



The Purchasing Memo

Date: May 15, 2026

To: Governing Body, Finance Committee, and Public Works & Utilities Committee

From: Alan Hook, Water Resources Coordinator

Via: Jesse Roach, Interim Public Utilities Director
Jonathan Montoya, Interim Water Division Director

Subject: Joint Funding Agreement with USGS

Vendor Name: US Department of Interior (USGS) (NM)

Munis Vendor Number: 2784

ITEM AND ISSUE:

The City of Santa Fe Water Division respectfully requests your review and approval of a Exempt contract in the total amount of \$ 135,137.00 excluding tax for continuation of a joint study between the City of Santa Fe and U.S Geological Survey (USGA) for a term of 2 years with US Department of Interior (USGS) (NM).

CONTRACT NUMBER:

The FY26 Munis contract number is: NA

BACKGROUND AND SUMMARY:

The Joint Funding Agreement (JFA), 26RGJFA30, is for the continuation of a joint study between the City of Santa Fe and the U.S. Geological Survey (USGS). The agreement calls for the USGS to continue with these activities:

1. Operate streamflow gages at Santa Fe River above McClure Reservoir and Santa Fe River above Cochiti.
2. Operate and maintain 11 water-level recorders at SF1, SF2, Buckman, and Las Campanas well nests and bi-monthly water level measurements at SF-3C, SF-4C, and SF-5C.

The JFA amount is \$208,679.00, of which \$135,137.00 will be provided by the City of Santa Fe and \$73,542.00 will be provided by the USGS New Mexico Water Science Center (NMWSC). This funding amount includes \$42,366 provided by the City of Santa Fe and \$24,516 provided by NMWSC for streamflow gaging & groundwater-level monitoring between Nov. 12, 2025, to June 30, 2026, due to the federal government furlough and negotiations to eliminate certain groundwater well maintenance & monitoring. Furthermore, the term of the agreement was negotiated to begin and end following the state & local fiscal year, instead of the federal fiscal year.

PRIOR APPROVALS AND SUPPORTING INFORMATION:

FUNDING SOURCE:

Fund Name/Number: WTRMGMNT / 505

Munis Org Name/Number: Wtr Rsres / 5050387

Munis Object Name/Number: Svc Cntr / 510310

Budget Officer / Designee: Andy Hopkins **Date:** 05/15/2026

Budget Officer Comment/Exceptions: _____

PROCUREMENT METHOD:

The procurement method used was NMSA 1978, Section 13-1-98, Exempt

Chief Procurement Officer (CPO)/Designee: [Signature] **Date:** 05/18/2026

CPO Comment/Exceptions: 98(A) Government to Government

AP (May 15, 2026 14:10:11 MDT)

ASSOCIATED APPROVALS:

IT Components included? Yes | No

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

Comment/Exceptions: _____

Treasury/Point of Sale 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:

CPO Service Determination Email

Procurement document: Exemption Determination/Email

Vendor's Quote

Certificate of Liability Insurance (COI)



United States Department of the Interior

U.S. GEOLOGICAL SURVEY

New Mexico Water Science Center

6700 Edith Blvd. NE Bldg. B

Albuquerque, NM 87113

To whom it may concern:

Re: Proof of Liability Insurance for the US Geological Survey

This is to acknowledge that under the Federal Tort Claims Act, the federal government acts as a “self-insurer” and recognizes liability for the negligent or wrongful acts or omissions of its employees acting within the scope of their official duties. The United States is liable to the same extent an individual would be in like circumstances. The statute substitutes the United States as the defendant in such a suit, and the United States, not the individual, bears any resulting liability. The “self-insurance rule” dates to the 19th Century and has been stated and applied in numerous decisions of the Comptroller General and the Comptroller of the Treasury. (The United States Government Accountability Office, Principles of Federal Appropriations Law, Volume I, Chapter 4, Section C.10.a.)

The Federal Employees Compensation Act provides the exclusive remedy for federal employee injury or death pursuant to their official duty.

The Contract Disputes Act provides the exclusive remedy for all claims arising from a contract, written or implied.

**JUSTIN
HAGERTY**

Digitally signed by
JUSTIN HAGERTY
Date: 2026.05.13
16:38:32 -06'00'

Justin Hagerty
Director, New Mexico Water Science Center

Fixed Cost Agreement YES[X] NO[]

THIS AGREEMENT is entered into as of the July 1, 2026, by the U.S. GEOLOGICAL SURVEY, New Mexico Water Science Center, UNITED STATES DEPARTMENT OF THE INTERIOR, party of the first part, and the CITY OF SANTA FE party of the second part.

1. The parties hereto agree that subject to the availability of appropriations and in accordance with their respective authorities there shall be maintained in cooperation a project to continue with these activities; 1) operate streamflow gages at Santa Fe River above McClure Reservoir and Santa Fe River above Cochiti; and 2) operate and maintain continuous water-level recorders at 11 sites associated with the SF1, SF2, Buckman, and Las Campanas well nests and to continue to make bi-monthly water-level measurements at SF-3C, SF-4C, and SF-5C, herein called the program. The USGS legal authority is 43 USC 36C; 43 USC 50, and 43 USC 50b.

2. The following amounts shall be contributed to cover all of the cost of the necessary field and analytical work directly related to this program. 2(b) include In-Kind-Services in the amount of \$0.00

- (a) \$73,544 by the party of the first part during the period July 1, 2026 to June 30, 2028
- (b) \$135,134 by the party of the second part during the period July 1, 2026 to June 30, 2028
- (c) Contributions are provided by the party of the first part through other USGS regional or national programs, in the amount of: \$0

Description of the USGS regional/national program:

- (d) Additional or reduced amounts by each party during the above period or succeeding periods as may be determined by mutual agreement and set forth in an exchange of letters between the parties.
- (e) The performance period may be changed by mutual agreement and set forth in an exchange of letters between the parties.

3. The costs of this program may be paid by either party in conformity with the laws and regulations respectively governing each party.

4. The field and analytical work pertaining to this program shall be under the direction of or subject to periodic review by an authorized representative of the party of the first part.

5. The areas to be included in the program shall be determined by mutual agreement between the parties hereto or their authorized representatives. The methods employed in the field and office shall be those adopted by the party of the first part to insure the required standards of accuracy subject to modification by mutual agreement.

6. During the course of this program, all field and analytical work of either party pertaining to this program shall be open to the inspection of the other party, and if the work is not being carried on in a mutually satisfactory manner, either party may terminate this agreement upon 60 days written notice to the other party.

7. The original records resulting from this program will be deposited in the office of origin of those records. Upon request, copies of the original records will be provided to the office of the other party.

8. The maps, records or reports resulting from this program shall be made available to the public as promptly as possible. The maps, records or reports normally will be published by the party of the first part. However, the party of the second part reserves the right to publish the results of this program, and if already published by the party of the first part shall, upon request, be furnished by the party of the first part, at cost, impressions suitable for purposes of reproduction similar to that for which the original copy was prepared. The maps, records or reports published by either party shall contain a statement of the cooperative relations between the parties. The Parties acknowledge that scientific information and data developed as a result of the Scope of Work (SOW) are subject to applicable USGS review, approval, and release requirements, which are available on the USGS Fundamental Science Practices website (<https://www2.usgs.gov/fsp/>).

Form 9-1366
(May 2018)

U.S. Department of the Interior
U.S. Geological Survey
Joint Funding Agreement
FOR
Water Resource Investigations

Customer #: 600000333
Agreement #: 26RGJFA30
Project #: RG00GVC
TIN #: 85-6000168

9. Billing for this agreement will be rendered quarterly. Invoices not paid within 60 days from the billing date will bear Interest, Penalties, and Administrative cost at the annual rate pursuant the Debt Collection Act of 1982, (codified at 31 U.S.C. § 3717) established by the U.S. Treasury.

USGS Technical Point of Contact

Name: Jeff Cordova
Address: 6700 Edith Blvd NE
Albuquerque, NM 87113
Telephone: (505) 350-4174
Fax:
Email: jcordova@usgs.gov

Customer Technical Point of Contact

Name: Mr. Alan G. Hook
Address: 801 W. San Mateo Rd
Santa Fe, NM 87504
Telephone: (505) 955-4205
Fax:
Email: aghook@santafenm.gov

USGS Billing Point of Contact

Name: Esther Torrez
Address: 6700 Edith Blvd NE
Albuquerque, NM 87113
Telephone: (505) 418-6073
Fax:
Email: mvaldez@usgs.gov

Customer Billing Point of Contact

Name: Josefa Bolden
Address: 804 W. San Mateo Rd
Santa Fe, NM 87504
Telephone: (505) 469-5484
Fax:
Email: jxbolden@santafenm.gov

U.S. Geological Survey
United States
Department of Interior

City of Santa Fe

Signature

ANNE
TILLERY
Digitally signed by ANNE
TILLERY
Date: 2026.05.14
15:11:13 -06'00' Date: 05/14/2026

Name: Anne Tillery
Title: Acting Director, New Mexico Water Science Center

Signatures

Marcos Martinez
By Marcos Martinez (May 15, 2026 09:36:10 MDT) Date: May 15, 2026

Name: Marcos Martinez
Title: City Attorney

Andrea Phillips
By ANDREA PHILLIPS (May 18, 2026 14:54:00 MD) Date: 05/18/2026

Name: Andrea Phillips
Title: Interim City Finance Director

By _____ Date: _____

Name: Michael Garcia
Title: Mayor

By _____ Date: _____

Name: Geralyn Cardenas
Title: City Clerk

Project Funding and Costs
July 1, 2026-June 30, 2027

Total Funding
\$104,339

City of Santa Fe U.S. Geological Survey
\$67,567 \$36,772

Funding Breakdown by Program Element

Program Element

Streamflow gages

Streamflow gages	Station Name	State FY 2027 July 1, 2026 – June 20, 2027		
		Santa Fe	USGS	Total
08315480	Santa Fe River above McClure Reservoir	\$18,156.50	\$10,917.00	\$29,073.50
08317200	Santa Fe River above Cochiti Lake	\$18,156.50	\$10,917.00	\$29,073.50
		\$36,313.00	\$21,834.00	\$58,147.00
Total Streamflow gages 2027				\$58,147.00

Groundwater-level monitoring

Water-level monitoring		State FY 2027 July 1, 2026 – June 20, 2027		
		Santa Fe	USGS	Total
	Operation and maintenance of 11 water-level recorders at SF1, SF2, Buckman, and Las Campanas well nests and bi-monthly water-level measurements at SF-3C, SF-4C and SF-5C.	\$31,254.00	\$14,938.00	\$46,192.00
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Total Water-level monitoring 2027				\$46,192.00

Project Funding and Costs
July 1, 2027-June 30, 2028

Total Funding
\$104,339

City of Santa Fe U.S. Geological Survey
\$67,567 \$36,772

Funding Breakdown by Program Element

Program Element

Streamflow gages

Streamflow gages	Station Name	State FY 2028 July 1, 2027 – June 20, 2028		
		Santa Fe	USGS	Total
08315480	Santa Fe River above McClure Reservoir	\$18,156.50	\$10,917.00	\$29,073.50
08317200	Santa Fe River above Cochiti Lake	\$18,156.50	\$10,917.00	\$29,073.50
		\$36,313.00	\$21,834.00	\$58,147.00
Total Streamflow gages 2028				\$58,147.00

Groundwater-level monitoring

Water-level monitoring		State FY 2028 July 1, 2027 – June 20, 2028		
		Santa Fe	USGS	Total
	Operation and maintenance of 11 water-level recorders at SF1, SF2, Buckman, and Las Campanas well nests and bi-monthly water-level measurements at SF-3C, SF-4C and SF-5C.	\$31,254.00	\$14,938.00	\$46,192.00
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Total Water-level monitoring 2028				\$46,192.00



United States Department of the Interior

U.S. GEOLOGICAL SURVEY
New Mexico Water Science Center
DUNS 025287520
6700 Edith Blvd. NE Bldg B
Albuquerque, NM 87113

May 14, 2026

Alan G. Hook
Water Resources and Conservation Section
City of Santa Fe
801 West San Mateo
P.O. Box 909
Santa Fe, NM 87504-0909

Dear Mr. Hook,

Enclosed is Joint Funding Agreement (JFA), 26RGJFA30 for the period July 1, 2026 to June 30, 2028. The JFA is for the continuation of a joint study between the City of Santa Fe and the U.S. Geological Survey (USGS). The agreement calls for the USGS to continue with these activities: 1) operate streamflow gages at Santa Fe River above McClure Reservoir and Santa Fe River above Cochiti; and 2) operate and maintain continuous water-level recorders at 11 sites associated with the S1, S2, Buckman, and Las Campanas well nests and to continue to make bi-monthly water-level measurements at SF-3C, SF-4C, and SF-5c.

The JFA amount is \$208,678, of which \$135,134 will be provided by the City of Santa Fe and \$73,544 will be provided by the USGS New Mexico Water Science Center (NMWSC).

If you concur, please sign and return a copy of the JFA to this office for processing. Work performed with funds from this agreement will be conducted on a fixed price basis. The City of Santa Fe will be billed quarterly for work completed as part of the agreement.

If you have any questions concerning the streamflow gages on this project, please call Mr. Jeff Cordova at (505) 830-7985. If you have any questions concerning the groundwater-level monitoring on this project, please call Mr. Erik Storms at (505) 830-7925. Administrative questions should be addressed to Ms. Esther Torrez at (505) 418-6073.

Sincerely,

ANNE
TILLERY

Digitally signed by ANNE
TILLERY
Date: 2026.05.14
15:10:44 -06'00'

Anne Tillery
Acting Director

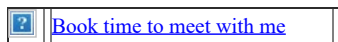
From: [DUTTON-LEYDA, TRAVIS K.](#)
To: [BRITT, AMANDA P.](#); [Purchasing DET](#)
Cc: [HOOK, ALAN G.](#); [SCHNEIDER, WILLIAM H.](#); [RADOSAVLJEVIC, ANDREA I.](#)
Subject: Re: Federal Joint Funding Agreement
Date: Wednesday, May 13, 2026 5:12:06 PM
Attachments: [image.png](#)
[Outlook-ceny31pk.png](#)

Hi Amanda, government to government contracts are exempt.

Thank you.

Regards,

Travis Dutton-Leyda
Chief Procurement Officer
City of Santa Fe
200 Lincoln Avenue
Santa Fe, NM 87501
505-629-8351
tkduttonleyda@santafenm.gov



Regards,
Travis Dutton-Leyda, City of Santa Fe Chief Procurement Officer
200 Lincoln Avenue
Santa Fe, NM 87501
505-629-8351
tkduttonleyda@santafenm.gov

Vendor Registration Sites and Current Procurement Opportunities:

[ERP] <https://cityofsantafenm.tylerportico.com/va/vendor-access>
[OpenGov - eProcurement] <https://procurement.opengov.com/portal/santafenm>
[Additional opportunities] <https://www.withpavilion.com/>

Internal Link: https://intranet.santafenm.gov/central_purchasing_division_cpd

Chart, text



“Unless someone like you cares a whole awful lot, nothing is going to get better. It's not.”

— **Dr. Seuss, *The Lorax***

From: BRITT, AMANDA P. <apbritt@santafenm.gov>
Sent: Wednesday, May 13, 2026 3:35:47 PM
To: Purchasing DET <purchasing_det@santafenm.gov>
Cc: HOOK, ALAN G. <aghook@santafenm.gov>; SCHNEIDER, WILLIAM H. <whschneider@santafenm.gov>; RADOSAVLJEVIC, ANDREA I. <airadosavljevic@santafenm.gov>
Subject: Federal Joint Funding Agreement

Travis,

Can you please provide a determination on the below scope of work pertaining to streamflow gaging & groundwater monitoring under a Joint Funding Agreement with USGS & City of SFe?

USGS Statement of Work by Program Element

USGS Joint Funding Agreement is an Exempt Procurement under NMSA 1978, Section 13-1-98 A.

Program Elements:

USGS Streamflow gages

Streamflow gages	City of Santa Fe FY 2027 July 1, 2026 - June 30, 2027
Station Number	Station Name
08315480	Santa Fe River above McClure Reservoir
08317200	Santa Fe River above Cochiti Lake

USGS Groundwater-level monitoring

Water Level monitoring	City of Santa Fe FY 2027 July 1, 2026 - June 30, 2027
Groundwater Wells	Operation and maintenance of 11 water-level recorders at SF1, SF2, Buckman, and Las Campanas well nests and bi-monthly water-level measurements at SF-3C, SF-4C and SF-5C

Thank you,

Amanda P. Britt
Contracts Administrator
City of Santa Fe
Public Utilities Admin.
apbritt@santafenm.gov
Desk (505) 955-4355