

Date: September 15, 2025

To: Governing Body

Via: *Regina Wheeler*  
Regina Wheeler (Sep 15, 2025 14:21:16 MDT)  
Regina Wheeler, Public Works Department Director

From: Romella Glorioso-Moss, PhD, CPM, Capital Projects Manager *RGM*

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**ACTION:**

Request for Ratification of the Second Amendment to Cooperative Project Agreement #23-0597 with the New Mexico Department of Transportation to Extend the Agreement Term through December 30, 2025 to Facilitate Federal Closeout of the Guadalupe Street Reconstruction Project (S100460). (Romella Glorioso-Moss, Capital Projects Manager, rsglorioso-moss@santafenm.gov)

**BACKGROUND AND SUMMARY:**

The NMDOT and the Federal Highway Administration (FHWA) have agreed to extend the term of the Cooperative Project Agreement for the Guadalupe Street Reconstruction Project from October 5, 2025 to December 30, 2025. This extension will allow for a more efficient federal closeout process.

The deadline to return the amendment to NMDOT by the week of September 15 did not allow sufficient time to obtain the Governing Body's prior approval.

Pursuant to SFCC 2-4.6.B, the City Manager is authorized to approve agreements seeking or accepting funds when timing constraints prevent prior Governing Body approval. The relevant section states:

*The City Manager has the authority to enter agreements seeking or accepting funds of any amount, when the deadline to seek or accept the funds occurs before the deadline to include the agreement on the agenda for the governing body's next regularly scheduled meeting. Such agreements shall be subject to ratification by the governing body at the next scheduled meeting for which an agenda has not yet been posted;*

In accordance with this provision, the City Manager approved the amendment on September 12, and the City Clerk recorded it on September 14. Staff now requests that the Governing Body ratify this amendment at the upcoming meeting as required by SFCC 2-4.6.B.

**FUNDING SOURCE:**

**Fund Name/Number:** New Mexico Department of Transportation S100460

**Munis Org Name/Number:** Streets Roadways / 3309980

**Munis Object Name/Number:** WIP Construct/ 572970

**PLID:** ENG103300E

**ATTACHMENT:**

City Manager signed Second Amendment to Cooperative Project Agreement – Construction Work

<b>Contract No.:</b>	<hr/>
<b>Vendor No.:</b>	<b>0000054360</b>
<b>Control No.:</b>	<b>S100460</b>
<b>CFDA No:</b>	<b>20.205- Highway Planning &amp; Construction</b>

**SECOND AMENDMENT TO  
COOPERATIVE PROJECT AGREEMENT – CONSTRUCTION WORK**

This **Second Amendment** is to the Cooperative Project Agreement entered into between the New Mexico Department of Transportation (Department) and City of Santa Fe (Local Agency). This Amendment is effective as of the date of the last party to sign on the signature page.

**RECITALS**

**Whereas**, the Department and the Local Agency entered into an Agreement, Contract No. D19476, on 09/14/2022; and,

**Whereas**, Section 12 allows for modification of the Agreement by an instrument in writing executed by the parties; and,

**Whereas**, the Department and the Local Agency want to extend the term of the Agreement to allow for Project completion; and,

**Whereas**, the parties agree to modify this Agreement.

Now, therefore, the Department and the Local Agency agree as follows:

1. **Section 4, Term**, is deleted and replaced by the following:

**4. Term.**

This Agreement is effective on **September 14, 2022**. This Agreement terminates on **December 30, 2025**. If a contract term extension is needed, the Local Agency must provide written request to the Region or District T/LPA Coordinator sixty (60) days prior to the expiration date to ensure timely processing of an Amendment.

2. Exhibit A is deleted and replaced with the attached Exhibit A.

All other obligations set forth in the Original Agreement shall remain in full force and effect unless expressly amended or modified by this Second Amendment.

In witness whereof, each party is signing this Agreement on the date stated opposite of that party's signature.

**NEW MEXICO DEPARTMENT OF TRANSPORTATION**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Cabinet Secretary or Designee

Reviewed and Approved as to form and legal sufficiency by the New Mexico Department of Transportation's Office of General Counsel



By:  \_\_\_\_\_ Date: 07/31/25  
Assistant General Counsel

**City of Santa Fe**

By:  \_\_\_\_\_ Date: Sep 12, 2025  
Mark Scott (Sep 12, 2025 15:55:50 MDT)  
City Manager, signed pursuant to SFCC 11-4 (F)(2)

By:  \_\_\_\_\_ Date: Sep 11, 2025  
Financial Director

**ATTEST**

By:  \_\_\_\_\_ Date: Sep 14, 2025  
ANDREA SALAZAR (Sep 14, 2025 20:00:53 MDT)  
CITY OF SANTA FE Clerk 

Approved as to form and legal sufficiency by the City's Attorney

By:  \_\_\_\_\_ Date: Aug 19, 2025  
Kevin L. Nault (Aug 19, 2025 15:16:00 MDT)  
Attorney

Ratified Pursuant to SFCC 2-4.6.

\_\_\_\_\_  
Mayor Alan Webber

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Andréa Salazar, City Clerk

Date: \_\_\_\_\_

**EXHIBIT A**

**2 CFR 200.331 Requirements**

**Federal Award Identification.**

(i) Public Entity name (which must match the name associated with its unique entity identifier);	<b>City of Santa Fe</b>
(ii) Public Entity's unique entity identifier (UEI);	<b>QLN2YKMMJ8X6</b>
(iii) Federal Award Identification Number (FAIN);	<b>Please see approved Federal Highway form.</b>
(iv) Federal Award Date (see §200.39 Federal award date) of award to the recipient by the Federal agency;	<b>Please see date on approved Federal Highway form.</b>
(v) Cooperative Project Agreement(Construction) Period of Performance Start and End Date;	<b>Please see date on approved Federal Highway form thru S100460 12/30/2025.</b>
(vi) Amount of Federal Funds Obligated by this action by the pass-through entity to the Public Entity;	<b>\$9,105,518</b>
(vii) Total Amount of Federal Funds Obligated to the Public Entity by the pass-through entity including the current obligation;	<b>This award is in addition to any previous awards received by sub-recipient from NMDOT.</b>
(viii) Total Amount of the Federal Award committed to the Public Entity by the pass-through entity;	<b>The total amount of this award is in addition to any previous awards received by sub-recipient from NMDOT.</b>
(ix) Federal award project description, as required to be responsive to the Federal Funding Accountability and Transparency Act (FFATA);	<b>Guadalupe St. Reconstruction Road Diet. The proposed project identified through the RSA is the following: lane reduction, pedestrian improvement, bicycle improvements, signalized intersections improvements, lighting, drainage accomidations, new signing and striping. Guadalupe Street from milepost .51 to milepost 1.19 (.679 mile)</b>
(x) Name of Federal awarding agency, pass-through entity, and contact information for awarding official of the Pass-through entity;	<b>FHWA, New Mexico Department of Transportation Sean Sandoval - 505 -660-6102, Sean.Sandoval@state.nm.us P.O. Box 1149 Santa Fe, NM 87501-1149</b>

(xi) CFDA Number and Name;	<b>20.205- Highway Planning &amp; Construction</b>
(xii) Identification of whether the award is R&D; and	<b>No R&amp;D</b>
(xiii) Indirect cost rate for the Federal award (including if the de minimis rate is charged per §200.414 Indirect (F&A) costs).	<b>N/A</b>











# 25-0413 New MExico Department of Transportation

Final Audit Report

2025-09-15

Created:	2025-09-09
By:	XAVIER VIGIL (xivigil@santafenm.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAjLbzmzZ1-M2_0bu5oiZHBqKO-IB-1soh

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✔ Agreement completed.

2025-09-15 - 2:00:53 AM GMT



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