

Henry P. Roybal  
Commissioner, District 1

Anna Hansen  
Commissioner, District 2

Robert A. Anaya  
Commissioner, District 3



Anna T. Hamilton  
Commissioner, District 4

Ed Moreno  
Commissioner, District 5

Katherine Miller  
County Manager

**MEMORANDUM**

**DATE:** July 6, 2017

**TO:** Board of County Commissioners

**VIA:** Katherine Miller, County Manager

**FROM:** Michael Kelley, Public Works Department Director

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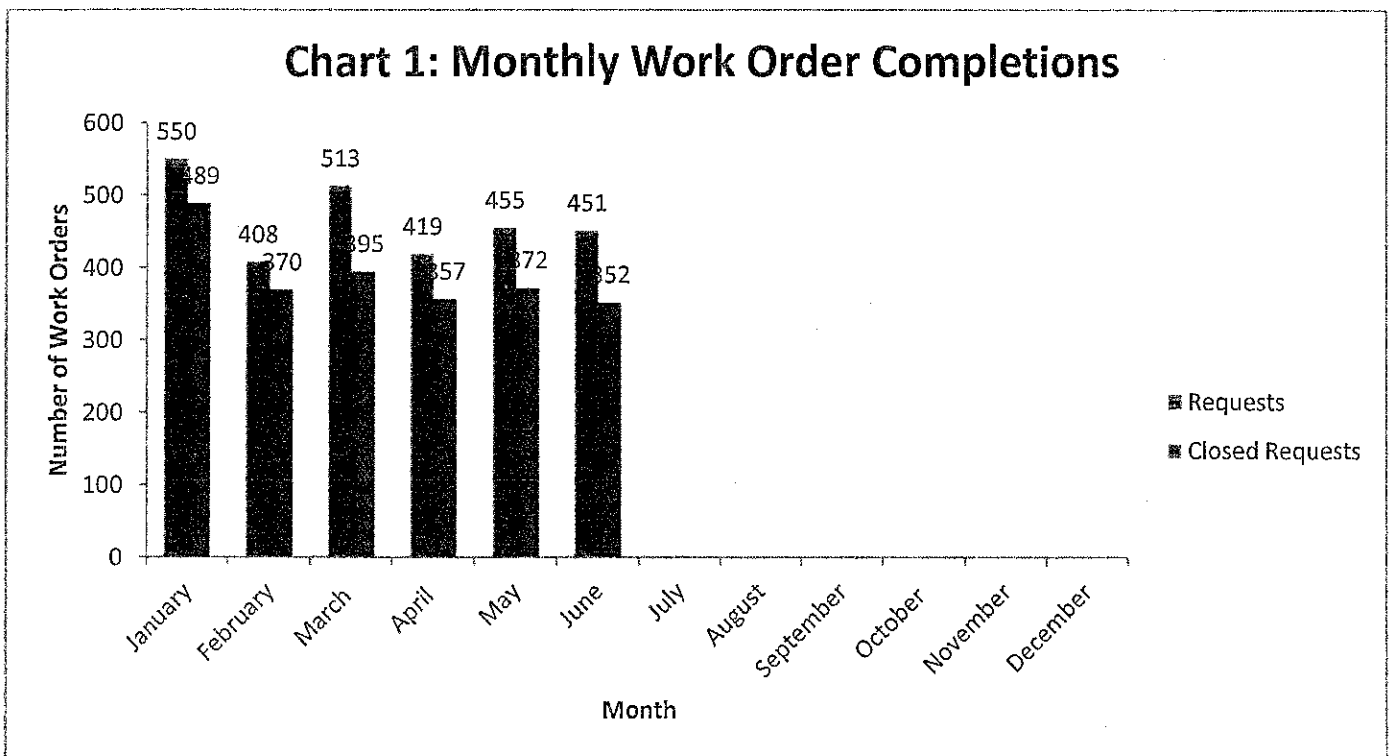
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**ITEM AND ISSUE:** BCC Meeting July 25, 2017  
Public Works Monthly Report for June 2017

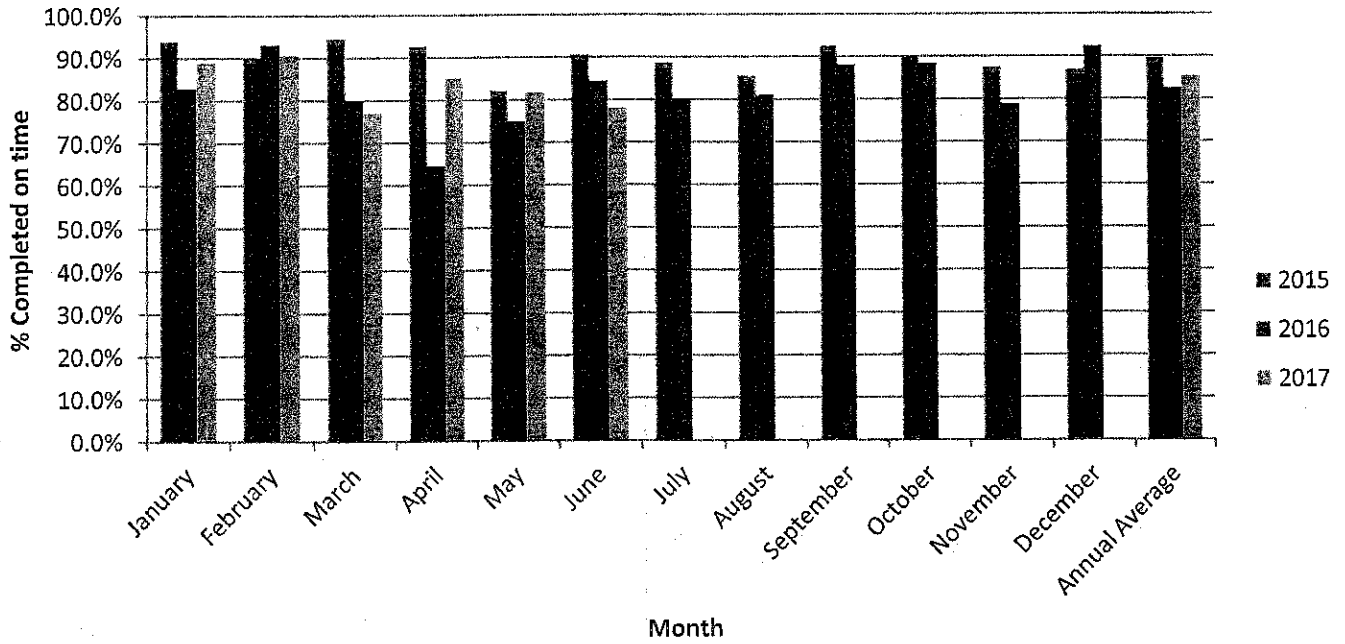
**DISCUSSION**

**Operations and Maintenance**

Charts 1 and 2 below show our monthly work order volume. A more detailed break-out can be seen in Table 1, attached.

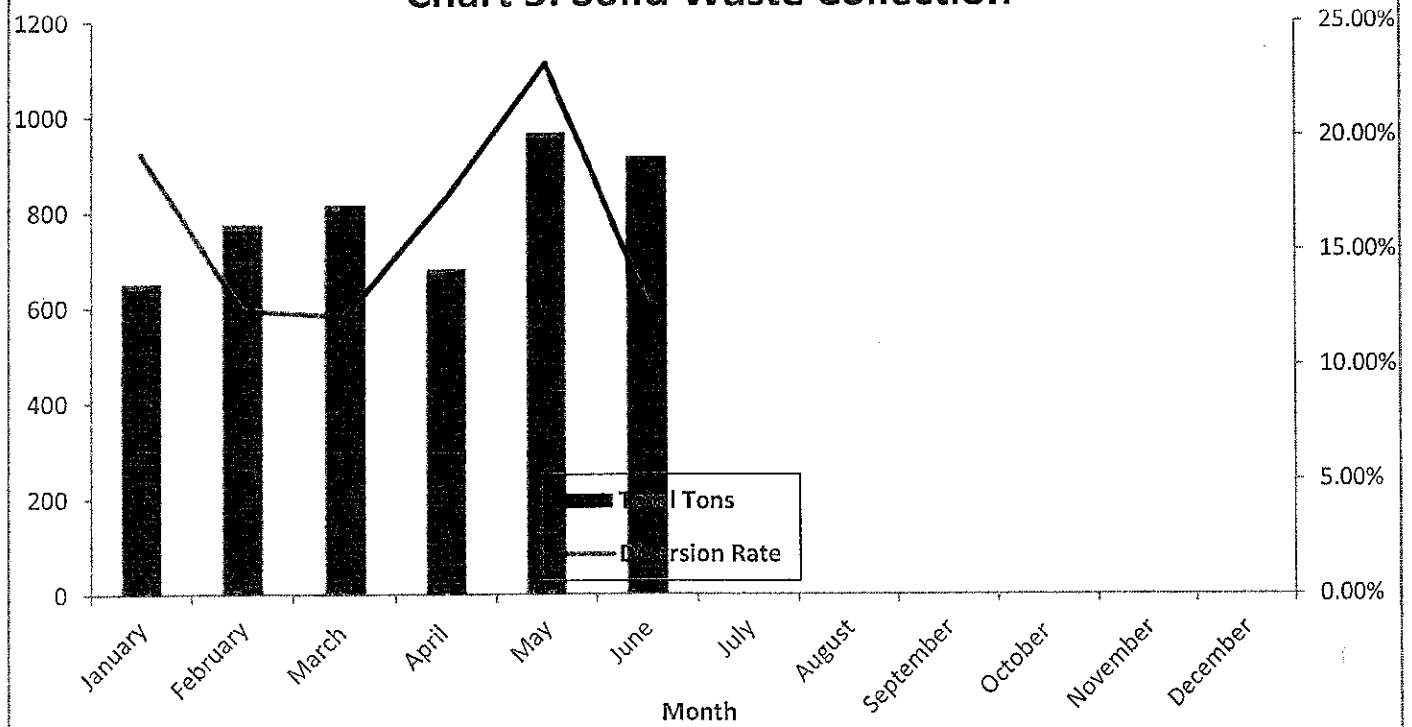


### Chart 2: Year-to-year Work Order Completion Rates



**Solid Waste:** The County average diversion rate was 14.32% in 2016. The month of June diversion rate was 12.77%, bringing the year-to-date average to 16.15%. See chart below.

### Chart 3: Solid Waste Collection



Solid waste permits sales are shown below.

Permit Type	Number of Solid Waste Permits Sold	
	June 17	CY17
1-trip	26	148
6-trip	40	219
6-trip/senior	24	108
6-trip/low income	0	0
6-trip/veteran	1	8
12-trip	152	915
12-trip/senior	164	897
12-trip/low income	2	14
12-trip/veteran	19	97
Bag tags	90	455

**Project Delivery Division:**

***Utility Projects:***

- **Vista Aurora Subdivision Sewer Line Upgrade** – Surveyor has completed field survey to identify the elevations of the existing sewer system.
- **Lamy Junction Waterline Extension–Design Phase** - An LOI is in process for a hydro-geologic survey to see if another source of water can be found nearby.
- **TL6S Transmission Line – Design Phase** - LOI is in process to obtain a preliminary engineering Report for possible water transmission line from the Rancho Viejo Tank to a point of connection with the Buckman Direct Diversion 5A waterline.
- **Agua Fria Utilities Infrastructure Plan** – Preliminary Engineering Report (PER): PER for wastewater is 100% complete. PER for water is at 90%, 100% is scheduled for July 19<sup>th</sup>.
- **Antonio Lane Sewer Upgrade** – Funding for this project has been unfrozen, PM has submitted LOI to Procurement to obtain design services.
- **Agua Fria Utility Corridor – Design Phase** - BCC approved funding May 9<sup>th</sup>. Need to coordinate with County Management to identify Project Priority. This will take place after Agua Fria Utility Infrastructure Plan is 100% complete.

***Road Projects:***

- **Camino Jacobo** – Project has been placed on hold. Need utility work done prior to road work.
- **Camino San Jose** - A priority plan has been completed by a consultant engineer. Currently coordinating with property owners to acquire drainage easements.
- **CR54 Arroyo del Los Chamisos - All Weather Crossing-** Advertisement for Re-Bid is scheduled for 7/22/17. Bid opening scheduled for 8/22/17.
- **NE/SE Connector** - is in Phase C of The Location Study. NMDOT has approved the A/B Study.

- **CR55A General Goodwin Rd - Design Upgrade.** Met with Consultant on 4/27/17 to begin redesign for 100% plans to go out for IFB for Construction.
- **Torcido Loop Chip Seal and Drainage Improvements** –Consultant has begun design to take 30% drawings to 100%.
- **CR89 and 89C Drainage and Roadway Improvements** – BCC approved the County Manager authority to purchase easement’s necessary for the construction project. Working on easement acquisition.
- **Santa Fe Racetrack Chip Seal and Drainage Improvements** – Drainage Report has been completed by Santa Fe Engineering. LOI is in process for archeological and construction plans.
- **Calle Cantando, Puesta Del Sol, Paseo de Rincon, Puye Road, Camino Pacifico chip seal projects** - Contract has been awarded to GM Emulsion. Contractor is scheduled to begin work on July 19<sup>th</sup>.
- **Stanley Fire Station Parking Lot Paving Project** –Project is complete. Contractor completed paving of the parking lot on June 20<sup>th</sup>.
- **Glorieta Estates Chip Seal project** –Final ROW has been recorded. Public Meeting was held June 1<sup>st</sup>. Road Maintenance Department hired Contractor to trim trees.
- **CR67F La Barbaria** – Contract extension has been signed by Deputy County Manager. Staff has directed Louis Berger to provide plans to extend construction to the limits of county maintenance.
- **CR 54 Arroyo Hondo All Weather Crossing-** Louis Berger has been given a PO. Staff has directed Consultant to begin design of the All Weather Crossing.
- **CR 72A All Weather Crossing** -- Consultant has begun design. Geotechnical investigation was performed on June 27<sup>th</sup>.
- **Entrada La Cienega** – Paving has been completed. Looking into providing millings on the shoulder and guardrail in three locations.
- **La Tierra** – Project has been completed. Contractor completed fog sealing June 28<sup>th</sup>.

*Building Projects:*

- **Agua Fria Fire Station – La Tierra Addition:** This project will consist of the addition of an apparatus bay, the installation of new exhaust fans and replacement of wall mounted heaters to ceiling mounted radiant heaters in the bays, the addition of an exercise room and improve site drainage. \$250,000.00 will be requested on the next bond sale. The project is scheduled to start in fiscal year 2018. Pending approval of funding.
- **Chimayo Fire Station – Main:** The project will consist of the addition of an apparatus bay, a storage space and exercise space. Also included is a connection to the community water system and to create a new entrance for the adjacent property. \$300,000.00 will be requested on the next bond sale. \$100,000.00 is available for design from legislative funding.
- **Pojoaque station #2 – Nambe:** The project is on hold until a decision is made on how we are to proceed with Hold Harmless funding.
- **La Puebla Station #1:** The project will consist of the construction of living quarters for 6 full time staff members. An additional apparatus bay is also being requested along with septic system upgrade and connecting to the community water system. 1.6 million will be requested on the next bond sale. The project is scheduled to start in fiscal year 2018. Pending funding.
- **Eldorado Main Station:** The project will consist of an additional apparatus bay, the relocation of the septic system and upgrades within the kitchen and training room. \$250,000.00 will be

requested on the next bond sale. \$250,000.00 is available in the 209 and 216 funds but need to be budgeted. Pending funding, the project is scheduled to start in fiscal year 2018.

- **Turquoise Trail Fire Station in Cerrillos:** The project will consist of a new 3,200 sq./ft. three apparatus bay fire station. The project cost is estimated at 1.2 million. \$75,000.00 is available for design. A design team will be procured in July 2017. A BAR for the design fees for the project is pending.
- **Ken and Patty Adam Senior Center/Max Coll Community Center:** An amendment to the Architects contract was submitted in the amount of \$16,208.10 for additional services provided during the period from February 9, 2015 to August 3, 2016. The Architects contract expired in December 2016. The final payment was held up as an assurance that the project would be completed addressing incomplete work and faulty installation by the terminated contractor. The design of the HVAC system came in to question during an audit performed on the HVAC system which was completed on November 3, 2016. The architect's engineers needed to revisit the design. The Engineers final information was provided on March 7, 2017. The work was finally completed and approved on June 21, 2017. The bonding company's contractor is soliciting quotes for the repair of the exterior sidewalks.
- **Rancho Viejo Fire Station Staircase:** The project is scheduled to go out to bid in July 2017. \$50,000.00 has been budgeted for the project.
- **Hwy 14 –Senior Community Center:** A presentation in front of the Technical Advisory Committee (TAC) was held on Thursday, July 6, 2017. A meeting has been requested with the kitchen design team to address concerns that the design team has regarding County Staff requested equipment. The design team continues working on the kitchen layout and arts and crafts room and delivery dock.
- **Galisteo Fire Station Remodel:** The project advertised on June 25, 2017, the pre-bid meeting occurred July 7, 2017 and the bid opening is scheduled for July 26, 2017. Board of County Commissioners approval is scheduled for August 22, 2017.
- **Edgewood Fire station – Stairs:** The project consists of building a staircase to an upstairs loft and the repair of a sidewalk and irrigation that was damaged from a broken waterline. The project is estimated to cost \$60,000.00. The project is scheduled to start in fiscal year 2018. Pending funding.
- **Stanley Cyclone Center:** Problems have been discovered with the new cistern replacement pump. The contractor is working with their sub-contractors to correct the problem.
- **Nancy Rodriguez Community Center:** Final walkthrough for Substantial completion will be held Monday, July 10<sup>th</sup>. A final change order to install a new electrical service line to the cistern pump and replace the original concrete curb and gutter at the east side of the parking lot is in process. The ribbon cutting ceremony is scheduled for August 13<sup>th</sup>.
- **Plan and Design Improvements at County Fairgrounds & Ag Extension Office:** The project construction is 30% complete. There is a change order in process for items that were discovered during the demolition. The Change order Items will increase the substantial completion date to November 30, 2017.
- **County Administrative Offices:** Archaeological testing is complete and the parking will be reopened once base course is laid down over the excavated site of Phase III. The contract with Peter Brill Construction Consulting has been approved. Response to Spears Horn regarding the Schematic Design submittal is pending.
- **District Attorney (DA) Office Remodel:** Wayne Lloyd is to submit an amendment proposal for adding archaeological testing. Completed architectural drawings and bid documents deliverables are due July 10, 2017. RFP documents for construction will be prepared pending

submittal of the Construction Documents. The easement with Barker Reality to create an easement to allow the security fence to his building is pending. The meeting with the Condo Association next to the DA's Office took place Thursday, June 28, 2017. The purpose was to discuss the lease of staging area during the construction. The condo Association will formulate a draft lease agreement and provide to Terry Lease for review.

- **Adult Detention / Youth Development Master Plan:** A phone conference between Wilson & Company and Director Sedillo and Warden Williams to clarify the program requirements for the Youth Development Program facility occurred July 7, 2017. A revised planning document to follow.
- **PW Expansion Phase II -- Property Control:** The review of the Design Development plans has been completed and the comments have been reviewed with Allan Baer for inclusion into the final CD set. The outline specifications, as part of the required DD deliverables are still outstanding.
- **PW Admin. HVAC Upgrades -** The project is proceeding as scheduled with a possible schedule modification due to a delivery delay by the RTU manufacture (TBD). The schedule for the work in the Lobby area and the conference room has been determined between July 11 and August 21, 2017. Those areas are restricted for use during this schedule period.
- **Leo Gurule Basketball - Tennis Courts :** Request for IFB submittal package was submitted to procurement on April 21, 2017. Purchasing continues to work on this procurement.
- **Santa Fe Mountain Center - R2 Architecture and Consulting** has amended the construction documents to lower the cost of the project. Request for new IFB was submitted to Procurement on June 6, 2017. Procurement is currently working on new IFB.
- **Bennie J. Chavez Center Septic system -** Additional funding has been made available and a request for an IFB will be submitted to procurement the week of July 10, 2017.
- **Edgewood Senior Center ADA Upgrades -** Construction began on June 5, 2017. The project is moving along smoothly and the contractor is currently 45% complete with construction. The ADA ramp has been poured and bathroom ADA upgrades have been completed. Metal for ADA ramp and new portal has been delivered and Installation is scheduled to begin on July 11, 2017 and should be completed week of July 17, 2017. Project is on schedule.
- **Edgewood Fire Station #2 - Cedar Grove -** Construction began on June 5, 2017. The contractor is currently 40% complete. Plumbing inspection is scheduled for June 27, 2017 and frame inspection will follow. Electrical light fixtures are scheduled for delivery the week of June 26, 2017. The Project Manager received a Change Order request for upgrading the existing electrical wiring in restroom, office and storage room. The existing wiring in these areas is not allowed by code in commercial buildings.
- **Jacona Collection Center -** Plans for moving this project forward are being discussed and coordinated to include a review of all property options. Santa Fe County is currently discussing re-negotiating the existing lease agreement with the Jacona Land Grant Association.
- **Women's Health Building (Parking Lot) -** IFB request for the parking lot resurfacing was submitted to procurement on May 5, 2017. Procurement is currently working on the IFB.
- **Women's Health Building (HVAC) -** Notice to Proceed and P. O. were issued to M & E Engineering on June 13, 2017. M & E Engineering is currently working on the construction documents and they are scheduled to be delivered by mid- July.
- **Women's Health Building (Electrical Meter Equipment Upgrade) -** Request for IFB was submitted to Procurement on June 6, 2017. Project will advertise on July, 16 & 17, 2017 and a pre- bid conference has been scheduled for July 25, 2017.

- **Madrid Fire Station** - Inspection report from Pump Masters was received from Pump Masters was received on May 10, 2017. The existing septic system cannot be permitted because of an existing water well is 50' from the existing leach field. Setback from a leach field requires 100' minimum. The Boundary and Topographic Survey have been received from Dawson surveys INC.. The Assistant Fire Chief is to schedule a meeting with Chief Sperling and the Project Manager to discuss the design of the new septic system.

*Open Space & Trails Projects:*

- **Santa Fe River Greenway-Frenchy's to Siler Construction** - The RFP Evaluation Committee met and scored 3 proposals for construction of the Greenway from Frenchy's Field to Siler Bridge. The contractor with the best score was notified June 30<sup>th</sup> after Purchasing and the Project Engineer verify the results. The Construction Contract Negotiations are scheduled to begin the week of July 10, 2017.
- **Santa Fe River Property Acquisition: Section B**- The County closed on the James Johnson parcel on June 15th. Haggard and Paul are expected to close in August. All property necessary to construct Section A has been acquired. Section C- The County has applied for a patent under the Recreation and Public Purposes Act on approximately 28.4 acres of land from BLM downstream of the County's property at CR 62. BLM's archaeologists have requested a site visit the third week of July to approve the proposed location of the future trail in proximity to the known archaeological sites on the property.
- **Santa Fe River-El Camino Real** - The CLOMR application and a letter requesting a waiver for the application fee has been signed by the County Manager for signature and returned to the engineer for submittal to FEMA.
- **Arroyo Hondo Trail** - The County received notice of TAP funding award from NMDOT for construction of Segment 4 on April 26, 2017. Staff met with the Engineer on June 8, 2017 to review the 60% design submittal. Staff held a public meeting on June 8, 2017. The BCC approved a resolution on June 13, 2017 authorizing the County Manager to negotiate and to execute the purchase and sale agreements on behalf of the County necessary to acquire sufficient real property interests to construct Phase IV of the Arroyo Hondo Trail and to authorize the County Attorney to bring condemnation actions on behalf of the County to acquire the necessary real property interests in the event that the County Manager is not able to negotiate a reasonable purchase and sale agreement. Terry Lease requested quotes for an appraisal of the L'Heureux easement. The Project Manager submitted an IPR for a purchase order on July 6, 2017.
- **Mt. Chal** - The new contract with Tierra ROW was executed on June 13, 2017. The mineral appraiser submitted the draft mineral appraisal on June 1, 2017. The purchase agreement with the Glockhoff Trust was executed on March 9, 2017. Tierra ROW submitted the final offer package for Mr. Aitken on June 14, 2017. The Project Manager submitted the Statement of Authority for the County Manger's signature on June 19, 2017. The County Manager signed the Statement of Authority on June 30, 2017. The Project Manager sent the signed Statement of Authority to Tierra ROW on July 6, 2016. INTERA is updating the Voluntary Remediation Application and Work Plan. The Project Manager plans to submit the VRP Application at the beginning of July 2107. The Project Manager submitted a resolution authorizing the County Attorney to bring condemnation actions on behalf of the County to acquire the necessary real property interests in the event that the County Manager is not able to negotiate a reasonable purchase and sale agreement for approval by the BCC on July 11, 2017.

- **Pojoaque Sports Fields** - The Landscape Architect submitted the revised plans on May 17, 2017. The Project Manager submitted the PPR to re-bid the project for construction on May 25, 2017. Purchasing plans to advertise the IFB in July 2017.
- **Rio Quemado Watershed Restoration** - The Project Manager submitted a PPR on April 4, 2017 for a new contract with William J Miller Engineers because their contract expires April 28, 2017. The County just budgeted the remainder of the funding for construction of Phase II at the March 28, 2017 BCC Meeting. Santa Fe County requires William J Miller Engineers to provide Bidding and Negotiating Phase and Construction Phase engineering services to complete the construction of Phase II. The Engineer submitted the construction documents for Phase II on February 2, 2017. Projects staff reviewed the plans. The Project Manager submitted the PPR for an IFB for construction on July 6, 2017. The optimal period for construction is the late fall after the irrigation season, when the water flow in the river is low, and before freezing temperatures set in.
- **Thornton Ranch Open Space** - Staff is following up with the Tribal Governments to scheduling meetings with the County Commissioners and Tribal Representatives. The Project Manager is reviewing the CR Report. The Project Manager submitted the draft Petroglyph Hill Management Plan to BLM for review on May 25, 2017. Staff presented the Thornton Ranch Open Space plans to the Galisteo Basin Archaeological Sites Protection Act Working Group at San Ildefonso Pueblo on June 6, 2017. On June 12, 2017 Staff sent letters to the 29 Native American Tribes that have ancestral ties to the Galisteo Basin inviting them to attend a site visit of the Thornton Ranch Open Space on July 12, 2017 and a follow up discussion on August 9, 2017 at the Galisteo Community Center, and to submit formal comments on the plans for the Thornton Ranch Open Space by September 15, 2017. Commissioner Hamilton, Commissioner Moreno and staff met with Pueblo of Cochiti on June 20, 2017.
- **Agua Fria Monument Sign** - The purchase agreement and easement for the monument was approved by the BCC at the May 2, 2017 Meeting. The County received the settlement statement from the title company on May 16, 2017. The purchase order was issued on June 2, 2017. The Project Manager gave the contractor notice to proceed on the design, fabrication and installation of the photo boards on May 11, 2017. The Project Manager met with the contractor on May 25, 2017 to review the project requirements.
- **Santa Fe Rail Trail Segment 4** - NMDOT made the final reimbursement to the County on June 22, 2017.
- **Santa Fe Rail Trail Segment 5** - The new contract with Loris and Associates to update the final design per current NMDOT requirements and provide construction phase services for Segment 5 was executed on May 19, 2017. Blue Earth Ecological Consultants submitted the Biological Technical Memo and CE checklist on April 27, 2017. The Project Manager submitted comments to Blue Earth Ecological Consultants on the Biological Technical Memo on June 16, 2017. Blue Earth submitted the revised Biological Technical Memo on June 15, 2017.
- **Santa Fe Rail Trail Segment 6** - The BCC approved a Resolution granting the County Manager authority to execute the documents at the October 25, 2016 Meeting. One of the three easements was executed on December 1, 2016. Terry is working with the other two landowners to complete the easements. Santa Fe Ranchland Associates are in the process of selling their property. The prospective purchaser is willing to grant the trail easement. Staff is waiting for resolution of the purchase to complete the easement.
- **El Camino Real Retracement Trail FLAP project** - HDR delivered the 95% submittal to CFLHD on May 16, 2017. CFLHD held the 95% design review meeting on June 12, 2017. The



Engineer submitted the 100% plans to CFLHD on June 26, 2017. CFLHD plans to advertise the project in August, award the contract in September and issue notice to proceed in October. BLM issued its Finding of No Significant Impact and Decision Record on March 31, 2017. The Engineer scheduled a Kick-off meeting for the NM FLAP El Camino Real Interpretive Signage on July 21, 2017.

**ACTION REQUESTED:**

None; for information only.





# SANTA FE COUNTY

## Capital Project Status Update (As of 7/12/2017 10:35:17 AM)

Project ID	Project Name	Phase	Count	Estimate	Actual	Progress %	Start Date	End Date	Staff
1	Nancy Rodriguez CC - Site Improvements & Upgrades	Construction	85	\$300,000.00	\$258,916.35	86%	3/10/2017	8/30/2017	Brad Isaacson
2	Ag Extension Office	Construction	35	\$1,600,000.00	\$1,007,000.00	63%	4/20/2017	10/18/2017	Brad Isaacson
3	Adult Detention Facility Master Plan	Design	75	\$139,733.92	\$139,733.92	100%	1/21/2017	8/31/2017	Brad Isaacson
4	County Administrative Offices / A/E	Design	33	\$2,200,000.00	\$2,167,083.31	99%	3/24/2016	8/12/2020	Brad Isaacson
5	County Administrative Offices - Commissioning	Design	25	\$270,701.15	\$270,701.15	100%	3/11/2016	9/4/2019	Brad Isaacson
6	Public Works Expansion PH II - Property Control Bldg.	Design	66	\$1,416,000.00	\$127,873.00	9%	3/1/2016	8/10/2018	Brad Isaacson
7	PW - HVAC Upgrades Construction	Construction	10	\$270,881.20	\$270,881.20	100%	5/1/2017	9/28/2017	Brad Isaacson
8	District Attorney Complex ADA & Office Upgrades	Design	75	\$45,986.78	\$45,986.78	100%	5/1/2016	3/16/2018	Brad Isaacson
9	Solarize County Facilities	Construction	0	\$250,000.00		0%	7/15/2017	12/31/2017	Chris White
10	Edgewood Fire Station Solar	Construction	5	\$80,000.00		0%	7/15/2017	9/30/2017	Chris White
11	Solarize Ken & Patty Adam Senior Center	Construction	0	\$100,000.00		0%	7/20/2017	11/20/2017	Claudia Borchert
12	Romero Park Phase II	Design	1	\$2,600,000.00		0%	10/1/2017	12/31/2017	Colleen Baker
13	Pojoaque Valley Recreation Complex Phase III	Design	1	\$1,200,000.00		0%	9/1/2017	12/31/2017	Colleen Baker
14	Construct Pojoaque Valley Recreation Complex Phase II	Construction	1	\$487,032.33		0%	7/31/2017	12/29/2017	Colleen Baker
15	Rio Quemado Watershed Restoration Phase II	Construction	1	\$97,152.00		0%	10/2/2017	12/31/2017	Colleen Baker
16	Arroyo Hondo Trail	Design	60	\$470,572.00	\$458,569.23	97%	12/13/2012	8/31/2017	Colleen Baker
17	ML Chalchihuitl	Acquisition	70	\$988,499.00	\$52,859.35	5%	8/1/2012	12/31/2017	Colleen Baker
18	Santa Fe Rail Trail Trailheads	Design	1	\$120,000.00		0%	9/1/2017	10/31/2017	Colleen Baker
19	Santa Fe Rail Trail Segment 5	Design	11	\$40,000.00	\$32,400.00	81%	3/8/2017	8/31/2017	Colleen Baker
20	Acquire Santa Fe Rail Trail Segment 6	Acquisition	30	\$55,747.47	\$3,852.00	7%	3/15/2016	12/31/2017	Colleen Baker



# SANTA FE COUNTY

## Capital Project Status Update (As of 7/12/2017 10:35:17 AM)

Project ID	Project Name	Phase	Count	Value	Progress	Start Date	End Date	Staff
21	Thornton Ranch Open Space	Archaeology	98	\$447,175.35	93%	3/7/2014	10/31/2017	Colleen Baker
22	Thornton Ranch Open Space	Plan	90	\$146,386.34	93%	5/19/2014	10/31/2017	Colleen Baker
23	Bennie J Chavez Park	Design	1	\$259,000.00	0%	9/1/2017	9/1/2018	Colleen Baker
24	Agua Fria Gateway Monument - West	Acquisition	50	\$28,138.41	97%	2/22/2016	9/30/2017	Colleen Baker
25	Design and Construct El Camino Real Buckman Road Segment Retracement Trail	Other	95	\$4,294,170.41	100%	6/10/2015	4/30/2018	Colleen Baker
26	Agua Fria Utility Corridor	Design	0	\$50,000.00	0%	9/5/2017		David Madrid
27	Agua Fria Utilities Plan (PER) PHASE II	Plan	90	\$160,000.00	100%	9/8/2016	7/31/2017	David Madrid
28	TL6S Water Transmission Line	Design	100	\$626,323.00	86%	2/17/2012	6/1/2016	David Madrid
29	Antonio Lane Sewer Upgrade	Design	5	\$50,000.00	0%	8/1/2017	12/1/2017	David Madrid
30	Rancho Viejo Tank Connection to 5A Line	Other	0	\$500,000.00	0%	9/1/2017	1/1/2018	David Madrid
31	Lamy Junction Water Transmission Line	Design	60	\$600,000.00	98%	1/1/2014	11/30/2017	David Madrid
32	UDV Waterline Construction Reimbursement	Other	99	\$379,757.52	100%	2/2/2015	3/31/2016	David Madrid
33	Vista Aurora Sewer System	Survey	5	\$141,826.00	2%	8/1/2017	12/31/2017	David Madrid
34	Camino Jacobo - SF Housing Authority	Construction	0	\$206,900.00	0%	9/5/2017		David Madrid
35	Calle Cantando Chip Seal	Construction	25	\$110,600.00	107%	7/19/2017	10/1/2017	Donald Pound
36	Paseo De Rincon	Construction	25	\$59,500.00	79%	7/19/2017	10/1/2017	Donald Pound
37	Camino Pacifico	Construction	25	\$168,156.00	0%	7/1/2018		Donald Pound
38	Puye Road	Construction	25	\$168,000.00	73%	7/19/2017	10/1/2017	Donald Pound
39	Avenida Buena Ventura	Construction	25	\$100,000.00	100%	7/19/2017	10/1/2017	Donald Pound
40	Glorieta Estates	Construction	5	\$200,000.00	3%	7/1/2018	10/1/2018	Donald Pound



# SANTA FE COUNTY

## Capital Project Status Update (As of 7/12/2017 10:35:17 AM)

Project ID	Project Name	Phase	Start Date	End Date	Estimated Cost	Actual Cost	Progress %	Remaining Cost	Contractor
41	6218 Puesta del Sol Roads	Construction	25	2	\$604,000.00	\$466,103.56	77%		Donald Pound
42	1464 Greater Chimayo MDWCA Waterline	Construction	90	1	\$625,000.00	\$625,000.00	100%		Erik Aaboe
43	1468 Cuatro Villas MDWUA Waterline	Construction	5	1	\$625,000.00	\$625,000.00	100%		Erik Aaboe
44	1477 Chupadero Acquisition	Acquisition	25	1	\$482,656.00	\$46,600.00	10%		Erik Aaboe
45	1484 Acquisition Canoncito Water System	Environmental	5	4	\$80,000.00		0%		Erik Aaboe
46	1485 Acquisition Hyde Park Estate Water System	Acquisition	85	4	\$115,000.00	\$19,496.00	17%		Erik Aaboe
47	47 Turquoise Trail #2	Plan	5	3	\$30,000.00		0%		Joseph Martinez
48	48 Hondo Fire Station #2 285 OLV HWY	Plan	5	4	\$460,000.00		0%		Joseph Martinez
49	49 Tesuque Retaining Wall			1			0%		Joseph Martinez
50	50 Eldorado Station #2	Plan	5	4			0%		Joseph Martinez
51	51 Edgewood #3	Plan	5	3			0%		Joseph Martinez
52	52 Agua Fria Station #1	Plan	5	2			0%		Joseph Martinez
53	53 Edgewood Senior Center ADA Improvements	Construction	45	3	\$63,750.00	\$40,000.00	63%		Joseph Martinez
54	54 Bennie J Chavez Septic System	Construction	10	1	\$45,000.00		0%		Joseph Martinez
55	55 Santa Fe Mountain Center Renovation	Construction	10	2	\$75,000.00		0%		Joseph Martinez
56	56 0775 Women's Health Building HVAC Upgrades	Design	5	1 2 3 4 5	\$360,447.00		0%		Joseph Martinez
57	57 0775 Women's Health Building - Parking Lot resurfacing	Construction	5	2	\$93,253.62		0%		Joseph Martinez
58	58 6190 Jacona - Northern Santa Fe County Solid Waste Convenience Center	Construction	10	1	\$2,038,000.00		0%		Joseph Martinez
59	59 7724 Leo Gurule Basketball Court	Construction	10	5	\$80,000.00		0%		Joseph Martinez
60	60 8016 Madrid Fire Station Expansion	Design	5	3	\$140,780.00		0%		Joseph Martinez



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## Capital Project Status Update (As of 7/12/2017 10:35:17 AM)

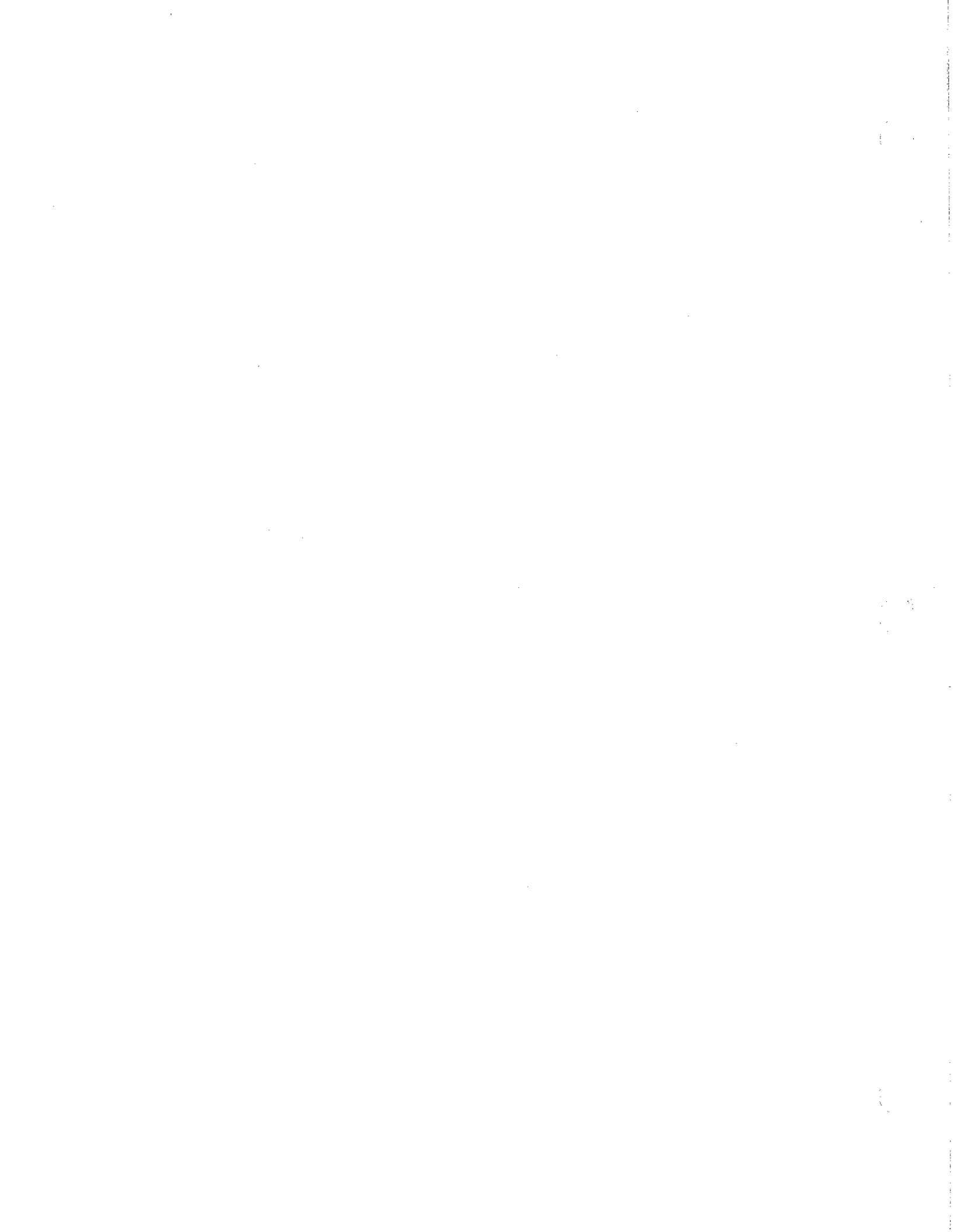
Project ID	Project Name	Phase	Count	Estimate	Actual	Progress %	Start Date	End Date	Staff
61	Edgewood Fire Station #2/Cedar Grove (1)	Construction	40	\$65,000.00		40%	6/1/2017	8/14/2017	Joseph Martinez
62	Pinon Hills AWC	Construction	15	\$799,759.00		0%	12/1/2017	3/31/2018	Justin Reese
63	Avenida Amistad Chip Seal	Construction	5	\$100,000.00		0%	7/24/2017	8/11/2017	Justin Reese
64	Los Pinos Road AWC at Arroyo Hondo	Design	15	\$186,727.27		100%	7/17/2017	12/8/2017	Justin Reese
65	NE-SE Connectors Location Study	Plan	85	\$500,000.00		100%	2/4/2013	1/1/2018	Justin Reese
66	Bridge Rebuild on CR72A	Design	15	\$250,000.00		22%	4/26/2017	9/8/2017	Justin Reese
67	Quill Water Reclamation Facility PER	Design	95			0%	10/12/2016	6/30/2017	Michael Kelley
68	Construct Addition to Ken & Patty Adam Senior Center	Construction	99	\$1,456,963.00		94%	8/18/2014	7/31/2017	Ron Sandoval
69	Eldorado Main Station	Design	0	\$290,000.00		0%	4/2/2018	4/1/2019	Ron Sandoval
70	Rancho Viejo Fire - Loft Access	Construction	0	\$30,000.00		15%	6/15/2017	2/28/2018	Ron Sandoval
71	Highway 14 Senior/Community Center	Design	50	\$2,100,000.00		6%	9/26/2016	9/15/2017	Ron Sandoval
72	Gallisteo Fire Station Remodel	Construction	0	\$430,000.00		0%	9/29/2017	4/30/2018	Ron Sandoval
73	Turquoise Trail Fire Station in Cerrillos	Design	0			0%	9/15/2017	5/30/2018	Ron Sandoval
74	Chimayo Fire Station - Main	Design	0	\$400,000.00		0%	9/15/2017	5/29/2018	Ron Sandoval
75	Bond Agua Fria - La Tierra Addition	Design	0	\$400,000.00		0%	3/1/2018	3/1/2019	Ron Sandoval
76	Bond La Puebla Station #1	Design	0			0%	9/15/2017	6/29/2018	Ron Sandoval
77	Hold Harmless Pojoaque Station #2 - Nambé	Design	0	\$52,250.00		0%	9/15/2017	6/29/2018	Ron Sandoval
78	Edgewood Fire Station - Stairs	Design	0			0%	9/15/2017	3/15/2018	Ron Sandoval
79	Stanley Cyclone Center Arena	Construction	100	\$2,848,500.00		103%	12/18/2015	10/31/2016	Ron Sandoval
80	Glorieta Civil War Memorial		0	\$50,000.00		100%			Rudy Garcia



# SANTA FE COUNTY

Capital Project Status Update (As of 7/12/2017 10:35:17 AM)

Project No.	Project Name	Phase	Quantity	Unit Cost	Percentage	Total Cost	Start Date	End Date	Contractor
81	Santa Fe River Greenway "B" Acquisitions	Acquisition	8	\$1,551,920.00	22%	\$336,920.00	11/8/2016	11/8/2018	Scott Kaseman
82	Santa Fe River Greenway - Frenchy's Field to Siler Bridge	Construction	2	\$4,231,672.68	3%	\$128,301.72	6/5/2017	3/31/2018	Scott Kaseman
83	Santa Fe River Greenway Design - El Camino Real	Design	98	\$412,725.85	83%	\$340,633.57	10/3/2012	8/31/2017	Scott Kaseman
84	Santa Fe River Greenway Acquisition of BLM Parcels in Section "C"	Acquisition	50		0%				Scott Kaseman
85	CR50F - Entrada La Cienega	Construction	100	\$200,000.00	82%	\$164,850.08	5/22/2017	6/1/2017	Scott Smith
86	Torcido Loop - Design/Archaeological Survey	Design	30	\$405,000.00	39%	\$157,291.41	6/1/2017	7/3/2017	Scott Smith
87	Upgrade Race Track Subdivision Chip Seal	Design	15	\$310,724.00	0%		7/5/2017	8/15/2017	Scott Smith
88	Glorieta Fire Station Insulate	Construction	2	\$25,000.00	0%		7/17/2017	7/31/2017	Scott Smith
89	Upgrade County Road 50A - Camino San Jose	Plan	50	\$87,220.76	100%	\$87,220.76	10/10/2014	10/30/2017	Shannon Vigil
90	Los Pinos Road AWC at Arroyo de los Chamisos	Construction	5	\$1,366,938.00	0%		9/15/2017	1/31/2018	Shannon Vigil
91	CR 55A General Goodwin Rd Design Upgrade	Design	50	\$228,798.31	100%	\$228,798.31	9/23/2013	8/30/2017	Shannon Vigil
92	Drainage and Roadway Improvements on County Road 89	Design	1	\$515,000.00	0%		5/17/2017	9/30/2017	Shannon Vigil
93	Programming for Drainage and Roadway Improvements on County Road 89 C	Acquisition	90	\$118,264.89	100%	\$118,264.89	12/14/2015	8/31/2017	Shannon Vigil
94	CR67F La Barbara Drainage and Road Paving Design	Design	40	\$199,780.55	100%	\$199,780.55	3/14/2016	12/1/2017	Shannon Vigil
95	Eldorado Fire Station 4	Acquisition	30	\$105,500.00	45%	\$47,000.00	2/1/2017	6/30/2017	Terry Lease





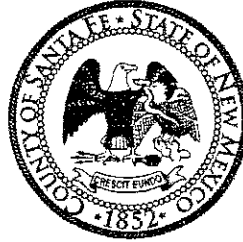




**Henry P. Roybal**  
Commissioner, District 1

**Anna Hansen**  
Commissioner, District 2

**Robert A. Anaya**  
Commissioner, District 3




**Anna T. Hamilton**  
Commissioner, District 4

**Ed Moreno**  
Commissioner, District 5

**Katherine Miller**  
County Manager

## MEMORANDUM

To: Board of County Commissioners

From: Bernadette Salazar, Human Resources Director 

Via: Katherine Miller, County Manager

Date: July 12, 2017

Re: HR Monthly Report for June 2017

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### Topic:

The HR Division provides the Santa Fe County Board of County Commission with a monthly report regarding highlighted HR information and events. The purpose of this memo is to provide you with information for the month of June.

### ***Training and Employee Development***

Throughout the month of June, Human Resources conducted thirteen (13) training sessions. Two hundred and fifty two (252) employees attended these training sessions. Human Resources processed five (5) NM EDGE Program reimbursement requests.

Human Resources is working with Highlands University to offer an undergraduate Human Resource Management Certification program to Santa Fe County employees. This program will offer courses such as Principles of Management, Personnel Practices and Law, etc., as hybrid courses, meaning that some work will be done online and there will also be face to face class time. These classes will provide employees with great advanced skills, knowledge and college credit.

### ***Employee Benefits and Wellness***

Human Resources is coordinating with MoGro to provide County employees the option of affordable and healthy food delivered weekly. MoGro (Mobile Grocery), an initiative of the Santa Fe Community Foundation, is a nonprofit mobile grocery initiative working to support sustainable local food systems and eliminate barriers to affordable healthy food. MoGro works in rural and Tribal lands, partnering with Pueblo communities, the Johns Hopkins Center for American Indian

Health, Skarsgard Farms, La Familia, and La Montañita Co-op to address healthy food access for families of New Mexico.

The Annual Manager's Commit to Be Fit just began the fifth week out of the ten week challenge. Seventeen teams and 99 employees are participating in the Challenge this year. The Manager's Commit to be Fit Challenge was implemented to create a culture of healthy lifestyles (exercise and eating healthy) in the workplace, with the hopes that employees would share these habits with their families. Each week, teams will receive updates, incentives and healthy recipes.

### ***Promotions and Recruitment***

During the month of June, testing was conducted for Sheriff Deputy Cadets, Adult Facility Sergeant, Detention Officers and Emergency Communication Specialist Trainees. Eleven (11) applicants participated in the testing and two (2) applicants interviewed for Sheriff Deputy Cadet. One (1) applicant participated in the testing and one (1) applicant was interviewed for Adult Facility Sergeant. Fifteen (15) applicants participated in the testing and ten (10) applicants interviewed and were selected for Detention Officer. Six (6) applicants participated in the testing and three (3) applicants interviewed and were selected for Emergency Communication Specialist Trainee.

The County had six (6) promotions during the month of June.

In the Sheriff's Office, two (2) employees advanced to a higher position:

- Michael Matison began working for Santa Fe County on June 15, 2015 and progressed from a Sheriff Deputy I to a Sheriff Deputy II.
- Frederick Trujillo began working for Santa Fe County on June 15, 2015 and progressed from a Sheriff Deputy I to a Sheriff Deputy II.

In the Community Services Division, one (1) employee advanced to a higher position:

- Joshua Anzures began working for Santa Fe County on July 7, 2014 and progressed from a Driver/Cook's Assistant to an Activity Program Coordinator.

In the Fire Division, two (2) employees advanced to a higher position:

- Bobby Montoya began working for Santa Fe County on July 13, 2002 and progressed from a Battalion Chief to a Fire Assistant Chief.
- Erik Sandoval began working for Santa Fe County on June 10, 2017 and progressed from a Forestry Tech WC to a Firefighter/EMT Basis Cadet.

In the Corrections, one (1) employee advanced to a higher position:

- Javier Blea began working for Santa Fe County on October 6, 2014 and progressed from a Detention Officer to an Adult Detention Officer Facility Corporal.

We congratulate all of these employees and thank them for their hard work!

Human Resources worked in conjunction with the County Manager to offer a student intern program. Fifteen (15) students began on June 12, 2017 and are working in various departments to enhance their knowledge, skills and abilities in various areas. The program is twelve (12) weeks long. We are excited to provide this job opportunity for local youth.

# Human Resources Statistics Report

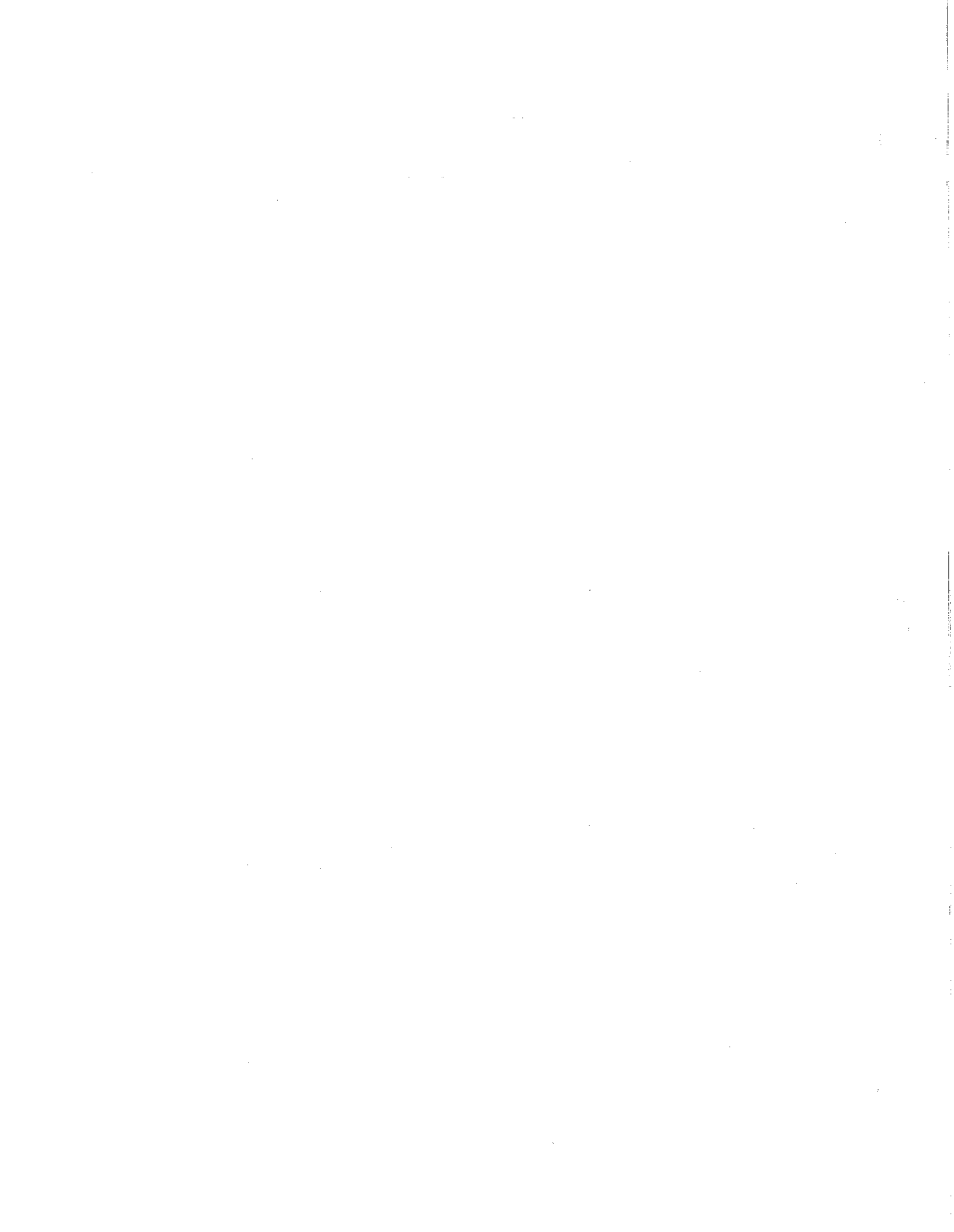
## June 2017

Department/Office	Division	Regular Employees	Part Time	Full Time	Elected Officials	Temps	Vacancies	Total Positions
County Manager's Office	01-COUNTY MANAGER ADMINIS.	7		7				7
	02-COMMISSION	5		5	5			5
	15-HUMAN RESOURCES	10		10		15	2	12
	21-FINANCE	24		24			2	26
	22-PUBLIC INFORMATION OFFICE	1		1				1
	23-SANTA FE FILM OFFICE	2		2				2
<b>CMO total</b>		<b>49</b>		<b>49</b>	<b>5</b>	<b>15</b>	<b>4</b>	<b>53</b>
Legal Office	01-LEGAL ADMINISTRATION	9		9			1	9
<b>Legal Office Total</b>		<b>9</b>		<b>9</b>				<b>9</b>
Administrative Services Department	00-ADMINISTRATION	2		2			1	3
	02-INFORMATION TECHNOLOGY	17		17			1	18
	12-PURCHASING	6		6			1	7
	16-MAIL ROOM	1		1				1
	17-RISK MANAGEMENT	3		3				3
<b>ASD Total</b>		<b>29</b>		<b>29</b>			<b>3</b>	<b>32</b>
Community Services Department	04-DWI LOCAL	4		4				4
	06-DWI SCREENING	1		1				1
	09-DWI TEEN COURT	3		3				3
	20-INDIGENT HOSPITAL FUND	3		3				3
	21-EMS-HEALTH CARE	3		3				3
	74-MOBILE HEALTH FAIR VAN	3	1	2			2	5
	84-DWI COMPLIANCE MONITORING	2		2				2
	89-SENIOR PROGRAMS - ADMIN.	12		12				12
	90-SR SVCS-CONGREGATE MEALS	6		6		1	1	7
	92-SR SVCS - HOME DELIVERED	8		8		1		8
	93-SR SVCS - TRANSPORTATION	2		2				2
	94-DWI COMPLIANCE EXPAN.-TSB	1		1				1
	01-ADMINISTRATION	4		4				4
	01-POJOAQUE SATELLITE OFFICE						1	
	02-EDGEWOOD SATELLITE OFFICE						1	
	<b>CSD Total</b>		<b>52</b>	<b>1</b>	<b>51</b>		<b>4</b>	<b>3</b>
Growth Management Department	01-LAND USE ADMINISTRATION	4		4				4
	02-PLANNING	7		7			1	8
	14-GIS	9		9				9
	15-AFFORDABLE HOUSING-COUNTY	1		1				1
	16-BUILDING & DEVELOPMENT	15		15				15
	17-ECONOMIC DEVELOPMENT	1		1				1
	<b>GMD Total</b>		<b>37</b>		<b>37</b>			<b>1</b>
Housing Department	30-ADMINISTRATION	9		9			3	12
	49-HOUSING SECTION 8 VOUCHER	2		2				2
	84-HOUSING CFP - 2014	1		1				1
<b>Housing Department Total</b>		<b>12</b>		<b>12</b>			<b>3</b>	<b>15</b>
Public Safety Department	01-FIRE ADMINISTRATION	29		29			3	32
	11-FIRE REGIONS	75		75		1	1	76
	15-WILDLAND PROGRAM	3		3		8		3
	84-2017 YCC GRANT							
	01-CORRECTIONS ADMINISTRATION	6		6				6
60-ADULT FACILITY	128		128			27	155	

# Human Resources Statistics Report

## June 2017

Department/Office	Division	Regular Employees	Part Time	Full Time	Elected Officials	Temps	Vacancies	Total Positions
	62-MAINTENANCE DIVISION	6		6			1	7
	63-MEDICAL SERVICES	20		20			12	32
	65-ELECTRONIC MONITORING	9		9			1	10
	70-YOUTH DEVELOPMENT FAC.	23		23			5	28
	01-RECC	41		41			6	47
<b>PSD Total</b>		<b>340</b>		<b>340</b>		<b>9</b>	<b>56</b>	<b>396</b>
Public Works Department	01-PUBLIC WORKS ADMIN.	13		13				13
	02-FLEET SERVICE	10		10				10
	03-TRAFFIC ENGINEERING	5		5			2	7
	05-SOLID WASTE	22	2	20				22
	11-ROAD MAINTENANCE	34		34			6	40
	02-PROPERTY CONTROL	13		13			1	14
	03-BUILDING SERVICES	17	1	16			1	18
	18-PROJECT DEVELOPMENT DIV	9		9			1	10
	26-OPEN SPACE	5		5				5
	10-WATER	14		14			5	19
	15-AAMODT	1		1				1
	20-WASTEWATER	1		1				1
	51-OFFICE OF SUSTAINABILITY	3		3				3
	08-SANTA FE RIVER GREENWAY	1		1				1
<b>PWD total</b>		<b>148</b>	<b>3</b>	<b>145</b>			<b>16</b>	<b>164</b>
County Clerk's Office	01-REPORTING & RECORDING	14		14	1		7	21
	02-BUREAU OF ELECTIONS	9		9			4	13
<b>County Clerk's Office Total</b>		<b>23</b>		<b>23</b>	<b>1</b>		<b>11</b>	<b>34</b>
County Treasurer's Office	01-COUNTY TREASURER ADMIN.	13		13	1		1	14
<b>County Treasurer's Office Total</b>		<b>13</b>		<b>13</b>	<b>1</b>		<b>1</b>	<b>14</b>
County Assessor's Office	01-COUNTY ASSESSOR ADMIN.	28		28	1		1	29
	11-PROPERTY VALUATION	12		12			1	13
<b>County Assessor's Office Total</b>		<b>40</b>		<b>40</b>	<b>1</b>		<b>2</b>	<b>42</b>
Sheriff's Office	01-ADMIN/ANIMAL CNTRL/ENFORC	120		120	1			120
	04-REG.III DRUG ENF GRANT-A	1		1				1
	06-REG III-HIDTA GRANT	1		1				1
	33-DWI SEIZURE GRANT	1		1				1
<b>Sheriff's Office Total</b>		<b>123</b>		<b>123</b>	<b>1</b>		<b>0</b>	<b>123</b>
County Probate Judge	01-COUNTY PROBATE JUDGE				1			
<b>County Probate Judge Total</b>					<b>1</b>			
<b>TOTAL</b>		<b>875</b>	<b>4</b>	<b>871</b>	<b>10</b>	<b>28</b>	<b>100</b>	<b>975</b>

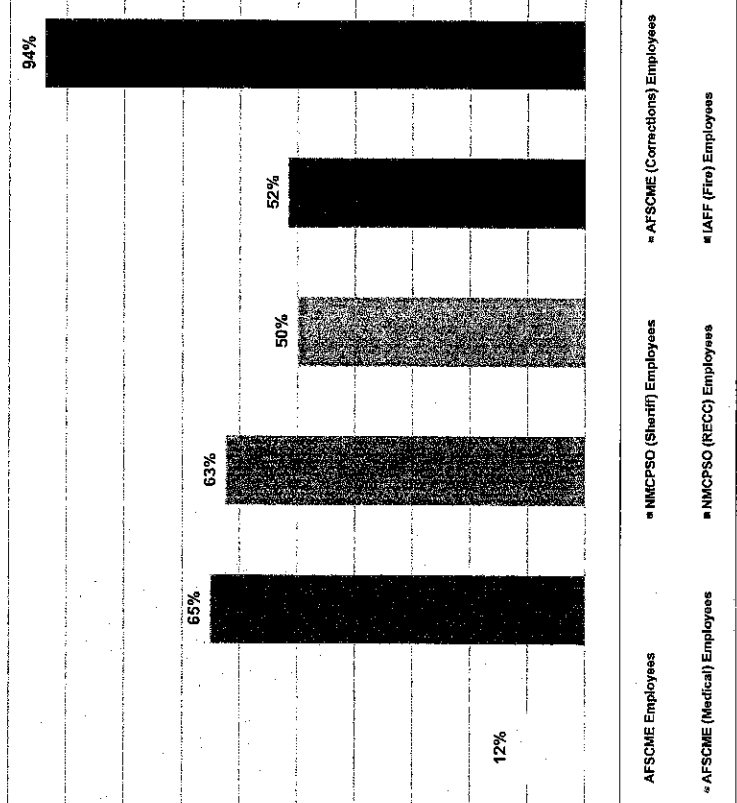




# LABOR STATISTICS FOR JUNE 2017

Number of Employees		Percentages of Union Status		Number of Paying Dues Members		Percentages of Paying Dues Members	
AFSCME Employees	269	AFSCME Employees	30.74%	AFSCME Employees	32	AFSCME Employees	12%
NMCPPO (Sheriff) Employees	91	NMCPPO (Sheriff) Employees	10.37%	NMCPPO (Sheriff) Employees	3	NMCPPO (Sheriff) Employees	12%
AFSCME (Corrections) Employees	6	AFSCME (Corrections) Employees	0.69%	AFSCME (Corrections) Employees	3	AFSCME (Corrections) Employees	50%
AFSCME (Medical) Employees	538	AFSCME (Medical) Employees	61.49%	AFSCME (Medical) Employees	219	AFSCME (Medical) Employees	50%
NMCPPO (RECC) Employees		NMCPPO (RECC) Employees		NMCPPO (RECC) Employees		NMCPPO (RECC) Employees	
IAFF (Fire) Employees		IAFF (Fire) Employees		IAFF (Fire) Employees		IAFF (Fire) Employees	
Total Number of Union Employees	875	Total Percentage of Union Employees	61.49%	Total Number of Employees Paying Dues	219		
Non-Union Employees		Non-Union Employees					
Total Number of Employees	875						

**Number Paying Dues Members**



**Number of Employees**

