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Commissioner, District 5

Gregory S. Shaffer
County Manager

MEMORANDUM

DATE: February 13, 2025

TO: File

FROM: Bill Taylor, Procurement Manager, CPO *BT*

Via: Carlos Casias, Utilities Infrastructure Manager

RE: **MODIFIED - Declaration of Emergency to Procure the Necessary Repairs in Correcting the Wastewater Flows at the County Wastewater Treatment Facility in Santa Fe.**

ISSUE

In December of 2024 the Public Works Department identified an urgent need to clean out the manhole lines located at the County Wastewater Treatment Facility (WWTF), due to a collapsed line. The Department contacted Sub Surface Contracting, LLC to clear the lines, for an amount of \$37,773.08, exclusive of NM GRT.

On February 3, 2025, the Department identified a need to clear all 3 manholes at the WWTF, and request and open encumbrance to procure the services of Sub Surface Contracting to continue to clear the lines until the overall re-design and upgrades can be completed at the Facility.

DETERMINATION:

More than 50 resident County water customers would be affected by the operational shutdown of the Wastewater Treatment Facility if the manhole lines were blocked by the collapse. Therefore, pursuant to 13-1-127 Emergency Procurements, it is the determination of the Santa Fe County Procurement Manager that there existed a threat to the public health, welfare, safety and property that required the procurement of services, construction or tangible items under emergency procurement in order to address and eliminate the immediate emergency condition as described above, pursuant to NMSA 1978, 13-1-127, and that under this emergency declaration that the Department maintain an open encumbrance to maintain the sewer lines at WWTF until the facility is upgraded.

Emergency Project Description:

Contractor: Sub Surface Contracting, LLC
27A Paseo De River
Santa Fe, New Mexico 87507
(505) 473-1000

Scope of Work: See attached cost breakdown for repairs.

Manhole parts, materials necessary to shore up the manhole, replace 8" PVC line, compaction test, concrete and weekly jetting of all manhole and shoring systems at the County Wastewater Treatment Facility.

TOTAL: **In excess to \$250,000, exclusive of NMGRT**