

**PROFESSIONAL SERVICE AGREEMENT  
BETWEEN SANTA FE COUNTY AND  
SWCA ENVIRONMENTAL CONSULTANTS**

**THIS AGREEMENT** is made and entered into this 25<sup>th</sup> day of October 2019, by and between **SANTA FE COUNTY**, (hereinafter the "County") and **SWCA ENVIRONMENTAL CONSULTANTS**, 5647 Jefferson Street NE, Albuquerque, New Mexico 87109 (hereinafter the "Contractor").

**WHEREAS**, pursuant to 13-1-125, MSA 1978, (Small purchases) the County issued Letter of Interest No. 2020-0039-FD/MAM for these services (LOI); and

**WHEREAS**, the County requires the services of a consultant to conduct an extensive update of Santa Fe County's 2008 Community Wildfire Protection Plan (CWPP); and

**WHEREAS**, these services will help the County address issues regarding deteriorating forest health and the need for greater community protection from wildfire in urban interface areas; and

**WHEREAS**, the County requires the services of the Contractor and the Contractor is willing to provide these services and both parties wish to enter into this Agreement.

**NOW, THEREFORE**, the parties agree as follows:

**1. SCOPE OF WORK**

**A. Contractor's Scope of Work**

**Task 1.** Establish the Core Team and Engage Stakeholders. Engage interested parties and stakeholders and establish a Core Team with assistance from the County. Reconvene the original core Community Wildfire Protection Plan ("CWPP") team when possible, or identify additional stakeholders who should be invited to participate in the Core Team. Membership in the Core Team may also be solicited from the agency cooperators list utilized for annual fire preparedness meetings. The Core Team will represent agencies and stakeholder groups with an interest in wildfire prevention and will be responsible for developing the CWPP risk assessment, developing recommendations for fire prevention and risk reduction and will provide expert knowledge regarding fire risk and hazard. Contractor will compile a list of attendees and minutes of the Core Team meetings. Contractor will convene at least two Core Team meetings throughout the planning process. The first meeting shall convene within five to six weeks from the effective date of this Agreement. The first meeting will be to review the original plan, identify changes to the risk assessment and make recommendations for risk reduction measures and projects; the second meeting will be to present the risk assessment and develop mitigation priorities. Meetings of the Core Team should be a minimum of two hours and the Core Team will provide all requested information to the County within two weeks of a request.

**Task 2. Update and Establish Community Base Maps.** Work with the Core Team to update the Community Base Maps for the CWPP that encompass the project area which includes Santa Fe County. The Maps will present information regarding land ownership boundaries; vegetated areas that may contain critical human infrastructure; community wildland-urban interface (“WUI”) areas at risk; forest and grassland areas at risk for large-scale fire disturbance; watershed boundaries; fire history and previous fuel treatments; topographic conditions; access roads; hazardous material locations; and locations of suppression resources. The Community Base Maps will be completed within three months from the effective date of this Agreement.

**Task 3. Develop a CWPP Outline.** Contractor in collaboration with the Core Team will determine the structure and content of the CWPP and verify that the CWPP update adheres to state and federal guidelines. Contractor will ensure the update is aligned with the goals of the National Cohesive Strategy: restore and maintain landscapes; fire-adapted communities; and respond to wildfires. Federal agencies utilize the Cohesive Strategy when developing policy and budgets; therefore, this approach will align the County with future federal funding opportunities, pre-positioning all stakeholders to better leverage funding sources for projects.

**Task 4. Update the Community Risk Assessment.** Contractor will update the graphical and written community risk assessment for the County. This process will involve revisiting the original risk categories (high, medium, low, no risk) assigned to each community, utilizing input from the Core Team. The community risk assessment model incorporates fuel hazards, risk of fire occurrence, community infrastructure, local preparedness and firefighting capability. Develop the graphical risk assessment using available data, GIS software, and the fire behavior models Flammap and Farsite. The results from these models shall include predicted rates of spread, flame lengths and fire line intensity derived from fuel conditions, topography, weather and historic fire occurrence data. In addition to the GIS model, the Core Team will revisit the written community assessment and update risk ratings based on changes to population, fuel hazards, infrastructure and emergency response. Revise the community assessments utilizing the NFPA 1144 Structural Hazard Assessment protocol as well as home hazard assessment data collected by the Fire Department in WUI areas since 2008. This will also include the recently adopted 2015 International Wildland –Urban Interface Code. The community assessments will inform recommendations for public education and outreach as well as actions to reduce structural ignitability. These recommendations will form a foundation for future public education and outreach and will complement the “Ready, Set, Go” program the County has implemented. The community risk assessment shall be completed within three to four months from the effective date of this Agreement.

**Task 5. Develop Community Priorities/Recommendations.** Contractor shall work with the Core Team to collaboratively discuss the identification of local priorities for fuels treatments and hazard mitigation and review the status of projects proposed in the original CWPP. Develop a section to the plan that outlines the progress that has been made since the 2008 CWPP and will identify new priorities for actions, based on current conditions. Community priorities and recommendations will include consideration of fuel hazards in

the WUI, structural ignitability, ignition potential, defensible space concerns, ingress and egress, right-of-ways, evacuation and emergency notifications, firefighting response and public education and outreach. Community priorities and recommendations shall be developed with Core Team input within six months of the effective date of this Agreement.

**Task 6.** Develop a Draft CWPP with an Action Plan and Story Map. Prepare a draft of the CWPP for the Core Team review and comment. The draft shall incorporate community priorities and recommendations and will highlight updates and amendments made to the original CWPP. With collaboration from the Core Team and the County, Contractor will develop a detailed implementation strategy and a monitoring plan for long term success. This strategy will take into consideration those successes and hurdles experienced during implementation of the original CWPP in order to implement lessons learned. Priority will be placed on projects that serve to protect the community and essential infrastructure, particularly projects in the WUI. Develop and implement a strategy for assessing the document to ensure it remains relevant over the long term. The update will also include a section on post-fire hazards and rehabilitation in order to adhere to the New Mexico State Forestry guidelines for CWPP updates. The draft CWPP will be submitted to the Core Team for review within six to seven months from the effective date of this Agreement.

**Task 7.** Complete the Final CWPP. Complete the final CWPP and Story Map to include analyses of data, base maps, community risk assessments, prioritized hazard reduction activities, and recommendations to reduce structure ignitability in WUI zones. Information documented from Core Team meetings, such as comments and concerns, will be included as appendices to the CWPP. The County will facilitate the signatories to the CWPP following submission of the Final CWPP. Provide to the County two hard copies of the CWPP, an electronic version, all shape files and a list of CWPP communities and their risk ratings. Develop an online tool, called a "Story Map," an effective tool for community outreach. Story Maps are an ideal conduit for sharing action items with communities for wildfire prevention. The final CWPP will be submitted to the County within nine months of the effective date of this Agreement.

**B. Deliverables.**

For Tasks 1 through 7, Contractor shall submit a separate invoice when each Task is completed. All invoices will include a detailed description of the services performed to complete each Task.

Task 1: List members of the Core Team and their credentials and/ or area of expertise. Describe the number and duration of each meeting of the Core Team and the results of each meeting of the Core Team.

Task 2: Describe the services provided by the Contractor and the Core Team to update the Community Base Maps. Submit at least one full set of the updated Community Base Maps.

Task 3: Describe the services provided by the Contractor and the Core Team to develop an initial CWPP Outline.

Task 4: Describe the services provided by the Contractor and the Core Team to develop an updated Community Risk Assessment. Submit the updated written Community Risk Assessment.

Task 5: Describe the services provided by the Contractor and the Core Team to establish community priorities and recommendations.

Task 6: Describe the services provided by the Contractor and the Core Team to develop a draft CWPP and on-line Story Map. Submit the written draft CWPP and Story Map or long term action plan.

Task 7: Describe the services provided by the Contractor and the Core Term to complete the final CWPP and on-line Story Map.

## **2. ADDITIONAL SERVICES**

A. The parties agree that all tasks set forth in Section 1 (Scope of Work), of this Agreement shall be completed in full, to the satisfaction of the County, in accordance with professional standards and for the amount set forth in Section 3 (Compensation, Invoicing and Set-off), of this Agreement, and for no other cost, amount, fee or expense.

B. The County may from time to time request changes in the Scope of Work to be performed hereunder. Such changes, including any increase or decrease in the amount of the Contractor's compensation, which are mutually agreed upon by and between the County and the Contractor, shall be incorporated in a written amendment to this Agreement.

## **3. COMPENSATION, INVOICING AND SET-OFF**

A. In consideration of its obligations under this Agreement the Contractor shall be compensated as follows:

- 1) County shall pay to the Contractor in full payment for services satisfactorily performed and completed in accordance with the description of Task Nos. 1 through 7 in Exhibit A, and upon receipt of the Deliverables described in 1. B. above.
- 2) The total amount payable to the Contractor under this Agreement shall not exceed **\$55,000.00, inclusive** of New Mexico gross receipts tax.
- 3) This amount is a maximum and not a guarantee that the work assigned to be performed by Contractor under this Agreement shall equal the amount stated herein. The parties do not intend for the Contractor to continue to provide services without compensation when the total compensation amount is reached. The County will notify the Contractor when the services provided under this Agreement reach the total compensation amount. In no event will the Contractor be paid for services provided in excess of the total compensation amount without this Agreement being amended.

B. The Contractor shall submit a written request for payment to the County when payment is due under this Agreement. Upon the County's receipt of the written request, the County shall issue a written certification of complete or partial acceptance or rejection of the deliverables for which payment is sought.

- 1) The County's representative for certification of acceptance or rejection of contractual items and services shall be **Michael Feulner, Fire Department, 35 Camino Justicia, (505) 995-6527**, or such other individual as may be designated in the absence of the County representative.
- 2) The Contractor acknowledges and agrees that the County may not make any payment hereunder unless and until it has issued a written certification accepting the contractual services or deliverables.
- 3) Within 30 days of the issuance of a written certification accepting the services or deliverables, the County shall tender payment for the accepted items or services. In the event the County fails to tender payment within 30 days of the written certification accepting the items or services, the County shall pay late payment charges of 1.5% per month, until the amount due is paid in full.

C. In the event the Contractor breaches this Agreement, the County may, without penalty, withhold any payments due the Contractor for the purpose of set-off until such time as the County determines the exact amount of damages it suffered as a result of the breach.

D. Payment under this Agreement shall not foreclose the right of the County to recover excessive or illegal payment.

#### **4. EFFECTIVE DATE AND TERM**

This Agreement shall be effective as of the date of the last signature by the parties hereto, and shall terminate one year from such date, unless earlier terminated pursuant to Section 5 (Termination) or Section 6 (Appropriations and Authorizations). The County may extend the term of this Agreement for one year. Notice that the County wishes to extend the term will be submitted to Contractor at least 60 days prior to the expiration of the term.

#### **5. TERMINATION**

A. Termination of Agreement for Cause. Either party may terminate the Agreement based upon any material breach of this Agreement by the other party. The non-breaching party shall give the breaching party written notice of termination specifying the grounds for the termination. The termination shall be effective 30 days from the breaching party's receipt of the notice of termination, during which time the breaching party shall have the right to cure the breach. If, however, the breach cannot with due diligence be cured within 30 days, the breaching party shall have a reasonable time to cure the breach, provided that, within 30 days of its receipt of the written notice of termination, the breaching party began to cure the breach and advised the non-breaching party in writing that it intended to cure.

B. Termination for Convenience of the County. The County may, in its discretion, terminate this Agreement at any time for any reason by giving the Contractor written notice of termination. The notice shall specify the effective date of termination, which shall not be less than

15 days from the Contractor's receipt of the notice. The County shall pay the Contractor for acceptable work, determined in accordance with the specifications and standards set forth in this Agreement, performed before the effective date of termination but shall not be liable for any work performed after the effective date of termination.

## **6. APPROPRIATIONS AND AUTHORIZATIONS**

This Agreement is contingent upon sufficient appropriations and authorizations being made for performance of this Agreement by the Board of County Commissioners of the County and/or, if state funds are involved, the Legislature of the State of New Mexico. If sufficient appropriations and authorizations are not made in this or future fiscal years, this Agreement shall terminate upon written notice by the County to the Contractor. Such termination shall be without penalty to the County, and the County shall have no duty to reimburse the Contractor for expenditures made in the performance of this Agreement. The County is expressly not committed to expenditure of any funds until such time as they are programmed, budgeted, encumbered and approved for expenditure by the County. The County's decision as to whether sufficient appropriations and authorizations have been made for the fulfillment of this Agreement shall be final and not subject to challenge by the Contractor in any way or forum, including a lawsuit.

## **7. INDEPENDENT CONTRACTOR**

The Contractor and its agents and employees are independent contractors and are not employees or agents of the County. Accordingly, the Contractor and its agents and employees shall not accrue leave, participate in retirement plans, insurance plans, or liability bonding, use County vehicles, or participate in any other benefits afforded to employees of the County. Except as may be expressly authorized elsewhere in this Agreement, the Contractor has no authority to bind, represent, or otherwise act on behalf of the County and agrees not to purport to do so.

## **8. ASSIGNMENT**

The Contractor shall not assign or transfer any interest in this Agreement or assign any claims for money due or to become due under this Agreement without the advance written approval of the County. Any attempted assignment or transfer without the County's advance written approval shall be null and void and without any legal effect.

## **9. SUBCONTRACTING**

The Contractor shall not subcontract or delegate any portion of the services to be performed under this Agreement without the advance written approval of the County. Any attempted subcontracting or delegating without the County's advance written approval shall be null and void and without any legal effect.

## **10. PERSONNEL**

A. All work performed under this Agreement shall be performed by the Contractor or under its supervision.

B. The Contractor represents that it has, or will secure at its own expense, all personnel required to discharge its obligations under this Agreement. Such personnel (i) shall not be employees of or have any contractual relationships with the County and (ii) shall be fully qualified and licensed or otherwise authorized or permitted under federal, state, and local law to perform such work.

#### **11. RELEASE**

Upon its receipt of all payments due under this Agreement, the Contractor releases the County, its elected officials, officers, agents and employees from all liabilities, claims, and obligations whatsoever arising from or under or relating to this Agreement.

#### **12. CONFIDENTIALITY**

Any confidential information provided to or developed by the Contractor in the performance of this Agreement shall be kept confidential and shall not be made available to any individual or organization by the Contractor without the prior written approval of the County.

#### **13. PUBLICATION, REPRODUCTION, AND USE OF MATERIAL; COPYRIGHT**

A. The County has the unrestricted right to publish, disclose, distribute and otherwise use, in whole or in part, any reports, data, or other material prepared under or pursuant to this Agreement.

B. The Contractor acknowledges and agrees that any material produced in whole or in part under or pursuant to this Agreement is a work made for hire. Accordingly, to the extent that any such material is copyrightable in the United States or in any other country, the County shall own any such copyright.

#### **14. CONFLICT OF INTEREST**

The Contractor represents that it has no and shall not acquire any interest, direct or indirect, that would conflict in any manner or degree with the performance of its obligations under this Agreement.

#### **15. NO ORAL MODIFICATIONS; WRITTEN AMENDMENTS REQUIRED**

This Agreement may not be modified, altered, changed, or amended orally but, rather, only by an instrument in writing executed by the parties hereto. The Contractor specifically acknowledges and agrees that the County shall not be responsible for any changes to Section 1 (Scope of Work), of this Agreement unless such changes are set forth in a duly executed written amendment to this Agreement.

#### **16. ENTIRE AGREEMENT; INTEGRATION**

This Agreement incorporates all the agreements, covenants, and understandings between the parties hereto concerning the subject matter hereof, and all such agreements, covenants and understandings have been merged into this written Agreement. No prior or contemporaneous agreement, covenant or understandings, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Agreement.

#### **17. NOTICE OF PENALTIES**

The Procurement Code, NMSA 1978, Sections 13-1-28 through 13-1-199, imposes civil and criminal penalties for its violation. In addition, New Mexico criminal statutes impose felony penalties for bribes, gratuities, and kickbacks.

#### **18. EQUAL EMPLOYMENT OPPORTUNITY COMPLIANCE**

A. The Contractor agrees to abide by all federal, state, and local laws, ordinances, and rules and regulations pertaining to equal employment opportunity and unlawful discrimination. Without in any way limiting the foregoing general obligation, the Contractor specifically agrees not to discriminate against any person with regard to employment with the Contractor or participation in any program or activity offered pursuant to this Agreement on the grounds of race, age, religion, color, national origin, ancestry, sex, physical or mental handicap, serious medical condition, spousal affiliation, sexual orientation, or gender identity.

B. The Contractor acknowledges and agrees that failure to comply with this Section shall constitute a material breach of this Agreement.

#### **19. COMPLIANCE WITH APPLICABLE LAW; CHOICE OF LAW**

A. In performing its obligations hereunder, the Contractor shall comply with all applicable laws, ordinances, and regulations.

B. Contractor shall comply with the requirements of Santa Fe County Ordinance 2014-1 (Establishing a Living Wage).

C. This Agreement shall be construed in accordance with the substantive laws of the State of New Mexico, without regard to its choice of law rules. Contractor and the County agree that the exclusive forum for any litigation between them arising out of or related to this Agreement shall be state district courts of New Mexico, located in Santa Fe County.

#### **20. RECORDS AND INSPECTIONS**

A. To the extent its books and records relate to (i) its performance of this Agreement or any subcontract entered into pursuant to it or (ii) cost or pricing data (if any) set forth in this Agreement or that was required to be submitted to the County as part of the procurement process, the Contractor agrees to (i) maintain such books and records during the term of this Agreement and for a period of six years from the date of final payment under this Agreement; (ii) allow the County or its designee to audit such books and records at reasonable times and upon reasonable



notice; and (iii) to keep such books and records in accordance with generally accepted accounting principles (GAAP).

B. To the extent its books and records relate to (i) its performance of this Agreement or any subcontract entered into pursuant to it or (ii) cost or pricing data (if any) set forth in this Agreement or that was required to be submitted to County as part of the procurement process, the Contractor also agrees to require any subcontractor it may hire to perform its obligations under this Agreement to (i) maintain such books and records during the term of this Agreement and for a period of six years from the date of final payment under the subcontract; (ii) to allow the County or its designee to audit such books and records at reasonable times and upon reasonable notice; and (iii) to keep such books and records in accordance with GAAP.

## **21. INDEMNIFICATION**

A. The Contractor shall defend, indemnify, and hold harmless the County and its elected officials, agents, and employees from any losses, liabilities, damages, demands, suits, causes of action, judgments, costs or expenses (including but not limited to court costs and attorneys' fees) resulting from or directly or indirectly arising out of the Contractor's performance or non-performance of its obligations under this Agreement, including but not limited to the Contractor's breach of any representation or warranty made herein.

B. The Contractor agrees that the County shall have the right to control and participate in the defense of any such demand, suit, or cause of action concerning matters that relate to the County and that such suit will not be settled without the County's consent, such consent not to be unreasonably withheld. If a conflict exists between the interests of the County and the Contractor in such demand, suit, or cause of action, the County may retain its own counsel to represent the County's interest.

C. The Contractor's obligations under this section shall not be limited by the provisions of any insurance policy the Contractor is required to maintain under this Agreement.

## **22. SEVERABILITY**

If any term or condition of this Agreement shall be held invalid or non-enforceable by any court of competent jurisdiction, the remainder of this Agreement shall not be affected and shall be valid and enforceable to the fullest extent of the law.

## **23. NOTICES**

Any notice required to be given to either party by this Agreement shall be in writing and shall be delivered in person, by courier service or by U.S. mail, either first class or certified, return receipt requested, postage prepaid, as follows:

To the County:	Santa Fe County Fire Department
	Attn: Michael Feulner, Wildland Captain
	35 Camino Justicia
	Santa Fe, New Mexico 87508

To the Contractor: SWCA® Environmental Consultants  
Attn: Cody Stropki, Ph.D.  
5647 Jefferson Street NE  
Albuquerque, NM 87109

## 24. CONTRACTOR'S REPRESENTATIONS AND WARRANTIES

The Contractor hereby represents and warrants that:

A. This Agreement has been duly authorized by the Contractor, the person executing this Agreement has authority to do so, and, once executed by the Contractor, this Agreement shall constitute a binding obligation of the Contractor.

B. This Agreement and Contractor's obligations hereunder do not conflict with Contractor's corporate agreement or any statement filed with the New Mexico Secretary of State on Contractor's behalf.

C. Contractor is legally registered and is properly licensed by the State of New Mexico to provide the services anticipated by this Agreement and shall maintain such registration and licensure in good standing throughout the duration of the Agreement.

## 25. FACSIMILE SIGNATURES

The parties hereto agree that a facsimile signature has the same force and effect as an original for all purposes.

## 26. NO THIRD-PARTY BENEFICIARIES

This Agreement was not intended to and does not create any rights in any persons not a party hereto.

## 27. INSURANCE

A. General Conditions. The Contractor shall submit evidence of insurance as is required herein. Policies of insurance shall be written by companies authorized to write such insurance in New Mexico.

B. General Liability Insurance, Including Automobile. The Contractor shall procure and maintain during the life of this Agreement a comprehensive general liability and automobile insurance policy with liability limits in amounts not less than \$1,000,000.00 combined single limits of liability for bodily injury, including death, and property damage for any one occurrence. Said policies of insurance shall include coverage for all operations performed for the County by the Contractor; coverage for the use of all owned, non-owned, hired automobiles, vehicles and other equipment, both on and off work; and contractual liability coverage under which this Agreement is an insured contract. Santa Fe County shall be a named additional insured on the policy.

C. Increased Limits. If, during the life of this Agreement, the Legislature of the State of New Mexico increases the maximum limits of liability under the Tort Claims Act (NMSA 1978, Sections 41-4-1 through 41-4-29, the Contractor shall increase the maximum limits of any insurance required herein.

**28. PERMITS, FEES, AND LICENSES**

Contractor shall procure all permits and licenses, pay all charges, fees, and royalties, and give all notices necessary and incidental to the due and lawful performance of its obligations hereunder.

**29. NEW MEXICO TORT CLAIMS ACT**

No provision of this Agreement modifies or waives any sovereign immunity or limitation of liability enjoyed by County or its "public employees" at common law or under the New Mexico Tort Claims Act, NMSA 1978, Section 41-4-1, et seq.

**30. CAMPAIGN CONTRIBUTION DISCLOSURE FORM**

The Contractor agrees to compute and submit simultaneous with execution of this Agreement a Campaign Contribution Disclosure form approved by the County.

**31. SURVIVAL**

The provisions of following paragraphs shall survive termination of this Agreement; INDEMNIFICATION; RECORDS AND INSPECTION; RELEASE, CONFIDENTIALITY, PUBLICATION, REPRODUCTION, AND USE OF MATERIAL; COPYRIGHT; COMPLIANCE WITH APPLICABLE LAW; CHOICE OF LAW; NO THIRD-PARTY BENEFICIARIES and SURVIVAL.

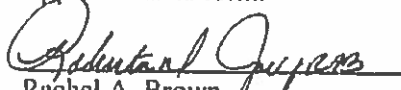
**IN WITNESS WHEREOF**, the parties have duly executed this Agreement as of the last signature by the parties hereto.

**SANTA FE COUNTY**

  
Katherine Miller  
Santa Fe County Manager

10.25.19  
Date

Approved as to form:

  
Rachel A. Brown  
Interim County Attorney


10/1/19  
Date

Finance Division:

  
Gary L.J. Giron  
Finance Director

10/11/19  
Date

CONTRACTOR:

  
(Signature)

10/15/19  
Date

Cody S. Stropki, Natural Resource Program Director  
(Print name and title)

## Exhibit A



Sound Science. Creative Solutions.®

5647 Jefferson Street NE  
Albuquerque, New Mexico 87109  
Tel 505.254.1115 Fax 505.254.1116  
www.swca.com

August 30, 2019

Michelle M. Marmion, Procurement Specialist, Sr.  
Santa Fe County Purchasing Division  
P.O. Box 276  
Santa Fe, New Mexico 87504

**Re: Consulting Services – Community Wildfire Protection Plan Update / LOI No. 2020-0039-FD/MAM**

Dear Ms. Marmion:

Over the past 15 years, SWCA Environmental Consultants (SWCA) has developed and delivered 35 community wildfire protection plans (CWPPs) throughout the United States, with 24 in New Mexico, including the 2008 Santa Fe County CWPP. SWCA has constantly revised and adapted our approach to community wildfire planning, and we offer new and innovative ways for Santa Fe County (County) to revise the 2008 CWPP to reduce wildfire hazard and protect communities.

The CWPP update process will result in a comprehensive, collaborative, effective, high-quality plan that will assist local communities, residents, and government agencies in achieving the critical goal of reducing wildfire within the wildland–urban interface (WUI) environment. We propose to build on the original CWPP and introduce a fresh approach that aligns the County's plan with national wildfire policy; structure recommended actions to facilitate implementation and acquisition of grant funds; streamline the document to make it more accessible and usable by agencies and non-technical users in the general public. SWCA proposes developing an online story map that would support the traditional hard-copy CWPP and allow for greater CWPP exposure to the general public. If the County is interested in this technology, it can be discussed during contract negotiations and can be completed under the current cost estimate provided below. Our goal is to elevate the County to be a leader in innovative wildfire planning.

The team we propose for the CWPP—led by Fire Planning Specialist and Project Manager Victoria Amato, with additional expert collaboration from Dr. Cody Stropki, and Anne Russell—has fire planning experience from a large variety of WUI settings. This one-of-a-kind team, combined with our extensive project experience, makes SWCA an excellent choice to prepare the Santa Fe County CWPP Update.

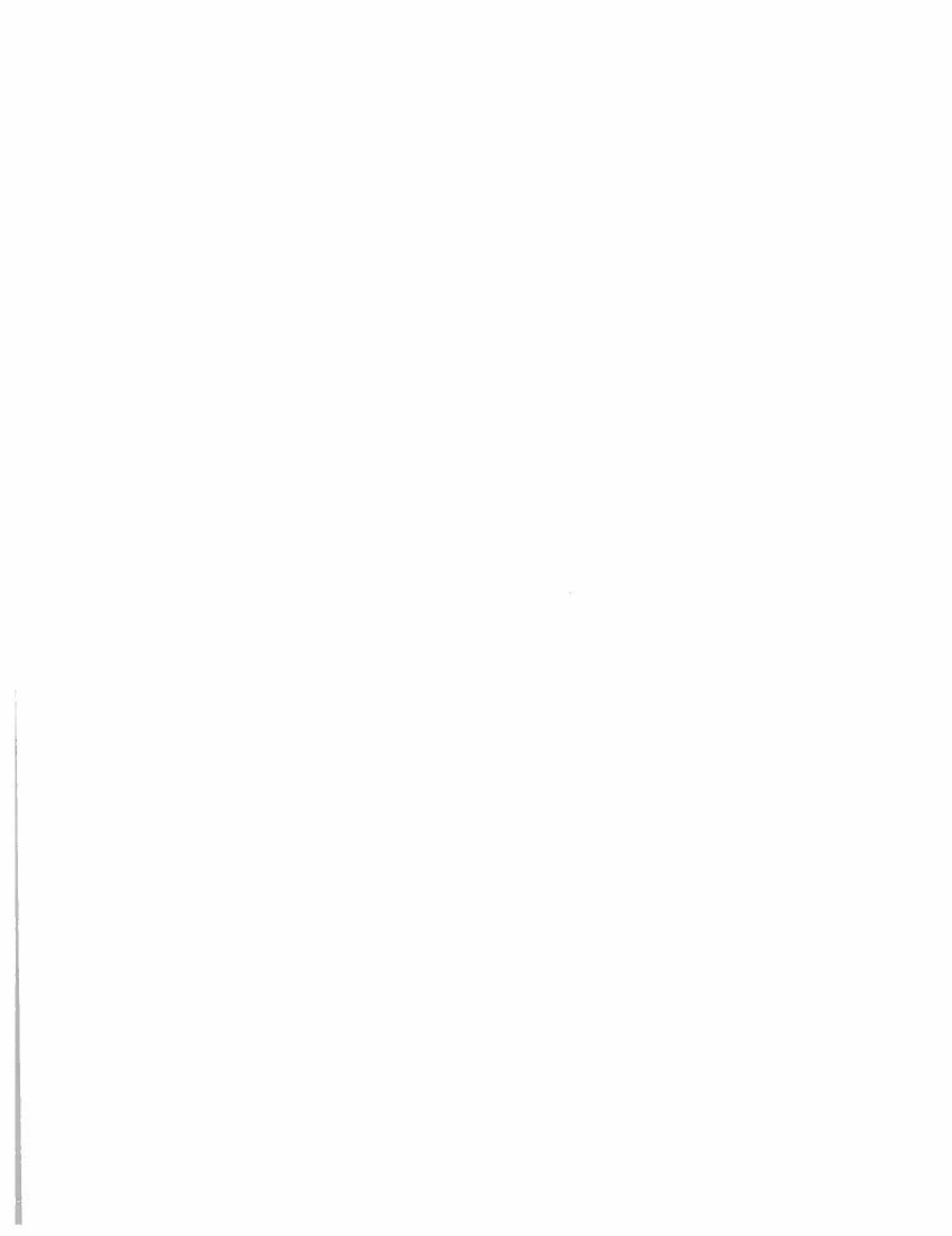
If you have questions about this proposal or SWCA, please feel free to contact me. We look forward to working with the County again on this important project.

Sincerely,

A handwritten signature in black ink, appearing to read "Cody Stropki".

Cody Stropki, Ph.D.

Natural Resources Director



## SWCA Budget for the Santa Fe County, New Mexico CWPP Update

[illegible]

Santa Fe County CWPP Update Project Schedule							
	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20
Task 1: Establish A Core Team and Engage Stakeholders	Public Meeting	1st Core Team Meeting			2nd Core Team meeting Public outreach meetings	Core Team Conference Call as needed	
Task 2: Update Community Base Maps							
Task 3: Develop a CWPP Outline							
Task 4: Update Community Risk Assessment							
Task 5: Develop Community Priorities and Recommendations							
Task 6: Develop Draft CWPP and Story Map						Provide Draft CWPP to Core Team for review	
Task 7: Finalize the CWPP and Story Map							Final Deliverable April 31st, 2020