City of Bayard

CITY COUNCIL REGULAR MEETING

April 12, 2021 at 1:30 PM

Bayard City Hall

AGENDA

WORK SESSION

CALL TO ORDER: Mayor Chon S. Fierro

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF THE AGENDA

PUBLIC INPUT

CONSENT AGENDA

1. Approval of the minutes of Regular Meeting on March 22, 2021.
2. Approval of the minutes of Budget Work Session held on March 29, 2021.
3. Approval of the Accounts Payable Report for April 12, 2021.
4. Approval of the Wastewater Report for March 2021.
5. Approval of the Fire Report for March 2021.
6. Approval of the attendance to the Key Operator Certification for the IR 8000 for Brandi Pyron on April 14, 2021 in Albuquerque.

NEW BUSINESS

7. Requesting approval to have residence quarters within business location at 607 Winifred Street (Chino Credit Union) as security for Art Gallery/Coffee Shop.
8. Recommendation to approve the Wastewater Dewatering System Project to be awarded to Morrow Enterprises for a base total of $1,187,856.49 including additive alternates #1 and #2 for $17,280.55 excluding gross receipts taxes. Award will include a budget adjustment from cash reserves of $60,000 to complete the full project.
9. Approval of work order with Stantec Inc. to provide engineering services for N. Foy Street - Street and Drainage Improvements.

ACTION FOR PERSONNEL

10. Recommendation to hire maintenance department personnel as follows:

    David Palomarez - Maintenance Worker $12.50

    William Welcome - Maintenance Worker $12.25

    Eric Murrillo - Parks and Recreation - $11.00

    Mark Diaz - Janitor - $11.00

    All individuals will be place on the standard introductory period and must successfully complete all pre-employment exams and reviews.

MAYOR AND COUNCILORS REPORTS

NEXT MEETING DATE:

Budget Work Session - April 19, 2021

Regular Meeting - April 26, 2021

ADJOURNMENT

City of Bayard

CITY COUNCIL REGULAR MEETING

March 22, 2021 at 1:30 PM

Bayard City Hall

MINUTES

WORK SESSION

CLOSED SESSION

Motion made by Councilor Medina, Seconded by Mayor Pro-tem Villanueva.
Voting Yea: Mayor Fierro, Mayor Pro-tem Villanueva, Councilor Kelly, Councilor Medina, Councilor Ortiz

Councilor Villanueva voted yes.

Councilor Kelly voted yes.

Councilor Ortiz voted yes.

Councilor Medina voted yes.

RETURN TO OPEN SESSION - CERTIFYING ONLY PERSONNEL WAS DISCUSSED

Motion made by Councilor Medina, Seconded by Couniclor Kelly.
Voting Yea: Mayor Fierro, Mayor Pro-tem Villanueva, Councilor Kelly, Councilor Medina, Councilor Ortiz

1. Pursuant to 10-15-1 (H-2) NMSA 1978 for Hiring/Disciplinary/Termination of Police Department and Janitorial employees

   Termination of Cody Dove - Police Officer

   Disciplinary Action - Brani Pyron - Police Officer

   Termination - Adam Muniz - Janitor

   Conditional hire for two Police Officers at $17.50 per hour

   Joseph Carlos and Aaron Ordonez

CALL TO ORDER: Mayor Chon S. Fierro

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT
Mayor Chon Fierro
Mayor Pro-tem Raul Villanueva
Councilor Charles Kelly
Councilor Eloy Medina
Councilor Adrian Ortiz

Others in attendance were Chief Alirez and Kristina Ortiz.

APPROVAL OF THE AGENDA

Motion made by Councilor Medina, Seconded by Councilor Kelly.
Voting Yea: Mayor Fierro, Mayor Pro-tem Villanueva, Councilor Kelly, Councilor Medina, Councilor Ortiz

PUBLIC INPUT

No public input was received as required by the legal notice.

CONSENT AGENDA

Motion made by Mayor Pro-tem Villanueva, Seconded by Councilor Medina.
Voting Yea: Mayor Fierro, Councilor Kelly, Councilor Medina, Councilor Ortiz

The following items were included with the consent agenda.

2. Approval of the Minutes of Regular Meeting on March 8, 2021

3. Approval of the Accounts Payable Report for March 22, 2021

4. Approval of Police Report for February 2021

OLD BUSINESS

5. Approval to move forward with the payment of approximately $386,000 to State of New Mexico - Taxation and Revenue for GRT revenues reported to the incorrect entity.

   General Fund - $234,247.07

   Solid Waste - $8,633.72

   Reserve Funds - $95,518.14

   Municipal Street - $47,759.07

   Kristina Ortiz recommended to pay the full amount instead of making payments.

   Motion made by Councilor Kelly, Seconded by Councilor Medina.
   Voting Yea: Mayor Fierro, Mayor Pro-tem Villanueva, Councilor Kelly, Councilor Medina, Councilor Ortiz

NEW BUSINESS

6. Approval to move forward with a dechlorination study for the wastewater facility for approximately $10,800.00 for engineering study and design phases with Trumm Engineering.

   Motion made by Councilor Medina, Seconded by Mayor Pro-tem Villanueva.
   Voting Yea: Mayor Fierro, Mayor Pro-tem Villanueva, Councilor Kelly, Councilor Medina, Councilor Ortiz

ACTION ITEMS RESULTING FROM CLOSED SESSION

Pursuant to 10-15-1 (H-2) NMSA 1978 for Hiring/Disciplinary/Termination of Police Department and Janitorial employees

Termination of Cody Dove - Police Officer

Disciplinary Action - Brani Pyron - Police Officer

Termination - Adam Muniz - Janitor

Conditional hire for two Police Officers at $17.50 per hour

Joseph Carlos and Aaron Ordonez

Kristina Ortiz presented the recommendation for termination of Cody Dove as a police officer and will not be allowed to transfer to the maintenance department.

Motion made by Mayor Pro-tem Villanueva, Seconded by Councilor Medina.
Voting Yea: Mayor Fierro, Mayor Pro-tem Villanueva, Councilor Kelly, Councilor Medina, Councilor Ortiz.

Kristina Ortiz presented the recommendation for disciplinary action for Brandi Pyron of one day unpaid suspension and will not be authorized for any promotions for a period of 365 days.

Motion made by Mayor Pro-tem Villanueva, Seconded by Councilor Medina.
Voting Yea: Mayor Fierro, Mayor Pro-tem Villanueva, Councilor Kelly, Councilor Medina, Councilor Ortiz.

Kristina Ortiz presented the recommendation for termination of Adam Muniz due to job abandonment.

Motion made by Councilor Ortiz, Seconded by Councilor Kelly.
Voting Yea: Mayor Fierro, Mayor Pro-tem Villanueva, Councilor Kelly, Councilor Medina, Councilor Ortiz.

Kristina Ortiz presented the recommendation to hire Joe Carlos and Aaron Ordonez as police officers at the hourly rate of $17.50 per hour, upon completion of all pre-employment exams and background reviews with the standard introductory period.

Motion made by Councilor Medina, Seconded by Councilor Ortiz.
Voting Yea: Mayor Fierro, Councilor Kelly, Councilor Medina, Councilor Ortiz. Mayor Pro-tem Villanueva abstained due to conflicts.

MAYOR AND COUNCILORS REPORTS

Councilor Medina thanked the Grant County Sheriff's personnel for the response to a burglary at his home. He also inquired on creating a proclamation for the Cobre High School seniors.

Mayor Fierro presented areas that could be used as a Veteran's memorial and stated that he spoke to Freeport for possible donation of land for little league, soccer and fire works.

NEXT MEETING DATE:

Budget Work Session - March 29, 2021

Regular Meeting - April 12, 2021

ADJOURNMENT

Motion made by Mayor Pro-tem Villanueva, Seconded by Councilor Medina.
Voting Yea: Mayor Fierro, Mayor Pro-tem Villanueva, Councilor Kelly, Councilor Medina, Councilor Ortiz

MEETING ADJOURNED AT 3:18 P.M.

Chon Fierro
Mayor

ATTEST:

Kristina Ortiz, MMC
Clerk Treasurer

City of Bayard
BUDGET WORK SESSION
MARCH 29, 2021 at 2:00 PM
Bayard City Hall

MINUTES

The Bayard City Council conducted a budget work session on Monday, March 29, 2021, at 2:00 p.m. at the Bayard City Hall.

City Council members present were Mayor Fierro, Councilor Medina, Councilor Villanueva. Councilor Kelly and Councilor Ortiz were absent.

Others in attendance were Kristina Ortiz and Chief Alirez.

_____
Kristina Ortiz, MMC
Clerk Treasurer

ACCOUNTS PAYABLES
April 12,2021

GENERAL FUND - 10

Ace Hardware Monthly	Maintenance Supplies for repairs CH	$	26.21
Ace Hardware Monthly	Maintenance Supplies for repairs Parks&Rec	$	202.54
TOTAL:		**$**	**228.75**

JNT W/S O&M FUND - 150

CUSI	Post card utility bills	$	2,052.60
Keenan Supply	Replacment Water Heater	$	562.85
Keenan Supply	Parts for water repairs	$	179.48
Pump Catalog/Manufactures Edge	Pump strainer for seqatering kit	$	75.80
Ace Hardware	Monthly supplies for repairs	$	1,892.63
Remsa (230-24-59050)	Service of vertical booster pump motor	$	2,097.19
Core and Main	Repair Parts for Maintenance	$	1,114.60
TOTAL:		**$**	**7,975.15**

JNT WASTEWATER FUND - 170

Bob Cat of El Paso	Repair Parts fot Equiptment WWTP	$	230.49
USA Bluebook	Orion PH Meter Probe DPD 18	$	433.06
TG McCauly	Gravel for drying beds	$	698.10
Ace Hardware	Monthly supplies for repairs	$	88.13
Keenan Supply	Chlorine pump dosing hose replacment	$	420.00
Aquionics	Repair Parts fot Equiptment WWTP	$	877.87
TOTAL:		**$**	**2,747.65**

COMMUNITY CENTER FUND - 200

Ace Hardware	Monthly Supplies for repairs	$	462.34
TOTAL:			

LIBRARY FUND - 210

Amazon	Per Capita Funds books and dvd's	$	1,107.85
TOTAL:		**$**	**1,107.85**

MUNNICIPAL STREET FUND - 240

TOTAL: **$0.00**

MUNICIPAL COURT FUND - 20

TOTAL: **$** -

FIRE FUND- 30

Wal Mart	Basic Supplies glass cleaner / flex hose /deicer	$	74.51
TOTAL:		**$**	**74.51**

LAW ENFORCEMENT FUND - 60

TOTAL:

GRAND TOTAL: **$ 12,596.25**

ACCOUNTS PAID
April 12,2021

GENERAL FUND - 10

Cartegraph	Asset Managment Software City Hall	$	847.21
Cartegraph	Asset Managment Software Police Dept	$	847.21
Bank of America	Chief Procurement Officer Recertification	$	75.00
Bank of America	Webinar Standard Pro Monthly	$	118.65
Arnold Chavez	Private Investigator PD	$	270.00
Salas Services CH & PD	Jan & Feb 2021 Monthly IT Services	$	269.72
PNM CH & EMS&PD	Monthly Narural gas services	$	298.66
SBA Monarch Towers	Monthly Tower site rent PD	$	250.00
CUSI	Annual Maintenance & tech support	$	549.50
Stone, McGee & Co.	Interm billing for the 2020 Audit	$	2,410.56
Samsara PD & CH	Monthly License for vehicle gateways	$	273.92
Bank of America	Acrobat pro DC	$	47.28
Comcast	Monthly Business Inter net for City Hall	$	518.40
Ricoh (CH and PD)	Monthly service Parts,labor, and Supplies	$	155.36
Grant County Pest	Pest Control ,CH,PD,Parks,Animal Shelter	$	91.69
Krystal Mountain	Purified cold drinking water Pd and CH	$	33.81
Salas Services	Monthly IT Services CH,PD,Fire March	$	202.26
Century :Link CH and PD	Phone and fax lines monthly service	$	580.55
Arenas Valley Animal	Euthanasia's and Exam and Rilexine Tabs	$	245.63
TOTAL:		**$**	**8,085.41**

JNT W/S O&M FUND - 150

Cartegraph	Asset Management Software	$	847.21
Bank of America	Chief Procurement Officer Recertification	$	75.00
Salas Servives	Jan & Feb 2021 Monthly IT Services	$	134.84
NM Gas Co.	Monthly Natural Gas services	$	237.37
CUSI Maint & Sewer	Annual Maintenance & tech support	$	1,099.00
Stone ,Mcgee &Co.	Interm billing for the 2020 Audit	$	2,410.56
Samsara	Monrhly License for vehicle Gateways	$	136.96
Bamk of america	Request for proposal Albquerque Journal	$	47.28
Silver City Daily Press	Work session reg council meeting	$	35.99
Grant county Pest	Pest contol spray	$	15.06
The UPS Store	Overnight shipping of water samples	$	155.58
Badger Meter	Monthly Beacon Services GPS	$	434.71
Krystal Mountain	Purified cold drinking water	$	11.61
Salas Servives	Monthly IT Services March	$	67.42
Century Link	Phone and fax monthly services	$	71.68
NM Water Association	Yearly Membership Fee (3)	$	135.00
TOTAL:		**$**	**4,803.98**

JNT WASTEWATER FUND - 170

Cartegraph	Asset Management Software	$	847.21
Bank of America	Chief Procurement Officer Recertification	$	75.00
Salas Services	Jan & Feb 2021 Monthly IT Services	$	134.84
Hughes Net	Monthly Internet WWTP	$	139.47

The UPS store	Overnight shipping water samples	$	138.79
Stone , Mcgee & Co.	Interm billing for the 2020 Audit	$	2,410.56
Samsara	License for vehicle Gateways	$	136.96
Albuquerque Journal	Request for prosals	$	149.94
Bank of America	Acrobat pro DC	$	47.28
Grant county pest	Pest control spray	$	47.16
Kryatal Mountain	Purified cold drinking water	$	36.99
Salas Services	Monthly IT Services March	$	67.42
American Linen	Monthly Uniform Service	$	218.33
Century link	Phone and fax monthly services	$	313.69
The UPS store	Overnight shipping water samples	$	189.18
TOTAL:		**$**	**3,745.87**

COMMUNITY CENTER FUND - 200

NM Gas Co,	Monthly Gas services	$	217.52
Grant County	Pest Control spray	$	37.16
Century Link	Phone and fax monthly services	$	223.87
TOTAL:		**$**	**478.55**

LIBRARY FUND - 210

Salas Services	Jan & Feb 2021 Monthly IT Services	$	134.84
NM gas co.	Monthly Natural Gas services	$	98.54
PNM Electric Co.	Monthly Electric usage	$	251.41
Ricoh	Monthly service Parts,labor, and Supplies	$	39.80
Grant County	Pest control spray	$	27.16
Krystal Mountain	Purified cold drinking water	$	7.40
Salas Services	Monthly IT Services March	$	67.44
Century Link	Phone and fax service	$	158.44
TOTAL:		**$**	**785.03**

MUNNICIPAL STREET FUND - 240

Cartegraph	Asset Mangment Software	$	847.21
TOTAL:		**$**	**847.21**

MUNICIPAL COURT FUND - 20

Salas Services	Jan & Feb 2021 Monthly IT Services	$	134.84
New Mexico Gas Co.	Monthly Natural gas servicives	$	99.04
Stone ,Mcgee &Co.	Interm billing for the 2020 Audit	$	200.88
Grant County	Pest control spray	$	12.38
Admin Office Court	Monthly Fee March 2021	$	100.00
NM Judicial Education	Monthly Educarion Fee March 2021	$	49.00
Caselle Software	Contract Support and Maintenance	$	173.00
Salas Services	Monthly IT Services March 2021	$	57.42
Century Link	Phone and fax service	$	121.08
TOTAL:		**$**	**947.64**

FIRE FUND- 30

Cartegraph	Assert Management Software		$847.21
Comcast	Monthly Services	$	8.52
Salas Services	Jan & Feb 2021 Monthly IT Services	$	134.84

Stone, Mcgee & Co.	Interm billing for the 2020 Audit	$	200.88
Grant county	Pest control spray	$	12.39
Century Link	phone and fax service	$	227.41
Bank of America	Breakfast for Fire fighters actively fighting a structure fire	$	22.86
TOTAL:			**$1,454.11**

LAW ENFORCEMENT FUND - 60

TOTAL:

Solid Waste -160

Bank of America	Chief Officer Procurement Recertification	$	75.00
Salas Services	Jan & Feb 2021 Monthly IT Services	$	134.84
CUSI	Annual Maintenance and Tech support		$549.50
Stone, Mcgee & Co.	Interm billing for the 2020 Audit		$2,410.56
Samsara	Monthly License for vehicle Gateway		$136.95
Bank of America	Acrobat pro DC		$47.26
Salas Services	Monthly IT Services March 2021		$67.42
TOTAL:		**$**	**3,421.53**

GRAND TOTAL: **$ 25,569.33**

City of Bayard Wastewater Treatment Plant

March 2021

3-01-2021: Plant staff turned the #1, #2, and #3 drying beds, Tested the PH level on the #3 well.

3-02-2021: Plant staff started to dewater the #1 digester, Adjusted the air in the Post Aeration basins. Changed out a pressure gauge in the Ras/Was room and tested the PH for the #3 well.

3-03-2021: Plant staff tested the PH for the well #3, Replaced the yard hydrants by the Headworks. Shut down the #2 digester to dewater.

3-04-2021: Rebuilt the #2 UV unit and replaced the #3 bulb in the #1 UV unit. The bulb failed to fire off. TVSS units blown out at the UV building.

3-05-2021: Plant staff swapped out the Greasezilla barrel at the North Hurley lift station.

3-08-2021: Plant staff turned the #1, #2, and #3 drying beds.

3-09-2021: Plant staff hauled gravel to the plant for the drying beds and unplugged the drain line for the grit classifier.

3-10-2021: Called Hach to talk to a tech over issue with new water sampler. Dewatered the #1 digester and shut down the #3 digester. Worked on chlorine leak in the reclamation plant.

3-11-2021: Repaired chlorine leak in the reclamation plant, Plant staff dug a test hole for the engineer.

3-15-2021: Turned the #1 and #3 drying beds, pulled the sludge out of the #2 drying bed. Started to dewater the #2 digester.

3-16-2021: Hauled sludge to the Silver City landfill, checked fire extinguishers and eyewash stations.

3-17-2021: Plant staff rebuilt the #2 drying bed.

3-18-2021: Hauled sludge to the Silver City landfill, Dumped the #1 digester to the #2 drying bed.

3-22-2021: Plant staff started to install the #4 Aeration blower.

3-23-2021: Pulled the sludge out of the #3 drying bed. Level meter for the influent lift station starting to glitch. Plant staff shut down the #2 influent wet well pump due to the size of the hole in the pipe not allowing water to be pumped out of the wet well.

3-24-2021: Dewatered the #3 digester, Filled up bulk fuel tank for the diesel.

3-25-2021: Turned the #1 and #2 drying beds, rebuilt the #3 drying bed. Shut down the #1 digester to see if it would dewater.

3-29-2021: Turned the #1 and #2 drying beds, Moved the polymer barrel to the Ras/Was room. Checked UV for alarm.

3-30-2021: Plant staff cleaned around plant grounds. Cleaned turbidity meter in Reclamation plant. Sprayed and lubed the Headworks barscreen.

Bayard Fire Department

Monthly Report

March 2021

Monthly Fire Calls: There were 5 fire calls for service in March.

3/13/2021: Dispatched out to 710 Winifred for a Parade Escort.

3/15/2021: Dispatched to 610 Mahoney for a gas leak. On arrival found gas meter had been struck by a vehicle. Turned gas meter off.

3/15/2021: dispatched to Fort Bayard Medical Center for a Parade Escort.

3/20/2021: Dispatched to 705 Dayhill St. for a Parade Escort.

3/27/2021: Dispatched to MM 2 ½ on Fierro Road for a motor vehicle accident.

Monthly EMS calls:

There were 35 reported EMS calls for the month of January.

Bayard	23 Calls
Hurley	11 Calls
North Hurley	0 Calls
Fierro	1 Calls
Vanadium	0 Calls

March Training

Fire:

3/4/2021: Extrication training on basic.

3/19/2021: Wildland fire Training

3/26/2021: Extrication Training. Training was held at G&G Towing in Arenas Valley.

EMS:

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Equipment:

Apparatus	Mileage	Engine Hours
Engine 1	7983	1103
Engine 2	12996	1077
Command 3	34106	3243
Mini	11997	1415

Safety: No incidents reported this month.

Submitted by,

Juan Estrada

Bayard Fire Department

Secretary

CLASS CONFIRMATION – Key Operator

If you cannot attend, please let us know as soon as you can, as this class is full, and your seat can then be offered to another officer requiring certification. (Contact information at bottom)

IMPORTANT MESSAGE FROM SLD – PLEASE READ IN FULL

Officers scheduled for the IR 8000 Key Operator Certification class **must** have **current** certification as an IR 8000 Operator at the time of the class.

SLD has confirmed your reservation for the INTOXILYZER 8000 KEY Operator class on:

Wednesday, April 14th, 2021 from 8:00 AM to 5:00 PM

Class List

Last Name	First Name	Agency
◦ Beagles-Clark	Amanda	Chaves Co SO
◦ Diaz	Juan	Guadalupe Co SO
◦ Jacquez	Adrian Caesar	Hidalgo Co SO
◦ Lopez	Michael	Santa Rosa PD
◦ Marin	Rafael	T or C PD
◦ Pinson	Patrick	Santa Fe PD
• Pyron	Brandi	Bayard PD
◦ Sanchez	Jacob	Chaves Co SO

Class Location

NM Scientific Laboratories
1101 Camino de Salud NE
Albuquerque, NM 87102

Please take note of the following policies:

Substitutions: In the event a candidate cannot make it to a class, a representative of the candidate or agency may opt to substitute a different person for the previously enrolled individual. Written

notification of substitution must be received by SLD at least 24 hours prior to the class or agencies may be assessed a $25 cancellation fee.

Class Cancellation: SLD reserves the right to cancel, without prior notice, any class in which a significant portion of the attendees to not appear on time.

Please remember to bring a pen to class!

Directions to and Parking at NM Scientific Laboratories:

NMSL is located southeast of the intersection of I-40 and I-25 and (for classes) is accessible from either (1) the east frontage road of I-25 traveling north from Mountain Rd. or Lomas Blvd. or from (2) University Blvd. and Camino de Salud (just south of Indian School Rd) traveling west.

There is a limited amount of parking in our visitors' parking lot. There is ample parking across the road (Camino de Salud) just south of our facility at the large unpaved lot. To reach this lot, travel north on the I-25 (east) frontage road (north of Mountain Road) and make the first right turn. Then, immediately turn right at the ramp to the unpaved lot. Parking can also be accessed coming from University Blvd. and Camino de Salud.

Again, parking is limited in our primary visitors' parking area just in front of our main entrance. You may park there if there are available parking spaces other than those reserved as handicapped.

Enter the building at our main entrance and sign in at the security desk to the left of the entrance. **YOU WILL NEED A PHOTO ID.**

If you have any questions, please contact us at (505) 383-9102 or email: DOH-Breath-Alcohol@state.nm.us

LETTER

graydon grush <graydongrush@yahoo.com>

Wed 3/17/2021 3:31 PM

To: Kristina Ortiz <cityclerk@cityofbayardnm.com>

To Whom it may concern,

Graydon and Candy Grush is asking to live in the business part residence, part business 607 Winifred Street. NM 88023
To keep an eye on business.
Art Gallery/Coffee shop

Candy and Graydon

Sent from Yahoo Mail on Android

City of Bayard

P. O. Box 728
800 Central Avenue
Bayard, New Mexico 88023

Phone 575 - 537-3327
Fax 575 - 537-5271
cityofbayard@cityofbayardnm.com

April 7, 2021

Bayard City Council
P.O. Box 728
Bayard, NM 88023

RE: Wastewater Dewatering Project

Dear Mayor and City Council,

The Wastewater Dewatering proposal opening was held on March 31, 2021 at 2:00 p.m. Three Requests for Proposals were received and evaluated by a panel of three individuals.

Proposals were evaluated on firm experience, references, proximity to or familiarity with the City, evidence of understanding of the scope of work and existing conditions, and costs.

Points awarded by proposal are as follows:

Smithco Construction	473.48
Meridian Contracting	415.98
Morrow Enterprises Inc.	581.00

A copy of the tabulation is attached.

It is my recommendation to award the Wastewater Dewatering Project construction contract to Morrow Enterprises Inc.

Thank You,

Kristina Ortiz, MMC
Clerk Treasurer

PROPOSAL EVALUATION
CITY OF BAYARD WWTP SLUDGE DEWATERING PROJECT
7-Apr-21

SHEET NO. 1

COST PROPOSAL BASE BID

		MORROW	SMITHCO	MERIDIAN	POSSIBLE POINTS
	BASE BID (FOR POINT CALCULATION)	$ 1,187,856.49	$ 1,270,751.00	$ 1,755,847.00	
Item No.	Description				
1	A(1) Experience	95.00	95.00	90.00	100.00
2	A(2) References	98.00	-	-	100.00
3	A(3) Proximity to or Familiarity with Contracting Agency	95.00	95.00	40.00	100.00
4	A(4) Evidence of Understanding of the Scope of Work, the Site, and Existing Conditions	95.00	95.00	95.00	100.00
5	A(5) Oral Presentations	100.00	100.00	100.00	100.00
6	B(1) Cost	100.00	93.48	67.65	100.00
7	B(2) Financial Stability	PASS	PASS	Fail	PASS/FAIL
8	B(3) Bid Bond	PASS	PASS	PASS	PASS/FAIL
9	B(4) Letter of Transmittal	PASS	PASS	PASS	PASS/FAIL
10	B(5) Campaign Contribution Disclosure Form	PASS	PASS	PASS	PASS/FAIL
	TOTALS	583.00	478.48	392.65	
	AVERAGE OF ALL TOTAL SCORES	**581.00**	**473.48**	**415.98**	

LOW COST	**$ 1,187,856.49**

EXHIBIT II
WORK ORDER
RFP #GES2019L
Stantec Project #181710918

The City of Bayard hereby authorizes Stantec to proceed with work described as follows:
N. Foy Street Survey and Design Improvements

The scope of work will include the following:
The initial scope of professional services associated with this Work Order will consist of, at this time, the following:

Project Development/Scoping
Topographic/Utility Location Survey
NMDOT Environmental Certification
Project Design

The project area associated with this Work Order will consist of, at this time, the following streets/roadways:

N. Foy Street – Copper Street and Housing Authority to the west end of Alta Vista Street

If the City of Bayard requests that the project area be expanded to include additional streets/roadways within the City limits, other than what is listed above, an Amendment will be required prior to commencing the professional services associated with the additional streets/roadways.

Projected Design/Construction scope of work:
N. Foy Street - vertical curb and gutter along both sides of roadway from the Housing Authority entrance to the west end of Alta Vista Street (all work to be done within City limits). No ADA ramps or sidewalks will be constructed on this project but drive pads will be constructed.

Professional Services:
Project Development/Scoping - this task will consist of determining the project budget, a field visit to determine potential design scope of work within the project boundary, and meeting with the City of Bayard to verify/agreed upon actual design/construction scope of work.

Topographic/Utility Location Survey - this task will consist of an aerial survey of the existing topography with the assistance of Cooper Aerial (subconsultant), surveying of utilities (based on above ground evidence marked by others), and structures within the project area as identified above.

Task also includes ROW research and mapping to determine the N. Foy and Alta Vista right of way limits as well as the City of Bayard corporate limits at the north end of the project area.

The field survey data will be converted into an ACAD drawing that will be utilized during the Project Design phase.

EXHIBIT II
WORK ORDER
RFP #GES2019L
Stantec Project #181710918

NMDOT Environmental Certification - this task will consist of completing and submitting documentation requesting authorization for the Environmental Certification, including Initial Site Assessment, only. This is a result of the fact that NMDOT Control Number HW2 L100450 funding will only be utilized for survey and design services.

The fee associated with NMDOT Environmental Certification assumes that the Environmental Certification will be issued as a Programmatic Categorical Exclusion (PCE) and will only require the Scope-of-Work Evaluation for T/L Government Projects Funded through NMDOT be submitted to NMDOT Environmental Design Division for the associated construction scope and project funding. If NMDOT determines that the project does not qualify for a PCE, and that a Categorical Exclusion (CE) Checklist be completed, an Amendment to this Work Order will be required.

Project Design - this task will include a meeting at the project site with the design team to kick off the project once the topo survey is complete. Also included within this task is preparing progress construction drawings for the roadway and drainage improvements to an approximate 30% design effort (100% considered construction ready), along with a drainage memorandum and an opinion of probable construction cost.

Completion of a 100% design plan set will require additional funding to complete the full design.

The approximate 30% complete plans will include front end sheets with horizontal and vertical geometry sheets (Plan and Profile Sheets).

Stantec proposes that the services associated with the **Project Development/Scoping** services be billed as indicated**,** with the breakdown summarized below:

Personnel	Budget Hrs.	Rate	Amount
Senior Project Manager	7	$173.00	$ 1,211.00
Senior Civil Engineer	6	$154.00	$ 924.00
	Project Development/Scoping		**$ 2,135.00 (L.S.)**

Stantec proposes that the services associated with the **Topographic / Utility Location Survey** services be billed as indicated**,** with the breakdown summarized below:

Personnel	Budget Hrs.	Rate	Amount
Professional Land Surveyor	4.5	$167.00	$ 751.50
Engineering Technician	34	$127.00	$ 4,318.00
2-Man Crew	19	$170.00	$ 3,230.00
Research Fees			$ 200.00
Cooper Aerial (Subcontractor)			$ 3,739.00
	Topographic/Utility Location Survey		**$ 12,238.50 (L.S.)**

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Stantec proposes that the services associated with the **NMDOT Environmental Certification** services be billed as indicated**,** with the breakdown summarized below:

Personnel	Budget Hrs.	Rate	Amount
Senior Project Manager	1	$173.00	$ 173.00
Senior Civil Engineer	7	$154.00	$ 1,078.00
Project Management Assistant	1	$115.00	$ 115.00
		NMDOT Environmental Certification	**$ 1,366.00 (L.S.)**

Stantec proposes that the services associated with the **Project Design** services be billed as indicated**,** with the breakdown summarized below:

Personnel	Budget Hrs.	Rate	Amount
Senior Project Manager	5	$173.00	$ 865.00
Senior Civil Engineer	29	$154.00	$ 4,466.00
Civil Designer	123	$127.00	$15,621.00
Project Management Assistant	2.5	$115.00	$ 287.50
Reproduction			$ 58.04
		Project Design	**$ 21,297.54 (L.S.)**

If the City of Bayard requests additional professional services, other than what is listed above, an additional Amendment will be required prior to commencing work. A lump sum or hourly fee proposal will be submitted to the City of Bayard for consideration and approval. Or if a projected upper target is anticipated to be exceeded, a proposal will be submitted to the City of Bayard for consideration and approval of increasing the upper target amount.

Future professional services may include, but not limited to, final design (100% complete design plans and bid documents), bidding/negotiation, construction management, construction observation, quality assurance testing, and project closeout.

Contact Person for City of Bayard:
Chon S. Fierro, Mayor, 575-537-3327
Kristina Ortiz, Clerk-Treasurer, 575-537-3327 or designated representative

Contact Person for Stantec:
George A. Esqueda, Client Services Manager, 575-342-8727
Wesley Hall, Project Manager, 520-805-6009

Funding source:
Local Government Road Fund Cooperative Agreement, New Mexico Department of Transportation (NMDOT), Control No. HW2L100450 in the amount of $40,000 (NMDOT share 75%, City of Bayard share 25%) for “Engineering services for roadway and drainage improvements within the City limits for paving, drainage, curb and gutter, ADA, and sidewalk improvements for N. Foy Street.”

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Method of Payment:
A breakdown of the fee and associated billing category is provided below.

Schedule:
Project Design to be completed by December 31, 2021 per the Grant agreement in place. NMDOT COOP CN HW2 L100450 funding currently expires December 31, 2021.

Fees:

1. Project Development/Scoping		$ 2,135.00
2. Topo/Utility Location Survey		$ 12,238.50
3. NMDOT Environmental Certification		$ 1,366.00
4. Project Design		$ 21,297.54
	Subtotal:	$ 37,037.04
	NMGRT @ 8%	$ 2,962.96
	Total Fee:	$ 40,000.00

Other Conditions:
Terms and Conditions as per the Master Services Agreement between the City of Bayard and Stantec dated June 1, 2019 and amended June 1, 2020.

City of Bayard

George A. Esqueda, Sr. Project Manager

Date Approved

April 9, 2021
Date Submitted