



The Purchasing Memo

Date: February 3, 2025

To: Governing Body and Public Works & Utilities Committee

From: Micheal Dozier, Wastewater Management Division (WWMD) Director *MD*

Via: Jesse Roach, Utilities Interim Director *JR*

Subject: Continued Environmental and Ecological Services for the Paseo Real Wastewater treatment plant

Vendor Name: Molzen Corbin

Munis Vendor Number: 1435

ITEM AND ISSUE:

Public Utilities, Wastewater Division respectfully requests your review and approval of a Cooperative Educational Services (CES) Contract in the total amount of \$2,094,284.97, including tax of 8.1875% for Environmental engineering and design services for the Paseo Real Water Reclamation Facility (PRWRF) for a term of 2 years with Molzen Corbin. Request for Approval of a Budget Adjustment Resolution (BAR) in the total amount of \$2,094,285.00 from Public Utilities cash balance to fund a contract with Molzen Corbin to bring the PRWRF in compliance.

CONTRACT NUMBER:

FY25 Munis contract number is 3250395

CES Contract #2023-01-C2113

BACKGROUND AND SUMMARY:

In reference to the PRWRF Administrative Order (AO) Emergency Project, the Public Utilities Department has submitted an Emergency Determination Form for emergency procurement to implement a comprehensive plan that provided interim corrective measures and for the long-term success in operating and managing the PRWRF necessary to ensure compliance with National Pollutant Discharge Elimination System (NPDES) and Discharge Permits within the shortest possible time. The referenced AO, which the city received on March 6, 2024, from the U.S. Environmental Protection Agency (EPA) Region 6. Multiple tasks were identified as needing attention. this procurement is determined by a set schedule of activities required to address and resolve NPDES permit violations outlined in the EPA's Administrative Order. The WWMD has prioritized actions that are essential to long-term permit compliance. These actions are complex and multi-tiered, with some improvements requiring dozens of incremental steps to fully resolve. Furthermore, many of the incremental steps cannot be fully defined until preceding steps are completed. Molzen Corbin Started their services under P.O.# 22501155. Molzen Corbin has continuously supported the City's efforts to bring the PRWRF back into permit compliance. Over the course of that effort, the city identified additional areas along with the original items to be completed where Molzen Corbins services will continue the support the City's overall goals. It is our goal to prevent the conditions that precipitated the need for this AO by implementing immediate, near-term and long-term actions that will keep the PRWRF in compliance and maintain that compliance for the remainder of the plant's service life.

PRIOR APPROVALS AND SUPPORTING INFORMATION:

FUNDING SOURCE:

Fund Name/Number: Wastewater Enterprise 500

Munis Org Name/Number: WIP Design 5000375

Munis Object Name/Number: WIP Design 572960

Budget Officer / Designee: Andy Hopkins **Date:** Feb 5, 2025

Budget Officer Comment/Exceptions: _____

PROCUREMENT METHOD:

The procurement method used was NMSA 1978, Section 13-1-135, Coop

The existing contract number CES#2023-01-C2113, expires on October 5, 2026

Chief Procurement Officer (CPO) / Designee: [Signature] **Date:** Feb 12, 2025

CPO Comment/Exceptions: _____

ASSOCIATED APPROVALS:

IT Components included? Yes | No

Approval: _____ **Title:** _____ **Date:** _____

Comment/Exceptions: _____

Vehicles included? Yes | No

Approval: _____ **Title:** _____ **Date:** _____

Comment/Exceptions: _____

Construction to City Facilities, Furniture, and/or Fixtures included? Yes | No

Approval: _____ **Title:** _____ **Date:** _____

Comment/Exceptions: _____

Is this an externally funded purchase? Yes | No

If yes, what is the issuing agency: _____

Approval: _____ **Title:** _____ **Date:** _____

Comment/Exceptions: _____

Is this a Capital Asset or Project? Yes | No

Project Ledger Number: _____

Approval: _____ **Title:** _____ **Date:** _____

Comment/Exceptions:

ATTACHMENTS:

Horizons declination

CPO Service Determination Email

Procurement document: Coop Master Agreement

Vendor's Quote

Certificate of Liability Insurance (COI

Professional Services Contract

BAR

CITY OF SANTA FE
PROFESSIONAL SERVICES CONTRACT

THIS CONTRACT is made and entered into by and between the City of Santa Fe, New Mexico, hereinafter referred to as the “City,” and **MOLZEN CORBIN**, hereinafter referred to as the “Contractor,” and is effective as of the date set forth below upon which it is executed by the Parties.

RECITALS

WHEREAS, the Chief Procurement Officer of the City has made the determination that this Agreement is in accordance with the provisions of the New Mexico Procurement Code (NMSA 1978, 13-1-28 et seq.) pursuant to NMSA 1978, section 13-1-135, and

WHEREAS, the Contractor is one of such requisite and qualifications and is willing to engage with the City for professional services, in accordance with the terms and conditions hereinafter set out, and the Contractor understanding and consenting to the foregoing is willing to render such professional services as outlined in the Agreement; and

The City and the Contractor hereby agree as follows:

1. Scope of Work

The Contractor shall provide the following Engineering and Design services-for the City:

This project will include work in the following areas:

1. UV and Filter Area
2. Old Dissolve Air Floatation (DAF) Building
3. Non Potable Water (NPW) Building
4. Headworks
5. Admin Building (Mixed Liquor Pumps)
6. Reuse Building and Pump Station
7. Compost Building and Sludge Transfer Piping
8. Digester Building
9. Plant Lift Stations
10. Power Distribution System
11. Poly Floro Alki Substance(PFAS) Tracing Within Collection System
12. Chemical Treatment

This work includes the design and construction administration of the following improvements:

Area 01: UV and Filter Area

- Procurement assistance and construction administration for the installation of stop logs inside UV building (design included in original contract).
- Replace slide gate in UV Channel #4.

- Supervisor Control and Data Acquisition (SCADA) equipment upgrades and improvements – see “Scope of Work for SCADA” below.

Area 02: Old DAF Building

- SCADA equipment upgrades and improvements – see “Scope of Work for SCADA” below.

Area 03: NPW Building

- Install flowmeter in pipe channel.
- SCADA equipment upgrades and improvements – see “Scope of Work for SCADA” below.

Area 04: Headworks

- SCADA equipment upgrades and improvements – see “Scope of Work for SCADA” below.

Area 05: Admin Building (Mixed Liquor Pumps)

- SCADA equipment upgrades and improvements – see “Scope of Work for SCADA” below.

Area 06: Reuse Building and Pump Station

- SCADA equipment upgrades and improvements – see “Scope of Work for SCADA” below.

Area 07: Compost Building and Sludge Transfer Piping

- Prepare a Technical Memo (TM1) to evaluate the rental of a temporary sludge dryer for sludge management:
 - o Landfill disposal versus sludge drying for sludge management.
 - o Cost analysis of landfill disposal, sludge drying, composting and land application.
 - o Investigation of on-site improvements (i.e. increasing capacity of sludge transfer pipeline)
- Prepare a Technical Memo (TM2) to assess the installation of a permanent sludge dryer:
 - o Investigate sludge dryer as a potential sludge PFAS pretreatment process.
 - o Research and meet with vendors.
 - o Generate cost comparisons between sludge dryer alternatives.
 - o TM2 will be prepared to provide support documentation for funding applications.
- Generate Design Drawings and Specifications (at 30%, 60%, 90%, and 100%) that will be subject to review and comment resulting in sets of 100% Construction Drawings and Specifications for both a Rental and Permanent Sludge Dryer.
 - o Cover sheet.
 - o General Notes and Electrical Notes.
 - o Overall site plan.
 - o Building floor plan and sections.
 - o Utility Plans.
 - o Plans and profiles of yard piping modifications.
 - o Building HVAC modifications.

- o Building code review.
 - o Structural foundation modifications.
 - o Electrical Plans and details.
 - o SCADA input/output schedule and standard details.
 - o Technical Specifications.
 - o 30%, 60%, 90%, and 100% QA / QC review.
- Procurement Support.
 - Construction Administration (assume an 8-month construction duration).
 - SCADA equipment upgrades and improvements – see “Scope of Work for SCADA” below.

Area 08: Digester Building

- SCADA equipment upgrades and improvements – see “Scope of Work for SCADA” below.

Area 09: Plant Lift Stations

- SCADA equipment upgrades and improvements – see “Scope of Work for SCADA” below.

Area 10: Power Distribution System

PHASE 1: Power System Evaluation

- Prepare a technical memo that includes an evaluation of the primary power distribution (12470V) and the exterior-mounted 480V switchgear around the plant that is subject to weather damage and higher exposure to corrosive environments.

This memo does not include equipment within buildings. Tech memo to include:

- o Arc-flash and coordination study (identify hazard boundaries of existing switchgear and equipment).
- o Cable testing of medium voltage system (verify cable integrity).
- o Infrared imaging and visual inspection of equipment, terminations, and components.
- o Recommendations for system improvements based on findings.
- o Development of a comprehensive one-line for the plant's primary distribution system.
- o Probable cost of improvements/corrections.
- o Prioritized list of improvements.
- Immediate concerns shall be relayed to the Owner immediately to determine the corrective action.
- Molzen Corbin (MC) shall provide regular updates to the Owner on the progress.

PHASE 2: Emergency Power for UV Filter Building and Plant Generator

- This phase includes two tasks. The first is the work associated with the Main Plant Generator, and the second is for the UV system generator. The first task is to include:
 - o Assisting the Owner with the installation of the Plant Generator.
 - o Review of the record drawings to verify connections and routing.

- Review power monitoring reports for recommendations and conductor and breaker sizes.
- Evaluate short-term solutions for operations of the existing manual transfer scheme between Utility and Generator.
- Evaluate the potential to automate the manual transfer scheme for a short term solution.
- Up-size the connection to the Blower Building.
- The UV generator assistance is to include the following:
 - Review power monitoring reports and make recommendations for sizing of a new generator.
 - Review drawings and connections and make recommendations for remote transfer controls.
 - Prepare construction and record drawings for the demolition plan and new equipment.
 - Coordinate with both Wagner and the Owner for configuration and equipment selection.
 - Coordination with plant operations for construction sequencing.
 - Witness testing during startup.
- Both systems will be equipment with data for both operations and engineering. MC will coordinate with our other projects to incorporate this information into the plant SCADA system.

PHASE 3: Electrical System Improvements

- This phase includes implementing the improvements identified in the Power System Evaluation.
- Design to include a 60%, 90%, and 100%.
- Drawings and specifications shall be incorporated as required to assist the installing contractor.
- MC shall coordinate with manufacturers and Wagner as we select and configure equipment. Other manufacturers may be coordinated with as needed.
- Regular coordination meetings and design updates shall be provided to keep the Owner up to date on design progress and decisions.
- MC shall work with the Owner to identify sequencing outages to ensure plant critical operations remain operational during construction.
- Construction administration support to include:
 - Construction meetings
 - Submittal reviews
 - Request for Information (RFI) and Closeout (CO) responses
 - Site visits during critical installation milestones
 - Startup witness observation
- Closeout to include the preparation of record drawings

Area 11: PFAS Tracing Within Collection System

- Prepare a Technical Memo (TM3) to recommend procedures for PFAS tracing within the system:

- present PFAS findings in the influent, effluent, and sludge piles at the Paseo Rael Water Reclamation Facility (PRWRF).
- TM3 will be prepared to provide support documentation for funding applications.

Area 12: Chemical Treatment

- Develop design to store poly-aluminum chloride (PAC) and sodium hypochlorite chemical solutions and dose pumps in the Chlorine Storage and Feed Rooms in the Old DAF Building to inject into the Return Activated Sludge (RAS) line for flocculation and filamentous microorganism control.
- Visit Old Dissolve Air Flotation (DAF) Building to collect information to modify the process piping, architectural features, and Heating Ventilation and Air Condition (HVAC) system for the new chemical treatment.
- Select equipment and prepare drawings to construct modifications to the Old DAF Building.
- Research the feasibility of adding sodium hypochlorite dosing in the existing Filter/UV Building to supplement the reliability of the existing ultraviolet disinfection system.
- Evaluate the feasibility of the best options to achieve effective chlorine contact time and develop a conceptual plan to implement improvements.
- Research and design conduit and wire connections to new chemical pump skids (see above).
- SCADA equipment upgrades and improvements – see “Scope of Work for SCADA” below.

SCOPE OF WORK FOR SCADA EQUIPMENT UPGRADES AND IMPROVEMENTS:

1. Perform Field Investigation and Review Reference Materials
 - a. Inspect Existing Non Potable Water (NPW) Building Equipment and Control Panels
 - b. Inspect flow, level, pressure, and temperature instruments and recommend replacement
 - c. Print and Review Existing Drawings of Facility from Previous Projects
 - d. Review Photos Taken During Site Visit and Correlate with Drawings
 - e. Coordinate with Plant Staff to Perform Field Survey of Connected I/O to PLC
2. Generate Drawings and Specs for 60% Submittal
 - a. Generate New One Line Drawing
 - b. Generate New Power Layout Drawings
 - c. Generate New Control Schematics and Interconnection Drawings
 - d. Generate P&IDs
 - e. Generate Specs
 - f. Review 60% Drawings and Specs with Client
3. Generate Drawings and Specs for 100% Submittal
 - a. Finalize One Line Drawing
 - b. Finalize Power Layout Drawings
 - c. Finalize Control Schematics and Interconnection Drawings
 - d. Finalize P&IDs
 - e. Finalize Specs
 - f. Review 100% Drawings and Specs with Client

4. Generate Cost Estimate for the Construction Work
 - a. Implement Changes to Plans and Specs from Meeting with Client
 - b. Research Costs for Replacement Equipment and Generate Cost Breakdown
5. Construction Admin Services During Construction
 - a. Review Submittals
 - b. Respond to RFIs
 - c. Overseeing Installation of New Equipment, Conduit and Wire
 - d. Overseeing Commissioning and Training
 - e. Generate Record Drawings from As-Builts

2. Standard of Performance; Licenses

A. The Contractor does hereby accept its designation as a professional service, rendering services related to Engineering and Design Services for the City, as set forth in this Agreement. The Contractor represents that Contractor possesses the personnel, experience, and knowledge necessary to perform the services described under this Contract.

B. The Contractor agrees to obtain and maintain throughout the term of this Contract, all applicable professional and business licenses required by law, for itself, its employees, agents, representatives, and subcontractors.

3. Compensation

A. The City shall pay to the Contractor in full payment for services satisfactorily performed such compensation not to exceed one million nine hundred thirty-five thousand seven hundred ninety two dollars (**\$1,935,792.00**), excluding gross receipts tax. The New Mexico gross receipts tax levied on the amounts payable under this Agreement totaling **\$158,492.97** shall be paid by the City to the Contractor. **The total amount payable to the Contractor under this Agreement, including gross receipts tax and expenses, shall not exceed two million ninety-four thousand two hundred eighty-four dollars and ninety-seven cents (\$2,094,284.97).**

B. Payment. The total compensation under this Agreement shall not exceed \$2,094,284.97 including New Mexico gross receipts tax. **This amount is a maximum and not a guarantee that the work assigned to be performed by Contractor under this Agreement shall equal the amount stated herein. The Parties do not intend for the Contractor to continue to provide Services without compensation when the total compensation amount is reached. Contractor is responsible for notifying the City when the Services provided under this Agreement reach the total compensation amount. In no event will the Contractor be paid for Services provided in excess of the total compensation amount without this Agreement being amended in writing prior to services, in excess of the total compensation amount being provided.**

C. Payment shall be made upon Acceptance of each Deliverable and upon the receipt and Acceptance of a detailed, certified Payment Invoice. Payment will be made to the Contractor's designated mailing address. In accordance with Section 13-1-158 NMSA 1978, payment shall be tendered to the Contractor within thirty (30) days of the date of written certification of Acceptance. All Payment Invoices **MUST BE** received by the City no later than fifteen (15) days after the termination of this Agreement. Payment Invoices received after such date **WILL NOT BE PAID.**

D. **Notice of Extended Payment Provision For Grant Funded Contracts.** This contract allows the owner to make payment within 45 days after submission of an undisputed request for payment.

4. **Term**

THIS CONTRACT SHALL NOT BECOME EFFECTIVE UNTIL APPROVED BY THE CITY. This Contract shall terminate **two (2) years from date of final signature** unless terminated pursuant to paragraph 5 (Termination) and paragraph 6 (Appropriations). The City reserves the right to renew this contract on an annual basis by mutual agreement not to exceed a total of four (4) years in accordance with NMSA 1978, Sections 13-1-150 through 152.

5. **Termination**

A. Grounds. The City may terminate this Agreement for convenience or cause. For contracts within their authority, the City Manager or their designee is authorized to provide the notice of termination, otherwise such notice of termination shall be provided by the Mayor or their designee as authorized by the Governing Body. The Contractor may only terminate this Agreement based upon the City's uncured, material breach of this Agreement.

B. Notice; City Opportunity to Cure.

1) The City shall give Contractor written notice of termination at least thirty (30) days prior to the intended date of termination.

2) Contractor shall give City written notice of termination at least thirty (30) days prior to the intended date of termination, which notice shall (i) identify all the City's material breaches of this Agreement upon which the termination is based and (ii) state what the City must do to cure such material breaches. Contractor's notice of termination shall only be effective (i) if the City does not cure all material breaches within the thirty (30) day notice period or (ii) in the case of material breaches that cannot be cured within thirty (30) days, the City does not, within the thirty (30) day notice period, notify the Contractor of its intent to cure and begin with due diligence to cure the material breach.

3) Notwithstanding the foregoing, this Agreement may be terminated immediately upon written notice to the Contractor (i) if the Contractor becomes unable to perform the services contracted for, as determined by the City; (ii) if, during the term of this Agreement, the Contractor is suspended or debarred by the City; or (iii) the Agreement is terminated pursuant to Paragraph 6, "Appropriations", of this Agreement.

C. Liability. Except as otherwise expressly allowed or provided under this Agreement, the City's sole liability upon termination shall be to pay for acceptable work performed prior to the Contractor's receipt or issuance of a notice of termination; provided, however, that a notice of termination shall not nullify or otherwise affect either party's liability for pre-termination defaults under or breaches of this Agreement. The Contractor shall submit an invoice for such work within thirty (30) days of receiving or sending the notice of termination. *THIS PROVISION IS NOT EXCLUSIVE AND DOES NOT WAIVE THE CITY'S OTHER LEGAL RIGHTS AND REMEDIES CAUSED BY THE CONTRACTOR'S DEFAULT/BREACH OF THIS AGREEMENT.*

6. **Appropriations**

The terms of this Contract are contingent upon sufficient appropriations and authorization being made by the Governing Body for the performance of this Contract. If sufficient appropriations and authorization are not made by the Governing Body, this Contract shall terminate immediately upon written notice being given by the City to the Contractor. The City's decision as to whether sufficient appropriations are available shall be accepted by the Contractor and shall be final. If the City proposes an amendment to the Contract to unilaterally reduce

funding, the Contractor shall have the option to terminate the Contract or to agree to the reduced funding, within thirty (30) days of receipt of the proposed amendment.

7. Status of Contractor

The Contractor and its agents and employees are independent contractors performing professional services for the City and are not employees of the City. The Contractor and its 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 this Contract. The Contractor acknowledges that all sums received hereunder are reportable by the Contractor for tax purposes, including without limitation, self-employment and business income tax. The Contractor agrees not to purport to bind the City unless the Contractor has express written authority to do so, and then only within the strict limits of that authority.

8. Assignment

The Contractor shall not assign or transfer any interest in this Contract or assign any claims for money due or to become due under this Contract without the prior written approval of the City.

9. Subcontracting

The Contractor shall not subcontract any portion of the services to be performed under this Contract without the prior written approval of the City. No such subcontract shall relieve the primary Contractor from its obligations and liabilities under this Contract, nor shall any subcontract obligate direct payment from the City.

10. Release

Final payment of the amounts due under this Contract shall operate as a release of the City, its officers and employees from all liabilities, claims and obligations whatsoever arising from or under this Contract.

11. Confidentiality

Any confidential information provided to or developed by the Contractor in the performance of this Contract shall be kept confidential and shall not be made available to any individual or organization by the Contractor without the prior written approval of the City.

12. Product of Service -- Copyright

All materials developed or acquired by the Contractor under this Contract shall become the property of the City and shall be delivered to the City no later than the termination date of this Contract. Nothing developed or produced, in whole or in part, by the Contractor under this Contract shall be the subject of an application for copyright or other claim of ownership by or on behalf of the Contractor.

13. Conflict of Interest; Governmental Conduct Act

A. The Contractor represents and warrants that it presently has no interest and, during the term of this Contract, shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance or services required under the Contract.

B. The Contractor further represents and warrants that it has complied with, and, during the term of this Contract, will continue to comply with, and that this Contract complies with all applicable provisions of the Governmental Conduct Act, Chapter 10, Article 16 NMSA 1978.

C. Contractor's representations and warranties in Paragraphs A and B of this Article are material representations of fact upon which the City relied when this Contract was entered into by the parties.

Contractor shall provide immediate written notice to the City if, at any time during the term of this Contract, Contractor learns that Contractor's representations and warranties in Paragraphs A and B of this Article were erroneous on the effective date of this Contract or have become erroneous by reason of new or changed circumstances. If it is later determined that Contractor's representations and warranties in Paragraphs A and B of this Article were erroneous on the effective date of this Contract or have become erroneous by reason of new or changed circumstances, in addition to other remedies available to the City and notwithstanding anything in the Contract to the contrary, the City may immediately terminate the Contract.

D. All terms defined in the Governmental Conduct Act have the same meaning in this section.

14. Amendment

A. This Agreement shall not be altered, changed, or amended except by instrument in writing executed by the parties hereto and all other required signatories.

B. If the City proposes an amendment to the Contract to unilaterally reduce funding due to budget or other considerations, the Contractor shall, within thirty (30) days of receipt of the proposed Amendment, have the option to terminate the Contract, pursuant to the termination provisions as set forth in Article 4 herein, or to agree to the reduced funding.

15. Entire Agreement.

This Agreement, together with any other documents incorporated herein by reference and all related Exhibits and Schedules constitutes the sole and entire agreement of the Parties with respect to the subject matter of this Agreement, and supersedes all prior and contemporaneous understandings, agreements, representations, and warranties, both written and oral, with respect to the subject matter. In the event of any inconsistency between the statements in the body of this Agreement, and the related Exhibits and Schedules, the statements in the body of this Agreement shall control.

16. Merger

This Contract incorporates all the Agreements, covenants and understandings between the parties hereto concerning the subject matter hereof, and all such covenants, agreements, and understandings have been merged into this written contract.

This Contract is issued against the Cooperative Educational Services (CES) Master Agreement 2023-01-C2113-ALL Design Professional Services, Category 2 - Lot 1, Engineering and Consulting Services, established and maintained by Cooperative Educational Services, and through this language hereby incorporates this agreement by reference and is included in the order of precedence.

No prior Agreement or understanding, oral or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Contract.

17. Penalties for violation of law

NMSA 1978, sections 13-1-28 through 13-1-199, imposes civil and criminal penalties for its violation. In addition, the New Mexico criminal statutes impose felony penalties for illegal bribes, gratuities, and kickbacks.

18. Equal Opportunity Compliance

The Contractor agrees to abide by all federal and state laws and rules and regulations, and Santa Fe City Code, pertaining to equal employment opportunity. In accordance with all such laws of the State of New Mexico, the Contractor assures that no person in the United States shall, on the grounds of race, religion, color, national origin, ancestry, sex, age, physical or mental handicap, or serious medical condition, spousal affiliation, sexual orientation or gender identity, be excluded from employment with or participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity performed under this Contract. If Contractor is found not to be in compliance with these requirements during the life of this Contract, Contractor agrees to take appropriate steps to correct these deficiencies.

19. Applicable Law

The laws of the State of New Mexico shall govern this Contract, without giving effect to its choice of law provisions. Venue shall be proper only in a New Mexico court of competent jurisdiction in accordance with NMSA 1978, section 38-3-2. By execution of this Contract, Contractor acknowledges and agrees to the jurisdiction of the courts of the State of New Mexico over any and all lawsuits arising under or out of any term of this Contract.

20. Workers Compensation

The Contractor agrees to comply with state laws and rules applicable to workers compensation benefits for its employees. If the Contractor fails to comply with the Workers Compensation Act and applicable rules when required to do so, this Contract may be terminated by the City.

21. Professional Liability Insurance

Contractor shall maintain professional liability insurance throughout the term of this Contract providing a minimum coverage in the amount required under the New Mexico Tort Claims Act. The Contractor shall furnish the City with proof of insurance of Contractor's compliance with the provisions of this section as a condition prior to performing services under this Contract.

22. Other Insurance

If the services contemplated under this Contract will be performed on or in City facilities or property, Contractor shall maintain in force during the entire term of this Contract, the following insurance coverage(s), naming the City as additional insured.

A. **Commercial General Liability** insurance shall be written on an occurrence basis and be a broad as ISO Form CG 00 01 with limits not less than \$2,000,000 per occurrence and \$2,000,000 in the aggregate for claims against bodily injury, personal and advertising injury, and property damage. Said policy shall include broad form Contractual Liability coverage and be endorsed to name the City of Santa Fe their officials, officers, employees, and agents as additional insureds.

B. **Broader Coverage and Limits.** The insurance requirements under this Contract shall be the greater of (1) the minimum coverage and limits specified in this Contract, or (2) the broader coverage and maximum limits of coverage of any insurance policy or proceeds available to the Named Insured. It is agreed that these insurance requirements shall not in any way act to reduce coverage that is broader or that includes higher limits than the minimums required herein. No representation is made that the minimum insurance requirements of this Contract are sufficient to cover the obligations of Contractor hereunder.

C. Contractor shall maintain the above insurance for the term of this Contract and name the City as an additional insured and provide for 30 days cancellation notice on any Certificate of Insurance form furnished by Contractor. Such certificate shall also specifically state the coverage provided under the policy is primary over any other valid and collectible insurance and provide a waiver of subrogation.

23. Records and Financial Audit

The Contractor shall maintain detailed time and expenditure records that indicate the date; time, nature and cost of services rendered during the Contract's term and effect and retain them for a period of three (3) years from the date of final payment under this Contract. The records shall be subject to inspection by the City. The City shall have the right to audit billings both before and after payment. Payment under this Contract shall not foreclose the right of the City to recover excessive or illegal payments.

24. Indemnification

The Contractor shall defend, indemnify and hold harmless the City from all actions, proceeding, claims, demands, costs, damages, attorneys' fees and all other liabilities and expenses of any kind from any source which may arise out of the performance of this Contract, caused by the negligent act or failure to act of the Contractor, its officers, employees, servants, subcontractors or agents, or if caused by the actions of any client of the Contractor resulting in injury or damage to persons or property during the time when the Contractor or any officer, agent, employee, servant or subcontractor thereof has or is performing services pursuant to this Contract. If any action, suit or proceeding related to the services performed by the Contractor or any officer, agent, employee, servant or subcontractor under this Contract is brought against the Contractor, the Contractor shall, as soon as practicable but no later than two (2) days after it receives notice thereof, notify the legal counsel of the City.

25. New Mexico Tort Claims Act

Any liability incurred by the City of Santa Fe in connection with this Contract is subject to the immunities and limitations of the New Mexico Tort Claims Act, Section 41-4-1, et. seq. NMSA 1978, as amended. The City and its "public employees" as defined in the New Mexico Tort Claims Act, do not waive sovereign immunity, do not waive any defense and do not waive any limitation of liability pursuant to law. No provision in this Contract modifies or waives any provision of the New Mexico Tort Claims Act.

26. Invalid Term or Condition

If any term or condition of this Contract shall be held invalid or unenforceable, the remainder of this Contract shall not be affected and shall be valid and enforceable.

27. Enforcement of Contract

A party's failure to require strict performance of any provision of this Contract shall not waive or diminish that party's right thereafter to demand strict compliance with that or any other provision. No waiver by a party of any of its rights under this Contract shall be effective unless express and in writing, and no effective waiver by a party of any of its rights shall be effective to waive any other rights.

28. Notices

Any notice required to be given to either party by this Contract shall be in writing and shall be delivered in person, by courier service or by U.S. mail, either first class or certified, return receipt requested, postage prepaid, as follows:

To the City: LeRoy Alvarado
Interim Facility Manager
Wastewater Management Division
City of Santa Fe
73 Paseo Real Santa Fe, NM 87507
505-469-5358
lmalvarado@santafenm.gov

To the Contractor: Steven K. Morrow, P.E.
Senior Professional Engineer
MOLZEN CORBIN
2701 Miles Road, SE
Albuquerque, NM 87106
505.242.5700 Tel
smorrow@molzencorbin.com

29. Authority

If Contractor is other than a natural person, the individual(s) signing this Contract on behalf of Contractor represents and warrants that he or she has the power and authority to bind Contractor, and that no further action, resolution, or approval from Contractor is necessary to enter a binding contract.

30. Non-Collusion

In signing this Agreement, the Contractor certifies the Contractor has not, either directly or indirectly, entered into action in restraint of free competitive bidding in connection with this offer submitted to the City's Chief Procurement Officer.

31. Default/Breach

In case of Default and/or Breach by the Contractor, for any reason whatsoever, the City may procure the goods or services from another source and hold the Contractor responsible for any resulting excess costs and/or damages, including but not limited to, direct damages, indirect damages, consequential damages, special damages, and the City may also seek all other remedies under the terms of this Agreement and under law or equity.

32. Equitable Remedies

The Contractor acknowledges that its failure to comply with any provision of this Agreement will cause the City irrevocable harm and that a remedy at law for such a failure would be an inadequate remedy for the City, and the Contractor consents to the City's obtaining from a court of competent jurisdiction, specific performance, or injunction, or any other equitable relief in order to enforce such compliance. The City's rights to obtain equitable relief pursuant to this Agreement shall be in addition to, and not in lieu of, any other remedy that the City may have under applicable law, including, but not limited to, monetary damages.

33. Default and Force Majeure

The City reserves the right to cancel all, or any part of any orders placed under this Agreement without cost to the City, if the Contractor fails to meet the provisions of this Agreement and, except as otherwise provided herein, to hold the Contractor liable for any excess cost occasioned by the City due to the Contractor's default. The Contractor shall not be liable for any excess costs if failure to perform the order arises out of causes beyond the control and without the fault or negligence of the Contractor; such causes include, but are not restricted to, acts of God or the public enemy, acts of the State or Federal Government, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, unusually severe weather and defaults of subcontractors due to any of the above, unless the City shall determine that the supplies or services to be furnished by the subcontractor were obtainable from other sources in sufficient time to permit the Contractor to meet the required delivery scheduled. The rights and remedies of the City provided in this Clause shall not be exclusive and are in addition to any other rights now being provided by law or under this Agreement.

IN WITNESS WHEREOF, the Parties have executed this Contract as of the date of the signature by the required approval authorities below.

CITY OF SANTA FE:

ALAN WEBBER, MAYOR

CONTRACTOR:

Molzen Corbin

K. W. Eades

Kevin W. Eades, President and CEO

DATE: Jan 31, 2025

NMBTIN#: _____

ATTEST:

ANDRÉA SALAZAR, CITY CLERK

CITY ATTORNEY'S OFFICE:

Marcos Martinez

Marcos Martinez (Feb 3, 2025 07:47 MST)

SENIOR ASSISTANT CITY ATTORNEY

APPROVED FOR FINANCES:

Emily K. Oster

EMILY OSTER, FINANCE DIRECTOR

MOLZENCORBIN

January 16th, 2025

Mr. LeRoy Alvarado
Wastewater Management Division Operations Supervisor
City of Santa Fe
P.O. Box 909
Santa Fe, New Mexico 87504-0909

**RE: Environmental and Ecological Services
CES Contract 2023-01-C2113 - Paseo Real Wastewater Treatment Plant**

Dear Mr. Alvarado:

Molzen Corbin is pleased to present this Proposal for Engineering Design Services. These services are for engineering design tasks requested by the City of Santa Fe Wastewater Division associated with 12 areas at the Paseo Real Wastewater Treatment Plant. See attached Exhibit A for a map of these 12 areas, and attached CES contract. This work is summarized in the following Scope of Services.

SCOPE OF SERVICES

This project will include work in the following areas:

1. UV and Filter Area
2. Old DAF Building
3. NPW Building
4. Headworks
5. Admin Building (Mixed Liquor Pumps)
6. Reuse Building and Pump Station
7. Compost Building and Sludge Transfer Piping
8. Digester Building
9. Plant Lift Stations
10. Power Distribution System
11. PFAS Tracing Within Collection System
12. Chemical Treatment

This work includes the design and construction administration of the following improvements:

Area 01: UV and Filter Area

- Procurement assistance and construction administration for the installation of stop logs inside UV building (design included in original contract).
- Replace slide gate in UV Channel #4.
- SCADA equipment upgrades and improvements – see “Scope of Work for SCADA” below.

Area 02: Old DAF Building

- SCADA equipment upgrades and improvements – see “Scope of Work for SCADA” below.

Area 03: NPW Building

- Install flowmeter in pipe channel.
- SCADA equipment upgrades and improvements – see “Scope of Work for SCADA” below.

Area 04: Headworks

- SCADA equipment upgrades and improvements – see “Scope of Work for SCADA” below.

Area 05: Admin Building (Mixed Liquor Pumps)

- SCADA equipment upgrades and improvements – see “Scope of Work for SCADA” below.

Area 06: Reuse Building and Pump Station

- SCADA equipment upgrades and improvements – see “Scope of Work for SCADA” below.

Area 07: Compost Building and Sludge Transfer Piping

- Prepare a Technical Memo (TM1) to evaluate the rental of a temporary sludge dryer for sludge management:
 - Landfill disposal versus sludge drying for sludge management.
 - Cost analysis of landfill disposal, sludge drying, composting and land application.
 - Investigation of on-site improvements (i.e. increasing capacity of sludge transfer pipeline)
- Prepare a Technical Memo (TM2) to assess the installation of a permanent sludge dryer:
 - Investigate sludge dryer as a potential sludge PFAS pretreatment process.
 - Research and meet with vendors.
 - Generate cost comparisons between sludge dryer alternatives.
 - TM2 will be prepared to provide support documentation for funding applications.
- Generate Design Drawings and Specifications (at 30%, 60%, 90%, and 100%) that will be subject to review and comment resulting in sets of 100% Construction Drawings and Specifications for both a Rental and Permanent Sludge Dryer.
 - Cover sheet.
 - General Notes and Electrical Notes.
 - Overall site plan.
 - Building floor plan and sections.
 - Utility Plans.
 - Plans and profiles of yard piping modifications.
 - Building HVAC modifications.
 - Building code review.
 - Structural foundation modifications.
 - Electrical Plans and details.

- SCADA input/output schedule and standard details.
- Technical Specifications.
- 30%, 60%, 90%, and 100% QA / QC review.
- Procurement Support.
- Construction Administration (assume an 8-month construction duration).
- SCADA equipment upgrades and improvements – see “Scope of Work for SCADA” below.

Area 08: Digester Building

- SCADA equipment upgrades and improvements – see “Scope of Work for SCADA” below.

Area 09: Plant Lift Stations

- SCADA equipment upgrades and improvements – see “Scope of Work for SCADA” below.

Area 10: Power Distribution System

PHASE 1: Power System Evaluation

- Prepare a technical memo that includes an evaluation of the primary power distribution (12470V) and the exterior-mounted 480V switchgear around the plant that is subject to weather damage and higher exposure to corrosive environments. This memo does not include equipment within buildings. Tech memo to include:
 - Arc-flash and coordination study (identify hazard boundaries of existing switchgear and equipment).
 - Cable testing of medium voltage system (verify cable integrity).
 - Infrared imaging and visual inspection of equipment, terminations, and components.
 - Recommendations for system improvements based on findings.
 - Development of a comprehensive one-line for the plant's primary distribution system.
 - Probable cost of improvements/corrections.
 - Prioritized list of improvements.
- Immediate concerns shall be relayed to the Owner immediately to determine the corrective action.
- MC shall provide regular updates to the Owner on the progress.

PHASE 2: Emergency Power for UV Filter Building and Plant Generator

- This phase includes two tasks. The first is the work associated with the Main Plant Generator, and the second is for the UV system generator. The first task is to include:
 - Assisting the Owner with the installation of the Plant Generator.
 - Review of the record drawings to verify connections and routing.
 - Review power monitoring reports for recommendations and conductor and breaker sizes.

- Evaluate short-term solutions for operations of the existing manual transfer scheme between Utility and Generator.
- Evaluate the potential to automate the manual transfer scheme for a short-term solution.
- Up-size the connection to the Blower Building.
- The UV generator assistance is to include the following:
 - Review power monitoring reports and make recommendations for sizing of a new generator.
 - Review drawings and connections and make recommendations for remote transfer controls.
 - Prepare construction and record drawings for the demolition plan and new equipment.
 - Coordinate with both Wagner and the Owner for configuration and equipment selection.
 - Coordination with plant operations for construction sequencing.
 - Witness testing during startup.
- Both systems will be equipped with data for both operations and engineering. MC will coordinate with our other projects to incorporate this information into the plant SCADA system.

PHASE 3: Electrical System Improvements

- This phase includes implementing the improvements identified in the Power System Evaluation.
- Design to include a 60%, 90%, and 100%.
- Drawings and specifications shall be incorporated as required to assist the installing contractor.
- MC shall coordinate with manufacturers and Wagner as we select and configure equipment. Other manufacturers may be coordinated with as needed.
- Regular coordination meetings and design updates shall be provided to keep the Owner up-to-date on design progress and decisions.
- MC shall work with the Owner to identify sequencing outages to ensure plant critical operations remain operational during construction.
- Construction administration support to include:
 - Construction meetings
 - Submittal reviews
 - RFI and CO responses
 - Site visits during critical installation milestones
 - Startup witness observation
- Closeout to include the preparation of record drawings

Area 11: PFAS Tracing Within Collection System

- Prepare a Technical Memo (TM3) to recommend procedures for PFAS tracing within the system:
 - present PFAS findings in the influent, effluent, and sludge piles at the PRWWTP.
 - TM3 will be prepared to provide support documentation for funding applications.

Area 12: Chemical Treatment

- Develop design to store polyaluminum chloride (PAC) and sodium hypochlorite chemical solutions and dose pumps in the Chlorine Storage and Feed Rooms in the Old DAF Building to inject into the RAS line for flocculation and filamentous microorganism control.
- Visit Old DAF Building to collect information to modify the process piping, architectural features, and HVAC system for the new chemical treatment.
- Select equipment and prepare drawings to construct modifications to the Old DAF Building.
- Research the feasibility of adding sodium hypochlorite dosing in the existing Filter/UV Building to supplement the reliability of the existing ultraviolet disinfection system.
- Evaluate the feasibility of the best options to achieve effective chlorine contact time, and develop a conceptual plan to implement improvements.
- Research and design conduit and wire connections to new chemical pump skids (see above).
- SCADA equipment upgrades and improvements – see “Scope of Work for SCADA” below.

SCOPE OF WORK FOR SCADA EQUIPMENT UPGRADES AND IMPROVEMENTS:

- 1. Perform Field Investigation and Review Reference Materials**
 - a. Inspect Existing NPW Building Equipment and Control Panels
 - b. Inspect flow, level, pressure, and temperature instruments and recommend replacement
 - c. Print and Review Existing Drawings of Facility from Previous Projects
 - d. Review Photos Taken During Site Visit and Correlate with Drawings
 - e. Coordinate with Plant Staff to Perform Field Survey of Connected I/O to PLC
- 2. Generate Drawings and Specs for 60% Submittal**
 - a. Generate New One Line Drawing
 - b. Generate New Power Layout Drawings
 - c. Generate New Control Schematics and Interconnection Drawings
 - d. Generate P&IDs
 - e. Generate Specs
 - f. Review 60% Drawings and Specs with Client
- 3. Generate Drawings and Specs for 100% Submittal**

- a. Finalize One Line Drawing
- b. Finalize Power Layout Drawings
- c. Finalize Control Schematics and Interconnection Drawings
- d. Finalize P&IDs
- e. Finalize Specs
- f. Review 100% Drawings and Specs with Client

4. Generate Cost Estimate for the Construction Work

- a. Implement Changes to Plans and Specs from Meeting with Client
- b. Research Costs for Replacement Equipment and Generate Cost Breakdown

5. Construction Admin Services During Construction

- a. Review Submittals
- b. Respond to RFIs
- c. Overseeing Installation of New Equipment, Conduit and Wire
- d. Overseeing Commissioning and Training
- e. Generate Record Drawings from As-Builts

COMPENSATION

We propose to perform the Work described above on a Time and Materials basis based on our current Standard Billing Rates enclosed herein.

PROFESSIONAL ENGINEERING DESIGN SERVICES	BUDGET
Area 01: UV and Filter Area	
Water Resources	\$ 42,675.00
Electrical	\$ 54,680.00
Area 02: Old DAF Building	
Electrical	\$ 82,800.00
Area 03: NPW Building	
Water Resources	\$ 20,060.00
Electrical	\$ 64,200.00
Area 04: Headworks	
Electrical	\$ 59,160.00
Area 05: Admin Building (Mixed Liquor Pumps)	
Electrical	\$ 62,600.00
Area 06: Reuse Building and Pump Station	
Electrical	\$ 61,200.00
Area 07: Compost Building and Sludge Transfer Piping	
Water Resources	\$ 416,880.00
Electrical	\$ 81,245.00
Area 08: Digester Building	
Electrical	\$ 46,840.00
Area 09: Plant Lift Stations	
Electrical	\$ 85,360.00
Area 10: Power Distribution System	
Electrical	\$ 111,065.00
Area 11: PFAS Tracing Within Collection System	

Water Resources	\$ 173,100.00
Area 12: Chemical Treatment	
Water Resources	\$ 41,115.00
Electrical	\$ 13,240.00
SUBTOTAL DESIGN SERVICES, exclusive of NMGR:	\$1,416,220.00

Additional Services	
Testudo – Mechanical Design of Sludge Dryer Facilities (see attached proposal)	\$ 18,480.00*
AB Powers – Electrical Field Investigation and Testing (see attached proposal)	\$ 264,000.00*
PFAS Sampling – Assumes City will Pay Lab Fees	\$ 20,000.00*
Construction Observation at Compost Building (12 months) – Billed on a Time and Materials Basis	\$ 187,200.00
Reimbursables (Printing, Mileage, Etc.) – Billed on a Time and Materials Basis	\$ 29,892.00
SUBTOTAL ADDITIONAL SERVICES (exclusive of NMGR)	\$ 519,572.00
TOTAL ENGINEERING DESIGN SERVICES (exclusive of NMGR)	\$1,935,792.00
New Mexico Gross Receipts Tax (8.1875%)	\$ 158,492.97
TOTAL ENGINEERING DESIGN SERVICES (exclusive of NMGR)	\$2,094,284.97

*Includes 10% markup.

NMGR to be assessed at the current rate at the time of billing and added to all billings.

Molzen Corbin will not perform any of the work described herein without prior authorization from the City of Santa Fe. The costs shown are approximate estimates of work that the City has requested of Molzen Corbin. The costs shown for each item may be increased or decreased at the request of the City when necessary. Additional tasks may be added if the City deems them necessary for the operation of the Paseo Real Wastewater Treatment Plant.

If you have any questions or require additional information, please contact Mr. Steve Morrow, P.E. at 505.242.5700.

Sincerely,

MOLZEN CORBIN



Gerald B. Paz, P.E.
 Chief Operations Officer

MOLZEN-CORBIN & ASSOCIATES
STANDARD BILLING RATES
AS OF FEBRUARY 1, 2024

DEPARTMENT	BILLING CATEGORIES	2023 RATES	
<i>Architectural</i>	Senior Principal Architect	273	
	Principal Architect	252	
	Senior Architect	210	
	Project Architect	168	
	Registered Architect	158	
	Intern Architect 2	121	
	Intern Architect 1	95	
	Senior Architectural Designer	142	
	Architectural Designer I	137	
	Planner	111	
	Landscape/Irrigation Designer	111	
	<i>Civil Engineering</i>	Senior Principal Engineer	273
Principal Engineer		252	
Senior Engineer		231	
Project Engineer		189	
Professional Engineer		163	
Engineering Intern II		142	
Engineering Intern I		131	
Senior Civil Design Specialist		173	
Engineering Design Specialist		147	
Senior Engineering Design Tech		153	
Engineering Design Tech		116	
Associate Engineering Design Tech		95	
<i>Electrical Engineering</i>	Senior Principal Engineer	273	
	Principal Engineer	252	
	Senior Engineer	210	
	Project Engineer	184	
	Professional Engineer	163	
	Engineering Intern II	142	
	Engineering Intern I	126	
	Engineering Design Specialist	147	
	Engineering Design Tech	116	
	Associate Engineering Design Tech	95	
<i>Mechanical</i>	Senior Mechanical Engineer	195	

MOLZEN-CORBIN & ASSOCIATES
STANDARD BILLING RATES
AS OF FEBRUARY 1, 2024

<i>Water Resource Engineering</i>	Senior Principal Engineer	273
	Principal Engineer	252
	Senior Engineer	231
	Project Engineer	184
	Professional Engineer	163
	Engineering Intern II	142
	Engineering Intern I	131
	Sr. Engineering Design Specialist	168
	Engineering Design Specialist	142
	Engineering Design Tech	116
	O & M Specialist	116
	Associate Engineering Design Tech	95
<i>CADD / Survey</i>	CADD Operator II	84
	CADD Operator I	74
	Survey Technician	111
	Two Person Survey Crew	222
	Two Person GPS Survey Crew	247
	Licensed Surveyor	231
<i>Construction Observation</i>	Senior Observer/Manager	111
	Senior Observer	105
	Observer	100
<i>Administration</i>	Administrative Aide II	79
	Administrative Aide I	58
	Administrative Support	105
	Grants/Technical Administrator	116
	Computer Technician	126
	Senior Technical Writer / Editor	100

Miscellaneous Expenses

Copies	Per Copy	\$0.11
Color Copies	Per 8 1/2 x 11 Copy	\$1.00
Color Copies	Per 11 x 17 Copy	\$2.00
Prints/Plots(24x36)	Per Sheet	\$3.00
Mileage	Per Mile (per IRS)	
Sub-Consultants	Cost x 1.1	

WATER RESOURCES MANHOOR ESTIMATE
City of Santa Fe WWTP (PRWTF)
Area 01 - UV/Filter Building Improvements
Rob Hanks



		WATER RESOURCES					
No.	Project Task	Senior Engineer	Project Engineer	Engineering Intern I	Associate Design Technician	Departmental Totals	Grand Totals
I. Perform Field Investigation and Review Reference Materials							
1	Coordination and BiWeekly Meetings with City (2)	2.00	4.00	4.00		10.00	10.00
3	Review Record Drawings	2.00		2.00		4.00	4.00
4	Develop Schematic Drawing of Improvements	4.00			4.00	8.00	8.00
5	Schematic Review with City	3.00	3.00	3.00		9.00	9.00
Subtotal Hours		11.00	7.00	9.00	4.00	31.00	31.00
Subtotal Fees		\$2,365.00	\$1,190.00	\$1,080.00	\$360.00	\$4,995.00	\$4,995.00
II. Generate Drawings and Specs for 60% Submittal							
1	Coordination and BiWeekly Meetings with City (4)	4.00	11.00	8.00		23.00	23.00
2	Coordination with Manufacturers	6.00		2.00		8.00	8.00
3	Demolition Sheet	4.00			4.00	8.00	8.00
	General Sheets	2.00			2.00	4.00	4.00
4	Plan Sheets	6.00			4.00	10.00	10.00
5	Detail Sheets	1.00			2.00	3.00	3.00
6	Technical Specifications	2.00		4.00		6.00	6.00
7	Prepare 60% Submittal (Plans, Specs, Estimate)	4.00			10.00	14.00	14.00
Subtotal Hours		29.00	11.00	14.00	22.00	76.00	76.00
Subtotal Fees		\$6,235.00	\$1,870.00	\$1,680.00	\$1,980.00	\$11,765.00	\$11,765.00
III. Generate Drawings and Specs for 100% Submittal							
1	Coordination and BiWeekly Meetings with City (2)	2.00	5.00	3.00		10.00	10.00
2	Coordination with Manufacturers	4.00		2.00		6.00	6.00
3	Review 60% Drawings and Specifications with City	2.00	2.00	2.00		6.00	6.00
4	Apply Comments from 60% Review	3.00			6.00	9.00	9.00
5	Finalize Drawings	4.00		4.00	12.00	20.00	20.00
6	Finalize Technical Specifications	4.00		2.00		6.00	6.00
7	Prepare 100% Submittal (Plans, Specs, Estimate)	2.00	2.00	2.00	6.00	12.00	12.00
Subtotal Hours		21.00	9.00	15.00	24.00	69.00	69.00
Subtotal Fees		\$4,515.00	\$1,530.00	\$1,800.00	\$2,160.00	\$10,005.00	\$10,005.00
V. Construction Admin Services During Construction							
1	Coordination Meetings (2)	2.00	2.00	2.00		6.00	6.00
2	Coordination with Manufacturer	4.00	2.00			6.00	6.00
3	Review and Respond to RFIs	4.00	2.00	4.00		10.00	10.00
4	Review Material Submittals	2.00		2.00		4.00	4.00
5	Review Payment Applications		2.00	2.00		4.00	4.00
7	Review Changes in Work	4.00	2.00	4.00		10.00	10.00
8	Site Visits (2)	12.00	12.00	12.00		36.00	36.00
9	Final Walkthrough	6.00	6.00	6.00		18.00	18.00
Subtotal Hours		34.00	28.00	32.00	0.00	94.00	94.00
Subtotal Fees		\$7,310.00	\$4,760.00	\$3,840.00	\$0.00	\$15,910.00	\$15,910.00
Total Labor Hours		95.00	55.00	70.00	50.00	270.00	270.00
Standard Billing Rate or Fee		\$215.00	\$170.00	\$120.00	\$90.00		
Fee Dollars		\$20,425.00	\$9,350.00	\$8,400.00	\$4,500.00	\$42,675.00	\$42,675.00

WATER RESOURCES MANHOUR ESTIMATE
City of Santa Fe WWTP (PRWTF)
Area 03 - NPW Building Improvements
Rob Hanks



		WATER RESOURCES					
No.	Project Task	Senior Principal Engineer	Project Engineer	Engineering Intern I	Associate Design Technician	Departmental Totals	Grand Totals
I. Perform Field Investigation and Review Reference Materials							
1	Review Record Drawings	4.00		2.00		6.00	6.00
2	Site Visit to Confirm Measurements	4.00		4.00		8.00	8.00
3	Schematic Review Meeting to Select Flowmeter Location	2.00	2.00	2.00		6.00	6.00
Subtotal Hours		10.00	2.00	8.00	0.00	20.00	20.00
Subtotal Fees		\$2,600.00	\$340.00	\$960.00	\$0.00	\$3,900.00	\$3,900.00
II. Generate Drawings and Specs for 60% Submittal							
1	Coordination and BiWeekly Meetings with City (1)	1.00	2.00	2.00		5.00	5.00
2	Coordination with Manufacturers	2.00				2.00	2.00
4	Flow Meter Design and Selection	12.00				12.00	12.00
5	Plan and Section Sheets	4.00			8.00	12.00	12.00
6	Detail Sheets	2.00			2.00	4.00	4.00
7	Technical Specifications	1.00				1.00	1.00
Subtotal Hours		22.00	2.00	2.00	10.00	36.00	36.00
Subtotal Fees		\$5,720.00	\$340.00	\$240.00	\$900.00	\$7,200.00	\$7,200.00
III. Generate Drawings and Specs for 100% Submittal							
1	Coordination and BiWeekly Meetings with City (1)	1.00	2.00	2.00		5.00	5.00
2	Coordination with Manufacturers	2.00				2.00	2.00
3	Review 60% Drawings and Specifications with City	2.00	2.00	2.00		6.00	6.00
4	Apply Comments from 60% Review	1.00			1.00	2.00	2.00
5	Finalize Drawings and Technical Specifications	4.00			4.00	8.00	8.00
Subtotal Hours		10.00	4.00	4.00	5.00	23.00	23.00
Subtotal Fees		\$2,600.00	\$680.00	\$480.00	\$450.00	\$4,210.00	\$4,210.00
V. Construction Admin Services During Construction							
1	Coordination Meetings (Teams) (2)	2.00	2.00	2.00		6.00	6.00
2	Coordination with Manufacturer	2.00				2.00	2.00
3	Review and Respond to RFIs	2.00	1.00	2.00		5.00	5.00
4	Review Material Submittals	2.00				2.00	2.00
5	Review Payment Applications		2.00	2.00		4.00	4.00
6	Review Changes in Work	2.00	2.00	2.00		6.00	6.00
Subtotal Hours		10.00	7.00	8.00	0.00	25.00	25.00
Subtotal Fees		\$2,600.00	\$1,190.00	\$960.00	\$0.00	\$4,750.00	\$4,750.00
Total Labor Hours		52.00	15.00	22.00	15.00	104.00	104.00
Standard Billing Rate or Fee		\$260.00	\$170.00	\$120.00	\$90.00		
Fee Dollars		\$13,520.00	\$2,550.00	\$2,640.00	\$1,350.00	\$20,060.00	\$20,060.00

ELECTRICAL MANHOUR ESTIMATE
Area 07 - Compost Building Improvements
Santa Fe
Steven Morrow



		ELECTRICAL				
No.	Project Task	Principal Engineer	Project Engineer	Engineering Intern II	Departmental Totals	Grand Totals
I. Pre-Design/Study/Programming						
Rental Sludge Dryer						
1	Project Scoping	2.00			2.00	2.00
2	Investigating Record Drawings		2.00	2.00	4.00	4.00
3	Coordination with Manufacturers		3.00		3.00	3.00
4	Coordination Meetings with City (1)		2.00		2.00	2.00
Permanent Sludge Dryer						
5	Project Scoping	2.00			2.00	2.00
6	Investigating Record Drawings		2.00	2.00	4.00	4.00
7	Coordination with Manufacturers		4.00		4.00	4.00
8	Technical Memo - Elec/Control Narrative		5.00	3.00	8.00	8.00
9	Coordination Meetings with City (1)		2.00		2.00	2.00
10	Quality Assurance	1.00			1.00	1.00
Subtotal Hours Pre-Design/Study/Programming		5.00	20.00	7.00	32.00	32.00
Subtotal Fees Pre-Design/Study/Programming		\$1,200.00	\$3,500.00	\$945.00	\$5,645.00	\$5,645.00
II. Preliminary Design/Schematics (30%)						
Rental Sludge Dryer						
1	Coordination and BiWeekly Meetings with City (2)	1.00	2.00		3.00	3.00
2	Coordination with Manufacturer		2.00	2.00	4.00	4.00
3	Initial Site Visit to Verify Power Location		5.00	5.00	10.00	10.00
4	Coordination with Mechanical Subconsultant		1.00	2.00	3.00	3.00
5	30% Building Plan		2.00	4.00	6.00	6.00
6	30% One-Line		4.00	6.00	10.00	10.00
7	30% Cost Estimate		2.00	3.00	5.00	5.00
8	Prepare 30% Deliverable (Plan, Estimate, Scope)		1.00	2.00	3.00	3.00
Permanent Sludge Dryer						
9	Coordination and BiWeekly Meetings with City (3)	2.00	4.00		6.00	6.00
10	Coordination with Manufacturer				0.00	0.00
11	Initial Site Visit to Verify Power Location		6.00	6.00	12.00	12.00
12	Coordination with Mechanical Subconsultant		2.00	3.00	5.00	5.00
13	30% Building Plan		2.00	4.00	6.00	6.00
14	30% One-Line		4.00	6.00	10.00	10.00
15	30% Cost Estimate		2.00	3.00	5.00	5.00
16	Prepare 30% Deliverable (Plan, Estimate, Scope)		1.00	2.00	3.00	3.00
17	Quality Assurance	5.00			5.00	5.00
Subtotal Hours Preliminary Design/Schematics (30%)		8.00	40.00	48.00	96.00	96.00
Subtotal Fees Preliminary Design/Schematics (30%)		\$1,920.00	\$7,000.00	\$6,480.00	\$15,400.00	\$15,400.00
III. Design Development (60%)						
Rental Sludge Dryer						
1	Coordination and BiWeekly Meetings with City (2)	1.00	2.00		3.00	3.00
2	Coordination with Manufacturer		1.00	2.00	3.00	3.00
3	Coordination with Mechanical Subconsultant			2.00	2.00	2.00
4	60% Building Plan		4.00	6.00	10.00	10.00
5	60% One-Line		2.00	4.00	6.00	6.00
6	60% Details and Schedules		3.00	5.00	8.00	
7	60% Cost Estimate		1.00	2.00	3.00	3.00
8	Prepare 60% Deliverable (Plan, Estimate, Scope)		1.00	2.00	3.00	3.00
Permanent Sludge Dryer						
9	Coordination and BiWeekly Meetings with City (3)	1.00	3.00		4.00	4.00
10	Coordination with Manufacturer		2.00	2.00	4.00	4.00
11	Coordination with Mechanical Subconsultant			3.00	3.00	3.00
12	60% Building Plan		5.00	8.00	13.00	13.00
13	60% One-Line		2.00	4.00	6.00	6.00
14	60% Schematics		6.00	10.00	16.00	16.00

ELECTRICAL MANHOOR ESTIMATE
Area 07 - Compost Building Improvements
Santa Fe
Steven Morrow



		ELECTRICAL				
No.	Project Task	Principal Engineer	Project Engineer	Engineering Intern II	Departmental Totals	Grand Totals
15	60% Details and Schedules		4.00	7.00	11.00	11.00
16	60% Cost Estimate		1.00	3.00	4.00	4.00
17	Prepare 60% Deliverable (Plan, Estimate, Scope)		1.00	2.00	3.00	3.00
18	Quality Assurance	6.00			6.00	6.00
Subtotal Hours Design Development (60%)		8.00	38.00	62.00	108.00	108.00
Subtotal Fees Design Development (60%)		\$1,920.00	\$6,650.00	\$8,370.00	\$16,940.00	\$16,940.00
IV. Construction Documents (90%)						
Rental Sludge Dryer						
1	Coordination and BiWeekly Meetings with City (1)		1.00		1.00	1.00
2	Coordination with Manufacturer		1.00		1.00	1.00
3	Coordination with Mechanical Subconsultant			1.00	1.00	1.00
4	90% Building Plan		2.00	3.00	5.00	5.00
5	90% One-Line		1.00	2.00	3.00	3.00
6	90% Details and Schedules		2.00	3.00		
7	90% Cost Estimate			1.00	1.00	1.00
8	Prepare 90% Deliverable (Plan, Estimate, Scope)		1.00	2.00	3.00	3.00
Permanent Sludge Dryer						
9	Coordination and BiWeekly Meetings with City (2)		2.00		2.00	2.00
10	Coordination with Manufacturer		1.00	1.00	2.00	2.00
11	Coordination with Mechanical Subconsultant			1.00	1.00	1.00
12	90% Building Plan		3.00	4.00	7.00	7.00
13	90% One-Line		1.00	2.00	3.00	3.00
14	90% Schematics		3.00	5.00	8.00	8.00
15	90% Details and Schedules		2.00	4.00	6.00	6.00
16	90% Cost Estimate			1.00	1.00	1.00
17	Prepare 90% Deliverable (Plan, Estimate, Scope)		1.00	2.00	3.00	3.00
18	Quality Assurance	4.00			4.00	4.00
Subtotal Hours Construction Documents (90%)		4.00	21.00	32.00	57.00	57.00
Subtotal Fees Construction Documents (90%)		\$960.00	\$3,675.00	\$4,320.00	\$8,955.00	\$8,955.00
V. Final Design (100%)						
Rental Sludge Dryer						
1	Coordination and BiWeekly Meetings with City (1)		1.00		1.00	1.00
2	Coordination with Mechanical Subconsultant			1.00	1.00	1.00
3	100% Building Plan		2.00	2.00	4.00	4.00
4	100% One-Line		1.00	1.00	2.00	2.00
5	100% Details and Schedules		1.00	2.00		
6	100% Cost Estimate			1.00	1.00	1.00
7	Prepare 100% Deliverable (Plan, Estimate, Scope)		1.00	2.00	3.00	3.00
Permanent Sludge Dryer						
8	Coordination and BiWeekly Meetings with City (1)		1.00		1.00	1.00
9	Coordination with Mechanical Subconsultant			1.00	1.00	1.00
10	100% Building Plan		1.00	3.00	4.00	4.00
11	100% One-Line		1.00	1.00	2.00	2.00
12	100% Schematics		2.00	3.00	5.00	5.00
13	100% Details and Schedules		1.00	2.00	3.00	3.00
14	100% Cost Estimate			1.00	1.00	1.00
15	Prepare 100% Deliverable (Plan, Estimate, Scope)		1.00	2.00	3.00	3.00
16	Quality Assurance	3.00			3.00	3.00
Subtotal Hours Final Design (100%)		3.00	13.00	22.00	38.00	38.00
Subtotal Fees Final Design (100%)		\$720.00	\$2,275.00	\$2,970.00	\$5,965.00	\$5,965.00
VI. Procurement Support						
Rental Sludge Dryer						
1	Assist City with Selecting Installation Contractor		1.00		1.00	1.00
2	Coordination with Manufacturer		1.00		1.00	1.00

ELECTRICAL MANHOUR ESTIMATE
Area 07 - Compost Building Improvements
Santa Fe
Steven Morrow



		ELECTRICAL				
No.	Project Task	Principal Engineer	Project Engineer	Engineering Intern II	Departmental Totals	Grand Totals
3	Answer Contractor's Questions		1.00	2.00	3.00	3.00
4	Meetings with Contractor		1.00		1.00	1.00
5	Prepare and Issue Addendum		1.00	1.00	2.00	2.00
Permanent Sludge Dryer						
6	Assist City with Selecting Installation Contractor		1.00		1.00	1.00
7	Coordination with Manufacturer		1.00		1.00	1.00
8	Answer Contractor's Questions		2.00	3.00	5.00	5.00
9	Meetings with Contractor		1.00		1.00	1.00
10	Prepare and Issue Addendum		2.00	3.00	5.00	5.00
11	Quality Assurance	2.00			2.00	2.00
Subtotal Hours Procurement Support		2.00	12.00	9.00	23.00	23.00
Subtotal Fees Procurement Support		\$480.00	\$2,100.00	\$1,215.00	\$3,795.00	\$3,795.00
VII. Construction Admin. Services						
Rental Sludge Dryer						
1	Coordination Meetings (Teams) (3)		3.00		3.00	3.00
2	Coordination with Manufacturer		1.00	1.00	2.00	2.00
3	Review and Respond to RFIs		2.00	1.00	3.00	3.00
4	Review Material Submittals		3.00	8.00	11.00	11.00
5	Review Payment Applications		2.00		2.00	2.00
6	On-Site Construction Progress Meetings (1)		5.00		5.00	5.00
7	Review Changes in Work		2.00		2.00	2.00
8	Plant Shakedown		6.00		6.00	6.00
Permanent Sludge Dryer						
9	Coordination and BiWeekly Meetings with City (Teams) (5)	2.00	5.00		7.00	7.00
10	Coordination with Manufacturer		2.00	1.00	3.00	3.00
11	Review and Respond to RFIs		3.00	4.00	7.00	7.00
12	Review Material Submittals		4.00	12.00	16.00	16.00
13	Review Payment Applications		3.00		3.00	3.00
14	On-Site Construction Progress Meetings (2)		12.00	6.00	18.00	18.00
15	Review Changes in Work		3.00	2.00	5.00	5.00
16	Plant Shakedown		6.00		6.00	6.00
17	Quality Assurance	8.00			8.00	8.00
Subtotal Hours Construction Admin. Services		10.00	62.00	35.00	107.00	107.00
Subtotal Fees Construction Admin. Services		\$2,400.00	\$10,850.00	\$4,725.00	\$17,975.00	\$17,975.00
VIII. Closeout						
Rental Sludge Dryer						
1	Final Walkthrough		6.00		6.00	6.00
2	Record Drawings		2.00	4.00	6.00	6.00
Permanent Sludge Dryer						
3	Final Walkthrough		6.00	6.00	12.00	12.00
4	Record Drawings		4.00	10.00	14.00	14.00
5	Quality Assurance	3.00			3.00	3.00
Subtotal Hours Closeout		3.00	18.00	20.00	41.00	41.00
Subtotal Fees Closeout		720.00	3,150.00	2,700.00	6,570.00	6,570.00
Total Labor Hours		43.00	224.00	235.00	502.00	502.00
Standard Billing Rate or Fee		\$240.00	\$175.00	\$135.00		
Fee Dollars		\$10,320.00	\$39,200.00	\$31,725.00	\$81,245.00	\$81,245.00

WATER RESOURCES MANHOOR ESTIMATE
Area 07 - Compost Building Improvements
Santa Fe
Steven Morrow



No.	Project Task	WATER RESOURCES					Departmental Totals	ADMIN		Grand Totals
		Senior Engineer	Project Engineer	Engineering Intern I	Senior Engineering Design Specialist	Associate Design Technician		ADMIN - Support	ADMIN. Totals	
I. Pre-Design/Study/Programming										
Rental Sludge Dryer										
1	Coordination and BiWeekly Meetings with City (2)	2.00	7.00	4.00			13.00		0.00	13.00
2	Preliminary Building and Yard Piping Plan	4.00		2.00		6.00	12.00		0.00	12.00
3	Budgetary Construction Cost Estimate	4.00		2.00			6.00		0.00	6.00
4	Project Scoping	5.00	5.00	5.00			15.00		0.00	15.00
5	Coordination with Manufacturer	4.00		2.00			6.00		0.00	6.00
Permanent Sludge Dryer										
6	Coordination and BiWeekly Meetings with City (4)	4.00	13.00	8.00			25.00		0.00	25.00
7	Preliminary Building and Yard Piping Plan	6.00		3.00		6.00	15.00		0.00	15.00
8	Solicit Quotes from Vendors	4.00		4.00			8.00		0.00	8.00
9	Technical Memo for Acquisition of Permanent Sludge Dryer		80.00	20.00			100.00		0.00	100.00
10	Site Investigation and Review of Record Drawings	2.00		4.00			6.00		0.00	6.00
11	Budgetary Construction Cost Estimate	4.00		2.00			6.00		0.00	6.00
12	Project Scoping	5.00	5.00	5.00			15.00		0.00	15.00
13	Coordination with Manufacturers	6.00	4.00				10.00		0.00	10.00
14	CADD Management				2.00		2.00		0.00	2.00
15	Project Management		2.00				2.00		0.00	2.00
16	Quality Assurance		2.00				2.00		0.00	2.00
Subtotal Hours Pre-Design/Study/Programming		50.00	118.00	61.00	2.00	12.00	243.00	0.00	0.00	243.00
Subtotal Fees Pre-Design/Study/Programming		\$11,000.00	\$20,650.00	\$7,625.00	\$320.00	\$1,080.00	\$40,675.00	\$0.00	\$0.00	\$40,675.00
II. Preliminary Design/Schematics (30%)										
Rental Sludge Dryer										
1	Coordination and BiWeekly Meetings with City (4)	4.00	11.00	8.00			23.00		0.00	23.00
2	Coordination with Manufacturer	4.00	2.00				6.00		0.00	6.00
3	Initial Site Visit to take Field Measurements	8.00		8.00			16.00		0.00	16.00
4	Coordination with Mechanical Subconsultant	1.00	4.00				5.00		0.00	5.00
5	30% Building Plan for Rental Sludge Dryer	2.00		4.00		20.00	26.00		0.00	26.00
6	30% Yard Piping Plan for Rental Sludge Dryer	4.00		6.00		16.00	26.00		0.00	26.00
7	30% Cost Estimate	2.00		4.00			6.00		0.00	6.00
8	Technical Specifications Table of Contents			2.00			2.00	2.00	2.00	4.00
9	Prepare 30% Deliverable (Plan, Estimate, Scope)	4.00	4.00			12.00	20.00		0.00	20.00
Permanent Sludge Dryer										
10	Coordination and BiWeekly Meetings with City (6)	6.00	15.00	12.00			33.00		0.00	33.00
11	Coordination with Manufacturer	6.00	3.00				9.00		0.00	9.00
12	Field Investigation	8.00		8.00			16.00		0.00	16.00
13	Coordination with Mechanical Subconsultant	2.00	4.00				6.00		0.00	6.00
14	30% Building Plan for Permanent Sludge Dryer	4.00		8.00		24.00	36.00		0.00	36.00
15	30% Yard Piping Plan for Permanent Sludge Dryer	4.00		8.00		24.00	36.00		0.00	36.00
16	Coordinate with Surveyors for SUE		3.00	3.00			6.00		0.00	6.00
17	Design of Sludge Transfer Pipe	4.00		2.00			6.00		0.00	6.00
18	Preliminary Plan of Sludge Transfer Pipe	4.00				12.00	16.00		0.00	16.00
19	30% Cost Estimate	3.00		6.00			9.00		0.00	9.00
20	Technical Specifications Table of Contents			2.00			2.00		0.00	2.00
21	Prepare 30% Deliverable (Plan, Estimate, Scope)	6.00	4.00			30.00	40.00		0.00	40.00
22	CADD Management				2.00		2.00		0.00	2.00
23	Project Management		4.00				4.00		0.00	4.00
24	Quality Assurance	2.00	2.00				4.00		0.00	4.00
Subtotal Hours Preliminary Design/Schematics (30%)		78.00	56.00	81.00	2.00	138.00	355.00	2.00	2.00	357.00
Subtotal Fees Preliminary Design/Schematics (30%)		\$17,160.00	\$9,800.00	\$10,125.00	\$320.00	\$12,420.00	\$49,825.00	\$200.00	\$200.00	\$50,025.00
III. Design Development (60%)										
Rental Sludge Dryer										
1	Coordination and BiWeekly Meetings with City (8)	8.00	24.00	16.00			48.00		0.00	48.00
2	Coordination with Manufacturer	8.00	2.00				10.00		0.00	10.00
3	Address 30% Comments	8.00		2.00		8.00	18.00		0.00	18.00
4	Coordination with Mechanical Subconsultant	4.00	2.00				6.00		0.00	6.00
5	Plan-In-Hand Site Visit	8.00	8.00	8.00			24.00		0.00	24.00
6	60% Building Plan for Rental Sludge Dryer	4.00		12.00		32.00	48.00		0.00	48.00
7	60% Yard Piping Plan for Rental Sludge Dryer	12.00		4.00		24.00	40.00		0.00	40.00
8	Detail Sheets	4.00				4.00	8.00		0.00	8.00
9	60% Cost Estimate			4.00			4.00		0.00	4.00
10	60% Technical Specifications			6.00			6.00	2.00	2.00	8.00
11	Prepare 60% Deliverable (Plans, Estimate, Specs)		4.00			12.00	16.00		0.00	16.00
Permanent Sludge Dryer										
12	Coordination and BiWeekly Meetings with City (12)	12.00	30.00	24.00			66.00		0.00	66.00
13	Coordination with Manufacturer	8.00	6.00				14.00		0.00	14.00
14	Address 30% Comments	8.00	6.00	3.00		8.00	25.00		0.00	25.00
15	Coordination with Mechanical Subconsultant	8.00	6.00				14.00		0.00	14.00
16	Plan-In-Hand Site Visit	8.00	8.00	8.00			24.00		0.00	24.00
17	60% Building Plan for Permanent Sludge Dryer	2.00		12.00		36.00	50.00		0.00	50.00
18	60% Yard Piping Plan for Permanent Sludge Dryer	10.00		6.00		36.00	52.00		0.00	52.00
19	Sludge Transfer Pipe Plan and Profile Sheets	10.00				28.00	38.00		0.00	38.00
20	Detail Sheets	4.00				8.00	12.00		0.00	12.00
21	60% Cost Estimate			6.00			6.00		0.00	6.00
22	60% Technical Specifications			6.00			6.00		0.00	6.00
23	Prepare 60% Deliverable (Plans, Estimate, Specs)		6.00			14.00	20.00		0.00	20.00

WATER RESOURCES MANHOOR ESTIMATE
Area 07 - Compost Building Improvements
Santa Fe
Steven Morrow



No.	Project Task	WATER RESOURCES					ADMIN		Grand Totals
		Senior Engineer	Project Engineer	Engineering Intern I	Senior Engineering Design Specialist	Associate Design Technician	Departmental Totals	ADMIN - Support	
24	CADD Management				4.00		4.00		4.00
25	Project Management		2.00				2.00		2.00
26	Quality Assurance		4.00				4.00		4.00
Subtotal Hours Design Development (60%)		126.00	108.00	117.00	4.00	210.00	565.00	2.00	567.00
Subtotal Fees Design Development (60%)		\$27,720.00	\$18,900.00	\$14,625.00	\$640.00	\$18,900.00	\$80,785.00	\$200.00	\$80,985.00
IV. Construction Documents (90%)									
Rental Sludge Dryer									
1	Coordination and BiWeekly Meetings with City (4)	4.00	12.00	8.00			24.00		24.00
2	Coordination with Manufacturer	8.00	8.00				16.00		16.00
3	Address 60% Comments	8.00	2.00	8.00		12.00	30.00		30.00
4	Coordination with Mechanical Subconsultant	4.00	6.00				10.00		10.00
5	90% Building Plan for Rental Sludge Dryer	4.00	4.00	2.00		20.00	30.00		30.00
6	90% Yard Piping Plan for Rental Sludge Dryer	6.00	2.00	2.00		20.00	30.00		30.00
7	Finalize Detail Sheets	2.00				4.00	6.00		6.00
8	90% Cost Estimate	4.00		6.00			10.00		10.00
9	90% Technical Specifications	6.00		4.00			10.00		10.00
10	Prepare 90% Deliverable (Plans, Estimate, Specs)	4.00	4.00	4.00		12.00	24.00		24.00
Permanent Sludge Dryer									
11	Coordination and BiWeekly Meetings with City (6)	6.00	18.00	12.00			36.00		36.00
12	Coordination with Manufacturer	8.00	8.00				16.00		16.00
13	Address 60% Comments	4.00		8.00		12.00	24.00		24.00
14	Coordination with Mechanical Subconsultant	2.00	4.00				6.00		6.00
15	90% Building Plan for Permanent Sludge Dryer		6.00	3.00		32.00	41.00		41.00
16	90% Yard Piping Plan for Permanent Sludge Dryer	8.00	3.00	3.00		24.00	38.00		38.00
17	Sludge Transfer Pipe Plan and Profile Sheets	4.00		8.00		16.00	28.00		28.00
18	Finalize Detail Sheets	3.00				6.00	9.00		9.00
19	90% Cost Estimate	6.00		6.00			12.00		12.00
20	90% Technical Specifications	8.00		6.00			14.00		14.00
21	Prepare 90% Deliverable (Plans, Estimate, Specs)	6.00	6.00	6.00		16.00	34.00		34.00
22	CADD Management				2.00		2.00		2.00
23	Project Management		2.00				2.00		2.00
24	Quality Assurance		1.00				1.00		1.00
Subtotal Hours Construction Documents (90%)		105.00	86.00	86.00	2.00	174.00	453.00	0.00	453.00
Subtotal Fees Construction Documents (90%)		\$23,100.00	\$15,050.00	\$10,750.00	\$320.00	\$15,660.00	\$64,880.00	\$0.00	\$64,880.00
V. Final Design (100%)									
Rental Sludge Dryer									
1	Coordination and BiWeekly Meetings with City (2)	2.00	8.00	4.00			14.00		14.00
2	Coordination with Manufacturer	8.00	4.00				12.00		12.00
3	Address 90% Comments	4.00	2.00	4.00		8.00	18.00		18.00
4	Coordination with Mechanical Subconsultant		4.00				4.00		4.00
5	100% Building Plan for Rental Sludge Dryer	1.00	1.00	8.00		12.00	22.00		22.00
6	100% Yard Piping Plan for Rental Sludge Dryer	6.00	1.00	2.00		16.00	25.00		25.00
7	100% Cost Estimate	2.00		4.00			6.00		6.00
8	100% Technical Specifications	4.00		2.00			6.00	4.00	10.00
9	Prepare 100% Deliverable (Plans, Estimate, Specs)	8.00		8.00		16.00	32.00		32.00
Permanent Sludge Dryer									
10	Coordination and BiWeekly Meetings with City (3)	3.00	12.00	6.00			21.00		21.00
11	Coordination with Manufacturer	8.00	4.00				12.00		12.00
12	Address 90% Comments	4.00	3.00			12.00	19.00		19.00
13	Coordination with Mechanical Subconsultant		4.00				4.00		4.00
14	100% Building Plan for Permanent Sludge Dryer	1.00	1.00	12.00		18.00	32.00		32.00
15	100% Yard Piping Plan for Permanent Sludge Dryer	9.00	1.00	3.00		24.00	37.00		37.00
16	Sludge Transfer Pipe Plan and Profile Sheets	6.00		8.00		16.00	30.00		30.00
17	100% Cost Estimate	3.00		6.00			9.00		9.00
18	100% Technical Specifications	6.00		3.00			9.00		9.00
19	Prepare 100% Deliverable (Plans, Estimate, Specs)	10.00		10.00		20.00	40.00		40.00
20	CADD Management				4.00		4.00		4.00
21	Project Management		3.00				3.00		3.00
22	Quality Assurance		6.00				6.00		6.00
Subtotal Hours Final Design (100%)		85.00	54.00	80.00	4.00	142.00	365.00	4.00	369.00
Subtotal Fees Final Design (100%)		\$18,700.00	\$9,450.00	\$10,000.00	\$640.00	\$12,780.00	\$51,570.00	\$400.00	\$51,970.00
VI. Procurement Support									
Rental Sludge Dryer									
1	Assist City with Selecting Installation Contractor	2.00	2.00				4.00	4.00	8.00
2	Coordination with Manufacturer	2.00	4.00				6.00		6.00
3	Answer Contractor's Questions	2.00	4.00	4.00			10.00		10.00
4	Meetings with Contractor	4.00	4.00				8.00		8.00
5	Prepare and Issue Addendum	4.00	2.00			8.00	14.00		14.00
6	Project Walkthrough	6.00	6.00	6.00			18.00		18.00
Permanent Sludge Dryer									
7	Assist City with Selecting Installation Contractor	3.00	4.00				7.00		7.00
8	Coordination with Manufacturer	3.00	8.00				11.00		11.00
9	Answer Contractor's Questions	3.00	4.00	4.00			11.00		11.00
10	Meetings with Contractor	8.00	8.00				16.00		16.00
11	Prepare and Issue Addendum	6.00	3.00			12.00	21.00		21.00
12	Project Walkthrough	6.00	6.00	6.00			18.00		18.00
13	Project Management		2.00				2.00		2.00

WATER RESOURCES MANHOOR ESTIMATE
Area 07 - Compost Building Improvements
Santa Fe
Steven Morrow



No.	Project Task	WATER RESOURCES					ADMIN		Grand Totals	
		Senior Engineer	Project Engineer	Engineering Intern I	Senior Engineering Design Specialist	Associate Design Technician	Departmental Totals	ADMIN - Support		ADMIN. Totals
Subtotal Hours Procurement Support		49.00	57.00	20.00	0.00	20.00	146.00	4.00	4.00	150.00
Subtotal Fees Procurement Support		\$10,780.00	\$9,975.00	\$2,500.00	\$0.00	\$1,800.00	\$25,055.00	\$400.00	\$400.00	\$25,455.00
VII. Construction Admin. Services										
Rental Sludge Dryer										
1	Coordination Meetings (Teams) (6)	6.00	9.00	9.00			24.00		0.00	24.00
2	Coordination with Manufacturer						0.00		0.00	0.00
3	Review and Respond to RFIs	8.00	8.00	20.00			36.00		0.00	36.00
4	Review Material Submittals	10.00	2.00	8.00			20.00		0.00	20.00
5	Review Payment Applications		12.00	12.00			24.00		0.00	24.00
6	On-Site Construction Progress Meetings (3)	12.00	12.00	12.00			36.00		0.00	36.00
7	Review Changes in Work	8.00	4.00	8.00		4.00	24.00		0.00	24.00
8	Plant Shakedown	8.00	8.00	8.00			24.00		0.00	24.00
Permanent Sludge Dryer										
9	Coordination and BiWeekly Meetings with City (Teams) (10)	10.00	15.00	15.00			40.00		0.00	40.00
10	Coordination with Manufacturer						0.00		0.00	0.00
11	Review and Respond to RFIs	12.00	12.00	30.00			54.00		0.00	54.00
12	Review Material Submittals	24.00	3.00	12.00			39.00		0.00	39.00
13	Review Payment Applications		24.00	36.00			60.00		0.00	60.00
14	On-Site Construction Progress Meetings (5)	20.00	20.00	20.00			60.00		0.00	60.00
15	Review Changes in Work	12.00	12.00	12.00		6.00	42.00		0.00	42.00
16	Plant Shakedown	8.00	8.00	8.00			24.00		0.00	24.00
17	Project Management		6.00				6.00		0.00	6.00
Subtotal Hours Construction Admin. Services		138.00	155.00	210.00	0.00	10.00	513.00	0.00	0.00	513.00
Subtotal Fees Construction Admin. Services		\$30,360.00	\$27,125.00	\$26,250.00	\$0.00	\$900.00	\$84,635.00	\$0.00	\$0.00	\$84,635.00
VIII. Closeout										
Rental Sludge Dryer										
1	Project Closeout Documentation	8.00	8.00	8.00			24.00		0.00	24.00
2	Final Walkthrough	8.00	8.00	8.00			24.00		0.00	24.00
3	Record Drawings					8.00	8.00		0.00	8.00
Permanent Sludge Dryer										
4	Project Closeout Documentation	8.00	8.00	8.00			24.00		0.00	24.00
5	Final Walkthrough	8.00	8.00	8.00			24.00		0.00	24.00
6	Record Drawings					8.00	8.00		0.00	8.00
7	Project Management		1.00				1.00		0.00	1.00
8	Quality Assurance						0.00		0.00	0.00
Subtotal Hours Closeout		32.00	33.00	32.00	0.00	16.00	113.00	0.00	0.00	113.00
Subtotal Fees Closeout		\$7,040.00	\$5,775.00	\$4,000.00	\$0.00	\$1,440.00	\$18,255.00	\$0.00	\$0.00	\$18,255.00
Total Labor Hours		663.00	667.00	687.00	14.00	722.00	2,753.00	12.00	12.00	2,765.00
Standard Billing Rate or Fee		\$220.00	\$175.00	\$125.00	\$160.00	\$90.00		\$100.00		
Fee Dollars		\$145,860.00	\$116,725.00	\$85,875.00	\$2,240.00	\$64,980.00	\$415,680.00	\$1,200.00	\$1,200.00	\$416,880.00

ELECTRICAL MANHOOR ESTIMATE

City of Santa Fe WWTP (PRWTF)

Area 10 - Power Distribution and UV Emergency Power

Andy

MOLZENCORBIN

No.	Project Task	ELECTRICAL			Departmental Totals	ADMIN		Grand Totals
		Principal Engineer	Project Engineer	Engineering Design Specialist		ADMIN - Support	ADMIN.. Totals	
I. Power System Evaluation								
1	Site Visit to Review Power System Scope of Work for Testing	6.00	6.00		12.00		0.00	12.00
2	Coordination with AB Power - Sub Contractor	2.00	4.00		6.00		0.00	6.00
3	Print and Review Existing Drawings of Facility from Previous Projects	2.00	4.00		6.00		0.00	6.00
4	Review Photos Taken During Site Visit and Correlate with Drawings	2.00	4.00		6.00		0.00	6.00
5	Site Visit(s) for Testing Review and Witness	12.00	12.00		24.00		0.00	24.00
6	Medium Voltage Power Outage Coordination	4.00	8.00		12.00		0.00	12.00
7	Coordination meeting(s) with Owner	12.00	12.00		24.00		0.00	24.00
8	Coordination meeting(s) with AB Power for Testing Results and Scheduling	2.00	10.00		12.00		0.00	12.00
9	Weekly Email Updates to the Owner During Testing Phase	2.00	10.00		12.00		0.00	12.00
10	Inspection/Testing follow-up meeting(s) with Owner (Discuss Critical Findings)	6.00	12.00		18.00		0.00	18.00
11	RnD Contingency Soon to Fail Components Replacement Plans	12.00	18.00		30.00		0.00	30.00
12	Review Report and Field Investigation Findings Provided by AB Powers	4.00	4.00		8.00		0.00	8.00
13	Generate Plant Wide Power Distribution One-Line Diagram	6.00	20.00	20.00	46.00		0.00	46.00
14	Prepare Summary Report of Findings	2.00	6.00		8.00	5.00	5.00	13.00
15	Preliminary Cost Estimates for Potential Improvements	4.00	12.00	5.00	21.00		0.00	21.00
16	Review Meeting with Owner (Discuss overall finding, recommendations, and priorities)	3.00	3.00		6.00		0.00	6.00
17	Finalize Finding Report with Recommendations, Probable Cost, and Priorities	4.00	10.00		14.00	4.00	4.00	18.00
18	CADD Management			8.00	8.00		0.00	8.00
19	Project Management	20.00			20.00		0.00	20.00
20	Quality Assurance	5.00			5.00		0.00	5.00
Subtotal Hours Power System Evaluation		110.00	155.00	33.00	298.00	9.00	9.00	307.00
Subtotal Fees Power System Evaluation					\$58,145.00		\$900.00	\$59,045.00
II. Emergency Power for UV Filter Building and Plant Generator								
800kW Plant Generator								
1	Emergency Site Visit		5.00		5.00		0.00	5.00
2	Review Record Drawings for Existing Conditions	4.00	6.00		10.00		0.00	10.00
3	Coordination with Wagner/CAT for Replacement Gen	4.00	8.00		12.00		0.00	12.00
4	Review Equipment Testing Done Under Wagner/CAT	4.00	4.00		8.00		0.00	8.00
5	Short Term Controls Plans	8.00	12.00	8.00	28.00		0.00	28.00
6	Rework to Blower/Admin	4.00	12.00	12.00	28.00		0.00	28.00
7	Rework Testing	3.00	6.00		9.00		0.00	9.00
8	Cost Estimates	2.00	6.00	2.00	10.00		0.00	10.00
9	Recommendations Review Meeting with Owner	2.00	3.00		5.00		0.00	5.00
10	800kW Plant Emergency Power Plans	8.00	45.00	30.00	83.00		0.00	83.00
11	800kW Plant Emergency Power Controls	6.00	30.00	20.00	56.00		0.00	56.00
12	Coordination with Wagner for Equipment and Controls Requirments	2.00	8.00		10.00		0.00	10.00
13	Coordination Meetings with Owner	4.00	6.00		10.00		0.00	10.00
14	Submittal Reviews of equipment and controls		6.00	4.00	10.00		0.00	10.00

ELECTRICAL MANHOOR ESTIMATE

City of Santa Fe WWTP (PRWTF)

Area 10 - Power Distribution and UV Emergency Power

Andy

MOLZENCORBIN

No.	Project Task	ELECTRICAL			Departmental Totals	ADMIN	ADMIN.. Totals	Grand Totals
		Principal Engineer	Project Engineer	Engineering Design Specialist		ADMIN - Support		
15	Installaiton Coordination Meeting	2.00	4.00		6.00		0.00	6.00
16	Startup Witness Testing		6.00	6.00	12.00		0.00	12.00
17	Prepare Record Drawings		8.00	6.00	14.00		0.00	14.00
UV/Filter Building Generator								
18	Generator Sizing Calcs and Power Monitor Review	2.00	4.00		6.00		0.00	6.00
19	Site Visit to Verify Loads and System Configuration	6.00	6.00		12.00		0.00	12.00
20	Cost Estimates	2.00	4.00	2.00	8.00		0.00	8.00
21	Recommendations Review Meeting with Owner	2.00	3.00		5.00		0.00	5.00
22	UV/Filter Building Emergency Power Plans	4.00	12.00	18.00	34.00		0.00	34.00
23	UV/Filter Building Emergency Power Controls	6.00	10.00	8.00	24.00		0.00	24.00
24	Coordination with Wagner for Equipment and Controls Requirments	2.00	4.00		6.00		0.00	6.00
25	Coordination Meetings with Owner	4.00	6.00		10.00		0.00	10.00
26	Submittal Reviews of equipment and controls		4.00		4.00		0.00	4.00
27	Installaiton Coordination Meeting	2.00	4.00		6.00		0.00	6.00
28	Construction Support	4.00	12.00	12.00	28.00		0.00	28.00
29	Startup Witness Testing		6.00		6.00		0.00	6.00
30	Prepare Record Drawings		4.00	6.00	10.00		0.00	10.00
31	SCADA Integration Coordination - UV and Plant Generator	4.00	12.00	12.00	28.00		0.00	28.00
32	CADD Management			8.00	8.00		0.00	8.00
33	Project Management	20.00			20.00		0.00	20.00
34	Quality Assurance	6.00			6.00		0.00	6.00
Subtotal Hours Emergency Power for UV Filter Building and Plant Generator		117.00	266.00	154.00	537.00	0.00	0.00	537.00
Subtotal Fees Emergency Power for UV Filter Building and Plant Generator					\$96,190.00		\$0.00	\$96,190.00
III. Electrical Improvements Design								
60% Design								
1	Cost Estimates	2.00	6.00	6.00	14.00		0.00	14.00
2	Recommendations Review Meeting with Owner	6.00	6.00		12.00		0.00	12.00
3	Site Investigation		12.00	12.00	24.00		0.00	24.00
4	Medium Voltage One-line Diagram	6.00	20.00	20.00	46.00		0.00	46.00
5	Site Power Plans	4.00	20.00	15.00	39.00		0.00	39.00
6	Plant Emergency Power Plans	4.00	20.00	15.00	39.00		0.00	39.00
7	Plant Emergency Power Schematics	4.00	18.00	12.00	34.00		0.00	34.00
8	Plant Emergency Power Controls	2.00	10.00	15.00	27.00		0.00	27.00
9	Specifications	4.00	12.00	8.00	24.00		0.00	24.00
10	Coordination with Wagner for Equipment and Controls Requirments	2.00	4.00		6.00		0.00	6.00
11	Coordination Meetings with Owner	2.00	2.00		4.00		0.00	4.00
90% Design								
12	60% Review Meeting with Owner		4.00	4.00	8.00		0.00	8.00
13	Cost Estimates	1.00	4.00	4.00	9.00		0.00	9.00
14	Site Investigation		10.00	10.00	20.00		0.00	20.00
15	Medium Voltage One-line Diagram	2.00	16.00	12.00	30.00		0.00	30.00

ELECTRICAL MANHOUR ESTIMATE

City of Santa Fe WWTP (PRWTF)

Area 10 - Power Distribution and UV Emergency Power

Andy

MOLZENCORBIN

No.	Project Task	ELECTRICAL			Departmental Totals	ADMIN	ADMIN.. Totals	Grand Totals
		Principal Engineer	Project Engineer	Engineering Design Specialist		ADMIN - Support		
16	Site Power Plans	4.00	18.00	10.00	32.00		0.00	32.00
17	Plant Emergency Power Plans	2.00	15.00	10.00	27.00		0.00	27.00
18	Plant Emergency Power Schematics	2.00	16.00	10.00	28.00		0.00	28.00
19	Plant Emergency Power Controls	2.00	10.00	10.00	22.00		0.00	22.00
20	Specifications	2.00	12.00	8.00	22.00		0.00	22.00
21	Coordination with Wagner for Equipment and Controls Requirments	1.00	2.00		3.00		0.00	3.00
22	Coordination Meetings with Owner	2.00	2.00		4.00		0.00	4.00
100% Design								
23	90% Review Meeting with Owner		4.00	4.00	8.00		0.00	8.00
24	Cost Estimates	1.00	2.00	4.00	7.00		0.00	7.00
25	Site Investigation		6.00	6.00	12.00		0.00	12.00
26	Medium Voltage One-line Diagram	2.00	12.00	10.00	24.00		0.00	24.00
27	Site Power Plans	2.00	16.00	10.00	28.00		0.00	28.00
28	Plant Emergency Power Plans	1.00	10.00	8.00	19.00		0.00	19.00
29	Plant Emergency Power Schematics	2.00	14.00	10.00	26.00		0.00	26.00
30	Plant Emergency Power Controls	2.00	8.00	8.00	18.00		0.00	18.00
31	Specifications	1.00	10.00	6.00	17.00		0.00	17.00
32	Coordination with Wagner for Equipment and Controls Requirments	1.00	2.00		3.00		0.00	3.00
33	Coordination Meetings with Owner	2.00	2.00		4.00		0.00	4.00
Construction Admin								
34	Site Visits	12.00	24.00	24.00	60.00		0.00	60.00
35	Submittal Reviews of equipment and controls	4.00	12.00	6.00	22.00		0.00	22.00
36	Outage Coordination Meetings	2.00	12.00	4.00	18.00		0.00	18.00
37	Installaiton Coordination Meeting	2.00	14.00	8.00	24.00		0.00	24.00
38	Construction Support	4.00	30.00	24.00	58.00		0.00	58.00
39	Startup Witness Testing		12.00	6.00	18.00		0.00	18.00
40	Prepare Record Drawings		6.00	8.00	14.00		0.00	14.00
41	CADD Management			12.00	12.00		0.00	12.00
42	Project Management	25.00			25.00		0.00	25.00
43	Quality Assurance	10.00			10.00		0.00	10.00
Subtotal Hours Electrical Improvements Design		127.00	435.00	339.00	901.00	0.00	0.00	901.00
Subtotal Fees Electrical Improvements Design					\$154,065.00		\$0.00	\$154,065.00
Total Labor Hours		355.00	856.00	526.00	1,737.00	9.00	9.00	1,746.00
Standard Billing Rate or Fee		\$240.00	\$175.00	\$140.00		\$100.00		
Fee Dollars					\$308,640.00		\$900.00	\$309,540.00

WATER RESOURCES MANHOUR ESTIMATE
Area 11 - PFAS Tracing
City of Santa Fe WWTP (PRWTF)
Steven K. Morrow



		WATER RESOURCES				ADMIN			
No.	Project Task	Senior Engineer	Project Engineer	Engineering Intern I	Associate Design Technician	Departmental Totals	ADMIN - Support	ADMIN. Totals	Grand Totals
I. Study									
1	Technical Memo Recommending PFAS Tracing Procedures	45.00	90.00	70.00	20.00	225.00	8.00	8.00	233.00
2	Perform Site Visit to Select Sampling Locations	8.00	8.00	8.00		24.00		0.00	24.00
3	Select Initial Sampling Locations	12.00		16.00		28.00		0.00	28.00
4	Determine Sample Collection Schedule	4.00	4.00	8.00		16.00		0.00	16.00
5	Coordinate with Laboratory to Collect and Test Composite Samples at Sampling Locations	80.00	40.00	60.00		180.00	2.00	2.00	182.00
6	Analyze Data	60.00	10.00	48.00		118.00		0.00	118.00
7	Select Additional Sampling Locations	8.00		8.00		16.00		0.00	16.00
8	Prepare List of Discharge Points of Concern	6.00	4.00	6.00		16.00		0.00	16.00
9	Draft Report	40.00	8.00	60.00		108.00	2.00	2.00	110.00
10	Review Report with City	4.00	4.00	4.00		12.00		0.00	12.00
11	Finalize Report	20.00	4.00	36.00		60.00	8.00	8.00	68.00
12	Organize Test Data	12.00		16.00		28.00	4.00	4.00	32.00
13	Prepare Figures and Appendices	12.00	8.00	16.00	16.00	52.00		0.00	52.00
14	Review Findings with City	8.00	8.00	8.00		24.00		0.00	24.00
15	Develop Action Items with City	8.00	8.00	8.00		24.00		0.00	24.00
16	Bi-Weekly Coordination Meetings (15)	18.00	30.00	30.00		78.00		0.00	78.00
17	Project Management	4.00				4.00		0.00	4.00
18	Quality Assurance	4.00				4.00		0.00	4.00
Subtotal Hours Study		353.00	226.00	402.00	36.00	1,017.00	24.00	24.00	1,041.00
Subtotal Fees Study		\$77,660.00	\$39,550.00	\$50,250.00	\$3,240.00	\$170,700.00	\$2,400.00	\$2,400.00	\$173,100.00
Total Labor Hours		353.00	226.00	402.00	36.00	1,017.00	24.00	24.00	1,041.00
Standard Billing Rate or Fee		\$220.00	\$175.00	\$125.00	\$90.00		\$100.00		
Fee Dollars		\$77,660.00	\$39,550.00	\$50,250.00	\$3,240.00	\$170,700.00	\$2,400.00	\$2,400.00	\$173,100.00

ELECTRICAL MANHOUR ESTIMATE
City of Santa Fe WWTP (PRWTF)
Area 12 - Chemical Treatment
Steven Morrow

MOLZENCORBIN

		ELECTRICAL							
No.	Project Task	Senior Engineer	Engineering Design Specialist	Departmental Totals	Grand Totals	Percentage of Hours- This Task	Percentage of Total	Fee per Task	% of Fee per Task
I. Research									
1	Inspect lighting panel circuits in the DAF Building and secure 2 circuits for the proposed chem pumps	4.00	4.00	8.00	8.00	1.00		\$1,360.00	50.00%
2	Research proposed routing of conduit and wire from the lighting panel to the pump skids	2.00	2.00	4.00	4.00	0.50		\$680.00	25.00%
3	Research possible connections from SCADA panel to the new pump skid controllers.	2.00	2.00	4.00	4.00	0.50		\$680.00	25.00%
Subtotal Hours Research		8.00	8.00	16.00	16.00	2.00	0.00%		
Subtotal Fees Research		\$1,600.00	\$1,120.00	\$2,720.00	\$2,720.00		0	\$2,720.00	100.00%
II. Design Development (60%)									
1	Produce plans and specs for the proposed power connections to the chem pump skids.	8.00	12.00	20.00	20.00	2.50		\$3,280.00	100.00%
Subtotal Hours Design Development (60%)		8.00	12.00	20.00	20.00	2.50	0.00%		
Subtotal Fees Design Development (60%)		\$1,600.00	\$1,680.00	\$3,280.00	\$3,280.00		0	\$3,280.00	100.00%
III. Construction Documents (90%)									
1	Produce plans and specs for the proposed SCADA connections to the chem pump skids.	4.00	6.00	10.00	10.00	1.25		\$1,640.00	100.00%
Subtotal Hours Construction Documents (90%)		4.00	6.00	10.00	10.00	1.25	0.00%		
Subtotal Fees Construction Documents (90%)		\$800.00	\$840.00	\$1,640.00	\$1,640.00		0	\$1,640.00	100.00%
IV. Final Design (100%)									
1	Provide 100% plans and specs for the proposed connections to the chem pump skids.	6.00	12.00	18.00	18.00	2.25		\$2,880.00	100.00%
Subtotal Hours Final Design (100%)		6.00	12.00	18.00	18.00	2.25	0.00%		
Subtotal Fees Final Design (100%)		\$1,200.00	\$1,680.00	\$2,880.00	\$2,880.00		0	\$2,880.00	100.00%
VI. Construction Admin. Services									
1	Inspect installation of new circuit breakers and SCADA connections to chem pumps.	8.00	8.00	16.00	16.00	2.00		\$2,720.00	100.00%
Subtotal Hours Construction Admin. Services		8.00	8.00	16.00	16.00	2.00	0.00%		
Subtotal Fees Construction Admin. Services		\$1,600.00	\$1,120.00	\$2,720.00	\$2,720.00		0	\$2,720.00	100.00%
Total Labor Hours		34.00	46.00	80.00	80.00				
Standard Billing Rate or Fee		\$200.00	\$140.00						
Fee Dollars		\$6,800.00	\$6,440.00	\$13,240.00	\$13,240.00			\$13,240.00	

		WATER RESOURCES											
No.	Project Task	Senior Principal Engineer	Senior Engineer	Project Engineer	Engineering Intern I	Senior Engineering Design Specialist	Associate Design Technician	Departmental Totals	Grand Totals	Percentage of Hours-This Task	Percentage of Total	Fee per Task	% of Fee per Task
I. Research													
1	Visit Old DAF Building with Plant staff.		6.00	6.00	6.00			18.00	18.00	21.43%		\$3,120.00	20.79%
2	Select equipment to store and pump chemicals.		8.00					8.00	8.00	9.52%		\$1,760.00	11.73%
3	Evaluate HVAC and Building Code requirements needed. Consult with Mech. & Arch.		8.00	4.00	4.00			16.00	16.00	19.05%		\$2,960.00	19.72%
4	Prepare feasibility report of dosing the disinfection system with hypochlorite.		8.00	4.00	6.00			18.00	18.00	21.43%		\$3,210.00	21.39%
5	Develop conceptual plan of the best approach to improve reliability of disinfection system.		8.00	4.00	12.00			24.00	24.00	28.57%		\$3,960.00	26.38%
6	CADD Management							0.00	0.00	0.00%		\$0.00	0.00%
7	Project Management							0.00	0.00	0.00%		\$0.00	0.00%
8	Quality Assurance							0.00	0.00	0.00%		\$0.00	0.00%
Subtotal Hours Research		0.00	38.00	18.00	28.00	0.00	0.00	84.00	84.00	100.00%	33.20%		
Subtotal Fees Research		\$0.00	\$8,360.00	\$3,150.00	\$3,500.00	\$0.00	\$0.00	\$15,010.00	\$15,010.00		36.51%	\$15,010.00	100.00%
II. Design Development (60%)													
1	Prepare base plans of Old DAF Building.		2.00					12.00	14.00	12.84%		\$1,520.00	9.51%
2	Prepare plans of modifications to Old DAF Building, including new equipment and piping, and architectural and HVAC modifications.		8.00	2.00			12.00	22.00	22.00	20.18%		\$3,190.00	19.97%
3	Prepare base plans of the Filter/UV Building.		2.00				12.00	14.00	14.00	12.84%		\$1,520.00	9.51%
4	Develop drawings of the best conceptual plan to dose hypochlorite in the disinfection system.		4.00		6.00		4.00	14.00	14.00	12.84%		\$1,990.00	12.46%
5	Prepare technical specifications for the selected equipment.		8.00	4.00	12.00			24.00	24.00	22.02%		\$3,960.00	24.79%
6	Prepare preliminary construction cost opinion.		6.00	2.00	4.00			12.00	12.00	11.01%		\$2,170.00	13.58%
7	Deliver preliminary construction documents to the City.		1.00	2.00	1.00			4.00	4.00	3.67%		\$695.00	4.35%
8	CADD Management					2.00		2.00	2.00	1.83%		\$320.00	2.00%
9	Project Management	1.00						1.00	1.00	0.92%		\$260.00	1.63%
10	Quality Assurance			2.00				2.00	2.00	1.83%		\$350.00	2.19%
Subtotal Hours Design Development (60%)		1.00	31.00	12.00	23.00	2.00	40.00	109.00	109.00	100.00%	43.08%		
Subtotal Fees Design Development (60%)		\$260.00	\$6,820.00	\$2,100.00	\$2,875.00	\$320.00	\$3,600.00	\$15,975.00	\$15,975.00		38.85%	\$15,975.00	100.00%
III. Construction Documents (90%)													
1	Address City review comments.		2.00	1.00	2.00		1.00	6.00	6.00	27.27%		\$955.00	27.36%
2	Prepare pre-final drawings.		4.00	1.00	2.00		4.00	11.00	11.00	50.00%		\$1,665.00	47.71%
3	Refine technical specifications.		1.00	1.00	1.00			3.00	3.00	13.64%		\$520.00	14.90%
4	CADD Management							0.00	0.00	0.00%		\$0.00	0.00%
5	Project Management							0.00	0.00	0.00%		\$0.00	0.00%
6	Quality Assurance			2.00				2.00	2.00	9.09%		\$350.00	10.03%
Subtotal Hours Construction Documents (90%)		0.00	7.00	5.00	5.00	0.00	5.00	22.00	22.00	100.00%	8.70%		
Subtotal Fees Construction Documents (90%)		\$0.00	\$1,540.00	\$875.00	\$625.00	\$0.00	\$450.00	\$3,490.00	\$3,490.00		8.49%	\$3,490.00	100.00%
IV. Final Design (100%)													
1	Prepare final drawings.		2.00	1.00			2.00	5.00	5.00	31.25%		\$795.00	29.01%
2	Prepare final technical specifications.		1.00		2.00			3.00	3.00	18.75%		\$470.00	17.15%
3	Prepare final construction cost opinion.		1.00	1.00	1.00			3.00	3.00	18.75%		\$520.00	18.98%
4	Assemble package of deliverables.		1.00	1.00	1.00			3.00	3.00	18.75%		\$520.00	18.98%
5	CADD Management							0.00	0.00	0.00%		\$0.00	0.00%
6	Project Management	1.00						1.00	1.00	6.25%		\$260.00	9.49%
7	Quality Assurance			1.00				1.00	1.00	6.25%		\$175.00	6.39%
Subtotal Hours Final Design (100%)		1.00	5.00	4.00	4.00	0.00	2.00	16.00	16.00	100.00%	6.32%		
Subtotal Fees Final Design (100%)		\$260.00	\$1,100.00	\$700.00	\$500.00	\$0.00	\$180.00	\$2,740.00	\$2,740.00		6.66%	\$2,740.00	100.00%
VI. Construction Admin. Services													
1	Inspect constructed improvements (2 visits)		6.00	1.00	6.00			13.00	13.00	59.09%		\$2,245.00	57.56%
2	Respond to Contractor questions.		4.00	2.00	2.00			8.00	8.00	36.36%		\$1,480.00	37.95%
3	Project Management							0.00	0.00	0.00%		\$0.00	0.00%
4	Quality Assurance			1.00				1.00	1.00	4.55%		\$175.00	4.49%
Subtotal Hours Construction Admin. Services		0.00	10.00	4.00	8.00	0.00	0.00	22.00	22.00	100.00%	8.70%		
Subtotal Fees Construction Admin. Services		\$0.00	\$2,200.00	\$700.00	\$1,000.00	\$0.00	\$0.00	\$3,900.00	\$3,900.00		9.49%	\$3,900.00	100.00%
Total Labor Hours		2.00	91.00	43.00	68.00	2.00	47.00	253.00	253.00				
Standard Billing Rate or Fee		\$260.00	\$220.00	\$175.00	\$125.00	\$160.00	\$90.00						
Fee Dollars		\$520.00	\$20,020.00	\$7,525.00	\$8,500.00	\$320.00	\$4,230.00	\$41,115.00	\$41,115.00			\$41,115.00	



December 19, 2024

Steven Morrow, PE, CFM
Molzen Corbin
2701 Miles Rd SE
Albuquerque, NM 87106

RE: Santa Fe WWTP Sludge Dryer

Dear Steven:

We are pleased to provide this proposal for mechanical design services for the above referenced project. Our understanding of the scope of work is for a new sludge dryer located at the referenced project. The dryer is to be a model BCR-1800 for a temporary installation and the future model BCR-3600. This unit shall be located in the existing building utilized for composting sludge. The new equipment requires natural gas, drainage, nitrogen, and possible ventilation requirements to the facility. We reviewed the plan from the Wisconsin project and note the interconnection of piping that is required. We expect that we will be involved as part of our design work. We note that additional site visits and discussions with the local gas utility will be required to obtain 5 psi gas pressure for this equipment. Our drawings and design work for this project shall be provided in AutoCAD.

Testudo Engineering expects your office to supply the following:

1. Backgrounds for the project in AutoCAD Release 2020 or later.
2. All owner/vendor supplied equipment utility requirements.
3. Existing drawings for our use in AutoCAD.
4. Access to the building for site observations.
5. Complete electronic copy of the final contract documents, including specifications.
6. Schedule of milestones and deliverables.

Our fee for the mechanical design work shall be \$15,600. Our fee for construction administration, which includes reviewed RFIs, submittals, and two (2) site observations, shall be \$1,200. All invoices will be taxed at the appropriate rate.

Mechanical Design	\$15,600.00
Construction Administration	\$1,200.00
Total	\$16,800.00

Please note that we reserve the right to renegotiate the above fee if after 75% design is complete and provided to your office there are significant scope of work changes that require redesign on our part. We also request that you carefully review all submissions prior to final submissions being delivered and provided comments. Additional changes after final documents are delivered shall be at additional fees based on our hourly rates.

If this project confirmation letter meets with your approval, please sign the attached Letter of Agreement and return the original to us, as this will serve as a Notice to Proceed. Work will not begin until the signed agreement has been received in our office. For bookkeeping purposes, if this proposal is not signed and returned within 30 days, a new proposal may be issued with updated information.

Page 2 of 2
RE: Santa Fe WWTP Sludge Dryer

We appreciate the opportunity to provide engineering services for this project. If you have any questions or comments, please feel free to contact me at your convenience.

Sincerely,
Testudo Engineering

A handwritten signature in black ink, appearing to read "Wayne A. Yevoli". The signature is fluid and cursive, with a large initial "W" and "Y".

Wayne A. Yevoli, PE
President



2024 SCHEDULE OF HOURLY CHARGES BY PERSONNEL CLASSIFICATION

Charges for engineering services are based on the following rates.

Principal.....	\$160.00/hour
Senior Engineer.....	\$150.00/hour
Engineer II.....	\$130.00/hour
Engineer I.....	\$115.00/hour
Junior Engineer.....	\$100.00/hour
Senior Designer.....	\$105.00/hour
Designer.....	\$ 95.00/hour
CAD Operator.....	\$ 80.00/hour
Administrative.....	\$ 65.00/hour

All time in connection with legal proceedings will be charged at 1½ times the rates listed above with a minimum four hour charge.

Expenses will be charged as follows:

1. Transportation by automobile – 0.67 cents per mile
2. In-house reproduction work at prevailing commercial rates
3. Travel and subsistence at direct cost plus 10%
4. Other consultants at direct cost plus 15%

TERMS: Charges are due and payable within thirty (30) days after date of the invoice. Interest will be charged at the rate of 1.5% per month for late payment.



Engineering & Contracting

**Santa Fe Paseo Real WWRF
Electrical System Testing and
Studies ROM**

Proposal 70225503 REV01

January 2, 2025

MOLZENCORBIN
ENGINEERS | ARCHITECTS | PLANNERS

January 2, 2025

Molzen Corbin
2701 Miles Road SE
Albuquerque NM 87106

Attention: Daniel Gonzales

Subject – Santa Fe Paseo Real WWRF Electrical System Testing and Studies ROM

Dear Daniel,

We want to thank you for the opportunity to provide Molzen Corbin with our services and consultation. We understand the importance and time sensitive nature of understanding the costs associated with understanding the condition of an electrical systems infrastructure and system components.

Careful consideration was given to develop the scope and pricing within this document. We hope to determine the condition and viability of the existing Santa Fe WWRF electrical system via site inspections and testing. We hope that our services and analysis can help provide the needed data to move forward with any actions that would improve safety and performance.

We look forward to providing Molzen Corbin with our effective communications and steadfast commitment to craftsmanship and professionalism. Please do not hesitate to reach out to anyone from the AB Powers team for any additional needs or information.

2

Cordially,



Benjamin Aguilera
President

About AB Powers, LLC:

8201 Lockheed Dr, Ste 131,
El Paso, Texas, 79925
Tel: (915) 422 9389
www.abpowers.com

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1 ROM Approach

This proposal document is a Rough Order of Magnitude “ROM” to perform detailed Scope of Work as detailed in section 2. Pricing for this scope can be found in Section 3

1.1 What is a ROM?

A Rough Order of Magnitude (ROM) is an initial, high-level estimate of a project's cost, size, or duration. It's a rough, approximate calculation, usually provided early in the project planning phase.

A ROM is typically:

- 1. High-level: Based on limited information and a broad understanding of the project.*
- 2. Approximate: Provided as a range (e.g., \$100,000 to \$500,000) rather than a precise figure.*
- 3. Early-stage: Used during the conceptual or feasibility phase of a project.*

The purpose of a ROM is to:

- 1. Provide a preliminary estimate for budgeting and planning purposes.*
- 2. Help stakeholders understand the project's potential scale and costs.*
- 3. Facilitate discussions and decisions about project feasibility and priority.*

4

2 Scope of Work

This scope of work was used to develop the cost and pricing as detailed in Section 3 for the activities detailed below:

2.1 System Site Survey

An electrical system site survey provides numerous benefits, including:

Data Collection

1. *The methodical collection of de-facto “as is” information found while personnel walk the site is essential in developing the electrical model used in Arc Flash, Short Circuit, Coordination, Load Flow and other studies.*
2. *This information is vital in understanding the capacities, load characteristics, and other attributes of a site’s electrical system.*

Safety

1. *Identifies potential hazards: Reveals electrical shock, fire, or explosion risks, ensuring a safer working environment.*
2. *Compliance with regulations: Verifies adherence to electrical safety standards, codes, and regulations.*

Efficiency and Reliability

1. *Optimizes system performance: Identifies areas for improvement, ensuring the electrical system operates efficiently and reliably.*
2. *Prevents downtime: Detects potential issues before they cause disruptions, reducing downtime and associated costs.*
3. *Extends equipment lifespan: Helps prevent premature equipment failure by identifying and addressing potential electrical issues.*

Cost Savings

1. *Reduces energy consumption: Identifies opportunities to minimize energy waste, leading to cost savings.*
2. *Minimizes repair costs: Early detection of issues prevents more extensive and costly repairs.*
3. *Avoids costly fines: Ensures compliance with regulations, avoiding potential fines and penalties*

Planning and Budgeting

1. *Informs maintenance planning: Provides a basis for scheduling maintenance, allowing for more effective planning and budgeting.*
2. *Supports capital planning: Helps identify areas requiring upgrades or replacements, enabling informed capital planning decisions.*

Compliance and Risk Management

1. *Ensures regulatory compliance: Verifies adherence to relevant electrical safety standards, codes, and regulations.*
2. *Reduces liability: Demonstrates a proactive approach to electrical safety, reducing liability in the event of an incident.*

By conducting an electrical system site survey, you can ensure a safer, more efficient, and more reliable electrical system, while also reducing costs and minimizing risks.

2.2 Studies

Several types of electrical studies are commonly performed on large industrial sites to ensure the safe and efficient operation of electrical systems:

Arc Flash Studies*

1. *Identify potential arc flash hazards and provide recommendations for mitigation.*
2. *Determine the arc flash boundary, incident energy, and required personal protective equipment (PPE).*

Short Circuit Studies*

1. *Analyze the electrical system's ability to withstand fault currents.*
2. *Determine the available fault current, fault clearing times, and required circuit breaker ratings.*

Load Flow Studies*

1. *Evaluate the electrical system's ability to supply power to loads.*
2. *Determine voltage drops, power factor, and line loading.*

Relay Coordination Studies*

1. *Ensure proper coordination of protective relays.*
2. *Determine the relay settings and ensure selective coordination.*

This portion was intentionally left blank

2.3 Testing

Detailed below are a few types of tests typically performed on large industrial sites such as Waste Water Treatment plants. Many of these tests are included in the ROM pricing detailed in Section 3

Low-Voltage Switchgear Testing (600V and below)

1. *Insulation Resistance Testing: Verifies insulation integrity between conductors and to ground.*
2. *Dielectric Absorption (DA) and Polarization Index (PI) Testing: Evaluates insulation condition and moisture content.*
3. *Low-Voltage Circuit Breaker Testing: Includes trip unit calibration, contact resistance, and insulation resistance tests.*
4. *Ground Fault Circuit Interrupter (GFCI) Testing: Verifies GFCI functionality and trip thresholds.*
5. *Overcurrent Device Testing: Tests circuit breakers, fuses, and relays for proper operation.*
6. *Switchgear Contact Resistance Testing: Measures contact resistance to ensure reliable connections.*
7. *Thermal Imaging: Detects overheating issues in switchgear, busbars, and connections.*

Medium-Voltage Electrical System Testing (1kV to 35kV)

1. *Insulation Resistance Testing: Verifies insulation integrity between conductors and to ground.*
2. *Partial Discharge (PD) Testing: Detects insulation degradation and potential faults.*
3. *Medium-Voltage Circuit Breaker Testing: Includes trip unit calibration, contact resistance, and insulation resistance tests.*
4. *Switchgear Timing and Motion Analysis: Verifies circuit breaker operation and timing.*
5. *Medium-Voltage Cable Testing: Evaluates cable insulation and detects potential faults.*
6. *Transformer Testing: Includes ratio testing, winding resistance, and insulation resistance tests.*
7. *Protective Relay Testing: Verifies relay operation, settings, and coordination.*
8. *Grounding System Testing: Evaluates grounding system integrity and resistance.*
9. *Thermal Imaging: Detects overheating issues in medium-voltage equipment, such as switchgear, transformers, and cables.*

Low-Voltage Circuit Breaker (LV CB) Testing

1. *Trip Unit Calibration: Verifies the trip unit's accuracy and ensures it operates within specified limits.*
2. *Contact Resistance Testing: Measures the resistance across CB contacts to ensure reliable connections.*

3. *Insulation Resistance Testing: Verifies insulation integrity between conductors and to ground.*
4. *Dielectric Absorption (DA) and Polarization Index (PI) Testing: Evaluates insulation condition and moisture content.*
5. *Overcurrent Testing: Simulates overcurrent conditions to verify CB operation.*
6. *Ground Fault Testing: Verifies CB operation during ground fault conditions.*
7. *Mechanical Operation Testing: Evaluates CB mechanical operation, including opening and closing times.*

Medium-Voltage Circuit Breaker (MV CB) Testing

1. *Timing and Motion Analysis: Verifies CB operation and timing, including opening and closing times.*
2. *Contact Resistance Testing: Measures the resistance across CB contacts to ensure reliable connections.*
3. *Insulation Resistance Testing: Verifies insulation integrity between conductors and to ground.*
4. *Partial Discharge (PD) Testing: Detects insulation degradation and potential faults.*
5. *Overcurrent Testing: Simulates overcurrent conditions to verify CB operation.*
6. *Ground Fault Testing: Verifies CB operation during ground fault conditions.*
7. *Protective Relay Testing: Verifies relay operation, settings, and coordination with the CB.*
8. *SF6 Gas Testing (for SF6 CBs): Verifies SF6 gas density, moisture, and contamination levels.*
9. *Thermal Imaging: Detects overheating issues in MV CBs.*

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Low-Voltage (LV) Cable Testing (600V and below)

1. *Insulation Resistance Testing: Verifies insulation integrity between conductors and to ground.*
2. *Dielectric Absorption (DA) and Polarization Index (PI) Testing: Evaluates insulation condition and moisture content.*
3. *High-Potential (Hi-Pot) Testing: Applies a high voltage to verify insulation integrity.*
4. *Tan Delta (TD) Testing: Measures insulation dielectric losses to detect degradation.*
5. *Visual Inspection: Examines cables for physical damage, wear, and corrosion.*
6. *Continuity Testing: Verifies conductor continuity and integrity.*
7. *Cable TDR (Time-Domain Reflectometry) Testing: Detects faults, such as opens, shorts, and moisture ingress.*

Medium-Voltage (MV) Cable Testing (1kV to 35kV)

1. *Insulation Resistance Testing: Verifies insulation integrity between conductors and to ground.*
2. *Partial Discharge (PD) Testing: Detects insulation degradation and potential faults.*

3. *High-Potential (Hi-Pot) Testing: Applies a high voltage to verify insulation integrity.*
4. *Tan Delta (TD) Testing: Measures insulation dielectric losses to detect degradation.*
5. *Very Low Frequency (VLF) Testing: Applies a low-frequency, high-voltage signal to detect insulation faults.*
6. *Cable TDR (Time-Domain Reflectometry) Testing: Detects faults, such as opens, shorts, and moisture ingress.*
7. *Thermal Imaging: Detects overheating issues in MV cables.*

2.4 Electrical Maintenance

These are tasks typically included in the testing, since the testing tasks are typically performed during a scheduled outage and allow for these additional tasks to be performed. These are activities also included in the ROM pricing detailed in Section 3

Maintenance Tasks

1. *Cleaning and Dusting: Regularly cleans electrical equipment to prevent overheating.*
2. *Lubrication: Applies lubricants to moving parts to reduce wear and tear.*
3. *Tightening and Torquing: Verifies and adjusts electrical connections to ensure proper torque.*
4. *Battery Maintenance: Includes testing, charging, and replacing batteries in uninterruptible power supplies (UPS) and other equipment.*

This portion was intentionally left blank

3 Proposed ROM Budget

The cost, Inclusion and Exclusions for the monitoring described within this Proposal is detailed below:

3.1 Included

- Site Survey of AB Powers Team to collect field data as described in Section 2.1
- Studies as described in Section 2.2 as applicable
- Testing as described in Section 2.3 as applicable and as prescribed after site survey.
- Final test reports with findings, Test results, recommendations, photos, images and analytics.

3.2 Excluded

- Any additional studies: i.e. harmonic studies, power quality studies etc. not identified by “**”
- Overtime or after-hours costs are excluded for all engineering tasks, however Overtime and Afterhours cost are included for testing tasks.
- Any drawings detailing locations, orientation of equipment etc.
- No CAD files, Software Files Etc. is included as deliverables
- No Engineering, Design is included in proposal.
- No Electrical work is included in proposal.
- No electrical equipment i.e. circuit breakers, fuses etc is included in the pricing below

3.3 ROM Pricing Table

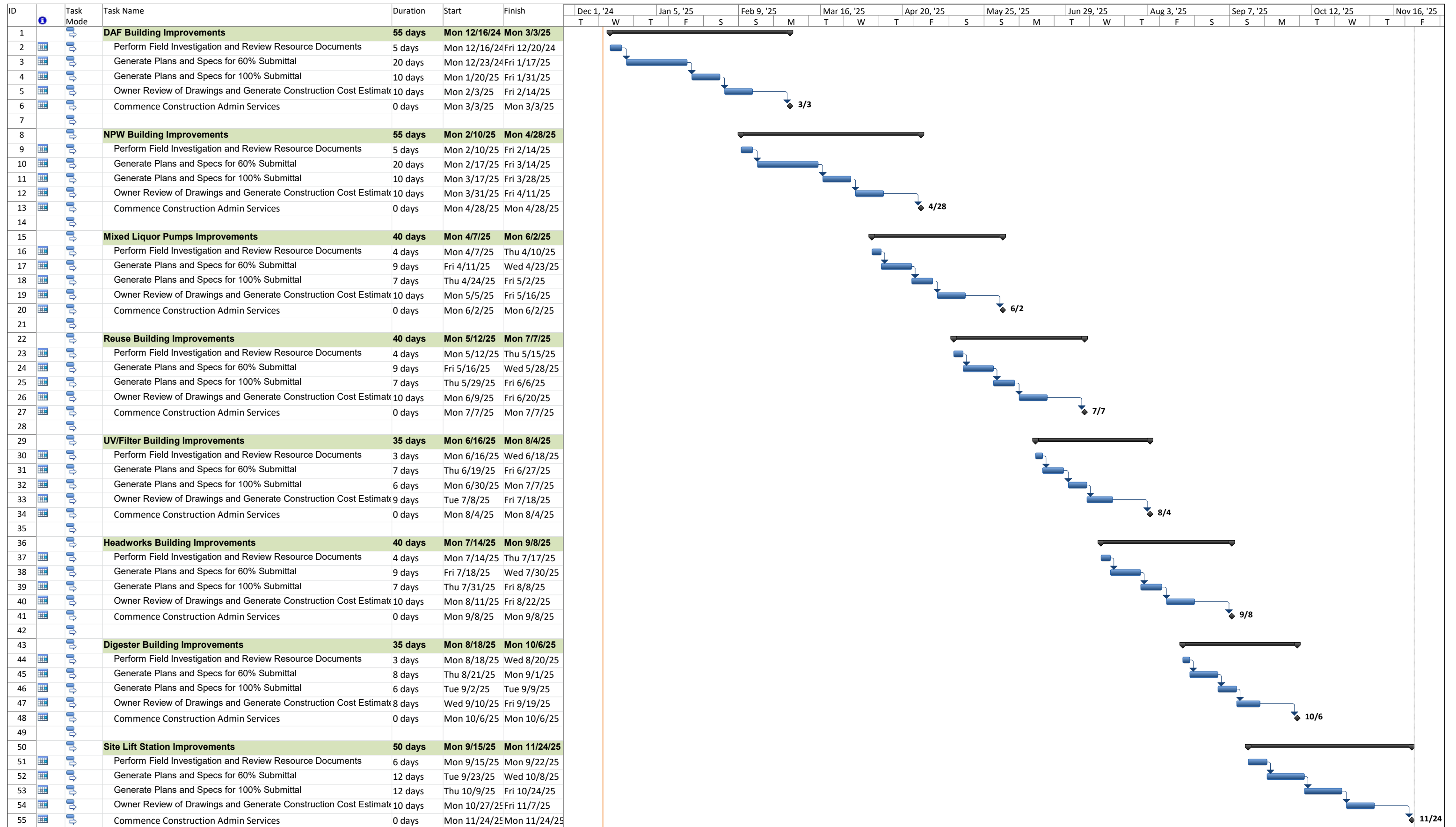
Table 1.1

Item #	Description	Unit	Ext Price
1.	Site Electrical Survey ROM	T&M	\$ 15,000.00
2.	Electrical Studies ROM	T&M	\$ 65,000.00
3.	Testing and Maintenance ROM	T&M	\$160,000.00
4.			
5.			
6.	Sales Tax	T&M	Excluded
7.	Grand Total	T&M	\$240,000.00

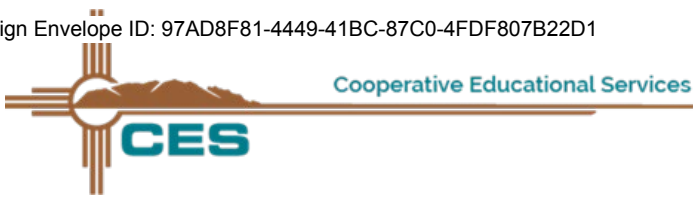
Thank you for the opportunity to provide Molzen Corbin with a well thought out solution that will continue to provide reliability and consistency. Please feel free to contact any member of the AB Powers team if you have any questions. Thank You.

About AB Powers, LLC:

8201 Lockheed Dr, Ste 131,
El Paso, Texas, 79925
Tel: (915) 626-5672
Email: Engineering@abpowers.com
Web Site: www.abpowers.com



Project: Project SAP231-11 Date: Fri 12/13/24	Task		Summary		External Milestone		Inactive Summary		Manual Summary Rollup		Finish-only	
	Split		Project Summary		Inactive Task		Manual Task		Manual Summary		Deadline	
	Milestone		External Tasks		Inactive Milestone		Duration-only		Start-only		Progress	



Contract Award Letter

October 5, 2022

Molzen Corbin
2701 Miles Road, SE
Albuquerque, NM 87106

Re: Contract Award for:

2023-01-C2113-ALL Design Professional Services, Category 2 - Lot 1, Engineering and Consulting Services

Dear Procurement Partner,

Cooperative Educational Services (CES) thanks you for responding to our 2023-01 solicitation. The responses have been reviewed and it is our pleasure to inform you that your company has been selected to provide the products and services indicated in your response.

The Contract, in conjunction with the Contract and RFP documents, constitute the Agreement between the parties. Please retain all documents for your records. This Indefinite Delivery and Indefinite Quantity contract, as defined in NMSA 13-1-63; is for Four (4) years beginning October 6, 2022 and expiring October 5, 2026, pursuant to 13-1-150 NMSA.

It is the vendor's responsibility to keep pricing up to date throughout the life of the contract.

Sincerely yours,

Cooperative Educational Services

A handwritten signature in blue ink that reads "David Chavez". The signature is written in a cursive style.

David Chavez
Executive Director, Chief Procurement
Officer
Office: 505.344.5470

ACCEPTANCE OF PROPOSAL AND CONTRACT AWARD

CES RFP NUMBER: 2023-01

RFP DESCRIPTION: Design Professional Services Category 2 - Lot 1, Engineering and Consulting Services

CES CONTRACT NUMBER: 2023-01-C2113-ALL

CONTRACT

This contract award is being made by Cooperative Educational Services (“CES”), 10601 Research Rd. SE, Albuquerque, New Mexico 87123 effective this October 6, 2022, to Molzen Corbin, with its principal office located at 2701 Miles Road, SE, Albuquerque, NM 87106 pursuant to the above referenced CES conducted Request for Proposal (“RFP”), or Request for Bids (“RFB”) procurement, and Contract Holder accepts the award and enters into this contract pursuant to the following terms and conditions.

RECITALS

Cooperative Educational Services (CES) is a cooperative procurement agency created by a Joint Powers Agreement as authorized by Section 11-1-1, et. seq., N.M.S.A., 1978, and Section 13-1-135 and procures tangible personal property, services, and construction services (“Products, Services and/or Construction Services”) pursuant to the New Mexico Procurement Code for the benefit of its Members and Participating Entities. The Members consist of public educational institutions in New Mexico that are signatories to a Joint Powers Agreement establishing CES as their procurement agency. The Participating Entities are governmental and 501(C) (3) organizations that have entered into Participating Entity Agreements with CES which allow them to take advantage of the procurement efforts of CES.

The undersigned (Contract Holder) has successfully responded to a RFP or RFB published by CES in accordance with the Procurement Code, (13-1-103, 111, 112), and Contract Holder is being awarded this RFP or RFB contract by CES which allows Contract Holder to offer Products, Services and Construction Services in accordance with the terms and conditions set forth herein and in the RFP or RFB documents and this contract award.

CONTRACT TERMS

1. The contract term shall be for Four (4) years from the effective contract award date October 6, 2022 through October 5, 2026. CES reserves the right to renew the Contract through a written amendment signed by all required signatories, but in any case, the Contract shall not exceed the total number of years allowed pursuant to NMSA 1978 13-1-150. CES reserves the right to offer month-to-month extensions if it is determined by CES to be in the best interest of CES Members/Participating Entities.

2. Contract Holder agrees and acknowledges that the contract terms and provisions are those contained in the above referenced RFP or RFB and agrees to furnish all Products, Services and/or Construction Services in compliance with all terms, conditions, specifications of and amendments to this RFP, IFB or RFB. Contract Holder understands that his obligations under this RFP or RFB contract extend to CES Members and Participating Entities who are third party beneficiaries of this RFP or RFB procurement process. The Members/Participating Entities may negotiate with Contract Holder certain additional terms and conditions relating to the scope of services and other performance details. However, the terms and conditions of the RFP or RFB may not be altered or amended except with the approval of CES and in accordance with the State Procurement Code.

3. Contract Holder acknowledges and agrees that CES' purpose and function is to act as a cooperative procurement agent on behalf of its Members and Participating Entities so that they may take advantage of these procurement efforts. CES does not have any subsequent responsibility relating to the quality and fitness of any Products, or the performance of any Services and Construction Services by Contract Holder. Any purchase orders placed by a CES Member or Participating Entity with Contract Holder directly or through CES and any resulting contract between the Contract Holder and a CES Member or Participating Entity do not create any additional obligations on the part of CES.

4. For transactions which involve CES transmitting purchase orders from a CES Member/Participating Entity to Contract Holder, CES volunteers to act as a payment facilitator to make payments to Contract Holder with funds transferred to CES by the CES Member/Participating Entity in accordance with CES Member/Participating Entity's written instructions and to provide an accounting of all monies paid or received by CES pursuant to this Agreement. CES also volunteers to provide informal mediation services between Contract Holder and CES Member/Participating Entity in the event any dispute arises between them.

5. Contract Holder understand and agree that upon CES' receipt of funds from CES Member/Participating Entity, CES has no right or authority to thereafter apply those funds to any purpose other than as instructed by CES Member/Participating Entity. CES shall incur no liability to Contract Holder except for liability arising from CES' own gross negligence or willful misconduct to the extent allowed by New Mexico law. Through this procurement process, Contract Holder is

6. authorized to provide the described Products, Services or Construction Services. CES has no obligation or right to involve itself with the manner or method by which Contract Holder provides these Products, Services or Construction Services.



7. To the extent allowed by New Mexico law, Contract Holder agrees to hold CES harmless from all costs, expenses, attorney fees and judgments based upon claims between a CES Member/Participating Entity and Contract Holder in connection with the specified Products, Services or Construction Services provided by Contract Holder

8. Contract Holder agrees that it will not assert any claim against CES in the event that a dispute arises regarding the alleged failure of Contract Holder or CES Member/Participating Entity to perform as provided for in the RFP or RFB documents, any purchase order or other contract between Contract Holder and a CES Member/Participating Entity. This does not include claims against CES based upon the alleged gross negligence or intentional acts of CES.

9. Any liability incurred in connection with this Agreement shall be subject to the immunities and limitations of the New Mexico Tort Claims Act, §§ 41-4-1 et seq, NMSA 1978, as amended.

9. The Recitals are incorporated herein as contract terms.

Agreed effective the above date:

Cooperative Educational Services

Molzen Corbin

David Chavez
Printed Name

Kevin W. Eades
Printed Name

By: David Chavez

By: Kevin W. Eades
DocuSigned by:
170D1468E6014AA...

Title: Executive Director

Title: President & CEO

Date: 10/6/2022

Date: 10/28/2022

**ATTACHMENT A
TO CONTRACT 2023-01-C2113-ALL
ACCEPTANCE OF PROPOSAL
AND CONTRACT AWARD**

**GENERAL SCOPE OF WORK AND SPECIFICATIONS
CES RFP 2023-01 Design Professional Services
Category 2 - Lot 1, Engineering and Consulting Services**

GENERAL

This contract shall comply with the Procurement Code, 13-1-154.1 NMSA 1978 thresholds for on-call design professional services as follows:

Design fees for a single project shall not exceed Six Hundred Fifty Thousand Dollars (\$650,000) and the contract term shall not exceed four (4) years or Seven Million Five Hundred Thousand (\$7,500,000) whichever occurs first.

1. ENGINEERING BASIC SERVICES

Professional engineers may engage in the practice of engineering and perform engineering work pursuant to the Engineering and Surveying Practice Act as individuals, partners or through joint stock associations or corporations. In the case of an individual, the individual shall be a professional engineer pursuant to the Engineering and Surveying Practice Act. All plans, designs, drawings, specifications, or reports that are involved in such practice, issued by or for the practice, shall bear the seal and signature of a professional engineer in responsible charge of and directly responsible for the work issued. In the case of practice through partnership, at least one of the partners shall be a professional engineer pursuant to the Engineering and Surveying Practice Act, and all plans, designs, drawings, specifications or reports that are involved in such practice, issued by or for the partnership, shall bear the seal and signature of the professional engineer in responsible charge of and directly responsible for such work when issued. In the case of practice through joint stock association or corporation, services or work involving the practice of engineering may be offered through that joint stock association or corporation; provided the person in responsible charge of the activities of the joint stock association or corporation that constitute engineering practice is a professional engineer who has authority to bind such joint stock association or corporation by contract; and further provided that all plans, designs, drawings, specifications or reports that are involved in engineering practice, issued by or for such joint stock association or corporation, bear the seal and signature of a professional engineer in responsible charge of and directly responsible for the work when issued.

An individual, firm, partnership, corporation, or joint stock association may not use or assume a name involving the terms "engineer", "professional engineer", "engineering", "registered" or "licensed" engineer or any modification or derivative of such terms unless that individual, firm, partnership, corporation or joint stock association is qualified to practice engineering in accordance with the requirements in this section.

The purpose and scope of work for Category 2 is to acquire a full-service engineering firm(s) or surveying firms to provide services that **may** include the professional licensed disciplines in in Category 1.

2. ENGINEERING SERVICES CLASSIFICATIONS

- a. consultation, research, investigations, and reports
- b. Design services for construction projects
- c. Engineering support services

3. PROJECT PHASES

Each individual project's scope of work performed will be subject to the individual CES Member or Participating Entity engaging, assessing, evaluating, selecting, and negotiating with the Offeror that possesses the qualifications, background, experience, attributes and resources that best fit their project's goals, objectives and outcomes, and to assist them in developing, implementing, executing, conducting and completing the identified project in the most cost effective and timely manner. The project phases may include, but are not limited to:

1. Programming phase;
2. Conceptual design and alignment studies;
3. Schematic design phase;
4. Design development phase;
5. Construction documents phase;
6. Procurement and/or bidding phase;
7. Construction phase;
8. Project acceptance and close-out;
9. Project 11-month warranty phase
10. CES Member/Participating Entity retainage of records

4. DESIGN ACTIVITIES

The tasks and activities to be performed may relate to and include, but are not limited to new infrastructure, facility and building construction.

5. Hourly Rate Schedule and Reimbursable Fees shall be submitted after Final Award Notice for the

Contract File: The Offeror will furnish its proposed hourly rate schedule and Reimbursable Fees schedule that will become part of the Offeror's procurement file. The Hourly Rate Schedule must clearly state and identify any/all services and related services proposed in response to this solicitation with their associated costs, whether provided by the Offeror. The Offeror will maintain, keep current and provide copies of the approved hourly rate schedule to CES Agencies for audit purposes when preparing quotes. The Hourly Rate Schedule may be modified at contract renewal.

6. Quote/Proposal for the Work for CES Member/Participating Entity: When preparing a quote/proposal under a CES-awarded contract, the Offeror must clearly identify and break out services, deliverables, materials, and reimbursable expenses into individual line items as they appear on the Offeror's awarded price schedule or pricing methodology. Stated prices must include the CES one percent (1.25 %) administrative fee.

End of Category 2 / Lot 1 Scope of Work

ATTACHMENT B
ACCEPTANCE OF PROPOSAL, OFFER,
AND CONTRACT AWARD
Design Professional Services
Category 2 - Lot 1, Engineering and Consulting Services

PRICING

All pricing including updates/changes must be uploaded through the vendor portal in the eProcurement System for review and approval by CES.

- A. **Price List/Pricing:** The Offeror will upload through the vendor portal electronic copies of or provide electronic access to the approved current price list(s) for products and services offered under this solicitation (RFP) upon execution of this contract. The Offeror must keep current all pricing for any contract issued as a result of this solicitation. Should the Offeror fail to update pricing with CES, the Offeror shall honor their pricing on file with CES at the time of their quote submittal to the CES Member/Participating Entity. Discounts off the current price list are permitted and must remain firm throughout the life of the contract. Discount off list price must be clearly noted in the price quote to the member. All pricing must include the CES 1.25% administration fee.
- B. **New Technology and Products:** New products or related services announced by manufacturer and/or Contractor may be added to this existing contract. Pricing shall be equivalent to the percentage discount of other product(s); is substantially superior to the original product(s) offered; is discounted in a similar or to a greater degree; and if the product(s) meet the requirements of the original RFP. No products may be added to avoid competitive procurement procedures. CES is responsible for approving any product, service or technology for this contract. CES can reject any approved additions, any new product, service or technology for this contract, without cause.
- C. **Price Quote/Proposal:** When preparing a quote/proposal under a CES awarded contract, the Offeror must clearly identify and break out quantities, descriptions, supplies, materials, equipment and services into individual line items as they appear on the Offeror's awarded price schedule or pricing methodology. At a minimum all quotes or proposals shall include the following: description, "hourly labor rate or the list/catalog unit price", "the per cent discount offered" and the final "CES price". All stated prices must include the CES one point two five percent (1.25%) administrative fee. Shipping/Freight costs and the New Mexico Gross Receipts Tax as applicable must be stated in separate lines.
- D. **Price Reduction, Promotional and Special Pricing:** A price reduction can be offered at any time and will become effective upon approval by CES. CES reserves the right to approve or disapprove such requests.
- E. **Price Increases:** Anytime during the life of the contract, pricing can be updated (increased/decreased) with proper justification letter from the manufacturer or distributor thereof and will become effective upon approval by CES. CES reserves the right to approve or disapprove such requests.
- F. **Price Surcharges:** Depending on current market conditions, surcharges may apply as approved by CES.



City of Santa Fe, New Mexico

200 Lincoln Avenue, P.O. Box 909, Santa Fe, N.M. 87504-0909

www.santafenm.gov

Alan Webber, Mayor

Councilors:

Signe I. Lindell, Mayor Pro Tem, District 1

Alma G. Castro, District 1

Michael J. Garcia, District 2

Carol Romero-Wirth, District 2

Lee Garcia, District 3

Pilar F.H. Faulkner, District 3

Jamie Cassutt, District 4

Amanda Chavez, District 4

Dear City Staff,

In accordance with State Statute and City Ordinances, this document serves as a blanket services' determination and is valid until June 30, 2025, for the types of general, professional, and construction services that are clearly one of the types pre-established and approved by the State Purchasing Agent and City CPO.

Please continue to obtain determinations for services that do not clearly and fully fit within the types listed below. For mixed or hybrid services, unclear scopes of work, and design-build projects, a specific determination will be required. In these cases, please email purchasing_det@santafenm.gov to obtain the necessary CPO determinations for your procurement needs.

Should you have any questions or require clarification on a particular service, feel free to contact CPD.

The following are General Services:

- Air/bus, vehicle charter/rental service
- Auctioneers
- Audio-visual equipment setup and routine maintenance for events and presentations (including projectors, microphones, and speakers)
- Banking Services (routine, transaction-based)
- Boiler testing/water treatment service
- Bookkeeping service (routine, transaction-based)
- Building alarm systems, service and repair
- Check collection service
- Clothing, textile fabrication repair service
- Commercial laundry service, dry cleaning, etc.
- Communications systems installation, servicing, and repair
- Conference and trade show coordination

General Services (continued):

- Debt collection service
- Delivery/courier service
- Document storage, duplication, retrieval, review, and destruction service
- Drug testing and screening (standard tests)
- Engraving service
- Equipment installation, preventive maintenance, inspection, calibration, and repair
- Equipment rental services
- Exams administration and scoring service
- Executive recruitment
- Firefighting/suppression service
- Food preparation, vending, and catering services
- Health screening, basic diagnostic (wellness, blood pressure monitoring, blood draw, etc.)
- Herbicide application service
- Household goods packing, storage, transportation service
- HVAC system maintenance service
- Information Technology Hosting (only)
- Information Technology Help Desk Services
- Information Technology Services requiring software or equipment
- Information Technology Software and Hardware Support Services
- Interpretive services: written/oral/sign language
- Inventory service
- Janitorial service, carpet cleaning, window washing
- Laboratory testing and analysis (standard tests only)
- Land clearing/debris removal service
- Landscaping—tree planting, grooming service, lawn mowing, etc. (but not landscape architects)
- Language translation service
- Linen rental service
- Marine equipment inspection, certification, and repair

General Services (continued):

- Medical equipment rental or repair service (wheelchairs, walkers, etc.), including measurements, adjustments, and modifications to meet patient needs
- Metal/pipe/wiring detection service
- Office furnishings installation, refurbishment, and repair service
- Package inspection and crating
- Painting service
- Paper shredding
- Parking lot sweeping/snow removal service
- Pest/weed control service
- Photographic/micrographic processing and delivery, includes aerial and ground photography (if analysis is included, then personal service)
- Printing/duplicating service
- Process serving
- Property management (rent collection, property maintenance, etc.)
- Recycling/disposal/litter pickup service
- Retreat and workshop planning, conduct, coordination, etc.
- Security/armored car services
- Shop welding/metal fabrication service
- Software as a Service
- Steam cleaning, high pressure washing, parts cleaning service
- Studio photography service (does not include portrait painting)
- Telephone interview service (conduct of survey using prescribed survey instrument)
- Towing service
- Training – when offered as a regular course by an institution (such as a college or university)
- Travel service — air, surface, water
- Vehicle inspection, lubricating, and repair services
- Videotaping and recording service
- Warehouse dry/cold storage rental service
- Weather information service

The following are Professional Services:

- Accountants (certified public accountants and registered public accountants)
- Actuaries
- Analysts of processes, programs, fiscal impact, and compliance
- Appraisers
- Archeologists
- Architects
- Artwork, original (services creating the artwork)
- Audio/video media productions (design, development, and/or oversight of)
- Auditors
- Broadband
- Business process re-engineering
- Counselors
- Consultants (including IT Consultants)
- Curriculum/Examination development
- Data Backup Services
- Data Storage and Management Services
- Design
- Economists
- Engineers
- Environmental monitoring: noise level, safety, hazardous gas detection, radiation monitoring service, etc.
- Financial Advisors
- Grant writing
- Graphic designers (creative or original in nature)
- Independent Verification and Validation
- Information Technology Hosting when it includes Maintenance and Support
- Information Technology Maintenance
- Information Technology Management

Professional Services (Continued):

- Information Technology Programming
- Information Technology Risk Assessment
- Insurance Adjusters
- Investigators (personnel-related, etc.)
- Investment advisors and management
- Labor negotiators
- Landscape Architects
- Lawyers
- Lobbyists
- Managed Network Services
- Management and system analysts
- Management consultants
- Marketing consultants (including identifying market opportunities, conduct of marketing programs, planning, promotion, market research surveys, etc.)
- Medical arts practitioners
- Network Cybersecurity Services
- Network Installation
- Planners
- Policy Advisors
- Product Development Services
- Program/Project Managers
- Psychologists
- Public relations advisors/Publicists
- Publication development (creation of audio/video productions, brochures, pamphlets, maps, signs, posters, annual reports, etc.)
- Researchers
- Scientists (Bio/Chem/Env/Geo/Hydro/Mech, etc.)
- Speech writers
- Statisticians

Professional Services (Continued):

- Surveyors
- Trade developers
- Training – when it is specifically designed for an agency as opposed to established courses (such as out of the box training offered to all at a training company, university, or college)
- Web design and development

The following are Construction Services:

- Bid-Build (Standard)
- Construction Managers
- New Construction (including buildings, roads, bridges, utilities)
- Remodeling and Renovations (interior and exterior work)
- Demolition (including site clearance)
- Excavation and Earthwork
- Electrical Work (installation, repair, upgrades)
- Permanent installation or upgrades of audio-visual systems (including wiring and structural modifications)
- Plumbing (installation, repair, maintenance)
- Masonry and Concrete Work
- Roofing (installation, repair, maintenance)
- Structural Repair and Reinforcement
- Painting and Finishing (for construction purposes)
- Mechanical Work (HVAC systems, etc.)
- Site Preparation and Land Grading
- Utility Installation and Repair (water, sewer, gas lines)

Travis Dutton-Leyda, Chief Procurement Officer



Date: 11/21/2024

Emily Oster, Finance Director



Date: 11/26/2024








Blanket Services Determination

Final Audit Report

2024-11-26

Created:	2024-11-21
By:	Travis Dutton-Leyda (tkduttonleyda@santafenm.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAqgOwaNI_DZmo99HuXiloJc1Cdxp6T9hq

"Blanket Services Determination" History

-  Document created by Travis Dutton-Leyda (tkduttonleyda@santafenm.gov)
2024-11-21 - 4:11:51 PM GMT- IP address: 63.232.20.2
-  Document emailed to EMILY OSTER (ekoster@santafenm.gov) for signature
2024-11-21 - 4:12:58 PM GMT
-  Document emailed to Travis Dutton-Leyda (tkduttonleyda@santafenm.gov) for signature
2024-11-21 - 4:12:58 PM GMT
-  Document e-signed by Travis Dutton-Leyda (tkduttonleyda@santafenm.gov)
Signature Date: 2024-11-21 - 4:13:09 PM GMT - Time Source: server- IP address: 63.232.20.2
-  Email viewed by EMILY OSTER (ekoster@santafenm.gov)
2024-11-26 - 7:38:13 PM GMT- IP address: 104.47.65.254
-  Document e-signed by EMILY OSTER (ekoster@santafenm.gov)
Signature Date: 2024-11-26 - 7:52:49 PM GMT - Time Source: server- IP address: 63.232.20.2
-  Agreement completed.
2024-11-26 - 7:52:49 PM GMT



Services Offered to the City of Santa Fe (2024)

Approved:

These services have been approved by the New Mexico Council for Purchasing from Persons with Disabilities and are available through Horizons of New Mexico.

- ADA Accessibility Consulting Services
- Auctioneering Services
- Bulk Mailing and Sorting
- Call Center Services
- Computer Refurbishing
- Courier Services
- Decontamination, Sanitation and Sterilization Services
- Debris Removal
- Document Imaging
- Document Shredding
- Envelope Stuffing
- General Labor
- Hard Drive Destruction
- Janitorial and Housekeeping Services – Including Carpet Cleaning & Floor Care
- Landscape Irrigation
- Landscaping
- Mailing Services
- Management of an Assistive Technology Reuse and Recycling Program
- Medical Waste Disposal
- Meeting Minute Preparation Services
- Pest Control and Extermination Services
- Printing Services
- Rest Area Maintenance
- Screen Printing
- Snow Removal
- Temporary Staffing Services
- Yard, Grounds, and Lawn Maintenance

Permissive:

The services have been approved by the New Mexico Council for Purchasing from Persons with Disabilities as permissible for sale under the State Use Act through Horizons of New Mexico. While the Council recognizes that certain Horizons of New Mexico members are capable of performing the services listed below, said services are considered permissive and excluded from the mandatory aspect of the State Use Program. Any procurement of the below services through Horizons of New Mexico is at the discretion of the purchasing agent and will be considered by the Council on a case-by-case basis.

- Graphic Design
- Graphic Design - Logo Design
- IT – Enterprise Application
- IT – IV & V
- IT Network and Database Management
- IT Support
- IT Security Services
- IT – Web Design
- IT – Web Programmer
- Marketing
- Social Media Marketing
- Training Services

For the complete State Use service list, please go to: <http://horizonsofnewmexico.org/services.html>








Molzen purchasing memo 2nd emergency CES contract_packet int sig

Final Audit Report

2025-02-07

Created:	2025-02-05
By:	Kristy Miera (kamiera@santafenm.gov)
Status:	Canceled / Declined
Transaction ID:	CBJCHBCAABAASv5kmX5KOOZfr2yDOCUPRth26Ei6tjFq

"Molzen purchasing memo 2nd emergency CES contract_packet int sig" History

-  Document created by Kristy Miera (kamiera@santafenm.gov)
2025-02-05 - 11:40:08 PM GMT- IP address: 63.232.20.2
-  Document emailed to ajhopkins@santafenm.gov ajhopkins@santafenm.gov (ajhopkins@santafenm.gov) for signature
2025-02-05 - 11:47:12 PM GMT
-  Email viewed by ajhopkins@santafenm.gov ajhopkins@santafenm.gov (ajhopkins@santafenm.gov)
2025-02-06 - 0:12:34 AM GMT- IP address: 104.47.64.254
-  Document e-signed by ajhopkins@santafenm.gov ajhopkins@santafenm.gov (ajhopkins@santafenm.gov)
Signature Date: 2025-02-06 - 0:13:06 AM GMT - Time Source: server- IP address: 63.232.20.2
-  Document sent to JoAnn Lovato (jdlovato@santafenm.gov) and Travis Dutton-Leyda (tkduttonleyda@santafenm.gov) for signature. One of them to sign
2025-02-06 - 0:13:10 AM GMT
-  Email viewed by Travis Dutton-Leyda (tkduttonleyda@santafenm.gov)
2025-02-06 - 5:27:06 AM GMT- IP address: 104.28.85.156
-  Document declined by Travis Dutton-Leyda (tkduttonleyda@santafenm.gov)
Decline reason: Include all required approvals—such as contracts, BARs, etc.—in the memo and the caption. Be specific, as anything not listed cannot be used. If something is missing, you may complete the process only to find that funds cannot be moved.
2025-02-07 - 11:58:02 PM GMT- IP address: 63.232.20.2