuals who can most effectively present accurate and useful information. Public speaking is a unique skill and ES&D team members have the experience and ability to present information clearly, concisely, and professionally.



OFFEROR'S CREDIT RATING



Postal Address
Creditsafe USA Inc.
4635 Crackersport Rd
Allentown
Pennsylvania 18104
USA

Company Name **ENGINEERING SOLUTIONS & DESIGN**
Safe Number **US18992741**



Company Name **ENGINEERING SOLUTIONS & DESIGN**
Other Legal Name **ENGINEERING SOLUTIONS & DESIGN, INC**
Address **6565 AMERICAS PKWY NE, STE 200, ALBUQUERQUE, NM 87110**
Location Type **Headquarters**
Charter Number **1989524**
Incorporation Date **2/12/1999**
File Reported Date **3/1/1995**
Website **es@work6.com**
Phone Number **(505) 298-1851**
SIC Description **ENGINEERING SERVICES**
Corporate Primary Address **6565 AMERICAS PKWY NE, STE 200, ALBUQUERQUE, NM 87110**

Commentary

- The company has been in business for 22 years. →
- The company is not part of a group. →
- The risk rating for this company has increased from 58 to 64. ↑
- The credit limit for this company has increased from \$2,500 to \$3,000. ↑
- The DBT Trend has remained stable over the last four months →



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 the 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 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 AND PROSPECTIVE CONTRACTOR WHETHER OR NOT THEY, THEIR FAMILY MEMBER, OR THEIR REPRESENTATIVE HAD 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 un-reimbursed 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.



*Proposal for
Solid Waste Facility Improvements Planning,
Design and Construction Phase Engineering Services
Opening No. 2017-27*



"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: _____

Nature of Contributions: _____

Purpose of Contributions: _____

Signature

Date

Title (position)

OR

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

Signature

Date

June 20, 2017

President
Title (position)

Engineering Solutions & Design, Inc.

SOLID WASTE PLANNING, DESIGN AND CONSTRUCTION SERVICES



*Two Park Square
6565 Americas Pkwy NE, Ste 200
Albuquerque, NM 87110*

Tel: (505) 298-1851

www.esdworks.com

City of Las Vegas

Solid Waste Facility
Improvements Planning,
Design, and Construction
Engineering Services

June 20, 2017

RFP Opening #2017-27



June 20, 2017

Casandra Fresquez
City Clerk
City of Las Vegas
1700 North Grand Avenue
Las Vegas, NM 87701



RE: Solid Waste Facility Improvements Planning, Design, and Construction Engineering Services, Opening No. 2017-27

Dear Ms. Fresquez and Members of the Selection Committee:

Molzen Corbin understands the challenges the City faces over the next four years in completing the highest quality projects to improve the transfer station and provide for safe, efficient, solid waste disposal. With our 57 years of diverse project experience, depth of staff, and past working relationship with the City, we believe that Molzen Corbin is the ideal choice for this contract. Please consider the following:

1. **We know Las Vegas.** Molzen Corbin has been working with the City of Las Vegas for five decades. Our proposed core team members (including Mr. Kevin Eades, PE; Mr. John Pate, RA, RLA; Mr. Jonah Ruybalid, PE, CFM; and Mr. Douglas Albin) have extensive experience in Las Vegas, including the Solid Waste Transfer Station Water System, the Storm Water Pollution Prevention Plan at the Wastewater Treatment Plant, and the Solid Waste Transfer Station Water Tank.
2. **We specialize in on-call services.** Since 1960, the core of our business has consisted of open-end, on-call (as-needed) contracts with municipalities and other public entities. No other engineering firm in New Mexico has the same experience with on-call contracts as Molzen Corbin. We are specifically structured and staffed for this type of work, and we pride ourselves on meeting the needs of our on-call clients quickly and efficiently.

3. **We offer a highly experienced, multi-discipline project team.** Molzen Corbin employs 70 professionals in the field of public works engineering and architecture. This includes planning, design, and construction-phase services for water, wastewater, street/roadway, storm water, recreation/park, and municipal facility projects. In addition we offer construction observation, environmental assessment, regulatory compliance/permitting assistance, electrical engineering, mechanical engineering, surveying, and grants administration. We have teamed with GeoTest and QPEC in order to provide the City with a full complement of services and engineering options that may be anticipated over the course of this on-call contract.
4. **We provide responsive, personalized service.** Molzen Corbin is specifically structured and staffed to provide rapid response to the day-to-day project needs of the City. We complete weekly status and review meetings with City personnel in Las Vegas for your projects, as we know that the success of any project hinges on communication with the City and the community. We are experienced in completing presentations before committees and City Councils on a regular basis to keep the community informed, and provide for a complete understanding of all project elements.

We welcome the opportunity to use our experienced and talented project team to assist the City of Las Vegas to realize your short-term goals and long-term vision.

Sincerely,
MOLZEN CORBIN

Adelmo E. Archuleta, MS, PE
President and Owner

Table of Contents

Transmittal Letter/Table of Contents Sections

A. Offeror's Identification	1
B. Personnel Experience	2
C. Licenses	4
D. Contractor's Bonds (Contractor Only) NOT APPLICABLE	
E. Engineering & Architectural Services Experience	6
F. Engineering & Architectural Consultant Experience	9
G. Documentation	11
H. Cost	11
I. Financial	11
J. Additional Information	12
K. Campaign Contribution Disclosure Form	13
Appendix	

Offeror Information Form, Letter of Credit, and Campaign Contribution Form

A. Offerer's Identification

About Molzen Corbin

Molzen Corbin is a local, nationally-ranked professional architecture and engineering firm. Established in Albuquerque in 1960, we employ 70 staff members who believe that New Mexico is a great place to live and work. We appreciate the challenges that our clients undertake on behalf of their communities and we respect their goals as our own.

Name, Address, Telephone Number and Date When Firm Was Established

Molzen Corbin was established in 1960 and is a corporation owned by Mr. Adelmo Archuleta, PE. Our corporate offices are located at 2701 Miles Road SE, Albuquerque, New Mexico, 87106, (505) 242-5700.

Federal Tax ID & NM Tax Identification Number

Molzen Corbin's Federal Tax ID number is 85-0166212. Our New Mexico Combined Reporting System (CRS) number is 01305771005. Our Resident Business Certificate Number is L1340229584.

Person Authorized to Contract

Mr. Kevin Eades, PE, Executive Vice President at Molzen Corbin will be responsible for the preparation and execution of the contract.

Experience Providing On-Call Engineering Services

Molzen Corbin pioneered the use of on-call engineering agreements in the 1980s. Today, on-call and retainer agreements remain at the heart of our business. We are specifically organized and staffed to provide responsive on-call services to clients Statewide. Over decades of experience, we have honed a service model that focuses on continuous improvement and on delivering value with every task and conversation. We are structured and staffed specifically to provide on-call services to public entities, and routinely go beyond "8-to-5."

Organizational Chart

Our organization chart reflecting responsibilities and interface with City staff is highlighted in Figure 1. It clearly delineates lines of authority within Molzen Corbin.

Subcontractors

Subcontractors noted on the organization chart that may be used during the course of this contract are listed in the following section along with their professional licenses as applicable.

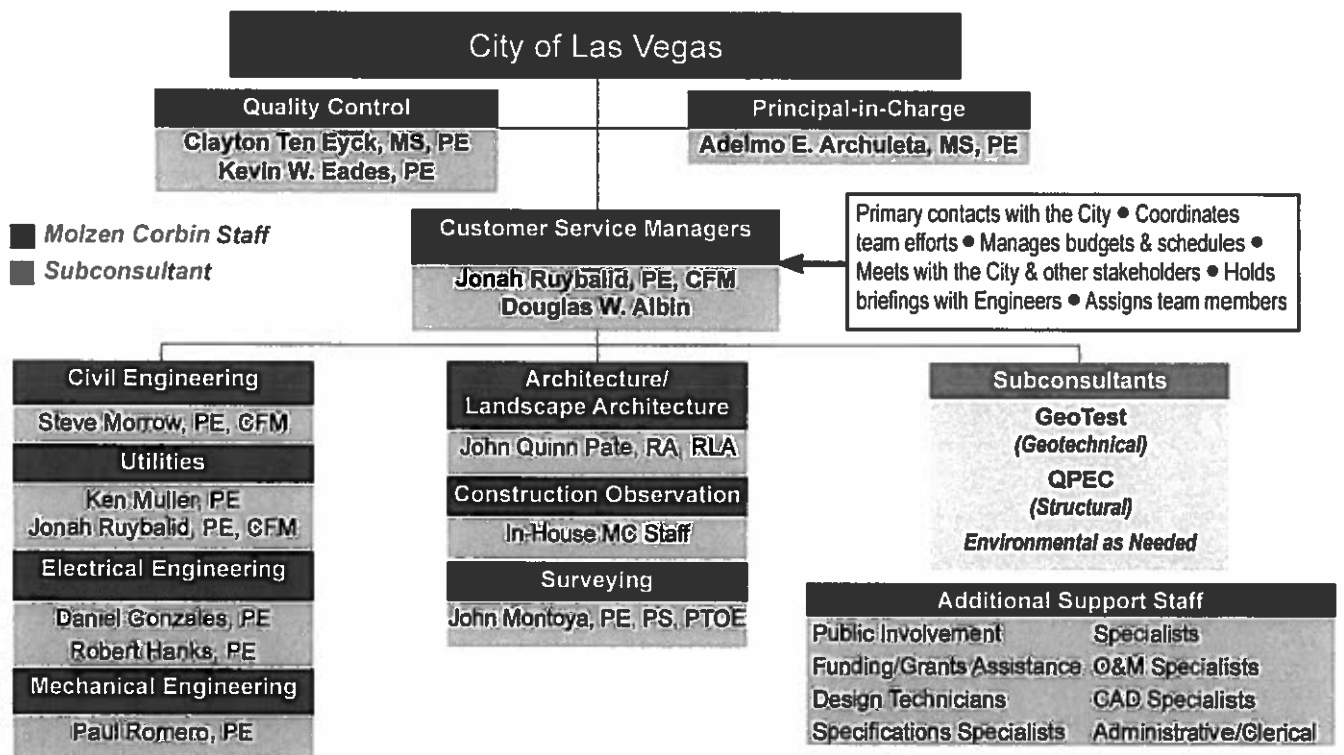


Figure 1. Molzen Corbin's multi-discipline project team is familiar with the City of Las Vegas

B. Personnel Experience

Qualifications/Competence of Key Personnel

Below are the qualifications/competence of key personnel who would be assigned to City of Las Vegas architectural projects, including their professional background, education, and experience. We also include this information for known subcontractors.

We propose a highly qualified project team, whose members have completed successful projects on an on-call basis for municipalities throughout NM, and who have special project experience and knowledge specific to the City of Las Vegas. Mr. Jonah Ruybalid, PE, CFM, and Mr. Douglas Albin will serve as Customer Service Managers. Mr. Ruybalid and Mr. Albin currently support the City of Las Vegas Utilities Division On-call contract. Together, they bring unmatched knowledge and experience with the City of Las Vegas, providing an efficient, responsive, and coordinated engineering solution for all City of Las Vegas infrastructure and utility projects. An organizational chart is shown in Figure 1 (previous page). Biographical sketches of key team members follow.

Adelmo "Del" Archuleta, MS, PE: Principal-in-Charge

- **Years of Experience:** 41
- **Registration:** NM PE #7078
- **Education:** M.S. and B.S., Civil (Environmental) Engineering, New Mexico State University
- **Qualifications:** President and owner of Molzen Corbin. An expert in strategic analysis, planning, design, master planning, facilities design and commissioning, project coordination, contract administration, construction management.
- **Project Experience:** Served as Principal-in-Charge on numerous NMDOT projects, including (in the Las Vegas area) Grand Avenue Corridor Study, Grand Avenue Roadway and Drainage Design, Williams Drive Roadway and Drainage Design, National Street Roadway/Pedestrian Improvements, and New Mexico Avenue Sidewalks. NMDOT – I-10 Las Cruces to El Paso Corridor Study, I-10 Las Cruces to El Paso Six-Lane Improvements, I-10/I-25 Interchange, I-25/Doña Ana Interchange, I-25/NM 14 (Cerrillos Road in Santa Fe) Interchange.



Jonah Ruybalid, PE, CFM: Customer Services Manager; Utilities

- **Years of Experience:** 5
- **Registrations/Certifications:** NM PE #23909, NM CFM #12-00315
- **Education:** B.S. in Civil Engineering, NMSU
- **Qualifications:** Licensed Professional Engineer and Certified Floodplain Manager with five years of experience in civil and water resources engineering, including roadway, drainage, site development, sewer line, and water line planning and design. Prior to Molzen Corbin, spent two years with the Doña Ana County Flood Commission where he assisted with flood control projects, reviews for building permits, drainage analyses, and other applications for compliance with the most current standards and specifications. At Molzen Corbin, Mr. Ruybalid's experience includes drainage analyses, NMDOT corridor studies, preliminary engineering reports, design drawings and specifications, and client coordination.
- **Project Experience:** City of Las Vegas – Taos Street Waterline Crossing, Storrie Lake Waterline Crossing, and Cinder Road Water Improvements. NMDOT – I-25/NM 14 Drainage Analysis and Design, NM 47 Roadway Improvements Drainage Analysis and Design, Lemitar Milepost 155.5 Bridge Scour Analysis. City of Las Cruces – Sand Hill Arroyo Dam (Office of the State Engineer) Emergency Action Plan and O&M Manual, and Evaluation and Design of Storm Drain and Sanitary Sewer Crossings.



Douglas Albin, PS: Customer Services Manager

- **Years of Experience:** 36
- **Education:** Albuquerque Technical-Vocational Institute (now CNM)
- **Qualifications:** Native of Las Vegas with 36 years of professional experience, including more than 25 years designing improvements to the City's water and wastewater systems. Extensive experience in CAD, surveying, project management, construction inspection, and project design. Certified modeler with practical application experience in WATER-CAD distribution system modeling software.
- **Project Experience:** City of Las Vegas – Taylor Well Nos. 2 and 4, the City of Las Vegas 2002



Sewer System Improvements, NM518 Water Line Extension (Legion to Storrie Lake), Camp Luna Water Transmission Line (Luna to Valencia), Gallinas River Crossing, New Mexico Avenue Effluent Reuse Line, Rodriguez Park Effluent Reuse, Storrie Lake Intake Crossing, Old National Road Sewer Interceptor Evaluation, Camp Luna Elevated Tank, Cinder Road Sewer and Effluent Line Project, the Medite Water Line Repair, the PNM Effluent Tank Modifications, Water System Hydraulic Model, the 2011 Finished Water PER, and the 2011 Finished Water PER, East Water Loop Segments A and B, Camp Luna Tank Rehabilitation, and Cabin Site Tank Inspection.

Clayton Ten Eyck, MS, PE: Quality Control

- **Years of Experience:** 12
- **Registration:** NM PE #18866
- **Education:** M.S., Environmental Engineering, Utah State University; B.S., Civil Engineering, Northern Arizona University
- **Qualifications:** Vice President of Molzen Corbin's Water Resources Division. Highly experienced in developing improvements to water systems of all sizes, designing modifications to wastewater treatment facilities, developing O&M manuals, assisting with plant startup, providing construction administration services, and assisting communities with regulatory paperwork.
- **Project Experience:** City of Las Vegas—Finished Water PER, Groundwater Discharge Permits/Re-



newals, Medite Water Line Repair, Gallinas River Water Meter Replacement, Water Storage Tank Rehabilitation, Cabin Site Supplemental Water Tank, Camp Luna Water System Improvements, East Waterline Loop—Segment A Jack and Bores, Well No 7 Blending—Phase II, Wastewater Treatment Plant Renovations/Entrance Works Enclosure, Cinder Road Sewer, Effluent Reuse Tank, and North Grand Effluent Reuse.

Kevin Eades, PE: Quality Control

- **Years of Experience:** 23 years
- **Registration:** NM PE #14481
- **Education:** B.S., Civil Engineering, NMSU
- **Qualifications:** A Molzen Corbin executive vice president specializing in project management and client relations. In addition to coordinating future projects and master plans, he has also designed and managed road improvements, drainage, water and sewer improvements, and traffic coordination. Because he is not a member of the design team, Mr. Eades will provide an unbiased perspective during the quality assurance and quality control processes.
- **Project Experience:** Mr. Eades has extensive experience managing “on-call” contracts. He has served as the Technical Services Manager for the City of Belen (20 years), Village of Los Lunas (20 years), Village of Tijeras (15 years), City of Eunice (15 years) and the Town of Bernalillo (11 years), covering tasks across all engineering disciplines.



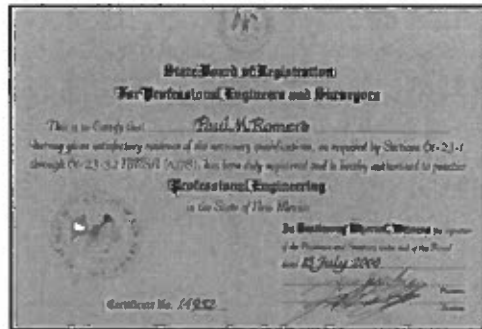
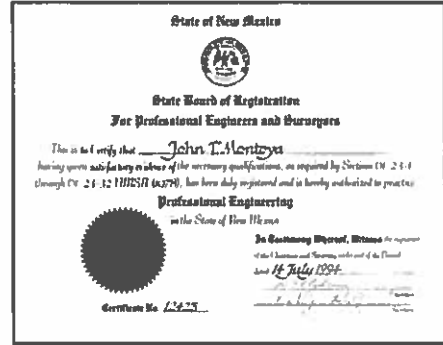
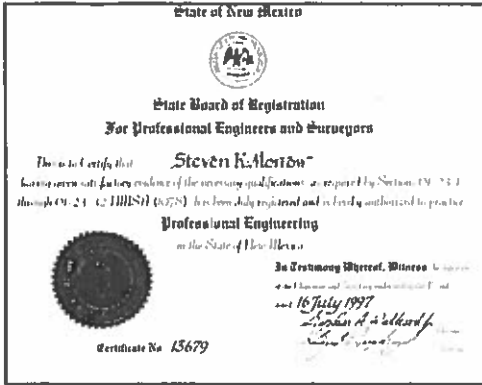
Key Project Team Members

Civil	<p>Steve Morrow, PE, CFM Registration: NM PE #13679; NM CFM #11-00288 Education: B.S., Civil Engineering, NMSU</p>	<p>Mr. Morrow has 23 years of experience as a design and construction engineer. He manages a wide variety of design projects for Molzen Corbin in both the Water Resources and Civil Departments. He has a strong background in transportation, drainage, water, sewer, site development, and storm drain design as well as construction management. Relevant project experience includes Jacob A. Hands Wastewater Treatment Plant Odor Control Project, City of Las Cruces; Wastewater Treatment Plant Expansion Site/Civil Design, Pueblo of Santa Ana; Comparison of Regional Regulations (CORR) Online Manual for Public Works Project Design in Bernalillo County (Author).</p>
	<p>Ken Muller, PE Registration: NM PE #12548 Education: B.S., Civil Engineering, Cal State Polytechnic University</p>	<p>Mr. Muller has 46 years of experience with water and wastewater projects including designing filtration, effluent reuse, transmission, pumping, lift stations, storage, disinfection systems, and piping; conducting odor-mitigation studies. Water projects include designing raw and finished water transmission lines, pressure-reducing stations, booster pump stations, storage, and systems to remove organics. Relevant projects for the City of Las Vegas include the new Wastewater Treatment Facility; the Water-Treatment Portion of the Water System PER; and the Effluent Reuse Filtration, Pumping, and Storage Facilities.</p>
Electrical/Mechanical	<p>Daniel Gonzales, PE Registration: NM PE #19969 Education: B.S., Electrical Engineering Technology, NMSU</p>	<p>Mr. Gonzales has 11 years of experience and is vice president of Molzen Corbin's Electrical Engineering Division. He has design experience in power, instrumentation and controls (I&C), renewable energy, specifications, pre-design analysis and reports, cost estimates, and construction coordination. Relevant projects include Joe Harvey Boulevard Streetscape Lighting (at NM 18), Hobbs; I-25 Beautification Project Lighting, Los Lunas; and Camino Primera Agua Street Improvements Lighting (near I-40), Tijeras.</p>
	<p>Paul Romero, PE Registration: NM PE #14932 Education: B.S., Mechanical Engineering, UNM</p>	<p>Mr. Romero has 21 years of experience in the design of HVAC, plumbing, process piping, and fire protection systems, as well as engineering analysis, project management, planning, and construction cost estimation. He is skilled in sustaining, optimizing, and improving existing facilities while ensuring design and construction meet building codes and client requirements.</p>

	<p>Robert Hanks, PE Registration: NM PE #23949 Education: B.S., Electrical Engineering, Louisiana Tech University</p>	<p>Mr. Hanks has 40+ years of experience as an electrical engineer specializing in electrical and instrumentation & control (I&C) system design and implementation. As a Principal I&C Technologist for CH2M Hill, he has been intimately involved in overseeing the layout, design, and specification of instrumentation and control equipment and power systems for large industrial projects, water and wastewater treatment facilities, booster pump stations, and sewerage lift stations.</p>
Surveying	<p>John Montoya, PE, PS, PTOE Registration: NM PE #12423, NM PS #13057, PTOE #3426 Education: B.S., Civil Engineering Tech, NMSU</p>	<p>Mr. Montoya has 32 years of experience. Serves as project manager, design engineer/technician, surveyor, and construction observer on public works projects across the Southwest. Projects include site development and the design of drainage and grading, stormwater detention basins, storm sewers, water transmission lines, water tanks, water system booster stations, sanitary sewer interceptors/collection lines, sanitary sewer lift stations, and sanitary sewer modeling.</p>
Architecture	<p>John Quinn Pate, RA, RLA Registration: RA NM #1784; RLA NM #87 Education: B.A. Architecture, University of New Mexico</p>	<p>Mr. Pate has more than 41 years of experience in architectural design. He has extensive hands-on experience in master planning and design of architectural and landscape architectural projects, which he has completed for numerous municipalities throughout the State of New Mexico. His water resources experience includes architectural design support for wastewater treatment facilities in numerous communities, including the Cities of Carlsbad and Albuquerque, Villages of Bosque Farms and Los Lunas, and Towns of Taos and Bernalillo.</p>
Subconsultants	<p>Patrick Byres, PE, Geo-Test: Geotechnical Registration: NM PE #8126 Education: Civil Engineering, UNM</p>	<p>Mr. Byres' 42 years of project experience includes planning, supervision, analysis and design for a variety of projects including design studies of streets and highways, railroad bridges, commercial complexes, high-rise structures, embankments and earth dams. Engineering analysis and design have been performed for spread footings, drilled piers, piles, excavations, and slope stability.</p>
	<p>Richard Pfeiffer, PE, QPEC: Structural Engineering Registration: NM PE #11155 Education: BS in Civil Engineering, NMSU</p>	<p>Mr. Pfeiffer has over 30 years of experience in structural design, including experience in educational facilities, hospitals, commercial office and retail buildings, and government office buildings. He has vast experience in the preparation of construction documents, design reports, and construction phase services.</p>

C. Licenses





Licensee Details

Licensee Information	First Name	Last Name	Grade	License Status
John T. Montoya	John	Montoya	Professional Engineer	Active

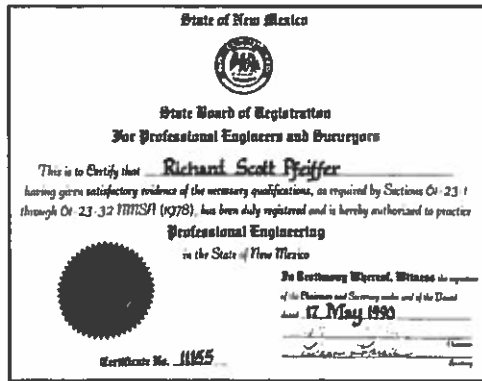
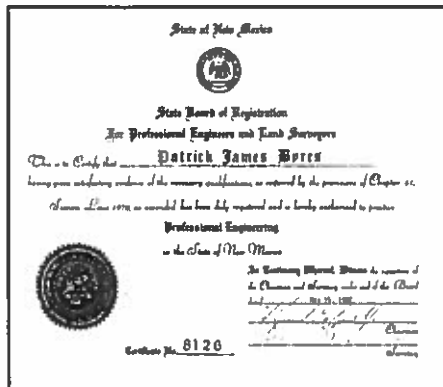
Additional Information

Licensee Information	Grade	Expiration Date	Renewal Date
Professional Engineer	Professional Engineer	12/31/2017	12/31/2017

Other Licenses: No Other Licenses

Other Licenses (Continued): No Other Licenses

Examination Information: No Proprietary Information



E. Engineering & Architectural Services Experience

About Molzen Corbin

Molzen Corbin is a nationally ranked firm with deep roots in this State. Established in Albuquerque in 1960, we employ 70 staff members who believe that New Mexico is a great place to live and work. We appreciate the challenges that our clients undertake on behalf of their communities and we respect their goals as our own.

Serving as a trusted extension of their staff, Molzen Corbin applies decades of technical expertise, institutional knowledge, and project experience to develop solutions tailored to the needs of each client.

Solid Waste Engineering

Molzen Corbin's solid waste project team members have a strong record of regulatory knowledge and in-depth technical experience in landfill design. Molzen Corbin has addressed landfill and solid waste facilities and related projects for Sandoval, Valencia, Mora, and Eddy Counties; the Cities of Belen and Las Vegas; and the Village of Los Lunas.

In addition to the specialized consideration required for landfill evaluation and analysis projects, the Molzen Corbin project team is fully capable of, and competent at providing, the necessary engineering and technical support services required for all phases of landfill projects. These support services include civil, drainage control, structural, mechanical, electrical, and architectural design; preparation of bid documents; construction observation; and materials testing.

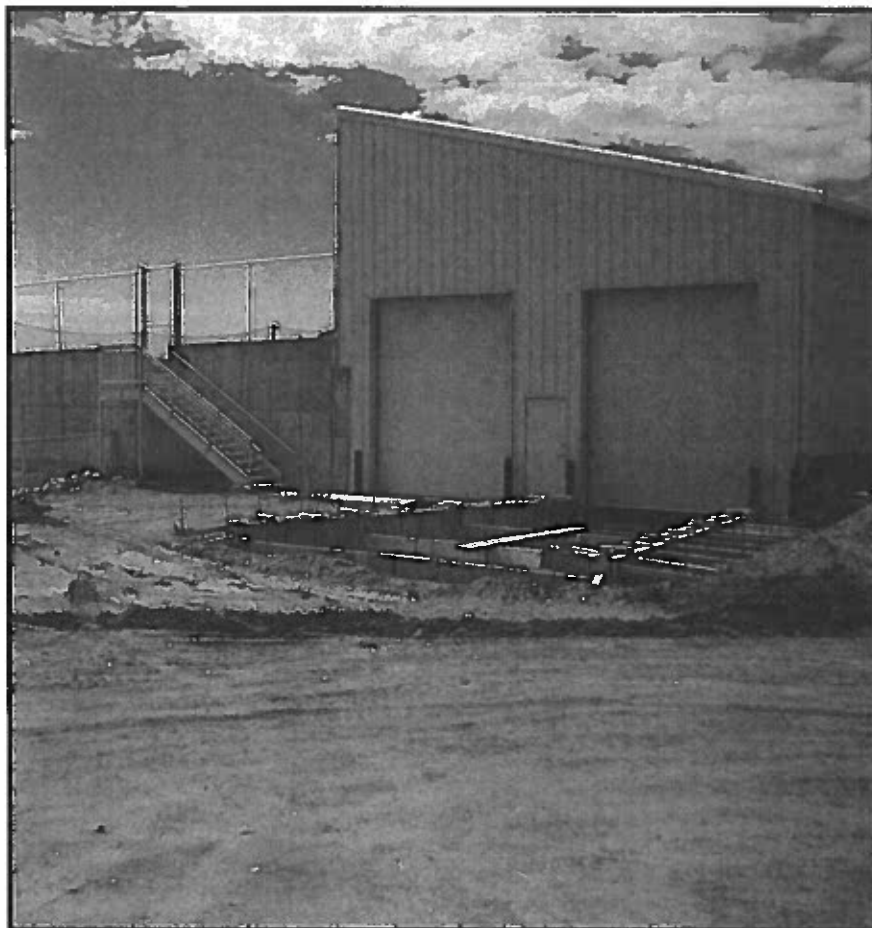
Solid Waste Facilities and Transfer Stations

Molzen Corbin has provided architectural services on numerous occasions for the design of facilities that require accommodation and specialized layouts for materials handling, including solid waste transfer stations for the Villages of Los Lunas and Ruidoso. We have also assisted with site selection, programming, and public input for a solid waste transfer station for the City of Las Vegas.

Molzen Corbin's architectural experience includes the City of Albuquerque's Soils Amendment Facility's laboratory, administrative offices, and garage for repairing special vehicles used in the composting process. Our Vice President of Architecture, Mr. John Pate, RA, also designed the site circulation for transport class and private vehicles that use the facility, including a computerized weigh station. In another subsequent phase of the same project, he was a member of the design team and performed site development planning for the composting building, a 200,000-square-foot building that required the approval of special interest groups because of the building's proximity to the Petroglyphs. He was also on the design team for a sludge dewatering building and a water quality lab for the City of Albuquerque and project architect for improvements to digesters 1-10 at the Southside Water Reclamation Plant. All of these projects were industrial in nature and required Mr. Pate to frequently coordinate with the City of Albuquerque, special interest groups, and neighborhood organizations to make the buildings aesthetically acceptable.



Molzen Corbin assisted the City of Las Vegas with site selection, programming, and public input for the solid waste transfer station.



Molzen Corbin was selected to assist Mora County when their brand new facility (designed by another firm) could not accommodate their existing Haul Trucks. We designed a retrofit that improved their processing dock and allowed the waste transfer haul trucks to enter the building and be loaded from above without "spillover" trash.



Valencia County Landfill Rehabilitation

When Valencia County recognized severe erosion problems at their landfill, they called Molzen Corbin to design a remedy. We assembled a team of engineers to scope the needed improvements, prepare an opinion of probable cost, and manage the design fix. The effort is ongoing and required us to survey and map the site in order to determine the existing topography as well as perform a location survey in order to accurately delineate existing surface features to assist in developing the C/PC Plan. We are currently preparing a design to address the erosion of soil cover over the facility. The work will include geotechnical considerations for soil type, erosional potential of the soil, soil hydraulic conductivity to meet permit requirements, and slope stability within the facility.

Contact: Ms. Lina Benavidez, Public Works Director, (505) 866-2475

City of Belen and Valencia County Landfill

The Molzen Corbin project team completed the preliminary site assessments for the Valencia County and the City of Belen landfills. This included a complete review of available literature pertaining to the

landfills and nearby areas, including groundwater and water well information, structural geology, potential for seismic activity, geomorphology, soil surveys, geotechnical reports and logs, and historical climatological data. Molzen Corbin completed a closure plan for the Belen landfill that was reviewed and accepted by the New Mexico Environment Department. A detailed borrow site investigation on the landfill cover material was conducted, and construction and final cap and drainage structure was completed. Also included in this project were construction administration, quality control and construction observation. Additionally we are conducting baseline groundwater sampling, methane monitoring and associated reporting.

Sunport Boulevard/South Yale Landfill Closure

Molzen Corbin completed a challenging landfill closure project with some unique features that would challenge any landfill designer. The alignment of Sunport Boulevard from I-25 to the Albuquerque International Sunport crosses approximately 2,600-feet of the old South Yale Landfill, which was operated by the City from 1948 to 1965.

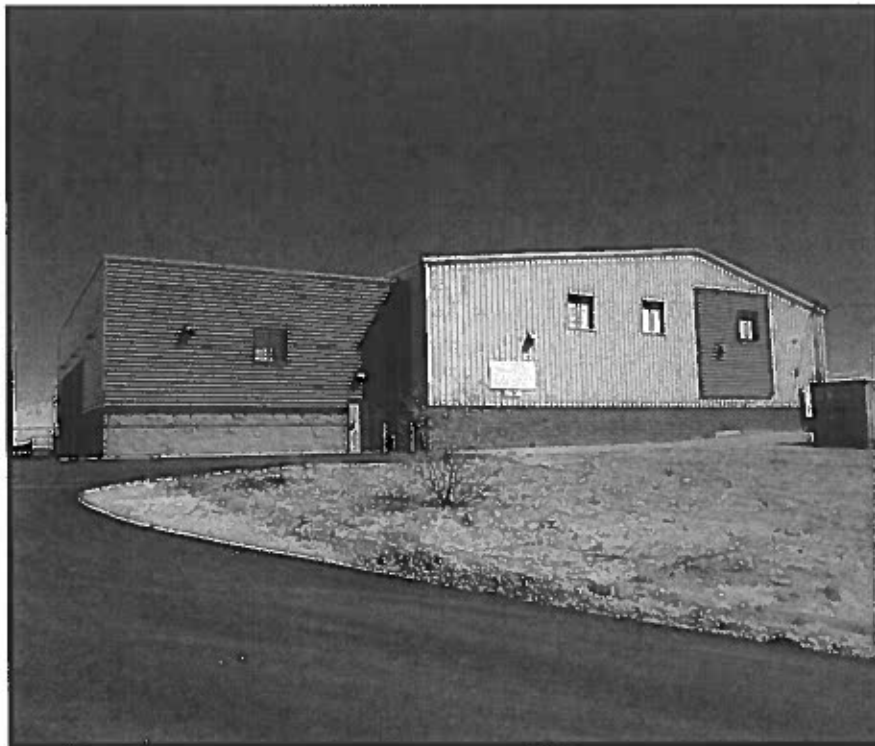
The landfill contains approximately 31 million cubic yards (CY) of mixed municipal and industrial wastes, which were deposited in excavated pits and naturally occurring arroyos before hazardous wastes were regulated or before records or inventories were required. Based on a borehole investigation and landfill characterization program undertaken by Molzen Corbin, it was determined that approximately 180,000-tons (260,000-CY) of waste would need to be removed for two roadways and a stormwater detention basin in the Sunport project. At the time of our design, there still were no EPA regulatory guidelines for dealing with re-opening and re-closing an old, unpermitted landfill, so Molzen Corbin worked closely with the NMED in establishing new design requirements for monitoring, disposing, and re-capping the cut slopes exposed during construction.

Contact: Mr. Jim Hinde, Aviation Director, City of Albuquerque, (505) 244-7725

Sandoval County Landfill and Solid Waste Transfer Stations Design, Sandoval County

The Molzen Corbin project team conducted a thorough analysis of the landfill operations and drainage considerations for the Sandoval County landfill. The scope of the project included preparation and submittal of a preliminary site assessment, a closure and post-closure plan for the existing landfill, and a run-on/run-off drainage control system. Plans also called for the permitting of a new landfill adjacent to the existing site, along with a network of transfer stations strategically located throughout the County.

Of particular importance to the Sandoval County project was the design of all aspects of the transfer stations at the county landfill and three accompanying landfills in Peña Blanca, Canon, and Cuba, centralizing all points. The Molzen Corbin Solid Waste Team designed four solid waste transfer stations for various locations in Sandoval County. This project was funded by a CDBG grant, and Molzen Corbin assisted the County with the grants administration.



Molzen Corbin led the remodel and design of the Los Lunas Solid Waste and Recycling Center.

Contact: Mr. Michael Jaramillo, Public Works Director, Village of Los Lunas, (505) 975-9131



F. Engineering & Architectural Consultant Experience

Molzen Corbin's Leadership in Municipal Consulting

Molzen Corbin is structured and staffed to provide highly responsive services to our clients, regardless of their location. On-call contracts have been the core of our business for 57 years (see Figure 2), as a large percentage of our projects are for municipalities and government agencies who work with us on a retainer basis. Please consider the following:

- We currently hold on-call contracts with 17 entities across New Mexico, providing fast, highly responsive services from the Village of Chama in the north to the southern City of Sunland Park. Molzen Corbin's ability to mobilize quickly and go the extra mile for our clients has been proven again and again.
- We offer a specialized project team consisting of customer service managers familiar with the City of Las Vegas and lead engineers in all required disciplines to meet your day-to-day and long-term engineering and planning needs.
- We offer 70 professional, technical, and support personnel in civil, water resources, electrical, and mechanical engineering; architecture and landscape architecture; planning; and grants administration. We have the depth of staff to complete multiple projects simultaneously to meet all of your project needs.

As a service-oriented firm, we consider responsiveness to our clients, regardless of their location, our highest priority. We have the flexibility and depth of staff to respond quickly and efficiently to all of your project needs under this consulting services contract.

Project Experience in Las Vegas

There is no engineering consultant more thoroughly familiar with the City of Las Vegas than Molzen Corbin. Since 1964, we have provided consultation, planning, design, and construction inspection services to the City of Las Vegas in the areas of street improvements, drainage, airport planning and design, industrial park planning and design, grant procurement and administration, utility rate studies, wastewater collection and treatment, and water supply, storage, and distribution planning. We have sustained this high level of dedication, commitment, and ongoing support for the City of Las Vegas for

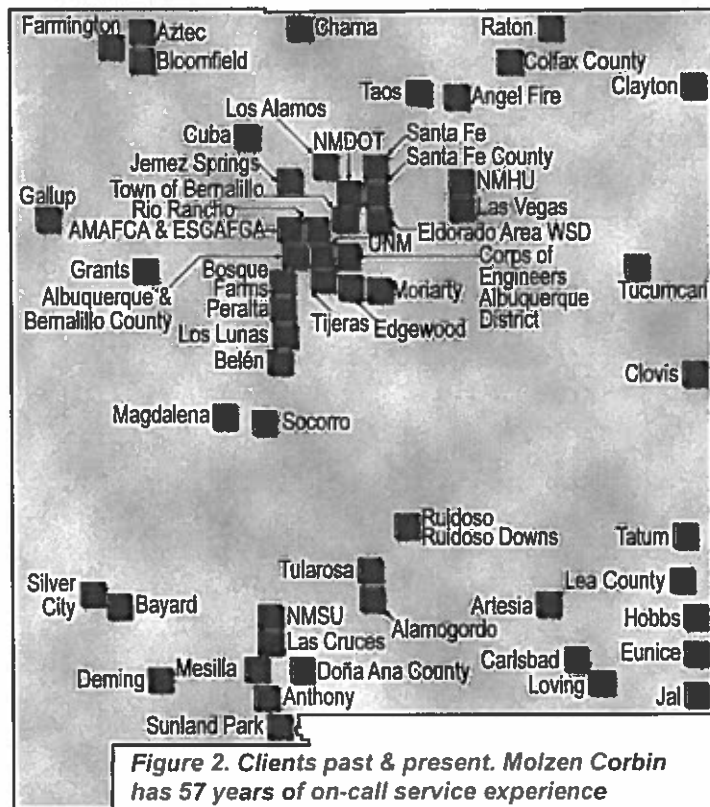


Figure 2. Clients past & present. Molzen Corbin has 57 years of on-call service experience throughout the State of New Mexico.

more than 50 years. This dedicated partnership with the City continues today with the on-call contract we have with the Utilities Department.

Proximity to the City of Las Vegas

Molzen Corbin's Albuquerque office is 122 miles from the City of Las Vegas, and we can be on-site in less than two hours. We will continue to provide responsive, personalized services to the City under this on-call contract. The Molzen Corbin team makes weekly trips to Las Vegas in support of our current on-call contract with the Utilities Department.

Additional Project Experience with the City

In addition to our water and wastewater project history with the City of Las Vegas as shown in Figure 3, we also have a long history of providing civil and drainage engineering support (similar to the scope of tasks provided in the RFP) for the City as shown in Figure 4. These projects further illustrate our knowledge and familiarity with the City, its infrastructure, and its regulations and policies. Brief examples of a few of these relevant projects, which highlight our familiarity with the City of Las Vegas, are provided on the following page.

Molzen Corbin's Water and Wastewater Project History in Las Vegas	
Planning/ Studies/ PERs	<ul style="list-style-type: none"> • 2011 Finished Water PER • 1988 Water Master Plan • Water Treatment Facility Plant Phase II Design Study • Water Supply Alternatives Evaluation • Raw Water Storage Alternatives Evaluation • Water Loss Evaluation and Implementation Plan • Hydraulic Capacity Evaluation of Northern Service Area • Taylor Well Field Evaluations • Water Supply Needs & Alternatives Summary Report • Utility Rate Analysis • State Police Building Needs Architectural Technical Assessment
Water Supply	<ul style="list-style-type: none"> • Taylor Well No. 4: Tank, Booster Pump Station, Well Trans. Line • Taylor Well No. 2: Well, Well Building, Well Transmission Line • Taylor Well No. 7 Phase I and Phase II • Solid Waste Transfer Station Water Tank
Water Distribution	<ul style="list-style-type: none"> • NM 518 Utility Improvements from Legion Drive to Storrie Lake • Mills Avenue Utility Improvements • East Loop Segment A and Segment B • Westside Water Improvements • Solid Waste Transfer Station Water System
Water Transmission	<ul style="list-style-type: none"> • 12" Transmission Line from Camp Luna to Valencia Tank • 8-inch Water Line from Taylor Well No. 4 to Valencia Tank
Wastewater Treatment	<ul style="list-style-type: none"> • North Grand Effluent – Phase I • Supplemental Facilities Plan/PER for Improvements to • Wastewater Treatment Plant • Wastewater Treatment Plant Renovations Study • Wastewater Treatment Plant Improvements • Operations Services • Sludge Disposal Facilities • Sludge Thickener • Entrance Works Enclosure • PNM Effluent Tank
Effluent Reuse	<ul style="list-style-type: none"> • Cinder Road Effluent Line • Rodriguez Park Effluent Reuse • New Mexico Avenue Effluent Line Crossing • Gallinas River Effluent Line • North Grand Effluent – Phase I
Sewer	<ul style="list-style-type: none"> • 2002 Sewer System Improvements • Cinder Road Sewer Interceptor

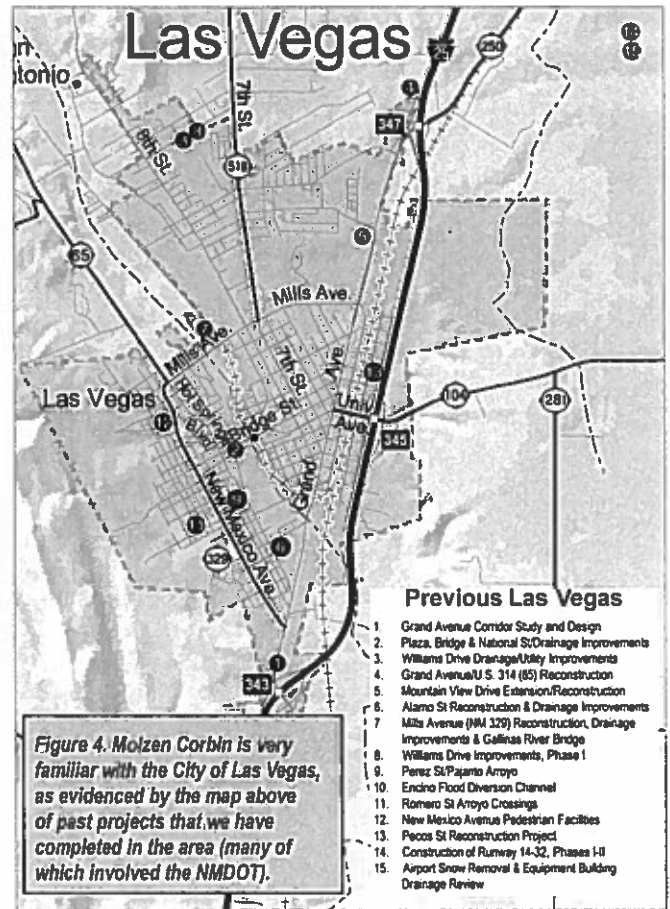
Figure 3. Molzen Corbin is very familiar with the City of Las Vegas through our continuing support of water and wastewater projects for the Utilities Department.

Mills Avenue Reconstruction and Gallinas Bridge Hydrologic and Hydraulic Analysis, Las Vegas (NMDOT)



Mills Avenue in Las Vegas.

Molzen Corbin designed this project (the southern terminus of the NM 518 project) to NMDOT criteria and standards. The design included the complete reconstruction of the City of Las Vegas' main east/west arterial roadway from a two-lane rural section to a five-lane urban section. The 1.5-mile-long project



included more than 7,000' of storm sewer (varying from 18" diameter to 66" diameter reinforced concrete pipe) and new and relocated utilities. This project also included an NMDOT-designed bridge structure that spans the Gallinas River. Molzen Corbin furnished detailed hydrologic and hydraulic analysis of the 60-square-mile watershed for this crossing structure. The project required close coordination with the NMDOT Drainage and Bridge Sections and the City of Las Vegas. Molzen Corbin also provided design for landscaping, retaining walls, traffic control, signalization, roadway lighting, and permanent signing.

Other Street Improvements, City of Las Vegas

- **Plaza, Bridge, and National Street Roadway and Pedestrian Improvements** – Involved complete reconstruction of three streets within the central business district of downtown Las Vegas, including an underground drainage system.
- **Williams Drive Improvements, Phase 1** – State- and City-funded projects; complete underground drainage system and utility improvements.
- **Mountain View Drive Extension** – Involved reconstruction and extension of Mountain View Drive from Seventh Street to Grand Avenue (US 314), with new underground drainage system, drainage detention pond and new utilities.

- **Alamo Street Improvements** – Included complete reconstruction of the Alamo Street roadway with drainage improvements. This project is located between New Mexico Avenue (ALT. 85) and Grand Avenue (US 314).
- **US 314 (85)** – Involved the reconstruction of Grand Avenue in Las Vegas from a two-lane rural section into a four-lane urban arterial with a continuous left-turn lane.



National Avenue looking west.

Past Project Performance

Molzen Corbin has sustained an outstanding reputation for delivering high-quality projects on time and within budget. In Figure 5, we present information on recent relevant projects, including the bid price, the final construction cost (including accepted alternates), and project schedule.

Figure 5. History of Past Performance on Three Projects

Project/Client	Bid Amount	Close Out Amount	Owner's Design Deadline	Date Completed
Waste Transfer Station & Repairs, Village of Los Lunas	\$521,000	\$549,123	February 2012	April 2012
Taylor Well No. 4, Rehabilitation, Booster Station and Pipeline, City of Las Vegas	\$2,132,388	\$2,179,098	September 2004	September 2004
Taylor Well No. 2, City of Las Vegas	\$1,596,121	\$1,296,662	December 2009	August 2012
Wastewater Treatment Expansion, City of Las Vegas	\$13,314,552	\$13,522,669	September 2005	June 2006 (project bidding delayed due to funding delay)

Ability to Conduct Public Meetings and Presentations

Nearly all of Molzen Corbin's infrastructure projects have involved public outreach efforts. We have worked with committees, focus groups, special interests and municipal/public staff to develop comprehensive analyses of critical local issues. Our approach focuses on raising public awareness and then encouraging and documenting community input.

Current Volume of Work

Molzen Corbin currently has the following projects with the City of Las Vegas Utilities Department that are less than 75% complete:

- LVG133-24, Taylor Well No 4 Rehabilitation
- LVG140-25, Hanna Park Effluent Design
- LVG165-20, East Water Line Loop Const. Phase Services
- LVG170-20, Wastewater Master Plan
- LVG164-20A, Cinder Road Water Const. Phase Services
- LVG163-13A, Storrie Lake Waterline Repair Construction Phase Services

G. Documentation

Documentation of education, certifications and qualifications are featured under Section B. Personnel Experience. Professional Licenses are provided in Section C. Licenses.

H. Cost

1. **Lodging** – Lodging will be charged, when and if necessary, at the State of New Mexico approved per diem rate at the time it is incurred. In the event of long-term lodging needs for a project, alternate sources of lodging would be sought in order to reduce the cost to less than the per diem rate for the project.
2. **Mileage** – Mileage will be charged, when and if necessary, at the prevailing rate approved by the Internal Revenue Service at the time the expense is incurred, which is the method that all mileage is currently billed. Travel time will be billed as necessary at the prevailing hourly rate of the individual travelling.

I. Financial

We have provided a copy of the letter requested in your RFP. It is located in the appendix of this proposal.

J. Additional Information

Since 1960, Molzen Corbin's core customer base has consisted of municipalities and other public entities. In the 1980s we were at the forefront of using on-call engineering agreements in New Mexico (see **Figure 2**). We have achieved an enviable reputation for providing high-quality, professional consulting, planning, and design and construction-phase services to clients, and have built a record in public infrastructure that is unparalleled in the State of New Mexico. **Our reputation for timely, cost-effective, and competent delivery of projects is reflected in the fact that 90% of our business is derived from repeat clientele, and that many of the clients we began with more than 57 years ago are still with us today.**

Capacity & Capability to Perform Work within Time Frame

We employ talented professionals in the fields of engineering—civil, transportation, airport, water resources, electrical, and mechanical—architecture, and landscape architecture. Our 70 staff members believe that New Mexico is a great place to live and work. These include 15 professional engineers, 20 technical staff (including engineer interns), six drafters, two architects, and 27 support staff (administrative, clerical, funding, public involvement, construction observers, surveyors, etc.).

In addition to the Molzen Corbin staff, we have carefully compiled a team of four subconsultant firms for this on-call contract, all of which we have worked with numerous times, including on City of Las Vegas projects. Molzen Corbin has a solid track record of meeting project schedules, including condensed schedules. Our project experience, depth of staff and technical expertise enable us to quickly mobilize our resources to align them with concurrent activities on complex projects.

Based on our extensive experience in supporting on-call professional engineering contracts, our depth of staff, and our familiarity with your processes, administration, and infrastructure, we can unequivocally state that we will be able to accommodate the City's project needs, including any and all specialized services, to meet any necessary time limitations.

Technical Approach

Following is our approach to accomplish tasks under the City of Las Vegas solid waste engineering services on-call, which demonstrates Molzen Corbin's capabilities. **Our engineering professionals con-**

stantly evaluate every element of every task to create cost savings, cost deferrals, and/or lower lifecycle costs.

- **Project Scoping/Programming**—Work with the City to fully define the scope for each project. This may be the most important step in any project. To fully understand your needs, we will continue to work closely with the City in an open exchange of ideas. Using your input, we will develop a project scope that is a full and accurate reflection of your needs and goals.
- **Studies**—Gather data including on-site measurement, drainage studies, master plans, utility rate studies, and other pertinent information.
- **Preliminary and Final Design**—Prepare complete working drawings, technical specifications, contract documents for bidding (e.g., bonds, insurance, etc.), quantity take-offs, and cost estimates.
- **Bidding**—Provide assistance in advertising for bids, distributing plans and documents for bidding, receiving and tabulating bids, recommending award, checking bond and insurance forms, and issuing notice to proceed for construction.
- **Construction**—Provide project/construction administration, observers (full-time if required), and inspection services (if desired).
- **Project Closeout**—Prepare drawings for permanent records, including changes. Provide O&M manuals and operator training for treatment plants or electrical system projects.

Approach to Scope of Work

In addition to our capabilities to meet the general engineering services requested in the RFP, which have been detailed throughout this proposal, we also have the professional experience and project knowledge to assist the City with accomplishing the engineering tasks provided. For the past four years Molzen Corbin has assisted the City in the development of the following projects related to the Solid Waste Transfer Station:

1. The design and construction administration for the extension of the East Loop Water Line to service the transfer station.
2. The evaluation of the fire suppression system.
3. The placement of the temporary 11,000 gallon water tank and evaluation of the existing water well.

Since Molzen Corbin has assisted the City with many projects similar to the ones the City is considering and similar to work we have done at the transfer station, we are in a unique position to continue to assist the City. Below we detail our understanding of these tasks.

Task 1. Grading and Drainage

We understand the issues that may arise when drainage is not accounted for in site design as well as the role grading slopes play in the possibility of future erosion or access to the site. Molzen Corbin is experienced in developing grading and drainage plans for a variety of projects including roadways, well housing, and site development to name a few. We are experienced in the design of retention and detention ponds, storm sewer, drop inlets, etc. to manage the 100-year frequency, 24-hour duration precipitation event. We are confident that our technical team can prepare grading and drainage plans to provide for long term use access and drainage protection.

Task 2. Retaining Pond Improvements

Molzen Corbin is experienced in the design and rehabilitation of retention ponds to manage peak discharge flow rates as well as volumes for both on-site and off-site flows. We have designed many stormwater retention and detention facilities in our history to provide for new development or to provide protection for existing developments. We are confident that our technical team can assist the City to provide adequate drainage and erosion protection at the transfer station site.

Task 3. Scale Replacement

We understand the need for a fully functional scale at the transfer station. Our technical team has experience designing the best, most practical scale upgrades to provide for accuracy, and minimal operation and maintenance difficulties. We are confident that our technical team can assist the City with the scale replacement at the transfer station.

Task 4. Building Improvements

We understand the need to have the most efficient building and site designs as they will be around for

decades to come. Molzen Corbin is experienced in developing the most efficient, aesthetically pleasing buildings and building improvements. Our architecture department in conjunction with our other technical departments has been designing buildings with community use in mind for decades and we are confident that they can assist with the building improvements as part of the City's vision.

Task 5. Electrical Upgrade

We understand the need to have automation with as much operation and maintenance as possible to ensure long lasting infrastructure and provide for cost savings to the City. Molzen Corbin employs a highly experienced electrical engineering staff that we are confident can assist the city to diagnose, plan, and develop electrical upgrades with the City in mind.

Task 6. Storage Shop

We understand the need to have the most efficient building and site designs as they will be around for decades to come. Molzen Corbin is experienced in developing the most efficient, aesthetically pleasing buildings and building improvements. We understand the uses of the storage shop on site and are confident we employ excellent technical staff who can assist the City achieve the best storage shop the City has in mind.

Task 7. Asphalt Paving

We understand that the existing asphalt at the transfer station site is in poor condition and requires attention. Molzen Corbin is experienced in access, roadway, and parking lot design for many uses ranging from pedestrian bicycle traffic to heavy truck traffic. Molzen Corbin has designed roadway access, and parking for many fire stations and other heavy truck traffic facilities and would utilize a similar approach when designing asphalt paving improvements. Molzen Corbin would utilize a pavement section sufficient for a 20-year minimum design life and provide for turning movements adequate for large vehicles.

K. Campaign Contribution Disclosure Form

This form is located in the appendix of this proposal



100 Sun Avenue NE, Suite 500
Albuquerque, New Mexico 87109

www.bankofalbuquerque.com

June 15, 2017

City of Las Vegas NM
1700 N. Grand Avenue
Las Vegas, NM 87701

RE: Molzen-Corbin & Associates, Inc.

To Whom It May Concern:

The above referenced company has been an exemplary client of Bank of Albuquerque since July 2004. The Company is run by individuals who are very knowledgeable, experienced, and of high integrity. Overall, we feel Molzen-Corbin & Associates, Inc. conducts its banking business in a satisfactory manner and is well managed.

The Bank's depository relationship with the Company consists of several depository accounts with a total average balance over the last year in the moderate seven figures.

This letter is given in strict confidence for the benefit of Molzen-Corbin & Associates, Inc. for reference purposes only. Please feel free to contact me if you require additional information.

Sincerely,

A handwritten signature in black ink, appearing to read 'John M. Valentine', is written over a horizontal line.

John M. Valentine
SVP Commercial Banking
505-222-8421

jvalentine@bankofalbuquerque.com

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

June 19, 2017

Date

President and Owner, MOLZEN CORBIN

Title (Position)

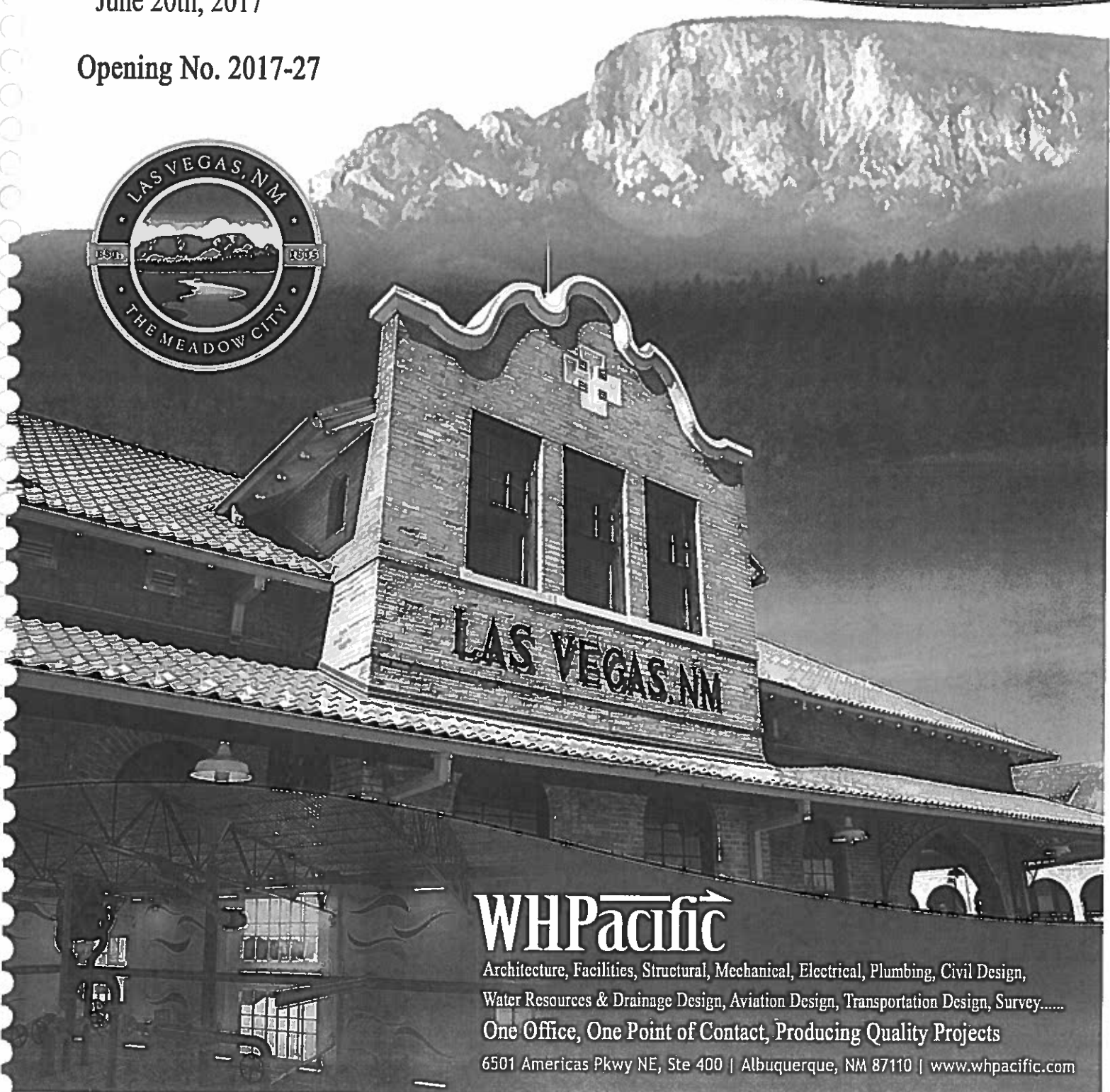
Response to Request for Proposals:

**Proposal for Solid Waste Facility Improvements Planning,
Design and Construction Engineering Services**

Presented to:

**The City of Las Vegas, NM
June 20th, 2017**

Opening No. 2017-27



WHPacific

Architecture, Facilities, Structural, Mechanical, Electrical, Plumbing, Civil Design,
Water Resources & Drainage Design, Aviation Design, Transportation Design, Survey.....

One Office, One Point of Contact, Producing Quality Projects

6501 Americas Pkwy NE, Ste 400 | Albuquerque, NM 87110 | www.whpacific.com

June 20, 2017

City Clerk
1700 N Grand Avenue
Las Vegas, NM 87701

RE: Solid Waste Facility Improvements Planning, Design and Construction Phase Engineering Services | RFP No. 2017-027

Dear Evaluation Committee,

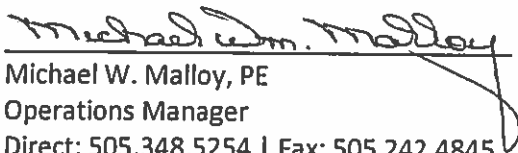
WHPacific, Inc. has assembled a strong project team to work for the City of Las Vegas and looks forward to the opportunity to continue our longstanding relationship while providing professional architectural and engineering services for this Solid Waste on-call contract. Our team is well recognized in providing quality architectural and engineering services, and we request that you please consider the following when making your selection:

- WHPacific has provided design services for the City of Las Vegas in the past and is a familiar partner. We are currently working with the City of Las Vegas on the Abe Montoya Recreation Center renovation and attended its grand opening on May 26, 2017. We are familiar with the City of Las Vegas procurement process and have successfully executed public works, aviation, transportation, and facility projects for the city through prior on-call contracts.
- We are a well-established, multi-discipline firm with the experience needed to provide a broad range of architectural, engineering, survey, inspection and observation services for building additions, renovations, and new construction. We hold a strong resume that includes new construction, upgrade and repair projects, and building renovations that also include historically significant structures. WHPacific additionally provides landscape architecture, life cycle cost analyses, feasibility studies, transportation engineering, water resource analyses, and commissioning services.
- Our experience covers all phases of design including planning, programming, concept design, contract documents, procurement, permitting, and construction administration.
- WHPacific understands that a business license from the City of Las Vegas is required for this on-call contract and that NM Gross Receipts Tax will be paid in the City of Las Vegas. WHPacific's Federal Tax ID Number is: 20-3966470. A letter from WHPacific's financial institution can be found on page seven of this proposal.

Paul Browne will be your primary contact for this proposal. Should you have any questions or need further information, his contact information is noted below. Mike Malloy is authorized to offer the WHPacific proposal and to contractually obligate the firm. WHPacific acknowledges receiving no addenda for this proposal. WHPacific is qualified and has the ability to provide the services requested and finds the terms and conditions set forth in the RFP generally acceptable. We appreciate the opportunity to negotiate specific contract provisions upon selection of WHPacific as your consulting architectural and engineering firm. WHPacific is committed to exceeding your expectations for this contract and we look forward to working with you.

Respectfully,

WHPacific, Inc.



Michael W. Malloy, PE
Operations Manager
Direct: 505.348.5254 | Fax: 505.242.4845

Email: mmalloy@whpacific.com



Paul W. Browne, PMP, AIA, MBA
Director, Facilities
Direct: 505.830.8742 | Fax: 505.242.4845
Email: pbrowne@whpacific.com

Table of Contents

Section A: Offerors Identification	2
Section B. Personnel Experience	3
Section C. Licenses – General Contractor	5
Section D. Contractor Bond	5
Section E. Experience in Engineering/Architectural Services	5
Section F. Experiences as an Engineering/Architectural Consultant	6
Section G. Documentation	6
Section H. Cost	7
Section I. Financial	7
Section J. Additional Information	8
Evaluation Criteria	8
Section K. Campaign Contribution Disclosure Form	16

Section A: Offerors Identification

Notarized affidavit. Include name and number of personal authorized for execution of contract.

Mike Malloy (505.348.5254), Albuquerque Operations Manager, is authorized to offer the WHPacific proposal and to contractually obligate the firm.

OFFEROR INFORMATION

OFFEROR: WHPacific Inc.

AUTHORIZED AGENT: Michael Malloy PE

ADDRESS: 6501 Americas Parkway NE Suite 400 Albuquerque nm 87110

TELEPHONE NUMBER (505) 348.5254

FAX NUMBER (505) 242.4845

DELIVERY: _____

STATE PURCHASING RESIDENT CERTIFICATION NO.: L0571418576

NEW MEXICO CONTRACTORS LICENSE NO.: N/A

SERVICE (S): PROPOSALS FOR SOLID WASTE FACILITY IMPROVMENTS PLANNING, DESIGN AND CONSTRUCTION PHASE ENGINEERING SERVICES.

THE CITY OF LAS VEGAS RESERVES THE RIGHT REJECT ANY OR ALL PROPOSALS AND TO WAIVE ANY TECHNICAL IRREGULARITY IN THE FORM.

AFFIDAVIT FOR FILING WITH COMPETITIVE PROPOSAL

STATE OF New Mexico)

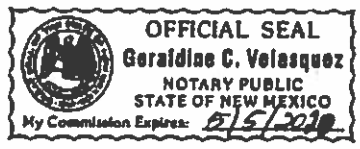
COUNTY OF Bernalillo) ss

I, Michael M. Malloy of lawful age, being of first duty sworn in oath, say that I am the agent authorized by the offerors to submit the attached proposal. Affiant further states that the offeror has not been a party to any collusion among offerors in restraint of freedom of competition by agreement to a fixed price or to refrain from submitting a proposal; or with any city official or employee as to the quantity, quality or price in the prospective contract, or any other terms of said prospective contract; or in any discussion between offerors with any City official concerning an exchange of money or any other thing of value for special consideration in the letting of a contract.

Subscribed and sworn to before me, this 12th day of June, 2017.

(SEAL)





Michael M. Malloy
Signature
Geraldine C. Velasquez
Notary Public Signature
My Commission Expires: 5/5/2020







Section B. Personnel Experience

Describe experience and qualifications of company principles, supervisors and other employees who will be actively engaged in the work required under the contract.

The following are the resumes for the key personnel that indicate their qualifications and relevant experience.

<i>Team Member</i>	<i>Qualifications and Background</i>	<i>Relevant Project Experience</i>
<p>Paul Browne, AIA, PMP <i>Project Manager</i></p> 	<p>Qualifications: 25 years as a professional architect. His project experience includes project coordination, budget and schedule management, scope development, planning, programming, feasibility studies, contract negotiation, bidding, procurement, and project management.</p>	<ul style="list-style-type: none"> • Abe Montoya Recreation Center, Las Vegas, NM-<i>Project Manager</i> • 58 SOW Facilities Assessment, Kirtland Air Force Base-<i>Architect</i> • Albuquerque International Airport, On Call-<i>Project Manager/Architect</i> • San Felipe Judicial Center, San Felipe Pueblo, NM-<i>Project Manager</i> • Santa Ana Judicial Complex, Santa Ana Pueblo, NM-<i>Project Manager</i>
<p>Jerod Bosey, AIA, NCARB <i>Project Architect</i></p> 	<p>Qualifications: Registered architect with 13 years in the design of municipal buildings such as child development centers, fire stations, government and private facilities.</p>	<ul style="list-style-type: none"> • Abe Montoya Recreation Center, Las Vegas, NM-<i>Architect</i> • Albuquerque International Airport, Snow Barn Complex-<i>Architect</i> • San Felipe Judicial Center, San Felipe Pueblo, NM-<i>Architect</i> • Santa Ana Judicial Complex, Santa Ana Pueblo, NM-<i>Architect</i>
<p>Jon Pena, PE <i>Civil Engineer</i></p> 	<p>Qualifications: Licensed engineer with 13 years of civil design experience, including grading, site drainage, building utilities, and site layout.</p>	<ul style="list-style-type: none"> • Shiprock Housing Assessment, NHA, Shiprock, NM-<i>Civil Engineer</i> • San Felipe Judicial Center, San Felipe Pueblo, NM-<i>Civil Engineer</i> • Santa Ana Judicial Complex, Santa Ana Pueblo, NM-<i>Civil Engineer</i>
<p>Karen Jacobsen, PE <i>Water/Waste Water</i></p> 	<p>Qualifications: Licensed engineer with 21 years of experience in water resources including water distribution, sanitary sewer collection, grading and storm water design for facilities design projects. Clients include large municipalities, small villages, flood control agencies and tribes and pueblos.</p>	<ul style="list-style-type: none"> • Water Treatment Plant Building, Las Vegas, NM – <i>Project Manager</i> • Gallinas Diversion Design-<i>Project Manager</i> • AMR Meter Register Replacement, Las Vegas, NM – <i>Civil Engineer</i> • Capital Improvements Program, Albuquerque, NM – <i>Civil Engineer</i>

<i>Team Member</i>	<i>Qualifications and Background</i>	<i>Relevant Project Experience</i>
<p>Pam Lentini, PE, LEED AP BD+C, CBCP <i>Mechanical Engineer</i></p> 	<p>Qualifications: Licensed engineer with 26 years of experience designing plumbing, piping, fire protection systems, and heat, ventilation, air conditioning systems and feasibility studies for new and remodeled buildings.</p>	<ul style="list-style-type: none"> • 58 SOW Facilities Assessment, Kirtland Air Force Base, NM-<i>Project Manager/Mech. Engineer</i> • Albuquerque International Airport, Terminal Optimization On Call-<i>Mechanical Engineer</i> • City/County Building HVAC Energy Assessment, Albuquerque, NM-<i>Project Manager/Mech. Engineer</i> • Enchanted Hills Elementary HVAC Upgrades, Rio Rancho, NM-<i>Project Manager</i>
<p>Michael Beers, PE <i>Mechanical/ Plumbing Engineer</i></p> 	<p>Qualifications: Licensed engineer with 27 Years of HVAC and plumbing design experience including chilled/hot water systems, roof top units, building exhaust, vehicle exhaust systems, plumbing and energy modeling.</p>	<ul style="list-style-type: none"> • Abe Montoya Recreation Center, Las Vegas, NM-<i>Mech. Engineer</i> • City/County Boiler Replacement, Albuquerque, NM-<i>Mech. Engineer</i> • Enchanted Hills Elementary HVAC, Rio Rancho, NM-<i>Mechanical Engineer</i> • 58 SOW Facilities Assessment, Kirtland Air Force Base, NM-<i>Mech. Engineer</i>
<p>Phillip Sitges, PE <i>Electrical Engineer</i></p> 	<p>Qualifications: Licensed engineer with 10 Years of electrical engineering experience which includes power distribution, lighting, fire detection systems and communications.</p>	<ul style="list-style-type: none"> • 58SOW Facility assessment, KAFB, NM – <i>Electrical Engineer</i> • APS South Valley Academy, Albuquerque, NM (*) – <i>Electrical Engineer</i> • Cibola Family Health Center (*) – <i>Electrical Engineer</i> <p>*Experience prior to employment with WHPacific</p>
<p>Bill Griffis <i>Electrical Designer</i></p> 	<p>Qualifications: 36 Years in lighting, power, fire alarm, security, and communications systems design. Certifications: Lighting Certified, National Council on Qualifications for the Lighting Professions (NCQLP)</p>	<ul style="list-style-type: none"> • Abe Montoya Recreation Center, Las Vegas, NM-<i>Electrical Designer</i> • 58SOW Facility assessment, KAFB, NM - <i>Electrical Designer</i> • Albuquerque Public Schools (APS), Energy Programs, NM – <i>Elec. Designer</i> • Colinas Del Norte, Rio Rancho Public Schools, Rio Rancho, NM - <i>Electrical Designer</i>

Section C. Licenses – General Contractor

Not applicable.

Section D. Contractor Bond

Not applicable.

Section E. Experience in Engineering/Architectural Services

Demonstrate five (5) years of experience. Indicate name, address and phone number of past customer and individual references.

Years of Experience

WHPacific, Inc. (WHPacific) has well beyond the five (5) years of proven service required by this RFP. In fact, WHPacific is the evolution of a 70 year legacy providing architecture, engineering, and public works services in New Mexico, starting with Gordon Herkenhoff & Assoc. in 1944. WHPacific has been doing business under its current name since 2007 and is the largest 100% Native American owned architectural and engineering firm in the United States.



WHPacific is a full service firm in which we have architects and engineers while also offering other professional services such as survey, water resources, transportation, and construction inspection. This allows any client to have one point of contact with one point of responsibility. WHPacific has provided professional services for similar on-call contracts throughout New Mexico. A preview of WHPacific's on-call clients include:

WHPacific

- Kirtland AFB (architectural, mechanical, electrical and civil)
- New Mexico Game and Fish Department IDIQ (all disciplines)
- Albuquerque Public Schools (mechanical, LEED and acoustical) – Client over 20 years
- Rio Rancho Public School (mechanical, electrical, commissioning and civil)
- City of Albuquerque (architectural, mechanical and electrical) – Client over 20 years
- Bernalillo County (architectural, mechanical and electrical)
- Bureau of Indian Affairs (architectural, mechanical, electrical, roadways and environmental) - Client over 20 years
- University of New Mexico (mechanical, electrical and structural)
- Los Alamos County Open End
- The Cities of Aztec, Clayton, Grants, Las Vegas, Mountainair, Portales, Ruidoso, Socorro, Santa Rosa, Santa Teresa, Silver City and Tucumcari, (architectural, mechanical, electrical, airports, roadways, drainage, construction observation)

References

City of Las Vegas, NM
Kirtland Air Force Base

Pamela Marraujo; 505.426.3242; pmarraujo@ci.las-vegas.nm.us
Jason Underwood, Civil Engineer; 505.846.7867;
Jason.underwood.1@us.af.mil

City of Albuquerque, NM

Jim Hinde, Aviation Director; 505.244.7725; jhinde@cabq.gov

Section F. Experiences as an Engineering/Architectural Consultant

Demonstrate five (5) years of proven performance as working as an engineering/architectural consultant.

As a longstanding E/A firm in New Mexico, the benefit of WHPacific's breadth of experience rests in the certainty that this design team is not only familiar with local procurement methods, but also any unique building criteria that result from regional, climatic, or cultural uniqueness throughout our State. As a design consultant, WHPacific understands that implementing each client's vision through a program for design is the goal of every project. The specialized skills offered by our team of engineers and architects provides clients with reliable tools and resources through which successful design and construction can be completed to meet project goals.

Additional project and client references are available upon request for "Section F" if necessary.

Section G. Documentation

Documentation of education, certificates and qualifications.

The following lists the education and licensing for key personnel.

Name	Education	License/Certificate
Paul Browne	BA, University of Notre Dame; Master of Architecture, Rensselaer Polytechnic Institute; MBA, Rensselaer Polytechnic Institute	Registered Architect: NM #4260
Jerod Bosey	BA, Architecture, University of New Mexico; MS, Architecture, University of New Mexico;	Registered Architect: NM #005529
Jon Pena	BS, Geological Engineering, New Mexico State University; BS, Geology, New Mexico State University	Civil Engineer: NM #17632
Karen Jacobsen	BS, Civil Engineering, University of Alaska, Fairbanks	Civil Engineer: NM#15569
Pam Lentini	BS, Engineering Technology, New Mexico State University	Mechanical Engineer: NM #14255
Michael Beers	BS, Mechanical Engineering, Northwestern University	Mechanical Engineer: NM #14909
Phillip Sitges	BS, Electrical and Computer Engineering, University of New Mexico	Electrical Engineer: NM#22284

Section J. Additional Information

Expectations and/or clarifications. Also additional information not requested elsewhere.

Evaluation Criteria

1. Specialized Planning & Design and Technical Competence

Control of costs

Cost control is fundamental to WHPacific's success in meeting clients' design and construction cost objectives. Financial control from concept to completion is an essential part of successful project planning. WHPacific believes that cost control is directly linked to a comprehensive scope of services defined after award of each on-call project. We will work diligently with each user group to prepare a comprehensive scope of services for each task or project under this contract. This scope would be strictly followed to accommodate the construction schedule and budget of each project.

The following project summaries provide budget, and final project costs for some of WHPacific's constructed projects.

<i>New Dulce Health & Wellness Facility Dulce, NM</i>	
Construction Budget:	\$10.9M
Final Construction Cost with all Change Orders:	\$10.4M
<i>New ENIPC Butterfly Healing Center Taos, NM</i>	
Construction Budget:	\$5.2M
Final Construction Cost with all Change Orders:	\$5.24M
<i>New Snow Removal Equipment Building, Albuquerque International Sunport City of Albuquerque, Aviation Department, NM</i>	
Construction Budget:	\$5.5M
Final Cost with all Change Orders:	\$4.7M
<i>Enchanted Hills Elementary – HVAC Upgrade Rio Rancho, NM</i>	
Construction Budget:	\$1.10M
Final Construction Cost:	\$1.11M

Quality of work

Quality Assurance/Quality Control activities are performed during the design phase, and are a carefully scripted process of technical activities that are performed to measure and control the quality of the design documents as they are being developed. As part of the QA/QC activities, WHPacific requires a quality review from each discipline, where checklists are used that are tailored to each discipline's submittal needs. Additionally, every project has an independent review performed on the plans and specifications prior to final submission. An experienced architect or engineer who has not previously been involved in the project provides a fresh look, thus providing unbiased feedback to the project team. This successful check-and-balance process allows WHPacific to consistently maintain a record of quality control. This helps ensure the delivery of a high quality, well-coordinated, and technically sound product to our clients.

Meeting deadlines

WHPacific understands that our highest priority is managing the project to get the work done according to plan. The purpose of the executing process is to complete the work defined in the Scope of Services determined by the client. The WHPacific project manager leads the team to produce the work defined in the scope, manage the team, work efficiently, communicate, manage contracts, and make sure quality meets expectations.

WHPacific's project manager will successfully execute City of Las Vegas on-call projects and will be proactive in managing all aspects of the work. We know that interaction with the client stakeholders and project team is crucial to keeping the project on track.

At the beginning of the project or at various phases of the project, the WHPacific project team will host a phase scheduling session. Phase scheduling enables the team to produce the best possible workflow plan by involving those responsible for delivering the work and planning near action. The outputs from a Phase Scheduling Session are compiled into a look-ahead schedule. The look-ahead schedule is a tracking program used by WHPacific to capture all the activities from the phase scheduling session. WHPacific knows that through the use of these tools schedules can be met, deliverables provided, and quality maintained in a more efficient manner.

The following information demonstrates some of our most recently completed projects and displays how Owners' schedules have been met or exceeded through early completion of project deliverables.

Project	Owners Schedule	Design Completion
Santa Ana Church	1/27/2017	1/27/2017
Pueblo of Laguna	1/20/2017	1/20/2017
KAFB 58 SOW	1/13/2017	1/11/2017
Portales Fire Station	9/2/2016	8/31/2016
KAFB Repair HVAC Zones, Building 497	6/30/2016	6/29/2016
McCarran ATCT Demolition	10/21/2016	10/14/2016
KAFB Door Operators	5/12/2016	5/10/2016

2. Capacity and Capability

WHPacific is structured so that we can act quickly in responding to your requests without impacting our current workload. We are flexible and able to address your needs not only to meet schedules and time constraints but to also meet budget and staffing requirements. WHPacific will provide you and your project with a high degree of attention to detail, follow-through, client service, and clear communication. It is what you can expect from your WHPacific team.

WHPacific prides itself in completing project deliverables on time. The current and projected workload for WHPacific is such that we have several projects that are nearing or in final stages of completion. Our proposed team of professionals will have ample time and resources to perform the tasks required on any project you may assign under this on-call.

Project approach

WHPacific has significant experience with the City of Las Vegas through prior on-call contracts. This experience, however, is only effective when paired with timely response and frequent communication. On-call projects, through their very nature, tend to have a sense of urgency based on specific user needs. Our ability to respond to your immediate need, formulate a solution, and execute a plan will form the basis for our technical approach to this on-call contract. Balancing multiple on-call tasks also adds to the complexity of on-call work. Communication and timely response is inherently critical to success. Through the support of a team of architects and engineers who have often worked together on similar on-call assignments, WHPacific offers the City of Las Vegas a highly qualified and highly responsive team that performs quality work.

Our ability to offer all essential architectural and engineering services in-house provides the City of Las Vegas with:

- Single corporate responsibility for all disciplines
- Consistent implementation of quality control procedures
- Enhanced project communication, coordination, and consistency
- The necessary resources to successfully complete project assignments
- Daily interaction and coordination among all key disciplines
- Simplified internal communication and project coordination
- Multi-discipline QA/QC reviews throughout the project
- An integrated team with extensive experience working together
- Flexibility and availability of additional resources to meet tight schedules

Our approach to performing the services required for the on-call task orders will include determining the required expertise and involving the correct experienced personnel for each individual project and in all stages of the project development. WHPacific has processes in place to streamline the workflow to get the work done. All of this with one goal in mind, which is to provide the City of Las Vegas with reliable and quality delivery of the project scope within the agreed budget and schedule.

Because this is an on-call assignment, the scope of work for each of the various projects are yet to be determined. WHPacific will work closely with the City of Las Vegas to collect all of the scope requirements. Our scoping process includes all stakeholder input – funding agencies, users, reviewing entities, and of course, the City of Las Vegas. After the scope of work has been determined, WHPacific will prepare a work breakdown structure that schedules all activities that our team anticipates to perform for any particular project. This work breakdown structure will serve as the basis for the fee estimate and will form the beginning of the project look-ahead schedule.

WHPacific will use work plan elements specified to clearly define and refine the project scope and establish baselines for the scope, cost, and schedule. The baseline documents will include established strategies for:

- Executing the work
- Providing an efficient infrastructure to support performing the work
- Identifying the requirements and expectations of all stakeholders
- Quality assurance/ quality control (QA/QC)

This plan enables effective project management and helps prevent distractions that may throw the project off course. In our experience, this initial in-depth planning aids in completing the project in a proactive manner with highest quality. The QA/QC component of this plan is especially critical. WHPacific performs and records its internal Quality Review Record (QRR) on every project. The QRR typically occurs at a strategic milestone such as 75% or 95% completion and sometimes both depending on the project complexity. In addition to the QRR, WHPacific has also implemented Team Wall Meetings wherein the design team reviews and coordinates the project through a peer review process during the entire design and construction document phases of the project. The Wall Meetings add a quality assurance component to our final design as this review is integral to the design process.

WHPacific's approach to project execution is comprehensive and focused on creating the best workflow to accomplish the work. Task orders or individual projects will be completed to meet the City's programmatic needs and scheduling requirements. Our goal is reliable delivery of the scope within the agreed budget and schedule.

3. Past Record of Performance

The City of Las Vegas is seeking professional services for on call projects and WHPacific is proud to offer our expertise in survey, engineering, planning, architecture, and project management in response to your on-call needs. Providing on-call professional consulting services is a core part of our business. Our Albuquerque office currently has eighteen on-call or IDIQ contracts with State of New Mexico and local government entities. We also have IDIQ contracts with Federal Government Agencies and Native American entities like the Navajo Housing Authority. We will bring the full breadth of our on-call experience and task order expertise to the City of Las Vegas projects.

Given WHPacific's long experience in providing on-call professional services for projects of varying size and complexity, and our ability to complete projects on time and within budget is the primary reason we believe WHPacific is well suited for your on-call contract. Our task orders have included new facilities, building renovations and additions, HVAC and electrical upgrades, facility assessments, studies, and surveys. Work associated with the task orders has included all the project management and coordination needed to execute the work.

WHPacific has a proven track record of successful projects for on-call contracts. The projects displayed herein illustrate the wide range of services that WHPacific's Albuquerque Office has to offer, and the following project examples demonstrate our competence in regards to a similar project scope of work.

Three sample projects from WHPacific's experience include the *City of Las Vegas Abe Montoya Recreation Center Assessment and Renovation*, *Kirtland Air Force Base 58 SOW Facilities Assessment*, and the *City of Albuquerque On-Call for the International Sunport*. Details regarding these projects are provided below; however, these projects provide recent examples of facility assessment, new construction, and renovation work completed by WHPacific. In particular, our recent project examples indicate a familiarity with the City of Las Vegas and its procurement requirements. WHPacific has been a longstanding partner with the City of Las Vegas through many of our business lines including Transportation, Water Resources, Aviation, and Facilities, and we would welcome the opportunity to continue this partnership through this on-call contract.

Abe Montoya Recreation Center, City of Las Vegas, Las Vegas, NM

WHPacific provided the design services for the renovation and re-roof of the existing Abe Montoya Recreation Center. Design services provided in house were architectural, mechanical and electrical. Working closely with the City of Las Vegas, WHPacific prioritized the project scope of work to meet the client's need for a fully operational facility that opened for public use in May 2017. The project is ready for final inspection and project closeout.



Abe Montoya Rec Center

The initial assessment for the Abe Montoya Recreation Center required a forensic evaluation of the building's structural and mechanical systems to determine the cause of the roof failure that occurred during a high wind event in May 2014. The results of the assessment report indicated a poorly operating HVAC system that allowed condensation to form within the existing building and caused corrosion of nearly all metal components such as steel framing members, metal studs, lockers, and toilet partitions. WHPacific is currently providing construction administration services for this renovation.

*Project Relevance: City of Las Vegas
Assessment and Design
All A/E services used in-house
Building Renovation, Bidding
Negotiations, Construction
Administration*

58 SOW Assessment Reports, Kirtland Air Force Base, Albuquerque, NM

Study 58 SOW Facility Infrastructure and Space Utilization: WHPacific provided building assessments for forty-one (41) facilities, approximately one million square feet, belonging to the 58th Special Operations Wing (SOW) at Kirtland AFB. Reports were created for each facility that identified deficiencies in the HVAC, plumbing, electrical and fire protection and alarm systems as well as ADA and other non-code compliant issues. The reports also established a specific scope of work, cost estimate, and schedules to correct the deficiencies for each project. Recommendations were also made to relocate activities within the 58 SOW to better utilize the facilities.

*Project Relevance: Facilities
Assessment
All A/E services used in-house
On-Call*

Snow Barn Complex, Albuquerque International Sunport, Albuquerque, NM

Snow Barn Complex: WHPacific provided the programming, design and construction administration services for a new 12,527sf snow removal equipment building and associated structures comprised of the sterilizer/sanitizer for pathogens/waste from international flights, a wash bay for ground service equipment, and a triturator for normal in-flight waste service.

*Project Relevance:
City of Albuquerque On-Call
All A/E services used in-house
On-Call Task Orders
Bidding
Negotiations
Construction Administration*



International Sunport Snow Barn Complex: Exterior



International Sunport Snow Barn Complex: interior

Familiarity with Contracting Agency

WHPacific has a well-established relationship with the City of Las Vegas through various projects over the years through multiple WHPacific Departments. The main contributing factor for our familiarity with the Las Vegas area is the fact that WHPacific provides multiple services such as Architecture, Mechanical Engineering, Electrical Engineering, Civil Engineering, Structural Engineering, Water Resources, Aviation, Transportation and Survey under one roof. All of our engineers and designers are within reaching distance of each other which provides for increased communication and production with fewer sub-consultants thus, providing the client with one point of communication and one point of responsibility which is especially important for on-call services.

Facilities (Architecture, Mechanical, Electrical, Civil, Structural)

Currently, WHPacific's Facilities Department (Architecture, Mechanical, Electrical, Civil and Structural) is engaged in the construction administration phase for the **Abe Montoya Recreation Center Renovation** project. WHPacific has been able to maintain progress of the renovation and help provide project updates and status reports. In addition to the Abe Montoya Recreation Center Renovation, WHPacific has been able to complete other facilities projects for the City of Las Vegas which include:

- **The Airport Terminal Building, Las Vegas, NM**
- **Snow Removal Equipment Building, Las Vegas, NM**

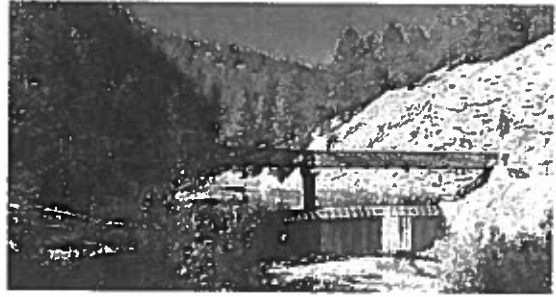
WHPacific's other in-house departments also maintain a well-established familiarity with the City of Las Vegas through Water Resources, Aviation and Transportation projects.



East Façade of the Abe Montoya Rec Center Renovation Project

Water

WHPacific's Water/Environment group has previously held several on-call contracts with the utilities department as well as performed individual projects for the City of Las Vegas. We are familiar with the City's infrastructure, and we know that the water and wastewater systems are a high priority with the City and its stakeholders. WHPacific's work on the listed projects has demonstrated a solid commitment to the City of Las Vegas.



Gallinas Diversion Rehabilitation

- **Automated Water Meter Replacement Project.**
- **Raw Water Preliminary Engineering Report.**
- **Gallinas Diversion Structure Rehabilitation.**
- **Water Treatment Building Repairs.**
- **Peterson-Bradner Dams, Hydrology Analysis.**

Transportation

WHPacific is currently providing planning and design services for the reconstruction of 1.7 miles of Grand Avenue in Las Vegas. This project is being developed by NMDOT and coordinated with the City of Las Vegas. Through our work on this project we have gained familiarity with the City Public Works and Utilities Departments, including an understanding of the city street network and utility and storm drainage systems. As part of our public involvement efforts on the project, we have conducted public meetings and individual meetings with business owners and residents to understand issues of concern within the corridor and in the broader community overall.

4. **Current Volume of Work with the Contracting Agency that is Less Than 75% Complete**
WHPacific currently has no design or construction work with the City of Las Vegas that is less than 75% complete.

5. Other

Collaborative Design Process

WHPacific has successfully used its Collaborative Design Process to streamline the integration of architecture and engineering during a project's schematic design and design development phases. Midway through design, WHPacific will hold a Collaborative Design Process (CDP) Meeting, a one-day event, which can be held at the project site and involves all A/E disciplines, all stakeholders, and any community members or agencies you may wish to include (i.e. utilities, city departments). This meeting is a major event in the design process and sets the stage for the rest of the project. By having the decision makers at this meeting and having them actively participate in making decisions, the team can efficiently move forward. The completed CDP documents typically allow the team to expedite the schedule for completing the design and construction documents to meet your schedule with little or no rework. We have found the CDP saves weeks of potential revisions and changes, allows all input to be heard, and offers early buy-in on the design.

6. Resident Preference

STATE OF NEW MEXICO
TAXATION AND REVENUE DEPARTMENT

RESIDENT BUSINESS CERTIFICATE

Issued to: **WHPACIFIC, INC.**
DBA: **WHPACIFIC, INC.**
6501 AMERICAS PKWY NE STE 400
ALBUQUERQUE, NM 87110-5312

Expires: **23-Dec-2017**

Certificate Number:
L0571418576


Demesia Padilla, CPA, Cabinet Secretary

THIS CERTIFICATE IS NOT TRANSFERABLE

Section K. Campaign Contribution Disclosure Form

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.


Operations Manager

6/20/2017

WHPacific, Inc. does not contribute to public official political campaigns. WHPacific, Inc. does not encourage or discourage campaign contributions by employees or their relatives. WHPacific, Inc. does not track, record, or otherwise document such contributions.



Creative, Exceptional Service

WHPacific has a long history of delivering creative solutions with exceptional customer service to our clients throughout the Western United States and Alaska. We understand our clients' satisfaction is what drives our business success and we put their satisfaction at the forefront of every project.

Work Session

CITY COUNCIL MEETING AGENDA REQUEST

DATE: 06/30/17

DEPT: Utilities Dept.

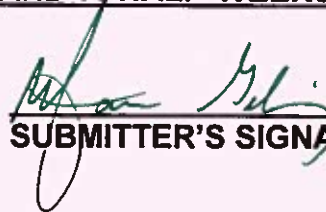
MEETING DATE: 07/12/17

DISCUSSION ITEM/TOPIC: Award request for proposals #2017-29 for Waste Water system planning design and construction phase engineering services to multiple proposers and enter into agreements.

BACKGROUND/RATIONALE: The City of Las Vegas Utilities department went out for sealed proposals for Waste Water system planning design and construction phase engineering services. We are requesting to award to four of the six proposers; Molzen Corbin, Souder Miller, WH Pacific and OCCAM Engineering and enter into agreements.


Advertised: June 1, 2017 – Albuquerque Journal; June 2, 2017 – Las Vegas OPTIC and City website
Proposal Opening: June 20, 2017
Number of Proposers: 6 –Molzen Corbin, Souder Miller, OCCAM Engineering, HDR, WH Pacific and Santa Fe Engineering Consultants
Funding Source: City Funding
Budget Line Item: Waste Water budget – 630

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:



TONITA GURULE-GIRON
MAYOR



RICHARD TRUJILLO
CITY MANAGER

ANN MARIE GALLEGOS
FINANCE DIRECTOR
(PROCUREMENT)

PURCHASING AGENT
(FOR BID/RFP AWARD)

CORINNA LASZLO-HENRY
CITY ATTORNEY
(ALL CONTRACTS MUST BE
REVIEWED)

**CITY OF LAS VEGAS
PROPOSAL/BID OPENING**

DATE: 20-Jun-2017

OPENING NO.: 2017-29

TIME: 2:00 PM

DEPARTMENT: UTILITIES/WASTE WATER

LOCATION: City of Las Vegas Chambers
1700 N. Grand Ave.
Las Vegas, NM 87701

ITEM(S): WASTE WATER SYSTEM PLANNING
DESIGN AND CONSTRUCTION PHASE ENGINEERING SERVICES

RECEIVED FROM:	AMOUNT	SUB CONTRACTOR LIST	BID BOND	AFFIDAVIT NOTARIZED	CAMPAIGN DISC. FORM
1 Souder Miller				✓	✓
2 Occam Engineers Inc				✓	✓
3 Molzen Corbin				✓	✓
4 HDR				✓	✓
5 WH Pacific				✓	✓
6 Santa Fe Engineering Consultants LLC				✓	✓

COMPANY REPRESENTATIVE	COMPANY NAME
Benito Lujan	City of LV PM Office
Guadalupe Lopez	City of LV - Finance
Juana Hernandez	City of LV Purchasing
Juana Hernandez	COLV - Inventory

(use other side of form when full)
ORIGINALS TAKEN BY CITY CLERK:
[Signature]
DATE: 6-20-17

OPENED BY: FINANCE DEPARTMENT
[Signature]
DATE: 6/20/17

COPIES TAKEN BY DEPT:
15 to [Signature]
DATE: 6/20/17

REQUEST FOR PROPOSALS






The City of Las Vegas, New Mexico will open Sealed Qualifications/Proposals at 2:00 p.m., June 20, 2017, at the City Council Chambers, 1700 North Grand Avenue, Las Vegas, New Mexico, or other designated area at the City Offices; ON THE FOLLOWING:
Waste Water System Planning, Design and Construction Phase Engineering Services

Proposal Forms and Specifications may be obtained from the following location:

City Clerks 1700 N GRAND AVE
LAS VEGAS, NM 87701

Mailed proposals should be addressed to the City Clerk, 1700 N. Grand Ave., Las Vegas, New Mexico 87701; with the envelope marked: PROPOSALS FOR WASTE WATER SYSTEM PLANNING, DESIGN AND CONSTRUCTION ENGINEERING SERVICES, Opening No. 2017-29 ; on the lower left-hand corner of the submitted envelope. It shall be the responsibility of the Offeror to see that their proposal is delivered to the City Clerk by the date and time set for the proposal request. If the mail or delivery of proposal request is delayed beyond the opening date and time, proposal thus delayed will not be considered. Proposals will be reviewed at a later date with possible negotiations to follow.

The City of Las Vegas reserves the right to reject any/or all proposals submitted.

CITY OF LAS VEGAS

RICHARD TRUJILLO, CITY MANAGER

CORINNA LASZLO-HENDY, CITY ATTORNEY

CASANDRA FRESQUEZ, CITY CLERK

ANN M. GALLEGOS, FINANCE DIRECTOR

HELEN VIGIL, PURCHASING OFFICER

Opening No. 2017-29

Date Issued: 5/24/2017

Published: LAS VEGAS OPTIC June 2 .2017
ALBUQUERQUE JOURNAL June 1 .2017
www.lasvegasnm.gov June 1 2017

AWARDED PROPOSAL

Awarding of proposal shall be made to the responsible offeror whose proposal best meets the specification. The City of Las Vegas (City) reserves the right to reject any or all proposals submitted.

TIMETABLE

Proposal pursuant to this request must be received at the City Clerk's Office at 1700 North Grand Avenue, Las Vegas, New Mexico, on or before: June 30, 2017; 2:00 p.m.; at which time all proposal received will be opened. The opening will occur at the City Council Chambers or other designated area at the City Offices. Awarding of proposal is projected for: _____, 2017. The successful offeror will be notified by mail.

ENVELOPES

Sealed proposal envelopes shall be clearly marked on the lower left-hand corner, identified by the Proposal Name and Opening Number. Failure to comply with this requirement may result in the rejection of the submitted proposal.

BRIBERY AND KICKBACK

The Procurement Code of New Mexico (Section 13-1-28 through 13-1-199 N.M.S.A. 1978) imposes a third degree felony penalty for bribery of a public official or public employee. In addition, the New Mexico Criminal Statutes (Section 30-4-1, N.M.S.A. 1978) states that it is a third degree felony to commit the offense of demanding or receiving a bribe by a public official or public employee. (Section 30-24-2 N.M.S.A. 1978) it is a fourth degree felony to commit the offense of soliciting or receiving illegal kickbacks. In addition (Section 30-41-1 through 30-413, N.M.S.A. 1978) states that it is a fourth degree felony to commit the offense of offering or paying illegal kickbacks.

RESPONSIBILITY OF OFFEROR

At all times it shall be the responsibility of the offeror to see that their proposal is delivered to the City Clerk by the Date and Time scheduled for the opening. If the mail or delivery of said proposal is delayed beyond the scheduled opening date and time set proposal this delayed will not be considered.

NON-COLLUSION

In signing of their proposal and affidavit the offeror certifies that he/she has not, either directly or indirectly entered into action of restraint of free competition in connection with the submitted proposal.

CLARIFICATION OF PROPOSAL

Offeror requiring clarification or interpretation of the proposal specifications shall make a written request to the Department involved in the proposal request at least five (5) days prior to the scheduled proposal opening date; with a copy forwarded to the Finance Department. Any interpretations, corrections, or changes (not part of the negotiation stage) of said proposal specifications shall be made by "ADDENDUM" only; including any Opening Dates or Time Change. Interpretations, corrections, or changes of said proposal made in any other manner (before opening and negotiation stage) will not be binding and offeror shall not rely upon such interpretations, corrections, and changes.

MODIFICATION OR WITHDRAWAL OF PROPOSAL

A proposal may not be withdrawn or cancelled by the offeror following the scheduled opening date and time; the offeror does so agree in submitting their proposal. Prior to the scheduled time and date of opening, proposals submitted early may be withdrawn but may not be re-submitted.

APPLICATION OF PREFERENCE

Pursuant to (Section 13-1-21 and 13-1-22, N.M.S.A. 1978), any New Mexico resident business or resident manufacturer who wishes to receive the benefit of an "Application of Preference" must provide their Certificate Number (issued by N.M. State Purchasing); with their proposal on the "OFFEROR INFORMATION/AFFIDAVIT" form.

FEDERAL TAX IDENTIFICATION NUMBER

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

FEDERAL TAX ID NUMBER: _____

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 New Mexico (CRS) Tax Identification Number. Contact the New Mexico Taxation & Revenue Department at (505) 8270700 for registering instructions.

SPECIAL NOTICE

Proposals will be opened and all submitted copies will be checked for accuracy of Department's specific amount of copies requested. Any price or other factors of the submitted proposals will not be read out loud to anyone in attendance at the proposal opening. All factors of the submitted proposals are not public record to other offerors or interested parties before the negotiation or awarding process.

The department involved in the proposal request will evaluate all proposals submitted according to the evaluation criteria indicated in the proposal specifications.

NEGOTIATION

Pursuant to the City of Las Vegas Purchasing Rules and Regulations (section 6.7); discussions or negotiations may be conducted with a responsible offeror who submits an acceptable or potentially acceptable proposal. Negotiations of price will be done after all evaluation criteria have been met.

CONTRACT

When the City issues a purchase order in response to an awarded proposal, a binding contract is created (unless a specific contract has been created).

TAXES:

Bidder must pay all applicable taxes.

NOTE:

If bidder is from outside the City of Las Vegas, the successful bidder must pay Gross Receipts Tax in the City of Las Vegas.

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

Date

Title (Position)

REQUEST FOR PROPOSALS FOR WASTE WATER SYSTEM PLANNING, DESIGN AND CONSTRUCTION PHASE ENGINEERING SERVICES

The City of Las Vegas, New Mexico is requesting proposals for Professional Engineering Services for City of Las Vegas defined in the scope of work.

1. SCOPE OF WORK

The Offeror shall perform Professional Engineering Services on an as needed basis, as hereafter stated, for customary and incidental services for the City of Las Vegas Waste Water System. The agreement term will be for one year with the option for renewal up to four (4) years. The contract, including renewals and amendments thereof, may not exceed a total duration of four (4) years. The contract will begin upon final approval by the City Manager.

The duties of the offeror shall include the following services:

- a. Provide day to day consultation as requested by the City Utility Director or designee. Attendance at necessary staff and/or Council meetings may be required.
- b. Facilitate meetings with City staff as needed to develop the planning of projects as requested by the City Utility Director or designee.
- c. Complete architectural, structural, mechanical, electrical, plumbing, and civil design services.
- d. Attend coordination meetings with City staff and any pertinent external agencies (County, State and Federal) as required to determine and gain approvals from all pertinent entities.
- e. Prepare and submit construction documents, cost estimates, specifications and schedules for review and approval.
- f. Provide technical assistance completing environmental reviews.
- g. Provide assistance completing applications and obtain funding as needed.
- h. Provide construction observation and inspection on various projects as requested by the City Utility Director or designee.
- i. Provide technical assistance on various City projects being performed in-house as required and directed.
- j. Provide technical information concerning specific projects to designated professional engineers upon request by the City of Las Vegas, and request technical information from specific engineers when authorized to do so by the City of Las Vegas.
- k. Provide construction phase engineering services.
- l. Provide Review of, assessment and approval of submittals and invoices.
- m. Additional services as may be specifically requested by the City of Las Vegas.

Offeror may provide Engineering services for the following tasks:

- Task 1. Sewer Line Replacement**
- Task 2. Detention Center Lift Station**
- Task 3. Dee Bibb Lift Station**
- Task 4. D.O.T. Lift Station**
- Task 5. Aeration Piping Modification**
- Task 6. UV Bank Upgrade**
- Task 7. IEI Study**

- Task 8. Aeration Tank Rehab**
- Task 9. PLC Upgrades (WWTP) and Nursing Tank (Airport)**
- Task 10. Enclose Entrance Works**
- Task 11. South Grand Lift Station**

2. CRITERIA FOR ACCEPTANCE AND EVALUATION OF PROPOSALS

- 2.1. Content and Format of Proposal:** Proposals should provide information that addresses the ranking criteria listed hereinafter. Information should be provided to demonstrate understanding of the scope of services, experience in related projects, personnel and equipment available to perform work, technical approach to the project and references from other clients.

The format for proposals shall be a maximum of twenty (20) pages, including title page and index to include the front and back cover. Proposals shall be printed on one side only, 8 ½" x 11", and bound on the left margin. A transmittal letter, if any, will be included in the twenty (20) page limit. No other material is to be included.

- 2.2 Submittal of Proposals:** Five (5) copies of proposals must be delivered to the City Clerk, City of Las Vegas, 1700 North Grand Avenue, Las Vegas, New Mexico 87701 no later than _____ . Sealed proposal envelopes shall be clearly marked **"PROPOSALS FOR WASTE WATER SYSTEM PLANNING, DESIGN AND CONSTRUCTION PHASE ENGINEERING SERVICES"** on the outside of the envelope; this information shall be placed on the lower left-hand corner of the envelope. Failure to comply with this requirement shall result in the rejection of the proposals.
- 2.3 Ranking Criteria:** The City of Las Vegas will use a technical advisory committee made up of City personnel and/or City Consultants to evaluate each proposal submitted. All proposals shall be reviewed for compliance with the mandatory requirements as stipulated in the Request for Proposals. Proposals found not to be in compliance will be rejected from further consideration. Proposals which are not rejected will then be evaluated based upon the following weighted values.

Proposals should address each of the following criteria. Each proposal may be awarded a percentage of points up to the amount listed in parentheses.

- i. Specialized Design and Technical Competence (25%) – Offeror's personal experience**
in the field of water distribution. The Offeror should be able to briefly address specific examples of related projects.
- ii. Capacity and Capability (25%) – Offeror's willingness, capacity and capability to perform assigned duties and tasks on short notice and in a timely manner, as well as work with the City and public while making presentations before committees, City Council and any other entities as needed.**
- iii. Past Record of Performance (20%) – Offeror should provide a list of references with names and phone numbers.**
- iv. Familiarity of the City of Las Vegas Utility and Infrastructure Systems (15%)– Offeror's proximity or familiarity with the area the project is located.**
- v. Current volume of work with the Contracting Agency that is less than 75% complete (5%) – The volume of work previously done for the entity requesting proposals which is not seventy-five percent complete with respect to professional**

design services [through bidding phase], with the objective of effecting an equitable distribution of contracts among qualified businesses and of assuring the interest of the public in having available a substantial number of qualified businesses is protected; however, that the principal of selection of the most highly qualified business is not violated.

Firm should indicate the volume of work they currently have underway with the Contracting Agency that is less than 75% complete. The purpose of this criteria is to help distribute projects among qualified firms. An *example* of how points can be assigned is provided below:

Value of work not yet completed on projects that are not 75% complete	Points to be allowed for this item
None	5
\$1 to \$25,000	4
\$25,001 to \$50,000	3
\$50,001 to \$75,000	2
\$75,001 to \$100,000	1
Above \$100,001	0

- vi. **Other (5%)** – Offeror’s ability to conduct public meetings and presentations.
- vii. **Resident Preference (5%)** – Offeror’s proximity to the City of Las Vegas.

*Note: Price cannot be a factor

3. COST OF PREPARING AND SUBMITTING PROPOSALS

The City will not pay for any costs associated with the preparation or submission of proposals.

4. ENVELOPES

Sealed proposal envelopes shall be clearly marked “PROPOSALS FOR WASTE WATER SYSTEM PLANNING, DESIGN AND CONSTRUCTION PHASE ENGINEERING SERVICES”, on the outside of the envelope. This information shall be placed on the lower left-hand corner of the envelope. Failure to comply with this requirement shall result in the rejection of the submitted proposal.

5. AWARD OF CONTRACT

The award shall be made to the responsible offeror and/or offertory whose proposal is the most advantageous to the City of Las Vegas, taking into consideration the evaluation factors set forth in this Request for Proposals. The proposal will be ranked by a committee. It is anticipated that ranking will be completed by _____, 2017. After initial ranking of proposals, at the City’s sole option, the City may decide to interview the top two (2) or three (3) ranked offertory proposals to develop final rankings or may consider the rankings based on the proposals as being final. The City reserves the right to negotiate with multiple Offerors and award multiple contracts.

6. BRIBERY AND KICKBACKS

New Mexico procurement law requires the parties to the contract be made aware that pursuant to NMSA 1978, Section 30-24-1, it is a third degree felony to commit the offense of bribery of a public officer or public employee; pursuant to NMSA 1978, Section 30-24-2, it is a third degree felony to commit the offense of demanding or receiving a bribe by any public employee; pursuant to NMSA 1978, Section 30-41-1, it is a fourth degree felony to commit the offense of soliciting or receiving illegal kickbacks; and, pursuant to

NMSA 1978, Section 30-41-2, it is a fourth degree felony to commit the offense of offering of paying illegal kickbacks.

7. RESPONSIBILITY OF OFFEROR

7.1 BONDS

- a. The successful offeror will be required to furnish a Performance Bond, in an amount equal to \$100,000 and a labor and Materials Payment Bond in an equal amount, such bonds to be executed in four (4) original Counterparts by a Corporate Surety authorized to do business in the State of New Mexico, and acceptable to the Owner. The Bonds must be executed on forms contained in these Contract Documents. The form of Agreement with the successful Offeror, as Contractor, will be required to execute also included herewith.

7.2 INSURANCE CERTIFICATE

- a. The Offeror must at all times hold General Liability insurance of at least \$1,000,000.00 per occurrence. The successful Offeror will be required to furnish Proof of Compliance with this insurance requirement to the City upon execution of the Contract.

8. INSTRUCTIONS TO OFFEROR

8.1. REQUEST FOR PROPOSAL DOCUMENTS

8.1.1 Copies of Request for Proposals

- a. A complete set of the Request for Proposals may be obtained from the Contracting Agency.
- b. A complete set of the Request for Proposals shall be used in preparing proposals; the Contracting Agency assumes no responsibility for errors or misinterpretations resulting from the use of an incomplete set of the Request for Proposals.
- c. The Contracting Agency in making copies of Request for Proposals available on the above terms, does so only for the purpose of obtaining proposals on the described project and does not confer a license or grant for any other use.
- d. A copy of the Request for Proposals shall be made available for public inspection and shall be posted at the administration building of the Contracting Agency.

8.1.2 Interpretations

- a. All questions about the meaning or intent of the Request for Proposals shall be submitted to the Procurement Manager of the Contracting Agency, in writing. Replies will be issued by Addenda mailed or delivered to all parties recorded by the Contracting Agency as having received the Request for Proposals. Questions received less than five (5) days prior to the date for opening of proposals will not be answered. Only questions answered by formal written addenda will be binding. Oral and other interpretations or clarifications will be without legal effect.
- b. Offerors should promptly notify the Contracting Agency of any ambiguity, inconsistency, or error, which they may discover upon examination of the Request for Proposals.

8.1.3 Addenda

- a. Addenda will be mailed by certified mail with return receipt requested, by facsimile or hand delivered to all who are known by the Contracting Agency to have received a complete set of Request for Proposals.
- b. Copies of the addenda will be made available for inspection wherever Requests for Proposals are on file for that purpose.
- c. No addenda will be issued later than five (5) days prior to the date for the receipt of Proposals, except an Addendum withdrawing the Request for Proposals or one which includes postponement of the date for receipt of Proposals.
- d. Each Offeror shall ascertain, prior to submitting the Proposal, that the Offeror has received all Addenda issued and shall acknowledge their receipt in the Proposal transmittal letter.

8.2 PROPOSAL SUBMITTAL PROCEDURES

8.2.1 Format and Section Requirements of Proposals

- a. Offerors shall provide five (5) copies of their proposal to the location specified on the cover page on or before the closing date and time for receipt of proposals.
- b. All proposals must be typewritten on standard 8 ½" x 11" paper and bound on the left hand margin.
- c. A maximum of twenty (20) pages, including title, index, etc., including front and back covers.
- d. The proposal must be organized in the following format and must contain, as a minimum, all listed items in the sequence indicated:
 1. Offeror's Identification
 - i. Notarized affidavit that states name and address of your organization of office and nature of organization (individual, partnership or corporation, private or public, profit or non-profit). Subcontractors, if any, must be listed with license numbers. Describe individual staff and subcontractor's responsibilities with line of authority and interface with City staff. Include the name and telephone number of person(s) authorized for preparation and execution of the contract. The City has the authority to reject any or all Subcontractors. Respond to this section as Section A of Offeror's proposal.
 2. Personnel Experience
 - i. Describe the experience and qualifications of company principles, supervisors and other employees who will be actively engaged in the work required under the contract, including experience of subcontractors. The experience qualifications must reference the servicing of the City of Las Vegas Utilities System. Respond to this section as Section B of Offeror's proposal.
 3. Licenses (if applicable)
 - i. The Offeror shall show that he has a New Mexico general contractor's license and/or any other licenses required by law to perform the work required by this contract. All such licenses shall be held by the offeror or his subcontractors at the time the proposal is submitted. Respond to this section as Section C in Offeror's proposal.
 4. Contractors Bonds (if applicable)
 - i. Successful offeror will be required to furnish a performance bond.
 5. Experience in Engineering/Architectural Services
 - i. The Offeror shall demonstrate at least five (5) years of experience. Indicate name, address and phone number of past customer and individual references who can be contacted regarding the work. Respond to this section as Section E in Offeror's proposal.
 6. Experiences as an Engineering/Architectural Consultant
 - i. The Offeror shall demonstrate at least five (5) years of proven performance working as an engineering/architectural consultant. Respond to this section as Section F in Offeror's proposal.
 7. Documentation
 - i. The Offeror shall provide documentation of education, certifications and qualifications. Respond to this section as Section G in the Offeror's proposal.
 8. Cost
 - i. The Offeror shall provide cost breakdown of for lodging, mileage and other miscellaneous expenses. Respond to this section as Section H in the Offeror's proposal.
 9. Financial

- i. The Offeror shall provide a letter from a financial institution regarding the Offeror's credit rating. Respond to this sections as Section I in the Offeror's proposal.

10. Additional Information

- i. Describe any expectations and/or clarifications to this Request for Proposal. Also include any additional information you believe to be pertinent to the proposal but not requested elsewhere. Respond to this section as Section J in Offeror's proposal.

11. Campaign Contributions Disclosure Form

- i. Fill out and attach the Campaign Contribution Disclosure Form. Respond to this section as Section k in Offeror's proposal.
- e. Any proposals that do not adhere to this format, and which does not address each specification and requirement within the RFP may be deemed non-responsive and rejected on that basis.
- f. Offerors may request in writing nondisclosure of confidential data. Such data should accompany the proposal and should be readily separable from the proposal in order to facilitate eventual public inspection of the non-confidential portion of the proposal. A request that clearly states that the entire proposal must be kept confidential will not be acceptable. Only matters, which are clearly confidential in nature, will be considered.
- g. Any cost incurred by the Offeror for preparation, transmittal, presentation of any proposal or material submitted in response to this RFP shall be the sole responsibility of the Offeror.

8.2.2 SUBCONSULTANTS

- a. The Offeror shall list and state the qualifications for each sub-consultant the Offeror proposes to use for all sub-contracted work.
- b. The Offeror is specifically advised that any person or other party to whom it is proposed to award a sub-contract under this proposal, must be acceptable by the Contracting Agency after verification of eligibility status, including but not limited to suspension or debarment of the Contracting Agency.

8.2.3 PREQUALIFICATION PROCESS

- a. A business may be pre-qualified by the Purchasing Agent as an Offeror for particular types of service. Mailing lists of potential Offerors shall include but shall not be limited to such prequalified businesses (§13-1-134 NMSA 1978). For purposes of this RFP, if prequalification is utilized, special instructions will be attached as an exhibit to this RFP.

8.2.4 DEBARRED OR SUSPENDED CONTRACTOR

- a. A business (contractor, subcontractor or supplier) that has either been debarred or suspended to the requirements of §13-1-177 through §13-1-180, and §13-3-11 through §13-4-17 NMSA 1978, as amended, shall not be permitted to do business with the Contracting Agency and shall not be considered for award of the contract during the period for which it is debarred or suspended with the Contracting Agency.

8.2.5 REJECTION OF SUBMITTED PROPOSALS

- a. Oral, telephonic or telegraphic proposals are invalid and will not receive consideration. Rejected proposals shall be returned to the Offeror unopened. Failure to meet the following submittal of proposal requires shall result in a rejection of a proposal:
 - 1. Proposals shall be submitted at the time and place indicated in the Notice of Request for Proposals and shall be included in a sealed envelope marked with the project title and the

name and address of the Offeror and accompanied by the documents outlined in the Request for Proposal.

2. The envelope shall be addressed to the Purchasing Agent/Procurement Officer of the Contracting Agency. The following information shall be provided on the front lower left corner of the Bid envelope: Project Title, Request for Proposals No., date of opening and time of opening. The sealed envelope shall have the notation "SEALED PROPOSAL ENCLOSED" on the face thereof.
3. At all times, Offeror shall assume full responsibility for timely delivery of proposals at the Purchasing Agent's office, including those proposals submitted by mail. Hand-delivered proposals shall be submitted to the Purchasing Agent or the Purchasing Agent's Designee and will be clocked in/time stamped at the time received, which must be prior to the time specified.

8.2.6 CORRECTION OF WITHDRAWAL OF PROPOSALS

- a. A Proposal containing a mistake discovered before proposal opening may be modified or withdrawn by an Offeror prior to the time set for proposal opening by delivering written or telegraphic notice to the location designated in the Request for Proposals as the place where Proposals are to be received.
- b. Withdrawn Proposals may be resubmitted up to the time and date designated for the receipt of Proposals, provided that they are fully in conformance for the Request for Proposals.

8.2.7 NOTICE OF CONTRACT REQUIREMENTS BINDING ON OFFEROR

- a. In submitting this proposal, the Offeror represents that the Offeror has familiarized him/herself with the nature and extent of the Request for Proposals dealing with the federal, state and local requirements, which are a part of these Requests for Proposals.
- b. Laws and Regulations: The Offeror's attention is directed to all applicable federal and state laws, local ordinances and regulations and the rules and regulations of all authorities having jurisdiction over the services for the project.

8.2.8 REJECTION OF CANCELLATION OF PROPOSALS

- a. This Request for Proposals may be canceled, or any or all proposals may be rejected in whole or in part, when it is in the best interest of the Contracting Agency. A determination containing the reasons therefore shall be made part of the project file (§13-1-131 NMSA 1978).

9. CONSIDERATION OF PROPOSALS

9.1 Receipt and Opening of Proposals:

- a. Receipt, Proposals and modifications shall be time-stamped upon receipt and held in a secure place until the established date.
- b. Opening, Proposals shall not be opened publicly and shall not be open to public inspection until after award of a contract. An offeror may request in writing nondisclosure of confidential data. Such data shall accompany the proposal and shall be readily separable from the proposal in order to facilitate eventual public inspection of the non-confidential portion of the proposal.
- c. The names of all businesses submitting proposals and the names of all businesses, if any, selected for an interview shall be public information. After an award has been made, final ranking and evaluation scores for all proposals shall become public information (§13-1-120 NMSA 1978). The contents of any proposal shall not be disclosed so as to be available to competing Offerors during the negotiation process (§13-1-116 NMSA 1978).

9.2 PROPOSAL EVALUATION

- a. Proposals shall be evaluated on the basis demonstrated competence and qualifications for the type of service required, and shall be based on the evaluation factors set forth in this RFP. For the purpose of conducting discussions, proposals may initially be classified as:**
 - 1. Acceptable**
 - 2. Potentially acceptable, that is, reasonably assured of being made acceptable**
 - 3. Unacceptable (Offerors whose proposals are unacceptable shall be notified promptly)**
- b. The Contracting Agency shall have the right to waive technical irregularities in the form of the proposal of the Offeror, which do not alter the quality of the service (§13-1-132 NMSA 1978).**
- c. If an Offeror who otherwise would have been awarded a contract is found not to be a responsible Offeror; a determination that the Offeror is not a responsible Offeror, setting forth the basis of the finding shall be prepared by the Purchasing Agent/Procurement Manager. The unreasonable failure of the Offeror to promptly supply information in the connection with any inquiry with respect to the responsibility is grounds for a determination that the Offeror is not a responsible Offeror (§13-1-133 NMSA 1978). Businesses, which have not been selected, shall be notified in writing within twenty-one (21) days after an award is made (§13-1-12 NMSA 1978).**
- d. Selection Process (§13-1-120 NMSA 1978):**
 - 1. An evaluation committee composed of representatives selected by the Contracting Agency will perform an evaluation of proposals. The committee shall evaluate statements of qualifications and performance data submitted in regard to the particular project and may conduct interviews with and may require public presentations by all businesses applying for selection regarding their qualifications, their approach to the project and their ability to furnish the required services.**
 - 2. If fewer than three (3) businesses have submitted a statement of qualifications for a particular project, the committee may:**
 - i. Rank in order of qualifications and submit to the local governing body for award, those businesses which have submitted a statement of qualifications; or**
 - ii. Recommend termination of the selection process and sending out new notices of the proposed procurement pursuant to §13-1-104 NMSA 1978.**

9.3 NEGOTIATIONS (§13-1-122 NMSA 1978)

- a. The Contracting Agency's designee shall negotiate a contract with the highest qualified business for the services contemplated under this RFP at the compensation determined in writing to be fair and reasonable. In making this decision, the designee shall take into account the estimated value of the services to be rendered and the scope, complexity and professional nature of the services.**
- b. Should the designee be unable to negotiate a satisfactory contract with the business considered to be the most qualified at the price determined to be fair and reasonable, negotiations with that business shall be formally terminated. The designee shall then undertake negotiations with the second most qualified business. Failing accord with the second most qualified business, the designee shall formally terminate negotiations with that business.**
- c. The designee shall then take undertake negotiations with the third most qualified business.**
- d. Should the designee be unable to negotiate a contract with any of the businesses selected by the committee, additional businesses shall be ranked in order of their qualifications and the designee shall continue negotiations in accordance with this section until a contract is signed with a qualified business or the procurement process is terminated and a new Request for Proposals is initiated.**
- e. The Contracting Agency shall publically announce the business(es) selected for award.**

9.4 NOTICE OF AWARD

- a. After award by the local governing body, a written notice of award shall be issued by the Contracting Agency after review and approval of the Proposal and related documents by the Contracting Agency with reasonable promptness (§13-1-100 and §13-1-108 NMSA 1978).

10. POST PROPOSAL INFORMATION

10.1 PROTESTS

- a. Any Offeror who is aggrieved in connection with a solicitation or award of an Agreement may protest to the Contracting Agency's Purchasing Agent and the City Clerk, in accordance with the requirements of the Contracting Agency's Procurement Regulations and the State of New Mexico Procurement Code. The protest should be made in writing within twenty-four (24) hours after the facts or occurrences giving rise thereto (§13-1-172 NMSA 1978).
- b. In the event of a timely protest under this section, the Purchasing Agent and the Contracting Agency shall not proceed further with the procurement unless the Purchasing Agent makes a determination that the award of Agreement is necessary to protect substantial interests of the Contracting Agency (§13-1-173 NMSA 1978).
- c. The Purchasing Agent or the Purchasing Agent's designee shall have the authority to take any action reasonably necessary to resolve a protest of an aggrieved Offeror concerning procurement. This authority shall be exercised in accordance with adopted regulations, but shall not include the authority to award money damages or attorney's fees (§13-1-174 NMSA 1978).
- d. The Purchasing Agent or the Purchasing Agent's designee shall promptly issue a determination relating to the protest. The determination shall:
 1. State the reasons for the action taken; and
 2. Inform the protestant of the right to judicial review of the determination pursuant to §13-1-183 NMSA 1978
- e. A copy of the determination issued under §13-1-175 NMSA 1978 shall immediately be mailed to the protestant and other Offerors involved in the procurement (§13-1-176 NMSA 1978).

10.2 EXECUTION AND APPROVAL OF AGREEMENT

- a. The Agreement shall be signed by the successful Offeror and returned within an agreed time frame after the date of the Notice of Award. No Agreement shall be effective until it has been fully executed by all of the parties thereto.

10.3 NOTICE TO PROCEED

- a. The Contracting Agency will issue a written Notice to Proceed to the Consultant.

10.4 OFFEROR'S QUALIFICATION STATEMENT

- a. Offeror to whom award of an Agreement is under consideration shall submit, upon request, information and data to prove that their financial resource, production or service facilities, personnel and service reputation and experience are adequate to make satisfactory delivery of the service described in the Request for Proposals (§13-1-82 NMSA 1978).

11. EXECUTION OF CONTRACT

The Contract, Performance Bond and Labor and Material Payment Bond shall be executed in four (4) original counter parts. The forms and Contract Documents will be as herein included and will be furnished by the Owner. Distribution of the executed forms will be as follows:

1. Contractor
2. Owner
3. Funding Agency

4. As Needed

12. CONTRACT DOCUMENTS

The complete Contract Documents will include the following:

1. Scope of Services
2. Professional Standards
3. Compensation
4. Term of Agreement
5. Amendment
6. Status of Contractor
7. Assignment
8. Subcontracting
9. Records, Audits and Reporting
10. Conflict of Interest
11. Stoppage of Work
12. Amendment
13. Applicable Law
14. Scope of Agreement, Merger
15. Waiver
16. Insurance
17. Notice
18. Subject to Other Documents
19. Indemnification
20. New Mexico Tort Claims Act
21. Bribery and Kickbacks
22. Discrimination Prohibited
23. Third Party Beneficiaries

13. OTHER INSTRUCTIONS TO OFFERORS (If none, write none)

13.1 OFFERORS INTERESTED IN MORE THAN ONE PROPOSAL

- a. No person, firm or corporation shall be allowed to make, or file, or be interested in more than one proposal for the same work unless alternate proposals are specifically called for. A person, firm, or corporation that has submitted a sub-proposal to an Offeror, or that has quoted prices of materials to an Offeror is not thereby disqualified from submitting a sub-proposal or quoting prices to other Offerors or making a prime proposal.

14. GENERAL TERMS AND CONDITIONS

14.1 DEFINITIONS

- a. *Addendum*: a written or graphic instrument issued prior to the opening of proposals, which clarifies, corrects or changes the Request for Proposals. Plural: addenda.
- b. *Consultant*: the successful Offeror awarded the Agreement/Contract.
- c. *Determination*: means in the written documentation of a decision of the procurement officer including findings of fact required to support a decision. A determination becomes part of the procurement file to which it pertains (§13-1-52 NMSA 1978).
- d. *Offeror*: any person, corporation or partnership legally licensed to provide design professional services in this state who chooses to submit a proposal in response to this Request for Proposals.
- e. *Procurement Manager*: means the person or designee authorized by the contracting Agency to manage or administer a procurement requiring the evaluation of proposals.
- f. *Request for Proposals*: or "RFP" means all documents, including those attached or incorporated by reference, used for soliciting purposes (§13-1-81 NMSA 1978).
- g. *Responsible Offeror of Proposer*: means an offeror or proposer who submits a responsive

proposal and who has furnished, when required, information and data to prove that the proposer's financial resources, production or service facilities, personnel, service reputation and experience are adequate to make satisfactory delivery of the services described in proposal (§13-1-83 NMSA 1978).

- h. **Responsive Offer or Proposal:** means an offer or proposal that conforms in all material respects to the requirements set forth in the request for proposals. Material respects of a request for proposals include, but are not limited to, price, quality, quantity or delivery requirements (§13-1-85 NMSA 1978).

14.2 TERMS

- a. The terms *must, shall, will is required or are required*, identify a mandatory item or factor that will result in rejection of the Offeror's proposal.
- b. The terms *can, may, should, preferably or prefers* identify a desirable discretionary item or factor.

14.3 CONTRACTUAL TERMS

- a. **Amendment:** This contract will not be altered, changed, or amended except by a written document signed by the parties of this Contract.
- b. **Assignability:** The Consultant shall not assign, sublet or transfer their interests in this Contract without the written agreement of the City. If such an assignment is allowed, the Consultant shall be ultimately responsible to ensure that the work is performed satisfactory. Any sub-contractors assigned must be approved by the City.
- c. **Authority to Bind the City:** The Consultant shall not have the authority to enter into any contracts binding upon the City or to create any obligations on the part of the City, except such as shall be specifically authorized by the City's representative, acting pursuant to authority granted by the City.
- d. **Binding Effect:** This contract shall be binding and shall insure to the benefit of the successors and assignees of the City and the Offeror.
- e. **Business License:** Prior to commencement of work, Offeror must secure a business license from the City of Las Vegas, and submit proof thereof.
- f. **Conflict of Interest:** The consultant warrants that it presently has no interest and will not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services under this Contract.
- g. **Communication with the City of Las Vegas:** The consultant shall be required to periodically update the City of Las Vegas of the status of any project.
- h. **Funding:** This solicitation is subject to the availability of funds to accomplish the work. Payment and performance obligations for succeeding fiscal years shall be subject to the appropriation of funds. Therefore, when funds are not appropriated, or otherwise made available to support continuation of performance of the contract in a subsequent fiscal period, the contract will be terminated.
- i. **Gross Receipts Tax:** Unless otherwise agreed, Offeror is responsible for payment of gross receipts tax.
- j. **Indemnification:** The Consultant will indemnify, keep and hold harmless the City, its agents, officials and employees, against all suits or claims that may be based on injury to persons or property that is a result of an error, omission, or negligent act of the Consultant or any person employed by or acting on behalf of the Consultant.
- k. **Insurance:** The Consultant must at all times hold errors and omissions liability insurance of at least \$1,000,000.00 and list the City of Las Vegas as an additional insured. Proof of compliance with this insurance requirement is to be provided to the City upon execution of this contract.
- l. **Method of Payment:** The Consultant shall submit itemized monthly statements of work performed on behalf of each City department as outlined herein. The City will then make payment by the 15th of the following month.
- m. **Notices:** Any notice required to be given under this Contract shall be deemed sufficient if given in writing by mail or hand-delivered to the City Clerk's office or by mail or hand-delivered to the Consultant's office.

- n. **Professional Standards:** The Consultant agrees to abide by and perform its duties in accordance with the Code of Ethics as established by the City of Las Vegas and/or its designee(s).
- o. **Scope of Contract:** This Contract incorporates all the agreements, covenants and understandings between the parties concerning the subject matter of this Contract, and all such agreements, covenants, or understandings, oral or written, of the parties or their agents shall not be valid or enforceable, unless embodied into this contract.
- p. **Subject to Other Documents:** This Contract is subject to the terms and conditions of the statutes of the State of New Mexico and Ordinances of the City of Las Vegas, New Mexico as they exist at the time that this Contract is signed or as they are hereafter amended. All such statutes and ordinances are incorporated by reference to this agreement.
- q. **Term:** The term of this agreement shall be for a period of one (1) year, which may be extended, upon written agreement of both parties, not to exceed a period of four (4) years.
- r. **Termination:** Either party may terminate this contract by giving written notice to the other party thirty (30) days in advance. However, if the Offeror is adjudged as bankrupt or insolvent, or defaults in any way, the City may, without prejudice to any other right or remedy, and after giving Offeror a minimum of ten (10) days from the delivery of a written notice, terminate the services of the Offeror.
- s. **Timelines:** All work shall be performed in a timely manner, as requested. Compensation for services not completed with agreed upon timelines will not be paid.
- t. **Work Stoppage:** The City of Las Vegas retains the a unilateral right to order, in writing, temporary stoppage of the work or delay of the performance of the work, with a ten (10) day notice to the Offeror.

14.4 CONDITIONS

- a. **Bribes, Gratuities and Kick-Backs:** Pursuant to §13-1-191 NMSA 1978, reference hereby made to the criminal laws of New Mexico (including §30-14-1, §30-24-2 and §30-41-1 through §30-41-3 NMSA 1978) which prohibits bribes, kick-backs and gratuities, violation of which is a felony. Furthermore, the Procurement Code (§13-1-28 through §13-1-199 NMSA 1978) imposes civil and criminal penalties for its violation.
- b. **Design Professional Registration:** All work shall be under the direction of the applicable design professional legally licensed and registered by the State of New Mexico.
- c. **Fees:** A lump sum fixed fee for Basic Service will be negotiated with the Offeror selected.
- d. **Funding:** The solicitation is subject to availability of funds to accomplish the work.
- e. **Governing Law:** The Agreement shall be governed exclusively by the laws of the State of New Mexico as the same from time to time exists.
- f. **Independent Contractors:** The Consultant and the Consultant's agents and employees are independent contractors and are not employees of the Contracting Agency. The Consultant and the Consultant's Agents and employees shall not accrue leave, retirement, insurance, bonding, use of Contracting Agency vehicles or any other benefits afforded to employees of the Contracting Agency as a result of the Agreement.
- g. **Professional Liability Insurance:** The Offeror will be required to carry professional liability (errors and omissions) insurance. The amount of coverage will be \$1,000,000.00.
- h. **Standard Form of Agreement between Contracting Agency and Consultant:** The form of agreement required by the funding agency or issued by the Contracting Agency will be used for this project. Copies are available upon request.

*Copies of the Request for Proposals can be obtained in person at the office of the City Clerk or will be mailed upon written or telephone request to the City of Las Vegas' City Clerk's Office at 1700 North Grand Avenue, Las Vegas, New Mexico 87701, 505.426.3262

EVALUATION SHEET

Offerors:

Proposal must address each of the following criteria.

Rating Sheet For (applicant name):

Item	Possible Points	Points Awarded
1. Specialized Planning & Design and Technical Competence*	25	
2. Capacity and Capability*	25	
3. Past Record and Performance*	20	
4. Familiarity with Contracting Agency*	15	
5. Current Volume of Work with the Contracting Agency that is less than 75% complete*	5	
6. Other*	5	
7. Resident Preference*	5	
Subtotal Planning & Design Service	<u>100</u>	

SCORING MATRIX

RFP 2017-29 Waste Water System Planning Design and Construction Phase Engineering Services

	HDR	Molzen Corbin	OEI	Santa Fe Engineering Consultants	SMA	WH Pacific
1. Specialized Planning & Design and Technical Competence 25 points	Evaluator #1---20 Evaluator #2---23 Evaluator #3---23 Evaluator #4---15 Evaluator #5---25	Evaluator #1---20 Evaluator #2---24 Evaluator #3---25 Evaluator #4---25 Evaluator #5---25	Evaluator #1---20 Evaluator #2---24 Evaluator #3---22 Evaluator #4---20 Evaluator #5---20	Evaluator #1---20 Evaluator #2---22 Evaluator #3---22 Evaluator #4---25 Evaluator #5---20	Evaluator #1---20 Evaluator #2---23 Evaluator #3---25 Evaluator #4---25 Evaluator #5---25	Evaluator #1---18 Evaluator #2---23 Evaluator #3---24 Evaluator #4---20 Evaluator #5---20
2. Capacity and Capability 25 points	Evaluator #1---20 Evaluator #2---23 Evaluator #3---24 Evaluator #4---15 Evaluator #5---20	Evaluator #1---20 Evaluator #2---25 Evaluator #3---25 Evaluator #4---25 Evaluator #5---25	Evaluator #1---15 Evaluator #2---24 Evaluator #3---22 Evaluator #4---20 Evaluator #5---20	Evaluator #1---10 Evaluator #2---22 Evaluator #3---22 Evaluator #4---20 Evaluator #5---25	Evaluator #1---18 Evaluator #2---23 Evaluator #3---25 Evaluator #4---25 Evaluator #5---25	Evaluator #1---20 Evaluator #2---23 Evaluator #3---20 Evaluator #4---20 Evaluator #5---25
3. Past Record Performance 20 Points	Evaluator #1---15 Evaluator #2---18 Evaluator #3---19 Evaluator #4---15 Evaluator #5---20	Evaluator #1---15 Evaluator #2---20 Evaluator #3---20 Evaluator #4---20 Evaluator #5---20	Evaluator #1---18 Evaluator #2---18 Evaluator #3---18 Evaluator #4---20 Evaluator #5---15	Evaluator #1---12 Evaluator #2---17 Evaluator #3---18 Evaluator #4---20 Evaluator #5---20	Evaluator #1---15 Evaluator #2---18 Evaluator #3---19 Evaluator #4---20 Evaluator #5---20	Evaluator #1---25 Evaluator #2---17 Evaluator #3---18 Evaluator #4---20 Evaluator #5---20
4. Familiarity with Contracting Agency 15 Points	Evaluator #1---13 Evaluator #2---14 Evaluator #3---15 Evaluator #4---15 Evaluator #5---15	Evaluator #1---13 Evaluator #2---15 Evaluator #3---15 Evaluator #4---15 Evaluator #5---15	Evaluator #1---13 Evaluator #2---15 Evaluator #3---14 Evaluator #4---10 Evaluator #5---12	Evaluator #1---5 Evaluator #2---13 Evaluator #3---14 Evaluator #4---15 Evaluator #5---5	Evaluator #1---13 Evaluator #2---14 Evaluator #3---13 Evaluator #4---15 Evaluator #5---15	Evaluator #1---13 Evaluator #2---13 Evaluator #3---14 Evaluator #4---15 Evaluator #5---15
5. Current Volume of Work with the Contracting Agency that is less than 75% complete 5 Points	Evaluator #1---5 Evaluator #2---5 Evaluator #3---5 Evaluator #4---3 Evaluator #5---5	Evaluator #1---3 Evaluator #2---5 Evaluator #3---5 Evaluator #4---3 Evaluator #5---3	Evaluator #1---5 Evaluator #2---5 Evaluator #3---5 Evaluator #4---4 Evaluator #5---5	Evaluator #1---5 Evaluator #2---5 Evaluator #3---5 Evaluator #4---4 Evaluator #5---5	Evaluator #1---3 Evaluator #2---5 Evaluator #3---5 Evaluator #4---3 Evaluator #5---3	Evaluator #1---5 Evaluator #2---5 Evaluator #3---5 Evaluator #4---3 Evaluator #5---5
6. Other 5 Points	Evaluator #1---5 Evaluator #2---5 Evaluator #3---5 Evaluator #4---3 Evaluator #5---4	Evaluator #1---5 Evaluator #2---5 Evaluator #3---5 Evaluator #4---3 Evaluator #5---5	Evaluator #1---5 Evaluator #2---5 Evaluator #3---5 Evaluator #4---4 Evaluator #5---4	Evaluator #1---3 Evaluator #2---5 Evaluator #3---5 Evaluator #4---3 Evaluator #5---2	Evaluator #1---5 Evaluator #2---5 Evaluator #3---5 Evaluator #4---3 Evaluator #5---5	Evaluator #1---5 Evaluator #2---5 Evaluator #3---5 Evaluator #4---3 Evaluator #5---5
7. Resident 5 Points	Evaluator #1---4 Evaluator #2---5 Evaluator #3---5 Evaluator #4---3 Evaluator #5---3	Evaluator #1---4 Evaluator #2---5 Evaluator #3---4 Evaluator #4---3 Evaluator #5---3	Evaluator #1---4 Evaluator #2---5 Evaluator #3---4 Evaluator #4---4 Evaluator #5---4	Evaluator #1---4 Evaluator #2---5 Evaluator #3---4 Evaluator #4---3 Evaluator #5---4	Evaluator #1---4 Evaluator #2---5 Evaluator #3---4 Evaluator #4---3 Evaluator #5---4	Evaluator #1---4 Evaluator #2---5 Evaluator #3---3 Evaluator #4---3 Evaluator #5---3
Totals	Evaluator #1---82 Evaluator #2---93 Evaluator #3---95 Evaluator #4---69 Evaluator #5---92	Evaluator #1---80 Evaluator #2---99 Evaluator #3---99 Evaluator #4---94 Evaluator #5---96	Evaluator #1---80 Evaluator #2---96 Evaluator #3---90 Evaluator #4---81 Evaluator #5---80	Evaluator #1---59 Evaluator #2---89 Evaluator #3---74 Evaluator #4---90 Evaluator #5---81	Evaluator #1---78 Evaluator #2---93 Evaluator #3---96 Evaluator #4---94 Evaluator #5---97	Evaluator #1---80 Evaluator #2---91 Evaluator #3---93 Evaluator #4---84 Evaluator #5---93
	84.73	93.60	85.40	78.60	91.60	88.20

#1-Maria Gilvarry

#2-Marvin Cordova

#3-Benito Lujan

#4-Valerie Urioste

#5-Shawni Muniz

Wastewater System
Planning, Design, and
Construction Engineering
Services

June 20, 2017
RFP Opening #2017-29



June 20, 2017



Casandra Fresquez
City Clerk
City of Las Vegas
1700 North Grand Avenue
Las Vegas, NM 87701

RE: Wastewater System Planning, Design, and Construction Phase Engineering Services, Opening No. 2017-29

Dear Ms. Fresquez and Members of the Selection Committee:

Molzen Corbin understands the challenges the City faces over the next four years in completing the highest quality projects to provide the best, most reliable wastewater system to its customers and provide for minimal cost and maintenance requirements for the City. With our 57 years of diverse project experience, depth of staff, and past working relationship with the City, we believe that Molzen Corbin is the ideal choice for this contract. Please consider the following:

1. **We know Las Vegas.** Molzen Corbin has been working with the City of Las Vegas for five decades. Our proposed core team members (including Mr. Clayton Ten Eyck, PE; Mr. Ken Muller, PE; Mr. Jonah Ruybalid, PE, CFM; and Mr. Douglas Albin) have extensive experience in Las Vegas, including the Old National Road Sewer Evaluation, Cinder Road Sewer System Improvements, the WWTP Sludge Thickener, and the Entrance Works Enclosure.
2. **We specialize in on-call services.** Since 1960, the core of our business has consisted of open-end, on-call (as-needed) contracts with municipalities and other public entities. No other engineering firm in New Mexico has the same experience with on-call contracts as Molzen Corbin. We are specifically structured and staffed for this type of work, and we pride ourselves on meeting the needs of our on-call clients quickly and efficiently.

3. **We offer a highly experienced, multi-discipline project team.** Molzen Corbin employs 70 professionals in the field of public works engineering and architecture. This includes planning, design, and construction-phase services for water, wastewater, street/roadway, storm water, recreation/park, and municipal facility projects. In addition we offer construction observation, environmental assessment, regulatory compliance/permitting assistance, electrical engineering, mechanical engineering, surveying, and grants administration. We have teamed with GeoTest, Marron & Associates, and QPEC in order to provide the City with a full complement of services and engineering options that may be anticipated over the course of this on-call contract.

4. **We provide responsive, personalized service.** Molzen Corbin is specifically structured and staffed to provide rapid response to the day-to-day project needs of the City. We complete weekly status and review meetings with City personnel in Las Vegas for your projects, as we know that the success of any project hinges on communication with the City and the community. We are experienced in completing presentations before committees and City Councils on a regular basis to keep the community informed, and provide for a complete understanding of all project elements.

We welcome the opportunity to use our experienced and talented project team to assist the City of Las Vegas to realize your short-term goals and long-term vision.

Sincerely,
MOLZEN CORBIN

Adelmo E. Archuleta, MS, PE
President and Owner

Table of Contents

Transmittal Letter/Table of Contents
Sections

A. Offeror's Identification	1
B. Personnel Experience	2
C. Licenses	4
D. Contractor's Bonds (Contractor Only) NOT APPLICABLE	
E. Engineering & Architectural Services Experience	6
F. Engineering & Architectural Consultant Experience	9
G. Documentation	11
H. Cost	11
I. Financial	11
J. Additional Information	12
K. Campaign Contribution Disclosure Form	13
Appendix	
Offeror Information Form, Letter of Credit, and Campaign Contribution Form	

A. Offerer's Identification

About Molzen Corbin

Molzen Corbin is a local, nationally-ranked professional architecture and engineering firm. Established in Albuquerque in 1960, we employ 70 staff members who believe that New Mexico is a great place to live and work. We appreciate the challenges that our clients undertake on behalf of their communities and we respect their goals as our own.

Name, Address, Telephone Number and Date When Firm Was Established

Molzen Corbin was established in 1960 and is a corporation owned by Mr. Adelmo Archuleta, PE. Our corporate offices are located at 2701 Miles Road SE, Albuquerque, New Mexico, 87106, (505) 242-5700.

Federal Tax ID & NM Tax Identification Number

Molzen Corbin's Federal Tax ID number is 85-0166212. Our New Mexico Combined Reporting System (CRS) number is 01305771005. Our Resident Business Certificate Number is L1340229584.

Person Authorized to Contract

Mr. Clayton Ten Eyck, PE, Vice-President at Molzen Corbin will be responsible for the preparation and execution of the contract.

Experience Providing On-Call Engineering Services

Molzen Corbin pioneered the use of on-call engineering agreements in the 1980s. Today, on-call and retainer agreements remain at the heart of our business. We are specifically organized and staffed to provide responsive on-call services to clients Statewide. Over decades of experience, we have honed a service model that focuses on continuous improvement and on delivering value with every task and conversation. We are structured and staffed specifically to provide on-call services to public entities, and routinely go beyond "8-to-5."

Organizational Chart

Our organization chart reflecting responsibilities and interface with City staff is highlighted in Figure 1. It clearly delineates lines of authority within Molzen Corbin.

Subcontractors

Subcontractors noted on the organization chart that may be used during the course of this contract are listed in the following section along with their professional licenses as applicable.

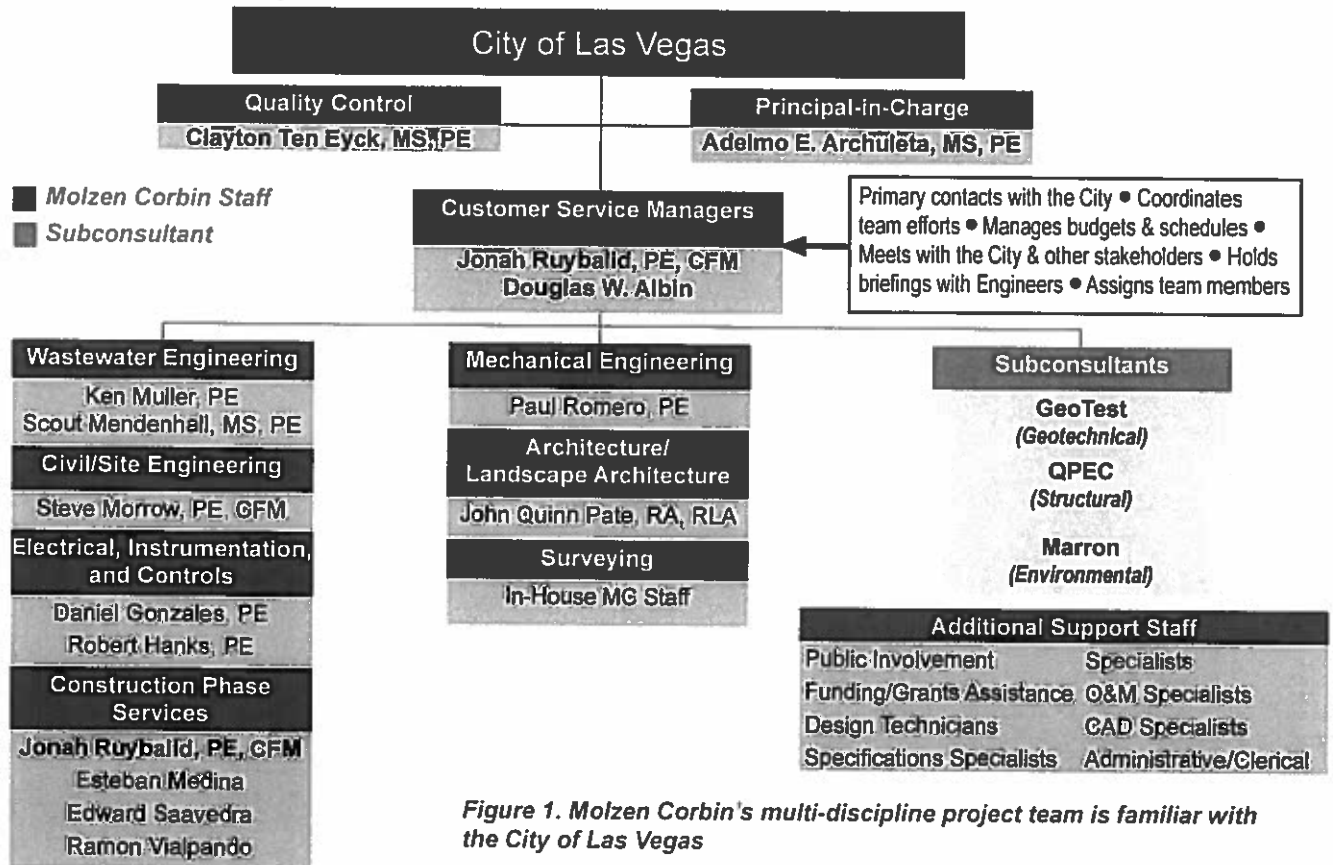


Figure 1. Molzen Corbin's multi-discipline project team is familiar with the City of Las Vegas

B. Personnel Experience

Qualifications/Competence of Key Personnel

Below are the qualifications/competence of key personnel who would be assigned to City of Las Vegas wastewater projects, including their professional background, education, and experience. We also include this information for known subcontractors.

We propose a highly qualified project team, whose members have completed successful projects on an on-call basis for municipalities throughout NM, and who have special project experience and knowledge specific to the City of Las Vegas. Mr. Jonah Ruybalid, PE, CFM, and Mr. Douglas Albin will serve as Customer Service Managers. Mr. Ruybalid and Mr. Albin currently support the City of Las Vegas Utilities Division On-Call contract. Together, they bring unmatched knowledge and experience with the City of Las Vegas, providing an efficient, responsive, and coordinated engineering solution for all City of Las Vegas infrastructure and utility projects. An organizational chart is shown in Figure 1 (previous page). Biographical sketches of key team members follow.

Adelmo "Del" Archuleta, MS, PE: Principal-in-Charge

- **Years of Experience:** 41
- **Registration:** NM PE #7078
- **Education:** M.S. and B.S., Civil (Environmental) Engineering, New Mexico State University
- **Qualifications:** President and owner of Molzen Corbin. An expert in strategic analysis, planning, design, master planning, facilities design and commissioning, project coordination, contract administration, construction management.
- **Project Experience:** He is an innovative water resources engineer through managing numerous projects that directly improved the quality of life in communities throughout New Mexico, including several award-winning state and regional projects. His local project experience includes design of the City's original wastewater treatment facilities and subsequent improvements, development of the facilities plan which joined the West Las Vegas and City of Las Vegas sewer collection system, negotiation of the purchase of the City's water system and oversight of virtually every water resources project completed for the City since 1975.



Jonah Ruybalid, PE, CFM: Customer Services Manager; Utilities

- **Years of Experience:** 5
- **Registrations/Certifications:** NM PE #23909, NM CFM #12-00315
- **Education:** B.S. in Civil Engineering, NMSU
- **Qualifications:** Licensed Professional Engineer and Certified Floodplain Manager with five years of experience in civil and water resources engineering, including roadway, drainage, site development, sewer line, and water line planning and design. Prior to Molzen Corbin, spent two years with the Doña Ana County Flood Commission where he assisted with flood control projects, reviews for building permits, drainage analyses, and other applications for compliance with the most current standards and specifications. At Molzen Corbin, Mr. Ruybalid's experience includes water and sewer line design and evaluation, preliminary engineering reports, design drawings and specifications, and client coordination.
- **Project Experience:** City of Las Vegas – Taos Street Waterline Crossing, Storrie Lake Waterline Crossing, and Cinder Road Water Improvements. NMDOT – I-25/NM 14 Drainage Analysis and Design; NM 47 Roadway Improvements Drainage Analysis and Design. NMSU – Sanitary Sewer Location Services and Evaluation and Design of Storm Drain and Sanitary Sewer Crossings. Anthony Water and Sanitation District – Sanitary Sewer Collection System Preliminary Engineering Report.



Douglas Albin: Customer Services Manager

- **Years of Experience:** 36
- **Education:** Albuquerque Technical-Vocational Institute (now CNM)
- **Qualifications:** Native of Las Vegas with 36 years of professional experience, including more than 25 years designing improvements to the City's water and wastewater systems. Extensive experience in CAD, surveying, project management, construction inspection, and project design. Certified modeler with practical application experience in WATER-CAD distribution system modeling software.
- **Project Experience:** City of Las Vegas – Taylor Well Nos. 2 and 4, the City of Las Vegas 2002 Sewer System Improvements, NM518 Water Line Extension (Legion to Storrie Lake), Camp Luna



Water Transmission Line (Luna to Valencia), Gallinas River Crossing, New Mexico Avenue Effluent Reuse Line, Rodriguez Park Effluent Reuse, Storrie Lake Intake Crossing, Old National Road Sewer Interceptor Evaluation, Camp Luna Elevated Tank, Cinder Road Sewer and Effluent Line Project, the Medite Water Line Repair, the PNM Effluent Tank Modifications, Water System Hydraulic Model, and the 2011 Finished Water PER, East Water Loop Segments A and B, Camp Luna Tank Rehabilitation, and Cabin Site Tank Inspection.

Clayton Ten Eyck, MS, PE: Quality Control

- **Years of Experience:** 11
- **Registration:** NM PE #18866
- **Education:** M.S., Environmental Engineering, Utah State University; B.S., Civil Engineering, Northern Arizona University
- **Qualifications:** Vice President of Molzen Corbin's Water Resources Division. Highly experienced in



developing improvements to water systems of all sizes, designing modifications to wastewater treatment facilities, developing O&M manuals, assisting with plant startup, providing construction administration services, and assisting communities with regulatory paperwork.

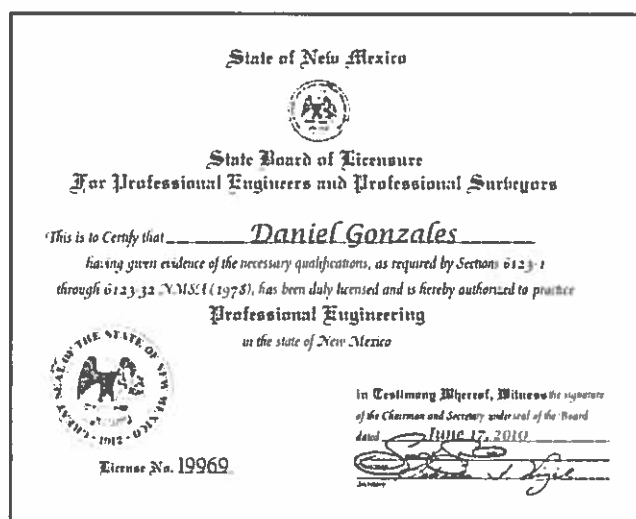
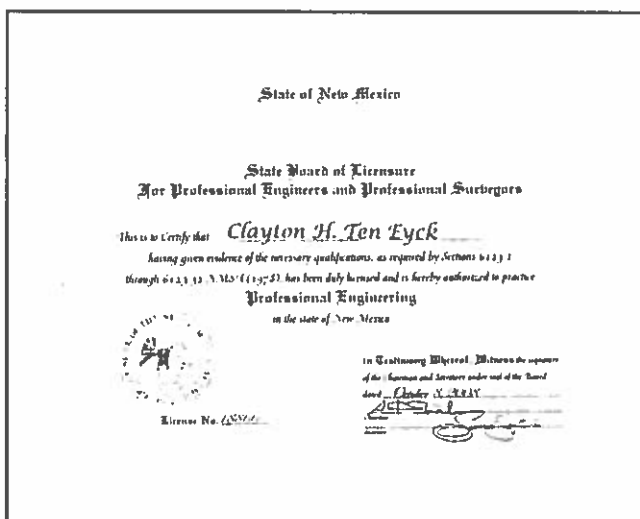
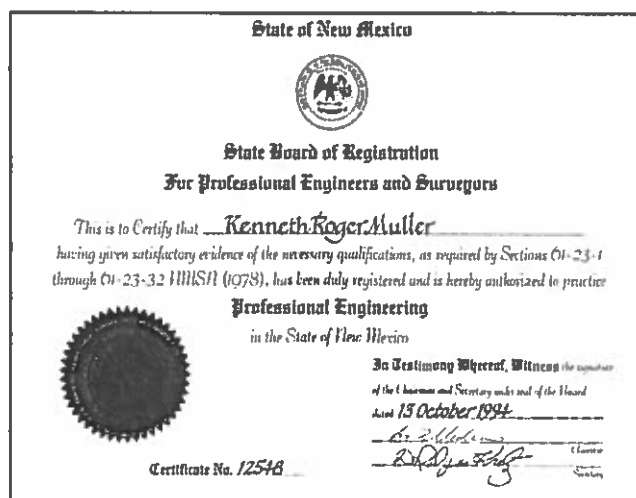
- **Project Experience:** City of Las Vegas—Finished Water PER, Groundwater Discharge Permits/Renewals, Medite Water Line Repair, Gallinas River Water Meter Replacement, Water Storage Tank Rehabilitation, Cabin Site Supplemental Water Tank, Camp Luna Water System Improvements, East Waterline Loop—Segment A Jack and Bores, Well No 7 Blending—Phase II, Wastewater Treatment Plant Renovations/Entrance Works Enclosure, Cinder Road Sewer, Effluent Reuse Tank, and North Grand Effluent Reuse.

Key Project Team Members

Waste Water Engineering	<p>Ken Muller, PE Registration: NM PE #12548 Education: B.S., Civil Engineering, Cal State Polytechnic University</p>	<p>Mr. Muller has 46 years of experience with wastewater projects including designing filtration, effluent reuse, transmission, pumping, lift stations, storage, disinfection systems, and piping; conducting odor-mitigation studies. Water projects include designing raw and finished water transmission lines, pressure-reducing stations, booster pump stations, storage, and systems to remove organics. Relevant projects for the City of Las Vegas include the new Wastewater Treatment Facility; the Water-Treatment Portion of the Water System PER; and the Effluent Reuse Filtration, Pumping, and Storage Facilities.</p>
	<p>Scout Mendenhall, MS, PE Registration: NM PE #23388 Education: M.S. Environmental Engineering and B.S. Civil Engineering, Utah State University</p>	<p>Ms. Mendenhall has four years of experience in water and wastewater engineering, including planning, design, bidding, construction, and project management. Wastewater project design includes treatment facilities, gravity sewers, lift stations, sewer forcemains, and low-pressure sewer-collection systems with grinder pumps.</p>
Electrical/Mechanical	<p>Daniel Gonzales, PE Registration: NM PE #19969 Education: B.S., Electrical Engineering Technology, NMSU</p>	<p>Mr. Gonzales has 11 years of experience and is vice president of Molzen Corbin's Electrical Engineering Division. He has design experience in power, instrumentation and controls (I&C), renewable energy, specifications, pre-design analysis and reports, cost estimates, and construction coordination. Relevant projects include Joe Harvey Boulevard Streetscape Lighting (at NM 18), Hobbs; I-25 Beautification Project Lighting, Los Lunas; and Camino Primera Agua Street Improvements Lighting (near I-40), Tijeras.</p>
	<p>Paul Romero, PE Registration: NM PE #14932 Education: B.S., Mechanical Engineering, UNM</p>	<p>Mr. Romero has 21 years of experience in the design of HVAC, plumbing, process piping, and fire protection systems, as well as engineering analysis, project management, planning, and construction cost estimation. He is skilled in sustaining, optimizing, and improving existing facilities while ensuring design and construction meet building codes and client requirements.</p>
	<p>Robert Hanks, PE Registration: NM PE #23949 Education: B.S., Electrical Engineering, Louisiana Tech University</p>	<p>Mr. Hanks has 40+ years of experience as an electrical engineer specializing in electrical and instrumentation & control (I&C) system design and implementation. As a Principal I&C Technologist for CH2M Hill, he has been intimately involved in overseeing the layout, design, and specification of instrumentation and control equipment and power systems for large industrial projects, water and wastewater treatment facilities, booster pump stations, and sewerage lift stations.</p>
Civil	<p>Steve Morrow, PE, CFM Registration: NM PE #13679; NM CFM #11-00288 Education: B.S., Civil Engineering, NMSU</p>	<p>Mr. Morrow has 23 years of experience as a design and construction engineer. He manages a wide variety of design projects for Molzen Corbin in both the Water Resources and Civil Departments. He has a strong background in transportation, drainage, water, sewer, and storm drain design as well as construction management. Relevant project experience includes Jacob A. Hands Wastewater Treatment Plant Odor Control Project, City of Las Cruces; Wastewater Treatment Plant Expansion Site/Civil Design, Pueblo of Santa Ana; Comparison of Regional Regulations (CORR) Online Manual for Public Works Project Design in Bernalillo County (Author).</p>
Architecture	<p>John Quinn Pate, RA, RLA Registration: RA NM #1784; RLA NM #87 Education: B.A. Architecture, University of New Mexico</p>	<p>Mr. Pate has more than 41 years of experience in architectural design. He has extensive hands-on experience in master planning and design of architectural and landscape architectural projects, which he has completed for numerous municipalities throughout the State of New Mexico. His water resources experience includes architectural design support for wastewater treatment facilities in numerous communities, including the Cities of Carlsbad and Albuquerque, Villages of Bosque Farms and Los Lunas, and Towns of Taos and Bernalillo.</p>

Subconsultants	<p>Eric Johnson, AICP, Mar-ron and Associates: Envi-ronmental Engineering</p>	<p>Mr. Johnson has 27 years of experience in environmental consulting for clients in the public and private sectors as well as tribal entities across the state. He has provided environmental services and obtained clearances for many projects including water and wastewater treatment plants, commercial and industrial property transactions, highway and public utilities corridors, land transfers, oil and gas pipelines, and others.</p>
	<p>Patrick Byres, PE, Geo-Test: Geotechnical Registration: NM PE #8126 Education: Civil Engineering, UNM</p>	<p>Mr. Byres' 42 years of project experience includes planning, supervision, analysis and design for a variety of projects including design studies of streets and highways, railroad bridges, commercial complexes, high-rise struc-tures, embankments and earth dams. Engineering analysis and design have been performed for spread footings, drilled piers, piles, excavations, and slope stability.</p>
	<p>Richard Pfeiffer, PE, QPEC: Structural Engineering Registration: NM PE #11155 Education: BS in Civil Engineer-ing, NMSU</p>	<p>Mr. Pfeiffer has over 30 years of experience in structural design, including experience in educational facilities, hospitals, commercial office and retail buildings, and government office buildings. He has vast experience in the preparation of construction documents, design reports, and construction phase services.</p>

C. Licenses





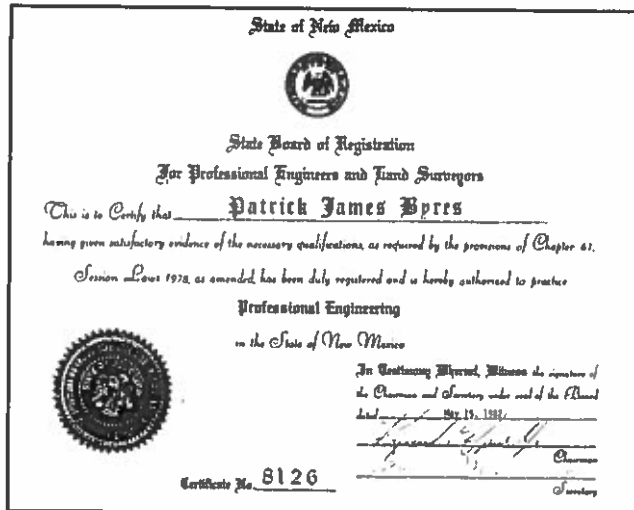
Licenses Details

Demographic Information

First Name	Robert	Initials	A	Last Name	Marka Keith
DOB	08/26/1964	POB		Country	United States
Citizenship Status	Native Born	Gender	Male	SSN	
Name	Robert A Marka	Occupation	Engineer	License No.	22848
PEM		Category	Professional Engineer	Expiration Date	12/31/2017

License Information

License No.	22848	Profession	Engineers & Surveyors	Type	Professional Engineer	Secondary	
Status	Active	Issued	2/3/2017	Expires	12/31/2017	Effective	2/3/2017
Reason	License Issuance	Date	2/3/2017	Renewed		Exp. Suf.	
Source	Endorsement	State	NM	Country	United States	LDA Issue	
Approval	Result	Division		Objective		LDA	8126



E. Engineering & Architectural Services Experience

About Molzen Corbin

Molzen Corbin is a nationally-ranked firm with deep roots in New Mexico. We have provided a diverse portfolio of engineering and architectural services to New Mexico's public entities for 50+ years, highlighted by more than 500 successful water and wastewater projects, including multiple projects for the City of Las Vegas.

Our Water Resources Division is staffed with engineers who specialize in wastewater engineering, and many of them have advanced degrees in their field. These wastewater specialists are supported by electrical and civil engineers; architects and landscape architects, so our clients benefit from the convenience and cost savings of meeting diverse project needs with a centralized team. Additionally, our in-house architects and electrical engineers also have extensive specialized experience designing wastewater treatment facilities

Leadership in Wastewater Engineering

Molzen Corbin has remained at the forefront of wastewater treatment technologies, making the most appropriate systems accessible to communities across the State. As indicated in Figure 2 at right, we have designed numerous new wastewater treatment plants throughout the State, along with wastewater treatment plant rehabilitation projects and plant expansion projects.

Molzen Corbin has experience in all areas of wastewater treatment and facilities, including all areas requested by the City of Las Vegas. In many communities, we have not only designed the original wastewater treatment and collection system, but over the years have provided upgrades and improvements, expanded facilities, and addressed needs for new wastewater treatment facilities. Figure 3 shows the extent of wastewater and related work we have provided to communities across throughout New Mexico, and reflects decades of service to many of our clients.

We have not only designed traditional treatment facilities that have consistently performed at or above Environmental Protection Agency (EPA) standards, but we have also designed facilities that pioneer the use of innovative new technology. In addition, Molzen-Corbin's wastewater treatment facilities designs have won numerous awards from the EPA and other entities for innovation and excellence.

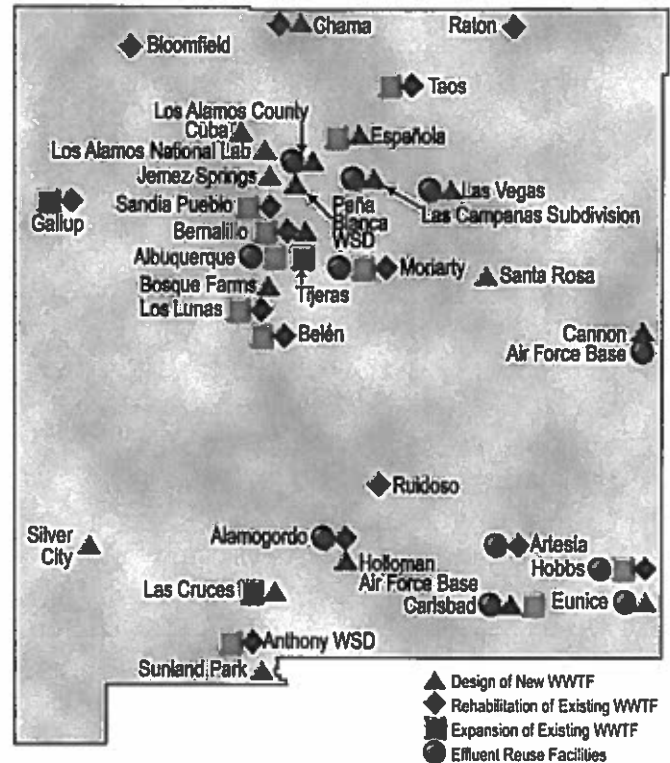


Figure 2. Molzen Corbin's statewide experience designing effluent reuse and wastewater treatment facilities.

The following wastewater project descriptions, many of which were completed under on-call contracts, demonstrate our capabilities per your outlined scope of work and anticipated projects list.

Sewer System Evaluation and Improvements, Village of Chama

Molzen Corbin has provided on-call engineering services to the Village of Chama for over 15 years. The wastewater projects that the Village has entrusted to Molzen Corbin include the 10th Street Sewer Rehabilitation, the 22nd Street Sewer Rehabilitation, Lift Stations No. 2 and 3, the Rabbit Peak Water Tank, the Sewer System Evaluation, and the design of a new WWTP. Two of these recent projects are highlighted on the following page.

New Wastewater Treatment Plant

The Village of Chama has two aerated lagoons providing wastewater treatment for the community. The receiving stream is designated for high quality aquatic life usage and therefore has very stringent limits for nitrogen and phosphorus. With the limited treatment capabilities of the lagoon system, the Village has been in non-compliance for many years. Molzen Corbin was hired to plan and design a new

Client	Wastewater Treatment Fac.	Wastewater Collection System	Lift Station Design	Wastewater Facilities Master Planning	Collection System Planning	Regional Planning	EPA Regulations and Permits	User Rate Evaluations	Funding Evaluations	Cost Estimates/Life Cycle Costing	Innovative/Alternative Facilities	Evaluation of Existing Facilities	Environmental Information Document	Cost Effective Alternative Analysis	Design Criteria Determination	Energy Considerations	Water Reuse Evaluations	Reuse of Existing Facilities	Tight Project Schedules	Construction Management	Award Winning Facilities
City of Belen	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
City of Alamogordo	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
City of Albuquerque	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Anthony Water & San. Dist.	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
City of Artesia	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
City of Bayard	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
City of Belen	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Town of Bernalillo	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Village of Bosque Farms	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
City of Carlsbad	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Village of Chama	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Doña Ana County	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
City of Española	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
City of Gallup	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
City of Las Cruces	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
City of Las Vegas	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Village of Los Lunas	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
City of Moriarty	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
City of Raton	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Village of Ruidoso	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
City of Sunland Park	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Town of Silver City	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Town of Taos	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Pueblo of Zuni	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•

Figure 3. Molzen Corbin offers diverse, statewide project experience in wastewater design.

treatment plant capable of both biological and chemical removal of nutrients. With a limited budget and challenging design criteria, Molzen Corbin had to apply creativity and value engineering to make the project successful. A new treatment plant with nutrient removal capabilities is currently under construction and scheduled for completion by the end of 2017.

22nd Street Sewer Rehabilitation, Village of Chama

The Village of Chama struggled for many years with excessive infiltration. In an ongoing effort to reduce the infiltration, the Village tasked Molzen Corbin with the design and construction of several projects.

The 22nd Street Sewer project included the reconstruction of several manholes, slip line of existing sewer, rehabilitation of existing manholes, location



Molzen Corbin planned and designed a new WWTP with a limited budget and aggressive schedule.

and uncovering of existing manholes, and asphalt removal and replacement at a cost of \$800,000. This project drastically reduced the infiltration entering the wastewater treatment plant.

Contact: Mr. Levi Sandoval, Water/Wastewater Supervisor, (575) 929-2939

Village of Los Lunas – Wastewater System Improvements

Since 1962, Molzen Corbin has been working with the Village of Los Lunas to improve and expand their wastewater collection and treatment infrastructure. As one of the fastest growing communities in the state, we have assisted Los Lunas with multiple Preliminary Engineering Reports and Master Plans to have a strategic path to follow. In the collection system, we have designed gravity collector and interceptor pipe lines as well as lift stations. At the treatment plant, we have helped the Village to develop their liquid and solids treatment facilities. Recent projects with Los Lunas have included those summarized below.

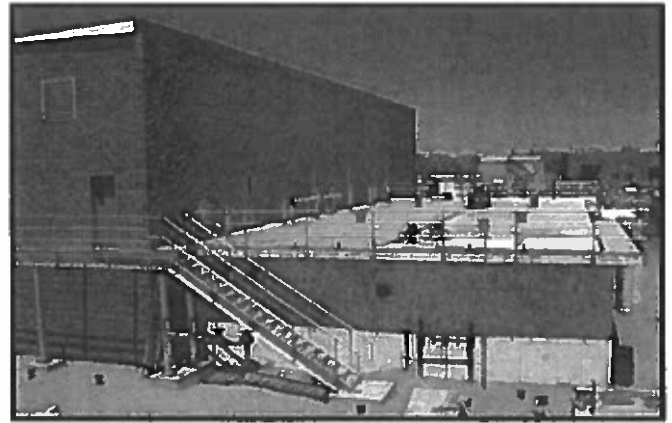
Membrane Bioreactor No. 1

Driven by the need to increase treatment capacity, Molzen Corbin worked with the Village to select a preferred technology for implementation. With limitation of available property, the selected approach was to use Membrane Bioreactors (MBR) for treatment. MBR No. 1 was first installed with a capacity of 0.9 mgd, but expandable to 1.8 mgd with the installation of additional cassettes. Recent development in the community resulted in the upper cassettes being installed, doubling the capacity, for less than \$2 million.

Interceptor Improvements

Molzen Corbin prepared a Sewer System Improvement Study and the design of the improvements. In order to streamline the project, it was separated into two phases. Common elements amongst the two phases included easement acquisition, agency coordination and permitting (NMDOT, Middle Rio Grande Conservancy District [MRGCD], and Valencia County), and significant dewatering for installation of the sewer lines and lift stations.

The Phase I project included approximately 9,000-ft of 8-in to 30-in diameter gravity sewer line (most being 18-in and 24-in diameter) and a new lift station to accept nearly half of the flows from the entire Village. An innovative design equipped the lift station with three pumps for current flows, and includes the infrastructure and instrumentation to accommodate



Los Lunas Wastewater Treatment Plant, master planned and designed by Molzen Corbin

future growth with three additional pumps. Phase I also included the installation of the forcemain from the Morris Road Lift Station to the Village's WWTP, which was carefully constructed through a residential area requiring multiple easements.

The Phase II project involved a significant amount of sewer line, the new Tondre Road lift station, and rehabilitation to an existing lift station. The new sewer line (over 25,000-ft of 8-in to 24-in diameter piping) included both relocation and in-situ rehabilitation using pipe bursting. Molzen Corbin worked closely with the Village to select the most appropriate method for improvements for each segment of the new sewer line. Construction was strategically timed with that of the new wastewater treatment plant and the completion of the Morris Road Lift Station, to ensure that flows could be conveyed to the WWTP with minimal interruption.

Solids Handling Improvements

The Village was in need of an upgrade to the solids handling facilities at the WWTP and requested to improve diversity in their disposal options. Molzen Corbin is preparing to advertise a project for bid that will accomplish all of the Village's goals.

The existing aerobic digesters are being completely renovated with new aeration equipment, blowers, and mixers. The new system will be able to cycle aerobic/anoxic to promote total nitrogen removal thereby increasing the capacity of the land application site.

A belt filter press will be added to allow the Village to haul excess sludge in cake form to the landfill. Ultimately, Los Lunas will also implement a composting operations using the cake sludge for a Class A biosolid that can be beneficially reused.

Contact: Mr. Michael Jaramillo, Public Works Director, (505) 352-7629

Phase II Wastewater Collection System Improvements, Village of Bosque Farms

The Village of Bosque Farms is a rural community located approximately 15 miles south of Albuquerque, New Mexico. The Village currently has approximately 1,500 sewer service connections/grinder pumps and is the largest pressure sewer system in the State of New Mexico.

Wastewater in the community formerly was treated using onsite septic/leach field systems. To address the ground water contamination from these onsite systems, the Village asked Molzen Corbin to prepare a Wastewater Facilities Plan and Environmental Information Document in EPA format to determine the most appropriate alternative to address the potential threat to the drinking water in the area.

The recommended alternative was to construct a centralized wastewater treatment plant and low pressure sewers to collect and convey the wastewater to the plant. The entire collection system was constructed in 13 phases over seven years. Phase II included approximately 41,000 feet of two-inch pressure sewer pipe and 6,400 feet of four-inch

pressure sewer pipe along with fittings, valves, and installation of Environment/One grinder pump units. The grinder pump units were installed to intercept the flow from the residence or business to the septic tank and pump the wastewater to the collection line in the street. The Village's entire wastewater collection system is comprised of pressure sewers, with the source of the pressure derived from each of the individual grinder pump units throughout the community.

Contact: Mr. Kevin Fryhover, Public Works Director, (505) 869-2358



The circular grinder pump lid for Peralta Elementary is shown in the above picture. The grinder pump underneath the ground is part of the Bosque Farms low-pressure system that was designed by Molzen Corbin.

F. Engineering & Architectural Consultant Experience

Molzen Corbin's Leadership in Municipal Consulting

Molzen Corbin is structured and staffed to provide highly responsive services to our clients, regardless of their location. On-call contracts have been the core of our business for 57 years (see Figure 4), as a large percentage of our projects are for municipalities and government agencies who work with us on a retainer basis. Please consider the following:

- We currently hold on-call contracts with 17 entities across New Mexico, providing fast, highly responsive services from the Village of Chama in the north to the southern City of Sunland Park. Molzen Corbin's ability to mobilize quickly and go the extra mile for our clients has been proven again and again.
- We offer a specialized project team consisting of customer service managers familiar with the City of Las Vegas and lead engineers in all required disciplines to meet your day-to-day and long-term engineering and planning needs.
- We offer 70 professional, technical, and support personnel in civil, water resources,

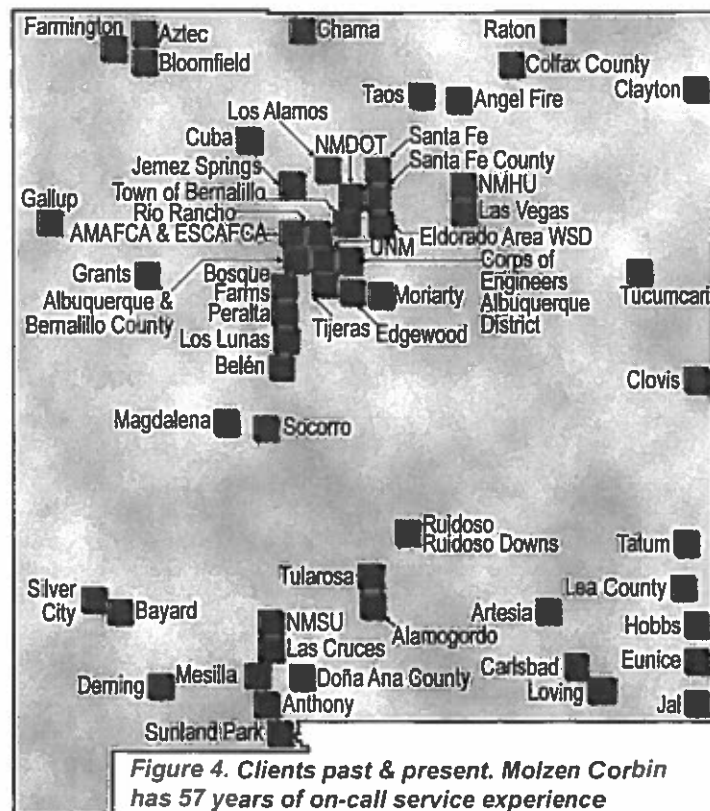


Figure 4. Clients past & present. Molzen Corbin has 57 years of on-call service experience throughout the State of New Mexico.

electrical, and mechanical engineering; architecture and landscape architecture; planning; and grants administration. We have the depth of staff to complete multiple projects simultaneously to meet all of your project needs.

As a service-oriented firm, we consider responsiveness to our clients, regardless of their location, our highest priority. We have the flexibility and depth of staff to respond quickly and efficiently to all of your project needs under this consulting services contract.

Project Experience in Las Vegas

Since 1964, Molzen-Corbin has served the City of Las Vegas in the areas of water planning, supply, storage, transmission and distribution; wastewater treatment including effluent re-use; drainage; street improvements; airport planning and design; utility rate studies; industrial park planning and

design and grant procurement and administration.

No other professional firm can claim the same depth of knowledge of the infrastructure of the City of Las Vegas, match our successful track record of service, or provide archives of historical improvements in the City. **Figure 5** below provides a partial listing of the projects that we have completed for the City.

Proximity to the City of Las Vegas

Molzen Corbin’s Albuquerque office is 122 miles from the City of Las Vegas, and we can be on-site in less than two hours. We will continue to provide responsive, personalized services to the City under this on-call contract. The Molzen Corbin team makes weekly trips to Las Vegas in support of our current on-call contract with the Utilities Department.

Project History Highlights for the City of Las Vegas	
Planning/Studies/PERs	<ul style="list-style-type: none"> -2011 Finished portion of Master Water Supply PER -1988 Water Master Plan -Water Treatment Facility Plant Phase II Design Study -Water Supply Alternatives Evaluation -Raw Water Storage Alternatives Evaluation -Water Loss Evaluation and Implementation Plan -Hydraulic Capacity Evaluation of Northern Service Area -Taylor Well Field Evaluations -Water Supply Needs & Alternatives Summary Report -Utility Rate Analysis -State Police Building Needs Architectural Technical Assessment
Water Supply	<ul style="list-style-type: none"> -Taylor Well No. 4: Tank, Booster Pump Station, Well Transmission Line -Taylor Well No. 2: Well, Well Building, Well Transmission Line -Valencia Tank Pressure Zone Improvements
Water Distribution	<ul style="list-style-type: none"> -NM 518 Utility Improvements from Legion Drive to Storrie Lake -Mills Avenue Utility Improvements -East Loop Segment A and Segment B -Westside Water Improvements
Water Transmission	<ul style="list-style-type: none"> -12" Transmission Line from Camp Luna to Valencia Tank -8-inch Water Line from Taylor Well No. 4 to Valencia Tank
Wastewater Treatment	<ul style="list-style-type: none"> -North Grand Effluent – Phase I -Supplemental Facilities Plan/Preliminary Engineering Report for Improvements to Wastewater Treatment Plant -Wastewater Treatment Plant Renovations Study -Wastewater Treatment Plant Improvements -Operations Services -Sludge Disposal Facilities -Sludge Thickener -Entrance Works Enclosure
Effluent Reuse	<ul style="list-style-type: none"> -Cinder Road Effluent Line -Rodriguez Park Effluent Reuse -New Mexico Avenue Effluent Line Crossing -Gallinas River Effluent Line -PNM Effluent Tank -2002 Effluent System Improvements
Sewer	<ul style="list-style-type: none"> -2002 Sewer System Improvements -Cinder Road Sewer Interceptor

Figure 5. Molzen Corbin has a long working relationship with the City of Las Vegas, including a number of water/wastewater projects.

Past Project Performance

Molzen Corbin has sustained an outstanding reputation for delivering high-quality projects on time and within budget. In Figure 6, we present information on recent relevant projects, including the engineer's estimate, the bid price, and the final construction cost (including accepted alternates).

<i>Figure 6. History of Past Performance on Three Projects</i> Project/Client	Engineer's Estimate	Bid Amount	Final Closeout Contract Amount	Schedule Met
Wastewater Treatment Plant, Village of Los Lunas	\$14,430,000	\$14,701,400	\$14,957,565	✓
Collection System Improvements, SSES Project No. 2, Village of Chama	\$260,725	\$243,500	\$195,526	✓
Wastewater Treatment Facility, Pueblo of Sandia	\$11,819,242	\$9,581,800	\$9,243,925	✓

Ability to Conduct Public Meetings and Presentations

Nearly all of Molzen Corbin's infrastructure projects have involved public outreach efforts. We have worked with committees, focus groups, special interests and municipal/public staff to develop comprehensive analyses of critical local issues. Our approach focuses on raising public awareness and then encouraging and documenting community input.

Current Volume of Work

Molzen Corbin currently has the following projects with the City of Las Vegas Utilities Department that are less than 75% complete:

- LVG133-24, Taylor Well No 4 Rehabilitation
- LVG140-25, Hanna Park Effluent Design
- LVG165-20, East Water Line Loop Const. Phase Services
- LVG170-20, Wastewater Master Plan
- LVG164-20A, Cinder Road Water Const. Phase Services
- LVG163-13A, Storrie Lake Waterline Repair Construction Phase Services

G. Documentation

Documentation of education, certifications and qualifications are featured under Section B. Personnel Experience. Professional Licenses are provided in Section C. Licenses.

H. Cost

1. **Lodging** – Lodging will be charged, when and if necessary, at the State of New Mexico approved per diem rate at the time it is incurred. In the event of long-term lodging needs for a project, alternate sources of lodging would be sought in order to reduce the cost to less than the per diem rate for the project.
2. **Mileage** – Mileage will be charged, when and if necessary, at the prevailing rate approved by the Internal Revenue Service at the time the expense is incurred, which is the method that all mileage is currently billed. Travel time will be billed as necessary at the prevailing hourly rate of the individual travelling.

I. Financial

We have provided a copy of the letter requested in your RFP. It is located in the appendix of this proposal.

J. Additional Information

Since 1960, Molzen Corbin's core customer base has consisted of municipalities and other public entities. In the 1980s we were at the forefront of using on-call engineering agreements in New Mexico (see Figure 4). We have achieved an enviable reputation for providing high-quality, professional consulting, planning, and design and construction-phase services to clients, and have built a record in public infrastructure that is unparalleled in the State of New Mexico. **Our reputation for timely, cost-effective, and competent delivery of projects is reflected in the fact that 90% of our business is derived from repeat clientele, and that many of the clients we began with more than 57 years ago are still with us today.**

Capacity & Capability to Perform Work within Time Frame

We employ talented professionals in the fields of engineering—civil, transportation, airport, water resources, electrical, and mechanical—architecture, and landscape architecture. Our 70 staff members believe that New Mexico is a great place to live and work. These include 15 professional engineers, 20 technical staff (including engineer interns), six drafters, two architects, and 27 support staff (administrative, clerical, funding, public involvement, construction observers, surveyors, etc.).

In addition to the Molzen Corbin staff, we have carefully compiled a team of 3 subconsultant firms for this on-call contract, all of which we have worked with numerous times, including on City of Las Vegas projects. Molzen Corbin has a solid track record of meeting project schedules, including condensed schedules. Our project experience, depth of staff and technical expertise enable us to quickly mobilize our resources to align them with concurrent activities on complex projects.

Based on our extensive experience in supporting on-call professional engineering contracts, our depth of staff, and our familiarity with your processes, administration, and infrastructure, we can unequivocally state that we will be able to accommodate the City's project needs, including any and all specialized services, to meet any necessary time limitations.

Technical Approach

Following is our approach to accomplish tasks under the City of Las Vegas wastewater engineering services on-call, which demonstrates Molzen Corbin's

capabilities. **Our engineering professionals constantly evaluate every element of every task to create cost savings, cost deferrals, and/or lower lifecycle costs.**

- **Project Scoping/Programming**—Work with the City to fully define the scope for each project. This may be the most important step in any project. To fully understand your needs, we will continue to work closely with the City in an open exchange of ideas. Using your input, we will develop a project scope that is a full and accurate reflection of your needs and goals.
- **Studies**—Gather data including on-site measurement, drainage studies, master plans, utility rate studies, and other pertinent information.
- **Preliminary and Final Design**—Prepare complete working drawings, technical specifications, contract documents for bidding (e.g., bonds, insurance, etc.), quantity take-offs, and cost estimates.
- **Bidding**—Provide assistance in advertising for bids, distributing plans and documents for bidding, receiving and tabulating bids, recommending award, checking bond and insurance forms, and issuing notice to proceed for construction.
- **Construction**—Provide project/construction administration, observers (full-time if required), and inspection services (if desired).
- **Project Closeout**—Prepare drawings for permanent records, including changes. Provide O&M manuals and operator training for treatment plants or electrical system projects.

Approach to Scope of Work

In addition to our capabilities to meet the general engineering services requested in the RFP, which have been detailed throughout this proposal, we also have the professional experience and project knowledge to assist the City with accomplishing the engineering tasks provided. Below we detail our understanding of the projects that the City is considering.

Task 1. Sewer Line Replacement

- This project includes the replacement of existing sanitary sewer lines throughout the City.
- We are currently working with the City on the Wastewater System Masterplan that includes evaluating the WWTP and the collection system.
- Molzen Corbin is in a unique position to continue to assist the City.

Task 2. Detention Center Lift Station (Lift Station No. 1)

- Lift Station No. 1 accepts flow from the detention center and pumps to Lift Station No. 2.
- This project includes the rehabilitation of the Lift Station No. 1 and we assisted the City in the development of the scope of work.
- Molzen Corbin is in a unique position to continue to assist the City.

Task 3. Dee Bibb Lift Station (Lift Station No. 2)

- Lift Station No. 2 accepts flow from Lift Station No.1 and the Dee Bibb Industrial Park.
- This project includes the rehabilitation of the Lift Station No. 2 and we assisted the City in the development of the scope of work.
- Molzen Corbin is in a unique position to continue to assist the City.

Task 4. NMDOT Lift Station (Lift Station No. 3)

- Lift Station No. 3 accepts flow from Lift Station No.2 and the NMDOT complex.
- This project includes the rehabilitation of the Lift Station No. 3 and we assisted the City in the development of the scope of work.
- Molzen Corbin is in a unique position to continue to assist the City.

Task 5. Aeration Piping Modifications

- Molzen Corbin assisted the City in the development of the scope of work.
- The project has been designed and the bids were opened on March 22, 2017.
- The project has been placed on hold due to funding.
- Molzen Corbin is in a unique position to continue to assist the City.

Task 6. UV Bank Upgrade

- Molzen Corbin designed the existing UV system at the WWTP that was installed in 2006.
- The UV system needs to be repaired and some of the lamps need to be replaced.
- The current WWTP staff has requested to be trained on this equipment.
- Molzen Corbin is in a unique position to continue to assist the City.

Task 7. IEI Study

- This project consists of the development of an infiltration and inflow evaluation of the existing sanitary sewer system

- The WWTP staff reported influent conditions that indicate the City has a problem with infiltration and inflow (I&I).
- The lab manager routinely reports a very low influent biochemical oxygen demand (BOD) of about 115-160 mg/L.
- Molzen Corbin assisted the City in the development of the scope of work and we are in a unique position to continue to assist the City.

Task 8. Aeration Tank Rehab

- The existing Aeration Basin at the WWTP was constructed in 2006.
- This project consists of the draining, cleaning and improvements to the basin and existing equipment.
- Molzen Corbin assisted the City in the development of the scope of work and we are in a unique position to continue to assist the City.

Task 9. PLC Upgrades (WWTP) and Nursing Tank (Airport)

- We are currently working with the City on the Wastewater System Masterplan that includes evaluating the Wastewater System including all of the proposed improvements at the WWTP and the Sludge Injection Site at the Airport.
- Molzen Corbin is in a unique position to continue to assist the City.

Task 10. Enclose Entrance Works

- Molzen Corbin assisted the City with the design and construction of the existing Entrance Works at the WWTP.
- The construction was completed by Franken Construction in 2013.
- Molzen Corbin is in a unique position to continue to assist the City if additional work is required.

Task 11. South Grand Lift Station

- We understand this lift station may be needed as part of the reconstruction of South Grand by the NMDOT.
- The NMDOT will be installing a new 36" and 72" RCP storm drain that may require the City to lower two existing sewer lines that cross South Grand or construct a lift station.
- Molzen Corbin is currently assisting the City to determine if a lift station is required.

K. Campaign Contribution Disclosure Form

This form is located in the appendix of this proposal



100 Sun Avenue NE, Suite 500
Albuquerque, New Mexico 87109

www.bankofalbuquerque.com

June 15, 2017

City of Las Vegas NM
1700 N. Grand Avenue
Las Vegas, NM 87701

RE: Molzen-Corbin & Associates, Inc.

To Whom It May Concern:

The above referenced company has been an exemplary client of Bank of Albuquerque since July 2004. The Company is run by individuals who are very knowledgeable, experienced, and of high integrity. Overall, we feel Molzen-Corbin & Associates, Inc. conducts its banking business in a satisfactory manner and is well managed.

The Bank's depository relationship with the Company consists of several depository accounts with a total average balance over the last year in the moderate seven figures.

This letter is given in strict confidence for the benefit of Molzen-Corbin & Associates, Inc. for reference purposes only. Please feel free to contact me if you require additional information.

Sincerely,

A handwritten signature in black ink, appearing to read 'John M. Valentine', is written over a horizontal line. The signature is enclosed within a hand-drawn oval.

John M. Valentine
SVP Commercial Banking
505-222-8421
jvalentine@bankofalbuquerque.com

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

June 19, 2017

Date

President and Owner, MOLZEN CORBIN

Title (Position)

Response to Request for Proposals:

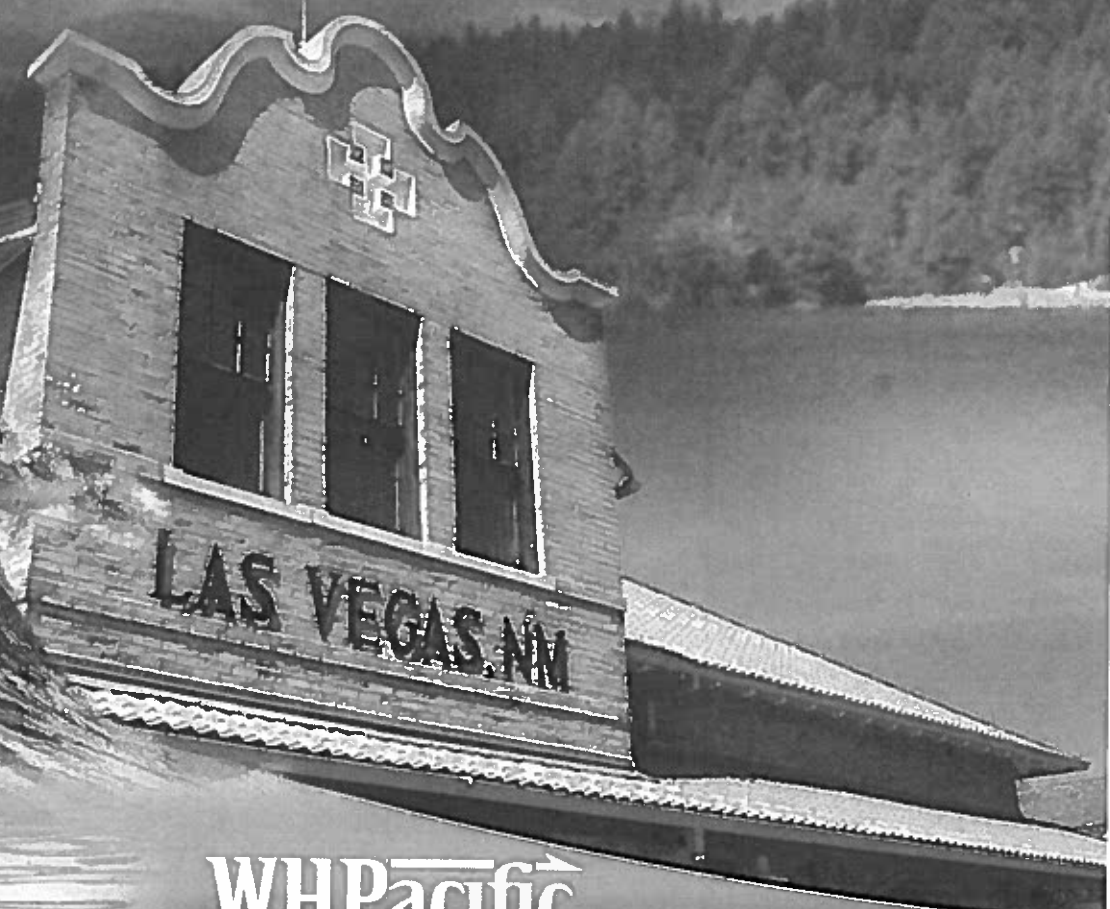
Proposal for Waste Water System Planning, Design
and Construction Engineering Services

Presented to:

The City of Las Vegas, NM

June 20th, 2017

Opening No. 2017-29



WHPacific

Architecture, Facilities, Structural, Mechanical, Electrical, Plumbing, Civil Design,
Water Resources & Drainage Design, Aviation Design, Transportation Design, Survey.....

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June 20, 2017

Casandra Fresquez, City Clerk
1700 N. Grand Ave.
Las Vegas, NM 87701

RE: Waste Water System Planning, Design and Construction Phase Engineering Services | RFP No. 2017-29

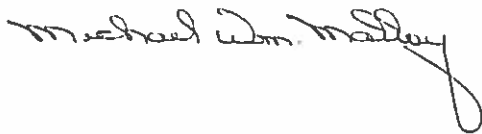
Dear Evaluation Committee,

WHPacific, Inc. has assembled a strong project team to work for the City of Las Vegas and looks forward to the opportunity to continue our longstanding relationship while providing professional architectural and engineering services for this waste water system contract. Our team is well recognized in providing quality architectural and engineering services, and we request that you please consider the following when making your selection:

- WHPacific has provided design services for the City of Las Vegas in the past and is a familiar partner. We recently completed construction on the Abe Montoya Recreation Center renovation. We are familiar with the City of Las Vegas procurement process and have successfully executed public works, aviation, transportation, and facility projects for the city through prior on-call contracts.
- We are a well-established, multidiscipline firm with the experience needed to provide a broad range of architectural, engineering, survey, inspection and observation services for rehabilitation and new construction. We offer a strong resume that includes survey, sanitary sewer rehabilitation, upgrades, and repair projects. WHPacific additionally provides landscape architecture, lifecycle cost analyses, feasibility studies, surveys, transportation engineering, water resource analyses, and building commissioning services.
- Our experience covers all phases of design including planning, programming, concept design, contract documents, procurement, permitting, and construction administration. In addition, we have a grants administrator on staff, who has more than 30 years of experience assisting various entities throughout the state in obtaining and managing funds for infrastructure projects.
- WHPacific understands that a business license from the City of Las Vegas is required for this on-call contract and that NM Gross Receipts Tax will be paid in the City of Las Vegas. WHPacific's Federal Tax ID Number is: 20-3966470. A letter from WHPacific's financial institution is contained in Section I.

Karen Menné-Jacobsen will be your primary contact for this proposal. Should you have any questions or need further information, her contact information is noted below. Mike Malloy is authorized to offer the WHPacific proposal and to contractually obligate the firm. WHPacific is qualified and has the ability to provide the services requested and finds the terms and conditions set forth in the RFP generally acceptable. We appreciate the opportunity to negotiate specific contract provisions upon selection of WHPacific as your consulting architectural and engineering firm. WHPacific is committed to exceeding your expectations for this contract and we look forward to working with you.

Respectfully,
WHPacific, Inc.



Michael W. Malloy, PE
Operations Manager
Direct: 505.348.5254 | Fax: 505.242.4845
Email: mmalloy@whpacific.com



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Director, Water/Environment
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Table of Contents

Section A: Offerors Identification.....	3
Section B. Personnel Experience	3
Section C. Licenses – General Contractor.....	7
Section D. Contractor Bond.....	7
Section E. Experience in Engineering/Architectural Services.....	7
Section F. Experiences as an Engineering/Architectural Consultant	8
Section G. Documentation	8
Section H. Cost	9
Section I. Financial.....	10
Section J. Additional Information	11
Evaluation Criteria	11
Section K. Campaign Contribution Disclosure Form	17

Section B. Personnel Experience

Subconsultants




Chavez Paulette Consulting, LLC

Robert (Bob) Paulette, PE



Robert Paulette will be subcontracted to WHPacific and will operate as part of the team. Karen Jacobsen, WHPacific Project Manager, will continue to be the single point of contact between city staff and the WHPacific design team.

Personnel

The following are the resumes for the key personnel that indicate their qualification and relevant experience.

Team Member	Qualifications and Background	Relevant Project Experience
<p>Karen Menné-Jacobsen, PE, CFM Project Manager</p> 	<p>22 years of experience in providing management and design of hydraulics/hydrology and drainage/ utilities projects; Certified Floodplain Manager</p> <p>Registration: Civil Engineer, NM #15569 (and eight other states); Certified Floodplain Manager #05-00125</p> <p>Education: BS, Civil Engineering, University of Alaska, Fairbanks</p>	<ul style="list-style-type: none"> • Water Treatment Plant Building Repairs, Las Vegas, NM – Project Manager • Gallinas Diversion Design – Project Manager • AMR Meter Register Replacement, Las Vegas, NM –Engineer • Capital Improvements Program, City of Albuquerque, NM –Engineer • Sewer Improvements, Tularosa, NM – Engineer • Sanitary Sewer Relocation at Ira Sprecher, Albuquerque, NM – Project Manager
<p>Shella Johnson, PE, CFM Project Engineer</p> 	<p>25 years of experience in hydrology, hydraulics, and utility design; Certified Floodplain Manager</p> <p>Registration: Civil Engineer, NM #19758; Certified Flood Plain Manager, NM #13-00325</p> <p>Education: MS, Civil Engineering, University of New Mexico; BS, Civil Engineering, University of New Mexico</p>	<ul style="list-style-type: none"> • Improvements to Water Treatment Plant, Las Vegas, NM—Civil Engineer • Water Tank Rehabilitation, City of Truth or Consequences, NM—Construction Phase Civil Engineer • Well #2 Booster Pump Station Improvements, Village of Bosque Farms, NM— Civil Engineer • Water System Phase I and II, Clovis Airport, City of Clovis, NM— Engineering and QA • High Pressure Loop Line, City of Carlsbad, NM— Construction Phase Civil Engineer
<p>Bill Kendall Booster Station, Phasing, and QA/QC</p> 	<p>42 years of experience in civil engineering, including water treatment plants, water transmission and distribution pipelines, and water structures.</p> <p>Registration: Civil Engineer, CO #16125</p> <p>Education: BS, Civil Engineering, Colorado School of Mines</p>	<ul style="list-style-type: none"> • Asset Management Plan, Village of Maxwell, NM—QA/QC • Well #2 Booster Pump Station Improvements, Village of Bosque Farms, NM—QA/QC • High Pressure Loop Line, City of Carlsbad, NM— QA/QC • Utah Cost Firming Investigation, Navajo Nation Water Management Branch, Ft. Defiance, AZ—QA/QC

Team Member	Qualifications and Background	Relevant Project Experience
<p>Bob Paulette, PE Wastewater Engineer</p> 	<p>Licensed engineer with 47 years' experience in wastewater systems funding, planning, design, and construction including sewer systems, pumping/lift stations, wastewater treatment, sludge management/disposal, disinfection, effluent reuse. Clientele include municipalities, state and federal agencies, as well as international clientele.</p> <p>Registration: Civil Engineer, NM #12763</p>	<ul style="list-style-type: none"> • Rodriguez Park Effluent Reuse PS Rehab, Las Vegas, NM – Project Manager • Wastewater treatment for Grants, Bernalillo, Raton, Santa Fe, Dona Ana County, Santa Ana Pueblo, Santa Fe Opera, Cochiti Lake, NM – Project Manager • Vacuum Sanitary Sewers in North/South Valleys, Albuquerque, NM – Project Manager • Effluent Reuse tanks, pumping, and pipelines, Los Alamos, NM – Project Manager • Preliminary Treatment Rehabilitation, Albuquerque, NM – Project Manager
<p>Gil Gallegos Grant Administration and Funding Assistance</p> 	<p>32 years of experience as former Program Director and State Engineer with the USDA Rural Development in the states of AZ, CO, and NM. 45 Years total experience.</p> <p>Education: BS, Civil Engineering, New Mexico State University</p>	<ul style="list-style-type: none"> • Asset Management Plan, Village of Maxwell, NM—Funding Specialist • Since 2002, Gil has periodically provided engineering and funding application services for infrastructure improvements for the Villages of: Cuba, Maxwell, Questa, Tularosa, and Wagon Mound
<p>Lynn Lantz, PLS, PS Surveyor of Record</p> 	<p>50 years of experience in surveying for public works contracts.</p> <p>Registration: Professional Surveyor, NM #10856; Professional Land Surveyor CO #12046</p>	<ul style="list-style-type: none"> • LANL Water Quality Survey Project, Los Alamos, NM—Project Surveyor • North Diversion Channel Pedestrian Bridge, Design Survey and Construction Staking, NM—Survey Project Manager • Embudo Channel Stake Pedestrian Bridge over the Channel Near I-40, NM—Survey Project Manager, NM—Survey Manager
<p>Craig Tom, EI AutoCAD</p> 	<p>Craig is a recent graduate in environmental engineering, specializing in water resources and water quality.</p> <p>Registration: Engineering Intern</p> <p>Education: BS, Environmental Engineering, New Mexico School of Mining and Technology</p>	<ul style="list-style-type: none"> • Asset Management Plan, Village of Maxwell, NM—AutoCAD/ ArcGIS • Asset Management Plan, Village of Questa, NM –AutoCAD/ArcGIS • Sewer System Improvements, Village of Tularosa, NM –AutoCAD • Utah Cost Firming Investigations, Navajo Nation Water Management Branch, Ft. Defiance, AZ—AutoCAD, Jr. Engineer

Team Member	Qualifications and Background	Relevant Project Experience
<p>Omar Ruiz Engineering Designer</p> 	<p>Omar recently joined the firm after finishing a Master Degree at UNM.</p> <p>Education: BS, Civil Engineering, University of New Mexico; MS, Civil Engineering, University of New Mexico</p>	<ul style="list-style-type: none"> • El Rito Asset Management Plan, El Rito, NM- Civil Designer 2 • NM 68 (Drainage), Espanola, NM- Civil Designer 2 • NMDOT I-25 Business Loop, Truth or Consequences, NM- Civil Designer 2 • US 550 Widening, Bernalillo, NM- Civil Designer 2
<p>Charlie Stockton Construction Services</p> 	<p>31 Years of experience in construction services, including water distribution plants, pump stations, water tanks and water tank rehabilitations,</p> <p>Certification: OSHA 30-Hour Safety Certification; Construction Documents Technologist, Construction Specifications Institute; Low-Voltage Electrical Journeyman's License, NM #11593</p> <p>Education: AA, Computer Operation, Pulaski Vo-Tech</p>	<ul style="list-style-type: none"> • Westland and Duranes Pump Stations and Water Tanks, Albuquerque, NM— Construction Administrator • BIA Water Tank Rehabilitation Project, Navajo Nation —Owner's Representative and Quality Acceptance Testing • San Juan Chama Water Distribution Project, Albuquerque, NM—Inspection Services • Boundary Dam, Pend Oreille, WA— Construction Administrator

Section C. Licenses – General Contractor

Not applicable.

Section D. Contractor Bond

Not applicable.

Section E. Experience in Engineering/Architectural Services

Years of Experience

WHPacific has well beyond the five (5) years of proven service required by this RFP. In fact, WHPacific is the evolution of a 70-year legacy providing architecture, engineering, and public works services in New Mexico, starting with Gordon Herkenhoff & Assoc. in 1944. WHPacific has been doing business under its current name since 2007 and is the largest 100% Native American owned architectural and engineering firm in the United States.



References

- | | |
|-------------------------|--|
| ABCWUA | Jon Ertsgaard, Project Manager; 505.289.3028; jertsgaard@abcwua.org |
| Ohkay Owingeh | Christy Van Buren, Planning Manager; 505.852.4400; Christy.mermejo@ohkay.org |
| Kirtland Air Force Base | Jason Underwood, Civil Engineer; 505.846.7867, Jason.underwood.1@us.af.mil |

Section F. Experiences as an Engineering/Architectural Consultant

Five (5) Years of Proven Performance

WHPacific is a full service firm in which we have engineers and architects while also offering other professional services such as survey, water resources, transportation, and construction inspection. This breadth of services allows any client to have one point of contact with one point of responsibility. WHPacific has provided professional services for similar task order contracts throughout New Mexico. A preview of WHPacific's clients include:



- City of Las Vegas, NM – Utilities On-Call – Peterson & Brander Dams Hydrology, Gallinas Diversion Rehabilitation, Water Treatment Plant Building Repairs, Automated Meter Installation, Raw Water Preliminary Engineering Report (for more than 5 years)
- City of Albuquerque – Municipal Development On-Call – Client for over 20 years
- Albuquerque Bernalillo County Water Utility Authority – On-Call for more than 5 years
- Bureau of Indian Affairs (architectural, mechanical, electrical, roadways, drainage and environmental) – Client for over 20 years
- University of New Mexico (water system and utilities mapping)
- The Cities of Aztec, Clayton, Grants, Mountainair, Portales, Ruidoso, Socorro, Santa Rosa, Santa Teresa, Silver City and Tucumcari, (civil, architectural, mechanical, electrical, airports, roadways, drainage, construction observation)

Section G. Documentation

The following lists the education and licensing for key personnel.

Name	Education	License/Certificate
Karen Menné-Jacobsen, PE, CFM, Project Manager	BS, Civil Engineering, University of Alaska, Fairbanks	Civil Engineer: NM #15569
Sheila Johnson, PE, CFM Project Engineer	MS, Civil Engineering, University of New Mexico; BS, Civil Engineering, University of New Mexico	Civil Engineer: NM #19758
Bill Kendall, PE, Booster Station, Phasing, and QA/QC	BS, Civil Engineering, Colorado School of Mines	Civil Engineer: CO #16125
Bob Paulette, PE Wastewater Engineer	BS, Civil Engineering, University of Alaska, Fairbanks	Civil Engineer: NM #12763
Lynn Lantz, PLS, PS Surveyor of Record	BS, Engineering Technology, New Mexico State University	Land Surveyor: NM #10856

Section H. Cost

The following costs are provided as requested per the RFP:

Ground Transportation:	\$130 per round trip per vehicle
Employee Travel Time:	\$600 per round trip per employee
Travel Meals:	\$15 per round trip per employee
Lodging (if needed):	At current federal rate (max.)

Printing

Color Bond Plot (22" x 34")	\$1.75 per sheet
B&W Bond Plot (22" x 34")	\$1.00 per sheet
Color 8 ½" x 11"	\$0.25 per sheet
B&W 8 ½" x 11"	\$0.10 per sheet
(11" x 17" will count as two 8 ½" x 11")	

Section I. Financial



Alaska Commercial Banking Group
MAC K3212-023
301 W. Northern Lights Blvd
Suite 212
Anchorage, AK 99503

February 22, 2017

RE: WHPacific, Inc.

To Whom It May Concern:

WHPacific, Inc. is a subsidiary of NANA Development Corporation (NANA). NANA and its subsidiaries have been highly valued bank clients for over thirty years. NANA maintains numerous deposit accounts with Wells Fargo, with aggregate balances in the high eight figures.

We have provided NANA with a \$125,000,000 revolving line of credit to be used for general corporate purposes. As of this date, NANA is in full compliance with all the terms and conditions of the line.

All of NANA's and WHP's deposit and loan transactions have been handled in a satisfactory manner.

If you require additional information, please feel free to contact me directly.

Thank you,

Jennifer Hille
Senior Treasury Specialist
Phone (907) 265-2892
Fax (907) 265-2141
jennifer.e.hille@wellsfargo.com

Together we'll go far



Section J. Additional Information

Evaluation Criteria

1. Specialized Planning & Design and Technical Competence

Sanitary Sewer Relocation at Ira Sprecher, Albuquerque, NM

The Utility Authority requested an emergency repair to an existing 8-inch sewer line crossing a major arroyo in Albuquerque (Tijeras Arroyo). The arroyo had washed out under the sewer line leaving it exposed and hanging nearly five feet above the new arroyo bottom. WHPacific worked and met with the client on-site (within a few hours of their call). An emergency, temporary repair was made within days of the first call. The redesign involved a relocated alignment using a siphon design and directional drilling. WHPacific provided construction administration services and was involved during the construction phase to answer questions and review selected critical submittals.

Sanitary Sewer Evaluation for Utility Master Plan, University of New Mexico, Albuquerque, NM

WHPacific prepared an updated utility master plan that included an evaluation of the sanitary sewer system. The existing system was modeled to evaluate adequacy to meet the current needs of the University. The future demand was analyzed and loaded into the model to determine if the existing system can meet the future needs based on UNM's current growth plans. The project included a condition assessment and recommendations for system upgrades. The project included extensive coordination with both UNM and our internal team.

Tularosa Sewer Improvements, Village of Tularosa, NM

There are areas throughout the system that regularly back-up and/or don't have flow capacity. WHPacific has designed improvements for these areas. The design and construction documents conform to the NMED requirements and are proposed for construction during mid-2017. WHPacific will provide construction administration services as well.

Miscellaneous Engineering Services, Village of Pecos, NM

Mr. Paulette has been providing services to the Village of Pecos for over 15 years in various water and wastewater services. Work with the Village began with evaluating the requirement to repair or replace their aerated lagoon treatment system as the Village was under an Administrative Order from USEPA for effluent violations. Mr. Paulette's relationship continues to this day and has included the following significant projects/tasks:

- Treatment plant planning, design, and construction services – 144,000 gpd ICEAS SBR treatment system, in-vessel UV disinfection and concrete sludge drying beds; approximately \$6million construction; funding secured through federal WRDA
- 8" Sanitary Sewer (approx. 2,860') to serve senior center and medical center
- Public RV dump station design
- Composting and effluent reuse operations planning at wastewater treatment plant
- Rincon Road sanitary sewer and water line service expansion
- Groundwater and NPDES permit renewals for wastewater treatment plant

2. Capacity and Capability

WHPacific is structured so that we can act quickly in responding to your requests without impacting our current workload. We are flexible and able to address your needs not only to meet schedules and time constraints but to also meet budget and staffing requirements. WHPacific will provide you and your

project with a high degree of attention to detail, follow-through, client service, and clear communication. It is what you can expect from your WHPacific team.

WHPacific prides itself in completing project deliverables on time. The current and projected workload for WHPacific is such that we have several projects that are nearing or in final stages of completion. Our proposed team of professionals will have ample time and resources to perform the tasks required on any project you may assign under this contract.

Project approach

WHPacific staff, led by Project Manager, Karen Jacobsen, will perform the necessary studies, design efforts, bidding, and construction administration services required to meet the needs of the City of Las Vegas. WHPacific has significant experience with the City of Las Vegas through prior contracts. This experience, however, is only effective when paired with timely response and frequent communication. Task order driven projects, through their very nature, tend to have a sense of urgency based on specific user needs. Our ability to respond to your immediate need, formulate a solution, and execute a plan will form the basis for our technical approach. Balancing multiple tasks adds to the complexity of our work; therefore, communication and timely response is inherently critical to success. Karen will serve as the single point of contact and be the go-to person for any requests, updates, or information. Through the support of a team of engineers who have often worked together on similar assignments, WHPacific offers the City of Las Vegas a highly qualified and highly responsive team that performs quality work.

Our ability to offer essential engineering services provides the City of Las Vegas with:

- Single corporate responsibility for all disciplines
- Consistent implementation of quality control procedures
- Enhanced project communication, coordination, and consistency
- The necessary resources to successfully complete project assignments
- Daily interaction and coordination among all key disciplines
- Simplified internal communication and project coordination
- Multidiscipline QA/QC reviews throughout the project
- An integrated team with extensive experience working together
- Flexibility and availability of additional resources to meet tight schedules

WHPacific is leading this effort with its own internal staff of civil engineering professionals. Our approach to performing the services required will include determining the required expertise and involving the correct experienced personnel for each individual project and in all stages of project development. WHPacific has processes in place to streamline the workflow with one goal in mind: Provide the City of Las Vegas with reliable and quality delivery of the project scope within the agreed budget and schedule.

Because this is an as-needed assignment, the scope of work for each of the various projects is yet to be determined. WHPacific will work closely with the City of Las Vegas to collect all of the scope requirements. Our scoping process includes all stakeholder input – funding agencies, users, reviewing entities, and of course, the City of Las Vegas. After the scope of work has been determined, WHPacific will prepare a work breakdown structure that schedules all activities that our team anticipates to perform for any particular project. This work breakdown structure will serve as the basis for the fee estimate and will form the beginning of the project look-ahead schedule. We have successfully used this process for the City, as well as other similar clients, in the past.

WHPacific will use work plan elements specified to clearly define and refine the project scope and establish baselines for the scope, cost, and schedule. The baseline documents will include established strategies for:

- Executing the work
- Providing an efficient infrastructure to support performing the work
- Identifying the requirements and expectations of all stakeholders
- Quality assurance/ quality control (QA/QC)

This plan enables effective project management and helps prevent distractions that may throw the project off course. In our experience this initial in-depth planning aids in completing the project in a proactive manner with the highest quality. The QA/QC component of this plan is especially critical. WHPacific performs and records its internal Quality Review Record (QRR) on every project. The QRR typically occurs at a strategic milestone such as 75% or 95% completion and sometimes both depending on the project complexity. In addition to the QRR, WHPacific has also implemented *Team Wall Meetings* wherein the design team reviews and coordinates the project through a peer review process during the entire design and construction document phases of the project. These meetings add a quality assurance component to our final design as this review is integral to the design process. It also adds a constructability review, which is critical to the City, in order to get a completed, functional project.

WHPacific's approach to project execution is comprehensive and focused on creating the best workflow to accomplish the work. Task orders or individual projects will be completed to meet the City's programmatic needs and scheduling requirements. Our goal is reliable delivery of the scope within the agreed budget and schedule.

Control of costs

Cost control is fundamental to WHPacific's success in meeting clients' design and construction cost objectives from concept to completion. WHPacific believes that cost control is directly linked to a comprehensive scope of services defined after award of each task. We will work diligently with each user group to prepare a comprehensive scope of services for each task or project under this contract. This scope would be strictly followed to accommodate the construction schedule and budget of each project.

Meeting deadlines

WHPacific understands that our highest priority is managing the project to get the work done according to plan. The purpose of the executing process is to complete the work defined in the scope of services determined by the client. The WHPacific project manager leads the team to produce the work defined in the scope, manage the team, work efficiently, communicate, manage contracts, and make sure quality meets expectations.

WHPacific's project manager will execute City of Las Vegas on-call projects and will be proactive in managing all aspects of the work. We know that interaction with the client stakeholders and project team is crucial to keeping the project on track.

WHPacific will actively manage the project's progress. We will focus on preventing problems rather than dealing with them as they occur. The WHPacific project manager will lead the project team to ensure that schedule and quality are met. We will work to identify and remove roadblocks by utilizing our technical knowledge to identify issues before they become a major problem.

WHPacific will hold progress meetings weekly. These meetings will focus on issues and finding a group solution based on consensus. These meetings will ensure common understanding of project deliverables, budget, and schedule.

At the beginning of the project or at various phases of the project, the WHPacific project team will host a phase scheduling session. Phase scheduling enables the team to produce the best possible workflow plan by involving those responsible for delivering the work and planning near-term activities. The outputs from a phase scheduling session are compiled into a look-ahead schedule. The look-ahead schedule is a tracking program used by WHPacific to capture all the activities from the phase scheduling session. WHPacific knows that through the use of these tools schedules can be met, deliverables provided, and quality maintained in a more efficient manner.

3. Past Record of Performance

Since 1944 WHPacific has performed work throughout the State of New Mexico and has executed many successful projects under numerous as-needed contracts with both public and private sector clients. The City of Las Vegas is seeking professional services for wastewater projects and WHPacific is proud to offer our expertise in engineering, survey, planning, design, construction administration and project management in response to your needs. Providing multiple-project professional consulting services is a core part of our business. Our Albuquerque office currently has eighteen on-call or IDIQ contracts with State of New Mexico and local government entities. We also have IDIQ contracts with federal government agencies and Native American entities like the Navajo Housing Authority. We will bring the full breadth of our on-call experience and task order expertise to the City of Las Vegas projects.

Given WHPacific's long experience in providing professional services for projects of varying size and complexity, and our ability to complete projects on time and within budget we are well-suited for your contract. Our task orders have included new facilities, building renovations and additions, utilities upgrades, asset management plans, studies, and surveys. Work associated with these and other task orders has included all the project management and coordination needed to execute the work.

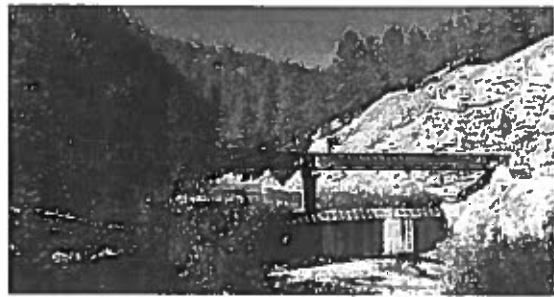
The projects displayed herein illustrate the wide range of services that WHPacific's Albuquerque Office has to offer, and the following project examples demonstrate our competence in regards to a similar project scope of work. Details regarding these projects are provided in below, in Section J.4

4. Familiarity with Contracting Agency

WHPacific has a well-established relationship with the City of Las Vegas through various projects over the years through multiple WHPacific departments. The main contributing factor to our familiarity of the Las Vegas area is the fact that WHPacific provides architecture, mechanical engineering, electrical engineering, civil engineering, structural engineering, water resources, aviation, transportation and survey under one roof. All of our engineers and designers are within talking distance of each other which provides for increased communication and production with fewer subconsultants thus providing the client with one point of communication and one point of responsibility which is especially important for maintaining continuity.

Water

WHPacific's Water/Environment group has previously held several on-call contracts with the utilities department as well as performed individual projects for the City of Las Vegas. We are familiar with the City's infrastructure and we know that the water and wastewater systems are a high priority for the City and its stakeholders. WHPacific's work on the listed projects has demonstrated a solid commitment to the City.



Gallinas Diversion Rehabilitation

- Automated Water Meter Replacement Project
- Raw Water Preliminary Engineering Report
- Gallinas Diversion Structure Rehabilitation
- Water Treatment Building Repairs
- Peterson-Bradner Dams, Hydrology Analysis

Facilities (Architecture, Mechanical, Electrical, and Structural Engineering)

WHPacific recently completed construction administration for the Abe Montoya Recreation Center renovation. WHPacific was able to maintain consistent forward progress by providing regular project updates and status reports. In addition to the Abe Montoya Recreation Center Renovation, WHPacific has been able to complete other facilities projects for the City including:



East Façade of the Abe Montoya Rec Center Renovation Project

- The Airport Terminal Building, Las Vegas, NM
- Snow Removal Equipment Building, Las Vegas, NM

Transportation

WHPacific is currently providing planning and design services for the reconstruction of 1.7 miles of Grand Avenue in Las Vegas. This project is being developed by NMDOT and coordinated with the City of Las Vegas. Through our work on this project we have gained familiarity with the city street network and utility and storm drainage systems. As part of our public involvement efforts on the project, we have conducted public meetings and individual meetings with business owners and residents to understand issues of concern within the corridor and in the broader community overall.

5. Current Volume of Work with the Contracting Agency that is Less Than 75% Complete

WHPacific currently has no design or construction work with the City of Las Vegas that is less than 75% complete.

6. Other

Ability to Conduct Public Meetings and Presentations

If the need arises for specialized services such as public outreach or involvement for any individual task order, WHPacific can assist with communicating via media organizations, websites, and public meetings. Public awareness and involvement may include:

- Advertise each public meeting in local newspapers or other community information vehicles.

- Provide information on funding and the planning process.
- Provide the public with the opportunity to comment, either verbally or in writing
- Respond to public inquiries

7. Resident Preference

STATE OF NEW MEXICO
TAXATION AND REVENUE DEPARTMENT

RESIDENT BUSINESS CERTIFICATE

Issued to: **WHPACIFIC, INC.**
DBA: **WHPACIFIC, INC.**
6501 AMERICAS PKWY NE STE 400
ALBUQUERQUE, NM 87110-6312

Expires: **23-Dec-2017**

Certificate Number:
L0571418576

Demesta Padilla
Demesta Padilla, CPA, Cabinet Secretary

THIS CERTIFICATE IS NOT TRANSFERABLE

Section K. Campaign Contribution Disclosure Form

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.

Michael Wm Miller
Operations Manager

6/20/2017

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Creative, Exceptional Service

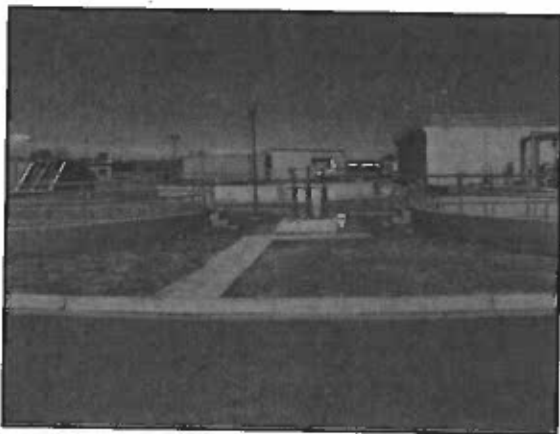
WHPacific has a long history of delivering creative solutions with exceptional customer service to our clients throughout the Western United States and Alaska. We understand our clients' satisfaction is what drives our business success and we put their satisfaction at the forefront of every project.



To Provide
Professional Services
To

PROPOSAL

CITY OF LAS VEGAS



For
**Wastewater System Planning,
Design and Construction Phase
Engineering Services**
RFP #2017-29
JUNE 20, 2017



Occam
Engineers
Inc.

1601 Camino del Coronado
Tucumcari, New Mexico 88401
575-461-0181

Albuquerque ♦ Artesia ♦ Houston ♦ Las Cruces ♦
Roswell ♦ Santa Fe ♦ Silver City ♦ Tucumcari



June 20, 2017

City of Las Vegas
1700 North Grand Avenue
Las Vegas, New Mexico 87701

RE: RFP #2017-29 Wastewater System Planning, Design, and Construction Engineering Services

Dear City Officials:

Occam Engineers Inc. is pleased to submit this proposal to provide engineering services to the City of Las Vegas for wastewater engineering services. Our team offers the following advantages for this project:

- We have worked successfully with the City on other projects including street improvements, improvements to the water system and improvements to the wastewater treatment facilities. The City is familiar with Occam Engineers Inc. and knows that you can expect highly responsive service.
- We are oriented towards communities such as the City of Las Vegas. We fully understand the physical and financial limitations of local governments of your size and know how to work together with you to find solutions that are practical for your particular needs and capacities.
- We are frequently in the City and surrounding areas and know the local construction challenges.
- We are excellent at helping local governments find grants to fund their project needs. We know where and how to obtain the funds that are needed.

We sincerely want to accomplish these wastewater projects for the City of Las Vegas. Occam Engineers Inc. is ready to commence work immediately and complete your projects in a timely and cost effective manner. Thank you for the opportunity to submit this proposal. The City of Las Vegas is a highly favored client of ours and we are very appreciative and protective of our relationship. If you require further detail or have any questions, please contact me at office number 575-538-5395 or mobile number 575-538-1726.

Respectfully submitted,

David D. Maxwell, P.E.
Chief Operating Officer

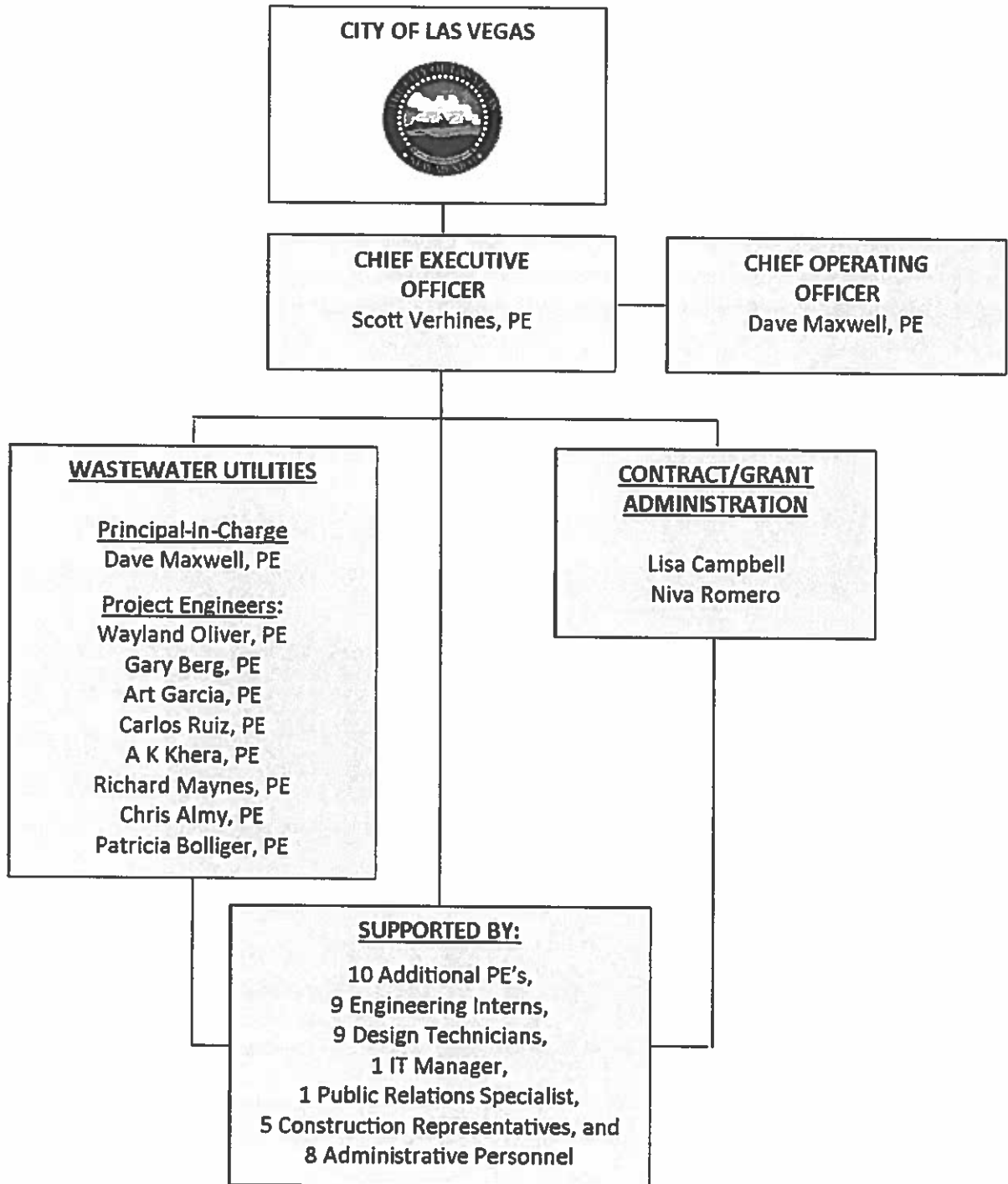
*1601 Camino del Coronado
Tucumcari, New Mexico 88401
Telephone: 575-461-0181*





Section A - Offeror's Identification

Our proposed team for the City of Las Vegas Wastewater improvements project is depicted in the organization chart below. Qualifications of team members is shown in Section B. Personnel Experience.



NOTE:

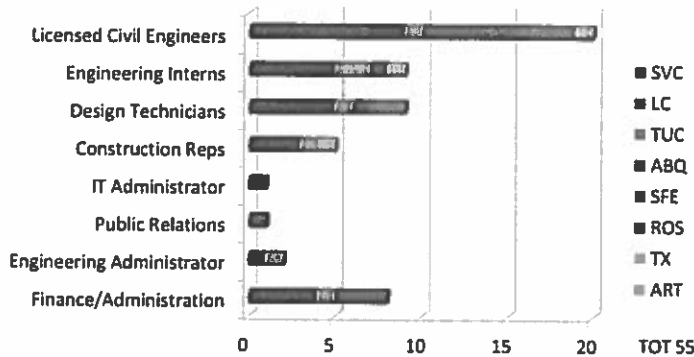
- Principals of OEI shown in red text



Section B - Personnel Experience

Occam Engineers Inc. has a highly qualified team with many years of technical experience in wastewater engineering. Our current staff of fifty-five Associates stands ready to assist the City of Las Vegas with their wastewater improvements projects. The chart below illustrates our full capacity.

Our proposed team for this project:



- ◆ Dave Maxwell, P.E., COO, keeps a close eye on projects. He provides a high level of involvement in keeping projects on track.
- ◆ Scott Verhines, P.E., CEO, has over 38 years experience in wastewater systems.
- ◆ Wayland Oliver, P.E., Project Engineer, has 20 years of experience in wastewater systems.
- ◆ Niva Romero, will perform Contract Administration and perform any duties necessary to “get the job done”!
- ◆ Gary Berg, P.E., Senior Project Engineer, has 35 years of applicable experience in the design and construction of wastewater systems. Gary will perform quality assurance to ensure a high quality product is delivered.
- ◆ Carlos O. Ruiz, P.E., has more than 40 years of experience in wastewater systems.
- ◆ Ashok (“A.K.”) Khera, P.E., has over 40 years of applicable experience in water and wastewater systems and will provide technical expertise and be available as needed.
- ◆ Lisa Campbell, Principal, is one of the better known and competent grant administrators in the state.
- ◆ We do not anticipate the need for any sub-consultants on this project. Our people are easily accessible and the same people will always be there, providing a consistent quality of service to the City of Las Vegas. Most of the proposed team members are intimately familiar with the City of Las Vegas infrastructure and utilities systems.

DAVE MAXWELL, P.E., COO, NM LICENSE #8768



Mr. Maxwell is the Chief Operating Officer for Occam Engineers Inc. He has over 40 years of experience in civil engineering design and construction. In his 40 years with Engineers Inc., he has significant experience with project management and the design and construction of water and wastewater systems for local governments across the state of New Mexico including water production wells, storage, booster pumping stations and sewage lift stations, water transmission and distribution pipelines and sanitary sewer collection systems. He has also completed engineering for retention basins and reservoirs for flood control, and numerous irrigation diversion dams, levees, canals and flood channels along the Gila River, San Francisco River and Mimbres River in southwestern New Mexico.

WAYLAND OLIVER, P.E., PROJECT MANAGER, NM LICENSE #18112



Mr. Oliver received his bachelor degree in Civil Engineering from New Mexico State University in 1995 and returned to Quay County and hometown of Tucumcari in 2005. He is a Registered Professional Engineer in the State of New Mexico since 2007. His most recent wastewater projects include sewer and treatment plant design for the Village of Wagon Mound, New Mexico. He co-authored a Scoping Report for the system that focused on evaluation of the existing system, identification of system weaknesses, and future planning. The Wagon Mound design was based on flow measurements and down-hole videos that he ordered and oversaw. Other wastewater projects include design and construction of a lift station as well as a force main failure investigation for the City of Tucumcari. He has also designed a new sewer system for portions of the Morningside subdivision which brought sewer lines into an area still using cesspools and septic tanks. He has worked with the New Mexico Environmental Department in obtaining discharge permits, drilling and logging of monitoring wells, ground water gradient mapping, evaluation and reporting of hazardous constituents in ground water monitoring wells, and remediation of non-compliant sites. He is currently designing an on-site waste water treatment plant for the new Russell's truck stop in Endee, NM to include primary and secondary treatment followed by a facultative lagoon and land application of effluent. He has been involved in planning projects to include technical guidance for the 40 year plans for both the City of Texico and the City of Clovis' Comprehensive Plan. His education balanced with his practical experience has allowed him to develop a rational point of view which is instrumental in design and constructability reviews.



Section B - Personnel Experience

SCOTT A. VERHINES, PE, BSCE, MSCE, MBA, NM LICENSE #8706, CHIEF EXECUTIVE OFFICER



Mr. Verhines is a New Mexico native and resident of Albuquerque, NM. He is a Civil Engineer with over 38 years of experience focusing on water resource, transportation and drainage/flood control projects. Scott has a strong background in water resources engineering from both a technical and practical standpoint. His undergraduate degree in Civil Engineering emphasized hydraulics and hydrology, and his Master's degree from UNM focused specifically on water resources. Mr. Verhines was the Project Engineer for the National Wastewater Program in the British Virgin Islands for development of Master Plan and Implementation Plan for wastewater collection and treatment throughout the island of Tortola and other islands of BVI. He has managed and participated in the preparation of over 200 hydrologic/hydraulic studies ranging in size from individual residential lots to over 500 square miles of watershed. He has planned and designed over 60 major transportation projects, including over 100 miles of rural highway and urban roadway projects in the last ten years. He has overseen the analysis and design of drainage/flood control infrastructure projects from \$5000 to over \$15 million in construction cost, transportation projects to over \$30 million, and water supply projects to over \$500 million. His experience lends particular project strength in the areas of program management, public involvement, collaborative decision-making and coordinating multi-task and multi-discipline projects involving a variety of local, state and federal agencies. As the New Mexico State Engineer from 2011 to 2014, he served as the State's top water manager administering the state's water resources and overseeing 330 professional staff in eight offices statewide.

GARY R. BERG, P.E., SENIOR PROJECT ENGINEER, NM LICENSE #10181



Mr. Berg has 35 years of experience in water and wastewater handling, site work, excavation and structural design. At Occam Engineers Inc., his responsibilities include civil, structural and environmental scope and design projects for public and private clients. Relevant recent projects include Preliminary Engineering Reports and memorandums for water and wastewater improvement projects in the Town of Hurley, Grant County and Associations in North Hurley, Arenas Valley, the City of Las Vegas and the Tyrone Townsite. He has performed project development, design and management for water and wastewater improvement projects for the cities of Lordsburg and Bayard, the Towns of Silver City and Hurley,

Grant County and the mutual domestic in North Hurley. These projects have included fresh water booster stations, disinfection, sewer lift stations with force main pipelines, pre-treatment of pumped septage by aeration, replacement of plant capital components and sludge removal and handling. His varied work history has been applied through design of the construction, rehabilitation and maintenance of structures and equipment of assorted facilities. His emphasis is on developing solutions to plant operating problems, through conversation and interaction with plant personnel, observation and study, that will minimize operating and maintenance costs and effort.

CARLOS O. RUIZ, P.E., AVS, NM LICENSE #11750 PROJECT ENGINEER



Mr. Ruiz is a professional engineer with more than 40 years of Civil Engineering experience in the United States and in the country of Mexico. Carlos has worked extensively for the public sector and the private sector throughout the State of New Mexico, Eastern Arizona and the country of Mexico, particularly in the New Mexico Southern International border region. Since immigrating to the United States in 1977, Mr. Ruiz has practiced civil engineering for several consulting engineering firms in the State of New Mexico. He has extensive experience in the design of rural and medium sized cities water storage and distribution systems. Mr. Ruiz has participated in several water and wastewater Master Plans and Preliminary Engineering Reports. Additional experience includes design and project management of general utility, airports, highways, rural and urban roads, sanitary and storm sewer collection systems, small rural waste treatment facilities, land development, transportation engineering design, among others. Mr. Ruiz worked for 18 years for the New Mexico Department of Transportation and among his responsibilities was the Director of the Office of International Programs, the State Value Engineering Coordinator and Project Development Engineer, Northern Design Center. Mr. Ruiz is a member of SAVE International and a member of the National Society of Professional Engineers.



Section B - Personnel Experience

ASHOK ("A.K.") KHERA P.E. – SENIOR PROJECT ENGINEER - NM LICENSE #6972

Mr. A.K. Khera has over 40 years of experience in water resources, environmental engineering and management. A.K. has a Bachelors degree in Civil Engineering; Master's degree in Environmental Engineering with an emphasis on Water and Wastewater systems; Second Master's degree in Water Resources and Environmental Engineering with an emphasis on Groundwater Contamination. He has served as Principal-In-Charge, Quality Control/Quality Assurance Manager, Project Manager and Senior Engineer on numerous projects related to water resources, water supply and treatment, wastewater collection and treatment systems, water storage and booster pumping systems, wastewater lift stations, and Value Engineering studies. AK has been involved on projects from initial conceptual stages of planning through Preliminary Engineering Reports, final design and construction. AK's environmental Engineering and Science experience is vast and includes: solid waste master planning, bio solids treatment and beneficial re-use, environmental assessments, groundwater contamination, NEPA environmental assessments and public involvement. He brings extensive understanding of the many water and environmental regulatory requirements of NEPA, SDWA, NPDES, FEMA, CWA, RCRA and CERCLA. Recent projects include: Capital Projects Manager for major wastewater system rehabilitation program for City of Albuquerque, NM; Wastewater Treatment Plant planning, design and construction management of Socorro, NM; Water and Wastewater System Master Planning Ft. Bliss, NM; Elevated and ground level water reservoir, booster pumping system and distribution for West Mesa, Las Cruces, NM; Preliminary Engineering Report for district wide water system improvements Lower Rio Grande Public Water Works Authority, Dona Ana County, NM; Blending system design to meet Safe Drinking Water Standard for arsenic for Lower Rio Grande Public Water Works Authority, Dona Ana County, NM.

NIVA ROMERO, CONTRACT ADMINISTRATOR



Niva Romero's 22 year tenure with OEI along with her drive and ability to "get things done" led to her elevation to the position of Office Manager of our Tucumcari Office. She will be the Contract Administrator for this project.

Ms. Romero has been involved in construction for most of her career, first as contracts manager for a construction company, then as grant and construction manager for OEI. She is respected by local governments as a person that provides passionate service and looks after their interests.

Section C - Licenses

Occam Engineers Inc. holds the following current licenses/registrations:

State of New Mexico Public Regulation Commission Certificate of Good Standing and Compliance Certificate #2558856
State of New Mexico Resident Business Certificate #L1314418224 September 9, 2019
Federal Tax Identification Number 76-0784579
General Contractor's License - Not Applicable



OFFICE OF THE SECRETARY OF STATE
NEW MEXICO

Certificate of Good Standing and Compliance

IT IS HEREBY CERTIFIED THAT:

Occam Engineers Inc.
2558856

the above named entity, a Corporation incorporated under the laws of New Mexico, is duly authorized to transact business in New Mexico as a Domestic Profit Corporation, under the

Business Corporation Act 53-11-1 to 53-18-12 NMSA 1978 having filed its Articles of Incorporation on June 20, 2016, and Certificate of Incorporation issued on said date.

It is further certified that the fees due to the Office of the Secretary of State which have been assessed against the above named entity have been paid in full and the entity is in good standing and duly authorized to transact business as its existence has not been revealed in New Mexico. This certificate is not to be construed as an endorsement, recommendation, or notice of approval of the entity's financial condition or business activities and practices.

Certificate Issued: June 14, 2017

In testimony whereof, the Office of the Secretary of State has caused this certificate to be signed on this day in the City of Santa Fe, and the seal of said office to be affixed hereto.



Maggi Johnson Blum
Maggi Toulouse Olier
Secretary of State

Certificate Validation #: 0007900
A secondary record electronically filed and may be viewed through the public office's website and other means. The validity of a certificate may be confirmed by viewing the Certificate Validation entry on the Business Files website at <http://business.sos.state.nm.us> and verifying the certificate's validation entry.

Section D - Contractor's Bonds

Not Applicable



Section E - Experience in Engineering Services

BRIEF HISTORY OF FIRM

Occam Engineers Inc. (OEI) is a New Mexico engineering and planning firm, headquartered in Albuquerque, with offices in Artesia, Roswell, Las Cruces, Silver City, Tucumcari, Santa Fe, and Houston. We are a team of predominantly native New Mexicans with a long history of service to the region and the state.

Occam Engineers Inc. (OEI) was formed through a 2016 merger of three long-standing New Mexico firms; Engineers Inc., Occam Consulting Engineers Inc. and Easterling Consultants. Combining the three firms greatly enhanced the level of engineering expertise and capacity available to our clients for **Public Works** (streets, utilities and funding assistance for local governments), **Transportation** (highways, traffic engineering) and **Water Resources** (storm water management, water resources development).

OEI takes its business philosophy from the work of the Earl of Ockham, a 15th century mathematician and theologian. Paraphrasing Ockham's theory (the 'Razor'), *all things being equal the simplest solution is the best.* We are problem solvers by nature and by profession. Our vision is to serve our communities with **QUALITY** and **INTEGRITY**. We are committed to serve every client, personally and professionally, with the highest ethics in an atmosphere of integrity and honesty. We are committed to deliver quality products and service. Our professional team is dedicated to quality. Rigid quality control processes are ingrained in our processes to ensure that a quality product is delivered. We are strongly focused and highly successful in bringing projects in on budget and within the schedule.

Within the pages that follow, we are hopeful that the City of Las Vegas will recognize that Occam Engineers Inc. provides the best fit as far as proximity, local understanding, experience, talent, knowledge and personnel to provide the services that you anticipate for the City's wastewater projects.

We have fifty-five associates, including 18 professional engineers, supported by experienced and highly qualified designers and technicians, project administrators and construction representatives. Several of our engineers have between 35 and 45 years of engineering experience in various capacities. *There is no project that we cannot design and no problem that we cannot solve.* Our engineers consist of some of the most respected professionals

in the state. Our staff has a long history of providing consulting services to communities in New Mexico.

Occam Engineers Inc. has successfully completed hundreds of municipal projects throughout the state of New Mexico. We specialize in civil engineering for wastewater systems, streets, drainage, structures, and water systems. We have worked with all forms of funding normally used for municipal projects including CDBG, Colonias, NM-Water Trust Board, NMFA, USDA-RUS, US-EPA, Congressional Appropriations, State Appropriations, RIP, CWSRF, and others. Our goal is to build long-term relationships with municipalities by providing affordable high quality products and services. Experienced construction observation personnel are on staff at each office, giving our clients the unique benefit of their experience both in design and "hands on" construction.

1. SPECIALIZED DESIGN AND TECHNICAL COMPETENCE

Categories of specialized design and technical competence that are needed for this particular project include the following:

1. **Applicable expertise and experience in engineering for the planning, design and construction of wastewater treatment and disposal facilities; particularly lagoons.**
2. **Applicable expertise and experience in engineering for the planning, design and construction of wastewater collection systems; including replacement of gravity collection systems, alternative small diameter collection, lift pumps/force mains, slip lining and pipe bursting, effluent re-use systems, treatment, computer modeling and master plans.**
3. **Applicable expertise and experience in the preparation of grant applications for project funding and administration of grants.**
4. **Applicable expertise and experience in the management of wastewater construction projects.**

Occam Engineers Inc. has the necessary expertise and experience in each of these areas of need for the project. We are familiar with the City's wastewater treatment and disposal facilities, having completed a previous improvement project. More detail is included below pertaining to each of the areas of specialized design and technical competence that is needed for this project.



Section E - Experience in Engineering Services

1. SPECIALIZED DESIGN AND TECHNICAL COMPETENCE

1. Applicable expertise and experience in engineering for the planning, design and construction of wastewater treatment and disposal facilities:

Wastewater Treatment:

Occam Engineers Inc. does have successful experience with wastewater treatment. Our experience is not with the construction of new plants but with improvements to existing plants. We have assisted the City with the air handling unit at the City's wastewater treatment plant. We have added A. K. Khera, P.E., to our team to strengthen our capability. Mr. Khera is also part of the team for the air handling unit. Between Occam Engineers Inc. and A. K. Khera, we have completed a number of projects involving wastewater treatment plants which are similar to the Las Vegas plant. The following projects illustrate the experience of OEI with respect to wastewater treatment plants involving lagoon systems.

- *City of Sunland Park, Santa Theresa Wastewater Treatment Plant Clarifier*
- *Town of Silver City, Replacement of aerators and clarifier bridge structures at wastewater treatment plant*
- *Town of Silver City, Addition of Septage Aeration Basin*
- *City of Socorro, Wastewater Treatment Plant Expansion and Upgrades (Khera)*
- *City of Alamogordo, Preliminary Engineering Report for wastewater treatment plant expansion and upgrades (Khera).*
- *City of Deming Wastewater Treatment Plant: Lagoon system, mechanically aerated. Replaced aerators in primary basin. Replaced head-works including new bar screen.*
- *Village of Wagon Mound Wastewater Treatment Plant: Lagoon system. Replacement of liner in existing lagoon, improvements to the effluent land application system, construction of tablet chlorination system, irrigation sprinkler heads, actuator valves and back-up pump for the land application lift station.*
- *Village of Loving Wastewater Treatment Plant: Construction of new primary facultative lagoon, new splitter box for infiltration beds, replacement of lift pumps, installation of an electronic flow meter to measure in-flow, installation of tablet chlorination system.*
- *City of Lordsburg Wastewater Treatment Plant: Designed new wastewater treatment facility consisting of primary, secondary and maturation lined lagoons with mechanical aerators.*

Sewer Interceptor and/or Collection System Improvements:

Occam Engineers Inc. has completed hundreds of municipal sewer interceptor and collection improvement projects. Some recent projects include the following:

- *Town of Hurley, Lift Station and 25,000 lin. Ft. of 10-inch force main - Hurley to Regional WWTP*
- *City of Deming, Lift Station, 1.2 miles of 10-inch force main and 5.7 miles of 18-inch interceptor*
- *City of Bayard, 11,550 lin. ft. of sewer collection line and 2,400 lin. ft. of cast-in-place piping*
- *San Pablo MDWCA, 10,000 lin. ft. of 8-inch force main and vacuum collection system*
- *Village of Wagon Mound, Replacement/ rehabilitation of Village's wastewater collection system*
- *City of Alamogordo, Downtown Sewer Rehabilitation – Pipe bursting and lining several blocks*
- *Town of Hurley, Replacement/rehabilitation of 9,000 lin. ft. of sewer collection lines*
- *Town of Silver City, Little Walnut Interceptor – 7,000 lin. ft. of 12-inch interceptor line*

Effluent Re-Use System Improvements:

Engineers Inc. does have successful experience with effluent re-use projects. Some recent projects include the following:

- *City of Carlsbad, Effluent Re-Use Projects – Series of retention ponds, cascading overflows, pumping facilities and irrigation piping (10" – 20") for 18-hole golf course.*
- *City of Deming, Effluent System Expansion – Chemical treatment system, pumping facilities and piping (8") for irrigation of recreational facilities.*
- *City of Alamogordo, Juniper Effluent System – Pumping system and 12" pipeline for irrigation of recreation facilities.*

OUR SEWER COLLECTION AND CONVEYANCE SYSTEMS EXPERTISE INCLUDE:

- **Pipeline Rehabilitation Assessment and Design**
- **Sewer Main and Lift Station Design**
- **Sewer System Modeling, Operations and Maintenance**
- **Sewer Use Ordinance Development**
- **Industrial Pretreatment Studies**
- **Infiltration / Inflow Studies**



Section E - Experience in Engineering Services

1. SPECIALIZED DESIGN AND TECHNICAL COMPETENCE

2. Applicable expertise and experience in engineering for the planning, design and construction of wastewater collection systems; including replacement of gravity collection systems, slip lining and pipe bursting.

We have successfully completed many sanitary sewer systems for municipal governments and rural sanitary associa-

tions. Our experience with sanitary sewer systems and effluent re-use systems is comprehensive including master

plans, studies, computer modeling, gravity collection systems, force mains, lift pumps, effluent pumping and storage facilities, effluent pipelines, alternative small diameter systems (including vacuum and step systems), slip liners, pipe bursting, leak detection and video evaluation. The table below shows our experience with planning, design and construction on some recent sanitary sewer related projects.

<u>Relevant Scope of Services</u> Sanitary Sewer Collection and Treatment	Cost (\$Millions)	Planning	Computer Modeling	Gravity Collection	Alt. Small Dia. Collection	Lift Pump / Force Main	Slip Lining / Pipe Bursting	Biological Treatment System	Physical Treatment System	Septage System	Completion Date
Silver City Ridge Road Sewer System	\$1.7		•	•							2017
Deming Wastewater Master Plan	N/A	•	•								2016
Loving Wastewater System Improvements, Phase 1	\$1.0	•	•	•		•					2017
Deming Wastewater Treatment Plant Improvements	\$0.7							•	•		2016
Silver City Septage Aeration	\$0.3							•	•	•	2008
Silver City WWTP Aerators	\$0.3							•	•		2007
Tyrone Wastewater System Improvements	\$2.4	•		•		•	•				2013
Hurley Wastewater System Improvements	\$1.4					•					2011
Santa Clara , Phase I & II	\$3.2			•		•	•				2012
2007 RUS Sewer Improvements, Bayard	\$2.0	•		•							2008
Southside Sewer Trunk Line, Deming	\$3.9	•	•	•		•					2009
Downtown Sewer Rehabilitation, Alamogordo	\$1.5						•				2006
Sanitary Sewer Improvements, Deming	\$1.3	•		•		•	•				2007
Sanitary Sewer System, Ph. I-II, San Pablo	\$2.7	•	•	•	•	•					2007
Wastewater System Improvements, Bayard	\$2.2	•		•			•				2011



Section E - Experience in Engineering Services

1. SPECIALIZED PLANNING & DESIGN AND TECHNICAL COMPETENCE

3. Applicable expertise and experience in the preparation of grant applications for project funding and administration of grants.

ASSISTANCE WITH FUNDING SOURCES

Our Grant Administrator, Lisa Campbell, attends all application and implementation workshops pertaining to grant and loan programs in the State. She is well known and highly respected by representatives of various funding agencies. OEI assists communities to identify funding sources and assists with financial packaging and funding applications. Because of size and isolation, rural communities often have difficulty finding help and resources in addressing community needs. We join together with these communities to coordinate efforts and share expertise to help strengthen the presence of the communities with state and federal agencies. The Grant Writing Team takes pride in assisting communities with identification of funding sources and assisting with financial packaging and writing funding applications. The Team works together with engineers in the firm to complete projects within the time allowed and within budget, so communities close-out their project before the next application cycle. When applications are successful, the team searches for additional sources of funding, enabling completion of a larger project. We strongly urge effective planning to maximize opportunities to secure funding and to avoid delays in planning and construction.

We believe that our success in Grant Writing is attributable to the processes we follow. All applications are reviewed by the Grant Writer, Lisa Campbell, and the scope of work is reviewed by an appropriately experienced Registered Engineer. Applications are reviewed by three professionals, plus the communities, before submission. We have many years of experience and we give 100% of our attention as it's our reputation on the line. Our team can assist the City in their grant administration or we are available to contract for all your grant administration needs. Since many of our clients are small water associations, municipalities and rural county governments that have limited fiscal capacity and cannot afford even minor budget over-runs, they are dependent upon federal and state government grants that require rigid schedule compliance to qualify for future funding.

Occam Engineers Inc. offers hands-on experience in assisting communities in becoming familiar with the various types of funding programs and works closely with the community in the application and administration process. We not only explain how the process is done, but provide guidance through the process for long-term success. Grant administration does not only consist of applications but also includes administration of the funding sources' rules and regulations for each entity. The team has a wide variety of experience that includes both State and Federal Programs. The Grant Writing Team regularly attends application and implementation workshops pertaining to grant and loan programs within the State. OEI assists in acquiring interim financing for projects. Interim financing are sources of early funding for projects such as USDA/RD that will be needed to pay pre-development costs prior to receiving federal program funding. We have provided communities with assistance for the programs shown below.

Community Development Block Grant (CDBG)
NMED Rural Infrastructure Loan (RIP)
NMED Water & Wastewater Grant Fund
NMED Safe Drinking Water Act (DWRLF)
Economic Development Agency (EDA)
New Mexico Finance Authority (NMFA)
Clean Water State Revolving Fund (CWSRF)
Environmental Protection Agency
NMDOT Cooperative Program (COOP)
NM Highway Safety Improvements Program
NMDOT Enhancement Funds
SAFETY-LU
GRIP 2
County Arterial Program (CAP)
Municipal Arterial Program (MAP)
Department of Agriculture
U S Army Corps of Engineers
NM Water Trust Board
NM Legislative Appropriations
Rural Utilities Service (RUS)
Various Colonias Programs
Federal Highway Administration
NM Office Nat'l. Resources Trustee





Section E - Experience in Engineering Services

1. SPECIALIZED DESIGN AND TECHNICAL COMPETENCE

Meetings

As requested, OEI will attend Council meetings at no additional cost and we are quite adept at making presentations at public and/or City meetings.

Timely Response

OEI will respond to any requests from the City timely and efficiently. We are in close proximity and are frequently in the area. Our Principals can be reached any time, day or night.

4. Construction Management Philosophy



During construction we will keep the City in the loop with frequent and timely communications. If there is a problem we bring it to your attention immediately and confront it. Occam Engineers Inc. provides frequent and timely communications. As a *partner* with the City, we try to make you more successful in your roles, by keeping you informed and up-to-date on projects, state and federal requirements/mandates and funding opportunities. We know how busy you are and we do not wait until the last minute to make you aware or remind you of a task that you alone must complete. We realize that communications must be timely so that the City doesn't have to be reactive, but can be proactive in meeting deadlines imposed by oth-

ers. Common communication channels include the following:

1. We normally assist the City with funding applications, making certain that we understand the City's objectives for the project through the application process. Occam Engineers Inc. often walks through the project with the City officials during this stage.
2. Before a work-order is processed, we once again discuss the project in detail and verify your acceptance of our approach.
3. Preliminary engineering reports are commonly completed prior to initiation of design to assure that the City agrees with the project concept. Project walk-throughs are often completed during this stage.
4. Design is completed in three phases. At the pre-final stage (60%), we commonly have a project walk-through with the City to verify City objectives on the site.
5. In addition to the pre-construction conference, communication between OEI's Project Representative, Project Engineer and Project Manager and the City is frequent and timely during construction. Construction meetings are held as appropriate.
6. We are commonly in contact with the City on at least a weekly basis to provide updates of project status.
7. With all invoices, an explanation of what was completed is included.
8. We commonly perform grant administration work on projects for the City, keeping you informed on the status of the budget and project schedule.

2. CAPACITY AND CAPABILITY

Please see our capacity chart and proposed team member resumes in Section B. Personnel Experience. Pages 5 - 7.

References

We have had a number of On-Call General Services Contracts as shown below. We encourage the City to contact the references listed:

CLIENT	CONTACT	POSITION	TELEPHONE
City of Artesia	Byron Landfair	Infrastructure Director	575-746-9821
City of Bayard	Kristina Ortiz	Clerk-Treasurer	575-537-3327
City of Deming	Jim Massengill	Public Works Director	575-546-8848
City of Lordsburg	Arthur Clark Smith	Mayor	575-542-3421
County of Grant	Charlene Webb	County Manager	575-574-0000
County of Hidalgo	Bob Hill	County Manager	575-542-9428
County of San Miguel	Alex Tofoya	County Grant Administrator	505-425-9333
Town of Silver City	Peter Pena	Public Works Director	575-388-4640
Village of Ruidoso	Ronald Sena	Deputy Village Manager	575-258-4343



Section F - Experiences as an Engineering Consultant

3. PAST RECORD OF PERFORMANCE

Representative Projects: The following representative projects reflect OEI's wastewater experience:

Town of Hurley Gravity Sewer Improvements
Fernando Martinez, Mayor, 575-537-2287



The Town of Hurley was developed as a townsite for the mill and smelter employees of the Chino Mine in 1910. Gravity sewer collection was by vitrified clay tile pipes. Wastewater flowed into the industrial property and was utilized as make up process water. In 2007, the Town constructed a wastewater lift station and force main pipeline to dispose of their wastewater into the Regional Wastewater treatment plant in Bayard. In the mid 1990's, the original gravity sewer lines in the core of the Town were replaced. As a result of the Town's recent connection to the regional wastewater plant, significant infiltration of the remaining old sewer lines during wet weather became a significant economic issue. To address that, the Town replaced the old, very shallow sewer collector along A Avenue with a new, more deeply buried line and constructed a new line along a new road and utility easement across the Block 50 subdivision on the south end of Town. The project has reduced the infiltration of the sewer lines and has improved maintenance access in both locations.

Village of Santa Clara RUS Wastewater System Improvements Phase II - Richard Bauch, Mayor, 575-537-2443

The Village of Santa Clara is bound to the west by Twin Sisters Creek. The Village of Santa Clara, the City of Bayard, Chino Mines Company and, in the near future, the Town of Hurley, will all be pumping domestic fresh water from the watershed of Twin Sisters Creek downstream of the Village. A mobile home park and a number of site-built residences are located along the flood plain of the creek, below the elevation of the Village's primary gravity sewer collection system. The domestic wastewater from these nineteen residences was treated in septic tanks. In order to reduce the chance of contamination to downstream water users from leaking septic tanks or high static water levels, the Village constructed approximately 5,400 LF of gravity collector main line, a lift station with a natural gas powered backup generator and 1,040 LF of 4-inch force main pipeline to lift the wastewater flow into the Village's primary gravity sewer collection system. In addition to this new construction, a pre-existing lift station in the vicinity was rehabilitated and the septic tanks that were taken out of service were decommissioned.

Town of Hurley - Wastewater System Improvements
Fernando Martinez, Mayor, 575-537-2287



The purpose of the project was to construct a system to transfer existing wastewater flows from the Town of Hurley to the new regional Wastewater Treatment Plant in Bayard. The work consisted of developing a Preliminary Engineering Report and an Environmental Report, their acceptance by funding authorities and the design and construction of approximately 25,400 feet of new sewer force main with a duplex (2 pump) lift station. Construction was completed and the total cost for the sewer improvements was \$1.4 million. The project funding was a combination of grant and loan from USDA Rural Utilities and two legislative appropriations from the State of New Mexico.

Town of Silver City - Septage Aeration
Robert Esqueda, Director of Utilities, 575-534-6365



At the time the new Regional Wastewater Treatment Plant began operation in early 2008, Septage pumpers and haulers within Grant County would no longer be able to use the existing dumping station at Bayard which would flow into the new plant. As a result of this, the capacity to accept and treat liquid septage within Grant County would be reduced to the 36,000 gallons (approximate) per month that the Town of Silver City's Wastewater Treatment Plant can accept and process. At that time the present rate of production of liquid septage within Grant County was approximately 100,000 gallons per month.

To service the needs of the County's residents, the Town of Silver City and Grant County commissioned the design and construction of a reinforced concrete septage aeration basin located upstream of the headworks of the wastewater treatment plant. The basin assembly has two bays, each 14 feet deep, aerated by a coarse bubble diffused air system. There is primary screening at the apron into which the septage pumpers discharge. Discharge is by gravity feed into the plant headworks. Funding was provided by the State of New Mexico through Grant County.

City of Deming - South Side Sewer (Trunk Line Project)
Aaron Sera, City Administrator, 575-546-8848

The purpose of the project was to extend the City of Deming's existing water and wastewater collection systems to the south side of town. The area is rapidly developing and there are multiple planned subdivisions. The City



Section F - Experiences as an Engineering Consultant

3. PAST RECORD OF PERFORMANCE**City of Deming - South Side Sewer (... Continued)**

wants to promote growth by installing trunk lines that will ensure that the City's infrastructure can keep up with the demand. The project cost was estimated to be \$3.9 million. Funding was provided by multiple sources including the Army Corp of Engineers and the New Mexico Finance Authority. The work consisted of a Preliminary Engineering Report, an Environmental Assessment, the design and construction of approximately 5.7 miles of new 18-inch wastewater collection piping, 65 manholes, 1.2 miles of 10 force main and approximately 6.3 miles of new 12-inch water distribution piping. In addition a new lift station with variable frequency drive pumps was connected to the City's existing SCADA (Supervisory Control and Data Acquisition) system. The SCADA system was designed in a previous project by Engineers Inc.

Tyrone Townsite Wastewater System Improvements

Roger Groves, Tyrone Property Owners Association Manager, 575-388-1543



The Tyrone Townsite was developed in the mid-1960's as housing for the employees of the new Tyrone Mine. Wastewater was collected through clay tile pipe gravity lines and transported to a two-stage lagoon system for treatment. The designed capacity and the quality of the initial construction was very good. At this point in time, the primary lagoon had been filled to capacity and the treatment system needed reconstruction/rehabilitation. The Property Owners Association, through Engineers Inc., investigated the feasibility of construction of new treatment lagoons, a stand-alone activated sludge treatment plant or the connection to the Silver City municipal system were investigated. By piggy-backing upon a separate wastewater collection project, the construction costs of connecting to the Silver City system were favorable and the Association chose to advance that project. The design concept to overcome was to develop a wastewater pumping and transmission system appropriate for the relatively low wastewater flow rates (100 gpm) and high pumping heads (240 feet TDH). To make that work, a triplex system of positive displacement pumps was specified and installed. The 8,600 foot long force main pipeline was constructed of 6-inch SDR 11 HDPE pipe. Pipeline isolation valves, clean-outs and sewage air relief valves were installed along the length of the pipeline to improve operation and serviceability. A propane fired emergency generator was installed at the lift station to provide clean site power, when needed. There were a number of locations within the Townsite where the clay tile pipes had failed, primarily because of root intrusion, and the rehabilitation of these areas was in-

cluded into the original construction project. A portion of the construction contingency funds was utilized to rehabilitate additional lengths of sewer pipe, lengthening the working life of a nearly fifty year old collection system.

San Pablo MDWCA Wastewater Collection System
Contact: Robert Ebler, President, 575-541-0490



San Pablo is located in the Rio Grande Valley adjacent to the municipalities of Las Cruces and Mesilla. San Pablo is designated a *Colonia*. Groundwater is within six to eight feet of the surface in the densely developed community. There was no collection and/or treatment system; many residences used wastewater holding tanks that had to be pumped monthly. With financial assistance from BECC, RUS, NMED, the City of Las Cruces, and Doña Ana County, Engineers Inc. developed a wastewater master plan and preliminary engineering report for San Pablo. An extensive evaluation revealed that a new treatment facility for San Pablo was not economically or environmentally prudent. Instead, the community was connected to the Las Cruces wastewater system. The community now operates its collection system and pays a bulk rate for treatment as metered at the central lift station connecting the community to the Las Cruces System. The connection to the City of Las Cruces included almost 10,000 feet of force-main from the vacuum station to the Las Cruces collection system. Because of high groundwater and congested rights-of-way, conventional gravity sewers were not feasible. A vacuum sewer collection system was the most practical alternative for the community. Another technically and administratively challenging aspect of the project was the in-situ rehabilitation of an older sewer main within the Las Cruces system to carry San Pablo wastewater. The rehabilitation was also negotiated in the joint agreement and was completed as part of the San Pablo project. This was a multi-phase project.

Town of Silver City - WWTP Aerators

Robert Esqueda, Director of Utilities, 575-534-6365



The original construction of the Silver City WWTP was in 1978. Concrete structures and operating machinery had been utilized with only required maintenance since that time. A number of components had deteriorated to the point that their structural integrity was compromised, their operating efficiency was unacceptable or the original operating concept was inappropriate for the purpose. A project was developed to address the rehabilitation or replacement of components that were most greatly affecting plant performance. (Continued ...)



Section F - Experiences as an Engineering Consultant

3. PAST RECORD OF PERFORMANCE**Town of Silver City - WWTP Aerators (... Continued)**

The design and construction of the project were completed at a time when construction costs were rising and bidding results were unpredictable. The four gravity clarifiers/thickeners were constructed with reinforced concrete tanks, steel truss walkway bridges and center hub drives. The aeration basin was constructed with a reinforced concrete tank and steel truss walkway bridges above each of the four rotor assemblies. The outboard bearings for the walkway bridges were constructed as steel slide plates. The daily cycle of differential thermal expansion and contraction between the steel bridges and the concrete tanks had caused the tank walls to fail at the bearings. Repairs were designed and constructed to the concrete tank walls and the bearings were replaced with slide plates that included boxed-in Teflon slides.

The process aeration was performed by four paddle rotors constructed upon an oval raceway. The loss of paddles due to corrosion and the long term wear of the rotating components had reduced the reliability and performance of the aeration system to unacceptable levels. Replacement of all of the structural and rotating components with new components of greater efficiency and increased corrosion resistance was designed. The project funding was not adequate to allow the construction of the complete project. Working with the Owner, a phased replacement plan was devised where the worst three rotors were replaced as part of the project, the best unit of the original four was kept in operation and the replacement of the 4th rotor was deferred until additional funding became available. The replacement of the 4th rotor was funded and constructed three years later. The aeration rotor motors were subsequently equipped with new motor controls with soft starts and clock timers to allow timed shut down of surplus aeration capacity and energy savings during the cooler off-hours of the operation and to reduce high amperage draw and associated demand penalties at the time of motor start-up.

Plant operations efficiencies were also hampered by the inability to effectively dewater the contents of the aerobic digester basin prior to transferring process sludge to the drying beds for final dewatering. The digester basin was originally designed and constructed with decant-type valves for dewatering the sludge. Dewatering the sludge through the use of these valves was slow and the effectiveness of the dewatering was poor, causing material handling problems at the plant. Working with an equipment vendor, OEI personnel developed a conceptual design that would allow dewatering of any desired depth of the basin. The construction of other improvements in the aerobic digester process precluded the construction of this dewatering concept.

4. FAMILIARITY WITH CITY OF LAS VEGAS

Occam Engineers Inc. (OEI) currently has an on-call utility contract with the City of Las Vegas. Over the last four years we have completed various stages of the following projects for the City:

- *Leak Detection Survey and Scoping Study to Determine Priorities*
- *8th and Chico Waterline*
- *Hospital Field Waterline*
- *WaterCAD modeling for Medite Water Line*
- *Hot Springs Boulevard – Survey and Environmental Documentation*

OEI has worked with Maria Gilvarry, City Utilities Director, on water related projects. In addition, OEI gained familiarity with the City's wastewater treatment plant when scoping a potential project at the plant.

OEI has also completed numerous projects in the surrounding area over the last twelve years for San Miguel County and the El Valle Water Alliance. We are familiar with the construction challenges common to the area, the construction contractors who normally work in the area, the costs of construction and with the customs and culture of the area.

5. CURRENT VOLUME OF WORK LESS THAN 75%

Occam Engineers Inc. currently does not have any contracts with the City of Las Vegas that are less than 75% complete.

6. ABILITY TO CONDUCT PUBLIC MEETINGS

Occam Engineers Inc. has conducted many public information meetings and has solicited public response effectively for many previous projects. Many of our staff are bilingual allowing us to communicate effectively with the Spanish speaking residents of the area. Public information meetings typically involve advertisement through the local newspaper(s), radio station(s), as well as individual fliers mailed to area residents.

7. RESIDENT PREFERENCE / PROXIMITY

Occam Engineers Inc. will perform wastewater services from our Tucumcari office which is approximately 120 miles from the City of Las Vegas. Back-up support will be provided from our Silver City and Roswell offices. We are able to respond to requests from City officials within a ninety minute timeframe. All of our Associates can be reached any time, day or night, through mobile numbers.





Section G - Education, Certification and Qualifications

Following is our proposed team members education and certification. Qualifications are addressed in the Capacity and Capability section.

Associate	New Mexico Professional Engineer License Number	Education
Scott A. Verhines, P.E.	8706	<ul style="list-style-type: none"> • Bachelor of Science Civil Engineering 1979 Texas Tech University (Hydraulics/Hydrology) • Master of Science Civil Engineering 1991 University of New Mexico (Water Resource Engineering) • Master of Business Administration 2002 Anderson School of Management, University of New Mexico
David D. Maxwell, P.E.	8768	<ul style="list-style-type: none"> • Bachelor of Science Civil Engineering Agricultural Engineering 1971 New Mexico State University • Master of Science Water Resources Engineering 1977 Utah State University
Wayland Oliver, P.E.	18112	<ul style="list-style-type: none"> • Bachelor of Science Civil Engineering 1995 New Mexico State University
Art Garcia, P.E.	11020	<ul style="list-style-type: none"> • Bachelor of Science Civil Engineering 1984 University of New Mexico • Master of Science Civil Engineering 1999 New Mexico State University
A. K. Khera, P.E.	6972	<ul style="list-style-type: none"> • Bachelor of Science Civil Engineering 1965 University of Jabalpur, India • Master of Science Environmental Engineering 1969 University of Roorkee, India • Master of Science Water Resources and Environmental Engineering 1971 University of Cincinnati, OH
Gary R. Berg, P.E.	10181	<ul style="list-style-type: none"> • Bachelor of Science Mining Engineering 1977 University of Wisconsin
Carlos O. Ruiz, P.E.	11750	<ul style="list-style-type: none"> • Bachelor of Science Civil Engineering 1974 University of Veracruz, Mexico • Rural Engineering, University Autonomous of Mexico (UNAM) 1975

Section H - Cost - Miscellaneous expenses are itemized below:

Mileage	\$0.535 per mile
Lodging and Meals	\$100.00 per day
Global Positioning Survey Equipment	\$55.00 per hour
Car Rental	\$100.00 per trip
Flights	\$125.00 per round trip
Reproduction	24 x 36 plots - \$2.00 per sheet 11 x 17 prints - \$0.25 per sheet 8.5 x 11 prints - \$0.15 per sheet 8.5 x 11 prints - \$0.89 per sheet (color)



Section I - Occam Engineers Inc. Credit Rating

The Wells Fargo logo, consisting of the words "WELLS" and "FARGO" stacked vertically in a white, sans-serif font on a dark square background.

Ryan P. Garcia
Real Estate Industry Specialist

Commercial And Residential Real Estate
MAC Q2129-013
200 Lomas Boulevard NW 1st floor
Albuquerque, NM 87102
505 766-6149
505 247-4639 Fax
ryan.p.garcia@wellsfargo.com

June 16, 2017

To Whom It May Concern:

Occam Engineers, Inc. has been a valued customer of Wells Fargo Bank since 2005. During that time, the company has maintained several different accounts in an exemplary manner.

Occam Engineers has had a positive and valuable relationship with Wells Fargo Bank for several years. Occam Engineers maintains a lending relationship in the form of a line of credit with Wells Fargo and has paid as agreed on all debts. Also, Occam Engineers maintains operating accounts and credit cards with the bank.

If there are any questions, please feel free to call Ryan Garcia at (505)766-6149.

Thank you,

A handwritten signature in black ink, appearing to read "Ryan Garcia".

Ryan Garcia
Principal Relationship Manager
Wells Fargo Bank



Section K - Campaign Contribution Disclosure

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



Section K - Campaign Contribution Disclosure

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.

David D. Maxwell
Signature David D. Maxwell, P.E.

June 14, 2017
Date

Chief Operating Officer
Title (Position)



Consulting Engineers

specializing in:

Water Resources

Transportation

Public Works

Planning

Mining

Public Finance

Decision Support

Structural Engineering

Program Management

Drainage & Flood Control

City of Las Vegas
Waste Water System Planning, Design
and Construction Phase
Engineering Services

Opening No. 2017-29
June 20, 2017





June 20, 2017

City Clerk
City of Las Vegas
1700 N. Grand Avenue
Las Vegas, NM 87701

RE: Waste Water System Planning, Design and Construction Phase Engineering Services, Opening No. 2017-29

The attached proposal has been prepared by Miller Engineers, Inc. d/b/a Souder, Miller & Associates (SMA) in accordance with the City of Las Vegas (City) request for proposals to provide waste water system planning, design, and construction phase engineering services.

SMA is a 230-person engineering, environmental, and surveying consulting company with a local office in Santa Fe. Over the past 30 years, SMA staff has completed planning, surveying and engineering infrastructure projects in New Mexico, Colorado and Arizona. To best serve the City, SMA is presenting a team that includes key staff and a subconsultant with the specific skills and experience required to cover the anticipated scope of work. SMA will primarily service the City from the Santa Fe office but can utilize personnel from our other offices in the region, if necessary.

The SMA team offers:

- An outstanding depth and breadth of local professional resources.
- Timely response to local needs – SMA can respond in less than one hour from our Santa Fe office.
- Familiarity with the City including specific project knowledge through our Client Manager, Tod Phinney, P.E., and our Project Manager, Steven Wright, P.E., both of whom have hands-on, direct experience with the City of Las Vegas.

As requested in the RFP, SMA respectfully submits the following information: Federal Tax ID Number: 85-0336964 and New Mexico Tax ID Number (CRS): CRS 02-040132-009. SMA further acknowledges that no addendums have been issued.

We thank you for the opportunity to propose on this contract, the ability to add value to the community, and to continue to build our relationship with the City of Las Vegas. If you have any questions about this proposal or would like to meet at your convenience, please contact our office at 505-299-0942.

Sincerely,
MILLER ENGINEERS, INC. D/B/A SOUDER, MILLER & ASSOCIATES

Tod L. Phinney, P.E.
Vice President | Client Manager

1. Specialized Planning, Design and Technical Competence

Introduction

Miller Engineers, Inc., d/b/a Souder, Miller and Associates (SMA) was established in 1985 and is an employee-owned, 230-person civil engineering and environmental science consulting firm dedicated to serving clients in New Mexico, southwestern Arizona, the Four Corners region, and the west slope of the Rocky Mountains. SMA's record of performance can be judged by our large number of satisfied repeat clients. In addition, we have received numerous design awards and commendations, including the following:

- 3rd largest Engineering firm in New Mexico (published by Albuquerque Business First)
- ENR Southwest ranked SMA in the top 20 in the southwest region
- New Mexico Top Work Place from 2013 - 2017



SMA appreciates this opportunity to propose to the City of Las Vegas (City) to provide services for the Wastewater System Planning, Design and Construction Phase engineering projects. The SMA project team is structured to provide you with the highest quality services using experienced professionals, all coordinated from SMA's Albuquerque and Santa Fe office locations.

Our Advantage ✓

We believe that our familiarity with the City's wastewater systems and associated issues make us uniquely qualified for this project. The team and Project Manager Steve Wright, P.E., are committed to respond rapidly to any immediate needs for these projects.

Subconsultants

Transmission & Distribution Services, LLC (T&D) is a multi-disciplinary firm practicing in the fields of electrical, mechanical, civil, fire protection/life safety, and energy efficiency engineering and surveying. Many of T&D's team members are employee-owners and are recognized as industry experts in their respective areas of practice.

T & D was founded in February 2007 to provide engineering and surveying services to electric utility industry entities - primarily rural electric cooperatives, municipalities, investor owned utilities, and industrial power users. The company's professional services include the layout, design, testing, and commissioning of transmission lines, distribution lines, switching stations, substations, and related power delivery infrastructure.



Relevant On-Call Project Experience

SMA team members have and are working on numerous On-Call Task Orders for many clients, including the City of Las Vegas and other municipalities and organizations across the state. SMA is capable and committed to provide the necessary resources to fully address any of the services requested.

- Albuquerque Bernalillo County Water Utility Authority
- Bernalillo County Engineering On-Call
- City of Albuquerque Engineering On-Call
- City of Las Cruces Engineering On-Call
- City of Rio Rancho Engineering On-Call
- City of Santa Fe Engineering On-Call
- City of Santa Fe Trails On-Call
- Santa Clara Pueblo On-Call
- NMDOT Engineering On-Call
- NMDOT Traffic On-Call
- NMDOT Drainage On-Call
- NMDOT Bridge On-Call

Relevant Waste Water Systems Experience

Santa Clara Pueblo Wastewater System Planning & Collection System Improvements

SMA conducted a comprehensive condition assessment for the wastewater collection system, including CCTV survey of existing sewer lines, documenting system components that had reached the ends of their expected useful lives and thereby requiring increased maintenance, causing backups into homes, and increasing risks to public health. A Preliminary Engineering Report was prepared to identify and recommend phasing for the build out of improvements, demonstrating a Master Plan for the entire wastewater system, including treatment alternatives. The phased system improvements presented in the Preliminary Report established the basis for the design and construction of the Wastewater Collection System Improvements project.

SMA, working together with the Pueblo, secured approximately \$3.0 million in state and federal funding to plan, design, and construct Phase 1 of the Wastewater Collection System Improvements project. Construction of the Phase 1A East Housing



Santa Clara Pueblo Groundbreaking



Santa Clara Pueblo Sewer Pipe Installation

the Wastewater Collection System Improvements project. Construction of the Phase 1A East Housing improvements was completed in May 2015 and consisted of installation of approximately 8,400 LF of new 6-inch to 10-inch sewer line and 38 new manholes; and rehabilitation of approximately 4,939 LF of 6-inch and 8-inch sewer lines and 16 existing manholes, including reconnection of 79 services with new 4-inch service lines. SMA completed design of the Phase 1B West Housing improvements and is working with the Pueblo on securing state and/or federal funding for construction.

Taos Valley Regional Wastewater Treatment Facility Improvements

SMA has been working with the Town of Taos on their Wastewater Treatment plant since 2003. A Preliminary Engineering Report (PER) was written for the upgrade of the Wastewater Treatment plant. In addition to the complete replacement of the headworks, the PER recommended the upgrade of the treatment plant to membrane technology to meet present and future water quality needs for the Town. The Membrane Bioreactor (MBR) technology was both the most cost effective solution for the Town and produced the highest quality effluent. The project started with the complete replacement of the plant's headworks installing a JWC 3 mm band screens, a septage receiving station, washpactor, and replacement of a grit classifier.

From there, SMA worked with the Town of Taos to acquire funding for the project through Water Trust Board and the Federal Stimulus Funds (ARRA) program. This project included fast track design of a 2.4 MGD MBR wastewater treatment plant upgrade for the Town of Taos. Design was completed within 90 days of the Notice to Proceed which was fully in compliance with state, federal and ARRA requirements. SMA prepared preliminary and final design drawings, engineer's opinion of probable construction cost, site survey, site piping, grading and improvements. SMA worked with Aqua

Engineering for the upgrades to the existing aeration basins to allow for nitrification/denitrification, sludge processing, addition of membrane tanks and equipment, building to house membrane and other ancillary equipment, UV disinfection and housing structure, demolition of the fertilizer equipment. The electrical work and SCADA was performed by a subcontractor. The upgrades were designed to handle both growth in the Town and the surrounding region for the next 20 years and to meet tightening discharge requirements. While the plant is currently receiving 1.2 MGD, as designed, the plant will be able to handle average daily flows up to 2.0 MGD with the capability to expand to 2.4 MGD with the installation of additional membranes. The plant's peak flow capacity is twice that of the daily average flow rates giving the plant the ability to handle peak events likely to happen on weekends with the Town's tourist economy. Additionally, to meet renewable energy guidelines required of the Federal funds, SMA incorporated 75 kW of solar panels in to the design. The panels send the energy generated back into the grid, the Town received a credit to their bill



in return. SMA provided full-time resident project representation and construction administration services during construction. The facility came online at the beginning of 2012. Currently, SMA is assisting the Town with design and construction of a 1,000 kW solar array near the treatment facility to offset additional O&M expenses

Tesuque Wastewater Improvements

This project involved 1) development of a Water System Preliminary Engineering Report (PER) to USDA standards, 2) an Operation and Maintenance (O&M) Plan to be used by the Pueblo to operate their water and wastewater systems, and 3) a Cross-Connection Control Plan. The PER was needed to evaluate the existing water system, determine where deficiencies exist and make recommendations for improvements to improve the health and safety of the residents and to reduce operational costs. The PER will also help the Pueblo propose projects to be used in the IHS Sanitation Deficiency System (SDS).

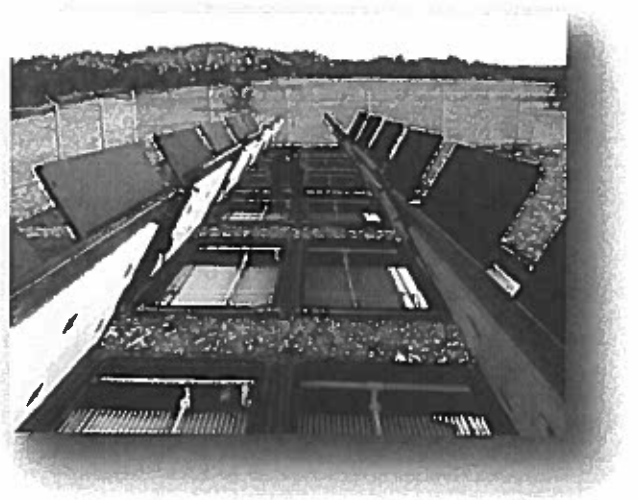
The PER covered the water and wastewater needs of all residents of the Pueblo. It included a history of all efforts to provide water to the Pueblo, starting with the first IHS project in 1961. It included a thorough hydraulic analysis of the system under a variety of scenarios. The PER required an understanding of how to access and evaluate census data, providing environmental information, meeting with Pueblo leaders to understand their varied priorities interacting with IHS, BIA and the State Indian Affairs Department, the State Finance Administration and integrating all of the pertinent information into a coherent plan for action.

The O&M Plan covered all water and wastewater systems of the Pueblo and was developed with the objective of compiling all existing manuals, provide a description of the existing facilities and to provide a basis for policies and schedules to be used

in the O&M of the system. This plan will help the Pueblo both in their daily operations and in seeking funding for improvements to the systems. This was completed in July of 2014.

The Cross-Connection Control plan was developed to be the basis for a policy for preventing cross-connections in the system and thereby improving the health aspects of the Pueblo water system. This was completed in July of 2014.

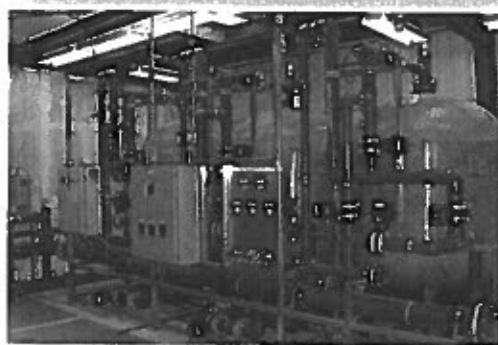
This project relied heavily on SMA's understanding and commitment to proper operation and maintenance of utility systems. SMA has on staff experienced, state-certified operators who understand these issues and can communicate them to local operators and management.



City of Portales Lift Station

The City of Portales Lift Station Rehabilitation project consists of performing field investigation of the existing conditions, preparing a technical memorandum, and completing a design for the rehabilitation of the City's five (5) wastewater lift stations. The existing wet wells exhibited moderate corrosion of the interior surfaces and components, and the electrical, controls and pumps have a significant number of recent failures and malfunctions. The project utilized both CDBG and City funds.

A thorough and detailed inspection was completed for all lift stations. Based on the inspections and with concurrence by the City, the designed improvements to all lift stations included: a new electric service drop, meter box, shut-off switch, control panels, pump on/off controls and cables, pumps, discharge piping, check valves, new wet well lids with traffic load rated hatches, rehabilitated wet wells with corrosion resistant epoxy coating, and all other improvements necessary to bring the stations up to current NMED and AWWA standards. The design also included converting three lift stations from above-grade to at-grade equipment.



City of Las Vegas Wastewater Facility



Approach to On-Call Contracts

Successfully monitoring and managing the major constraints of a project—scope, budget, and schedule—are at the forefront of SMA's management approach. SMA's project managers will utilize their expertise and experience with similar projects to effectively plan and execute project planning, scope, schedule, cost, quality, resources, communications, reporting, risk management, and construction oversight.

Quality Assurance | Quality Control

SMA has a management philosophy that focuses on quality throughout a project's lifecycle. This philosophy is held by the senior management of the company, requiring quality performance from every project team member, supported by sound project management practices that are deliberately and systematically applied to every project. Often QA/QC programs focus only on a defect-free product/design; however, within SMA we believe that a QA/QC program is much more than that. While defect-free designs are important to SMA, it is believed that a sound and manageable QA/QC program begins with a clear understanding of the project's scope and the client's goals and objectives, and that these elements are delivered in a defect-free design package.

SMA's staff places a high value on, and is committed to, providing high-quality engineering services to our clients. SMA holds weekly internal project meetings to review project status and will rely on its project team, as well as the QA/QC Manager, to assure that the quality of design and construction for the project



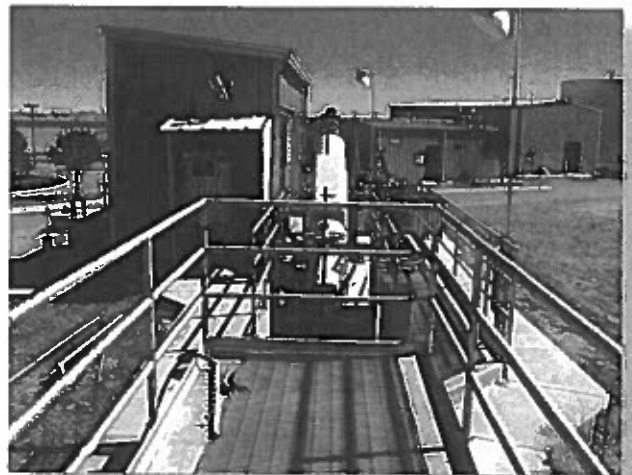
will meet design specifications and applicable construction standards, as outlined or referenced in contract documents or as per industry standards.

Project Management Plan

In accordance with the "Planning the Project" section of the SMA Project Management Manual, a Project Management Plan (PMP) will be prepared by the Project Manager specifically for each project. The PMP is a living document referenced throughout the duration of the project and is updated and amended as necessary as the project proceeds. It is the first of many QA/QC procedures that SMA initiates during a project. The main sections of the PMP are:

- Project Overview and Critical Issues;
- Work Scope/Budget/Schedule;
- Project Team Roles and Responsibilities;
- Communication/Document Distribution Plan;
- Quality Control Plan; and
- Risk Management/Contingency Plan.

SMA's general approach to various projects are outlined in the following chart.



City of Las Vegas Wastewater Facility

Waste Water System Planning, Design and Construction Phase Engineering Services

Activity	Key Tasks	Summary
Planning Projects	<ul style="list-style-type: none"> • Project Kick-off meeting • Data collection • Data analysis • Alternative selection and evaluation • Life-cycle cost analysis • Client Meetings • Selection of an alternative • Develop recommended project • Quality Control • Client and agency review 	<p>SMA provides many types planning documents and technical reports for our clients. Accordingly, the reports address: environmental resources present, growth potential, the condition of the existing facilities, the need for the project, alternatives considered (including cost estimates), comparison of the alternatives (including a life-cycle cost analysis), and a description of the proposed project (including the project design, total cost, annual operating budget, operations and maintenance (O&M) costs, debt repayments, and reserves).</p>
Preliminary Design	<ul style="list-style-type: none"> • Project Kick-off Meeting • Utility location • Surveying of project area • System hydraulic analysis • Preliminary design plans • Preliminary estimate of probable construction costs • Quality Control • Client and agency review 	<p>Preliminary engineering design work includes data and information collection; site surveying including existing features, utilities and topography; engineering calculations including hydraulic analysis; pipeline design and layout; and preliminary design drawing preparation. Technical specifications are drafted and a preliminary estimate of probable construction cost are prepared.</p> <p>The Preliminary Design Engineering documents will be provided to the City for review and comment. We will coordinate this effort by conducting a design review meeting with the City staff and any funding agency representatives. Comments, concerns or changes will be addressed in the Final Design.</p>
Final Design	<ul style="list-style-type: none"> • Final Construction plans • Technical specifications • Contract documents • Permits and approvals • Final construction cost estimate • Quality Control • Pre-bid conference • Requests for information responses 	<p>Final design phase activities include incorporating comments from the City and agency review and advancing the design to a ready to build stage. Final construction plans, technical specifications, and contract documents are prepared for purposes of bid solicitation. Wage decisions and any remaining permits are acquired. A final estimate of probable construction cost is prepared.</p>
Bidding and Negotiations	<ul style="list-style-type: none"> • Addenda preparation • Bid administration • Bid opening assistance • Bid evaluation and tabulation 	<p>SMA offers to assist the City in the bid solicitation process including advertisement, pre-bid meeting coordination addenda preparation, bid opening and certified bid tabulation. If requested, SMA can sponsor an electronic web-based bidding service at www.soudermiller.com.</p>
Construction Services	<ul style="list-style-type: none"> • Pre-construction conference • Contract execution • Change order management • Field documentation • Pay request assistance • Record drawings 	<p>SMA will provide engineering support during construction including attendance at a pre-construction meeting, review of submittals for conformance with contract documents, written responses to contractor requests for information, review of payment applications, change order management and progress meeting coordination. As required in the RFP, we proposal periodic on-site observation during construction.</p>
Project Closeout	<ul style="list-style-type: none"> • Certifications • Required documentation for funding agencies • O&M manual 	<p>SMA can prepare the project closeout documentation for preparation of certifications of substantial and final completion, project acceptance and any closeout documents required by applicable funding agencies.</p>

Assistance with Funding Sources

We understand and appreciate the arduous work the City goes through to secure the economic resources to complete projects. As you know, over recent years, there have been a tremendous amount of changes from regulatory and funding perspectives. SMA has many years of experience assisting with the grant application process, administration and financial management of various grant programs and providing the necessary project coordination required by each funding agency. We have a great deal of experience assisting clients in obtaining funding from various State and Federal infrastructure funding agencies and programs including:

- Border Environment Cooperation Commission and North American Development Bank (BECC-NADB)
- Clean Water State Revolving Fund (CWSRF) - NMED
- Colonias Infrastructure Fund (CIF) - NMFA
- Community Development Block Grant (CDBG) - DFA-LGD
- Drinking Water State Revolving Fund (DWSRF) - NMFA
- NM Finance Authority (NMFA) - Local Planning Grant Fund
- NMDOT MAP Funding - NMDOT
- Public Project Revolving Fund (PPRF) - NMFA
- Rural Infrastructure Program (RIP) - NMED
- State and Tribal Assistance Grant (STAG) - EPA
- State of NM Capital Outlay (SAP)
- Tribal Infrastructure Fund (TIF) - Indian Affairs Department (IAF)
- U.S. Department of Agriculture Rural Development (USDA RD)
- Water SMART - Bureau of Reclamation (BOR)
- Water Trust Board (WTB) - NMFA

FUNDED

2. Capacity and Capability

Ability to Perform Assignments on Short Notice

SMA has the resources in place to perform all necessary tasks associated with these water distribution system improvement projects, as well as any potential associated future tasks, including planning, design, bidding, construction administration and construction observation of system improvements for the City. SMA's data gathering and engineering analysis processes focus on client involvement allowing the team to provide attention to detail afforded by a small firm and pull from the depth of experience and resources of a large firm. This allows SMA to come up to speed quickly with the current and immediate concerns of the City and address any unresolved issues from prior planning efforts.

Assignments from the City will be managed by Mr. Steve Wright, P.E. He will coordinate activities with the project team, assigning task managers to individual task orders. Many project team members have worked together on previous projects, including area projects with various aspects of project management, environmental documentation, public involvement and coordination, utility coordination, right-of-way and easement acquisition, survey and design. These individuals have a history of successful projects within the Las Vegas area.

Public Meetings and Presentations

SMA is experienced and comfortable working with advocates, clients, elected officials and stakeholders in coordinating with the public for presentations and public input. These meetings often convey technical or project information and our professionals are flexible in meeting during non-business hours and very approachable and adaptable to the needs of the client.

Project Team

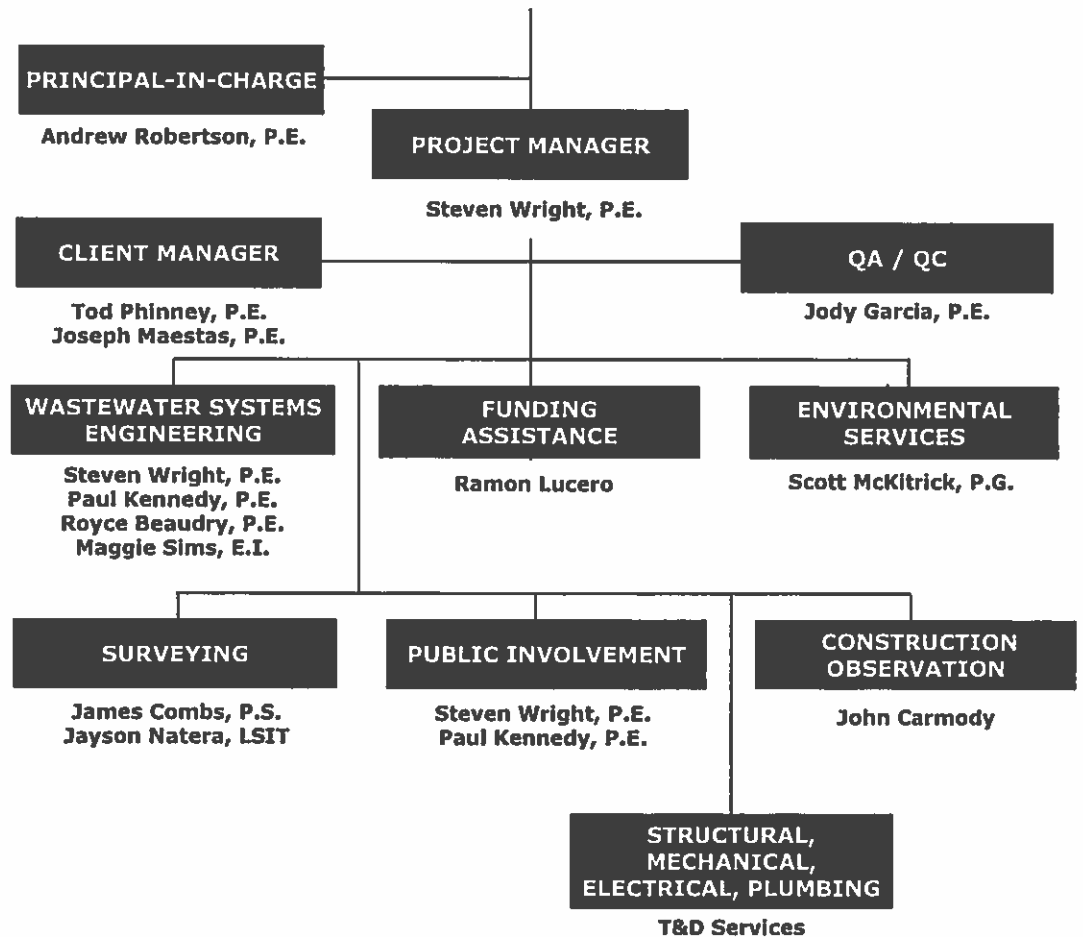
SMA is fully capable of providing this project's required civil engineering and environmental services with our in-house staff. Our subconsultant T&D, will provide electrical, mechanical, fire protection/life safety, and energy efficiency engineering. Our proposed project organization chart, provided below, depicts the lines of communication and key personnel assigned to the project. Due to page limitations of the RFP, we have only included resumes for our Principal-in-Charge, Client Manager, Senior Engineer/QA/QC, and our Project Manager. Resumes of the additional key staff selected for this project are available upon request by the City.

SMA partners with many professional firms to provide complete services. SMA has partnered with many architects, including Suina + Mead Architects LLC, Dyron Murphy Architects, PC, and Hartman + Majewski Design Group. SMA will select partners based on the needs of the specific project, and with approval from the City.



City of Las Vegas
Wastewater System Planning, Design and
Construction Phase Engineering Services

■ SMA
■ Subconsultant



**Principal-in-Charge | Andrew Robertson,
P.E.**

*M.S.-Civil Engineering; B.S.-Chemistry
Professional Engineer: New Mexico (#15805)*

As a Vice President and Principal at SMA, Mr. Robertson leads the water resources business line and oversees a variety of water and wastewater system projects, particularly for tribal entities. Mr. Robertson also has extensive experience working with NTUA, Bureau of Reclamation (BOR), BIA, IHS, NMIAD, USDA, and other agencies. As a result of this experience, he understands the design criteria and unique processes involved in many different types of tribal projects. This includes coordination with other project partners, including local tribal regulatory criteria, and Federal agencies, as well as BIA ROW acquisition, surveying, field engineering, and the Bureau of Reclamation and IHS design criteria. Mr. Robertson has experience planning, designing and managing construction of water systems based on Bureau of Reclamation design criteria and construction standards.

Senior Engineer / QA/QC | Jody Garcia, P.E.

*M.S., Hydraulic and Water Resources Engineering; B.S.-Civil Engineering
Professional Engineer: New Mexico (#17622)*

SMA's proposed Senior Engineer / QA/QC, Mr. Jody Garcia, P.E., is a Senior Engineer in the Water/Wastewater Division with 18 years of experience in water, wastewater and transportation projects. He is experienced in municipal engineering, including utility, drainage, and street design and rehabilitation, construction administration, project management, and development review. Mr. Garcia has substantial experience in water and wastewater system improvements, water treatment systems, and civil infrastructure design and construction document preparation. Specific experience includes: water transmission and distribution systems, utility system design, water storage, wastewater collection system design,

drainage analysis and drainage facility design, well collector lines, pressure-reducing valve stations, sewer interceptor and collection lines that included vacuum sewer lines, and geographic information system (GIS)-based schematics.

Client Manager | Tod Phinney, P.E.

*B.S.-Civil Engineering (Magna Cum Laude);
Professional Engineer-New Mexico (#19860), Florida (#55985)*

As an accomplished engineer with more than 27 years of experience in planning, designing, and managing water and wastewater projects ranging in size from small water systems to complex water and wastewater transmission and treatment facilities, Mr. Phinney has gained a high degree of technical expertise through his work for both public and private entities. He has a deep understanding of how these entities work together most effectively and how to keep all parties communicating and working toward a common goal during the entire project. He has managed numerous projects and project teams and has had great success in exceeding client's expectations and meeting budgets and tight schedules. Tod has a natural talent for creating excellent client relationships through his concentrated efforts in addressing a client's issues and concerns as a priority. This level of satisfaction is reflected in the large number of repeat clients.

Mr. Phinney has worked with the City of Las Vegas on a variety of projects over the years, including: Raw Water Conveyance Project, On-Call Engineering Services, Raw Water System Preliminary Engineering Report, Gallinas Diversion Structure Rehabilitation, and the EAPs/O&Ms for Peterson Dam and Bradner Dam.

Project Manager | Steven G. Wright, P.E.

M.S.-Environmental Engineering; B.S.-Business Administration
Professional Engineer-New Mexico (#23289)

Mr. Wright's role as a civil engineering project manager at SMA includes planning and design of water and wastewater engineering projects. These projects have included preparation of planning documents for water and wastewater systems, design of water distribution and storage improvements, water and wastewater system modeling, project technical specifications, preliminary opinion of probable construction costs, contract documents, and GIS database and exhibit creation. His recent relevant water systems projects include: Eldorado Area Water and Sanitation District (EAWSD) Water Utility Master Plan, Santa Fe County, Tesuque Pueblo Master Plan - Water System Improvements, Santa Fe County, Tesuque Pueblo Master Plan - Wastewater System Improvements, Santa Fe County, Camino de la Merced Roadway and Water System Improvements, Taos, and the Pendaries Village Drinking Water Compliance Action Plan, San Miguel County. *Steve is very familiar with the City and has worked on the following Las Vegas projects: Las Vegas Raw Water Conveyance Project, Storrie Lake Pump Station, and the Bradner Fill Line.*

Additional Services

SMA Operations LLC (SMA Ops) is a Joint Venture between Souder Miller & Associates (SMA) and Aqua Environmental Services (AES), an affiliate of AQUA Engineering (AQUA). Our two companies have been working together for over 12 years and have designed, built and overseen startup of three larger Wastewater Treatment Plants (WWTPs) in New Mexico, including the San Felipe Pueblo, the Town of Taos, and Edgewood. Collectively we have designed, built, started up and operated close to 20 similar sized systems in the Rocky Mountain region. SMA Ops was created in order to assist our Clients in maintaining healthy communities through facility

Our Advantage ✓

Project Manager Steve Wright is very familiar with the City and has worked on the following Las Vegas projects:

- Las Vegas Raw Water Conveyance Project
- Storrie Lake Pump Station
- Bradner Fill Line

optimization and compliance. Our staff is comprised of eight employees who include and are overseen by NM Certified Level IV Water and Wastewater Operators. Current contracts include water and wastewater facility operations in the Town of Taos, Tesuque Pueblo, San Felipe Pueblo, Edgewood and Placitas, where SMA Ops provides startup services, daily on-site O&M, compliance monitoring and testing, on-call and emergency services.

SMA Ops has the flexibility and experience to shift resources as necessary based on the needs of each facility: this allows for major repairs, cleaning or modifications to the process for improved treatment capabilities. The staff is in regular communication to troubleshoot and optimize facility operations, including a weekly status call where facility managers provide plant updates to the team. Our operators live in Northern New Mexico – our response time is minimal – and SMA Ops works closely with SMA and AQUA for access to engineering services for design and technical support. We work to integrate our facilities with instrumentation and controls that can be linked into SCADA and remote-monitoring systems to allow better access to information for both our operators and our Clients. The years of practical experience our operators bring to SMA Ops allow the team to offer creative solutions for improved facilities.

3. Past Record of Performance

References

The following is a list of references which the Consultant Selection Committee can contact to ascertain our responsiveness and quality of work:

Mr. Francisco Espinoza
Town of Taos Public Works Director
575-751-2047

Damian G. Luna, P.E., Senior Engineer
Albuquerque Bernalillo Water Utility Authority
505-289-3031

Mr. Mukhtiar Singh Khalsa
Cuatro Villas MDWUA Regional Water System
505-450-2802.

Mr. Mel Tafoya, Director of Special Programs
Santa Clara Pueblo On-Call and Multiple Projects
505-753-7326

4. Familiarity with the City of Las Vegas

Working on this proposal has been reminiscent of the relationship we have cultivated over the last eight years. Our collaborative efforts have spanned a broad variety of services through multiple business

lines including Planning, Survey, Civil Engineering and Environmental Services. Some of these projects have included

- Utility Rate Study
- Landfill Services
- Pump Back System
- Water System PER
- WWTP Upgrade
- Flood Damage Repairs
- Bradner Fill Line
- NPDES Permitting
- SWTF Planning

In addition, SMA has been there in a responsive manner when the City was experiencing flooding. At the City's request, SMA responded in several hours to this emergency. SMA continues to provide support to the City with the Federal Emergency Management Agency (FEMA).

5. Current Volume of Work with the City of Las Vegas

The chart below lists our current work with the City that is less than 75% complete.

Project	Contract Amount	Billed	Remaining	% Complete
Raw Water Conveyance Project - Bradner Fill Line	\$36,295	\$17,317	\$18,977	48%
Las Vegas WTP NDPEs Permit	\$9,240	\$6,006	\$3,234	65%
Las Vegas Flood Damage Repairs	\$59,727	\$13,828	\$45,898	23%

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: Tod Phinney

Relation to Prospective Contractor: Employee

Name of Applicable Public Official: Joseph "Joey" Hererra

Date Contribution(s) Made: January 20, 2016

Amount(s) of Contribution(s) \$500.00

Nature of Contribution(s) Personal check

Purpose of Contribution(s) Charitable Campaign Contribution

(The above fields are unlimited in size)

Tod L. Phinney

April 9, 2017
Date

Signature

VP / Business Development
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

Date

Title (Position)

STATE OF NEW MEXICO

TAXATION AND REVENUE DEPARTMENT

RESIDENT BUSINESS CERTIFICATE

Issued to: **MILLER ENGINEERS, INC.**
DBA: **SOUDER, MILLER & ASSOCIATES**
3451 CANDELARIA RD NE STE D
ALBUQUERQUE, NM 87107-1948

Expires: **21-Nov-2017**

Certificate Number:

L1597376464



Demesia Padilla, CPA, Cabinet Secretary

THIS CERTIFICATE IS NOT TRANSFERABLE



June 20
2017



Request for Proposals

Wastewater System Planning, Design and Construction Phase Engineering Services

City of Las Vegas, New Mexico | 2017-29



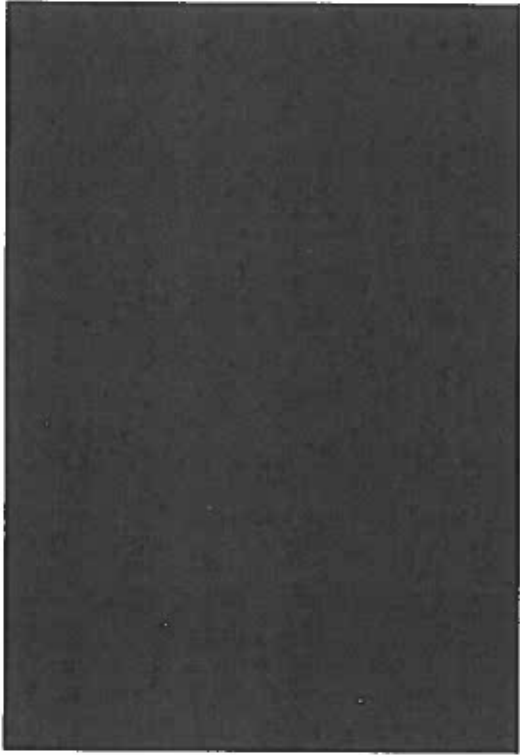


TABLE OF CONTENTS

Cover Letter 3

SECTION A Offeror's Identification 4

SECTION B Personnel Experience 5

 Specialized Planning, Design, and Technical Competence 5

 Capacity and Capability 6

 Familiarity with the City of Las Vegas Utility and Infrastructure Systems.. 12

 Current Volume of Work with the City of Las Vegas 12

SECTION C Licenses..... 13

SECTION D Contractor's Bonds..... 13

SECTION E Experience in Engineering/Architectural Services 13

 Past Record of Performance 13

SECTION F Experiences as Engineering/Architectural Consultant ... 14

 Examples of Related Projects 14

SECTION G Documentation 16

SECTION H Cost 16

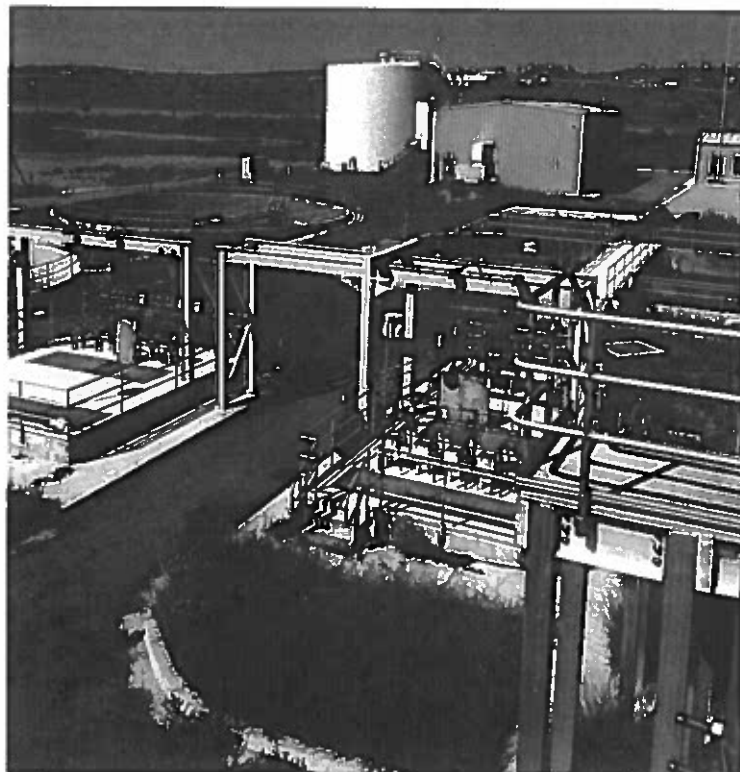
SECTION I Financial 17

SECTION J Additional Information..... 18

 Other – Public Involvement/Presentations 18

 Other – Funding/Grant Administration..... 18

SECTION K Campaign Contribution Disclosure Form 19





June 20, 2017

Cassandra Fresquez, City Clerk
City of Las Vegas
1700 N. Grand Avenue
Las Vegas, NM 87701

RE: Wastewater System Planning, Design and Construction Engineering Services
Opening No. 2017-29

Dear Ms. Fresquez and Other Members of the Selection Committee:


We appreciate the opportunity to continue our positive working relationship with the City through the Wastewater System Planning, Design and Construction Phase Engineering Services. HDR has developed a unique knowledge of the City's wastewater system through our involvement with the water treatment plant advanced oxidation project, which also evaluated advanced treatment of wastewater effluent for indirect potable reuse. We also completed preliminary assessment of a utility information management system for the City including wastewater.

HDR has identified the following key factors, our approach and the benefits the City will gain by selecting HDR:

- **Key Factor:** A proven and experienced team in the wastewater industry with the completion of numerous wastewater collection and treatment projects in New Mexico.
HDR Approach: Provide the City with a highly qualified and experienced team in the wastewater industry both locally and nationally to develop cost-effective, operator friendly and practical solutions for your wastewater system planning concerns.
City Benefit: New, innovative and practical ideas/alternatives to resolve your wastewater challenges with the goal of minimizing project capital costs and operations and maintenance (O&M) costs that will alleviate increased rates and associated financial burden to the City and rate payers.
- **Key Factor:** Provide a team that can anticipate challenges and develop effective solutions.
HDR Approach: HDR is familiar with the City's wastewater system facilities and has extensive experience with all of the project elements (i.e. sewer mains and interceptors; lift stations; and wastewater treatment including entrance works and primary treatment, aeration, solids handling and UV disinfection) the City has identified in the RFP.
City Benefit: Innovative ideas coupled with practical experience with various types of wastewater infrastructure improvements will allow us to develop comprehensive solutions to address all of the City's needs related to the wastewater collection and treatment systems.
- **Key Factor:** Dedicated and responsive team.
HDR Approach: Provide the City with a project team that is readily available to execute planning, design, and construction management of your wastewater needs.
City Benefit: The City will have a dedicated Project Manager in Chris Rodriguez, PE. He will work to maintain frequent communication and to make sure the team stays on budget and tasks are completed on time. He will be supported by a project team that includes a second point of contact, Wade Chacon, PE, to make certain HDR is responsive to the City's needs.

As you evaluate our proposal, we encourage you to examine HDR's ongoing commitment to innovation, quality, service and responsiveness. We look forward to working in partnership with the City to improve your infrastructure and your community.

Sincerely,
HDR ENGINEERING, INC.



Chris Rodriguez, PE
Associate Vice President/Managing Principal and Project Manager

hdrinc.com

2155 Louisiana Blvd. NE, Suite 9500, Albuquerque, NM 87110-5483
T 505.830.5400 F 505.830.5454



SECTION A

Offeror's Identification





SECTION B

Personnel Experience

Section B

Specialized Planning, Design, and Technical Competence

Since 1917, HDR has partnered with our clients to focus on meeting their needs in the most cost-effective and technically efficient manner possible. While HDR's offices support clients nationwide, we pride ourselves on continuing to provide our clients the responsiveness of a local firm who is engaged in the community and interests of our clients.

Since 1985, we have been serving New Mexico municipalities, counties, and state agencies developing strong personal and professional relationships in communities large and small all across the state. In addition to our local expertise and experience, our local professionals working in our offices in Albuquerque and Santa Fe, have immediate access to, and contact with nearly 10,000 professionals within HDR, many of whom are recognized national experts in all facets of planning and engineering.

In addition, HDR has unmatched expertise with different types of wastewater collection systems including conventional gravity sewers, low-pressure sewers, vacuum sewers, and force main systems. HDR also has experience with various types of sewage lift stations. Our experienced project team, located in Albuquerque and Santa Fe, has the expertise to produce a successful deliverable for your wastewater engineering contract.

Expertise in Designing Wastewater Systems

HDR engineers and scientists are helping communities throughout NM and the nation to find cost-effective means to improve their wastewater systems while minimizing costs. The issues of rising construction costs, additional water/wastewater regulations and the lack of funding to support these requirements further complicate the situation.

We understand these complex issues and look forward to working in partnership with the City of Las Vegas (City) to provide a practical, operator-friendly solution, while providing a cost-effective approach that is consistent with available funding, permitting requirements, and schedules.

Our local Albuquerque personnel have completed numerous wastewater projects throughout the state that included planning, permitting, funding assistance, design and construction and start-up services. Our team's recent experience provides you with a knowledgeable and uniquely qualified team.



For over 25 years, HDR has successfully provided WW engineering services to the clients identified in the map

Our relevant past experience includes planning, permitting, funding assistance, design, construction and start-up services, specifically:

Wastewater Collection, Planning, Treatment, and Reuse Facilities Master Planning Capabilities

- Preliminary Engineering Reports (PER)
- Infrastructure planning
- Capacity project identification
- Site selection and acquisition
- CIP development and capacity assurance
- Regulatory compliance support
- Process modeling
- Demand and flow projection
- Hydraulic modeling
- Flow metering studies
- Process selection
- Preliminary design
- Pilot studies
- Sustainable/green design
- Security measures
- Utility rate studies
- Funding assistance

Preliminary and Primary Treatment Capabilities

- Flow measurement and equalization
- Influent pumping
- Screenings
- Grit removal
- Primary clarification
- Flotation
- Waste receiving facilities
- Dissolved air flotation

Secondary Treatment Capabilities

- Attached growth
- Suspended growth
- Sequencing batch reactor (SBR)
- Secondary clarification
- Biological nutrient removal (BNR) (phosphorous/nitrogen, etc)
- Pumping and mixing
- Aeration systems
- Membrane bioreactors (MBR)
- Side-stream treatment
- Stabilization ponds/lagoons
- Activated sludge

Tertiary/Advanced Treatment Capabilities

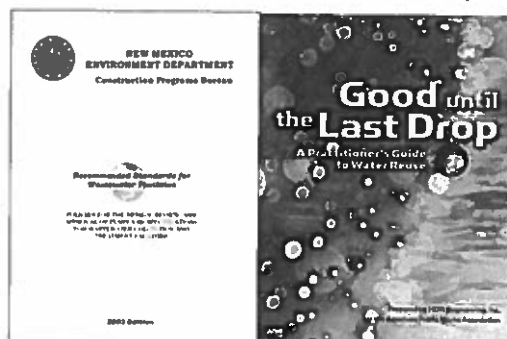
- Absorption/ion exchange
- Desalination
- Filtration, including disc filters
- Membrane processes
- Port aeration
- Chemical addition
- Ultraviolet (UV) disinfection

Facility Optimization and Energy Conservation Capabilities

- Operator training
- Energy optimization
- Plant/facility audit
- O&M manuals

All of HDR engineering designs of wastewater projects meet all relevant federal and state standards including the New Mexico Water Quality Act. In fact, our very own Bill Zimmerman led the efforts to revise and update the 20-year old original guidelines of the "Recommended Standards for Wastewater Facilities". Bill was nominated to chair the committee and collectively

wrote the new standards with other committee members from various firms. In addition, HDR worked with the American Public Works Association to prepare: **Good Until the Last Drop: A Practitioner's Guide to Water Reuse.**



Water Reuse Capabilities

- Planning and Market Development
- Regulatory Compliance
- Treatment Technology
- Distribution and Storage

Biosolids/Sludge Capabilities

- Biosolids management planning
- Biosolids stabilization
- Anaerobic and aerobic digestion
- Biogas utilization and handling
- Energy recovery and utilization
- Biosolids thickening and dewatering
- Thermal and composting processes
- Pasteurization, incineration, and composting
- Biosolids reuse for land application

Capacity and Capability

Key Personnel Experience and Organization Chart

The City desires to work with an engineering consultant that provides cost-effective, accurate, and efficient program stewardship. The proposed HDR team is highly qualified and has the capacity and ingenuity to make sure the deliverables meet the project scope requirements, schedule, and costs, as well as exceed the City's expectations. We are responsive, collaborative, innovative, and resourceful.

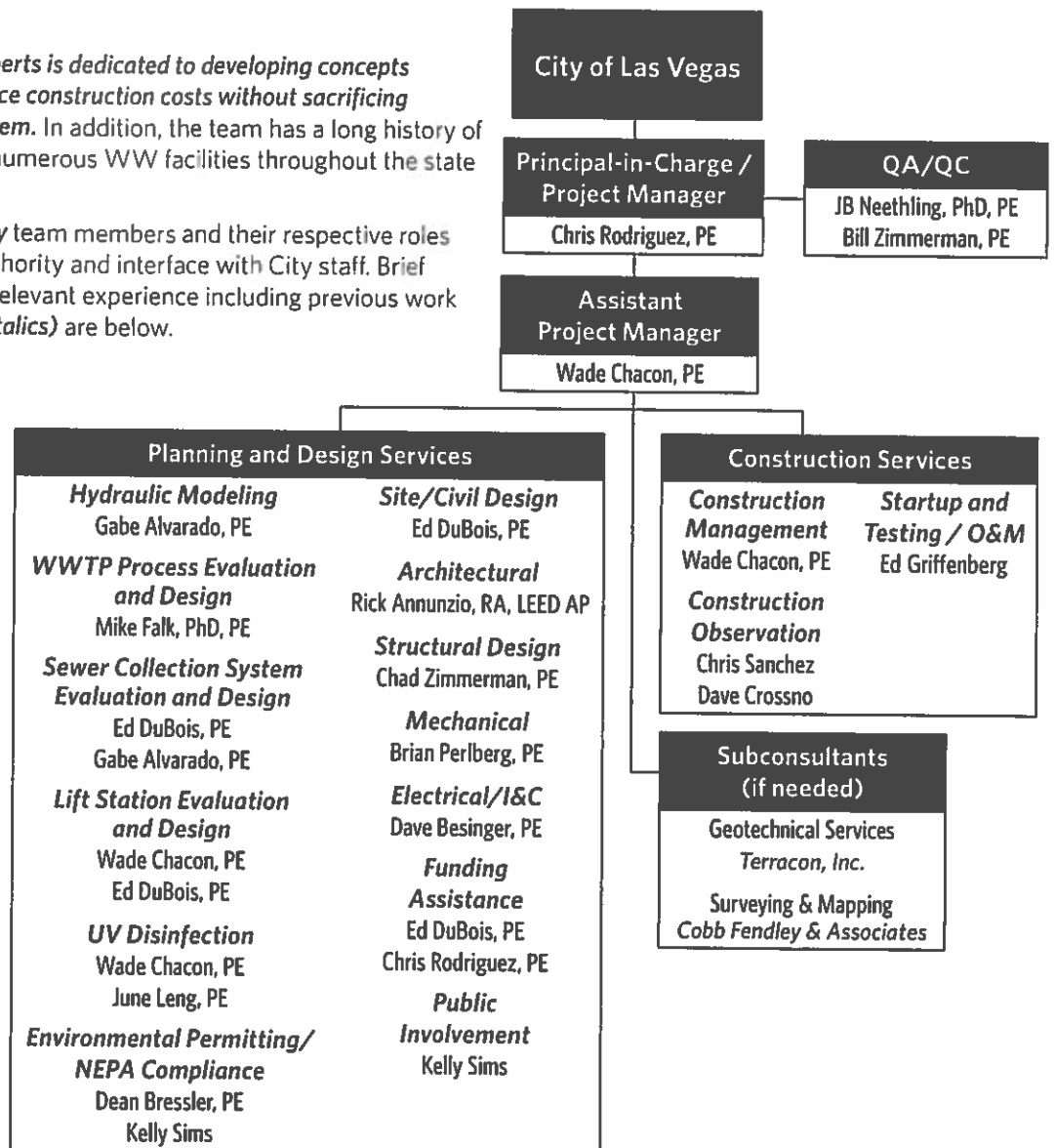
The HDR team of fully-engaged experts is dedicated to developing concepts that address design issues and reduce construction costs without sacrificing functionality of the wastewater system. In addition, the team has a long history of successfully working together on numerous WW facilities throughout the state of New Mexico.

The organizational chart shows *key* team members and their respective roles and responsibilities with line of authority and interface with City staff. Brief resumes of their background and relevant experience including previous work for the City (*identified in bold and italics*) are below.

- HDR's team offers:
- ✓ A main point of contact, Chris Rodriguez, PE, your designated project manager along with a second point of contact, Wade Chacon, PE, will ensure HDR's responsiveness to the City.
 - ✓ A complete understanding of the design requirements for various wastewater collection systems and pipeline improvement projects.
 - ✓ Familiarity with City staff, policies, procedures, and specifications.
 - ✓ Qualified engineers, architects, and technicians with problem-solving skills capable of meeting project challenges and available for immediate execution of design.
 - ✓ Proven Quality Assurance and Quality Control (QA/QC) Procedures.
 - ✓ Recognized procedures for Value Engineering and constructability reviews.

Timely responsiveness and cost-saving, innovative design services are what make our projects successful. By selecting HDR, you benefit from our:

- Practical solutions which maximize use of existing infrastructure and minimize O&M
- Simplified solutions to accommodate the challenging construction environment and funding limitations
- An experienced responsive, supportive team that has the availability and expertise to successfully deliver your projects on-time



Chris Rodriguez, PE, Principal-in-Charge/



Project Manager | As Principal-in Charge and PM, Chris will be responsible for the administration of the contract. Chris has a thorough knowledge and understanding of the City's

standards and procedures and will work closely with Wade to ensure that appropriate resources are committed to the project. He will also maintain the projects are meeting your goals and expectations, as he has done on the Advanced Oxidation at your Water Treatment Plant and the Testing of Emerging Contaminants at your Wastewater Treatment Plant.

Registration/Education: NM PE No. 16239

/ M.S., Environmental Engineering, Georgia Institute of Technology

Background: Chris has over 23 years of experience in the wastewater and water industry. His experience includes engineering design and management experience associated with water and wastewater systems; soil and groundwater remediation; landfill systems; site grading and surface hydrology; and regulatory compliance.

His duties include planning, engineering design, cost estimating, project and construction management, preparation of construction contract documents (including plans and specifications), technical report preparation, funding document preparation, regulatory agency coordination and permitting, business/client development, and proposal preparation. Chris served as the project manager for the WTP Advanced Oxidation Project that included completion of testing for the WWTP effluent. **Relevant Experience:**

- ♦ **City of Las Vegas: Advanced Oxidation at the Water Treatment Plant; Testing of Emerging Contaminants at the Wastewater Treatment Plant**
- ♦ **City of Santa Fe: Wastewater Treatment Plant Expansion, Composting Facility and Anaerobic Digesters**
- ♦ **City of Carlsbad: Wastewater Treatment Facility Renovations**
- ♦ **Los Alamos National Laboratory: Sanitary Effluent Reclamation Project**
- ♦ **Town of Clayton: Business Park Water and Sewer Improvements**
- ♦ **Village of Logan: Wastewater Collection and Treatment System Improvements Phase I and II**
- ♦ **San Juan County: Flora Vista Wastewater Collection System**

Wade Chacon, PE, Assistant Project



Manager | Wade has local experience with design and construction management of ten wastewater treatment plants in NM with construction budgets ranging from several hundred

thousand to \$35 million. As a secondary point of contact for the City, Wade will work to uphold HDR's contract commitments and will work closely with the technical leads to make sure tasks are completed effectively.

Registration/Education: NM PE No. 17857 / B.S. Civil Engineering, University of New Mexico

Background: Wade has over 17 years of experience and has served as a Project Manager/Project Engineer with experience in preliminary engineering reports, design services and construction administration services. Previous projects include design of wastewater treatment facilities, water distribution systems, sanitary sewer pump stations, gravity and vacuum sewer systems, pipelines, and odor control stations. **Relevant Experience:**

- ♦ **City of Carlsbad: Wastewater Treatment Facility Renovations; WWTF Effluent Reuse; Effluent Reuse Phase 5A and 5B; Church Street Sewer Lift Station; Sunnyview Sewer Lift Station**
- ♦ **City of Santa Fe: Wastewater Treatment Plant Expansion, Composting Facility and Anaerobic Digesters**
- ♦ **City of Roswell: Wastewater Treatment Plant Expansion**
- ♦ **City of Santa Rosa: Wastewater Treatment Facility Improvements and Reuse Project**
- ♦ **City of Hobbs: Wastewater Treatment Plant Improvements, Aerobic Digester Evaluation**
- ♦ **Bernalillo County: Pajarito Vacuum Sewer System-Phases I, II, and III, Isleta Boulevard, Value Engineering**
- ♦ **San Juan County: Lower Valley Lagoon Decommissioning Project; Harper Valley WW Plant Decommissioning; Flora Vista Wastewater Collection System;**
- ♦ **City of Farmington: Wastewater Treatment Plant Improvements; Various Lift Stations**
- ♦ **City of Tucumcari: Wastewater Treatment Plant Improvements and Expansion Phase II and III, Water Trust Board Effluent Reuse; Date Street and Route 665 Lift Stations**
- ♦ **Los Alamos National Laboratory: Sanitary Effluent Reclamation Project**

JB Neethling, PhD, PE, QA/QC | JB is the



lead process engineer for HDR's largest and most complex wastewater treatment plant projects nationwide. His perspective will help the City reach effective solutions and

optimize your infrastructure for potential future changes.

Registration/Education: CA PE No. 44101, NV PE No. 11264 / Ph.D. Sanitary Engineering and M.S. Sanitary Engineering, University of California

Background: Dr. Neethling has more than 36 years of wastewater engineering experience ranging from master planning, process evaluation, and modeling, to design and startup of wastewater treatment plants. As HDR's Technical Director for Wastewater Treatment and Effluent Management, he assesses new technologies and directs technology transfer and applied research activities within HDR. He has consulted with clients nationwide regarding regulatory issues and related designs. **Relevant Experience:**

- ♦ **City of Santa Fe: Development of Master Plan for Paseo Real Wastewater Treatment Plant; Anaerobic Digester Design Wastewater Treatment Plant Improvements and Composting Facility**
- ♦ **Bay Area Clean Water Agencies (BACWA), CA: Nutrient Removal Optimization and Upgrade Study; Nutrient Strategy Assistance; Program Monitoring**
- ♦ **Central Costa Sanitary District, CA: Nitrification Update; Conceptual Plans, Technical Advisor Services; Regulatory Assistance**
- ♦ **City of Hobbs: Wastewater Treatment Plant Improvements**
- ♦ **City of Carlsbad: Wastewater Treatment Facility Renovations**
- ♦ **City of Roswell: Wastewater Treatment Plant Expansion**
- ♦ **City of Tucumcari: Wastewater Treatment Plant Improvements Phase II and III**
- ♦ **City of Farmington: Wastewater Treatment Plant Expansion—Design and Construction**
- ♦ **Town of Silver City: Wastewater Treatment Plant Design, Phases I and II**

Bill Zimmerman, PE, QA/QC | *Bill brings a wealth of knowledge to the team having either served as lead engineer or senior technical advisor for numerous water and wastewater projects in the state. As an independent*

reviewer, Bill will ensure that the project team follows HDR's stringent quality control procedures which will result in the production of a more complete and technically accurate deliverable to the City.

Registration/Education: NM PE No. 8051 / B.S. Civil Engineering, Drexel University
Background: Bill has more than 37 years of experience and is widely recognized throughout the state of New Mexico as a talented project manager and an expert in water and wastewater systems design. His management background includes overseeing the environmental section of a multidisciplinary consulting firm, managing several construction crews, and managing the design of water and sewer utility projects. **Relevant Experience:**

- City of Santa Fe: Wastewater Treatment Plant Expansion and Composting Facility
- City of Carlsbad: Wastewater Treatment Facility Renovations; WWTF Effluent Reuse; Church Street Sewer Lift Station; Sunnyview Sewer Lift Station
- City of Farmington: Wastewater Treatment Plant Improvements Phases I, II and III; Various Lift Stations
- Bernalillo County: Pajarito and Los Padillas Vacuum Sewer System
- City of Santa Rosa: Wastewater Treatment Facility Improvements and Reuse Project
- City of Hobbs: Wastewater Treatment Plant Improvements
- City of Roswell: Wastewater Treatment Plant Expansion, Aerobic Digester Evaluation
- City of Tucumcari: Wastewater Treatment Plant Improvements and Expansion Phase II and III; Date Street and Route 66 Lift Stations
- Village of Logan: Wastewater Collection and Treatment System Improvements Phase I and II
- San Juan County: Flora Vista Wastewater Collection System

Gabriel Alvarado, PE, Hydraulic Modeling



| *Gabe's recent experience conducting bench scale and pilot scale testing for the City provides unique insight for developing cost-effective and viable solutions to your wastewater challenges.*

Registration/Education: NM PE 17297 / B.S. Civil Engineering, New Mexico State University

Background: Gabe is the Utility Management Services Business Class Manager for HDR's Albuquerque office. He has over 18 years of experience in the planning, analysis, and design of water distribution systems and wastewater collection systems. Previous projects have included the completion of hydraulic modeling, technical reports, preliminary design reports, plan and profile drawings, mechanical drawings, specifications and contract documents, cost estimating, and project scheduling. **Relevant Experience:**

- **City of Las Vegas: Advanced Oxidation at the Water Treatment Plant; Testing of Emerging Contaminants at the Wastewater Treatment Plant; IT Master Plan**
- City of Carlsbad: Sanitary Sewer Interceptor Hydraulic Model and Master Plan; WWTF Effluent Reuse; SSI 118 Upgrades
- City of Farmington: East Sanitary Sewer Interceptor Rehab - Ph 1; WWTP TDS Study
- Bernalillo County: Isleta Blvd Ph 2 - SAS Interceptor Rehab; Arenal Storm Drain and Waterline Relocation Project
- ABCWUA: Odor Control System Master Plan; 2nd and Griegos Chemical Feed Station; Central-Yucca Biofilter and Biofilter Modifications

Mike Falk, PhD, PE, WWTP Process Evaluation and Design
Registration/Education: CA PE (Civil and Environmental) No. C-77787 / Ph.D. Civil and Environmental



Engineering, University of California Davis, M.S. Environmental Engineering, University of Massachusetts

Background: Dr. Falk has more than eight years of water and wastewater engineering experience, with specialized expertise in nutrient removal process design, nutrient regulations, and energy optimization at wastewater treatment facilities. His experience is exceptionally broad with background on master planning, nutrient regulations, process design, energy audits and optimization, plant wide modeling, emerging technologies evaluation, and developing strategies for meeting low level nutrient discharge permits. **Relevant Experience:**

- City of Carlsbad: Wastewater Treatment Facility Renovations
- City of Santa Fe: Development of Master Plan for Paseo Real Wastewater Treatment Plant; Anaerobic Digester Design; Wastewater Treatment Plant Improvements and Composting Facility
- City of Santa Rosa: Wastewater Treatment Facility Improvements and Reuse Project
- City of Farmington: Wastewater Treatment Plant Expansion—Design, Phases I, II and III
- Village of Ruidoso: Wastewater Treatment Plant Study
- City of Hobbs: Aerobic Digester Evaluation
- Bay Area Clean Water Agencies (BACWA), CA: Nutrient Removal Optimization and Upgrade Study for all 37 WWTPs across the Bay; Nutrient Strategy Assistance; Program Monitoring
- East Bay Municipal Utility District, CA: EPA Regional Grant that is Evaluating the Efficacy of Sidestream Treatment for all 37 WWTPs across the Bay
- Central Costa Sanitary District, CA: As-Needed Services for Plant Optimization; Conceptual Plans; Regulatory Assistance; Numerous planning level nutrient removal studies

Ed DuBois, PE, Sewer Collection System

**Evaluation and Design/
Site-Civil Design**
Registration/Education:
NM PE No. 17615 /
B.S. Civil Engineering,
University of New Mexico

Background: Ed has over 18 years of engineering design, including wastewater treatment and collection systems including low pressure systems, site utilities and site design, water supply and distribution systems, transportation and hydrology. He has been responsible for overall project management including engineering design and analysis, construction plans, cost estimating, client development, funding, and permitting in projects.

Relevant Experience:

- ABCWUA: Interceptor 142A Rehab; Unser Blvd SAS Relocation; LS 58 Improvements
- Village of Angel Fire: Angel Fire Public Water and Sewer Improvements Project
- City of Santa Rosa: Wastewater Treatment Facility Improvements and Preliminary Engineering Report
- City of Tucumcari: Wastewater Treatment Plant Improvements Phase II and III and Preliminary Engineering Report; Water Trust Board Effluent Reuse; Date Street and Route 66 Lift Stations
- Village of Logan: Wastewater Collection and Treatment System Improvements Phase I and II
- City of Carlsbad: Wastewater Treatment Facility Renovations, WWTF Effluent Reuse
- Town of Clayton: Wastewater Reuse Project; Business Park Water and Sewer Improvements
- City of Santa Fe: Wastewater Treatment Plant Expansion and Composting Facility
- Sandia Resort Hotel and Expansion: Design and Construction Related Services

Rick Annunzio, RA, LEED AP,

Architectural
Registration/Education:
RA NM No. 5411 /
B.A., Architecture, Kent
State University
Background: Rick has

provided architectural design services on many wastewater treatment projects throughout the country. With his extensive background, he has become versed in the Unified Facility Criteria (UFC) requirements, specification system, various A/E/C CAD Standards, and High Performance and Sustainable Building Program. Rick's background spans architectural design, construction documentation, construction administration, and coordination of work with engineers and contractors.

Relevant Experience:

- City of Farmington: WWTP Phase III
- City of Boerne, TX: WWTRC Expansion
- City of Santa Fe: Anaerobic Digesters
- City Gainsville, TX: WTP Expansion

Chad Zimmerman, PE, Structural

Registration/Education:
TX PE No. 114642 / M.S.-
B.S., Civil Engineering,
University of Texas,
San Antonio
Background: Chad has 12

years of experience that includes industrial type projects such as mechanical and equipment buildings, warehouses, and water/wastewater plants. He has specific design experience in: retaining wall design; construction administration inspecting placement of reinforcement for concrete structures, concrete building design for above and below-grade buildings, steel and concrete moment frames and steel concentrically braced frames for new buildings; and finite element analysis modeling for concrete foundations and walls.

Relevant Experience:

- City of Farmington: WWTP Phase III
- City of Santa Fe: Anaerobic Digesters
- City of Boerne, TX: WTRC Expansion/ Process Upgrades
- City of Hillsborough, FL: Advanced WWTP Expansion
- City of Houston, TX: No. 74 Water Control & Improvement District WWTP Design and Construction

Brian Perlberg, PE, Mechanical

Registration/Education:
NM PE (Mechanical) No.
23176 / B.S., Mechanical
Engineering, Iowa
State University
Background: With

over 15 years of experience, Brian is an accomplished project manager and lead mechanical engineer for projects ranging from \$500,000 to \$270 million in construction budget. His specialty is the preparation of mechanical designs for wastewater treatment facilities. He is experienced in working under a variety of project delivery methods including accelerated delivery, design-build and multiple-package projects.

Relevant Experience:

- City of Farmington: WWTP Phase III Improvements
- City of Santa Fe: Anaerobic Digesters
- City of Boulder, CO: Betasso WTP Upgrades
- City of Abilene, TX: Hamby WWTP Improvements

Dave Besinger, PE, Electrical Engineering

Registration/Education:
AZ PE No. 26138 and
TX PE No. 52236 / B.S.,
Electrical Engineering,
University of Kansas
Background: David has

over 35 years of total experience, most of which involved the design of electrical and instrumentation systems for water and wastewater treatment plants and pump stations, and other related facilities. His responsibilities include power distribution, control schematics, lighting, developing P&ID's for instrumentation and control systems, programmable logic controllers (PLCs) and SCADA Systems design. Also included are specification writing, quality control, and construction-related services.

Relevant Experience:

- City of Carlsbad: WWTF Renovations
- City of Tucumcari: WWTP Improvements
- City of Farmington: WWTP Improvements
- Pueblo of Isleta: WWTP Expansion/ Improvements
- City of Santa Rosa: WWTF Improvements
- City of Santa Fe: WWTP Expansion

Chris Sanchez, Construction Observation



Certifications: All of Chris' certifications are located in Section G, page 17. B.S. Construction Science/Management, University of New Mexico

Background: Chris is experienced in construction inspection, field office management, and

construction surveying for roadway, water distribution, wastewater, drainage, structures, and environmental projects. He performs and verifies field testing such as density testing and concrete testing; conducts various lab tests and materials sampling; checks and verifies traffic control placement; oversees placement and testing of intersection signalization (including all electrical); inspects seeding and fence placement; daily documents his assigned projects; and utilizes the SiteManager program for documenting project progress and pay quantities. Chris is also HDR's Office Safety Coordinator for both the Albuquerque engineering office and New Mexico Construction Control Corp (CCC).

Relevant Experience:

- City of Rio Rancho: Cabezon 3.0 MG Reuse Storage Tank, Roadway Reconstruction - Broadmoor Drive and 21st Avenue, Western Hills and Nicholas
- Town of Clayton: Water Trust Board Reuse Project; Clayton Business Park Water and Sewer Improvements
- City of Tucumcari: Wastewater Treatment Plant Improvements and Expansion
- Village of Logan: Sewer Collection System and Wastewater Treatment Ponds – Phase I

Ed Griffenberg, Startup and Testing/O & M



Certifications/Education: Wastewater Treatment Plant Operator, WA No. Group IV 3246 / Associate of Applied Science, Wastewater Treatment Tech, Green River Community College

Background: Ed has over 30 years of experience in the operation, maintenance, and management of water and wastewater treatment facilities. He has developed and implemented standard operating procedures necessary to maintain permit compliance. Ed recently worked on developing the asset inventory for the City of Santa Fe Master Plan Project.

Relevant Experience:

- City of Santa Fe: Development of Master Plan for Paseo Real Wastewater Treatment Plant
- City of Carlsbad: Wastewater Treatment Facility Renovations
- City of Santa Rosa: Wastewater Treatment Facility Improvements and Reuse Project
- City of Tucumcari: Wastewater Treatment Plant Improvements Phase II and III
- City of Farmington: Wastewater Treatment Plant Improvements Phase III
- Sacramento Regional County Sanitation District, CA: New Natomas and South River Pumping Stations
- Seattle Public Utilities CSO Reduction Projects: Windermere, Genesee, Henderson North, Ship Canal Tunnel and the CSO Reduction Services Project
- City of Mount Vernon Treatment Plant Upgrade – Staff Support

Plan to Perform Services - Project Approach

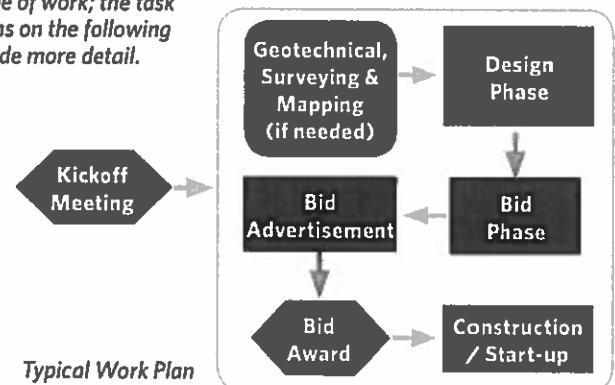
HDR's goal for this project is to provide the City with a well-executed, cost-effective approach to the project that will provide technically feasible, practical, and cost-effective solutions for your wastewater projects while ensuring that our effort is focused on producing the highest-quality product. We will achieve this by:

- Working closely with City staff from the beginning of the project through the construction phase to ensure that project drivers and the City's goals are achieved in a cost-effective and practical manner.
- Leveraging our knowledge and experience with the planning, design, and construction of various wastewater projects recently completed in New Mexico and throughout the nation.
- Implementing the most technically feasible and cost-effective alternatives.
- Executing a practical, phased approach that is consistent with available funding and dynamic schedule and permitting requirements.
- Capitalizing on our experience and positive working relationships with both local and federal regulatory and funding agencies.
- Utilizing our knowledge and experience with the City as well as local contractors and equipment suppliers.

HDR's approach to the completion of the wastewater system planning, design and construction engineering services contract will provide the City with the following key benefits:

- ✓ A thorough understanding of the City's goals and objectives for future sewer improvement projects.
- ✓ Proven and extensive experience with the planning, design, and construction of various types of wastewater collection system, lift station, and wastewater treatment improvements.
- ✓ HDR's commitment to completing the project in a timely manner.

HDR has developed a general workplan for completing the numerous wastewater projects you have identified. The workflow diagram below is a graphical summary of our plan to perform the services required for the City's scope of work; the task descriptions on the following page provide more detail.



Typical Work Plan

Kick-off Meeting | HDR will conduct a kick-off meeting with the City to review the project scope and schedule and maintain the project requirements and expectations are met. The kick-off meeting will involve all stakeholders impacted by the project including City Staff. The meeting will include the following:

- define project goals, expectations, and constraints
- review project schedule
- review funding requirements
- data gathering
- public involvement plan (if required)

Design Phase | The design phase will include preparation of construction documents, plans, and specifications for your project. Development of 30%, 60%, 90% and final design submittals will be completed. With each succeeding submittal, HDR will incorporate any comments from the City's review of the previous submittal into the ongoing design effort. All of the City's and appropriate agency including review comments will be addressed prior to issuing the final construction contract documents (plans and specifications) for bidding. The engineer's opinion of probable costs will also be provided to the City.

Bid Phase | HDR will assist the City with project bidding and will include the following tasks:

- Prepare bid advertisement
- Attend pre-bid meeting
- Prepare pre-bid meeting minutes
- Provide clarifications regarding construction contract documents during bidding
- Prepare addenda (if required)
- Attend bid opening
- Prepare bid tabulation
- Recommendation of Award Letter

Construction/Start-Up Phase | HDR will assist the City with construction administration services which will include the following tasks:

- Attend pre-construction meetings
- Review shop drawing submittals
- Provide clarifications to contractor questions
- Respond to Request for Information (RFI's)
- Periodic site visits
- Provide part and /or full time construction observation
- Attend construction coordination meetings
- Review contractor's pay applications
- Review contractor changes
- Issue field orders as required
- Complete final walkthrough and prepare punch list
- Prepare record drawings
- Provide assistance with start-up, training, and operation (HDR has certified operations staff that will assist with start-up, training, and troubleshooting)

Ability to Meet Schedules



HDR has the capacity, capability and is committed to providing high-quality projects with a quick turnaround or fast-track schedule. Delivering high-quality projects on time and within budget requires managing both resources and time, providing sufficient staff resources, communicating with the client and among all team members, and having the proper mix of technical expertise. We are committed to meeting and exceeding your expectations for this contract, which are connected to the schedule and budget. We take great care in defining and developing a proper plan to manage all the tasks identified in your scope of work (SOW) which is critical to the success of your distribution system projects.

We employ several tried and tested tools that have been successful in managing scope, schedule, and budget on past projects including developing a project management plan and conducting team meetings/workshops which are described below in further detail.

The Project Management Plan offers a road map for how we will complete the tasks required for the project. Through regular team meetings/workshops with the City and other project partners, as needed, the team will continually monitor the progress of the project to ensure all project activities are managed to stay on schedule to meet all milestones and on budget.

As soon as we receive a Notice to Proceed (NTP), a Project Management Plan is prepared by the PM, Chris Rodriguez, PE. The plan provides project information, background and description, team members, communication, scope of services, task assignments, schedule, QC plan and budget. This document is transmitted to all team members for an efficient start to the project.

Team meetings/workshops will be conducted frequently (or as needed) with the City and all relevant team members, in person or by conference call, to coordinate and discuss your critical project elements. This open and honest communication greatly assists communicating expectations and goals to make sure project activities are completed on time and within budget. Including members of all disciplines proves to facilitate efficient communication and prevent oversights which could impact the schedule and budget of the project.

Your Project Manager, Chris Rodriguez, PE will maintain responsibility that individual tasks progress on time. He will communicate with City staff through frequent conference calls and meetings to discuss overall project status for an efficient and successful delivery of your projects.



We have found that this project management approach is effective in completing projects on time and within budget, which is directly related to our client's overall satisfaction.

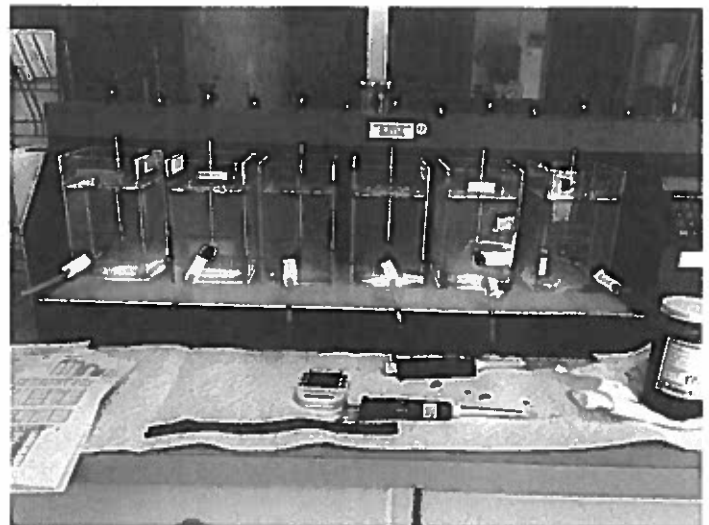
Familiarity with the City of Las Vegas

In 2013, the City selected HDR as one of the engineering firms for the On-Call Design Professional Services Contract for Water, Wastewater, Gas, and Solid Waste and for the PER WTP Improvement Projects. Through this work, HDR has gained familiarity and insight into the City's infrastructure needs. HDR has completed multiple projects in support of the contract for the PER WTP Improvements Project.

As a part of the Water and Wastewater Advanced Oxidation Treatment Project, HDR performed both bench scale and pilot scale testing for the surface water treatment plant along with recycled water using conventional treatment process and advanced oxidation treatment processes. The testing was completed to evaluate the effectiveness of enhanced coagulation for reducing total organic carbon (TOC) levels and associated disinfection by-product (DBP) formation and the use of advanced oxidation ozone and UV/peroxide processes to mitigate DBP formation. *Bench-scale treatability testing of treated wastewater* was also conducted using the City's current water treatment process both with and without advanced oxidation for future consideration of indirect potable reuse as part of the city's overall water resource management strategy.

HDR has been providing on-going support for the City's WTP facility including completing an evaluation of the City's chemical feed rates and performed bench-scale testing to optimize the alum dosing rate and dosage of chlorine for pre-oxidation. HDR also completed an evaluation and provided guidelines for reducing the backwash cycles which resulted in a cost savings and minimized the amount of water wasted by the backwash process.

HDR has a distinguished reputation for establishing long-lasting community partnerships with great communities throughout New Mexico including Farmington, Clayton, Roswell, Santa Fe, Logan, and many others. We have met with City of Las Vegas staff multiple times over the past several years and discussed



HDR's recent work with the Water and Wastewater Advanced Oxidation Treatment Projects provides you with a knowledgeable and experienced team ready to provide effective and feasible solutions to your water distribution challenges.

the overall needs of the City, funding mechanisms, and the importance of these improvements to the City's infrastructure. *HDR completed a preliminary assessment of the City's utility information management system including wastewater in an effort to improve the City's ability to manage vital utility assets through an effective asset management and computer maintenance management system (CMMS).* This knowledge will help HDR hit the ground running and complete wastewater projects more effectively. We are excited about the opportunity to assist the City of Las Vegas; we look forward to engaging our industry leading experts and local engineering team to meet the City's needs and goals.

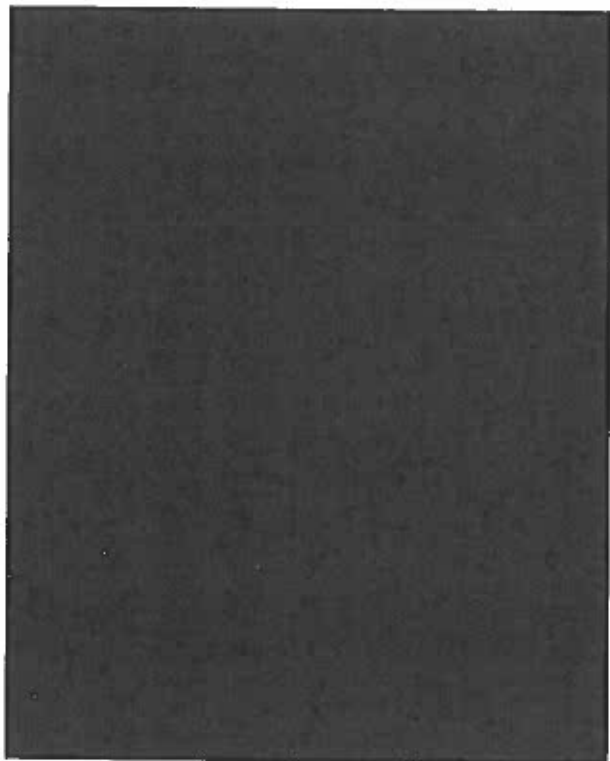
Current Volume of Work with the City of Las Vegas

As of June 20, 2017, HDR is not under contract for any work for the City of Las Vegas that is not 75% complete.



1	Preliminary Treatment: Screens and gritchamber
2	Primary Clarifiers
3	Primary Aeration Basins, Activated Sludge
4	Oxidation ditch, no longer in use, provides over flow storage
5	Secondary Aeration Basins
6	Secondary Clarifiers
7	Disc Filters & UV Disinfection Contactor: to reuse tank or to river
8	Class 1-A Reuse Storage
9	Sludge Drying Cells
10	Gallinas River, receives UV disinfected tertiary discharge
11	Reuse Pump Station
12	Wastewater Lab
13	Administration Buildings
A & B	Possible Pilot Locations

HDR's knowledge of your wastewater system, including the WWTP through our involvement with the Advanced Oxidation Project and the Information System Master Plan, will benefit the City in completing planned wastewater projects in a more timely and cost-effective manner.



SECTION C

Licenses

SECTION D

Contractor's Bonds

SECTION E

Experience in Engineering /
Architectural Services

Sections C, D, and E

Section C

The following licenses/certifications are of the key personnel shown on the organizational chart on page 6.

Chris Rodriguez, PE, Principal-in-Charge/Project Manager
New Mexico PE No. 16239

Wade Chacon, PE, Assistant Project Manager
New Mexico PE No. 17857

JB Neethling, PhD, PE, QA/QC
California PE No. 44101, Nevada PE No. 11264

Bill Zimmerman, PE, QA/QC
New Mexico PE No. 8051

Gabriel Alvarado, PE, Hydraulic Modeling
New Mexico PE No. 17297, California PE No. 65529

Mike Falk, PhD, PE, WWTP Process Evaluation and Design
California PE (Civil and Environmental) No. C-77787

Ed DuBois, PE, Sewer Collection System Evaluation and Design/Site-Civil Design
New Mexico PE No. 17615

Dean A. Bressler, PE, Environmental Permitting/NEPA Compliance
New Mexico PE No. 15329

Rick Annunzio, RA, LEED AP, Architectural
RA New Mexico No. 5411

Chad Zimmerman, PE, Structural
Texas PE No. 114642

Brian Perlberg, PE, Mechanical
New Mexico PE (Mechanical) No. 23176

Dave Besinger, PE, Electrical Engineering
Arizona PE No. 26138 and Texas PE No. 52236

Chris Sanchez, Construction Observation

Certifications: ACI Certification For Operator of Nuclear Moisture Density Gauges, U.S. National Registration, No. 1638; OSHA 10-Hour Construction Safety, U.S. National Registration; ACI 4 - Concrete Field Testing Technician - Grade I, U.S. National Registration, No. 00943326; Hazardous Materials, U.S. National Registration; BNSF Contractor Safety Orientation Certification, U.S. National Registration; NM TTCP Soil, New Mexico, U.S.; NM TTCP Aggregate, New Mexico, U.S.; Traffic Control Supervisor, New Mexico, U.S., No. 00377; NM TTCP Nuclear Densometer, New Mexico, U.S.; ACNM Traffic Control Supervisor, New Mexico, U.S.; Adult/Child/Infant CPR and AED, U.S. National Registration; Adult First Aid, U.S. National Registration

Dave Crossno, Construction Observation

ACI Concrete Field Testing Technician—Grade 1
ACI Concrete Lab Technician—Grade 1
ACI Concrete Strength Testing Technician
ACI Aggregate Testing Technician
NMDOT Aggregate Testing Technician
NMDOT Soil Testing Technician
NMDOT HMA (Asphalt/Suprapave) Technician, Troxler and Seaman Nuclear Densometer
American Red Cross CPR/AED
American Red Cross Standard First Aid
Troxler Radiation Safety Officer
NMDOT Suprapave Mix Design Analysis
Suprapave Mix Design Workshop
NECEP, BNSF Safety Training, 10-Hour OSHA Safety

Ed Griffenberg, Startup and Testing/O & M

Certifications/Education: Wastewater Treatment Plant Operator, WA No. Group IV 3246

Section D

Contractor's Bonds are not applicable to this proposal.

Section E

Past Record of Performance

We are pleased to provide the following references as requested. The references below represent the examples of related projects described in Section F-Experiences as an Engineering/Architectural Consultant.

Various Lift Station Improvements (2009)

Jeff Smaka, City of Farmington
800 Municipal Drive, Farmington, NM 87401
505.599.1283 | email: jsmaka@fmrtn.org

Sunnyview Sanitary Sewer Lift Station (2006) and Church Street Lift Station and Odor Control (2008)

Luis Camero, Director of Utilities, City of Carlsbad
101 N. Halagueno St., Carlsbad, NM 88220
575.885.6262 | email: lrcamero@cityofcarlsbadnm.com

Date Street (2011) and Route 66 Lift Stations (2009)

Charlie Sandoval, Water/Wastewater Superintendent, City of Tucumcari
215 East Center, Tucumcari, NM, 88401
575.403.7076 | email: csandoval@cityoftucumcari.com

Sanitary Sewer System

Larry Wallin, Village of Logan, New Mexico
PO Box 7, Logan, NM, 88426
575.487.2234 | email: loganvillage@plateautel.net

Roswell WWTP Improvements (2004-Ongoing)

Art Torrez, Water & Wastewater Manager, City of Roswell
2306 East College Avenue, Roswell, NM 88202
575.910.5067 | email: a.torrez@roswell-nm.gov



SECTION F

Experiences as Engineering /
Architectural Consultant

Section F

Specialized Planning, Design, and Technical Competence

The HDR team is prepared to deliver on each of these key success items for your project. We offer:

- ✓ Outstanding project management to ensure that City staff has frequent communication, and that the overall project remains on-schedule and on-budget.
- ✓ A company that works as a true team member, working collaboratively with the City with an understanding of the importance of partnering and cooperation to ensure a successful project.
- ✓ A consultant that anticipates problems, develops creative solutions, and minimizes the City's risk.
- ✓ A team with extensive experience with wastewater collection systems, lift stations and wastewater treatment including UV disinfection.
- ✓ A team skilled at meeting a compressed schedule to save time and money.
- ✓ Constructability reviews that will foster competitive bids, minimize field and change orders, and eliminate construction surprises.
- ✓ Value Engineering reviews that will focus on enhancing the operability, reliability, and cost-effectiveness of the wastewater collection and treatment systems.
- ✓ Construction inspection that will maintain the integrity of the project design.

Examples of Related Projects

HDR has been working locally for NM communities throughout the state for over 25 years helping communities improve their wastewater deficiencies. The projects listed in this section reflect our recent wastewater experience that contain the same project elements as identified in the RFP.

Wastewater Treatment Plant Improvements, City of Roswell, New Mexico, *City of Roswell, New Mexico*

The City of Roswell received an Administrative Order (AO) from the US Environmental Protection Agency (EPA), for permit violations due to whole effluent toxicity. HDR performed the evaluation of the WWTP and determined that the violations were attributed to ammonia toxicity due to the existing treatment process, trickling filters, being unable to remove ammonia. The City contracted HDR to perform design and construction services for the upgrades to convert the trickling filter plant to Medium Rate Activated Sludge (MRAS). The upgrades included three new aeration (MRAS) basins, blower building, new RAS/WAS pump building, and a solids handling building were added and the primary and secondary clarifiers were rehabilitated. The existing chlorine disinfection was replaced by ultraviolet (UV) disinfection. Following the liquid treatment process, the treated effluent is land applied for irrigation of nearby farms and the Roswell Country Club golf course. Renovations of the existing anaerobic digesters included a new pump mixing system utilizing chopper pumps and nozzles on one of the secondary digesters, new floating covers on both secondary digesters, replacing the digester gas safety equipment and waste gas burner. After the anaerobic digestion process, digested sludge is dewatered and then composted to meet Class A biosolids. In addition, HDR just completed design and construction services for improvements to the influent pump station and headworks facility and is starting on an evaluation of the dewatering facility.



Sanitary Sewer System, *Village of Logan, New Mexico*

HDR provided engineering design services for the Village of Logan Wastewater Collection and Treatment System. Only a small portion of Logan (population 1,000) had sewer service, and most sections of the Village used septic tanks and leach fields. Due to the close proximity to Ute Lake, it was imperative that these improvements were made to avoid any possible contamination to the lake. The overall project consisted of the design and construction of a complete sewer system for the entire Village, including:



- gravity and low-pressure sewer collection system
- lift stations
- force and gravity mains
- multiple wastewater treatment ponds

Phase I consisted of:

- two wastewater ponds
- two lift stations
- approximately 30,000 LF of force/gravity main lines
- 200 gravity sewer connections
- a low-pressure sewer system with approximately 275 connections

Sanitary Sewer System, Village of Logan, New Mexico (cont'd)**Phase II consisted of:**

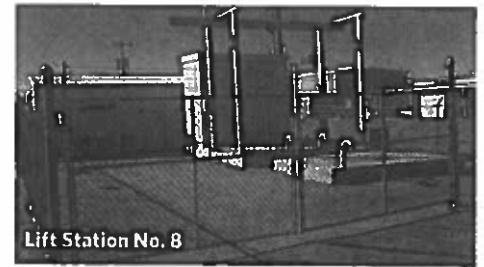
- one additional wastewater pond
- approximately 43,000 LF of force/gravity main lines
- 260 gravity sewer connections
- existing pond closure and land application of sludge
- Groundwater Discharge Permits (GWDP) for the Village and Private Landowner

Various Lift Station Improvements, City of Farmington, New Mexico

The City of Farmington is expecting an increase in wastewater flows due to future development. Additional flows from Lower Valley (a small community west of Farmington) are expected due to regionalization efforts. The City hired HDR to evaluate and provide design services to determine the capacities for the proposed upgrades for:

- La Plata Lift Station, #11
- Westland Park Lift Station, #13
- West Murray Lift Station, #8

The proposed lift stations were similar in design, and each station was upgraded from a duplex lift station to a triplex lift station. The existing two pumps remained in service and a third pump was added. A mixer was also installed in the wet well to agitate sewage to re-suspend the solids and floatables so they could be pumped out. Pre-cast concrete box culverts (stacked vertically upon each other) were specified for the new wet wells with a protective coating applied. A pre-cast concrete vault was also installed adjacent to the wet well to house the pump's check valves and isolation valves, as well as a "pigging" station to clean the lines. Electrical equipment was installed within an enclosure to protect it from the elements. The existing lift stations were filled with gravel and abandoned-in-place. Following the improvements to these lift stations, HDR completed improvements for three additional lift stations. Lift Station No. 2, No. 3 and No. 5 and is currently working on the design for the City's Lift Station No. 9 Improvements.



Lift Station No. 8



Lift Station No. 13

Date Street and Route 66 Lift Stations, City of Tucumcari, New Mexico

The City of Tucumcari selected HDR to replace two aging lift stations, the Date Street Lift Station and the Route 66 Lift Station.

Date Street | The 25 year-old Date Street Lift Station improvements included two new submersible pumps, floats, and controls. A new valve vault was also constructed and included new valves and a pigging station, while the existing wet well was re-coated. Approximately 4,500 LF of existing pipe was sliplined with new 10-inch high density polyethylene pipe (HDPE) and new manholes were constructed. The project also included approximately 500 LF of boring under US 54. The existing piping that was replaced was a combination of 10-inch asbestos cement pipe originally constructed in 1959.



Date Street

Route 66 | The existing Route 66 Lift Station was over 40 years old and consisted of a wet well/dry well lift station. Controls and pumps were in dire need of replacement. The new lift station improvements included three new submersible pumps for operational flexibility, reliability, and increased flows. In addition, a new fiberglass wet well, floats, and controls were installed. A new valve vault was also constructed and included new valves and a pigging station. Several additional manholes were constructed to reroute the flows. Approximately 500 LF of existing pipe was replaced with new 10-inch high density polyethylene pipe (HDPE) and new manholes were constructed. The old lift station and sewer line was removed and disposed of.



Route 66

Sunnyview Sanitary Sewer Lift Station and Church Street Lift Station and Odor Control, City of Carlsbad, New Mexico

Sunnyview | In spring 2005, the City of Carlsbad hired HDR to design a new sanitary sewer lift station to replace the aging 20 year old Sunnyview Lift Station. HDR designed the new lift station which included two submersible pumps with guide rails installed in a 5'-0" diameter fiberglass manhole.

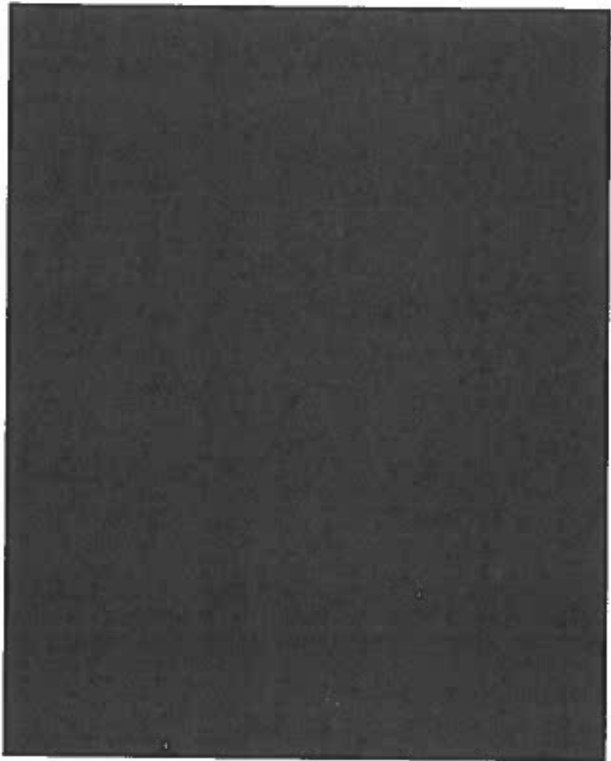
Church Street Lift Station and Odor Control | HDR designed improvements to the existing Church Street Lift Station. The existing lift station consisted of a below-grade dry pit and wet well (approximately 21' deep) and was housed by a deteriorating brick building.

The improvements required demolishing the brick building and converting the dry pit/wet well combination into a single wet well and valve vault. The lift station was modified from a duplex to a triplex lift station and included new electrical equipment and miscellaneous site improvements. HDR also provided an odor control study within the vicinity of the lift station which determined that vapor phase odors were the source of odors within the area. A biotrickling filter was installed at the lift station site to treat odors from the collection system.



SECTION G
Documentation

SECTION H
Cost



SECTION I
Financial



Global Commercial Banking



June 8, 2017

To Whom It May Concern:

Please accept this letter of reference for our client, HDR, Inc. ("HDR" or the "Company", including HDR Architecture, Inc., HDR Engineering, Inc., HDR Constructors, Inc. and HDR Environmental Operations and Construction, Inc.). HDR is a highly respected client of Bank of America Merrill Lynch ("Bank of America"). Bank of America has a strong view in the company and its management and has enjoyed a relationship tenor of over 12 years.

HDR currently has a nine-figure, syndicated revolving credit facility ("Credit Facility") with a maturity date of May 13, 2021, for which Bank of America acts as the Agent. The Credit Facility is fully available for cash or letter of credit usage. The Credit Facility contains certain restrictive covenants for which the Company must comply. As of the date of this letter, HDR was in compliance with all covenants.

All financial matters have been handled in an excellent manner.

Please contact me with any concerns or questions.

Sincerely,

Dianne Smith
SVP; Senior Credit Products Officer
816.292.4219

DS:rd

Bank of America, N.A., MO9 000 12 02
3300 Main Street, 22th Floor, Kansas City, MO 64105
Member FDIC
0163112312017



SECTION J

Additional Information

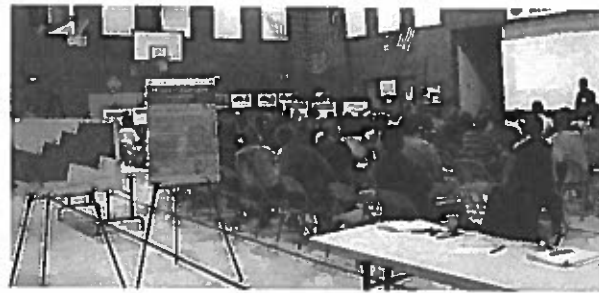


Section J

Other

Public Involvement/Presentations

Public involvement is crucial in the management of project acceptance and "buy-in" of all project stakeholders, especially the residents and businesses that will be affected by the projects.



Through focused outreach and active listening, HDR-led public meetings provide an open forum for attendees to discuss concerns and opinions, helping to build stakeholder consensus.

foster local participation. We know the importance of selecting the appropriate media and format for target audiences and demographics. Our in-house PI/PO services ensure efficiency in collaboration efforts between study results and project messaging prepared for public media, creating a time- and cost-saving component for the City.

The completion of a comprehensive public involvement process during both the design and construction phases of all projects can be the key to the success of each project. Preparing a plan that includes effective and sustainable solutions requires stakeholder input regarding concerns and specific solutions to issues in the project area.

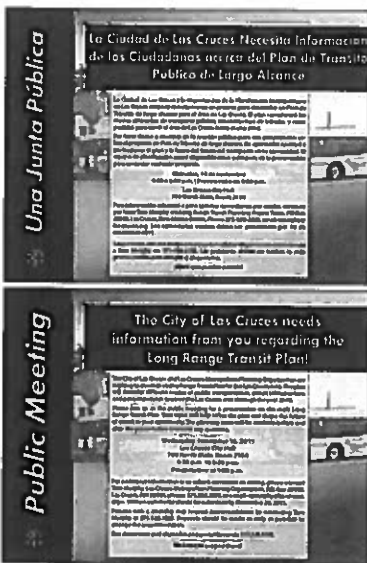
When necessary, HDR will develop a project specific public involvement program that is proactive, strategic, responsive, open and supportive of the efficient delivery of each project. A methodology of engaging citizens, affected stakeholders and key agencies in a strategic and focused manner, will allow us to recognize and consider the unique interests of the diverse stakeholders. Additionally, feedback mechanisms will be identified and implemented to ensure open channels of communication. Feedback mechanisms will provide validation that local concerns are genuinely understood by the project team and promote community ownership of potential solutions.

Consistent communication, along with flexibility and knowledge of concerns that have been previously expressed are key elements in engaging a diverse group of stakeholders. Kelly Sims will serve as the point of contact for the public's project-related questions and concerns. As a liaison between the stakeholders and the project team, she will work directly with the community to distribute accurate information and answer questions and communicate public input to the project team.

HDR's Public Information and Public Outreach (PI/PO) specialists apply cutting-edge technology to reach out to stakeholders, owners, elected officials, utilities agencies, and project partners. We are especially adept at working with predominantly Hispanic communities and understand many of the cultural barriers that may exist. Whether a project requires a site-specific educational video, a project website, or newsletter mailer to residents, HDR will ensure that the most suitable media is provided to

Funding/Grant Administration | As a result of our excellent working relationships with multiple funding agencies and significant experience with preparing and amending Preliminary Engineering Reports (PERs) and Environmental Information Documents (EIDs), HDR has successfully obtained more than \$40 million for Clayton, Logan, Santa Rosa, Tucumcari, Angel Fire, and Glorieta over the past five years (and over \$200 million since 1989) for numerous infrastructure projects throughout New Mexico. In addition, we have completed projects with short timelines and often with a phased-approach as a result of funding requirements. HDR has obtained funding for clients from the following sources:

- Community Development Block Grant Funds (CDBG)
- Federal Highway Administration (FHWA) Grants
- Water Trust Board (WTB) Funding from the New Mexico Finance Authority (NMFA)
- New Mexico Environment Department (NMED) Clean Water State Revolving Loan Fund (CWSRF)
- U.S. Department of Agricultural - Rural Development (USDA-RD)
- Capital Improvements Program (CIP)
- Special Federal and State Appropriations
- Economic Development Administration (EDA) Funds
- U.S. Army Corps of Engineers Section 595 Fund



HDR is prepared to provide outreach materials to assist in efficient communication with the community.

APPLICATION OF PREFERENCE
 Refer to the "OFFEROR INFORMATION/AFFIDAVIT" form.

FEDERAL TAX IDENTIFICATION NUMBER
 FEDERAL TAX ID NUMBER: 47-0680568

NEW MEXICO TAX IDENTIFICATION NUMBER
 New Mexico (CRS) Tax Identification Number:
02-154898-006



SECTION K

Campaign Contribution
Disclosure Form



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) _____

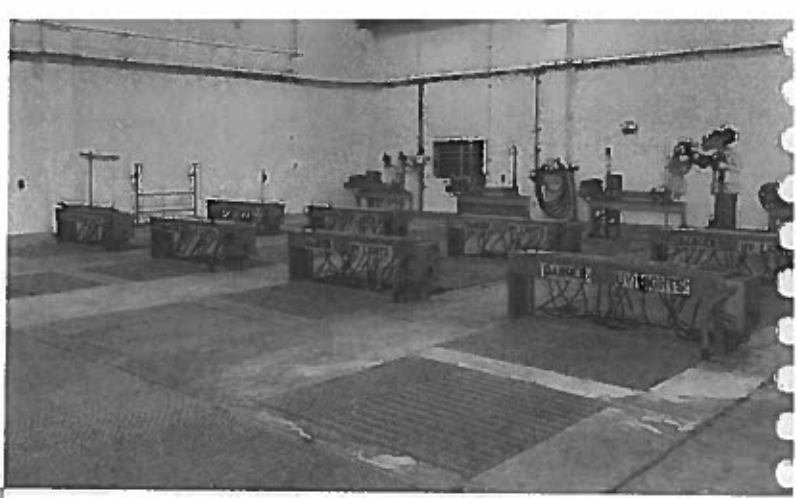
Signature _____ Date _____
 Title (position) _____

-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  Date June 20, 2017
 Associate Vice President/Managing Principal
 Title (Position) _____

SECTION K



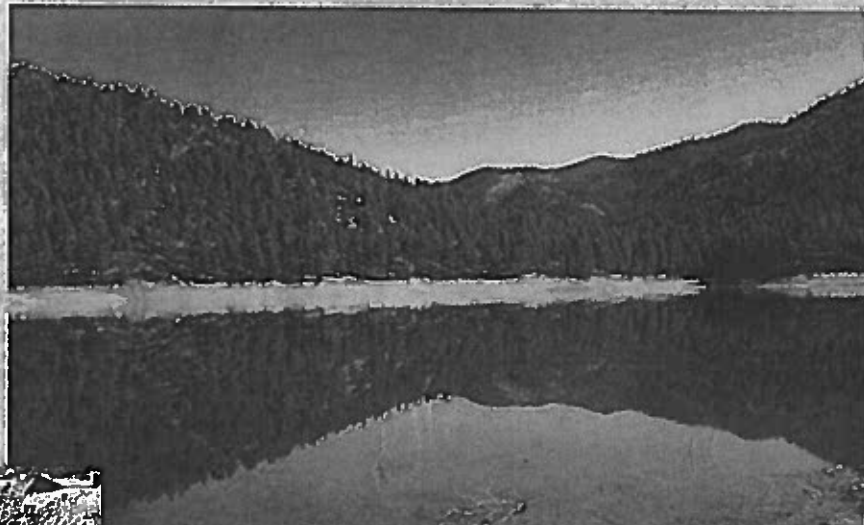
2155 Louisiana Blvd. NE
Suite 9500
Albuquerque, NM 87110
505.830.5400

hdrinc.com

We practice increased use of sustainable materials and reduction of material use.

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**CITY OF LAS VEGAS
PROPOSAL FOR WASTE WATER
SYSTEM, PLANNING, DESIGN, &
CONSTRUCTION PHASE ENGINEERING
SERVICES
RFP#2017-29
PREPARED FOR:**



PREPARED BY:

Santa Fe Engineering Consultants, LLC

**S
F
E
C** Civil and Traffic Engineering
Construction Management
Land Development

1599 St Francis Drive, Suite B
Santa Fe, N. M. 87505
(505) 982-2845 Fax (505) 982-2641

Santa Fe Engineering Consultants, LLC

S
F
E
C

Civil and Traffic Engineering
Construction Management
Land Development

1599 St Francis Drive, Suite B
Santa Fe, N. M. 87505
(505) 982-2845 Fax (505) 982-2641

June 20, 2017

Ms. Cassandra Fresquez, City Clerk
City of Las Vegas
1700 N Grand Ave
Las Vegas, NM 87701

**RE: CITY OF LAS VEGAS WASTE WATER SYSTEM PLANNING, DESIGN,
AND CONSTRUCTION PHASE ENGINEERING SERVICES RFP 2017-29.**

Dear Members of the Selection Committee:

Santa Fe Engineering Consultants (SFEC) is pleased to submit this proposal for the Waste Water System Planning, Design, and Construction Phase Engineering Services, RFP# 2017-29.

Mr. Michael Gomez, P.E., PTOE, is a Principal of Santa Fe Engineering Consultants, LLC. and is authorized to contractually obligate SFEC to any proposed contract with City of Las Vegas. He may be reached at (505) 982-2845 or via email at mgomez@santafeengineering.com. Mr. Gomez will also negotiate any and all contracts on behalf of SFEC, and can be contacted for clarifications.

SFEC acknowledges and accepts the "Conditions Governing the Procurement" of this project as, as well as receipt of all Addendums.

SFEC is a Resident Business and a Veteran Owned and Operated business. SFEC's proximity to the project will provide City of Las Vegas with the quick response needed to complete all tasks promptly, including construction phase. We look forward to your positive response to our proposal. We are available to answer any questions or to provide any additional information you may require.

Sincerely,



Michael D. Gomez, P.E., PTOE
Principal, Santa Fe Engineering Consultants

Enclosures

**CITY OF LAS VEGAS
WASTE WATER SYSTEM PLANNING, DESIGN,
AND CONSTRUCTION PHASE ENGINEERING SERVICES
RFP 2017-29**

INDEX

A.	Specialized Design or Technical Competence	1
B.	Capacity and Capability.....	5
C.	Past Record of Performance	8
D.	Familiarity with the Contracting Agency	13
E.	Current Volume of Work with the Contracting Agency Not 75% Complete.....	13
F.	Other Contracting Agency Criteria	14
G.	Other Supporting Materials.....	15

TABLE OF APPENDICES

APPENDIX A

REQUIRED SUBMITTALS

**CITY OF LAS VEGAS
WASTE WATER SYSTEM PLANNING, DESIGN,
AND CONSTRUCTION PHASE ENGINEERING SERVICES
RFP 2017-29**

A. Specialized Design or Technical Competence

We are specialists in sanitary sewer and lift station design, construction management, construction inspection and start up services. SFEC has over 38 years of specialized design and construction oversight competence in the design of large-scale sanitary sewer line systems, which serve multiple land uses. We have set alignments, negotiated easements, designed and constructed many miles of gravity sewer.

SFEC completed the engineering design for the emergency Valle Vista Sewer Line and Lift Stations. This project, for Santa Fe County, consisted of the design of a lift station, 1,375 linear feet of gravity sewer line, and 8,650 linear feet of force main from the existing Valle Vista Waste Water Treatment Plant to the New Mexico State Penitentiary Waste Water Treatment Plant. Mr. Michael Gomez developed a gravity sewer design that included pipe bridges over arroyos, deep sewers with special leverage. This allowed for the development of Tierra Contenta Subdivision (4,000 P.U.) in the City of Santa Fe.

The following two projects are just a very small sampling of our past work. These projects involved coordination with multiple property owners, and approval agencies.

1. Gravity Sewer Line Systems

**ENTRADA CONTENTA / LAS SOLERAS GRAVITY SANITARY SEWER DESIGN,
SANTA FE, NEW MEXICO**

As part of our overall engineering and construction management services for the Entrada Contenta, Las Soleras, and Hernandez Property developments, SFEC coordinated the future needs for these large-scale development projects. The Entrada Contenta Development at full buildout consists of the Super Wal-Mart, over 80,000 square feet of commercial retail, and office park uses. The Hernandez Property has been planned for a Hotel, a large multi-family complex and several thousand square feet of commercial uses. The Los Soleras Development at full building out will consist of 526,000 square feet of Office, Commercial, and Medical (including a Hospital), and over to a thousand residential units.

To serve these multi-faceted and large scale developments, SFEC prepared the design for over 17,000 linear feet of 8" and 10" gravity sanitary sewer line. The work included field reconnaissance, and Preliminary Engineering Analysis of alternative pipeline alignments and a recommendation of the preferred alignments. These alignments were chosen to save money and to minimize impacts to the development. The work also included design of a grade control structure for a portion of the pipeline and needed to cross the Arroyo de Los Chamiso in order to

tie into the City of Santa Fe Arroyo Chamiso Interceptor. Because of SFEC's early efforts, all 17,000 linear foot of sewer could be designed as gravity sewer and lift stations were not required. Much of this gravity sewer line system has been constructed and accepted by the City of Santa Fe. All design was done in order to develop a working system in phases so that the developers could minimize up front construction costs and the development infrastructure could be constructed according to market demands.

SFEC was crucial in obtaining the necessary permits from the City approvals, and the cooperation and necessary agreements between the various landowners. SFEC also had to obtain 404 permits from the U.S. Army Corps of Engineers at two separate locations. SFEC's services included construction inspection, management, and acceptance of the completed portions by the City of Santa Fe Wastewater Division.

TIERRA CONTENTA TRUNK LINE SEWER, CITY OF SANTA FE, SANTA FE, NEW MEXICO

SFEC was retained by the City of Santa Fe and the developer of Tierra Contenta, to design several miles of trunk line sewer. The Tierra Contenta Trunk Line sewer consisted of over 32,000 linear feet of 36" of gravity sewer line, which was necessary in order to allow for the development of the large-scale residential project know as Tierra Contenta, which at full build out will provide over 400 residential dwelling units and closes to 100,000 square feet of commercial development. The original sewer alignment required a large-scale lift station, which the City of Santa did not wish to operate or maintain. SFEC was hired to develop a gravity sewer design from the Industrial Park near the intersection of Cerrillos Road / Airport Road at the City of Santa Fe's "Z" line to the City of Santa Fe Wastewater Treatment Plant. The sewer line consisted of 36" concrete pipe with a t-lock liner, aerial bridges, and trenching to the depth of 50 feet. This project involved coordination with an entire sector of the City's property owners and community groups. Alignments were set to not only to provide full gravity but also to minimize the easements necessary to construct the sewer line and thus ensure the success of the project. In addition, SFEC also obtained all the necessary environmental clearances, permits, and cooperation of the NMDOT in construction of the sewer line across NMDOT right of way. Construction was phased to minimize the impacts to the surrounding property owners and the community at large. SFEC provided full construction management and inspection services and successfully closed out the project.

The successful completion of this project also has led to the City of Santa Fe's opportunity to complete their affordable housing initiative, which has been recognized nationally as a cutting edge community initiative.

Recent projects, which involved sewer line design and many of which involved construction management and inspection, include:

- Airport Business Park, Santa Fe, New Mexico
- Buffalo Grass Development, Santa Fe, New Mexico
- Ashley Furniture Home Store Sewer Line Evaluation, Santa Fe, New Mexico
- Beaty South Subdivision, Santa Fe, New Mexico

- Southwest Business Park, Santa Fe County, New Mexico
- San Mateo / Galisteo Development, Santa Fe, New Mexico
- Cielo Azul Development, Santa Fe, New Mexico
- San Ignacio Multi-Family / San Isidro Multi-Family / San Isidro Commercial Center, Santa Fe, New Mexico
- High Summit, Santa Fe, New Mexico
- Village Plaza Development, Santa Fe, New Mexico
- Villa Sonata Development, Phase 2 and 3, Santa Fe, New Mexico
- Arroyo Chamiso Plaza, Santa Fe, New Mexico
- Estancia Primera, Santa Fe, New Mexico
- College of Santa Fe (Multiple Projects including Masterplan), Santa Fe, New Mexico
- Colores Plaza, Santa Fe, New Mexico
- Tierra Contenta Village Plaza, Santa Fe, New Mexico
- Zocalo Development, Santa Fe, New Mexico
- St. Francis South Development, Santa Fe County, New Mexico
- Corazon Subdivision, Santa Fe, New Mexico
- Kachina Ridge Development, Santa Fe, New Mexico
- Santo del Nino and Maria de La Paz Catholic Community School, Santa Fe County, New Mexico
- Las Laguanitas Subdivision, Santa Fe County, New Mexico
- Prairie Hills Subdivision, Santa Fe County, New Mexico
- Suerte del Sur, Santa Fe County, New Mexico

2. Lift Stations

In addition, our firm has provided design, construction management, construction inspection, and start-up services for multiple lift stations. These include the lift stations for Southwest Business Park in Santa Fe County, the Los M&Ms Subdivision in the City of Santa Fe, the Tomada Development in Gallup, New Mexico, and an emergency lift station design for the Yablon Mobile Home Park. We were retained by Santa Fe County under an emergency purchase order to design and provide emergency engineering design for the Valle Vita Lift Station and Force Main. Due to the County's limited budget, SFEC also provided construction inspection, management and start-up services on a pro-bono basis. This project for the County consisted of the design of a lift station, 1,375 linear feet of gravity sewer line, and 8,650 linear feet of force main from the existing Valle Vista Waste Water Treatment Plant to the New Mexico State Penitentiary Waste Water Treatment Plan. Work also included environmental clearances, 404 permits, easement negotiations, the design of approximately 1 mile of access road, natural gas line connection, and a 3 phase electric connection and the design of two minor drainage structures. This project was completed on time and within budget under a 60-day time frame

Our management approach is to provide our employees with the tools and skills to flourish in the areas of utility design. We are equipped with the latest technology including computer hardware and software. Our engineering software packages include AutoCAD Civil 3D Infrastructure Design 2016. Our designs are based upon 3D modeling technology and Building Information Modeling. We use the latest Microsoft Office software, including Word, Excel, Power Point,

Project for scheduling software, and numerous other computer programs to support our engineering practice. Staff members participate in company paid continuing education to ensure that our organization is kept abreast of the most current codes and engineering design practices. SFEC has a college tuition assistance program available for our employees. By equipping our staff with the latest in technology and ongoing training, we ensure that we continue to provide cutting edges services that enable us to meet time schedules and accommodate cost considerations.

Our management approach is to provide our employees with the tools and skills to flourish in the areas of utility design. We are equipped with the latest technology including computer hardware and software. Our engineering software packages include AutoCAD Civil 3D Infrastructure Design 2016. Our designs are based upon 3D modeling technology and Building Information Modeling. We use the latest Microsoft Office software, including Word, Excel, Power Point, Project for scheduling software, and numerous other computer programs to support our engineering practice. Staff members participate in company paid continuing education to ensure that our organization is kept abreast of the most current codes and engineering design practices. SFEC has a college tuition assistance program available for our employees.

By equipping our staff with the latest in technology and ongoing training, we ensure that we continue to provide cutting edges services that enable us to meet time schedules and accommodate cost considerations.

B. Capacity and Capability

Santa Fe Engineering has the capacity and capability to do this project. We have available four (5) licensed civil engineers, five (5) experienced CADD operators; two (2) project managers; and four (4) construction inspectors that can be utilized for this project.

Subconsultants will be used for surveying and environmental studies. We have worked with Precision Surveys for over 20 years. They always have a fast turnaround for serving projects. They have at least three (3) field crews and the latest technologies to complete this project.

The Organizational Chart is presented in Figure 1. The specific personnel are as follows:

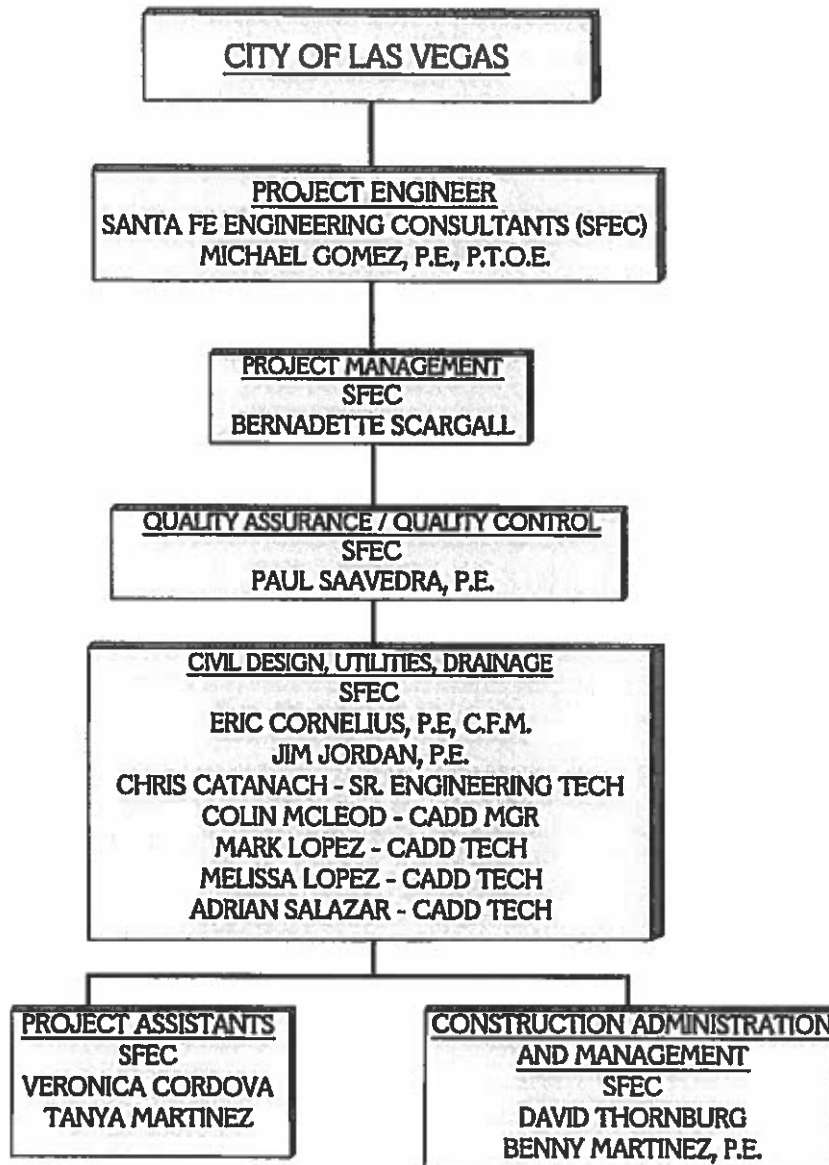


Figure 1, Organizational Chart

1. Key Project Personnel

Michael D. Gomez, N.M.P.E. #8731, a principal of SFEC, will be the Project Manager. Mr. Gomez has extensive knowledge of in sanitary sewer and lift station design. Mr. Gomez was the original designer of the Tierra Contenta 36 inch sanitary sewer trunk line design. The City of Santa Fe did not allow lift stations to service Tierra Contenta. Mr. Gomez developed a gravity sewer design that included pipe bridges over arroyos, deep sewers with special leverage. This allowed for the development of Tierra Contenta Subdivision (4,000 P.U.) in the City of Santa Fe. Mr. Gomez holds a B.S. (With Distinction) in Civil Engineering from the University of New Mexico. In addition to holding a license as a Professional Engineer in New Mexico and Montana, Mr. Gomez is also a certified Professional Traffic Operations Engineer (P.T.O.E). Mr. Gomez has over 35 years' experience in civil engineering design, including experience with public and neighborhood groups, governmental bodies, and tribal entities. In addition he has been the Math Counts Coordinator for the NMSPE Northern Chapter for over 10 years. In addition to his professional engineering licensure, Mr. Gomez is also a New Mexico Certified Floodplain Manager.

Mr. Paul Saavedra, N.M.P.E. #8518, a principal of SFEC, will be Senior Engineer and will be in charge of Quality Assurance / Quality Control for this project. Mr. Saavedra serves as the Water Resources and Planning Manager for Santa Fe Engineering Consultants, LLC. Mr. Saavedra was the Director of Water Rights Division, at the State Engineer Office. Mr. Saavedra has over 25 years' experience in project management, water resources, water resource planning, water rights and policy issues.

Mr. Eric Cornelius, P.E. #22790, a principal of SFEC, will be the Design Engineer for this project. Mr. Cornelius holds a 2009 B.S. in Civil Engineering from the University of New Mexico. Mr. Cornelius has 16 years' experience in utility design. Some notable projects to mention include: design of the Valle Vista Gravity Sewer and Lift Station improvements, built 2011; sewer design on the proposed Santa Fe Commercial Center that includes over 2.5 miles of gravity sewer, one mile of force main, and two lift stations; and gravity & low pressure sewer design in multiple Santa Fe subdivisions such as Haciendas Mirasol, Villa Sonata, Plaza Bonita, and Zocalo de Santa Fe. Mr. Cornelius is also a New Mexico Certified Floodplain Manager.

Mr. Benny Martinez, N.M.P.E. #12543, has provided civil engineering design and construction management services for over 31 years. Mr. Martinez holds a B.S. in Engineering Technology from New Mexico State University. Mr. Martinez has experience in a wide variety of infrastructure project. He was the Infrastructure North Region General Manager for the NMDOT for 4 years, assisting local government with American Recovery and Reinvestment Act (ARRA) projects, including review of completed PSE package and performing bid reviews. Mr. Martinez also provides construction engineering services for SFEC's clients.

2. Capability

All engineering assignments will be managed to produce results. SFEC will work closely with City Staff at the beginning of each assignment to set goals, schedules, timelines and milestones. Critical items that would impact the successful completion of any project will be identified and discussed with City Staff. SFEC will then schedule and conduct a kickoff meeting

which will be held to introduce the individual team members, present the project, including work plan, schedule, key items necessary for completion of the project, and to obtain input from the individual team members. The minutes from the kickoff meeting including goals, schedules, timelines and milestones will be documented and distributed.

Assignments for each project will be made based on the task. Assignments will be made amongst the individual team members and documented so that each member knows their responsibilities and deadlines. This will be implemented with a project specific Quality Assurance / Quality Control (QA/QC) Plan. Microsoft Project will be used to monitor progress on a weekly basis. Internal deadlines will be set and tracked to accomplish our goals. Internal team meetings will be held as required to coordinate the work on a regular basis. Formal bi-weekly meetings will be conducted throughout the design of projects and completion of studies with City of Las Vegas Staff. Meeting schedules will be set at the start of each project, and adjusted as needed. As work advances on individual projects, progress will be assessed to ensure that timelines are met. Additional staff time will be assigned as required to ensure that the project stays on schedule. Our team will coordinate all activity with City of Las Vegas and will keep the City informed of all meetings, schedules, and progress during the project. All meetings will be documented and distributed in accordance with the QA/QC plan.

SFEC believes that a key component of any successful project QA/QC. SFEC is committed to delivering the highest quality product possible on all its project assignments. Toward this end, we have instilled in our staff, and will instill in our overall project team, a philosophy of quality control / quality assurance as an ongoing part of the study and design process, rather than just as an isolated activity which occurs only at predetermined project milestones. Quality is the responsibility of every member of our organization. SFEC personnel are encouraged to identify and communicate methodologies for improving quality and restricting processes / methods that might lead to unacceptable performance. All SFEC staff are aware of and subscribe to our quality management philosophy. The Project Manager has primary management responsibility for general quality control / quality assurance throughout the project, and specifically for the implementation of the quality control / quality assurance plan. Mr. Paul Saavedra will serve as quality control manager between SFEC and the City . Quality Assurance is a firm-wide program that defines the minimum level of quality that is required and general statement of how it will be achieved. QA also included a method of monitoring compliance with the firm's quality requirements. SFEC quality requirement is that no deliverable is provided to a Client without an independent review.

SFEC approach to addressing issues is to review multiple alternatives to solve difficult and expensive problems. Alternatives are prepared using known constraints such as codes, maintenance requirements, accessibility, and environmental impacts, to formulate solution that will result in a more economical design.

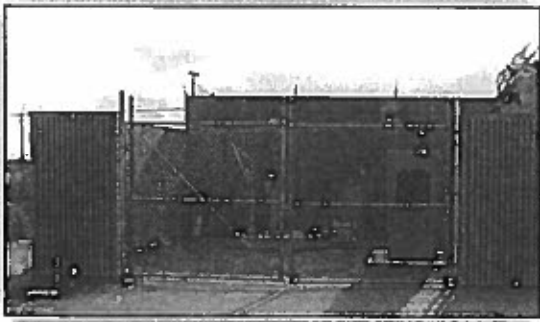
C. Past Record of Performance

The SFEC Team offers a proven track record of controlling costs and meeting client schedules and deadlines. We recognize that providing high quality services includes meeting all client schedules and deadlines. We have a long history of successfully responding to tight schedule requirements. We prefer challenging projects, which require a quick turnaround. We are known in New Mexico for these types of projects, hence our vast client base of private developers who expect a quick response to their needs.

Proven Track Record to Complete Projects on Time

SFEC's business is based on repeat business and referrals from satisfied clients. The following demonstrates three projects that had a required completion date of 60 days.

VALLE VISTA EMERGENCY LIFT STATION FOR SANTA FE COUNTY, NEW MEXICO



SFEC completed the engineering design for the emergency Valle Vista Sewer Line and Lift Stations for Santa Fe County. The emergency lift station was constructed in 2011. This project, consisted of the design of a lift station, 1,375 linear feet of gravity sewer line, and 8,650 linear feet of force main from the existing Valle Vista Waste Water Treatment Plant to the New Mexico State Penitentiary Waste Water Treatment Plan. Work also

included environmental clearances, 404 permits, easement negotiations, the design of approximately 1 mile of access road, natural gas line connection, and a 3 phase electric connection and the design of two minor drainage structures. This project was completed on time and within budget under a 60-day time frame. Our experience also includes the engineering design and construction observation services. . *Budget: \$1,050,000 • Final Cost: \$772,000 • Completed: 2011 • Client Contact: Paul Casaus, Santa Fe County, (505) 986-6364*



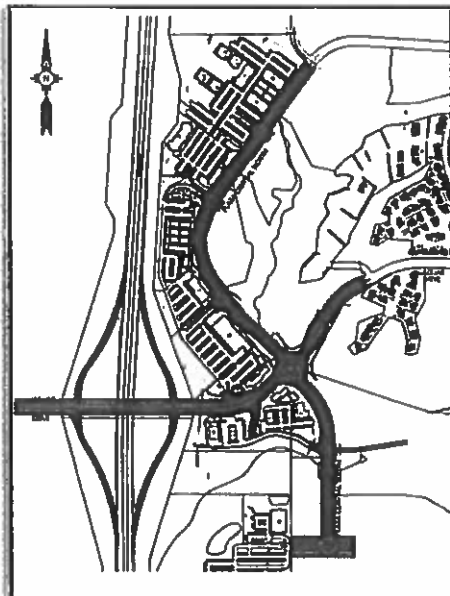
ENTRADA CONTENTA / LAS SOLERAS / 8" SANITARY SEWER LINE IN SANTA FE, NEW MEXICO

As part of our overall engineering and construction management services for the Entrada Contenta and Las Soleras developments, SFEC coordinated the future needs for waterline infrastructure with the surrounding property owners. SFEC has prepared the design for roughly 17,000 linear feet of 12" water line and 17,000 linear feet of 8" of sanitary sewerline and 8,000 linear feet of 8" water line to accommodate three additional developments adjacent to the

Entrada Contenta and Las Soleras Developments. The work included field reconnaissance, and Preliminary Engineering Analysis of alternative pipeline alignments and a recommendation of the preferred alignments. The water lines are interconnected with each project and service this sector of the City. This system has been constructed and accepted by the City of Santa Fe. SFEC was crucial in obtaining the necessary permits from the City and NMDOT, approvals, and the cooperation and necessary easement acquisition between the various land owners. SFEC's services included construction inspection, management and acceptance of the completed portions by the City of Santa Fe Water Division. *Contact:* Jim Jordan, Jordan Engineering, (505) 280-2823.

TIERRA CONTENTA VILLAGE PLAZA, JAGUAR DRIVE EXTENSION PROJECT, JAGUAR DRIVE / NM 599 INTERCHANGE IN SANTA FE COUNTY, NEW MEXICO

SFEC was retained to provide design services to prepare traffic studies, engineering design services and construction plans for developer driven roadway extensions for the area on the western most edge of Tierra Contenta Village Plaza. This project is part of an overall set of



larger projects which include a large scale commercial development, the extension of Plaza Central, Jaguar Drive, and an interchange at Jaguar Drive / NM 599. This project consists of the construction of multiple roundabouts, commercial areas with surrounding parking lots, construction of a new roadway to match up with the existing typical sections, and utility extensions, including the design of an effluent line, sewer, mainline waterline infrastructure, electric, telephone and gas infrastructure, bicycle lane, pedestrian trail access, bus stop facilities, ADA pedestrian complaint trails, and access to the City's new SWAN Park, as well as driveway to the future commercial development and residential development planned for Tierra Contenta. Internal circulation within the commercial development is a key factor. SFEC obtained approvals, clearances, right of way donations, and permits for the project. The project was coordinated with three developers in the area, as well as, the City of Santa Fe and

the NMDOT. The first phase of the project, which includes the rough grading and drainage improvements for the entire project, and construction of the interchange are complete. *Contact:* Katharine Cook Fishman, Owner, (505)753-2176

PROJECT	<p>Santa Fe County Herrada Road Improvement Project Santa Fe County, New Mexico</p>
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Santa Fe Engineering Consultants (SFEC) completed the Herrada Road Improvement Project. This project consisted of the paving of over 10,000 linear feet of Santa Fe County roadway. Typical sections along with surfacing recommendations were determined

and presented as a part of the Final Study and Report. This project had a successful public involvement program including surveys, one-on-one interviews, public meetings, and open door

policy for bi-weekly documented design progress meetings. SFEC performed full construction engineering, management and inspection services for the project, including close out and acceptance by Santa Fe County. **Client Contact: Paul Kavanaugh, Santa Fe County, (505) 992-3026**

PROJECT
Village of Agua Fria Preliminary Engineering Report for Wastewater Infrastructure Expansion Plan
Santa Fe, New Mexico

SFEC performed the Engineering services for the Preliminary Engineering Report (PER) for the wastewater infrastructure expansion plan for the Village of Agua Fria, Santa Fe County, New Mexico. The primary purpose of this PER is to take a high-level engineering

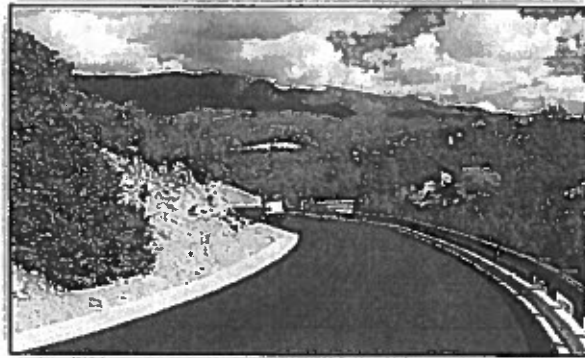
and planning perspective that contemplates how to deliver sewer service to the largest geographical area within the Village of Agua Fria. This PER will be used as a Sanitary Sewer Master Plan for the Historic Village of Agua Fria. This report provided Santa Fe County with alternative engineering solutions, probable costs, and a phasing plan to be implemented as funding becomes available. The PER was done using USDA, RUS-1780 guidelines. The Village had the intention of applying for RUS grants at a later date.

Client Contact: David Madrid, Santa Fe County, (505) 986-6237

PROJECT
Vista Redonda Subdivision Road Improvement Project
Santa Fe County, New Mexico

Santa Fe Engineering Consultants prepared drainage and road improvement plans for the Vista Redonda Subdivision Road Improvement Project. This project included roadway

improvements and paving of approximately 1 mile of roads in steep slope grades and windy roads of the subdivision. Typical sections along with surfacing recommendations were determined and presented as a part of the Final Study and Report. The project has been completed and substantial completion to take place in May 2016. SFEC also provided construction observation for this project.

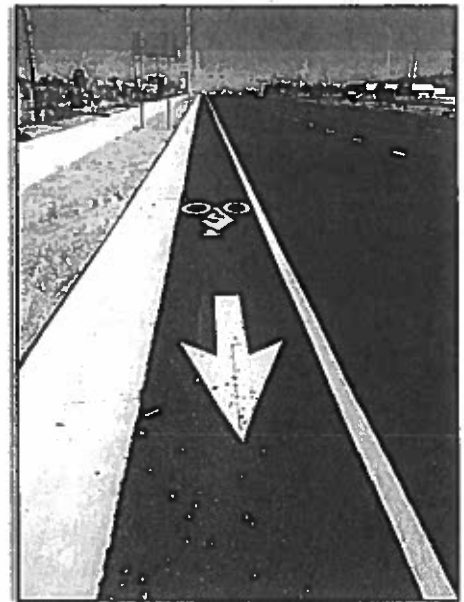


Client Contact: Client Contact:
Paul Kavanaugh, Santa Fe County, (505) 992-3026

PROJECT
Cerrillos Road Improvement Project
Santa Fe, New Mexico

SFEC prepared traffic studies and plans for Cerrillos Road in order to accommodate proposed development, plus future development throughout this sector of the City for the next 20 years. This involved complex

Traffic Impact Analysis using City wide projections of future development. The Cerrillos Road Improvement Project included the widening of Cerrillos Road from a four lane rural section to a six lane urban section complete with bicycle lanes, curb and gutter and sidewalks. Improvements also included the design of two signalized intersections, a progression analysis of the existing and proposed signals along this stretch of Cerrillos Road, from Beckner Road to Airport Road, medians, utility relocations, striping, signing and drainage improvements. This project involved coordination with the New Mexico Department of Transportation, City of Santa Fe Traffic Engineer, City of Santa Fe Traffic Signal Operations Engineer, City of Santa Fe Land Use Department, and surrounding property owners. Because Cerrillos Road is a major arterial serving the City of Santa Fe, a complex traffic control plan was developed and implemented to accommodate large volumes of existing traffic during peak travel hours. Traffic control issues were minimized for this construction project. SFEC obtained all approval, clearances, and permits for the project. SFEC performed full construction engineering, management and inspection services for the project, including close out and acceptance by the City of Santa Fe and the NMDOT. This project was under a tight deadline since construction had to be completed prior to the opening of the Super Wal-Mart. The project was completed on time.



Client Contact: Jim Jordan, P.E., Jordan Engineering, (505) 841-2720

PROJECT

**City of Santa Fe Reservoir
Infrastructure Project
Santa Fe, New Mexico**






Santa Fe Engineering Consultants (SFEC) recently completed the engineering design for improvements to the City of Santa Fe Reservoirs. Work includes analysis and evaluation of the existing outlet works, including valves and controls at McClure and

Nichols Dams, as well as analysis and design for replacement of the existing waterline. This project was accomplished within difficult constraints, and on an expedited schedule. Services include civil, mechanical, structural, geotechnical, electrical and surveying services. This project also involved obtaining environmental clearances and approvals through the Office of the State Engineer, Corps of Engineers, State Historic Preservation, and U.S. Forest Service. SFEC was also be involved through construction of the project. Improvements to Nichols Dam and Reservoir have been completed and McClure Dam and Reservoir Improvements are scheduled to begin next month. **Client Contact: Robert Jorgensen, P.E., City of Santa Fe, (505) 955-4265**



1. Municipal References to Demonstrate our Capability

The following is a list of references from some of our Municipal Clients. Fully 80% of our business is from long time, repeat Clients. We believe that our Client references are the best demonstration of our capabilities.

Contact	Organization, Phone Number	Project
<p>Stan Holland, P.E. City of SF Wastewater Division (505)955-4637</p>		<ul style="list-style-type: none"> ▪ Tierra Contenta Development ▪ Corazon Santo Subdivision ▪ Las Soleras Development ▪ Plaza Bonita Subdivision ▪ Turquoise Trail Subdivision ▪ Villa Sonata Subdivision ▪ Cielo Azul Subdivision ▪ Various other Sewer Design Projects throughout Santa Fe for 38 Years
<p>Paul Kavanaugh, SF County Engineering Associate (505)992-3026</p>		<ul style="list-style-type: none"> ▪ Herrada Road Improvement Project ▪ Vista Redonda Subdivision Road Improvement Project ▪ County Roads 89 and 89C Roadway and Drainage Improvement Project ▪ Richards Avenue 64L Roundabout Improvements
<p>Paul Casaus, SF County Engineering Associate (505) 986-6364</p>		<ul style="list-style-type: none"> ▪ Valle Vista Emergency Lift Station
<p>Leroy Pacheco, P.E. City of SF River, Trails and Watershed (505)955-4265</p>		<ul style="list-style-type: none"> ▪ Santa Fe River Trail at Calle Nopal Drainage Improvements ▪ Santa Fe Place Mall Trail ▪ Drainage Improvements, Erosion Control and Bank Repair at the Arroyo de Los Chamisos
<p>Dan Erickson, P.E. Los Alamos County Traffic Engineer (505)662-1777</p>		<ul style="list-style-type: none"> ▪ Construction Quality Assurance for Los Alamos Landfill Cap / Scar Repair ▪ Guaje Canyon Canyon Mitigation Project ▪ Entrada Business Park Drainage Study ▪ Guaje Canyon Drainage Study

D. Familiarity with the Contracting Agency

The SFEC Team is a partnership of New Mexico businesses, established and performing work in New Mexico. The SFEC Team is familiar with the geography, the people, the weather patterns, the culture, and the diversity that is City of Las Vegas and Northern New Mexico.

While SFEC has never worked with the City of Las Vegas, we are located in Northern New Mexico and have completed various projects for NM Highlands University, including providing civil engineering services for the Ivan Hilton Science Tech Building. SFEC worked on the civil engineering design portion of the Luna Center, at Luna Community College. We are located 59 miles from the City of Las Vegas Offices at 1700 N Grand Ave. We are long time Northern New Mexicans who understand the governmental process. Some of our staff are from Las Vegas and San Miguel County.

E. Current Volume of Work with the Contracting Agency Not 75% Complete.

Santa Fe Engineering Consultants, Inc. does not have any contracts with the City of Las Vegas that are not 75% complete.

F. Other Contracting Agency Criteria

Public Involvement - In a parallel process SFEC will design a public involvement process that will work with engineering design, and cultural and biological resources portion of the project. Early Neighborhood Notification (ENN) Procedures, in accordance with the City development code, Chapter 14-3.1 will be followed. Notices of the ENN will be mailed to property owners within 300 feet of the project site will be posted. All posters will be posted at least 15 calendar days prior to the ENN. Two public meetings will be conducted. Public input will be acquired and input into the design factors. The public input and the meeting will be documented and SFEC will provide meeting minutes and a summary of the comments received from the public. It is critical that all affected stakeholders and community members in the project area have their questions and concerns adequately and sensitively addressed. Furthermore, we will invite the leadership of affected property owners and other community leaders to meet with us prior to the official meetings, in order to learn as much as possible about their concerns. One-on-one meetings with affected stakeholders will be conducted and documented.

Our approach to public meetings is to be over-prepared and strive to anticipate the concerns of the community. SFEC conduct the meetings, will listen to the stakeholder's concerns and address them in a respectful manner while representing the City's interests. We can provide for an open, controlled, forum to allow all members to express their questions and concerns. Aerial photographs of the specific neighborhood area, site plans, and maps will be utilized to illustrate the proposed roadway improvements. We will engage directly with area businesses, institutions and homeowners associations to learn about their unique concerns and ideas. A critical concern will be maintaining adequate property access throughout the construction phase and minimizing any negative impacts stemming from the project. Our approach is to ensure that all persons have the opportunity for equal input into the process.

A SF County Project, Herrada Road Improvements was a successful public involvement program. This project had 66 driveways, elaborate mailboxes, and access had to be maintained at all times. SFEC has an open door policy and approach. In addition to surveys and public meetings, we invited community residents to attend our bi-weekly design meetings and construction meetings to ensure that concerns, input, and coordination during construction was addressed. The Eldorado community was grateful for this effort and approach.



G. Other Supporting Materials

Santa Fe Engineering Consultants, LLC (SFEC) has provided professional engineering services for various private, Federal, State, and municipal entities for more than 38 years. We have developed a highly trained, very experienced staff of engineers, technical, and support personnel. We have provided civil engineering services to a wide range of projects throughout New Mexico, Colorado, Montana, and Texas.

SFEC has an established reputation for providing quality engineering services which are effective, efficient, and sensitive to the needs of the surrounding communities in which they work and to the environment. The firm's major areas of civil engineering services include sanitary sewer system design, roadway design, traffic engineering, land development work, erosion control, drainage improvement projects, street design, traffic engineering, water system design, dam design and construction administration and inspection. In addition to design work, SFEC has assisted many of their clients in obtaining development approvals through various municipal, county, state, and federal agencies. SFEC currently holds On-Call Contracts with the City of Santa Fe and Santa Fe County.



Our company philosophy and shared vision are represented by our Mission Statement:

"To provide quality engineering services to our clients by reviewing alternatives, solving problems, and working towards consensus."

- SFEC is a locally owned New Mexico business, owned one hundred percent by local New Mexicans, and is a certified NM State Resident Veteran business with 8% preference.
- SFEC is committed to ethical business practices. We believe in honesty and integrity in the manner that we conduct our business. We only provide services in areas that are within our expertise. We take care to avoid conflicts of interest. We will provide our services for fair compensation and manage our financial responsibilities to support our clients, employees, and to maintain long term stability. We believe in giving to the Community and have a long history of providing Community Services to the residents and in particular the children of Northern New Mexico. Included in our philosophy is our understanding that Northern New Mexico is our home, we live here, and we can only make it better by giving back.
- SFEC has an established reputation for providing quality engineering services which are effective, efficient, and sensitive to the needs of the surrounding communities in which they work and to the environment. The firm's major areas of civil engineering services include sanitary sewer system design, water system design, roadway design, traffic engineering, land development work, erosion control, drainage improvement projects, street design, dam design

and construction administration. In addition to design work, SFEC has assisted many of their clients in obtaining development approvals through various municipal, City, state, and federal agencies.

- SFEC is committed to delivering the highest quality project possible on all its assignments. SFEC has instilled in their staff, a philosophy of Quality Assurance/Quality Control (QA/QC) as an ongoing part of the study/design process, rather than just an isolated activity which occurs only at predetermined project milestones. Quality is the responsibility of every member of our organization. In addition, SFEC believes in developing the most cost-effective solutions to solve their Clients' engineering needs.

PROJECT SCHEDULE

We recognize that providing high quality services includes meeting all client schedules and deadlines. The SFEC Team offers a proven track record of controlling costs and meeting client schedules and deadlines. We have a long history of successfully responding to tight schedule requirements. In addition, our firm generally seeks to work on this type of project. We prefer projects, which require a quick turnaround. We are known in for these types of projects, hence our vast client base of private developers who expect a quick response to their needs.

Due to the critical nature of this project to the community in which our employees live and work, we have assembled a team which we feel will enable us to meet the strict deadlines for this project. SFEC will be 100% responsible for the successful completion of this project within budget and on schedule.

LIABILITY COVERAGE

Insurance Coverage - General Liability - \$2,000,000 Each Occurrence - \$4,000,000 Aggregate

Automobile - \$2,000,000, Workers Compensation - \$500,000, Professional Liability - \$1,000,000 Each Occurrence - \$2,000,000 Aggregate

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

6/20/17
Date

Principal
Title (Position)

Work Session

CITY COUNCIL MEETING AGENDA REQUEST

DATE: 06/30/17

DEPT: Utilities Dept.

MEETING DATE: 07/12/17

DISCUSSION ITEM/TOPIC: Award request for proposals #2017-30 for Water Distribution system planning design and construction phase engineering services to multiple proposers and enter into agreements.

BACKGROUND/RATIONALE: The City of Las Vegas Utilities department went out for sealed proposals for Water Distribution system planning design and construction phase engineering services. We are requesting to award to all five proposers; Molzen Corbin, Souder Miller, WH Pacific, OCCAM Engineering and HDR and enter into agreements.

Advertised: June 1, 2017 – Albuquerque Journal; June 2, 2017 – Las Vegas OPTIC and City website
Proposal Opening: June 20, 2017
Number of Proposers: 5 –Molzen Corbin, Souder Miller, OCCAM Engineering, HDR, WH Pacific
Funding Source: City Funding
Budget Line Item: Water budget – 640

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:


TONITA GURULE-GIRON
MAYOR


RICHARD TRUJILLO
CITY MANAGER

ANN MARIE GALLEGOS
FINANCE DIRECTOR
(PROCUREMENT)

PURCHASING AGENT
(FOR BID/RFP AWARD)

CORINNA LASZLO-HENRY
CITY ATTORNEY
(ALL CONTRACTS MUST BE
REVIEWED)

**CITY OF LAS VEGAS
PROPOSAL/BID OPENING**

DATE: 20-Jun-2017

OPENING NO.: 2017-30

TIME: 3:00 PM

DEPARTMENT: UTILITIES/WATER

LOCATION: City of Las Vegas Chambers
1700 N. Grand Ave.
Las Vegas, NM 87701

ITEM(S): DISTRIBUTION SYSTEM PLANNING
DESIGN AND CONSTRUCTION PHASE ENGINEERING SERVICES

RECEIVED FROM:	AMOUNT	SUB CONTRACTOR LIST	BID BOND	AFFIDAVIT NOTARIZED	CAMPAIGN DISC. FORM
1 Souder Miller				✓	✓
2 Occam Engineers Inc				✓	✓
3 W/H Pacific				✓	✓
4 HDR				✓	✓
5 Molzen Corbin				✓	✓
6					

COMPANY REPRESENTATIVE

COMPANY NAME

<u>Berito Lujan</u>	<u>City of LV PM office</u>
<u>Greg M. Allee</u>	<u>City of Las Vegas - Finance</u>
<u>Jupe Spodaca</u>	<u>City of Las Vegas Purchasing</u>
<u>[Signature]</u>	

(use other side of form when full)
ORIGINALS TAKEN BY CITY CLERK:

[Signature]
DATE: 6-20-17

OPENED BY: FINANCE DEPARTMENT

[Signature]
DATE: 6/20/17

COPIES TAKEN BY DEPT:

15 to [Signature]
DATE: 6/29/17

REQUEST FOR PROPOSALS

The City of Las Vegas, New Mexico will open Sealed Qualifications/Proposals at 3:00 p.m., June 20, 2017, at the City Council Chambers, 1700 North Grand Avenue, Las Vegas, New Mexico, or other designated area at the City Offices; ON THE FOLLOWING:


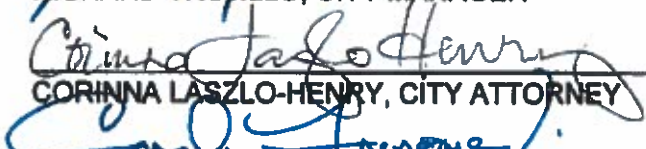


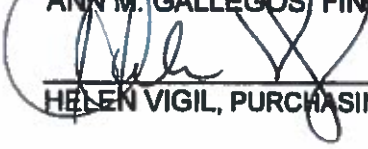
Distribution System Planning, Design and Construction Phase Engineering Services

Proposal Forms and Specifications may be obtained from the following location:

City Clerks 1700 N GRAND AVE
LAS VEGAS, NM 87701

Mailed proposals should be addressed to the City Clerk, 1700 N. Grand Ave., Las Vegas, New Mexico 87701; with the envelope marked: PROPOSALS FOR DISTRIBUTION SYSTEM PLANNING, DESIGN AND CONSTRUCTION ENGINEERING SERVICES, Opening No. 2017-30 ; on the lower left-hand corner of the submitted envelope. It shall be the responsibility of the Offeror to see that their proposal is delivered to the City Clerk by the date and time set for the proposal request. If the mail or delivery of proposal request is delayed beyond the opening date and time, proposal thus delayed will not be considered. Proposals will be reviewed at a later date with possible negotiations to follow.

The City of Las Vegas reserves the right to reject any/or all proposals submitted.

CITY OF LAS VEGAS

RICHARD TRUJILLO, CITY MANAGER

CORINNA LASZLO-HENRY, CITY ATTORNEY

CASANDRA FRESQUEZ, CITY CLERK

ANN M. GALLEGOS, FINANCE DIRECTOR

HELEN VIGIL, PURCHASING OFFICER

Opening No. 2017-30

Date Issued: 5/26/2017

Published: LAS VEGAS OPTIC June 2, 2017
ALBUQUERQUE JOURNAL June 1, 2017
www.lasvegasnm.gov June 1

AWARDED PROPOSAL

Awarding of proposal shall be made to the responsible offeror whose proposal best meets the specification. The City of Las Vegas (City) reserves the right to reject any or all proposals submitted.

TIMETABLE

Proposal pursuant to this request must be received at the City Clerk's Office at 1700 North Grand Avenue, Las Vegas, New Mexico, on or before: June 30, 2017; 3:00 pm.; at which time all proposal received will be opened. The opening will occur at the City Council Chambers or other designated area at the City Offices. Awarding of proposal is projected for: _____, 2017. The successful offeror will be notified by mail.

ENVELOPES

Sealed proposal envelopes shall be clearly marked on the lower left-hand corner, identified by the Proposal Name and Opening Number. Failure to comply with this requirement may result in the rejection of the submitted proposal.

BRIBERY AND KICKBACK

The Procurement Code of New Mexico (Section 13-1-28 through 13-1-199 N.M.S.A. 1978) imposes a third degree felony penalty for bribery of a public official or public employee. In addition, the New Mexico Criminal Statutes (Section 30-4-1, N.M.S.A. 1978) states that it is a third degree felony to commit the offense of demanding or receiving a bribe by a public official or public employee. (Section 30-24-2 N.M.S.A. 1978) it is a fourth degree felony to commit the offense of soliciting or receiving illegal kickbacks. In addition (Section 30-41-1 through 30-413, N.M.S.A. 1978) states that it is a fourth degree felony to commit the offense of offering or paying illegal kickbacks.

RESPONSIBILITY OF OFFEROR

At all times it shall be the responsibility of the offeror to see that their proposal is delivered to the City Clerk by the Date and Time scheduled for the opening. If the mail or delivery of said proposal is delayed beyond the scheduled opening date and time set proposal this delayed will not be considered.

NON-COLLUSION

In signing of their proposal and affidavit the offeror certifies that he/she has not, either directly or indirectly entered into action of restraint of free competition in connection with the submitted proposal.

CLARIFICATION OF PROPOSAL

Offeror requiring clarification or interpretation of the proposal specifications shall make a written request to the Department involved in the proposal request at least five (5) days prior to the scheduled proposal opening date; with a copy forwarded to the Finance Department. Any interpretations, corrections, or changes (not part of the negotiation stage) of said proposal specifications shall be made by "ADDENDUM" only; including any Opening Dates or Time Change. Interpretations, corrections, or changes of said proposal made in any other manner (before opening and negotiation stage) will not be binding and offeror shall not rely upon such interpretations, corrections, and changes.

MODIFICATION OR WITHDRAWAL OF PROPOSAL

A proposal may not be withdrawn or cancelled by the offeror following the scheduled opening date and time; the offeror does so agree in submitting their proposal. Prior to the scheduled time and date of opening, proposals submitted early may be withdrawn but may not be re-submitted.

APPLICATION OF PREFERENCE

Pursuant to (Section 13-1-21 and 13-1-22, N.M.S.A. 1978), any New Mexico resident business or resident manufacturer who wishes to receive the benefit of an "Application of Preference" must provide their Certificate Number (issued by N.M. State Purchasing); with their proposal on the "OFFEROR INFORMATION/AFFIDAVIT" form.

FEDERAL TAX IDENTIFICATION NUMBER

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

FEDERAL TAX ID NUMBER: _____

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 New Mexico (CRS) Tax Identification Number. Contact the New Mexico Taxation & Revenue Department at (505) 8270700 for registering instructions.

SPECIAL NOTICE

Proposals will be opened and all submitted copies will be checked for accuracy of Department's specific amount of copies requested. Any price or other factors of the submitted proposals will not be read out loud to anyone in attendance at the proposal opening. All factors of the submitted proposals are not public record to other offerors or interested parties before the negotiation or awarding process.

The department involved in the proposal request will evaluate all proposals submitted according to the evaluation criteria indicated in the proposal specifications.

NEGOTIATION

Pursuant to the City of Las Vegas Purchasing Rules and Regulations (section 6.7); discussions or negotiations may be conducted with a responsible offeror who submits an acceptable or potentially acceptable proposal. Negotiations of price will be done after all evaluation criteria have been met.

CONTRACT

When the City issues a purchase order in response to an awarded proposal, a binding contract is created (unless a specific contract has been created).

TAXES:

Bidder must pay all applicable taxes.

NOTE:

If bidder is from outside the City of Las Vegas, the successful bidder must pay Gross Receipts Tax in the City of Las Vegas.

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

Date

Title (Position)

REQUEST FOR PROPOSALS FOR DISTRIBUTION SYSTEM PLANNING, DESIGN AND CONSTRUCTION PHASE ENGINEERING SERVICES

The City of Las Vegas, New Mexico is requesting proposals for Professional Engineering Services for City of Las Vegas defined in the scope of work.

1. SCOPE OF WORK

The Offeror shall perform Professional Engineering Services on an as needed basis, as hereafter stated, for customary and incidental services for the City of Las Vegas Water Distribution System. The agreement term will be for one year with the option for renewal up to four (4) years. The contract, including renewals and amendments thereof, may not exceed a total duration of four (4) years. The contract will begin upon final approval by the City Manager.

The duties of the offeror shall include the following services:

- a. Provide day to day consultation as requested by the City Utility Director or designee. Attendance at necessary staff and/or Council meetings may be required.
- b. Facilitate meetings with City staff as needed to develop the planning of projects as requested by the City Utility Director or designee.
- c. Complete architectural, structural, mechanical, electrical, plumbing, and civil design services.
- d. Attend coordination meetings with City staff and any pertinent external agencies (County, State and Federal) as required to determine and gain approvals from all pertinent entities.
- e. Prepare and submit construction documents, cost estimates, specifications and schedules for review and approval.
- f. Provide technical assistance completing environmental reviews.
- g. Provide assistance completing applications and obtain funding as needed.
- h. Provide construction observation and inspection on various projects as requested by the City Utility Director or designee.
- i. Provide technical assistance on various City projects being performed in-house as required and directed.
- j. Provide technical information concerning specific projects to designated professional engineers upon request by the City of Las Vegas, and request technical information from specific engineers when authorized to do so by the City of Las Vegas.
- k. Provide construction phase engineering services.
- l. Provide Review of, assessment and approval of submittals and invoices.
- m. Additional services as may be specifically requested by the City of Las Vegas.

Offeror may provide Engineering services for the following tasks:

- Task 1. Camp Luna Altitude Control Valve**
- Task 2. Camp Luna Water Line Loop**
- Task 3. Storrie MDF Line Leak**
- Task 4. Taos Street Water Line Repair**
- Task 5. Hot Springs Boulevard Water Line Repair and Replacement**
- Task 6. 8th Street Water Line Extension**
- Task 7. Cinder Road Water Line Extension**

- Task 8. East Loop Water Line Extension
- Task 9. North Grand Water Line
- Task 10. 8th Street and Chico Repairs
- Task 11. Water Model Updates

2. CRITERIA FOR ACCEPTANCE AND EVALUATION OF PROPOSALS

- 2.1. **Content and Format of Proposal:** Proposals should provide information that addresses the ranking criteria listed hereinafter. Information should be provided to demonstrate understanding of the scope of services, experience in related projects, personnel and equipment available to perform work, technical approach to the project and references from other clients.

The format for proposals shall be a maximum of twenty (20) pages, including title page and index to include the front and back cover. Proposals shall be printed on one side only, 8 ½" x 11", and bound on the left margin. A transmittal letter, if any, will be included in the twenty (20) page limit. No other material is to be included.

- 2.2 **Submittal of Proposals:** Five (5) copies of proposals must be delivered to the City Clerk, City of Las Vegas, 1700 North Grand Avenue, Las Vegas, New Mexico 87701 no later than _____. Sealed proposal envelopes shall be clearly marked **"PROPOSALS FOR DISTRIBUTION SYSTEM PLANNING, DESIGN AND CONSTRUCTION PHASE ENGINEERING SERVICES"** on the outside of the envelope; this information shall be placed on the lower left-hand corner of the envelope. Failure to comply with this requirement shall result in the rejection of the proposals.
- 2.3 **Ranking Criteria:** The City of Las Vegas will use a technical advisory committee made up of City personnel and/or City Consultants to evaluate each proposal submitted. All proposals shall be reviewed for compliance with the mandatory requirements as stipulated in the Request for Proposals. Proposals found not to be in compliance will be rejected from further consideration. Proposals which are not rejected will then be evaluated based upon the following weighted values.

Proposals should address each of the following criteria. Each proposal may be awarded a percentage of points up to the amount listed in parentheses.

i. Specialized Design and Technical Competence (25%) – Offeror's personal experience

in the field of water distribution. The Offeror should be able to briefly address specific examples of related projects.

ii. Capacity and Capability (25%) – Offeror's willingness, capacity and capability to perform assigned duties and tasks on short notice and in a timely manner, as well as work with the City and public while making presentations before committees, City Council and any other entities as needed.

iii. Past Record of Performance (20%) – Offeror should provide a list of references with names and phone numbers.

iv. Familiarity of the City of Las Vegas Utility and Infrastructure Systems (15%)– Offeror's proximity or familiarity with the area the project is located.

v. Current volume of work with the Contracting Agency that is less than 75% complete (5%) – The volume of work previously done for the entity requesting proposals which is not seventy-five percent complete with respect to professional design services [through bidding phase], with the objective of effecting an equitable distribution of contracts among qualified businesses and of assuring the interest of the public in having available a

substantial number of qualified businesses is protected; however, that the principal of selection of the most highly qualified business is not violated.

Firm should indicate the volume of work they currently have underway with the Contracting Agency that is less than 75% complete. The purpose of this criteria is to help distribute projects among qualified firms. An *example* of how points can be assigned is provided below:

Value of work not yet completed on projects that are not 75% complete	Points to be allowed for this item
None	5
\$1 to \$25,000	4
\$25,001 to \$50,000	3
\$50,001 to \$75,000	2
\$75,001 to \$100,000	1
Above \$100,001	0

- vi. **Other (5%)** – Offeror’s ability to conduct public meetings and presentations.
- vii. **Resident Preference (5%)** – Offeror’s proximity to the City of Las Vegas.

*Note: Price cannot be a factor

3. COST OF PREPARING AND SUBMITTING PROPOSALS

The City will not pay for any costs associated with the preparation or submission of proposals.

4. ENVELOPES

Sealed proposal envelopes shall be clearly marked “PROPOSALS FOR DISTRIBUTION SYSTEM PLANNING, DESIGN AND CONSTRUCTION PHASE ENGINEERING SERVICES”, on the outside of the envelope. This information shall be placed on the lower left-hand corner of the envelope. Failure to comply with this requirement shall result in the rejection of the submitted proposal.

5. AWARD OF CONTRACT

The award shall be made to the responsible offeror and/or offertory whose proposal is the most advantageous to the City of Las Vegas, taking into consideration the evaluation factors set forth in this Request for Proposals. The proposal will be ranked by a committee. It is anticipated that ranking will be completed by _____, 2017. After initial ranking of proposals, at the City’s sole option, the City may decide to interview the top two (2) or three (3) ranked offertory proposals to develop final rankings or may consider the rankings based on the proposals as being final. The City reserves the right to negotiate with multiple Offerors and award multiple contracts.

6. BRIBERY AND KICKBACKS

New Mexico procurement law requires the parties to the contract be made aware that pursuant to NMSA 1978, Section 30-24-1, it is a third degree felony to commit the offense of bribery of a public officer or public employee; pursuant to NMSA 1978, Section 30-24-2, it is a third degree felony to commit the offense of demanding or receiving a bribe by any public employee; pursuant to NMSA 1978, Section 30-41-1, it is a fourth degree felony to commit the offense of soliciting or receiving illegal kickbacks; and, pursuant to NMSA 1978, Section 30-41-2, it is a fourth degree felony to commit the offense of offering of paying illegal kickbacks.

7. RESPONSIBILITY OF OFFEROR

7.1 BONDS

- a. The successful offeror will be required to furnish a Performance Bond, in an amount equal to \$100,000 and a labor and Materials Payment Bond in an equal amount, such bonds to be executed in four (4) original Counterparts by a Corporate Surety authorized to do business in the State of New Mexico, and acceptable to the Owner. The Bonds must be executed on forms contained in these Contract Documents. The form of Agreement with the successful Offeror, as Contractor, will be required to execute also included herewith.

7.2 INSURANCE CERTIFICATE

- a. The Offeror must at all times hold General Liability insurance of at least \$1,000,000.00 per occurrence. The successful Offeror will be required to furnish Proof of Compliance with this insurance requirement to the City upon execution of the Contract.

8. INSTRUCTIONS TO OFFEROR

8.1. REQUEST FOR PROPOSAL DOCUMENTS

8.1.1 Copies of Request for Proposals

- a. A complete set of the Request for Proposals may be obtained from the Contracting Agency.
- b. A complete set of the Request for Proposals shall be used in preparing proposals; the Contracting Agency assumes no responsibility for errors or misinterpretations resulting from the use of an incomplete set of the Request for Proposals.
- c. The Contracting Agency in making copies of Request for Proposals available on the above terms, does so only for the purpose of obtaining proposals on the described project and does not confer a license or grant for any other use.
- d. A copy of the Request for Proposals shall be made available for public inspection and shall be posted at the administration building of the Contracting Agency.

8.1.2 Interpretations

- a. All questions about the meaning or intent of the Request for Proposals shall be submitted to the Procurement Manager of the Contracting Agency, in writing. Replies will be issued by Addenda mailed or delivered to all parties recorded by the Contracting Agency as having received the Request for Proposals. Questions received less than five (5) days prior to the date for opening of proposals will not be answered. Only questions answered by formal written addenda will be binding. Oral and other interpretations or clarifications will be without legal effect.
- b. Offerors should promptly notify the Contracting Agency of any ambiguity, inconsistency, or error, which they may discover upon examination of the Request for Proposals.

8.1.3 Addenda

- a. Addenda will be mailed by certified mail with return receipt requested, by facsimile or hand delivered to all who are known by the Contracting Agency to have received a complete set of Request for Proposals.
- b. Copies of the addenda will be made available for inspection wherever Requests for Proposals are on file for that purpose.
- c. No addenda will be issued later than five (5) days prior to the date for the receipt of Proposals, except an Addendum withdrawing the Request for Proposals or one which includes postponement of the date for receipt of Proposals.
- d. Each Offeror shall ascertain, prior to submitting the Proposal, that the Offeror has received all Addenda issued and shall acknowledge their receipt in the Proposal transmittal letter.

8.2 PROPOSAL SUBMITTAL PROCEDURES

8.2.1 Format and Section Requirements of Proposals

- a. Offerors shall provide five (5) copies of their proposal to the location specified on the cover page on or before the closing date and time for receipt of proposals.

- b. All proposals must be typewritten on standard 8 ½" x 11" paper and bound on the left hand margin.
- c. A maximum of twenty (20) pages, including title, index, etc., including front and back covers.
- d. The proposal must be organized in the following format and must contain, as a minimum, all listed items in the sequence indicated:
 1. Offeror's Identification
 - i. Notarized affidavit that states name and address of your organization of office and nature of organization (individual, partnership or corporation, private or public, profit or non-profit). Subcontractors, if any, must be listed with license numbers. Describe individual staff and subcontractor's responsibilities with line of authority and interface with City staff. Include the name and telephone number of person(s) authorized for preparation and execution of the contract. The City has the authority to reject any or all Subcontractors. Respond to this section as Section A of Offeror's proposal.
 2. Personnel Experience
 - i. Describe the experience and qualifications of company principles, supervisors and other employees who will be actively engaged in the work required under the contract, including experience of subcontractors. The experience qualifications must reference the servicing of the City of Las Vegas Utilities System. Respond to this section as Section B of Offeror's proposal.
 3. Licenses (if applicable)
 - i. The Offeror shall show that he has a New Mexico general contractor's license and/or any other licenses required by law to perform the work required by this contract. All such licenses shall be held by the offeror or his subcontractors at the time the proposal is submitted. Respond to this section as Section C in Offeror's proposal.
 4. Contractors Bonds (if applicable)
 - i. Successful offeror will be required to furnish a performance bond.
 5. Experience in Engineering/Architectural Services
 - i. The Offeror shall demonstrate at least five (5) years of experience. Indicate name, address and phone number of past customer and individual references who can be contacted regarding the work. Respond to this section as Section E in Offeror's proposal.
 6. Experiences as an Engineering/Architectural Consultant
 - i. The Offeror shall demonstrate at least five (5) years of proven performance working as an engineering/architectural consultant. Respond to this section as Section F in Offeror's proposal.
 7. Documentation
 - i. The Offeror shall provide documentation of education, certifications and qualifications. Respond to this section as Section G in the Offeror's proposal.
 8. Cost
 - i. The Offeror shall provide cost breakdown of for lodging, mileage and other miscellaneous expenses. Respond to this section as Section H in the Offeror's proposal.
 9. Financial
 - i. The Offeror shall provide a letter from a financial institution regarding the Offeror's credit rating. Respond to this sections as Section I in the Offeror's proposal.

10. Additional Information

- i. Describe any expectations and/or clarifications to this Request for Proposal. Also include any additional information you believe to be pertinent to the proposal but not requested elsewhere. Respond to this section as Section J in Offeror's proposal.**

11. Campaign Contributions Disclosure Form

- i. Fill out and attach the Campaign Contribution Disclosure Form. Respond to this section as Section k in Offeror's proposal.**
- e. Any proposals that do not adhere to this format, and which does not address each specification and requirement within the RFP may be deemed non-responsive and rejected on that basis.**
- f. Offerors may request in writing nondisclosure of confidential data. Such data should accompany the proposal and should be readily separable from the proposal in order to facilitate eventual public inspection of the non-confidential portion of the proposal. A request that clearly states that the entire proposal must be kept confidential will not be acceptable. Only matters, which are clearly confidential in nature, will be considered.**
- g. Any cost incurred by the Offeror for preparation, transmittal, presentation of any proposal or material submitted in response to this RFP shall be the sole responsibility of the Offeror.**

8.2.2 SUBCONSULTANTS

- a. The Offeror shall list and state the qualifications for each sub-consultant the Offeror proposes to use for all sub-contracted work.**
- b. The Offeror is specifically advised that any person or other party to whom it is proposed to award a sub-contract under this proposal, must be acceptable by the Contracting Agency after verification of eligibility status, including but not limited to suspension or debarment of the Contracting Agency.**

8.2.3 PREQUALIFICATION PROCESS

- a. A business may be pre-qualified by the Purchasing Agent as an Offeror for particular types of service. Mailing lists of potential Offerors shall include but shall not be limited to such prequalified businesses (§13-1-134 NMSA 1978). For purposes of this RFP, if prequalification is utilized, special instructions will be attached as an exhibit to this RFP.**

8.2.4 DEBARRED OR SUSPENDED CONTRACTOR

- a. A business (contractor, subcontractor or supplier) that has either been debarred or suspended to the requirements of §13-1-177 through §13-1-180, and §13-3-11 through §13-4-17 NMSA 1978, as amended, shall not be permitted to do business with the Contracting Agency and shall not be considered for award of the contract during the period for which it is debarred or suspended with the Contracting Agency.**

8.2.5 REJECTION OF SUBMITTED PROPOSALS

- a. Oral, telephonic or telegraphic proposals are invalid and will not receive consideration. Rejected proposals shall be returned to the Offeror unopened. Failure to meet the following submittal of proposal requires shall result in a rejection of a proposal:**
 - 1. Proposals shall be submitted at the time and place indicated in the Notice of Request for Proposals and shall be included in a sealed envelope marked with the project title and the name and address of the Offeror and accompanied by the documents outlined in the Request for Proposal.**

2. The envelope shall be addressed to the Purchasing Agent/Procurement Officer of the Contracting Agency. The following information shall be provided on the front lower left corner of the Bid envelope: Project Title, Request for Proposals No., date of opening and time of opening. The sealed envelope shall have the notation "SEALED PROPOSAL ENCLOSED" on the face thereof.
3. At all times, Offeror shall assume full responsibility for timely delivery of proposals at the Purchasing Agent's office, including those proposals submitted by mail. Hand-delivered proposals shall be submitted to the Purchasing Agent or the Purchasing Agent's Designee and will be clocked in/time stamped at the time received, which must be prior to the time specified.

8.2.6 CORRECTION OF WITHDRAWAL OF PROPOSALS

- a. A Proposal containing a mistake discovered before proposal opening may be modified or withdrawn by an Offeror prior to the time set for proposal opening by delivering written or telegraphic notice to the location designated in the Request for Proposals as the place where Proposals are to be received.
- b. Withdrawn Proposals may be resubmitted up to the time and date designated for the receipt of Proposals, provided that they are fully in conformance for the Request for Proposals.

8.2.7 NOTICE OF CONTRACT REQUIREMENTS BINDING ON OFFEROR

- a. In submitting this proposal, the Offeror represents that the Offeror has familiarized him/herself with the nature and extent of the Request for Proposals dealing with the federal, state and local requirements, which are a part of these Requests for Proposals.
- b. Laws and Regulations: The Offeror's attention is directed to all applicable federal and state laws, local ordinances and regulations and the rules and regulations of all authorities having jurisdiction over the services for the project.

8.2.8 REJECTION OF CANCELLATION OF PROPOSALS

- a. This Request for Proposals may be canceled, or any or all proposals may be rejected in whole or in part, when it is in the best interest of the Contracting Agency. A determination containing the reasons therefore shall be made part of the project file (§13-1-131 NMSA 1978).

9. CONSIDERATION OF PROPOSALS

9.1 Receipt and Opening of Proposals:

- a. Receipt, Proposals and modifications shall be time-stamped upon receipt and held in a secure place until the established date.
- b. Opening, Proposals shall not be opened publicly and shall not be open to public inspection until after award of a contract. An offeror may request in writing nondisclosure of confidential data. Such data shall accompany the proposal and shall be readily separable from the proposal in order to facilitate eventual public inspection of the non-confidential portion of the proposal.
- c. The names of all businesses submitting proposals and the names of all businesses, if any, selected for an interview shall be public information. After an award has been made, final ranking and evaluation scores for all proposals shall become public information (§13-1-120 NMSA 1978). The contents of any proposal shall not be disclosed so as to be available to competing Offerors during the negotiation process (§13-1-116 NMSA 1978).

9.2 PROPOSAL EVALUATION

- a. Proposals shall be evaluated on the basis demonstrated competence and qualifications for the type of service required, and shall be based on the evaluation factors set forth in this RFP. For the purpose of conducting discussions, proposals may initially be classified as:

1. Acceptable
 2. Potentially acceptable, that is, reasonably assured of being made acceptable
 3. Unacceptable (Offerors whose proposals are unacceptable shall be notified promptly)
- b. The Contracting Agency shall have the right to waive technical irregularities in the form of the proposal of the Offeror, which do not alter the quality of the service (§13-1-132 NMSA 1978).
 - c. If an Offeror who otherwise would have been awarded a contract is found not to be a responsible Offeror; a determination that the Offeror is not a responsible Offeror, setting forth the basis of the finding shall be prepared by the Purchasing Agent/Procurement Manager. The unreasonable failure of the Offeror to promptly supply information in the connection with any inquiry with respect to the responsibility is grounds for a determination that the Offeror is not a responsible Offeror (§13-1-133 NMSA 1978). Businesses, which have not been selected, shall be notified in writing within twenty-one (21) days after an award is made (§13-1-12 NMSA 1978).
 - d. Selection Process (§13-1-120 NMSA 1978):
 1. An evaluation committee composed of representatives selected by the Contracting Agency will perform an evaluation of proposals. The committee shall evaluate statements of qualifications and performance data submitted in regard to the particular project and may conduct interviews with and may require public presentations by all businesses applying for selection regarding their qualifications, their approach to the project and their ability to furnish the required services.
 2. If fewer than three (3) businesses have submitted a statement of qualifications for a particular project, the committee may:
 - i. Rank in order of qualifications and submit to the local governing body for award, those businesses which have submitted a statement of qualifications; or
 - ii. Recommend termination of the selection process and sending out new notices of the proposed procurement pursuant to §13-1-104 NMSA 1978.

9.3 NEGOTIATIONS (§13-1-122 NMSA 1978)

- a. The Contracting Agency's designee shall negotiate a contract with the highest qualified business for the services contemplated under this RFP at the compensation determined in writing to be fair and reasonable. In making this decision, the designee shall take into account the estimated value of the services to be rendered and the scope, complexity and professional nature of the services.
- b. Should the designee be unable to negotiate a satisfactory contract with the business considered to be the most qualified at the price determined to be fair and reasonable, negotiations with that business shall be formally terminated. The designee shall then undertake negotiations with the second most qualified business. Failing accord with the second most qualified business, the designee shall formally terminate negotiations with that business.
- c. The designee shall then take undertake negotiations with the third most qualified business.
- d. Should the designee be unable to negotiate a contract with any of the businesses selected by the committee, additional businesses shall be ranked in order of their qualifications and the designee shall continue negotiations in accordance with this section until a contract is signed with a qualified business or the procurement process is terminated and a new Request for Proposals is initiated.
- e. The Contracting Agency shall publically announce the business(es) selected for award.

9.4 NOTICE OF AWARD

- a. After award by the local governing body, a written notice of award shall be issued by the Contracting Agency after review and approval of the Proposal and related documents by the Contracting Agency with reasonable promptness (§13-1-100 and §13-1-108 NMSA 1978).

10. POST PROPOSAL INFORMATION

10.1 PROTESTS

- a. Any Offeror who is aggrieved in connection with a solicitation or award of an Agreement may protest to the Contracting Agency's Purchasing Agent and the City Clerk, in accordance with the requirements of the Contracting Agency's Procurement Regulations and the State of New Mexico Procurement Code. The protest should be made in writing within twenty-four (24) hours after the facts or occurrences giving rise thereto (§13-1-172 NMSA 1978).
- b. In the event of a timely protest under this section, the Purchasing Agent and the Contracting Agency shall not proceed further with the procurement unless the Purchasing Agent makes a determination that the award of Agreement is necessary to protect substantial interests of the Contracting Agency (§13-1-173 NMSA 1978).
- c. The Purchasing Agent or the Purchasing Agent's designee shall have the authority to take any action reasonably necessary to resolve a protest of an aggrieved Offeror concerning procurement. This authority shall be exercised in accordance with adopted regulations, but shall not include the authority to award money damages or attorney's fees (§13-1-174 NMSA 1978).
- d. The Purchasing Agent or the Purchasing Agent's designee shall promptly issue a determination relating to the protest. The determination shall:
 1. State the reasons for the action taken; and
 2. Inform the protestant of the right to judicial review of the determination pursuant to §13-1-183 NMSA 1978
- e. A copy of the determination issued under §13-1-175 NMSA 1978 shall immediately be mailed to the protestant and other Offerors involved in the procurement (§13-1-176 NMSA 1978).

10.2 EXECUTION AND APPROVAL OF AGREEMENT

- a. The Agreement shall be signed by the successful Offeror and returned within an agreed time frame after the date of the Notice of Award. No Agreement shall be effective until it has been fully executed by all of the parties thereto.

10.3 NOTICE TO PROCEED

- a. The Contracting Agency will issue a written Notice to Proceed to the Consultant.

10.4 OFFEROR'S QUALIFICATION STATEMENT

- a. Offeror to whom award of an Agreement is under consideration shall submit, upon request, information and data to prove that their financial resource, production or service facilities, personnel and service reputation and experience are adequate to make satisfactory delivery of the service described in the Request for Proposals (§13-1-82 NMSA 1978).

11. EXECUTION OF CONTRACT

The Contract, Performance Bond and Labor and Material Payment Bond shall be executed in four (4) original counter parts. The forms and Contract Documents will be as herein included and will be furnished by the Owner. Distribution of the executed forms will be as follows:

1. Contractor
2. Owner
3. Funding Agency
4. As Needed

12. CONTRACT DOCUMENTS

The complete Contract Documents will include the following:

1. Scope of Services
2. Professional Standards
3. Compensation

4. Term of Agreement
5. Amendment
6. Status of Contractor
7. Assignment
8. Subcontracting
9. Records, Audits and Reporting
10. Conflict of Interest
11. Stoppage of Work
12. Amendment
13. Applicable Law
14. Scope of Agreement, Merger
15. Waiver
16. Insurance
17. Notice
18. Subject to Other Documents
19. Indemnification
20. New Mexico Tort Claims Act
21. Bribery and Kickbacks
22. Discrimination Prohibited
23. Third Party Beneficiaries

13. OTHER INSTRUCTIONS TO OFFERORS (If none, write none)

13.1 OFFERORS INTERESTED IN MORE THAN ONE PROPOSAL

- a. No person, firm or corporation shall be allowed to make, or file, or be interested in more than one proposal for the same work unless alternate proposals are specifically called for. A person, firm, or corporation that has submitted a sub-proposal to an Offeror, or that has quoted prices of materials to an Offeror is not thereby disqualified from submitting a sub-proposal or quoting prices to other Offerors or making a prime proposal.

14. GENERAL TERMS AND CONDITIONS

14.1 DEFINITIONS

- a. *Addendum*: a written of graphic instrument issued prior to the opening of proposals, which clarifies, corrects or changes the Request for Proposals. Plural: addenda.
- b. *Consultant*: the successful Offeror awarded the Agreement/Contract.
- c. *Determination*: means in the written documentation of a decision of the procurement officer including findings of fact required to support a decision. A determination becomes part of the procurement file to which it pertains (§13-1-52 NMSA 1978).
- d. *Offeror*: any person, corporation or partnership legally licensed to provide design professional services in this state who chooses to submit a proposal in response to this Request for Proposals.
- e. *Procurement Manager*: means the person of designee authorized by the contracting Agency to manage or administer a procurement requiring the evaluation of proposals.
- f. *Request for Proposals*: or "RFP" means all documents, including those attached or incorporated by reference, used for soliciting purposes (§13-1-81 NMSA 1978).
- g. *Responsible Offeror of Proposer*: means an offeror or proposer who submits a responsive proposal and who has furnished, when required, information and data to prove that the proposer's financial resources, production or service facilities, personnel, service reputation and experience are adequate to make satisfactory delivery of the services described in proposal (§13-1-83 NMSA 1978).
- h. *Responsive Offer or Proposal*: means an offer or proposal that conforms in all material respects to the requirements set forth in the request for proposals. Material respects of a request for proposals include, but are not limited to, price, quality, quantity or delivery requirements (§13-1-85 NMSA 1978).

14.2 TERMS

- a. The terms *must, shall, will is required or are required*, identify a mandatory item or factor that will result in rejection of the Offeror's proposal.
- b. The terms *can, may, should, preferably or prefers* identify a desirable discretionary item or factor.

14.3 CONTRACTUAL TERMS

- a. **Amendment:** This contract will not be altered, changed, or amended except by a written document signed by the parties of this Contract.
- b. **Assignability:** The Consultant shall not assign, sublet or transfer their interests in this Contract without the written agreement of the City. If such an assignment is allowed, the Consultant shall be ultimately responsible to ensure that the work is performed satisfactory. Any sub-contractors assigned must be approved by the City.
- c. **Authority to Bind the City:** The Consultant shall not have the authority to enter into any contracts binding upon the City or to create any obligations on the part of the City, except such as shall be specifically authorized by the City's representative, acting pursuant to authority granted by the City.
- d. **Binding Effect:** This contract shall be binding and shall insure to the benefit of the successors and assignees of the City and the Offeror.
- e. **Business License:** Prior to commencement of work, Offeror must secure a business license from the City of Las Vegas, and submit proof thereof.
- f. **Conflict of Interest:** The consultant warrants that it presently has no interest and will not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services under this Contract.
- g. **Communication with the City of Las Vegas:** The consultant shall be required to periodically update the City of Las Vegas of the status of any project.
- h. **Funding:** This solicitation is subject to the availability of funds to accomplish the work. Payment and performance obligations for succeeding fiscal years shall be subject to the appropriation of funds. Therefore, when funds are not appropriated, or otherwise made available to support continuation of performance of the contract in a subsequent fiscal period, the contract will be terminated.
- i. **Gross Receipts Tax:** Unless otherwise agreed, Offeror is responsible for payment of gross receipts tax.
- j. **Indemnification:** The Consultant will indemnify, keep and hold harmless the City, its agents, officials and employees, against all suits or claims that may be based on injury to persons or property that is a result of an error, omission, or negligent act of the Consultant or any person employed by or acting on behalf of the Consultant.
- k. **Insurance:** The Consultant must at all times hold errors and omissions liability insurance of at least \$1,000,000.00 and list the City of Las Vegas as an additional insured. Proof of compliance with this insurance requirement is to be provided to the City upon execution of this contract.
- l. **Method of Payment:** The Consultant shall submit itemized monthly statements of work performed on behalf of each City department as outlined herein. The City will then make payment by the 15th of the following month.
- m. **Notices:** Any notice required to be given under this Contract shall be deemed sufficient if given in writing by mail or hand-delivered to the City Clerk's office or by mail or hand-delivered to the Consultant's office.
- n. **Professional Standards:** The Consultant agrees to abide by and perform its duties in accordance with the Code of Ethics as established by the City of Las Vegas and/or its designee(s).
- o. **Scope of Contract:** This Contract incorporates all the agreements, covenants and understandings between the parties concerning the subject matter of this Contract, and all such agreements, covenants, or understandings, oral or written, of the parties or their agents shall not be valid or enforceable, unless embodied into this contract.

- p. **Subject to Other Documents:** This Contract is subject to the terms and conditions of the statutes of the State of New Mexico and Ordinances of the City of Las Vegas, New Mexico as they exist at the time that this Contract is signed or as they are hereafter amended. All such statutes and ordinances are incorporated by reference to this agreement.
- q. **Term:** The term of this agreement shall be for a period of one (1) year, which may be extended, upon written agreement of both parties, not to exceed a period of four (4) years.
- r. **Termination:** Either party may terminate this contract by giving written notice to the other party thirty (30) days in advance. However, if the Offeror is adjudged as bankrupt or insolvent, or defaults in any way, the City may, without prejudice to any other right or remedy, and after giving Offeror a minimum of ten (10) days from the delivery of a written notice, terminate the services of the Offeror.
- s. **Timelines:** All work shall be performed in a timely manner, as requested. Compensation for services not completed with agreed upon timelines will not be paid.
- t. **Work Stoppage:** The City of Las Vegas retains the a unilateral right to order, in writing, temporary stoppage of the work or delay of the performance of the work, with a ten (10) day notice to the Offeror.

14.4 CONDITIONS

- a. **Bribes, Gratuities and Kick-Backs:** Pursuant to §13-1-191 NMSA 1978, reference hereby made to the criminal laws of New Mexico (including §30-14-1, §30-24-2 and §30-41-1 through §30-41-3 NMSA 1978) which prohibits bribes, kick-backs and gratuities, violation of which is a felony. Furthermore, the Procurement Code (§13-1-28 through §13-1-199 NMSA 1978) imposes civil and criminal penalties for its violation.
- b. **Design Professional Registration:** All work shall be under the direction of the applicable design professional legally licensed and registered by the State of New Mexico.
- c. **Fees:** A lump sum fixed fee for Basic Service will be negotiated with the Offeror selected.
- d. **Funding:** The solicitation is subject to availability of funds to accomplish the work.
- e. **Governing Law:** The Agreement shall be governed exclusively by the laws of the State of New Mexico as the same from time to time exists.
- f. **Independent Contractors:** The Consultant and the Consultant's agents and employees are independent contractors and are not employees of the Contracting Agency. The Consultant and the Consultant's Agents and employees shall not accrue leave, retirement, insurance, bonding, use of Contracting Agency vehicles or any other benefits afforded to employees of the Contracting Agency as a result of the Agreement.
- g. **Professional Liability Insurance:** The Offeror will be required to carry professional liability (errors and omissions) insurance. The amount of coverage will be \$1,000,000.00.
- h. **Standard Form of Agreement between Contracting Agency and Consultant:** The form of agreement required by the funding agency or issued by the Contracting Agency will be used for this project. Copies are available upon request.

*Copies of the Request for Proposals can be obtained in person at the office of the City Clerk or will be mailed upon written or telephone request to the City of Las Vegas' City Clerk's Office at 1700 North Grand Avenue, Las Vegas, New Mexico 87701, 505.426.3262

EVALUATION SHEET

Offerors:

Proposal must address each of the following criteria.

Rating Sheet For (applicant name):

Item	Possible Points	Points Awarded
1. Specialized Planning & Design and Technical Competence*	25	
2. Capacity and Capability*	25	
3. Past Record and Performance*	20	
4. Familiarity with Contracting Agency*	15	
5. Current Volume of Work with the Contracting Agency that is less than 75% complete*	5	
6. Other*	5	
7. Resident Preference*	5	
Subtotal Planning & Design Service	<u>100</u>	

SCORING MATRIX

RFP 2017-30 Distribution System Planning Design and Construction Phase Engineering Services

	HDR	Molzen Corbin	OEI	SMA	WH Pacific
1. Specialized Planning & Design and Technical Competence 25 points	Evaluator #1---25 Evaluator #2---23 Evaluator #3---23 Evaluator #4---20 Evaluator #5---25	Evaluator #1---25 Evaluator #2---25 Evaluator #3---25 Evaluator #4---25 Evaluator #5---25	Evaluator #1---25 Evaluator #2---23 Evaluator #3---23 Evaluator #4---20 Evaluator #5---20	Evaluator #1---20 Evaluator #2---23 Evaluator #3---24 Evaluator #4---25 Evaluator #5---25	Evaluator #1---20 Evaluator #2---22 Evaluator #3---22 Evaluator #4---20 Evaluator #5---20
2. Capacity and Capability 25 points	Evaluator #1---20 Evaluator #2---23 Evaluator #3---23 Evaluator #4---20 Evaluator #5---20	Evaluator #1---20 Evaluator #2---25 Evaluator #3---25 Evaluator #4---25 Evaluator #5---25	Evaluator #1---20 Evaluator #2---23 Evaluator #3---23 Evaluator #4---25 Evaluator #5---20	Evaluator #1---20 Evaluator #2---23 Evaluator #3---24 Evaluator #4---25 Evaluator #5---25	Evaluator #1---20 Evaluator #2---22 Evaluator #3---21 Evaluator #4---25 Evaluator #5---25
3. Past Record Performance 20 Points	Evaluator #1---15 Evaluator #2---19 Evaluator #3---18 Evaluator #4---20 Evaluator #5---20	Evaluator #1---15 Evaluator #2---19 Evaluator #3---20 Evaluator #4---20 Evaluator #5---20	Evaluator #1---15 Evaluator #2---18 Evaluator #3---18 Evaluator #4---20 Evaluator #5---15	Evaluator #1---10 Evaluator #2---19 Evaluator #3---19 Evaluator #4---20 Evaluator #5---20	Evaluator #1---15 Evaluator #2---17 Evaluator #3---16 Evaluator #4---20 Evaluator #5---20
4. Familiarity with Contracting Agency 15 Points	Evaluator #1---15 Evaluator #2---14 Evaluator #3---14 Evaluator #4---15 Evaluator #5---15	Evaluator #1---15 Evaluator #2---15 Evaluator #3---15 Evaluator #4---15 Evaluator #5---15	Evaluator #1---10 Evaluator #2---13 Evaluator #3---13 Evaluator #4---15 Evaluator #5---12	Evaluator #1---10 Evaluator #2---15 Evaluator #3---14 Evaluator #4---15 Evaluator #5---15	Evaluator #1---10 Evaluator #2---13 Evaluator #3---12 Evaluator #4---15 Evaluator #5---15
5. Current Volume of Work with the Contracting Agency that is less than 75% complete 5 Points	Evaluator #1---5 Evaluator #2---4 Evaluator #3---5 Evaluator #4---3 Evaluator #5---5	Evaluator #1---3 Evaluator #2---5 Evaluator #3---5 Evaluator #4---4 Evaluator #5---3	Evaluator #1---5 Evaluator #2---5 Evaluator #3---5 Evaluator #4---3 Evaluator #5---5	Evaluator #1---3 Evaluator #2---4 Evaluator #3---4 Evaluator #4---3 Evaluator #5---3	Evaluator #1---5 Evaluator #2---5 Evaluator #3---4 Evaluator #4---3 Evaluator #5---5
6. Other 5 Points	Evaluator #1---3 Evaluator #2---5 Evaluator #3---5 Evaluator #4---3 Evaluator #5---4	Evaluator #1---5 Evaluator #2---4 Evaluator #3---5 Evaluator #4---4 Evaluator #5---5	Evaluator #1---5 Evaluator #2---4 Evaluator #3---5 Evaluator #4---4 Evaluator #5---4	Evaluator #1---3 Evaluator #2---5 Evaluator #3---5 Evaluator #4---3 Evaluator #5---5	Evaluator #1---4 Evaluator #2---5 Evaluator #3---4 Evaluator #4---5 Evaluator #5---5
7. Resident 5 Points	Evaluator #1---4 Evaluator #2---5 Evaluator #3---4 Evaluator #4---3 Evaluator #5---3	Evaluator #1---4 Evaluator #2---4 Evaluator #3---4 Evaluator #4---5 Evaluator #5---3	Evaluator #1---4 Evaluator #2---5 Evaluator #3---4 Evaluator #4---3 Evaluator #5---4	Evaluator #1---4 Evaluator #2---5 Evaluator #3---4 Evaluator #4---5 Evaluator #5---4	Evaluator #1---4 Evaluator #2---5 Evaluator #3---4 Evaluator #4---3 Evaluator #5---3
Totals					
	Evaluator #1---87 Evaluator #2---93 Evaluator #3---92 Evaluator #4---84 Evaluator #5---92	Evaluator #1---87 Evaluator #2---97 Evaluator #3---99 Evaluator #4---98 Evaluator #5---96	Evaluator #1---84 Evaluator #2---91 Evaluator #3---91 Evaluator #4---90 Evaluator #5---80	Evaluator #1---70 Evaluator #2---94 Evaluator #3---94 Evaluator #4---96 Evaluator #5---97	Evaluator #1---78 Evaluator #2---89 Evaluator #3---83 Evaluator #4---91 Evaluator #5---93
	89.60	95.40	87.20	90.20	86.80

#1-Maria Gilvary

#2-Marvin Cordova

#3-Benito Lujan

#4-Valerie Urioste

#5-Shawni Muniz



Employee Leave Report

Leave Summary

Date Range: 6/9/2016 - 6/9/2017

Employee #	Employee Name	Leave Accrual Date	Leave Code	Balance Forward	Earned	Taken	Adjustments	Balance
Department: 5406-US Utility Services								
<u>1775</u>	GONZALES, WANDA C	12/15/1990	SL	66.75	96.00	142.50	0.00	20.25
		Leave Date	Leave Type	Description	Amount	Balance		
		06/10/2016	Earned	Leave Accrual Process	4.00	70.75		
		06/16/2016	Taken	W SICK LEAVE	8.00	62.75		
		06/24/2016	Earned	Leave Accrual Process	4.00	66.75		
		06/28/2016	Taken	M SICK LEAVE	8.00	58.75		
		07/08/2016	Earned	Leave Accrual Process	4.00	62.75		
		07/20/2016	Taken	W SICK LEAVE	3.50	59.25		
		07/21/2016	Taken	TH SICK LEAVE	8.00	51.25		
		07/22/2016	Taken	F SICK LEAVE	8.00	43.25		
		08/05/2016	Earned	Leave Accrual Process	4.00	47.25		
		08/19/2016	Earned	Leave Accrual Process	4.00	51.25		
		09/02/2016	Earned	Leave Accrual Process	4.00	55.25		
		09/07/2016	Taken	W Sick Leave	8.00	47.25		
		09/16/2016	Earned	Leave Accrual Process	4.00	51.25		
		09/20/2016	Taken	T Sick Leave	8.00	43.25		
		09/30/2016	Earned	Leave Accrual Process	4.00	47.25		
		10/14/2016	Earned	Leave Accrual Process	4.00	51.25		
		10/19/2016	Taken	W Sick Leave	8.00	43.25		
		10/28/2016	Earned	Leave Accrual Process	4.00	47.25		
		11/01/2016	Taken	T Sick Leave	3.50	43.75		
		11/11/2016	Earned	Leave Accrual Process	4.00	47.75		
		11/25/2016	Earned	Leave Accrual Process	4.00	51.75		
		12/09/2016	Earned	Leave Accrual Process	4.00	55.75		
		12/16/2016	Taken	F Sick Leave	8.00	47.75		
		12/21/2016	Taken	W Sick Leave	8.00	39.75		
		01/06/2017	Earned	Leave Accrual Process	4.00	43.75		
		01/20/2017	Earned	Leave Accrual Process	4.00	47.75		
		01/25/2017	Taken	W Sick Leave	1.50	46.25		
		02/03/2017	Earned	Leave Accrual Process	4.00	50.25		
		02/03/2017	Taken	F Sick Leave	3.50	46.75		
		02/13/2017	Taken	M Sick Leave	8.00	38.75		
		02/14/2017	Taken	T Sick Leave	8.00	30.75		
		02/17/2017	Earned	Leave Accrual Process	4.00	34.75		
		03/03/2017	Earned	Leave Accrual Process	4.00	38.75		
		03/17/2017	Earned	Leave Accrual Process	4.00	42.75		
		03/31/2017	Earned	Leave Accrual Process	4.00	46.75		
		04/04/2017	Taken	T Sick Leave	3.50	43.25		
		04/05/2017	Taken	W Sick Leave	8.00	35.25		
		04/14/2017	Earned	Leave Accrual Process	4.00	39.25		
		04/17/2017	Taken	M Sick Leave	8.00	31.25		
		04/24/2017	Taken	M Sick Leave	4.50	26.75		
		04/28/2017	Earned	Leave Accrual Process	4.00	30.75		
		05/12/2017	Earned	Leave Accrual Process	4.00	34.75		
		05/15/2017	Taken	M Sick Leave	2.50	32.25		
		05/18/2017	Taken	TH Sick Leave	8.00	24.25		
		05/19/2017	Taken	F Sick Leave	8.00	16.25		
		05/26/2017	Earned	Leave Accrual Process	4.00	20.25		
<u>1775</u>	GONZALES, WANDA C	12/15/1990	VCA	152.50	144.00	167.00	0.00	129.50
		Leave Date	Leave Type	Description	Amount	Balance		
		06/10/2016	Earned	Leave Accrual Process	6.00	158.50		

Employee Leave Report
Date Range: 6/9/2016 - 6/9/2017

Employee #	Employee Name	Leave Accrual Date	Leave Code	Balance Forward	Earned	Taken	Adjustments	Balance
		M 06/20/2016	Taken			VACATION		8.00 150.50
		T 06/21/2016	Taken			VACATION		8.00 142.50
		W 06/22/2016	Taken			VACATION		8.00 134.50
		Th 06/23/2016	Taken			VACATION		8.00 126.50
		06/24/2016	Earned			Leave Accrual Process		6.00 132.50
		F 06/24/2016	Taken			VACATION		8.00 124.50
		M 06/27/2016	Taken			VACATION		8.00 116.50
		07/08/2016	Earned			Leave Accrual Process		6.00 122.50
		08/05/2016	Earned			Leave Accrual Process		6.00 128.50
		F 08/05/2016	Taken			Vacation		8.00 120.50
		08/19/2016	Earned			Leave Accrual Process		6.00 126.50
		09/02/2016	Earned			Leave Accrual Process		6.00 132.50
		T 09/06/2016	Taken			Vacation		8.00 124.50
		09/16/2016	Earned			Leave Accrual Process		6.00 130.50
		W 09/21/2016	Taken			Vacation		8.00 122.50
		09/30/2016	Earned			Leave Accrual Process		6.00 128.50
		10/14/2016	Earned			Leave Accrual Process		6.00 134.50
		10/28/2016	Earned			Leave Accrual Process		6.00 140.50
		Th 11/03/2016	Taken			Vacation		8.00 132.50
		11/11/2016	Earned			Leave Accrual Process		6.00 138.50
		W 11/23/2016	Taken			Vacation		3.50 135.00
		11/25/2016	Earned			Leave Accrual Process		6.00 141.00
		12/09/2016	Earned			Leave Accrual Process		6.00 147.00
		F 12/23/2016	Taken			Vacation		4.00 143.00
		T 01/03/2017	Taken			Vacation		8.00 135.00
		01/06/2017	Earned			Leave Accrual Process		6.00 141.00
		T 01/10/2017	Taken			Vacation		8.00 133.00
		T 01/17/2017	Taken			Vacation		3.50 129.50
		01/20/2017	Earned			Leave Accrual Process		6.00 135.50
		F 01/20/2017	Taken			Vacation		8.00 127.50
		02/03/2017	Earned			Leave Accrual Process		6.00 133.50
		W 02/08/2017	Taken			Vacation		8.00 125.50
		02/17/2017	Earned			Leave Accrual Process		6.00 131.50
		F 02/17/2017	Taken			Vacation		8.00 123.50
		03/03/2017	Earned			Leave Accrual Process		6.00 129.50
		F 03/10/2017	Taken			Vacation		8.00 121.50
		03/17/2017	Earned			Leave Accrual Process		6.00 127.50
		03/31/2017	Earned			Leave Accrual Process		6.00 133.50
		04/14/2017	Earned			Leave Accrual Process		6.00 139.50
		F 04/14/2017	Taken			Vacation		4.00 135.50
		Th 04/20/2017	Taken			Vacation		8.00 127.50
		04/28/2017	Earned			Leave Accrual Process		6.00 133.50
		05/12/2017	Earned			Leave Accrual Process		6.00 139.50
		T 05/16/2017	Taken			Vacation		8.00 131.50
		W 05/17/2017	Taken			Vacation		8.00 123.50
		05/26/2017	Earned			Leave Accrual Process		6.00 129.50

Employee Leave Report
Date Range: 6/9/2016 - 6/9/2017

Employee #	Employee Name	Leave Accrual Date	Leave Code	Balance Forward	Earned	Taken	Adjustments	Balance	
<u>1955</u>	JARAMILLO, ADRIAN	04/12/2013	SL	224.05	96.00	4.00	0.00	316.05	
		Leave Date	Leave Type			Description		Amount	Balance
		06/10/2016	Earned			Leave Accrual Process		4.00	228.05
		06/24/2016	Earned			Leave Accrual Process		4.00	232.05
		07/08/2016	Earned			Leave Accrual Process		4.00	236.05
		07/25/2016	Taken			m Sick Leave		4.00	232.05
		08/05/2016	Earned			Leave Accrual Process		4.00	236.05
		08/19/2016	Earned			Leave Accrual Process		4.00	240.05
		09/02/2016	Earned			Leave Accrual Process		4.00	244.05
		09/16/2016	Earned			Leave Accrual Process		4.00	248.05
		09/30/2016	Earned			Leave Accrual Process		4.00	252.05
		10/14/2016	Earned			Leave Accrual Process		4.00	256.05
		10/28/2016	Earned			Leave Accrual Process		4.00	260.05
		11/11/2016	Earned			Leave Accrual Process		4.00	264.05
		11/25/2016	Earned			Leave Accrual Process		4.00	268.05
		12/09/2016	Earned			Leave Accrual Process		4.00	272.05
		01/06/2017	Earned			Leave Accrual Process		4.00	276.05
		01/20/2017	Earned			Leave Accrual Process		4.00	280.05
		02/03/2017	Earned			Leave Accrual Process		4.00	284.05
		02/17/2017	Earned			Leave Accrual Process		4.00	288.05
		03/03/2017	Earned			Leave Accrual Process		4.00	292.05
		03/17/2017	Earned			Leave Accrual Process		4.00	296.05
		03/31/2017	Earned			Leave Accrual Process		4.00	300.05
		04/14/2017	Earned			Leave Accrual Process		4.00	304.05
		04/28/2017	Earned			Leave Accrual Process		4.00	308.05
		05/12/2017	Earned			Leave Accrual Process		4.00	312.05
		05/26/2017	Earned			Leave Accrual Process		4.00	316.05
<u>1955</u>	JARAMILLO, ADRIAN	04/12/2013	VCA	100.05	96.00	72.00	0.00	124.05	
		Leave Date	Leave Type			Description		Amount	Balance
		06/10/2016	Earned			Leave Accrual Process		4.00	104.05
		06/24/2016	Earned			Leave Accrual Process		4.00	108.05
		07/08/2016	Earned			Leave Accrual Process		4.00	112.05
		08/05/2016	Earned			Leave Accrual Process		4.00	116.05
		08/19/2016	Earned			Leave Accrual Process		4.00	120.05
		09/02/2016	Earned			Leave Accrual Process		4.00	124.05
		09/16/2016	Earned			Leave Accrual Process		4.00	128.05
		09/30/2016	Earned			Leave Accrual Process		4.00	132.05
		10/14/2016	Earned			Leave Accrual Process		4.00	136.05
		10/28/2016	Earned			Leave Accrual Process		4.00	140.05
		10/31/2016	Taken			m Vacation		8.00	132.05
		11/01/2016	Taken			J Vacation		8.00	124.05
		11/02/2016	Taken			W Vacation		8.00	116.05
		11/11/2016	Earned			Leave Accrual Process		4.00	120.05
		11/17/2016	Taken			Th Vacation		8.00	112.05
		11/18/2016	Taken			F Vacation		8.00	104.05
		11/21/2016	Taken			M Vacation		8.00	96.05
		11/22/2016	Taken			J Vacation		8.00	88.05
		11/23/2016	Taken			W Vacation		8.00	80.05
		11/25/2016	Earned			Leave Accrual Process		4.00	84.05
		12/09/2016	Earned			Leave Accrual Process		4.00	88.05
		01/06/2017	Earned			Leave Accrual Process		4.00	92.05
		01/20/2017	Earned			Leave Accrual Process		4.00	96.05
		02/03/2017	Earned			Leave Accrual Process		4.00	100.05
		02/17/2017	Earned			Leave Accrual Process		4.00	104.05
		03/03/2017	Earned			Leave Accrual Process		4.00	108.05
		03/17/2017	Earned			Leave Accrual Process		4.00	112.05
		03/31/2017	Earned			Leave Accrual Process		4.00	116.05
		04/07/2017	Taken			F Vacation		8.00	108.05
		04/12/2017	Carry Over			Leave Accrual Process		108.05	108.05
		04/14/2017	Earned			Leave Accrual Process		4.00	112.05

Employee Leave Report
Date Range: 6/9/2016 - 6/9/2017

Employee #	Employee Name	Leave Accrual Date	Leave Code	Balance Forward	Earned	Taken	Adjustments	Balance
		04/28/2017	Earned			Leave Accrual Process		4.00
		05/12/2017	Earned			Leave Accrual Process		4.00
		05/26/2017	Earned			Leave Accrual Process		4.00

2001 JARAMILLO, JARED 03/30/2009 SL 237.50 96.00 88.50 0.00 245.00

Leave Date	Leave Type	Description	Amount	Balance
06/09/2016	Taken	TH SICK LEAVE	8.00	229.50
06/10/2016	Earned	Leave Accrual Process	4.00	233.50
06/24/2016	Earned	Leave Accrual Process	4.00	237.50
06/30/2016	Taken	TH SICK LEAVE	8.00	229.50
07/01/2016	Taken	F SICK LEAVE	8.00	221.50
07/08/2016	Earned	Leave Accrual Process	4.00	225.50
08/05/2016	Earned	Leave Accrual Process	4.00	229.50
08/19/2016	Earned	Leave Accrual Process	4.00	233.50
09/02/2016	Earned	Leave Accrual Process	4.00	237.50
09/16/2016	Earned	Leave Accrual Process	4.00	241.50
09/30/2016	Earned	Leave Accrual Process	4.00	245.50
10/14/2016	Earned	Leave Accrual Process	4.00	249.50
10/14/2016	Taken	F Sick Leave	3.50	246.00
10/26/2016	Taken	Sick Leave	3.50	242.50
10/28/2016	Earned	Leave Accrual Process	4.00	246.50
11/11/2016	Earned	Leave Accrual Process	4.00	250.50
11/23/2016	Taken	W Sick Leave	3.50	247.00
11/25/2016	Earned	Leave Accrual Process	4.00	251.00
11/30/2016	Taken	W Sick Leave	3.50	247.50
12/09/2016	Earned	Leave Accrual Process	4.00	251.50
01/03/2017	Taken	T Sick Leave	1.50	250.00
01/06/2017	Earned	Leave Accrual Process	4.00	254.00
01/13/2017	Taken	F Sick Leave	3.50	250.50
01/20/2017	Earned	Leave Accrual Process	4.00	254.50
02/03/2017	Earned	Leave Accrual Process	4.00	258.50
02/06/2017	Taken	M Sick Leave	3.50	255.00
02/13/2017	Taken	M Sick Leave	8.00	247.00
02/17/2017	Earned	Leave Accrual Process	4.00	251.00
02/24/2017	Taken	F Sick Leave	8.00	243.00
03/03/2017	Earned	Leave Accrual Process	4.00	247.00
03/17/2017	Earned	Leave Accrual Process	4.00	251.00
03/22/2017	Taken	W Sick Leave	8.00	243.00
03/31/2017	Earned	Leave Accrual Process	4.00	247.00
03/31/2017	Taken	F Sick Leave	2.00	245.00
04/14/2017	Earned	Leave Accrual Process	4.00	249.00
04/28/2017	Earned	Leave Accrual Process	4.00	253.00
05/03/2017	Taken	W Sick Leave	8.00	245.00
05/12/2017	Earned	Leave Accrual Process	4.00	249.00
05/17/2017	Taken	W Sick Leave	4.00	245.00
05/26/2017	Earned	Leave Accrual Process	4.00	249.00
06/02/2017	Taken	F Sick Leave	4.00	245.00

2001 JARAMILLO, JARED 03/30/2009 VCA 101.00 120.00 64.00 0.00 157.00

Leave Date	Leave Type	Description	Amount	Balance
06/10/2016	Earned	Leave Accrual Process	5.00	106.00
06/20/2016	Taken	A VACATION	8.00	98.00
06/24/2016	Earned	Leave Accrual Process	5.00	103.00
07/05/2016	Taken	T VACATION	3.50	99.50
07/08/2016	Earned	Leave Accrual Process	5.00	104.50
07/21/2016	Taken	TH VACATION	8.00	96.50
08/04/2016	Taken	T Vacation	3.50	93.00
08/05/2016	Earned	Leave Accrual Process	5.00	98.00
08/19/2016	Earned	Leave Accrual Process	5.00	103.00
08/19/2016	Taken	F Vacation	8.00	95.00

Employee Leave Report
Date Range: 6/9/2016 - 6/9/2017

Employee #	Employee Name	Leave Accrual Date	Leave Code	Balance Forward	Earned	Taken	Adjustments	Balance	
		09/02/2016	Earned				Leave Accrual Process	5.00	100.00
		09/09/2016	Taken				Fvacation	8.00	92.00
		09/16/2016	Earned				Leave Accrual Process	5.00	97.00
		09/30/2016	Earned				Leave Accrual Process	5.00	102.00
		10/14/2016	Earned				Leave Accrual Process	5.00	107.00
		10/28/2016	Earned				Leave Accrual Process	5.00	112.00
		10/31/2016	Taken				Mvacation	8.00	104.00
		11/01/2016	Taken				Tvacation	8.00	96.00
		11/02/2016	Taken				Wvacation	8.00	88.00
		11/11/2016	Earned				Leave Accrual Process	5.00	93.00
		11/25/2016	Earned				Leave Accrual Process	5.00	98.00
		12/09/2016	Earned				Leave Accrual Process	5.00	103.00
		01/06/2017	Earned				Leave Accrual Process	5.00	108.00
		01/20/2017	Earned				Leave Accrual Process	5.00	113.00
		02/03/2017	Earned				Leave Accrual Process	5.00	118.00
		02/17/2017	Earned				Leave Accrual Process	5.00	123.00
		03/03/2017	Earned				Leave Accrual Process	5.00	128.00
		03/17/2017	Earned				Leave Accrual Process	5.00	133.00
		03/17/2017	Taken				Fvacation	1.00	132.00
		03/30/2017	Carry Over				Leave Accrual Process	132.00	132.00
		03/31/2017	Earned				Leave Accrual Process	5.00	137.00
		04/14/2017	Earned				Leave Accrual Process	5.00	142.00
		04/28/2017	Earned				Leave Accrual Process	5.00	147.00
		05/12/2017	Earned				Leave Accrual Process	5.00	152.00
		05/26/2017	Earned				Leave Accrual Process	5.00	157.00

Employee Leave Report
Date Range: 6/9/2016 - 6/9/2017

Employee #	Employee Name	Leave Accrual Date	Leave Code	Balance Forward	Earned	Taken	Adjustments	Balance	
<u>2158</u>	LOPEZ, CONSUELO S	01/20/1998	SL	466.71	96.00	114.00	0.00	448.71	
		Leave Date	Leave Type			Description		Amount	Balance
		06/10/2016	Earned			Leave Accrual Process		4.00	470.71
		06/10/2016	Taken			F SICK LEAVE		8.00	462.71
		06/24/2016	Earned			Leave Accrual Process		4.00	466.71
		07/08/2016	Earned			Leave Accrual Process		4.00	470.71
		07/15/2016	Taken			F SICK LEAVE		8.00	462.71
		07/29/2016	Taken			F Sick Leave		8.00	454.71
		08/05/2016	Earned			Leave Accrual Process		4.00	458.71
		08/12/2016	Taken			F Sick Leave		8.00	450.71
		08/19/2016	Earned			Leave Accrual Process		4.00	454.71
		09/02/2016	Earned			Leave Accrual Process		4.00	458.71
		09/02/2016	Taken			F Sick Leave		8.00	450.71
		09/16/2016	Earned			Leave Accrual Process		4.00	454.71
		09/23/2016	Taken			Sick Leave		8.00	446.71
		09/27/2016	Taken			Sick Leave		3.50	443.21
		09/28/2016	Taken			Sick Leave		1.00	442.21
		09/30/2016	Earned			Leave Accrual Process		4.00	446.21
		10/07/2016	Taken			Sick Leave		8.00	438.21
		10/13/2016	Taken			Sick Leave		8.00	430.21
		10/14/2016	Earned			Leave Accrual Process		4.00	434.21
		10/14/2016	Taken			Sick Leave		8.00	426.21
		10/28/2016	Earned			Leave Accrual Process		4.00	430.21
		11/11/2016	Earned			Leave Accrual Process		4.00	434.21
		11/25/2016	Earned			Leave Accrual Process		4.00	438.21
		12/09/2016	Earned			Leave Accrual Process		4.00	442.21
		12/09/2016	Taken			Sick Leave		8.00	434.21
		12/20/2016	Taken			Sick Leave		4.00	430.21
		01/06/2017	Earned			Leave Accrual Process		4.00	434.21
		01/13/2017	Taken			Sick Leave		8.00	426.21
		01/20/2017	Earned			Leave Accrual Process		4.00	430.21
		02/03/2017	Earned			Leave Accrual Process		4.00	434.21
		02/10/2017	Taken			Sick Leave		1.50	432.71
		02/17/2017	Earned			Leave Accrual Process		4.00	436.71
		03/03/2017	Earned			Leave Accrual Process		4.00	440.71
		03/17/2017	Earned			Leave Accrual Process		4.00	444.71
		03/31/2017	Earned			Leave Accrual Process		4.00	448.71
		04/14/2017	Earned			Leave Accrual Process		4.00	452.71
		04/21/2017	Taken			Sick Leave		8.00	444.71
		04/28/2017	Earned			Leave Accrual Process		4.00	448.71
		04/28/2017	Taken			Sick Leave		8.00	440.71
		05/12/2017	Earned			Leave Accrual Process		4.00	444.71
		05/26/2017	Earned			Leave Accrual Process		4.00	448.71
<u>2158</u>	LOPEZ, CONSUELO S	01/20/1998	VCA	230.00	100.00	152.00	48.00	226.00	
		Leave Date	Leave Type			Description		Amount	Balance
		06/10/2016	Earned			Leave Accrual Process		0.00	230.00
		06/15/2016	Adjustment			Adjustment to VCA		6.00	236.00
		06/15/2016	Adjustment			Adjustment to VCA		6.00	242.00
		06/24/2016	Earned			Leave Accrual Process		0.00	242.00
		06/24/2016	Taken			VACATION		8.00	234.00
		06/27/2016	Taken			VACATION		8.00	226.00
		06/28/2016	Taken			VACATION		8.00	218.00
		06/29/2016	Taken			VACATION		8.00	210.00
		06/30/2016	Taken			VACATION		8.00	202.00
		07/01/2016	Taken			VACATION		8.00	194.00
		07/08/2016	Earned			Leave Accrual Process		0.00	194.00
		07/13/2016	Adjustment			Adjustment to VCA		6.00	200.00
		08/05/2016	Earned			Leave Accrual Process		0.00	200.00
		08/10/2016	Adjustment					6.00	206.00
		08/19/2016	Earned			Leave Accrual Process		0.00	206.00

Employee Leave Report
Date Range: 6/9/2016 - 6/9/2017

Employee #	Employee Name	Leave Accrual Date	Leave Code	Balance Forward	Earned	Taken	Adjustments	Balance
		08/23/2016	Adjustment					6.00
		09/02/2016	Earned			Leave Accrual Process		0.00
		09/07/2016	Adjustment					6.00
		09/16/2016	Earned			Leave Accrual Process		0.00
		09/20/2016	Adjustment			Adjustment to leave		6.00
		09/30/2016	Earned			Leave Accrual Process		6.00
		10/05/2016	Adjustment					6.00
		10/14/2016	Earned			Leave Accrual Process		4.00
		10/28/2016	Earned			Leave Accrual Process		6.00
		10/28/2016	Taken			Vacation		8.00
		11/08/2016	Taken			Vacation		8.00
		11/11/2016	Earned			Leave Accrual Process		6.00
		11/23/2016	Taken			Vacation		8.00
		11/25/2016	Earned			Leave Accrual Process		6.00
		12/09/2016	Earned			Leave Accrual Process		6.00
		12/16/2016	Taken			Vacation		8.00
		12/23/2016	Taken			Vacation		4.00
		01/06/2017	Earned			Leave Accrual Process		6.00
		01/20/2017	Carry Over			Leave Accrual Process		234.00
		01/20/2017	Earned			Leave Accrual Process		6.00
		01/27/2017	Taken			Vacation		8.00
		02/03/2017	Earned			Leave Accrual Process		6.00
		02/17/2017	Earned			Leave Accrual Process		6.00
		02/17/2017	Taken			Vacation		8.00
		03/03/2017	Earned			Leave Accrual Process		6.00
		03/03/2017	Taken			Vacation		8.00
		03/17/2017	Earned			Leave Accrual Process		6.00
		03/31/2017	Earned			Leave Accrual Process		6.00
		03/31/2017	Taken			Vacation		8.00
		04/04/2017	Taken			Vacation		8.00
		04/14/2017	Earned			Leave Accrual Process		6.00
		04/14/2017	Taken			Vacation		4.00
		04/17/2017	Taken			Vacation		8.00
		04/28/2017	Earned			Leave Accrual Process		6.00
		05/04/2017	Taken			Vacation		8.00
		05/05/2017	Taken			Vacation		8.00
		05/12/2017	Earned			Leave Accrual Process		6.00
		05/26/2017	Earned			Leave Accrual Process		6.00

Employee Leave Report
Date Range: 6/9/2016 - 6/9/2017

Employee #	Employee Name	Leave Accrual Date	Leave Code	Balance Forward	Earned	Taken	Adjustments	Balance	
<u>2814</u>	MARQUEZ, JODI L	08/10/2009	SL	411.00	96.00	103.50	0.00	403.50	
		Leave Date	Leave Type			Description		Amount	Balance
		06/10/2016	Earned			Leave Accrual Process		4.00	415.00
		06/24/2016	Earned			Leave Accrual Process		4.00	419.00
		07/08/2016	Earned			Leave Accrual Process		4.00	423.00
		07/15/2016	Taken			F SICK LEAVE		8.00	415.00
		08/04/2016	Taken			TH Sick Leave		1.50	413.50
		08/05/2016	Earned			Leave Accrual Process		4.00	417.50
		08/18/2016	Taken			TH Sick Leave		2.00	415.50
		08/19/2016	Earned			Leave Accrual Process		4.00	419.50
		08/19/2016	Taken			F Sick Leave		8.00	411.50
		08/31/2016	Taken			W Sick Leave		1.00	410.50
		09/02/2016	Earned			Leave Accrual Process		4.00	414.50
		09/08/2016	Taken			TH Sick Leave		1.00	413.50
		09/09/2016	Taken			F Sick Leave		8.00	405.50
		09/16/2016	Earned			Leave Accrual Process		4.00	409.50
		09/21/2016	Taken			W Sick Leave		1.00	408.50
		09/30/2016	Earned			Leave Accrual Process		4.00	412.50
		10/11/2016	Taken			T Sick Leave		2.00	410.50
		10/14/2016	Earned			Leave Accrual Process		4.00	414.50
		10/25/2016	Taken			T Sick Leave		1.00	413.50
		10/28/2016	Earned			Leave Accrual Process		4.00	417.50
		11/11/2016	Earned			Leave Accrual Process		4.00	421.50
		11/25/2016	Earned			Leave Accrual Process		4.00	425.50
		12/05/2016	Taken			M Sick Leave		8.00	417.50
		12/06/2016	Taken			T Sick Leave		8.00	409.50
		12/08/2016	Taken			TH Sick Leave		3.50	406.00
		12/09/2016	Earned			Leave Accrual Process		4.00	410.00
		01/06/2017	Earned			Leave Accrual Process		4.00	414.00
		01/06/2017	Taken			F Sick Leave		3.50	410.50
		01/16/2017	Taken			M Sick Leave		8.00	402.50
		01/20/2017	Earned			Leave Accrual Process		4.00	406.50
		02/03/2017	Earned			Leave Accrual Process		4.00	410.50
		02/06/2017	Taken			M Sick Leave		2.00	408.50
		02/17/2017	Earned			Leave Accrual Process		4.00	412.50
		03/03/2017	Earned			Leave Accrual Process		4.00	416.50
		03/06/2017	Taken			M Sick Leave		1.00	415.50
		03/10/2017	Taken			F Sick Leave		8.00	407.50
		03/17/2017	Earned			Leave Accrual Process		4.00	411.50
		03/31/2017	Earned			Leave Accrual Process		4.00	415.50
		04/06/2017	Taken			TH Sick Leave		2.50	413.00
		04/12/2017	Taken			W Sick Leave		2.50	410.50
		04/14/2017	Earned			Leave Accrual Process		4.00	414.50
		04/26/2017	Taken			W Sick Leave		8.00	406.50
		04/28/2017	Earned			Leave Accrual Process		4.00	410.50
		05/02/2017	Taken			T Sick Leave		1.00	409.50
		05/11/2017	Taken			TH Sick Leave		2.50	407.00
		05/12/2017	Earned			Leave Accrual Process		4.00	411.00
		05/16/2017	Taken			T Sick Leave		8.00	403.00
		05/24/2017	Taken			W Sick Leave		3.50	399.50
		05/26/2017	Earned			Leave Accrual Process		4.00	403.50
<u>2814</u>	MARQUEZ, JODI L	08/10/2009	VCA	54.00	120.00	109.50	0.00	64.50	
		Leave Date	Leave Type			Description		Amount	Balance
		06/10/2016	Earned			Leave Accrual Process		5.00	59.00
		06/16/2016	Taken			TH VACATION		8.00	51.00
		06/17/2016	Taken			F VACATION		8.00	43.00
		06/24/2016	Earned			Leave Accrual Process		5.00	48.00
		07/08/2016	Earned			Leave Accrual Process		5.00	53.00
		07/18/2016	Taken			M VACATION		8.00	45.00
		08/05/2016	Earned			Leave Accrual Process		5.00	50.00

Employee Leave Report
Date Range: 6/9/2016 - 6/9/2017

Employee #	Employee Name	Leave Accrual Date	Leave Code	Balance Forward	Earned	Taken	Adjustments	Balance
		08/10/2016	Carry Over				Leave Accrual Process	50.00
		08/19/2016	Earned				Leave Accrual Process	55.00
		09/02/2016	Earned				Leave Accrual Process	60.00
		09/16/2016	Earned				Leave Accrual Process	65.00
		09/23/2016	Taken		F		Vacation	61.50
		09/30/2016	Earned				Leave Accrual Process	66.50
		10/14/2016	Earned				Leave Accrual Process	71.50
		10/19/2016	Taken		W		Vacation	63.50
		10/20/2016	Taken		TH		Vacation	55.50
		10/21/2016	Taken		F		Vacation	47.50
		10/28/2016	Earned				Leave Accrual Process	52.50
		11/11/2016	Earned				Leave Accrual Process	57.50
		11/25/2016	Earned				Leave Accrual Process	62.50
		12/09/2016	Earned				Leave Accrual Process	67.50
		12/09/2016	Taken		F		Vacation	59.50
		01/06/2017	Earned				Leave Accrual Process	64.50
		01/20/2017	Earned				Leave Accrual Process	69.50
		02/03/2017	Earned				Leave Accrual Process	74.50
		02/17/2017	Earned				Leave Accrual Process	79.50
		02/17/2017	Taken		F		Vacation	71.50
		03/03/2017	Earned				Leave Accrual Process	76.50
		03/17/2017	Earned				Leave Accrual Process	81.50
		03/24/2017	Taken		F		Vacation	79.50
		03/27/2017	Taken		M		Vacation	71.50
		03/28/2017	Taken		T		Vacation	63.50
		03/31/2017	Earned				Leave Accrual Process	68.50
		04/11/2017	Taken		T		Vacation	60.50
		04/14/2017	Earned				Leave Accrual Process	65.50
		04/24/2017	Taken		M		Vacation	57.50
		04/28/2017	Earned				Leave Accrual Process	62.50
		05/12/2017	Earned				Leave Accrual Process	67.50
		05/26/2017	Earned				Leave Accrual Process	72.50
		05/26/2017	Taken		F		Vacation	64.50

Employee Leave Report
Date Range: 6/9/2016 - 6/9/2017

Employee #	Employee Name	Leave Accrual Date	Leave Code	Balance Forward	Earned	Taken	Adjustments	Balance	
<u>3289</u>	MONTOYA, JENNIFER I	12/14/2015	SL	43.68	96.00	36.00	0.00	103.68	
		Leave Date	Leave Type			Description		Amount	Balance
		06/10/2016	Earned			Leave Accrual Process		4.00	47.68
		06/13/2016	Taken			M SICK LEAVE		8.00	39.68
		06/24/2016	Earned			Leave Accrual Process		4.00	43.68
		06/30/2016	Taken			TH SICK LEAVE		8.00	35.68
		07/08/2016	Earned			Leave Accrual Process		4.00	39.68
		08/03/2016	Taken			W Sick Leave		8.00	31.68
		08/05/2016	Earned			Leave Accrual Process		4.00	35.68
		08/19/2016	Earned			Leave Accrual Process		4.00	39.68
		09/02/2016	Earned			Leave Accrual Process		4.00	43.68
		09/16/2016	Earned			Leave Accrual Process		4.00	47.68
		09/30/2016	Earned			Leave Accrual Process		4.00	51.68
		10/14/2016	Earned			Leave Accrual Process		4.00	55.68
		10/28/2016	Earned			Leave Accrual Process		4.00	59.68
		11/11/2016	Earned			Leave Accrual Process		4.00	63.68
		11/25/2016	Earned			Leave Accrual Process		4.00	67.68
		12/09/2016	Earned			Leave Accrual Process		4.00	71.68
		01/06/2017	Earned			Leave Accrual Process		4.00	75.68
		01/20/2017	Earned			Leave Accrual Process		4.00	79.68
		02/03/2017	Earned			Leave Accrual Process		4.00	83.68
		02/17/2017	Earned			Leave Accrual Process		4.00	87.68
		03/03/2017	Earned			Leave Accrual Process		4.00	91.68
		03/17/2017	Earned			Leave Accrual Process		4.00	95.68
		03/24/2017	Taken			F Sick Leave		8.00	87.68
		03/31/2017	Earned			Leave Accrual Process		4.00	91.68
		04/14/2017	Earned			Leave Accrual Process		4.00	95.68
		04/19/2017	Taken			W Sick Leave		4.00	91.68
		04/28/2017	Earned			Leave Accrual Process		4.00	95.68
		05/12/2017	Earned			Leave Accrual Process		4.00	99.68
		05/26/2017	Earned			Leave Accrual Process		4.00	103.68
<u>3289</u>	MONTOYA, JENNIFER I	12/14/2015	VCA	22.68	96.00	43.50	0.00	75.18	
		Leave Date	Leave Type			Description		Amount	Balance
		06/10/2016	Earned			Leave Accrual Process		4.00	26.68
		06/24/2016	Earned			Leave Accrual Process		4.00	30.68
		07/08/2016	Earned			Leave Accrual Process		4.00	34.68
		08/05/2016	Earned			Leave Accrual Process		4.00	38.68
		08/19/2016	Earned			Leave Accrual Process		4.00	42.68
		09/02/2016	Earned			Leave Accrual Process		4.00	46.68
		09/16/2016	Earned			Leave Accrual Process		4.00	50.68
		09/16/2016	Taken			F Vacation		8.00	42.68
		09/30/2016	Earned			Leave Accrual Process		4.00	46.68
		10/14/2016	Earned			Leave Accrual Process		4.00	50.68
		10/18/2016	Taken			T Vacation		8.00	42.68
		10/28/2016	Earned			Leave Accrual Process		4.00	46.68
		11/11/2016	Earned			Leave Accrual Process		4.00	50.68
		11/25/2016	Earned			Leave Accrual Process		4.00	54.68
		12/09/2016	Earned			Leave Accrual Process		4.00	58.68
		12/21/2016	Taken			W Vacation		1.50	57.18
		01/06/2017	Earned			Leave Accrual Process		4.00	61.18
		01/20/2017	Earned			Leave Accrual Process		4.00	65.18
		02/03/2017	Earned			Leave Accrual Process		4.00	69.18
		02/17/2017	Earned			Leave Accrual Process		4.00	73.18
		03/03/2017	Earned			Leave Accrual Process		4.00	77.18
		03/15/2017	Taken			W Vacation		2.00	75.18
		03/17/2017	Earned			Leave Accrual Process		4.00	79.18
		03/31/2017	Earned			Leave Accrual Process		4.00	83.18
		04/14/2017	Earned			Leave Accrual Process		4.00	87.18
		04/28/2017	Earned			Leave Accrual Process		4.00	91.18
		04/28/2017	Taken			F Vacation		8.00	83.18

Employee Leave Report
Date Range: 6/9/2016 - 6/9/2017

Employee #	Employee Name	Leave Accrual Date	Leave Code	Balance Forward	Earned	Taken	Adjustments	Balance
		05/02/2017	Taken			T Vacation		8.00
		05/12/2017	Earned			Leave Accrual Process		4.00
		05/19/2017	Taken			F Vacation		8.00
		05/26/2017	Earned			Leave Accrual Process		4.00

3854 RICE, REBECCA R 07/14/2014 SL 51.00 78.55 125.50 0.00 4.05

Leave Date	Leave Type	Description	Amount	Balance
06/10/2016	Earned	Leave Accrual Process	4.00	55.00
06/24/2016	Earned	Leave Accrual Process	4.00	59.00
07/08/2016	Earned	Leave Accrual Process	4.00	63.00
07/18/2016	Taken	M SICK LEAVE	8.00	55.00
07/21/2016	Taken	TH SICK LEAVE	8.00	47.00
08/03/2016	Taken	W Sick Leave	1.50	45.50
08/05/2016	Earned	Leave Accrual Process	4.00	49.50
08/16/2016	Taken	T Sick Leave	8.00	41.50
08/17/2016	Taken	W Sick Leave	1.00	40.50
08/19/2016	Earned	Leave Accrual Process	4.00	44.50
09/02/2016	Earned	Leave Accrual Process	4.00	48.50
09/16/2016	Earned	Leave Accrual Process	4.00	52.50
09/30/2016	Earned	Leave Accrual Process	4.00	56.50
10/06/2016	Taken	TH Sick Leave	8.00	48.50
10/14/2016	Earned	Leave Accrual Process	4.00	52.50
10/28/2016	Earned	Leave Accrual Process	4.00	56.50
11/11/2016	Earned	Leave Accrual Process	4.00	60.50
11/14/2016	Taken	M Sick Leave	1.00	59.50
11/25/2016	Earned	Leave Accrual Process	4.00	63.50
12/07/2016	Taken	W Sick Leave	4.50	59.00
12/09/2016	Earned	Leave Accrual Process	4.00	63.00
12/21/2016	Taken	W Sick Leave	3.50	59.50
01/06/2017	Earned	Leave Accrual Process	4.00	63.50
01/20/2017	Earned	Leave Accrual Process	4.00	67.50
01/26/2017	Taken	T Sick Leave	8.00	59.50
02/02/2017	Taken	TH Sick Leave	8.00	51.50
02/03/2017	Earned	Leave Accrual Process	4.00	55.50
02/03/2017	Taken	F Sick Leave	8.00	47.50
02/06/2017	Taken	M FMLA-Sick	8.00	39.50
02/09/2017	Taken	TH FMLA-Sick	8.00	31.50
02/10/2017	Taken	F FMLA-Sick	8.00	23.50
02/17/2017	Earned	Leave Accrual Process	4.00	27.50
02/21/2017	Taken	T FMLA-Sick	8.00	19.50
02/22/2017	Taken	W FMLA-Sick	8.00	11.50
02/23/2017	Taken	TH FMLA-Sick	8.00	3.50
03/02/2017	Taken	TH FMLA-Sick	1.50	2.00
03/03/2017	Earned	Leave Accrual Process	4.00	6.00
03/06/2017	Taken	M FMLA-Sick	6.00	0.00
03/17/2017	Earned	Leave Accrual Process	0.50	0.50
03/20/2017	Taken	M FMLA-Sick	0.50	0.00
03/31/2017	Earned	Leave Accrual Process	0.05	0.05
05/12/2017	Earned	Leave Accrual Process	2.00	2.05
05/24/2017	Taken	W Sick Leave	2.00	0.05
05/26/2017	Earned	Leave Accrual Process	4.00	4.05

3854 RICE, REBECCA R 07/14/2014 VCA 34.50 78.55 107.00 0.00 6.05

Leave Date	Leave Type	Description	Amount	Balance
06/10/2016	Earned	Leave Accrual Process	4.00	38.50
06/24/2016	Earned	Leave Accrual Process	4.00	42.50
06/27/2016	Taken	M VACATION	8.00	34.50
06/28/2016	Taken	T VACATION	8.00	26.50
06/29/2016	Taken	W VACATION	8.00	18.50
07/08/2016	Earned	Leave Accrual Process	4.00	22.50

Employee Leave Report
Date Range: 6/9/2016 - 6/9/2017

Employee #	Employee Name	Leave Accrual Date	Leave Code	Balance Forward	Earned	Taken	Adjustments	Balance
		08/05/2016	Earned			Leave Accrual Process		4.00
		08/19/2016	Earned			Leave Accrual Process		4.00
		09/02/2016	Earned			Leave Accrual Process		4.00
		09/16/2016	Earned			Leave Accrual Process		4.00
		09/30/2016	Earned			Leave Accrual Process		4.00
		10/14/2016	Earned			Leave Accrual Process		4.00
		10/28/2016	Earned			Leave Accrual Process		4.00
		11/11/2016	Earned			Leave Accrual Process		4.00
		11/25/2016	Earned			Leave Accrual Process		4.00
		12/09/2016	Earned			Leave Accrual Process		4.00
		01/06/2017	Earned			Leave Accrual Process		4.00
		01/20/2017	Earned			Leave Accrual Process		4.00
		02/03/2017	Earned			Leave Accrual Process		4.00
		02/13/2017	Taken		M	FMLA-Vacation		8.00
		02/14/2017	Taken		T	FMLA-Vacation		8.00
		02/15/2017	Taken		W	FMLA-Vacation		8.00
		02/16/2017	Taken		TH	FMLA-Vacation		8.00
		02/17/2017	Earned			Leave Accrual Process		4.00
		02/17/2017	Taken		F	FMLA-Vacation		8.00
		02/24/2017	Taken		F	FMLA-Vacation		8.00
		02/27/2017	Taken		M	FMLA-Vacation		8.00
		02/28/2017	Taken		T	FMLA-Vacation		8.00
		03/01/2017	Taken		W	FMLA-Vacation		8.00
		03/02/2017	Taken		TH	FMLA-Vacation		6.50
		03/03/2017	Earned			Leave Accrual Process		4.00
		03/06/2017	Taken		M	FMLA-Vacation		2.00
		03/07/2017	Taken		T	FMLA-Vacation		2.00
		03/17/2017	Earned			Leave Accrual Process		0.50
		03/20/2017	Taken		M	FMLA-Vacation		0.50
		03/31/2017	Earned			Leave Accrual Process		0.05
		05/12/2017	Earned			Leave Accrual Process		2.00
		05/26/2017	Earned			Leave Accrual Process		4.00

4612 SENA, JOSEPHINE D 12/27/2016 SL 0.00 43.60 35.50 0.00 8.10

Leave Date	Leave Type	Description	Amount	Balance
01/06/2017	Earned	Leave Accrual Process	3.60	3.60
01/20/2017	Earned	Leave Accrual Process	4.00	7.60
02/03/2017	Earned	Leave Accrual Process	4.00	11.60
02/08/2017	Taken	W Sick Leave	8.00	3.60
02/17/2017	Earned	Leave Accrual Process	4.00	7.60
03/03/2017	Earned	Leave Accrual Process	4.00	11.60
03/13/2017	Taken	M Sick Leave	8.00	3.60
03/17/2017	Earned	Leave Accrual Process	4.00	7.60
03/23/2017	Taken	TH Sick Leave	7.50	0.10
03/31/2017	Earned	Leave Accrual Process	4.00	4.10
04/14/2017	Earned	Leave Accrual Process	4.00	8.10
04/28/2017	Earned	Leave Accrual Process	4.00	12.10
05/12/2017	Earned	Leave Accrual Process	4.00	16.10
05/19/2017	Taken	F Sick Leave	8.00	8.10
05/26/2017	Earned	Leave Accrual Process	4.00	12.10
06/02/2017	Taken	F Sick Leave	4.00	8.10

4612 SENA, JOSEPHINE D 12/27/2016 VCA 0.00 43.60 29.00 0.00 14.60

Leave Date	Leave Type	Description	Amount	Balance
01/06/2017	Earned	Leave Accrual Process	3.60	3.60
01/20/2017	Earned	Leave Accrual Process	4.00	7.60
01/30/2017	Taken	M Vacation	4.00	3.60
02/03/2017	Earned	Leave Accrual Process	4.00	7.60
02/15/2017	Taken	W Vacation	5.00	2.60
02/17/2017	Earned	Leave Accrual Process	4.00	6.60

Employee Leave Report
Date Range: 6/9/2016 - 6/9/2017

Employee #	Employee Name	Leave Accrual Date	Leave Code	Balance Forward	Earned	Taken	Adjustments	Balance
		03/03/2017	Earned			Leave Accrual Process		4.00
		03/17/2017	Earned			Leave Accrual Process		4.00
		03/24/2017	Taken		F	Vacation		8.00
		03/31/2017	Earned			Leave Accrual Process		4.00
		03/31/2017	Taken		F	Vacation		4.00
		04/14/2017	Earned			Leave Accrual Process		4.00
		04/28/2017	Earned			Leave Accrual Process		4.00
		05/05/2017	Taken		F	Vacation		4.00
		05/12/2017	Earned			Leave Accrual Process		4.00
		05/26/2017	Earned			Leave Accrual Process		4.00
		05/30/2017	Taken		T	Vacation		4.00

4654 SOLANO, FRANCISCA 04/27/2009 SL 253.50 96.00 83.50 0.00 266.00

Leave Date	Leave Type	Description	Amount	Balance
06/10/2016	Earned	Leave Accrual Process	4.00	257.50
06/24/2016	Earned	Leave Accrual Process	4.00	261.50
07/08/2016	Earned	Leave Accrual Process	4.00	265.50
07/08/2016	Taken	SICK LEAVE	4.00	261.50
08/05/2016	Earned	Leave Accrual Process	4.00	265.50
08/19/2016	Earned	Leave Accrual Process	4.00	269.50
08/19/2016	Taken		1.00	268.50
09/02/2016	Earned	Leave Accrual Process	4.00	272.50
09/16/2016	Earned	Leave Accrual Process	4.00	276.50
09/27/2016	Taken	Sick Leave	3.00	273.50
09/30/2016	Earned	Leave Accrual Process	4.00	277.50
10/14/2016	Earned	Leave Accrual Process	4.00	281.50
10/28/2016	Earned	Leave Accrual Process	4.00	285.50
11/11/2016	Earned	Leave Accrual Process	4.00	289.50
11/22/2016	Taken	Sick Leave	8.00	281.50
11/25/2016	Earned	Leave Accrual Process	4.00	285.50
12/05/2016	Taken	Sick Leave	1.50	284.00
12/06/2016	Taken	Sick Leave	5.00	279.00
12/07/2016	Taken	Sick Leave	8.00	271.00
12/09/2016	Earned	Leave Accrual Process	4.00	275.00
01/06/2017	Earned	Leave Accrual Process	4.00	279.00
01/18/2017	Taken	Sick Leave	3.00	276.00
01/19/2017	Taken	Sick Leave	8.00	268.00
01/20/2017	Earned	Leave Accrual Process	4.00	272.00
02/03/2017	Earned	Leave Accrual Process	4.00	276.00
02/08/2017	Taken	Sick Leave	8.00	268.00
02/17/2017	Earned	Leave Accrual Process	4.00	272.00
02/28/2017	Taken	Sick Leave	4.00	268.00
03/03/2017	Earned	Leave Accrual Process	4.00	272.00
03/06/2017	Taken	Sick Leave	8.00	264.00
03/08/2017	Taken	Sick Leave	4.00	260.00
03/17/2017	Earned	Leave Accrual Process	4.00	264.00
03/21/2017	Taken	Sick Leave	1.00	263.00
03/24/2017	Taken	Sick Leave	8.00	255.00
03/31/2017	Earned	Leave Accrual Process	4.00	259.00
04/14/2017	Earned	Leave Accrual Process	4.00	263.00
04/21/2017	Taken	Sick Leave	8.00	255.00
04/27/2017	Taken	Sick Leave	1.00	254.00
04/28/2017	Earned	Leave Accrual Process	4.00	258.00
05/12/2017	Earned	Leave Accrual Process	4.00	262.00
05/26/2017	Earned	Leave Accrual Process	4.00	266.00

4654 SOLANO, FRANCISCA 04/27/2009 VCA 157.00 120.00 101.00 0.00 176.00

Leave Date	Leave Type	Description	Amount	Balance
06/10/2016	Earned	Leave Accrual Process	5.00	162.00
06/10/2016	Taken	VACATION	2.00	160.00

Employee Leave Report
Date Range: 6/9/2016 - 6/9/2017

Employee #	Employee Name	Leave Accrual Date	Leave Code	Balance Forward	Earned	Taken	Adjustments	Balance
		06/24/2016	Earned			Leave Accrual Process		5.00
		07/08/2016	Earned			Leave Accrual Process		170.00
		07/26/2016	Taken			Vacation		162.00
		07/27/2016	Taken			Vacation		154.00
		07/28/2016	Taken			Vacation		146.00
		07/29/2016	Taken			Vacation		138.00
		08/01/2016	Taken			Vacation		130.00
		08/05/2016	Earned			Leave Accrual Process		135.00
		08/19/2016	Earned			Leave Accrual Process		140.00
		08/23/2016	Taken			Vacation		137.00
		09/02/2016	Earned			Leave Accrual Process		142.00
		09/12/2016	Taken			Vacation		134.00
		09/16/2016	Earned			Leave Accrual Process		139.00
		09/30/2016	Earned			Leave Accrual Process		144.00
		10/14/2016	Earned			Leave Accrual Process		149.00
		10/28/2016	Earned			Leave Accrual Process		154.00
		10/31/2016	Taken			Vacation		146.00
		11/11/2016	Earned			Leave Accrual Process		151.00
		11/25/2016	Earned			Leave Accrual Process		156.00
		12/09/2016	Earned			Leave Accrual Process		161.00
		01/06/2017	Earned			Leave Accrual Process		166.00
		01/20/2017	Earned			Leave Accrual Process		171.00
		02/03/2017	Earned			Leave Accrual Process		176.00
		02/17/2017	Earned			Leave Accrual Process		181.00
		03/03/2017	Earned			Leave Accrual Process		186.00
		03/17/2017	Earned			Leave Accrual Process		191.00
		03/31/2017	Earned			Leave Accrual Process		196.00
		04/14/2017	Earned			Leave Accrual Process		201.00
		04/27/2017	Carry Over			Leave Accrual Process	201.00	201.00
		04/28/2017	Earned			Leave Accrual Process		206.00
		05/01/2017	Taken			Vacation		198.00
		05/02/2017	Taken			Vacation		190.00
		05/03/2017	Taken			Vacation		182.00
		05/04/2017	Taken			Vacation		174.00
		05/05/2017	Taken			Vacation		166.00
		05/12/2017	Earned			Leave Accrual Process		171.00
		05/26/2017	Earned			Leave Accrual Process		176.00

5145 VALDEZ, BERNADETTE A 12/27/2016 SL 0.00 43.60 8.00 0.00 35.60

Leave Date	Leave Type	Description	Amount	Balance
01/06/2017	Earned	Leave Accrual Process	3.60	3.60
01/20/2017	Earned	Leave Accrual Process	4.00	7.60
02/03/2017	Earned	Leave Accrual Process	4.00	11.60
02/17/2017	Earned	Leave Accrual Process	4.00	15.60
02/27/2017	Taken	Sick Leave	8.00	7.60
03/03/2017	Earned	Leave Accrual Process	4.00	11.60
03/17/2017	Earned	Leave Accrual Process	4.00	15.60
03/31/2017	Earned	Leave Accrual Process	4.00	19.60
04/14/2017	Earned	Leave Accrual Process	4.00	23.60
04/28/2017	Earned	Leave Accrual Process	4.00	27.60
05/12/2017	Earned	Leave Accrual Process	4.00	31.60
05/26/2017	Earned	Leave Accrual Process	4.00	35.60

5145 VALDEZ, BERNADETTE A 12/27/2016 VCA 0.00 43.60 4.00 0.00 39.60

Leave Date	Leave Type	Description	Amount	Balance
01/06/2017	Earned	Leave Accrual Process	3.60	3.60
01/20/2017	Earned	Leave Accrual Process	4.00	7.60
02/03/2017	Earned	Leave Accrual Process	4.00	11.60
02/17/2017	Earned	Leave Accrual Process	4.00	15.60
03/03/2017	Earned	Leave Accrual Process	4.00	19.60

Employee Leave Report
Date Range: 6/9/2016 - 6/9/2017

Employee #	Employee Name	Leave Accrual Date	Leave Code	Balance Forward	Earned	Taken	Adjustments	Balance
		03/17/2017	Earned				Leave Accrual Process	4.00
		03/31/2017	Earned				Leave Accrual Process	4.00
		04/14/2017	Earned				Leave Accrual Process	4.00
		04/25/2017	Taken			T	Vacation	4.00
		04/28/2017	Earned				Leave Accrual Process	4.00
		05/12/2017	Earned				Leave Accrual Process	4.00
		05/26/2017	Earned				Leave Accrual Process	4.00
								23.60
								27.60
								31.60
								27.60
								31.60
								35.60
								39.60



Request for Proposals

**Distribution System Planning,
Design and Construction
Phase Engineering Services**

City of Las Vegas, New Mexico | 2017-30



June 20
2017



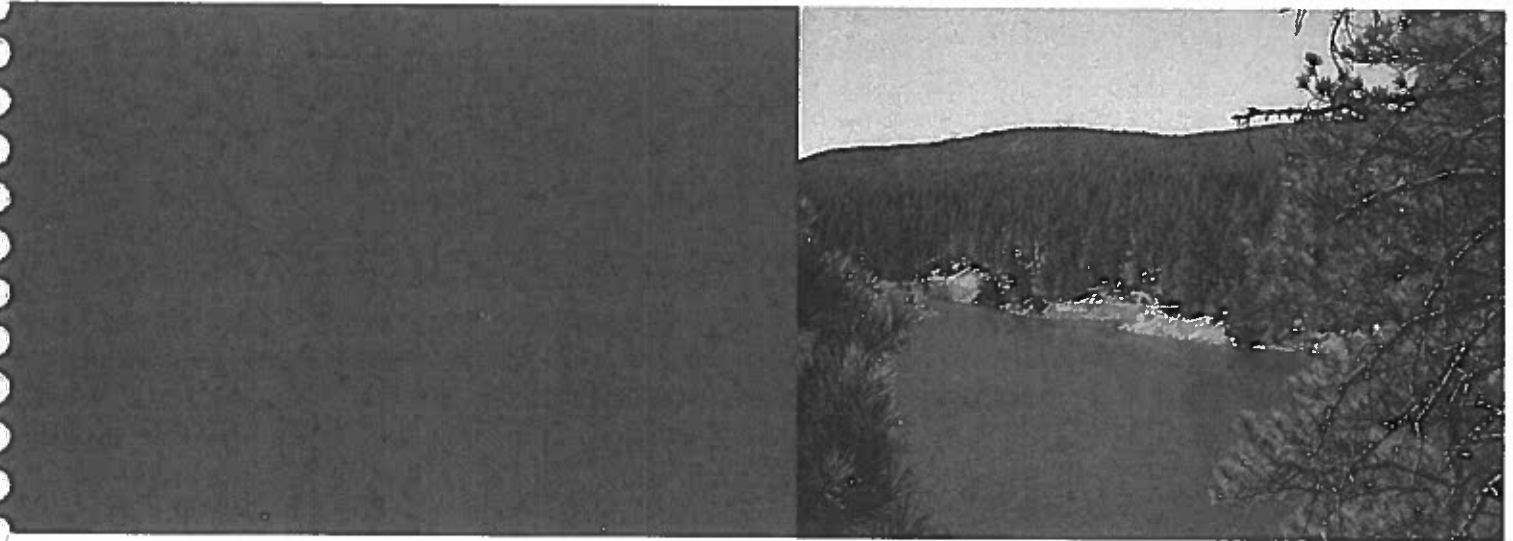


TABLE OF CONTENTS

Cover Letter 3

SECTION A Offeror’s Identification 4

SECTION B Personnel Experience 5

 Specialized Planning, Design, and Technical Competence 5

 Capacity and Capability 6

 Familiarity with the City of Las Vegas Utility and Infrastructure Systems 11

 Current Volume of Work with the City of Las Vegas 11

SECTION C Licenses 12

SECTION D Contractor’s Bonds 12

SECTION E Experience in Engineering/Architectural Services 12

 Past Record of Performance 12

SECTION F Experiences as Engineering/Architectural Consultant 13

 Examples of Related Projects 13

SECTION G Documentation 15

SECTION H Cost 15

SECTION I Financial 16

SECTION J Additional Information 17

 Other – Public Involvement/Presentations 17

 Other – Funding/Grant Administration 17

SECTION K Campaign Contribution Disclosure Form 18



June 20, 2017

Casandra Fresquez, City Clerk
City of Las Vegas
1700 N. Grand Avenue
Las Vegas, NM 87701

RE: Distribution System Planning, Design and Construction Engineering Services
Opening No. 2017-30

Dear Ms. Fresquez and Other Members of the Selection Committee:


HDR is pleased to present our qualifications to the City of Las Vegas (City) for the Distribution System Planning, Design and Construction Engineering services contract.

HDR's significant experience with water supply, storage, transmission, and distribution projects similar to the City's provides you with an effective teaming partner who will work collaboratively with the City in expanding and improving your municipal water distribution system. We are familiar with the various challenges the City faces and are uniquely qualified to assist the City with providing technically feasible, practical and cost-effective solutions to manage those challenges. Through our previous experience, HDR provides the City with the following benefits:


- **Key Factor:** Selecting an engineer with relevant and current experience on projects with similar scope.
HDR Approach: Provide the City with a highly qualified team that has extensive project experience for similar project elements expected by the City. HDR has completed several major distribution waterline and water transmission pipeline projects in the past few years with pipe diameters ranging between 8- and 60-inches.
City Benefit: A project team with extensive expertise in water distribution system planning, design, and construction including large-diameter water transmission pipelines which provide the City with a reliable resource they can rely on for all of the City's water system pipeline improvements.
- **Key Factor:** Provide a team that can anticipate challenges and develop effective solutions.
HDR Approach: HDR is familiar with the City's water system facilities and requirements through previous work history and team workshops with the City as well as site visits of the project area. We understand potential project constraints such as roads that require maintaining adequate traffic flow and the potential for challenging subsurface conditions (i.e. conflicts with existing utilities).
City Benefit: Innovative ideas coupled with practical experience with various types of construction methods for waterline installation and alternative material types will allow us to evaluate the feasibility of using condition assessment techniques as well as alternative construction methods and materials where the proposed distribution waterline installation presents challenges.
- **Key Factor:** Dedicated and responsive team.
HDR Approach: Project Manager, Gabe Alvarado, PE, and proposed team members have an established and trusted, working relationship with City staff including a unique knowledge of the City's processes and standards.
City Benefit: The City has a dedicated Project Manager that will be responsive to the City and a team committed to making sure the project will be completed successfully.

As you evaluate our proposal, we encourage you to examine HDR's ongoing commitment to innovation, quality, service and responsiveness to the City. We look forward to continuing our positive working relationship and partnership with the City to improve your infrastructure and your community.

Sincerely,
HDR ENGINEERING, INC.



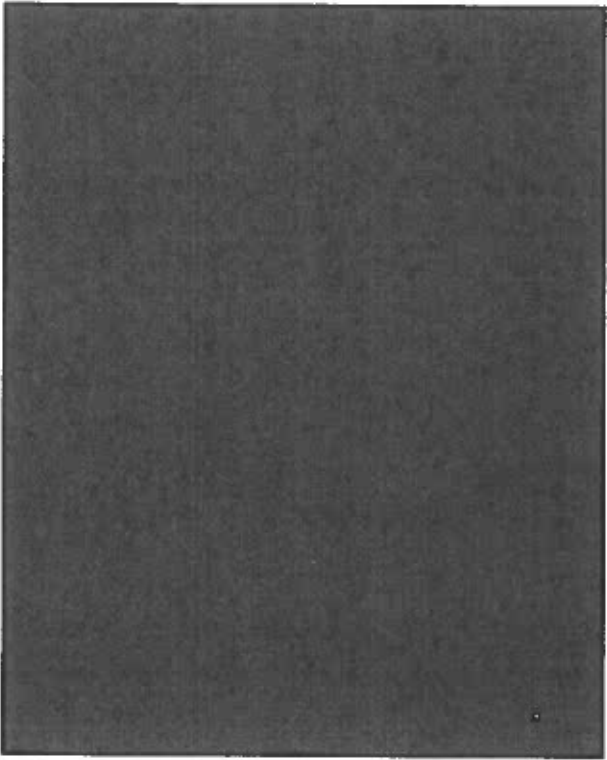
Chris Rodriguez, PE
Associate Vice President/Managing Principal



Gabe Alvarado, PE
Project Manager

hdrinc.com

2155 Louisiana Blvd. NE, Suite 9500, Albuquerque, NM 87110-5483
T 505.830.5400 F 505.830.5454



SECTION A

Offeror's Identification



OFFEROR INFORMATION

OFFEROR: HDR Engineering, Inc.

AUTHORIZED AGENT: Chris Rodriguez, PE

ADDRESS: 2155 Louisiana Blvd. NE, Suite 9500

TELEPHONE NUMBER (505) 830-5400

FAX NUMBER (505) 830-5430

DELIVERY: Hand -deliver June 20, 2017

STATE PURCHASING RESIDENT CERTIFICATION NO.: L1419087824

NEW MEXICO CONTRACTORS LICENSE NO.: N/A

SERVICE (S): PROPOSALS FOR DISTRIBUTION SYSTEM PLANNING, DESIGN AND CONSTRUCTION PHASE ENGINEERING SERVICES.

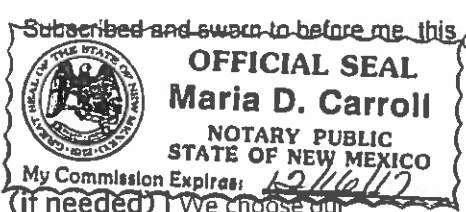
THE CITY OF LAS VEGAS RESERVES THE RIGHT REJECT ANY OR ALL PROPOSALS AND TO WAIVE ANY TECHNICAL IRREGULARITY IN THE FORM.

AFFIDAVIT FOR FILING WITH COMPETITIVE PROPOSAL

STATE OF New Mexico }
 COUNTY OF Bernalillo } ss

I, Chris Rodriguez of lawful age, being of first duly sworn in oath, say that I am the agent authorized by the offerors to submit the attached proposal. Affiant further states that the offeror has not been a party to any collusion among offerors in restraint of freedom of competition by agreement to a fixed price or to refrain from submitting a proposal; or with any city official or employee as to the quantity, quality or price in the prospective contract, or any other terms of said prospective contract; or in any discussion between offerors 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



[Signature]
 Notary Public Signature
 My Commission Expires: 12/16/17

Subconsultants (if needed) We choose our subconsultants based on technical skill, previous professional relationships, and a history of successful project completion. The following subconsultants will be called upon (if services are required).

Surveying/Mapping | CobbFendley and Associates is a consulting engineering and land surveying firm of over 250 professionals established in 1980 and located in Albuquerque, New Mexico. The firm has successfully completed thousands of surveys for public and private sector clients, including boundary, topographic, engineering design and utility surveys. CobbFendley uses innovative techniques including aerial photogrammetry, real-time kinematic (RTK) GPS, and 3D scanning technology to provide cost-effective solutions. New Mexico Contractor's License No. 369520; NM Resident Business Certificate No. L0961986096.

Geotechnical Services | Terracon, Inc. is an employee-owned company providing geotechnical, pavement, environmental, facilities engineering, and construction materials testing services to public and private entities throughout the United States. Formed in 1965, Terracon has grown to include a staff of more than 2,900 professional, technical, and support personnel. Terracon currently operates two full-service offices in New Mexico—Albuquerque and Las Cruces. Terracon's New Mexico offices have more than 50 staff members. City of Albuquerque License No. PTO022146; NM Resident Business Certificate No. L0318487504; Mike Anderson NM PE No. 12132

Section B, Capacity and Capability provides individual staff and subcontractor's responsibilities with line of authority and interface with City Staff.



SECTION B

Personnel Experience

Section B

Specialized Planning, Design, and Technical Competence

Since 1917, HDR has partnered with our clients to focus on meeting their needs in the most cost-effective and technically efficient manner possible. While HDR's offices support clients nationwide, we pride ourselves on continuing to provide our clients the responsiveness of a local firm who is engaged in the community and interests of our clients.

Since 1985, we have been serving New Mexico municipalities, counties, and state agencies developing strong personal and professional relationships in communities large and small all across the state. In addition to our local expertise and experience, our local professionals working in our offices in Albuquerque and Santa Fe, have immediate access to, and contact with nearly 10,000 professionals within HDR, many of whom are recognized national experts in all facets of planning and engineering.

In addition, HDR has unmatched expertise with water/waste water (WW) system planning, design and construction phase engineering services that include all the necessary disciplines such as traditional engineering for your water needs including construction observation. Our experienced project team, located in Albuquerque and Santa Fe, has the expertise to produce a successful deliverable for your engineering contract.

Timely responsiveness and cost-saving, innovative design services are what make our projects successful. By selecting HDR, you benefit from our:

- Practical solutions which maximize use of existing infrastructure and minimize O&M
- Full service company with all required disciplines to provide the City with simplified solutions to accommodate the challenging construction environment and funding limitations
- Experienced responsive, supportive team that has the availability and expertise to successfully deliver your tasks on-time
- Extensive experience with completing Preliminary Engineering Reports (PERs) with a successful track record approval from NMED as well as obtaining over \$60 million dollars in funding for our clients

Expertise in Designing Water Systems

Although water was once considered an abundant (if not unlimited) resource, population growth, drought, and shortages are straining our finite water supply. Water quality and quantity concerns are one of the largest environmental issues facing the United States—and especially the state of New Mexico—in the 21st century.

HDR draws upon extensive water system experience as well as industry-leading research, design and engineering expertise, to help owners develop and implement cost-effective solutions. As your water system consultant, HDR will take a fresh and informed look at your program and work with you to develop a customized, value-driven water system program based on your unique conditions and requirements.

In addition to finding new sources of water, public water systems must educate consumers on wise water use and audit their own business practices to better manage physical water loss and “paper” losses that result in lost revenue. HDR engineers and scientists are helping utility executives around the nation to reduce water, conserve, and manage our valuable water resources. HDR has completed numerous water pipeline and tank projects that include an evaluation of materials to reduce water loss, mitigate corrosion potential, and increase the life of the water supply infrastructure.

HDR's local Albuquerque office personnel have completed numerous water supply projects throughout the state of New Mexico including various types of water distribution and transmission piping, storage tanks, and water treatment facilities. Our recent experience completing several water distribution and transmission pipeline projects for numerous communities throughout the state of New Mexico gives the HDR team a unique perspective for your waterline improvements.

Our relevant past experience includes planning, permitting, funding assistance, design, construction and start-up services, specifically:

➤ Water Transmission & Distribution

Transmission Systems Planning

- Planning & Alignment Studies
- Pipelines, Tunnels & Intakes

Distribution Systems

- System Planning & Modeling
- Rehabilitation & Replacement
- Metering
- Leak Detection & Control
- Corrosion Control

➤ Water Supply and Treatment

Water Quality & Regulatory Compliance

- Master Planning & Monitoring Programs
- Water Quality Characterization
- Research & Development

Water Supply

- Surface Water & Groundwater Management
- Source Development
- Supply Planning & Development

Pump Stations & Flow Control

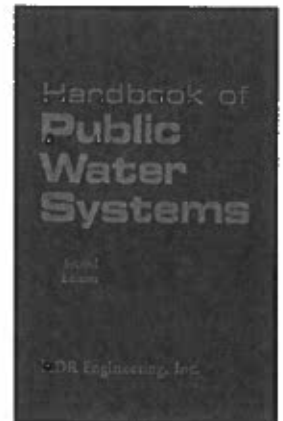
- Energy Management
- SCADA Systems

Finished Water Storage Facilities

- Underground Tanks
- Above-Ground Tanks
- Elevated Tanks

Treatment

- Facility Planning
- Pretreatment & Advanced Treatment
- Filtration, Membranes & Disinfection
- Emerging Contaminants
- Residuals Management /Operations & Controls



HDR literally wrote the book on the planning and design of drinking water. The latest edition of the Handbook of Public Water Systems was developed by HDR and published in 2001.

Capacity and Capability

Key Personnel Experience and Organization Chart

The City desires to work with an engineering consultant that provides cost-effective, accurate, and efficient program stewardship. The proposed HDR team is highly qualified and has the capacity and ingenuity to make sure the deliverables meet the project scope requirements, schedule, and costs, as well as exceed the City's expectations. We are responsive, collaborative, innovative, and resourceful.

The HDR team of fully-engaged experts is dedicated to developing concepts that address design issues and reduce construction costs without sacrificing functionality of the water system. In addition, the team has a long history of successfully working together on numerous water facilities throughout the State of New Mexico.

A few examples of HDR's team experience with water supply, storage transmission and distribution projects. Project Client	Planning / Modeling	Design	Construction
South Valley Water Expansion Bernalillo County	●	●	●
San Juan Chama Drinking Water Project Transmission Pipeline No. 4 City of Albuquerque	●	●	●
Navajo Nation Municipal Pipeline-Farmington Reach City of Farmington	●	●	●
Utility Improvements Angel Fire Public Improvement District	●	●	●
Auburn Avenue Waterline City of Farmington	●	●	●
Water System Improvements Expansion Town of Clayton	●	●	●
Water System Improvements Expansion, Ph 1 & 2 Town of Bernalillo	●	●	●
Bonito Water Pipeline Transmission USACE		●	●
Roswell Water Master Plan City of Roswell	●		
Edgewood Waterline Replacement City of Roswell		●	●
Glorieta MDWCA Drinking Water Greater Glorieta MDWCA	●	●	●

HDR's team offers:

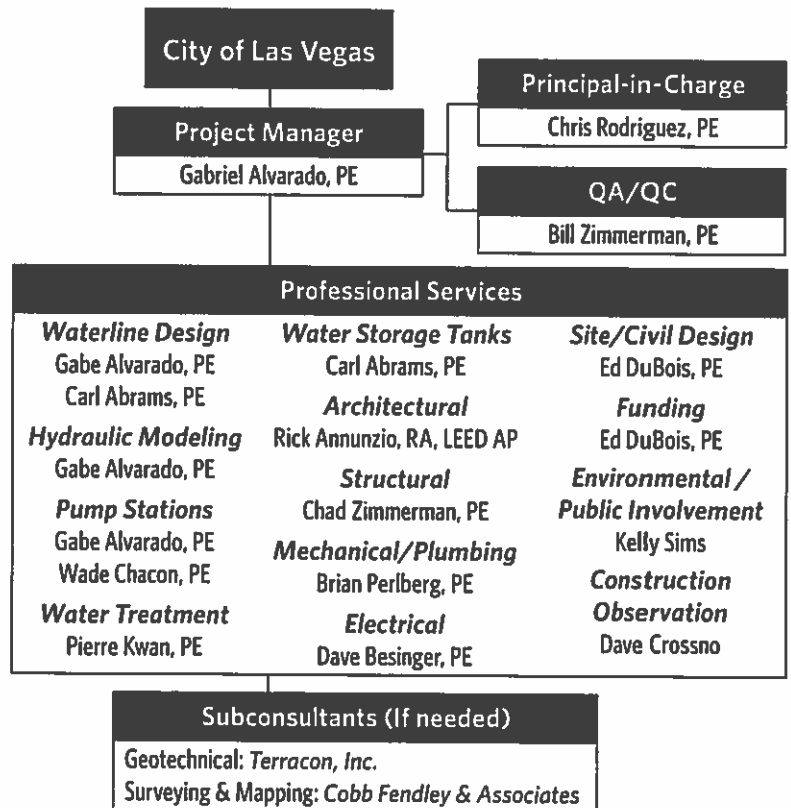
- ✓ A main point of contact, Gabe Alvarado, your designated project manager will ensure HDR's responsiveness to the City.
- ✓ A complete understanding of the design requirements for both small-diameter distribution waterline and large-diameter transmission pipeline improvement projects.
- ✓ Comprehensive knowledge of water distribution system operations including PRV's and system operating pressure requirements.
- ✓ Familiarity with City staff, policies, procedures, and specifications.
- ✓ Qualified engineers, architects, and technicians with problem-solving skills capable of meeting project challenges and available for immediate execution of design.
- ✓ Proven Quality Assurance and Quality Control (QA/QC) Procedures.
- ✓ Recognized procedures for Value Engineering and constructability reviews.

The organizational chart shows key team members and their respective roles and responsibilities with line of authority and interface with City staff. Brief resumes of their background and relevant experience including previous work for the City (*identified in bold and italics*) are below.

Gabriel Alvarado, PE, Project Manager | *As Project Manager, Gabe will manage all the daily activities associated with your engineering needs and will ensure that tasks are completed on schedule and within the available budget.*
Registration/Education: NM PE No. 17297 / B.S. Civil Engineering, New Mexico



State University
Background: Gabe is the Utility Management Services Business Class Manager for HDR's Albuquerque office. He has over 18 years of experience in the planning, analysis, and design of water distribution systems and wastewater collection systems. Previous projects have included the completion of hydraulic modeling, technical reports, preliminary design reports, plan and profile drawings, mechanical drawings, specifications and contract documents, cost estimating, and project scheduling.



Relevant Experience (Gabe Alvarado cont'd):

- City of Las Vegas: Advanced Oxidation at the Water Treatment Plant; Testing of Emerging Contaminants at the Wastewater Treatment Plant; IT Master Plan
- City of Carlsbad: Double Eagle Reservoir No. 3; WWTF Effluent Reuse PER and EID
- Town of Bernalillo: Water System Improvements Phase I and II
- City of Farmington: Auburn Street Waterline Improvements; NNMP Pipeline and 2 MG Storage Tank; BLM Waterline; Sandstone-Murray Waterline; 2P Zone Phase Waterline Improvements Phase I and II; Water Distribution System Hydraulic Model and Master Plan

- Bernalillo County: South Valley Water System Expansion; Arenal Storm Drain and Waterline Relocation Project
- ABCWUA: San Juan-Chama Drinking Water Project Transmission Pipeline No.4
- City of Albuquerque: Montessa Park Waterline Extension
- Navajo Engineering and Construction Authority: Testing and Disinfection Plan NNMP Schedule 1 and Schedules 2 through 6
- City of Roswell: Water System Hydraulic Model and Master Plan
- Chugach Management Services, JV: Low-Pressure Water Study, Steel and Concrete Water Storage Tank Rehabilitation

Chris Rodriguez, PE, Principal-in-Charge | As Principal-in-

Charge, Chris will be responsible for the administration of the contract. Chris has a thorough knowledge and understanding of the City's standards and procedures and will work closely with Gabe to ensure that appropriate resources are committed to the project. He will

work closely with Gabe to maintain the projects are meeting your goals and expectations, as he has done on the Advanced Oxidation at your Water Treatment Plant and the Testing of Emerging Contaminants at your Wastewater Treatment Plant.

Registration/Education: NM PE No. 16239 / M.S., Environmental Engineering, Georgia Institute of Technology

Background: Chris has over 23 years of experience in the wastewater and water industry. His experience includes engineering design and management experience associated with water and wastewater systems; soil and groundwater remediation; landfill systems; site grading and surface hydrology; and regulatory compliance. His duties include planning, engineering design, cost estimating, project and construction management, preparation of construction contract documents (including plans and specifications), technical report preparation, funding document preparation, regulatory agency coordination

and permitting, business/client development, and proposal preparation. Chris served as the project manager for the South Valley drinking water project that included water storage, transmission and distribution. **Relevant Experience:**

- City of Las Vegas: Advanced Oxidation at the Water Treatment Plant; Testing of Emerging Contaminants at the Wastewater Treatment Plant
- City of Carlsbad: Double Eagle Reservoir No. 3; Wastewater Treatment Facility Renovations
- Bernalillo County: South Valley Drinking Water Project; Arenal Storm Drain and Waterline Relocation Project
- ABCWUA: San Juan-Chama Drinking Water Project Transmission Pipeline
- City of Albuquerque: Montessa Park Waterline Extension
- City of Santa Fe: Buckman Direct Diversion Project
- City of Farmington: Auburn Street Waterline Improvements; NNMP Pipeline and 2 MG Storage Tank; Water Treatment Plant Evaluation
- Navajo Engineering and Construction Authority: Testing and Disinfection Plan NNMP Schedule 1 and Schedules 2 through 6
- Town of Clayton: Business Park Water and Sewer Improvements

Bill Zimmerman, PE, QA/QC | Bill brings a wealth of knowledge to the team having either served as lead engineer or senior technical advisor for numerous water projects in the state. As an independent reviewer, Bill will ensure that the project team follows HDR's stringent quality control procedures which will result in the production of a more complete and technically accurate deliverable to the City.



Registration/Education: NM PE No. 8051 / B.S. Civil Engineering, Drexel University

Background: Bill has more than 37 years of experience and is widely recognized throughout the state of New Mexico as a talented project manager and an expert in water and wastewater systems design. His management background includes overseeing the environmental section of a multidisciplinary consulting firm, managing several construction crews, and managing the design of water and sewer utility projects.

Relevant Experience:

- Bernalillo County: South Valley Water Expansion
- City of Carlsbad: Double Eagle Reservoir No. 3; WWTF Effluent Reuse PER and EID Study
- City of Albuquerque: Montessa Park Waterline Extension
- ABCWUA: San Juan-Chama Drinking Water Project Transmission Pipeline
- Town of Bernalillo: Water System Improvements - Phases I and II
- City of Farmington: BLM Waterline; Sandstone-Murray Waterline; NNMP Pipeline and 2 MG Storage Tank; Farmington Water Treatment Plant Evaluation; 1C and 4C Water Storage Tank Evaluation
- Angel Fire Public Improvement District: Technical Management and Oversight of Infrastructure improvements (including waterlines, water tanks, and fire hydrants)

Carl Abrams, PE, Waterline Design

Registration/Education: NM PE No. 13617 / B.S. Civil Engineering, New Mexico State University

Background: Carl has over 28 years of experience which includes water and wastewater treatment and conveyance systems; assessment and remediation of water and soils; on-site septic systems; solid waste design and construction; mine operations closure and reclamation; and site grading and development. His responsibilities include client coordination, design, construction scheduling and cost estimating, bid administration services, and construction

administration. He also has extensive experience with contract documents, including plans, specifications, bid documents, and record drawings. **Relevant Experience:**

- ♦ ABCWUA: San Juan-Chama Drinking Water Project Transmission Pipeline No. 4
- ♦ Village of Angel Fire – Angel Fire Public Improvement District: Technical Management and Oversight of Infrastructure Improvements
- ♦ Bernalillo County: South Valley Water Expansion Study; Arenal Storm Drain and Waterline Relocation Project
- ♦ Navajo Engineering and Construction Authority: Testing and Disinfection Plan NNMP Schedule 1 and Schedules 2 through 6

Wade Chacon, PE, Pump Stations

Registration/Education: NM PE No. 17857 / B.S. Civil Engineering, University of New Mexico

Background: Wade has over 17 years of experience and has served as a Project Manager/Project Engineer with experience in preliminary engineering reports, design services and construction administration services. Previous projects include design of water distribution systems, sanitary sewer pump stations, gravity and vacuum sewer systems, pipelines, wastewater treatment facilities, and odor control stations.

Relevant Experience:

- ♦ City of Carlsbad: Wastewater Treatment Facility Renovations; WWTF Effluent Reuse PER and EID Study, WWTF Effluent Reuse PER and EID Study; Effluent Reuse Phase 5A and 5B
- ♦ City of Santa Fe: Buckman Direct Diversion San Juan Chama Water Treatment Project
- ♦ Los Alamos National Laboratory: Sanitary Effluent Reclamation Project;
- ♦ Bernalillo County: South Valley Water
- ♦ City of Tucumcari: Water Trust Board Effluent Reuse

Pierre Kwan, PE, Water Treatment

Registration/Education: OR PE No. 85841, WA PE No. 40387 / M.S. Civil Engineering University of Washington, B.S., Civil Engineering, Ohio State University

Background: Pierre is one of HDR's leading experts in the area of water quality analysis, membrane pilot studies and membrane system design. He has extensive experience in the area of process evaluation and design of surface water and groundwater treatment systems throughout the United States. **Relevant Experience:**

- ♦ City of Las Vegas, NM: Water Treatment Plant Oxidation Project

- ♦ Bureau of Reclamation: Pojoaque Basin Regional Water System – Water Treatment Plant Pilot Study
- ♦ Town of Bernalillo: Arsenic Treatment System Evaluation
- ♦ Central Arizona Project: Water Treatment System Improvements
- ♦ Salt River Pima Maricopa Indian Community: Zone 2 Water System Improvements
- ♦ West Basin Municipal Water District: Reverse Osmosis Pretreatment System Evaluation
- ♦ City of Port Townsend: Water Treatment Plant Design
- ♦ Tacoma Public Utilities: South Tacoma Groundwater Treatment Facilities

Rick Annunzio, RA, LEED AP, Architectural

Registration/Education: RA NM No. 5411 / B.A., Architecture, Kent State University

Background: Rick has provided architectural design services on many wastewater treatment projects throughout the country. With his extensive background, he has become versed in the Unified Facility Criteria (UFC) requirements, specification system, various A/E/C CAD Standards, and High Performance

and Sustainable Building Program. Rick's background spans architectural design, construction documentation, construction administration, and coordination of work with engineers and contractors. **Relevant Experience:**

- ♦ City of Farmington: WWTP Phase III
- ♦ City of Santa Fe: Anaerobic Digesters
- ♦ City of Boerne, TX: WWTRC Expansion
- ♦ City Gainsville, TX: WTP Expansion

Chad Zimmerman, PE, Structural

Registration/Education: TX PE No. 114642 / M.S.-B.S., Civil Engineering, University of Texas, San Antonio

Background: Chad has 12 years of experience that includes industrial type projects such as mechanical and equipment buildings, warehouses, and water/wastewater plants. He has specific design experience in: retaining wall design; construction administration inspecting placement of reinforcement for

concrete structures, concrete building design for above and below-grade buildings, steel and concrete moment frames and steel concentrically braced frames for new buildings; and finite element analysis modeling for concrete foundations and walls. **Relevant Experience:**

- ♦ City of Farmington: WWTP Phase III
- ♦ City of Santa Fe: Anaerobic Digesters
- ♦ City of Boerne, TX: WTRC Expansion/Process Upgrades
- ♦ City of Houston, TX: No. 74 Water Control & Improvement District WWTP Design and Construction

Brian Perlberg, PE, Mechanical/Plumbing

Registration/Education: NM PE (Mechanical) No. 23176 / B.S., Mechanical Engineering, Iowa State University

Background: With over 15 years of experience, Brian is an accomplished project manager and lead mechanical engineer for projects

ranging from \$500,000 to \$270 million in construction budget. His specialty is the preparation of mechanical designs for

wastewater treatment facilities. He is experienced in working under a variety of project delivery methods including accelerated delivery, design-build and multiple-package projects.

Relevant Experience:

- City of Farmington: WWTP Phase III Improvements
- City of Santa Fe: Anaerobic Digesters
- City of Boulder, CO: Betasso WTP Upgrades
- City of Abilene, TX: Hamby WWTP Improvements
- City of Midland, TX: Water Pollution Control Plant

Dave Besinger, PE, Electrical Engineering

Registration/Education: AZ PE No. 26138 and TX PE No. 52236 / B.S., Electrical Engineering, University of Kansas

Background: David has over 35 years of total experience, most of which involved the design of electrical and instrumentation systems for

water and wastewater treatment plants and pump stations, and other related facilities. His responsibilities include power distribution, control schematics, lighting, developing P&ID's

for instrumentation and control systems, programmable logic controllers (PLCs) and SCADA Systems design. Also included are specification writing, quality control, and construction-related services. **Relevant Experience:**

- City of Carlsbad: WWTF Renovations
- City of Tucumcari: WWTP Improvements
- City of Farmington: WWTP Improvements
- Pueblo of Isleta: WWTP Expansion/Improvements
- City of Santa Rosa: WWTF Improvements
- City of Santa Fe: WWTP Expansion

Ed DuBois, PE, Site/Civil Design, Funding

Registration/Education: NM PE No. 17615 / B.S. Civil Engineering, University of New Mexico

Background: Ed has over 18 years of engineering design, including wastewater treatment and collection systems including low pressure systems, site utilities and site design, water

supply and distribution systems, transportation and hydrology. He has been responsible for overall project management including engineering design and analysis, construction plans, cost estimating, client development, funding, and permitting in

projects. **Relevant Experience:**

- Bernalillo County: South Valley Water System Expansion
- ABCWUA: San Juan-Chama Drinking Water Project Transmission Pipeline No.4
- Village of Angel Fire: Angel Fire Public Water and Sewer Improvements Project
- Town of Clayton: Wastewater Reuse Project; Business Park Water and Sewer Improvements
- Sandia Resort Hotel and Expansion: Design and Construction Related Services

Kelly Sims, Environmental Documentation/Public Involvement

Education: M.P.A., Public Administration, and B.A., Sociology, University of New Mexico

Background: Kelly has over 14 years of experience. She prepares and contributes to National Environmental Policy Act (NEPA) documents to comply with requirements of

funding agencies. She provides document control and technical writing support for a variety of environmental, water, and transportation projects. In addition, Kelly has developed and managed agency coordination, public involvement and public relations programs. She has written and implemented public involvement plans, conducted stakeholder analysis and outreach,

and planned and coordinated numerous public meetings and workshops. She has developed and written various project materials including project brochures, fact sheets, surveys, handouts, newsletters, advertisements, and press releases.

Relevant Experience:

- Bernalillo County: Bridge Project and Bridge Boulevard Corridor Redevelopment Plan; Alameda Trail
- ABCWUA: San Juan-Chama Drinking Water Project Transmission Pipeline No.4
- City of Carlsbad: WWTF Effluent Reuse PER and EID Study
- City of Farmington: Master Drainage Plan
- Town of Bernalillo: Main Street Streetscape Phase I and Phase II Public Involvement

Dave Crossno, Construction Observation

Certifications: ACI Concrete Field Testing Technician—Grade 1, ACI Concrete Lab Technician—Grade 1, ACI Concrete Strength Testing Technician, ACI Aggregate Testing Technician, NMDOT Aggregate Testing Technician, NMDOT Soil Testing Technician (a

complete listing of Dave's certifications are located in Section G) **Background:** Dave has over 30 years of construction inspection experience including inspection of paving, utilities, water systems, sewer line, and storm systems for roadway and bridge projects. He has performed numerous soil compaction tests

for asphalt and concrete placement and serves as HDR's Senior Construction Inspector. **Relevant Experience:**

- Greater Glorieta MDWCA: Glorieta MDWCA Drinking Water Project
- Town of Clayton: Business Park Water and Sewer Improvements
- Village of Logan: Wastewater Collection and Treatment System Improvements Phase I and II
- ABCWUA: San Juan-Chama Drinking Water Project Transmission Pipeline No. 4
- City of Carlsbad: Wastewater Treatment Facility Renovations

Plan to Perform Services - Project Approach

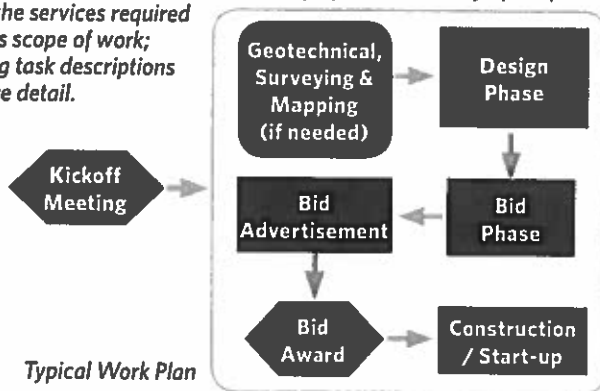
HDR's approach to the completion of the distribution system planning, design and construction engineering services contract will provide the City with the following key benefits:

- ✓ A thorough understanding of the City's goals and objectives for future water system improvements projects based on previous work history with the City.
- ✓ Proven and extensive experience with the planning, design, and construction of both small-diameter distribution waterlines and large-diameter water transmission pipelines.
- ✓ HDR's commitment to completing the project in a timely manner.

HDR's goal for this contract is to provide the City with a well-executed, cost-effective approach that will provide technically feasible, practical, and cost-effective solutions for the distribution waterline improvements while ensuring that our effort is focused on producing the highest-quality product. We will achieve this by:

- Working closely with City staff from the beginning of the project through the construction phase to ensure that project drivers and the City's goals are achieved in a cost-effective and practical manner.
- Leveraging our knowledge and experience with the planning, design, and construction of small-diameter distribution and large-diameter water transmission pipelines on recently completed water infrastructure projects in New Mexico and throughout the nation.
- Implementing the most technically feasible and cost-effective alternatives.
- Executing a practical, phased approach that is consistent with available funding and dynamic schedule and permitting requirements.
- Capitalizing on our experience and positive working relationships with both local and federal regulatory and funding agencies.
- Utilizing our knowledge and experience with the City as well as local contractors and equipment suppliers.

HDR has developed a general workplan for completing the various distribution projects you have identified which is summarized in the workflow diagram below. This diagram is a graphical summary of our plan to perform the services required for the City's scope of work; the following task descriptions provide more detail.



Kick-off Meeting | HDR will conduct a kick-off meeting with the City to review the project scope and schedule and maintain the project requirements and expectations are met. The kickoff meeting will involve all stakeholders impacted by the project including City Staff. The meeting will include the following:

- define project goals, expectations, and constraints
- review project schedule
- review funding requirements
- data gathering
- public involvement plan (if required)

Design Phase | The design phase will include preparation of construction documents, plans, and specifications for your project. Development of 30%, 60%, 90% and final design submittals will be completed. With each succeeding submittal, HDR will incorporate any comments from the City's review of the previous submittal into the ongoing design effort. All of the City's and appropriate agency including review comments will be addressed prior to issuing the final construction contract documents (plans and specifications) for bidding. The engineer's opinion of probable costs will also be provided to the City.

Bid Phase | HDR will assist the City with project bidding and will include the following tasks:

- Prepare bid advertisement
- Attend pre-bid meeting
- Prepare pre-bid meeting minutes
- Provide clarifications regarding construction contract documents during bidding
- Prepare addenda (if required)
- Attend bid opening
- Prepare bid tabulation
- Recommendation of Award Letter

Construction/Start-Up Phase | HDR will assist the City with construction administration services which will include the following tasks:

- Attend pre-construction meetings
- Review shop drawing submittals
- Provide clarifications to contractor questions
- Respond to Request for Information (RFI's)
- Periodic site visits
- Provide part and /or full time construction observation
- Attend construction coordination meetings
- Review contractor's pay applications
- Review contractor changes as required
- Issue field orders as required
- Complete final walkthrough and prepare punch list
- Prepare record drawings
- Provide assistance with start-up, training, and operation (HDR has certified operations staff that will assist with start-up, training, and troubleshooting)

Past Record and Performance

Ability to Meet Schedules



HDR has the capacity, capability and is committed to providing high-quality projects with a quick turnaround or fast-track schedule. Delivering high-quality projects on time and within budget requires managing both resources and time, providing sufficient staff resources, communicating with the client and among all team members, and having the proper mix of technical expertise.

We are committed to meeting and exceeding your expectations for this contract, which are connected to the schedule and budget. We take great care in defining and developing a proper plan to manage all the tasks identified in your scope of work (SOW) which is critical to the success of your distribution system projects.

We employ several tried and tested tools that have been successful in managing scope, schedule, and budget on past projects including developing a project management plan and conducting team meetings/workshops which are described below in further detail.

The Project Management Plan offers a road map for how we will complete the tasks required for the project. Through regular team meetings/workshops with the City and other project partners, as needed, the team will continually monitor the progress of the project to ensure all project activities are managed to stay on schedule to meet all milestones and on budget.

As soon as we receive a Notice to Proceed (NTP), a Project Management Plan is prepared by the PM, Gabe Alvarado, PE. The plan provides project information, background and description, team members, communication, scope of services, task assignments, schedule, QC plan and budget. This document is transmitted to all team members for an efficient start to the project.

Team meetings/workshops will be conducted frequently (or as needed) with the City and all relevant team members, in person or by conference call, to coordinate and discuss your critical project elements. This open and honest communication greatly assists communicating expectations and goals to make sure project activities are completed on time and within budget. Including members of all disciplines proves to facilitate efficient communication and prevent oversights which could impact the schedule and budget of the project.

Your Project Manager, Gabe Alvarado, PE will maintain responsibility that individual tasks progress on time. He will communicate with City staff through frequent conference calls and meetings to discuss overall project status for an efficient and successful delivery of your projects.



We have found that this project management approach is effective in completing projects on time and within budget, which is directly related to our client's overall satisfaction.

Familiarity with the City of Las Vegas

In 2013, the City selected HDR as one of the engineering firms for the On-Call Design Professional Services Contract for Water, Wastewater, Gas, and Solid Waste and for the PER WTP Improvement Projects. Through this work, HDR has gained familiarity and insight into the City's infrastructure needs. HDR has completed multiple projects in support of the contract for the PER WTP Improvements Project.

As a part of the Water and Wastewater Advanced Oxidation Treatment Project, HDR performed both bench scale and pilot scale testing for the surface water treatment plant along with recycled water using conventional treatment process and advanced oxidation treatment processes. The testing was completed to evaluate the effectiveness of enhanced coagulation for reducing total organic carbon (TOC) levels and associated disinfection by-product (DBP) formation and the use of advanced oxidation ozone and UV/peroxide processes to mitigate DBP formation. Bench-scale treatability testing of treated wastewater was also conducted using the City's current water treatment process both with and without advanced oxidation for future consideration of indirect potable reuse as part of the city's overall water resource management strategy.

HDR has been providing on-going support for the City's WTP facility including completing an evaluation of the City's chemical feed rates and performed bench-scale testing to optimize the alum dosing rate and dosage of chlorine for pre-oxidation. HDR also completed an evaluation and provided guidelines for reducing the backwash cycles which resulted in a cost savings and minimized the amount of water wasted by the backwash process.

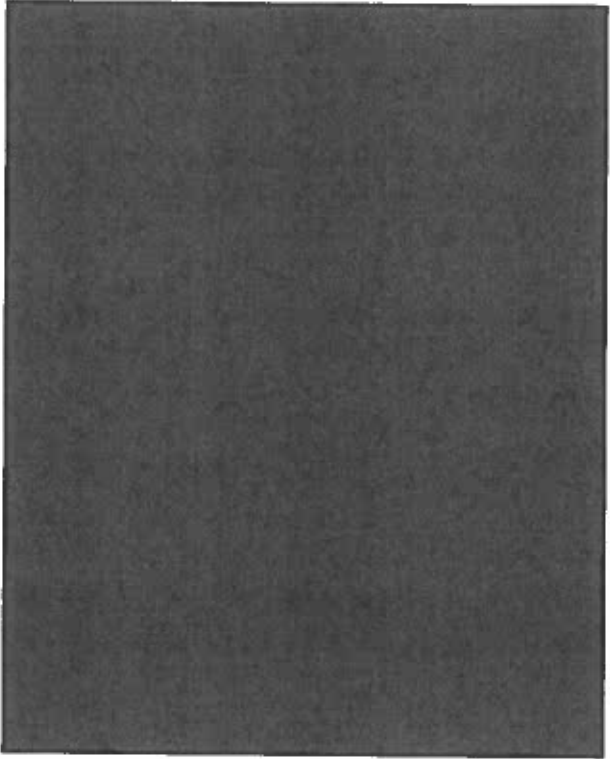
HDR has a distinguished reputation for establishing long-lasting community partnerships with great communities throughout New Mexico including Farmington, Clayton, Roswell, Santa Fe, Logan, and many others. We have met with City of Las Vegas staff multiple times over the past several years and discussed the overall needs of the City, funding mechanisms, and the importance of these improvements to the City's infrastructure. **We also completed a preliminary assessment of the City's information management system to assist the City with implementing a program to effectively manage the City's overall utility system. HDR developed extensive knowledge of the City's utility system through this effort and can help the City with asset management, condition assessment, planning, design, and construction of the water system.** We are excited about the opportunity to assist the City of Las Vegas and look forward to engaging our renowned engineering team to meet the City's needs and goals.

Current Volume of Work with the City of Las Vegas

As of June 20, 2017, HDR is not under contract for any work for the City of Las Vegas that is not 75% complete.

HDR's recent work with the Water and Wastewater Advanced Oxidation Treatment Projects provides you with a knowledgeable and experienced team ready to provide effective and feasible solutions to your water distribution challenges.





SECTION C

Licenses

SECTION D

Contractor's Bonds

SECTION E

Experience in Engineering /
Architectural Services

Sections C, D, and E

Section C

The following list of licenses/certifications are of the key personnel shown on the organizational chart on page 6.

Gabriel Alvarado, PE, Project Manager

New Mexico PE No. 17297, California PE No. 65529

Chris Rodriguez, PE, Principal-in-Charge

New Mexico PE No. 16239

Bill Zimmerman, PE, QA/QC

New Mexico PE No. 8051

Carl Abrams, PE, Waterline Design

New Mexico PE No. 13617

Wade Chacon, Pump Stations

New Mexico PE No. 17857

Pierre Kwan, PE, Water Treatment

Oregon PE No. 85841, Washington PE No. 40387

Rick Annunzio, RA, LEED AP, Architectural

RA New Mexico No. 5411

Chad Zimmerman, PE, Structural

Texas PE No. 114642

Brian Perlberg, PE, Mechanical/Plumbing

New Mexico PE (Mechanical) No. 23176

Dave Besinger, PE, Electrical Engineering

Arizona PE No. 26138

Texas PE No. 52236

Ed DuBois, PE, Site Civil

New Mexico PE No. 17615

Dave Crossno, Construction Observation

ACI Concrete Field Testing Technician—Grade 1

ACI Concrete Lab Technician—Grade 1

ACI Concrete Strength Testing Technician

ACI Aggregate Testing Technician

NMDOT Aggregate Testing Technician

NMDOT Soil Testing Technician

NMDOT HMA (Asphalt/Superpave) Technician, Troxler and

Seaman Nuclear Densometer

American Red Cross CPR/AED

American Red Cross Standard First Aid

Troxler Radiation Safety Officer

NMDOT Superpave Mix Design Analysis

Superpave Mix Design Workshop

NECEP, BNSF Safety Training, 10-Hour OSHA Safety

Section D

Contractor's Bonds are not applicable to this proposal.

Section E

Past Record of Performance

As previously mentioned, HDR has been serving New Mexico municipalities, counties and state agencies since 1985. We are pleased to provide the following references as requested. The references below represent a few of the examples of related projects described in Section F-Experiences as an Engineering/Architectural Consultant.

- ♦ NAVAJO NATION MUNICIPAL PIPELINE — FARMINGTON REACH PIPELINE AND 2 MG TANK (2008-2012)
- ♦ AUBURN AVENUE WATERLINE (2008-2009)
- ♦ HYDRAULIC MODEL AND WATER SYSTEM MASTER PLAN (2004-2007)

Jeff Smaka, City of Farmington

800 Municipal Drive, Farmington, NM 87401

505.599.1283 | email: jsmaka@fmtn.org

- ♦ SOUTH VALLEY WATER EXPANSION (2002-2010)

Brad Catanach, Bernalillo County Public Works

2400 Broadway Blvd SE, Albuquerque, NM 87102

505.848.1518 | email: bradc@bernco.gov

- ♦ WATER SYSTEM IMPROVEMENTS (2005-2012)

Maria Rinaldi, Town of Bernalillo

P.O. Box 638, Bernalillo, NM 87004-0638

505.867.3311 Ext. 133 | email: mrinaldi@townofbernalillo.org

- ♦ DOUBLE EAGLE RESERVOIR NO. 3 (2006-2010)

Luis Camero, Director of Public Works, City of Carlsbad

101 N. Halagueno Street, Carlsbad, NM 88220

505.885.6262 | email: lrcamero@cityofcarlsbadnm.com

- ♦ WATER DISTRIBUTION SYSTEM HYDRAULIC MODEL AND WATER SYSTEM MASTER PLAN (2007-2008)

Art Torrez, Water & Wastewater Manager, City of Roswell

2306 East College Avenue, Roswell, NM 88202

575.910.5067 | email: a.torrez@roswell-nm.gov

- ♦ TECHNICAL MANAGEMENT AND OVERSIGHT OF UTILITY AND TRANSPORTATION INFRASTRUCTURE IMPROVEMENTS, ANGEL FIRE PUBLIC IMPROVEMENT DISTRICT (2004-2012)

Rick Tafoya, Public Works Director, Village of Angel Fire

PO Box 610, Angel Fire, NM 87710

575.377.2305 | email: rtafoya@angelfirenm.com

- ♦ POJOAQUE BASIN REGIONAL WATER SYSTEM (PBRWS/AAMODT) WATER TREATMENT PILOT STUDY, HORIZONTAL COLLECTOR WELL STUDY AND NEPA STUDY (2014-2016)

Lam Ho, PE, Project Engineer, Bureau of Reclamation

555 Broadway Blvd NE, Albuquerque, NM 87102

505.462.3617 | email: lho@usbr.gov

- ♦ BUCKMAN DIRECT DIVERSION—SAN JUAN CHAMA WATER TREATMENT PROJECT (2008-2011)

Rick Carpenter, City of Santa Fe

PO Box 909, Santa Fe, NM 87504

505.955.4206 | email: rrcarpenter@santafenm.gov



SECTION F

Experiences as Engineering /
Architectural Consultant

Section F

Specialized Planning, Design, and Technical Competence

The HDR team is prepared to deliver on each of these key success items for your project. We offer:

- ✓ Outstanding project management to ensure that City staff has frequent communication, and that the overall project remains on-schedule and on-budget.
- ✓ A company that works as a true team member, working collaboratively with the City with an understanding of the importance of partnering and cooperation to ensure a successful project.
- ✓ A consultant that anticipates problems, develops creative solutions, and minimizes the City's risk.
- ✓ A team with extensive experience with water supply, treatment, storage, transmission and distribution waterlines including water quality considerations in the pipeline system.
- ✓ A team skilled at meeting a compressed schedule to save time and money.
- ✓ Constructability reviews that will foster competitive bids, minimize field and change orders, and eliminate construction surprises.
- ✓ Value Engineering reviews that will focus on enhancing the operability, reliability, and cost-effectiveness of the water distribution system.
- ✓ Construction inspection that will maintain the integrity of the project design.
- ✓ Extensive experience with completing Preliminary Engineering Reports (PERs) with a successful track record approval from NMED as well as obtaining over \$60 million dollars in funding for our clients

Examples of Related Projects

HDR has been working locally for NM communities throughout the state for over 25 years and has worked on both large and small water supply storage, transmission and distribution projects to meet the challenging water supply needs throughout the state. The projects listed in this section reflect our recent water experience that contain the same project elements as your projects.

NAVAJO NATION MUNICIPAL PIPELINE — FARMINGTON REACH PIPELINE AND 2 MG TANK

City of Farmington, New Mexico

HDR provided professional engineering services to the City of Farmington for the design of 13,000 LF of new 30-inch and 24-inch PVC water transmission pipeline and a new 2-million-gallon water storage tank in association with the Navajo Nation Municipal Pipeline (NNMP) project. The NNMP project is a component of the Animas-La Plata project being administered by the U.S. Bureau of Reclamation.



The portion of the NNMP within the City of Farmington is referred to as the Farmington Reach. The Farmington Reach pipeline was constructed to supply water to the Navajo Nation in accordance with the requirements of Section 15(b) of the Colorado Ute Settlement Act Amendments of 2000. The new pipeline was required to replace an existing 18-inch-diameter pipeline that was owned and operated by the City of Farmington, which was used to convey water to the Navajo Nation through a contract with the Navajo Tribal Utility Authority (NTUA). The Farmington Reach pipeline is approximately 2.8 miles in length and was installed in the vicinity of Municipal Drive and Apache Street within the City of Farmington.

The City required the construction of a new 2 million-gallon (MG) water storage tank to mitigate the operational impacts to the City's water treatment plant, namely the increase in required production capacity resulting from the requirement to increase the flow to the NTUA. The City elected to construct a pre-stressed concrete water storage tank in lieu of welded steel. The pre-stressed concrete tank was designed and constructed according to the requirements of AWWA D110.

HDR completed final design and developed contract documents (plans and specifications) for the new waterline and the 2 MG water storage tank. HDR provided support to the City during the bidding phase of the project and also provided full-time construction observation for the pipeline and tank during the construction phase of the projects.

AUBURN AVENUE WATERLINE

City of Farmington, New Mexico

HDR provided professional engineering services to the City of Farmington for the design of 12,000 linear feet (LF) of new 18-inch PVC waterline and appurtenances within Auburn Avenue in the City of Farmington. The waterline was required to provide additional capacity in the water system based on the need to support expansion of the City's existing power plant located near Lake Street and Murray Drive. HDR prepared contract documents for the installation of the new waterline from 20th Street to Murray Drive. The project included the completion of plan and profile drawings for the waterline and appurtenances (including isolation valves, fire hydrants, service connections, and connections to existing waterlines). HDR completed final design in a period of two months to facilitate an accelerated schedule as requested by the City of Farmington.



SOUTH VALLEY WATER EXPANSION

Bernalillo County Public Works, New Mexico

HDR provided professional engineering services to Bernalillo County Public Works Department for the South Valley Water System Expansion project. The project consisted of extending the existing Albuquerque metropolitan area water utility system to Bernalillo County's South Valley. Phase 1 consisted of the evaluation of alternatives for water supply, storage, and conveyance systems. This included public involvement through a series of public meetings and presentations, hydraulic analysis and modeling of system alternatives, analysis of water usage data, population and water system demand projections, and the preparation of an environmental information document (EID) in accordance with National Environmental Policy Act (NEPA) requirements. Phase 2 consisted of phased design services for the required water system infrastructure, which included the preparation of plans and specifications for construction contract documents. Water system infrastructure a 36" and 42" transmission pipeline, approximately 29,000 LF with a river crossing by HDD trenchless technology.



HYDRAULIC MODEL AND WATER SYSTEM MASTER PLAN

City of Farmington, New Mexico

HDR developed a hydraulic model and master plan for the City's water distribution system. One of the City's key drivers for developing the hydraulic model, was its ISO rating, as determined by the Insurance Services Office (ISO). The ISO requires that cities submit data on the flow capabilities of their fire hydrants. The availability of hydraulic modeling data reduced the number of hydrant flow tests that the City had to perform in the field, resulting in time and cost savings for the City.

HDR also compiled a comprehensive inventory of the existing water distribution system facilities, completed a thorough evaluation of population and land use data to establish the City's current and future water demand, evaluated the City's water treatment and storage capacity, evaluated the fire flow capacity of the system, and developed improvements for optimizing operation of the system. The hydraulic model was evaluated for current and future conditions encompassing a 20-year planning horizon. A capital improvement plan containing planning level estimates of cost for the recommended improvements was also completed.



WATER SYSTEM IMPROVEMENTS

Town of Bernalillo, New Mexico

Under the Town's Engineering Services On-call contract, HDR provided professional engineering services for the multiple-phase, water system improvements project. Phase I of the project consisted of replacement of approximately 5,500 LF of existing two-, four-, and six-inch water pipeline. Phase 2 included replacement of approximately 6,500 LF of existing water pipeline. For both phases, the pipeline materials consisted of asbestos cement and galvanized steel pipeline. Both phases included replacement of existing fire hydrants, addition of new fire hydrants, and the installation of new isolation valves at various locations throughout the Town's system. HDR provided final design, regulatory agency support, environmental documentation, bidding assistance, and full-time field observation during construction of these Community Development Block Grant (CDBG) funded projects.



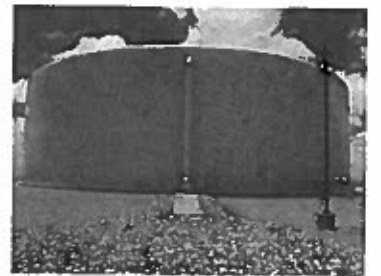
DOUBLE EAGLE RESERVOIR NO. 3

City of Carlsbad, New Mexico

HDR was retained by the City of Carlsbad to provide professional engineering services to complete an assessment of the conditions of the Double Eagle water system and determine the required capacity for a new 2 MG storage reservoir, identify the location for the new storage reservoir, and complete final design for the new reservoir.

As a part of this project, HDR completed:

- Development and evaluation of a hydraulic model of the Double Eagle Water System to acquire a thorough understanding of the system hydraulics.
- Evaluation of reservoir configurations and size, construction types, and life cycle costs to identify the best value solution to the City of Carlsbad.
- A reservoir siting analysis to identify the optimal location for the new reservoir based on meeting the operational needs of the system and providing service to the customers.
- Bid documents (drawings and technical specifications) for construction of the new reservoir.



HDR also provided support during the bidding phase of the Double Eagle Reservoir No. 3 project and completed site visits during construction.



SECTION G
Documentation

SECTION H
Cost



Section G

NAME/ROLE	EDUCATION/CERTIFICATIONS
Gabriel Alvarado, PE Project Manager	B.S. Civil Engineering, New Mexico State University
Chris Rodriguez, PE Principal-in-Charge	M.S., Environmental Engineering, Georgia Institute of Technology
Bill Zimmerman, PE QA/QC	B.S. Civil Engineering, Drexel University
Carl Abrams, PE Waterline Design	B.S. Civil Engineering, New Mexico State University
Wade Chacon, PE Pump Stations	B.S. Civil Engineering, University of New Mexico
Pierre Kwan, PE Water Treatment	M.S. Civil Engineering University of Washington, B.S., Civil Engineering, Ohio State University
Rick Annunzio, RA, LEED AP Architectural	B.A. Architecture, Kent State University
Chad Zimmerman, PE Structural	M.S.-B.S., Civil Engineering, University of Texas, San Antonio
Brian Perlberg, PE Mechanical/Plumbing	B.S. Mechanical Engineering, Iowa State University
Dave Besinger, PE Electrical Engineering	B.S. Electrical Engineering, University of Kansas
Ed DuBois, PE Site Civil	B.S. Civil Engineering, University of New Mexico
Kelly Sims Environmental Documentation/ Public Involvement	M.P.A., Public Administration, and B.A., Sociology, University of New Mexico
Dave Crossno Construction Observation	ACI Concrete Field Testing Technician—Grade 1, ACI Concrete Lab Technician—Grade 1, ACI Concrete Strength Testing Technician, ACI Aggregate Testing Technician, NMDOT Aggregate Testing Technician, NMDOT Soil Testing Technician, NMDOT HMA (Asphalt/Superpave) Technician, Troxler and Seaman Nuclear Densometer, American Red Cross CPR/AED, American Red Cross Standard First Aid, Troxler Radiation Safety Officer, NMDOT Superpave Mix Design Analysis, Superpave Mix Design Workshop, NECEP, BNSF Safety Training, 10-Hour OSHA Safety

Section H

Sub Consultants (10% Mark-up on costs)

Travel Direct Expenses

Mileage	\$0.575/mile
Meals	At Cost
Airfare	At Cost
Lodging	At Cost

Printing and Reproduction

8 1/2" x 11" Copies	\$0.05/copy
11" x 17" Copies	\$0.25/copy
Fullsize Blueprints	\$0.50/copy
Fullsize Plotting - Vellum	\$0.50/copy
Fullsize Plotting - Mylar	\$8.00/copy
Out-Source	At Cost

Other

Miscellaneous	At Cost
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SECTION I
Financial



Global Commercial Banking



June 8, 2017

To Whom It May Concern:

Please accept this letter of reference for our client, HDR, Inc. ("HDR" or the "Company", including HDR Architecture, Inc., HDR Engineering, Inc., HDR Constructors, Inc. and HDR Environmental Operations and Construction, Inc.). HDR is a highly respected client of Bank of America Merrill Lynch ("Bank of America"). Bank of America has a strong view in the company and its management and has enjoyed a relationship tenor of over 12 years.

HDR currently has a nine-figure, syndicated revolving credit facility ("Credit Facility") with a maturity date of May 13, 2021, for which Bank of America acts as the Agent. The Credit Facility is fully available for cash or letter of credit usage. The Credit Facility contains certain restrictive covenants for which the Company must comply. As of the date of this letter, HDR was in compliance with all covenants.

All financial matters have been handled in an excellent manner.

Please contact me with any concerns or questions.

Sincerely,

Dianne Smith
SVP; Senior Credit Products Officer
816.292.4219

DS:rd

Bank of America, N.A., M08 000 12 02
100 Main Street, 12th Floor, Kansas City, MO 64105
Member FDIC
01031121007



SECTION J

Additional Information

Section J

Other

Public Involvement/Presentations

Public involvement is crucial in the management of project acceptance and "buy-in" of all project stakeholders, especially the residents and businesses that will be affected by the projects.

The completion of a comprehensive public involvement process during both the design and construction phases of all projects can be the key to the success of each project. Preparing a plan that includes effective and sustainable solutions requires stakeholder input regarding concerns and specific solutions to issues in the project area.

When necessary, HDR will develop a project specific public involvement program that is proactive, strategic, responsive, open and supportive of the efficient delivery of each project. A methodology of engaging citizens, affected stakeholders and key agencies in a strategic and focused manner, will allow us to recognize and consider the unique interests of the diverse stakeholders. Additionally, feedback mechanisms will be identified and implemented to ensure open channels of communication. Feedback mechanisms will provide validation that local concerns are genuinely understood by the project team and promote community ownership of potential solutions.

Consistent communication, along with flexibility and knowledge of concerns that have been previously expressed are key elements in engaging a diverse group of stakeholders. Kelly Sims will serve as the point of contact for the public's project-related questions and concerns. As a liaison between the stakeholders and the project team, she will work directly with the community



Through focused outreach and active listening, HDR-led public meetings provide an open forum for attendees to discuss concerns and opinions, helping to build stakeholder consensus.

educational video, a project website, or newsletter mailer to residents, HDR will ensure that the most suitable media is provided to foster local participation. We know the importance of selecting the appropriate media and format for target audiences and demographics. Our in-house PI/PO services ensure efficiency in collaboration efforts between study results and project messaging prepared for public media, creating a time- and cost-saving

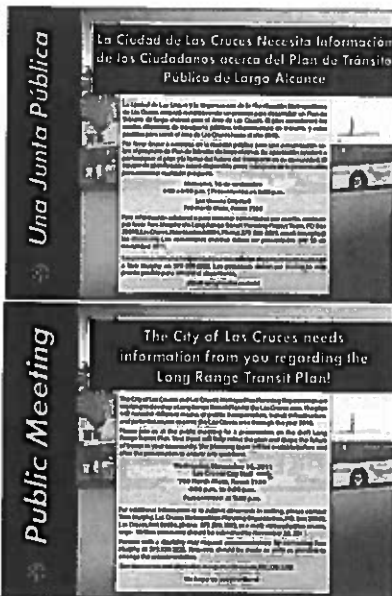
component for the City.

Funding/Grant Administration | As a result of our excellent working relationships with multiple funding agencies and significant experience with preparing and amending Preliminary Engineering Reports (PERs) and Environmental Information Documents (EIDs), HDR has successfully obtained more than \$40 million for Clayton, Logan, Santa Rosa, Tucumcari, Angel Fire, and Glorieta over the past five years (and over \$200 million since 1989) for numerous infrastructure projects throughout New Mexico. In addition, we have completed projects with short timelines and often with a phased-approach as a result of funding requirements. HDR has obtained funding for clients from the following sources:

- Community Development Block Grant Funds (CDBG)
- Federal Highway Administration (FHWA) Grants
- Water Trust Board (WTB) Funding from the New Mexico Finance Authority (NMFA)
- New Mexico Environment Department (NMED) Clean Water State Revolving Loan Fund (CWSRF)
- U.S. Department of Agricultural - Rural Development (USDA-RD)
- Capital Improvements Program (CIP)
- Special Federal and State Appropriations
- Economic Development Administration (EDA) Funds
- U.S. Army Corps of Engineers Section 595 Fund

to distribute accurate information and answer questions and communicate public input to the project team.

HDR's Public Information and Public Outreach (PI/PO) specialists apply cutting-edge technology to reach out to stakeholders, owners, elected officials, utilities agencies, and project partners. We are especially adept at working with predominantly Hispanic communities and understand many of the cultural barriers that may exist. Whether a project requires a site-specific



HDR is prepared to provide outreach materials to assist in efficient communication with the community.

APPLICATION OF PREFERENCE

Refer to the "OFFEROR INFORMATION/AFFIDAVIT" form.

FEDERAL TAX IDENTIFICATION NUMBER

FEDERAL TAX ID NUMBER: 47-0680568

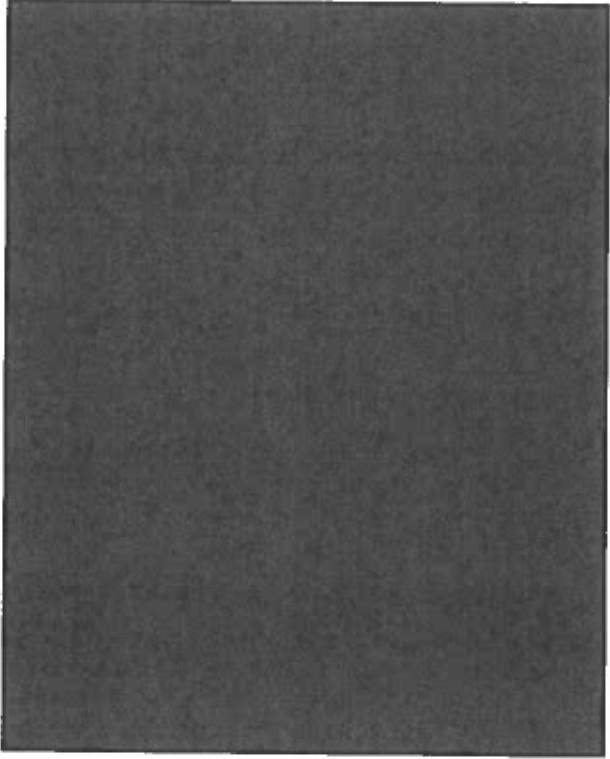
NEW MEXICO TAX IDENTIFICATION NUMBER

New Mexico (CRS) Tax Identification Number:

02-154898-006

SECTION K

Campaign Contribution
Disclosure Form



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) _____

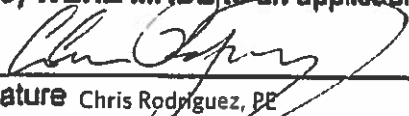
Signature

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 Chris Rodriguez, PE

June 20, 2017

Date

Associate Vice President/Managing Principal

Title (Position)

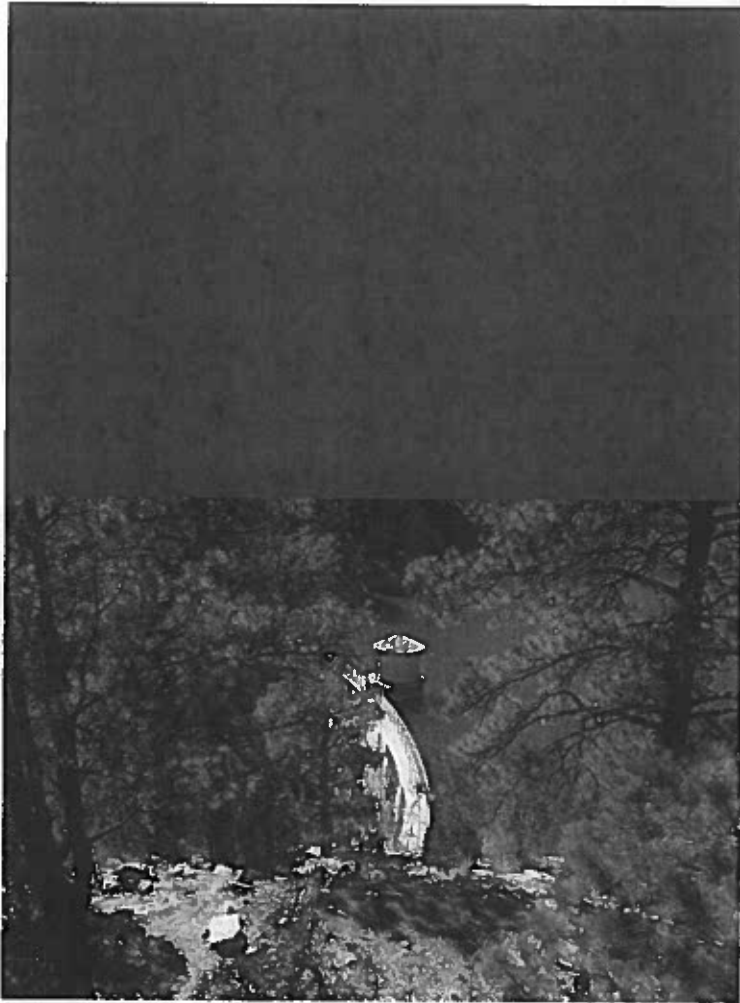


2155 Louisiana Blvd. NE
Suite 9500
Albuquerque, NM 87110
505.830.5400

hdrinc.com

We practice increased use of sustainable
materials and reduction of material use.

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City of Las Vegas

**Distribution System Planning, Design
and Construction Phase
Engineering Services**

Opening No. 2017-30

June 20, 2017



Souder, Miller & Associates
Engineering • Environmental • Surveying



June 20, 2017

City Clerk
City of Las Vegas
1700 N. Grand Avenue
Las Vegas, NM 87701

RE: Distribution System Planning, Design and Construction Phase Engineering Services, Opening No. 2017-30

The attached proposal has been prepared by Miller Engineers, Inc. d/b/a Souder, Miller & Associates (SMA) in accordance with the City of Las Vegas (City) request for proposals to provide planning, design, and construction phase engineering services.

SMA is a 230-person engineering, environmental, and surveying consulting company with a local office in Santa Fe. Over the past 30 years, SMA staff has completed planning, surveying and engineering infrastructure projects in New Mexico, Colorado and Arizona. To best serve the City, SMA is presenting a team that includes key staff and a subconsultant with the specific skills and experience required to cover the anticipated scope of work. SMA will primarily service the City from the Santa Fe office but can utilize personnel from our other offices in the region, if necessary.

The SMA team offers:

- An outstanding depth and breadth of local professional resources.
- Timely response to local needs – SMA can respond in less than one hour from our Santa Fe office.
- Familiarity with the City including specific project knowledge through our Client Manager, Tod Phinney, P.E., and our Project Manager, Steven Wright, P.E., both of whom have hands-on, direct experience with the City of Las Vegas.

As requested in the RFP, SMA respectfully submits the following information: Federal Tax ID Number: 85-0336964 and New Mexico Tax ID Number (CRS): CRS 02-040132-009. SMA further acknowledges that no addendums have been issued.

We thank you for the opportunity to propose on this contract, the ability to add value to the community, and to continue to build our relationship with the City of Las Vegas. If you have any questions about this proposal or would like to meet at your convenience, please contact our office at 505-299-0942.

Sincerely,
MILLER ENGINEERS, INC. D/B/A SOUDER, MILLER & ASSOCIATES

A handwritten signature in black ink that reads 'Tod L. Phinney'.

Tod L. Phinney, P.E.
Vice President | Client Manager

1. Specialized Planning, Design and Technical Competence

Introduction

Miller Engineers, Inc., d/b/a Souder, Miller and Associates (SMA) was established in 1985 and is an employee-owned, 230-person civil engineering and environmental science consulting firm dedicated to serving clients in New Mexico, southwestern Arizona, the Four Corners region, and the west slope of the Rocky Mountains. SMA's record of performance can be judged by our large number of satisfied repeat clients. In addition, we have received numerous design awards and commendations, including the following:

- 3rd largest Engineering firm in New Mexico (published by Albuquerque Business First)
- ENR Southwest ranked SMA in the top 20 in the southwest region
- New Mexico Top Work Place from 2013 - 2017

SMA appreciates this opportunity to propose to the City of Las Vegas (City) to provide services for the Water Distribution System Planning, Design and Construction Phase engineering projects. The SMA project team is structured to provide you with the highest quality services using experienced professionals, all coordinated from SMA's Albuquerque and Santa Fe office locations.

Our Advantage ✓

We believe that our familiarity with the City's water systems and associated issues make us uniquely qualified for this project.

The team and Project Manager Steve Wright, P.E., are committed to respond rapidly to any immediate needs for these projects.



Subconsultants

Transmission & Distribution Services, LLC (T&D) is a multi-disciplinary firm practicing in the fields of electrical, mechanical, civil, fire protection/life safety, and energy efficiency engineering and surveying. Many of T&D's team members are employee-owners and are recognized as industry experts in their respective areas of practice.

T & D was founded in February 2007 to provide engineering and surveying services to electric utility industry entities - primarily rural electric cooperatives, municipalities, investor owned utilities, and industrial power users. The company's professional services include the layout, design, testing, and commissioning of transmission lines, distribution lines, switching stations, substations, and related power delivery infrastructure.



Relevant On-Call Project Experience

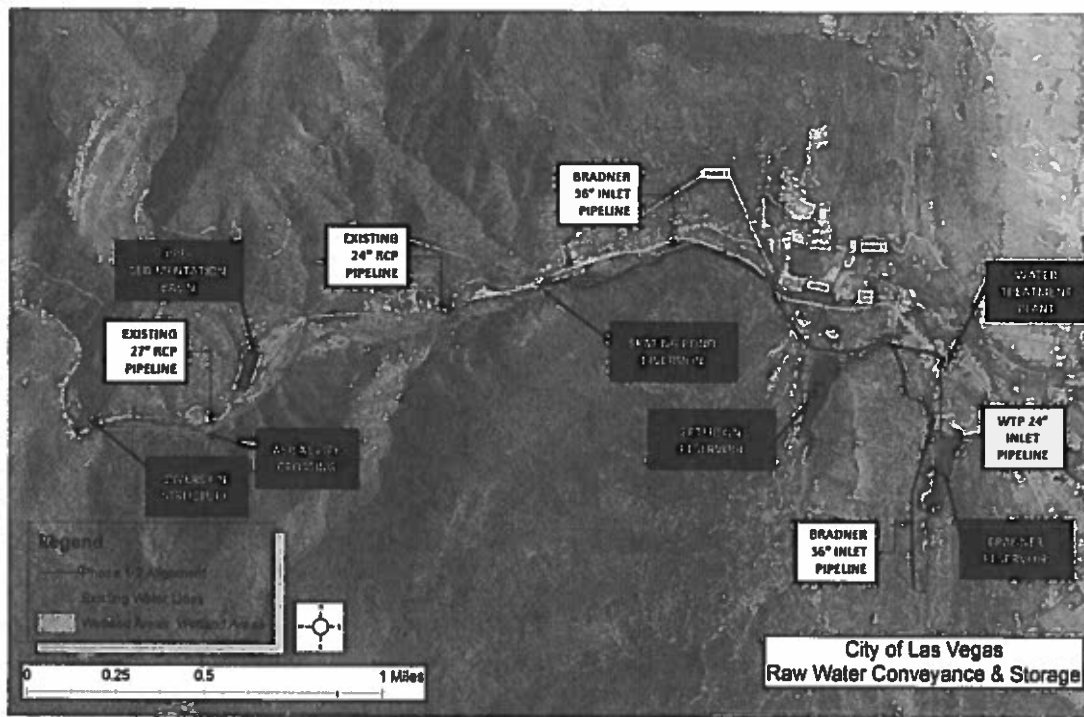
SMA team members have and are working on numerous On-Call Task Orders for many clients, including the City of Las Vegas and other municipalities and organizations across the state. SMA is capable and committed to provide the necessary resources to fully address any of the services requested.

- Albuquerque Bernalillo County Water Utility Authority
- Bernalillo County Engineering On-Call
- City of Albuquerque Engineering On-Call
- City of Las Cruces Engineering On-Call
- City of Rio Rancho Engineering On-Call
- City of Santa Fe Engineering On-Call
- City of Santa Fe Trails On-Call
- Santa Clara Pueblo On-Call
- NMDOT Engineering On-Call
- NMDOT Traffic On-Call
- NMDOT Drainage On-Call
- NMDOT Bridge On-Call

Relevant Water Systems Experience

Raw Water Conveyance Project - Phase 1 and Phase 2 Pipeline, City of Las Vegas, NM

The City of Las Vegas receives its raw water supply from a diversion dam on Gallinas River and transmits it to two reservoirs and/or the City Water Treatment plant via 17,000 feet of existing 27-inch and 24-inch concrete pipe. The existing conveyance system was installed in the 1960s and is beyond its design life. Furthermore, the existing 24-inch concrete pipe cannot convey the design capacity of the diversion dam which limits the volume of water that can be diverted during high river flow events when the City has the greatest opportunity to replenish its raw water supply. The raw water conveyance capacity will match that of the diversion dam (40 cfs) once all four phases of the raw water pipeline project are complete which will allow Las Vegas to access a reliable water supply for the next 20 years.



The project involves design of a raw water conveyance system that will be comprised of a new raw water diversion lift station and approximately 10,200 linear feet of new 36-inch and 805 linear feet of 24-inch PVC pipe, valves and other appurtenances. The new system will efficiently convey water to a new inlet to Bradner Reservoir as well as the City water treatment plant. The new 36-inch reservoir inlet replaces a poor quality existing inlet/outlet pipe located near the main dam. It will be routed to the upstream reach of the reservoir in order to improve the natural settling of the water and thus, the overall quality of water entering the treatment plant.

Cuatro Villas MDWUA Regional Water System

SMA, working together with Cuatro Villas MDWUA, has secured to date approximately \$10 million in funding used for planning, design and construction of Phases I, II, and III improvements. Cuatro Villas is comprised of the four communities of La Puebla, El Valle de Arroyo Seco, Cuarteles, and Sombrillo in Santa Fe County. These four communities formed an association because of ground water contamination from nitrates throughout the numerous individual private wells in the region and uranium contamination in the La Puebla Association wells. Cuatro Villas MDWUA faced challenges including lack of water rights, the search for a dependable safe drinking water source, and the need for revenue to qualify for funding.

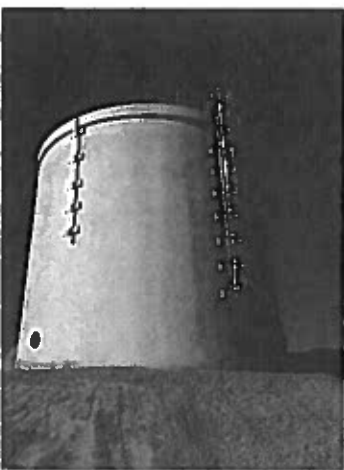
For Phase I, SMA helped Cuatro Villas MDWUA negotiate a contract with the City of Española to purchase potable water for the community of La Puebla and constructed a transmission line and metering to arrange for purchase and delivery of bulk water. SMA helped Cuatro Villas meet their challenges, designing and permitting approximately 9,700 feet of 12-inch waterline and approximately 2,300 feet of 8-inch waterline, fire hydrants, a meter station, and a booster station in a very tight timeline in order to meet an Administrative Compliance deadline. This first phase of the new Cuatro Villas Regional Water System was installed along State Road 76 and La Pueblo Road with a connection to the existing water system to provide safe drinking water to the residents in La Puebla. SMA provided design, bidding, construction administration, construction observation, and closeout phase services for the project.

As part of the Phase I design process, an hydraulic analysis of the regional waterline was completed to analyze the sizing of the waterline and proposed booster pumps; delivery of domestic water service to existing system users in La Puebla to meet NMED Recommended Standards with additional analysis for fire flow and future connection to Greater Chimayo MDWCA. Today, Cuatro Villas MDWUA is supplying safe drinking water and the Administrative Order issued by NMED has been removed.



SMA prepared USDA-format Preliminary Engineering Reports for the Regional Water System and Arsenic Treatment and an Asset Inventory of the system's current assets as well as conducted a survey throughout the service area to plan the next phases of the system. SMA updated the Phase I hydraulic analysis to include Sombrillo and Arroyo Seco for a complete analysis of the service area. The model analyzed sizes and locations of proposed transmission and distribution waterlines; water system appurtenances i.e. pumps, pressure reducing valves, etc.; and water storage tanks to meet NMED Recommended Standards for domestic service and fire flow. The model evaluated existing infrastructure of Cuatro Villas' regional partners: Santa Clara Pueblo for a future bulk water supply and Espanola School District for additional water storage capacity as well as delivery of domestic service to Tony E. Quintana Elementary School. SMA also coordinated a Right-of-Way easement between Santa Fe County and Santa Clara Pueblo for installation of waterline on tribal lands.

Phases II and III, as described in the Preliminary Engineering Report and designed by SMA, resulted in the installation of approximately 12,700 linear feet of 12-inch transmission waterline, 15,000 linear feet of 8-inch distribution waterline, fire hydrants, metered services, and metered connection to the Tony E. Quintana Elementary School water storage tank. The phases achieved installation of distribution infrastructure in the Sombrillo and Arroyo Seco communities in anticipation of the Regional Water Storage Tank and the increased capacity the tank affords the system as well as



provided safe and reliable potable water to the Elementary School whose well was contaminated with uranium. SMA provided design, permitting, bidding, construction administration, construction observation, and closeout phase services for the projects.

Santa Clara Pueblo On-Call and Multiple Projects

SMA was selected in 2007 by Santa Clara Pueblo to complete a feasibility study of the existing water system. A design memorandum planning document was developed outlining phased water system improvements to replace the existing undersized, leaking, and inoperable/failing system components with new larger diameter waterlines and appurtenances capable of providing fire protection to system users and an effective means of isolating sections of the system as well as to establish a metered water system.



Closely following the design memorandum was award of NM Water Trust Board funds for design and construction of Phase I improvements. To date SMA, working together with the Pueblo, has been able to secure approximately \$4.7 million in state funding for the water system improvements with Phases I and II complete and Phase III underway. Approximately 28,500 LF or 5.4 miles of new waterline consisting of 4-inch to 10-inch pipe has been installed throughout the Pueblo's East Housing area and historic Main Village including installation of 57 hydrants and 297 metered services; SCADA system upgrades performed; and a water supply well re-equipped with new motor and control panel.

SMA also conducted comprehensive master planning of the water system culminating in development of several planning documents including a USDA-format Preliminary Engineering Report.

SMA is also working with the Pueblo on a Drainage Master Plan to determine the impacts of stormwater runoff on the Main Village and existing acequia system; and a Utility Master Plan for the site of a new Regional Health Facility to serve the Pueblo and surrounding tribal communities.

Town of Taos Water Projects

SMA has provided professional services to the Town of Taos for over fifteen years. The following represents water system projects that SMA has successfully completed or is currently working on:

Slip-lining Water Improvement Project: The scope of work was to replace an underground fiberstrand pipe which was deficient with 14,000 linear feet of new 10" HDPE pipe between the Arsenic treatment plant and the water storage tanks. The most traditional method of doing this work is to cut the roadway and trench down to remove and replace the pipe however SMA used an innovative process termed the Slip-lining Method.

Dedicated Fill Line Project: The scope of work was to install 10,500 linear feet of 10" C900 DR18PVC between the Arsenic treatment plant and the Town's million gallon water storage tank. This work was done on Canon West from Camino Del Medio to the one million gallon water storage tank in the Weimer Hills area.

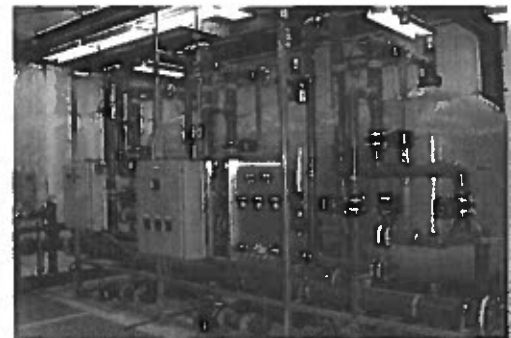


Deep Well Project: SMA oversaw the design and construction of both the 2500 and 3200 foot deep wells put in place to allow the Town to utilize water from the San Juan/Chama allocations. The 2500 foot well (well 8) has been operational for the past 5 years while the 3200 foot well's status is currently being evaluated due to problems with sanding and construction contractor caused deficiencies.

Booster Pump and VFD Project: Earlier Designs of booster pumps at the Arsenic Treatment building were done prior to the availability of Variable Frequency Drive Pumps. Additionally the earlier pump design did not consider a new requirement to provide water to the community college when the dedicated fill line is being serviced. SMA designed a variable speed booster pump system to serve the new requirement and reduced the overall electrical usage for water pumped from San Juan Chama Diversion wells.

Water System Study Project: SMA was retained by the Town of Taos to complete a water system study to identify deficiencies within the system and identify projects that could correct those deficiencies. The report was completed in October 2007 and identified projects in approximate amounts of \$4.5 million. Many of the projects that were identified have been funded based on the recommendations of that study. Multiple design and construction projects have been successfully completed utilizing the recommendations made in the study. In 2015 SMA completed a Water and Sewer Master Plan for the Town, updating the system status based on the recent projects and outlining improvements for the next round of projects.

Water Rate Study: The Town contracted with SMA to complete a water rate study. To identify the appropriate rates SMA developed a financial model that simplified the many complex factors that define revenue streams and expenses associated with the water and sewer system in Taos. The 5-year study was completed in January, 2009 and resulted in the predicted 20% revenue increases for the Town. SMA annually assists the Town to review and update the rate structure based on the 2009 study.



Approach to On-Call Contracts

Successfully monitoring and managing the major constraints of a project—scope, budget, and schedule—are at the forefront of SMA's management approach. SMA's project managers will utilize their expertise and experience with similar projects to effectively plan and execute project planning, scope, schedule, cost, quality, resources, communications, reporting, risk management, and construction oversight.

Quality Assurance | Quality Control

SMA has a management philosophy that focuses on quality throughout a project's lifecycle. This philosophy is held by the senior management of the company, requiring quality performance from every project team member, supported by sound project management practices that are deliberately and systematically applied to every project. Often QA/QC programs focus only on a defect-free product/design; however, within SMA we believe that a QA/QC program is much more than that. While defect-free designs are important to SMA, it is believed that a sound and manageable QA/QC program begins with a clear understanding of the project's scope and the client's goals and objectives, and that these elements are delivered in a defect-free design package.



SMA's staff places a high value on, and is committed to, providing high-quality engineering services to our clients. SMA holds weekly internal project meetings to review project status and will rely on its project team, as well as the QA/QC Manager, to assure that the quality of design and construction for the project will meet design specifications and applicable construction standards, as outlined or referenced in contract documents or as per industry standards.

Project Management Plan

In accordance with the "Planning the Project" section of the SMA Project Management Manual, a Project Management Plan (PMP) will be prepared by the Project Manager specifically for each project. The PMP is a living document referenced throughout the duration of the project and is updated and amended as necessary as the project proceeds. It is the first of many QA/QC procedures that SMA initiates during a project. The main sections of the PMP are:

- Project Overview and Critical Issues;
- Work Scope/Budget/Schedule;
- Project Team Roles and Responsibilities;
- Communication/Document Distribution Plan;
- Quality Control Plan; and
- Risk Management/Contingency Plan.

SMA's general approach to various projects are outlined in the following chart.

Distribution System Planning, Design and Construction Phase Engineering Services

Activity	Key Tasks	Summary
Planning Projects	<ul style="list-style-type: none"> • Project Kick-off meeting • Data collection • Data analysis • Alternative selection and evaluation • Life-cycle cost analysis • Client Meetings • Selection of an alternative • Develop recommended project • Quality Control • Client and agency review 	<p>SMA provides many types planning documents and technical reports for our clients. Accordingly, the reports address: environmental resources present, growth potential, the condition of the existing facilities, the need for the project, alternatives considered (including cost estimates), comparison of the alternatives (including a life-cycle cost analysis), and a description of the proposed project (including the project design, total cost, annual operating budget, operations and maintenance (O&M) costs, debt repayments, and reserves.</p>
Preliminary Design	<ul style="list-style-type: none"> • Project Kick-off Meeting • Utility location • Surveying of project area • System hydraulic analysis • Preliminary design plans • Preliminary estimate of probable construction costs • Quality Control • Client and agency review 	<p>Preliminary engineering design work includes data and information collection; site surveying including existing features, utilities and topography; engineering calculations including hydraulic analysis; pipeline design and layout; and preliminary design drawing preparation. Technical specifications are drafted and a preliminary estimate of probable construction cost are prepared.</p> <p>The Preliminary Design Engineering documents will be provided to the City for review and comment. We will coordinate this effort by conducting a design review meeting with the City staff and any funding agency representatives. Comments, concerns or changes will be addressed in the Final Design.</p>
Final Design	<ul style="list-style-type: none"> • Final Construction plans • Technical specifications • Contract documents • Permits and approvals • Final construction cost estimate • Quality Control • Pre-bid conference 	<p>Final design phase activities include incorporating comments from the City and agency review and advancing the design to a ready to build stage. Final construction plans, technical specifications, and contract documents are prepared for purposes of bid solicitation. Wage decisions and any remaining permits are acquired. A final estimate of probable construction cost is prepared.</p>
Bidding and Negotiations	<ul style="list-style-type: none"> • Requests for information responses • Addenda preparation • Bid administration • Bid opening assistance • Bid evaluation and tabulation 	<p>SMA offers to assist the City in the bid solicitation process including advertisement, pre-bid meeting coordination addenda preparation, bid opening and certified bid tabulation. If requested, SMA can sponsor an electronic web-based bidding service at www.soudermiller.com.</p>
Construction Services	<ul style="list-style-type: none"> • Pre-construction conference • Contract execution • Change order management • Field documentation • Pay request assistance • Record drawings 	<p>SMA will provide engineering support during construction including attendance at a pre-construction meeting, review of submittals for conformance with contract documents, written responses to contractor requests for information, review of payment applications, change order management and progress meeting coordination. As required in the RFP, we proposal periodic on-site observation during construction.</p>
Project Closeout	<ul style="list-style-type: none"> • Certifications • Required documentation for funding agencies • O&M manual 	<p>SMA can prepare the project closeout documentation for preparation of certifications of substantial and final completion, project acceptance and any closeout documents required by applicable funding agencies.</p>

Assistance with Funding Sources

We understand and appreciate the arduous work the City goes through to secure the economic resources to complete projects. As you know, over recent years, there have been a tremendous amount of changes from a regulatory and funding perspective. SMA has many years of experience assisting with the grant application process, administration and financial management of various grant programs and providing the necessary project coordination required by each funding agency. We have a great deal of experience assisting clients in obtaining funding from various State and Federal infrastructure funding agencies and programs including:

- Border Environment Cooperation Commission and North American Development Bank (BECC-NADB)
- Clean Water State Revolving Fund (CWSRF) - NMED
- Colonias Infrastructure Fund (CIF) - NMFA
- Community Development Block Grant (CDBG) - DFA-LGD
- Drinking Water State Revolving Fund (DWSRF) - NMFA
- NM Finance Authority (NMFA) - Local Planning Grant Fund
- NMDOT MAP Funding - NMDOT
- Public Project Revolving Fund (PPRF) - NMFA
- Rural Infrastructure Program (RIP) - NMED
- State and Tribal Assistance Grant (STAG) - EPA
- State of NM Capital Outlay (SAP)
- Tribal Infrastructure Fund (TIF) - Indian Affairs Department (IAF)
- U.S. Department of Agriculture Rural Development (USDA RD)
- Water SMART - Bureau of Reclamation (BOR)
- Water Trust Board (WTB) - NMFA

FUNDED

2. Capacity and Capability

Ability to Perform Assignments on Short Notice

SMA has the resources in place to perform all necessary tasks associated with these water distribution system improvement projects, as well as any potential associated future tasks, including planning, design, bidding, construction administration and construction observation of system improvements for the City. SMA's data gathering and engineering analysis process focuses on client involvement allowing the team to provide attention to detail afforded by a small firm and pull from the depth of experience and resources of a large firm. This allows SMA to come up to speed quickly with the current and immediate concerns of the City and address any unresolved issues from prior planning efforts.

Assignments from the City will be managed by Mr. Steve Wright, P.E. He will coordinate activities with the project team, assigning task managers to individual task orders. Many project team members have worked together on previous projects, including area projects with various aspects of project management, environmental documentation, public involvement and coordination, utility coordination, right-of-way and easement acquisition, survey and design. These individuals have a history of successful projects within the Las Vegas area.

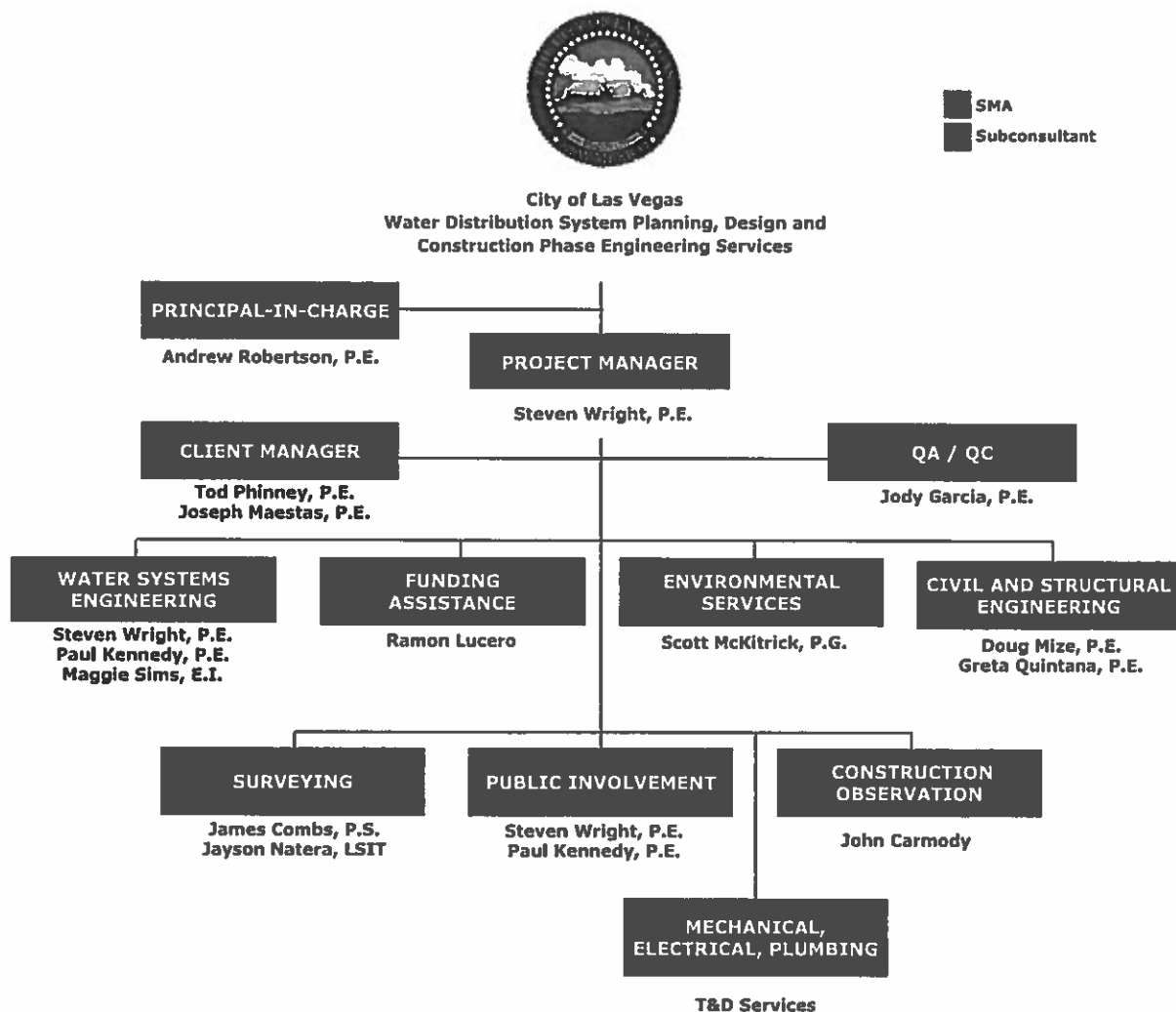
Public Meetings and Presentations

SMA is experienced and comfortable working with advocates, clients, elected officials and stakeholders in coordinating with the public for presentations and public input. These meetings often convey technical or project information and our professionals are flexible in meeting during non-business hours and very approachable and adaptable to the needs of the client.

Project Team

SMA is fully capable of providing this projects required civil engineering and environmental services with our in-house staff. Our subconsultant T&D will provide electrical, mechanical, fire protection/life safety, and energy efficiency engineering. Our proposed project organization chart is provided below, depicting the lines of communication and key personnel assigned to the project. Due to page limitations of the RFP, we have only included resumes for our Principal-in-Charge, Client Manager, Senior Engineer/QA/QC, and our Project Manager. Resumes of the additional key staff selected for this project are available upon request by the City.

SMA partners with many professional firms to provide complete services. SMA has partnered with many architects, including Suina + Mead Architects LLC, Dyron Murphy Architects, PC, and Hartman + Majewski Design Group. SMA will select partners based on the needs of the specific project, and with approval from the City.



Principal-in-Charge | Andrew Robertson, P.E.

*M.S.-Civil Engineering; B.S.-Chemistry
Professional Engineer: New Mexico (#15805)*

As a Vice President and Principal at SMA, Mr. Robertson leads the water resources business line and oversees a variety of water and wastewater system projects, particularly for tribal entities. Mr. Robertson also has extensive experience working with NTUA, Bureau of Reclamation (BOR), BIA, IHS, NMIAD, USDA, and other agencies. As a result of this experience, he understands the design criteria and unique processes involved in many different types of tribal projects. This includes coordination with other project partners, including local tribal regulatory criteria, and Federal agencies, as well as BIA ROW acquisition, surveying, field engineering, and the Bureau of Reclamation and IHS design criteria. Mr. Robertson has experience planning, designing and managing construction of water systems based on Bureau of Reclamation design criteria and construction standards.

Senior Engineer / QA/QC | Jody Garcia, P.E.

*M.S., Hydraulic and Water Resources Engineering; B.S.-Civil Engineering
Professional Engineer: New Mexico (#17622)*

SMA's proposed Senior Engineer / QA/QC, Mr. Jody Garcia, P.E., is a Senior Engineer in the Water/Wastewater Division with 18 years of experience in water, wastewater and transportation projects. He is experienced in municipal engineering, including utility, drainage, and street design and rehabilitation, construction administration, project management, and development review. Mr. Garcia has substantial experience in water and wastewater system improvements, water treatment systems, and civil infrastructure design and construction document preparation. Specific experience includes: water transmission and distribution systems, utility system design, water storage, wastewater collection system design, drainage analysis and drainage facility design, well

collector lines, pressure-reducing valve stations, sewer interceptor and collection lines that included vacuum sewer lines, and geographic information system (GIS)-based schematics.

Client Manager | Tod Phinney, P.E.

*B.S.-Civil Engineering (Magna Cum Laude);
Professional Engineer-New Mexico (#19860), Florida (#55985),*

As an accomplished engineer with more than 27 years of experience in planning, designing, and managing water and wastewater projects ranging in size from small water systems to complex water and wastewater transmission and treatment facilities, Mr. Phinney has gained a high degree of technical expertise through his work for both public and private entities. He has a deep understanding of how these entities work together most effectively and how to keep all parties communicating and working toward a common goal during the entire project. He has managed numerous projects and project teams and has had great success in exceeding client's expectations and meeting budgets and tight schedules. Mr. Phinney has a natural talent for creating excellent client relationships through his concentrated efforts in addressing a client's issues and concerns as a priority. This level of satisfaction is reflected in the large number of repeat clients. Mr. Phinney has worked with the City of Las Vegas on a variety of projects over the years, including: Raw Water Conveyance Project, On-Call Engineering Services, Raw Water System Preliminary Engineering Report, Gallinas Diversion Structure Rehabilitation, and the EAPs/O&Ms for Peterson Dam and Bradner Dam.

Project Manager | Steven G. Wright, P.E.

*M.S. -Environmental Engineering; B.S.-Business Administration
Professional Engineer -New Mexico (#23289)*

Mr. Wright's role as a civil engineering project manager at SMA includes planning and design of water and wastewater engineering projects. These projects have included preparation of planning documents for water and wastewater systems, design of water distribution and storage improvements, water and wastewater system modeling, project technical specifications, preliminary opinion of probable construction costs, contract documents, and GIS database and exhibit creation. His recent relevant water systems projects include: Eldorado Area Water and Sanitation District (EAWSD) Water Utility Master Plan, Santa Fe County, Tesuque Pueblo Master Plan - Water System Improvements, Santa Fe County, Tesuque Pueblo Master Plan - Wastewater System Improvements, Santa Fe County, Camino de la Merced Roadway and Water System Improvements, Taos, and the Pendaries Village Drinking Water Compliance Action Plan, San Miguel County.

Additional Services

SMA Operations LLC (SMA Ops) is a Joint Venture between Souder Miller & Associates (SMA) and Aqua Environmental Services (AES), an affiliate of AQUA Engineering (AQUA). Our two companies have been working together for over 12 years and have designed, built and overseen startup of three larger Wastewater Treatment Plants (WWTPs) in New Mexico, including the San Felipe Pueblo, the Town of Taos, and Edgewood. Collectively we have designed, built, started up and operated close to 20 similar sized systems in the Rocky Mountain region.

Our Advantage ✓

Project Manager Steve Wright is very familiar with the City and has worked on the following Las Vegas projects:

- Las Vegas Raw Water Conveyance Project
- Storrie Lake Pump Station
- Bradner Fill Line.

SMA Ops was created in order to assist our Clients in maintaining healthy communities through facility optimization and compliance. Our staff is comprised of eight employees who include and are overseen by NM Certified Level IV Water and Wastewater Operators. Current contracts include water and wastewater facility operations in the Town of Taos, Tesuque Pueblo, San Felipe Pueblo, Edgewood and Placitas, where SMA Ops provides startup services, daily on-site O&M, compliance monitoring and testing, on-call and emergency services.

Our operators live in Northern New Mexico – our response time is minimal – and SMA Ops works closely with SMA and AQUA for access to engineering services for design and technical support. The years of practical experience our operators bring to SMA Ops allow the team to offer creative solutions for improved facilities.



3. Past Record of Performance

References

The following is a list of references which the Consultant Selection Committee can contact to ascertain our responsiveness and quality of work:

Mr. Francisco Espinoza
Town of Taos Public Works Director
575-751-2047

Damian G. Luna, P.E., Senior Engineer
Albuquerque Bernalillo Water Utility Authority
505-289-3031

Mr. Mukhtiar Singh Khalsa
Cuatro Villas MDWUA Regional Water System
505-450-2802.

Mr. Mel Tafoya, Director of Special Programs
Santa Clara Pueblo On-Call and Multiple Projects
505-753-7326

4. Familiarity with the City of Las Vegas

Working on this proposal has been reminiscent of the relationship we have cultivated over the last eight years. Our collaborative efforts have spanned a broad variety of services through multiple business

lines including Planning, Survey, Civil Engineering and Environmental Services. Some of these projects have included

- Utility Rate Study
- Landfill Services
- Pump Back System
- Water System PER
- WWTP Upgrade
- Flood Damage Repairs
- Bradner Fill Line
- NPDES Permitting
- SWTF Planning

In addition, SMA has been available and responsive as needed when the City was experiencing flooding. At the City's request, SMA responded in several hours to this emergency. SMA continues to provide support to the City with the Federal Emergency Management Agency (FEMA).

5. Current Volume of Work with the City of Las Vegas

The chart below lists our current work with the City less than 75% complete.

Project	Contract Amount	Billed	Remaining	% Complete
Raw Water Conveyance Project - Bradner Fill Line	\$36,295	\$17,317	\$18,977	48%
Las Vegas WTP NPDES Permit	\$9,240	\$6,006	\$3,234	65%
Las Vegas Flood Damage Repairs	\$59,727	\$13,828	\$45,898	23%

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: Tod Phinney

Relation to Prospective Contractor: Employee

Name of Applicable Public Official: Joseph "Joey" Hererra

Date Contribution(s) Made: January 20, 2016

Amount(s) of Contribution(s) \$500.00

Nature of Contribution(s) Personal check

Purpose of Contribution(s) Charitable Campaign Contribution

(The above fields are unlimited in size)

Tod L. Phinney

April 9, 2017
Date

Signature

VP / Business Development
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

Date

Title (Position)

STATE OF NEW MEXICO

TAXATION AND REVENUE DEPARTMENT

RESIDENT BUSINESS CERTIFICATE

Issued to: **MILLER ENGINEERS, INC.**
DBA: **SOUDER, MILLER & ASSOCIATES**
3451 CANDELARIA RD NE STE D
ALBUQUERQUE, NM 87107-1948

Expires: **21-NOV-2017**

Certificate Number:

L1597376464



Demesia Padilla, CPA, Cabinet Secretary

THIS CERTIFICATE IS NOT TRANSFERABLE

Response to Request for Proposals:

Proposal for Distribution System Planning, Design
and Construction Engineering Services

Presented to:

The City of Las Vegas, NM

June 20th, 2017

Opening No. 2017-30



LAS VEGAS, NM

WHPacific

Architecture, Facilities, Structural, Mechanical, Electrical, Plumbing, Civil Design,
Water Resources & Drainage Design, Aviation Design, Transportation Design, Surveying...

One Office, One Point of Contact, Producing Quality Projects

6501 Americas Pkwy NE, Ste 400 | Albuquerque, NM 87110 | www.whpacific.com

June 20, 2017

Casandra Fresquez, City Clerk
1700 N. Grand Ave.
Las Vegas, NM 87701

RE: Distribution System Planning, Design and Construction Phase Engineering Services | RFP No. 2017-30

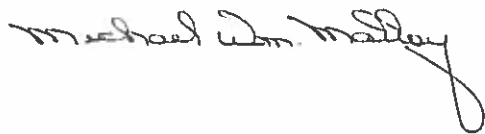
Dear Evaluation Committee,

WHPacific, Inc. has assembled a strong project team to work for the City of Las Vegas and looks forward to the opportunity to continue our longstanding relationship while providing professional architectural and engineering services for this distribution system contract. Our team is well recognized in providing quality architectural and engineering services, and we request that you please consider the following when making your selection:

- WHPacific has provided design services for the City of Las Vegas in the past and is a familiar partner. We recently completed construction on the Abe Montoya Recreation Center renovation. We are familiar with the City of Las Vegas procurement process and have successfully executed public works, aviation, transportation, and facility projects for the city through prior on-call contracts.
- We are a well-established, multidiscipline firm with the experience needed to provide a broad range of architectural, engineering, survey, inspection and observation services for rehabilitation and new construction. We offer a strong resume that includes survey, sanitary sewer rehabilitation, upgrades, and repair projects. WHPacific additionally provides landscape architecture, lifecycle cost analyses, feasibility studies, surveys, transportation engineering, water resource analyses, and building commissioning services.
- Our experience covers all phases of design including planning, programming, concept design, contract documents, procurement, permitting, and construction administration. In addition, we have a grants administrator on staff, who has more than 30 years of experience assisting various entities throughout the state in obtaining and managing funds for infrastructure projects.
- WHPacific understands that a business license from the City of Las Vegas is required for this on-call contract and that NM Gross Receipts Tax will be paid in the City of Las Vegas. WHPacific's Federal Tax ID Number is: 20-3966470. A letter from WHPacific's financial institution is contained in Section I.

Karen Menné-Jacobsen will be your primary contact for this proposal. Should you have any questions or need further information, her contact information is noted below. Mike Malloy is authorized to offer the WHPacific proposal and to contractually obligate the firm. WHPacific is qualified and has the ability to provide the services requested and finds the terms and conditions set forth in the RFP generally acceptable. We appreciate the opportunity to negotiate specific contract provisions upon selection of WHPacific as your consulting architectural and engineering firm. WHPacific is committed to exceeding your expectations for this contract and we look forward to working with you.

Respectfully,
WHPacific, Inc.



Michael W. Malloy, PE
Operations Manager
Direct: 505.348.5254 | Fax: 505.242.4845
Email: mmalloy@whpacific.com



Karen M. Menne-Jacobsen, PE, CFM
Director, Water/Environment
Direct: 505.348.5206 | Fax: 505.242.4845
Email: kjacobsen@whpacific.com

Table of Contents

Section A: Offerors Identification	3
.....	3
Section B. Personnel Experience.....	5
Subconsultants	5
Chavez Paulette Consulting, LLC	5
Personnel.....	5
Section C. Licenses – General Contractor.....	7
Section D. Contractor Bond	7
Section E. Experience in Engineering/Architectural Services.....	7
Years of Experience	7
References.....	7
Section F. Experiences as an Engineering/Architectural Consultant.....	8
Five (5) Years of Proven Performance.....	8
Section G. Documentation.....	8
Section H. Cost	9
Section I. Financial	10
Section J. Additional Information.....	11
Evaluation Criteria	11
1. Specialized Planning & Design and Technical Competence	11
2. Capacity and Capability	12
3. Past Record of Performance.....	14
4. Familiarity with Contracting Agency	15
5. Current Volume of Work with the Contracting Agency that is Less Than 75% Complete	16
6. Other	16
7. Resident Preference	16
Section K. Campaign Contribution Disclosure Form	17

Section B. Personnel Experience

Subconsultants




Chavez Paulette Consulting, LLC





Robert (Bob) Paulette, PE



Robert Paulette will be subcontracted to WHPacific and will operate as part of the team. Karen Jacobsen, WHPacific Project Manager, will continue to be the single point of contact between city staff and the WHPacific design team.

Personnel

The following are the resumes for the key personnel that indicate their qualification and relevant experience.

Team Member	Qualifications and Background	Relevant Project Experience
<p>Karen Menné-Jacobsen, PE, CFM Project Manager</p> 	<p>22 years of experience in providing management and design of hydraulics/hydrology and drainage/ utilities projects; Certified Floodplain Manager</p> <p>Registration: Civil Engineer, NM #15569 (and eight other states); Certified Floodplain Manager #05-00125</p> <p>Education: BS, Civil Engineering, University of Alaska, Fairbanks</p>	<ul style="list-style-type: none"> • Water Treatment Plant Building Repairs, Las Vegas, NM – Project Manager • Gallinas Diversion Design – Project Manager • AMR Meter Register Replacement, Las Vegas, NM –Engineer • Capital Improvements Program, City of Albuquerque, NM –Engineer • Water Storage Tank, Ohkay Owingeh Pueblo, NM – Project Manager • 40-Year Water Plan, City of Truth or Consequences, NM – Project Manager
<p>Shella Johnson, PE, CFM Project Engineer</p> 	<p>25 years of experience in hydrology, hydraulics, and utility design; Certified Floodplain Manager</p> <p>Registration: Civil Engineer, NM #19758; Certified Flood Plain Manager, NM #13-00325</p> <p>Education: MS, Civil Engineering, University of New Mexico; BS, Civil Engineering, University of New Mexico</p>	<ul style="list-style-type: none"> • Improvements to Water Treatment Plant, Las Vegas, NM—Civil Engineer • Water Tank Rehabilitation, City of Truth or Consequences, NM—Construction Phase Civil Engineer • Well #2 Booster Pump Station Improvements, Village of Bosque Farms, NM— Civil Engineer • Water System Phase I and II, Clovis Airport, City of Clovis, NM— Engineering and QA • High Pressure Loop Line, City of Carlsbad, NM— Construction Phase Civil Engineer
<p>Bill Kendall Booster Station, Phasing, and QA/QC</p> 	<p>42 years of experience in civil engineering, including water treatment plants, water transmission and distribution pipelines, and water structures.</p> <p>Registration: Civil Engineer, CO #16125</p> <p>Education: BS, Civil Engineering, Colorado School of Mines</p>	<ul style="list-style-type: none"> • Asset Management Plan, Village of Maxwell, NM—QA/QC • Well #2 Booster Pump Station Improvements, Village of Bosque Farms, NM—QA/QC • High Pressure Loop Line, City of Carlsbad, NM— QA/QC • Mechanical, Electrical & Structural Design of Cat Reservoir Pump Station, Denver Water, CO —QA/QC

Team Member	Qualifications and Background	Relevant Project Experience
<p>Bob Paulette, PE Water Engineer</p> 	<p>Licensed engineer (NM #12763) with 47 years' experience in water systems planning, design, and construction including surface and ground source water treatment, pumping, water transmission and distribution and storage. Type of work includes rehabilitation of wells, storage tanks, and pumping systems, pressure system analyses, rate studies and analyses. Clientele include municipalities, state and federal agencies, as well as international clientele.</p>	<ul style="list-style-type: none"> • Rodriguez Park Effluent Reuse PS Rehab, Las Vegas, NM – Project Manager • Metro Wellfield Tank/Well #8/#5 Rehab/Transmission Line, Tucumcari, NM – Project Manager • Punkin Chunckin Booster PS, Estancia, NM – Project Manager • Raw Water Dam Rehabilitation Construction, Springer, NM – Construction Manager
<p>Gil Gallegos Grant Administration and Funding Assistance</p> 	<p>32 years of experience as former Program Director and State Engineer with the USDA Rural Development in the states of AZ, CO, and NM. 45 Years total experience.</p> <p>Education: BS, Civil Engineering, New Mexico State University</p>	<ul style="list-style-type: none"> • Asset Management Plan, Village of Maxwell, NM—Funding Specialist • Since 2002, Gil has periodically provided engineering and funding application services for infrastructure improvements for the Villages of: Cuba, Maxwell, Questa, Tularosa, and Wagon Mound
<p>Lynn Lantz, PLS, PS Surveyor of Record</p> 	<p>50 years of experience in surveying for public works contracts.</p> <p>Registration: Professional Surveyor, NM #10856; Professional Land Surveyor CO #12046</p>	<ul style="list-style-type: none"> • LANL Water Quality Survey Project, Los Alamos, NM—Project Surveyor • North Diversion Channel Pedestrian Bridge, Design Survey and Construction Staking, NM—Survey Project Manager • Embudo Channel Stake Pedestrian Bridge over the Channel Near I-40, NM—Survey Project Manager, NM—Survey Manager
<p>Craig Tom, EI AutoCAD</p> 	<p>Craig is a recent graduate in environmental engineering, specializing in water resources and water quality.</p> <p>Registration: Engineering Intern</p> <p>Education: BS, Environmental Engineering, New Mexico School of Mining and Technology</p>	<ul style="list-style-type: none"> • Asset Management Plan, Village of Maxwell, NM—AutoCAD/ ArcGIS • Asset Management Plan, Village of Questa, NM –AutoCAD/ArcGIS • Santa Rosa Water Conservation Plan, City of Santa Rosa, NM –AutoCAD • Utah Cost Firming Investigations, Navajo Nation Water Management Branch, Ft. Defiance, AZ–AutoCAD, Jr. Engineer

Team Member	Qualifications and Background	Relevant Project Experience
<p>Omar Ruiz Engineering Designer</p> 	<p>Omar recently joined the firm after finishing a Master Degree at UNM.</p> <p>Education: BS, Civil Engineering, University of New Mexico; MS, Civil Engineering, University of New Mexico</p>	<ul style="list-style-type: none"> • El Rito Asset Management Plan, El Rito, NM- Civil Designer 2 • NM 68 (Drainage), Espanola, NM- Civil Designer 2 • NMDOT I-25 Business Loop, Truth or Consequences, NM- Civil Designer 2 • US 550 Widening, Bernalillo, NM- Civil Designer 2
<p>Charle Stockton Construction Services</p> 	<p>31 Years of experience in construction services, including water distribution plants, pump stations, water tanks and water tank rehabilitations,</p> <p>Certification: OSHA 30-Hour Safety Certification; Construction Documents Technologist, Construction Specifications Institute; Low-Voltage Electrical Journeyman's License, NM #11593</p> <p>Education: AA, Computer Operation, Pulaski Vo-Tech</p>	<ul style="list-style-type: none"> • Westland and Duranes Pump Stations and Water Tanks, Albuquerque, NM— Construction Administrator • BIA Water Tank Rehabilitation Project, Navajo Nation —Owner's Representative and Quality Acceptance Testing • San Juan Chama Water Distribution Project, Albuquerque, NM— Inspection Services • Boundary Dam, Pend Oreille, WA— Construction Administrator

Section C. Licenses – General Contractor

Not applicable.

Section D. Contractor Bond

Not applicable.

Section E. Experience in Engineering/Architectural Services

Years of Experience

WHPacific has well beyond the five (5) years of proven service required by this RFP. In fact, WHPacific is the evolution of a 70-year legacy providing architecture, engineering, and public works services in New Mexico, starting with Gordon Herkenhoff & Assoc. in 1944. WHPacific has been doing business under its current name since 2007 and is the largest 100% Native American owned architectural and engineering firm in the United States.



References

- ABCWUA Jon Ertsgaard, Project Manager; 505.289.3028; jertsgaard@abcwua.org
- Ohkay Owingeh Christy Van Buren, Planning Manager; 505.852.4400; Christy.mermejo@ohkay.org
- Kirtland Air Force Base Jason Underwood, Civil Engineer; 505.846.7867, Jason.underwood.1@us.af.mil

Section F. Experiences as an Engineering/Architectural Consultant

Five (5) Years of Proven Performance

WHPacific is a full service firm in which we have engineers and architects while also offering other professional services such as survey, water resources, transportation, and construction inspection. This breadth of services allows any client to have one point of contact with one point of responsibility. WHPacific has provided professional services for similar task order contracts throughout New Mexico. A preview of WHPacific's clients include:



- City of Las Vegas, NM – Utilities On-Call – Peterson & Brander Dams Hydrology, Gallinas Diversion Rehabilitation, Water Treatment Plant Building Repairs, Automated Meter Installation, Raw Water Preliminary Engineering Report (for more than 5 years)
- City of Albuquerque – Municipal Development On-Call – Client for over 20 years
- Albuquerque Bernalillo County Water Utility Authority – On-Call for more than 5 years
- Bureau of Indian Affairs (architectural, mechanical, electrical, roadways, drainage and environmental) - Client for over 20 years
- University of New Mexico (water system and utilities mapping)
- The Cities of Aztec, Clayton, Grants, Mountainair, Portales, Ruidoso, Socorro, Santa Rosa, Santa Teresa, Silver City and Tucumcari, (civil, architectural, mechanical, electrical, airports, roadways, drainage, construction observation)

Section G. Documentation

The following lists the education and licensing for key personnel.

Name	Education	License/Certificate
Karen Menné-Jacobsen, PE, CFM, Project Manager	BS, Civil Engineering, University of Alaska, Fairbanks	Civil Engineer: NM #15569
Sheila Johnson, PE, CFM Project Engineer	MS, Civil Engineering, University of New Mexico; BS, Civil Engineering, University of New Mexico	Civil Engineer: NM #19758
Bill Kendall, PE, Booster Station, Phasing, and QA/QC	BS, Civil Engineering, Colorado School of Mines	Civil Engineer: CO #16125
Bob Paulette, PE Water Engineer	BS, Civil Engineering, University of Alaska, Fairbanks	Civil Engineer: NM #12763
Lynn Lantz, PLS, PS Surveyor of Record	BS, Engineering Technology, New Mexico State University	Land Surveyor: NM #10856

Section H. Cost

The following costs are provided as requested per the RFP:

Ground Transportation:	\$130 per round trip per vehicle
Employee Travel Time:	\$600 per round trip per employee
Travel Meals:	\$15 per round trip per employee
Lodging (if needed):	At current federal rate (max.)

Printing

Color Bond Plot (22" x 34")	\$1.75 per sheet
B&W Bond Plot (22" x 34")	\$1.00 per sheet
Color 8 ½" x 11"	\$0.25 per sheet
B&W 8 ½" x 11"	\$0.10 per sheet

(11" x 17" will count as two 8 ½" x 11")

Section I. Financial



Alaska Commercial Banking Group
MAC #3212-023
301 W Northern Lights Blvd
Suite 212
Anchorage, AK 99503

February 22, 2017

RE: WHPacific, Inc.

To Whom It May Concern:

WHPacific, Inc. is a subsidiary of NANA Development Corporation (NANA). NANA and its subsidiaries have been highly valued bank clients for over thirty years. NANA maintains numerous deposit accounts with Wells Fargo, with aggregate balances in the high eight figures.

We have provided NANA with a \$125,000,000 revolving line of credit to be used for general corporate purposes. As of this date, NANA is in full compliance with all the terms and conditions of the line.

All of NANA's and WHP's deposit and loan transactions have been handled in a satisfactory manner.

If you require additional information, please feel free to contact me directly.

Thank you,

A handwritten signature in black ink, appearing to read "Jennifer Hile".

Jennifer Hile
Senior Treasury Specialist
Phone (907) 265-2892
Fax (907) 265-2141
jennfer.e.hile@wellsfargo.com

Together we'll go far



Section J. Additional Information

Evaluation Criteria

1. Specialized Planning & Design and Technical Competence

Village of Bosque Farms, New Mexico Well #2 Improvements

WHPacific provided analysis, design, and construction plans for two upsized booster pumps, associated piping, a SCADA system, and upgraded electrical controls in this project to provide adequate fire protection to the Village. WHPacific provided construction administration services working with the funding agency and closely coordinating with Village staff to meet their water system needs (not clarified during the design phase). Several design revisions were made during construction to make the final job fit the requirements of the Village Public Works Director.

Water Tank Rehabilitation, City of Truth or Consequences, NM

This project evaluated several water tanks in the City of Truth or Consequences, and designed the improvements to rehabilitate and repaint two aging water tanks and make upgrades to the water transmission system. WHPacific produced detailed plans and specifications and performed construction administration including bidding services, site visits, monthly construction meetings, reviewing pay applications, and close out services.

Clovis Airport Water Improvements, Clovis, NM

WHPacific prepared a water model and a phased design for water storage, distribution, and fire protection improvements to the Clovis Airport. Construction did not proceed as called for in the original phasing plan and an alternate design was needed. WHPacific performed modifications and updates to the existing water model using Innovise InfoWater and developed an alternate design to bridge the gap between the then-current construction and full build-out of the system.

Carlsbad High Pressure Loop Transmission Line-Phase 1, Carlsbad, NM

This project connected a vital link in Carlsbad's water transmission system. A Preliminary Engineering Report, including a water model analysis, was prepared. Based on the recommendations of the PER, an 18-inch waterline was designed and construction plans prepared. Coordination was required with the Carlsbad Irrigation District, the US Army Corps of Engineers, the New Mexico Environment Department, Eddy County, and New Mexico Department of Transportation in addition to meeting the requirements of the City of Carlsbad. Construction of the project saw unexpected complications due to the presence of rock along the alignment (not found in the early geotechnical investigation). This unexpected condition required partnering with the owner and contractor to develop several design changes, yet WHPacific was still able to meet budget and time constraints.

Waterline Extension, Kirtland Air Force Base (KAFB), Albuquerque, NM

This project augmented the existing fire protection system and provided a looped supply line. The project included analyzing the existing system, developing alternates, and making recommendations for the new line. Coordination with KAFB and other entities on the base was essential. Construction plans and technical specifications were prepared for a new 14-inch water line.

Utah Cost Firming Investigation, Navajo Nation Water Management Branch

The Navajo Nation Department of Water Resources and the US Bureau of Reclamation completed the draft San Juan Mexican Hat to Kayenta Regional Water Supply Appraisal Study in June 2014. Concurrently the Navajo Nation funded Hydraulic Engineering Analysis and Capital Improvements Plans (Phase 1) for San Juan County Utah. These two projects will provide water to the Utah Chapters of the Navajo Nation,

with some work extending into Arizona and New Mexico. Appraisal level cost estimates were prepared for several alternate water line designs. This project consisted of eight cost firming investigations to meet the Bureau of Reclamation criteria. Costs were developed using more detailed data, to improve the confidence in the appraisal level cost estimates and to support any future Mexican Hat to Kayenta Water Project feasibility level studies. Investigations included a new water intake structure on the San Juan River, 8-inch to 20-inch water line alternatives, booster stations, water tanks, and a water treatment facility. WHPacific coordinated with others who were completing the water modeling, prepared conceptual design, collected cost data from various sources to develop unit costs, prepared costs estimates, and compiled all the elements into a final report.

Metro Wellfield Improvements, City of Tukumcari, NM

Mr. Paulette developed design and construction documents and provided construction services as well as startup and operational assistance. The Metro Wellfield provides most of the potable water to the City of Tukumcari. Through many years of use, several wells have been taken out of service while demands of the City have outpaced the wellfield capabilities for service. Through a planning grant an evaluation for several improvements was made, and funding was approved through the New Mexico Water Trust Board. Components of the project included:

- New 500,000-gallon steel ground water storage tank
- Replacement of 2 wells, including meter, vault, valves, and site work
- Replacement of existing water transmission pipeline to new 16" DIP (approx. 4 miles)

2. Capacity and Capability

WHPacific is structured so that we can act quickly in responding to your requests without impacting our current workload. We are flexible and able to address your needs not only to meet schedules and time constraints but to also meet budget and staffing requirements. WHPacific will provide you and your project with a high degree of attention to detail, follow-through, client service, and clear communication. It is what you can expect from your WHPacific team.

WHPacific prides itself in completing project deliverables on time. The current and projected workload for WHPacific is such that we have several projects that are nearing or in final stages of completion. Our proposed team of professionals will have ample time and resources to perform the tasks required on any project you may assign under this contract.

Project approach

WHPacific staff, led by Project Manager, Karen Jacobsen, will perform the necessary studies, design efforts, bidding, and construction administration services required to meet the needs of the City of Las Vegas. WHPacific has significant experience with the City of Las Vegas through prior contracts. This experience, however, is only effective when paired with timely response and frequent communication. Task order driven projects, through their very nature, tend to have a sense of urgency based on specific user needs. Our ability to respond to your immediate need, formulate a solution, and execute a plan will form the basis for our technical approach. Balancing multiple tasks adds to the complexity of our work; therefore, communication and timely response is inherently critical to success. Karen will serve as the single point of contact and be the go-to person for any requests, updates, or information. Through the support of a team of engineers who have often worked together on similar assignments, WHPacific offers the City of Las Vegas a highly qualified and highly responsive team that performs quality work.

Our ability to offer essential engineering services provides the City of Las Vegas with:

- Single corporate responsibility for all disciplines
- Consistent implementation of quality control procedures
- Enhanced project communication, coordination, and consistency
- The necessary resources to successfully complete project assignments
- Daily interaction and coordination among all key disciplines
- Simplified internal communication and project coordination
- Multidiscipline QA/QC reviews throughout the project
- An integrated team with extensive experience working together
- Flexibility and availability of additional resources to meet tight schedules

WHPacific is leading this effort with its own internal staff of civil engineering professionals. Our approach to performing the services required will include determining the required expertise and involving the correct experienced personnel for each individual project and in all stages of project development. WHPacific has processes in place to streamline the workflow with one goal in mind: Provide the City of Las Vegas with reliable and quality delivery of the project scope within the agreed budget and schedule.

Because this is an as-needed assignment, the scope of work for each of the various projects is yet to be determined. WHPacific will work closely with the City of Las Vegas to collect all of the scope requirements. Our scoping process includes all stakeholder input – funding agencies, users, reviewing entities, and of course, the City of Las Vegas. After the scope of work has been determined, WHPacific will prepare a work breakdown structure that schedules all activities that our team anticipates to perform for any particular project. This work breakdown structure will serve as the basis for the fee estimate and will form the beginning of the project look-ahead schedule. We have successfully used this process for the City, as well as other similar clients, in the past.

WHPacific will use work plan elements specified to clearly define and refine the project scope and establish baselines for the scope, cost, and schedule. The baseline documents will include established strategies for:

- Executing the work
- Providing an efficient infrastructure to support performing the work
- Identifying the requirements and expectations of all stakeholders
- Quality assurance/ quality control (QA/QC)

This plan enables effective project management and helps prevent distractions that may throw the project off course. In our experience this initial in-depth planning aids in completing the project in a proactive manner with the highest quality. The QA/QC component of this plan is especially critical. WHPacific performs and records its internal Quality Review Record (QRR) on every project. The QRR typically occurs at a strategic milestone such as 75% or 95% completion and sometimes both depending on the project complexity. In addition to the QRR, WHPacific has also implemented *Team Wall Meetings* wherein the design team reviews and coordinates the project through a peer review process during the entire design and construction document phases of the project. These meetings add a quality assurance component to our final design as this review is integral to the design process. It also adds a constructability review, which is critical to the City, in order to get a completed, functional project.

WHPacific's approach to project execution is comprehensive and focused on creating the best workflow to accomplish the work. Task orders or individual projects will be completed to meet the City's

programmatic needs and scheduling requirements. Our goal is reliable delivery of the scope within the agreed budget and schedule.

Control of costs

Cost control is fundamental to WHPacific's success in meeting clients' design and construction cost objectives from concept to completion. WHPacific believes that cost control is directly linked to a comprehensive scope of services defined after award of each task. We will work diligently with each user group to prepare a comprehensive scope of services for each task or project under this contract. This scope would be strictly followed to accommodate the construction schedule and budget of each project.

Meeting deadlines

WHPacific understands that our highest priority is managing the project to get the work done according to plan. The purpose of the executing process is to complete the work defined in the scope of services determined by the client. The WHPacific project manager leads the team to produce the work defined in the scope, manage the team, work efficiently, communicate, manage contracts, and make sure quality meets expectations.

WHPacific's project manager will execute City of Las Vegas on-call projects and will be proactive in managing all aspects of the work. We know that interaction with the client stakeholders and project team is crucial to keeping the project on track.

WHPacific will actively manage the project's progress. We will focus on preventing problems rather than dealing with them as they occur. The WHPacific project manager will lead the project team to ensure that schedule and quality are met. We will work to identify and remove roadblocks by utilizing our technical knowledge to identify issues before they become a major problem.

WHPacific will hold progress meetings weekly. These meetings will focus on issues and finding a group solution based on consensus. These meetings will ensure common understanding of project deliverables, budget, and schedule.

At the beginning of the project or at various phases of the project, the WHPacific project team will host a phase scheduling session. Phase scheduling enables the team to produce the best possible workflow plan by involving those responsible for delivering the work and planning near-term activities. The outputs from a phase scheduling session are compiled into a look-ahead schedule. The look-ahead schedule is a tracking program used by WHPacific to capture all the activities from the phase scheduling session. WHPacific knows that through the use of these tools schedules can be met, deliverables provided, and quality maintained in a more efficient manner.

3. Past Record of Performance

Since 1944 WHPacific has performed work throughout the State of New Mexico and has executed many successful projects under numerous as-needed contracts with both public and private sector clients. The City of Las Vegas is seeking professional services for distribution system projects and WHPacific is proud to offer our expertise in engineering, survey, planning, design, construction administration and project management in response to your needs. Providing multiple-project professional consulting services is a core part of our business. Our Albuquerque office currently has eighteen on-call or IDIQ contracts with State of New Mexico and local government entities. We also have IDIQ contracts with federal government agencies and Native American entities like the Navajo Housing Authority. We will bring the full breadth of our on-call experience and task order expertise to the City of Las Vegas projects.

Given WHPacific's long experience in providing professional services for projects of varying size and complexity, and our ability to complete projects on time and within budget we are well-suited for your contract. Our task orders have included new facilities, building renovations and additions, utilities upgrades, asset management plans, studies, and surveys. Work associated with these and other task orders has included all the project management and coordination needed to execute the work.

The projects displayed herein illustrate the wide range of services that WHPacific's Albuquerque Office has to offer, and the following project examples demonstrate our competence in regards to a similar project scope of work. Details regarding these projects are provided in below, in Section J.4

4. Familiarity with Contracting Agency

WHPacific has a well-established relationship with the City of Las Vegas through various projects over the years through multiple WHPacific departments. The main contributing factor to our familiarity of the Las Vegas area is the fact that WHPacific provides architecture, mechanical engineering, electrical engineering, civil engineering, structural engineering, water resources, aviation, transportation and survey under one roof. All of our engineers and designers are within talking distance of each other which provides for increased communication and production with fewer subconsultants thus providing the client with one point of communication and one point of responsibility which is especially important for maintaining continuity.

Water

WHPacific's Water/Environment group has previously held several on-call contracts with the utilities department as well as performed individual projects for the City of Las Vegas. We are familiar with the City's infrastructure and we know that the water and wastewater systems are a high priority for the City and its stakeholders. WHPacific's work on the listed projects has demonstrated a solid commitment to the City.



Gallinas Diversion Rehabilitation

- Automated Water Meter Replacement Project
- Raw Water Preliminary Engineering Report
- Gallinas Diversion Structure Rehabilitation
- Water Treatment Building Repairs
- Peterson-Bradner Dams, Hydrology Analysis

Facilities (Architecture, Mechanical, Electrical, and Structural Engineering)

WHPacific recently completed construction administration for the Abe Montoya Recreation Center renovation. WHPacific was able to maintain consistent forward progress by providing regular project updates and status reports. In addition to the Abe Montoya Recreation Center Renovation, WHPacific has been able to complete other facilities projects for the City including:



*East Façade of the Abe Montoya Rec Center
Renovation Project*

- The Airport Terminal Building, Las Vegas, NM
- Snow Removal Equipment Building, Las Vegas, NM

Transportation

WHPacific is currently providing planning and design services for the reconstruction of 1.7 miles of Grand Avenue in Las Vegas. This project is being developed by NMDOT and coordinated with the City of Las Vegas. Through our work on this project we have gained familiarity with the city street network and utility and storm drainage systems. As part of our public involvement efforts on the project, we have conducted public meetings and individual meetings with business owners and residents to understand issues of concern within the corridor and in the broader community overall.

5. Current Volume of Work with the Contracting Agency that is Less Than 75% Complete

WHPacific currently has no design or construction work with the City of Las Vegas that is less than 75% complete.

6. Other

Ability to Conduct Public Meetings and Presentations

If the need arises for specialized services such as public outreach or involvement for any individual task order, WHPacific can assist with communicating via media organizations, websites, and public meetings. Public awareness and involvement may include:

- Advertise each public meeting in local newspapers or other community information vehicles.
- Provide information on funding and the planning process.
- Provide the public with the opportunity to comment, either verbally or in writing
- Respond to public inquiries

7. Resident Preference



Section K. Campaign Contribution Disclosure Form

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) _____

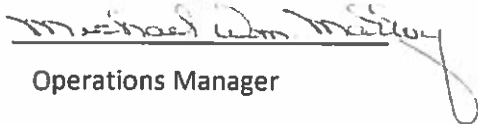
Signature

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.


Operations Manager

6/20/2017

WHPacific, Inc. does not contribute to public official political campaigns. WHPacific, Inc. does not encourage or discourage campaign contributions by employees or their relatives. WHPacific, Inc. does not track, record, or otherwise document such contributions.



Creative, Exceptional Service

WHPacific has a long history of delivering creative solutions with exceptional customer service to our clients throughout the Western United States and Alaska. We understand our clients' satisfaction is what drives our business success and we put their satisfaction at the forefront of every project.

City of Las Vegas

Distribution System
Planning, Design, and
Construction Engineering
Services

June 20, 2017
RFP Opening #2017-30



June 20, 2017



Casandra Fresquez
City Clerk
City of Las Vegas
1700 North Grand Avenue
Las Vegas, NM 87701

RE: Distribution System Planning, Design, and Construction Engineering Services, Opening No. 2017-30

Dear Ms. Fresquez and Members of the Selection Committee:

Molzen Corbin understands the challenges the City faces over the next four years in completing the highest quality projects in a timely manner to provide the best, most reliable water distribution system to its customers. With our 57 years of diverse project experience, depth of staff, and past working relationship with the City, we believe that Molzen Corbin is the ideal choice for this contract. Please consider the following:

1. **We know Las Vegas.** Molzen Corbin has been working with the City of Las Vegas for five decades. Our proposed core team members (including Mr. Clayton Ten Eyck, PE; Mr. Casey Cook, PE; Mr. Jonah Ruybalid, PE, CFM; and Mr. Douglas Albin) have extensive experience in Las Vegas, including Taylor Well No. 7, East Water Loop Segments A and B, the Finished Water Preliminary Engineering Report, and the Taos Street Waterline Repair.
2. **We specialize in on-call services.** Since 1960, the core of our business has consisted of open-end, on-call (as-needed) contracts with municipalities and other public entities. No other engineering firm in New Mexico has the same experience with on-call contracts as Molzen Corbin. We are specifically structured and staffed for this type of work, and we pride ourselves on meeting the needs of our on-call clients quickly and efficiently.

3. **We offer a highly experienced, multi-discipline project team.** Molzen Corbin employs 70 professionals in the field of public works engineering and architecture. This includes planning, design, and construction-phase services for water, wastewater, street/roadway, storm water, recreation/park, and municipal facility projects. In addition we offer construction observation, environmental assessment, regulatory compliance/permitting assistance, electrical engineering, mechanical engineering, surveying, and grants administration. We have teamed with GeoTest, Marron & Associates, East Mountain Surveys, and QPEC in order to provide the City with a full complement of services and engineering options that may be anticipated over the course of this on-call contract.
4. **We provide responsive, personalized service.** Molzen Corbin is specifically structured and staffed to provide rapid response to the day-to-day project needs of the City. We complete weekly status and review meetings with City personnel in Las Vegas for your projects, as we know that the success of any project hinges on communication with the City and the community. We are experienced in completing presentations before committees and City Councils on a regular basis to keep the community informed, and provide for a complete understanding of all project elements.

We welcome the opportunity to use our experienced and talented project team to assist the City of Las Vegas to realize your short-term goals and long-term vision.

Sincerely,
MOLZEN CORBIN

Adelmo E. Archuleta, MS, PE
President and Owner

Table of Contents

Transmittal Letter/Table of Contents
Sections

A. Offeror's Identification	1
B. Personnel Experience	2
C. Licenses	4
D. Contractor's Bonds (Contractor Only) NOT APPLICABLE	
E. Engineering & Architectural Services Experience	6
F. Engineering & Architectural Consultant Experience	9
G. Documentation	11
H. Cost	11
I. Financial	11
J. Additional Information	11
K. Campaign Contribution Disclosure Form	13
Appendix	
Offeror Information Form, Letter of Credit, and Campaign Contribution Form	

A. Offerer's Identification

About Molzen Corbin

Molzen Corbin is a local, nationally-ranked professional architecture and engineering firm. Established in Albuquerque in 1960, we employ 70 staff members who believe that New Mexico is a great place to live and work. We appreciate the challenges that our clients undertake on behalf of their communities and we respect their goals as our own.

Name, Address, Telephone Number and Date When Firm Was Established

Molzen Corbin was established in 1960 and is a corporation owned by Mr. Adelmo Archuleta, PE. Our corporate offices are located at 2701 Miles Road SE, Albuquerque, New Mexico, 87106, (505) 242-5700.

Federal Tax ID & NM Tax Identification Number

Molzen Corbin's Federal Tax ID number is 85-0166212. Our New Mexico Combined Reporting System (CRS) number is 01305771005. Our Resident Business Certificate Number is L1340229584.

Person Authorized to Contract

Mr. Clayton Ten Eyck, PE, Vice-President at Molzen Corbin will be responsible for the preparation and execution of the contract.

Experience Providing On-Call Engineering Services

Molzen Corbin pioneered the use of on-call engineering agreements in the 1980s. Today, on-call and retainer agreements remain at the heart of our business. We are specifically organized and staffed to provide responsive on-call services to clients Statewide. Over decades of experience, we have honed a service model that focuses on continuous improvement and on delivering value with every task and conversation. We are structured and staffed specifically to provide on-call services to public entities, and routinely go beyond "8-to-5."

Organizational Chart

Our organization chart reflecting responsibilities and interface with City staff is highlighted in Figure 1. It clearly delineates lines of authority within Molzen Corbin.

Subcontractors

Subcontractors noted on the organization chart that may be used during the course of this contract are listed in the following section along with their professional licenses as applicable.

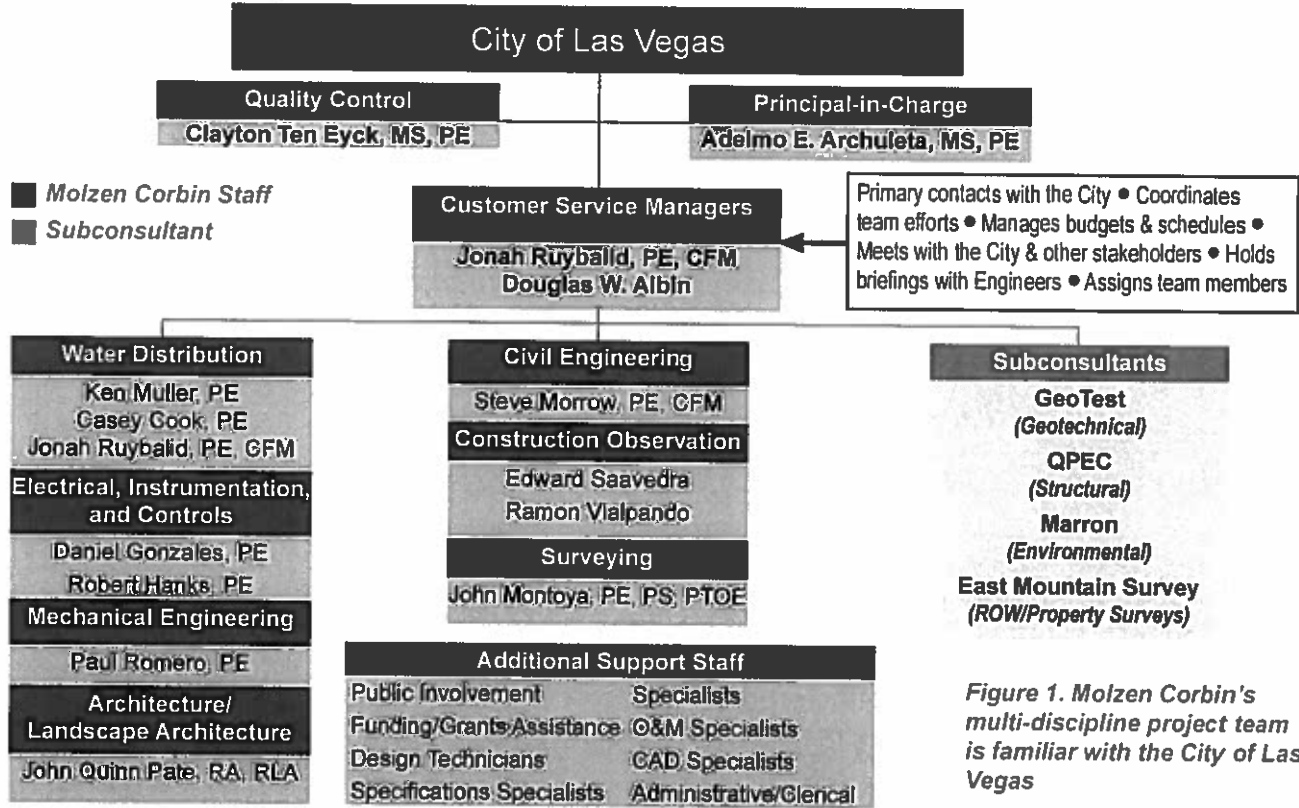


Figure 1. Molzen Corbin's multi-discipline project team is familiar with the City of Las Vegas

B. Personnel Experience

Qualifications/Competence of Key Personnel

Below are the qualifications/competence of key personnel who would be assigned to City of Las Vegas architectural projects, including their professional background, education, and experience. We also include this information for known subcontractors.

We propose a highly qualified project team, whose members have completed successful projects on an on-call basis for municipalities throughout NM, and who have special project experience and knowledge specific to the City of Las Vegas. Mr. Jonah Ruybalid, PE, CFM, and Mr. Douglas Albin will serve as Customer Service Managers. Mr. Ruybalid and Mr. Albin currently support the City of Las Vegas Utilities Division On-call contract. Together, they bring unmatched knowledge and experience with the City of Las Vegas, providing an efficient, responsive, and coordinated engineering solution for all City of Las Vegas infrastructure and utility projects. An organizational chart is shown in Figure 1 (previous page). Biographical sketches of key team members follow.

Adelmo "Del" Archuleta, MS, PE: Principal-in-Charge

- **Years of Experience:** 41
- **Registration:** NM PE #7078
- **Education:** M.S. and B.S., Civil (Environmental) Engineering, New Mexico State University
- **Qualifications:** President and owner of Molzen Corbin. An expert in strategic analysis, planning, design, master planning, facilities design and commissioning, project coordination, contract administration, construction management.
- **Project Experience:** He is an innovative water resources engineer through managing numerous projects that directly improved the quality of life in communities throughout New Mexico, including several award-winning state and regional projects. His local project experience includes design of the City's original wastewater treatment facilities and subsequent improvements, development of the facilities plan which joined the West Las Vegas and City of Las Vegas sewer collection system, negotiation of the purchase of the City's water system and oversight of virtually every water resources project completed for the City since 1975.



Jonah Ruybalid, PE, CFM: Customer Services Manager; Utilities

- **Years of Experience:** 5
- **Registrations/Certifications:** NM PE #23909, NM CFM #12-00315
- **Education:** B.S. in Civil Engineering, NMSU
- **Qualifications:** Licensed Professional Engineer and Certified Floodplain Manager with five years of experience in civil and water resources engineering, including roadway, drainage, site development, sewer line, and water line planning and design. Prior to Molzen Corbin, spent two years with the Doña Ana County Flood Commission where he assisted with flood control projects, reviews for building permits, drainage analyses, and other applications for compliance with the most current standards and specifications. At Molzen Corbin, Mr. Ruybalid's experience includes water and sewer line design and evaluation, preliminary engineering reports, design drawings and specifications, and client coordination.
- **Project Experience:** City of Las Vegas – Taos Street Waterline Crossing, Storrie Lake Waterline Crossing, and Cinder Road Water Improvements. City of Las Cruces – Sand Hill Arroyo Dam (Office of the State Engineer) Emergency Action Plan and O&M Manual, and Evaluation and Design of Storm Drain and Sanitary Sewer Crossings. Anthony Water and Sanitation District – Sanitary Sewer Collection System Preliminary Engineering Report (PER), Sanitary Sewer Collection System PER.



Douglas Albin: Customer Services Manager

- **Years of Experience:** 36
- **Education:** Albuquerque Technical-Vocational Institute (now CNM)
- **Qualifications:** Native of Las Vegas with 36 years of professional experience, including more than 25 years designing improvements to the City's water and wastewater systems. Extensive experience in CAD, surveying, project management, construction inspection, and project design. Certified modeler with practical application experience in WATER-CAD distribution system modeling software.
- **Project Experience:** City of Las Vegas – Taylor Well Nos. 2 and 4, the City of Las Vegas 2002 Sewer System Improvements, NM518 Water Line Extension (Legion to Storrie Lake), Camp Luna



Water Transmission Line (Luna to Valencia), Gallinas River Crossing, New Mexico Avenue Effluent Reuse Line, Rodriguez Park Effluent Reuse, Storrie Lake Intake Crossing, Old National Road Sewer Interceptor Evaluation, Camp Luna Elevated Tank, Cinder Road Sewer and Effluent Line Project, the Medite Water Line Repair, the PNM Effluent Tank Modifications, Water System Hydraulic Model, and the 2011 Finished Water PER, East Water Loop Segments A and B, Camp Luna Tank Rehabilitation, and Cabin Site Tank Inspection.

Clayton Ten Eyck, MS, PE: Quality Control

- **Years of Experience:** 12
- **Registration:** NM PE #18866
- **Education:** M.S., Environmental Engineering, Utah State University; B.S., Civil Engineering, Northern Arizona University
- **Qualifications:** Vice President of Molzen Corbin's Water Resources Division. Highly experienced in



developing improvements to water systems of all sizes, designing modifications to wastewater treatment facilities, developing O&M manuals, assisting with plant startup, providing construction administration services, and assisting communities with regulatory paperwork.

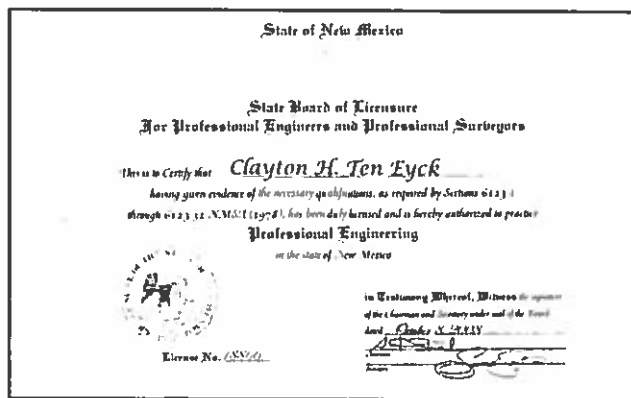
- **Project Experience:** City of Las Vegas—Finished Water PER, Groundwater Discharge Permits/Renewals, Medite Water Line Repair, Gallinas River Water Meter Replacement, Water Storage Tank Rehabilitation, Cabin Site Supplemental Water Tank, Camp Luna Water System Improvements, East Waterline Loop—Segment A Jack and Bores, Well No 7 Blending—Phase II, Wastewater Treatment Plant Renovations/Entrance Works Enclosure, Cinder Road Sewer, Effluent Reuse Tank, and North Grand Effluent Reuse.

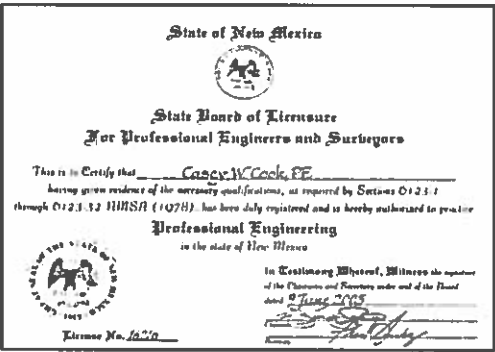
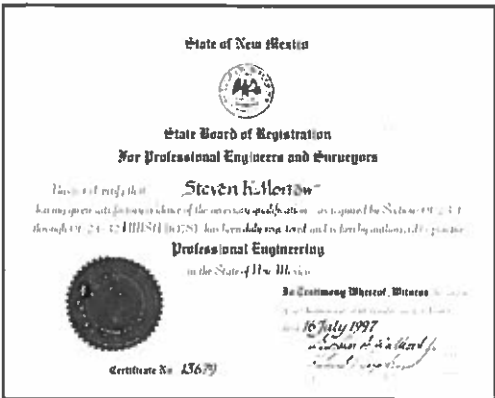
Key Project Team Members

Water Distribution	<p>Ken Muller, PE Registration: NM PE #12548 Education: B.S., Civil Engineering, Cal State Polytechnic University</p>	<p>Mr. Muller has 46 years of experience with wastewater projects including designing filtration, effluent reuse, transmission, pumping, lift stations, storage, disinfection systems, and piping; conducting odor-mitigation studies. Water projects include designing raw and finished water transmission lines, pressure-reducing stations, booster pump stations, storage, and systems to remove organics. Relevant projects for the City of Las Vegas include the new Wastewater Treatment Facility; the Water-Treatment Portion of the Water System PER; and the Effluent Reuse Filtration, Pumping, and Storage Facilities.</p>
	<p>Casey Cook, MS, PE Registration: NM PE #162168 Education: M.S. Water Resources & B.S. Mechanical Engineering, UNM</p>	<p>Mr. Cook has 21 years of experience in consulting with municipalities on all aspects of groundwater hydrology, water planning, and water distribution and storage system design, focusing on groundwater hydrology with emphasis on well design, well development and rehabilitation, and well testing. Relevant project experience includes Double Eagle Well Improvements, City of Carlsbad; Double Eagle Well Improvements, City of Carlsbad; Pressure Zone Optimization, Eldorado Area Water and Sanitation District; Water System Construction Administration, Pueblo of Zia; Irrigation Well Design, City of Eunice; Recreation Area Water Supply PER, City of Eunice; Wastewater Collection and Treatment Plant Design, Pueblo of Zia; Well No. 19, EAWSD.</p>
Electrical/Mechanical	<p>Daniel Gonzales, PE Registration: NM PE #19969 Education: B.S., Electrical Engineering Technology, NMSU</p>	<p>Mr. Gonzales has 11 years of experience and is vice president of Molzen Corbin's Electrical Engineering Division. He has design experience in power, instrumentation and controls (I&C), renewable energy, specifications, pre-design analysis and reports, cost estimates, and construction coordination. Relevant projects include Joe Harvey Boulevard Streetscape Lighting (at NM 18), Hobbs; I-25 Beautification Project Lighting, Los Lunas; and Camino Primera Agua Street Improvements Lighting (near I-40), Tijeras.</p>
	<p>Paul Romero, PE Registration: NM PE #14932 Education: B.S., Mechanical Engineering, UNM</p>	<p>Mr. Romero has 21 years of experience in the design of HVAC, plumbing, process piping, and fire protection systems, as well as engineering analysis, project management, planning, and construction cost estimation. He is skilled in sustaining, optimizing, and improving existing facilities while ensuring design and construction meet building codes and client requirements.</p>
Civil	<p>Robert Hanks, PE Registration: NM PE #23949 Education: B.S., Electrical Engineering, Louisiana Tech University</p>	<p>Mr. Hanks has 40+ years of experience as an electrical engineer specializing in electrical and instrumentation & control (I&C) system design and implementation. As a Principal I&C Technologist for CH2M Hill, he has been intimately involved in overseeing the layout, design, and specification of instrumentation and control equipment and power systems for large industrial projects, water and wastewater treatment facilities, booster pump stations, and sewerage lift stations.</p>
	<p>Steve Morrow, PE, CFM Registration: NM PE #13679; NM CFM #11-00288 Education: B.S., Civil Engineering, NMSU</p>	<p>Mr. Morrow has 23 years of experience as a design and construction engineer. He manages a wide variety of design projects for Molzen Corbin in both the Water Resources and Civil Departments. He has a strong background in transportation, drainage, water, sewer, and storm drain design as well as construction management. Relevant project experience includes Jacob A. Hands Wastewater Treatment Plant Odor Control Project, City of Las Cruces; Wastewater Treatment Plant Expansion Site/Civil Design, Pueblo of Santa Ana; Comparison of Regional Regulations (CORR) Online Manual for Public Works Project Design in Bernalillo County (Author).</p>

Surveying	<p>John Montoya, PE, PS, PTOE Registration: NM PE #12423, NM PS #13057, PTOE #3426 Education: B.S., Civil Engineering Tech, NMSU</p>	<p>Mr. Montoya has 32 years of experience. Serves as project manager, design engineer/technician, surveyor, and construction observer on public works projects across the Southwest. Projects include site development and the design of drainage and grading, stormwater detention basins, storm sewers, water transmission lines, water tanks, water system booster stations, sanitary sewer interceptors/collection lines, sanitary sewer lift stations, and sanitary sewer modeling.</p>
Architecture	<p>John Quinn Pate, RA, RLA Registration: RA NM #1784; RLA NM #87 Education: B.A. Architecture, University of New Mexico</p>	<p>Mr. Pate has more than 41 years of experience in architectural design. He has extensive hands-on experience in master planning and design of architectural and landscape architectural projects, which he has completed for numerous municipalities throughout the State of New Mexico. His water resources experience includes architectural design support for wastewater treatment facilities in numerous communities, including the Cities of Carlsbad and Albuquerque, Villages of Bosque Farms and Los Lunas, and Towns of Taos and Bernalillo.</p>
Subconsultants	<p>Eric Johnson, AICP, Mar-ron and Associates: Environmental Engineering</p>	<p>Mr. Johnson has 27 years of experience in environmental consulting for clients in the public and private sectors as well as tribal entities across the state. He has provided environmental services and obtained clearances for many projects including water and wastewater treatment plants, commercial and industrial property transactions, highway and public utilities corridors, land transfers, oil and gas pipelines, and others.</p>
	<p>Patrick Byres, PE, Geo-Test: Geotechnical Registration: NM PE #8126 Education: Civil Engineering, UNM</p>	<p>Mr. Byres' 42 years of project experience includes planning, supervision, analysis and design for a variety of projects including design studies of streets and highways, railroad bridges, commercial complexes, high-rise structures, embankments and earth dams. Engineering analysis and design have been performed for spread footings, drilled piers, piles, excavations, and slope stability.</p>
	<p>Richard Pfeiffer, PE, QPEC: Structural Engineering Registration: NM PE #11155 Education: BS in Civil Engineering, NMSU</p>	<p>Mr. Pfeiffer has over 30 years of experience in structural design, including experience in educational facilities, hospitals, commercial office and retail buildings, and government office buildings. He has vast experience in the preparation of construction documents, design reports, and construction phase services.</p>
	<p>Lorenzo Dominguez, PS, East Mountain Surveying Co.: ROW/Property Registration: NM PS #10461 Education: AS, Land Surveying, Santa Fe Community College</p>	<p>Mr. Dominguez has 28 years of surveying experience. East Mountain Surveying provides boundary, land-division, subdivision, topographic, construction-staking, ALTA, and beneficial-use (irrigated lands) surveys and improvement location reports. East Mountain's equipment includes a Trimble Model R-6 survey-grade GPS base and rover unit and a Leica Model 750 semi-robotic survey total station. The firm is well-versed in the rules and subdivision regulations of New Mexico municipalities including the cities of Albuquerque, Santa Fe, Rio Rancho, and Española; and the counties of Santa Fe, Bernalillo, Sandoval, Rio Arriba, San Miguel, Torrance, and Mora.</p>

C. Licenses





License Details

License Information	Fee	Amount	Status	License Status
Professional Engineer	100	100.00	Active	Professional Engineer
Professional Surveyor	100	100.00	Active	Professional Surveyor

Address Information

Address Information	Address	City	State	Zip
Professional Engineer & Surveyor	1234 N. 1st St.	Albuquerque	NM	87102
Professional Engineer	1234 N. 1st St.	Albuquerque	NM	87102
Professional Surveyor	1234 N. 1st St.	Albuquerque	NM	87102

Professional Information

Professional Information	Professional Information	Professional Information
Professional Engineer & Surveyor	Professional Engineer	Professional Surveyor
Professional Engineer	Professional Engineer	Professional Surveyor
Professional Engineer	Professional Engineer	Professional Surveyor



E. Engineering & Architectural Services Experience

About Molzen Corbin

Molzen Corbin is a nationally ranked firm with deep roots in this State. Established in Albuquerque in 1960, we employ 70 staff members who believe that New Mexico is a great place to live and work. We appreciate the challenges that our clients undertake on behalf of their communities and we respect their goals as our own.

Serving as a trusted extension of their staff, Molzen Corbin applies decades of technical expertise, institutional knowledge, and project experience to develop solutions tailored to the needs of each client.

Our Water Resources Division offers full in-house capabilities for water system and well design, having completed numerous such projects across the State. These water resources specialists are supported by electrical, mechanical, and civil engineers, architects and landscape architects, grants administrators, and construction observers, so our clients benefit from the convenience and cost savings of meeting diverse project needs with a centralized team.

Water System Engineering: Ensuring Safe Drinking Water for New Mexico

For 57 years Molzen Corbin has had a dynamic effect in ensuring safe drinking water for New Mexico's citizens. We have completed more than 500 major water and wastewater projects for water associations, municipalities, pueblos, tribes, and state and federal agencies since 1960. We often work with clients over the span of several decades, providing the vital infrastructure needed to grow and develop communities. Our experience in the design of public water systems is illustrated in Figure 2 at right.

Molzen Corbin has the specialized planning and technical competence to assist the City of Las Vegas with your engineering needs required for the 11 projects listed in the RFP. Our corporate experience encompasses all aspects of water system engineering including supply, production, storage, treatment, and transmission.

Below are relevant examples of similar projects we have completed throughout New Mexico.

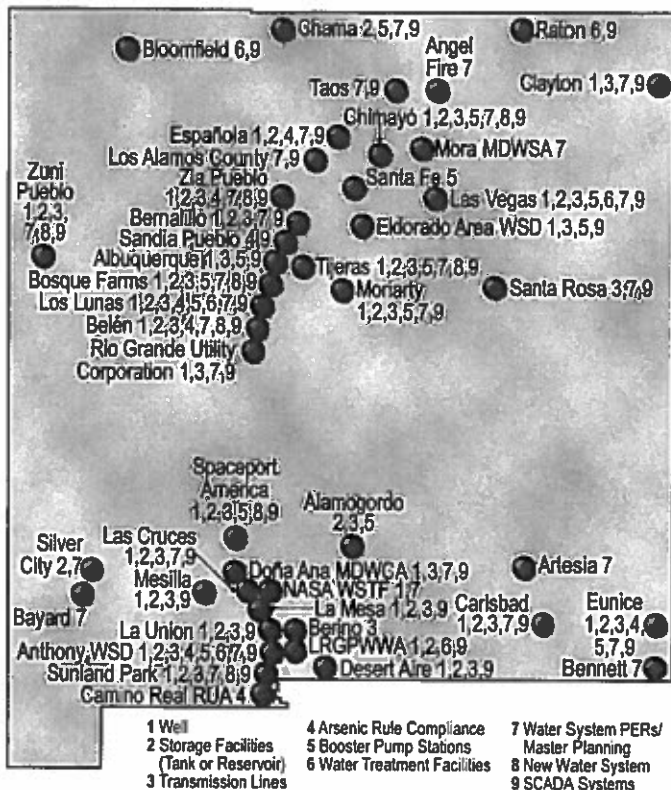


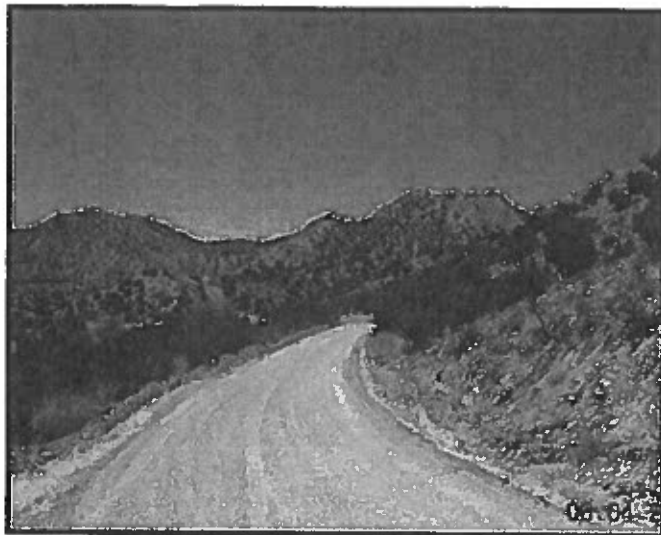
Figure 2. Molzen Corbin has completed community water systems throughout New Mexico.

Water System, Greater Chimayò Mutual Domestic Water Consumers Association (GCMDWCA)

Molzen Corbin prepared a PER evaluating options for providing water to the Greater Chimayò area, which until recently did not have a source or system for delivering potable water. The PER investigated and identified sources of water and water rights, water supply and storage requirements, booster station locations, and sizing of the transmission and distribution system. The PER also established a phased approach to ensure the success of the project by breaking it down into more manageable components. This allowed the Association to obtain funding and create a customer base to generate revenue and attract additional customers to the system.

Chimayò Water System Phase I

This project was undertaken during a state of emergency due to water contamination levels in private wells. Molzen Corbin provided planning, design, and construction services for a completely new water system for the GCMDWCA. Phase I consisted of approximately 50,000 LF of 6-inch



to 12-inch water line, the equipping of two wells, a well house, two booster pump stations, a water tank, and a water loading station.

Chimayò Water System Phase I-A

Molzen Corbin provided planning and design services for the GCMDWCA's water system extension. Phase I-A consists of approximately 6,000 LF of six-inch and eight-inch water line to provide potable water service to approximately 25 homes.

Chimayò Water System Phase I-C

Phase I-C consists of approximately 13,000 LF of four-inch and 12-inch water line, and replaced an existing water system in the Plaza del Cerro area of Chimayò, which was very old and in need of constant repair.

Contact: Paul Martinez, (505) 699-0730

Community Water System Improvements, Village of Tijeras

Since the early 1990s, Molzen Corbin has worked with this mountain community to supply safe and dependable water to residents living in areas with poor aquifer conditions. Molzen Corbin completed the Water Master Plan and PER (with Environmental Assessment) for the Village's supply and distribution system, and subsequently designed Phases I, II, III-A, III-B, III-C, III-D, and the completion phase of the water system itself, Phase III-E. Since 1999 Molzen Corbin has helped the Village of Tijeras to secure more than \$10 million in project funding. Phase highlights include:

Phase I

- Equipped existing well with pump
- Designed well house and water storage tank
- Installed 15,000 linear feet of waterline, along with appurtenances for system expansion and fire protection



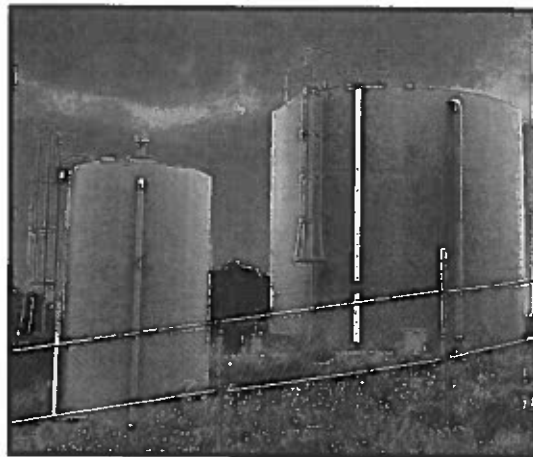
Phase II

- Installed 10,500 linear feet of waterline, valves, hydrants, other appurtenances
- Constructed wellhouse, water storage tank, transmission lines, distribution lines, and other appurtenances in the upper zone
- Connected upper and lower zones

Phase III-A, B, C, D, and E

- Water distribution lines to provide water to Village residents north and south of I-40
- Installed 1,625 linear feet of 6-inch waterline, 8,600 LF of 8-inch waterline, 11,800 LF of 12-inch waterline, and associated valves, fire hydrants, related appurtenances
- Three booster pump stations, I-25 jack-and-bore crossing, and more than 100 service connections

Phase III-E has recently completed construction to provide water service to the majority of remaining residents (approximately 82 homes) within the Village limits.



Contact: Mayor Gloria Chavez, (505) 263-0715

Village of Los Lunas – Water System Improvements

Molzen Corbin has been working with the Village of Los Lunas on their water infrastructure since 1962. Over the past 55 years, we have helped the community to plan, design, and construct all aspects of their water system. Recent efforts have included:

Well No. 6 and Booster Pumping Station

This well produces 1,400 gpm, is disinfected with an onsite hypochlorite generation system, and is boosted to Tanks 5 and 6 which serve the upper pressure zone.

Tank 7 and Booster Pumping Station

This project was constructed to provide water pressure and service to new development moving west in the village. The 1.5 million gallon welded steel water storage tank receives water from Tanks 5 and 6 through a new booster pumping station. The project also included an onsite hypochlorite generation system and associated piping to and from the tanks.

Well Nos. 3, 4, 5, and 6 Arsenic Treatment Systems

The Village was impacted by the Arsenic Rule which lowered the primary drinking water standard to 10 parts per billion. Molzen Corbin designed coagulant-assisted oxidation/pressure filtration systems for each of the wells to achieve arsenic compliance. These systems have kept the Village in compliance since their installation.

Transmission and Distribution Lines

Numerous projects have been designed by Molzen Corbin to install many miles of water transmission and distribution piping throughout the Village. These improvements were all conceived in the Water System Master Planning documents prepared to guide the development of a robust and looped system. A recent project designed, and about to go out for bids, includes about 3.5 miles of 16" and 18" transmission lines to provide redundancy, increased fire flow, and improved pressure to the eastern part of the Village. The project includes a half mile horizontal directional drill crossing underneath the Rio Grande.

Contact: Mr. Michael Jaramillo, Public Works Director, (505) 352-7629



F. Engineering & Architectural Consultant Experience

Molzen Corbin's Leadership in Municipal Consulting

Molzen Corbin is structured and staffed to provide highly responsive services to our clients, regardless of their location. On-call contracts have been the core of our business for 57 years (see Figure 3), as a large percentage of our projects are for municipalities and government agencies who work with us on a retainer basis. Please consider the following:

- We currently hold on-call contracts with 17 entities across New Mexico, providing fast, highly responsive services from the Village of Chama in the north to the southern City of Sunland Park. Molzen Corbin's ability to mobilize quickly and go the extra mile for our clients has been proven again and again.
- We offer a specialized project team consisting of customer service managers familiar with the City of Las Vegas and lead engineers in all required disciplines to meet your day-to-day and long-term engineering and planning needs.
- We offer 70 professional, technical, and support personnel in civil, water resources, electrical, and mechanical engineering; architecture and landscape architecture; planning; and grants administration. We have the depth of staff to complete multiple projects simultaneously to meet all of your project needs.

As a service-oriented firm, we consider responsiveness to our clients, regardless of their location, our highest priority. We have the flexibility and depth of staff to respond quickly and efficiently to all of your project needs under this consulting services contract.

Project Experience in Las Vegas

Since 1964, Molzen-Corbin has served the City of Las Vegas in the areas of water planning, supply, storage, transmission and distribution; wastewater treatment including effluent re-use; drainage; street improvements; airport planning and design; utility rate studies; industrial park planning and design and grant procurement and administration.

No other professional firm can claim the same depth of knowledge of the infrastructure of the City of Las Vegas, match our successful track record of

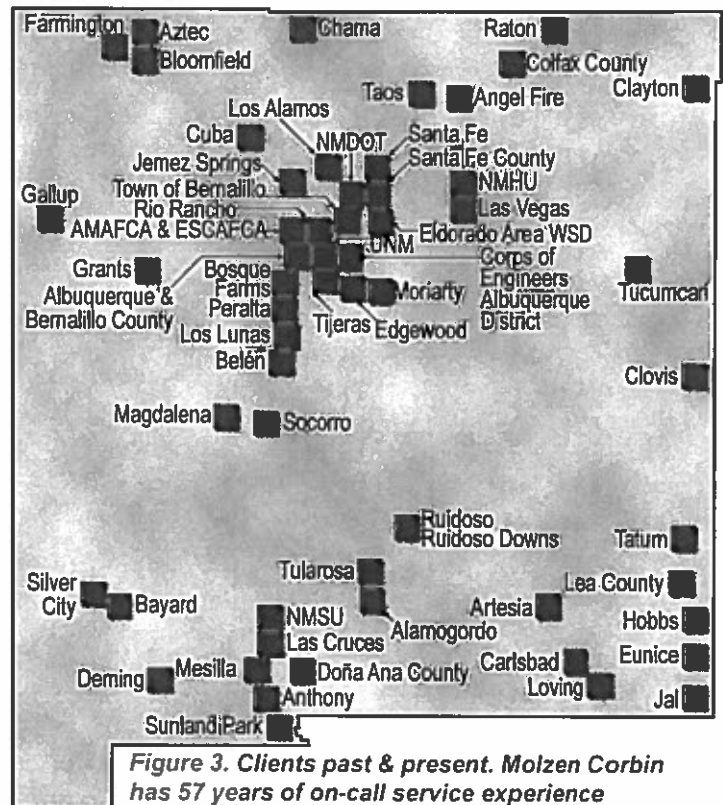


Figure 3. Clients past & present. Molzen Corbin has 57 years of on-call service experience throughout the State of New Mexico.

service, or provide archives of historical improvements in the City. Figure 4 (next page) provides a partial listing of the projects that we have completed for the City.

Proximity to the City of Las Vegas

Molzen Corbin's Albuquerque office is 122 miles from the City of Las Vegas, and we can be on-site in less than two hours. We will continue to provide responsive, personalized services to the City under this on-call contract. The Molzen Corbin team makes weekly trips to Las Vegas in support of our current on-call contract with the Utilities Department.

Past Project Performance

Molzen Corbin has sustained an outstanding reputation for delivering high-quality projects on time and within budget. In Figure 5, we present information on recent relevant projects, including the engineer's estimate, the bid price, and the final construction cost (including accepted alternates).

Project History Highlights for the City of Las Vegas	
Planning/Studies/PERs	<ul style="list-style-type: none"> -2011 Finished portion of Master Water Supply PER -1988 Water Master Plan -Water Treatment Facility Plant Phase II Design Study -Water Supply Alternatives Evaluation -Raw Water Storage Alternatives Evaluation -Water Loss Evaluation and Implementation Plan -Hydraulic Capacity Evaluation of Northern Service Area -Taylor Well Field Evaluations -Water Supply Needs & Alternatives Summary Report -Utility Rate Analysis -State Police Building Needs Architectural Technical Assessment -2011 Water System Hydraulic Model -Water Model Update -Taylor Well Operation Plan
Water Supply	<ul style="list-style-type: none"> -Taylor Well No. 4: Tank, Booster Pump Station, Well Transmission Line -Taylor Well No. 2: Well, Well Building, Well Transmission Line -Valencia Tank Pressure Zone Improvements -Taylor Well No. 7: Design, Construction -Cabin Site Tank Inspection -Camp Luna Tank Rehabilitation
Water Distribution	<ul style="list-style-type: none"> -NM 518 Utility Improvements from Legion Drive to Storrie Lake -Mills Avenue Utility Improvements -East Loop Segment A and Segment B -Westside Water Improvements -Medite Water Line Repair -Taos Street Water Line Repair -Storrie Lake Water Line Repair -Cinder Road Water Improvements
Water Transmission	<ul style="list-style-type: none"> -12" Transmission Line from Camp Luna to Valencia Tank -8-inch Water Line from Taylor Well No. 4 to Valencia Tank
Wastewater Treatment	<ul style="list-style-type: none"> -North Grand Effluent – Phase I -Supplemental Facilities Plan/Preliminary Engineering Report for Improvements to Wastewater Treatment Plant -Wastewater Treatment Plant Renovations Study -Wastewater Treatment Plant Improvements -Operations Services -Sludge Disposal Facilities -Sludge Thickener -Entrance Works Enclosure -PNM Effluent Tank
Effluent Reuse	<ul style="list-style-type: none"> -Cinder Road Effluent Line -Rodriguez Park Effluent Reuse -New Mexico Avenue Effluent Line Crossing -Gallinas River Effluent Line
Sewer	<ul style="list-style-type: none"> -2002 Sewer System Improvements -Cinder Road Sewer Interceptor

Figure 4. Molzen Corbin has a long working relationship with the City of Las Vegas, including a number of water/wastewater projects.

Figure 5. History of Past Performance on Three Projects Project/Client	Engineer's Estimate	Bid Amount	Final Closeout Contract Amount	Schedule Met
Community Water System Improvements, Phase III, Village of Tijeras	\$2,557,176	\$2,141,453	\$2,034,969	✓
Chimayó Water System Phase IA, GCMDWCA	\$385,503	\$401,135	\$379,692	✓
Chimayó Water System Phase IC, GCMDWCA	\$919,756	\$894,520	\$1,049,808**	✓
Well No. 6, Tank No. 6 and North Loop, Village of Los Lunas	\$2,169,938	\$1,858,180	\$1,904,370	✓

**Scope of work increased due to newly available funding; more customers were added to the system.

Ability to Conduct Public Meetings and Presentations

Nearly all of Molzen Corbin's infrastructure projects have involved public outreach efforts. We have worked with committees, focus groups, special interests and municipal/public staff to develop comprehensive analyses of critical local issues. Our approach focuses on raising public awareness and then encouraging and documenting community input.

Current Volume of Work

Molzen Corbin currently has the following projects with the City of Las Vegas Utilities Department that are less than 75% complete:

- LVG133-24, Taylor Well No 4 Rehabilitation
- LVG140-25, Hanna Park Effluent Design
- LVG165-20, East Water Line Loop Const. Phase Services
- LVG170-20, Wastewater Master Plan
- LVG164-20A, Cinder Road Water Const. Phase Services
- LVG163-13A, Storrie Lake Waterline Repair Construction Phase Services

G. Documentation

Documentation of education, certifications and qualifications are featured under Section B. Personnel Experience. Professional Licenses are provided in Section C. Licenses.

H. Cost

1. **Lodging** – Lodging will be charged, when and if necessary, at the State of New Mexico approved per diem rate at the time it is incurred. In the event of long-term lodging needs for a project, alternate sources of lodging would be sought in order to reduce the cost to less than the per diem rate for the project.
2. **Mileage** – Mileage will be charged, when and if necessary, at the prevailing rate approved by the Internal Revenue Service at the time the expense is incurred, which is the method that all mileage is currently billed. Travel time will be billed as necessary at the prevailing hourly rate of the individual travelling.

I. Financial

We have provided a copy of the letter requested in your RFP. It is located in the appendix of this proposal.

J. Additional Information

Since 1960, Molzen Corbin's core customer base has consisted of municipalities and other public entities. In the 1980s we were at the forefront of using on-call engineering agreements in New Mexico (see Figure 3). We have achieved an enviable reputation for providing high-quality, professional consulting, planning, and design and construction-phase services to clients, and have built a record in public infrastructure that is unparalleled in the State of New Mexico. **Our reputation for timely, cost-effective, and competent delivery of projects is reflected in the fact that 90% of our business is derived from repeat clientele, and that many of the clients we began with more than 57 years ago are still with us today.**

Capacity & Capability to Perform Work

We employ talented professionals in the fields of engineering—civil, transportation, airport, water resources, electrical, and mechanical—architecture,

and landscape architecture. Our 70 staff members believe that New Mexico is a great place to live and work. These include 15 professional engineers, 20 technical staff (including engineer interns), six drafters, two architects, and 27 support staff (administrative, clerical, funding, public involvement, construction observers, surveyors, etc.).

In addition to the Molzen Corbin staff, we have carefully compiled a team of four subconsultant firms for this on-call contract, all of which we have worked with numerous times, including on City of Las Vegas projects. Molzen Corbin has a solid track record of meeting project schedules, including condensed schedules. Our project experience, depth of staff and technical expertise enable us to quickly mobilize our resources to align them with concurrent activities on complex projects.

Based on our extensive experience in supporting on-call professional engineering contracts, our depth of staff, and our familiarity with your processes, administration, and infrastructure, we can unequivocally state that we will be able to accommodate the City's project needs, including any and all specialized services, to meet any necessary time limitations.

Technical Approach

Following is our approach to accomplish tasks under the City of Las Vegas water distribution system engineering services on-call, which demonstrates Molzen Corbin's capabilities. **Our engineering professionals constantly evaluate every element of every task to create cost savings, cost deferrals, and/or lower lifecycle costs.**

- **Project Scoping/Programming**—Work with the City to fully define the scope for each project. This may be the most important step in any project. To fully understand your needs, we will continue to work closely with the City in an open exchange of ideas. Using your input, we will develop a project scope that is a full and accurate reflection of your needs and goals.
- **Studies**—Gather data including on-site measurement, drainage studies, master plans, utility rate studies, and other pertinent information.
- **Preliminary and Final Design**—Prepare complete working drawings, technical specifications, contract documents for bidding (e.g., bonds, insurance, etc.), quantity take-offs, and cost estimates.
- **Bidding**—Provide assistance in advertising for bids, distributing plans and documents for bidding, receiving and tabulating bids, recommending award, checking bond and insurance forms, and issuing notice to proceed for construction.
- **Construction**—Provide project/construction administration, observers (full-time if required), and inspection services (if desired).
- **Project Closeout**—Prepare drawings for permanent records, including changes. Provide O&M manuals and operator training for treatment plants or electrical system projects.

Approach to Scope of Work

In addition to our capabilities to meet the general engineering services requested in the RFP, which have been detailed throughout this proposal, we also have the professional experience and project knowledge to assist the City with accomplishing the engineering tasks provided. Below we detail our understanding of these tasks.

Task 1. Camp Luna Altitude Control Valve

- The project involves the removal of an existing 16" attitude control valve (ACV) and the installation of a new 10" ACV, the removal and replacement of the associated fittings and valves and the repair of the existing concrete vault.
- The estimated construction cost is approximately \$40,000.
- The design is complete and the City has requested that this project be included in the Cabin Site Water Tank Rehabilitation Project.
- If additional work is needed on the this project, Molzen Corbin is in a unique position to continue to assist the City.

Task 2. Camp Luna Water Line Loop (North Loop)

- This project was identified in the Molzen Corbin 2011 Finished Water PER and we assisted the City in the development of the scope of work.
- This project is part of the 2013 Camp Luna Water Line Improvements Project.
- The plans and specifications for the construction for all of the improvements has been completed and some of the improvements have been constructed by the City.
- The portion that has not been constructed is the proposed water line on the north end of the Camp Luna residential area that connects the dead water line to the existing 16" on Hot Springs Blvd. that runs through the Las Vegas Land Grant.
- This portion of the project has been placed on hold until an easement can be acquired from the Land Grant.
- If additional work is needed on the this project, Molzen Corbin is in a unique position to continue to assist the City.

Task 3. Storrie MDF Line Leak

- The existing 16" CCP water line from the WTP to Airport Road is leaking at the Storrie Lake canal.
- Molzen Corbin prepared the plans and specifications and is currently being constructed by Hays Plumbing and Heating.
- If additional work is needed on the this project, Molzen Corbin is in a unique position to continue to assist the City.

Task 4. Taos Street Water Line Repair

- The existing 6" and 8" water line that crosses the Gallinas River at Taos Street is leaking.
- Molzen Corbin prepared the plans and specifications and is currently being constructed by New Image Construction.

- If additional work is needed on the this project, Molzen Corbin is in a unique position to continue to assist the City.

Task 5. Hot Springs Boulevard Water Line Repair and Replacement

- This project was identified in the Molzen Corbin 2011 Finished Water PER and we assisted the City in the development of the scope of work.
- The project consists of approximately 7,900 feet of 16" DIP water line and 500 feet of 8" PVC water lines along Hot Springs Boulevard from Camp Luna (PRV No. 1) to San Miguel Street, the connection to existing water lines, asphalt removal and replacement.
- The project is within NMDOT Right of Way from Mills Ave. to PRV No. 1 and NMDOT Permits will be required.
- The estimated construction cost is approximately \$1.5 million.

Task 6. 8th Street Water Line Extension

- This project was identified in the Molzen Corbin 2011 Finished Water PER and we assisted the City in the development of the scope of work.
- The project consists of approximately 7,200 feet of 8" PVC waterline along North 8th Street including one PRV Station.
- The new waterline will be located on the east side of the existing pavement within the east shoulder.

Task 7. Cinder Road Water Line Extension

- This project was identified in the Molzen Corbin 2011 Finished Water PER and we assisted the City in the development of the scope of work.
- The project consists of approximately 6,200 feet of 6" PVC waterline along Cinder Road from Mills Ave. to Camino Road.
- The project has been designed and the bid opening was held on April 19, 2017.
- We understand the City will consider the Notice of Award at the July 2017 council meeting.

Task 8. East Loop Water Line Extension

- This project was identified in the Molzen Corbin 2011 Finished Water PER and we assisted the City in the development of the scope of work.
- The project has been separated into three segments.
- Segment A has been constructed by the City and Hays Plumbing and Heating.
- Segment B has been designed and construction will begin in June 2017 by Hays Plumbing and Heating.
- Segment C has been placed on hold.
- The estimated construction cost of the entire project is approximately \$2.3 million.

Task 9. North Grand Water Line

- This project was identified in the Molzen Corbin 2011 Finished Water PER and we assisted the City in the development of the scope of work.
- The project includes approximately 2400 feet of 6" and 8" water line.
- The project is currently being designed by Molzen Corbin.
- The estimated construction cost of the entire project is approximately \$350,000.

Task 10. 8th Street and Chico Repairs

- This project was identified in the Molzen Corbin 2011 Finished Water PER.

Task 11. Water Model Updates

- The existing WaterCAD model was prepared by Molzen Corbin as part of the 2011 Finished Water PER.
- Molzen Corbin updated the model in June 2015.
- If additional work is needed on the WaterCAD model, Molzen Corbin is in a unique position to continue to assist the City.

K. Campaign Contribution Disclosure Form

This form is located in the appendix of this proposal



100 Sun Avenue NE, Suite 500
Albuquerque, New Mexico 87109

www.bankofalbuquerque.com

June 15, 2017

City of Las Vegas NM
1700 N. Grand Avenue
Las Vegas, NM 87701

RE: Molzen-Corbin & Associates, Inc.

To Whom It May Concern:

The above referenced company has been an exemplary client of Bank of Albuquerque since July 2004. The Company is run by individuals who are very knowledgeable, experienced, and of high integrity. Overall, we feel Molzen-Corbin & Associates, Inc. conducts its banking business in a satisfactory manner and is well managed.

The Bank's depository relationship with the Company consists of several depository accounts with a total average balance over the last year in the moderate seven figures.

This letter is given in strict confidence for the benefit of Molzen-Corbin & Associates, Inc. for reference purposes only. Please feel free to contact me if you require additional information.

Sincerely,



John M. Valentine
SVP Commercial Banking
505-222-8421
jvalentine@bankofalbuquerque.com

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

June 19, 2017

Date

President and Owner, MOLZEN CORBIN

Title (Position)



To Provide
Professional Services
To

PROPOSAL

CITY OF LAS VEGAS



For
Distribution System Planning,
Design and Construction
Engineering Services
RFP #2017-30
JUNE 20, 2017 - 3:00 P.M.



1601 Camino del Coronado
Tucumcari, New Mexico 88401
575-461-0181

Albuquerque ♦ Artesia ♦ Houston ♦ Las Cruces ♦
Roswell ♦ Santa Fe ♦ Silver City ♦ Tucumcari



June 20, 2017

City of Las Vegas
1700 North Grand Avenue
Las Vegas, New Mexico 87701

RE: RFP #2017-30 Distribution System Planning, Design and Construction Engineering Services

Dear City Officials:

Occam Engineers Inc. is pleased to submit this proposal to provide engineering services to the City of Las Vegas for water engineering services. Our team offers the following advantages for this project:

- We have worked successfully with the City on other projects including street improvements, improvements to the water system and improvements to the wastewater treatment facilities. The City is familiar with Occam Engineers Inc. and knows that you can expect highly responsive service.
- We are oriented towards communities such as the City of Las Vegas. We fully understand the physical and financial limitations of local governments of your size and know how to work together with you to find solutions that are practical for your particular needs and capacities.
- We are frequently in the City and surrounding areas and know the local construction challenges.
- We are excellent at helping local governments find grants to fund their project needs. We know where and how to obtain the funds that are needed.

We sincerely want to accomplish these water distribution projects for the City of Las Vegas. Occam Engineers Inc. is ready to commence work immediately and complete your projects in a timely and cost effective manner. Thank you for the opportunity to submit this proposal. The City of Las Vegas is a highly favored client of ours and we are very appreciative and protective of our relationship. If you require further detail or have any questions, please contact me at office number 575-538-5395, or mobile number 575-538-1726.

Respectfully submitted,

David D. Maxwell, P.E.
Chief Operating Officer

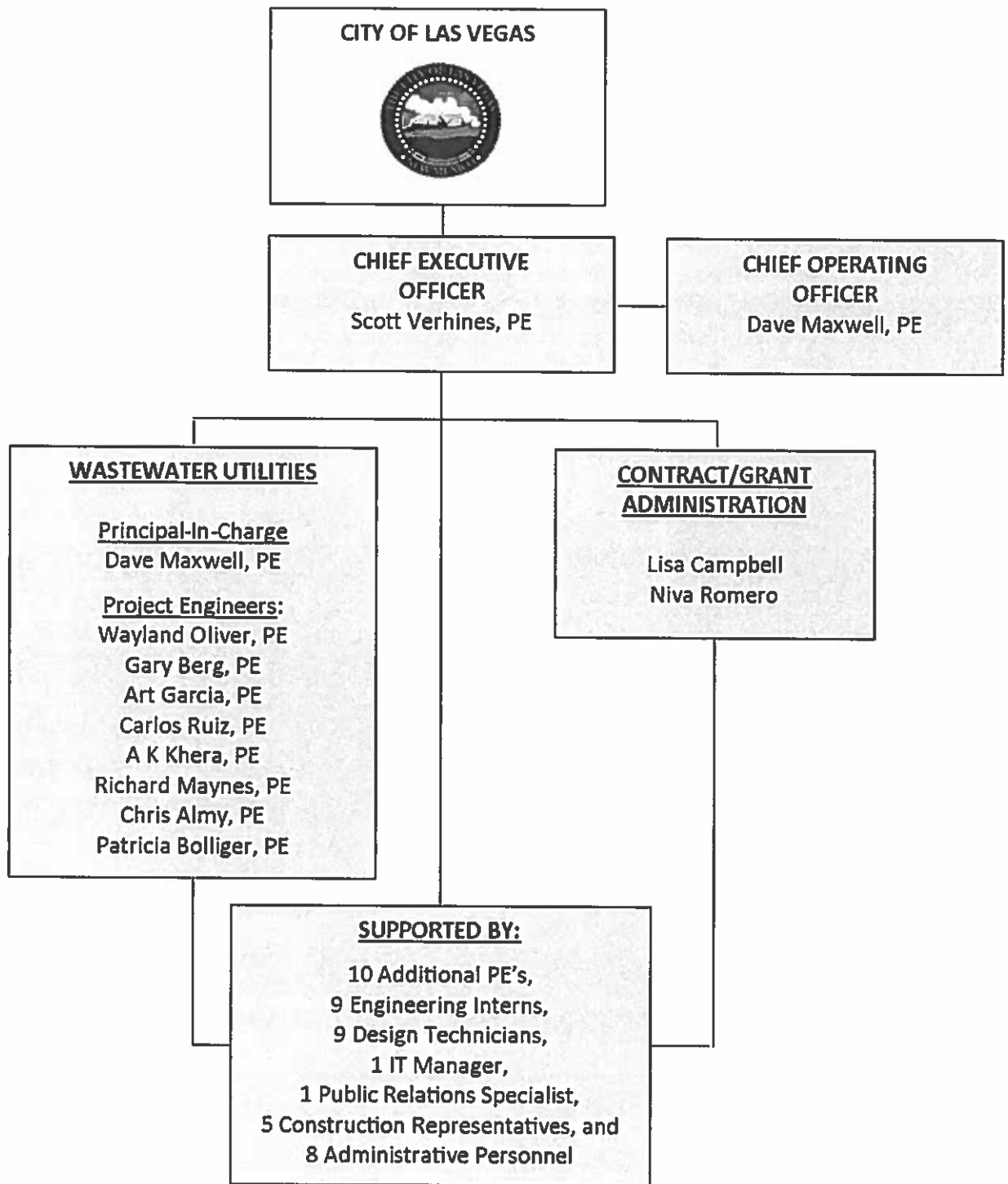
*1601 Camino del Coronado
Tucumcari, New Mexico 88401
Telephone: 575-461-0181*





Section A - Offeror's Identification

Our proposed team for the City of Las Vegas water improvements project is depicted in the organization chart below. Qualifications of team members is shown in Section B. Personnel Experience.



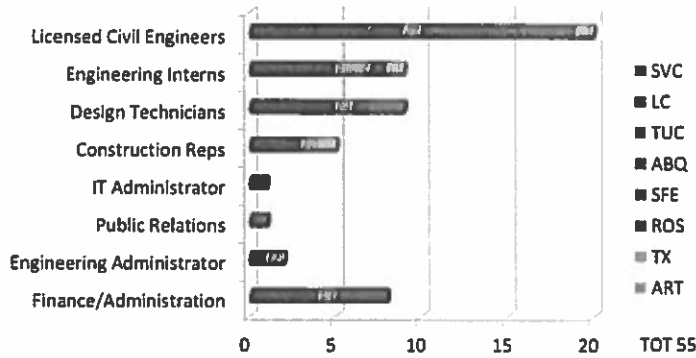
NOTE:

- Principals of OEI shown in red text



Section B - Personnel Experience

Occam Engineers Inc. has a highly qualified team with many years of technical experience in water engineering. Our current staff of fifty-five Associates stands ready to assist the City of Las Vegas with their water improvements projects. The chart below illustrates our full capacity. Our proposed team for this project:



DAVE MAXWELL, P.E., COO, NM LICENSE #8768



Mr. Maxwell is the Chief Operating Officer for Occam Engineers Inc. He has over 40 years of experience in civil engineering design and construction. In his 40 years with Engineers Inc., he has significant experience with project management and the design and construction of water and wastewater systems for local governments across the state of New Mexico including water production wells, storage, booster pumping stations and sewage lift stations, water transmission and distribution pipelines and sanitary sewer collection systems. He has also completed engineering for retention basins and reservoirs for flood control, and numerous irrigation diversion dams, levees, canals and flood channels along the Gila River, San Francisco River and Mimbres River in southwestern New Mexico.

- ◆ Dave Maxwell, P.E., COO, keeps a close eye on projects. He provides a high level of involvement in keeping projects on track.
- ◆ Scott Verhines, P.E., CEO, has over 38 years experience in water resources engineering.
- ◆ Wayland Oliver, P.E., Project Engineer, has 20 years of experience in water systems.
- ◆ Niva Romero, will perform Contract Administration and perform any duties necessary to “get the job done”!
- ◆ Gary Berg, P.E., Senior Project Engineer, has 35 years of applicable experience in the design and construction of water systems. Gary will perform quality assurance to ensure a high quality product is delivered.
- ◆ Carlos Ruiz, P.E., has more than 40 years experience in water systems.
- ◆ Art Garcia, P.E., Senior Engineer, has more than 33 years experience in water systems engineering.
- ◆ Ashok (“A.K.”) Khera, P.E., has over 40 years of applicable experience in water systems and will provide technical expertise and be available as needed.
- ◆ Lisa Campbell, Principal, is one of the better known and competent grant administrators in the state.
- ◆ We do not anticipate the need for any sub-consultants on this project. Our people are easily accessible and the same people will always be there, providing a consistent quality of service to the City of Las Vegas. Most of the proposed team members are intimately familiar with the City of Las Vegas infrastructure and utilities systems.

WAYLAND OLIVER, P.E., PROJECT MANAGER, NM LICENSE #18112



Mr. Oliver received his Bachelor’s Degree in Civil Engineering from NMSU in 1995 and has returned to Quay County and his hometown of Tucumcari. Mr. Oliver has found that excellent planning and design up front coupled with good construction oversight provides his clients with long term benefits of a thought out and well-built project. Recent water design experience includes new storage tanks, chlorination system, SCADA system upgrades including SCADA control of 6” through 12” pressure reducing valves. Transmission design includes transmission line replacement, air release valves, blow off valves, pressure sustaining valves, surge suppression valves and multi-stage variable speed booster stations. He has collaborated on well rehabilitation to include pump replacement, variable speed well control, SCADA control of multiple wells supplying multiple pressure zones. Recent projects include Malaga Phase 2 - 50,000 Gallon - Transmission and Welded Steel Tank; 2013 Water System Improvements, City of Artesia; Water Storage and Distribution Line Improvements for El Valle Water Alliance in San Juan, NM; Water System and Sewer Collection Upgrades for Wagon Mound, NM; Water Distribution System for Morningside Subdivision, Artesia, NM; Transmission Line, Tank and Chlorination System for Agua Pura Water System, NM; Water and Drainage Improvements to 8th Street, Santa Rosa, NM.



Section B - Personnel Experience

SCOTT A. VERHINES, PE, BSCE, MSCE, MBA,
NM LICENSE #8706, CHIEF EXECUTIVE OFFICER



Mr. Verhines is a New Mexico native and resident of Albuquerque, NM. He is a Civil Engineer with over 38 years of experience focusing on water resource, transportation and drainage/flood control projects. Scott has a strong background in water resources engineering from both a technical and practical standpoint. His undergraduate degree in Civil Engineering emphasized hydraulics and hydrology, and his Master's degree from UNM focused specifically on water resources. He has managed and participated in the preparation of over 200 hydrologic/hydraulic studies ranging in size from individual residential lots to over 500 square miles of watershed. He has overseen the analysis and design of drainage/flood control infrastructure projects from \$5000 to over \$15 million in construction cost, transportation projects to over \$30 million, and water supply projects to over \$500 million. His experience lends particular project strength in the areas of program management, public involvement, collaborative decision-making and coordinating multi-task and multi-discipline projects involving a variety of local, state and federal agencies. As the New Mexico State Engineer from 2011 to 2014, he served as the State's top water manager administering the state's water resources and overseeing 330 professional staff in eight offices statewide.

GARY R. BERG, P.E., SENIOR PROJECT ENGINEER,
NM LICENSE #10181



Mr. Berg has 35 years of experience in water and wastewater handling, site work, excavation and structural design. At Occam Engineers Inc., his responsibilities include civil, structural and environmental scope and design projects for public and private clients. Relevant recent projects include Preliminary Engineering Reports and memorandums for water and wastewater improvement projects in the Town of Hurley, Grant County and Associations in North Hurley, Arenas Valley, the City of Las Vegas and the Tyrone Townsite. He has performed project development, design and management for water and wastewater improvement projects for the cities of Lordsburg and Bayard, the Towns of Silver City and Hurley, Grant County and the mutual domestic in North Hurley. These projects have included fresh water booster stations, disinfection, sewer lift stations with force main pipelines, pre-treatment of pumped septage by aeration, replacement of plant capital components and sludge removal and handling. His varied work history has been applied through design of the construction, rehabilitation and maintenance of structures and equipment of assorted facilities. His emphasis is on developing solu-

tions to plant operating problems, through conversation and interaction with plant personnel, observation and study, that will minimize operating and maintenance costs and effort.

ART GARCIA, PE, SENIOR ENGINEER,
NM LICENSE #11020

Mr. Garcia has more than 33 years' experience performing design and project management on all types of civil and transportation engineering projects. He has performed design of numerous sanitary sewer and water systems. He served as project manager for a diverse assortment of projects including major highway realignments, local street construction, water and wastewater systems including sewage lift stations, environmental services, design and construction of public buildings, bridge rehabilitation and replacements, traffic studies, and drainage analysis and design. Mr. Garcia has provided expert testimony, taught Highway Engineering at a major university, and served as a mediator for the Lower Rio Grande Basin water rights adjudication process. Project related experience includes the Grading, drainage, sewer, water, and road designs for a 41-lot subdivision in Navajo, NM; a 20-lot subdivision in Mexican Springs, NM; a 20-lot subdivision in St. Michaels, AZ; and a 50-lot subdivision in Shiprock, NM for the Navajo Housing Authority (NHA). Also the design of an 8-lot subdivision in Albuquerque, NM; and additionally, civil engineering services for an 18,000 square foot community center in Rio Rancho, NM including design of a one-half mile sanitary sewer line extension.

CARLOS O. RUIZ, P.E., AVS, PROJECT ENGINEER
NM LICENSE #11750



Mr. Ruiz is a professional engineer with more than 40 years of Civil Engineering experience in the United States and in the country of Mexico. Carlos has worked extensively for the public sector and the private sector throughout the State of New Mexico, Eastern Arizona and the country of Mexico, particularly in the New Mexico Southern International border region. Since immigrating to the United States in 1977, Mr. Ruiz has practiced civil engineering for several consulting engineering firms in the State. He has extensive experience in the design of rural and medium sized cities water storage and distribution systems. Mr. Ruiz has participated in several water and wastewater Master Plans and Preliminary Engineering Reports. Mr. Ruiz worked for 18 years for the New Mexico Department of Transportation and among his responsibilities was the Director of the Office of International Programs, the State Value Engineering Coordinator and Project Development Engineer, Northern Design Center.



Section B - Personnel Experience

ASHOK ("A.K.") KHERA P.E. – SENIOR PROJECT ENGINEER - NM LICENSE #6972

Mr. A.K. Khera has over 40 years of experience in water resources, environmental engineering and management. A.K. has a Bachelors degree in Civil Engineering; Master's degree in Environmental Engineering with an emphasis on Water and Wastewater systems; Second Master's degree in Water Resources and Environmental Engineering with an emphasis on Groundwater Contamination. He has served as Principal-In-Charge, Quality Control/Quality Assurance Manager, Project Manager and Senior Engineer on numerous projects related to water resources, water supply and treatment, wastewater collection and treatment systems, water storage and booster pumping systems, wastewater lift stations, and Value Engineering studies. AK has been involved on projects from initial conceptual stages of planning through Preliminary Engineering Reports, final design and construction. AK's environmental Engineering and Science experience is vast and includes: solid waste master planning, bio solids treatment and beneficial re-use, environmental assessments, groundwater contamination, NEPA environmental assessments and public involvement. He brings extensive understanding of the many water and environmental regulatory requirements of NEPA, SDWA, NPDES, FEMA, CWA, RCRA and CERCLA. Recent projects include: Capital Projects Manager for major wastewater system rehabilitation program for City of Albuquerque, NM; Wastewater Treatment Plant planning, design and construction management of Socorro, NM; Water and Wastewater System Master Planning Ft. Bliss, NM; Elevated and ground level water reservoir, booster pumping system and distribution for West Mesa, Las Cruces, NM; Preliminary Engineering Report for district wide water system improvements Lower Rio Grande Public Water Works Authority, Dona Ana County, NM; Blending system design to meet Safe Drinking Water Standard for arsenic for Lower Rio Grande Public Water Works Authority, Dona Ana County, NM.

NIVA ROMERO, CONTRACT ADMINISTRATOR



Niva Romero's 22 year tenure with OEI along with her drive and ability to "get things done" led to her elevation to the position of Office Manager of our Tucumcari Office. She will be the Contract Administrator for this project. Ms. Romero has been involved in construction for most of her career, first as contracts manager for a construction company, then as grant and construction manager for OEI. She is respected by local governments as a person that provides passionate service and looks after their interests.

Section C - Licenses

Occam Engineers Inc. holds the following current licenses/registrations:

State of New Mexico Public Regulation Commission Certificate of Good Standing and Compliance Certificate #2558856
State of New Mexico Resident Business Certificate #L1314418224 September 9, 2019
Federal Tax Identification Number 76-0784579
General Contractor's License - Not Applicable



**OFFICE OF THE SECRETARY OF STATE
NEW MEXICO**

Certificate of Good Standing and Compliance

IT IS HEREBY CERTIFIED THAT:

**Occam Engineers Inc.
2558856**

The above named entity, a Corporation incorporated under the laws of New Mexico, is duly authorized to transact business in New Mexico as a Domestic Profit Corporation, under the

Business Corporation Act 53-11-1 to 53-19-12 NMSA 1978 having filed its Articles of Incorporation on June 30, 2016, and Certificate of Incorporation issued as of said date.

It is further certified that the fees due to the Office of the Secretary of State which have been assessed against the above named entity have been paid in full and the entity is in good standing and duly authorized to transact business as its existence has not been revoked in New Mexico. This certificate is not to be construed as an endorsement, recommendation, or notice of approval of the entity's financial condition or business activities and practices.

Certificate Issued: June 14, 2017

In testimony whereof, the Office of the Secretary of State has caused this certificate to be signed on this day in the City of Santa Fe, and the seal of said office to be affixed hereto.



Maggie Indares Olvera
Maggie Indares Olvera
Secretary of State

Certificate Validation #: 0009900
A certificate issued electronically from the New Mexico Secretary of State's office is verifiably valid and effective. The validity of a certificate may be confirmed by visiting the Certificate Validation page on the Secretary of State's website at www.sos.state.nm.us and entering the certificate number and the date of issuance.

Section D - Contractor's Bonds

Not Applicable





Section E - Experience in Engineering Services

BRIEF HISTORY OF FIRM

Occam Engineers Inc. (OEI) is a New Mexico engineering and planning firm, headquartered in Albuquerque, with offices in Artesia, Roswell, Las Cruces, Silver City, Tucumcari, Santa Fe, and Houston. We are a team of predominantly native New Mexicans with a long history of service to the region and the state.

Occam Engineers Inc. (OEI) was formed through a 2016 merger of three long-standing New Mexico firms; Engineers Inc., Occam Consulting Engineers Inc. and Easterling Consultants. Combining the three firms greatly enhanced the level of engineering expertise and capacity available to our clients for **Public Works** (streets, utilities and funding assistance for local governments), **Transportation** (highways, traffic engineering) and **Water Resources** (storm water management, water resources development).

OEI takes its business philosophy from the work of the Earl of Ockham, a 15th century mathematician and theologian. Paraphrasing Ockham's theory (the 'Razor'), *all things being equal the simplest solution is the best.* We are problem solvers by nature and by profession. Our vision is to serve our communities with **QUALITY** and **INTEGRITY**. We are committed to serve every client, personally and professionally, with the highest ethics in an atmosphere of integrity and honesty. We are committed to deliver quality products and service. Our professional team is dedicated to quality. Rigid quality control processes are ingrained in our processes to ensure that a quality product is delivered. We are strongly focused and highly successful in bringing projects in on budget and within the schedule.

Within the pages that follow, we are hopeful that the City of Las Vegas will recognize that Occam Engineers Inc. provides the best fit as far as proximity, local understanding, experience, talent, knowledge and personnel to provide the services that you anticipate for the City's water distribution projects.

We have fifty-five associates, including 20 professional engineers, supported by experienced and highly qualified designers and technicians, project administrators and construction representatives. Several of our engineers have between 35 and 45 years of engineering experience in various capacities. *There is no project that we cannot design and no problem that we cannot solve.* Our engineers consist of some of the most respected professionals in the state. Our staff has a long history of providing consulting services to communities in New Mexico.

Occam Engineers Inc. has completed over 200 water supply projects for local government bodies and associations. Work has included master plans/modeling, Preliminary Engineering Reports, 40-year studies, distribution and treatment systems, computerized hydraulic modeling, investigation and acquisition of water rights, regulatory permitting, environmental clearance, public involvement and operational analyses. We have designed and constructed distribution systems, transmission lines, wells, booster pumping stations, elevated and ground storage reservoirs, treatment facilities, and system automation. Our outstanding record of service is evidenced by our many satisfied, repeat clients. Our professional staff has adapted unique approaches to develop cost effective water supply solutions.

Scott Verhines, Principal Engineer, is one of the most respected water resource professionals in the state of New Mexico. Mr. Verhines was the State Engineer (the state's top water official) for New Mexico from 2011 to 2014. We have successfully completed numerous municipal water projects throughout the state.

Specific areas of expertise include:

<ul style="list-style-type: none"> • Water Distribution Systems
<ul style="list-style-type: none"> • Facility Plans, Preliminary Engineering Reports and Environmental Reports
<ul style="list-style-type: none"> • Water Storage and Transmission Facilities
<ul style="list-style-type: none"> • Water Treatment Systems
<ul style="list-style-type: none"> • Water Wells
<ul style="list-style-type: none"> • Funding and Permitting

Our team is highly qualified to complete this project. We know the area, the culture and the people. Our well established office in Tucumcari can respond to your needs and requests promptly and cost effectively.



Section E - Experience in Engineering Services

1. SPECIALIZED DESIGN AND TECHNICAL COMPETENCE

1. Applicable experience with planning, design and construction of public water systems.

WATER SUPPLY SYSTEMS

Occam Engineers Inc. has completed more than 170 water supply projects for local government bodies and associations. Work has included master plans/modeling, Preliminary Engineering Reports, 40-year studies, distribution and treatment systems, computerized hydraulic modeling, investigation and acquisition of water rights, regulatory permitting, environmental clearance, public involvement and operational analyses. We have designed

and constructed distribution systems, transmission lines, wells, booster pumping stations, elevated and ground storage reservoirs, treatment facilities, and system automation. Our outstanding record of service is evidenced by our many satisfied, repeat clients. Our professional staff has adapted unique approaches to develop cost effective water supply solutions. The matrix below shows our experience with the types of water projects in which the City of Carlsbad may be interested in accomplishing. Scott Verhines, Principal Engineer, is one of the most respected water resource professionals in the state of New Mexico. Mr. Verhines was the State Engineer (the state's top water official) for New Mexico from 2011 to 2014. We have successfully completed numerous municipal water projects throughout the state.

WATER IMPROVEMENT PROJECTS	Water Distribution Pipelines	Water Transmission Pipelines	Booster Pump Stations	Storage Facilities	Water Production Wells	Water Treatment Plants	SCADA	Computer Network Analyses	Master Planning
Alamogordo FY2009 Water System Improvements	•								
Alamogordo Benito Lake RV Park/Camp									•
Artesia 13th Street Water Mainline						•			
Bayard West Wells and Transmission Line		•			•				
Brazito WD Water System Improvements	•	•	•	•	•		•	•	
Brazito Snow Road Booster Pump			•	•	•	•			
Deming Well House Improvements, SCADA				•			•		
Grant County Regional Water Study									•
Happy Valley WD Water System Replacement	•	•	•	•	•		•	•	•
Las Cruces Picacho Avenue 12-Inch Water Mainline Extensions						•			
Las Vegas Water Loss Survey, Pipeline Replacement	•	•							
Malaga WD Water System Improvements	•	•	•	•	•		•		•
Picacho WD Water System Improvements	•		•		•		•		•
Santa Clara 2008 RUS Water Improvements	•		•		•	•			•
Silver City Wellfield Improvements					•		•		
Tucumcari US 54 Water Mainline		•						•	
Eastern New Mexico Rural Water System	•	•	•	•		•	•	•	•
Hagerman Water Tank Installation				•					•
Dexter Water System Improvements	•								•



Section E - Experience in Engineering Services

1. SPECIALIZED PLANNING & DESIGN AND TECHNICAL COMPETENCE

2. Applicable expertise and experience in the preparation of grant applications for project funding and administration of grants.

ASSISTANCE WITH FUNDING SOURCES

Our Grant Administrator, Lisa Campbell, attends all application and implementation workshops pertaining to grant and loan programs in the State. She is well known and highly respected by representatives of various funding agencies. OEI assists communities to identify funding sources and assists with financial packaging and funding applications. Because of size and isolation, rural communities often have difficulty finding help and resources in addressing community needs. We join together with these communities to coordinate efforts and share expertise to help strengthen the presence of the communities with state and federal agencies. The Grant Writing Team takes pride in assisting communities with identification of funding sources and assisting with financial packaging and writing funding applications. The Team works together with engineers in the firm to complete projects within the time allowed and within budget, so communities close-out their project before the next application cycle. When applications are successful, the team searches for additional sources of funding, enabling completion of a larger project. We strongly urge effective planning to maximize opportunities to secure funding and to avoid delays in planning and construction.

We believe that our success in Grant Writing is attributable to the processes we follow. All applications are reviewed by the Grant Writer, Lisa Campbell, and the scope of work is reviewed by an appropriately experienced Registered Engineer. Applications are reviewed by three professionals, plus the communities, before submission. We have many years of experience and we give 100% of our attention as it's our reputation on the line. Our team can assist the City in their grant administration or we are available to contract for all your grant administration needs. Since many of our clients are small water associations, municipalities and rural county governments that have limited fiscal capacity and cannot afford even minor budget over-runs, they are dependent upon federal and state government grants that require rigid schedule compliance to qualify for future funding.

Occam Engineers Inc. offers hands-on experience in assisting communities in becoming familiar with the various types of funding programs and works closely with the community in the application and administration process. We not only explain how the process is done, but provide guidance through the process for long-term success. Grant administration does not only consist of applications but also includes administration of the funding sources' rules and regulations for each entity. The team has a wide variety of experience that includes both State and Federal Programs. The Grant Writing Team regularly attends application and implementation workshops pertaining to grant and loan programs within the State. OEI assists in acquiring interim financing for projects. Interim financing are sources of early funding for projects such as USDA/RD that will be needed to pay pre-development costs prior to receiving federal program funding. We have provided communities with assistance for the programs shown below.

Community Development Block Grant (CDBG)
NMED Rural Infrastructure Loan (RIP)
NMED Water & Wastewater Grant Fund
NMED Safe Drinking Water Act (DWRLF)
Economic Development Agency (EDA)
New Mexico Finance Authority (NMFA)
Clean Water State Revolving Fund (CWSRF)
Environmental Protection Agency
NMDOT Cooperative Program (COOP)
NM Highway Safety Improvements Program
NMDOT Enhancement Funds
SAFETY-LU
GRIP 2
County Arterial Program (CAP)
Municipal Arterial Program (MAP)
Department of Agriculture
U S Army Corps of Engineers
NM Water Trust Board
NM Legislative Appropriations
Rural Utilities Service (RUS)
Various Colonias Programs
Federal Highway Administration
NM Office Nat'l. Resources Trustee



Section E - Experience in Engineering Services

1. SPECIALIZED DESIGN AND TECHNICAL COMPETENCE

3. Applicable expertise and experience in the management of water construction projects.



The OEI Team is highly qualified to complete projects as described in the RFP. We know the area, the culture and the people. Construction management is essential for the success of all projects. Experience shows that proper construction management saves time and money, reduces construction related problems and is the key to a quality project. OEI's team has vast experience in working with contractors, associations, utilities, homeowners and funding agencies during construction. We have a trained staff of construction management professionals from a wide variety of backgrounds to review submittals, track pay applications, and to work directly in the field with City personnel and contractors.

We provide a high level of service so the Principal-in-Charge is actively involved in each project. In most cases the Principal-in-Charge is our COO, Dave Maxwell. Project Managers are primarily responsible for contracting, client service and the management and administrative aspects of the project. The Project Engineers serve as the Engineer of Record and direct the technical aspects of the project. Occam Engineers Inc. provides a high quality product. The Project Engineer is responsible for quality control; however, a Senior Engineer is extensively involved in each project to provide guidance and quality assurance. The Senior Engineer has final authority for release of products.

CONTRACTING

Occam Engineers Inc. builds the right foundation for the project by making certain that it gets started in the right way. The project team including the COO, applicable Quality Assurance Manager/s, Project Manager, Project Engineer and Lead Designer participate together in setting up a project. Before the proposed scope of work and fee are developed to negotiate an agreement, our team reviews the project and interviews the applicable client, and if needed, funding and regulatory representatives to confirm the project objectives, preferences and requirements. The project team then develops the scope and approach to the project, determines the work tasks required, the level of effort necessary to complete each work task and a schedule for completion. Only then is the agreement negotiated with the client. As the agreement is negotiated we confirm that there is

a clear understanding and agreement between us and the client of the approach, scope of work, and limitations and expectations on the part of both OEI and the client. The agreement clearly defines the objectives, preferences and requirements identified in the interviewing and contracting process together with the approach, scope of work, work tasks, plan for project communications, quality assurance plan, limitations and schedule for completion. We recommend that the agreement be negotiated in stages as far ahead each time as the scope of work can be clearly defined. Most projects evolve through the process and engineering cost can often be reduced if the number of unknowns can be reduced.

PRELIMINARY ENGINEERING

Superior design and construction management will not provide the best solution to the purpose and need for a project and many times not even the right solution if the project concept is incorrect to begin with. *To ensure that the right solution is designed and constructed, Occam Engineers Inc. carefully identifies and evaluates alternatives for meeting the project purpose and need and confirms agreement by the client and applicable regulators before starting the design.* Alternative solutions are initially brainstormed by the project team together with applicable client and, at times, regulatory representatives. Many factors are considered in the evaluation of identified alternatives including but not limited to available funding, construction costs, operation and maintenance costs, right-of-way requirements, environmental impacts, impacts upon adjacent property owners and utility companies, public acceptance and other issues. We seek to obtain input from all applicable project stakeholders during the conceptual stage of the project as may be necessary through a system of notification, press releases, public information meetings and presentations to the client governing authority.





Section E - Experience in Engineering Services

2. CAPACITY AND CAPABILITY

Communicating with the City of Las Vegas

Occam Engineers Inc. provides frequent and timely communications. As a *partner* with the City, we try to make you more successful in your roles, by keeping you informed and up-to-date on projects, state and federal requirements/mandates and funding opportunities. We know how busy you are and we do not wait until the last minute to make you aware or remind you of a task that you alone must complete. We realize that communications must be timely so that the City doesn't have to be reactive, but can be proactive in meeting deadlines imposed by others. The City is well aware of how well OEI communicates in comparison with other consultants. Common communication channels include the following:

1. We normally assist the City with funding applications, making certain that we understand the City's objectives for the project through the application process. Engineers Inc. often walks through the project with the City during this stage.
2. Before a work-order is processed, we once again discuss the project in detail and verify your acceptance of our approach.
3. Conceptual engineering reports are commonly completed prior to initiation of design to assure that the City agrees with the project concept. Project walk-throughs are often completed during this stage.
4. Design is completed in three phases. At the pre-final stage (60%), we commonly have a project walk-through with the City to verify City objectives on the site.
5. In addition to the pre-construction conference, communication between OEI's Project Representative, Project Engineer and Project Manager and the City is frequent and timely during construction. Construction meetings are held as appropriate.
6. We are commonly in contact with the City on at least a weekly basis to provide updates of project status.
7. With all invoices, an explanation of what was completed is included.
8. We can perform grant administration work on projects for the City, keeping you informed on the status of the budget and project schedule.

As requested, OEI will attend Council meetings at no additional cost and we are quite adept at making presentations at public and/or City meetings.

Timely Response

OEI will respond to any requests from the City timely and efficiently. We are in close proximity and are frequently in the area. Our Principals can be reached any time, day or night.

Construction Management Philosophy

During construction we will keep the City in the loop with frequent and timely communications. If there is a problem we bring it to your attention immediately and confront it. Occam Engineers Inc. provides frequent and timely communications. As a *partner* with the City, we try to make you more successful in your roles, by keeping you informed and up-to-date on projects, state and federal requirements/mandates and funding opportunities. We know how busy you are and we do not wait until the last minute to make you aware or remind you of a task that you alone must complete. We realize that communications must be timely so that the City doesn't have to be reactive, but can be proactive in meeting deadlines imposed by others. Common communication channels include the following:

1. We normally assist the City with funding applications, making certain that we understand the City's objectives for the project through the application process. Occam Engineers Inc. often walks through the project with the City officials during this stage.
2. Before a work-order is processed, we once again discuss the project in detail and verify your acceptance of our approach.
3. Preliminary engineering reports are commonly completed prior to initiation of design to assure that the City agrees with the project concept. Project walk-throughs are often completed during this stage.
4. Design is completed in three phases. At the pre-final stage (60%), we commonly have a project walk-through with the City to verify City objectives on the site.
5. In addition to the pre-construction conference, communication between OEI's Project Representative, Project Engineer and Project Manager and the City is frequent and timely during construction. Construction meetings are held as appropriate.
6. We are commonly in contact with the City on at least a weekly basis to provide updates of project status.
7. With all invoices, an explanation of what was completed is included.
8. We commonly perform grant administration work on projects for the City, keeping you informed on the status of the budget and project schedule.



Section E - Experience in Engineering Services

2. CAPACITY AND CAPABILITY

References

We have had a number of On-Call General Services Contracts as shown below. We encourage the City to contact the references listed:

CLIENT	CONTACT	POSITION	TELEPHONE
City of Artesia	Byron Landfair	Infrastructure Director	575-746-9821
City of Bayard	Kristina Ortiz	Clerk-Treasurer	575-537-3327
City of Deming	Jim Massengill	Public Works Director	575-546-8848
City of Lordsburg	Arthur Clark Smith	Mayor	575-542-3421
County of Grant	Charlene Webb	County Manager	575-574-0000
County of Hidalgo	Bob Hill	County Manager	575-542-9428
County of San Miguel	Alex Tofoya	County Grant Administrator	505-425-9333
Town of Silver City	Peter Pena	Public Works Director	575-388-4640
Village of Ruidoso	Ronald Sena	Deputy Village Manager	575-258-4343

Section F - Experiences as an Engineering Consultant

3. PAST RECORD OF PERFORMANCE

The following representative projects reflect OEI's water experience:

Town of Silver City - Water System Improvements Robert Esqueda, Utilities Director, 575-534-6365



The Town of Silver City water system, which currently serves more than 18,000 consumers, is a very complex regional system stretching over a distance of approximately 15 miles north to south, and 10 miles east to west with a difference in elevation of approximately 1200 feet. There are five separate pressure zones within the system. The Town experienced rapid population growth during the 1970's and by 1982 was experiencing severe operational problems including excessive leakage (unaccounted for water losses were in excess of 25%), excessive pressure in some areas coupled with insufficient pressures in others, extreme power costs and high maintenance costs. In 1983 Occam Engineers Inc. performed an evaluation of the system and completed a master plan for improvements. Our evaluation of the system included a computerized hydraulic model of the entire system together with extensive evaluation of all factors

affecting operation. The study was completed in January 1984 and recommended 15 major capital improvements to be completed over a 20-year period. We then began the process of assisting the Town in locating the necessary funding.

Based on the study the Town has since completed over \$5,859,000 of improvements including construction of four major booster pumping stations, renovation of two existing booster pumping facilities, construction of 66,640 lineal feet of transmission line up to 24 inches in diameter, construction of four water reservoirs and renovation of all existing reservoirs in the system, developing and equipping of a water well (1200 G.P.M.), automation of the entire system, and significant restructuring of the system. The improvements have resulted in operational cost savings of over \$400,000 per year. Pressure problems have been solved. The Town has been able to supply water to a number of outlying areas in desperate need, because they have the hydraulic capability of doing so. Occam Engineers Inc. continues on contract with the Town and has recently completed a 40-year water plan for the State Engineers Office. Since early 1994 the Town has experienced a surge of growth, particularly in the outlying areas which has precipitated new demands on the system for which we continue to work with the Town to find solutions.



Section F - Experiences as an Engineering Consultant

3. PAST RECORD OF PERFORMANCE

Village of Loving Master Plan and Water System Improvements

Manual Garza, Clerk, 575-745-3511



System evaluation and feasibility study of Loving's aging water system was performed to produce a Preliminary Engineering Report and Environmental Report as well as design of complete emergency remedial repairs at the well field. As a result, funding was obtained for reconstruction of the system in three phases. Phase I involved drilling exploration for a new water source and construction of two new water supply wells. Phase II completed installation of power and piping to the new wells, construction of a well control building, a 130,000 gallon storage tank, 4 miles of 12" PVC transmission line and 1 mile of 6" PVC main to the Village cemetery. Phase III completed an additional 4 miles of 12" PVC transmission line as well as renovation of the water storage and distribution system in the Village, including new automated meter reading equipment and SCADA control system.

City of Bayard - RUS Water & Wastewater System Improvements

Kristy Ortiz, City Clerk, 575-537-3327



The water portion of the project included 330 linear feet of 6-inch class 150 DR18 PVC water main and appurtenances, fifty linear feet of 3/4" SDR-7 water service line, water meters, meter boxes and taps. Most of the work took place

within the City of Bayard right-of-way which required detailed planning and construction due to existing underground utilities such as water and sewer mains which were abandoned in place, gas mains and telephone and fiber-optic lines. The project also included the surveying and preparation of twenty utility easements where the new water and wastewater distribution system will be placed within private property. This project was funded by the USDA Rural Utilities Service which awarded the City of Bayard a Colonias Grant in the amount of \$2,032,496.00 along with a loan in the amount of \$203,000.00 for the engineering and construction of these upgrades.

City of Deming Water and Wastewater Improvements

Jim Massengill, Public Works Director, 575-546-8848

The purpose of the project was to extend the City of Deming's water and wastewater collection systems to the south side of town. The area was rapidly developing and there were multiple planned subdivisions. The City wanted to promote growth by installing trunk lines that would ensure the City's infrastructure would keep up with the demand. The project cost was estimated to be \$3.9MM. Funding was provided by multiple sources including the Army Corp of Engineers and the New Mexico Finance Authority. The work consisted of a Preliminary Engineering Report, an Environmental Assessment, the design and construction of approximately 5.7 miles of new 18-inch wastewater collection piping, 65 manholes, 1.2 miles of 10" force main, and approximately 6.3 miles of new 12" water distribution piping. In addition, a new lift station with variable frequency drive pumps was connected to the City's existing SCADA (Supervisory Control and Data Acquisition) system. The SCADA system was designed in a previous project by Engineers Inc.

Brazito MDWCA Water System Improvements Phases I-IV

Norman Sanders, President, 575-525-8790



Occam Engineers Inc. has completed four projects for the Brazito MDWCA. The projects included improvements to the water supply, storage and distribution system. Services for Brazito MDWCA included preliminary engineering reports, design, final plans,

specifications and contract documents. Construction services and observation were also provided for the projects. Overall, the system improvements, included a water well, over 38,000 feet of transmission and distributions lines, and new storage tanks. Phase IV of the project, which had construction completed in April of 2010, included new distribution lines and water meters. The water meters were part of an upgrade to an automatic meter reading system which was implemented into the existing system. The automatic meter reading system was a drive-by system which allowed for quick meter reading and a reduction in man hours and resources being dedicated to collecting meter readings. The system software utilized for the AMR, compiled the data collected in the field and, summarized the readings for use in the billing system, utilized by the Brazito MDWCA.



Section F - Experiences as an Engineering Consultant

3. PAST RECORD OF PERFORMANCE

City of Alamogordo FY-09 Street and Utility Maintenance Program

Nancy Beshaler, Program Manager, 575-439-4230

Engineers Inc. worked on this project encompassing approximately 36,000 lineal feet of water mainline replacement (6" to 12") which also included associated meters, services lines, fire hydrants, replacement and/or upgrading of deteriorated sewer line, ADA improvements, curb and gutter replacement, paving improvements, reconstruction of intersection to provide positive drainage, and the addition of two major concrete box culverts on approximately seven miles of 13 City streets, two of which were arterials. The project was funded through a bond issue.

4. FAMILIARITY WITH CITY OF LAS VEGAS

Occam Engineers Inc. (OEI) currently has an on-call utility contract with the City of Las Vegas. Over the last four years we have completed various stages of the following projects for the City:

- *Leak Detection Survey and Scoping Study to Determine Priorities*
- *8th and Chico Waterline*
- *Hospital Field Waterline*
- *WaterCAD modeling for Medite Water Line*
- *Hot Springs Boulevard – Survey and Environmental Documentation*

OEI has worked with Maria Gilvarry, City Utilities Director on water related projects. In addition, OEI gained familiarity with the City's wastewater treatment plant when scoping a potential project at the plant.

OEI has also completed numerous projects in the surrounding area over the last twelve years for San Miguel County and the El Valle Water Alliance. We are familiar with the construction challenges common to the area, the construction contractors who normally work in the area, the costs of construction and with the customs and culture of the area.



5. CURRENT VOLUME OF WORK LESS THAN 75% COMPLETE

Occam Engineers Inc. currently does not have any contracts with the City of Las Vegas that are less than 75% complete.

6. ABILITY TO CONDUCT PUBLIC MEETINGS

Occam Engineers Inc. has conducted many public information meetings and has solicited public response effectively for many previous projects. Many of our staff are bilingual allowing us to communicate effectively with the Spanish speaking residents of the area. Public information meetings typically involve advertisement through the local newspaper(s), radio station(s), as well as individual fliers mailed to area residents.

7. RESIDENT PREFERENCE / PROXIMITY

Occam Engineers Inc. will perform water distribution improvement projects our Tucumcari office which is approximately 120 miles from the City of Las Vegas. Back-up support will be provided from our Silver City and Roswell offices. We are able to respond to requests from City officials within a ninety minute timeframe. All of our Associates can be reached any time, day or night, through mobile numbers.

OEI OFFICE LOCATIONS





Section G - Education, Certification and Qualifications

Following is our proposed team members education and certification. Qualifications are addressed in the Capacity and Capability section.

Associate	New Mexico Professional Engineer License Number	Education
Scott A. Verhines, P.E.	8706	<ul style="list-style-type: none"> • Bachelor of Science Civil Engineering 1979 Texas Tech University (Hydraulics/Hydrology) • Master of Science Civil Engineering 1991 University of New Mexico (Water Resource Engineering) • Master of Business Administration 2002 Anderson School of Management, University of New Mexico
David D. Maxwell, P.E.	8768	<ul style="list-style-type: none"> • Bachelor of Science Civil Engineering Agricultural Engineering 1971 New Mexico State University • Master of Science Water Resources Engineering 1977 Utah State University
Wayland Oliver, P.E.	18112	<ul style="list-style-type: none"> • Bachelor of Science Civil Engineering 1995 New Mexico State University
Art Garcia, P.E.	11020	<ul style="list-style-type: none"> • Bachelor of Science Civil Engineering 1984 University of New Mexico • Master of Science Civil Engineering 1999 New Mexico State University
A. K. Khera, P.E.	6972	<ul style="list-style-type: none"> • Bachelor of Science Civil Engineering 1965 University of Jabalpur, India • Master of Science Environmental Engineering 1969 University of Roorkee, India • Master of Science Water Resources and Environmental Engineering 1971 University of Cincinnati, OH
Gary R. Berg, P.E.	10181	<ul style="list-style-type: none"> • Bachelor of Science Mining Engineering 1977 University of Wisconsin
Carlos O. Ruiz, P.E.	11750	<ul style="list-style-type: none"> • Bachelor of Science Civil Engineering 1974 University of Veracruz, Mexico • Rural Engineering, University Autonomous of Mexico (UNAM) 1975

Section H - Cost - Miscellaneous expenses are itemized below:

Mileage	\$0.535 per mile
Lodging and Meals	\$100.00 per day
Global Positioning Survey Equipment	\$55.00 per hour
Car Rental	\$100.00 per trip
Flights	\$125.00 per round trip
Reproduction	24 x 36 plots - \$2.00 per sheet 11 x 17 prints - \$0.25 per sheet 8.5 x 11 prints - \$0.15 per sheet 8.5 x 11 prints - \$0.89 per sheet (color)



Section I - Occam Engineers Inc. Credit Rating



Ryan P. Garcia
Real Estate Industry Specialist

Commercial And Residential Real Estate
MAC Q2129-013
200 Lomas Boulevard NW 1st floor
Albuquerque, NM 87102
505 766-6149
505 247-4639 Fax
ryan.p.garcia@wellsfargo.com

June 16, 2017

To Whom It May Concern:

Occam Engineers, Inc. has been a valued customer of Wells Fargo Bank since 2005. During that time, the company has maintained several different accounts in an exemplary manner.

Occam Engineers has had a positive and valuable relationship with Wells Fargo Bank for several years. Occam Engineers maintains a lending relationship in the form of a line of credit with Wells Fargo and has paid as agreed on all debts. Also, Occam Engineers maintains operating accounts and credit cards with the bank.

If there are any questions, please feel free to call Ryan Garcia at (505)766-6149.

Thank you.

A handwritten signature in black ink, appearing to read "Ryan Garcia".

Ryan Garcia
Principal Relationship Manager
Wells Fargo Bank



Section K - Campaign Contribution Disclosure

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



Section K - Campaign Contribution Disclosure

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.

David D. Maxwell
Signature David D. Maxwell, P.E.

June 16, 2017
Date

Chief Operating Officer
Title (Position)



Consulting Engineers
specializing in:

Water Resources

Transportation

Public Works

Planning

Mining

Public Finance

Decision Support

Structural Engineering

Program Management

Drainage & Flood Control