

SUMMARY OF ACTION
SANTA FE SOLID WASTE MANAGEMENT AGENCY
JOINT POWERS BOARD
SANTA FE COUNTY ADMINISTRATION BUILDING
LEGAL CONFERENCE ROOM
102 GRANT AVENUE
THURSDAY, OCTOBER 20, 2016

SFC CLERK RECORDED 12/02/2016

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**SANTA FE SOLID WASTE MANAGEMENT AGENCY
JOINT POWERS BOARD
SANTA FE COUNTY ADMINISTRATION BUILDING
LEGAL CONFERENCE ROOM
102 GRANT AVENUE
THURSDAY, OCTOBER 20, 2016**

1. CALL TO ORDER

The meeting of the Santa Fe Solid Waste Management Agency Joint Powers Board was called to order by Councilor Michael Harris, Vice Chair at 5:00 pm, on Thursday, October 20, 2016, at the Santa Fe County Administration Building, 102 Grant Avenue, Santa Fe, New Mexico.

2. ROLL CALL

MEMBERS PRESENT

Councilor Michael Harris, Vice Chair
Councilor Joseph Maestas
Councilor Renee Villarreal
Commissioner Henry Roybal
Commissioner Miguel Chavez

MEMBERS ABSENT

Commissioner Kathy Holian, Chair, Excused

OTHERS PRESENT

Les Francisco, Santa Fe County
Randall Kippenbrock, Director, SWMA
Rosalie Cardenas, SF SWMA
Angelica Salazar, SF SWMA
Nancy Long, Legal Council
Joe Eiger
Danita Boettner, SWMA
Commissioner Elect Ed Moreno
Elizabeth Martin, Stenographer

3. APPROVAL OF AGENDA

MOTION A motion was made by Commissioner Roybal, seconded by Councilor Villarreal, to approve the agenda as presented.

VOTE The motion passed unanimously by voice vote.

4. APPROVAL OF CONSENT CALENDAR

Councilor Villarreal asked to discuss items B and D.

Councilor Harris said he wanted to discuss the same two items.

MOTION A motion was made by Councilor Villarreal, seconded by Commissioner Roybal, to approve the Consent calendar as amended.

VOTE The motion passed unanimously by voice vote.

**5. APPROVAL OF MINUTES
SEPTEMBER 15, 2016**

MOTION A motion was made by Councilor Villarreal, seconded by Commissioner Roybal, to approve the minutes as presented.

VOTE The motion passed by a vote of three yes and one abstention - Commissioner Chavez.

Commissioner Chavez congratulated Mr. Kippenbrock on his new contract and said he was glad that Mr. Kippenbrock will be around longer. Congratulations on all the work you have done for over twelve years as well.

Councilor Harris agreed.

Commissioner Chavez said he abstained from voting on the minutes because he was not at the meeting.

6. MATTERS FROM THE PUBLIC

None

7. CONSENT CALENDAR

**A. REQUEST FOR APPROVAL OF AGREEMENT WITH THE BUREAU OF
LAND MANAGEMENT FOR A MINERAL MATERIALS CONTRACT FOR**

THE SALE OF CRUSHED BASALT (AGGREGATES) AT THE CAJA DEL RIO LANDFILL, AND AUTHORIZING THE SFSWMA EXECUTIVE DIRECTOR TO ACT AS THE CONTACT REPRESENTATIVE AND SIGNATORY AUTHORITY FOR INSTALLMENT PAYMENTS.

- B. REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT WITH CDM SMITH INC. OF ALBUQUERQUE, NM, FOR ON-CALL ENGINEERING SERVICES FOR THE SANTA FE SOLID WASTE MANAGEMENT AGENCY IN THE AMOUNT OF \$242,645.00 (RFP NO. '16/35/P)**
- (1) APPROVAL OF BUDGET INCREASE TO 52501.510320 (ENGINEERING SERVICES) FROM 5500.100700 (OPERATING FUND CASH BALANCE) IN THE AMOUNT OF \$160,852.00 FOR TASKS 1, 2 AND 5.**
 - (2) APPROVAL OF BUDGET INCREASE TO 52504.520100 (BURRT REPAIR AND MAINTENANCE OF BUILDING AND STRUCTURES) FROM 5520.100700 CAPITAL IMPROVEMENTS (RESERVE FUND CASH BALANCE) IN THE AMOUNT OF \$57,381.00 FOR TASK 3.**
 - (3) APPROVAL OF BUDGET INCREASE TO 52504.520200 (BURRT REPAIR AND MAINTENANCE OF GROUNDS AND ROAD) FROM 5520.100700 CAPITAL IMPROVEMENTS RESERVE FUND CASH BALANCE) IN THE AMOUNT OF \$24,412.00 FOR TASK 4.**
- C. REQUEST FOR APPROVAL TO PURCHASE A 2017 CHEVROLET 2500HD SILVERADO 4X4 CREW CAB PICKUP TRUCK WITH ACCESSORIES FROM CALDWELL COUNTRY CHEVROLET OF CALDWELL, TX, UNDER THE BUYBOARD PURCHASING COOPERATIVE CONTRACT NO. 430-13 FOR CAJA DEL RIO LANDFILL IN THE AMOUNT OF \$35,120.00.**
- (1) APPROVAL OF BUDGET INCREASE TO 52501.570950 (CAPITAL OUTLAY - VEHICLES <1.5 TON) FROM 5502.100700 (EQUIPMENT REPLACEMENT RESERVE FUND CASH) IN THE AMOUNT OF \$35,120.00.**
- D. REQUEST FOR APPROVAL TO PURCHASE A PETERBILT 567 SEMI - TRUCK FROM RUSH TRUCK CENTERS OF TX, INC. OF NEW BRAUNFELS, TX, UNDER BUYBOARD COOPERATIVE PURCHASING**

CONTRACT NO. 430-13 IN THE AMOUNT OF \$145,425.00.

- (1) APPROVAL OF BUDGET INCREASE TO 52504.571000 (CAPITAL OUTLAY - VEHICLES GRATER THAN 1.5 TON) FROM 5502.100700 (EQUIPMENT REPLACEMENT RESERVE FUND CASH) IN THE AMOUNT OF \$145,425.00.**

- E. REQUEST FOR APPROVAL TO PURCHASE A TOYOTA FORKLIFT (MODEL 8FD32) FROM ATLANTA FORK LIFTS, INC. OF SCOTTSDALE, GA, UNDER GSA CONTRACT NO. GS-07F-0199T FOR THE CAJA DEL RIO LANDFILL IN THE AMOUNT OF \$37,519.00**
 - (1) APPROVAL OF BUDGET INCREASE TO 52501.570500 (CAPITAL OUTLAY - EQUIPMENT AND MACHINERY) FROM 5502.100700 (EQUIPMENT REPLACEMENT RESERVE FUND) IN THE AMOUNT OF \$37,519.00.**

- F. REQUEST FOR APPROVAL TO PURCHASE TWO STORAGE CONTAINERS FROM MALOY MOBILE STORAGE OF ALBUQUERQUE, NM, IN THE AMOUNT OF \$19,131.00.**
 - (1) APPROVAL OF BUDGET INCREASE TO 52501.570400 (CAPITAL OUTLAY - BUILDINGS AND STRUCTURES) FROM 5500.100700 (OPERATING FUND CASH BALANCE) IN THE AMOUNT OF \$15,848.00 FOR ONE 40 FOOT PERMANENT STORAGE CONTAINER.**

 - (2) APPROVAL OF BUDGET INCREASE TO 52501.571800 (INVENTORY EXEMPT - BUILDINGS AND STRUCTURES) FROM 5500.100700 (OPERATING FUND CASH BALANCE) IN THE AMOUNT OF \$3,282.00 FOR ONE 10 FOOT MOBILE STORAGE CONTAINER.**

- G. REQUEST FOR APPROVAL OF 2017 MEETING CALENDAR.**

DISCUSSION OF CONSENT ITEMS

- B. REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT WITH CDM SMITH INC. OF ALBUQUERQUE, NM, FOR ON-CALL ENGINEERING SERVICES FOR THE SANTA FE SOLID WASTE MANAGEMENT AGENCY IN THE AMOUNT OF \$242,645.00 (RFP NO. '10/35/P)**

- (1) APPROVAL OF BUDGET INCREASE TO 52501.510320 (ENGINEERING SERVICES) FROM 5500.100700 (OPERATING FUND CASH BALANCE) IN THE AMOUNT OF \$160,852.00 FOR TASKS 1,2 AND 5.**
- (2) APPROVAL OF BUDGET INCREASE TO 52504.520100 (BURRT REPAIR AND MAINTENANCE OF BUILDING AND STRUCTURES) FROM 5520.100700 CAPITAL IMPROVEMENTS RESERVE FUND CASH BALANCE) IN THE AMOUNT OF \$57,381.00 FOR TASK 3.**
- (3) APPROVAL OF BUDGET INCREASE TO 52504.520200 (BURRT REPAIR AND MAINTENANCE OF GROUNDS AND ROAD) FROM 5520.100700 CAPITAL IMPROVEMENTS RESERVE FUND CASH BALANCE) IN THE AMOUNT OF \$24,412.00 FOR TASK 4.**

Councilor Villarreal said she is curious about what future possible services we may need to incur or ask them to come in for on an on call basis.

Mr. Kippenbrock said this allows us to have them on contract for on call services for the next four years. Possible services would be surveying and one or two of the BuRRT projects.

Councilor Villarreal asked isn't this usually budgeted for in the fiscal year. It seems we are asking for a budget increase. Is that on top of what we assumed would be the need.

Mr. Kippenbrock said B2 and B3 are paid for from money taken from the Capital Improvements Reserve Fund Cash Balance.

Councilor Villarreal asked this was not budgeted previously.

Mr. Kippenbrock said no. That is why we are asking.

Councilor Villarreal said typically is this an annual thing.

Mr. Kippenbrock said yes. We want to get away from ground surveys and use drone surveys.

Councilor Villarreal asked the \$160,000 is for drone technology.

Mr. Kippenbrock said part of it is, yes. Also there is \$50,000 on page 2 of the memo under miscellaneous.

Councilor Villarreal asked how much is for excavation.

Councilor Harris said there is \$38,640 for task 2 for the excavation plan.

MOTION A motion was made by Commissioner Chavez, seconded by Commissioner Roybal, to approve item B, including sub items 1 - 3.

DISCUSSION

Councilor Harris asked has the Agency worked with CDM Smith on other jobs.

Mr. Kippenbrock said yes, in 2004 they did several projects for us, then they did the Caja del Rio permit renewal.

Councilor Harris asked were they all satisfactory.

Mr. Kippenbrock said yes.

Councilor Harris asked who is on the Selection Committee.

Mr. Kippenbrock said staff and himself.

Councilor Harris said these tasks and dollar amounts identified are to be billed not to exceed. These are the not to exceed numbers.

Mr. Kippenbrock said yes.

Councilor Harris said on task 1 they are subbing out the survey work and on 2 they are saying the previous work may not have been satisfactory. When was that.

Mr. Kippenbrock said in 2008. If the previous work is not sufficient that is what the charge would be for.

Commissioner Chavez said tasks 2 and 3 also talk about borings.

Councilor Harris said sub task 2-3 not 2 and 3.

Commissioner Chavez said it looks like they will have to go deeper and it will increase the charges.

Councilor Harris said he realizes this is an estimate but he thinks \$20,000 is a bit high.

Commissioner Chavez said even if it is based on deliverables.

Councilor Harris said standard protocol should be a relatively straight forward geotechnical report.

Mr. Kippenbrock said we are using the soilsand and we want to identify good cover soil.

Councilor Harris said the future potential tasks, are we are committing to those.

Mr. Kippenbrock said no. Typically we try to future plan out three years.

Councilor Harris said did we get anything from AGI on the roof.

Mr. Kippenbrock said yes, we got a report from a roof consultant. He said we should evaluate it again in three to five years.

Councilor Harris said so it has integrity for three to five years.

Mr. Kippenbrock said yes, we did some minor maintenance that he recommended.

Councilor Harris said he wanted to ask since we have AGI as our roof consultant. CDM analysis would not be as good as AGI. It is a bit out of the field of knowledge for CDM.

Mr. Kippenbrock said we ended up utilizing Jim Koontz, who is certified.

Commissioner Chavez asked are those improvements in task 9.

Mr. Kippenbrock yes, task 6 actually.

Commissioner Chavez asked what is task 9 then.

Mr. Kippenbrock said on page 17 at bottom it shows that it is miscellaneous.

Councilor Harris said on task 3, the proposed fee of \$57,000, in his experience a lot of times most of these engineering firms will not lay out the piping. Other firms have the software to do that. Task 1 and 2 are the highest priority.

Mr. Kippenbrock said yes.

Councilor Harris asked are you moving forward on task 3 soon.

Mr. Kippenbrock said he would like to.

Councilor Harris said make sure you talk to them and understand their deliverables. If they are just doing the basic this fee is too much. We need to press them on that regarding the water piping and suppression.

Mr. Kippenbrock said the entire water system needs to be done.

Councilor Harris said he is not saying not to do it. He is just speaking from experience.

VOTE The motion passed unanimously by voice vote.

- D. REQUEST FOR APPROVAL TO PURCHASE A PETERBILT 567 SEMI - TRUCK FROM RUSH TRUCK CENTERS OF TX, INC. OF NEW BRAUNFELS, TX, UNDER BUY BOARD COOPERATIVE PURCHASING CONTRACT NO. 430-13 IN THE AMOUNT OF \$145,425.00.**
- (1) APPROVAL OF BUDGET INCREASE TO 52504.571000 (CAPITAL OUTLAY - VEHICLES GRATER THAN 1.5 TON) FROM 5502.100700 (EQUIPMENT REPLACEMENT RESERVE FUND CASH) IN THE AMOUNT OF \$145,425.00.**

Councilor Maestas arrived at the meeting.

Councilor Harris said he floundered a bit finding the proposal. The memos and explanations are solid. The question is we have the same vendor providing the truck whether they are from Texas or New Mexico or wherever else they are from. Looking at the quote from Buyboard, under item I they do not list the extended warranty. The CES quote specifically listed the extended warranty and they are \$250 higher than Buyboard. But Buyboard does not list the specific extended warranty. Page 25 is the CES quote. They show the extended warranty. We need confirmation that their price includes the extended warranty. If it doesn't then we find ourselves doing business with CES.

Commissioner Chavez asked Ms. Long if a motion be made contingent on that.

Ms. Long said you can make a motion approving the item contingent upon receiving that extended warranty confirmation. You may want to add not to exceed their stated price and including the extended warranty.

Ms. Long said if there is an additional charge or a decision is to go with another vender it should come back here.

Mr. Kippenbrock said on page 8 you will see the extended warranty under Buyboard.

Councilor Harris said no, this is the state price agreement.

Ms. Boettner gave an explanation. That is the standard speck for all the bids. All four bids met the specification. She is happy to go confirm that.

Commissioner Chavez said if we saw it in writing that would work. It is not specific.

Councilor Maestas said it is called optional there as well.

Councilor Harris said for whatever reason they did not list it. We need to know it in writing. We can follow Commissioner Chavez's line of thought and approve this contingent on written confirmation and at the same price.

Councilor Maestas said if it is not, then they are nonresponsive and we have to go to the next lowest bidder.

MOTION A motion was made by Councilor Maestas, seconded by Commissioner Chavez, to approve item D subject to the formal clarification that Buyboard included the extended warranty per our specifications and if not they are considered nonresponsive and we will award to the next lowest bidder.

DISCUSSION

Councilor Villarreal said she has a question regarding the types of vehicles we are purchasing. The new semi truck is a Peterbilt. Is that different from what we have been purchasing and do we use them for long hauls. They are not recommended for that use. Your memo says that.

Mr. Kippenbrock said we wanted to give ourselves the opportunity to go with a higher level of truck and minimize the amount of time it goes to the shop.

Councilor Villarreal asked with that use does it still have the same life or depreciation.

Mr. Kippenbrock said yes, if not better. Peterbilt is a higher level truck. We are getting a very good value. It is better quality and has a superior engine. Tier 4 engine has highest pollution requirements on emissions and it has a better transmission. It can be used for long or short haul.

Councilor Villarreal asked does it last longer.

Mr. Kippenbrock said yes, absolutely.

Councilor Maestas said any time we make a transfer from reserves it would be good to have a running sheet of the actual reserve fund with the current balances and what we drew down. We have minimums in the policy. Just a summary sheet on the reserves so we can track that going forward would be good.

Mr. Kippenbrock said he will provide that.

VOTE The motion passed unanimously by voice vote.

Commissioner Chavez left the meeting.

8. MATTERS FROM THE EXECUTIVE DIRECTOR

Mr. Kippenbrock said he has one item. A few weeks ago we found that we needed repairs on one of our hoppers at the transfer station. We made a couple of repairs since we took over but we are at a point where we need to completely refurbish it. Also we need to redo a portion of the floor. There is a section in front of hopper 1 that is worn down. The floor there goes down to 1 ½ inches thick. We have contacted a local vender who is on the price agreement. They are working on a quote for us. The last work on it was done twenty years ago.

Mr. Kippenbrock said he has a two minute video to show you the details of what it will take to do the repair. He showed the video.

Mr. Kippenbrock said the estimated cost is between \$90,000 to \$100,000. He would like to hold a special meeting for approval. If we wait until the next meeting we could face additional costs. This material sets up quickly and allows us to get back on the floor quickly. It is a lot more than just taking up the old concrete and putting down new. It is also going to be getting cold soon and we need to do this before it does.

Councilor Harris said it is hard to believe they got that done in two days in the video.

Mr. Kippenbrock said it is putting down that special compound.

Councilor Harris said this is not generally what GM Emulsion does.

Mr. Kippenbrock said he saw the work they did for the County. They refurbished the hopper area for them.

Councilor Harris said we don't have a clear handle of the scope of work right now. Are we going to have a failure on the floor or hopper in the immediate future.

Mr. Kippenbrock said the hopper will continue to get worse. Metal is peeling back. We are going to have to fix this sooner or later. For our project they will be a sub under GM.

Councilor Harris said one of the key people worked for him for five years. On call street repairs is what they do.

Councilor Maestas asked so procurement wise how will this work.

Mr. Kippenbrock said through the State price agreement.

Mr. Francisco said he can speak about the excellent work they did for the County. It was phenomenal. He went to Eagle Rock to look at their tipping floor and that is what they did for Santa Fe County.

Councilor Harris asked the work you saw was done by GM Emulsions.

Mr. Francisco said yes.

Councilor Harris said on road repairs for City they are doing fine. He just did not know about this kind of work. He is not opposed to special meeting but would like more information. We need to get some plans and a scope of work. He will come out and look at the hopper himself as well.

Councilor Maestas asked what would be the estimate if we had a failure.

Mr. Kippenbrock said it already failed but we are thinking ahead because of winter.

Councilor Harris said the hopper is the more critical element of this two part project. Doing the floor restoration at the same time is for timing.

Mr. Kippenbrock said correct. You have to pour concrete over the bottom of hopper so we have to do the two together.

Councilor Maestas said he doesn't know about doing a special meeting.

Mr. Kippenbrock said if he can put it together next week he would like to do a special meeting.

Councilor Harris said it seems to be a bit of a push to him.

Mr. Kippenbrock said it is weather related.

Councilor Harris said get all the information and he will come look at it. Let's get the GM Emulsion guy out there at the same time he comes.

Mr. Kippenbrock said he will do that.

9. MATTERS FROM THE BOARD

Councilor Maestas said the PR Campaign for single stream, are we coordinating that. He thought we were going to issue Poly Carts in December.

Mr. Kippenbrock said now it is going to be after the first of the year.

Councilor Maestas asked can we get a report at the next meeting about why it is slipping. Also about the PR, especially about glass and how we are going to educate people.

Councilor Harris said we need an informational update.

10. MATTERS FROM STAFF - AGENCY, CITY, COUNTY

Mr. Kippenbrock said Adam Schlachter is no longer with the Agency. He went to the City. It was a good opportunity for him.

Councilor Harris said we need to maintain professional relations and life goes on.


Mr. Kippenbrock said on Saturday, November 12th, we will have our annual HHW, Household Hazardous Waste, event. Danita is finalizing the flyer now.


11. NEXT MEETING DATE - NOVEMBER 17, 2016


12. ADJOURNMENT

The meeting adjourned at 6:00 pm.

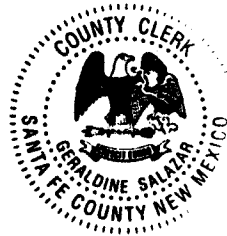

Michael Harris, Vice Chair


Attested to By:

Geraldine Salazar, Santa Fe County Clerk


Elizabeth Martin, Stenographer

ATTEST

Yola
Santa Fe, New Mexico

COUNTY OF SANTA FE) SOLID WASTE MINUTES
STATE OF NEW MEXICO) ss PAGES: 14
I, Geraldine Salazar, County Clerk, do hereby certify that this instrument was filed for record on the 2ND day of December, 2016 at 11:04:18 AM and was duly recorded as instrument # 1811215 in the records of Santa Fe County.



Witness My Hand And Seal Of Office
Geraldine Salazar
Deputy  County Clerk, Santa Fe, NM