



City of Las Vegas

1700 N. Grand Avenue | Las Vegas, NM 87701 | T 505.454.1401 | lasvegasnm.gov

Mayor Louie A. Trujillo

**CITY OF LAS VEGAS
REGULAR CITY COUNCIL MEETING
November 17, 2021–Wednesday– 5:30 p.m.
City Chambers
1700 North Grand Avenue
Las Vegas, NM 87701**

Public comments can be made in person at the meeting **OR** submitted in writing to the City Clerk no later than 4:30 p.m. on November 17, 2021, via email to cfresquez@lasvegasnm.gov or faxed to (505) 425-7335.

AGENDA

*City Council Meetings are
Available via YouTube*

https://www.youtube.com/channel/UCNGDVGRRAL0qVevel5JYeRw?view_as=subscriber

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. PLEDGE OF ALLEGIANCE**
- IV. MOMENT OF SILENCE**
- V. APPROVAL OF AGENDA**
- VI. PUBLIC INPUT (comments limited to topics on current agenda; not to exceed 3 minutes per person and individuals must sign up at least fifteen (15) minutes prior to meeting.)** Public Input submitted to the City Clerk via email or fax will be read into the record.
- VII. MAYOR'S APPOINTMENTS/REPORTS AND RECOGNITIONS/PROCLAMATIONS**
- VIII. COUNCILORS' REPORTS**

IX. POLICE CHIEF'S REPORT

X. FINANCE REPORT

XI. APPROVAL OF MINUTES (November 3, 2021)

XII. BUSINESS ITEMS

Conduct a Public Hearing for Business Item 1 *(Public comments can be made in person for the public hearing OR submitted in writing to the City Clerk no later than 4:30 p.m. on November 17, 2021 via email to cfresquez@lasvegasnm.gov or faxed to (505)425-7335. Written comments will be read into the record during the discussion of the item it pertains to.*

1. Adoption of Ordinance No. 21-20 Redistricting Plan C prepared by New Mexico Research Demographics, LLC.

Casandra Fresquez, City Clerk There were three (3) redistricting plans that were proposed at the Council meeting on November 3, 2021. Mayor and Council approved Ordinance No. 21-20 to include Plan C redistricting map to be published which was recommended by the Redistricting Committee. Plan C is the map that has prominent boundaries and is divided along major geographical features that are easily identified.

2. Request approval of Resolution No. 21-49, A resolution approving proposed charter amendments and authorizing placement of ballot questions on the ballot of the City of Las Vegas Municipal election on March 1, 2022 for the purpose of voting on such amendments.

Scott Aaron The ballot questions take into account the standards set out in State law, Section 1-16-7 NMSA and 1.10.16 NMAC Ballot Questions Admin Rule. City Council tabled this item for the November 17, 2021 Council Meeting.

3. Request approval of Resolution No. 21-48 Fiscal Year 2023 Section 5311 Grant Application Funding requests.

Marcelino Roybal, Transit Manager The City of Las Vegas Transportation Department is required to apply for section 5311 grant funding annually. This application includes all documents required to comply under Federal Transit Administration (FTA) and New Mexico Department of Transportation (NMDOT) guidelines. This application lists all expenses with calculated amounts based on previous years. The ratios of the local match are 80/20 for administration expenses, 50/50 for operating expenses and 80/20 for capital expenses.

4. Request to award request for proposal (RFP) #2022-13 for the Re-Bid Water

Distribution System Planning, Design and Construction Phase Engineering Services to Molzen-Corbin and Souder Miller & Associates.

Maria Gilvarry, Utilities Director RFP #2022-13 was advertised and there were four proposals received from Souder Miller & Associates, Suina Design & Architecture (non responsive), Molzen-Corbin & Associates and Stantec Consulting Services.

5. Request to award request for proposal (RFP) #2022-14 for the Re-Bid of Allen Bradley Programmable Controller Products and Services to Yukon & Associates, LLC.

Maria Gilvarry, Utilities Director RFP #2022-14 was advertised and there was only one proposal received from Yukon & Associates, LLC.

6. Request to award request for proposal (RFP) #2022-15 for Professional Engineering Services for Street & Drainage Improvements to Hot Springs Boulevard to Stantec Consulting Services.

Maria Gilvarry, Utilities Director RFP #2022-15 was advertised and there were two proposals received from Suina Design & Architecture (non-responsive) and Stantec Consulting Services.

XIII. EXECUTIVE SESSION

THE COUNCIL MAY CONVENE INTO EXECUTIVE SESSION IF SUBJECT MATTER IS EXEMPT PURSUANT TO THE OPEN MEETINGS ACT.

XIV. ADJOURN

ATTENTION PERSONS WITH DISABILITIES: 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 website and to be broadcast on YouTube.

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, NM 87701 or the City's website at www.lasvegasnm.gov



CITY OF LAS VEGAS

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



POLICE DEPARTMENT

Chief Antonio Salazar

MONTHLY REPORT ***October 2021***

OPERATIONAL UPDATE(S):

I. Field Operations Division (Patrol) dates from October 01 thru October 31, 2021.

- a. Continuing Training and Education
- b. 1317 Calls for service
- c. 189 Traffic Citations
- d. 11 Non Traffic citations
- e. 2 Parking citations issued
- f. 26 Arrests made

Meetings Attended:

- Supervisors Meeting on October 26, 2021

II. Information Division (Records) numbers only reflect items processed from October 01 thru October 31, 2021.

- a. 137 Offense Incident Reports entered
- b. 26 Traffic accident reports entered
- c. 202 Citations were entered
- d. 137 Customers attended
- e. 260 offense Incident and traffic accident reports scanned.
- f. 11 City of Las Vegas IPRA's Completed

Continuing work on destruction order for:

2004-2017 Citations

2005-2016 Incident reports

Miscellaneous documents

Grants update:

- Completed IPRA requests, entered citations and completed daily internal audits.
- Attended New Mexico Gang Task Force Meeting
- Completed and updated monthly missing OI/TA report
- Working on NIBRS Entries for Department of Public Safety and FBI



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POLICE DEPARTMENT

Chief Antonio Salazar

III. Street Crimes- Investigations/Narcotics/Evidence Sections dates October 01 thru October 31, 2021.

Street Crimes Unit:

- a. 14 Assigned Cases
- b. 13 Self initiated cases
- c. 6 Arrests made
- d. 1 Missing person
- e. 0 Stolen vehicles recovered
- f. 6 Search warrants
- g. 8 Cases Closed

Evidence Seized by Agents/Investigations/Police Officers:

- a. 1 grams of methamphetamine
- b. 0 gram of cocaine
- c. 2 grams of Crack cocaine
- d. 11 Fentanyl pills
- e. 2 firearms
- f. 5 Suboxone
- g. 121 Evidence cases
- h. 294 Evidence turned in
- i. 0 property released
- j. 100 cases at NMDPS lab
- k. 1 cases at NMRCFL
- l. 5 Firearm seized (patrol)
- m. 14.8 grams methamphetamine (patrol)
- n. 0 strips of Suboxone (patrol)
- o. 14 IPRA request CD-R/DVD-R
- p. 2 gram Fentanyl
- q. 208.2 grams of marijuana



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POLICE DEPARTMENT

Chief Antonio Salazar

Meetings and trainings attended by Street Crimes- Investigations/Narcotics/Evidence Section

- District Court
- Magistrate Court
- Safe house Interviews
- MDT Meetings

SCU responded to 72 calls for service for month October 2021

IV. Animal Control dates from October 01 thru October 31, 2021.

- a. 87 Calls for service
- b. 6 Citations issued
- c. 33 animals impounded
- d. 4 Notices given
- e. 3 Complied

Court Cases:

- a. 0 Resolved with fine
- b. 0 Resolved by dismissal/deferral
- c. 0 Unresolved / no show

V. Training & Recruiting

Travel/Training:

- Chief of Police attended Future Police Chief training in Rio Rancho, NM on September 27, 2021 through October 01, 2021.
- Las Vegas City Police Department hosted A.R.I.D.E. training in the Police Departments Training Room on October 14 through October 15, 2021.
- One (1) Police Personnel attended a virtual Training on Zoom for Background Investigations October 18, 2021 through October 19, 2021.
- Officers were fitted for vest on October 22, 2021.
- In-service Training for six (6) new non-certified Police Officers in The Police Department Training Room on October 26 through November 24, 2021.



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POLICE DEPARTMENT

- Commissioned Police Officers attended required 2021 fall Firearms Qualifications on October 25 through October 27, 2021.
- One (1) Police Personnel attended SYD Death Investigation Training in Albuquerque, NM on October 29, 2021.

Recruiting:

- Oral Interviews for Police Officer positions were conducted in the Police Department Training Room on October 29, 2021

Promotions:

- One (1) Police Sergeant was promoted to Police Lieutenant on October 09, 2021.

Community Events:

- Police Personnel assisted with 2021 NMHU Matanza on October 23, 2021
- Police Personnel participated in the Trunk or Treat event on October 31, 2021 at the Safeway parking lot.

Vacancies:

- a. 3 Sergeant
- b. 4 Police Officers
- c. 2 Community Service Aide
- d. 1 Communication Manager
- e. 5 Communication Specialist (Dispatcher)
- f. 1 Information Specialist (records Clerk)
- g. 1 Administrative Assistant I
- h. 2 Animal Control

GENERAL FUND REVENUE COMPARISON
THRU OCTOBER 31, 2021 34% OF YEAR LAPSED (4 of 12 months)
FISCAL YEAR 2022

	<u>Total Budget to Actual Comparison</u>					
	A	B	C	D	E	G
	FY 2021 BUDGET	FY 2022 BUDGET	FY 2022 YTD - BUDGET	FY 2021 YTD - ACTUAL	FY 2022 YTD - ACTUAL	(E/B) FY 2020 % REV
PROPERTY TAX	1,417,060	1,467,869	489,290	135,615	108,817	7%
GROSS RECEIPT TAX 1.225	3,058,351	3,550,000	1,183,333	1,343,224	1,395,493	39%
FRANCHISE TAX	750,000	750,000	250,000	231,485	232,233	31%
GROSS RECEIPT TAX .75	2,008,316	2,449,125	816,375	881,533	950,361	39%
1/8 INFRASTRUCTURE	318,763	372,000	124,000	140,001	16,935	5%
GRT .25 (JAN 2011)	877,561	1,060,000	353,333	385,796	412,530	39%
INTERSTATE TELECOM	0	250,000	83,333	-	148	0%
LICENSE & FEES	47,000	63,000	83,333	8,842	14,081	22%
INTERGOVERNMENTAL	71,500	71,500	21,000	27,914	27,035	50%
LOCAL-FINES	61,000	106,500	23,833	17,313	35,790	616%
LOCAL-MISC	1,798,485	1,687,776	35,500	611,847	655,948	228%
TOTAL	10,408,036	11,827,770	3,463,331	3,783,570	3,849,371	

(License& Fees-Business Licenses, Liquor Licenses and Building Permits,Development Fees)
(Local Fines- Court Fines, Library Fines, Traffic Safety Fines)

FISCAL YEAR 2022

	<u>Total Budget to Actual Comparison</u>						
	A	B	C	D	E	F	H
	FY 2021 BUDGET	FY 2022 BUDGET	FY 2022 YTD - BUDGET	FY 2021 YTD - ACTUAL	FY 2022 YTD - ACTUAL	FY 2022 AVAIL. BAL.	(E/B) % BDGT
JUDICIAL	297,043	343,535	114,512	90,535	94,952	248,583	28%
GOVERNING BODY	62,383	62,383	20,794	19,597	18,936	43,447	30%
MAYOR	97,561	171,068	57,023	29,091	26,202	144,866	15%
MANAGER	222,013	225,103	75,034	87,089	99,842	125,261	44%
MUNICIPAL CLERK	253,841	303,896	101,299	84,297	92,234	211,662	30%
CITY ATTORNEY	226,928	233,815	77,938	69,489	77,466	156,349	33%
PERSONNEL/HR	320,034	365,536	121,845	77,852	89,161	276,375	24%
FINANCE	537,566	645,125	215,042	174,789	184,459	460,666	29%
COMMUNITY DEV.	557,227	713,041	237,680	154,331	226,666	486,375	32%
POLICE	3,919,102	4,322,569	1,440,856	1,238,268	1,203,739	3,118,830	28%
CODE ENFORCEMENT	80,817	9,900	3,300	13,692	918	8,982	9%
ANIMAL SHELTER	146,450	262,440	87,480	36,047	55,348	207,092	21%
FIRE	1,446,316	1,580,346	526,782	431,241	488,315	1,092,031	31%
PUBLIC WORKS/AIRPORT	479,693	752,780	250,927	127,974	316,993	435,787	42%
PARKS	440,992	518,137	172,712	137,516	152,345	365,792	29%
LIBRARY	188,488	279,282	93,094	73,940	86,724	192,558	31%
MUSEUM	148,881	182,772	60,924	39,552	36,688	146,084	20%
GENERAL SERVICES	1,867,349	1,990,349	663,450	429,453	346,389	1,643,960	17%
TRANSFERS	994,991	917,352	305,784	331,574	305,705	611,647	33%
TOTAL	12,287,675	13,879,429	4,626,476	3,646,327	3,903,083	9,976,347	28%

Surplus to date (53,711)

ENTERPRISE FUNDS-REVENUE COMPARISON
THRU OCTOBER 31, 2021 34% YEAR LAPSED (4 of 12 months)
FISCAL YEAR 2022

Total Budget to Actual Comparison

	A	B	C	D	E	G (E/B) %
	FY 2021 BUDGET	FY 2022 BUDGET	FY 2022 YTD - BUDGET	FY 2021 YTD - ACTUAL	FY 2022 YTD - ACTUAL	% BUDGET
WASTE WATER (610)	3,143,800	3,141,800	1,047,267	1,024,765	1,076,409	34%
NATURAL GAS (620)	5,036,000	5,436,000	1,812,000	675,452	654,152	12%
SOLID WASTE (630)	3,394,107	3,405,400	1,135,133	1,160,101	1,101,474	32%
WATER (640)	5,172,720	5,176,220	1,725,407	1,979,013	1,807,291	35%
<i>Total of Enterprise Funds</i>	16,746,627	17,159,420	5,719,807	4,839,331	4,639,326	27%

ENTERPRISE FUNDS-EXPENDITURES COMPARISON
THRU OCTOBER 31, 2021 34% YEAR LAPSED (4 of 12 months)
FISCAL YEAR 2022

**Total Budget
to Actual
Comparison**

	A	B	C	D	E	F	H (E/B) %
	FY 2021 BUDGET	FY 2022 BUDGET	FY 2022 YTD - BUDGET	FY 2021 YTD - ACTUAL	FY 2022 YTD - ACTUAL	FY 2021 AVAIL. BAL.	% BUDGET
WASTE WATER(610)	3,225,006	3,289,814	1,096,605	927,872	799,603	2,490,211	24%
NATURAL GAS (620)	6,084,827	6,203,037	2,067,679	927,794	865,919	5,337,118	14%
SOLID WASTE (630)	4,205,030	3,853,165	1,284,388	1,172,894	990,597	2,862,568	26%
WATER (640)	5,645,564	5,371,579	1,790,526	1,524,939	1,316,208	4,055,371	25%
<i>Total of Enterprise Funds</i>	19,160,427	18,717,595	6,239,198	4,553,499	3,972,327	14,745,268	21%

Surplus to date 666,999.32

RECREATION DEPARTMENT-REVENUE COMPARISON
THRU OCTOBER 31, 2021 - 34% OF YEAR LAPSED 4 OF 12 MONTHS
FISCAL YEAR 2022

	A	B	C	D	E	G (E/B)
	FY 2021 BUDGET	FY 2022 BUDGET	FY 2022 YTD - BUDGET	FY 2021 YTD - ACTUAL	FY 2022 YTD - ACTUAL	% REV
RECREATION-TAXES (Cig)	0	0	0	0	0	0%
WELLNESS CENTER	60,000	115,000	38,333	11,164	17,283	15%
OPEN SWIM	0	10,000	3,333	0	0	0%
YAFL	0	0	0	0	0	0%
YABL/ADULT BASKETBALL	5,000	16,500	5,500	0	19,545	118%
SUMMER FUN PROGRAM	0	60,000	20,000	0	0	0%
RECREATION-OTHER	14,000	266,500	88,833	0	1,114	0%
GEN FUND TRANSFER	325,000	420,686	140,229	108,290	140,173	33%
TOTAL	404,000	888,686	296,229	119,454	178,115	20%

RECREATION DEPARTMENT- EXPENDITURE COMPARISON
THRU OCTOBER 31, 2021 - 34% OF YEAR LAPSED 4 OF 12 MONTHS
FISCAL YEAR 2022

	A	B	C	D	E	F	H (E/B) %
	FY 2021 BUDGET	FY 2022 BUDGET	FY 2022 YTD - BUDGET	FY 2021 YTD - ACTUAL	FY 2022 YTD - ACTUAL	FY 2022 AVAIL. BAL.	% BDGT
EMPLOYEE EXP.	335,450	556,903	185,634	99,250	84,033	457,653	18%
YABL/ADULT BASKETBALL	1,750	16,500	5,500	0	0	16,500	0%
OTHER OPERATING EXP.	49,650	104,350	34,783	12,958	12,732	91,392	12%
CAPITAL OUTLAY	2,800	6,000	2,000	2,776	0	3,224	46%
TOTAL	389,650	683,753	227,918	114,984	96,766	568,769	14%

surplus to date 81,349

LODGERS TAX PROMOTION - REVENUE COMPARISON
THRU OCTOBER 31, 2021 - 34% OF YEAR LAPSED 4 OF 12 MONTHS
FISCAL YEAR 2022

	A	B	C	D	E	G (E/B)
	FY 2021 BUDGET	FY 2022 BUDGET	FY 2022 YTD - BUDGET	FY 2021 YTD - ACTUAL	FY 2022 YTD - ACTUAL	% REV
LODGER'S TAX PROMO	89,600	376,000	219,333	101,944	187,252	50%
LODGER'S TAX - INFRASTRUCTURE	22,400	94,000	54,833	25,486	34,494	37%
TOTAL	112,000	470,000	274,167	127,430	221,746	47%

LODGERS TAX PROMOTION - EXPENDITURE COMPARISON
THRU OCTOBER 31, 2021 - 34% OF YEAR LAPSED 4 OF 12 MONTHS
FISCAL YEAR 2022

	A	B	C	D	E	F	H (E/B)
	FY 2021 BUDGET	FY 2022 BUDGET	FY 2022 YTD - BUDGET	FY 2021 YTD - ACTUAL	FY 2022 YTD - ACTUAL	FY 2022 AVAIL. BAL.	% BDGT #DIV/0!
EMPLOYEE EXP.	2,320	0	0	2,873	0	0	
OPERATING EXPENSES	4,600	13,000	7,583	2,091	3,080	9,920	24%
PUBLICATIONS & ADVERT	65,000	334,000	194,833	2,113	103,525	230,475	31%
CONTRACTUAL SERVICES	100,000	20,000	11,667	13,825	0	20,000	0%
CAPITAL OUTLAY	8,400	97,900	57,108	0	0	97,900	0%
TRANSFERS	40,002	40,000	23,333	13,330	13,328	26,672	33%
TOTAL	220,322	504,900	294,525	34,232	119,933	384,967	24%

Surplus to Date 101,813

**MINUTES OF THE CITY OF LAS VEGAS CITY COUNCIL SPECIAL MEETING HELD ON
WEDNESDAY, NOVEMBER 3, 2021 AT 4:00 P.M. IN THE CITY COUNCIL CHAMBERS.**

MAYOR: Louie A. Trujillo

COUNCILORS: David G. Romero - Mayor Pro Tem
Elaine Rodriguez
Michael L. Montoya
David A. Ulibarri, Jr.

ALSO PRESENT: Leo Maestas, City Manager
Casandra Fresquez, City Clerk
Scott Aaron, City Attorney
Antonio Salazar, Sergeant at Arms

CALL TO ORDER

Mayor Trujillo called the meeting to order at 4:00 p.m.

ROLL CALL

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

Mayor Trujillo asked for a moment of silence to remember all the veterans in the community. Mayor Trujillo advised there will be a celebration for the veterans on 11/11/2021 at 11:11 am at Veterans Park. Mayor Trujillo asked to keep the veterans and their families in our prayers.

APPROVAL OF AGENDA

Councilor Romero made a motion to amend the agenda to move business item 4 up to business item 1. Councilor Rodriguez seconded the motion. Mayor Trujillo asked for roll call. Roll Call Vote was taken and reflected the following:

Michael L. Montoya	Yes	David A. Ulibarri Jr.	Yes
Elaine Rodriquez	Yes	David G. Romero	Yes

City Clerk Fresquez advised the motion carried.

PUBLIC INPUT

City Clerk Fresquez read the following public input into the record:

Manuel Luna spoke about the redistricting plans and the presentation from Rod Adaire with New Mexico Demographic Research LLC being substandard.

APPROVAL OF MINUTES

Councilor Romero made a motion to approve the minutes from October 13th, 14th and 20th as amended. Councilor Montoya seconded the motion with the amendment to the October 13th minutes on pg. 3 under Councilors Reports to be changed from “receiving \$200,000 to complete” the Railroad and Lincoln project to “allocated \$200,000 to complete” the Railroad and Lincoln project. Mayor Pro Tem Romero asked for roll call. Roll Call Vote was taken and reflected the following:

Elaine Rodriquez	Yes	David G. Romero	Yes
Michael L. Montoya	Yes	David A. Ulibarri Jr.	Yes

City Clerk Fresquez advised the motion carried.

PRESENTATIONS

Rod Adaire with New Mexico Demographic Research, LLC gave a lengthy presentation regarding the three (3) Redistricting maps that were developed based on the 2020 Federal Census and various changes between plan A being the least changed, plan B being the perfect plan with a deviation of 0, and plan C being somewhat equally divided using major roads. Mr. Adaire advised the official

population for the City of Las Vegas is 13,166 but is working with a population of 13,204 because the City annexed property six years ago in the northeast corner of the City which has 38 people.

Discussion took place regarding census blocks.

Mayor Trujillo asked if Mr. Adaire was dependent on the City to provide accurate maps and if he had another source to verify if the map from the City is correct.

Mr. Adaire advised yes, his source is from the Census Bureau.

Mayor Trujillo asked if the Census Bureau had the plot and a map that coincides with the City's maps and boundaries.

Mr. Adaire advised yes but the Census Bureau did not have the annexation in the northeast corner of the City.

Mayor Trujillo asked if the Census Bureau's map looked different from the one the City had.

Mr. Adaire advised the Census Bureau for whatever reason did not have the annexation reported but is valid because it was annexed legally.

Councilor Montoya asked if the Census Bureau added in the number in the last census.

Mr. Adaire advised no they did not.

Councilor Montoya asked if the map had been registered with the Census Bureau.

City Clerk Fresquez advised when she checked with Community Development they stated they had sent it to the Census Bureau but had no proof that they sent it.

City Clerk Fresquez advised she checked with the Census Bureau, they stated they didn't have it so then it falls back on the City. City Clerk Fresquez advised Planning and Zoning is supposed to get all the information to the Census Bureau every year in December to be updated.

Discussion and questions took place regarding if there is a percentage from historical data that is received for those who were not counted, what the process was to redraw the maps, what programs/software was used, if the software used

allows for other information to be provided such as income and having equal representation regarding income levels in specific wards.

Mayor Trujillo thanked Mr. Adaire for all his work.

Chairman Jacob Gutierrez from the City of Las Vegas Redistricting Committee discussed how the committee determined their recommendation, that being plan C and advised they looked at plan A because of the least changes but didn't like that deviation of it, plan B had a lot of changes and chose plan C because it had a smaller deviation and a better geographical representation of the City.

Mayor Trujillo thanked Mr. Gutierrez for his time on the committee.

BUSINESS ITEMS

1. Request approval to appoint Darlene Arguello as Human Resource Director.

City Manager Maestas advised they went through the interview process to hire the Human Resource Director although the Charter allows the City Manager to appoint someone to the position. City Manager Maestas advised they wanted to be transparent with the interviewing process and advised Ms. Arguello scored higher than the other candidate.

Councilor Romero thanked City Manager Maestas for going through the interviewing process and the candidate met the requirements with recommendations from individuals and felt like it was a good choice.

Councilor Rodriquez also thanked City Manager Maestas for having the interview process because residents were concerned about people just being appointed and not opening up the process to allow others to apply for positions.

Councilor Montoya thanked Ms. Arguello and City Manager Maestas and advised its hard to obtain employees to work for the City of Las Vegas

Councilor Montoya made a motion to approve the appointment of Darlene Arguello as Human Resource Director. Councilor Romero seconded the motion. Mayor Trujillo asked for roll call. Roll Call Vote was taken and reflected the following:

Elaine Rodriquez

Yes

David G. Romero

Yes

David A. Ulibarri Jr. Yes

Michael L. Montoya Yes

City Clerk Fresquez advised the motion carried.

Councilor Romero assured Ms. Arguello that they want individuals to feel safe as long as they are doing their job, are ethical and have high moral standards and Ms. Arguello has Council's support.

Ms. Arguello thanked the Mayor, Council and City Manager for the opportunity and their confidence in her. Ms. Arguello advised she is ready to put her best foot forward and do the best job that she can. Ms. Arguello thanked City Attorney Aaron for his confidence and for having her in his department. Ms. Arguello also introduced and thanked her family and supporters in the audience.

2. Request approval to publish Ordinance No. 21-20 choosing one (1) of the three (3) redistricting plans prepared by New Mexico Demographics Research, LLC.

City Clerk Fresquez advised plan A had the least changes, plan B being the perfect plan with equal population and plan C with more prominent boundaries. City Clerk Fresquez advised that Council needed to make a decision so they could publish the ordinance and in two weeks on November 17th the ordinance would be taken for public hearing and adoption. City Clerk Fresquez advised it would be published again and would be sent to the Secretary of State so people would know what district they fall into for candidate filing day.

Councilor Montoya advised he would pick plan A because of the least changes and did not want to confuse the public to where it causes less voter turnout during elections. Councilor Montoya advised each ward has an equal amount of ownership of lane miles of roadway which is used to divide monies within wards. Councilor Montoya advised there would also be less work on the County Clerk and City Clerk to notify voters. Councilor Montoya advised he understood where Councilor Romero was coming from regarding poverty in certain wards being an issue. Councilor Montoya advised plan B is too dividing and the area by the airport in plan C should belong in ward 3.

Councilor Rodriquez advised it was a difficult decision to make and thought plan B and C were appealing because of the deviations and equality. Councilor Rodriquez asked to hear from the rest of the council first.

Councilor Romero asked if there would be any issues pertaining to the changes being made at the County Clerk's Office since some changes to the maps would be required.

City Clerk Fresquez advised the County would have to make all the changes in a short period of time before election and would have to make sure all the precincts are in the correct places. City Clerk Fresquez advised it was up to the Council.

Councilor Romero advised he has to look at the future when deciding.

Councilor Ulibarri Jr., advised he picks plan A with the least changes.

Discussion took place regarding plan B being more equal, the reasoning for the Redistricting Committee picking plan A and C and not wanting to confuse the public to where it causes less voter turnouts during elections.

Councilor Rodriquez made a motion to recess. Councilor Romero seconded the motion. All were in favor.

City Clerk Fresquez advised the motion carried.

Mayor Trujillo called the meeting back to order.

Councilor Romero made a motion to approve plan C as recommended by the Redistricting Committee. Councilor Rodriquez seconded the motion. Mayor Trujillo asked for roll call. Roll Call Vote was taken and reflected the following:

Elaine Rodriquez	Yes	David A. Ulibarri Jr.	No
Michael L. Montoya	No	David G. Romero	Yes

City Clerk Fresquez advised there was a tie.

Mayor Trujillo voted yes and broke the tie.

City Clerk Fresquez advised the motion carried.

Mayor and Council thanked the Redistricting Committee and Mr. Adaire.

3. Request approval to fund Las Vegas First Independent Business Alliance (LVFIBA) for marketing assistance from the Lodgers tax funding in the amount of \$21,470.

Councilor Romero asked why the proposed ad did not mention that the City of Las Vegas Lodgers Tax was funding it.

Susie Tsyitee advised it was on there with the City seal but it was hard to see it in black and white and it says, "sponsored by the Las Vegas NM Lodgers Tax".

Councilor Romero asked about the events being listed on the marketing information on the ads.

Cindy Collins advised they don't want to take away from the message, "shop Las Vegas NM" by including all the events in the ad but the events would be posted on Facebook and in a flyer that will be at every restaurant in town.

Ms. Tsyitee advised the events are for the community and the advertising they are requesting from Lodgers Tax is to bring tourists to the community.

Discussion took place regarding the removal of advertising in the Las Vegas Optic and other local radio stations because Lodgers Tax said that did not count as a sixty mile radius for advertisement.

Ms. Collis advised the match for 15,793 represents a 42% match, and they are asking for a total campaign of 37,200. Ms. Collins advised they are putting up 15,793 and are asking Lodgers Tax for 21,470 for marketing for Christmas.

Discussion took place regarding how they came up with the rate of \$20/hr for in-kind volunteers.

Councilor Montoya advised he got a breakdown of Lodgers Tax from 2019/2020 and compared it to 2022 and saw in 2019 they received \$375,000, in 2020 they received \$448,000 and this year so far from July to October have received \$172,000. Councilor Montoya advised some months did go down in 2019 and 2020 due to covid but overall they are doing good and motels and other sources are doing good by catching all the traffic coming off from the interstate.

Councilor Montoya advised he hopes it will be a one time thing due to the construction and pandemic. Councilor Montoya advised they received \$326,000 in Cares Act monies and wanted to point out \$62,810 went to 10 businesses that are included in the request before them. Councilor Montoya advised they helped about 30 businesses with Cares Act monies.

Councilor Montoya voiced his concerns regarding being told that the City of Las Vegas has never helped the downtown area when they have helped out. Councilor Montoya advised the 1.6 million dollars going into the Bridge Street area has been extended to include between the 11th and 12th Street area.

Councilor Romero asked what the deliverables would be for all the items listed.

Ms. Tsyitee advised they are required to present letterhead invoices from the radio stations to prove that it has been paid to receive Lodgers Tax reimbursements.

Councilor Montoya commented regarding the marketing contract on item 6 Documentation under 6.2 at the bottom states, "Will anyone within your organization, a spouse of anyone within your organization, a child, parent, brother or sister of anyone within your organization receive monetary compensation from any aspect of this event? Who? For what purpose?" Councilor Montoya advised they answered "NO" and wanted it to be clear when all the money is spent.

Ms. Collins advised it is very clear which is why they answered no and are truthful people and will not benefit by one penny.

Councilor Montoya advised it has happened in previous organizations and wanted to make it clear that that funding is not misused.

Councilor Romero asked if K. Dawne was local.

Ms. Tsyitee advised she does not live in Las Vegas but lives in the Ribera area, and is also a board member on the Las Vegas Arts Council and she has signed a conflict of interest form.

Councilor Montoya made a motion to approve funding Las Vegas First Independent Business Alliance (LVFIBA) for marketing assistance from the Lodgers tax funding in the amount of \$21,470 which has gone through Lodgers Tax and Councilor Romero asked to add that only those itemized invoices from vendors are paid out. Councilor Montoya agreed. Councilor Romero seconded the motion. Mayor Trujillo asked for roll call. Roll Call Vote was taken and reflected the following:

David A. Ulibarri Jr.

Yes

Michael L. Montoya

Yes

Elaine Rodriquez

Yes

David G. Romero

Yes

City Clerk Fresquez advised the motion carried.

Ms. Tsyitee apologized for any suggestion that the City doesn't support them and advised on behalf of the non-profits they are grateful for the money raised by Lodgers Tax.

4. Request approval of Resolution No. 21-47, a budget adjustment resolution.

Finance Director Jesus Baquera advised the resolution was for Department of Finance Administration purposes for the use of surplus and ARPA monies.

Councilor Romero made a motion to approve resolution 21-47. Councilor seconded Ulibarri Jr., the motion.

Resolution 21-47 was presented as follows:

CITY OF LAS VEGAS, NEW MEXICO

Resolution No. 21-47

A RESOLUTION TO MAKE BUDGET ADJUSTMENT FOR THE 2021-2022 FISCAL YEAR

WHEREAS, the Governing Body of Las Vegas has developed a budget adjustment request for fiscal year 2021-22; and

WHEREAS, said budget was developed on basis of increases in revenues, expenditures and transfer (in) out through cooperation with all user departments, elected officials and other department supervisors. Please see attached schedule: and,

WHEREAS, the City of Las Vegas is in need of making a budget adjustment in the 2021-2022 fiscal Year budget to include an increase to revenue and expenditure to Fund 771 in the amount of \$1,595,027. An increase to revenue and expenditure to Fund 213 in the amount of \$11,602 An increase to expense from unbudgeted cash balance to Fund 101 in the amount of \$2,897,511. An increase to revenue and expenditure to Fund 294 in the amount of \$218,484. A decrease to revenue and expenditures to Fund 294 in the amount of \$22,250 and,

WHEREAS, the Governing Body finds that the budget adjustment request should be as it meets the requirements as currently determined for fiscal year 2021-22, and,

NOW, THEREFORE BE IT RESOLVED the City Council of the City of Las Vegas, that the recitals and any exhibits are incorporated herein by reference and the Governing Body hereby approves the aforementioned budget adjustment request and respectfully request approval from the Local Governing Division of the Department of Finance and Administration.

ACCEPTED AND APPROVED this ____ day of November 2021.

Mayor Louie A. Trujillo

ATTEST:

Reviewed and approved as to legal sufficiency only:

Casandra Fresquez, City Clerk

Scott Aaron, City Attorney

Mayor Trujillo asked for roll call. Roll Call Vote was taken and reflected the following:

Michael L. Montoya	Yes	David G. Romero	Yes
Elaine Rodriguez	Yes	David A. Ulibarri Jr.	Yes

City Clerk Fresquez advised the motion carried.

Councilor Montoya advised the Finance Committee recommended the adjustments and changed their meeting dates to Mondays before City Council meetings from 2-4 pm so they could approve things ahead of time.

Discussion took place regarding two (2) vacancies on the Finance Committee.

Councilor Montoya advised they used monies from the General Fund surplus and ARPA monies on the following:

- Audio/Visual City Hall Chambers \$ (167,000)
- Moreno Demo \$ (50,000.00)
- Roads/Sidewalks (\$345,000 Per Ward) (45K -Montoya) \$ (1,380,000.00)
- City Hall - Flooring \$ (25,000.00)
- Parks Shelter (\$75,000 Per Ward) \$ (300,000.00)
- Police Dept. Vests \$ (71,000.00)
- Survey (Rodriguez Park) \$ (38,000.00)
- Plow \$ (10,132.00)
- Mulchers \$ (26,000.00)
- Police Dept. Training \$ (20,000.00)
- Library (Mold/Asbestos) \$ (87,000.00)
- Tractor- Rec. \$ (45,000.00)
- Premium Pay For All City Staff \$ (232,000.00)
- Church St. (Waste Water) \$ (75,000.00)
- Parkway St. (Water) \$ (350,000.00)
- Independence Avenue (Waste Water) \$ (170,000.00)

- Baca Avenue \$ (192,000.00)
- Hanna Effluent Line \$ (189,000.00)

EXECUTIVE SESSION

There was no need for executive session.

ADJOURN

Councilor Romero made a motion to adjourn. Councilor Rodriquez seconded the motion. Mayor Trujillo asked for roll call. Roll Call Vote was taken and reflected the following:

Michael L. Montoya	Yes	David A. Ulibarri Jr.	Yes
Elaine Rodriquez	Yes	David G. Romero	Yes

City Clerk Fresquez advised the motion carried.

The meeting adjourned at 5:46 p.m.

Mayor Louie A. Trujillo

ATTEST:

Casandra Fresquez, City Clerk



**CITY OF LAS VEGAS
COUNCIL MEETING AGENDA REQUEST FORM**

Meeting Date: November 17, 2021

Date Submitted: 11/5/21

Department: City Clerk

Item/Topic: Conduct a public hearing and approval to adopt Ordinance No. 21-20 Redistricting Plan C redistricting map prepared by New Mexico Research Demographics, LLC.

There were three (3) redistricting plans that were proposed at the Council meeting on November 3, 2021. Mayor and Council approved Ordinance No. 21-20 to include Plan C redistricting map to be published which was recommended by the Redistricting Committee. Plan C is the map that has prominent boundaries and is divided along major geographical features that are easily identified.

Fiscal Impact: N/A

Attachments: Ordinance No. 21-20 and Plan C redistricting map

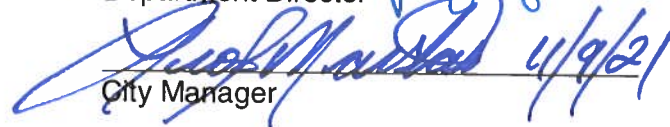
THIS REQUEST FORM MUST BE SUBMITTED TO THE CITY CLERK'S OFFICE NO LATER THAN 5:00 P.M. ON FRIDAY ONE AND A HALF WEEKS PRIOR TO THE CITY COUNCIL MEETING.

Approved For Submittal By:

Reviewed By:


Department Director

Finance Director

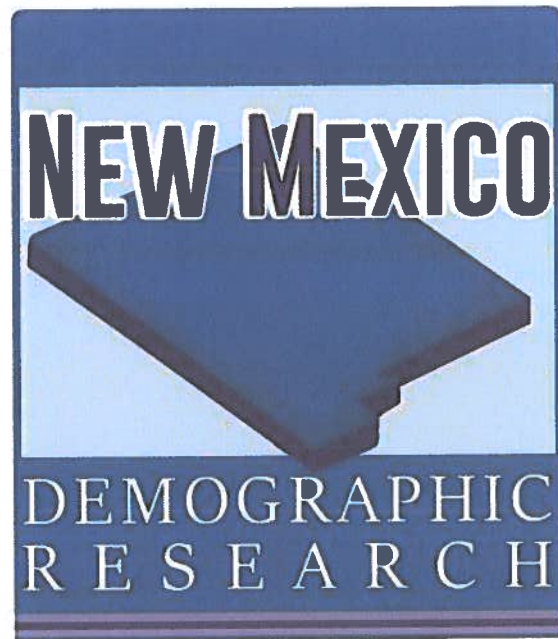

City Manager

City Attorney (Approved as to Form)

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COUNCIL ACTION TAKEN**

Resolution No. _____
Ordinance No. _____
Contract No. _____
Approved _____

Continued To: _____
Referred To: _____
Denied _____
Other _____



Las Vegas Plan C
Major Features

CITY OF LAS VEGAS, NEW MEXICO
Ordinance No. 21-20

AN ORDINANCE TO REPLACE any prior redistricting ordinances addressing the redistricting of Las Vegas' four (4) wards and apportioning the City Council districts in accordance with the Las Vegas population resulting from the 2020 federal census, and defining the districts created as a result of said census.

Whereas, NMSA 3-12-1.1 requires that the governing body of Las Vegas to reapportion the representation among the geographic (election) districts in 2021 to give, as is practicable, representation on the basis of population as determined in the 2020 census for the purpose of electing from each ward one member to the Las Vegas City Council; and

Whereas, in accordance with Section 14-6 (F) through (I) respectively of the City code, the location of boundaries for the four City wards shall be shown and delineated on the Official Ward Map for the City, and following every federal decennial census, the City Council shall, by ordinance, readjust ward boundaries by population, as nearly equal as practicable, and to maintain wards in compact and contiguous groups.

Whereas, New Mexico Demographic Research, LLC has been retained by the City of Las Vegas and has prepared three (3) redistricting proposals for the City Council's consideration.

NOW THEREFORE, BE IT ENACTED by the City Council of the City of Las Vegas that the 2021 Official Las Vegas District Map Plan C attached hereto is hereby incorporated herein by reference and is adopted.

PASSED, ADOPTED and ENACTED this _____ day of November, 2021.

Mayor Louie A. Trujillo

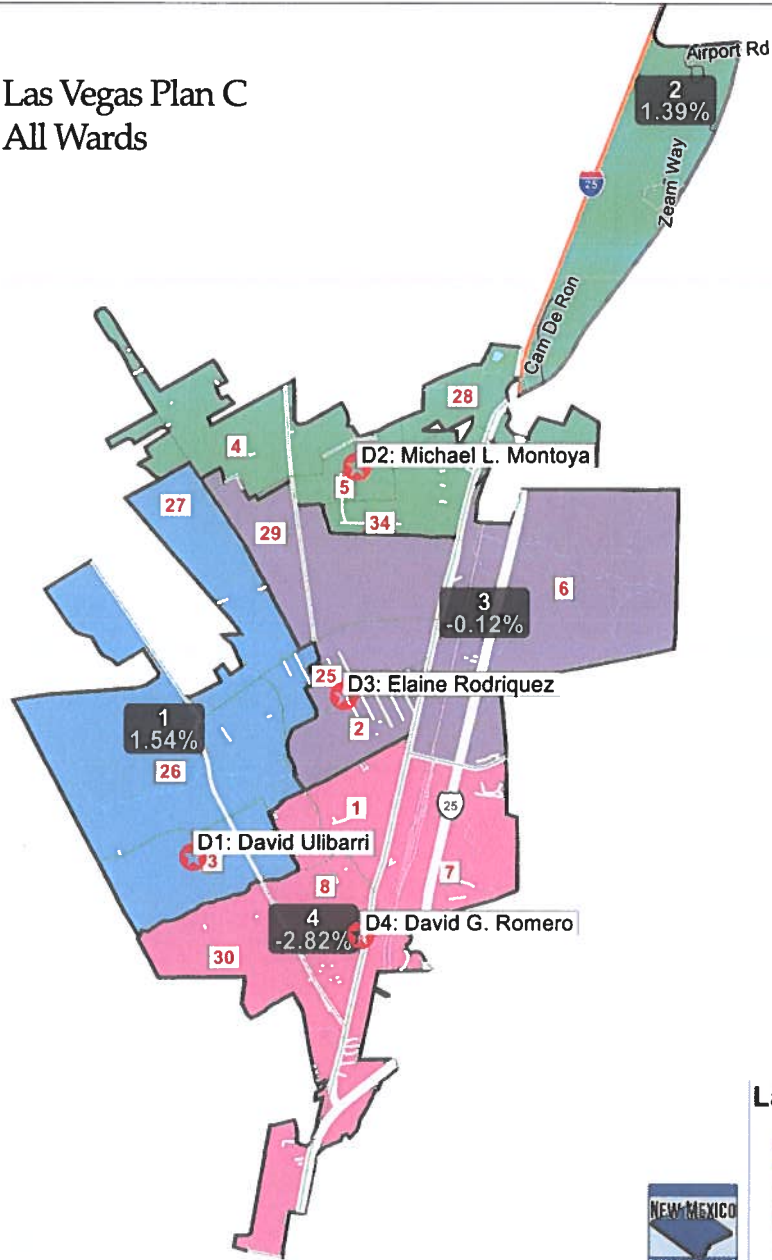
ATTEST:

Reviewed and approved as to legal sufficiency only:

Casandra Fresquez, City Clerk

Scott Aaron, City Attorney

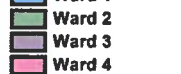
Las Vegas Plan C All Wards



**Las Vegas Plan C
Ward 1 Detail**

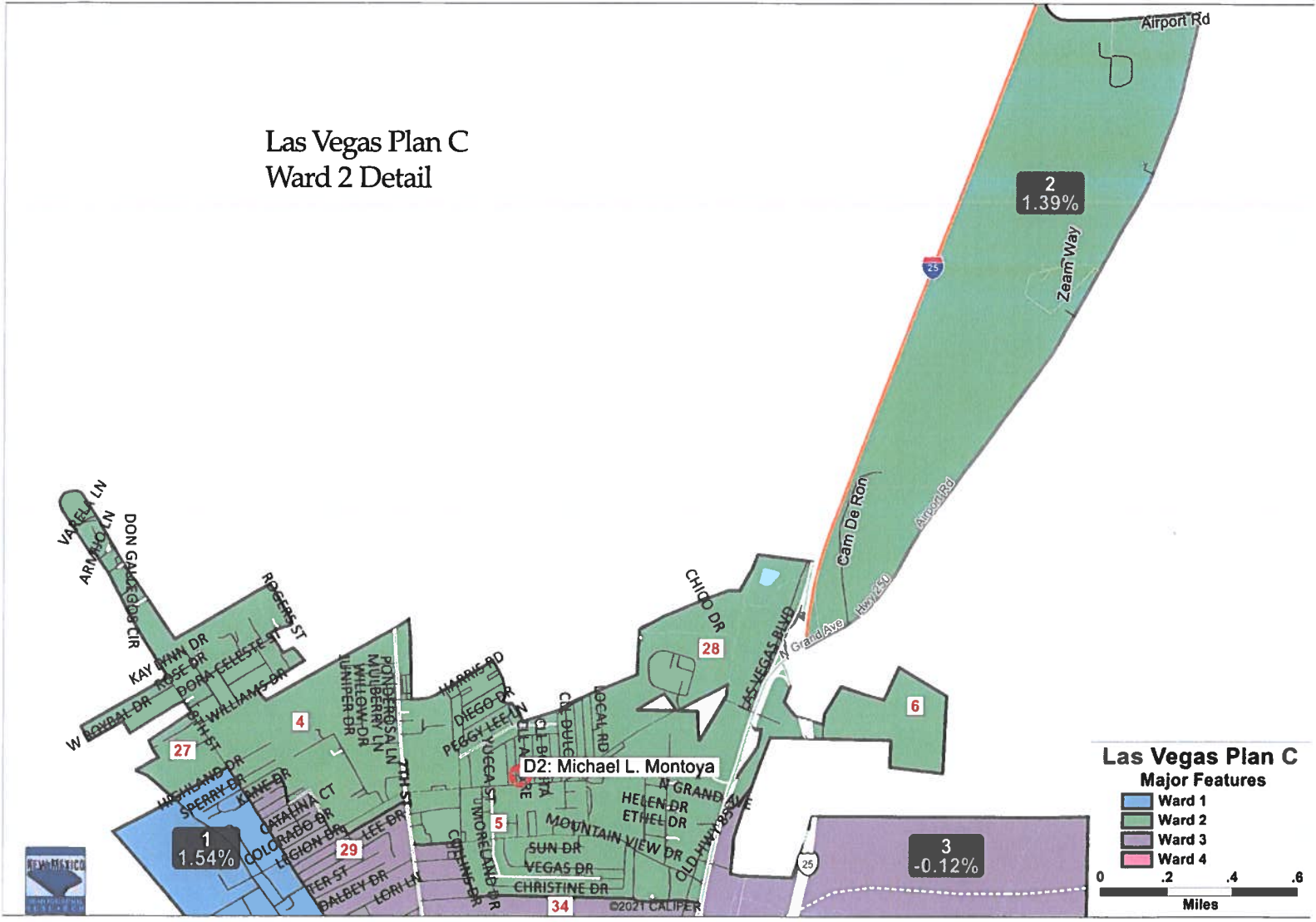
This map shows the detailed precinct boundaries for Ward 1 in Las Vegas, Plan C. The ward is colored blue. Major roads shown include KENNEDY BLVD, LAS VEGAS BLVD, and various local streets. Precinct numbers 1 through 34 are marked. Candidate locations are indicated by red dots and names: D1: David Ulibarri (precinct 3), D2: Michael L. (precinct 5), and D3: Elaine Rodriguez (precinct 25). A scale bar at the bottom right shows distances in miles (0, .15, .3, .45). A legend identifies the colors for Ward 1 (blue), Ward 2 (green), Ward 3 (purple), and Ward 4 (pink). A copyright notice for ©2021 CALIPER is at the bottom center.

Ward 1

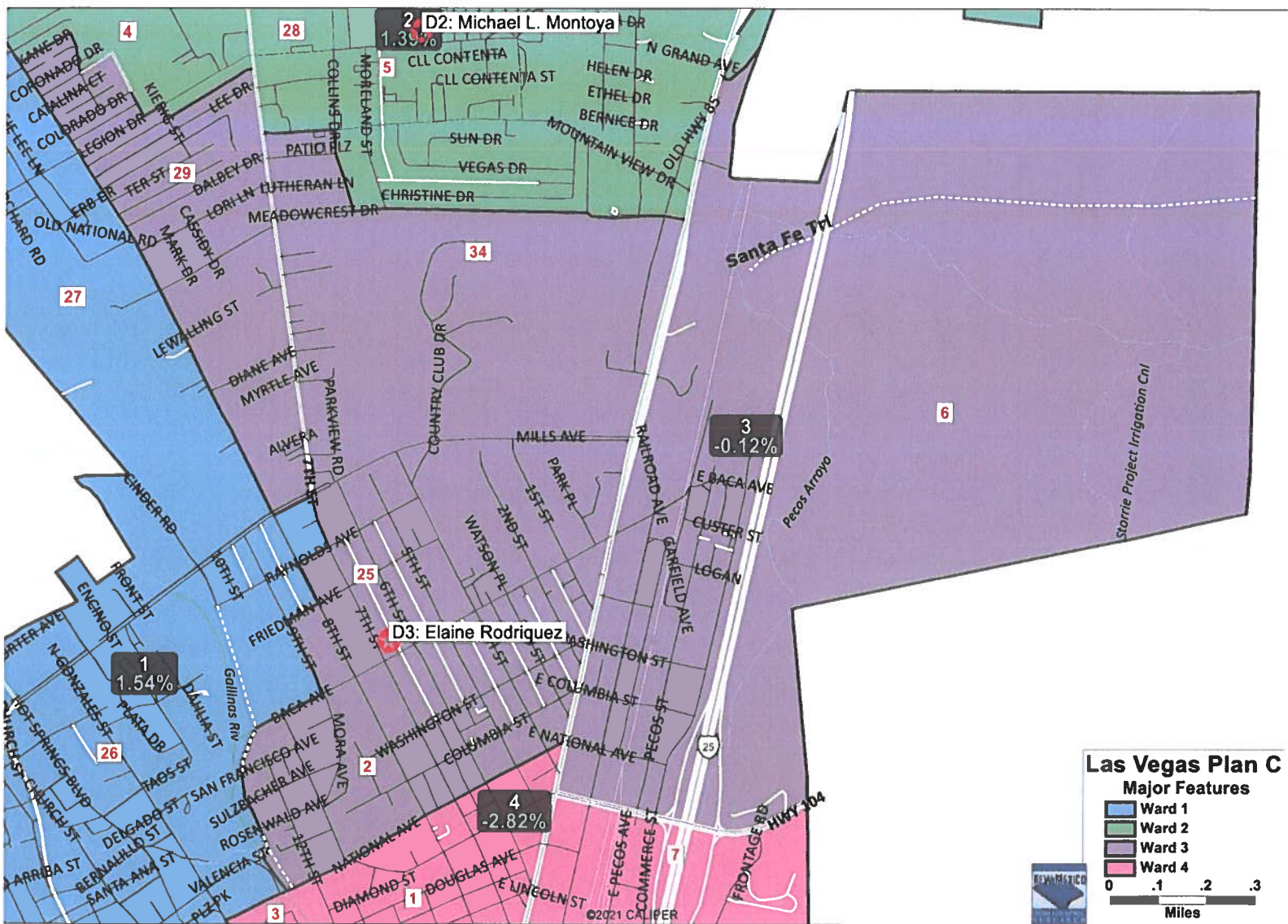


A horizontal number line is shown with tick marks at 0, .15, .3, and .45. The word "Miles" is written below the line. The segment between .15 and .3 is shaded with a light gray background.

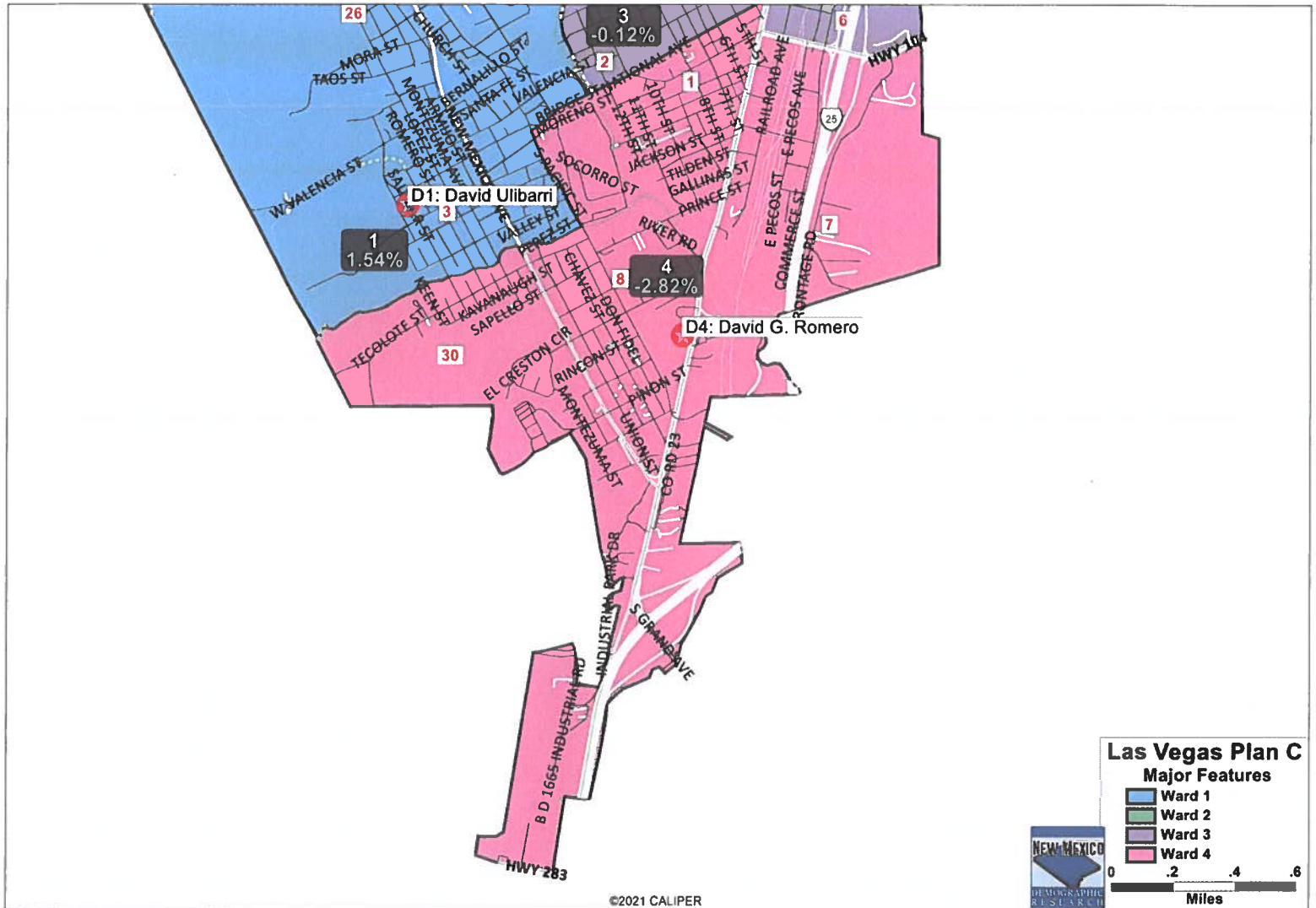
Las Vegas Plan C
Ward 2 Detail



Las Vegas Plan C Ward 3 Detail



Las Vegas Plan C Ward 4 Detail



Las Vegas City Council

Plan C

2021

District	Population	Deviation	% Dev.	Hispanic	Non-Hispanic Origin				Area (Sq Mi)
					White	Native American	Black	Asian	
1	3,352	51	1.54%	82.4%	13.4%	1.5%	0.7%	0.3%	2.05
Adult	2,675			80.1%	15.8%	1.7%	0.8%	0.1%	
2	3,347	46	1.39%	86.0%	9.5%	1.1%	0.9%	0.8%	2.09
Adult	2,568			84.0%	11.1%	1.0%	1.1%	0.9%	
3	3,297	-4	-0.12%	69.1%	22.7%	2.1%	3.0%	1.4%	2.49
Adult	2,730			65.3%	25.8%	2.2%	3.4%	1.6%	
4	3,208	-93	-2.82%	81.4%	15.3%	0.4%	0.9%	0.2%	2.03
Adult	2,632			80.0%	16.5%	0.4%	0.9%	0.2%	
Total	13,204	Ideal: 3,301		79.7%	15.2%	1.3%	1.4%	0.7%	8.67
Adult	10,605			77.2%	17.4%	1.3%	1.6%	0.7%	

New Mexico Demographic Research, LLC

2021



**CITY OF LAS VEGAS
COUNCIL MEETING AGENDA REQUEST FORM**

Meeting Date: November 17, 2021

Date Submitted: 11/12/2021

Department: City Attorney

Item/Topic: Request approval of Resolution No. 21-49, A resolution approving proposed charter amendments and authorizing placement of ballot questions on the ballot of the City of Las Vegas Municipal election on March 1, 2022 for the purpose of voting on such amendments.

The ballot questions take into account the standards set out in the State law, Section 1-16-7 NMSA and 1.10.16 NMAC, 1978 and have been reviewed for legal formality.

City Council tabled this item for the November 17, 2021 Council Meeting.

Fiscal Impact:

Attachments: Resolution No. 21-49, current and proposed language of each proposed amendment
Legal Resources 1-10-16 NMAC Ballot Questions Admin Rule.

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.

Approved For Submittal By:

Department Director

City Manager

Reviewed By:

Finance Director

City Attorney (Approved as to Form)

**CITY CLERK'S USE ONLY
COUNCIL ACTION TAKEN**

Resolution No. _____
Ordinance No. _____
Contract No. _____
Approved _____

Continued To: _____
Referred To: _____
Denied _____
Other _____

CITY OF LAS VEGAS, NEW MEXICO
Resolution No. 21-49

A RESOLUTION APPROVING PROPOSED CHARTER AMENDMENTS AND AUTHORIZING PLACEMENT OF BALLOT QUESTIONS ON THE BALLOT OF THE CITY OF LAS VEGAS MUNICIPAL ELECTION ON MARCH 1, 2022 FOR THE PURPOSE OF VOTING ON SUCH AMENDMENTS

WHEREAS, the City of Las Vegas (“City”) Governing Body appointed a Charter Commission (“Commission”) to review the City Charter pursuant to Section 1.05 of the Charter;

WHEREAS, the Committee has finished their duties and submitted their suggested Charter amendments to the Governing Body;

WHEREAS, the Governing Body has considered said suggested Charter amendments;

WHEREAS, the Governing Body has requested the City Attorney draft the Governing Body’s proposed Charter amendments and provide them to outside private legal counsel for review;

WHEREAS, the Governing Body, in considering the Charter revisions, may approve, deny, modify, or remand any of the proposed amendments back to the City Attorney for further changes;

WHEREAS, each proposed amendment receiving approval by a majority vote of the Governing Body shall be submitted to the qualified voters of the City at the March 1, 2022 Municipal Election;

WHEREAS, the Governing Body pursuant to NMSA 1-16-3(B) shall adopt a resolution authorizing placement of ballot questions for the Municipal Election no later than seventy days before the election.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Las Vegas that the recitals are hereby incorporated herein by reference, and the City Council hereby approves the submission of the following charter amendment ballot questions to the City’s qualified electors at the March 1, 2022 Municipal Election. The City Clerk is hereby instructed to file this Resolution certifying the following ballot questions with the Secretary of State not less than sixty-seven days before the date of the election. Only those ballot questions that receive a majority of the votes cast in the election, as evidenced by the official certificate of canvass shall be adopted and incorporated into the City Charter. If any section, paragraph, portion or provision of this Resolution shall for any reason be held to be invalid or unenforceable by a court of competent jurisdiction, the invalidity or unenforceability of such shall not affect any of the remaining provisions of this resolution.

Question 1: Shall the City amend Section 2.01(A) of the City of Las Vegas Municipal Charter to require that the City be governed by a home-rule charter whereby the City's governing body shall consist of a mayor and a city council?

Yes ☐

No ☐

Question 2: Shall the City amend Section 8.01(A) of the City of Las Vegas Municipal Charter to reflect the name change of the state statute that governs municipal elections?

Yes ☐

No ☐

Question 3: Shall the City amend Section 8.01(B) of the City of Las Vegas Municipal Charter to require the regular municipal election to be held as provided by law, rather than on the first Tuesday in March of each even-numbered year?

Yes ☐

No ☐

Question 4: Shall the City delete Section 8.01(C)(3) of the City of Las Vegas Municipal Charter which currently requires voters to register at least 30 days prior to an election, to instead allow same day voter registration in accordance with the federal National Voter Registration Act?

Yes ☐

No ☐

Question 5: Shall the City amend Section 8.01(F) of the City of Las Vegas Municipal Charter to state that the election of all municipal elective officers shall be by majority of the votes cast for the particular office in question, and permitting the City's governing body to determine, by ordinance, the procedures for breaking a tie vote?

Yes ☐

No ☐

Question 6: Shall the City delete Section 8.01(G) of the City of Las Vegas Municipal Charter which would prevent the City from holding a run-off election between two candidates receiving the highest number of votes, and instead provide for victory by a simple majority of votes?

Yes ☐

No ☐

Question 7: Shall the City delete Section 8.01(H) of the City of Las Vegas Municipal Charter which currently requires the City to provide election workers for City elections, which would result in San Miguel County providing election workers for City elections?

Yes ☐

No ☐

Question 8: Shall the City amend Section 8.01(I) of the City of Las Vegas Municipal Charter to permit, rather than required, the City's governing body to adopt ordinances for the prevention of fraud in City elections, and to permit the City's governing body to determine the substances of such ordinances?

Yes ☐

No ☐

Question 9: Shall the City amend Section 8.04(B) of the City of Las Vegas Municipal Charter to state that the power to recall an elected official shall be governed by New Mexico Election Code and NMSA Article 1, Chapter 25?

Yes ☐

No ☐

Question 10: Shall the City amend Section 8.04(D)(b)(iii) of the City of Las Vegas Municipal Charter to state that the recall petition heading must contain a clear and concise statement specifying the charges to support recall of the named official that constitute malfeasance in office, or misfeasance in office or violation of oath of office?

Yes ☐

No ☐

Question 11: Shall the City amend Section 8.04(D)(8) of the City of Las Vegas Municipal Charter to state that the failed attempt to recall an official prohibits that official from being recalled, on the same grounds, during the remainder of that official's term of office?

Yes ☐

No ☐

Question 12: Shall the City amend Section 6.08 of the City of Las Vegas Municipal Charter to remove the duration limitation of one (1) year for advisory committees established by the City's governing body, and instead allow advisory committee members to serve terms longer than one year?

Yes ☐

No ☐

Question 13: Shall the City amend Section 1.05 of the City of Las Vegas Municipal Charter to: (1) require the City's governing body to review the City Charter at least once every five (5) years; (2) require any proposed changes to the City Charter to be reviewed for compliance with applicable law by an attorney with experience in municipal law and drafting charter provisions; (3) delete Section 1.05(B) describing Charter Commission members; and, (4) give the City's governing body the option to choose one, both, or none of the following options regarding the review of the City Charter: (i) appoint a committee composed of an equal number of representatives from each council district, none of which shall be elected city officers, to review and make recommendations to the governing body, as specifically directed by the governing body, regarding the City Charter, with the committee members being actual residents of the City, appointed by the Mayor, and confirmed by the City Council; (ii) by majority vote, to employ by contract a consultant with charter experience to work independently, or with the committee, for the purpose of reviewing and making recommendations to the governing body, as specifically directed by the governing body, regarding changes to the City Charter?

Yes ☐

No ☐

Question 14: Shall the City amend Section 2.04(A) of the City of Las Vegas Municipal Charter to allow, but not require, the City's Governing Body to use a redistricting committee and to allow the City to contract with a redistricting consultant without the requirement of a redistricting committee?

Yes ☐

No ☐

Question 15: Shall the City amend Section 2.01(B) of the City of Las Vegas Municipal Charter to add a fifth (5th) city council member who is elected at-large within the City, and who is not elected to represent a specific council district but rather represents all City residents?

Yes ☐

No ☐

Question 16: Shall the City amend Section 5.01(A), 5.04(C), 5.05(C), and 5.06(B) of the City of Las Vegas Municipal Charter to require the Mayor to provide a list of no less than two (2) qualified candidates for the positions of City Manager, City Attorney, City Clerk and Chief of Police for review by the City Council, with the City Council being required to select from the Mayor's two candidates for the respective positions?

Yes ☐

No ☐

Question 17: Shall the City amend Section 6.06 of the City of Las Vegas Municipal Charter to add two additional members to the Lodgers Tax Board who shall be residents of the City and represent the general public, for a total of seven members?

Yes ☐

No ☐

Question 18: Shall the City amend Section 5.07(D) of the City of Las Vegas Municipal Charter to add a sentence stating that the decision of the City's governing body of whether or not to remove a department director shall be recognized and implemented by the City Manager, and shall be final and conclusive regarding the matter?

Yes ☐

No ☐

Question 19: Shall the City amend Section 2.06 of the City of Las Vegas Municipal Charter to increase the annual compensation of the Mayor and each Councilor to the annual compensation amount for each Commissioner of San Miguel County, New Mexico and thereafter the annual compensation for the Mayor and each Councilor would automatically increase when the annual compensation for the Commissioners increases?

Yes ☐

No ☐

PASSED, APPROVED AND ADOPTED this ____ day of December, 2021.

Louie A. Trujillo, Mayor

ATTEST:

Reviewed and approved as to legal sufficiency only:

Casandra Fresquez, City Clerk

Scott Aaron, City Attorney



**CITY OF LAS VEGAS
COUNCIL MEETING AGENDA REQUEST FORM**

Meeting Date: 11/17/2021

Date Submitted: 10/29/2021

Department: Transportation

Item/Topic: Approval of Resolution No. 21-48, Fiscal Year 2023 Section 5311 Grant Application Funding Requests

The City of Las Vegas Transportation Department is required to apply for section 5311 Grant funding annually. This application includes all documents required to comply under FTA and NMDOT guidelines. This application lists all expenses with calculated amounts based on previous years. The ratios of the local match are 80/20 for Administration expenses, 50/50 for Operating expenses and 80/20 for Capital expenses.

Fiscal Impact: City of Las Vegas would commit to these local match dollar amounts.

Attachments: FY23 Section 5311 Grant Application

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.

Approved For Submittal By:

Department Director


City Manager

Reviewed By:

 11-1-21
Finance Director

 11/1/21
City Attorney (Approved as to Form)

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COUNCIL ACTION TAKEN**

Resolution No. _____
Ordinance No. _____
Contract No. _____
Approved _____

Continued To: _____
Referred To: _____
Denied _____
Other _____

CITY OF LAS VEGAS, NEW MEXICO
Resolution No. 21-48

**A RESOLUTION TO APPLY FOR AND ACCEPT A PUBLIC RURAL
TRANSPORTATION GRANT OFFER FROM THE NEW MEXICO DEPARTMENT OF
TRANSPORTATION TRANSIT AND RAIL DIVISION**

WHEREAS, the City of Las Vegas Meadow City Express (“City”) has applied to the New Mexico Department of Transportation Transit and Rail Division (“NMDOT”) for the FY23 Section 5311 Public Transportation Grant; and

WHEREAS, the City expects the total amount to be \$415,775.00; and

WHEREAS, the City would have to contribute 20% (\$24,964.00) for administrative expenses, 50% (\$130,875.00) for operating expenses, 20% (\$5,840.40) for capital outlay in order to receive the Grant for a total amount of \$161,680.00, including New Mexico gross receipts tax; and

WHEREAS, transportation is needed for the residents of the City of Las Vegas;

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Las Vegas that the recitals are hereby incorporated herein by reference and the Governing Body hereby agrees to contribute 20% (\$24,964.60) for administrative expenses, 50% (\$130,875.00) for operating expenses, 20% (\$5,840.40) for capital outlay in order to receive the Grant, and agrees to use the Grant for the operation of the City of Las Vegas Meadow City Express Transit System.

APPROVED AND ADOPTED this _____ day of November, 2021.

Louie A. Trujillo, Mayor

ATTEST:

Reviewed and approved as to legal sufficiency only:

Casandra Fresquez, City Clerk

Scott Aaron, City Attorney

Application

Application: Section 5311/5339 Program (Rural/Non-Urbanized Public Transportation) FY 2023 Application

Application Deadline: 9/10/2021 11:00:00 PM

Organization: City of Las Vegas

Year: 2023

Status: Submitted

Application Form(s)

Before you can submit this application, you must upload all required documents.

		<u>Documents</u>	
	Download	2023 Application Guide	
		Articles of Incorporation	View
		501(C)3 Certification (Required for Non-Profits)	Attach
		SAM.gov Debarment and Suspension Search Verification	View
		Current Audit (FY20)	Re-Upload
		Transit Related Audit Finding Documentation (If Applicable)	Attach
		Procurement Policy (New Applicants and Updated Policies)	Attach
		Historical and Application Year Budget Information	View
		Map of Service Area	View
		Demographic Information	View
		Ridership and Transit System Statistics	View
		Civil Rights Complaints/Review Activities Documentation	Attach
		Program Coordination	View
		Letter(s) of Resolution of Financial Commitment of Local Match (Include Dollar Amount)	Re-Upload
		Letter(s) of Program Support from Municipality, Board, or Council	View
		Program Justification	View
		Operations Profile	View

Requires Upload

Optional

Upload Complete



[Download All](#)

Project(s)

Line Item	Year	Description	Stimulus	Net Project Cost
117900	2023	<u>Project Administration - Project Administration</u>		\$124,823.00
300901	2023	<u>Operating Assistance up to 50% Federal Share- Rural</u>		\$261,750.00
114211	2023	<u>Acquisition - Support Vehicles</u>		\$29,202.00

Budget Request Summary

Budget Category	Net Project Cost	Total FTA Portion of Net Project Cost (max. allowed)	Total Minimum Required Local Match	Additional Local Funds
Administration Less 20.00 % Local Match	\$124,823.00	\$99,858.40	\$24,964.60	\$0.00
Capital Less 20.00 % Local Match	\$29,202.00	\$23,361.60	\$5,840.40	\$0.00
Operating Less 50.00 % Local Match	\$261,750.00	\$130,875.00	\$130,875.00	\$0.00
Total	\$415,775.00	\$254,095.00	\$161,680.00	\$0.00

Budget Summary

Expense

Supplies

1-11-05	Office Supplies	\$1,000.00
1-11-10	Furniture under \$1,000	\$0.00
1-11-12	Equipment under \$1,000	\$0.00
1-11-20	Janitorial Supplies	\$1,500.00
1-11-95	Other	\$0.00
2-08-05	Shop Supplies	\$0.00
2-08-10	Furniture & Equipment under \$500	\$5,000.00
2-08-15	Printing	\$0.00
2-08-95	Other	\$0.00

Vehicle Costs

2-11-05	Fuel	\$30,000.00
2-11-10	License & Fees	\$0.00
2-11-15	Oil & Lubricants	\$0.00
2-11-20	Replacement Parts	\$0.00
2-11-25	Tires	\$0.00
2-11-30	Vehicle Maintenance	\$0.00
2-11-35	Vehicle Painting	\$3,000.00
2-11-40	Vehicle Interior Maintenance	\$0.00
2-11-45	Freight	\$0.00
2-11-50	Vehicle Repair	\$20,000.00
2-11-95	Other	\$0.00

Insurance

1-07-05	Buildings and Contents	\$0.00
1-07-10	General & Employee Liability Insurance	\$0.00
1-07-15	Surety and Fidelity Bonds	\$0.00
1-07-20	Claims Deductible	\$0.00
1-07-25	Vehicle Insurance	\$14,500.00
1-07-95	Other	\$0.00

Communications

1-03-05	Fax Machine	\$0.00
1-03-10	Internet Subscriber Services	\$0.00
1-03-15	Postage	\$0.00
1-03-20	Telephone	\$4,500.00
1-03-25	Cell Phone	\$0.00
1-03-30	Radio	\$0.00
1-03-35	Repeater Fees	\$0.00
1-03-95	Other	\$0.00
2-03-05	Cell Phone	\$0.00
2-03-10	Telephone	\$0.00
2-03-15	Radio Repeater	\$0.00
2-03-20	Mobile Radio	\$0.00
2-03-25	Radio	\$0.00
2-03-95	Other	\$0.00

Occupancy Costs

1-08-05	Office Rent	\$0.00
1-08-10	Utilities	\$0.00
1-08-20	Building Maintenance	\$0.00
1-08-95	Other	\$0.00
2-06-05	Building Maintenance	\$0.00
2-06-10	Operational Rent	\$0.00
2-06-15	Utilities	\$0.00
2-06-20	Building Insurance	\$0.00
2-06-25	Building and Grounds	\$0.00
2-06-30	Pest Control	\$0.00
2-06-35	Landscaping services	\$0.00
2-06-95	Other	\$0.00

Contractual Services

1-04-05	Audit	\$0.00
1-04-10	Advertising	\$1,000.00
1-04-15	Equipment Rental/Lease	\$0.00
1-04-20	Contractual Services - Other	\$0.00
1-04-25	Contractual Services - Janitorial	\$0.00
1-04-26	Temporary Employment Services	\$0.00
1-04-27	Accounting	\$0.00
1-04-28	Consulting Services	\$0.00
1-04-30	Indirect Costs	\$0.00
1-04-95	Other	\$0.00
2-04-05	Maintenance - Machinery	\$0.00
2-04-06	Maintenance - Equipment	\$0.00
2-04-10	Equipment Rental/Lease	\$1,500.00
2-04-15	Contractual Services - Other	\$0.00
2-04-20	Transit Services	\$0.00
2-04-30	Indirect Cost Rate	\$0.00
2-04-95	Other	\$0.00

Training

1-12-05	Training	\$0.00
1-12-95	Other	\$0.00
2-09-05	Training	\$1,500.00
2-09-95	Other	\$0.00

Capital Expenses

3-01-00	Capital Cost	\$29,202.00
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Fringe Benefits

1-02-05	FICA	\$6,100.00
1-02-10	PERA Retirement	\$7,800.00
1-02-15	Health Insurance	\$5,000.00
1-02-20	Unemployment Insurance	\$300.00
1-02-25	Workmen's Compensation	\$1,600.00
1-02-30	Other Fringe Benefits	\$2,000.00
1-02-95	Other	\$0.00
2-02-05	FICA	\$11,200.00
2-02-10	PERA Retirement	\$14,300.00
2-02-15	Health Insurance	\$21,300.00
2-02-20	Unemployment Insurance	\$550.00
2-02-25	Worker's Compensation	\$6,900.00
2-02-95	Other	\$4,000.00

Personnel Costs

1-09-10	Physicals	\$0.00
1-09-12	Drug Screens	\$0.00
1-09-15	Vaccinations	\$0.00
1-09-95	Other	\$0.00
2-07-03	Uniform Laundry Services	\$0.00
2-07-05	Uniform Purchase	\$5,000.00
2-07-06	Background Checks	\$0.00
2-07-10	Vaccinations	\$0.00
2-07-12	Drug Screens	\$0.00
2-07-15	Physicals	\$0.00
2-07-95	Other	\$0.00

Dues and Subscriptions

1-05-05	NMTA	\$400.00
1-05-10	SWTA	\$0.00
1-05-15	Transit Publications	\$0.00
1-05-20	CTAA	\$0.00
1-05-21	Business Registration Fees	\$0.00
1-05-95	Other	\$0.00

Printing/Copying Costs

1-10-05	Printing	\$0.00
1-10-10	Copying	\$0.00
1-10-95	Other	\$0.00

Travel

1-13-05	Mileage	\$0.00
1-13-10	Public Transport Fares	\$0.00
1-13-15	Per Diem	\$0.00
1-13-20	Registration Fees	\$0.00
1-13-25	Lodging and Meals	\$0.00
1-13-30	Other	\$0.00
2-10-05	Mileage	\$0.00
2-10-10	Public Transport Fares	\$0.00
2-10-15	Per Diem	\$1,500.00
2-10-20	Registration Fees	\$0.00
2-10-25	Lodging & Meals	\$0.00
2-10-30	Other	\$0.00

Equipment

1-06-10	Equipment Repair	\$0.00
1-06-15	Computer Purchase	\$0.00
1-06-20	Software Purchase	\$0.00
1-06-25	Software Lease	\$0.00
1-06-95	Other	\$0.00
2-05-10	Assigned Vehicle Use	\$0.00
2-05-25	Equipment Repair	\$0.00
2-05-95	Other	\$0.00

Salaries and Wages

1-01-05	Director	\$0.00
1-01-10	Managers	\$50,003.00
1-01-12	Financial Manager	\$0.00
1-01-15	Clerical Support Staff	\$29,120.00
1-01-20	Accounting Staff	\$0.00
1-01-25	Administrative Assistant	\$0.00
1-01-30	Village Administrator	\$0.00
1-01-35	CFO	\$0.00
1-01-40	Salary Adjustments	\$0.00
1-01-45	Chief Executive Officer	\$0.00
1-01-50	Transportation Coordinator	\$0.00
1-01-55	Public Works Director	\$0.00
1-01-60	Janitor	\$0.00
1-01-65	Temporary	\$0.00
1-01-95	Other	\$0.00
2-01-05	Supervisor	\$0.00
2-01-10	Drivers	\$146,000.00
2-01-15	Mechanics	\$0.00
2-01-20	Dispatcher	\$0.00
2-01-25	Janitor	\$0.00
2-01-30	Salary Adjustment	\$0.00
2-01-35	Overtime	\$0.00
2-01-40	Mechanic Supervisor	\$0.00
2-01-45	Auto Parts Clerk	\$0.00
2-01-50	Maintainer	\$0.00
2-01-55	Accountant	\$0.00
2-01-60	Laborer	\$0.00
2-01-95	Other	\$0.00

Revenue (Non-Calculated)**Advertising**

Advertising	\$0.00
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Contracting

Contracting	\$0.00
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Revenue

Passenger Fares

2-11-55 Passenger Fares

\$10,000.00

Total Expenses**\$425,775.00****Total Revenue****\$10,000.00****Net Project Cost****\$415,775.00**

Additional Documents

Document Name:Select Document No file chosen[Upload](#)[Document Name](#)[Size](#)[Uploaded](#)[Modified](#)[Edit](#)[VEHICLE QUOTE](#)

24 KB

Marcelino Roybal

9/17/2021 1:53:14 PM

[Email](#)

Comments

Comments	Update By
Updated DUNS has been uploaded as well as a price quote on the support vehicle	Marcelino Roybal 9/20/2021 8:07:25 AM
Changes made to admin. Elimination of director expenses.	Marcelino Roybal 9/30/2021 8:39:04 AM

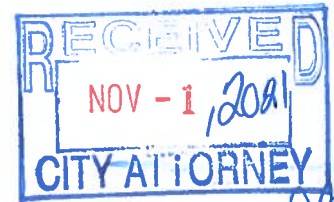
Insert

History Log

Status	Comments	Last Modified By
Submitted		Marcelino Roybal on 9/30/2021 8:39:56 AM

Status	Comments	Last Modified By
Re-Uploaded: SAM.gov Debarment and Suspension Search Verification		Marcelino Roybal on 9/17/2021 2:07:53 PM
Not Complete	• Upload DUNS number with proper validity date under Sams.gov search verification tab • - For your capital project (Acquisition-Support vehicles) – please be descriptive as to what you are requesting under the project details tab of the project, enter the source of the local match share under project funding tab, and upload price quote for this acquisition under project document tab. • Upload letter of resolution of financial commitment of local match when available, ensure it reflects the total minimum required local match	Vijay Ummadi on 9/15/2021 1:06:46 PM
Submitted		Marcelino Roybal on 9/10/2021 4:44:15 PM
Re-Uploaded: Letter(s) of Program Support from Municipality, Board, or Council		Marcelino Roybal on 9/10/2021 4:43:16 PM
Uploaded: Ridership and Transit System Statistics		Marcelino Roybal on 9/9/2021 3:59:03 PM
Uploaded: Historical and Application Year Budget Information		Marcelino Roybal on 9/9/2021 3:53:58 PM
Uploaded: Letter(s) of Program Support from Municipality, Board, or Council		Marcelino Roybal on 9/9/2021 3:53:04 PM
Uploaded: Letter(s) of Resolution of Financial Commitment of Local Match (Include Dollar Amount)		Marcelino Roybal on 9/9/2021 3:52:48 PM
Uploaded: Operations Profile		Marcelino Roybal on 9/8/2021 1:10:35 PM
Uploaded: Program Justification		Marcelino Roybal on 9/2/2021 3:38:45 PM
Uploaded: Program Coordination		Marcelino Roybal on 9/2/2021 3:24:40 PM
Uploaded: Demographic Information		Marcelino Roybal on 9/2/2021 11:37:47 AM

Status	Comments	Last Modified By
Uploaded: Map of Service Area		Marcelino Roybal on 9/2/2021 11:32:23 AM
Uploaded: Current Audit (FY20)		Marcelino Roybal on 9/2/2021 11:27:55 AM
Uploaded: SAM.gov Debarment and Suspension Search Verification		Marcelino Roybal on 9/2/2021 11:24:36 AM
Uploaded: Articles of Incorporation		Marcelino Roybal on 9/2/2021 11:22:56 AM



Approval Form

Date Submitted: 10/29/21

Department Submitting: Transportation Submitter: Marcelino Roybal

Date Re-Submitted after Changes: _____

Documents To Be Reviewed: FY23 5311 Grant Application Deadline: 11/3/21

Upon Completion and Approval of Review: *(Please indicate here if you want to pick-up your documents after step 1 is approved or have them delivered for you to the next approving step):*

Please call Marcelino after City Manager signature

Comments: For review only. Needs to go to council for approval.

The following is the approval order: *(Please circle either approved or disapproved)*

Approved / Disapproved: (Reason for Disapproval): _____

☐ **Changes:** _____ Date: _____

☒ 1 Scott Aaron, City Attorney Review

11/1/21
Date

Approved / Disapproved: (Reason for Disapproval): _____

☒ 2 Jesus Baquera, Finance Director

11-1-21
Date

Approved / Disapproved: (Reason for Disapproval): _____

☒ 3 Leo Maestas, City Manager

11/2/21
Date

☐ Picked Up By *(after CA review)*: _____ Date: _____

☒ Hand Delivered By: Darlene Aguilera Date: 11/1/21

(1) Received By: JEB Dept: Finance Date: 11-1-21

(2) Received By: April Gonzalez Dept: CA Date: 11-1-21

(3) Final Pick Up By: _____ Dept: _____ Date: _____



**CITY OF LAS VEGAS
COUNCIL MEETING AGENDA REQUEST FORM**

Meeting Date: November 17, 2021

Date Submitted: 11/3/2021

Department: Water Division

Item Topic: Award request for proposal # 2022-13 for the Re-Bid Water Distribution System Planning, Design, and Construction Phase Engineering Services to Molzen-Corbin and Souder Miller & Associates.

Advertised: 10/01/2021; Las Vegas Optic, Albuquerque Journal and City Website

Proposal Opening: 10/27/2021

Number of Proposer: 4 – Souder Miller & Associates
Suina Design & Architecture (non-responsive)
Molzen-Corbin & Associates
Stantec Consulting Services

Fiscal Impact: Paid for through the City funding based on project cost.

Attachments: Original proposal, proposal opening sheet, proposal scoring, and proposals received.

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.

Approved for submittal by:

Reviewed by:

Department Director

Finance Director

City Manager

City Attorney (Approved as to Form)

**CITY CLERK'S USE ONLY
COUNCIL ACTION TAKEN**

Resolution No. _____
Ordinance No. _____
Contract No. _____
Approved _____

Continued To: _____
Referred To: _____
Denied _____
Other _____

REQUEST FOR PROPOSALS

The City of Las Vegas, New Mexico will open Sealed Proposals at 2:00 am pm, Oct 27, 2021, at the City Council Chambers, 1700 North Grand Avenue, Las Vegas, New Mexico, or other designated area at the City Offices; ON THE FOLLOWING:

RE-BID WATER DISTRIBUTION SYSTEM PLANNING, DESIGN AND CONSTRUCTION PHASE ENGINEERING SERVICES

Proposal Forms and Specifications may be obtained from the following location:
City Clerk's office at 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 **RE-BID WATER DISTRIBUTION SYSTEM PLANNING, DESIGN AND CONSTRUCTION PHASE ENGINEERING SERVICES**

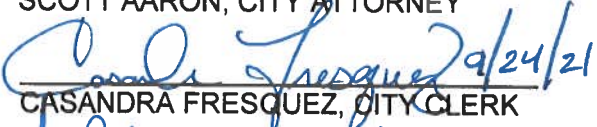
Opening No. 2021-13 ; on the lower left-hand corner of the submitted envelope. It shall be the responsibility of the Offeror to see that their proposal is delivered to the City Clerk by the date and time set for the proposal request. If the mail or delivery of proposal request is delayed beyond the opening 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.

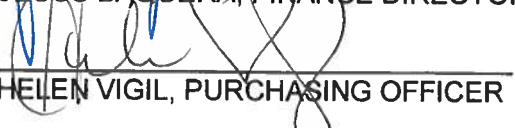
CITY OF LAS VEGAS,


LEO J. MAESTAS, CITY MANAGER


SCOTT AARON, CITY ATTORNEY


CASANDRA FRESQUEZ, CITY CLERK


JESUS BAQUERA, FINANCE DIRECTOR


HELEN VIGIL, PURCHASING OFFICER

Opening No. 2022-13

Date Issued: 9/27/2021

Published:	<u>LAS VEGAS OPTIC</u>	<u>Oct 01</u>	<u>2021</u>
	<u>ALBUQUERQUE JOURNAL</u>	<u>Oct 01</u>	<u>2021</u>
	<u>www.lasvegasnm.gov</u>	<u>Oct 01</u>	<u>2021</u>

OFFEROR INFORMATION

OFFEROR: _____

AUTHORIZED AGENT: _____

ADDRESS: _____

TELEPHONE NUMBER (____) _____

FAX NUMBER (____) _____

DELIVERY: _____

STATE PURCHASING RESIDENT CERTIFICATION NO.: _____

NEW MEXICO CONTRACTORS LICENSE NO.: _____

SERVICE (S): **RE-BID WATER 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 _____ }

COUNTY OF _____ }

I, _____ state under penalty of perjury that I am at least 18 years old, and am of 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 _____ day of _____, 20____.

(SEAL)

Notary Public Signature

My Commission Expires: _____

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: Oct 27, 2021; 2:00 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: _____, 2021. 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.

COPIES

Enclose one (1) original and five (5) copies of Proposal documents. Failure to comply with this requirement may result in the rejection of the submitted Proposal.

LABELS

Offeror is required to tab pages which include the following: Notarized Affidavit, Signed Campaign Contribution form, Subcontractor list if applicable, and total bid amount page.

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 30-24-1 and 30-24-2, 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, and 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 state 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, this proposal 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.

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.

APPLICATION OF PREFERENCE

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) 827-0700 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 the Procurement Code, NMSA 13-1-28, *et al*, as amended, a prospective contractor subject to this section shall disclose all campaign contributions given by the prospective contractor or a family member or representative of the prospective contractor to an applicable public official of the state or a local public body during the two years prior to the date on which a proposal is submitted or, in the case of a sole source or small purchase contract, the two years prior to the date on which the contractor signs the contract, if the aggregate total of contributions given by the prospective contractor or a family member or representative of the prospective contractor to the public official exceeds two hundred fifty dollars (\$250.00) over the two-year period. A prospective contractor submitting a disclosure statement pursuant to this section who has not contributed to an applicable public official, whose family members have not contributed to an applicable public official or whose representatives have not contributed to an applicable public official shall make a statement that no contribution was made.

A prospective contractor or a family member or representative of the prospective contractor shall not give a campaign contribution or other thing of value to an applicable public official or the applicable public official's employees during the pendency of the procurement process or during the pendency of negotiations for a sole source or small purchase contract.

Furthermore, a solicitation or proposed award for a proposed contract may be canceled pursuant to NMSA 13-1-181 or a contract that is executed may be ratified or terminated pursuant to NMSA 13-1-18 if a prospective contractor fails to submit a fully completed disclosure statement pursuant to this section; or a prospective contractor or family member or representative of the prospective contractor gives a campaign contribution or other thing of value to an applicable public official or the applicable public official's employees during the pendency of the procurement process.

The state agency or local public body that procures the services or items of tangible personal property shall indicate on the form the name or names of every applicable public official, if any, for which disclosure is required by a prospective contractor.

THIS FORM MUST BE INCLUDED IN THE REQUEST FOR PROPOSALS AND 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 of 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 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.

"Family member" means a spouse, father, mother, child, father-in-law, mother-in-law, daughter-in-law or son-in-law of (a) a prospective contractor, if the prospective contractor is a natural person; or (b) an owner of a prospective contractor;

"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.

"Prospective contractor" means a person or business that is subject to the competitive sealed proposal process set forth in the Procurement Code [NMSA 13-1-28 through 13-1-199] or is not required to submit a competitive sealed proposal because that person or business qualifies for a sole source or 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.

Name(s) of Applicable Public Official(s) if any: _____
(Completed by State Agency or Local Public Body)

DISCLOSURE OF CONTRIBUTIONS BY PROSPECTIVE CONTRACTOR:

Contribution Made By: _____

Relation to Prospective Contractor: _____

Date Contribution(s) Made: _____

Amount(s) of Contribution(s) _____

Nature of Contribution(s) _____

Purpose of Contribution(s) _____

(Attach extra pages if necessary)

Signature

Date

Title (position)

--OR--

NO CONTRIBUTIONS IN THE AGGREGATE TOTAL OVER TWO HUNDRED FIFTY DOLLARS (\$250.00) WERE MADE to an applicable public official by me, a family member or representative.

Signature

Date

Title (Position)

REQUEST FOR PROPOSALS FOR RE-BID WATER 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 City of Las Vegas, is soliciting proposals to 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.

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 the date and time listed. Sealed proposal envelopes shall be clearly marked **"PROPOSALS FOR RE-BID WATER 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 may 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 comply will be rejected from further consideration. Proposals which are not rejected will then be evaluated based upon the following weighted values. Proposal should address each of the following criteria as necessary.
1. **Specialized Services as defined in the scope of work**– Offeror's personal experience in the field of the scope of service listed. The Offeror should be able to briefly address specific examples of related projects.
 2. **Capacity & Capability**– Offeror's willingness, capacity and capability to perform assigned duties and tasks on short notice and in a timely manner,
 3. **Past Record of Performance**– Offeror should provide a list of references with names and phone numbers.
 4. **Familiarity with the City of Las Vegas** - Offeror's familiarity with the area the project may be located and the system to which the work pertains.
 5. **Current volume of work with the City that is less than 75% complete**– 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.
 6. **Required certifications** – Certification levels and information on the personnel that hold the required certifications including years of experience.
 7. **Resident Preference** – Offeror's proximity to the City of Las Vegas
 8. **Veterans Preference** – Business owners status as a US Military Veteran.

*Note: Price cannot be a factor

3. COST OF PREPARING AND SUBMITTING PROPOSALS

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

4. 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 within one week of the opening of proposals. 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.

5. RESPONSIBILITY OF OFFEROR

5.1 BONDS (If Applicable)

- a. The successful offeror will be required to furnish a Performance Bond (if applicable), 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.

5.2 INSURANCE CERTIFICATE

- a. The Offeror must always 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.

6. INSTRUCTIONS TO OFFEROR

6.1. REQUEST FOR PROPOSAL DOCUMENTS

6.1.1 Copies of Request for Proposals

- a. A complete set of the Request for Proposals may be obtained from the City.
- b. A complete set of the Request for Proposals shall be used in preparing proposals; the City assumes no responsibility for errors or misinterpretations resulting from the use of an incomplete set of the Request for Proposals.
- c. The City in making copies of Request for Proposals available on the above terms, does so only for the purpose of providing 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.

6.1.2 Interpretations

- a. All questions about the meaning or intent of the Request for Proposals shall be submitted to the Utilities Department, in writing with a copy forwarded to the finance department. Replies will be issued by Addendum mailed or delivered to all parties recorded by the City 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 addendum will be binding. Oral and other interpretations or clarifications will be without legal effect.
- b. Offerors should promptly notify the City of any ambiguity, inconsistency, or error, which they may discover upon examination of the Request for Proposals.

6.1.3 Addendum

- a. Addendum will be sent certified mail return receipt requested or hand delivered to all who are known by the City to have received a complete set of Request for Proposals.

- b. Copies of the addendum will be made available for inspection wherever Requests for Proposals are on file for that purpose.
- c. No addendum 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 Addendum issued and shall acknowledge their receipt in the Proposal transmittal letter.

6.2 PROPOSAL SUBMITTAL PROCEDURES

6.2.1 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. Campaign Contributions Disclosure Form
 - i. Fill out and attach the Campaign Contribution Disclosure Form. Respond to this section as Section B in Offeror's proposal.
 - 3. 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 if applicable. Experience qualifications must reference any of the servicing provided to the City of Las Vegas Utilities System. Respond to this section as Section C of Offeror's proposal.
 - 4. 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 D in Offeror's proposal.
 - 5. Experience in Specialized Services referenced in scope
 - 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. Documentation

- i. The Offeror shall provide documentation of education, certifications and qualifications. Respond to this section as Section F in the Offeror's proposal.

7. Financial (If Applicable)

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

8. 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 such as Veterans business or New Mexico Resident business status. Respond to this section as Section H in Offeror's proposal.

9. Contractors Bonds (if applicable)

- i. Successful offeror will be required to furnish a performance bond.
- 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.

6.2.2 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 City after verification of eligibility status, including but not limited to suspension or debarment of the City.

6.2.3 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.

6.2.4 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 City and shall not be considered for award of the contract during the period for which it is debarred or suspended with the City.

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

6.2.6 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.

6.2.7 REJECTION OR 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 City. A determination containing the reasons therefore shall be made part of the project file (§13-1-131 NMSA 1978).

7. CONSIDERATION OF PROPOSALS

7.1 RECEIPT, OPENING AND PROPOSALS:

- a. Proposals, modifications and addendums shall be time-stamped upon receipt and held in a secure place until the established date.
- b. 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).

7.2 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 City 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 City will perform an evaluation of proposals. The committee shall evaluate statements of qualifications and performance data submitted regarding 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 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.

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

- a. The City'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 consider 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 City shall publically announce the business(es) selected for award.

7.4 NOTICE OF AWARD

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

8. POST PROPOSAL INFORMATION

8.1 PROTESTS

- a. Any Offeror who is aggrieved in connection with a solicitation or award of an Agreement may protest to the City's Purchasing Agent and the City Clerk, in accordance with the requirements of the City'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 City 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 City (§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).

8.2 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 the parties.

8.3 NOTICE TO PROCEED

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

8.4 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).

9. EXECUTION OF CONTRACT

The Contract, Performance Bond and Labor and Material Payment Bond (as needed) shall be executed in three (3) 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. As Needed

10. CONTRACT DOCUMENTS

The complete Contract Documents may include the following: (As Needed)

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

11. OTHER INSTRUCTIONS TO OFFERORS

11.1 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.

12. GENERAL TERMS AND CONDITIONS

12.1 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. *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).
- c. *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.
- d. *Purchasing Agent*: means the person or designee authorized by the city to manage or administer a procurement requiring the evaluation of proposals.
- e. *Request for Proposals*: or "RFP" means all documents, including those attached or incorporated by reference, used for soliciting purposes (§13-1-81 NMSA 1978).
- f. *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).
- g. *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).

12.2 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.

12.3 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 satisfactorily. 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*: (If Applicable) 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 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.

12.4 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 City. The Consultant and the Consultant's Agents and employees shall not accrue leave, retirement, insurance, bonding, use of City vehicles or any other benefits afforded to employees of the City 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 City and Consultant*: The form of agreement required by the funding agency or issued by the City will be used for this project. Copies are available upon request.

Copies of Request for Proposals can be obtained in person at the office of the City of Las Vegas' Clerk's Office at 1700 North Grand Avenue, Las Vegas, New Mexico 87701, 505.454.1401

EVALUATION SHEET

Offerors:

Proposal must address each of the following criteria to receive points.

Rating Sheet For (applicant name):		
Item	Possible Points	Points Awarded
1. Specialized Services as defined in the Scope of work	30	
2. Capacity and Capability	15	
3. Past Record and Performance	15	
4. Familiarity with City of Las Vegas and related services	20	
5. Current volume of work with City of Las Vegas is less than 75%	10	
6. Resident / Veterans Preference	<u>10</u>	
Subtotal Proposals for Scope of Services	<u>100</u>	

CITY OF LAS VEGAS
RFP/BID/OPENING

DATE: 27-Oct-2021

OPENING NO.: 2022-13

TIME: 2:00 PM

DEPARTMENT: WATER

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

ITEM(S): RE-BID WATER 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 & Associates	\$	\$	\$	✓	✓
2 Suina Design & Architecture	\$	\$	\$	✓	✓
3 Molzen Corbin	\$	\$	\$	✓	✓
4 Stantec Consulting Services	\$	\$	\$	✓	✓
5					
6					

COMPANY REPRESENTATIVE	COMPANY NAME
1 [Signature]	CLV Purchasing
2 [Signature]	CLV-INVENTORY
3 [Signature]	CLV-PM
4	
5	
6	
7	
8	
9	
10	

(use other side of form when full)
ORIGINALS TAKEN BY CITY CLERK:

[Signature]
DATE: 10/27/21

COPIES TAKEN BY DEPT: pm
[Signature]
DATE: 10/27/2021

OPENED BY: FINANCE DEPARTMENT

[Signature]
DATE: 10/27/2021



Re-Bid Water Distribution System Planning, Design, and Construction Phase Engineering Services



October 27, 2021 | RFP Opening #2022-13



MOLZENCORBIN
ENGINEERS | ARCHITECTS | PLANNERS

October 27, 2021

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

**RE: Re-Bid Water Distribution System Planning,
Design, and Construction Phase Engineering
Services, Opening No. 2022-13**

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 water system to its customers and provide for minimal cost and maintenance requirements for the City. With our 61 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. Ken Muller, PE; and Mr. Jonah Ruybalid, PE, CFM) have extensive experience in Las Vegas, including the Cinder Road Water System Improvements, Cabin Site Tank Rehabilitation, North Grand Waterline Improvements, and Water System Master Plan.
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.

MOLZEN CORBIN

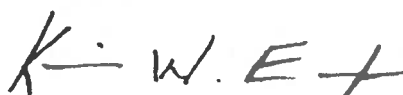
ENGINEERS | ARCHITECTS | PLANNERS

2701 Miles Road, SE | Albuquerque, NM 87106

3. **We offer a highly experienced, multi-discipline project team.** Molzen Corbin employs 88 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, Epsilon, 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 frequent 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



Kevin W. Eades, PE
Chief Executive Officer

Table of Contents

Transmittal Letter/Table of Contents

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H. Additional Information	14
Contractor's Bonds (Contractor Only)	Not Applicable

A. Offerer's Identification

Notarized Affidavit

Molzen Corbin's signed and notarized affidavit is included on the next page (page 2) of this proposal.

About Molzen Corbin

Molzen Corbin is a local, nationally-ranked professional architecture and engineering firm. Established in Albuquerque in 1960, we employ 88 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 an employee-owned company. 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. Jerry Paz, PE, Chief Operations Officer at Molzen Corbin will be responsible for the preparation and execution of the contract.

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 that may be used during the course of this contract are as follows:

- **Geotechnical:** GeoTest, Patrick Byres, PE (NM PE #8126)
- **Structural Engineering:** QPEC, Richard Pfeiffer, PE (NM PE #11155)
- **Environmental Engineering:** Epsilon, Brad Beacham, MA, RPA

These subcontractors are included in the organization chart below, and their experience is listed in **Section C: Personnel Experience** and applicable licenses are included in **Section D: Licenses**.

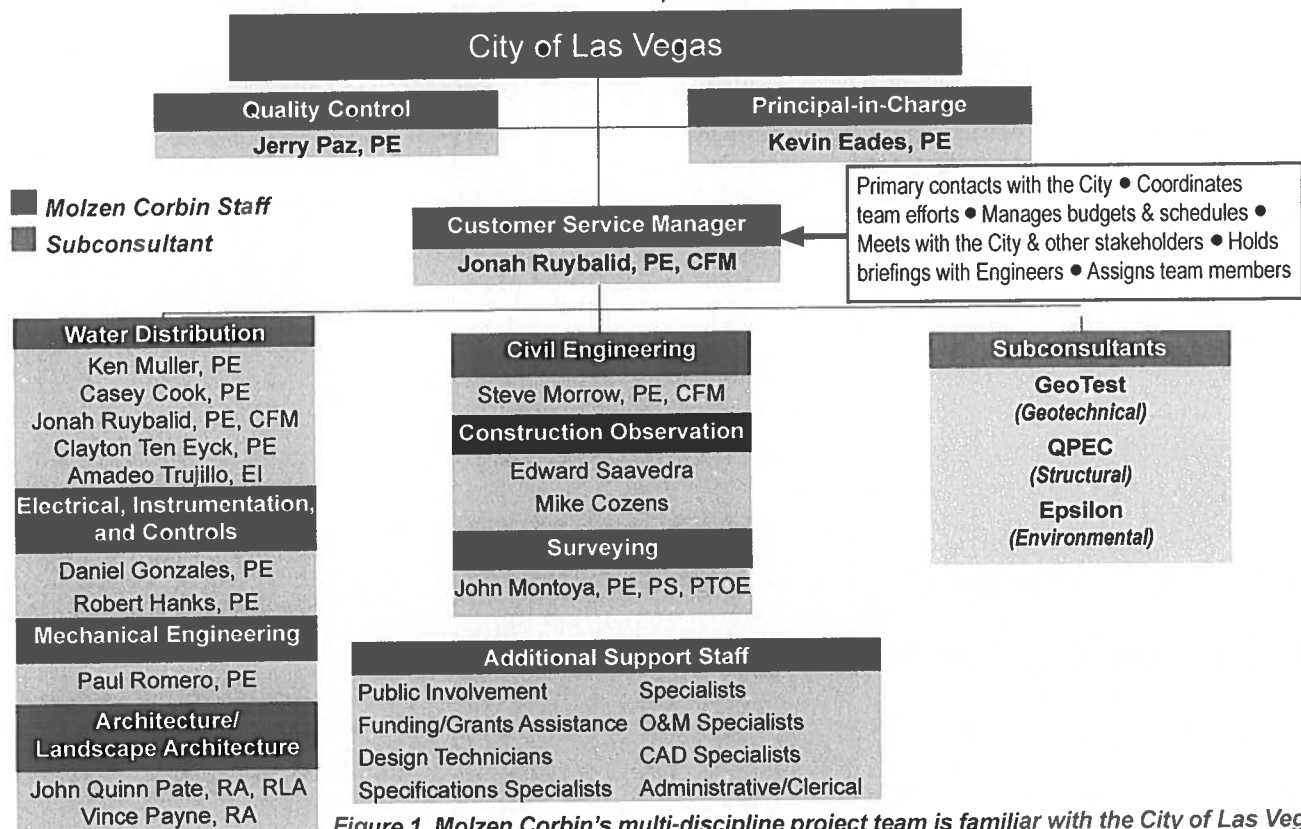


Figure 1. Molzen Corbin's multi-discipline project team is familiar with the City of Las Vegas

OFFEROR INFORMATION

OFFEROR: Molzen Corbin

AUTHORIZED AGENT: Kevin W. Eades, PE

ADDRESS: 2701 Miles Road SE

TELEPHONE NUMBER (505) 242-5700

FAX NUMBER (505) 242-0673

DELIVERY: October 27, 2021

STATE PURCHASING RESIDENT CERTIFICATION NO.: L1755217584

NEW MEXICO CONTRACTORS LICENSE NO.: N/A

SERVICE (S): **RE-BID WATER 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 TECHINICAL IRREGULARITY IN THE FORM.

AFFIDAVIT FOR FILING WITH COMPETITIVE PROPOSAL

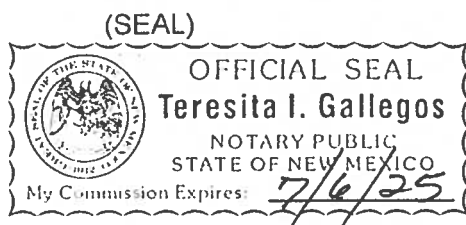
STATE OF New Mexico }

COUNTY OF Bernalillo }

I, Kevin W. Eades, PE state under penalty of perjury that I am at least 18 years old, and am of 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.

K.W.E.
Signature

Subscribed and sworn to before me, this 26th day of October, 2021.



Gallegos
Notary Public Signature
My Commission Expires: 7/6/2025

B. Campaign Contribution Form

CAMPAIGN CONTRIBUTION DISCLOSURE FORM

Pursuant to the Procurement Code, NMSA 13-1-28, *et al*, as amended, a prospective contractor subject to this section shall disclose all campaign contributions given by the prospective contractor or a family member or representative of the prospective contractor to an applicable public official of the state or a local public body during the two years prior to the date on which a proposal is submitted or, in the case of a sole source or small purchase contract, the two years prior to the date on which the contractor signs the contract, if the aggregate total of contributions given by the prospective contractor or a family member or representative of the prospective contractor to the public official exceeds two hundred fifty dollars (\$250.00) over the two-year period. A prospective contractor submitting a disclosure statement pursuant to this section who has not contributed to an applicable public official, whose family members have not contributed to an applicable public official or whose representatives have not contributed to an applicable public official shall make a statement that no contribution was made.

A prospective contractor or a family member or representative of the prospective contractor shall not give a campaign contribution or other thing of value to an applicable public official or the applicable public official's employees during the pendency of the procurement process or during the pendency of negotiations for a sole source or small purchase contract.

Furthermore, a solicitation or proposed award for a proposed contract may be canceled pursuant to NMSA 13-1-181 or a contract that is executed may be ratified or terminated pursuant to NMSA 13-1-18 if a prospective contractor fails to submit a fully completed disclosure statement pursuant to this section; or a prospective contractor or family member or representative of the prospective contractor gives a campaign contribution or other thing of value to an applicable public official or the applicable public official's employees during the pendency of the procurement process.

The state agency or local public body that procures the services or items of tangible personal property shall indicate on the form the name or names of every applicable public official, if any, for which disclosure is required by a prospective contractor.

THIS FORM MUST BE INCLUDED IN THE REQUEST FOR PROPOSALS AND 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 of 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 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.

"Family member" means a spouse, father, mother, child, father-in-law, mother-in-law, daughter-in-law or son-in-law of (a) a prospective contractor, if the prospective contractor is a natural person; or (b) an owner of a prospective contractor;

"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.

"Prospective contractor" means a person or business that is subject to the competitive sealed proposal process set forth in the Procurement Code [NMSA 13-1-28 through 13-1-199] or is not required to submit a competitive sealed proposal because that person or business qualifies for a sole source or 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.

Name(s) of Applicable Public Official(s) if any: _____
(Completed by State Agency or Local Public Body)

DISCLOSURE OF CONTRIBUTIONS BY PROSPECTIVE CONTRACTOR:

Contribution Made By: _____

Relation to Prospective Contractor: _____

Date Contribution(s) Made: _____

Amount(s) of Contribution(s) _____

Nature of Contribution(s) _____

Purpose of Contribution(s) _____

(Attach extra pages if necessary)

Signature

Date

Title (position)

--OR--

NO CONTRIBUTIONS IN THE AGGREGATE TOTAL OVER TWO HUNDRED FIFTY DOLLARS (\$250.00) WERE MADE to an applicable public official by me, a family member or representative.

K. W. E. T.
Signature

10/26/2021
Date

Chief Executive Officer
Title (Position)

C. Personnel Experience

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 88 staff members believe that New Mexico is a great place to live and work. These include 20 professional engineers, 30 technical staff (including engineer interns), 8 drafters, three 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.

Qualifications/Competence of Key Personnel

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, will serve as Customer Service Manager. Mr. Ruybalid currently supports the City of Las Vegas Utilities Department and Public Works Department on-call contracts. He brings 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** (page 1). Following are the qualifications/competence of key personnel who would be assigned to City of Las

Vegas projects, including their professional background, education, and experience. We also include this information for known subcontractors.

Kevin Eades, PE: Principal-in-Charge

- **Years of Experience:** 27 years
- **Registration:** NM PE #14481
- **Education:** B.S., Civil Engineering, NMSU
- **Qualifications:** Mr. Eades is Molzen Corbin's President and Chief Executive Officer. He brings 27 years of experience in engineering and project management to this contract. He has extensive experience managing contracts, coordinating projects and master plans, and working with communities across New Mexico. Mr. Eades is especially talented in working with clients on a one-to-one basis to ensure that their organizational needs are being met.



Mr. Eades has extensive experience managing "on-call" contracts. He has served as the Technical Services Manager for the City of Belen (25 years), Village of Los Lunas (25 years), Village of Tijeras (21 years), and the Town of Bernalillo (15 years), covering tasks across all engineering disciplines.

- **Project Experience:** NM 314 Pedestrian Improvements and Crossings, Village of Los Lunas; Tank 7 and Booster Station, Village of Los Lunas; Goff Boulevard Improvements, Bernalillo County; and NM 47 through Peralta, New Mexico Department of Transportation (NMDOT).

Jerry B. Paz, PE: QA/QC

- **Years of Experience:** 38
- **Registration:** NM PE #10521
- **Education:** B.S., Civil Engineering, New Mexico State University
- **Qualifications:** Mr. Paz is Molzen Corbin's Chief Operations Officer with 38 years of experience, including 17 combined years as Executive Vice President, Vice President, and Branch Manager of Molzen Corbin's Las Cruces office. His experience includes management, planning, and design of projects for residential street drainage studies, storm sewer design, retention and detention pond designs, paving, residential streets, rural highway design, urban arterials, traffic control, roadway alignment studies, right-of-way acquisition, hydrologic modeling, park facilities, waterlines, sewer lines, and special



assessment districts. He has been responsible for the planning and design of over \$350 million in infrastructure improvements to New Mexico. Mr. Paz is a Region 6 Director for the American Society of Civil Engineers, is on the American Council of Engineering Companies Board of Directors, a member of the New Mexico Society of Professional Engineers, and past president of the Academy of Civil Engineers at NMSU. Because he is not a member of the design team, Mr. Paz will provide an unbiased perspective during the quality assurance and quality control processes.

- **Project Experience:** Grand Avenue (City of Las Vegas), NMDOT; I-25/Cerrillos Road Interchange, NMDOT; Mills Avenue Reconstruction, City of Las Vegas; Triviz Drive Improvements, City of Las Cruces; West Hadley Avenue Storm Drain and Street Reconstruction, City of Las Cruces; 14th Street Improvements, City of Las Cruces; I-10 Six-Lane Improvements Project, NMDOT.

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

- **Years of Experience:** 8
- **Registrations/Certifications:** NM PE #23909, NM CFM #12-00315
- **Education:** B.S. in Civil Engineering, NMSU



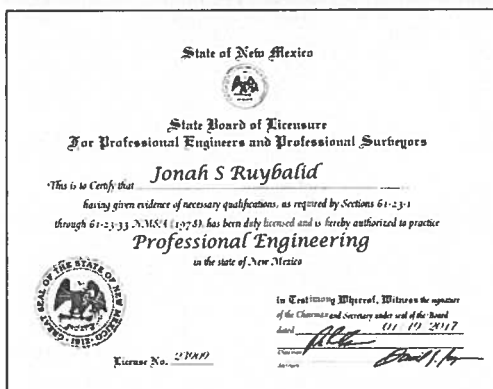
- **Qualifications:** Mr. Ruybalid is a Licensed Professional Engineer and Certified Floodplain Manager with 8 years of experience in civil and water resources engineering, including roadway, drainage, site development, sewer line, and water line planning and design. At Molzen Corbin, Mr. Ruybalid's experience includes serving as the project manager for our on-call contracts with the City of Las Vegas (multiple on-call contracts).
- **Project Experience:** **City of Las Vegas** – 2018-2019 MAP Improvements, 2018-2019 COOP Improvements, Taos Street Waterline Crossing, Storrie Lake Waterline Crossing, Water System Master Plan, Cinder Road Water Improvements, Cabin Site Tank Rehabilitation, Camp Luna Water Tank Altitude Control Valve Replacement, North Grand Waterline Improvements, Water Model Updates, North Gonzales Waterline Replacement, Waste Water Collection System Master Plan, and Lift Station No. 3 Rehabilitation. **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.

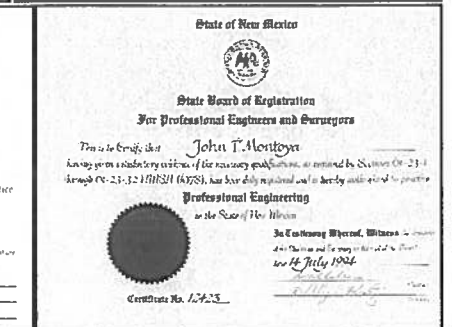
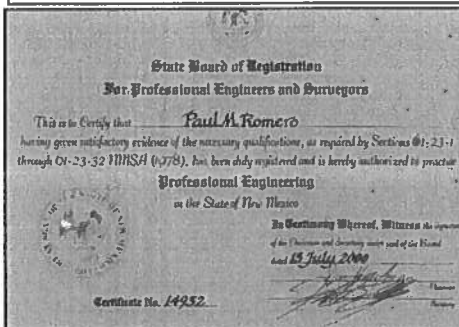
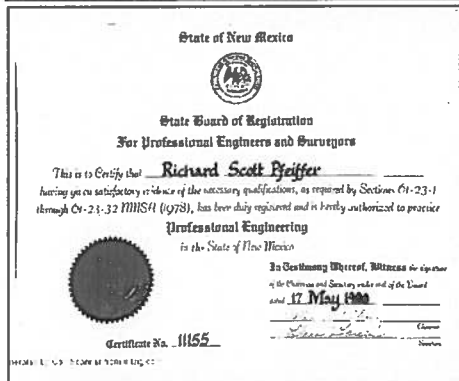
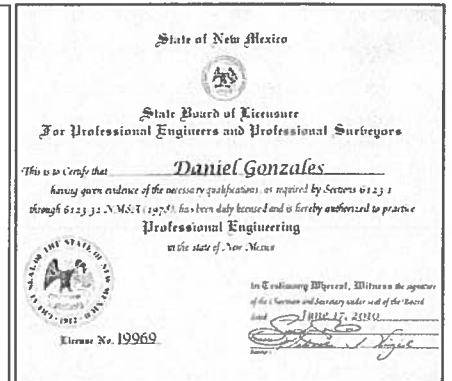
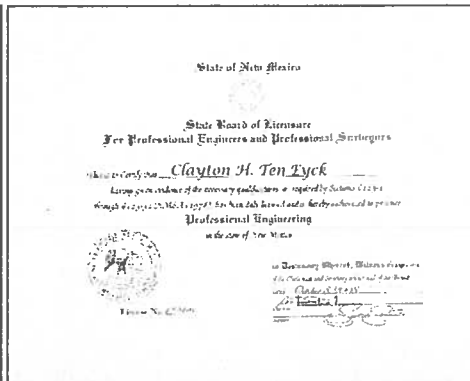
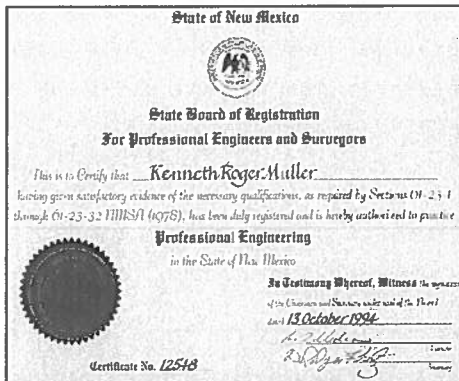
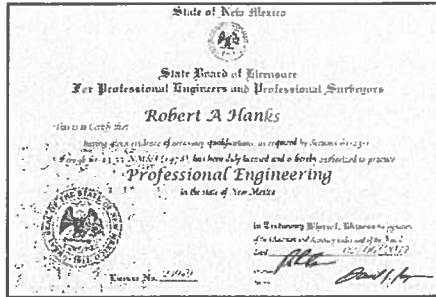
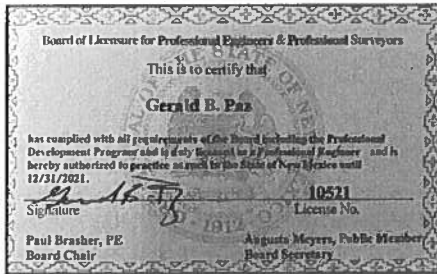
Key Project Team Members

Water Distribution	Ken Muller, PE Registration: NM PE #12548 Edu- cation: B.S., Civil Engineering, Cal State Polytechnic University	Mr. Muller has 49 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.
	Casey Cook, MS, PE Registration: NM PE #162168 Education: M.S. Water Resources & B.S. Mechanical Engineering, UNM	Mr. Cook has 25 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; Recreation Area Water Supply PER, City of Eunice; Wastewater Collection and Treatment Plant Design, Pueblo of Zia; Well No. 19, EAWSD.
	Clayton Ten Eyck, MS, PE Registration: NM PE #18866 Education: M.S. Environmental Engineering, Utah State University; B.S. Civil Engineering, Northern Arizona University	Mr. Ten Eyck has 14 years of experience 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 with the City of Las Vegas includes: 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
	Amadeo Trujillo, EI Registration: NM EI #7387 Education: B.S. Civil Engineering, NMSU	Mr. Trujillo is an engineering intern with Molzen Corbin's Water Resources Division. He has two years of experience in water and wastewater system design, as well as construction administration. He recently assisted with the design, coordination, and permitting for the Cañoncito-Eldorado Waterline project for Santa Fe County. Additional Experience includes: Sanitary Sewer System Repair and Rehabilitation Project, Village of Ruidoso; WWTP Above Ground Petroleum Storage Tank Operations and Maintenance Plan, Village of Ruidoso; and Jacob Hands WWTF Entrance Works Corrosion Report, City of Las Cruces.

Electrical/Mechanical	Daniel Gonzales, PE Registration: NM PE #19969 Edu- cation: B.S., Electrical Engineering Technology, NMSU	Mr. Gonzales has 14 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.
	Robert Hanks, PE Registration: NM PE #23949 Edu- cation: B.S., Electrical Engineering, Louisiana Tech University	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.
Elec/Mech	Paul Romero, PE Registration: NM PE #14932 Edu- cation: B.S., Mechanical Engineer- ing, UNM	Mr. Romero has 24 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.
Architecture	John Quinn Pate, RA, RLA Registration: RA NM #1784; RLA NM #87 Education: B.A. Architecture, University of New Mexico	Mr. Pate has more than 45 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.
	Vince Payne, RA, AIA Registration: RA NM #1784; RLA NM #87 Education: B.A. Architecture, University of New Mexico	Mr. Payne has over 35 years of experience in the construction, construction management, and architecture industry. He brings his vast knowledge of structural systems, construction materials, and construction methods to architectural designs to assure quality and constructability. His expert knowledge of critical and obscure building codes is often tapped to verify that architectural designs protect the public's safety.
Civil	Steve Morrow, PE, CFM Registration: NM PE #13679; NM CFM #11-00288 Education: B.S., Civil Engineering, NMSU	Mr. Morrow has 26 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).
Subconsultants	Brad Beacham, MA, RPA, Epsilon: Environmental Engineering Education: M.A. Anthropology, Eastern New Mexico University; B.A. Archaeology, Hamilton College	Mr. Beacham has 16 years of experience in archaeological survey, testing, and data recovery throughout New Mexico; public involvement, data collection, and document preparation related to the National Environmental Policy Act (NEPA). He currently serves as manager of Epsilon's Cultural Resource Program in New Mexico.
	Patrick Byres, PE, GeoTest: Geotechnical Registration: NM PE #8126 Education: Civil Engineering, UNM	Mr. Byres' 45 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.
	Richard Pfeiffer, PE, QPEC: Structural Engineering Registration: NM PE #11155 Education: BS in Civil Engineering, NMSU	Mr. Pfeiffer has over 33 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.

D. Licenses





E. Specialized 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 88 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.

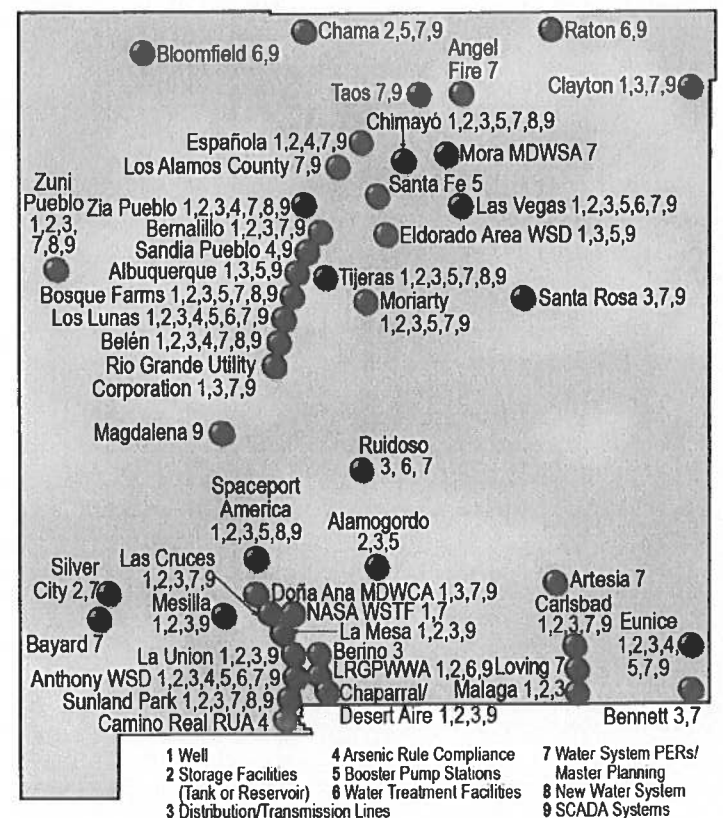
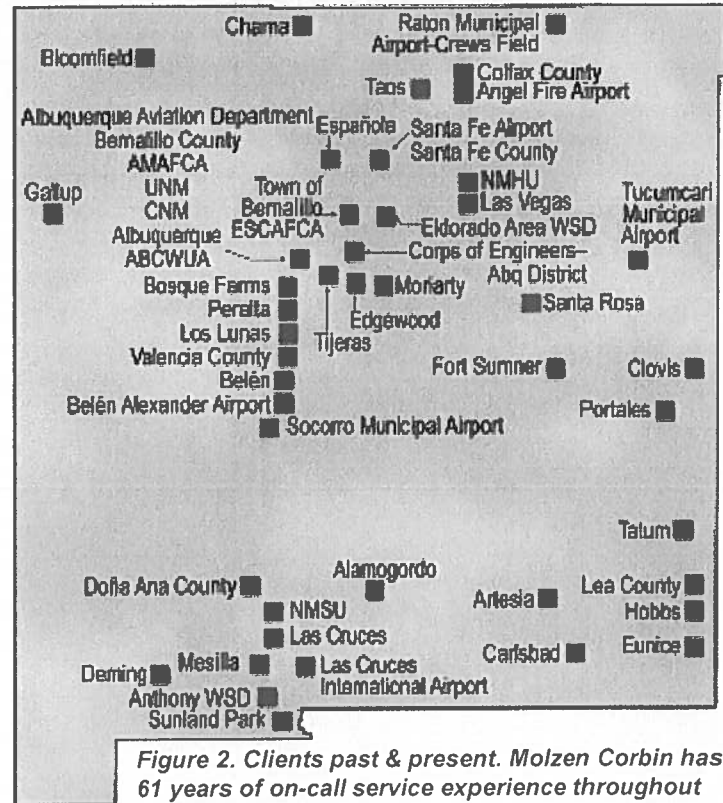
Serving as a trusted extension of their staff, Molzen Corbin applies decades of technical expertise, institutional knowledge, and project experience to develop solutions tailored to the needs of each client.

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 61 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 39 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 a customer service manager 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 88 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.



Leadership in Water System Engineering

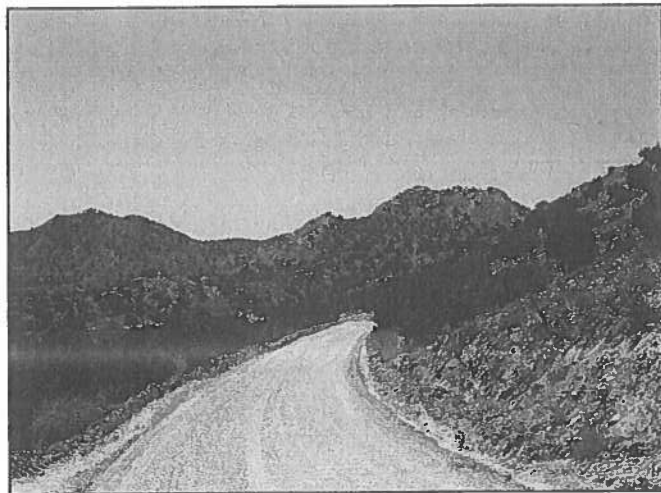
For 61 years Molzen Corbin has had a dynamic effect in ensuring safe drinking water for New Mexico's citizens. We have completed more than 520 major water and wastewater projects for water associations, municipalities, pueblos, tribes, and state and federal agencies since 1960. We often work with clients 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 3** on the previous page.

Molzen Corbin has the specialized planning and technical competence to assist the City of Las Vegas with your engineering needs. Our corporate experience encompasses all aspects of water system engineering including supply, production, storage, treatment, and transmission.

The following water systems project descriptions, many of which were completed under on-call contracts, demonstrate our capabilities per your outlined scope of work.

Water System, Greater Chimayó Mutual Domestic Water Consumers Association (GCMDWCA)

Molzen Corbin prepared a PER evaluating options for providing water to the Greater Chimayó 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.

Chimayo 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.

Chimayo 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.

Chimayo 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 Chimayó, which was very old and in need of constant repair.

Contact: Paul Martinez, (505) 699-0730

Cañoncito at Apache Canyon CMDWCA System Improvements, Santa Fe County



For decades, many Cañoncito residents have struggled with well water that is toxic and contaminated with high levels of radium, heavy metals, and sulfates, as well as suffering with water insecurity during dry weather. The water quality from existing wells is so poor that the NMED declared the water to be undrinkable 14 years ago. In an effort to provide the residents with clean, reliable water, Santa Fe County has been working with the Cañoncito at Apache Canyon Mutual Domestic Water Consumers Association

(CMDWCA) System and Molzen Corbin to design improvements to the CMDWCA system and connect residents to the larger Santa Fe County system, which previously terminated northwest of the Eldorado Water Area and Sanitation District (EAWSD). Highlights of this project include the following:

Cañoncito Grant Funding Assistance

Molzen Corbin assisted the CMDWCA with creating a Water Trust Board funding application to secure \$2 million funding for water system improvements.

Cañoncito Regional Water System Improvements

Molzen Corbin designed 3.3 miles of distribution line replacements sized to provide fire protection for residents. The project advertised for bid in 2020 and came in under-budget.

Cañoncito-Eldorado Waterline

This project consisted of designing 3.8 miles of 12" waterline connecting Santa Fe County water system to the EAWSD System. 4.2 miles of 8" and 10" waterline, a booster station, and a 157,400 tank were designed to transmit water from the EAWSD system to the residents of Cañoncito, as well as water meters for flows from the County system to the EAWSD system and from the EAWSD system to the County system. Molzen Corbin worked with Santa Fe County to put together a Request For Proposals (RFP) instead of the typical Invitation to Bid (ITB). This project advertised for RFP in June 2020 and is currently in construction.

Contact: John Dupuis, Utility Director, (505) 795-0123

Village of Los Lunas – Water System Improvements

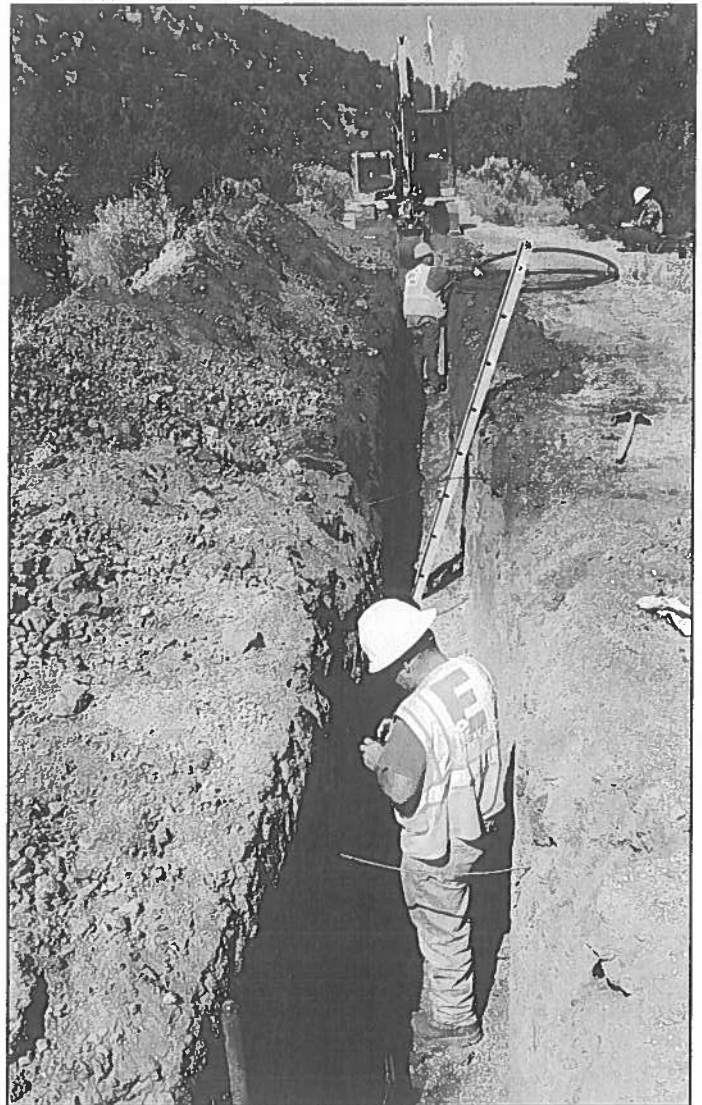
Molzen Corbin has been working with the Village of Los Lunas on their water infrastructure since 1962. Over the past 59 years, we have helped the community to plan, design, and construct all aspects of their water system. Recent efforts have included:

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



Molzen Corbin designed waterline connecting the EAWSD system to Cañoncito residents, which will provide clean, reliable water.

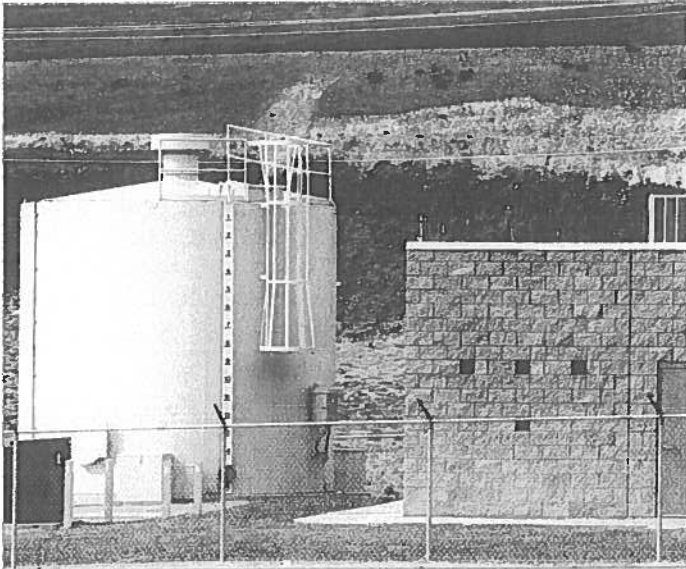
storage tank receives water from Tanks 5 and 6 through a new booster pumping station. The project also included an onsite hypochlorite generation system and associated piping to and from the tanks.

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

Double Eagle Water System Phase III Transmission Line Improvements, City of Carlsbad

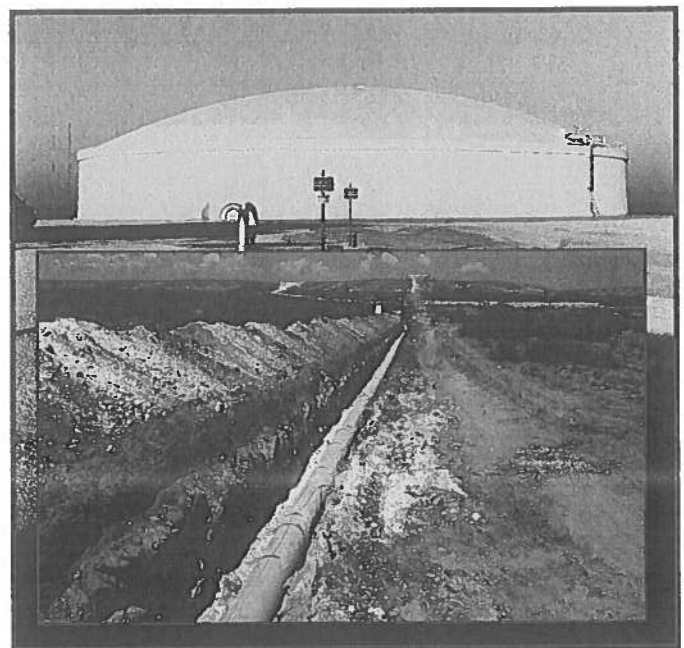
The City of Carlsbad wanted to transition its primary water supply to the Double Eagle wellfield located more than 40 miles to the northeast. The main goals were to enable the pipeline to meet the community's water demands for over a 20-year period, and to utilize all of their Double Eagle water rights to supply water to the City. A preliminary engineering report (PER) for the improvements, developed by another firm, identified a very expensive project that ballooned from \$40 million to \$75 million in the planning stages. It was simply unaffordable, so Molzen Corbin was tasked with reining in the costs through value engineering and applying innovative thinking to complete a project that met the City's needs, timeframe, and budget.

Molzen Corbin developed a strategy to reexamine the design criteria, realign the proposed pipeline, and reevaluate the pipeline hydraulics. Molzen Corbin, the City of Carlsbad, and the Bureau of Land Management (BLM) partnered to select a route as close

to the preferred alignment as possible while safeguarding two endangered environmental species. It took multiple trips and numerous negotiations to arrive at a solution, but the designers were able to reduce the project length and save upfront pipeline costs and long-term maintenance. With new design criteria and a preferred alignment in place, the new water line profile was much more conducive to getting water from the Double Eagle wellfield to the City. The combined efforts of Molzen Corbin saved the City more than \$40 million on this project and provided it with a project that will be more efficient and easier to operate and maintain over its service life.

Double Eagle, Phase III Water System Improvements

The design scope was to provide water supply storage of raw water from the City's Double Eagle Well Field, disinfection of raw water, and conveyance of potable water to the City's distribution system for community use and fire protection. The design included approximately 21,160 feet of 24-inch water transmission line, 9,650 feet of 16-inch waterline and 630 feet of 12-inch waterline with associated shutoff valves, air release/vacuum valve stations; fourteen jack and bore casing crossings for 24-inch pipe under State Road, railroad, and numerous petroleum pipelines; one jack and bore crossing for 12-inch waterline under petroleum pipeline. These waterlines were constructed within lands of the New Mexico Department of Transportation, the United States Department of Interior – Bureau of Land Management, BNSF Railroad Company, and private property. Design also included a 5-million gallon ground storage water tank (prestressed concrete), chlorination building facility, water booster pump station, and supporting electrical, instrumentation with SCADA.



F. Documentation

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

G. Financial



100 Sun Avenue NE, Suite 500
Albuquerque, NM 87109

June 23, 2021

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 total average balance over the last year in the high 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 dark ink, appearing to read 'J. Oswald', written in a cursive style.

Jeremy Oswald,
SVP, Commercial Banking Manager
100 Sun Avenue NE, Suite 500
Albuquerque, NM 87109
505-222-8406
joswald@bankofalbuquerque.com

H. Additional Information

Familiarity with the City of 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 more than 55 years. This dedicated partnership with the City continues today with the on-call contract we have with the Utilities and Public Works Departments.

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 frequent trips to Las Vegas in support of our current on-call contracts.

Project Experience with the City

Molzen Corbin has an extensive and unparalleled water and wastewater project history with the City of Las Vegas as shown in **Figure 4**; water system project highlights with the City are provided below. Additionally, we also have a long history of providing civil and drainage engineering support for the City as shown in **Figure 5** on the next page. These projects further illustrate our knowledge and familiarity with the City, its infrastructure, and its regulations and policies.

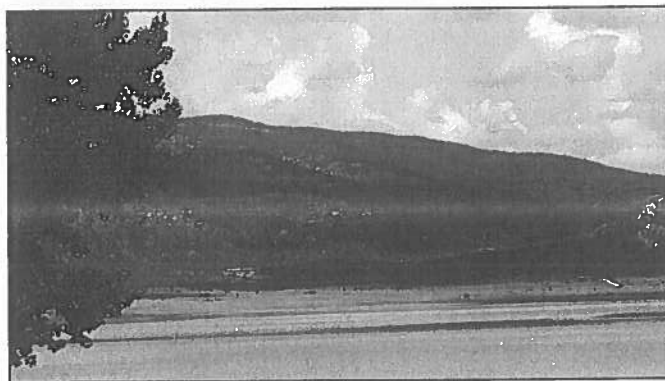
Water System PER

In 2011 Molzen Corbin developed a new PER, in RUS format, that addressed the expansion of the effluent re-use system, the finished water storage facilities, the water distribution system, and updated the needs to the WTP. The proposed improvements at the WTP were separated into three planning/construction priority periods. The first addressed the immediate water quality and maintenance issues. The second addressed additional maintenance improvement, and the third addressed long term additional capacity required for the anticipated population increase and fire in the water shed contingency.

Molzen Corbin's Water and Wastewater Project History in Las Vegas

Planning/ Studies/ PERs	• 2017 Water Master Plan • 2018 Waste Water Master Plan • 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	• 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	• Cinder Road Water Improvements • Cabin Site Tank Rehabilitation • Camp Luna Altitude Control Valve Replacement • North Grand Waterline Replacement • NM 518 Utility Improvements from Legion Drive to Storrie Lake • Water System Modeling and Update • Mills Avenue Utility Improvements • East Loop Segment A and Segment B • Taos Street Waterline Repair • Storrie Lake Waterline Repair • Cabin Site Supplemental Tank • Westside Water Improvements • Solid Waste Transfer Station Water System
Water Transmission	• 12" Transmission Line from Camp Luna to Valencia Tank • 8-inch Water Line from Taylor Well No. 4 to Valencia Tank
Wastewater Treatment	• 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	• Cinder Road Effluent Line • Rodriguez Park Effluent Reuse • New Mexico Avenue Effluent Line Crossing • Gallinas River Effluent Line • North Grand Effluent – Phase I
Sewer	• 2002 Sewer System Improvements • Cinder Road Sewer Interceptor

Figure 4. Molzen Corbin is very familiar with the City of Las Vegas through our continuing support of water and wastewater projects for the Utilities Department.



Other high-priority water system improvements recommended in the 2011 PER included increasing the water supply by placing Taylor Well No. 2 back into service, expansion of effluent-reuse facilities to irrigate more City parks and other areas currently irrigated with treated potable water, and the rehabilitation of the three existing water tanks.

Other Water System Improvements, City of Las Vegas

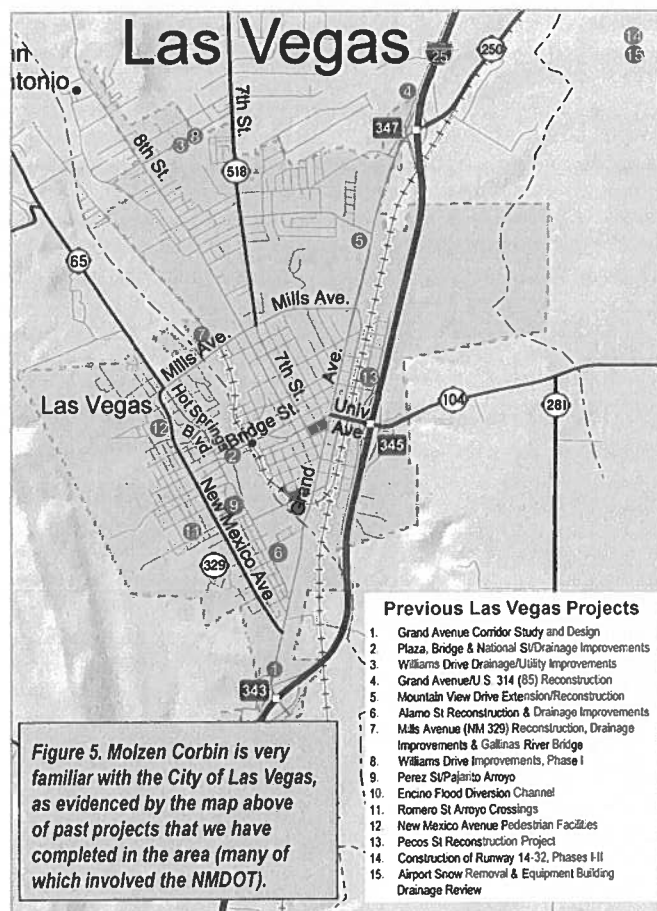
- **2017 Water Master Plan** – Molzen Corbin identified water system improvements for the City wellfield, storage facilities, distribution system, and effluent reuse system, and evaluated the City's needs and goals in order to prioritize improvements over the next 20 years.
- **Taylor Well Field Operations Plan** – Molzen Corbin completed an operations plan to assist the City with operation of the Taylor Wellfield, including which Wells to utilize together, and various activities necessary prior to startup.
- **Cinder Road Water System Improvements** – Involved design and installation of over 6,000 linear feet of water system improvements to connect dead end lines and provide for better distribution in the area of Cinder Road, Palo Verde Drive, and El Camino Road. A pressure-reducing valve station was installed on El Camino Road, including a primary pressure-reducing valve and a small bypass pressure-reducing valve for low flows.
- **East Loop Segment A and Segment B** – The East Loop water distribution system improvements were designed and constructed to help loop dead end lines, provide fire protection, and provide water service to the northeast side of the City.
- **Cabin Site Tank Rehabilitation** – Involved inspection and rehabilitation of the most critical City storage tank. The tank was rehabilitated to extend its service life and continue to provide a critical 5 million gallons of storage for years to come.

Past Project Performance

Molzen Corbin has sustained a strong track record for delivering quality projects on time and within budget. Figure 6 illustrates our successes in cost estimating and in the timely delivery of projects. Our strategies to control costs, meet schedules, and ensure quality are detailed below.

Cost Control

Control of construction costs is a critical element that is very important to the success of a project. Although we cannot control the inflationary costs that affect labor and materials involved in construction, we pride ourselves in assisting our clients in controlling costs



to the maximum extent possible. Based on our nearly 61 years of experience, we have found that there are critical elements that are key to cost control, including:

- **Production of an Excellent Set of Plans:** The most important item in receiving a fair bid and avoiding construction change orders is an excellent set of plans and technical specifications. It is critical that the Contract Documents are clear about what is expected from the Contractor. We are proud of our track record in producing clear and thorough plans and specifications and we have historically been highly complimented by contractors and our clients for the clarity and thoroughness of our plans and specifications.
- **Communication Throughout Design and Construction:** Communication with the client and the contractor throughout design and construction is a critical element to cost control. We establish a budget early on and use meeting milestones to communicate project progress and estimated costs. In this way, project costs do not get out of control. In addition, several meetings are held throughout the construction phase to discuss issues in advance of them potentially becoming problems which result in change orders.
- **Use of Design Team to Manage Construction:** It is critical that the design project manager continues

with the project to manage the construction. There is nobody more familiar with what is required during construction than the designer. Such active involvement during construction helps to ensure the Contractor complies with all details in the Contract Documents without processing unwarranted change orders.

- **Field Anticipation by Construction Observer:** The construction observer must be proactive to anticipate the next construction activity prior to its start. In this way, the observer can help anticipate and possibly mitigate any conflicts which can many times be avoided prior to construction. This saves unnecessary change orders.

Schedule Control

Molzen Corbin's success in delivering projects on time is due primarily to three important factors:

- **Detailed Project Schedule:** A detailed project schedule is developed and includes critical milestones and activities required of all stakeholders including project production and review. The schedule is used as a tool to help manage project progress and regularly scheduled meetings are used to secure valuable input.
- **Local Project Control:** Because Molzen Corbin is a New Mexico-based company and is locally-owned and operated, project control is established effectively and efficiently. The local control allows dedication of all resources needed to meet critical deadlines while providing the agility needed for unanticipated changes.
- **Team Experience:** Our team has been working together on many past projects for many years. As a result, we have honed our work processes to maximize efficiency and minimize costs for the client. We have honed our work processes to maximize efficiency and minimize costs for the client.

Quality Control

Quality Control (QC) as practiced at Molzen Corbin is a preventive system rather than a detection system. A preventive system allows for inspection concurrent with production.

Quality expectations are made clear to team members at the project kickoff meeting. At 60% and 90% design completion, plans move through a three-level quality assurance program:

- **Level I:** The design team will review each plan for quality, accuracy, and adherence to design standards.
- **Level II:** Plans will be reviewed by Mr. Jerry Paz, PE. Any plan not meeting quality standards will be returned to the project team for rework.
- **Level III:** Plans that pass Level I and II will undergo a final, in-depth quality review for accuracy, adherence to design standards, readability, and overall quality. Any plan not meeting our strict quality standards will be reworked and re-reviewed.

This system minimizes error and rework, allows for immediate adjustment of faulty premises, and enables the effective adoption of process improvements. **The benefits of this system are cost savings to the City of Las Vegas and improved (shortened) schedules.**

References

The best proof of the quality of our services lies with our clients. We strongly encourage the City to contact the our references provided in **Section E. Specialized Services Experience** for a first-hand account of our ability to deliver high-quality projects on time and within budget.

Plan to Perform Services

Management Approach

Molzen Corbin is committed to delivering maximum value with every conversation, task and project. We have more municipal "on-call" experience than any other consultant or team. We are aware that the key to any good relationship is to provide outstanding service at a reasonable cost. We will provide services in the following manner:

- **We Will Provide a Highly Knowledgeable Customer Service Manager.** Mr. Jonah Ruybalid, PE, CFM, is very knowledgeable with our on-call clients and processes. He currently serves as our project

Project/Client	Estimate	Bid	Closeout	Owner's Deadline	Completion Date
Double Eagle Phase 3 Water System Improvements, Carlsbad	\$11,062,166	\$11,546,746	\$11,621,305	October 2020	October 2020
Cinder Road Water System Improvements, City of Las Vegas	\$586,000.00	\$521,988	\$462,405	February 2018	February 2018
Applebay Way Road Improvements, City of Moriarty	\$308,600	\$234,326	\$301,600	August 2015	August 2015
Public Safety Building, Town of Mesilla	\$776,767	\$726,500	\$737,376*	October 2015	September 2015

* Added scope by City to use funding; \$10,876

Figure 6. History of past performance on similar projects.

manager for our on-call contracts with both the Utility and Public Works Departments in the City of Las Vegas, as well as our on-call contract with the City of Belen. A single point of contact provides the City with efficient access to our project team, whether the request involves engineering, architecture, grants assistance, or other services. However, you are always welcome to contact anyone on our staff directly.

- **We Work “On-Call.”** We stand ready to assist the City at a moment’s notice on both large scale and smaller work that is performed on a day-to-day basis, including legislative requests, cost estimates, miscellaneous reviews and technical consultations. We understand that these services are commonly paid from a “General Fund” and try to minimize these hours whenever feasible.
- **Ongoing Communication.** As we do with all our clients, we will consistently visit the City to review and discuss your upcoming projects and to take care of any issues that require direction or discussion.

Technical Approach

Below is our approach to accomplish tasks under the Pueblo’s engineering services on-call, which demonstrates Molzen Corbin’s capabilities. Our engineering and architectural 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 observers 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.

Molzen Corbin is in a unique position based on our previous experience with the City to complete improvements to the distribution system, such as the 7th Street Waterline Replacement, Hot Springs Waterline Replacement, North 8th Street Waterline Extension, and numerous other projects the City wants to complete. Molzen Corbin’s unique experience allows projects to move forward more easily, as the City does not have to “teach” Molzen Corbin about their distribution system. Molzen Corbin is well-versed in the system’s pressure zones, tanks, pressure-reducing valves, and understands the City’s needs.

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:

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

- Taylor Well No. 4 Rehab (45%)
- PRV Design (50%)
- Lift Station No. 3 Rehab, NMDOT Constr. Phase (30%)
- Hanna Park Effluent Constr. Phase (5%)
- North Gonzales Waterline Replacement Constr. Phase (10%)



Re-Bid Water Distribution System Planning, Design and Construction Phase Engineering Services

RFP #2022-13 | October 27, 2021 | 2:00 PM





Souder, Miller & Associates ♦ 2904 Rodeo Park Drive East, Bldg. 100 ♦ Santa Fe, NM 87505
(505) 473-9211 ♦ (800) 460-5366 ♦ fax (505) 471-6675

October 27, 2021

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

RE: Re-Bid Water Distribution System Planning, Design and Construction Phase Engineering Services
Opening No. 2022-13

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 water distribution system planning, design, and construction phase engineering services.

SMA is a 200-person engineering, environmental, and surveying consulting company with a local office in Santa Fe. Over the past 35 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 our Santa Fe and Albuquerque offices 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 Principal-in-Charge and Client Manager, Tod Phinney, P.E., our proposed Project Manager, Paul Kennedy, P.E., and Senior Geoscientist, Scott McKittrick, all of whom have hands-on, direct experience with the City of Las Vegas.
- 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 several of SMA's technical sectors to include services for planning, engineering design, surveying, environmental, bid phase and construction phase services.

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.

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.
Senior Vice President | Principal-in-Charge

Paul Kennedy, P.E.
Senior Engineer | Project Manager



Water Distribution System Planning, Design and Construction Phase Engineering Services

1. Specialized Planning, Design and Technical Competence

INTRODUCTION

Miller Engineers, Inc. d/b/a Souder, Miller & Associates (SMA) appreciates this opportunity to provide water distribution system 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 35 years.

SMA was established in 1985 and is an employee-owned, 200-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.

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- SMA staff have worked with
- the City on planning, design
- construction on several recent
- wastewater projects through the
- existing On-Call contract. Our team
- members, including Tod Phinney
- and Project Manager Paul Kennedy
- have developed a valued working
- relationship with several City staff
- members, including the City's
- Utility Project Management Team.
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SMA offers comprehensive professional services including planning, 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 more than three decades of specialized design and technical experience pertinent to the services requested by the City of Las Vegas and has successfully completed similar water 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 projects, including the New Mexico Environment Department's Drinking Water Bureau and Ground Water Quality Bureau, and the Environmental Protection Agency.

SUBCONSULTANTS

Geotechnical Services – Geo-Test, Inc.

Geo-Test, Inc. has provided consulting services in geotechnical and material engineering throughout New Mexico and the Southwest since the company was founded in 1983. Fully staffed and equipped offices and laboratories are located conveniently in Albuquerque, Santa Fe and Las Cruces, New Mexico along with a branch engineering office in Tucson, Arizona. Principals of the firm each have over 40 years extensive experience in New Mexico and provide management and technical oversight of all projects. We have wide-ranging geotechnical engineering experience in foundation design, retaining structure design, water resource projects including earthen and rock dams, subterranean utilities, photovoltaic solar arrays and heavy civil projects. We focus on providing practical, cost effective and site-specific solutions to design and construction challenges as well as providing integrated engineering, and construction services supported by our in-house drilling and laboratory capabilities.

Other Subconsultants

SMA has worked with multiple subconsultants and specialists for water engineering support services and will bring them on as needed for specific task orders with the City's approval in each case.



Water Distribution System Planning, Design and Construction Phase Engineering Services

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:

- City of Las Vegas
- 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
- 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
- NM General Services Department,
- NM Office of the State Engineer,
- New Mexico Environment Department,
- Texas Commission on Environmental Quality
- U.S. Army Corps of Engineers

RELEVANT WATER DISTRIBUTION SYSTEMS EXPERIENCE

SMA has provided water distribution system engineering services to numerous cities, counties, state agencies and tribal agencies throughout the Mountain West region, including the City of Las Vegas. The following project descriptions represent a small sampling of SMA's experience with the services associated with the City's RFP.

CITY OF LAS VEGAS, NM ON-CALL PROFESSIONAL ENGINEERING SERVICES

The City of Las Vegas selected SMA for multiple on-call professional engineering services contracts in 2017, and renewed the contracts for three consecutive years. Earlier this year, the City once again selected SMA for on-call contracts for Solid Waste and Wastewater Facilities engineering. The City's infrastructure systems covered by the task order contracts include: Water Distribution System, Wastewater Collections System and Solid Waste Facility. The scope of these contracts encompasses all technical services SMA offers including planning, design, bidding, and construction phase engineering services. Staff from multiple SMA offices have worked on multiple task orders over the past four years. Also, in response to an RFP in 2019, the City selected SMA Operations, LLC, a subsidiary of SMA, to provide Operations and Management Services for their Water Treatment Plant (WTP) and Wastewater Treatment Plant (WWTP). The City renewed that contract for the third consecutive year to date. Representative projects SMA has undertaken for the City via the on-call contracts are listed below. The starred projects are described in further detail.

WATER SYSTEMS

- Raw Water Conveyance – Phase 1 and Phase 2 Pipeline*
- FEMA Flood Repairs*

SOLID WASTE FACILITIES

- Landfill Closure and Groundwater Monitoring
- Transfer Station Fire Suppression System Improvements

- Transfer Station Drainage Improvements
- Transfer Station Expansion Study
- Transfer Station Permit Renewal

WASTEWATER SYSTEM

- Detention Center Lift Station Improvements
- WWTP Discharge Permit Renewal



Water Distribution System Planning, Design and Construction Phase Engineering Services

CITY OF LAS VEGAS RAW WATER CONVEYANCE PROJECT – PHASE 1 AND PHASE 2 PIPELINE

The City of Las Vegas receives its raw water supply from a diversion dam on Gallinas River and previously transmitted it to two reservoirs and/or the City Water Treatment plant via 17,000 feet of existing 27-inch and 24-inch concrete pipe. Prior to the improvements, the existing conveyance system was installed in the 1960s and is beyond its design life. Furthermore, the existing 24-inch concrete pipe could not convey the design capacity of the diversion dam which limited the volume of water that could 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 matches that of the diversion dam (40 cfs) and allows Las Vegas to access a reliable water supply for the next 20 years.

The project involved design of a raw water conveyance system that is comprised of 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 efficiently conveys water to a new inlet to Bradner Reservoir as well as the City water treatment plant. The new 36-inch reservoir inlet replaced a poor-quality existing inlet/outlet pipe located near the main dam. It was routed to the upstream reach of the reservoir in order to improve the natural settling of the water, and subsequently the overall quality of water ultimately entering the treatment plant.



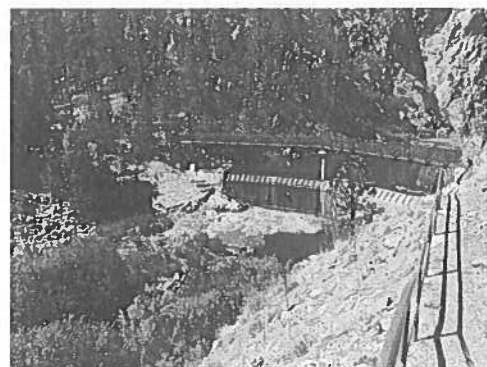
Bradner Reservoir

CITY OF LAS VEGAS FEMA FLOOD REPAIRS

The City of Las Vegas experienced severe flooding in the Gallinas River in 2013. SMA responded to the City's request for assistance while the flooding was still impacting the downtown area. SMA performed an assessment of damages to critical drinking water infrastructure and assisted the City with preparation of the FEMA project worksheets so that the design of repairs could begin immediately. Improvements included rehab and repairs to the Gallinas River Diversion Structure; repairs to the Raw Water Pipe Bridge across the river; rehab of a pedestrian bridge in town; replacement of culverts at the entrance to the wastewater treatment plant; and repair and grading of the access road up to the water storage tank.



Diversion Structure During Flooding



Diversion Structure After Repairs

CITY OF CARLSBAD, NM ON-CALL PROFESSIONAL ENGINEERING SERVICES

SMA is currently providing utilities engineering and related services to the City of Carlsbad under our second consecutive multi-year on-call contract. The scope of services we are providing to the City of Carlsbad via this contract are similar to those requested by the City of Las Vegas in this RFP, and they are provided using our in-house professional and technical staff. SMA staff from multiple offices have worked on no less than 25 task orders over the past 36 months for the City of Carlsbad. The task orders have included planning, review of private development design documents, hydraulic modeling, design, bidding, and construction administration relating to the City's drinking water and sanitary sewer systems. Some representative projects SMA has undertaken for the City of Carlsbad via the on-call contract are listed below.



Water Distribution System Planning, Design and Construction Phase Engineering Services

- Capitan and Ogallala Water Blending Study
- East Greene Street Water Line
- Carlsbad Water System Hydraulic Model
- Old Cavern Highway Water and Sewer Line Improvements
- Blodgett Street Water Line Canal Crossing
- Hidalgo Road Waterline Replacement
- Sandpoint Landfill Water Line
- Water Line Isolation Valves (Insert-a-Valves)
- Water System Risk, Resilience Assessment

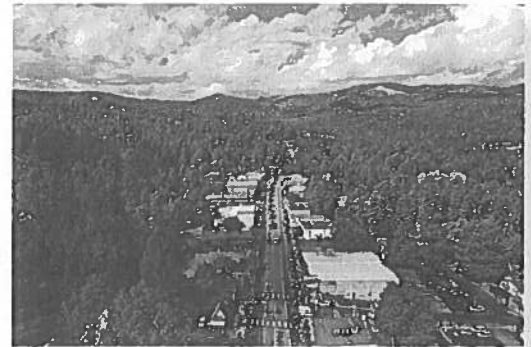
VILLAGE OF RUIDOSO WATER, SEWER & ROADWAY IMPROVEMENTS

TOWN AND COUNTRY SUBDIVISION WATER AND SEWER SYSTEM

In 2020 the Village of Ruidoso awarded SMA a contract for the planning, design, bidding, and construction phase services for a water and sewer system improvements project to help the Village improve their water, sanitary sewer, and roadway infrastructure in the Town and Country Subdivision. The project involves replacing some existing, aged water and sewer lines, extending water and sewer lines to allow connections by customers not currently served, and reconstructing the existing roadway. The Village's goal is to extend sewer service to approximately 50 new residences and replace older water and sewer lines, including the installation of approximately 3,500 linear feet of sewer lines, 3,800 linear feet of waterlines, new manholes, new fire hydrants, and street reconstruction. A critical element to the success of the project was to complete design of the infrastructure improvements design on an accelerated schedule to aid in improving the Village's score/ranking for their CDBG application. The SMA design and cost estimate was used in the Village's successful application for CDBG construction funding. The project is currently under construction.

PINECLIFF SUBDIVISION WATER AND SEWER SYSTEM

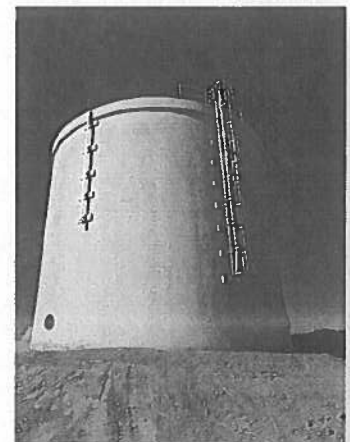
The Pinecliff Subdivision - Street, Water, and Sewer System Improvements project comprises approximately 10,000 linear feet (LF) of waterline replacement, 10,000 LF of sewer line including appurtenances, and associated roadway and drainage improvements. The design contract includes field survey and mapping, preliminary and final design phase services.



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. The project has incorporated the following water system components into the various phases: transmission and distribution line installation through trenchless and open trench methods; storage tank construction; booster system design and construction; water treatment system evaluation; air release and vacuum valve design; pressure relief valve design and placement; and residential service connection installation.

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



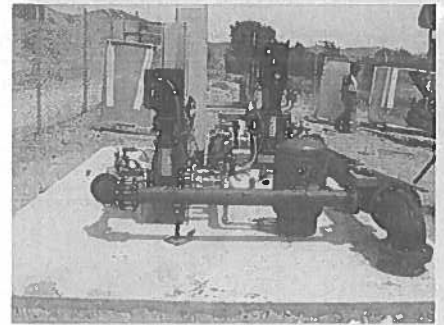
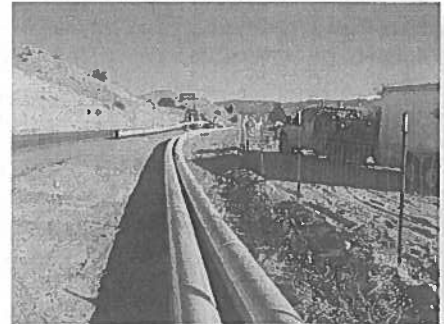


Water Distribution System Planning, Design and Construction Phase Engineering Services

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 Puebla 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, a 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.

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:

WATER AND WASTE WATER MASTER PLANNING AND ASSOCIATED PROJECTS

A water system planning project for Taos included updating the water system model originally completed by SMA in 2007, incorporating recent additions to the system and updated population and demand estimates. The model was used to analyze feasibility of system improvements in conjunction with the Water and Sewer Master Plan, SMA completed in 2015 for the Town. The most recent use of the water system model has been identification of open versus closed pressure zones throughout the system, as well as modeling of proposed improvements to redefine the pressure zones to optimize pressures and allow for completely open pressure zones.



Water Distribution System Planning, Design and Construction Phase Engineering Services

The projects resulting from completion of the model and master planning efforts included installation of additional distribution system piping, installation of pressure reducing valves to re-define pressure zones, installation of water transmission mains to provide an emergency supply for a neighboring community, replacement of a 250,000-gallon storage tank in a congested site, and installation and startup of water treatment facilities.

Camino de la Merced Improvements, Town of Taos: SMA was contracted by the Town of Taos for design and construction management services for the Development of Camino de la Merced project. Utility improvements for the project include installation of approximately 4,200 LF of six-inch PVC waterline to replace existing ten-inch FRP waterline, including related site work and connection to existing system, connection of existing and future services, fire hydrants, gate valves and appurtenances. Sanitary sewer service laterals were installed for future service connections on a portion of the project. The project also included improvements to approximately 375 linear feet of Camino de la Merced for paving and subgrade, sidewalk, curb, gutter and storm drainage.

Slip-lining Water Improvement Project: The scope of work was to replace an underground fiber strand 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 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.





Water Distribution System Planning, Design and Construction Phase Engineering Services

APPROACH TO ON-CALL CONTRACTS

SMA's approach to managing On-Call contracts is to be responsive to our clients to keep projects moving forward at a quick pace: we strive to ensure once the contract is in place it can be used to benefit our Client's schedule and project turnaround. By establishing a multi-disciplined team with our in-house staff and sub-consultants, we can call upon resources from our various regions to ensure tasks are addressed with suitable skill sets. Moreover, SMA's size and structure allow us to divide tasks among our various offices and teams to respond more rapidly.

Once a specific task has been assigned, 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 the project, focusing on scope, schedule, and cost management; quality and resource control; communication with Clients and the project team; and managing risk.

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.



Water Distribution System Planning, Design and Construction Phase Engineering Services

Work Plan

Phase	Key Tasks	Summary
1 & 2 – Planning and Preliminary Engineering	• Project Management • Surveying of existing facilities • Preliminary design • Preliminary opinion of probable costs • Client and agency review	Technical specifications and contract documents are prepared, 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 funding agencies, as applicable, complete reviews of construction plans for the preliminary design phase.
3 – Final Design	• 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.
<i>In those 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>		
4 – Bidding	• Project Management • Bid administration • Pre-bid conference • Bid evaluation • Recommendation	SMA also offers electronic web-based bidding services through our website at www.soudermiller.com . If the Owner has the capacity to perform these tasks, SMA will assist in whichever ways necessary during the bidding of a project.
5 – Construction Administration	• 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	• Field reports • 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	• 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.



Water Distribution System Planning, Design and Construction Phase Engineering Services

PROJECT UNDERSTANDING

SMA recognizes that the utility infrastructure provided by a municipality to its customers and residents must meet and maintain minimal levels of service. In the case of water distribution, residences expect a continual supply of quality water at consistent pressures. With appropriate engineering support, the City staff will be able to maintain the necessary services to keep the system running within some of the challenges faced by many municipalities, including limited resources and prioritization of improvements.

RESOURCE CHALLENGES

A challenge many municipal water systems face is funding. SMA understands that in Las Vegas, like many municipalities, capital improvements take significant planning and acquisition of funding that spans the course of several years. SMA works to provide our clients with project solutions that will solve immediate issues but also endure for the future, minimizing costs now for fewer long term financial impacts. Moreover, we work to develop shovel-ready projects so that when funding options arise, our clients can be quickly responsive to the opportunities.

We understand the City's Project Management staff manages many projects and needs additional support to receive solid information and make sound decisions for infrastructure improvements. SMA's Client and Project Management will communicate openly with the City on task orders and back up engineering recommendations with data so the City can be confident in making the best choices.

PRIORITIZATION OF IMPROVEMENTS

SMA also understands that the City's water infrastructure is aging, and even with the best intentions of Preventative Maintenance, limited resources – staffing, funding and time – ultimately result in the need for capital improvements and infrastructure replacement. SMA can assist the City with prioritizing system improvements to most efficiently address problems that can be managed and maintained now and in the future. Asset Management Planning is useful process that can help identify a utility's critical assets, plus the risk and consequence of their failure. An Asset Management Plan (AMP) can also be used to prioritize capital infrastructure projects. SMA has completed many AMPs for numerous clients throughout NM. ***Through this on-call contract SMA will help the City improve their existing AMP and thereby better plan for future water system improvements.***

SMA assisted the City with the Water System Planning PER that helped outline needed improvements for efficient operation and growth of the City. As discussed previously, the Raw Water Transmission Line was an example of bringing the plan to action and assisting the City in moving forward with improvements.

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 number 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 the following list.

Water Trust Board (WTB) – NMFA
Community Development Block Grant (CDBG) – DFA-LGD
Drinking Water State Revolving Fund (DWSRF) – NMFA & NMED
NM Finance Authority (NMFA) – Local Planning Grant Fund
State of NM Capital Outlay (SAP)
U.S. Department of Agriculture Rural Development (USDA RD)
Border Environment Cooperation Commission and North American Development Bank (BECC-NADB)

Clean Water State Revolving Fund (CWSRF) - NMED
Colonias Infrastructure Fund (CIF) - NMFA
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
Tribal Infrastructure Fund (TIF) – Indian Affairs Department
Water SMART – Bureau of Reclamation (BOR)



Water Distribution System Planning, Design and Construction Phase Engineering Services



TOD L. PHINNEY, P.E. | PRINCIPAL-IN-CHARGE

*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.



JODY GARCIA, P.E. | SENIOR ENGINEER / QA/QC

*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.



PAUL KENNEDY, P.E. | PROJECT MANAGER

*M.S.-Environmental Engineering; B.S.-Civil Engineering
Professional Engineer-New Mexico (#20137)*

Mr. Kennedy's role as a Senior Engineer at SMA includes planning, design and management of water and wastewater engineering projects, as well as managing the water and wastewater facility operations group. These engineering projects have included preparation of planning documents for water and wastewater system improvements, design of structures to house treatment and pumping equipment, water distribution and storage improvements, sanitary collection system and lift station design, site development, construction observation and construction administration. Operations projects include overseeing staff for ongoing operations and maintenance at water and wastewater treatment plants and assisting in facility assessments and equipment upgrades.

Mr. Kennedy has worked with the City of Las Vegas on the Peterson Dam Pumpback Project and manages the staff for the Water Treatment Plant and Waste Water Treatment Plant Operations and Maintenance contracts.



One of SMA's subsidiaries, SMA Operations, LLC (SMA Ops) is a purpose-driven company providing outsourced water and wastewater system operations support at a wide range of facilities. SMA Ops will be called upon during projects for their knowledge of the existing water system and coordination with the Distribution Department Staff. SMA Ops currently manages operations of seven water and wastewater facilities in New Mexico, including the City of Las Vegas Water Treatment Plant and Waste Water Treatment Plant. SMA Ops has the full knowledge and the skills for operating a variety of water and wastewater treatment facilities, and distribution and collection systems, including compliance monitoring, routine maintenance, and repair of equipment. Our Operator's combined years of experience with various systems around the state allow us to provide facility assessments and recommend improvements.

3. Past Record of Performance

- Las Vegas Raw Water Conveyance Project Phase 1 and Phase 2 Pipeline
- Las Vegas Raw Water System Preliminary Engineering Report
- Carlsbad Water System Hydraulic Model
- Carlsbad Old Cavern Highway Water and Sewer Line Improvements
- Carlsbad Blodgett Street Water Line Canal Crossing
- Carlsbad Sandpoint Landfill Water Line
- Village of Corona Water System Improvements, Corona, NM
- Cuatro Villas MDWUA Regional Water System
- Santa Clara Pueblo Multiple Water System Projects
- Town of Taos Water Projects

● Ron Myers	Mr. Francisco Espinoza
● City of Carlsbad Director of Utilities	Town of Taos Public Works Director
● 575-499-3881	575-751-2047
●	
● Ms. Karen Gutierrez,	Mr. Mel Tafoya, Tribal Administrator
● Village of Ruidoso Assistant Finance Director	Santa Clara Pueblo Multiple Projects
● 575.258.4343	505-753-7326
●	



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 technical sectors 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:

- 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 Paul Kennedy, P.E., are committed to respond rapidly to any immediate needs for these projects.

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STATE OF NEW MEXICO

TAXATION AND REVENUE DEPARTMENT

RESIDENT BUSINESS CERTIFICATE

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

DBA: **SOUDER, MILLER & ASSOCIATES**
5454 VENICE AVENUE NE STE D
ALBUQUERQUE, NM 87113-1948

Expires: **03-Nov-2023**

Certificate Number:

L0976895664



Stephanie Schardin Clarke
Cabinet Secretary

THIS CERTIFICATE IS NOT TRANSFERABLE

OFFEROR INFORMATION

OFFEROR: Souder, Miller & Associates
AUTHORIZED AGENT: Tod Phinney, P.E., Senior Vice President
ADDRESS: 5454 Venice Avenue NE, Suite D, Albuquerque, NM 87113
TELEPHONE NUMBER (505) 299-0942
FAX NUMBER ()
DELIVERY:
STATE PURCHASING RESIDENT CERTIFICATION NO.: L0976895664
NEW MEXICO CONTRACTORS LICENSE NO.: CRS 02-040132-009

SERVICE (S): WATER 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 }

I, Tod Phinney, P.E. state under penalty of perjury that I am at least 18 years old, and am of 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.

Tod R. Phinney
Signature

Subscribed and sworn to before me, this 14th day of October, 2021.

(SEAL)

Elizabeth Binns
Notary Public Signature
My Commission Expires: 11/04/2024



OFFICIAL SEAL
ELIZABETH BINNS
NOTARY PUBLIC - State of New Mexico
My Commission Expires 11/04/2024

CAMPAIGN CONTRIBUTION DISCLOSURE FORM

Pursuant to the Procurement Code, NMSA 13-1-28, *et al*, as amended, a prospective contractor subject to this section shall disclose all campaign contributions given by the prospective contractor or a family member or representative of the prospective contractor to an applicable public official of the state or a local public body during the two years prior to the date on which a proposal is submitted or, in the case of a sole source or small purchase contract, the two years prior to the date on which the contractor signs the contract, if the aggregate total of contributions given by the prospective contractor or a family member or representative of the prospective contractor to the public official exceeds two hundred fifty dollars (\$250.00) over the two-year period. A prospective contractor submitting a disclosure statement pursuant to this section who has not contributed to an applicable public official, whose family members have not contributed to an applicable public official or whose representatives have not contributed to an applicable public official shall make a statement that no contribution was made.

A prospective contractor or a family member or representative of the prospective contractor shall not give a campaign contribution or other thing of value to an applicable public official or the applicable public official's employees during the pendency of the procurement process or during the pendency of negotiations for a sole source or small purchase contract.

Furthermore, a solicitation or proposed award for a proposed contract may be canceled pursuant to NMSA 13-1-181 or a contract that is executed may be ratified or terminated pursuant to NMSA 13-1-18 if a prospective contractor fails to submit a fully completed disclosure statement pursuant to this section; or a prospective contractor or family member or representative of the prospective contractor gives a campaign contribution or other thing of value to an applicable public official or the applicable public official's employees during the pendency of the procurement process.

The state agency or local public body that procures the services or items of tangible personal property shall indicate on the form the name or names of every applicable public official, if any, for which disclosure is required by a prospective contractor.

THIS FORM MUST BE INCLUDED IN THE REQUEST FOR PROPOSALS AND 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 of 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 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.

"Family member" means a spouse, father, mother, child, father-in-law, mother-in-law, daughter-in-law or son-in-law of (a) a prospective contractor, if the prospective contractor is a natural person; or (b) an owner of a prospective contractor;

"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.

"Prospective contractor" means a person or business that is subject to the competitive sealed proposal process set forth in the Procurement Code [NMSA 13-1-28 through 13-1-199] or is not required to submit a competitive sealed proposal because that person or business qualifies for a sole source or 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.

Name(s) of Applicable Public Official(s) if any: _____
(Completed by State Agency or Local Public Body)

DISCLOSURE OF CONTRIBUTIONS BY PROSPECTIVE CONTRACTOR:

Contribution Made By: _____

Relation to Prospective Contractor: _____

Date Contribution(s) Made: _____

Amount(s) of Contribution(s) _____

Nature of Contribution(s) _____

Purpose of Contribution(s) _____

(Attach extra pages if necessary)

Signature

Date

Title (position)

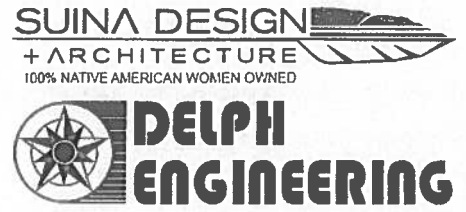
--OR--

NO CONTRIBUTIONS IN THE AGGREGATE TOTAL OVER TWO HUNDRED FIFTY DOLLARS (\$250.00) WERE MADE to an applicable public official by me, a family member or representative.

Tod L. Phinney
Signature

10/27/2021
Date

Sr. Vice President
Title (Position)



REQUEST FOR PROPOSALS FOR WATER DISTRIBUTION
SYSTEM PLANNING, DESIGN, and CONSTRUCTION
PHASE ENGINEERING SERVICES

Request for Proposals
Engineering Services

Attn:
City Clerks Office
1700 N Grand Ave,
Las Vegas, New Mexico, 87701



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1. Specialized Services as defined in the scope of work



Suina Design + Architecture

Suina Design + Architecture (SD+A), LLC, was formed by Elizabeth Suina on June 27, 2016. The company is a reorganization of Suina + Mead Architects. Ms. Suina is currently a licensed Architect in New Mexico and Arizona. Ms. Suina is a member of Pueblo de Cochiti and the sole principal with 100% ownership. Therefore, Suina Design + Architecture, LLC is a Native American Women Owned small business.

Abilities

Although Suina Design + Architecture has recently undergone a company reorganization and name change, we have been in business for more than twenty years under the previous companies of Suina + Mead Architects and Garrett Smith Ltd. Our past experience includes projects of various types and size for federal agencies including Sandia National Laboratories and Kirtland Air Force Base, tribal entities including Housing Authorities and the Administrations of Pueblo de Cochiti, Santa Clara Pueblo and Santo Domingo, and non-profit organizations such as NewLife Homes.

Technical Experience

Our past experience on projects with similar scope and complexity include completed projects or those in the construction stage for both Federal Agencies, School Districts and Tribes. The key individuals are highlighted and illustrate our team's cohesiveness over the past 10 years.



Delph Engineering

Delph Engineering was founded in Albuquerque in 2018 and is led by Kent Delph, who is a civil engineer with expertise in drainage, plan production, grading, and infrastructure. Current work includes private sector work in Albuquerque and multiple Navajo Nation Water Management Branch irrigation projects. The firm is under five employees and uses the latestest civil engineering software and has senior engineers immediately available to the City. The firm has worked on design and construction projects and always looks to project or conflict solutions.

Business Profile

Firm Organization
New Mexico LLC - S-Corp

EIN # 81-3302195
CRS # 03-359690-00-5

Owner:
Elizabeth Suina, AIA, LEED AP BD+C
Licensed Architect NM #005333, AZ #61410
President, Suina Design + Architecture, LLC

Employees:
Size of the SD+A office: Seven (7)
New Mexico Licensed Architects: One (1)
LEED Accredited Professionals: One (1)
Licensed Civil Engineers (1)

Length of Time in Business:
SD+A was incorporated for business on June 27, 2016.
S+MA was in business for 2 years.
GSL was in business for 20 years.

Contact Information:
Elizabeth Suina
4411 McLeod Road NE Suite A-1
Albuquerque, NM 87109
Phone: 505-766-6968
Cell: 505-917-1076
esuina@suinadesign.com

SUINA DESIGN
+ ARCHITECTURE
100% NATIVE AMERICAN WOMEN OWNED

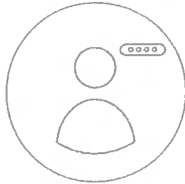
Elizabeth Suina
President/Owner
Women and Minority Owned
100% Ownership Native American



1. Specialized Services as defined in the scope of work

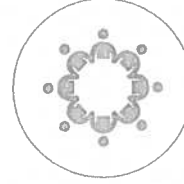
Project Management Approach

Our project management approach is reflective of our design process. Our planning process takes a holistic view for the goals of the entire project. Our approach stresses accountability and promotes initiative from the entire project team. Elements of our project management protocols are formed around the following key components



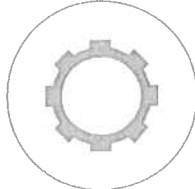
We listen

Our reputation as designers is based on our ability to listen. This approach includes a rigorous process of engaging the project stakeholders and understanding the project requirements.



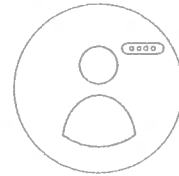
Tactfulness

Our responsibility is to listen to everyone involved in this project. We will work to understand, respect all perspectives and seek consensus for a successful project conclusion.



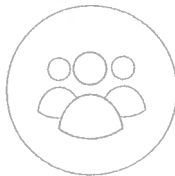
We are problem solvers

We are able to maximize the design and programming potential within the available budget. We believe design is a collaborative process. Our role as your consultant is to provide the necessary skills and insight to allow the project stakeholders to make informed decisions.



Communication

We will work to communicate effectively with everyone involved in this project. We want to become a trusted partner in the collaborative process of design with timely and responsive communication. We want to make this project an open and rewarding experience.



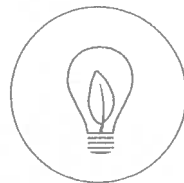
Success depends on leadership

Our management approach for the Project includes a strict project hierarchy under the leadership of a Principal Architect. The project is directed by the Principal Architect, who assumes responsibility for meeting the scope, schedule, budget goals and manages the design team to assure the successful completion of the project.



Project Management Software

SD+A uses Access and Microsoft Project time and project management software to allow project managers and designers to successfully track the project schedule and budget. This software allows us to monitor and evaluate project progress against established timelines and meet the requirements of defined project deliverables.



Energy Efficiency and LEED Design

SD+A is certified by the Leadership in Energy and Environmental Design (LEED) Green Building Rating System to administer design and documentation for environmentally sustainable construction.

2. Capacity and Capability

At Suina Design + Architecture we have developed a relationship with all of our consultants through our experience working with them on projects small and large. Through this experience we have developed a team of professionals we trust and that can work with us and our clients to ensure that project goals are met with ease.



The City of Las Vegas
Request for Proposals for Engineering Services

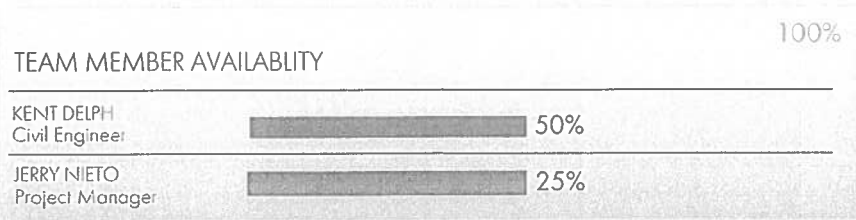
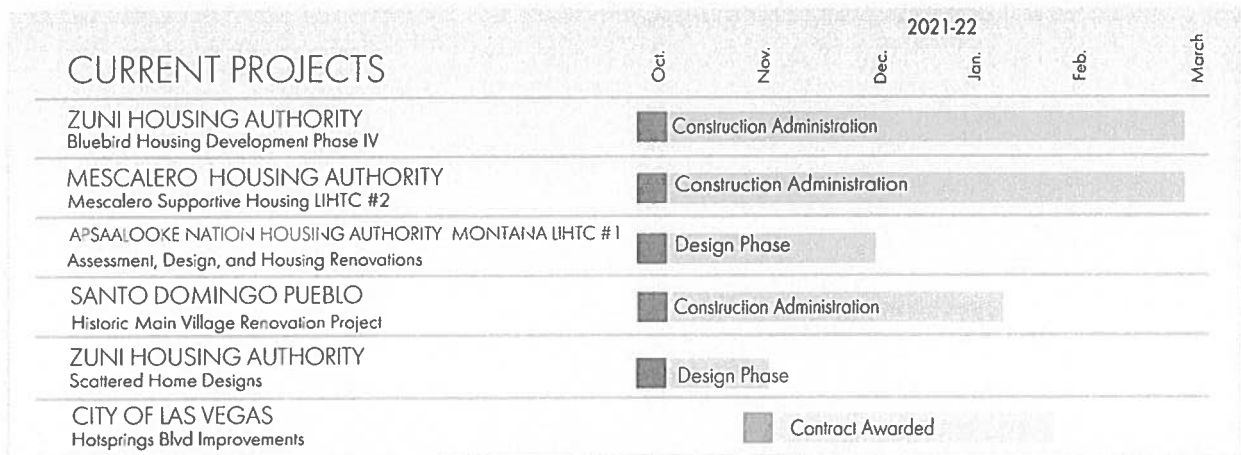


Delph Engineering
Kent Delph P.E., CFM
Principal Civil Engineer



Suina Design + Architecture
Jerry Nieto, P.E.
Project Manager

Availability Current Projects of the Delph Engineering & Suina Design + Architecture Team



We have reviewed the project load and availability of key team members for this project and are confident that we can deploy sufficient resources to maintain our schedule commitments.

3. Past Record of Performance

Experience Working with Municipalities

Delph Engineering (DE) is a civil engineering and water resource firm that currently has a client portfolio of municipalities, tribes, design-build construction teams, private sector clients and peer professionals. The firm was founded by Kent Delph who is a civil engineer and water resources expert with over 25 years of experience in design including roadways, water & wastewater utilities, grading, drainage facilities, hydrology / hydraulics, permitting, and construction management. The firm has expertise in floodplains, roadways, water and sewer infrastructure, construction document preparation, permitting and construction services. The firm has a staff that include two Civil PE's, senior level drainage engineer (PE) and two expert level Civil 3D designer/technicians.

Kent's specific experience with Municipalities includes the following:

- City of Carlsbad (NM): Water Transmission Main
- City of Grants (NM): WWTP, Effluent Re-Use / Golf Course Lagoons
- City of Tucumcari (NM): Transmission Main, Water PER
- Los Alamos County (NM): Water Booster Station
- Polvadera (Lemitar) MDWCA (NM): Water PER, Distribution Mains
- San Miguel County (NM): Road Improvements
- Village of Bosque Farms (NM): Welded Steel Storage Tank Rehabilitation
- Village of Santa Rosa (NM): Water Distribution Mains
- Twin Forks MDWCA (NM): Water Loss Analysis & Leak Detection
- Avra Water Co-Op (AZ): Board Member
- City of Show Low (AZ): Parks, Schools, Drainage (with utilities and roadways)
- City of Tucson (AZ): Roadway & Drainage Improvements
- Navajo County (AZ): Floodplain and Levee Analysis & Design (Winslow, AZ)
- Pinetop-Lakeside Sanitary District (AZ): Wastewater Collection & Plan Review
- Town of Eagar (AZ): FEMA Letter of Map Amendments
- Town of Pinetop-Lakeside (AZ): Park Design (with utilities & roadways)

3. Past Record of Performance (cont.) Relevant Projects



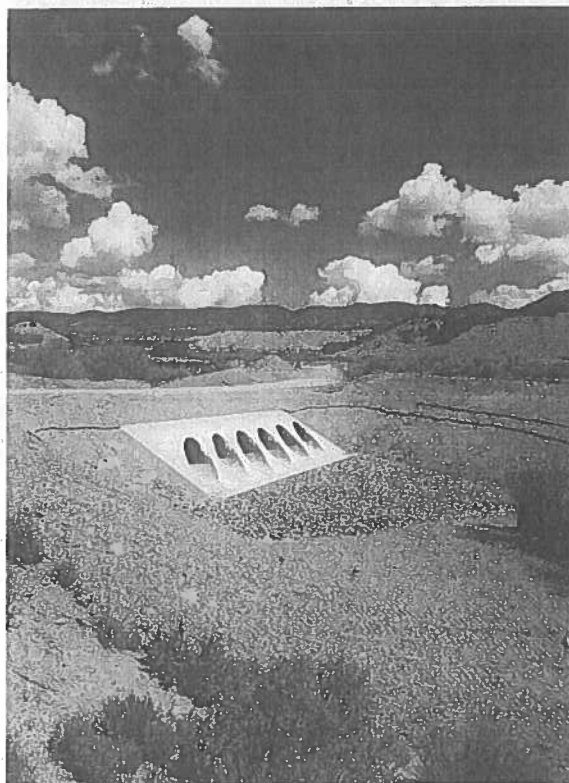
1. FEMA Road and Drainage Improvements Jemez Pueblo, New Mexico

Description:

Delph Engineering provided civil engineering services to Jemez Pueblo for drainage and roadway design and construction services for FEMA funding mitigation improvements to roadways, culverts, dam repair and channel bank protection.

All work used NMDOT specifications and was approved by FEMA. The work tasks included:

- Determine peak flow rates for the 2, 10, 25, 50, and 100 year storms
- Analyze existing culverts to estimate headwater depths and velocities during various events
- Analyze the existing drainage channel for capacity and headwater depths
- Design culverts across roadways as well as grading and gabions along channel to stabilize sides and prevent further erosion
- Develop a drainage report to summarize findings
- Provide construction documents for improvements
- Calculate cost estimates for construction
- Provide bidding and construction services
- Provide Engineer Certification of the completed construction

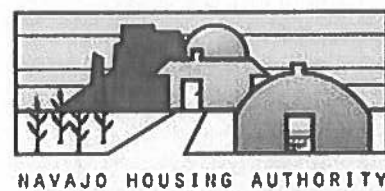


2. Drainage Mitigation, Design, and Improvements Navajo Nation

Description:

Delph Engineering has worked on multiple drainage mitigation and improvements projects for over 15 years. Currently providing drainage design improvements to over fifteen existing subdivisions within the Navajo Housing Authority HUD boundaries on the Navajo Reservation. The work for the sites entailed the following:

- Hydrology – Local and Regional
- Hydraulic Analysis
- Grading and Drainage Swale Design
- Retaining Wall Design
- Channel Reinforcement Design
- Roadway, Sidewalk, and Driveway Design



3. On-Call Services New Mexico and Arizona

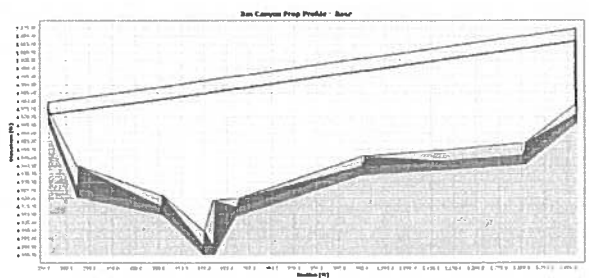
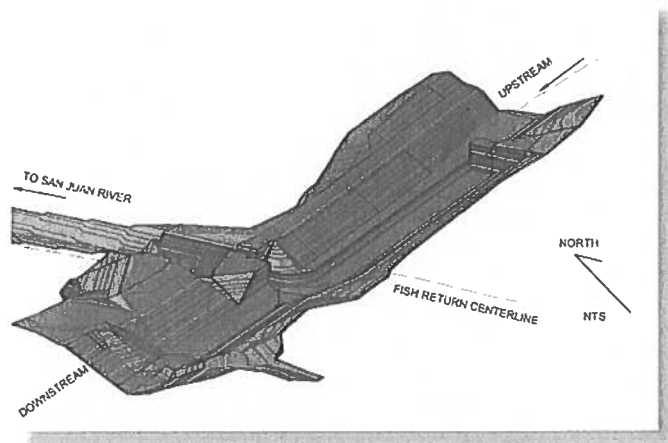
On-Call Services (New Mexico and Arizona)

Delph Engineering has provided on-call drainage engineering services for a variety of communities. The services included plan review, drainage design, levee design and construction management services. Arizona municipalities that have been serviced include City of Holbrook, Navajo County and City of Show Low. New Mexico communities Kent Delph has provided on-call services for include City of Tucumcari, City of Grants and Village of Pecos. Project types in New Mexico also include infrastructure, construction management, roadway design and wastewater treatment facilities.

4. Irrigation Improvements Navajo Nation

Delph Engineering (with JE Fuller) is currently completing the design of multiple elements for rehabilitation of irrigation structures along the San Juan River from Farmington to Shiprock. The work is the result of a water rights settlement and includes specific requirements to protect two critical fish species (Colorado Pikeminnow and Razorback Sucker). Project sites are described following:

- San Juan River Diversion: Low head dam and large-scale irrigation headworks on the San Juan River. The diversion is to divert 160 cubic feet per second (cfs) to the Fruitland Canal for irrigation. Elements of the diversion site design include boat ramp, large radial gates and sluice way, slide gates to canal and two-dimensional HECRAS modelling. Delph Engineering provided construction plans and the hydraulic design for the site with minor modifications based on HECRAS 2D modelling by JE Fuller.
- Fish Entrapment Weir: Should any critical specific fish species get into the Fruitland Canal, a downstream long weir, dual leaf gate and fish return channel are present to return the fish to the river. Delph Engineering provided construction plans, hydraulic analysis and design, which also included a long-throated Flume.
- Salt Creek and Jim Canyon Inverted Siphons: The Hogback lateral of the Shiprock irrigation system includes (2) canyon crossings that are approximately 1,200' in length and crossed via inverted siphons. Each proposed crossing is designed for six-foot diameter HDPE pipe and was designed using energy balance methods and Bentley StormCAD software. Delph Engineering provided the construction plans and hydraulic analysis while JE Fuller provided hydrology, floodplain delineations and scour depths.



The project includes complying with agency requirements and approvals by the Bureau of Reclamation and US Fish and Wildlife Services.

4. Familiarity with the City of Las Vegas



Jerry Nieto, the project manager, is from Las Vegas as well as both sides of his family, and thus has an extensive knowledge of the city. Suina Design + Architecture is also currently completing a feasibility study for the West Las Vegas School District and staff have made numerous trips to Las Vegas with no issue. Delph Engineering is familiar with the City of Las Vegas from previous project experience with the Housing Authority of City of Las Vegas (Drainage & Hardscape Improvements – Office parking and improvements to Sagebrush Street, Calle Contenta & Calle Bonita) and multiple San Miguel County road projects. Kent also understands the Gallinas Basin and the City's water supply reservoirs and water transmission system, from previous employment at WHPacific



5. Current Volume of work with the City that is less than 75% complete

Suina Design + Architecture and Delph Engineering have **no** current work with the city of Las Vegas that is less than 75% completed.

6. Required Certifications | Resumes



Commitment to Project I, Jerry Nieto, promise to perform the Civil Engineering duties to the best of my abilities, to always strive for improvement and to maintain a professional and honest mindset during my association with the City of Las Vegas.

Jerry Nieto, P.E.
Project Manager
Suina Design + Architecture



Resumes/Certification Documents

- Civil Engineer/Project Manager, P.E. CA #C44878, NM #12506, B.S. & M.S. in Civil Engineering.
- Experience in geotechnical engineering, structural engineering, and construction materials testing and inspection.
- Involved in design and management of large construction and civil engineering projects in Arizona, California, Nevada, Colorado, and New Mexico.
- Conducted supervision and management of multidisciplinary teams including engineers, technicians to complete project goals.
- Civil engineering design experience using computer-aided design and drafting, specifically AutoCAD, MicroStation, InRoads, and Civil 3D applications.

Relevant Experience

- Bureau of Reclamation, Pojoaque Basin Regional Water System – Project Manager - Supervisory Civil Engineer. Managed the feasibility study for the Pojoaque Basin Regional Water System (PBRWS) project for the Bureau of Reclamation prior to design and construction. Project consisted of several buildings that included electrical, mechanical, communication systems in support of the total project that comprised a 4,000 acre-feet per year surface water diversion at the Rio Grande, a mechanical/electrical building, water treatment plant (WTP), 22 water storage tanks and their support buildings (7 new tanks and 15 existing), 4 mile-long raw water pipeline from the Rio Grande.
Type of Building: Design, Construction, and Project Management
Total Value of Project - \$406 million
Duration: 2015 - 2020
- U.S. Army Corps of Engineers, Civil Works Program Feasibility Studies – Supervisory Program Manager – Project Manager, Supervisor and Project Manager for several feasibility studies that led to the selection of the preferred alternative that economic and environmental benefits that involved inventory for single and multi-story structures in the Colorado, New Mexico and El Paso, Texas.
Total Value of Program - \$200 million
Duration: 2009 to 2015
- Defense Threat Reduction Agency, Permanent High Explosive Test Site Feasibility Study, Design, and Construction - Deputy for Engineering and Construction. Assisted and managed feasibility studies prior to development and implementation of final master plans, facility plans, operations plans, and special projects at Kirtland Air Force Base, White Sands Missile Range, and the Nevada Test site. Structures evaluated were a variety of concrete, steel frame, masonry, timber framed building, and pre-Manufactured buildings for personnel.
Total Value of Projects – over \$100M
Duration: 2003 to 2009

6. Required Certifications | Resumes (cont.)



Kent Delph, P.E., CFM
Civil Engineer
Delph Engineering



Resumes/Certification Documents

- Civil Engineer P.E. Arizona #3049, Colorado #43501, Nevada #014737, New Mexico #13939, Texas #118037, Utah #70748
- B.S. in Civil Engineering. Water Resources Focus, Rose-Hulman Institute of Tech., Terre Haute, Indiana

Commitment to Project I, Kent Delph, promise to perform the Civil Engineering duties to the best of my abilities, to always strive for improvement and to maintain a professional and honest mindset during my association with the City of Las Vegas.

Summary

- Kent is a Civil Engineer with 25 years of experience in planning and design for roadways, utilities, site development grading, drainage facilities, hydrology / hydraulics, permitting, and construction services. Kent went to college in the Midwest and has lived and worked in the Southwest US for over twenty-five years. His technical expertise includes Civil 3D, HEC-HMS, HEC-RAS (1D & 2D), SWPPPs, water and wastewater system modelling, agricultural irrigation systems, construction document preparation, and project specifications.

Relevant Experience

- Water System PER, City of Tucumcari

Kent prepared a water system PER for the City that included multiple wells, storage tanks and distribution system options. The PER included system modelling and served as the project engineer for site civil development for large multistory facility. The PER identified both tank and transmission main projects that later received funding based on the PER.

- Metro Transmission Main, City of Tucumcari

Delph provided construction management and redesign for plans by another firm. The project was four miles of 16" diameter water main and included a bridge hanging and horizontal directional drilling. Approval agencies included NMED and NMDOT.

500,000 Gallon Storage Rehabilitation, Village of Bosque Farms

Kent provided project management for improvements to an existing 500,000 gallon storage tank. The improvements included specifications for interior and exterior coatings and assorted metal work.

- High Pressure Main Transmission Loop, City of Carlsbad

Kent served as Project Manager for a 3-mile 18" diameter high pressure water main located in northwestern Carlsbad. Work included design and permitting with NMED and Corps of Engineers. Additional elements in the design included bridge mounting, pressure reducing vault and jack & bore construction.

- Fruitland Diversion Dam & Fish Weir

Kent was the lead engineer for a multi discipline team design of a new diversion dam on the San Juan River for the Navajo Nation. The project included design of the dam, large scale irrigation turnout structures, trash rack, and site elements for monitoring and maintaining the facility. Coordination with US Fish & Wildlife was included in the work.

- Road Improvement Projects, San Miguel County, NM

Roadway improvements for four separate projects in San Miguel County. Projects task included planning, design, and construction services. Construction work included pavement rehabilitation and drainage improvements.

7. Resident Preference

STATE OF NEW MEXICO
TAXATION AND REVENUE DEPARTMENT

RESIDENT BUSINESS CERTIFICATE

Issued to: SUINA DESIGN + ARCHITECTURE, LLC
DBA: SUINA DESIGN + ARCHITECTURE, LLC
4411 MCLEOD RD NE STE A1
ALBUQUERQUE, NM 87109-2232

Expires: **21-May-2022**

Certificate Number:
L1569060016


Stephanie Schardin Clarke
Cabinet Secretary

THIS CERTIFICATE IS NOT TRANSFERABLE

STATE OF NEW MEXICO
TAXATION AND REVENUE DEPARTMENT

RESIDENT BUSINESS CERTIFICATE

Issued to: DELPH ENGINEERING, LLC
DBA: DELPH ENGINEERING, LLC
3620 WYOMING BLVD NE
ALBUQUERQUE, NM 87111-3247

Expires: **08-Jul-2022**

Certificate Number:
L2136001712


Stephanie Schardin Clarke
Cabinet Secretary

THIS CERTIFICATE IS NOT TRANSFERABLE



Re-Bid Water Distribution System Planning, Design and Construction Phase Engineering Services

OCTOBER 27, 2021 | OPENING # 2022-13

Prepared for:
The City of Las Vegas, New Mexico
170 N Grand Avenue, Las Vegas, NM 87701

Prepared by:
Stantec Consulting Services Inc.
6100 Seagull Street NE, Albuquerque, NM 87109



OFFEROR INFORMATION

OFFEROR: Stantec Consulting Services Inc.

AUTHORIZED AGENT: Patricia Bolliger

ADDRESS: 6100 Seagull Street NE, Suite 102B, Albuquerque, NM 87109

TELEPHONE NUMBER (505) 275-0022

FAX NUMBER (505) 275-0222

DELIVERY: 6100 Seagull Street NE, Suite 102B, Albuquerque, NM 87109

STATE PURCHASING RESIDENT CERTIFICATION NO.: L0474260144

NEW MEXICO CONTRACTORS LICENSE NO.: n/a

SERVICE (S): RE-BID WATER 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 }

I, Patricia Bolliger state under penalty of perjury that I am at least 18 years old, and am of 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.

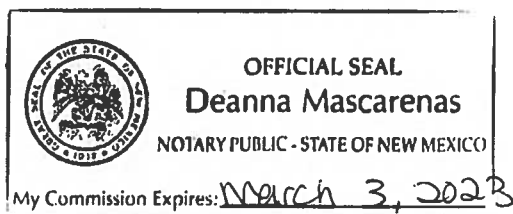
Patricia Bolliger
Signature

Subscribed and sworn to before me, this 15th day of October, 2021.

(SEAL)

Deanna Mascarenas
Notary Public Signature

My Commission Expires: March 3, 2023



Section B

CAMPAIGN CONTRIBUTION DISCLOSURE FORM

Pursuant to the Procurement Code, NMSA 13-1-28, *et al*, as amended, a prospective contractor subject to this section shall disclose all campaign contributions given by the prospective contractor or a family member or representative of the prospective contractor to an applicable public official of the state or a local public body during the two years prior to the date on which a proposal is submitted or, in the case of a sole source or small purchase contract, the two years prior to the date on which the contractor signs the contract, if the aggregate total of contributions given by the prospective contractor or a family member or representative of the prospective contractor to the public official exceeds two hundred fifty dollars (\$250.00) over the two-year period. A prospective contractor submitting a disclosure statement pursuant to this section who has not contributed to an applicable public official, whose family members have not contributed to an applicable public official or whose representatives have not contributed to an applicable public official shall make a statement that no contribution was made.

A prospective contractor or a family member or representative of the prospective contractor shall not give a campaign contribution or other thing of value to an applicable public official or the applicable public official's employees during the pendency of the procurement process or during the pendency of negotiations for a sole source or small purchase contract.

Furthermore, a solicitation or proposed award for a proposed contract may be canceled pursuant to NMSA 13-1-181 or a contract that is executed may be ratified or terminated pursuant to NMSA 13-1-18 if a prospective contractor fails to submit a fully completed disclosure statement pursuant to this section; or a prospective contractor or family member or representative of the prospective contractor gives a campaign contribution or other thing of value to an applicable public official or the applicable public official's employees during the pendency of the procurement process.

The state agency or local public body that procures the services or items of tangible personal property shall indicate on the form the name or names of every applicable public official, if any, for which disclosure is required by a prospective contractor.

THIS FORM MUST BE INCLUDED IN THE REQUEST FOR PROPOSALS AND 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 of 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 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.

"Family member" means a spouse, father, mother, child, father-in-law, mother-in-law, daughter-in-law or son-in-law of (a) a prospective contractor, if the prospective contractor is a natural person; or (b) an owner of a prospective contractor;

"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.

"Prospective contractor" means a person or business that is subject to the competitive sealed proposal process set forth in the Procurement Code [NMSA 13-1-28 through 13-1-199] or is not required to submit a competitive sealed proposal because that person or business qualifies for a sole source or 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.

Name(s) of Applicable Public Official(s) if any: _____
(Completed by State Agency or Local Public Body)

DISCLOSURE OF CONTRIBUTIONS BY PROSPECTIVE CONTRACTOR:

Contribution Made By: _____

Relation to Prospective Contractor: _____

Date Contribution(s) Made: _____

Amount(s) of Contribution(s) _____

Nature of Contribution(s) _____

Purpose of Contribution(s) _____

(Attach extra pages if necessary)

Signature

Date

Title (position)

--OR--

NO CONTRIBUTIONS IN THE AGGREGATE TOTAL OVER TWO HUNDRED FIFTY DOLLARS (\$250.00) WERE MADE to an applicable public official by me, a family member or representative.



Signature

10-15-21

Date

SENIOR ASSOCIATE, PRACTICE LEADER

Title (Position)

October 27, 2021

Stantec Consulting Services Inc.
6100 Seagull Street NW
Albuquerque, New Mexico
87109

ATTENTION:

City of Las Vegas - City Clerk
1700 Grand Avenue
Las Vegas, New Mexico 87701

Stantec's Federal Tax ID
Number: 11-2167170

RFP No. 2022-13

Re-Bid Water Distribution
System Planning, Design and
Construction Phase Services

Dear Members of the Selection Committee,

The City of Las Vegas (City) needs a strong local partner with water distribution system engineering and construction observation technical expertise, lessons-learned experience, familiarity with your facilities, and understanding of your project delivery processes. Our team includes a diverse group of engineers and professionals who understand the Las Vegas area's physical, regulatory, and socio-political conditions. We've designed hundreds of thousands of dollars in water, environmental, and civil infrastructure for our fellow New Mexico residents and take pride in being a part of each community.

At Stantec, we excel in water delivery and treatment. We're the largest water/wastewater firm, top-ranked by Engineering News-Record. Our wide-ranging portfolio of other successful utility projects in New Mexico provides our team with the specialized and technical expertise needed to develop sustainable solutions to design and oversee the construction of new, replaced, and rehabilitated water utility infrastructure in the City.

Our commitment to the City is to be a dedicated, collaborative, and communicative partner while leading an engaging team of trusted partners. Many of our key team members are known to the City for the value they have provided to you in the past. Wayland Oliver, will be the technical team lead. Wayland is the engineer of record and has served the City for many years. You can reach Wayland at wayland.oliver@stantec.com or at 575-461-0181. Niva Romero is our client service manager. Niva can be reached at niva.romero@stantec.com or at 575-587-6445.

We have reviewed your proposed RFP/contract terms and believe that should we be selected for this assignment, we will be able to conclude a mutually satisfactory contract with you.

We have enjoyed our collaboration over the years and very much want to continue working with you.

Sincerely,



Stantec Consulting Services Inc.

Patricia Bolliger | Practice Leader
Direct: 505-275-0022
Mobile: 505-252-1168
patricia.bolliger@stantec.com
www.stantec.com

C. Personnel Experience

Within New Mexico offices, Stantec employs 60 professional support staff, including 13 professional engineers, a licensed surveyor and surveying staff, civil designers, CAD operators, construction managers and observers, grant administrators, project managers, project management assistants, and managerial staff.

When additional resources are needed, our local team draws on the vast resources available within our water business line.

The project manager is responsible for developing and managing a detailed project schedule based upon a critical path for completion. The project manager meets with the principal-in-charge every week to discuss status of the project and makes adjustments in resources as needed to meet critical deadlines.

Resumes of Key Team Members

Niva Romero | Client Service Manager

Niva epitomizes the will to find a way for communities through her unyielding energy, determination, and dedication to her clients. She is a master of connecting rural clients with our technical experts, funding streams they urgently need, and ability to navigate agency requirements, all to help her clients provide safe, clean drinking water to their residents. Her 25 years of success stems from her ability to listen to clients and link them with services tailored to their needs. She is known within the company and the community as a person who can get things done. Niva works with our grant specialists to align our small communities with the appropriate infrastructure funding streams that launch needed projects. She complements her understanding of the funding requirements with deep familiarity with state and federal agencies and their respective requests for bidding, contract management, and construction of programs. Her intelligence and determination shine a guiding light on the road ahead for our clients facing infrastructure challenges.

Wayland Oliver, PE | NMPE #181121 Project Technical Lead

Wayland has extensive planning and design history for rural, municipal, and city and county clients. He brings broad knowledge and experience with municipal planning documents such as PERs, pavement management plans, asset management plans, leak detection reports, scoping reports, technical memos, and technical guidance for comprehensive plans and infrastructure master plans. His roadway experience includes multiple local roadway and street projects for San Miguel County, Quay County, City of Santa Rosa, Village of Estancia, Village of Elida, City of Carlsbad, Eddy County, Village of Logan, Town of Taos, Guadalupe County, and others. He's currently working on Hot Springs Boulevard, National Avenue Improvements, and DeBibbs Industrial Park with the City. His water and sewer projects include a variety of sizes and scopes for projects, such as a fast-track water main extension for a new Pilot Truck Travel Center in Santa Rosa; a new well for the Village of San Juan on the Pecos River; and a sewage lift station for the Village of Fort Sumner. He has designed SCADA controlled PRVs for six- through 12-inch lines, well houses, chlorination buildings, and booster pump stations. He has collaborated on the design of new wells and well rehabilitation to include pump replacement, variable speed well control, and SCADA control of multiple wells supplying multiple pressure zones.

Patricia Bolliger, PE | NMPE #22758 Principal-in-Charge

Patricia supervises business development activities, business management, and project development in New Mexico. Her primary focus is on client satisfaction and with that comes ensuring projects are delivered on time, on budget, and with the high quality our clients expect and deserve. Patricia has 16 years of engineering experience consisting of water resources, water and wastewater infrastructure treatment, conveyance, flood control, community development, and transportation in planning, design, bidding, and construction phases of projects. Patricia employs practical and proven project management methodologies that optimize project resources to deliver high-quality deliverables on schedule and within budget. She excels at leading multi-discipline

teams, developing comprehensive design criteria, evaluating site characteristics and value engineering opportunities, and preparing preliminary and final design documents that serve as the basis for construction. Patricia was previously employed by NMDOT, where she served as the construction liaison engineer for Districts 3, 5, and 6. She provided design and construction oversight for federal-aid construction projects, ensuring compliance with federal and state requirements, and continued federal reimbursement for state, Tribal, and local public agency projects.

Dave Maxwell, PE | NMPE #8768 | Technical Reviewer

Dave has more than 45 years of experience in civil engineering design and construction. Dave has completed more than 500 street, roadway, and highway projects for local, state, and federal governments and industrial clients. He's served as project manager for NMDOT on eight rural highway construction projects ranging in cost from approximately \$5M to \$45M and two urban highway projects ranging in cost from \$2M to \$12M construction cost. Dave also completed 13 location (corridor) studies for NMDOT, including a relief route and improvements to major urban arterials. His technical expertise is primarily in the design of local streets and large highway projects for municipalities, the City, and NMDOT. He has significant experience with project management and design and construction of street, roadway, highway, flood control, reservoirs, and water and wastewater systems for local governments across the state.

Lisa Campbell Grant Administration

Lisa has been dedicated to grant administration for 24 years. Bridging our clients with needed funding sources is her passion. She is one of our dedicated grant specialists and serves rural New Mexico clients by administering grants from various programs, such as the USDA/Rural Utilities Service, Small Cities Community Development Block Grant Program (CDBG), Legislative Appropriation, and programs through New Mexico Environment Department, NMDOT, and the Environmental Protection Agency. She understands the grant process, available buckets of funding, and the best way to approach complicated application requirements. Lisa has built professional relationships with state and federal funding agencies and staff, allowing her to serve as a voice for clients navigating the application process. She is familiar with

federal and state agency requirements for bidding, contract management, and construction of these programs. She provides operational tools to ensure meeting technical, budgetary, and scheduling requirements of projects as well as effective communication with the public and government agencies.

Gabby Contreras-Apodaca, PE | NMPE #16316 | NMDOT Liaison and Technical Reviewer

Gabby has a variety of experience in transportation design and management of transportation programs, which often include utility engineering services. She spent 26 years working with NMDOT. In 2001 she took on a management position of the newly formed South Region Design Center and remained in charge of engineering design of highway projects in Southern New Mexico for 18 years. Within that role, Gabby managed statewide transportation improvement projects for NMDOT and local governments while working closely with the Federal Highway Administration to achieve federal compliance. During her tenure as South Region Design Center Manager, she was appointed to represent New Mexico on the American Association of State Highway and Transportation Officials (AASHTO) Subcommittee on Design. Gabby was later appointed by AASHTO to serve on the technical committee on non-motorized transportation to assist in updating design publications. The US Transportation Research Board also appointed her as panel member to the National Cooperative Highway Research Program project, 17-43 Long-Term Roadside Crash Data Collection Program in Washington D.C., and reviewed the research on run-off, roll-over collision data collection being done by George Washington University. Gabby also served as an adjunct professor at New Mexico State University teaching civil engineering courses and assisting the university in keeping their ABET accreditation. She believes the key to success in the consulting business is not only to understand the client's needs, but to understand and serve the people.

Stephen Parker, PE | NMPE # 26584 | Civil Engineer

Stephen joined Stantec in June 2014, after graduating from New Mexico State University (NMSU) with a Bachelor of Science in Civil Engineering. While studying at NMSU, Stephen focused on water resources engineering. He also participated in an internship with the Federal Highway Administration and gained a valuable understanding of the Federal oversight process. He has contributed to the development of water, wastewater, and street projects for both municipalities and private clients. Stephen also has extensive experience preparing both preliminary engineering reports and asset management plans.

Paul Candelaria | Civil Designer

Paul has served the Stantec team as a civil designer since 2016. He has been instrumental in assisting with the preparation and review of project related documents such as environmental and cultural resource clearances, construction permits and easements, bid documents, cost estimates, design plans, specifications, pay applications, change orders, field change modifications, cost estimates, and funding applications.

Anthony Martinez | Construction Observation

Anthony is a former NMDOT employee with 26 years of construction project management experience. During his employment with NMDOT, he was responsible for obtaining and maintaining multiple FHWA and NMDOT certifications, reviewing construction plans, interpret plan specifications, inspect and ensure contractors were meeting construction required guidelines. He would acquire measurements of all construction activities and assure payments were accurate. Anthony performed project scoping reports for bridges and roadways, and conducted aggressive, detailed, written reviews of construction operations while constructions projects were underway. He supervised several NMDOT inspectors, and managed numerous construction projects.

D. Licenses

Below are the relevant licenses for this contract:

- **Wayland Oliver, PE | NMPE #18112 | Project Manager and Technical Lead**
- **Patricia Bolliger, PE | NMPE # 22758 | Principal-in-Charge**
- **Dave Maxwell, PE | NMPE #8768 | Technical Reviewer**
- **Gabby Contreras-Apodaca, PE | NMPE #16316 | NMDOT Liaison and Technical Reviewer**
- **Stephen Parker, PE | NMPE # 27854 | Civil Engineer**

E. Specialized Services

Brief History of Stantec in New Mexico

Stantec is a local New Mexico firm with offices in Albuquerque, Tucumcari, Silver City, Las Cruces, and Roswell. We are a team of predominantly native New Mexicans with a long history of more than four decades of service across the state.

Our team knows the City, the local environment, and your people. Our well-established offices can respond to your needs and requests promptly, reducing time and costs. Stantec is a multi-disciplined firm with the ability and expertise to perform the services listed in the RFP. We're well qualified with experience in completing all stages of water projects from funding development and planning through operations, start up and training. Repeat business and long-term relationships have been the key to our success. We're not just interested in doing a project, but also the long term social and economic well-being of the community.

Our purpose is to find a better way to improve the lives of our clients, our communities, and our employees. We do that through our relentless commitment to meeting our client's needs, thinking differently, and challenging ourselves to improve. We provide civil engineering services tailored to our client's specific needs.

Our firm has managed thousands of projects across all sectors—hospitals, airports, and entire university campuses; infrastructure like mass transit and water-treatment facilities; and energy and resource assignments from mines to wind farms.

From this broad experience, we know delivering a complex project, and even a simple project, will always come with challenges. Our creative and collaborative approach to planning and controls heads off most problems from the start and provides early warnings for course correction on the rest. Because we're passionate about creating a sense of certainty from the outset, you can meet your objectives with confidence—and without crisis.

We're committed to serving every client, personally and professionally, with deep respect and the highest ethics in an atmosphere of integrity and honesty. Our team is committed to delivering quality products and service. Rigid quality control (QC) processes are ingrained in our processes to ensure that a quality product is delivered. We're strongly focused and highly successful in bringing projects in on budget and within the schedule.

Stantec offers the City the following advantages:

- Stantec is highly focused on providing quality services to local governments. We have long standing relationships and experience with all the applicable funding sources and administering agencies. We know how to acquire funding and can help you with the administration.
- Key team members have experience working with the City and San Miguel County area.
- We will become your partners in making your job easier and contributing to your success by helping you improve the quality of life for Las Vegas residents.
- Long-time New Mexico Stantec leaders will be the City's primary point of contact and they will always be accessible and available to you.
- We understand the fiscal constraints that local governments are faced with. We know how to get the most bang for the buck in the rural communities.
- We are a part of the customs and culture of the area, because it's our community too.

Our staff has a long history of providing consulting services to communities in New Mexico.

The City is familiar with the specialized expertise and technical competence long-standing team members have brought to this contract since 2012. The same familiar team members, including Niva, Wayland, Patricia, Dave, Lisa, Stephen Parker, Anthony Martinez, and Paul Candelaria will bring their

expertise and competence to this contract, together with many others who are part of our team.

We are currently working on a variety of similar on-call contracts for municipalities, state agencies, and county governments across New Mexico. Our team has more than 40 years of successful experience in providing professional engineering and planning services throughout the state for local, state, and federally funded infrastructure and capital projects. A highly capable and experienced staff in New Mexico with extensive local familiarity is supported by the vast resources of a large international firm with expertise in every discipline the City could need.

Our team brings a wealth of applicable experience to water distribution system projects. We'll work and communicate effectively with the City. Our team has the proven technical competence to complete successful projects the City will be proud of. The categories of specialized design and technical competence possessed by us that are applicable to this RFP.

Stantec has completed several water and wastewater utility projects in the region, including water production wells, water storage tanks, hydraulic studies/modeling for water and wastewater systems, water distribution lines, disinfection, wastewater treatment, effluent reuse systems, rate studies, and sanitary sewer collection systems.

Scope of Work

Project Management

We'll provide project management including all project-related activities from start to finish. This includes providing day-to-day consultation, facilitating meetings a for the City, preparing contract agreements, coordinating with all stakeholders, generating monthly progress reports and invoices, maintaining the project budget and schedule, and any other necessary effort required to see the project to successful completion.

Funding and Grant Administration

Our team will assist the City with opportunities to find and apply for grants to meet needs of projects currently on the City's wish list as well as your grant administration needs. We're ready to coordinate efforts and share our expertise to help strengthen the City's visibility with state and federal agencies.

To stay current with all processes and guidelines, our New Mexico grant administrator, Lisa, regularly attends application and implementation workshops pertaining to grant and loan programs in the state. She's well known and highly respected by representatives of various funding agencies. With Lisa's guiding expertise, our team can assist the City in identifying funding sources and assist with financial packaging and funding applications. She'll work with our larger grant writing team in identifying appropriate funding sources, assisting with financial packaging, and writing funding applications.

Of key importance is how this team works together with our engineers to complete projects within the time allowed and within budget so communities close-out their project before the next application cycle begins. When applications are successful, our team also searches for additional sources of funding, to enable you to complete larger projects and subsequent related work.

Effective planning is key to maximizing your opportunities to secure funding and avoid delays in planning and construction. We believe our success in grant writing comes from the processes we follow. All applications, including the scope of work, are reviewed by an appropriately experienced registered engineer. Applications are also reviewed by three professionals plus our client community before submission. We have years of experience and give 100-percent of our attention to this effort, as it's your community's success and our reputation on the line.

Lisa and our team will partner with you throughout the administration process which includes management of the funding sources rules and regulations for each entity. We have a wide variety of experience including both state and federal programs. We'll seek to acquire interim financing for projects. Interim financing are sources of early funding for projects, such as USDA/RD, needed to pay pre-development costs prior to receiving federal program funding.

Funding Programs We've Assisted On New Mexico Department of Transportation

Safety Improvement Program, Municipal Arterial Program, County Arterial Program, School Bus Route, Cooperative Agreement Program, Enhancement Funds, Safety Route to School Program, Legislative Severance Tax Bonds, Transportation Project Fund

New Mexico Environment Department

Clean Water Revolving Loan Fund, Drinking Water Revolving Loan Fund, Special Appropriations Grants, Rural Infrastructure Program

Community Development Block Grant

Stantec has completed more than a hundred CDBG funded projects in New Mexico.

New Mexico Department of Finance and Administration

LGD Community Development Block Grant Program, Planning Grants, Economic Development Funds, Emergency Funding

New Mexico Finance Authority

Water Trust Board, Planning Funds, NMFA Colonias

US Department of Agriculture Rural Development

Regular Water and Wastewater Grant Program, Colonias Water and Wastewater Grant Program, Community Facilities

Federal Emergency Management Agency DHS

Hazard Mitigation Assistance

US Army Corps of Engineers

Civil Works Program

US Economic Development Agency

Planning Program and Local Technical Assistance

New Mexico Office National Resources Trustee

Recreational Trails Program

Federal Highway Administration

Community and System Preservation Program, Scenic By-Ways Program, and Transportation Alternatives Program

Design Documents and Specification Development

During the development of the project, different design milestones and reviews will be considered and submitted for City approval, depending on what makes the most sense for the project. These milestones are established at the onset of the project with the City during scoping and are verified during kick-off. Typically the first review milestone will be the preliminary design corresponding to a 30-percent of project completion. During this period, a conceptual design and selection of potential alternates will be performed. At the end of this design stage, preliminary plans will be prepared along with a preliminary construction cost estimate.

The second design stage is generally equivalent to a 60-percent project completion. During this design stage, final design of the selected structural alternate will be carried out. The comments received during the 30-percent submittal will be addressed, and an updated construction cost estimate will be included.

The third design milestone is final design, which corresponds to a 90-percent submittal. At this stage comments on the 60-percent submittal will be addressed and structural drawings, specifications, and a final construction cost estimate will be essentially complete. The number of plan sheets, standards, and/or as-builts prepared and delivered to the City depends on the specific project. However, we will work with you to make sure any plans and specifications are to your current standards and delivered in the form and timeframe required.

Environmental Reviews

We know what's required and excel at finding ways to match those requirements with project goals. When we're gathering data to permit a new facility or collaborating on a plan to remediate an old one, we're helping to find the balance between progress and protection. Whether it's preparing a complex permit application, monitoring a site during construction, or designing a decommissioning plan, our team has the environment down to a science.

Our team has completed cultural resources and biological field surveys, as well as environmental clearance FEMA projects within the City. With the potential for a lot of rehabilitation and construction in previously untouched areas, whether it's for just five feet out of the current roadway to expand shoulders or

for miles of new pipeline to be installed, environmental services may be needed to make sure the proper due diligence is done before breaking ground. We're familiar with the issues facing the community. In terms of environmental investigations, cultural resource and biological surveys are required for many projects.

Public Participation

Serving you in this on-call capacity includes reaching beyond funding and design, and extends to meeting the public with answers, solutions, and the ability to listen to their needs. Our team members have previously assisted the City with public meetings.

We understand the pressure public agencies face, while balancing the frustrations of budget limitations, administrative influences, legal boundaries, social perceptions, and more. We know a public meeting with a lone representative speaking in front of an oppositional audience can be a disaster in the making. We have developed communication strategies to directly face these dynamics and shift the focus away from blame and towards problem solving. We can add to the City's credibility by articulating a publicly defensible plan that addresses infrastructure needs to stakeholders, other agencies, and the public.

Construction Administrative Services and Construction Observation

Construction management saves time, money, and reduces construction related problems. It is critical to a quality project. Our team has decades of experience working with contractors, associations, utilities, homeowners, and funding agencies during construction. We anticipate potential construction problems and prevent them before they occur. We can provide construction management and observation services from full to part time as needed by the City and can tailor our services to fit the City's specific needs and budget.

We have a trained staff of construction management professionals from a wide variety of backgrounds like review submittals, track pay applications, respond to requests for information, analyze change orders, and work directly in the field with the client and contractors. Our construction management team will work closely with staff to complete all funding requirements and provide technical support during the construction phase of the project. We can provide on-site construction observation and construction representation services.

Our construction team lead will write a construction quality assurance plan (CQAP) that defines responsibilities for QC during construction, minimum testing requirements, monitoring requirements, and mandatory hold points at which approval of construction that is in place must be obtained before additional construction takes place. The CQAP is discussed at the pre-construction conference and is used to guide and control the construction process. The project site and adjacent structures can be videotaped prior to any construction taking place to document actual conditions prior to construction. This often prevents false claims by adjacent property owners concerning damage to their property by construction. Our team reviews the construction staking once complete and before construction begins to confirm the intent of the design fits the site. Adjustments can be made at this point to prevent re-work of the construction and conflict at a later point.

During the pre-construction meeting, the frequency of construction meetings between the client, our team, affected utility companies, and the contractor will be determined. While construction is ongoing, plans for the upcoming work period and any issues of concern are discussed and resolved at periodic meetings. If problems do occur, we seek timely resolution and involve the project technical lead and the client as soon as the problem is known.

We recommend construction observation be provided by a full-time resident representative who will help provide proper placement of construction materials and practices, coordinate independent QC services, measure and verify quantities, and write daily reports during the installation of final materials. This is critical to the success and longevity of the project which includes following best practices and the installation of construction materials.

Following the completion of construction, Stantec staff will coordinate and conduct a final inspection, obtain contract close-out documents, coordinate record drawings, and assess the final funding balance. Whether we provide full-time expert construction managers or strictly answer RFIs and help with bidding services, we can provide what you need during the construction phase.

If called upon, we have the capacity and capability to provide construction staking, materials testing, pay estimate processing, shop drawing reviews, and funding/review agency coordination.

Stantec is one of the world's leading water resources planning firms. We help manage water resources from localized needs to watershed-wide assessments. Our water resources planning services include:

- Integrated water resources planning
- Alternative water supply planning
- Water supply asset management
- Water system master planning
- Public and stakeholder engagement
- Decision support tools
- Hydrology and hydraulics
- River systems modeling and operations
- Water availability analysis
- Risk analysis
- Uncertainty planning
- Demand forecasting
- Rate analysis
- Flood management planning
- Stormwater master planning
- Water quality evaluations
- Groundwater management planning
- Aquifer storage and recovery
- Groundwater modeling
- Brackish groundwater supply development
- Ecosystem restoration
- Environmental compliance and permitting

Past Performance

Our local team has established a strong reputation for excellent past performance based on successful completion of more than 1,000 major public works projects over the past 40 years. We can point to several long-term clients who will provide references pertaining to projects completed for them. References for some of our clients in New Mexico are included below:

Heather Dostie, City of Santa Rosa, Project Manager, 575-472-3404

Robert Esqueda, Town of Silver City, Public Works Director, 575-354-6355

Mark Martinez, City of Tucumcari, City Manager, 575-461-3451

Matt White, City of Jal, City Manager, 505-660-9009

Sherri Hollifield, NMDOT, Acting South Regional Design Office Leader, 575-202-6594

Project Descriptions

8th Street and Hospital/Chico Drive Waterline Replacement

The City contracted Stantec to complete the design and construction of water system improvements along 8th Street and along the water alignment in a field near Chico Drive and the local hospital. Stantec performed a leak detection study on the alignment that evaluated leaks and other deficiencies within the water system. Stantec recommended replacing both alignments due to their excessive leaks and deficiencies. The project involved replacing approximately 2,050 linear feet of eight-inch PVC pipe along 8th Street and approximately 1,695 linear feet of 12-inch HDPE pipe along the Chico/Hospital alignment. Construction required both open trench and jack and bore methods for pipe installation and approximately 40 linear feet of 14-inch steel casing along the 8th Street alignment. The project also included various water valve assemblies, combo valve assemblies, a fire hydrant assembly, pavement resurfacing, and curb/gutter and sidewalk replacement. The City, Stantec, and construction team completed this project on time and within budget.

Tucumcari Mountain Road Waterline Phase 1 | City of Tucumcari

This project was Phase I of the US 54 NMDOT project but only included water system upgrades. The project included the installation of approximately 5,900 Linear Feet of 10-inch PVC pipe starting at Rock Island Avenue and ending at Mountain Road (US 54), traversing private farm and ranch property between the two roads. Both open trench, and jack and bore methods were used for pipe installation. Additionally, approximately 170 linear feet of 20-inch steel casing was installed to avoid an existing concrete irrigation ditch. The project included two new water services, including one to a new Hotel that was being constructed concurrently. The project also included various water valve assemblies, combo valve assemblies, asphalt patching, and curb/gutter replacement. The project was completed on time and within budget. The original construction cost was \$491,000.

Tucumcari Mountain Road Waterline Phase 2 | City of Tucumcari/NMDOT-US 54 Phase 1

Our team completed the design and construction of water system improvements in conjunction with the NMDOT US 54 roadway project. The NMDOT US 54 roadway project also included storm sewer and roadway improvements and was divided into three phases, Phases 1, 2, and 3 for which Stantec was contracted as a subconsultant to Wilson & Company Inc. Phase 1 of the NMDOT project incorporated Phase 2 of the Tucumcari Mountain Road Waterline improvements. The water system improvements consisted of replacing 2,800 linear feet of six-inch and 5,000 linear feet of 10-inch watermain and the installation of approximately 200 linear feet and 250 linear feet of 12- and 15-inch steel casing, respectively. The project also included various water service assemblies, gate valve assemblies, combo valve assemblies, and fire hydrant assemblies. The final construction cost for just the water system improvements was approximately \$624,000 and the project was completed on schedule and within budget.

El Valle San Miguel Del Vado Water System Improvements Phase II, Improvements to San Juan Las Sacatosa | El Valle Water Alliance

The project consisted of three communities within the Alliance including La Sacatosa, San Juan and the Village of San Miguel. The La Sacatosa site included a welded steel water tank and associated appurtenances and distribution piping. The San Juan site included tank level controls, distribution piping with new service lines including meters, and hydrants. San Miguel Del Vado site included 1,382 linear feet of four-inch of 900 PVC waterline including a vault and booster station. The project completed an interconnection with the El Corruco system to blend water sources and reduce fluoride levels in San Juan. The interconnecting transmission line under the Pecos River and across the Santa Fe Trail was completed in a previous phase with the tie and booster station being added with this project. The booster station allows San Juan system to feed water back across the Pecos to El Corruco for emergency purposes.

San Juan Water System Improvements | El Valle Water Alliance

The El Valle Water Alliance is a consortium of Mutual Domestic Water Consumers Association's (MDWCAs), located in the region known as El Valle in San Miguel County along Cow Creek and the Pecos River. El Valle Water Alliance is comprised of the following water associations; Lower Colonias, South San Isidro, Ilfeld, San Juan, El Corruco, El Ancon, San Miguel del Vado, La Sacatosa, and Villanueva. El Valle Water Alliance was organized under the Public Regulation Commission in January 2006. In addition, El Valle Water Alliance provides bookkeeping, billing, and certified operator services to the Rowe MDWCA, La Cueva MDWCA, and the Tecolotito MDWCA.

Our team has completed an area-wide scoping report and hydrology study as well as a PER amendment for the Village of San Miguel and design on three other associations. Construction has been completed for the Village of San Juan including 1,680 linear feet of six-inch C-900 pipe from a new 45,000 gallon storage tank. The new storage tank was located so to eliminate the need for individual booster stations on the upper western portion of the Village. The original MACC was \$213,000 with the final contract, including two owner requested change orders, coming in at

\$218,874. The change orders were executed to extend the scope of the project to make sure all contingencies were utilized and to allow for time lost by the contractor due to weather. The project closeout was completed prior to funding agency deadlines.

Water, Sewer and Street Improvement Project | City of Santa Rosa

The project included the design of water, sewer, and street improvements for North 8th Street.

Improvements included replacing 800 linear feet of sewer main and relining and rehabilitating existing sewer main and old manholes. The design also included 763 linear feet of six-inch C-900 water main, new service meters, and fire hydrants. The street improvements included 1,931 square yards of overlay, with 1,368 square yards of widening.

Lake Drive | City of Santa Rosa

This project consisted of the reconstruction of approximately 1,350 linear feet of city streets. The street had many inherent hurdles to completing a competent design including steep longitudinal slopes, irregular cross slopes, missing curb ramps, curbs of differing heights and states of degradation, failing sidewalks, drainage problems and buried utilities in the need of replacement. With the cooperation of the City of Santa Rosa and multiple New Mexico agencies, our team developed a design addressing the existing deficiencies. This design included a more symmetrical roadway prism, new driveway ramps, curb and gutter, sidewalks, ADA compliant curb ramps, installation of new waterlines, casing for future utility installation (preempting the need for demolition in the newly complete project area) and striping and signing. The project was completed on time and within budget. The original MACC was \$628,810.09.

NMDOT US 180 Urban Highway Improvements I Silver City, New Mexico

Our team completed a location study, preliminary design, and final design for improvement of approximately 1.3 miles of US 180 through Silver City. The low bid on the project was \$6.76M, which was approximately \$1M below the project budget. The project provided upgrades for traffic flow and safety improvements and included:

- Multi-modal improvements
- Signal coordination and replacement as necessary
- The addition of two signalized intersections
- Lighting improvements
- Geometric improvements to many of the numerous access points along the corridor, including private driveways, local streets, collectors, and medians
- Geometric improvements, including adding turning lanes to major intersections
- Consolidating many of the driveways
- New curb and gutter
- Pavement improvements
- Added turn lanes and deceleration lanes
- Drainage improvements, including the addition of storm sewers

The location study involved extensive public involvement as a full range of alternatives for improving mobility for vehicular, pedestrian, and bicycle traffic were identified and evaluated. The study team worked in conjunction with the Town of Silver City, Grant County, state agency representatives, a walkability/cycling group, and a citizen's advisory committee. The design process involved extensive one-on-one interaction with affected property owners to resolve issues pertaining to access and parking.

Pear Street/Nickel Street Storm Drain System Phased Project I Deming, New Mexico

Extensive flooding was experienced on Slate Street in Deming. Slate Street is downstream of Pear Street where Pear Street is a main drain way from west to east with considerable upstream drainage basin size. Phase One was the construction of an upstream retention pond to capture most of the overland flows onto Pear Street, thus reducing the amount of storm flows down to the Slate Street area. Phase 2 was the construction of a gravity storm drain system from the confluence of Slate Street and Pear Street into the retention pond built in Phase 1. A large inlet was constructed at the upper end of Slate Street to capture the remaining flows from other basins destined to the Slate Street intersection with Pear Street.

The City of Deming also wanted to capture other flooding flows farther downstream of the Pear/Slate Street diversion and pump them up to the retention pond built in Phase 1. Three inlets were constructed at Nickel Street, storm flows were directed to an underground vault, and a lift station was designed and built to pump the storm run-off into the upper detention pond.

Phase 3 is the future expansion of the retention pond and additional gravity flows coming into the retention pond from other upper flooding areas from a different direction than the Pear Street basins. These other future storm flows will also be conveyed to the retention pond via underground culverts.

This project consisted of the reconstruction of approximately 1,350 linear feet of city streets. The street had many inherent hurdles to completing a competent design including steep longitudinal slopes, irregular cross slopes, missing curb ramps, curbs of differing heights and states of degradation, failing sidewalks, drainage problems and buried utilities in the need of replacement. With the cooperation of the City of Santa Rosa and multiple State of New Mexico Agencies, our team developed a design addressing the existing deficiencies. This design included a more symmetrical roadway prism, new driveway ramps, curb and gutter, sidewalks, ADA compliant curb ramps, installation of new waterlines, casing for future utility installation (preempting the need for demolition in the newly complete project area) and striping and signing. The project was completed on time and within budget. The original MACC was \$628,810.09

River Road Water, Sewer, Street and Drainage Improvements | City of Santa Rosa

The project included the design of water, sewer, street and drainage improvements for River Road and McCarly Avenue. Drainage improvements on McCarly and River Road were installed to resolve localized flooding issues. The work also included installation of sewer and water distributions lines, service lines, fire hydrants, water gate valves, water service meters, and all necessary system connections to update existing city-owned utilities. Street improvements included installation of base course and hot mix asphalt with associated curb and gutter, drive pads, sidewalks and ADA ramps with detectable warning surfaces. All work complied with ADA standards.

Water System Improvements | Picacho Mutual Domestic Water Consumers Association

The Picacho MDWCA Water System

Improvements project included replacement of water mains with larger diameter pipe and a new eight-inch water main along Shalem Colony Trail. Water storage capacity of the system was increased with the construction of a new 250,000 gallon water storage tank and flow meter located adjacent to the existing water system tanks. Rehabilitation of the Chavez Well included cleaning of the well casing, new column pipe, wiring, pump controller, control valves, pressure sensors, gas chlorination system, and flow meter. An old booster pump station and associated storage tank located near the Picacho Well was demolished and removed from the site. A SCADA system was installed to improve the monitoring and control of the water system. Service meters in the system were replaced with an automatic meter read system.

Current Volume of Work Less Than 75% Complete for the City of Las Vegas

Project	City Department	Stantec Project Manager	% Complete
Hot Springs Water Utility District	Utilities	Wayland Oliver	57%
Hot Springs Sewer Line Replacement	Utilities	Wayland Oliver	69%
Dee Bibbs Industrial Park Road and Drainage	Public Works	Wayland Oliver	59%

F. Documentation

Team Member	Education	Certifications and Years of Experience
Niva Romero Client Service Manager	Numerous management classes, GED	24 years of experience 23 years with Stantec
Wayland Oliver, PEI Project Manager and Technical Lead	BS, Agricultural Engineering BS, Civil Engineering	NMPE #18112 26 years of experience 16 years with Stantec
Patricia Bolliger, PE Principal-in-Charge	BS, Civil Engineering	NMPE #22758 16 years of experience 4 years with Stantec
Dave Maxwell, PE Technical Reviewer	BS, Civil Engineering/ Agricultural Engineering MS, Water Resources Engineering	NMPE #8768 45 years of experience 5 years with Stantec
Lisa Campbell Grant Administration	Bachelor of Business Management	27 years of experience 27 years with Stantec
Gabby Contreras-Apodaca, PE Technical Reviewer	BS, Civil Engineering	NMPE #16316 28 years of experience 2 years with Stantec
Stephen Parker Civil Engineer	BS, Civil Engineering	NMPE # 26584 7 years of experience 7 years with Stantec
Paul Candelaria Civil Designer	BS, Civil Engineering	6 years of experience 5 years with Stantec
Anthony Martinez Construction Observer	Miscellaneous Coursework and Training Courses	26 years of experience 2 years with Stantec

G. Financial



Canadian Imperial
Bank of Commerce
Brookfield Place
161 Bay Street, 8th floor
Toronto ON M5J 2S8
Tel: 416 594-7000

CONFIDENTIAL

September 15, 2021

Cassandra Fresquez, City Clerk
City of Las Vegas, New Mexico
1700 N Grand Avenue
Las Vegas, NM 87701

Dear Sir/Madam:

Re: Stantec Consulting Services Inc.

At the request of Stantec Inc. and its subsidiary Stantec Consulting Services Inc., we, Canadian Imperial Bank of Commerce ("CIBC"), are providing this letter of financial reference in support of the company's response to the proposal for the subject project.

We are and have been, the lead bank and tender to Stantec Inc. and its subsidiaries, since 1954. Our dealings with the company are comprised of all general banking activities including current account operation, deposits, electronic banking and credit facilities. We confirm the company has a Revolving Credit Facility authorized in the amount of \$800 million. As of the date of this letter, CIBC is not aware of any material default with respect to the company's credit facility.

All our dealings with the company have been exemplary and to our complete satisfaction. Cheques have never been returned for reason of insufficient funds.

This letter reflects our experience with this client and is provided for your information only. It may not be relied upon for any reason whatsoever and cannot be shared with any other person without CIBC's prior written consent.

Yours truly,

Canadian Imperial Bank of Commerce

Per: 

Sophia Soofi
Executive Director

H. Additional Information

Veteran's Business

Stantec is not a Veteran-owned business.

Federal Tax ID

11-2167170

NM Resident Business Status



Expectations/Clarifications to this RFP

We have reviewed your proposed RFP/contract terms and believe that should we be selected for this contract, we will be able to conclude a mutually satisfactory contract with you as we have done on our other master services agreements.

SCORING MATRIX
RFP 2022-13 Re-Bid Water Distribution System
Planning, Design, and Construction Phase

	Souder Miller & Associates	Suina Design	Molzen-Corbin	Stantec
1. Specialized Services Defined as defined in the Scope of Work 30 points	Evaluator #1---26 Evaluator #2---28 Evaluator #3---27 Evaluator #4---28 Evaluator #5---28	Evaluator #1---20 Evaluator #2---20 Evaluator #3---18 Evaluator #4---21 Evaluator #5---19	Evaluator #1---30 Evaluator #2---30 Evaluator #3---28 Evaluator #4---28 Evaluator #5---30	Evaluator #1---24 Evaluator #2---24 Evaluator #3---24 Evaluator #4---29 Evaluator #5---25
2. Capacity and Capability 15 points	Evaluator #1---13 Evaluator #2---15 Evaluator #3---14 Evaluator #4---13 Evaluator #5---15	Evaluator #1---10 Evaluator #2---8 Evaluator #3---9 Evaluator #4---8 Evaluator #5---8	Evaluator #1---14 Evaluator #2---15 Evaluator #3---14 Evaluator #4---14 Evaluator #5---15	Evaluator #1---13 Evaluator #2---14 Evaluator #3---14 Evaluator #4---14 Evaluator #5---12
3. Past Record Performance 15 Points	Evaluator #1---14 Evaluator #2---15 Evaluator #3---15 Evaluator #4---14 Evaluator #5---14	Evaluator #1---10 Evaluator #2---9 Evaluator #3---10 Evaluator #4---8 Evaluator #5---8	Evaluator #1---15 Evaluator #2---15 Evaluator #3---15 Evaluator #4---14 Evaluator #5---15	Evaluator #1---10 Evaluator #2---11 Evaluator #3---13 Evaluator #4---13 Evaluator #5---10
4. Familiarity with City of Las Vegas and Related Services 20 Points	Evaluator #1---19 Evaluator #2---19 Evaluator #3---19 Evaluator #4---18 Evaluator #5---20	Evaluator #1---10 Evaluator #2---10 Evaluator #3---10 Evaluator #4---8 Evaluator #5---10	Evaluator #1---20 Evaluator #2---20 Evaluator #3---20 Evaluator #4---19 Evaluator #5---20	Evaluator #1---19 Evaluator #2---18 Evaluator #3---18 Evaluator #4---18 Evaluator #5---15
5. Current Volume of Work with City of Las Vegas 10 Points	Evaluator #1---6 Evaluator #2---7 Evaluator #3---7 Evaluator #4---6 Evaluator #5---7	Evaluator #1---10 Evaluator #2---10 Evaluator #3---10 Evaluator #4---10 Evaluator #5---10	Evaluator #1---7 Evaluator #2---8 Evaluator #3---7 Evaluator #4---6 Evaluator #5---6	Evaluator #1---5 Evaluator #2---7 Evaluator #3---7 Evaluator #4---7 Evaluator #5---6
6. Resident/Veterans Preference 10 Points	Evaluator #1---5 Evaluator #2---5 Evaluator #3---5 Evaluator #4---5 Evaluator #5---5	Evaluator #1---5 Evaluator #2---5 Evaluator #3---5 Evaluator #4---5 Evaluator #5---5	Evaluator #1---5 Evaluator #2---5 Evaluator #3---5 Evaluator #4---5 Evaluator #5---5	Evaluator #1---5 Evaluator #2---5 Evaluator #3---5 Evaluator #4---5 Evaluator #5---5
100 Points Total	<u>432</u>	<u>309</u>	<u>450</u>	<u>397</u>
Average	<u>86.4</u>	<u>61.8</u>	<u>90.0</u>	<u>79.4</u>



**CITY OF LAS VEGAS
COUNCIL MEETING AGENDA REQUEST FORM**

Meeting Date: November 17, 2021

Date Submitted: 11/3/2021

Department: Water/Wastewater

Item Topic: Award request for proposal # 2022-14 for the Re-Bid Allen Bradley Programmable Controller Products and Services to Yukon & Associates, LLC.

Advertised: 10/01/2021; Las Vegas Optic, Albuquerque Journal and City Website

Proposal Opening: 10/27/2021

Number of Proposer: 1 – Yukon & Associates, LLC

Fiscal Impact: Paid for through the City funding by each individual as utilized.

Attachments: Original proposal, proposal opening sheet, proposal scoring, and proposals received.

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.

Approved for submittal by:

Reviewed by:


Department Director

Finance Director


City Manager

City Attorney (Approved as to Form)

**CITY CLERK'S USE ONLY
COUNCIL ACTION TAKEN**

Resolution No. _____

Continued To: _____

Ordinance No. _____

Referred To: _____

Contract No. _____

Denied _____

Approved _____

Other _____

REQUEST FOR PROPOSALS

The City of Las Vegas, New Mexico will open Sealed Proposals at 2:30 am/pm, Oct 27, 2021, at the City Council Chambers, 1700 North Grand Avenue, Las Vegas, New Mexico, or other designated area at the City Offices; ON THE FOLLOWING:

RE-BID ALLEN-BRADLEY PROGRAMMABLE CONTROLLER PRODUCTS AND SERVICES

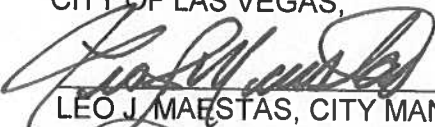
Proposal Forms and Specifications may be obtained from the following location:
City Clerk's office at 1700 N GRAND AVE, LAS VEGAS, NM 87701

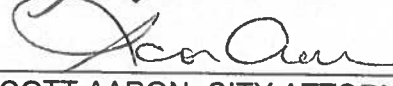
Mailed proposals should be addressed to the City Clerk, 1700 N. Grand Ave., Las Vegas, New Mexico 87701; with the envelope marked RE-BID ALLEN-BRADLEY PROGRAMMABLE
CONTROLLER PRODUCTS AND SERVICES

Opening No. 2022-14; 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.

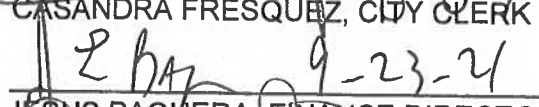
The City of Las Vegas reserves the right to reject any/or all proposals submitted.

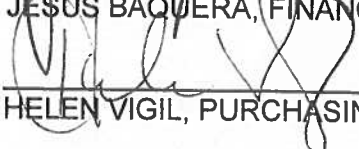
CITY OF LAS VEGAS,


LEO J. MAESTAS, CITY MANAGER


SCOTT AARON, CITY ATTORNEY


CASANDRA FRESQUEZ, CITY CLERK


JESUS BAQUERA, FINANCE DIRECTOR


HELEN VIGIL, PURCHASING OFFICER

Opening No. 2022-14

Date Issued: 9/27/2021

Published: LAS VEGAS OPTIC

Oct 01, 2021

ALBUQUERQUE JOURNAL

Oct 01, 2021

www.lasvegasnm.gov

Oct 01, 2021

OFFEROR INFORMATION

OFFEROR: _____

AUTHORIZED AGENT: _____

ADDRESS: _____

TELEPHONE NUMBER (____) _____

FAX NUMBER (____) _____

DELIVERY: _____

STATE PURCHASING RESIDENT CERTIFICATION NO.: _____

NEW MEXICO CONTRACTORS LICENSE NO.: _____

SERVICE (S): **RE-BID ALLEN-BRADLEY PROGRAMMABLE CONTROLLER PRODUCTS
AND 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 _____ }

COUNTY OF _____ }

I, _____ state under penalty of perjury that I am at least 18 years old, and am of 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 _____ day of _____, 20____.

(SEAL)

Notary Public Signature
My Commission Expires: _____

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: Oct 27, 2021; 2:30 am/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: _____, 2021. 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.

COPIES

Enclose one (1) original and five (5) copies of Proposal documents. Failure to comply with this requirement may result in the rejection of the submitted Proposal.

LABELS

Offeror is required to tab pages which include the following: Notarized Affidavit, Signed Campaign Contribution form, Subcontractor list if applicable, and total bid amount page.

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 30-24-1 and 30-24-2, 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, and 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 state 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, this proposal 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.

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.

APPLICATION OF PREFERENCE

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) 827-0700 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 the Procurement Code, NMSA 13-1-28, *et al*, as amended, a prospective contractor subject to this section shall disclose all campaign contributions given by the prospective contractor or a family member or representative of the prospective contractor to an applicable public official of the state or a local public body during the two years prior to the date on which a proposal is submitted or, in the case of a sole source or small purchase contract, the two years prior to the date on which the contractor signs the contract, if the aggregate total of contributions given by the prospective contractor or a family member or representative of the prospective contractor to the public official exceeds two hundred fifty dollars (\$250.00) over the two-year period. A prospective contractor submitting a disclosure statement pursuant to this section who has not contributed to an applicable public official, whose family members have not contributed to an applicable public official or whose representatives have not contributed to an applicable public official shall make a statement that no contribution was made.

A prospective contractor or a family member or representative of the prospective contractor shall not give a campaign contribution or other thing of value to an applicable public official or the applicable public official's employees during the pendency of the procurement process or during the pendency of negotiations for a sole source or small purchase contract.

Furthermore, a solicitation or proposed award for a proposed contract may be canceled pursuant to NMSA 13-1-181 or a contract that is executed may be ratified or terminated pursuant to NMSA 13-1-18 if a prospective contractor fails to submit a fully completed disclosure statement pursuant to this section; or a prospective contractor or family member or representative of the prospective contractor gives a campaign contribution or other thing of value to an applicable public official or the applicable public official's employees during the pendency of the procurement process.

The state agency or local public body that procures the services or items of tangible personal property shall indicate on the form the name or names of every applicable public official, if any, for which disclosure is required by a prospective contractor.

THIS FORM MUST BE INCLUDED IN THE REQUEST FOR PROPOSALS AND 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 of 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 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.

"Family member" means a spouse, father, mother, child, father-in-law, mother-in-law, daughter-in-law or son-in-law of (a) a prospective contractor, if the prospective contractor is a natural person; or (b) an owner of a prospective contractor;

"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.

"Prospective contractor" means a person or business that is subject to the competitive sealed proposal process set forth in the Procurement Code [NMSA 13-1-28 through 13-1-199] or is not required to submit a competitive sealed proposal because that person or business qualifies for a sole source or 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.

Name(s) of Applicable Public Official(s) if any: _____
(Completed by State Agency or Local Public Body)

DISCLOSURE OF CONTRIBUTIONS BY PROSPECTIVE CONTRACTOR:

Contribution Made By: _____

Relation to Prospective Contractor: _____

Date Contribution(s) Made: _____

Amount(s) of Contribution(s) _____

Nature of Contribution(s) _____

Purpose of Contribution(s) _____

(Attach extra pages if necessary)

Signature

Date

Title (position)

--OR--

NO CONTRIBUTIONS IN THE AGGREGATE TOTAL OVER TWO HUNDRED FIFTY DOLLARS (\$250.00) WERE MADE to an applicable public official by me, a family member or representative.

Signature

Date

Title (Position)

REQUEST FOR PROPOSALS FOR RE-BID ALLEN-BRADLEY PROGRAMMABLE CONTROLLER PRODUCTS AND SERVICES

The City of Las Vegas, New Mexico is requesting proposals for Allen-Bradley programmable controller products and services defined in the scope of work.

1. SCOPE OF WORK

The Offeror shall perform and provide repair, replacement and installation of Allen-Bradley programmable controller products and maintenance services in various City of Las Vegas Facilities on an as needed basis, as hereafter stated, for customary and incidental services for the City of Las Vegas. 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:

1. Address issues with Allen-Bradley PLC, instrumentation equipment and software. Emergencies require response time to request for service within 24 hours through phone and/or remote access support and as required physical response and 48 hours for non-emergencies.
2. Provide SCADA, control and instrumentation installation services including installation of software modules, SCADA software programming and configuration, PLC programming and configuration, and on-site services in support of commissioning Allen-Bradley control systems at City facilities.
3. Tasks include maintenance work such as: inspecting, assessing, repairing, replacing or installing of (including but not limited to) all Allen-Bradley instruments found in water and waste water applications or other applications as needed.
4. Provide calibration, start-up and maintenance services, and on-going support for Allen-Bradley control panels, instrumentation, Programmable Logic Controllers (PLCs), custom instrumentation panels including plumbing, valves and wiring.
5. Provide applicable user training for any Allen-Bradley software or hardware upgrades and replacements. Ensure required user operation and maintenance manuals and supporting documents are updated and provide to the waste water plant manager.
6. The contractor will do all work in accordance with the plans, specifications, and performance standards and in accordance with good building practice, any and all civic, municipal and federal laws and codes pertaining thereto and to the satisfaction of the Owner.
7. Contractor shall provide on-site supervision at all times for all of their work to be performed.

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 1/2" 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 the date and time listed. Sealed proposal envelopes shall be clearly marked

"RE-BID ALLEN-BRADLEY PROGRAMMABLE CONTROLLER

PRODUCTS AND 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 may 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 comply will be rejected from further consideration. Proposals which are not rejected will then be evaluated based upon the following weighted values. Proposal should address each of the following criteria as necessary.

1. **Specialized Services as defined in the scope of work**– Offeror's personal experience in the field of the scope of service listed. The Offeror should be able to briefly address specific examples of related projects.
2. **Capacity & Capability**– Offeror's willingness, capacity and capability to perform assigned duties and tasks on short notice and in a timely manner,
3. **Past Record of Performance**– Offeror should provide a list of references with names and phone numbers.
4. **Familiarity with the City of Las Vegas** - Offeror's familiarity with the area the project may be located and the system to which the work pertains.
5. **Current volume of work with the City that is less than 75% complete**– 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.
6. **Required certifications** – Certification levels and information on the personnel that hold the required certifications including years of experience.
7. **Resident Preference** – Offeror's proximity to the City of Las Vegas
8. **Veterans Preference** – Business owners status as a US Military Veteran.

*Note: Price cannot be a factor

3. COST OF PREPARING AND SUBMITTING PROPOSALS

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

4. 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 within one week of the opening of proposals. 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.

5. RESPONSIBILITY OF OFFEROR

5.1 BONDS (If Applicable)

- a. The successful offeror will be required to furnish a Performance Bond (if applicable), 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.

5.2 INSURANCE CERTIFICATE

- a. The Offeror must always 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.

6. INSTRUCTIONS TO OFFEROR

6.1. REQUEST FOR PROPOSAL DOCUMENTS

6.1.1 Copies of Request for Proposals

- a. A complete set of the Request for Proposals may be obtained from the City.
- b. A complete set of the Request for Proposals shall be used in preparing proposals; the City assumes no responsibility for errors or misinterpretations resulting from the use of an incomplete set of the Request for Proposals.
- c. The City in making copies of Request for Proposals available on the above terms, does so only for the purpose of providing 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.

6.1.2 Interpretations

- a. All questions about the meaning or intent of the Request for Proposals shall be submitted to the Utilities Department, in writing with a copy forwarded to the finance department. Replies will be issued by Addendum mailed or delivered to all parties recorded by the City 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 addendum will be binding. Oral and other interpretations or clarifications will be without legal effect.
- b. Offerors should promptly notify the City of any ambiguity, inconsistency, or error, which they may discover upon examination of the Request for Proposals.

6.1.3 Addendum

- a. Addendum will be sent certified mail return receipt requested or hand delivered to all who are known by the City to have received a complete set of Request for Proposals.
- b. Copies of the addendum will be made available for inspection wherever Requests for Proposals are on file for that purpose.
- c. No addendum 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 Addendum issued and shall acknowledge their receipt in the Proposal transmittal letter.

6.2 PROPOSAL SUBMITTAL PROCEDURES

6.2.1 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 1/2" 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. Campaign Contributions Disclosure Form
 - i. Fill out and attach the Campaign Contribution Disclosure Form. Respond to this section as Section B in Offeror's proposal.
 3. 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 if applicable. Experience qualifications must reference any of the servicing provided to the City of Las Vegas Utilities System. Respond to this section as Section C of Offeror's proposal.
 4. 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 D in Offeror's proposal.

5. Experience in Specialized Services referenced in scope
 - 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. Documentation
 - i. The Offeror shall provide documentation of education, certifications and qualifications. Respond to this section as Section F in the Offeror's proposal.
7. Financial (If Applicable)
 - i. The Offeror shall provide a letter from a financial institution regarding the Offeror's credit rating. Respond to this section as Section G in the Offeror's proposal.
8. 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 such as Veterans business or New Mexico Resident business status. Respond to this section as Section H in Offeror's proposal.
9. Contractors Bonds (if applicable)
 - i. Successful offeror will be required to furnish a performance bond.

- 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.

6.2.2 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 City after verification of eligibility status, including but not limited to suspension or debarment of the City.

6.2.3 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.

6.2.4 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 City and shall not be considered for award of the contract during the period for which it is debarred or suspended with the City.

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

6.2.6 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.

6.2.7 REJECTION OR 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 City. A determination containing the reasons therefore shall be made part of the project file (§13-1-131 NMSA 1978).

7. CONSIDERATION OF PROPOSALS

7.1 RECEIPT, OPENING AND PROPOSALS:

- a. Proposals, modifications and addendums shall be time-stamped upon receipt and held in a secure place until the established date.
- b. 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).

7.2 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 City 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 City will perform an evaluation of proposals. The committee shall evaluate statements of qualifications and performance data submitted regarding 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 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.

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

- a. The City'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

- consider 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 City shall publically announce the business(es) selected for award.

7.4 NOTICE OF AWARD

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

8. POST PROPOSAL INFORMATION

8.1 PROTESTS

- a. Any Offeror who is aggrieved in connection with a solicitation or award of an Agreement may protest to the City's Purchasing Agent and the City Clerk, in accordance with the requirements of the City'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 City 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 City (§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).

8.2 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 the parties.

8.3 NOTICE TO PROCEED

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

8.4 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).

9. EXECUTION OF CONTRACT

The Contract, Performance Bond and Labor and Material Payment Bond (as needed) shall be executed in three (3) 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. As Needed

10. CONTRACT DOCUMENTS

The complete Contract Documents may include the following: (As Needed)

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

11. OTHER INSTRUCTIONS TO OFFERORS

11.1 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.

12. GENERAL TERMS AND CONDITIONS

12.1 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. *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).
- c. *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.
- d. *Purchasing Agent*: means the person or designee authorized by the city to manage or administer a procurement requiring the evaluation of proposals.
- e. *Request for Proposals*: or "RFP" means all documents, including those attached or incorporated by reference, used for soliciting purposes (§13-1-81 NMSA 1978).
- f. *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).
- g. *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).

12.2 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.

12.3 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 satisfactorily. 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*: (If Applicable) 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 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.

12.4 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 City. The Consultant and the Consultant's Agents and employees shall not accrue leave, retirement, insurance, bonding, use of City vehicles or any other benefits afforded to employees of the City 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 City and Consultant*: The form of agreement required by the funding agency or issued by the City will be used for this project. Copies are available upon request.

Copies of Request for Proposals can be obtained in person at the office of the City of Las Vegas' Clerk's Office at 1700 North Grand Avenue, Las Vegas, New Mexico 87701, 505.454.1401

EVALUATION SHEET

Offerors:

Proposal must address each of the following criteria to receive points.

Rating Sheet For (applicant name):		
Item	Possible Points	Points Awarded
1. Specialized Services as defined in the Scope of work	30	
2. Capacity and Capability	15	
3. Past Record and Performance	15	
4. Familiarity with City of Las Vegas and related services	20	
5. Current volume of work with City of Las Vegas is less than 75%	10	
6. Resident / Veterans Preference	<u>10</u>	
Subtotal Proposals for Scope of Services	<u>100</u>	

CITY OF LAS VEGAS
RFP/BID/OPENING

DATE: 27-Oct-2021

OPENING NO.: 2022-14

TIME: 2:30 PM

DEPARTMENT: UTILITIES

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

ITEM(S): RE-BID ALLEN BRADLEY PROGRAMMABLE
CONTROLLER PRODUCTS AND SERVICES

RECEIVED FROM:	AMOUNT	SUB CONTRACTOR LIST	BID BOND	AFFIDAVIT NOTARIZED	CAMPAIGN DISC. FORM
1 Yukon & Associates	—	—	—	✓	✓
2					
3					
4					
5					
6					

COMPANY REPRESENTATIVE	COMPANY NAME
1 Margaret Hore	CLV - INVENTORY
2 [Signature]	CLV Purchasing
3 Travis Martinez	CLV - PM
4 [Signature]	CLV - PM
5	
6	
7	
8	
9	
10	

(use other side of form when full)

ORIGINALS TAKEN BY CITY CLERK:
[Signature]
DATE: 10-27-21

OPENED BY: FINANCE DEPARTMENT
[Signature]
DATE: 10-27-2021

COPIES TAKEN BY DEPT: PM
Travis Martinez
DATE: 10.27.2021

REQUEST FOR PROPOSALS

RECEIVED
OCT 27 2021

2:30 PM
vlls

The City of Las Vegas, New Mexico will open Sealed Proposals at 1:30 am/pm, Oct 27, 2021, at the City Council Chambers, 1700 North Grand Avenue, Las Vegas, New Mexico, or other designated area at the City Offices; ON THE FOLLOWING:

**RE-BID ALLEN-BRADLEY PROGRAMMABLE
CONTROLLER PRODUCTS AND SERVICES**

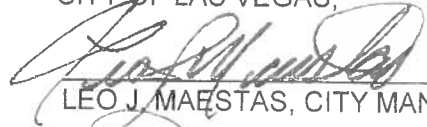
Proposal Forms and Specifications may be obtained from the following location:
City Clerk's office at 1700 N GRAND AVE. LAS VEGAS, NM 87701

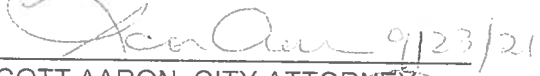
Mailed proposals should be addressed to the City Clerk, 1700 N. Grand Ave., Las Vegas, New Mexico 87701; with the envelope marked **RE-BID ALLEN-BRADLEY PROGRAMMABLE
CONTROLLER PRODUCTS AND SERVICES**

Opening No. 2022-14; 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.

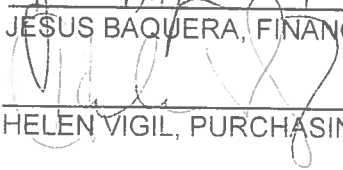
CITY OF LAS VEGAS,


LEO J. MAESTAS, CITY MANAGER


SCOTT AARON, CITY ATTORNEY


CASANDRA FRESQUEZ, CITY CLERK


JESUS BAQUERA, FINANCE DIRECTOR


HELEN VIGIL, PURCHASING OFFICER

Opening No. 2022-14

Date Issued: 9/27/2021

Published: LAS VEGAS OPTIC

Oct 01, 2021

ALBUQUERQUE JOURNAL

Oct 01, 2021

www.lasvegasnm.gov

Oct 01, 2021

OFFEROR INFORMATION

OFFEROR: YUKON & ASSOCIATES, LLC

AUTHORIZED AGENT: ALEX GAMINO, OPERATIONS MANAGER

ADDRESS: 4211 HAWKINS ST NE ALBUQUERQUE, NM 87109

TELEPHONE NUMBER (505) 344-2972

FAX NUMBER ()

DELIVERY: DROP-OFF

STATE PURCHASING RESIDENT CERTIFICATION NO.:

NEW MEXICO CONTRACTORS LICENSE NO.:

SERVICE (S): RE-BID ALLEN-BRADLEY PROGRAMMABLE CONTROLLER PRODUCTS AND 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

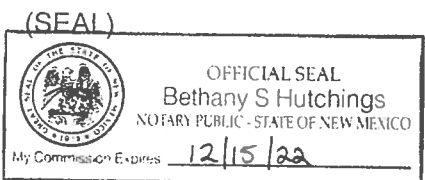
STATE OF New Mexico }

COUNTY OF Bernalillo }

I, Alex Gamino state under penalty of perjury that I am at least 18 years old, and am of 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

Subscribed and sworn to before me, this 27th day of October, 2021.



[Signature]
Notary Public Signature
My Commission Expires: 12/15/22

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: Oct 27, 2021; 2:30 am~~(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: _____, 2021. 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.

COPIES

Enclose one (1) original and five (5) copies of Proposal documents. Failure to comply with this requirement may result in the rejection of the submitted Proposal.

LABELS

Offeror is required to tab pages which include the following: Notarized Affidavit, Signed Campaign Contribution form, Subcontractor list if applicable, and total bid amount page.

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 30-24-1 and 30-24-2, 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, and 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 state 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, this proposal 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.

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.

APPLICATION OF PREFERENCE

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: 84-3244813

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) 827-0700 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 the Procurement Code, NMSA 13-1-28, *et al*, as amended, a prospective contractor subject to this section shall disclose all campaign contributions given by the prospective contractor or a family member or representative of the prospective contractor to an applicable public official of the state or a local public body during the two years prior to the date on which a proposal is submitted or, in the case of a sole source or small purchase contract, the two years prior to the date on which the contractor signs the contract, if the aggregate total of contributions given by the prospective contractor or a family member or representative of the prospective contractor to the public official exceeds two hundred fifty dollars (\$250.00) over the two-year period. A prospective contractor submitting a disclosure statement pursuant to this section who has not contributed to an applicable public official, whose family members have not contributed to an applicable public official or whose representatives have not contributed to an applicable public official shall make a statement that no contribution was made.

A prospective contractor or a family member or representative of the prospective contractor shall not give a campaign contribution or other thing of value to an applicable public official or the applicable public official's employees during the pendency of the procurement process or during the pendency of negotiations for a sole source or small purchase contract.

Furthermore, a solicitation or proposed award for a proposed contract may be canceled pursuant to NMSA 13-1-181 or a contract that is executed may be ratified or terminated pursuant to NMSA 13-1-18 if a prospective contractor fails to submit a fully completed disclosure statement pursuant to this section; or a prospective contractor or family member or representative of the prospective contractor gives a campaign contribution or other thing of value to an applicable public official or the applicable public official's employees during the pendency of the procurement process.

The state agency or local public body that procures the services or items of tangible personal property shall indicate on the form the name or names of every applicable public official, if any, for which disclosure is required by a prospective contractor.

THIS FORM MUST BE INCLUDED IN THE REQUEST FOR PROPOSALS AND 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 of 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 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.

"Family member" means a spouse, father, mother, child, father-in-law, mother-in-law, daughter-in-law or son-in-law of (a) a prospective contractor, if the prospective contractor is a natural person; or (b) an owner of a prospective contractor;

"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.

"Prospective contractor" means a person or business that is subject to the competitive sealed proposal process set forth in the Procurement Code [NMSA 13-1-28 through 13-1-199] or is not required to submit a competitive sealed proposal because that person or business qualifies for a sole source or 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.

Name(s) of Applicable Public Official(s) if any: _____
(Completed by State Agency or Local Public Body)

DISCLOSURE OF CONTRIBUTIONS BY PROSPECTIVE CONTRACTOR:

Contribution Made By: _____

Relation to Prospective Contractor: _____

Date Contribution(s) Made: _____

Amount(s) of Contribution(s) _____

Nature of Contribution(s) _____

Purpose of Contribution(s) _____

(Attach extra pages if necessary)

Signature

Date

Title (position)

--OR--

NO CONTRIBUTIONS IN THE AGGREGATE TOTAL OVER TWO HUNDRED FIFTY DOLLARS (\$250.00) WERE MADE to an applicable public official by me, a family member or representative.



Signature

10/26/2021

Date

OPERATIONS MANAGER

Title (Position)

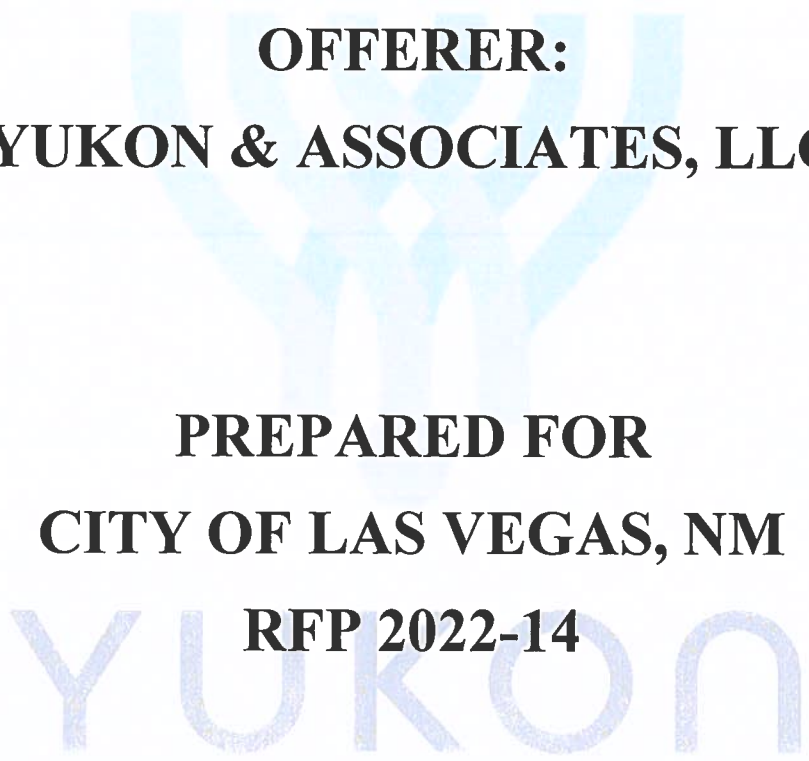
REQUEST FOR PROPOSAL

**REBID ALLEN-BRADLEY
PROGRAMMABLE CONTROLLER
PRODUCTS AND SERVICES**

**OFFERER:
YUKON & ASSOCIATES, LLC**

**PREPARED FOR
CITY OF LAS VEGAS, NM**

RFP 2022-14





YUKON

4211 Hawkins Street NE
Albuquerque, NM 87109

Company Introduction

Yukon & Associates, LLC is a premier SCADA Automation and Controls Systems Integrator. We have successfully and dependably served the New Mexico, West Texas, and Colorado infrastructure automation markets for over thirty years. We specialize in the engineering, design, manufacturing, and commissioning of custom automation control systems for the water and wastewater sectors. All the equipment fabricated at our facilities in Albuquerque, NM carry the standards of the Underwriters Laboratory (UL) 508A certification. Yukon & Associates, LLC is qualified to furnish, install, program, Factory Test, calibrate, and place into satisfactory operation all instrumentation, controls, control panels, and control system including application software, for a complete, integrated, and functional process control system.

Company Profile

Yukon & Associates, LLC is a full-service Instrumentation and Control System Integration Company founded in 1988. Yukon & Associates, LLC provides programming and installation of site Process Control Systems (PCS). PCS is a general term for the computerized system which gathers and processes data from equipment and sensors then applies operational controls to the process equipment.

Our services include consultation and engineering services for owners and engineers requiring complex custom instrumentation and control systems. We have performed multiple projects for clients with custom design needs and are meticulous in the preparation of submittal documentation including material and equipment schedules, instrumentation summaries and product data, detailed sequences of operations, input/output (I/O) lists, data flow chart, graphic display interface, and logic diagrams.

Our technicians are proficient in the installation and programming of turnkey Supervisory Control and Data Acquisition (SCADA) systems including programmable logic controllers (PLC) and/or remote I/O devices (RIO), local operator interface (LOI), both local control panels (LCP) and vendor control panels (VCP), and all other components of the data management system. Yukon & Associates, LLC has the qualified personnel, expertise, and equipment to complete even the most complex instrumentation and control projects.

Yukon & Associates, LLC has an in-house UL508A certified fabrication facility where custom designed control panels can be assembled, tested, and inspected prior to field installation. These permanent facilities are equipped with all the tools and test equipment necessary to calibrate, test, and ensure proper functioning of all equipment and programming prior to field installation. With our offices conveniently located in Albuquerque, factory acceptance tests are easily scheduled and readily available for owners and engineers to witness.

Some of our specific jobsite capabilities include programming and troubleshooting the overall SCADA/PCS, motor control center (MCC) integration, instrumentation commissioning & start-up, end user training, record documentation, and various other field services.



YUKON

4211 Hawkins Street NE
Albuquerque, NM 87109

Specialized Service

Yukon & Associates, LLC is proficient in a multitude of PLC and SCADA platforms, including Rockwell Automation, Schneider, Wonderware and GE-iFIX just to name a few. Our company currently provides field services to various municipalities in the Water and Wastewater Industry throughout the state of New Mexico. Such services include PLC program modification changes to optimize process control, flow meter field verification, instrumentation calibration, troubleshooting and custom process control panels.

APPLICATIONS

- Commercial and municipal sewage pumping / lift stations
- Fire/domestic water storage tanks
- Wastewater treatment facilities
- Domestic well pumping
- Irrigation systems
- Pressure booster stations
- Variable speed and constant pressure systems
- Drinking Water treatment Systems

Capacity & Capability

Yukon & Associates, LLC is staffed to provide 24/7 remote or onsite emergency and non-emergency services. Our goal is to minimize downtime and maximize efficiency in an emergency.

Past Record of Performance-References

VALUED CLIENTS

- Yuma Wastewater AZ
- City of Santa Fe Source of Supply NM
- City of Santa Fe Transmission & Distribution NM
- City of Santa Fe Wastewater NM
- Albuquerque Bernalillo County Water Utility Authority (ABCWUA) NM
- City of Grants Wastewater NM
- City of Grants Water NM
- Village of Los Lunas Wastewater NM
- Village of Los Lunas Water NM
- City of Las Vegas, NM
- City of Raton Water and Wastewater NM



YUKON

4211 Hawkins Street NE
Albuquerque, NM 87109

City of Santa Fe
Jonathan Montoya-Source of Supply Manager
505-955-4373

City of Santa Fe
Joe Olivas-Maintenance Superintendent
505-955-4370

McDade Woodcock Electric
Jose Cordova-Project Manager
505-206-2854

Los Alamos County Wastewater Treatment Plant
Kenneth Espinoza- Maintenance Superintendent
505-663-1950

Familiarity with the City of Las Vegas

Yukon & Associates is familiar with the City of Las Vegas from past projects and field services. We completed the remodel and expansion of the Wastewater Treatment Plant in 1998 and have continued to provide support and upgrade services to date. Our company has an in-depth knowledge of the city's water and wastewater system.

Current volume of work with the City that is less than 75% complete

Yukon & Associates currently does not have any active projects with the City of Las Vegas.

Required Certifications

Alex Gamino-Operations Manager

- NM Water Level III Certification
- EE-98J
- 15 years' experience in Water and Wastewater Industry

James Kircher – Field Service Representative

- NM EE-98J
- NM EL-98
- Master Electrician, Colorado
- Journeyman Electrician in Texas
- Level III ISA Certified Technician
- 22 years' experience in Water and Wastewater Industry



YUKON

4211 Hawkins Street NE
Albuquerque, NM 87109

Steve Morse – Electrical Engineer

- Controls System Integrator
- Controls System Panel Designer
- Project Engineer
- 20 years' experience in Water and Wastewater Industry

Geraldo Goray – Mechanical Engineer

- Controls System Panel Designer
- Project Engineer
- 2 years' experience in Water and Wastewater Industry

Resident Preference

Yukon & Associates is located in Albuquerque, NM and is approximately 120 miles from the City of Las Vegas, NM.

Veteran Preference

Yukon & Associates does not currently qualify for Veterans Preference.

YUKON

SCORING MATRIX
RFP 2022-14 Re-Bid Allen-Bradley Programmable
Controller Products and Services

	Yukon & Associates			
1. Specialized Services Defined as defined in the Scope of Work 30 points	Evaluator #1---25 Evaluator #2---30 Evaluator #3---28 Evaluator #4---30 Evaluator #5---30	Evaluator #1--- Evaluator #2--- Evaluator #3--- Evaluator #4--- Evaluator #5---	Evaluator #1--- Evaluator #2--- Evaluator #3--- Evaluator #4--- Evaluator #5---	Evaluator #1--- Evaluator #2--- Evaluator #3--- Evaluator #4--- Evaluator #5---
2. Capacity and Capability 15 points	Evaluator #1---13 Evaluator #2---15 Evaluator #3---15 Evaluator #4---15 Evaluator #5---15	Evaluator #1--- Evaluator #2--- Evaluator #3--- Evaluator #4--- Evaluator #5---	Evaluator #1--- Evaluator #2--- Evaluator #3--- Evaluator #4--- Evaluator #5---	Evaluator #1--- Evaluator #2--- Evaluator #3--- Evaluator #4--- Evaluator #5---
3. Past Record Performance 15 Points	Evaluator #1---13 Evaluator #2---15 Evaluator #3---15 Evaluator #4---15 Evaluator #5---15	Evaluator #1--- Evaluator #2--- Evaluator #3--- Evaluator #4--- Evaluator #5---	Evaluator #1--- Evaluator #2--- Evaluator #3--- Evaluator #4--- Evaluator #5---	Evaluator #1--- Evaluator #2--- Evaluator #3--- Evaluator #4--- Evaluator #5---
4. Familiarity with City of Las Vegas and Related Services 20 Points	Evaluator #1---17 Evaluator #2---20 Evaluator #3---20 Evaluator #4---20 Evaluator #5---20	Evaluator #1--- Evaluator #2--- Evaluator #3--- Evaluator #4--- Evaluator #5---	Evaluator #1--- Evaluator #2--- Evaluator #3--- Evaluator #4--- Evaluator #5---	Evaluator #1--- Evaluator #2--- Evaluator #3--- Evaluator #4--- Evaluator #5---
5. Current Volume of Work with City of Las Vegas 10 Points	Evaluator #1---10 Evaluator #2---10 Evaluator #3---10 Evaluator #4---10 Evaluator #5---10	Evaluator #1--- Evaluator #2--- Evaluator #3--- Evaluator #4--- Evaluator #5---	Evaluator #1--- Evaluator #2--- Evaluator #3--- Evaluator #4--- Evaluator #5---	Evaluator #1--- Evaluator #2--- Evaluator #3--- Evaluator #4--- Evaluator #5---
6. Resident/Veterans Preference 10 Points	Evaluator #1---0 Evaluator #2---0 Evaluator #3---0 Evaluator #4---0 Evaluator #5---0	Evaluator #1--- Evaluator #2--- Evaluator #3--- Evaluator #4--- Evaluator #5---	Evaluator #1--- Evaluator #2--- Evaluator #3--- Evaluator #4--- Evaluator #5---	Evaluator #1--- Evaluator #2--- Evaluator #3--- Evaluator #4--- Evaluator #5---
100 Points Total	<u>436</u>			
Average	<u>87.2</u>			



**CITY OF LAS VEGAS
COUNCIL MEETING AGENDA REQUEST FORM**

Meeting Date: November 17, 2021

Date Submitted: 11/3/2021

Department: Public Works

Item Topic: Award request for proposal # 2022-15 for Professional Engineering Services for Street & Drainage Improvements to Hot Springs Boulevard to Stantec Consulting Services.

Advertised: 10/01/2021; Las Vegas Optic, Albuquerque Journal and City Website

Proposal Opening: 10/27/2021

Number of Proposer: 2 – Suina Design & Architecture (non-responsive)
Stantec Consulting Services

Fiscal Impact: Paid for through the City funding based on project cost.

Attachments: Original proposal, proposal opening sheet, proposal scoring, and proposals received.

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.

Approved for submittal by:

Department Director

City Manager

Reviewed by:

Finance Director

City Attorney (Approved as to Form)

**CITY CLERK'S USE ONLY
COUNCIL ACTION TAKEN**

Resolution No. _____
Ordinance No. _____
Contract No. _____
Approved _____

Continued To: _____
Referred To: _____
Denied _____
Other _____

REQUEST FOR PROPOSALS

The City of Las Vegas, New Mexico will open Sealed Proposals at 3:00 am/pm, Oct 27, 2021, at the City Council Chambers, 1700 North Grand Avenue, Las Vegas, New Mexico, or other designated area at the City Offices; ON THE FOLLOWING:

PROFESSIONAL ENGINEERING SERVICES FOR STREET & DRAINAGE IMPROVEMENTS TO HOTSPRINGS BOULEVARD

Proposal Forms and Specifications may be obtained from the following location:
City Clerk's office at 1700 N GRAND AVE, LAS VEGAS, NM 87701

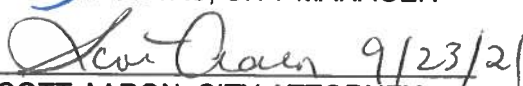
Mailed proposals should be addressed to the City Clerk, 1700 N. Grand Ave., Las Vegas, New Mexico 87701; with the envelope marked **PROFESSIONAL ENGINEERING SERVICES FOR
STREET & DRAINAGE IMPROVEMENTS TO HOTSPRINGS BOULEVARD**

Opening No. 2022-15; 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.

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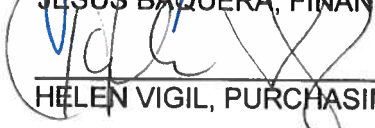
CITY OF LAS VEGAS,


LEO J. MAESTAS, CITY MANAGER

 9/23/21
SCOTT AARON, CITY ATTORNEY

 9/24/21
CASANDRA FRESQUEZ, CITY CLERK

 9-23-21
JESUS BAQUERA, FINANCE DIRECTOR


HELEN VIGIL, PURCHASING OFFICER

Opening No. 2022-15

Date Issued: 9/27/2021

Published: LAS VEGAS OPTIC

Oct 01, 2021

ALBUQUERQUE JOURNAL

Oct 01, 2021

www.lasvegasnm.gov

Oct 01, 2021

OFFEROR INFORMATION

OFFEROR: _____

AUTHORIZED AGENT: _____

ADDRESS: _____

TELEPHONE NUMBER (____) _____

FAX NUMBER (____) _____

DELIVERY: _____

STATE PURCHASING RESIDENT CERTIFICATION NO.: _____

NEW MEXICO CONTRACTORS LICENSE NO.: _____

SERVICE (S): **PROFESSIONAL ENGINEERING SERVICES FOR
STREET & DRAINAGE IMPROVEMENTS TO HOTSPRINGS BOULEVARD**
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 _____ }

COUNTY OF _____ }

I, _____ state under penalty of perjury that I am at least 18 years old, and am of 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 _____ day of _____, 20____.

(SEAL)

Notary Public Signature
My Commission Expires: _____

AWARDED PROPOSAL

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TIMETABLE

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LABELS

Offeror is required to tab pages which include the following: Notarized Affidavit, Signed Campaign Contribution form, Subcontractor list if applicable, and total bid amount page.

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 30-24-1 and 30-24-2, 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, and 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 state 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, this proposal 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.

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.

APPLICATION OF PREFERENCE

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) 827-0700 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 the Procurement Code, NMSA 13-1-28, *et al*, as amended, a prospective contractor subject to this section shall disclose all campaign contributions given by the prospective contractor or a family member or representative of the prospective contractor to an applicable public official of the state or a local public body during the two years prior to the date on which a proposal is submitted or, in the case of a sole source or small purchase contract, the two years prior to the date on which the contractor signs the contract, if the aggregate total of contributions given by the prospective contractor or a family member or representative of the prospective contractor to the public official exceeds two hundred fifty dollars (\$250.00) over the two-year period. A prospective contractor submitting a disclosure statement pursuant to this section who has not contributed to an applicable public official, whose family members have not contributed to an applicable public official or whose representatives have not contributed to an applicable public official shall make a statement that no contribution was made.

A prospective contractor or a family member or representative of the prospective contractor shall not give a campaign contribution or other thing of value to an applicable public official or the applicable public official's employees during the pendency of the procurement process or during the pendency of negotiations for a sole source or small purchase contract.

Furthermore, a solicitation or proposed award for a proposed contract may be canceled pursuant to NMSA 13-1-181 or a contract that is executed may be ratified or terminated pursuant to NMSA 13-1-18 if a prospective contractor fails to submit a fully completed disclosure statement pursuant to this section; or a prospective contractor or family member or representative of the prospective contractor gives a campaign contribution or other thing of value to an applicable public official or the applicable public official's employees during the pendency of the procurement process.

The state agency or local public body that procures the services or items of tangible personal property shall indicate on the form the name or names of every applicable public official, if any, for which disclosure is required by a prospective contractor.

THIS FORM MUST BE INCLUDED IN THE REQUEST FOR PROPOSALS AND 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 of 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 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.

"Family member" means a spouse, father, mother, child, father-in-law, mother-in-law, daughter-in-law or son-in-law of (a) a prospective contractor, if the prospective contractor is a natural person; or (b) an owner of a prospective contractor;

"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.

"Prospective contractor" means a person or business that is subject to the competitive sealed proposal process set forth in the Procurement Code [NMSA 13-1-28 through 13-1-199] or is not required to submit a competitive sealed proposal because that person or business qualifies for a sole source or 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.

Name(s) of Applicable Public Official(s) if any: _____
(Completed by State Agency or Local Public Body)

DISCLOSURE OF CONTRIBUTIONS BY PROSPECTIVE CONTRACTOR:

Contribution Made By: _____

Relation to Prospective Contractor: _____

Date Contribution(s) Made: _____

Amount(s) of Contribution(s) _____

Nature of Contribution(s) _____

Purpose of Contribution(s) _____

(Attach extra pages if necessary)

Signature Date

Title (position)

--OR--

NO CONTRIBUTIONS IN THE AGGREGATE TOTAL OVER TWO HUNDRED FIFTY DOLLARS (\$250.00) WERE MADE to an applicable public official by me, a family member or representative.

Signature Date

Title (Position)

**REQUEST FOR PROPOSALS FOR ENGINEERING SERVICES
FOR STREET & DRAINAGE IMPROVEMENTS TO
HOTSPRINGS BOULEVARD**

The City of Las Vegas, New Mexico is requesting proposals for Engineering Services for City of Las Vegas Street & Drainage Improvements to Hotsprings defined in the scope of work.

1. SCOPE OF WORK

The Offeror shall perform Professional Engineering Services for utility, street and drainage improvements on Hotsprings Boulevard. The services which include, but are not limited to, the preliminary design reports, perform field surveys; plot topography and cross sections; develop right-of-way plans; prepare structure drawings, prepare bid documents, and provide bid and construction support services. 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 this project as requested by the City Utilities Director, Project Manager 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, permit applications, 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 as requested by the City Utility Director or designee.
- i. Provide technical assistance on work being performed as required and directed.
- j. Provide construction phase engineering services to include analyzing field testing reports and provide recommendations for appropriate rehabilitation procedures.
- k. Provide Review of, assessment and approval of submittals and invoices.
- l. Provide additional services as may be specifically requested by the City of Las Vegas.

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 the date and time listed. Sealed proposal envelopes shall be clearly marked

"REQUEST FOR PROPOSALS FOR ENGINEERING SERVICES FOR STREET & DRAINAGE IMPROVEMENTS TO HOTSPRINGS BOULEVARD"

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 may 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 comply will be rejected from further consideration. Proposals which are not rejected will then be evaluated based upon the following weighted values. Proposal should address each of the following criteria as necessary.

1. **Specialized Services as defined in the scope of work**– Offeror's personal experience in the field of the scope of service listed. The Offeror should be able to briefly address specific examples of related projects.
2. **Capacity & Capability**– Offeror's willingness, capacity and capability to perform assigned duties and tasks on short notice and in a timely manner,
3. **Past Record of Performance**– Offeror should provide a list of references with names and phone numbers.
4. **Familiarity with the City of Las Vegas** - Offeror's familiarity with the area the project may be located and the system to which the work pertains.
5. **Current volume of work with the City that is less than 75% complete**– 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.
6. **Required certifications** – Certification levels and information on the personnel that hold the required certifications including years of experience.
7. **Resident Preference** – Offeror's proximity to the City of Las Vegas
8. **Veterans Preference** – Business owners status as a US Military Veteran.

*Note: Price cannot be a factor

3. COST OF PREPARING AND SUBMITTING PROPOSALS

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

4. 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 within one week of the opening of proposals. 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.

5. RESPONSIBILITY OF OFFEROR

5.1 BONDS (If Applicable)

- a. The successful offeror will be required to furnish a Performance Bond (if applicable), 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.

5.2 INSURANCE CERTIFICATE

- a. The Offeror must always 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.

6. INSTRUCTIONS TO OFFEROR

6.1. REQUEST FOR PROPOSAL DOCUMENTS

6.1.1 Copies of Request for Proposals

- a. A complete set of the Request for Proposals may be obtained from the City.
- b. A complete set of the Request for Proposals shall be used in preparing proposals; the City assumes no responsibility for errors or misinterpretations resulting from the use of an incomplete set of the Request for Proposals.
- c. The City in making copies of Request for Proposals available on the above terms, does so only for the purpose of providing 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.

6.1.2 Interpretations

- a. All questions about the meaning or intent of the Request for Proposals shall be submitted to the Utilities Department, in writing with a copy forwarded to the finance department. Replies will be issued by Addendum mailed or delivered to all parties recorded by the City 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 addendum will be binding. Oral and other interpretations or clarifications will be without legal effect.

- b. Offerors should promptly notify the City of any ambiguity, inconsistency, or error, which they may discover upon examination of the Request for Proposals.

6.1.3 Addendum

- a. Addendum will be sent certified mail return receipt requested or hand delivered to all who are known by the City to have received a complete set of Request for Proposals.
- b. Copies of the addendum will be made available for inspection wherever Requests for Proposals are on file for that purpose.
- c. No addendum 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 Addendum issued and shall acknowledge their receipt in the Proposal transmittal letter.

6.2 PROPOSAL SUBMITTAL PROCEDURES

6.2.1 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. Campaign Contributions Disclosure Form
 - i. Fill out and attach the Campaign Contribution Disclosure Form. Respond to this section as Section B in Offeror's proposal.
 - 3. 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 if applicable. Experience qualifications must reference any of the servicing provided to the City of Las Vegas Utilities System. Respond to this section as Section C of Offeror's proposal.
 - 4. 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 D in Offeror's proposal.

5. Experience in Specialized Services referenced in scope
 - 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. Documentation
 - i. The Offeror shall provide documentation of education, certifications and qualifications. Respond to this section as Section F in the Offeror's proposal.
7. Financial (If Applicable)
 - i. The Offeror shall provide a letter from a financial institution regarding the Offeror's credit rating. Respond to this section as Section G in the Offeror's proposal.
8. 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 such as Veterans business or New Mexico Resident business status. Respond to this section as Section H in Offeror's proposal.
9. Contractors Bonds (if applicable)
 - i. Successful offeror will be required to furnish a performance bond.

- 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.

6.2.2 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 City after verification of eligibility status, including but not limited to suspension or debarment of the City.

6.2.3 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.

6.2.4 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 City and shall not be considered for award of the contract during the period for which it is debarred or suspended with the City.

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

6.2.6 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.

6.2.7 REJECTION OR 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 City. A determination containing the reasons therefore shall be made part of the project file (§13-1-131 NMSA 1978).

7. CONSIDERATION OF PROPOSALS

7.1 RECEIPT, OPENING AND PROPOSALS:

- a. Proposals, modifications and addendums shall be time-stamped upon receipt and held in a secure place until the established date.

- b. 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).

7.2 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 City 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 City will perform an evaluation of proposals. The committee shall evaluate statements of qualifications and performance data submitted regarding 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 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.

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

- a. The City'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 consider 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 City shall publically announce the business(es) selected for award.

7.4 NOTICE OF AWARD

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

8. POST PROPOSAL INFORMATION

8.1 PROTESTS

- a. Any Offeror who is aggrieved in connection with a solicitation or award of an Agreement may protest to the City's Purchasing Agent and the City Clerk, in accordance with the requirements of the City'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 City 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 City (§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).

8.2 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 the parties.

8.3 NOTICE TO PROCEED

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

8.4 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).

9. EXECUTION OF CONTRACT

The Contract, Performance Bond and Labor and Material Payment Bond (as needed) shall be executed in three (3) 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. As Needed

10. CONTRACT DOCUMENTS

The complete Contract Documents may include the following: (As Needed)

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

11. OTHER INSTRUCTIONS TO OFFERORS

11.1 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.

12. GENERAL TERMS AND CONDITIONS

12.1 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. *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).
- c. *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.
- d. *Purchasing Agent*: means the person or designee authorized by the city to manage or administer a procurement requiring the evaluation of proposals.
- e. *Request for Proposals*: or "RFP" means all documents, including those attached or incorporated by reference, used for soliciting purposes (§13-1-81 NMSA 1978).
- f. *Responsible Offeror or 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).
- g. *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).

12.2 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.

12.3 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 satisfactorily. 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*: (If Applicable) 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 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.

12.4 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 City. The Consultant and the Consultant's Agents and employees shall not accrue leave, retirement, insurance, bonding, use of City vehicles or any other benefits afforded to employees of the City 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 City and Consultant*: The form of agreement required by the funding agency or issued by the City will be used for this project. Copies are available upon request.

Copies of Request for Proposals can be obtained in person at the office of the City of Las Vegas' Clerk's Office at 1700 North Grand Avenue, Las Vegas, New Mexico 87701, 505.454.1401

EVALUATION SHEET

Offerors:

Proposal must address each of the following criteria to receive points.

Rating Sheet For (applicant name):		
Item	Possible Points	Points Awarded
1. Specialized Services as defined in the Scope of work	30	
2. Capacity and Capability	15	
3. Past Record and Performance	15	
4. Familiarity with City of Las Vegas and related services	20	
5. Current volume of work with City of Las Vegas is less than 75%	10	
6. Resident / Veterans Preference	<u>10</u>	
Subtotal Proposals for Scope of Services	<u>100</u>	

CITY OF LAS VEGAS
RFP/BID/OPENING

DATE: 27-Oct-2021

OPENING NO.: 2022-15

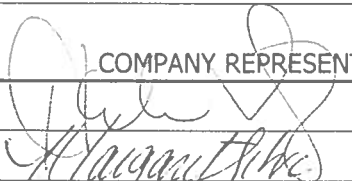
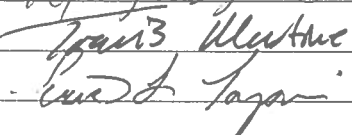
TIME: 3:00 PM

DEPARTMENT: WATER

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

ITEM(S): **PROFESSIONAL ENGINEERING SERVICES FOR
STREET & DRAINAGE IMPROVEMENTS TO
HOTSPRINGS BOULEVARD**

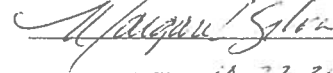
RECEIVED FROM:	AMOUNT	SUB CONTRACTOR LIST	BID BOND	AFFIDAVIT NOTARIZED	CAMPAIGN DISC. FORM
1 Suina Design Architecture	—	—	—	0	0
2 Stantec Consulting Services	—	—	—	✓	✓
3					
4					
5					
6					

COMPANY REPRESENTATIVE	COMPANY NAME
1 	CLV Purchasing
2 Margaret Silva	CLV - Inventory
3 Travis Martinez	CLV - PM
4 	CLV - PM
5	
6	
7	
8	
9	
10	

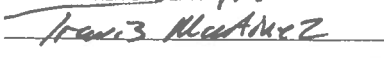
(use other side of form when full)
ORIGINALS TAKEN BY CITY CLERK:


DATE: 10-27-21

OPENED BY: FINANCE DEPARTMENT


DATE: 10-27-2021

COPIES TAKEN BY DEPT: pm


DATE: 10-27-2021

Copy

Professional Engineering Services for Street & Drainage Improvements to Hotsprings Boulevard

OCTOBER 27, 2021 | OPENING # 2022-15

Prepared for:
The City of Las Vegas, New Mexico
170 N Grand Avenue, Las Vegas, NM 87701

Prepared by:
Stantec Consulting Services Inc.
6100 Seagull Street NE, Albuquerque, NM 87109



OFFEROR INFORMATION

OFFEROR: Stantec Consulting Services Inc.

AUTHORIZED AGENT: Patricia Bolliger

ADDRESS: 6100 Seagull Street NE, Suite 102B, Albuquerque, NM 87109

TELEPHONE NUMBER (505) 275-0022

FAX NUMBER (505) 275-0222

DELIVERY: 6100 Seagull Street NE, Suite 102B, Albuquerque, NM 87109

STATE PURCHASING RESIDENT CERTIFICATION NO.: L0474260144

NEW MEXICO CONTRACTORS LICENSE NO.: n/a

SERVICE (S): **PROFESSIONAL ENGINEERING SERVICES FOR STREET & DRAINAGE IMPROVEMENTS TO HOTSPRINGS BOULEVARD**
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 }

I, Patricia Bolliger state under penalty of perjury that I am at least 18 years old, and am of 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

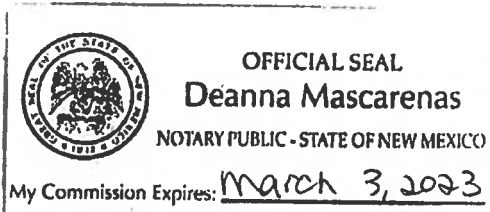
Subscribed and sworn to before me, this 15th day of October, 2021.

(SEAL)

Deanna Mascarenas

Notary Public Signature

My Commission Expires: March 3, 2023



CAMPAIGN CONTRIBUTION DISCLOSURE FORM

Pursuant to the Procurement Code, NMSA 13-1-28, *et al*, as amended, a prospective contractor subject to this section shall disclose all campaign contributions given by the prospective contractor or a family member or representative of the prospective contractor to an applicable public official of the state or a local public body during the two years prior to the date on which a proposal is submitted or, in the case of a sole source or small purchase contract, the two years prior to the date on which the contractor signs the contract, if the aggregate total of contributions given by the prospective contractor or a family member or representative of the prospective contractor to the public official exceeds two hundred fifty dollars (\$250.00) over the two-year period. A prospective contractor submitting a disclosure statement pursuant to this section who has not contributed to an applicable public official, whose family members have not contributed to an applicable public official or whose representatives have not contributed to an applicable public official shall make a statement that no contribution was made.

A prospective contractor or a family member or representative of the prospective contractor shall not give a campaign contribution or other thing of value to an applicable public official or the applicable public official's employees during the pendency of the procurement process or during the pendency of negotiations for a sole source or small purchase contract.

Furthermore, a solicitation or proposed award for a proposed contract may be canceled pursuant to NMSA 13-1-181 or a contract that is executed may be ratified or terminated pursuant to NMSA 13-1-18 if a prospective contractor fails to submit a fully completed disclosure statement pursuant to this section; or a prospective contractor or family member or representative of the prospective contractor gives a campaign contribution or other thing of value to an applicable public official or the applicable public official's employees during the pendency of the procurement process.

The state agency or local public body that procures the services or items of tangible personal property shall indicate on the form the name or names of every applicable public official, if any, for which disclosure is required by a prospective contractor.

THIS FORM MUST BE INCLUDED IN THE REQUEST FOR PROPOSALS AND 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 of 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 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.

"Family member" means a spouse, father, mother, child, father-in-law, mother-in-law, daughter-in-law or son-in-law of (a) a prospective contractor, if the prospective contractor is a natural person; or (b) an owner of a prospective contractor;

"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.

"Prospective contractor" means a person or business that is subject to the competitive sealed proposal process set forth in the Procurement Code [NMSA 13-1-28 through 13-1-199] or is not required to submit a competitive sealed proposal because that person or business qualifies for a sole source or 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.

Name(s) of Applicable Public Official(s) if any: _____
(Completed by State Agency or Local Public Body)

DISCLOSURE OF CONTRIBUTIONS BY PROSPECTIVE CONTRACTOR:

Contribution Made By: _____
Relation to Prospective Contractor: _____
Date Contribution(s) Made: _____
Amount(s) of Contribution(s) _____
Nature of Contribution(s) _____
Purpose of Contribution(s) _____

(Attach extra pages if necessary)

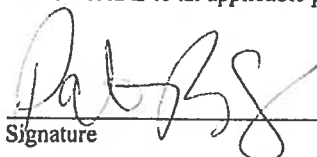
Signature

Date

Title (position)

--OR--

NO CONTRIBUTIONS IN THE AGGREGATE TOTAL OVER TWO HUNDRED FIFTY DOLLARS (\$250.00) WERE MADE to an applicable public official by me, a family member or representative.



Signature

10-15-21

Date

SENIOR ASSOCIATE, PRACTICE LEADER

Title (Position)

C. Personnel Experience

Within New Mexico offices, Stantec employs 60 professional support staff including professional engineers, a licensed surveyor, civil designers, CAD operators, construction managers and observers, a grant administrator, project managers, project management assistants, and managerial staff. Our New Mexico team shares work and supports staff in our Phoenix, Tucson, and Denver offices, but all projects in New Mexico are led by New Mexico staff. The organization of our team included below shows team members proposed for this contract.

When specialized expertise or additional resources are needed, our team in New Mexico draws from the vast resources available within Stantec's transportation business line, which currently includes 2,587 employees or from our water business line, which currently includes 1,839 employees.

Project teams assigned to your projects for a design-bid-build project (task order) would typically include the following:

- 1) **Principal-in-Charge** who has contractual and final decision-making authority
- 2) **Client Service Manager** who monitors the client's satisfaction
- 3) **Project Manager** who manages the project team, approach, and administration aspects of the contract
- 4) **Project Technical Lead** who leads and oversees the technical project delivery and performs quality control (QC)
- 5) **Lead Designer** who leads the project design plan production
- 6) **Quality Assurance (QA)** who performs independent peer reviews of the work
- 7) **Project Management Assistant** who assists the project manager with administrative elements of the project
- 8) **Technical Support** providing support for certain specialized aspects of the project such as a drainage engineer, traffic engineer, or additional CAD support, etc.
- 9) **Construction Manager** who oversees construction services in New Mexico and supervises construction observers
- 10) **Construction Observer** who provides full or part-time construction observation

The project manager is responsible for development and management of a detailed project schedule based upon a critical path for completion. Team leadership meets on a weekly basis to assess status on the project and adjustments in resources as needed to meet critical deadlines.

Resumes of key team members are included below. The City of Las Vegas (City) has previously worked with all but two of the key team members.

Niva Romero | Client Service Manager

Niva epitomizes the will to find a way for communities through her unyielding energy and determination. She is a master of connecting rural clients with our technical experts, funding streams they urgently need, and ability to navigate agency requirements all to help her clients provide safe, clean drinking water to residents. Her work also supports our transportation team, helping New Mexico have the best quality roads possible. Her 25 years of success stems from her ability to listen to clients and link them with services tailored to their needs. She is known within the company and the community as a person who can get things done. Niva works with our grant specialist to align our small villages and towns with appropriate infrastructure funding streams that launch needed projects. She complements her understanding of the funding requirements with deep familiarity with state and federal agencies and their respective requests for bidding, contract management, and construction of programs. Her intelligence and determination shine a guiding light on the road ahead for our clients facing infrastructure challenges.

Dave Maxwell, PE | NMPE #8768 | Principal, Project Manager

Dave has more than 45 years of experience in civil engineering design and construction. He's completed more than 500 street, roadway, and highway projects for local, state, and federal governments and industrial clients. He has served as project manager for the NMDOT on eight rural highway construction projects ranging in cost from approximately \$5M to \$45M and two urban highway projects ranging in cost from \$2M to approximately \$12M construction cost.

Dave also completed 13 location (corridor) studies for the NMDOT, including a relief route and improvements to major urban arterials. His technical expertise is primarily in the design of local streets and large highway projects for municipalities, the County, and the NMDOT. He has significant experience with project management and design and construction of street, roadway, highway, flood control, reservoirs, and water and wastewater systems for local governments across the state.

Wayland Oliver, PE | NMPE #18112 | Project Technical Lead

Wayland brings an extensive history in planning and design for rural, municipal, and county clients. He has broad knowledge and experience with municipal planning documents such as PERs, pavement management plans, asset management plans, leak detection reports, scoping reports, technical memos, and technical guidance for comprehensive plans and infrastructure master plans. His roadway experience includes multiple local roadway and street projects for San Miguel County, Quay County, City of Santa Rosa, Village of Estancia, Village of Elida, City of Carlsbad, Eddy County, Village of Logan, Town of Taos, Guadalupe County, and others. He's currently working on a Hot Springs Boulevard project with the City. His water and sewer projects include a variety of sizes and scopes for projects, such as a fast-track water main extension for a new Pilot Truck Travel Center in Santa Rosa; a new well for the Village of San Juan on the Pecos River; and a sewage lift station for the Village of Fort Sumner. He's designed SCADA controlled PRVs for six- through 12-inch lines, well houses, chlorination buildings, and booster pump stations. He has collaborated on the design of new wells and well rehabilitation to include pump replacement, variable speed well control, and SCADA control of multiple wells supplying multiple pressure zones. Some of his recent water/sewer designs include improvements for the Cities of Santa Rosa, Tucumcari, and Las Vegas; the Village of Fort Sumner Malaga MDWCA; Cottonwood MDWCA; and the El Valle Water Alliance.

Dan Aragon | Lead Designer

Dan has worked in and around construction and engineering design for over 25 years. He brings wisdom, common sense, and a willingness to find solutions to the challenges Stantec clients face. He's performed design and planning for numerous projects throughout the state of New Mexico that include water, wastewater, drainage, and roads/streets, signing, pedestrian facilities, guardrails, and buildings. Dan has fulfilled a range of duties beginning as project construction inspector and progressing to senior civil designer and project manager. He's involved throughout the entire project from conception through close-out of construction.

Clay Koontz, PE, PTOE | NMPE #14493 | NMPTOE #1197 | Traffic Engineering Lead

Clay has more than two decades of consulting experience in New Mexico. He brings great value to our team as our only PTOE in New Mexico and an expert in all things traffic. He's serving as the project technical lead on a corridor study for a new relief route for Jal and served as the project manager for two Eddy County BUILD Grant applications, guiding the response with the experienced eye of a traffic engineer who understands what the federal government seeks in grant responses. As project technical lead for the Jal Relief Route Corridor Study, Clay's leading development of the alternatives, public involvement, stakeholder and agency coordination, traffic data collection, traffic analyses, travel demand modeling, and collaboration with the City, NMDOT, and the Southeast Regional Transportation Planning Organization.

Gabby Contreras-Apodaca, PE | NMPE #16316 | Technical Support

Gabby has a variety of experience in transportation design and management of transportation programs. She spent 26 years working with NMDOT. Gabby's time with NMDOT was comprised of eight years in various roles with Districts 1 and 2. In 2001 she took on a management position of the newly formed South Region Design Center and remained in charge of engineering design of highway projects in Southern New Mexico for 18 years. Within that role, Gabby managed statewide transportation improvement projects for NMDOT and local governments while working closely with the Federal Highway

Administration to achieve federal compliance, assuring that Federal funds were spent and forecasted. During her tenure as South Region Design Center manager she was appointed to represent New Mexico on the American Association of State Highway and Transportation Officials (AASHTO) Subcommittee on Design. Gabby was later appointed to serve on the technical committee on non-motorized transportation to assist in updating design publications. The US Transportation Research Board also appointed her as panel member to the National Cooperative Highway Research Program project, 17-43 Long-Term Roadside Crash Data Collection Program in Washington D.C., and reviewed the research on run-off, roll-over collision data collection being done by George Washington University. Gabby also served as an adjunct professor at New Mexico State University teaching civil engineering courses and assisting the university in keeping their ABET accreditation. She believes the key to success in the consulting business is not only to understand the client's needs, but to understand and serve the people.

Frank Guzman, PE | NMPE #11986 | Technical Support, Quality Assurance
Frank has held various positions with the NMDOT District 1 and TXDOT El Paso District. While at the TXDOT El Paso District, Frank held the position of district construction engineer where he supervised the district construction audit unit, local government unit, district lab, and district pavement unit. Frank also held the position of west area engineer where he was responsible for highway construction and maintenance operations in El Paso's West Side, major routes included I-10, US 54, SL 375, and US 62/180. Frank retired from NMDOT District 1 in 2012 after 24 years. While at the NMDOT District 1, Frank held various positions including project engineer, district bridge inspection engineer, district technical support engineer, district engineering support manager, and district engineer. As district engineer in Deming, Frank was responsible for Highway Operations for State and Federal Highways in Hidalgo, Luna, Grant, Dona Ana, Sierra, and Socorro Counties.

Shanti Ceane, PE | NMPE #23206 | Construction Manager

Shanti serves as the construction manager on transportation projects across New Mexico and oversees Stantec's crew of construction observers. She brings 18 years of experience in highway engineering. She provides project design, traffic control plans, drainage and pavement design, and construction phase oversight. Shanti was a project engineer for major infrastructure projects in both metro and rural areas for the Michigan DOT. She completed quality control and constructability reviews for new road and bridge projects while managing projects in the construction phase. Among other projects, she oversaw the construction of a new 16 span structure over the Grand River; a highly environmentally sensitive project requiring coordination with, and permits from, the Michigan Department of Environmental Quality, US Army Corps of Engineers, and the US Coast Guard. Her prior experience with traffic engineering included design and construction phase review of traffic control plans for the Michigan DOT.

Richard Maynes, PE | NMPE #14503 | Technical Support

Richard is a civil engineer with nearly 25 years of experience in operations, design, and construction of roadways, water, stormwater, and wastewater systems. Six of the early years of his experience were as a senior project engineer at Freeport McMoRan Chino Mines, and one-and-half years as the NMDOT District 1 bridge engineer. His experience at Freeport McMoRan Chino Mines included the relocation of process water pipelines and of freshwater pipelines in preparation for mine tailings reclamation. His responsibilities include civil, structural, and environmental scope and design projects for public and private clients. Richard works closely with clients on gaining an understanding of their needs, builds strong relationships, and maintains constant communication, which are essential to successful projects.

Scott Verhines, PE | NMPE #8706 | Technical Support

Scott is a New Mexico native and civil engineer with more than four decades of experience focusing on water resource, transportation, and drainage/flood control projects. He has a strong background in water resources engineering from both a technical and practical standpoint. He has managed and participated in the preparation of over 200 hydrologic/hydraulic studies ranging in size from individual residential lots to more than 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 10 years. He has overseen the analysis and design of drainage/flood control infrastructure projects from \$5K to \$15M in construction cost, transportation projects to over \$30M, and water supply projects to over \$500M. His experience lends 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.

Anthony Martinez | Construction Observation

Anthony is a former NMDOT employee with 26 years of construction project management experience. During his employment with NMDOT, he was responsible for obtaining and maintaining multiple FHWA and NMDOT certifications, reviewing construction plans, interpret plan specifications, inspect, and make sure contractors were meeting construction required guidelines. He would acquire measurements of all construction activities and assure payments were accurate. Anthony performed project scoping reports for bridges and roadways, and conducted aggressive, detailed, written reviews of construction operations while constructions projects were underway. He supervised several NMDOT inspectors and managed numerous construction projects.

D. Licenses

Below are the relevant licenses for this contract:

- **Dave Maxwell**, PE | NMPE #8768 | Principal-in-Charge and Project Manager
- **Wayland Oliver**, PE | NMPE #18112 | Project Technical Lead
- **Clay Koontz**, PE, PTOE | NMPE #14493 | NMPTOE #1197 | Traffic Engineering Lead
- **Gabby Contreras-Apodaca**, PE | NMPE #16316 | Project Manager
- **Frank Guzman**, PE | NMPE #11986 | Technical Support
- **Shanti Ceane**, PE | NMPE #23206 | Construction Manager
- **Richard Maynes**, PE | NMPE #14503 | Project Technical Lead
- **Patricia Bolliger**, PE | NMPE #22758
- **Scott Verhines**, PE | NMPE #8706 | Technical Support

E. Specialized Services

Brief History of Stantec in New Mexico

Stantec is a local New Mexico firm with offices in Albuquerque, Tucumcari, Silver City, Las Cruces, and Roswell. We are a team of predominantly native New Mexicans with a long history of decades of service across the state.

Stantec unites approximately 22,000 people worldwide which greatly enhances our 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).

Our purpose is to find a better way to improve the lives of our clients, our communities, and our employees. We do that by a relentless commitment to meeting our clients' needs, thinking differently, and challenging ourselves to improve. We provide civil engineering services tailored to our client's specific needs.

We're committed to serve every client, personally and professionally, with deep respect and the highest ethics in an atmosphere of integrity and honesty. We are committed to deliver quality products and service.

Rigid QC 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.

Stantec offers the City the following advantages:

- Stantec is highly focused on providing quality services to local governments. We have long standing relationships and experience with all the applicable funding sources and administering agencies. We know how to acquire funding and can help you with the administration.
- Key team members of Stantec have extensive working experience in the Las Vegas and San Miguel County area. You will receive respectful and responsive service from our team.
- We will become your partners in making your job easier and contributing to your success by helping you improve the quality of life for Las Vegas residents.
- Long-time New Mexico Stantec leaders will be the City's primary point of contact and they will always be accessible and available to you.
- We understand the fiscal constraints that local governments are faced with. We know how to get the most bang for the buck in the rural communities.
- We are a part of and therefore understand the customs and culture of the area.

Our staff has a long history of providing consulting services to communities in New Mexico. We not only have a keen understanding of the engineering design services required for the scope of services defined under this Request for Proposal, we're also familiar with all NMDOT requirements as many of our engineers are retired NMDOT professionals.

The City is familiar with the specialized expertise and technical competence that long-standing team representatives have brought to this contract since 2012. The same familiar team members, including Niva, Wayland, Dave, Dan, and Stephen Parker will bring their expertise and competence to this contract, together with many others who are part of our team.

We're currently working on a variety of similar on-call contracts for municipalities and County governments across New Mexico and for state agencies, such as the NMDOT. Our team has more than 40 years of successful experience in providing professional engineering and planning services throughout the

state for local, state, and federally funded capital projects and infrastructure. Our highly capable and experienced staff in New Mexico is supported by the vast resources of a large international firm with expertise in every discipline the City would ever need.

The Stantec team brings a wealth of applicable experience to road, utility, and drainage improvement projects. We'll work and communicate effectively with the City and have the proven technical competence to perform successful projects the City will be proud of. The categories of specialized design and technical competence possessed by us that are applicable to this RFP include the following:

- Applicable and significant experience with the planning and design of roadways and streets and associated utilities
- Storm drainage systems, including storm sewers, flood channels, detention/retention basins, flood/drainage studies, and drainage master plans
- Funding development and grant writing assistance
- Construction support including administration, construction observation, and serving as project representative

Stantec has completed more than five hundred urban street projects in New Mexico, funded through various programs, including the Community Development Block Grant (CDBG) program, and all of the applicable NMDOT funding programs, including Cooperative, Municipal Arterial Project, LTAP, HISP, TAP, Safety, Safe Routes to School, Transportation Project Funds, NMFA Planning, Colonias Infrastructure Program, Water Trust Board (for flood control), FEMA, US Army Corps of Engineers, and US Bureau of Reclamation programs.

Scope of Work

Understanding of Hot Springs Project

Our team has partnered with the City to complete design of the roadway from Mills Avenue to Bernalillo Street. The preliminary design and preliminary environmental study began in 2016 and carried design through the 60% design phase. A subsequent contract between Stantec and the City was executed in 2021. The design was completed and stamped in 2021 and is shovel ready. The design is broken into two bid lots from Mills Avenue to Mora Street and from Mora Street to Bernalillo Street.

We've assisted the City in preparing the current CDBG application including the stamped plans and engineer's opinion of probable construction costs. If awarded the \$750,000 requested, the City will likely be able to construct Bid Lot 1 from Mills Avenue to Mora Street or approximately one half of the project designed.

In addition to the segments currently designed, we completed a scoping report identifying the need for an additional segment of Hot Springs Boulevard to be designed to complete rehabilitation of Hots Springs Boulevard from Mills Avenue to the historic Plaza area. This segment will begin at Bernalillo Street where the current design ends and go to Valencia Street where the Plaza project ends. This segment has not been designed and will include sewer line and manhole replacement as part of the project.

Surveying and Mapping

Addressing unique logistical and technical aspects of each project, we offer services that include boundary and cadastral surveys, topographic mapping, construction staking, residential builder layout, ALTA/ACSM surveys, 3D laser scanning, geodetic and control surveys, route surveys, as-built surveys, aerial photogrammetric mapping, water rights surveys, hydrographic/bathymetric mapping, and subsurface utility engineering.

Transportation Studies

Transportation and traffic engineering will be at the forefront of the work you're looking to accomplish through this on-call. The current infrastructure will need to be updated and reconsidered to maintain the safety of your residents and visitors. We want to be there to help you because we've traveled these roads before, and we take pride in improving your community. We'll help rehabilitate and improve your

roads to the standards you expect. A crucial step toward designing and building the necessary infrastructure is the planning that comes before it. Traffic studies play an integral part in helping you figure out where the need is greatest to understand how many travelers are on your roads at what times of the day and going which direction. Having a strong understanding of where the bottlenecks and high traffic generators are will help you plan your transportation projects giving higher priority to the most important. Stantec has some of the top traffic modelers in the country, who have written articles, helped write standards, and created models for entities across the country like the Denver Regional Council of Governments.

We provide advanced data collection services that allow clients to provide a long life for their transportation assets. Our specialists provide pavement testing evaluation, design, and implementation services for roads, airports, and other transportation facilities. We also develop and implement asset management systems that incorporate all infrastructure components, including pavements, bridges, right-of-way assets, and underground utilities.

Our team has considerable experience in roadway planning studies. We recently completed scoping studies for several street priorities for the City, including Legion, University, South Pacific, El Creston and Hot Springs. On many large roadway projects for NMDOT and local governments where federal funding is involved, we have successfully completed several corridor studies in which the location study procedures of the NMDOT were followed including the NEPA clearance process. The location study process commonly requires an analysis of existing and projected future traffic conditions, safety, mobility impacts, and other conditions with and without viable alternatives for improvement. A current example is the US 285 and NM 31 intersection in Southeastern New Mexico. This intersection is the gateway into the oil patch and heavy traffic loads were causing delays of up to two hours. Improvement of this intersection became one of the top priorities of NMDOT. We performed traffic and safety studies, evaluated existing and projected conditions, identified and evaluated alternatives for improvement, conducted extensive public involvement, and facilitated selection of the preferred alternative for improvement.

Some examples of transportation related studies recently completed or currently in progress by Stantec include the following:

- Dona Ana County, Baylor Springs Road Location Study
- City of Jal Relief Route Location Study
- City of Deming Downtown Traffic Level of Service and Travel Time Study
- Eddy County US 285/NM 31 to US 180 Connector Route Location Study
- Multiple Safety Audits for the NMDOT through our on-call contract
- Multiple Traffic Studies for the NMDOT through our on-call contract
- Town of Silver City Downtown Parking Study
- Eddy County Loving Relief Route Scoping Study

Engineering Design for Streets and Roadways

Our team has successfully completed more than 500 major street and roadway projects in New Mexico ranging in construction costs from less than \$100,000 to more than \$45M for 42 local and state government entities. When needed, our local team draws from the vast resources available within Stantec's transportation business line which currently includes 2,587 employees. Our regional team members have completed projects like the Loop 375 Border West Expressway in El Paso (\$550M). We provide planning, engineering, and infrastructure management services that fit the needs of our clients and improve the overall traveler experience within the context of the communities we serve. From major expressway and rural roadway projects to bridge rehabilitations, transit systems, and airport design, our focus is always on providing solutions that respect the local environment.

Our experience on diverse projects will enable us to provide the City with services of the highest quality, while keeping your needs, budget and schedule on track. We understand our client's desire to have one source accountability backed by a team with demonstrated expertise.

Our street and roadway project design experience includes arterial streets, local streets, ADA and safety improvements, traffic analysis/studies, culvert crossings, bicycle and pedestrian facilities, signalization, lighting, roadway permits; roadway geometric design; pavement thickness design (rigid

and flexible); traffic control plans; traffic phasing; SWPPP/NPDES/SPCC plans, utility design, bridge structures, multi-plate structure bridge approaches, and vertical and horizontal alignments. Our team has several highly experienced highway engineers and technicians.

Some examples of recently completed street and roadway projects that were similar in size and scope to most of the street projects completed for the City are shown below.

- City of Santa Rosa Riverside Drive (TPF funding), 2021- Urban Street Reconstruction
- City of Jal Street Improvements (CDBG), 2021 – Urban Streets Reconstruction
- City of Jal Street Improvements Bond Issue, 2021 – Urban Streets Reconstruction
- Quay County AR Cemetery Road (CDBG), 2020 – Rural Roadway Reconstruction
- Eddy County Carter Road, 2021 – Rural Roadway Reconstruction
- Eddy County Black River Road, 2021 - Rural Roadway Reconstruction
- City of Farmington Main Street Improvements, 2020 – Downtown Urban Street Reconstruction
- City of Alamogordo FY18 Bond Issue Street and Utility Improvements, 2019
- Village of Cimarron Street Improvements (MAP/COOP), 2020 – Urban Street Reconstruction
- City of Deming 8th Street Improvements (MAP/COOP), 2020 – Rural Roadway Reconstruction
- Town of Carrizozo, 17th Street Reconstruction, 2020 – Urban Roadway Reconstruction
- Town of Silver City Ridge Road Phases I & II, 2021 – Urban Roadway Reconstruction

Associated Engineering for Water and Wastewater Utilities

Many urban street improvement projects include improvements to the water and wastewater systems within those streets necessitating the ability to plan and design for utility systems.

Stantec has successfully completed more than 400 major water and wastewater utility projects in New Mexico ranging in construction costs from less than \$100K to more than \$25M for 54 local and state government entities and mutual domestics. When needed, our team in New Mexico draws from the vast

resources available from our great water business line, which currently includes 1,839 employees. Stantec is ranked #1 for Sewer and Waste and #8 in the Top 20 Design Firms in the US for Water by Engineering News-Record. Our team comprises some of the nation's leading experts in hydraulic modeling computational fluid dynamics (CFD), water quality, surface water treatment, groundwater supply and treatment, wastewater treatment, wastewater reclamation and reuse systems, water distribution systems, water storage facilities, water rate studies and demand management, water and wastewater pumping stations, wastewater collection systems, odor and corrosion control, trenchless technology, control systems and instrumentation engineering, master planning, and asset management with years of research on improving techniques and methods.

Stantec has completed several water and wastewater utility projects in San Miguel County including leak detection surveys, water production wells, water storage tanks, hydraulic studies/modeling for water and wastewater systems, water distribution lines, disinfection, and sanitary sewer collection systems. These projects were completed for the City and the El Valle Water Alliance.

Our team of hydraulic engineers and modelers apply the latest industry thinking in conjunction with leading edge hydraulic software to analyze your most difficult hydraulic situations. With the expected increase in residential, commercial, and industrial demand, providing such a critical resource to your communities could become more of a priority. Our hydraulic modelers have helped in countless situations using hydraulic modeling to help in both storm water and water/wastewater infrastructure. By modeling your current systems and infrastructure, we can help you figure out immediate and long-term solutions.

Finally, when you need to manage surface water quantity and quality, our solutions result in aesthetically pleasing community assets. Our success with water and wastewater systems stems from our foundation. By viewing water as an integrated system, we deliver solutions to conveyance, wastewater treatment, water treatment, and water resource projects that minimize cost and maximize sustainability. When your goal is to move water, we are there with pumping, piping, and storage expertise for stormwater, wastewater, and treated water.

Developing fit-for-purpose solutions that solve your toughest system problems means our experts start at the beginning—with research. Our team is supported by some of the nation's leading experts in hydraulic modeling and CFD who have done years of research on improving techniques and methods for understanding the way water moves.

Our hydraulic modelers have used hydraulic modeling for both surface water and water/wastewater infrastructure. By modeling your current systems and infrastructure, we can provide alternative solutions to improve the efficiency and effectiveness of your water and wastewater systems, advise on new waterlines or different sized lines, adjust the capacity of your water tanks and reservoirs, or assist you in reaching new areas and clientele.

Engineering for Stormwater and Drainage

Our experience within New Mexico pertaining to storm water and drainage projects completed for local, state, and federal government entities is extensive. In addition, engineering for stormwater and drainage has been a normal component of the more than 500 street and roadway projects we have completed. Stantec completed the drainage manual currently being used as a guide for evaluation and design of drainage facilities by NMDOT and local governments throughout the state.

Stantec's stormwater and drainage related services encompass a wide range of expertise and knowledge, including floodplain delineations, flood control design, bridge hydraulic design, drainage infrastructure design, watershed hydrology, sediment transport analysis, drainage design manuals, training programs, alluvial fan analysis, stormwater management studies, computer modeling, and drainage master plans. Our services also incorporate critical inclusion of client and stakeholder input through public participation. In addition, development of regulatory and management solutions versus structural alternatives is an expertise of our staff. Projects often include multi-objective components, such as open space habitat and recreation. Public education concerning the multi-objective benefits that water resources play in a community is a key component of our approach and assists our clients by gaining broad-based support for their initiatives.

We have expertise in dam and reservoir engineering, providing such services as safety studies, evaluation

of existing facilities, design of safety modifications, construction administration and analyses, and design of new facilities. Stantec develops methodologies for conducting dam safety evaluations and engineering studies that are adopted by several agencies. We've performed flood hydrology analyses for numerous dams and reservoirs. Specific elements of a typical reservoir and dam project include flood hydrology (PMP and PMF data and estimation), model calibration, watershed assessment; reservoir and spillway evaluation, reservoir routing, alternative determination and recommendation analysis, dam break/breach and hydraulic modeling (inundation assessment); concept design, and final plans and specifications.

Some examples of stormwater and drainage projects include:

- City of Clovis Drainage Master Plan
- City of Deming Drainage Master Plan
- City of Santa Rosa Power Dam
- Town of Silver City Market Street Area Flood Protection Study
- Storm Sewer System for Urban NM 15 Highway in Silver City
- Gila River Realignment Study and Design in Cliff-Gila Area
- Village of Hatch FEMA Flood Protection Study

Environmental Documentation

We know what's required and excel at finding ways to match those requirements with project goals. When we're gathering data to permit a new facility or collaborating on a plan to remediate an old one, we're helping to find the balance between progress and protection. Whether it's preparing a complex permit application, monitoring a site during construction, or designing a decommissioning plan, our team has the environment down to a science.

Our team has completed cultural resources and biological field surveys, as well as environmental clearance FEMA projects within the County. With the potential for a lot of rehabilitation and construction in previously untouched areas, whether it's for just five feet out of the current roadway to expand shoulders or for miles of new pipeline to be installed, environmental services may be needed to make sure the proper due diligence is done before breaking ground. We are familiar with the issues facing the community. In terms of environmental investigations, cultural resource and

biological surveys are required for many projects. Archaeological/historical sites occur throughout the City. Endangered species are found in scattered locations.

Grant Administration

Our team will assist the City with opportunities to find and apply for grants to meet needs of projects currently on the City's wish list as well as all your grant administration needs.

We're ready to join with the City and coordinate efforts and share our expertise to help strengthen the City's visibility with state and federal agencies.

To stay current with all processes and guidelines, our New Mexico grant administrator, Lisa Campbell, regularly attends 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. With Lisa's guiding expertise, our team can assist the City in identifying funding sources and assist with financial packaging and funding applications. She'll work with our larger grant writing team in identifying appropriate funding sources, assisting with financial packaging, and writing funding applications.

Of key importance is how this team works together with our engineers to complete projects within the time allowed and within budget, so communities close-out their project before the next application cycle begins. When applications are successful, our team also searches for additional sources of funding, to enable you to complete larger projects and subsequent related work.

Effective planning is key to maximizing your opportunities to secure funding and avoid delays in planning and construction. We believe that our success in grant writing comes from the processes we follow. All applications, including the scope of work, are reviewed by an appropriately experienced registered engineer. Applications are also reviewed by three professionals plus our client community before submission. We have years of experience and give 100-percent of our attention to this effort, as it's your community's success and our reputation on the line.

Lisa and our team will also partner with you throughout the administration process which includes management of the funding sources' rules and regulations for each entity. We have a wide variety of

experience that includes both state and federal programs. Interim financing are sources of early funding for projects, such as USDA/RD, needed to pay pre-development costs prior to receiving federal program funding.

Funding Programs We've Assisted On

New Mexico Department of Transportation
Safety Improvement Program, Municipal Arterial Program, County Arterial Program, School Bus Route, Cooperative Agreement Program, Enhancement Funds, Safety Route to School Program, Legislative Severance Tax Bonds, Transportation Project Fund

New Mexico Environment Department
Clean Water Revolving Loan Fund, Drinking Water Revolving Loan Fund, Special Appropriations Grants, Rural Infrastructure Program

Eastern New Mexico Rural Water System
Our team served as program managers for the \$500M+ Eastern New Mexico Rural Water System (ENRWS) project for over 14 years. In this role we procured and managed other consultants, worked with Congress to get the project authorized, worked with the Legislature to create a formal water utility, and led over 300 public involvement sessions.

New Mexico Department of Finance and Administration
LGD Community Development Block Grant Program, Planning Grants, Economic Development Funds, Emergency Funding

Community Development Block Grant
Stantec has completed more than a hundred CDBG funded projects in New Mexico.

New Mexico Finance Authority
Water Trust Board, Planning Funds, NMFA Colonias

US Department of Agriculture Rural Development
Regular Water and Wastewater Grant Program, Colonias Water and Wastewater Grant Program, Community Facilities

Federal Emergency Management Agency DHS
Hazard Mitigation Assistance

US Army Corps of Engineers
Civil Works Program

US Economic Development Agency
Planning Program and Local Technical Assistance

New Mexico Office National Resources Trustee
Recreational Trails Program

Federal Highway Administration
Community and System Preservation Program, Scenic By-Ways Program, and Transportation Alternatives Program

Design Documents and Specification Development

During the development of the project, different design stages and reviews will be considered and submitted for City approval. Depending on the project, the milestones and number of reviews may be different. These are established at the onset of the project with the City during scoping and kickoff. Typically, the first review milestone will be the preliminary design corresponding to a 30% of project completion. During this period a conceptual design and selection of potential alternates will be performed. At the end of this design stage, preliminary plans will be prepared along with a preliminary cost estimate.

The second design stage is the one equivalent to a 60% of project completion. During this design stage, final design of the selected structural alternate will be carried out. The comments received during the 30% submittal will be incorporated at this point, including an updated cost estimate.

The third design milestone is final design, which corresponds to a 90% submittal. At this stage comments on the 50% submittal shall be addressed and structural drawings, specifications, and a cost estimate should be essentially complete. The number of plan sheets, standards, and/or as-builts prepared and delivered to the City depends on the specific project. However, we will work with you to make sure any plans and specifications are to your current standards and delivered in the media and timeframe required.

Construction Administration Services

Construction management saves time, money, and reduces construction related problems. It's critical to a quality project. Our team has experience working with contractors, associations, utilities, homeowners, and funding agencies during construction. We strive to anticipate potential construction problems and prevent them before they occur. We can provide construction management and observation services from full to part time as needed by the City and can tailor our services to fit the City's specific needs and budget.

We have a trained staff of construction management professionals from a wide variety of backgrounds to review submittals, track pay applications, and work directly in the field with the client and contractors. Our construction management team will work closely with staff to complete all funding requirements and provide technical support during the construction phase of the project. In addition to construction management, we can provide on-site construction observation and construction representation services.

Our construction team lead will write a construction quality assurance plan (CQAP) that defines responsibilities for QC during construction, minimum testing requirements, monitoring requirements, and mandatory hold points at which approval of construction that is in place must be obtained before additional construction takes place. The CQAP is discussed at the pre-construction conference and is used to guide and control the construction process. The project site and adjacent structures can be videotaped prior to any construction taking place to document actual conditions prior to construction. This often prevents false claims by adjacent property owners concerning damage to their property by construction. After construction staking has been completed, our team performs reviews on it prior to construction to confirm the intent of the design fits the site. If necessary, adjustments can be made at this point to prevent re-work of the construction and conflict at a later point.

During the pre-construction meeting, the frequency of construction meetings between the client, our team, affected utility companies, and the contractor will be determined. While construction is ongoing, plans for the upcoming work period and any issues of concern are discussed and resolved. If problems do occur, we seek resolution and involve the project technical lead and client as soon as the problem's known.

Construction Observation Services

We also recommend additional construction observation be provided by a full-time resident representative who will help provide proper placement of construction materials and practices, coordinate independent quality control services, measure, and verify quantities, and write regular reports during the installation of final materials. A resident representative being on site is critical to the success and longevity of the project which includes following best practices and the installation of construction materials.

Project Closeout

Following the completion of construction, we'll also coordinate and conduct a final inspection, obtain contract close-out documents, coordinate record drawings, and assess the final funding balance. Whether we provide full-time construction managers, or strictly answer RFIs and help with bidding services, we can provide what you need post-design.

If called upon, we have the capacity and capability to provide construction staking, materials testing, pay estimate processing, shop drawing reviews, and funding/review agency coordination.

Past Performance

Our team has established a strong reputation for successful completion of more than 1,000 major public works projects over the past 40 years. We can point to several long-term clients who will provide references pertaining to projects completed for them. References for some of our larger clients in New Mexico are included below:

Heather Dotsie, City of Santa Rosa Project Manager | 575-472-3404

Larry Moore, Quay County Road Superintendent | 575-461-3577

Peter Pena, Town of Silver City Public Works Director | 575-388-4640

Jim Massengill, City of Deming Public Works Director | 575-644-8716

Wesley Hooper, Eddy County Community Services Director 575-494-3037

Matt White, City of Jal City Manager | 505-660-9009

Sherri Hollifield, NMDOT Acting South Regional Design Office Leader | 575-202-6594

Most of our projects are successfully completed, or we would not have been able to build a formidable and respected consulting engineering practice in New Mexico. We are not without fault, however. We are human and have made significant errors and omissions on some projects. Most notable is the current National Avenue project being completed for the City. The City is aware of the errors and omissions on that project. They also know that this is unusual. We cannot promise that there will not be any more errors and omissions on our projects completed for the City. We are not perfect; however, we have made changes to correct the reasons for those errors and omissions and if anything does ever occur, we will react with integrity in the same way we did on the

National Avenue Project when the mistakes were discovered.

- 1) We take ownership and responsibility for the problem.
- 2) The principal-in-charge gets involved immediately and brings in other resources as needed to correct the problem.
- 3) Getting the problem resolved and the project back on track becomes the highest priority and we spare no expense in assuring resolution.

US 54 Reconstruction I New Mexico I **Phase 1 Completed Phases 2 & 3** **Ongoing**

Stantec is currently under contract with NMDOT for Phase 1C, 1D, and 2D Services for US 54 from Milepost 146 to Milepost 184. The project is a total reconstruction of US 54, with the new roadway to be constructed on a 52.5-foot offset alignment to the east of the current roadway. The existing two-lane roadway has no shoulders, no passing lanes, 40 substandard vertical curves, and five substandard horizontal curves. Tecolote Canyon was a particular challenge in designing an offset alignment within the confines of the canyon and steep cut slopes. The new roadway, to have a design speed of 70 MPH, will be constructed with 12-foot driving lanes, eight-foot shoulders, and passing/climbing lanes at select locations. There is one bridge at Milepost 148.6 that's to be replaced with a battery of concrete box culverts (CBCs). The replacement of the bridge with CBCs was based on in-depth hydrologic and hydraulic analysis of the existing bridge and its proposed replacement and will reduce the construction cost. The project contains several construction maintenance easements, requiring environmental review and right-of-way mapping.

NM 15 Reconstruction I Silver City I **Completed 2020**

We participated in the location study and environmental documentation and completed drainage studies, roadway and drainage design, agency coordination, and property owner interviews and coordination. This nearly \$11M project is currently in construction. NM 15 is an urban highway project within the Town of Silver City. The existing 1.21-mile urban roadway was a narrow two-lane facility without shoulders which was reconstructed in two segments. The west segment (approximately 0.75 miles) was

reconstructed as an urban section with two driving lanes, shoulders, bike lanes, and sidewalks. This segment was challenging to design due to narrow right-of-way and steep side slopes accessing adjacent commercial as well as residential property. Extensive right-of-way takes as well as temporary construction permits were required. The northeast segment (approximately 0.36 miles) was constructed as an urban section with two driving lanes, a center turning lane, bike lanes, and sidewalks. Drainage includes construction of a storm sewer system through an old part of Silver City with extensive underground utilities. We coordinated very closely with four affected utility owners to avoid conflicts and minimize adjustments. The project also included reconfiguration of two intersections, one of which was previously five-legged.

First-Florida Intersection Realignment I **Alamogordo, New Mexico I 2018**

This project involved the realignment of Florida Avenue at its intersections with First Street. The intersections' original configuration had the alignments of North Florida Avenue and South Florida Avenue offset by approximately 200 feet. The project was initiated with a realignment alternatives study and corresponding traffic analysis. Four alternatives were developed and evaluated for development cost, traffic operations, safety, right-of-way acquisition, environmental impact, public acceptance, utility relocation, drainage, maintenance cost, and aesthetic appeal. A public meeting was held to present the alternatives and collect input. The final report was presented to the City Council for selection. The selected alternative involved the realignment of both Florida Avenue and First Street. The new intersection was designed to have Florida Avenue crossing First Street at a 70-degree skew angle then curve back to its original alignment at each end. The alignment of First Street was shifted through the intersection area to accommodate right turn lanes within the existing right-of-way and shifted back to its original alignment at each end. The new intersection was also signalized.

Realigning the intersection presented several issues that had to be dealt with to complete the project. The first issue was that of right-of-way acquisition. The project required the full take of one residential property, two commercial properties, and a partial take of a third commercial property. The second issue was that of driveway relocations. To accommodate

the intersection some driveways had to be eliminated or relocated, which required extensive property owner coordination. The last noteworthy issue was that of utility conflicts. Many surface utilities had to be relocated to accommodate the new road layouts and subsurface utilities, including storm sewer, had to be designed to avoid existing utilities, such as fiber optic lines, that could not be practically relocated. The project was completed on time and within budget.

NMDOT Road Safety Program On-Call I New Mexico I 2012-2020

Stantec team members, while OEI (till 2018), have completed 12 road safety audits (RSAs) through a Road Safety Program On-Call Contract for traffic engineering services with the NMDOT. The December 2017 Rabbit RSA included an inventory of existing roadway conditions; collection and analysis of traffic and crash data; kickoff meeting, site visit, and workshop with SFC staff and other stakeholders; determination of current and potential safety deficiencies; development of countermeasures for each safety deficiency and final countermeasures with planning level cost estimates; and documentation by means of a preliminary and final RSA report. Our experience is significant in many ways including our familiarity with biking and walking trail safety concerns, understanding key areas of safety emphasis, tracking the speed, number of travelers, and most frequent localized destinations. Schedule completion dates and costs varied as this was a long term, on-call contract. Our team has performed RSAs for a variety of areas around New Mexico, including:

- US 70 near Organ/San Augustin Pass
- US 70 at the White Sands National Monument Entrance
- Guadalupe Street in Santa Fe
- US 180 on the east side of Silver City
- NM176/NM207 intersection in Eunice
- White Sands Boulevard/Indian Wells intersection, Alamogordo
- NM 53 in McKinley and Cibola counties
- US180/NM152 intersection, Village of Santa Clara
- NM 516 at English Road in Farmington
- NM 118 near Gallup
- NM 602 south of Gallup
- Railroad Right-of-Way, Pedestrian Facilities, Bernalillo

Team Members: Dave Maxwell, Niva Romero, Clay Koontz, Scott Verhines, Art Garcia

NMDOT US 180 Urban Highway Improvements I Silver City, New Mexico I 2014 - 2021

Our team completed a location study, preliminary design, and final design for improvement of approximately 1.3 miles of US 180 through Silver City. The low bid on the project was \$6.76M, which was approximately \$1M below the project budget. The project provided upgrades for traffic flow and safety improvements and included:

- Multi-modal improvements
- Signal coordination and replacement as necessary
- The addition of two signalized intersections
- Lighting improvements
- Geometric improvements to many of the numerous access points along the corridor, including private driveways, local streets, collectors, and medians
- Geometric improvements, including adding turning lanes to major intersections
- Consolidating many of the driveways
- New curb and gutter
- Pavement improvements
- Added turn lanes and deceleration lanes
- Drainage improvements, including the addition of storm sewers

The location study involved extensive public involvement as a full range of alternatives for improving mobility for vehicular, pedestrian, and bicycle traffic were identified and evaluated. The study team worked in conjunction with the Town of Silver City, Grant County, state agency representatives, a walkability/cycling group, and a citizen's advisory committee. The design process involved extensive one-on-one interaction with affected property owners to resolve issues pertaining to access and parking.

Pear Street/Nickel Street Storm Drain System Phased Project I Deming, New Mexico I 2015 - 2019

Extensive flooding was experienced on Slate Street in Deming. Slate Street is downstream of Pear Street where Pear Street is a main drain way from west to east with considerable upstream drainage basin size.

Phase I was the construction of an upstream retention pond to capture most of the overland flows onto Pear Street, thus reducing the amount of storm flows down to the Slate Street area. Phase II was the construction of a gravity storm drain system from the confluence of Slate Street and Pear Street into the retention pond built in Phase One. A large inlet was constructed at the upper end of Slate Street to capture the remaining flows from other basins destined to the Slate Street intersection with Pear Street.

The City of Deming also wanted to capture other flooding flows farther downstream of the Pear/Slate Street diversion and pump them up to the retention pond built in Phase I. Three inlets were constructed at Nickel Street, storm flows were directed to an underground vault, and a lift station was designed and built to pump the storm run-off into the upper detention pond.

Phase III is the future expansion of the retention pond and additional gravity flows coming into the retention pond from other upper flooding areas from a different direction than the Pear Street basins. These other future storm flows will also be conveyed to the retention pond via underground culverts.

Drainage Manual, Hydrology Section - NMDOT | 2016-2018

First published in 1995 and recently updated, this manual was adopted by NMDOT for all highway projects and many municipalities across the state use this manual as the standard for city drainage projects. The review considers drainage updates in other western states, MS4 and related Clean Water Act issues, updates for local jurisdictions and inclusion of data from the New Mexico Tech Sediment Transport research, among many other considerations for criteria and data.

Team Members: Chuck Easterling

Traffic Engineering Services On-Call for NMDOT | 2012-2021

Stantec is currently under contract to provide On-call Traffic Engineering Services to the NMDOT. Three examples of task orders are shown in the following text.

CN 610092: Traffic Control Plan Development for I-40 near Gallup, New Mexico (Milepost 39.9- Milepost 42.5):

We designed and completed traffic control plans for improvements for this interstate project. The project included design for new inside eastbound and westbound lanes. A new outside westbound lane was designed in the project. Plans were developed in accordance with NMDOT design process and included submittals and meetings at each milestone stage. Final signed plans were delivered to NMDOT Central Region Design in July 2018.

Traffic Engineering Review and Study (Intersections of St. Francis Drive and Mercer Road & St. Francis Drive and Camino Sierra Vista:

We completed a traffic engineering study to identify and recommend traffic and safety improvements in the study area.

Traffic Engineering Review and Exhibit

Preparation: US 285 and I-25 East of Santa Fe:

Our team conducted a traffic engineering review and developed permanent signing exhibit for the interchange to identify any high- risk factors that could be contributing to wrong way driving and vehicles entering the Interstate via off ramps in the wrong direction on I-25 at this interchange.

Current Volume of Work Less Than 75% Complete for the City

Project	City Department	Stantec Project Manager	% Complete
Hot Springs Water Utility District	Utilities	Wayland Oliver	57%
Hot Springs Sewer Line Replacement	Utilities	Wayland Oliver	69%
Dee Bibbs Industrial Park Road and Drainage	Public Works	Wayland Oliver	59%

F. Documentation

Team Member	Education	Certifications and Years of Experience
Niva Romero Client Services Manager	Numerous management classes, GED	24 years of experience 23 years with Stantec
Dave Maxwell, PE Principal	BS, Civil Engineering/ Agricultural Engineering MS, Water Resources Engineering	NMPE #8768 45 years of experience 5 years with Stantec
Wayland Oliver, PEI Project Technical Lead	BS, Agricultural Engineering BS, Civil Engineering	NMPE #18112 26 years of experience 16 years with Stantec
Dan Aragon Lead Designer	Bachelor of General Studies, Applied Science	40 years of experience 30 years with Stantec
Clay Koontz, PE, PTOE Traffic Engineering Lead	BS, Civil Engineering MS, Transportation Engineering	NMPE #14493 PTOE #1197 25 years of experience 3 years with Stantec
Gabby Contreras-Apodaca, PE Project Manager	BS, Civil Engineering	NMPE #16316 28 years of experience 2 years with Stantec
Frank Guzman, PE Technical Support	BS, Civil Engineering	NMPE #11986 33 years of experience 3 years with Stantec
Shanti Ceane, PE Construction Manager	BS, Civil Engineering	NMPE #23206 20 years of experience 6 years with Stantec
Richard Maynes, PE Project Technical Lead	BS, Civil Engineering	NMPE #14503 26 years of experience 23 years with Stantec
Patricia Bolliger, PE Drainage	BS, Civil Engineering	NMPE #22758 16 years of experience 4 years with Stantec
Lisa Campbell Grant Administration	Bachelor of Business Management	27 years of experience 27 years with Stantec
Scott Verhines, PE Technical Support	BS, Civil Engineering MS, Civil Engineering MBA	NMPE #8706 44 years of experience 5 years with Stantec
Anthony Martinez Construction Observer	Miscellaneous Coursework and Training Courses	26 years of experience 2 years with Stantec

G. Financial



Canadian Imperial
Bank of Commerce
Brookfield Place
161 Bay Street, 8th floor
Toronto ON M5J 2S8
Tel: 416 594-7000

CONFIDENTIAL

September 15, 2021

Cassandra Fresquez, City Clerk
City of Las Vegas, New Mexico
1700 N Grand Avenue,
Las Vegas, NM 87701

Dear Sir/Madam,

Re: Stantec Consulting Services Inc.

At the request of Stantec Inc. and its subsidiary Stantec Consulting Services Inc. we, Canadian Imperial Bank of Commerce ("CIBC") are providing this letter of financial reference in support of the company's response to the proposal for the subject project.

We are and have been, the lead bank and lender to Stantec Inc. and its subsidiaries, since 1954. Our dealings with the company are comprised of all general banking activities including current account operation, deposits, electronic banking and credit facilities. We confirm the company has a Revolving Credit Facility authorized in the amount of \$600 million. As of the date of this letter, CIBC is not aware of any material default with respect to the company's credit facility.

All our dealings with the company have been exemplary and to our complete satisfaction. Cheques have never been returned for reason of insufficient funds.

This letter reflects our experience with this client and is provided for your information only. It may not be relied upon for any reason whatsoever and cannot be shared with any other person without CIBC's prior written consent.

Yours truly,

Canadian Imperial Bank of Commerce

Per: 
Sophia Soofi
Executive Director

H. Additional Information

Veteran's Business

Stantec is not a Veteran-owned business.

Federal Tax ID

11-2167170

NM Resident Business Status



STATE OF NEW MEXICO
TAXATION AND REVENUE DEPARTMENT
RESIDENT BUSINESS CERTIFICATE

Issued to: STANTEC CONSULTING SERVICES INC.
DBA: STANTEC CONSULTING SERVICES INC.
6100 SEAGULL ST NE, STE 101B
ALBUQUERQUE, NM 87109-1500

Expires: 28-Oct-2022

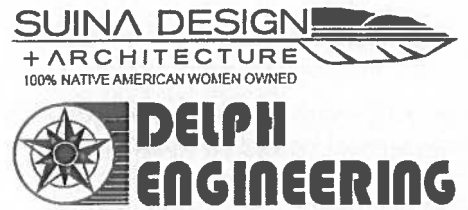
Certificate Number: L0474260144

Stephanie Shannon Clarke
Cabinet Secretary

THIS CERTIFICATE IS NOT TRANSFERABLE

Expectations/Clarifications to this RFP

We have reviewed your proposed RFP/contract terms and believe that should we be selected for this contract; we will be able to conclude a mutually satisfactory contract with you as we have done on our other master services agreements.



REQUEST FOR PROPOSALS FOR PROFESSIONAL ENGINEERING SERVICES FOR STREET & DRAINAGE IMPROVEMENTS TO HOTSPRINGS BOULEVARD

Request for Proposals
Engineering Services

Attn:
City Clerks Office
1700 N Grand Ave,
Las Vegas, New Mexico, 87701



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Contents

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1 >> Specialized Services as defined in the scope of work	01
2 >> Capacity and Capability	03
3 >> Past Record of Performance	04
4 >> Familiarity with Las Vegas	07
5 >> Current Volume of Work with the City that is less than 75% complete	07
6 >> Required Certifications	08
6 >> Resident Preference	10

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1. Specialized Services as defined in the scope of work



Suina Design + Architecture

Suina Design + Architecture (SD+A), LLC, was formed by Elizabeth Suina on June 27, 2016. The company is a reorganization of Suina + Mead Architects. Ms. Suina is currently a licensed Architect in New Mexico and Arizona. Ms. Suina is a member of Pueblo de Cochiti and the sole principal with 100% ownership. Therefore, Suina Design + Architecture, LLC is a Native American Women Owned small business.

Abilities

Although Suina Design + Architecture has recently undergone a company reorganization and name change, we have been in business for more than twenty years under the previous companies of Suina + Mead Architects and Garrett Smith Ltd. Our past experience includes projects of various types and size for federal agencies including Sandia National Laboratories and Kirtland Air Force Base, tribal entities including Housing Authorities and the Administrations of Pueblo de Cochiti, Santa Clara Pueblo and Santo Domingo, and non-profit organizations such as NewLife Homes.

Technical Experience

Our past experience on projects with similar scope and complexity include completed projects or those in the construction stage for both Federal Agencies, School Districts and Tribes. The key individuals are highlighted and illustrate our team's cohesiveness over the past 10 years.



Delph Engineering

Delph Engineering was founded in Albuquerque in 2018 and is led by Kent Delph, who is a civil engineer with expertise in drainage, plan production, grading, and infrastructure. Current work includes private sector work in Albuquerque and multiple Navajo Nation Water Management Branch irrigation projects. The firm is under five employees and uses the latest civil engineering software and has senior engineers immediately available to the City. The firm has worked on design and construction projects and always looks to project or conflict solutions.

Business Profile

Firm Organization
New Mexico LLC - S-Corp

EIN # 81-3302195
CRS # 03-359690-00-5

Owner:
Elizabeth Suina, AIA, LEED AP BD+C
Licensed Architect NM #005333, AZ #61410
President, Suina Design + Architecture, LLC

Employees:
Size of the SD+A office: Seven (7)
New Mexico Licensed Architects: One (1)
LEED Accredited Professionals: One (1)
Licensed Civil Engineers (1)

Length of Time in Business:
SD+A was incorporated for business on June 27, 2016.
S+MA was in business for 2 years.
GSL was in business for 20 years.

Contact Information:
Elizabeth Suina
4411 McLeod Road NE Suite A-1
Albuquerque, NM 87109
Phone: 505-766-6968
Cell: 505-917-1076
esuina@suinadesign.com

SUINA DESIGN
+ ARCHITECTURE
100% NATIVE AMERICAN WOMEN OWNED

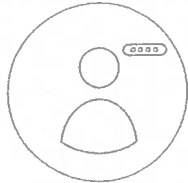
Elizabeth Suina
President/Owner
Women and Minority Owned
100% Ownership Native American



1. Specialized Services as defined in the scope of work

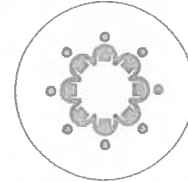
Project Management Approach

Our project management approach is reflective of our design process. Our planning process takes a holistic view for the goals of the entire project. Our approach stresses accountability and promotes initiative from the entire project team. Elements of our project management protocols are formed around the following key components



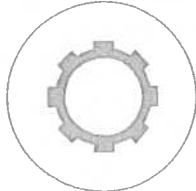
We listen

Our reputation as designers is based on our ability to listen. This approach includes a rigorous process of engaging the project stakeholders and understanding the project requirements.



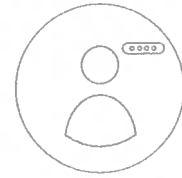
Tactfulness

Our responsibility is to listen to everyone involved in this project. We will work to understand, respect all perspectives and seek consensus for a successful project conclusion.



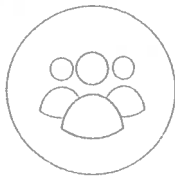
We are problem solvers

We are able to maximize the design and programming potential within the available budget. We believe design is a collaborative process. Our role as your consultant is to provide the necessary skills and insight to allow the project stakeholders to make informed decisions.



Communication

We will work to communicate effectively with everyone involved in this project. We want to become a trusted partner in the collaborative process of design with timely and responsive communication. We want to make this project an open and rewarding experience.



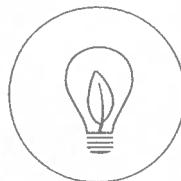
Success depends on leadership

Our management approach for the Project includes a strict project hierarchy under the leadership of a Principal Architect. The project is directed by the Principal Architect, who assumes responsibility for meeting the scope, schedule, budget goals and manages the design team to assure the successful completion of the project.



Project Management Software

SD+A uses Access and Microsoft Project time and project management software to allow project managers and designers to successfully track the project schedule and budget. This software allows us to monitor and evaluate project progress against established timelines and meet the requirements of defined project deliverables.



Energy Efficiency and LEED Design

SD+A is certified by the Leadership in Energy and Environmental Design (LEED) Green Building Rating System to administer design and documentation for environmentally sustainable construction.

2. Capacity and Capability

At Suina Design + Architecture we have developed a relationship with all of our consultants through experience working with them on projects small and large. Through this experience we have developed a team of professionals we trust and that can work with us and our clients to ensure that project goals are met with ease.



The City of Las Vegas
Request for Proposals for Engineering Services



Delph Engineering
Kent Delph P.E., CFM
Principal Civil Engineer



Suina Design + Architecture
Jerry Nieto, P.E.
Project Manager

Availability Current Projects of the Delph Engineering & Suina Design + Architecture Team

CURRENT PROJECTS	2021-22					
	Oct.	Nov.	Dec.	Jan.	Feb.	March
ZUNI HOUSING AUTHORITY Bluebird Housing Development Phase IV	Construction Administration					
MESCALERO HOUSING AUTHORITY Mescalero Supportive Housing LIHTC #2	Construction Administration					
APSAALOOKE NATION HOUSING AUTHORITY MONTANA LIHTC #1 Assessment, Design, and Housing Renovations	Design Phase					
SANTO DOMINGO PUEBLO Historic Main Village Renovation Project	Construction Administration					
ZUNI HOUSING AUTHORITY Scattered Home Designs	Design Phase					
CITY OF LAS VEGAS Hot Springs Blvd Improvements	Contract Awarded					

TEAM MEMBER AVAILABILITY

100%

KENT DELPH Civil Engineer	50%
JERRY NIETO Project Manager	25%

We have reviewed the project load and availability of key team members for this project and are confident that we can deploy sufficient resources to maintain our schedule commitments.

3. Past Record of Performance

Experience Working with Municipalities

Delph Engineering (DE) is a civil engineering and water resource firm that currently has a client portfolio of municipalities, tribes, design-build construction teams, private sector clients and peer professionals. The firm was founded by Kent Delph who is a civil engineer and water resources expert with over 25 years of experience in design including roadways, water & wastewater utilities, grading, drainage facilities, hydrology / hydraulics, permitting, and construction management. The firm has expertise in floodplains, roadways, water and sewer infrastructure, construction document preparation, permitting and construction services. The firm has a staff that include two Civil PE's, senior level drainage engineer (PE) and two expert level Civil 3D designer/technicians.

Kent's specific experience with Municipalities includes the following:

- City of Carlsbad (NM): Water Transmission Main
- City of Grants (NM): WWTP, Effluent Re-Use / Golf Course Lagoons
- City of Tucumcari (NM): Transmission Main, Water PER
- Los Alamos County (NM): Water Booster Station
- Polvadera (Lemitar) MDWCA (NM): Water PER, Distribution Mains
- San Miguel County (NM): Road Improvements
- Village of Bosque Farms (NM): Welded Steel Storage Tank Rehabilitation
- Village of Santa Rosa (NM): Water Distribution Mains
- Twin Forks MDWCA (NM): Water Loss Analysis & Leak Detection
- Avra Water Co-Op (AZ): Board Member
- City of Show Low (AZ): Parks, Schools, Drainage (with utilities and roadways)
- City of Tucson (AZ): Roadway & Drainage Improvements
- Navajo County (AZ): Floodplain and Levee Analysis & Design (Winslow, AZ)
- Pinetop-Lakeside Sanitary District (AZ): Wastewater Collection & Plan Review
- Town of Eagar (AZ): FEMA Letter of Map Amendments
- Town of Pinetop-Lakeside (AZ): Park Design (with utilities & roadways)

3. Past Record of Performance (cont.) Relevant Projects



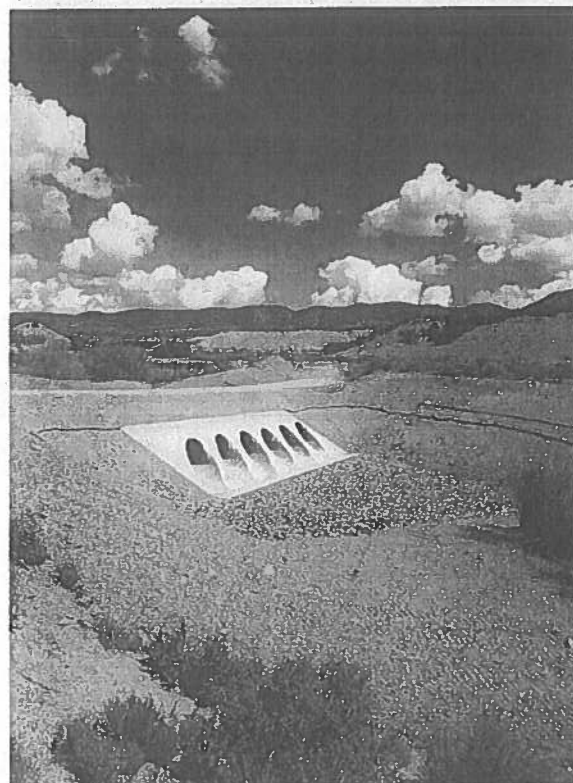
1. FEMA Road and Drainage Improvements Jemez Pueblo, New Mexico

Description:

Delph Engineering provided civil engineering services to Jemez Pueblo for drainage and roadway design and construction services for FEMA funding mitigation improvements to roadways, culverts, dam repair and channel bank protection.

All work used NMDOT specifications and was approved by FEMA. The work tasks included:

- Determine peak flow rates for the 2, 10, 25, 50, and 100 year storms
- Analyze existing culverts to estimate headwater depths and velocities during various events
- Analyze the existing drainage channel for capacity and headwater depths
- Design culverts across roadways as well as grading and gabions along channel to stabilize sides and prevent further erosion
- Develop a drainage report to summarize findings
- Provide construction documents for improvements
- Calculate cost estimates for construction
- Provide bidding and construction services
- Provide Engineer Certification of the completed construction

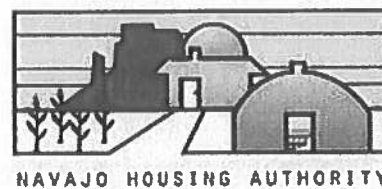


2. Drainage Mitigation, Design, and Improvements Navajo Nation

Description:

Delph Engineering has worked on multiple drainage mitigation and improvements projects for over 15 years. Currently providing drainage design improvements to over fifteen existing subdivisions within the Navajo Housing Authority HUD boundaries on the Navajo Reservation. The work for the sites entailed the following:

- Hydrology – Local and Regional
- Hydraulic Analysis
- Grading and Drainage Swale Design
- Retaining Wall Design
- Channel Reinforcement Design
- Roadway, Sidewalk, and Driveway Design



3. On-Call Services New Mexico and Arizona

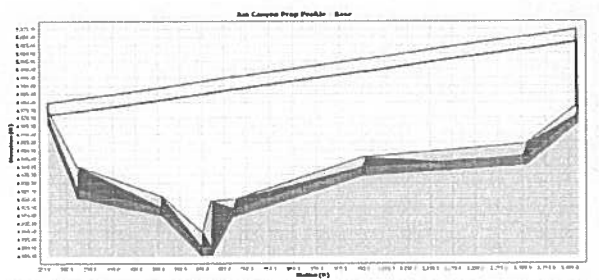
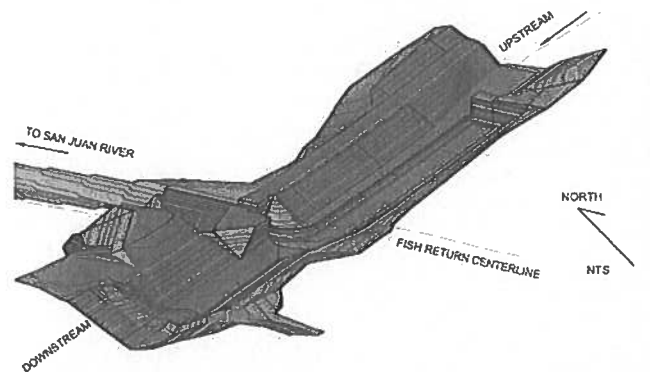
On-Call Services (New Mexico and Arizona)

Delph Engineering has provided on-call drainage engineering services for a variety of communities. The services included plan review, drainage design, levee design and construction management services. Arizona municipalities that have been serviced include City of Holbrook, Navajo County and City of Show Low. New Mexico communities Kent Delph has provided on-call services for include City of Tucumcari, City of Grants and Village of Pecos. Project types in New Mexico also include infrastructure, construction management, roadway design and wastewater treatment facilities.

4. Irrigation Improvements Navajo Nation

Delph Engineering (with JE Fuller) is currently completing the design of multiple elements for rehabilitation of irrigation structures along the San Juan River from Farmington to Shiprock. The work is the result of a water rights settlement and includes specific requirements to protect two critical fish species (Colorado Pikeminnow and Razorback Sucker). Project sites are described following:

- San Juan River Diversion: Low head dam and large-scale irrigation headworks on the San Juan River. The diversion is to divert 160 cubic feet per second (cfs) to the Fruitland Canal for irrigation. Elements of the diversion site design include boat ramp, large radial gates and sluice way, slide gates to canal and two-dimensional HECRAS modelling. Delph Engineering provided construction plans and the hydraulic design for the site with minor modifications based on HECRAS 2D modelling by JE Fuller.
- Fish Entrainment Weir: Should any critical specific fish species get into the Fruitland Canal, a downstream long weir, dual leaf gate and fish return channel are present to return the fish to the river. Delph Engineering provided construction plans, hydraulic analysis and design, which also included a long-throated Flume.
- Salt Creek and Jim Canyon Inverted Siphons: The Hogback lateral of the Shiprock irrigation system includes (2) canyon crossings that are approximately 1,200' in length and crossed via inverted siphons. Each proposed crossing is designed for six-foot diameter HDPE pipe and was designed using energy balance methods and Bentley StormCAD software. Delph Engineering provided the construction plans and hydraulic analysis while JE Fuller provided hydrology, floodplain delineations and scour depths.

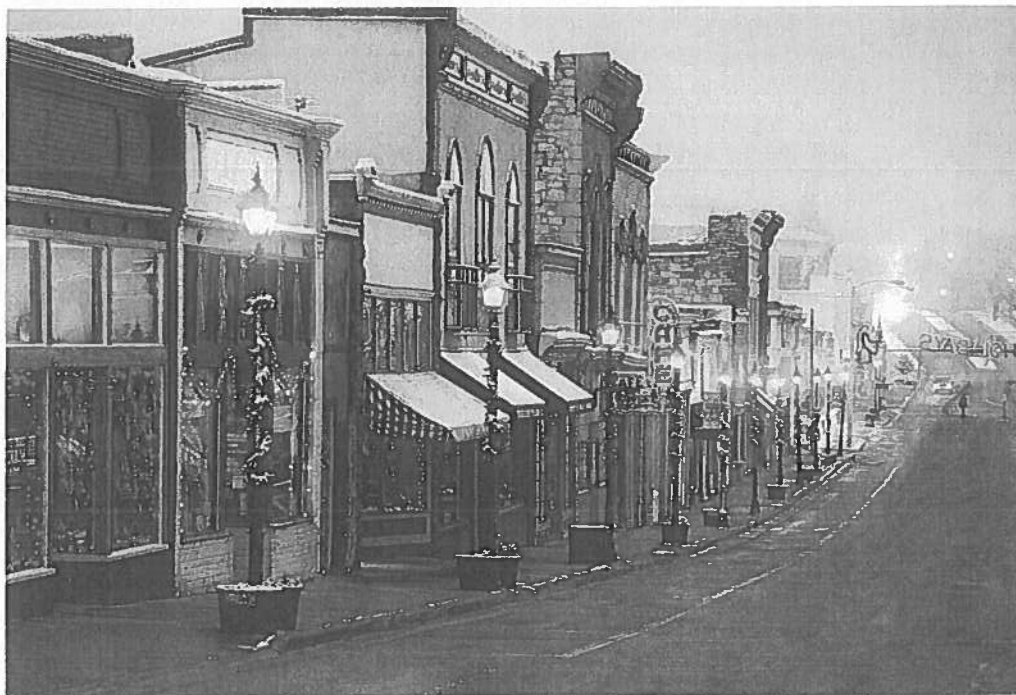


The project includes complying with agency requirements and approvals by the Bureau of Reclamation and US Fish and Wildlife Services.

4. Familiarity with the City of Las Vegas



Jerry Nieto, the project manager, is from Las Vegas as well as both sides of his family, and thus has an extensive knowledge of the city. Suina Design + Architecture is also currently completing a feasibility study for the West Las Vegas School District and staff have made numerous trips to Las Vegas with no issue. Delph Engineering is familiar with the City of Las Vegas from previous project experience with the Housing Authority of City of Las Vegas (Drainage & Hardscape Improvements – Office parking and improvements to Sagebrush Street, Calle Contenta & Calle Bonita) and multiple San Miguel County road projects. Kent also understands the Gallinas Basin and the City's water supply reservoirs and water transmission system, from previous employment at WHPacific



5. Current Volume of work with the City that is less than 75% complete

Suina Design + Architecture and Delph Engineering have **no** current work with the city of Las Vegas that is less than 75% completed.

6. Required Certifications | Resumes



Jerry Nieto, P.E.
Project Manager
Suina Design + Architecture



Commitment to Project I, Jerry Nieto, promise to perform the Civil Engineering duties to the best of my abilities, to always strive for improvement and to maintain a professional and honest mindset during my association with the City of Las Vegas.

Resumes/Certification Documents

- Civil Engineer/Project Manager, P.E. CA #C44878, NM #12506, B.S. & M.S. in Civil Engineering.
- Experience in geotechnical engineering, structural engineering, and construction materials testing and inspection.
- Involved in design and management of large construction and civil engineering projects in Arizona, California, Nevada, Colorado, and New Mexico.
- Conducted supervision and management of multidisciplinary teams including engineers, technicians to complete project goals.
- Civil engineering design experience using computer-aided design and drafting, specifically AutoCAD, MicroStation, InRoads, and Civil 3D applications.

Relevant Experience

- Bureau of Reclamation, Pojoaque Basin Regional Water System – Project Manager - Supervisory Civil Engineer. Managed the feasibility study for the Pojoaque Basin Regional Water System (PBRWS) project for the Bureau of Reclamation prior to design and construction. Project consisted of several buildings that included electrical, mechanical, communication systems in support of the total project that comprised a 4,000 acre-feet per year surface water diversion at the Rio Grande, a mechanical/electrical building, water treatment plant (WTP), 22 water storage tanks and their support buildings (7 new tanks and 15 existing), 4 mile-long raw water pipeline from the Rio Grande.
Type of Building: Design, Construction, and Project Management
Total Value of Project - \$406 million
Duration: 2015 - 2020
- U.S. Army Corps of Engineers, Civil Works Program Feasibility Studies – Supervisory Program Manager – Project Manager, Supervisor and Project Manager for several feasibility studies that led to the selection of the preferred alternative that economic and environmental benefits that involved inventory for single and multi-story structures in the Colorado, New Mexico and El Paso, Texas.
Total Value of Program - \$200 million
Duration: 2009 to 2015
- Defense Threat Reduction Agency, Permanent High Explosive Test Site Feasibility Study, Design, and Construction - Deputy for Engineering and Construction. Assisted and managed feasibility studies prior to development and implementation of final master plans, facility plans, operations plans, and special projects at Kirtland Air Force Base, White Sands Missile Range, and the Nevada Test site. Structures evaluated were a variety of concrete, steel frame, masonry, timber framed building, and pre-Manufactured buildings for personnel.
Total Value of Projects – over \$100M
Duration: 2003 to 2009

6. Required Certifications | Resumes (cont.)



Kent Delph, P.E., CFM
Civil Engineer
Delph Engineering



Resumes/Certification Documents

- Civil Engineer P.E. Arizona #3049, Colorado #43501, Nevada #014737, New Mexico #13939, Texas #118037, Utah #70748
- B.S. in Civil Engineering. Water Resources Focus, Rose-Hulman Institute of Tech., Terre Haute, Indiana

Commitment to Project I, Kent Delph, promise to perform the Civil Engineering duties to the best of my abilities, to always strive for improvement and to maintain a professional and honest mindset during my association with the City of Las Vegas.

Summary

- Kent is a Civil Engineer with 25 years of experience in planning and design for roadways, utilities, site development grading, drainage facilities, hydrology / hydraulics, permitting, and construction services. Kent went to college in the Midwest and has lived and worked in the Southwest US for over twenty-five years. His technical expertise includes Civil 3D, HEC-HMS, HEC-RAS (1D & 2D), SWPPPs, water and wastewater system modelling, agricultural irrigation systems, construction document preparation, and project specifications.

Relevant Experience

Road Improvement Projects, San Miguel County, NM

Roadway improvements for four separate projects in San Miguel County. Projects task included planning, design, and construction services. Construction work included pavement rehabilitation and drainage improvements.

McLane Road Improvements, Payson, AZ

One mile of urban roadway widening and improvements for high volume Town roadway. Work required complex right-of-way negotiations and storm drain improvements.

Kohl's Ranch LOMR, Gila County, AZ

Kent analyzed and permitted a FEMA Letter of Map Revision (LOMR) for Tonto Creek. The work included County and FEMA submittals and approval for a supercritical flow reach. Also included in the work was associated improvement plans for eight new cabins.

NMDOT NM209 Bridge Replacement, Curry County, NM

New bridge design for Frio Draw in eastern New Mexico. Work included offsite hydrology, bridge modeling using HEC-RAS, and scour analysis. Work included bridge abutment and deck drain design.

Kayenta AZ12-150, Navajo Housing Authority, AZ

Project was repurposed apartment site that was converted to 51 single family units. Work included assessment, planning, drainage, grading, and road design.

Infill Subdivisions, Navajo Housing Authority, AZ & NM

Site civil and drainage plans for 13 multi-unit sites across Navajo. Work was for approximately 80 residential units in challenging infill locations. Work included coordination with architect, utilities, and Housing Authority.

Wa Di Housing Development, Santo Domingo Pueblo, NM

Civil infrastructure construction plans for 41 units on ten acres for the Santo Domingo Tribal Housing Authority. The work included detail floodplain and drainage analysis, roadways, water, sewer, gas and electric coordination and design. Also included in the work was permitting and approvals from Pueblo Utilities and the BIA.

7. Resident Preference

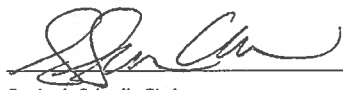
STATE OF NEW MEXICO
TAXATION AND REVENUE DEPARTMENT

RESIDENT BUSINESS CERTIFICATE

Issued to: SUTNA DESIGN + ARCHITECTURE, LLC
DBA: SUINA DESIGN + ARCHITECTURE, LLC
4411 MCLEOD RD NE STE A1
ALBUQUERQUE, NM 87109-2232

Expires: **21-May-2022**

Certificate Number:
L1569060016


Stephanie Schardin Clarke
Cabinet Secretary

THIS CERTIFICATE IS NOT TRANSFERABLE

STATE OF NEW MEXICO
TAXATION AND REVENUE DEPARTMENT

RESIDENT BUSINESS CERTIFICATE

Issued to: DELPH ENGINEERING, LLC
DBA: DELPH ENGINEERING, LLC
3620 WYOMING BLVD NE
ALBUQUERQUE, NM 87111-3247

Expires: **08-Jul-2022**

Certificate Number:
L2136001712


Stephanie Schardin Clarke
Cabinet Secretary

THIS CERTIFICATE IS NOT TRANSFERABLE

SCORING MATRIX
RFP 2022-15 Professional Engineering Services for
Street & Drainage Improvement
To Hot Springs Boulevard

	Suina Design	Stantec Consulting		
1. Specialized Services Defined as defined in the Scope of Work 30 points	Evaluator #1--- Evaluator #2--- Evaluator #3--- Evaluator #4--- Evaluator #5---	Evaluator #1---30 Evaluator #2---29 Evaluator #3---28 Evaluator #4---25 Evaluator #5---26	Evaluator #1--- Evaluator #2--- Evaluator #3--- Evaluator #4--- Evaluator #5---	Evaluator #1--- Evaluator #2--- Evaluator #3--- Evaluator #4--- Evaluator #5---
2. Capacity and Capability 15 points	Evaluator #1--- Evaluator #2--- Evaluator #3--- Evaluator #4--- Evaluator #5---	Evaluator #1---15 Evaluator #2---15 Evaluator #3---15 Evaluator #4---15 Evaluator #5---15	Evaluator #1--- Evaluator #2--- Evaluator #3--- Evaluator #4--- Evaluator #5---	Evaluator #1--- Evaluator #2--- Evaluator #3--- Evaluator #4--- Evaluator #5---
3. Past Record Performance 15 Points	Evaluator #1--- Evaluator #2--- Evaluator #3--- Evaluator #4--- Evaluator #5---	Evaluator #1---14 Evaluator #2---12 Evaluator #3---12 Evaluator #4---12 Evaluator #5---13	Evaluator #1--- Evaluator #2--- Evaluator #3--- Evaluator #4--- Evaluator #5---	Evaluator #1--- Evaluator #2--- Evaluator #3--- Evaluator #4--- Evaluator #5---
4. Familiarity with City of Las Vegas and Related Services 20 Points	Evaluator #1--- Evaluator #2--- Evaluator #3--- Evaluator #4--- Evaluator #5---	Evaluator #1---17 Evaluator #2---18 Evaluator #3---17 Evaluator #4---15 Evaluator #5---18	Evaluator #1--- Evaluator #2--- Evaluator #3--- Evaluator #4--- Evaluator #5---	Evaluator #1--- Evaluator #2--- Evaluator #3--- Evaluator #4--- Evaluator #5---
5. Current Volume of Work with City of Las Vegas 10 Points	Evaluator #1--- Evaluator #2--- Evaluator #3--- Evaluator #4--- Evaluator #5---	Evaluator #1---4 Evaluator #2---4 Evaluator #3---4 Evaluator #4---4 Evaluator #5---4	Evaluator #1--- Evaluator #2--- Evaluator #3--- Evaluator #4--- Evaluator #5---	Evaluator #1--- Evaluator #2--- Evaluator #3--- Evaluator #4--- Evaluator #5---
6. Resident/Veterans Preference 10 Points	Evaluator #1--- Evaluator #2--- Evaluator #3--- Evaluator #4--- Evaluator #5---	Evaluator #1---5 Evaluator #2---5 Evaluator #3---5 Evaluator #4---5 Evaluator #5---5	Evaluator #1--- Evaluator #2--- Evaluator #3--- Evaluator #4--- Evaluator #5---	Evaluator #1--- Evaluator #2--- Evaluator #3--- Evaluator #4--- Evaluator #5---
100 Points Total		406		
Average	Non- Responsive	81.2		



**CITY OF LAS VEGAS
COUNCIL MEETING AGENDA REQUEST FORM**

Meeting Date: November 17, 2021

Date Submitted: 11/03/21

Department: Utilities-Public Works

Item/Topic: Award RFB #2022-16 for the construction, reconstruction, pavement rehabilitation, drainage improvements and miscellaneous construction to Romero and Salazar Streets to Pacheco Construction. The total cost of the project is \$480,200.00 which does not include NMGR.

Advertised: 10/01/21; Las Vegas Optic, Albuquerque Journal and City Website

Bid Opening: 10/27/21

Number of Bidders: 2 – Pacheco Construction \$523,418.00 including GRT
Hays Plumbing & Heating \$595,905.95 including GRT

Fiscal Impact: Paid for out of budget line item number #217-0000-780-8100. The City will have to cover additional cost of \$18,418.00 to complete the cost of the project.

Attachments: Original bid, Addendum #1, bid tabulation, engineer recommendation, bids received.

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.

Approved For Submittal By:


Department Director

Reviewed By:

Finance Director

City Manager

City Attorney (Approved as to Form)

**CITY CLERK'S USE ONLY
COUNCIL ACTION TAKEN**

Resolution No. _____
Ordinance No. _____
Contract No. _____
Approved _____

Continued To: _____
Referred To: _____
Denied _____
Other _____

REQUEST FOR BIDS

The City of Las Vegas, New Mexico will open Sealed Bids at 10:00a.m., October 27, at the City Council Chambers, 1700 North Grand Avenue, Las Vegas, New Mexico, or other designated area at the City Offices; ON THE FOLLOWING:

Romero and Salazar Street Improvements

The BIDDING FORMS AND TECHNICAL SPECIFICATIONS may be examined at the following location: City Clerk's Office at 1700 North Grand Avenue, Las Vegas, NM 87701 or www.lasvegasnm.gov

Copies of the BIDDING FORMS AND TECHNICAL SPECIFICATIONS may be examined at the following location: City Clerk's Office at 1700 North Grand Avenue, Las Vegas, NM 87701 or www.lasvegasnm.gov

Mailed bids should be addressed to the City Clerk, 1700 N. Grand Ave., Las Vegas, New Mexico 87701; with the envelope marked: **Romero and Salazar Street Improvements** Opening No. 2022-16; on the lower left-hand corner of the submitted envelope. It shall be the responsibility of the Offeror to see that their bid is delivered to the **City Clerk** by the date and time set for the bid request. If the mail or delivery of bid request is delayed beyond the opening date and time, bid thus delayed will not be considered. A public opening will be held and any bidder or their authorized representative is invited to attend.

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

CITY OF LAS VEGAS,

Leo Maestas, City Manager

Scott Aaron, City Attorney

Casandra Fresquez, City Clerk

Jesus Baquera, Finance Director

Helen Vigil, Purchasing Officer

Opening No. 2022-16

Date Issued: 09/27/2021

Published:	<u>LAS VEGAS OPTIC</u>	<u>October 6, 2021</u>
	<u>ALBUQUERQUE JOURNAL</u>	<u>October 6, 2021</u>
	<u>www.lasvegasnm.gov</u>	<u>October 6, 2021</u>

**ADDENDUM NO. 1
CITY OF LAS VEGAS, NEW MEXICO
OCTOBER 25, 2021**

TO: All Planholders

RE: Romero and Salazar Street Improvements, October 2021

The following Addendum shall be incorporated into the Contract Documents for the above-referenced project.

A. PROJECT MANUAL

1. SUBCONTRACTOR'S FAIR PRACTICE ACT COMPLIANCE:
 - a. Pages SCFP-1 through SCFP-3 are included in this Addendum No. 1.
2. STATE WAGE RATES:
 - a. The State Wage Rates are included in this Addendum No. 1.

B. RESPONSES TO CONTRACTOR QUESTIONS (Responses are in **Bold/Italics).**

1. Does the above project have an estimated value and anticipated start date at this time?

The cost estimate for this project is approximately \$530,000.00. The start date will be discussed between the City and Awardee, but could be as soon as late November 2021.
2. I do not see a subcontractor sheet to list our subcontractors for this project. Where are subs listed?

Subcontractors are to be listed within the "Subcontractor's Fair Practice Act Compliance", included in this Addendum No. 1.
3. Is the guard rail installed on concrete pads?

The guard rail shall utilize End Treatment TL-2 End Terminal on the approach end, and an End Treatment W-Beam End Anchor at the departure end. Reference the New Mexico Department of Transportation Standard Drawings, Sheets 606-GR31-8/20 and 606-GR31-9/20.
4. Is the pulverized material to be stripped and then put back?

The existing asphalt is to be pulverized and blended with the existing base course. The existing subgrade is to be prepared to a depth of 12 inches and then 6 to 9-inches of base course / pulverized millings blend is to be prepared above the subgrade prior to paving.
4. Does this project have a completion deadline before the end of the year?

No, it does not.

All other provisions of the Contract Documents shall remain unchanged. This Addendum is hereby made part of the Contract Documents to the same extent as those contained in the original documents and all itemized listings thereof.

Each Bidder shall acknowledge receipt of this Addendum No. 1 on the Bid Proposal form in the space provided.

MOLZEN CORBIN



Jonah S. Ruybalid,

10/25/21
Date

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.



TYPE "A" - STREET, HIGHWAY, UTILITY & LIGHT ENGINEERING

Please refer to the base and fringe rate columns that pertain to the date your wage decision was approved. For instance, if your wage decision was approved on April 1, 2021, you will use the rates in the first two columns. If your wage decision was approved on May 10, 2021, use the third and fourth columns.

Effective
January 1, 2021
Through May, 4
2021

Effective
May 5, 2021

Trade Classification	Base Rate	Fringe Rate	Base Rate	Fringe Rate
Bricklayer/Block layer/Stonemason	24.46	8.81	24.46	8.81
Carpenter/Lather	25.63	11.74	24.63	11.24
Carpenter- Los Alamos County	28.37	13.44	27.80	13.19
Cement Mason	17.42	6.81	17.42	6.81
Ironworker	27.35	17.49	27.00	15.75
Painter- Commercial	17.25	7.75	17.00	6.88
Plumber/Pipefitter	31.52	12.90	30.76	11.62
Electricians- Outside Classifications: Zone 1				
Ground man	23.74	13.16	23.27	12.67
Equipment Operator	34.06	15.94	33.39	15.35
Lineman/ Technician	40.07	17.57	39.28	16.91
Cable Splicer	44.08	18.65	43.21	17.95
Electricians-Outside Classifications: Zone 2				
Ground man	23.74	13.16	23.27	12.67
Equipment Operator	34.06	15.94	33.39	15.35
Lineman/ Technician	40.07	17.57	39.28	16.91
Cable Splicer	44.08	18.65	43.21	17.95
Electricians-Outside Classifications: Los Alamos				
Ground man	24.42	13.34	23.94	12.85
Equipment Operator	35.04	16.21	34.35	15.60
Lineman/ Technician	41.22	17.88	40.41	17.21
Cable Splicer	45.34	18.99	44.45	18.28



Laborers				
Group I- Unskilled	12.26	6.22	12.26	6.22
Group II- Semi-Skilled	12.56	6.22	12.56	6.22
Group III- Skilled	12.96	6.22	12.96	6.22
Group IV- Specialty	13.21	6.22	13.21	6.22
Operators				
Group I	19.15	6.54	18.79	6.34
Group II	20.11	6.54	19.72	6.34
Group III	20.21	6.54	19.82	6.34
Group IV	20.33	6.54	19.93	6.34
Group V	20.43	6.54	20.03	6.34
Group VI	20.62	6.54	20.21	6.34
Group VII	20.78	6.54	20.37	6.34
Group VIII	21.08	6.54	20.66	6.34
Group IX	28.80	6.54	28.16	6.34
Group X	32.15	6.54	31.41	6.34
Truck Drivers				
Group I-IX	16.67	8.27	16.45	7.87

NOTE: All contractors are required to pay SUBSISTENCE, ZONE AND INCENTIVE PAY according to the trade. Details are in a PDF attachment at WWW.DWS.STATE.NM.US. Search Labor Relations/Labor Information/Public Works/Prevailing Wage Rates.

For more information about the Subsistence, Zone, and Incentive Pay rates, or to file a wage claim, contact the Labor Relations Division at (505) 841-4400 or visit us online at www.dws.state.nm.us.

PUBLIC WORKS PROJECT REQUIREMENTS

As a participant in a Public Works project valued at more than \$60,000 in the state of New Mexico, the following list addresses many of the responsibilities that are defined by statute or regulation to each project stakeholder.

Contracting Agency

- Ensure that all contractors wishing to bid on a Public Works project when the project is \$60,000 or more are actively registered with the Public Works and Apprenticeship Application (PWAA) website: <http://www.dws.state.nm.us/pwaa> (Contractor Registration) prior to bidding.
- Please submit Notice of Award (NOA) and Subcontractor List(s) to the PWAA website promptly after the project is awarded.
- Please update the Subcontractor List(s) on the PWAA website whenever changes occur.
- All sub-contractors and tiers (excluding professional services) regardless of contract amount must be listed on the Subcontractor List and must adhere to the Public Works Minimum Wage Act.
- Ninety days after project completion please go into the PWAA system and close the project. Only contracting agencies are allowed to close the project. Agents or contractors are not allowed to close projects.

General Contractor

- Provide a complete Subcontractor List and Statements of Intent (SOI) to Pay Prevailing Wages for all contractors, regardless of amount of work, to the contracting agency within 3 (three) days of award.
- Ensure that all subcontractors wishing to bid on a Public Works project have an active Contractor Registration with the Public Works and Apprenticeship Application (PWAA) website: <http://www.dws.state.nm.us/pwaa> prior to bidding when their bid will exceed \$60,000.
- Make certain the Public Works Apprentice and Training Act contributions are paid either to an approved Apprenticeship Program or to the Public Works Apprentice and Training Fund.
- Confirm the Wage Rate poster, provided in PWAA, is displayed at the job site in an easily accessible place.
- When the project has been completed, make sure the Affidavits of Wages Paid (AWP) are sent to the contracting agency.
- All subcontractors and tiers (excluding professional services) regardless of contract amount must pay prevailing wages, be listed on the Subcontractor List, and adhere to the Public Works Minimum Wage Act.



LABOR RELATIONS DIVISION
121 Tijeras Ave NE, Suite 3000
Albuquerque, NM 87102
Phone: 505-841-4400
Fax: 505-841-4424

WWW.DWS.STATE.NM.US

Subcontractor

- Ensure that all subcontractors wishing to bid on a Public Works project have an active Contractor Registration with the Public Works and Apprenticeship Application (PWAA) website: <http://www.dws.state.nm.us/pwaa> prior to bidding when their bid will exceed \$60,000.
- Make certain the Public Works Apprentice and Training Act contributions are paid either to an approved Apprenticeship Program or to the Public Works Apprentice and Training Fund.
- All subcontractors and tiers (excluding professional services) regardless of contract amount must pay prevailing wages, be listed on the Subcontractor List, and adhere to the Public Works Minimum Wage Act.

Additional Information

Reference material and forms may be found in the New Mexico Department of Workforce Solutions Public Works web pages at: <https://www.dws.state.nm.us/Labor-Relations/Labor-Information/Public-Works>.

CONTACT INFORMATION

Contact the Labor Relations Division for any questions relating to Public Works projects by email at public.works@state.nm.us or call (505) 841-4400.

**LABOR RELATIONS DIVISION**

401 Broadway NE
Albuquerque, NM 87102
Phone: 505-841-4400
Fax: 505-841-4424

226 South Alameda Blvd
Las Cruces, NM 88005
Phone: 575-524-6195
Fax: 575-524-6194

WWW.DWS.STATE.NM.US

1596 Pacheco St, Suite 103
Santa Fe, NM 87505
Phone: 505-827-6817
Fax: 505-827-9676

Wage Decision Approval Summary

1) Project Title: Romero and Salazar Street Improvements
Requested Date: 10/25/2021
Approved Date: 10/25/2021
Approved Wage Decision Number: SM-21-2155-A

Wage Decision Expiration Date for Bids: 02/22/2022

2) Physical Location of Jobsite for Project:
Job Site Address: Romero Street
Job Site City: Las Vegas
Job Site County: San Miguel

3) Contracting Agency Name (Department or Bureau): City of Las Vegas
Contracting Agency Contact's Name: Maria Gilvarry
Contracting Agency Contact's Phone: (505) 426-3310 Ext.

4) Estimated Bid Opening Date: 10/27/2021

5) Estimated total project cost: \$
a. Are any federal funds involved?: No
b. Does this project involve a building?: No
c. Is this part of a larger plan for construction on or appurtenant to the property that is subject to this project?: No
d. Are there any other Public Works Wage Decisions related to this project?: No
e. What is the ultimate purpose or functional use of the construction once it is completed?: General street improvements

6) Classifications of Construction:

Classification Type and Cost Total	Description
Highway/Utilities (A) Cost: \$	Paving improvements for Romero and Salazar Streets between Grant Street and West National Avenue and improvements to West National Avenue

CITY OF LAS VEGAS
RFP/BID/OPENING

DATE: 27-Oct-2021

OPENING NO.: 2022-16

TIME: 10:00 AM

DEPARTMENT: PUBLIC WORKS

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

ITEM(S): ROMERO AND SALAZAR
STREET IMPROVEMENTS

RECEIVED FROM:	AMOUNT	SUB CONTRACTOR LIST	BID BOND	AFFIDAVIT NOTARIZED	CAMPAIGN DISC. FORM
1 Hays Plumbing & Heating Alternate	446,395.00 103060.00	✓	✓	⊖	⊖
2 Pacheco Construction Alternate	375,000.00 105200.00	✓	✓	⊖	⊖
3					
4					
5					
6					

COMPANY REPRESENTATIVE	COMPANY NAME
1 <i>[Signature]</i>	CLV - INVENTORY
2 <i>[Signature]</i>	CLV Purchasing
3 <i>[Signature]</i>	molzen corbin
4 <i>[Signature]</i>	Hays Plumbing
5 <i>[Signature]</i>	CLV - Public Works
6 <i>[Signature]</i>	PACHECO CONST.
7 <i>[Signature]</i>	CLV / PM
8 <i>[Signature]</i>	CLV / PM
9	
10	

(use other side of form when full)

ORIGINALS TAKEN BY CITY CLERK:
[Signature]
DATE: 10-27-21

OPENED BY: FINANCE DEPARTMENT
[Signature]
DATE: 10 27 2021

COPIES TAKEN BY DEPT: PM
[Signature]
DATE: 10.27.2021

MOLZEN CORBIN

November 3, 2021

Mr. Marvin Cordova
Project Manager
City of Las Vegas
1700 North Grand Avenue
Las Vegas, New Mexico 87701

**RE: City of Las Vegas – Romero and Salazar Street Improvements
Consideration of Award**

LVG173-16

Dear Mr. Cordova:

The City of Las Vegas received two (2) Bids on October 27, 2021 for the above-mentioned project. A summary of the Bids received, and the Engineer's Estimate is provided on the enclosed Bid Tabulation and Bid Evaluation Summary.

At the Bid Opening the Apparent Low Bidder was Pacheco Construction & Trucking, Inc. with a low total bid of \$480,200.00 exclusive of NMGRT.

- Pacheco Construction & Trucking, Inc. is a registered Contractor in the State of New Mexico, active GA01, GA02, GA03 and GB98, License No. 82807. We have verified this information with Contractor Listing Services, Inc. (www.public.psiexams.com).
- The Surety for the Bid Bond is Merchants Bonding Company NAIC# 14494. 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 \$262,671,000.00. 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).
- Pacheco Construction & Trucking, Inc. submitted all the required forms.

Based on the information before us, Pacheco Construction & Trucking, Inc. has submitted the lowest apparent responsive Bid. Therefore, we recommend the Contract for this Work be awarded to Pacheco Construction & Trucking, Inc. We understand that the Owner reserves the right to award or reject any Bid, as well as waive any technical irregularities in the Bids.

Please call me at (505) 242-5700, if you have any questions or need additional information.

Sincerely,

MOLZEN CORBIN



Jonah Ruybalid, P.E.

JR:scc
Enclosures

Bid Tabulation
Romero and Salazar Street Improvements
City of Las Vegas

Bid Opening: October 27, 2021 at 10:00 a.m.

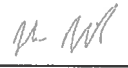
City of Las Vegas					Engineer's Estimate		Pacheco Construction		Hays Plumbing & Heating, Inc.	
Bid Opening: October 27, 2021 at 10:00 a.m.										
Item No.	NMDOT Spec No.	Description	Unit	Qty	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
BASE BID										
1		Linear Grading.	MILE	0.2	\$50,000.00	\$10,000.00	\$80,000.00	\$16,000.00	\$40,000.00	\$8,000.00
2	207000	12" Subgrade Preparation.	SY	2,600	\$10.00	\$26,000.00	\$8.00	\$20,800.00	\$9.00	\$23,400.00
3	303010	Provide and Install Base Course, Including Compaction - 6".	SY	2,300	\$24.00	\$55,200.00	\$24.00	\$55,200.00	\$25.00	\$57,500.00
4	407000	Tack Coat Material.	TON	4	\$2,750.00	\$11,000.00	\$1,000.00	\$4,000.00	\$7,500.00	\$30,000.00
5	408100	Prime Coat Material.	TON	5	\$2,750.00	\$13,750.00	\$750.00	\$3,750.00	\$7,500.00	\$37,500.00
6	415000	Pavement Surface Restoration Including Pulverization.	SY	2,350	\$8.00	\$18,800.00	\$16.00	\$37,600.00	\$15.00	\$35,250.00
7	423282	HMA SP-III 3".	SY	2,350	\$44.00	\$103,400.00	\$27.00	\$63,450.00	\$40.00	\$94,000.00
8	570000	Provide and Install 6" x 18" Concrete Curb and Gutter Upon Direction from Engineer.	LF	300	\$30.00	\$9,000.00	\$56.00	\$16,800.00	\$47.00	\$14,100.00
9	603281	Stormwater Pollution Prevention Plan Prep and Maintenance.	LS	1	\$5,000.00	\$5,000.00	\$3,200.00	\$3,200.00	\$4,000.00	\$4,000.00
10	606001	Single Face W-Beam Guardrail.	LF	275	\$90.00	\$24,750.00	\$100.00	\$27,500.00	\$91.00	\$25,025.00
11	609636	Concrete Valley Gutter.	LF	60	\$45.00	\$2,700.00	\$100.00	\$6,000.00	\$52.00	\$3,120.00
12	617000	Pre-Construction Video Documentation.	LS	1	\$2,000.00	\$2,000.00	\$1,200.00	\$1,200.00	\$1,500.00	\$1,500.00
13	618000	Traffic Control Management.	LS	1	\$12,500.00	\$12,500.00	\$3,000.00	\$3,000.00	\$8,000.00	\$8,000.00
14	621000	Mobilization Insurance and Bonds.	LOT	1	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00
15	621000	Demobilization and Closeout.	LOT	1	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00
16	662400	Manhole Adjust to Grade.	EA	1	\$5,000.00	\$5,000.00	\$2,000.00	\$2,000.00	\$2,500.00	\$2,500.00
17	801000	Construction Staking.	LS	1	\$35,000.00	\$35,000.00	\$20,000.00	\$20,000.00	\$8,000.00	\$8,000.00
18		Utility Relocation Allowance.	ALLOW	1	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
19		Laboratory Testing.	ALLOW	1	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00
20		Pre-Authorized Construction Changes.	ALLOW	1	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00
Subtotal Bid Amount= Base Bid (exclusive of NMGR)						\$428,600.00	\$375,000.00		\$446,395.00	
Gross Receipts Tax @ 8.3958%						\$35,984.40	\$31,484.25		\$37,478.40	
TOTAL BID AMOUNT (Including New Mexico Gross Receipts Tax)						\$464,584.40	\$406,484.25		\$483,873.40	

ADDITIVE ALTERNATE 1- WEST NATIONAL AVENUE

Item No.	NMDOT Spec No.	Description	Unit	Qty	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
21	408100	Prime Coat Material.	TON	2	\$2,750.00	\$5,500.00	\$1,000.00	\$2,000.00	\$7,500.00	\$15,000.00
22	414130	Cold Milling up to 3", Haul Millings to City Designated Location.	SY	1,200	\$9.00	\$10,800.00	\$24.00	\$28,800.00	\$11.00	\$13,200.00
23	423282	HMA SP-III 3".	SY	1,200	\$44.00	\$52,800.00	\$27.00	\$32,400.00	\$40.00	\$48,000.00
24	609636	Concrete Valley Gutter.	LF	180	\$45.00	\$8,100.00	\$100.00	\$18,000.00	\$52.00	\$9,360.00
25	618000	Traffic Control Management.	LS	1	\$5,000.00	\$5,000.00	\$2,500.00	\$2,500.00	\$500.00	\$500.00
26	621000	Mobilization Insurance and Bonds.	LOT	1	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00
27	621000	Demobilization and Closeout.	LOT	1	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00
28	662400	Manhole Adjust to Grade.	EA	1	\$5,000.00	\$5,000.00	\$2,000.00	\$2,000.00	\$2,500.00	\$2,500.00
29	801000	Construction Staking.	LS	1	\$5,000.00	\$5,000.00	\$10,000.00	\$10,000.00	\$5,000.00	\$5,000.00
Subtotal Bid Amount= Base Bid + Additive Alternate (exclusive of NMGR)						\$101,700.00		\$105,200.00		\$103,060.00
Gross Receipts Tax @ 8.3958%						\$8,538.53		\$8,832.38		\$8,652.70
TOTAL BID AMOUNT (Including New Mexico Gross Receipts Tax)						\$110,238.53		\$114,032.38		\$111,712.70

For Ranking Purposes: Resident Contractor Preference (5%):						No	\$375,000.00	Yes	\$424,075.25
BID AMOUNT RANKING AFTER PREFERENCE:						#1		#2	

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


 11-03-2021
 Date
 Jonah Ruybalid, P.E.

BID EVALUATION SUMMARY

BID DATE: October 27, 2021
ENGINEER: Molzen-Corbin & Associates

OWNER: City of Las Vegas
PROJECT: Romero and Salazar Street Improvements

	Pacheco Construction & Trucking, Inc.	Hays Plumbing & Heating, Inc.
Bid Signed?	Yes	Yes
Addendum No. 1 acknowledged	Yes	Yes
Bid bond provided?	Yes	Yes
Contractor's License No noted in Bid	82807	8243
NMDOL Registration No.	002447820120511	002369720111209
Verification of Contractor's License and Classifications per NM Construction Industries	GB98, GA01, GA02, GA03	EL01, ES03, ES04, ES05, ES06, GA01, GB98, GF02, GF03, GF04, GF05, GF09, GF98, MM98
Subcontractors Listed in Bid	San Bar, A Brothers Milling LLC, E2RC	Desert Fox, San Bar, Meadowlands Surveying
Are subcontractors registered with NMDOL	Yes	Yes
Does Bidder have required Classifications as Determined by NM Construction Industries?	Yes	Yes
Verification of Bid Bond	Merchants Bonding Company NAIC#14494 with the underwriting limitation of \$18,136,000.00	Insurors Indemnity Company NAIC# 43273 with the underwriting limitation of \$2,899,000.00
Total Base Bid Amount excluding NMGR	\$375,00.00	\$446,395.00
Additive Alternate 1 Excluding NMGR	\$105,200.00	\$103,060.00
Total Bid Amount Excluding NMGR	\$480,200.00	\$549,455.00
Resident Contractor	no certificate	Yes
Resident Veteran Contractor	No	No
Bid Amount Correct?	Yes	Yes
Amount with Preferences	\$375,000.00	\$424,075.25

NOTE: Verification with New Mexico Construction Industries per the Internet.

BID FORM

PROJECT IDENTIFICATION:

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>1</u>	<u>10/25/2021</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

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 shall complete the Work in accordance with the Contract Documents for the following price(s):

Item No.	NMDOT Spec. No.	Description	Unit	Est. Qty.	Bid Unit Price	Bid Price
BASE BID						
1		Linear Grading.	MILE	0.2	\$ 40,000.00	\$ 8,000.00
2	207000	12" Subgrade Preparation.	SY	2,600	\$ 9.00	\$ 23,400.00
3	303010	Provide and Install Base Course, Including Compaction - 6".	SY	2,300	\$ 25.00	\$ 57,500.00
4	407000	Tack Coat Material.	TON	4	\$ 7,500.00	\$ 30,000.00
5	408100	Prime Coat Material.	TON	5	\$ 7,500.00	\$ 37,500.00
7	415000	Pavement Surface Restoration Including Pulverization.	SY	2,350	\$ 15.00	\$ 35,250.00
8	423282	HMA SP-III 3".	SY	2,350	\$ 40.00	\$ 94,000.00
9	570000	Provide and Install 6" x 18" Concrete Curb and Gutter Upon Direction from Engineer.	LF	300	\$ 47.00	\$ 14,100.00
10	603281	Stormwater Pollution Prevention Plan Prep and Maintenance.	LS	1	\$ 4,000.00	\$ 4,000.00
11	606001	Single Face W-Beam Guardrail.	LF	275	\$ 91.00	\$ 25,025.00
12	609636	Concrete Valley Gutter.	LF	60	\$ 52.00	\$ 3,120.00
13	617000	Pre-Construction Video Documentation.	LS	1	\$ 1,500.00	\$ 1,500.00
14	618000	Traffic Control Management.t	LS	1	\$ 8,000.00	\$ 8,000.00
15	621000	Mobilization Insurance and Bonds.	LOT	1	\$ 25,000.00	\$ 25,000.00

Item No.	NMDOT Spec. No.	Description	Unit	Est. Qty.	Bid Unit Price	Bid Price
16	621000	Demobilization and Closeout.	LOT	1	\$ 7,500.00	\$ 7,500.00
17	662400	Manhole Adjust to Grade.	EA	1	\$2,500.00	\$2,500.00
18	801000	Construction Staking.	LS	1	\$8,000.00	\$8,000.00
19		Utility Relocation Allowance.	ALLOW	1	\$ 15,000.00	\$ 15,000.00
20		Laboratory Testing.	ALLOW	1	\$ 12,000.00	\$ 12,000.00
21		Pre-Authorized Construction Changes.	ALLOW	1	\$ 35,000.00	\$ 35,000.00

TOTAL BASE BID AMOUNT \$ 446,395.00
 (Exclusive of New Mexico Gross Receipts Tax [NMGRT]):
 NMGRT @ 8.3958%: \$ 37,478.43
TOTAL BASE BID AMOUNT PLUS NMGRT: \$ 483,873.43

ADDITIVE ALTERNATE 1 – WEST NATIONAL AVENUE						
Item No.	NMDOT Spec. No.	Description	Unit	Est. Qty.	Bid Unit Price	Bid Price
22	408100	Prime Coat Material.	TON	2	\$7,500.00	\$15,000.00
23	414130	Cold Milling up to 3", Haul Millings to City Designated Location.	SY	1,200	\$ 11.00	\$13,200.00
24	423282	HMA SP-III 3".	SY	1,200	\$40.00	\$48,000.00
25	609636	Concrete Valley Gutter.	LF	180	\$52.00	\$9,360.00
26	618000	Traffic Control Management.	LS	1	\$500.00	\$500.00
27	621000	Mobilization Insurance and Bonds.	LOT	1	\$ 7,000.00	\$ 7,000.00
28	621000	Demobilization and Closeout.	LOT	1	\$ 2,500.00	\$ 2,500.00
29	662400	Manhole Adjust to Grade.	EA	1	\$2,500.00	\$2,500.00
30	801000	Construction Staking.	LS	1	\$5,000.00	\$5,000.00

TOTAL ADDITIVE ALTERNATE 1 – WEST NATIONAL AVENUE BID AMOUNT
 (Exclusive of NMGRT): \$ 103,060.00
 NMGRT @ 8.3958%: \$ 8,652.71
TOTAL ADDITIVE ALTERNATE 1 – WEST NATIONAL AVENUE BID AMOUNT PLUS NMGRT: \$ 111,712.71

Unit Prices have been computed in accordance with Paragraph 11.03 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.



Phone: 877 816 2800

PO Box 32577
Waco, Texas 76703-4200

**BID BOND
(NEW MEXICO)**

Bond No. CNB-39697-00

KNOW ALL MEN BY THESE PRESENTS:

THAT we, Hays Plumbing & Heating, Inc., as Principal, hereinafter called the Principal, and INSURORS INDEMNITY COMPANY, Waco, Texas, as Surety, hereinafter called the Surety, are held and firmly bound unto City of Las Vegas, as Obligee, hereinafter called the Obligee, in the amount of 5 % of the amount of this bid not to exceed 5% of the Greatest Amount Bid Dollars (\$ 5% of G.A.B), for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the principal has submitted a bid for

Paving Improvements for Romero and Salazar Streets.

NOW, THEREFORE, If the contract be timely awarded to the Principal and the Principal shall within such time as specified in the bid, enter into a contract in writing and give bond with good and sufficient surety, or, in the event of the failure of the Principal to enter into such Contract and give such bond or bonds; if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect

PROVIDED, HOWEVER, unless the bid documents require the bid security remain in effect for a longer period of time, Surety shall have no liability hereon if a contract for the bid amount is not awarded to Principal within 60 days of the date hereof.

SIGNED, SEALED AND DATED this 27th day of October, 2021.

Principal:

Hays Plumbing & Heating, Inc.
(Seal)

By: [Signature]
(title) President

Surety:

INSURORS INDEMNITY COMPANY
(Seal)

By: [Signature]
Maria Y. Ankeny, Attorney-in-Fact



Phone: 877 816 2800

PO Box 32577
Waco, Texas 76703-4200

IMPORTANT NOTICE - AVISO IMPORTANTE

To obtain information or make a complaint:

You may call Insurors Indemnity Company's toll-free telephone number for information or to make a complaint at:

1-877-816-2800

You may also write to Insurors Indemnity Company at:

P.O. Box 32577
Waco, TX 76703-4200

Or
225 South Fifth Street
Waco, TX 76701

You may contact the Texas Department of Insurance to obtain information on companies, coverages, rights or complaints at

1-800-252-3439

You may write the Texas Department of Insurance at:

Consumer Protection (111-1A)
P.O. Box 149091
Austin, TX 78714-9091
Fax: 512-490-1007

Web: <http://www.tdi.texas.gov>

E-mail: ConsumerProtection@tdi.texas.gov

PREMIUM OR CLAIM DISPUTES:

Should you have a dispute concerning your premium or about a claim, you should contact the agent or the company first. If the dispute is not resolved, you may contact the Texas Department of Insurance.

ATTACH THIS NOTICE TO YOUR POLICY:

This notice is for information only and does not become a part or condition of the attached document.

Para obtener informacion o para someter una queja:

Usted puede llamar al numero de telefono gratis de Insurors Indemnity Company's para informacion o para someter una queja al

1-877-816-2800

Usted tambien puede escribir a Insurors Indemnity Company:

P.O. Box 32577
Waco, TX 76703-4200

O
225 South Fifth Street
Waco, TX 76701

Puede comunicarse con el Departamento de Seguros de Texas para obtener informacion acerca de companias, coberturas, derechos o quejas al

1-800-252-3439

Puede escribir al Departamento de Seguros de Texas:

Consumer Protection (111-1A)
P.O. Box 149091
Austin, TX 78714-9091
Fax: 512-490-1007

Web: <http://www.tdi.texas.gov>

E-mail: ConsumerProtection@tdi.texas.gov

DISPUTAS SOBRE PRIMAS O RECLAMOS:

Si tiene una disputa concemiente a su prima o a un reclamo, debe comunicarse con el agente o la compania primero. Si no se resuelve la disputa, puede entonces comunicarse con el departamento (TDI).

UNA ESTE AVISO A SU POLIZA:

Este aviso es solo para proposito de informacion y no se convierte en parte o condicion del documento adjunto.

**POWER OF ATTORNEY of INSURORS INDEMNITY COMPANY
Waco, Texas**

KNOW ALL PERSONS BY THESE PRESENTS:

Number: CNB-39697-00

That INSURORS INDEMNITY COMPANY, Waco, Texas, organized and existing under the laws of the State of Texas, and authorized and licensed to do business in the State of Texas and the United States of America, does hereby make, constitute and appoint

Maria Y. Ankeny of the City of Albuquerque, State of NM

as Attorney in Fact, with full power and authority hereby conferred upon him to sign, execute, acknowledge and deliver for and on its behalf as Surety and as its act and deed, all of the following classes of document, to-wit:

Indemnity, Surety and Undertakings that may be desired by contract, or may be given in any action or proceeding in any court of law or equity; Indemnity in all cases where indemnity may be lawfully given and with full power and authority to execute consents and waivers to modify or change or extend any bond or document executed for this Company.

INSURORS INDEMNITY COMPANY

Attest:

Tammy Tieperman
Tammy Tieperman, Secretary

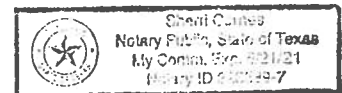
By:

Dave E. Talbert
Dave E. Talbert, President

State of Texas
County of McLennan

On the 11th day of November, 2014, before me a Notary Public in the State of Texas, personally appeared Dave E. Talbert and Tammy Tieperman, who being by me duly sworn, acknowledged that they executed the above Power of Attorney in their capacities as President, and Corporate Secretary, respectively, of Insurors Indemnity Company, and acknowledged said Power of Attorney to be the voluntary act and deed of the Company.

Shelli Carmon
Notary Public, State of Texas



Insurors Indemnity Company certifies that this Power of Attorney is granted under and by authority of the following resolutions of the Company adopted by the Board of Directors on November 11, 2014:

RESOLVED, that all bonds, undertakings, contracts or other obligations may be executed in the name of the Company by persons appointed as Attorney in Fact pursuant to a Power of Attorney issued in accordance with these Resolutions. Said Power of Attorney shall be executed in the name and on behalf of the Company either by the Chairman and CEO or the President, under their respective designation. The signature of such officer and the seal of the Company may be affixed by facsimile to any Power of Attorney, and, unless subsequently revoked and subject to any limitation set forth therein, any such Power of Attorney or certificate bearing such facsimile signature and seal shall be valid and binding upon the Company and any such power so executed and certified by facsimile signature and seal shall be valid and binding upon the Company with respect to any bond or undertaking to which it is validly attached.

RESOLVED, that Attorneys in Fact shall have the power and authority, subject to the terms and limitations of the Power of Attorney issued to them, to execute and deliver on behalf of the Company and to attach the seal of the Company to any and all bonds and undertakings, and any such instrument executed by such Attorneys in Fact shall be binding upon the Company as if signed by an Executive Officer and sealed and attested to by the Secretary or Assistant Secretary of the Company.

I, Tammy Tieperman, Secretary of Insurors Indemnity Company, do hereby certify that the foregoing is a true excerpt from the Resolutions of the said Company as adopted by its Board of Directors on November 11, 2014, and that this Resolution is in full force and effect. I certify that the foregoing Power of Attorney is in full force and effect and has not been revoked.

In Witness Whereof, I have set my hand and the seal of INSURORS INDEMNITY COMPANY on this 27th day of October, 2021

Tammy Tieperman
Tammy Tieperman, Secretary

NOTE: IF YOU HAVE ANY QUESTION REGARDING THE VALIDITY OR WORDING OF THIS POWER OF ATTORNEY, PLEASE CALL 800 933 7444 OR WRITE TO US AT P. O. BOX 32577, WACO, TEXAS 76703 OR EMAIL US AT BONDDEPT@INSURORSINDEMNITY.COM.

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 (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: New Mexico

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

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

Name (typed or printed): Gordon Hays

Title: President
(CORPORATE SEAL)

Attest Randy Hays
Randy Hays, Treasurer

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: _____

RESOLUTION

WHEREAS, all of the shareholders and officers of Hays Plumbing and Heating, Inc., a New Mexico for profit corporation (the "Corporation"), met to discuss their desire to bestow upon the shareholders and officers of the Corporation named herein, the authority to enter into agreements, legal or otherwise, on behalf of and binding upon the Corporation.

UPON motion duly made and seconded, it is

RESOLVED that the shareholders and directors of Hays Plumbing and Heating, Inc., and the Corporation hereby consent and agree that Gordon Hays as President, Jason Dale as Vice President, Randy Joe Hays as Treasurer, and Donna Hays as Secretary of the Corporation, hold the requisite authority to execute and enter into any and all agreements, contracts, and other documents, legal or otherwise, for the management and operation of the Corporation, on behalf of and binding upon the Corporation.

Dated: January 4, 2019

By: Gordon Hays
Gordon Hays, President
Hays Plumbing and Heating, Inc.

By: Jason Dale
Jason Dale, Vice President
Hays Plumbing and Heating, Inc.

By: Randy Joe Hays
Randy Joe Hays, Treasurer
Hays Plumbing and Heating, Inc.

By: Donna Hays
Donna Hays, Secretary
Hays Plumbing and Heating, Inc.

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 Avenue, Las Vegas, NM 87701

Phone No. 505-425-7535 Fax No. _____

E-mail hays_plumbing@hotmail.com

SUBMITTED on October 27, 2021.

9.02 Contractor License Information:

New Mexico Contractor's License Number 8243
EL01, ES03, ES04, ES05, ES06, GA01, GB98, GF02, GF03, GF04,
License Classifications GF05, GF09, GF98, MM98

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.

STATE OF NEW MEXICO

CONSTRUCTION INDUSTRIES DIVISION

HAYS PLUMBING & HEATING INC

LICENSE NUMBER

8243

Qualifying Party(S)

HAYS RANDY

HAYS RANDY

DALE JASON OLE

HAYS HOWARD L.

EXPIRES

08/31/2024

CLASSIFICATION(S)

EL01, ES03, ES04, ES05

ES06, GA01, GB98, GF02

GF03, GF04, GF05, GF09

GF98, MM98



Clay Bailey

DIRECTOR

This card is the property of the CID and shall be surrendered upon demand

STATE OF NEW MEXICO

TAXATION AND REVENUE DEPARTMENT

RESIDENT CONTRACTOR CERTIFICATE

Issued to: HAYS PLUMBING & HEATING INC

DBA: HAYS PLUMBING & HEATING INC
600 RAILROAD AVE
LAS VEGAS, NM 87701-4531

Expires: **24-Feb-2024**

Certificate Number:

L1061474736



Stephanie Schardin Clarke
Cabinet Secretary

THIS CERTIFICATE IS NOT TRANSFERABLE

10.02 Resident Veteran Contractor Preference:

Is Bidder claiming Resident Veteran Contractor Preference? No

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

LIST OF PROJECT SUBCONTRACTORS FOR
AMOUNTS EXCEEDING THE LISTING THRESHOLD

Subcontract Category	<u>Paving</u>
Estimated Value of Work	<u>\$232,000.00</u>
Subcontractor's Name	<u>Desert Fox, LLC</u>
Business Address	<u>PO Box 1499 Peralta NM 87042</u>
Phone Number	<u>505-892-5400</u>
E-mail Address	<u>desertfoxpaving@yahoo.com</u>
Federal Identification No. (FEIN #)	<u>90-0611289</u>
New Mexico Contractor's License No.	<u>367698</u>
License Categories	<u>GB98, GA1, GA4</u>
New Mexico Dept. of Workforce Solutions Registration No.	<u>0219522012222</u>
(list only if value of work is in excess of \$60,000)	

Subcontract Category	<u>Guardrail</u>
Estimated Value of Work	<u>\$22,000.00</u>
Subcontractor's Name	<u>San Bar Construction Corporation</u>
Business Address	<u>9101 Broadway SE Albuquerque, NM 87105</u>
Phone Number	<u>505-452-8000</u>
E-mail Address	<u>chris@sanbarcc.com</u>
Federal Identification No. (FEIN #)	<u>85-0378983</u>
New Mexico Contractor's License No.	<u>30106</u>
License Categories	<u>GA98, GF01</u>
New Mexico Dept. of Workforce Solutions Registration No.	<u>0191082011623</u>
(list only if value of work is in excess of \$60,000)	

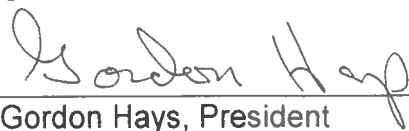
Subcontract Category Construction Staking
Estimated Value of Work \$7,000.00
Subcontractor's Name Meadowlands Surveying, LLC
Business Address 715 Lee Dr Las Vegas NM 87701

Phone Number 575-644-9926
E-mail Address justin@meadowlandssurveying.com
Federal Identification No. (FEIN #) 85-2812142
New Mexico Contractor's License No. N/A
License Categories _____
New Mexico Dept. of Workforce Solutions Registration No. N/A
(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 Hays, President

Date: 10/27/2021

Duplicate, complete, and submit additional sheets as required.

BID FORM

PROJECT IDENTIFICATION:

ARTICLE 1 – BID RECIPIENT

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

RECEIVED
OCT 27 2021
CITY OF LAS VEGAS
PURCHASING DEPT.
10:04 AM
NLS

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>10-25-21</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

**ADDENDUM NO. 1
CITY OF LAS VEGAS, NEW MEXICO
OCTOBER 25, 2021**

TO: All Planholders

RE: Romero and Salazar Street Improvements, October 2021

The following Addendum shall be incorporated into the Contract Documents for the above-referenced project.

A. PROJECT MANUAL

1. SUBCONTRACTOR'S FAIR PRACTICE ACT COMPLIANCE
 - a. Pages SCFP-1 through SCFP-3 are included in this Addendum No. 1.
2. STATE WAGE RATES:
 - a. The State Wage Rates are included in this Addendum No. 1.

B. RESPONSES TO CONTRACTOR QUESTIONS (Responses are in **Bold/Italics**).

1. Does the above project have an estimated value and anticipated start date at this time?

The cost estimate for this project is approximately \$530,000.00. The start date will be discussed between the City and Awardee, but could be as soon as late November 2021.
2. I do not see a subcontractor sheet to list our subcontractors for this project. Where are subs listed?

Subcontractors are to be listed within the "Subcontractor's Fair Practice Act Compliance", included in this Addendum No. 1.
3. Is the guard rail installed on concrete pads?

The guard rail shall utilize End Treatment TL-2 End Terminal on the approach end, and an End Treatment W-Beam End Anchor at the departure end. Reference the New Mexico Department of Transportation Standard Drawings, Sheets 606-GR31-8/20 and 606-GR31-9/20.
4. Is the pulverized material to be stripped and then put back?

The existing asphalt is to be pulverized and blended with the existing base course. The existing subgrade is to be prepared to a depth of 12 inches and then 6 to 9-inches of base course / pulverized millings blend is to be prepared above the subgrade prior to paving.
4. Does this project have a completion deadline before the end of the year?

No, it does not.

All other provisions of the Contract Documents shall remain unchanged. This Addendum is hereby made part of the Contract Documents to the same extent as those contained in the original documents and all itemized listings thereof.

Each Bidder shall acknowledge receipt of this Addendum No. 1 on the Bid Proposal form in the space provided.

MOLZEN CORBIN



Jonah S. Ruybalid,

10/25/21
Date

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.
- I. 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 shall complete the Work in accordance with the Contract Documents for the following price(s):

Item No.	NMDOT Spec. No.	Description	Unit	Est. Qty.	Bid Unit Price	Bid Price
BASE BID						
1		Linear Grading.	MILE	0.2	\$ 80,000 ⁰⁰	\$ 16,000 ⁰⁰
2	207000	12" Subgrade Preparation.	SY	2,600	\$ 8 ⁰⁰	\$ 20,800 ⁰⁰
3	303010	Provide and Install Base Course. Including Compaction - 6".	SY	2,300	\$ 24 ⁰⁰	\$ 55,200 ⁰⁰
4	407000	Tack Coat Material.	TON	4	\$ 1000 ⁰⁰	\$ 4000 ⁰⁰
5	408100	Prime Coat Material.	TON	5	\$ 750 ⁰⁰	\$ 3750 ⁰⁰
7	415000	Pavement Surface Restoration Including Pulverization.	SY	2,350	\$ 16 ⁰⁰	\$ 37,600 ⁰⁰
8	423282	HMA SP-III 3".	SY	2,350	\$ 27 ⁰⁰	\$ 63,450 ⁰⁰
9	570000	Provide and Install 6" x 18" Concrete Curb and Gutter Upon Direction from Engineer.	LF	300	\$ 56 ⁰⁰	\$ 16,800 ⁰⁰
10	603281	Stormwater Pollution Prevention Plan Prep and Maintenance.	LS	1	\$ 3,200 ⁰⁰	\$ 3,200 ⁰⁰
11	606001	Single Face W-Beam Guardrail.	LF	275	\$ 100 ⁰⁰	\$ 27,500 ⁰⁰
12	609636	Concrete Valley Gutter.	LF	60	\$ 100 ⁰⁰	\$ 6,000 ⁰⁰
13	617000	Pre-Construction Video Documentation.	LS	1	\$ 1,200 ⁰⁰	\$ 1,200 ⁰⁰
14	618000	Traffic Control Management.	LS	1	\$ 3000 ⁰⁰	\$ 3,000 ⁰⁰
15	621000	Mobilization Insurance and Bonds.	LOT	1	\$ 25,000.00	\$ 25,000.00

Item No.	NMDOT Spec. No.	Description	Unit	Est. Qty.	Bid Unit Price	Bid Price
16	621000	Demobilization and Closeout.	LOT	1	\$ 7,500.00	\$ 7,500.00
17	662400	Manhole Adjust to Grade.	EA	1	\$ 2000 ⁰⁰	\$ 2000 ⁰⁰
18	801000	Construction Staking.	LS	1	\$ 20,000 ⁰⁰	\$ 20,000 ⁰⁰
19		Utility Relocation Allowance.	ALLOW	1	\$ 15,000.00	\$ 15,000.00
20		Laboratory Testing.	ALLOW	1	\$ 12,000.00	\$ 12,000.00
21		Pre-Authorized Construction Changes.	ALLOW	1	\$ 35,000.00	\$ 35,000.00

TOTAL BASE BID AMOUNT \$ 375,000⁰⁰
 (Exclusive of New Mexico Gross Receipts Tax [NMGR]):
 NMGR @ 8.3958%: \$ 31,484²⁵
TOTAL BASE BID AMOUNT PLUS NMGR: \$ 406,484²⁵

ADDITIVE ALTERNATE 1 – WEST NATIONAL AVENUE						
Item No.	NMDOT Spec. No.	Description	Unit	Est. Qty.	Bid Unit Price	Bid Price
22	408100	Prime Coat Material.	TON	2	\$ 1,000 ⁰⁰	\$ 2,000 ⁰⁰
23	414130	Cold Milling up to 3", Haul Millings to City Designated Location.	SY	1,200	\$ 24 ⁰⁰	\$ 28,800 ⁰⁰
24	423282	HMA SP-III 3".	SY	1,200	\$ 27 ⁰⁰	\$ 32,400 ⁰⁰
25	609636	Concrete Valley Gutter.	LF	180	\$ 100 ⁰⁰	\$ 18,000 ⁰⁰
26	618000	Traffic Control Management.	LS	1	\$ 2500 ⁰⁰	\$ 2,500 ⁰⁰
27	621000	Mobilization Insurance and Bonds.	LOT	1	\$ 7,000.00	\$ 7,000.00
28	621000	Demobilization and Closeout.	LOT	1	\$ 2,500.00	\$ 2,500.00
29	662400	Manhole Adjust to Grade.	EA	1	\$ 2000 ⁰⁰	\$ 2000 ⁰⁰
30	801000	Construction Staking.	LS	1	\$ 10,000 ⁰⁰	\$ 10,000 ⁰⁰

TOTAL ADDITIVE ALTERNATE 1 – WEST NATIONAL AVENUE BID AMOUNT
 (Exclusive of NMGR): \$ 105,200⁰⁰
 NMGR @ 8.3958%: \$ 8,832³⁸
TOTAL ADDITIVE ALTERNATE 1 – WEST NATIONAL AVENUE BID AMOUNT PLUS NMGR: \$ 114,032³⁸

Unit Prices have been computed in accordance with Paragraph 11.03 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.

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 the 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 the 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.

MERCHANTS
BONDING COMPANY™
POWER OF ATTORNEY

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa (herein collectively called the "Companies") do hereby make, constitute and appoint, individually,

Barbara Chavez; David C Mitchie; David Long; Emily Mascarenas; Josh Lujan; Michael Byrd; Michelle Vialpando; Robert C Zettel; Robert Machacek; Susan D Martin; Thomas M Padilla

their true and lawful Attorney(s)-in-Fact, to sign its name as surety(ies) and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

This Power-of-Attorney is granted and is signed and sealed by facsimile under and by authority of the following By-Laws adopted by the Board of Directors of Merchants Bonding Company (Mutual) on April 23, 2011 and amended August 14, 2015 and adopted by the Board of Directors of Merchants National Bonding, Inc., on October 16, 2015.

"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof."

"The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner-Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 16th day of March, 2021.



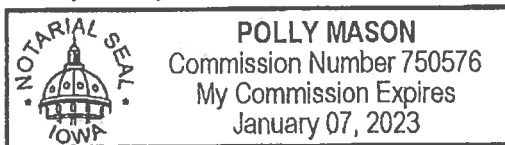
MERCHANTS BONDING COMPANY (MUTUAL)
MERCHANTS NATIONAL BONDING, INC.

By

Larry Taylor
President

STATE OF IOWA
COUNTY OF DALLAS ss.

On this 16th day of March, 2021, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument are the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.



(Expiration of notary's commission
does not invalidate this instrument)

Polly Mason
Notary Public

I, William Warner, Jr., Secretary of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 25th day of October, 2021.



William Warner Jr.
Secretary

Certificate of Contractor Registration



This is to certify that

PACHECO CONSTRUCTION & TRUCKING, INC.

3638 ROUTE 66

TUCUMCARI, NM, 88401-9731

has registered with the Department of Workforce Solutions

Registration Date: 5/7/2020

Registration Number: 002447820120511

**This certificate does not show the current status of the company.
To see the current status for this company please go to the Public Works
and Apprenticeship Application (PWAA) at
<https://www.dws.state.nm.us/pwaa>**

New Mexico Department of Workforce Solutions, Labor Relations Division, Public Works, 121 Tijeras Ave NE, Suite 3000, Albuquerque, NM 87102, (505) 841-4400

Susana Martinez
Governor

Katherine Martinez
Director

J. Dee Denis Jr.
Superintendent

State of New Mexico
Regulation and Licensing Department
CONSTRUCTION INDUSTRIES DIVISION

2550 Cerillos Rd.
Santa Fe, New Mexico 87505

This is to certify that: **PACHECO CONSTRUCTION & TRUCKING, INC**
PERMANENT LICENSE #82807

Located At: **P.O. BOX 1405 TUCUMCARI NM 88401**

Has complied with all the requirements of the law and is hereby licensed as a contractor, to operate under the classification of:

GB98, GA01, GA02, GA03

And to permit or contract projects singly in New Mexico of a dollar amount up to:
UNLIMITED

Given under my signature and the seal of the Construction Industries Division at Santa Fe, New Mexico on

12/15/1999

Katherine C. Martinez

Signature of Contractor

Katherine C Martinez
Director

Project Owner	Description of work	Location	Contractor Job Cost	% of Sub contracted Work	Supplier	Trucking	Completion
2021							
City of Santa Rosa	Paving, Sidewalk, Curb Gutter, Drop Inlets	Santa Rosa	\$385,000.00				99%
Harding Co	Blade shape roadway, Place Caliche,, Pipes	Harding Co.	\$85,000.00				100%
Reliant Manufacturing	Concrete Tank Foundations	Muleshoe TX	\$92,000.00				100%
WWRC	Sidewalk, Cub Gutter	Nara Visa NMDOT		\$10,500.00			100%
O'reilly Auto Parts	PCCP , Sidewalk, curb gutter Earthwork	Tucumcari		\$488,000.00			100%
Fisher Ind.	Concrete wall Barrier	Springer NM		\$135,000.00			100%
Family Dollar	Concrete slab replacement	Tucumcari	\$22,000.00				100%
State Land Office	Fence, Demo of Building	Tucumcari	\$41,000.00				100%
Conchas Dam	Rip Rad, Pipe, Concrete pipe Blanket	Conchas NM		\$619,000.00			100%
Tucumcari Public Schools	Demo and Conduit Placement	Tucumcari	\$25,000.00				100%
Clayton Schools	Concrete Slab placement	Clayton NM	\$105,000.00				100%
Tucumcari Public Schools	Chain Link	Tucumcari	\$14,900.00				90%
Justin Garrison	Concrete Floor	Roy NM	\$4,300.00				100%
Quadalupe CO	Concrete and Canopy	Puerto De Luna	\$13,050.00				50%
Blue Collar INC	Concrete Foundation	Mosquero NM	\$12,960.00				0%
Nustar	Blade and shape / Millings	Cuervo NM	\$12,400.00				50%
JD Contracting INC	Concrete Slab	Conchas NM	\$5,000.00				0%
Loves Truck Stop	Asphalt Patching	Clovis NM	\$52,973.00				0%
Fred Clement	Concrete Slab	Logan NM	\$6,000.00				100%
Dick Reed	Concrete Slab	Logan NM	\$5,200.00				100%
Dave Dotson	Concrete Slab	Conchas NM	\$28,750.00				50%
RAD Water service	Water line replacemnet	Tucumcari	\$63,634.00				100%
Ronda Sparks	Concrete Slab	Logan NM	\$6,000.00				100%

Project Owner	Description of work	Location	Contractor Job Cost	% of Sub contracted Work	Supplier	Trucking	Completion
2020							
Allsup's Stores	Patching of Asphalt Pavements	Logan NM		\$8,000.00			100%
Loves Truck stops	Excavation, Backfill, Concrete, Asphalt paving	Tucumcari NM		\$23,900.00			100%
Mosquero Public Schools	Chip Seal Parking Area	Mosquero NM		\$19,500.00			100%
MesaLands College	Construction of Parking Lots	Tucumcari NM		\$19,500.00			100%
Las Vegas Senior Center	Constrction of Paking area	Las Vegas NM	\$128,634.00				100%
Springer Public Schools	Construction of parking lot	Springer NM	\$44,158.00				100%
NMDOT Clayton	Foundation for Office	Clayton NM		\$19,750.00			100%
AUI Inc	Supplier of Concrete	Tucumcari NM					100%
El Terro Inc	Supplier of Concrete	Tucumcari NM					100%
Fisher Ind.	Placement of culvert pipe	Artesia NM		\$580,614.00			100%
Fisher Ind US 54	Supplier of Concrete	Logan NM					100%
City of Tucumcari	2nd street construction	Tucumcari NM		\$95,000.00			100%
Quay Co Project	Chip seal, pipe placement, rip rap	Tucumcari NM		\$148,116.00			100%
Fisher Ind.	Trucking	I-40 west of Tucumcari				\$840,000.00	

Project Owner	Description of work	Location	Contractor Job Cost	% of Sub contracted Work	Supplier	Trucking	Completion
2019							
Village of Wagon Mound	Sidewalk improvements	Wagon Mound NM	\$73,000.00	-			
City of Tucumcari	Curb & Gutter Placement	City of Tucumcari	\$60,000.00	-			
Quay Co	Concrete foundation	Tucumcari NM		\$11,600.00			
NE Reg. Land Fill	Scales, Concret Pads, Concrete foundations	Wagon Mound NM	\$28,000.00	-			
Logan NM Schools	Concrete Sidewalk, Light Bases	Logan NM	\$7,500.00	-			
Eastern Plain Head Start	Chip seal Parking Lot	Tucumcari NM	\$17,500.00	-			
Village of San Jon	Sidewalk , Curb & Gutter	San Jon NM	\$12,500.00	-			
Mesa Lands College	Sidewalk, Header walls, Con. Pads	Tucumcari NM	\$10,500.00	-			
Anton Chico	Acequia Clean out	Anton Chico NM	\$10,000.00	-			
NM DOT Projects	Pipes, Concrete Collars, Slope Paving	Melrose NM	-	\$156,000.00			
NM DOT Projects	Storm drain Pipe Placement	Artesia NM	-	\$560,000.00			
3 Bear Oil	Foundation Pads	Hobbs NM	\$150,000.00				
Guadalupe Co.	Sidewalk, Rip Rap, Pipes, Backfill Bridge Abutments	Santa Rosa NM	\$38,000.00				
Harding Co.	Roadway Fill, Pipe Placement	Mosquero NM	\$98,000.00				
NM DOT Projects	PCCP, Curb & Gutter, HMA placement	Endee NM	-	\$256,000.00			
Various Private Projects	Sidewalk, Driveway Placement, Foundations	Various Locations					

Pacheco Construction & Trucking, Inc.

3638 Route 66
P.O. Box 1405
Tucumcari, NM 88401
Phone (575) 461-4811
pachecoconst@plateautel.net

List of Authorized Signatures for Pacheco Construction

A. Project Superintendent

- 1. Owner Josh Pacheco*
- 2. Alex Madrid on site Foreman Tello Gallardo Concrete Foreman*
- 3. Jerry Cannon Project Supervisor*

B. Safety and EEO Officer

- 1. Cody McGuire (575-626-9779)*

C. Payroll

- 1. Lisa Griggs (575-461-4811)*

D. Estimates and Change Order Supplemental Agreements

- 1. Tommy Garcia - Project Estimator*

E. Traffic Control Supervisor

- 1. James Rodriguez*

LIST OF PROJECT SUBCONTRACTORS FOR
AMOUNTS EXCEEDING THE LISTING THRESHOLD

Subcontract Category Single FACE W-BEAM GUARDRAIL
Estimated Value of Work \$ ~~20,000~~ ⁰⁰ T9 \$ 27,500 ⁰⁰
Subcontractor's Name SAN BAR CORP.
Business Address 9101 BROADWAY SE
ALBUQUERQUE NM 87105
Phone Number 505-452-8000
E-mail Address _____
Federal Identification No. (FEIN #) 85-0378983
New Mexico Contractor's License No. 30106
License Categories GA98, GF01
New Mexico Dept. of Workforce Solutions Registration No. 0191082011423
(list only if value of work is in excess of \$60,000)

Subcontract Category PULVERIZATION & MILLING
Estimated Value of Work \$ 10,000 ⁰⁰
Subcontractor's Name A BROTHERS MILLING LLC
Business Address 9355 ESCOBAR DR
EL PASO TX 79907
Phone Number 915-252-2718
E-mail Address mhidalgob@abrothersmilling.com
Federal Identification No. (FEIN #) _____
New Mexico Contractor's License No. 373186
License Categories _____
New Mexico Dept. of Workforce Solutions Registration No. 002413320120323
(list only if value of work is in excess of \$60,000)

LIST OF PROJECT SUBCONTRACTORS FOR
AMOUNTS EXCEEDING THE LISTING THRESHOLD

Subcontract Category: STORMWATER POLLUTION
Estimated Value of Work: \$ 3200⁰⁰
Subcontractor's Name: E2RC
Business Address: 439 S. Hill
Berkeley, NM 87004
Phone Number: 505-867-4040
E-mail Address: gabaca@e2rc.com
Federal Identification No. (FEIN #): _____
New Mexico Contractor's License No.: 350871
License Categories: GB 98
New Mexico Dept. of Workforce Solutions Registration No. 1772820140104
(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)

Pacheco Construction & Trucking, Inc.

3638 Route 66
P.O. Box 1405
Tucumcari, NM 88401
Phone (575) 461-4811
pachecoconst@plateautel.net

List of Authorized Suppliers

A. BTU Concrete and Block -- Provide Concrete

- 1. 1500 Commerce St Las Vegas NM 87701*
- 2. 505-425-6156*

B. Vulcan Materials -- Provide HMA and Base course

- 1. 30 Colony Dr. Santa Fe NM 87505*
- 2. 505-471-6776*

C. Billingsley Engineering - Material Testing & Construction Staking

- 1. 901 6th St Las Vegas NM 87701*
- 2. 505-454-9592*