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*County Manager*

June 20, 2024

**SANTA FE COUNTY**  
**RFP No. 2024-0176-PW/MB**  
**SANTA FE COUNTY WATER RECLAMATION FACILITY (SFCWRF)**  
**MONITORING WELL DEVELOPMENT**  
**ADDENDUM NO. 1**

Dear Proponents,

This addendum is issued to reflect the following immediately. It shall be the responsibility of interested Offerors to adhere to any changes or revisions to the RFP as identified in this Addendum No. 1. This documentation shall become permanent and made part of the departmental files.

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***The Purpose for this Addendum is Santa Fe County has identified additional scope of work and an additional site location to be included in the RFP.***

***Retitle RFP to – SANTA FE COUNTY WATER RECLAMATION FACILITY (SFCWRF) MONITORING WELL DEVELOPMENT AND RANCHO VIEJO AQUIFER RECOVERY AND STORAGE***

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The Proposal submission date has been extended to 2:00PM on Tuesday, July 30th, 2024 at the Santa Fe County Purchasing Division, 102 Grant Avenue, (First Floor), Santa Fe, NM 87501. The submission of Proposals will also be accepted electronically utilizing a DropBox. Please utilize this link to upload your proposal submission.

<https://www.dropbox.com/request/Y5HIX4MbXjFYsATRdg36>

The rescheduled Pre-Proposal Conference will be held at 1:15 PM on Wednesday, July 3, 2024, online via WebEx using link provided below. Attendance is not mandatory but highly recommended.

<https://sfco.webex.com/sfco/j.php?MTID=m9eedc6759ddfde048a0afb38d7f845c0>

**Section II – A. (page 6) in the IFB document is deleted and replaced with the below;**

**A. GENERAL PROJECT INFORMATION**

**1. Reclamation Facility Monitoring Well Development**

The Santa Fe County Water Reclamation Facility (SFCWRF) is a recently constructed wastewater treatment plant with a capacity of 0.5 million gallons per day (MGD), expandable to 2.0 MGD. Situated approximately one-mile south of the intersection of Vista Del Monte and NM HWY 14, within the State of New Mexico Department of Corrections property in Santa Fe County (SFC), the facility serves approximately 500 customers, including correctional facilities, administrative complexes, movie studios, and residential subdivisions. Currently receiving an influent flow of 0.14 - 0.16 MGD, the facility is undergoing expansion to accommodate an additional flow of .120 MGD from the Thornburg/Abajo lift station, totaling .280 MGD.

The facility replaced a lagoon system and includes entrance works, flow measurement, and primary and secondary treatment processes. SFCWRF holds a Discharge Permit, DP-234 issued by NMED-GWB, mandating the installation of additional monitoring wells. One of the permit conditions requires the installation of Monitoring Well 5 (MW-5), for which SFCU has obtained approval from NMED-GEQB. The facility currently has four existing monitoring wells, and MW-5 will be integrated into quarterly analytical monitoring.

During the construction of SFCWRF, changes in grade left Monitoring Well 4 (MW-4) below grade, necessitating its adjustment to the new grade level. Quarterly monitoring, involving up to five monitoring wells, has revealed consistent increases in nitrate (NO<sub>3</sub>-N) levels in MW-3 and MW-4. SFC seeks to install an additional monitoring well downstream of MW-3 and MW-4 to delineate the extent of NO<sub>3</sub> contamination.

**2. Aquifer Storage and Recovery in Rancho Viejo**

The project would restore 2 (two) decommissioned secondary treatment impoundments at SFCWRF into infiltration basins in order to allow up to 550 acre feet per year of treated Class 1-A quality domestic wastewater effluent to infiltrate into the aquifer as part of an aquifer storage and (future) recovery program planned by SFC. The project will allow the infiltration of Class 1-A quality treated effluent (under an Underground Injection Control (UIC) permit issued by the New Mexico Environment Department's Ground Water Quality Bureau NMEDGWQB) into the shallow aquifer in a location with high-permeability characteristics.

Rehabilitation of the Secondary impoundments will require an engineer to design these basins to accept infiltrated water to replenish the aquifer at the WRF. Data collected over several decades indicate this area is an ideal location due to significant lowering of the water table in this area. The geological studies further indicate the placement of water in this area will likely flow southwest to the La Cienega springs, another area of significant groundwater use. The linings and accumulated sludge of the defunct impoundments will be removed and geological testing will be performed to confirm the area will have adequate infiltration.

In connection with this project, SFC will apply to the Office of the State Engineer for “return flow credits” in the aquifer that can be used for additional water supply, as offsets, or in another point of diversion (well) in the County system. The County’s intent remains to partner with Rancho Viejo by acquiring a Production Well from Rancho Viejo and use the Production Well as a location to transfer the credits for use. SFC requires Engineering services to complete Infiltration Basins at the WRF and also complete development of the Production Well where the credits will be transferred.

**Section II – B. (page 6) in the IFB document is deleted and replaced with the below;**

**B. SCOPE OF WORK (Engineering Basic Services)**

The County is requesting engineering design services including but not limited to:

**1. Study and Report Phase**

- a) Initial Consultation and Requirement Clarification.
  - Engage with Santa Fe County (SFC) to define and clarify the requirements for the Project.
- b) Identification of Additional Data Needs:
  - Advise SFC regarding any additional data or services required beyond the Engineer’s Basic Services for the project.
- c) Regulatory Compliance Analysis:
  - Identify, consult with, and analyze the requirements of governmental agencies having jurisdiction to approve the portions of the Project designed or specified by Engineer, including but not limited to mitigating measures identified in the environmental assessment.
- d) Preparation and Approval of Draft Study and Report:
  - Prepare a draft Study and Report outlining the project scope. Obtain written approval from SFC for the draft Study and Report before proceeding to the next phase.

**2. Preliminary Design phase**

- a) Site Review and Data Collection:
  - Convene a meeting with SFC and other stakeholders to review the project site. Advise SFC on additional data, reports, or services needed.
- b) Development Plan Creation:
  - Develop a schematic Development Plan for the project area, allowing for phased construction if necessary.
- c) Preparation of Preliminary Design Plans:
  - Develop and complete preliminary Design Plans and a construction cost estimate within 30 days of authorization from SFC. Review the plans with SFC and revise as necessary.
- d) Production of Preliminary Design Study:
  - Produce a study consisting of drawings and documents illustrating planning concepts, engineering systems, materials, and budget breakdown. Obtain written approval from SFC for the Preliminary Design Phase.
- e) Finalization of Preliminary Design:
  - Obtain written approval from SFC for the proposed Preliminary Design before proceeding to the next phase.

### **3. Final Design Phase**

Upon approval of Preliminary Design Phase documents by SFC, the Engineer shall:

- a) Prepare Final Design Plans, documents, project specifications, and develop a construction cost estimate.
- b) Identify any need for additional data, surveys, or tests and submit a statement to SFC for review and approval.
- c) Submit a statement of Probable Construction Cost to SFC at the completion of the Final Design Phase. Notify SFC immediately of any budget or Scope of Work incompatibility.
- d) Convene a meeting to review Final Design Plans, Project Specifications, and Cost Estimate with SFC. Revise documents as necessary.
- e) Upon approval, prepare and deliver Design Phase documents, Project Specifications, and Cost Estimate.
- f) Deliver signed/sealed construction drawings and bid documents for permit submission.
- g) Assist SFC at regulatory review meetings, respond to questions, revise plans if necessary to obtain approvals.
- h) Provide SFC with required sets of construction plans and electronic copies as requested.

### **4. Bidding and Negotiating Phase**

The Engineer shall:

- a) Assist SFC in obtaining bids or proposals and awarding contracts for construction if requested.
- b) Attend pre-bid conferences, assist in preparing addenda, and clarify questions during the bidding process.
- c) Identify changes during the bidding process and submit proposed addenda for approval by SFC.
- d) Assist in issuing addenda to bidders and provide written recommendations for bid acceptance or rejection.

### **5. Construction Phase**

The Engineer shall:

- a) Participate in a pre-construction conference.
- b) Determine, certify, and make recommendations for payment to the construction contractor based on site observations.
- c) Assist in reviewing change orders and conduct a final site visit to determine if completed work is acceptable and issue a Notice of Substantial Completion.
- d) Finalize "As-Built" plans including construction contractor's mark-ups.

### **6. Project Closeout and 11 Month Warranty Inspection Phase**

- a) Submit recommendations to SFC regarding project completion and obtain all necessary releases, warranties, and acknowledgments from the construction contractor.
- b) Schedule and conduct an eleven-month inspection with SFC to evaluate the construction site and identify any defects. Provide a written report and obtain signed receipts for corrective actions completed to satisfaction.

## 7. Additional Services

If authorized in writing by SFC, Engineer shall furnish or obtain from others additional services of the types listed below.

- a) Provide on-site observations during construction to ensure compliance with design specifications. Document observations in field reports.
- b) Preparation of application and supporting documents in connection with the project; preparation or review of environmental assessments and impacts statements; review and evaluation of the effects of the design requirements for the project of any such statements and documents prepared by others; and assistance in obtaining approvals of authorities having jurisdiction over the anticipated environmental impact of the project.
- c) Services resulting from SFC request to evaluate additional Study and Report Phase alternative solutions beyond those identified.
- d) Providing construction surveys and staking to enable contractor to perform its work other than as required under *Construction Phase*, and any type of property surveys or related engineering services needed for the transfer of interests in real property; and providing other special field surveys.
- e) Providing assistance in responding to the presence of any Constituent of Concern at the Site, in compliance with current Laws and Regulations.
- f) Submittal of all required project documentation and reports to NMED-GWB
- g) Other services performed or furnished by Engineer not otherwise provided for in this Agreement.

Please add this Addendum No. 1 to the original proposal documents and refer to proposal documents, hereto as such. This and all subsequent addenda will become part of any resulting contract documents and have effects as if original issued. All other unaffected sections will have their original interpretation and remain in full force and effect. Responders are reminded that any questions or need for clarification must be addressed to Dani Koussa, Procurement Specialist Senior at [dkoussa@santafecountynm.gov](mailto:dkoussa@santafecountynm.gov).