




City of Santa Fe, New Mexico



Date: December 17, 2025

To: Public Works and Utilities Committee
Finance Committee
Governing Body

Via: 
JOHN BURNETT (Dec 22, 2025 08:40:27 MST)
Sam Burnett, Interim Public Works Department Director
Marcos Esquibel, Interim Complete Streets Division Director *Marcos Esquibel*

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

RE: Ratification of Second Amendment to Acequia Trail Cooperative Project Agreement

ITEM AND ISSUE:

Request for Ratification of Second Amendment to Cooperative Project Agreement – Design Work Item #25-0546 with the New Mexico Department of Transportation to Extend the Term through December 30, 2027 to Complete the Engineering Design of S100650 Acequia Trail Extension Project. (Romella Glorioso-Moss, Capital Projects Manager, rsglorioso-moss@santafenm.gov)

BACKGROUND AND SUMMARY

The engineering design of the Acequia Trail Extension Project, from Rufina Street to San Felipe Road, is currently 30% complete; however, the federal funding agreement expired on December 31, 2025. The delay was caused by an expansion of the project scope to address stormwater drainage issues in the Morning Drive Subdivision neighborhood, where the trail extension is located. Due to the ongoing impacts of climate change, flooding in this neighborhood is expected to worsen if the issue is not resolved. As a result, the City was granted a two-year extension, until December 30, 2027, to complete the project design.

However, for NMDOT and FHWA to execute the amendment, the Agreement shall be returned to NMDOT by the week of November 10. This timeline does not allow sufficient time for the Governing Body to approve the amendment through its standard process. Therefore, the City Manager approved it on December 3, 2025 pursuant to SFCC 2-4.6.B, which 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;

FUNDING SOURCE:

Fund Name/Number: New Mexico Department of Transportation S100650

Munis Org Name/Number: Streets Roadways / 3309980

Munis Object Name/Number: WIP Construct/ 572960

PLID: GO18355BM

ATTACHMENTS:

Second Amendment to Cooperative Project Agreement – Design Work (approved by the City Manager)

Contract No.:	Item# 25-0546
Vendor No.:	<u>0000054360</u>
Control No.:	<u>S100650</u>
CFDA No:	<u>20.205- Highway Planning & Construction</u>

**SECOND AMENDMENT TO
COOPERATIVE PROJECT AGREEMENT – DESIGN 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. D19726, on 05/15/2023; 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 with the following:

4. Term.

This Agreement is effective on **May 15, 2023**. This Agreement terminates on **December 30, 2027**. 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

Signed by:
By: Samuel Roybal Date: 10/07/25
Assistant General Counsel

City of Santa Fe

By: Mark Scott Date: _____
Mark Scott (Dec 3, 2025 23:59:31 MST)

City Manager, signed pursuant to SFCC IT4 (F)(2) Nov 20, 2025

By: Emily K. Oster Date: _____
Financial Director

ATTEST

By: Andrea Salazar Date: Dec. 4, 2025
ANDREA SALAZAR (Dec 4, 2025 06:34:47 MST)
CITY OF SANTA FE Clerk

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

By: Kevin L. Nault Date: Oct 28, 2025
Kevin L. Nault (Oct 28, 2025 16:38:51 MDT)
Attorney

By:

Michael Garcia, Mayor, Signed pursuant to SFCC 2-4.6.B

Attest:

Geralyn Cardenas, Interim City Clerk

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);	City of Santa Fe
(ii) Public Entity's unique entity identifier (UEI);	QLN2YKMMJ8X6
(iii) Federal Award Identification Number (FAIN);	Please see approved Federal Highway form.
(iv) Federal Award Date (see §200.39 Federal award date) of award to the recipient by the Federal agency;	Please see date on approved Federal Highway form.
(v) Cooperative Project Agreement(Construction) Period of Performance Start and End Date;	Please see date on approved Federal Highway form thru S100650 12/30/2027.
(vi) Amount of Federal Funds Obligated by this action by the pass-through entity to the Public Entity;	\$918,480
(vii) Total Amount of Federal Funds Obligated to the Public Entity by the pass-through entity including the current obligation;	This award is in addition to any previous awards received by sub-recipient from NMDOT.
(viii) Total Amount of the Federal Award committed to the Public Entity by the pass-through entity;	The total amount of this award is in addition to any previous awards received by sub-recipient from NMDOT.
(ix) Federal award project description, as required to be responsive to the Federal Funding Accountability and Transparency Act (FFATA);	Acequia Trail - Rufina to San Felipe. Preliminary Engineering and construction for the Acequia Trail link from Rufina to San Felipe 1 mile. Point location
(x) Name of Federal awarding agency, pass-through entity, and contact information for awarding official of the Pass-through entity;	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
(xi) CFDA Number and Name;	20.205- Highway Planning & Construction
(xii) Identification of whether the award is R&D; and	No R&D
(xiii) Indirect cost rate for the Federal award (including if the de minimis rate is charged per §200.414 Indirect (F&A) costs).	N/A

New Mexico Department of Transportation
Agreement Request Form(ARF)

Control No.: S100650

T/LPA Contact Information:

Procurement Vehicle: Amendment 2

T/LPA Name: City of Santa Fe

Address: 737 Agua Fria St

Santa Fe, Nm 87507

Unique Entity Identifier(UEI): QLN2KMMJ8X6

Person in Responsible Charge: Romella Glorioso-Moss

-Person in Responsible Charge- A full-time, public employee of the T/LPA qualified to ensure that the work delivered is complete, accurate, and consistent with the terms, conditions, and specifications of the Cooperative Agreement. The Person in Responsible Charge should be a high-level staff Person rather than an elected official.

Title: Capital Projects Manager

Phone: 505-955-6623

Email: rsglorioso-moss@santafenm

Signature Page Titles: 1 Mayor

2 City Clerk

3 City Atty & Finance Director

Project Data:

Phase/ Phases of Work: Design

ROW

<Select Phase of Work>

Termination Date: 12/30/2027

Ex. 01/01/2024

-Termination Date is the period of time which the T/LPA is expected to complete all activities described in the ARF, by phase, and to expend all funds. The closeout process and associated tasks(invoicing and supporting docs) should be included in the timeline and be based off of the total time needed start to finish. To support your termination date above please include a graphical project timeline with the submittal of this ARF.

For POD use only:
Period of Performance Date: Start Date: 05/15/2023 End Date: 12/30/2027
- Period of Performance Date means the time during which a recipient or sub recipient may incur new obligations to carry out the work authorized under an award or sub award, respectively.

Project Funding:

Attach your Current STIP Detail Page as verification of funding. Please make sure all funding needed for the project phase has been identified and that there are no funds that still need to be added.

Comments: _____

Approvals:

By signing this ARF, signee is validating that the funding, and period of performance dates are both Accurate and Feasible. Ensure that the period of performance + applicable close out time will be entered into Federal Highway Administration(FHWA)'s Financial System(FMIS) as mandated per 2 CFR 2100.309.

T/LPA Authorized Signature Romella Glorioso-Moss Digitally signed by Romella Glorioso-Moss Date: 2025.07.17 14:36:46 -06'00' Date 07/17/2025

Region T/LPA Authorized Signature Katrina Quintana Digitally signed by Katrina Quintana Date: 2025.07.21 15:24:51 -06'00' Date 7/21/2025

District T/LPA Authorized Signature Sean Brady Digitally signed by Sean Brady Date: 2025.07.22 08:14:18 -06'00' Date 7/22/2025

CLE T/LPA Authorized Signature James Malcom Digitally signed by James Malcom Date: 2025.07.30 08:56:14 -06'00' Date 7-30-25

POD T/LPA Manager Signature Jacquelynn Hurtado Date 8/5/2025



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

July 17, 2025

Katrina Quintana
Engineer Tech V
TLPA North Region Coordinator
1120 Cerrillos Road, Room 203
Santa Fe, NM 87505
Via Email: Katrina.Quintana@dot.nm.gov

Subject: CN S100650 Cooperative Project Agreement - DESIGN
Term Extension Request for Acequia Trail Extension (Rufina-San Felipe)

The City of Santa Fe ("City") is requesting a term extension to S100650 Cooperative Project Agreement for completing the engineering design of S100650 Acequia Trail Extension (Rufina-San Felipe) from December 30, 2025 to December 30, 2027. In addition, the City also wishes to move the construction funding from CMAQ for \$2.5M from FFY26 to FFY27.

If you have any questions or require additional information, please do not hesitate to contact me via email: rsglorioso-moss@santafenm.gov or call (505) 955-6623.

Thank you for your assistance and continued support on this matter.

Sincerely,

Romella Glorioso-Moss

Romella Glorioso-Moss, PhD, CPM
Public Works Complete Streets Capital Projects Manager

Cc: Erika Lujan, City Grants Manager - Finance

Project Overview | **Funding History** | **Amendment History**

Control #	S100650	Region/TIP	SFM 24-06.1	Total Cost	\$3,575,000
Lead Agency	City of Santa Fe	Contact	Katrina A Quintana	County	Santa Fe
Project Type	Bicycle and Pedestrian (28)	Air Quality		Construction	2026 Start
Title	Acequia Trail - Rufina to San Felipe				
Limits	Point location				
Description	T/LPA Preliminary Engineering and construction for the Acequia Trail link from Rufina to San Felipe 1 mile				
Production Date	Letting Date				

Phase	Fund Source	Prior FFY	FFY2024	FFY2025	FFY2026	FFY2027	Future FFY	Total
PE	LOCAL GENERAL FUNDS (LGF)	\$43,680	\$40,040	-	-	-	-	\$83,720
PE	TRANSP ALT SMALL URBAN (TAPS)	\$256,320	-	-	-	-	-	\$256,320
PE	Trans Alt Small Urban IIJA - 50K to 200K (TAPSU)	-	\$234,960	-	-	-	-	\$234,960
	<i>Total Preliminary Engineering</i>	\$300,000	\$275,000	-	-	-	-	\$575,000
ROW	CMAQ - FLEX (CQX)	\$427,200	-	-	-	-	-	\$427,200
ROW	LOCAL GENERAL FUNDS (LGF)	\$72,800	-	-	-	-	-	\$72,800
	<i>Total Right of Way</i>	\$500,000	-	-	-	-	-	\$500,000
CON	CMAQ - FLEX (CQX)	-	-	-	\$2,136,000	-	-	\$2,136,000
CON	LOCAL GENERAL FUNDS (LGF)	-	-	-	\$364,000	-	-	\$364,000
	<i>Total Construction</i>	-	-	-	\$2,500,000	-	-	\$2,500,000
	Total Programmed	\$800,000	\$275,000	-	\$2,500,000	-	-	\$3,575,000

Form No. A-1360
 Rev. 9/2021
 Owner: POD

Project End Date Selection T/LPA Project

The Project end date is the final date recorded in the project agreement when the NMDOT may incur direct costs on the project to be eligible for Federal-aid reimbursement. Also, referred to as the period of performance end date or project agreement end date. Project end date is the applicable field in FMIS. The Project End Dates are to be provided on the Agreement Request Form (ARF).

Control Number: S100650
District: D5

ARF end date:	12/31/23	
Calendar Days allowed to Final (District):	180	District Target to
Calendar Days allowed to Final (CCRB):	45	CCRB: 06/27/28
Calendar Days allowed to Final (POD):	45	CCRB Target to
Original Final End Date: 09/26/24		POD: 08/11/28

POD Approved:
APPROVED
By Kimberly Perry at 8:59 am, Sep 25, 2025
Date: _____

Project End date extension request

DISTRICT/REGION

Final End Date:	09/26/24
* T/LPA request for extension:	1460
New End Date:	09/25/28

* Requires documentation to be attached.

AMENDMENT #2 TERM
EXTENSION UNTIL
12/30/2027
ADDING 730 DAYS

ADE Design/Construction: _____ **DE (if required):** _____

CCRB

New End Date	09/25/28
Other (Requires written justification to be attached):	
New End Date:	09/25/28

State Const Engineer: _____

POD

New End Date	09/25/28
Final FHWA End Date:	09/25/28

POD Director: _____

ALL Transportation Improvement Program, 24-23.1 Amendment 2024-2028

1 Projects Listed

NMDOT ID	S100650	MPO/TIP	SFM 24-23.1	FY2024	FY2025	FY2026	FY2027	FY2028	Future	Total
Project Name	City of Santa Fe	Project Type	Katrina A Quintana 5056997584						District District 5	Santa Fe
Limits	Bicycle and Pedestrian (28)	Project Name	Air Quality							Construction 2026 start
Description	Point location									
	T/LPA Preliminary Engineering and construction for the Acequia Trail link from Rufina to San Felipe 1 mile									
Phase	Fund Source	Prior	FY2024	FY2025	FY2026	FY2027	FY2028	Future	Total	
PE	LOCAL GENERAL FUNDS (LGF)	\$43,680	\$40,040	-	-	-	-	-	\$83,720	
PE	TRANSP ALT SMALL URBAN (TAPS)	\$256,320	-	-	-	-	-	-	\$256,320	
PE	Trans Alt Small Urban IJA - 50K to 200K (TAPSU)	-	\$234,960	-	-	-	-	-	\$234,960	
ROW	Total Preliminary Engineering	\$300,000	\$275,000	-	-	-	-	-	\$575,000	
ROW	CMAQ - FLEX (CQX)	\$427,200	-	-	-	-	-	-	\$427,200	
ROW	LOCAL GENERAL FUNDS (LGF)	\$72,800	-	-	-	-	-	-	\$72,800	
CON	Total Right of Way	\$500,000	-	-	-	-	-	-	\$500,000	
CON	CMAQ - FLEX (CQX)	-	\$2,136,000	-	-	-	-	-	\$2,136,000	
CON	LOCAL GENERAL FUNDS (LGF)	-	\$364,000	-	-	-	-	-	\$364,000	
	Total Construction	-	\$2,500,000	-	-	-	-	-	\$2,500,000	
	Total Programmed	\$800,000	\$275,000	-	\$2,500,000	-	-	-	\$3,575,000	

*Map Has Not Been Marked

TIP Document	Version History				
	MPO Approval	State Approval	FHWA Approval	FTA Approval	FTA Approval
20-00	Adoption 2020-2024	07/25/2019	8/27/19	9/19/19	8/27/19
20-06.1	Amendment 2020-2024	05/01/2020	05/04/2020	N/A	N/A
22-03	Amendment 2022-2026	05/26/2022	06/28/2022	07/14/2022	N/A
22-07	Amendment 2022-2026	05/25/2023	6/27/23	7/18/23	N/A
22-09.1	Amendment 2022-2026	08/01/2022	08/18/2022	N/A	N/A
22-16.1	Amendment 2022-2026	03/01/2023	03/01/2023	N/A	N/A
24-00	Adoption 2024-2028	08/24/2023	8/28/23	9/26/23	10/10/23
24-00.1	Adoption 2024-2028	11/01/2023	11/15/23	N/A	N/A
24-01.1	Amendment 2024-2028	12/06/2023	12/07/2023	N/A	N/A
24-02.1	Amendment 2024-2028	01/02/2024	01/02/2024	N/A	N/A
24-06.1	Amendment 2024-2028	05/01/2024	05/03/2024	N/A	N/A
24-23.1	Amendment 2024-2028	09/19/2025	09/19/2025	N/A	N/A

Current Change Reason

SCHEDULE / FUNDING / SCOPE - Adjusting funding sources. No change in total cost

Project Change(s):

Changed Exempt Category
 - from "m" to "s"

Funding Change(s):

Total project cost stays the same \$3,575,000



City of Santa Fe New Mexico

Finance Department

Project Ledger Request Form



Date of Request: 8/28/25 A2-UPDATED TO EXT TERM

Project Title: ACEQUIA TRAIL (S100650)

Project Type: CIP Grant Internal Tracking

Department: PW-ENG Project Manager: R.G.MOSS Ext: 629-7846

Project Date Range: 7/1/2022 to ~~12/31/2025~~ 9/26/26 Create Fixed Asset

Project ID: <u>GO18355BM</u>
Grant ID: <u>S2453</u>
Approved By: <u>ERIKA LUTAN</u> <small>ERIKA LUTAN (Sep 2, 2025 08:24:43 MDT)</small>
<u>CT</u> (Finance Use Only)

Multi-Funding (complete all funding sources, should equal 100%)

Funding Source: NMDOT FHWA/TAPS/COX (AMEND2) % of Funding: 85.44

MUNIS ORG: 3559980 MUNIS OBJ: 490150 Awarded Amount: 902,724.99

Funding Source: LOCAL MATCH/BOND % of Funding: 14.56

MUNIS ORG: 3559980 MUNIS OBJ: Awarded Amount: 153,835.16

Expense String Phase:

A project must have at least one phase identified, this can be used as an additional level of tracking, for example, CIP - Design, Construction, etc. For Grants can be used as reimbursable types, such as transportation, salaries.

(You can create more than one phase and you can default MUNIS ORGs and OBJs, optional)

Phase: DESIGN, CONST MUNIS ORG: 3559980 MUNIS OBJ: 572960,572970

Grants Only (list all grants if applicable):

Grantor Name: NMDOT S100650 HAS FHWA-TAPS/COX P/T FUNDS Awarded Amount: 1,056,560.15

AR Charge Code: 3559980.490150 Grant funds multiple projects
(Complete a form for each project)

Grantor Id: 700000 Federal CFDA (if applicable): 20.205

Grantor Name: _____ Awarded Amount: _____

AR Charge Code: _____ Grant funds multiple projects
(Complete a form for each project)

Grantor Id: _____ Federal CFDA (if applicable): _____

(If grants please provide all grant award documents with form) Attached Grant Documentation

Signature: *Erika Quintana*

Email: efquintana@santafenm.gov









GM NMDOT Amendment #2 Acequia Trail Ratification

Final Audit Report

2025-12-22

Created:	2025-12-17
By:	Amanda Archuleta (ajarchuleta@santafenm.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAu93EJ5L502Jt8V2_MAW6F9VoOqrduvo

"GM NMDOT Amendment #2 Acequia Trail Ratification" History

-  Document created by Amanda Archuleta (ajarchuleta@santafenm.gov)
2025-12-17 - 5:42:07 PM GMT- IP address: 63.232.20.2
-  Document emailed to MARCOS ESQUIBEL (mpesquibel@santafenm.gov) for signature
2025-12-17 - 5:43:59 PM GMT
-  Email viewed by MARCOS ESQUIBEL (mpesquibel@santafenm.gov)
2025-12-17 - 6:12:40 PM GMT- IP address: 63.232.20.2
-  Document e-signed by MARCOS ESQUIBEL (mpesquibel@santafenm.gov)
Signature Date: 2025-12-17 - 6:15:14 PM GMT - Time Source: server- IP address: 63.232.20.2
-  Document emailed to JOHN BURNETT (jsburnett@santafenm.gov) for signature
2025-12-17 - 6:15:16 PM GMT
-  Email viewed by JOHN BURNETT (jsburnett@santafenm.gov)
2025-12-21 - 6:18:52 PM GMT- IP address: 62.10.205.21
-  Document e-signed by JOHN BURNETT (jsburnett@santafenm.gov)
Signature Date: 2025-12-22 - 3:40:27 PM GMT - Time Source: server- IP address: 71.228.98.124
-  Agreement completed.
2025-12-22 - 3:40:27 PM GMT