



# AGENDA

REGULAR MEETING OF  
THE FINANCE COMMITTEE  
JANUARY 18, 2022  
5:00 PM  
ATTEND VIRTUALLY

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## SPECIAL PROCEDURES FOR FINANCE COMMITTEE MEETING

Attendance: In response to the State's declaration of a Public Health Emergency, the Mayor's Proclamation of Emergency, and the ban on public gatherings in excess of those permitted in the current Public Health Order, the Finance Committee meeting will be conducted virtually.

Viewing: Members of the public may stream the meeting live on the City of Santa Fe's YouTube channel at <https://www.youtube.com/user/cityofsantafe>. The YouTube live stream can be accessed at this address from most smartphones, tablets, or computers.

The video recording of this meeting will also remain available for viewing at any time on the City's YouTube channel at <https://www.youtube.com/user/cityofsantafe>. Staff is available to help members of the public access pre-recorded meetings on-line at any time during normal business hours. Please call 955-6521 for assistance.

To attend virtually: Go to Zoom using <https://santafenm-gov.zoom.us/j/89642864490?pwd=K0dHbXNzOHkyNGQzNEhnVmp6d1RVdz09>

Passcode: 077272

By phone: **929 205 6099 Webinar ID: 896 4286 4490 – Passcode: 077272**

Agenda: The agenda for the meeting will be posted at <https://santafe.primegov.com/public/portal>.

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF AGENDA**
4. **APPROVAL OF CONSENT AGENDA**
5. **APPROVAL OF MINUTES**



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- a. Finance Committee – January 3, 2022

## 6. PRESENTATION

- a. FY21 Audit Status Update, Mary McCoy, Finance Director.
- b. Internal Audit Presentation- Police Evidence Room, REDW Internal Audit Team

## 7. ACTION ITEMS: CONSENT

- a. Request for the Approval of Wastewater Compost department to Purchase a Mccloskey 621REWT Trammel in the total amount of \$373,315.00. (Julian Gonzalez, WWMD Plant Operator, jrgonzales@santafen.gov)

- 1. Request approval of a Budget Adjustment/ Budget increase in the amount of \$373,315 from the Waste Water Management Department Cash Balance.

**Committee Review:**

Public Works and Utilities Committee: 12/13/2021

Finance Committee: 01/18/2022

Governing Body: 01/26/2022

- b. Request to award bid number '22/15/B for the Richards Ave East and Campo Conejo Master Meter Vaults ITB, CIP # 960 to A.A.C. Construction, LLC. For an estimated cost of \$1,041,000.00 including NMGRT. (Bill Huey, Engineer, bchuey@santafenm.gov, 955-4273)

- 1. Request approval of a BAR Budget Increase in the amount of \$1,041,000 from the Water Enterprise Fund Cash Balance.

**Committee Review:**

Public Works and Utilities Committee: 12/13/2021

Finance Committee: 01/18/2022

Governing Body: 01/26/2022

- c. Request for approval of Amendment # 2 to the Professional Services Agreement with Carollo Engineers, Inc. for engineering services during



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construction and a term extension of thirteen months, (John Del Mar, Engineer Supervisor, [jpdelmar@santafenm.gov](mailto:jpdelmar@santafenm.gov), 955-4231)

1. Request for approval of a Budget Adjustment Resolution (BAR) in the amount of \$474,519 from the Water Enterprise Fund for Amendment # 2 with Carollo Engineers, Inc PSA.

**Committee Review:**

Public Works and Utilities Committee: 12/13/2021

Finance Committee: 01/18/2022

Governing Body: 01/26/2022

- d. Request for approval of a Sole Source Contract with the Santa Fe Watershed Associated to provide Watershed Education to the General Public and Santa Fe Youth for a term of 4 years in the amount of \$352,000. (Christine Chavez, Water Conservation Manager, [cychavez@santafenm.gov](mailto:cychavez@santafenm.gov), 955-4219)

Committee Review:

Public Works and Utilities Committee: 12/13/2021

Water Conservation Committee: 12/14/2021

Finance Committee: 01/18/2022

Governing Body: 01/26/2022

- e. Request for approval of Wastewater Digester Project Engineering contract with HDR pursuant to NMSA 1978-13-1-150B.6(a)(b). for amendment #6 with an extension of time and funding in the amount of \$125,000 plus NMGRT to revise and complete the Digester Project co-generation grid connection design. (Michael Dozier, WWM Division Director, [mldozier@santafenm.gov](mailto:mldozier@santafenm.gov))

1. Request for approval of a BAR (Budget Adjustment Resolution) in the amount of \$135,547 from the WWMD Cash Balance.

**Committee Review:**

Public Works and Utilities Committee: 01/10/2022

Finance Committee: 01/18/2022

Governing Body: 01/26/2022

- f. Request for Approval of Amendment #1 to Valli Information System Inc. for the Monthly Electronic Bill Pay Services to increase the amount by an



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additional \$84,000 for FY21/22. (Nancy Jimenez, Utility Billing Division Director, nljimenez@santafenm.gov, 955-4364)

1. Request for approval of a BAR (Budget Amendment Resolution) in the amount of \$84,000 from Cash Balances.

**Committee Review:**

Public Works and Utilities Committee: 01/10/2022

Finance Committee: 01/18/2022

Governing Body: 01/26/2022

- g. Request for the Approval of Amendment #14 to Service Contract with Universal Protection Services, LP dba Allied Universal Security to adjust the hourly rate charged for each Security Guard Level 1, 2, and 3 on duty with no charge to the current not to exceed amount of \$4,460,466.74 for fiscal year FY21/22 for security services at City facilities. (Manuel Sanchez, Business Operations Manger, mnsanchez@santafenm.gov; (505) 955-6868)

Committee Review

Finance Committee – January 18, 2022

Quality of Life Committee – January 19, 2022

Governing Body – January 26, 2022

- h. CONSIDERATION OF BILL NO. 2022-4. (Councilor Rivera)  
An Ordinance Amending Exhibit B of Section 21-7 to Increase Residential and Commercial Rates for Services Provided by the Environmental Services Division. (Shirlene Sitton, Environmental Services Division Director: sesitton@santafenm.gov, 955-2209)

**Committee Review:**

Introduced: 12/08/21

Public Works and Utilities Committee: 01/10/22

Governing Body (request to publish): 01/12/22

Finance Committee: 01/18/22

Governing Body (public hearing): 02/09/22

- i. Request for Approval of a Memorandum of Agreement between the City of Santa Fe and Santa Fe County transferring one million dollars (\$1,000,000.00) of County of American Rescue Plan Act (ARPA) funds to the City of Santa Fe for COVID 19 cash assistance relief funds (Kyra Ochoa,



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Community Health and Safety Department Director;  
krochoa@santafenm.gov; 955-6603 and Julie Sanchez, Youth and Family  
Services Division Director; jjsanchez@santafenmgov; 955-6678

**COMMITTEE REVIEW:**

Finance Committee 01/18/2022  
Quality of Life Committee 01/19/2022  
Governing Body 01/26/2022

- j. Request for Approval of Contract in the Amount of \$909,479 with YouthWorks for Workforce Development Services for the Economic Development Department. (Janice Krish, Economic Development Specialist: [jakrish@santafenm.gov](mailto:jakrish@santafenm.gov), 505-955-6915 and Richard Brown, Director, Community & Economic Development: [rdbrown@santafenm.gov](mailto:rdbrown@santafenm.gov), 505-955-6625)

**Committee Review:**

Finance Committee: 01/18/2022  
Quality of Life Committee: 01/19/2022  
Governing Body Meeting: 01/26/2022

8. **MATTERS FROM STAFF**
9. **MATTERS FROM THE COMMITTEE**
10. **MATTERS FROM THE CHAIR**
11. **NEXT MEETING: Monday, January 31, 2022**
12. **ADJOURN**

**Persons with disabilities in need of accommodations, contact the City Clerk's office at 955-6521, five (5) working days prior to meeting date.**