

**AGREEMENTS FOR ENGINEERING SERVICES
(Publicly Funded Project)**

THIS Agreement, made this 2nd day of Sept 2016 by and between Santa Fe County hereinafter referred to as the OWNER, and Santa Fe Engineering Consultants, LLC, hereinafter referred to as the ENGINEER. Contract becomes effective on the date of the last signature.

The OWNER intends to construct a Project consisting of developing Preliminary Engineering Report (PER) to evaluate the existing Water and Wastewater systems for potential expansion.

in Santa Fe County, State of New Mexico, which may be paid for in part with financial assistance from the United States of America acting through the United States Department of Agriculture – Rural Development, hereinafter referred to as USDA-RD; and/or through the United States Environmental Protection Agency, hereinafter referred to as EPA; and/or the New Mexico Environment Department, hereinafter referred to as NMED; and/or the New Mexico Finance Authority, hereinafter referred to as NMFA; and/or the New Mexico Department of Finance, hereinafter referred to as DFA; all collectively referred to as the Funding Agency. Neither the United States or the State of New Mexico nor any of its departments, agencies, or employees is or will be a party to this Agreement or any subagreement. The ENGINEER agrees to perform the various professional engineering services for the planning, design, and construction of said Project in accordance with the provisions of this Agreement.

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SECTION A – GENERAL PROVISIONS

1. General

(a) This Agreement represents the entire and integrated Agreement between the OWNER and the ENGINEER for the Project and supersedes all prior negotiations, representations or agreements, either written or oral. In the event any provisions of this Agreement or any subsequent addendum shall be held to be invalid and unenforceable, the remaining provisions shall be valid and binding upon the parties. One or more waivers by either party of any provision, term, condition or covenant shall not be construed by the other party as a waiver of a subsequent breach of the same by the other party. The General provisions of this Agreement supersede any conflicting SPECIAL PROVISIONS.

(b) OWNER and ENGINEER each is bound and the partners, successors, executors, administrators and legal representatives of OWNER and ENGINEER are hereby bound to the other party to this Agreement and to the partners, successors, executors, administrators and legal representatives of such other party, in respect of all covenants, agreements, and obligations of the Agreement. Neither OWNER nor ENGINEER may assign, sublet, or transfer any rights under or interest (including, but without limitation, moneys that are due or may be become due) in the Agreement without written consent of the other, except to the extent that any assignment, subletting, or transfer is mandated or restricted by law. Unless specifically stated to the contrary in any written consent of an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement. Unless expressly provided otherwise in this Agreement:

(1) Nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by OWNER or ENGINEER to any Contractor, Contractor's subcontractor, supplier, other individual or entity, or to any surety for or employee of any of them

(2) All duties and responsibilities undertaken pursuant to this Agreement will be for sole and exclusive benefit of OWNER and ENGINEER and not for the benefit of any other party.

(c) The ENGINEER will work closely with the Funding Agency, as necessary, for funding to be provided.

(d) The ENGINEER will attend conferences and public hearings with the OWNER, representatives of the Funding Agency, or other interested parties and provide assistance in connection with such undertakings as provided for in the scope of work detailed in the Attachments.

2. Approvals

(a) This Agreement shall not become effective until approved by the Funding Agency. Such approval shall be evidenced by the signature of a duly authorized representative of the Funding Agency in the space provided in the Attachments to this Agreement. The approval shall in no way commit the Funding Agency to render financial assistance to the OWNER. The Funding Agency is without liability for any payment hereunder, but in the event such assistance is provided, the approval shall signify that the provisions of this Agreement are consistent with the requirements of the Funding Agency.

(b) Review or approval of documents by or for the Funding Agency under this Agreement is for administrative purposes only and does not relieve the ENGINEER or OWNER of their

responsibilities to design, construct and operate the Project as required under law, regulations, permits and good management practices.

3. Responsibilities of the ENGINEER

(a) The ENGINEER shall be responsible for the professional quality, technical accuracy, timely completion, and the coordination of all design drawings, specifications, reports, and other services furnished by the ENGINEER under this Agreement. If this Agreement involves environmental measures or data generation, the ENGINEER shall comply with EPA quality assurance requirements that can be found on their website at <http://www.epa.gov/quality/index.html>. The ENGINEER shall keep the OWNER informed of the performance of the ENGINEER'S duties under this Agreement. The ENGINEER shall promptly and without additional compensation, correct or revise any errors, omissions, or other deficiencies in the design drawings, specifications, reports, and other services provided by ENGINEER under terms of this Agreement.

(b) The ENGINEER shall perform the professional services necessary to accomplish the work specified in this Agreement, in accordance with this Agreement and applicable Funding Agency requirements in effect on the date of execution of any assistance agreement for this Project.

(c) The OWNER, or Funding Agency review or approval of design drawings, specifications, reports, and other services furnished hereunder shall not in any way relieve the ENGINEER of responsibility for the technical adequacy of the work. Neither the OWNER, nor Funding Agency review, approval or acceptance of, nor payment for any of the services shall be construed as a waiver of action arising out to the performance of this Agreement.

(d) The ENGINEER shall be and shall remain liable, in accordance with applicable law, for all damages to the OWNER caused by the ENGINEER's negligent performance of any of the services furnished under this Agreement, except for errors, omissions or other deficiencies to the extent attributable to the OWNER or OWNER-furnished data. The ENGINEER shall not be responsible for any time delays in the Project caused by circumstances beyond the ENGINEER'S control.

(e) ENGINEER'S opinions of probable Construction Cost are to be made on the basis of ENGINEER'S experience and qualifications and represent ENGINEER'S best judgment as an experienced and qualified professional generally familiar with the construction industry. However, since ENGINEER has no control over the cost of labor, materials, equipment, or services furnished by others, or over Contractor's methods of determining prices, or over competitive bidding or market conditions, ENGINEER cannot and does not guarantee that proposals, bids, or actual Construction Cost will not vary from opinions of probable Construction Cost prepared by ENGINEER. If OWNER wishes greater assurance as to probable Construction Cost, OWNER shall employ an independent cost estimator.

(f) During the Construction Phase, the ENGINEER shall not at any time supervise, direct, or have control over Contractor's work, nor shall ENGINEER have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected or used by Contractor, for security or safety at the Site, for safety precautions and programs incident to the Contractor's work in progress, nor for any failure of Contractor to comply with Laws and Regulations applicable to Contractor's furnishing and performing the Work.

(g) The standard of care of all professional engineering and related services performed or furnished by ENGINEER under this Agreement will be the care and skill ordinarily used by members of subject profession practicing under similar circumstances at the same time and in the same locality. ENGINEER makes no warranties, expressed or implied, under this Agreement or otherwise, in connection with ENGINEER'S services.

(h) The ENGINEER's obligations under this clause are in addition to the ENGINEER's other express or implied assurances under this Agreement or State law and in no way diminish any other rights that the OWNER may have against the ENGINEER for faulty materials, equipment, or work.

4. Responsibilities of the OWNER

(a) The OWNER shall designate in writing a person authorized to act as the OWNER's representative. The OWNER or its representative shall receive and examine documents submitted by the ENGINEER, interpret and define the OWNER's policies and render decisions and authorizations promptly in writing.

(b) OWNER shall be responsible for, and ENGINEER may rely upon, the accuracy and completeness of all requirements, programs, instructions, reports, data, and other information furnished by OWNER to ENGINEER pursuant to this Agreement. ENGINEER may use such requirements, programs, instructions, reports, data, and information in performing or furnishing services under this Agreement without responsibility for verifying accuracy of OWNER furnished data and information.

(c) The OWNER shall provide to the ENGINEER full and free access to enter upon all property required for the performance of the ENGINEER's services under this Agreement.

(d) The OWNER may make and retain copies of Documents for information and reference in connection with use on the Project by OWNER. Such Documents are not intended or represented to be suitable for reuse by OWNER or others on extensions of the Project or on any other project. Any such reuse or modification without written verification or adaptation by ENGINEER will be at OWNER's sole risk and without liability or legal exposure to ENGINEER. Any verification or adaptation as stated above, will entitle ENGINEER to further compensation at rates to be agreed upon by OWNER and ENGINEER.

5. Changes

(a) The OWNER may, at any time, with prior approval of the Funding Agency, by written order make changes within the general scope of this Agreement in the services or work to be performed. If such changes cause an increase or decrease in the ENGINEER's cost or time required to perform any services under this Agreement, whether or not changed by any order, the OWNER shall make an equitable adjustment and modify this Agreement in writing. The ENGINEER must assert any claim for adjustment under this clause in writing within thirty (30) calendar days from the date it receives the OWNER's notification of change, unless the OWNER grants additional time before the date of final payment.

(b) No services for which the ENGINEER will charge an additional compensation shall be furnished without the written authorization of the OWNER.

6. Termination of Contract

(a) This Agreement may be terminated in whole or in part in writing by either party in the event of substantial failure by the other party to fulfill its obligations under this Agreement through no fault of the terminating party, provided that no such termination may be effected unless the other party is given (1) not less than fourteen (14) calendar days written notice (delivered by certified mail, return receipt requested) of intent to terminate and (2) an opportunity for consultation with the terminating party before termination.

(b) This Agreement may be terminated in whole or in part in writing by the OWNER for its convenience, provided that the ENGINEER is given (1) not less than fourteen (14) calendar days written notice (delivered by certified, return receipt requested) of intent to terminate, and (2) an opportunity for consultation with the OWNER prior to termination.

(c) If termination for default is effected by the OWNER, an equitable adjustment in the price provided for in this agreement shall be made, but (1) no amount shall be allowed for anticipated profit on unperformed services or other work, and (2) any payment due to the ENGINEER at the time of termination may be adjusted to cover any additional costs to the OWNER because of the ENGINEER's default. If the ENGINEER effects termination for default, or if the OWNER effects termination for convenience, the equitable adjustment shall include a reasonable profit for services or other work performed. The equitable adjustment for any termination shall provide for payment to the ENGINEER for services rendered and expenses incurred prior to the termination, in addition to termination settlement costs reasonably incurred by the ENGINEER relating to commitments which had become firm prior to the termination.

(d) Upon receipt of a termination action under paragraphs (a) or (b) above, the ENGINEER shall (1) promptly discontinue all affected work (unless the notice directs otherwise), and (2) deliver or otherwise make available to the OWNER within fourteen (14) calendar days copies of all data, design drawings, specifications, reports, estimates, summaries and such other information and materials as may have been accumulated by the ENGINEER in performing this Agreement, whether completed or in process.

(e) Upon termination under paragraphs (a) or (b) above, the OWNER may take over the work and may award another party an Agreement to complete the work under this Agreement.

(f) If, after termination for failure of the ENGINEER to fulfill contractual obligations, it is determined that the ENGINEER had not failed to fulfill contractual obligations, the termination shall be deemed to have been for the convenience of the OWNER. In such event, adjustment of the Agreement price shall be made as provided in paragraph 6(c) of this clause.

(g) The terms of this Agreement are contingent upon sufficient appropriations and authorization being made by the Legislature of New Mexico for the performance of this Agreement. If sufficient appropriations and authorization are not made by the Legislature, the OWNER may immediately terminate this Agreement by giving ENGINEER written notice of such termination. The OWNER's decision as to whether sufficient appropriations are available shall be accepted by the ENGINEER and shall be final. ENGINEER hereby waives any rights to assert an impairment of contract claim against the OWNER or the NMED or the State of New Mexico in the event of immediate or Early Termination of this Agreement by the OWNER or the Department

(h) This contract is funded in whole or in part by funds made available under a NMED Grant Agreement. Should the NMED early terminate the grant agreement, the OWNER may early terminate this contract by providing ENGINEER written notice of such termination. In the event of termination pursuant to this paragraph, the OWNER's only liability shall be to pay ENGINEER or vendor for acceptable goods delivered and services rendered before the termination date.

7. Payment

(a) The ENGINEER will submit to the OWNER for services rendered an itemized bill showing charges for such services accompanied by any additional documentation requested by the OWNER. Such invoices are limited to no more than one per month. Compensation will be based on the lump sum or standard hourly rate with a maximum method of payment as detailed in the Attachments.

(b) The OWNER shall notify the ENGINEER of any disputed amounts in the invoices within fourteen (14) calendar days of receipt. If OWNER contests an invoice, OWNER may withhold only that portion so contested, and must pay the undisputed portion.

(c) Final Payment under this Agreement or settlement upon termination of this Agreement shall not constitute a waiver of the OWNER's claims against the ENGINEER under this Agreement.

(d) If OWNER fails to make any payment due ENGINEER within forty-five (45) calendar days after OWNER's receipt of ENGINEER's invoice, the amount due ENGINEER shall be increased at the rate of 1.5% per month from said forty-fifth day. The OWNER is solely responsible for the payment of any interest incurred due to late payments. The FUNDING AGENCY will not reimburse for any interest incurred. In addition, after ten (10) calendar days prior written notice, the ENGINEER may suspend services under this Agreement until ENGINEER is paid in full. OWNER waives any and all claims against ENGINEER for any such suspension.

8. Time

(a) PROGRESS AND COMPLETION

1. Time limits stated in this Agreement are of the essence. By executing the Agreement, ENGINEER confirms that the Contract Time(s) is (are) reasonable periods for performing each phase of the Work.
2. The ENGINEER shall proceed expeditiously, consistent with professional skills, with adequate forces to achieve completion within the Contract Time.
3. The OWNER shall not be liable to the ENGINEER for additional time or money if the ENGINEER submits a progress report expressing an intention to achieve completion of the Work prior to the Contract Time and then is not able to achieve intended accelerated schedule regardless of the reason.
4. If the ENGINEER is delayed at any time in the commencement or progress of the Work by an act or neglect of the OWNER, changes in the Work as directed by the OWNER in writing, or other causes beyond the ENGINEER'S control, then the Contract Time may be extended by OWNER per Section 5 of this Agreement. Extensions of time not associated with modifications or change to the Work shall not be allowed to increase the Contract

amount for overhead or for any other reason and shall strictly apply toward liquidated damages.

5. The ENGINEER shall promptly notify OWNER in writing of any conditions that may delay delivery of work beyond the Contract Time.
6. OWNER shall make decisions and carry out its other responsibilities in a timely manner so as not to delay the ENGINEER'S performance of its Services.

(b) CONTRACT TIME AND LIQUIDATED DAMAGES

1. The ENGINEER agrees that the Services being provided under this Agreement will be performed regularly, diligently and without interruption at such rate of progress as will ensure completion within the Contract Time. It is expressly understood and agreed, by and between ENGINEER and the OWNER, that the Contract Time is a reasonable time for completion of the Services, taking into consideration the usual conditions for performing the Services. ENGINEER agrees to promptly notify OWNER of delays in completing the services under this Agreement that are beyond ENGINEER's control and for which a Contract Time extension will be requested. If the ENGINEER neglects, fails or refuses to complete the Services within the Contract Time, including any time extension granted by the OWNER, then the ENGINEER agrees to pay the OWNER the amount specified in the ATTACHMENT, not as a penalty, but as liquidated damages.
2. The parties agree that the amount of the likely damages to the OWNER for such delay is difficult to ascertain at the time of execution of this Agreement, but that a reasonable estimate of such damages may be deducted from any monthly progress payments due to the ENGINEER or from other monies being withheld from the ENGINEER when a reasonable estimate of the expected date of completion can be determined by the OWNER.
3. Final accounting of Liquidated Damages shall be determined at completion and the ENGINEER shall be liable for any Liquidated Damages over and above unpaid balances held by the OWNER.
4. The OWNER and ENGINEER agree that as mutually agreeable, reasonable Liquidated Damages for delay (but not as a penalty), ENGINEER shall pay OWNER amount specified in the ATTACHMENT (minimum fifty dollars [\$50.00] per day) for each calendar day that expires after the Contract Time specified in the Agreement until the Work is complete and accepted by the OWNER. OWNER shall have no more than ten (10) calendar days to accept or reject the Work.

9. Project Design

Unless otherwise approved by the OWNER and Funding Agency, the ENGINEER shall specify materials, equipment, and processes that are readily available through competitive procurement and consistent with State and Federal regulations.

10. Audits and Access to Records

(a) The ENGINEER shall maintain books, records, documents, and other evidence directly pertinent to performance on work under this Agreement in accordance with generally accepted accounting principles and practices consistently applied, and Funding Agency regulations in effect on the date of execution of this Agreement. The ENGINEER shall also maintain the

financial information and data used by the ENGINEER in the preparation of support of the cost submission required under EPA regulations in effect on the date of execution for any negotiated agreement or amendment thereof and a copy of the cost summary submitted to the OWNER. The Funding Agency, the Comptroller General of the United States, the U.S. Department of Labor, OWNER, and the State water pollution control agency or any of their duly authorized representatives shall have access to such books, records, documents, and other evidence for inspection, audit, and copying during normal business hours. The ENGINEER will provide proper facilities for such access and inspection.

(b) The ENGINEER agrees to make paragraphs (a) through (f) applicable to all agreements it awards in excess of \$10,000, at any tier, and to make paragraphs (a) through (f) of this clause applicable to all amendments directly related to Project performance.

(c) Audits conducted under this provision shall be in accordance with generally accepted auditing standards and established procedures and guidelines of the reviewing or audit agency (ies) and the General Accounting Office.

(d) The ENGINEER agrees to disclose all information and reports resulting from access to records under paragraphs (a) and (b) of this clause to any of the agencies referred to in paragraph (a) upon their request.

(e) Records under paragraphs (a) and (b) above shall be maintained and made available by the ENGINEER during performance of services under this Agreement and for three (3) years from the date of final Federal/State assistance payment to the OWNER for the Project. In addition, those records which relate to any controversy arising under this Agreement, litigation, the settlement of claims arising out of such performance or to costs or items to which an audit exception has been taken shall be maintained and made available by the ENGINEER until three (3) years after the date of resolution of such appeal, litigation, claim or exception.

(f) This right of access clause applies to financial records pertaining to all agreements (except formally advertised, competitively awarded, fixed price agreements) and all agreement amendments regardless of the type of agreement. In addition, this right of access applies to all records pertaining to all agreements and agreement amendments:

1. To the extent the records pertain directly to Agreement performance; or
2. If there is any indication that fraud, gross abuse or corrupt practices may be involved; or
3. If the Agreement is terminated for default or for convenience.

11. Subcontracts

(a) Any subcontractors and outside associates or consultants required by the ENGINEER in connection with services under this Agreement will be limited to such individuals or firms as were specifically identified and agreed to during negotiations of this Agreement. The OWNER and the FUNDING AGENCY must give prior approval for any substitutions, additions or deletions to such subcontractors, associates, or consultants.

(b) The ENGINEER may not subcontract services to subcontractors or consultants in excess of thirty (30) percent of the total phased compensation due ENGINEER and detailed in the Attachments without the OWNER AND FUNDING AGENCY prior written approval.

12. Insurance

The ENGINEER agrees to obtain and maintain, at the ENGINEER's expense, such insurance as will protect the ENGINEER from claims under the Workman's Compensation Act and such comprehensive general liability and automobile insurance as will protect the OWNER and the ENGINEER from all claims for bodily injury, death, or property damage which may arise from the performance by the ENGINEER, or by the ENGINEER's employees, for the ENGINEER's functions and services required under this Agreement. Such insurance shall be in an amount specified in ATTACHMENT for injury to any one person and amount specified in ATTACHMENT on account of any one accident and in the amount specified in ATTACHMENT for property damage. The ENGINEER further agrees to procure and maintain professional liability (errors and omissions) insurance in an amount specified in ATTACHMENT per claim and in the aggregate. Prior to commencement of any work, the ENGINEER shall furnish to the OWNER a certificate that complies with this paragraph. The certificate shall provide that the policy shall not be canceled until at least ten (10) calendar days prior written notice shall have been given to the OWNER. ENGINEER shall provide annual updates of the certificate to demonstrate the policy remains in effect for the duration of this Agreement.

13. Environmental Condition of Site

(a) OWNER has disclosed to Engineer in writing the existence of all known and suspected Asbestos, PCBs, Petroleum, Hazardous Waste, Radioactive Material, hazardous substances, and other Constituents of Concern located at or near the Site, including type, quantity, and location.

(b) OWNER represents to Engineer that to the best of its knowledge no Constituents of Concern, other than those disclosed in writing to Engineer, exist at the Site.

(c) If Engineer encounters an undisclosed Constituent of Concern, then Engineer shall notify (1) OWNER and (2) appropriate governmental officials if Engineer reasonably concludes that doing so is required by applicable Laws or Regulations.

(d) It is acknowledged by both parties that Engineer's scope of services does not include any services related to Constituents of Concern. If Engineer or any other party encounters an undisclosed Constituent of Concern, or if investigative or remedial action, or other professional services, are necessary with respect to disclosed or undisclosed Constituents of Concern, then Engineer may, at its option and without liability for consequential or any other damages, suspend performance of services on the portion of the Project affected thereby until OWNER: (1) retains appropriate specialist consultant(s) or contractor(s) to identify and, as appropriate, abate, remediate, or remove the Constituents of Concern; and (2) warrants that the Site is in full compliance with applicable Laws and Regulations.

(e) If the presence at the Site of undisclosed Constituents of Concern adversely affects the performance of Engineer's services under this Agreement, then the Engineer shall have the option of (1) accepting an equitable adjustment in its compensation or in the time of completion, or both; or (2) terminating this Agreement for cause on 30 calendar days' notice.

(f) OWNER acknowledges that Engineer is performing professional services for OWNER and that Engineer is not and shall not be required to become an "arranger," "operator," "generator," or "transporter" of hazardous substances, as defined in the Comprehensive Environmental

Response, Compensation, and Liability Act (CERCLA), as amended, which are or may be encountered at or near the Site in connection with Engineer's activities under this Agreement.

14. Mutual Waiver

To the fullest extent permitted by law, OWNER and Engineer waive against each other, and the other's employees, officers, directors, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to the Project.

15. Independent Contractor

Engineer will, at all times during the performance of this Agreement and in connection with the Services, be deemed to be an Independent Contractor. No relationship of employer-employee or agency or other fiduciary capacity is created by this Agreement or by Engineer's performance of the Services.

16. Equal Employment Opportunity

The ENGINEER shall comply with Executive Order 11246, entitled "Equal Employment Opportunity", as amended by Executive Order 11375, and as supplemented in Department of Labor regulations 41 CFR Part 60.

17. Gratuities

(a) If the OWNER finds after a notice and hearing that the ENGINEER or any of the ENGINEER's agents or representatives offered or gave gratuities (in the form of entertainment, gifts, or otherwise), to any official, employee, or agent of the OWNER or the FUNDING AGENCY in an attempt to secure this Agreement, or favorable treatment in awarding, amending or making any determinations related to the performance of this Agreement, the OWNER may, by written notice to the ENGINEER, terminate this Agreement. The OWNER may also pursue other rights and remedies that the law or this Agreement provides. However, the existence of the facts on which the OWNER bases such findings shall be in issue and may be reviewed in proceedings under the Remedies clause of this Agreement.

(b) In the event this Agreement is terminated as provided in paragraph (a), the OWNER may pursue the same remedies against the ENGINEER as it could pursue in the event of a breach of the Agreement by the ENGINEER. As a penalty, in addition to any other damages to which it may be entitled by law, the OWNER may pursue exemplary damages in an amount (as determined by the OWNER) which shall be not less than three nor more than ten times the costs the ENGINEER incurs in providing any such gratuities to any such officer or employee.

18. Covenant Against Contingent Fees

The ENGINEER represents that no person or selling agency has been employed or retained to solicit or secure this Agreement upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, excepting bona fide employees or bona fide established commercial or selling agencies maintained by the ENGINEER for the purpose of securing business. For breach or violation of this assurance the OWNER shall have the right to annul this Agreement without liability or, at its discretion, to deduct from the contract price or consideration, or otherwise recover, the full amount of such commission, percentage, brokerage, or contingent fees.

19. Cost and Pricing Data on Federally-funded Projects (delete section if not applicable)

The ENGINEER and its subcontractor(s) assure that cost and pricing data submitted for evaluation with respect to negotiation of prices for negotiated agreements, lower tier subagreements, or amendments are based on current, accurate, and complete data supported by their books and records. If the OWNER, or Funding Agency determines that any price (including profit) negotiated in connection with this Agreement, any lower tier subagreement, or any amendment thereunder was increased by any significant sums because the data provided was incomplete, inaccurate, or not current at the time of submission, then such price or cost or profit shall be reduced accordingly; and this Agreement shall be modified in writing to reflect such action. Failure to agree on a reduction shall be subject to the Remedies clause of this Agreement.

20. Remedies

Unless otherwise provided in this Agreement, all claims, counter-claims, disputes, and other matters in question between the OWNER and the ENGINEER arising out of or relating to this Agreement or the breach of it will be decided by non-binding mediation or arbitration if the parties mutually agree, or in a court of competent jurisdiction within the State in which the OWNER is located.

21. Assurance Against Debarment

The ENGINEER assures that neither it nor any of its subcontractors are suspended or debarred by EPA or USDA-RD.

SECTION B -- ENGINEERING SERVICES

The ENGINEER shall furnish ENGINEERING SERVICES as follows in accordance with the GENERAL PROVISIONS of the Agreement and as authorized by the appropriate Attachment to this Agreement:

Engineering Services During the Planning Phase

1. The ENGINEER shall complete the ENGINEERING SERVICES described in ATTACHMENT I – Planning Services scope of work and cost proposal within the time specified in Attachment I – Compensation for Engineering Services During the Planning Phase from the date of written authorization to proceed unless otherwise mutually agreed to in writing by both parties. Any supporting documentation or revisions regarding the ENGINEER's services under this Agreement necessary to obtain the approval of the Funding Agency and all State regulatory agencies will be provided promptly.

Engineering Services During the Design Phase

2. The ENGINEER shall complete the ENGINEERING SERVICES described in ATTACHMENT II – Design Services scope of work and cost proposal and section B-2 through B-10 described herein within the time specified in Attachment II – Compensation for Engineering Services During the Design Phase from the date of written authorization to proceed unless otherwise mutually agreed to in writing by both parties. Any supporting documentation or revisions regarding the ENGINEER's services under this Agreement necessary to obtain the approval of the Funding Agency and all State regulatory agencies will be provided promptly.

3. The ENGINEER shall perform the necessary design surveys, accomplish the detailed design of the Project, prepare contract documents including design drawings, specifications and invitations for bids, and prepare a final opinion of probable Project costs based on the final design of the Project. The design drawings prepared shall be in sufficient detail to show the character and extent of the Project and to permit the actual location of the proposed improvements on the Project site. It is also understood that if subsurface explorations such as borings, or soil tests are required to determine amounts of rock excavation or foundation conditions, the ENGINEER will furnish coordination of said explorations as an Additional Engineering Service, and the costs incident to such explorations, no matter whether they are performed by the ENGINEER or by others shall be paid for by the OWNER as indicated in Section C and set out in Attachment II.
4. The ENGINEER shall review the Engineering Report prepared for this Project and, if necessary and upon consultation with and concurrence of the OWNER, Funding Agency or delegated State as appropriate, shall revise design criteria, design standards, treatment process sizing and other appropriate preliminary design information included in the Plan or other preliminary engineering reports in order to complete the final design for the Project in accordance with the performance standards and accepted engineering practices.
5. The ENGINEER shall assist the OWNER in obtaining necessary permits and approvals from appropriate Federal, State, and local regulatory agencies. The cost of obtaining such permits and approvals shall be borne by the OWNER. However, this shall not be construed as a guarantee that the ENGINEER can cause a permit or permit condition to be granted or further the OWNER's goals.
6. The Contract Documents furnished by the ENGINEER under Section B-4 shall utilize Funding Agency endorsed construction contract documents, as appropriate.
7. Prior to the advertisement for bids, the ENGINEER shall provide for each construction contract to be awarded by the OWNER, the number of copies specified in Attachment II of the detailed design drawings, specifications, and contract documents for use by the OWNER and appropriate Federal, State and local agencies from whom approval of the Project must be obtained. The ENGINEER shall provide additional copies of the above specified documents to the OWNER at the cost of reproduction. Originals of such items as documents, survey notes, and tracings, prepared by the ENGINEER are and shall remain the property of the ENGINEER, but this shall in no way infringe upon the OWNER's rights to such items under Section A-6(e).
8. The ENGINEER shall establish baselines for locating the work together with a suitable number of benchmarks adjacent to the work and show their location in the Contract Documents. This information and the Contract Documents will provide the contractor sufficient reference from which to execute the contract work. The ENGINEER is not obligated to set construction grade stakes for the construction of the Project.
9. The ENGINEER shall prepare and furnish to the OWNER three (3) copies of maps or drawings showing the approximate location of needed construction easements, permanent easements, rights-of-way and land to be acquired. Such maps or drawings shall be furnished promptly to enable the OWNER to initiate property and easement acquisitions.
10. The ENGINEER shall, prior to completion of ninety (90) percent of the Design Phase service, prepare and furnish to the OWNER an estimate for total compensation to be paid to

the ENGINEER for providing the services to be performed in the Construction Phase and Operation Phase.

11. Section B-2 through B-10 and those ADDITIONAL ENGINEERING SERVICES designated for the Design Phase in Attachment II will take effect upon execution of Attachment II.

Engineering Services During the Construction Phase

12. ENGINEER shall complete the ENGINEER SERVICES described in ATTACHMENT III – Construction Services scope of work and cost proposal and section B-12 through B-23 described herein, within the time specified in Attachment III – Compensation for Engineering Services During the Construction Phase from the date of written authorization to proceed unless otherwise mutually agreed to by both parties.
13. The ENGINEER shall attend the bid opening and tabulate the bid proposals, analyze the responsiveness of the bidders, check references, and make recommendations for awarding the contract(s) for construction to the lowest responsible, responsive bidder.
14. Upon award of each construction contract, the ENGINEER shall furnish to the OWNER, for each contract, the number specified in Attachment III of the sets of the design drawings, specifications and contract documents for execution by the OWNER and contractor. The ENGINEER shall provide additional copies of such contract documents to the OWNER at the cost of reproduction.
15. The ENGINEER shall review and approve, for conformance with the design concept all shop drawings and other submittals required by the Contract Documents to be furnished by contractors.
16. The ENGINEER shall interpret the general intent of the design drawings and specifications to endeavor to protect the OWNER against defects and deficiencies in construction on the part of the contractors.
17. The ENGINEER shall provide general engineering review of the work of the contractors as construction progresses to ascertain that the contractors are conforming to the general design concept. Engineer shall, in connection with observations of Contractor's Work while it is in progress make visits to the Site at intervals appropriate to the various stages of construction, as Engineer deems necessary, but at least monthly, to observe as an experienced and qualified design professional the progress and quality of Contractor's executed Work. Such visits and observations by Engineer, and the Resident Project Representative, if any, are not intended to be exhaustive or to extend to every aspect of Contractor's Work in progress or to involve detailed inspections of Contractor's Work in progress beyond the responsibilities specifically assigned to Engineer in this Agreement and the Contract Documents, but rather are to be limited to spot checking, selective sampling, and similar methods of general observation of the Work based on Engineer's exercise of professional judgment as assisted by the Resident Project Representative, if any. Based on information obtained during such visits and observations, Engineer will determine in general if the Work is proceeding in accordance with the Contract Documents, and Engineer shall keep OWNER informed of the progress of the Work.
18. The ENGINEER's undertaking hereunder shall not relieve the contractor of its obligation to perform the work in conformity with the Contract Documents and in a workmanlike

manner; nor shall it make the ENGINEER an insurer of the contractor's performance. Engineer shall not at any time supervise, direct, or have control over Contractor's work, nor shall Engineer have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected or used by Contractor, for security or safety at the Site, for safety precautions and programs incident to the Contractor's work in progress, nor for any failure of Contractor to comply with Laws and Regulations applicable to Contractor's furnishing and performing the Work.

19. The ENGINEER shall review each contractor's applications for progress and final payments and submit sufficient copies of same to the OWNER with the ENGINEER's recommendation for approval or disapproval.
20. The ENGINEER shall prepare necessary contract change orders for approval of the OWNER, the Funding Agency and others as required. The ENGINEER shall make an independent assessment of the Contractor's cost and time proposal and the impacts on the Contract Price and Contract Time as part of the review and recommendation process for each change order.
21. The ENGINEER shall make a site visit prior to issuing the certificate of substantial completion of all construction and submit a written report to the OWNER, the Funding Agency and others as required.
22. Prior to submission of recommendation for final payment on each contract, the ENGINEER shall submit a certificate of substantial completion of work done under that contract to the OWNER, the Funding Agency and others as required.
23. The ENGINEER shall provide the OWNER with record drawings as specified in the scope of work for Attachment III. Such drawings will be based upon the Resident Project Representative's construction data and the construction records provided by the contractor during construction and reviewed by the Resident Project Representative.
24. Section B-12 through B-23 and those ADDITIONAL ENGINEERING SERVICES designated for the Construction Phase in Attachment III will take effect upon execution of Attachment III.

Engineering Services During the Operation Phase

25. The ENGINEER shall complete the ENGINEERING SERVICES described in ATTACHMENT IV – Operational Services scope of work and cost proposal and section B-25 through B-29 within the time specified in Attachment IV – Compensation for Engineering Services During the Operation Phase from the date of written authorization to proceed unless otherwise mutually agreed to in writing by both parties.
26. The ENGINEER shall review the first year's operation of the Project and revise the operation and maintenance manual for the Project as necessary to accommodate actual operating experience.
27. The ENGINEER shall provide to the OWNER monthly operation reports on the performance of the Project.
28. The ENGINEER shall train operating personnel and prepare curricula and training material for operating personnel.
29. Eleven (11) months after the initiation of the Project operation, the ENGINEER shall

advise the OWNER in writing whether the Project meets the project performance standards.

30. Section B-25 through B-29 and those ADDITIONAL ENGINEERING SERVICES designated for the Operation Phase in Attachment IV will take effect upon execution of Attachment IV.

SECTION C – ADDITIONAL ENGINEERING SERVICES

ADDITIONAL ENGINEERING SERVICES as detailed in the Attachments shall be provided by the ENGINEER upon written authorization by the OWNER and concurrence of Funding Agency. Compensation for performing the designated ADDITIONAL ENGINEERING SERVICES will be included on Attachment I, Attachment II, Attachment III, or Attachment IV. ADDITIONAL ENGINEERING SERVICES could include such things as the following.

1. Provide Resident Project Observation. The ENGINEER shall, prior to the preconstruction conference, submit a resume of the Resident Project Representative's qualifications, anticipated duties and responsibilities for approval by the OWNER and the Funding Agency. Resident observation includes checking lines and grades, keeping records of full measurements and the contractor's activities, passing information between the ENGINEER and contractor, reviewing of contractor's request for progress payments, inspection of completed work for compliance with Contract Documents and keeping of a daily diary per Funding Agency requirements. Performance of this service will not guarantee the contractor's performance, but it endeavors to protect the OWNER against defects and deficiencies in the Project and verify compliance with the contract Documents. Period of service for calculating compensation will be as specified in the Attachments.
2. Prepare site, boundary, and topographic surveys for treatment works, dams, reservoirs, and other similar special surveys as may be required.
3. Conduct laboratory tests, well tests, borings, and specialized geological, soils, hydraulic, or other studies recommended by the ENGINEER.
4. Prepare property surveys, detailed descriptions of sites, maps, drawings, or estimates related thereto; assist in negotiating for land and easement rights.
5. Appear before courts or boards on matters of litigation related to the project.
6. Assist OWNER with developing a user charge system. Design a user charge system to produce adequate revenues required for the operation, maintenance and replacement of the Project that meets applicable EPA or other requirements.
7. Prepare an operation and maintenance manual.
8. Provide construction-staking services.
9. Prepare or review environmental assessments and impact statements; review and evaluate the effects on the design requirements for the Project of any such statements and documents prepared by others; and assist in obtaining approvals of authorities having jurisdiction over the anticipated environmental impact of the Project.
10. Provide services resulting from significant changes in the scope, extent or character of the portions of the Project designed or specified by ENGINEER or its design requirements

including, but not limited to, changes in size, complexity, OWNER's schedule, character of construction or method of financing; and revising previously accepted studies, reports, Drawings, Specifications or Contract Documents when such revisions are required by changes in laws, rules, regulations, ordinances, codes, standards or orders enacted subsequent to the Effective Date of this Agreement or are due to any other causes beyond ENGINEER's control.

11. Provide services resulting from evaluation by ENGINEER during the Study and Report Phase at OWNER's request of alternative solutions in addition to those specified in Attachment I.
12. Prepare for, coordinate with, participate in and respond to structured independent review processes, including, but not limited to, construction management, cost estimating, project peer review, value engineering and constructability review requested by OWNER; and performing or furnishing services required to revise studies, reports, Drawings, Specifications or other Bidding Documents as a result of such review processes.
13. Provide services in connection with Work Change Directives and Change Orders to reflect OWNER-requested changes to the Drawings and Specifications.
14. Provide services in making revisions to Drawings and Specifications occasioned by the OWNER's acceptance of substitute materials or equipment other than "or-equal" items; and services after the award of the construction contract in evaluating and determining the acceptability of a substitution.
15. Provide additional or extended services during construction made necessary by (1) emergencies or acts of God endangering the Work, (2) work damaged by fire or other cause during construction, (3) a significant amount of defective, neglected or delayed work by Contractor, (4) acceleration of the progress schedule involving services beyond normal working hours, or (5) default by Contractor.

SECTION D – SPECIAL PROVISIONS OR MODIFICATIONS TO THE STANDARD LANGUAGE IN THIS AGREEMENT

(Describe, attach or indicate "None")

Living Wage

Contractor shall comply with the requirements of Santa Fe County Ordinance No. 2014-1 (Establishing a Living Wage).

For Planning Grant Funds from NMFA Insert the note: For Preliminary Engineering Reports or other documents paid for using NMFA Planning Grant Funds, the engineer will only be able to submit one invoice at the end of the project upon approval of the planning document.

IN WITNESS THEREOF, the parties hereto have executed, or caused to be executed, by their duly authorized officials, this Agreement in triplicate on the respective dates indicated below. The parties further certify by their signatures below that no modifications have been made to the standard language of this Agreement, other than those detailed in Section D.

Approved as to form:
ATTEST: *Gregory S. Shaffer*
Type Name Gregory S. Shaffer
Title Santa Fe County Attorney
Date 8-17-16

OWNER: Santa Fe County
By *Katherine Miller*
Type Name Katherine Miller
Title Santa Fe County Manager
Date _____

ATTEST: *Carole H. Jaramillo*
Type Name Carole H. Jaramillo
Title Santa Fe County Finance Director
Date 8/17/16

ENGINEER: Santa Fe Engineering
By *Michael D. Gomez*
Type Name Michael D. Gomez P.E., PTOE
Title Principal
Address 1599 St. Francis Drive
Suite B, Santa Fe, NM 87505
Date _____

REVIEWED: FUNDING AGENCY
NAME: New Mexico Environment Department
By _____
Type Name Reviewed by:
Date *Andrea Telmo*
Andrea Telmo, Project Engineer
Construction Programs Bureau-NMED
Date: 9/2/2016

ATTACHMENTS

Please check the appropriate box and include applicable attachments

1. As set forth in the AGREEMENT FOR ENGINEERING SERVICES dated the ____ day of ____, 2016 by and between the Santa Fe County, the OWNER, and Santa Fe Engineering Consultants, LLC, the ENGINEER, the OWNER and ENGINEER agree this ____ day of ____, 2016 that the OWNER shall compensate the ENGINEER for services described in Section B and Section C and further described in

☒ **ATTACHMENT I** – Planning Services scope of work, cost proposal and compensation for Engineering Services During the Planning Phase

☐ **ATTACHMENT II** – Design Services scope of work, cost proposal and compensation for Engineering Services During the Design Phase

☐ **ATTACHMENT III** - Construction Services scope of work, cost proposal and compensation for Engineering Services During the Construction Phase

☐ **ATTACHMENT IV** - Operational Services scope of work, cost proposal and compensation for Engineering Services During the Operation Phase

2. Compensation for ENGINEERING SERVICES shall be by the

☒ **LUMP SUM** method of payment. The total amount of compensation for ENGINEERING SERVICES, as described in the appropriate ATTACHMENTS shall not exceed \$114,941.20, excluding gross receipt tax and reimbursables.

☐ **STANDARD HOURLY RATE WITH MAXIMUM** method of payment. The total amount of hourly charges, excluding gross receipt tax and reimbursables, for ENGINEERING SERVICES as described in the appropriate ATTACHMENTS shall not exceed \$ ____ without prior written approval of the OWNER, with Funding Agency concurrence.

3. Compensation for ADDITIONAL ENGINEERING SERVICES (provided by the ENGINEER upon written authorization from the OWNER and concurrence of the Funding Agency), shall be by the

☐ **LUMP SUM** method of payment. The total amount of compensation for ADDITIONAL ENGINEERING SERVICES, as described in the appropriate ATTACHMENT shall not exceed \$ ____, excluding gross receipt tax and reimbursables.

☐ **STANDARD HOURLY RATE WITH MAXIMUM** method of payment. The total amount of hourly charges, excluding gross receipt tax and reimbursables, for ADDITIONAL ENGINEERING SERVICES as described in the appropriate ATTACHMENT shall not exceed \$ ____ without prior written approval of the OWNER and with Funding Agency concurrence.

4. The amount of compensation shall not change unless the scope of services to be provided by the ENGINEER changes and this Agreement is formally amended according to Section A-5. Contract Time under Section B. and for the purpose of Section A.8 shall be ____ calendar days (or as specified in the Attachments).

5. The OWNER and ENGINEER agree that as mutually agreeable, reasonable Liquidated Damages for delay (but not as a penalty), ENGINEER shall pay OWNER ____ dollars (\$ ____) (minimum fifty dollars [\$50.00] per day) for each calendar day that expires after the Contract Time specified in the Agreement (See

attached project schedule - Gantt chart, bar chart, etc.) until the Work is complete and accepted by the OWNER. OWNER shall have no more than ten (10) calendar days to accept or reject the Work.

6. The ENGINEER agrees to obtain and maintain, at the ENGINEER's expense, such insurance as will protect the ENGINEER from claims under the Workman's Compensation Act and such comprehensive general liability and automobile insurance as will protect the OWNER and the ENGINEER from all claims for bodily injury, death, or property damage which may arise from the performance by the ENGINEER, or by the ENGINEER's employees, for the ENGINEER's functions and services required under this Agreement. Such insurance shall be in an amount not less than \$1,000,000 for injury to any one person and \$1,000,000 on account of any one accident and in the amount of not less than \$1,000,000 for property damage. The ENGINEER further agrees to procure and maintain professional liability (errors and omissions) insurance in an amount not less than \$1,000,000 per claim and in the aggregate. Prior to commencement of any work, the ENGINEER shall furnish to the OWNER a certificate that complies with this paragraph. The certificate shall provide that the policy shall not be canceled until at least ten (10) calendar days prior written notice shall have been given to the OWNER. ENGINEER shall provide annual updates of the certificate to demonstrate the policy remains in effect for the duration of this Agreement.

7. OWNER shall pay ENGINEER applicable gross receipt taxes and reimbursable expenses at the rates set forth in the appropriate ATTACHMENTS. The amounts payable to ENGINEER for reimbursable expenses will be the project related internal expenses, such as mileage, per diem and reproduction, actually incurred or allocated by ENGINEER, plus all invoiced external reimbursable expenses, including consultants, allocable to the project, the latter multiplied by a factor of 0 (1.1 MAXIMUM). Mileage will be reimbursed at the current federally approved IRS rate. Reimbursable expenses shall not exceed the estimate in the ATTACHMENT without prior written approval of the OWNER, with Funding Agency concurrence.

8. The method for interim or partial payments, such as milestone or time & materials, shall be in accordance with Attachment A.

The rest of the page is intentionally left blank

9. Signatures

IN WITNESS THEREOF, the parties hereto have executed, or caused to be executed, by their duly authorized officials, this Agreement in triplicate on the respective dates indicated below.

ATTEST: *Gregory S. Shaffer*
Type Name Gregory S. Shaffer
Title Santa Fe County Attorney
Date 8/23/16

OWNER:
By *Katherine Miller*
Type Name Katherine Miller
Title Santa Fe County Manager
Date _____

ATTEST: *Carole H. Jaramillo*
Type Name Carole H. Jaramillo
Title Santa Fe County Finance Director
Date 8/17/16

ENGINEER: Santa Fe Engineering
By *Michael D. Gomez*
Type Name Michael D. Gomez, P.E., PTOE
Title Principal
Address 1599 St. Francis Drive
Suite B, Santa Fe, NM 87505
Date _____

REVIEWED: FUNDING AGENCY

NAME: _____
By Reviewed by: _____
Type Name *Andrea Telmo* _____
Date Andrea Telmo, Project Engineer _____
Construction Programs Bureau-NMED
Date: 9/2/2016

Attachment I

Agreement for Engineering Services

Planning Services scope of work, cost proposal and compensation for Engineering Services during the Planning Phase

A. Scope

Community of Agua Fria Background

The Traditional Historic Community of Agua Fria is largely under served by sanitary sewer services, forcing many residents to rely upon septic tank and leach field disposal systems which pose a threat to ground water resources. The Village also needs expanded water service to provide a safe and reliable to supply to residents that now rely on domestic wells.

The existing wastewater system in Agua Fria consists of the following:

Three main collection lines run within proximity of the community; an 18 inch interceptor to the south of Agua Fria running east to west on Rufina Street that was constructed in the 1960's, a 24 inch main trunk line running north of the Santa Fe River, and a 12 inch PVC sewer line running east to west on Agua Fria Street that was constructed in three phases by Santa Fe County. The 18 inch Rufina Street line and the 24 inch trunk line are owned and operated by the City of Santa Fe. The first two phases of the Agua Fria Sewer were constructed by Santa Fe County and turned over to the City of Santa Fe for ownership and operation. The Third phase was constructed but has not yet been turned over to the City pending the outcome of negotiations on water and wastewater infrastructure within the community in the wake of the implementation of the 2008 Annexation Agreement and Settlement of Claims between the City and County. The three phase sewer extension carried out by the County over the last fifteen years was intended to expand the availability of sewer connections for residents along Agua Fria Street and to provide lateral connections along a number of roads leading to Agua Fria Street. Connections were made along Camino Polvoso, northern end of Paseo De Tercero/Via Don Toribio and Rumbo Al Sur. Most recently, a sewer line was completed on Ben Lane. Additional lateral connections have been investigated on streets off of Agua Fria Street and off of Rufina Street. One of the obstacles to expanding sewer coverage is a high ridge that runs east to west between the two main sewer lines, making it difficult for gravity flow in one direction. Options should be explored to identify the most cost effective way of expanding the water and wastewater coverage for the largest number of residents.

The existing potable water system in Agua Fria consists of the following:

Santa Fe County Utilities (SFCU) provides water and fire protection to customers on Camino Vista Aurora off a 8" line supplied from a City line on the corner of Agua Fria and Lopez Lane. The County installed a (separate) line from Agua Fria and Henry Lynch Rd. to Agua Fria and Lopez lane that provides fire protection along Agua Fria and supplied the Agua Fria Community Water System (AFCWS) with wholesale water to supplement their well supply. The AFCWS operates a mutual domestic water consumer's association within the Village limits that supplies potable water and fire protection to customers from a supply well.

Expansion of the water system within Agua Fria will need to take the AFCWS service area into account and will also have to identify the location of master meters from the City's system that will allow accounting of water transferred between the City and the County. As project phases are designated, they will have to take the need for master metering into account. The goal of the expansion will be to provide water service to as many unserved residents as possible and provide fire protection to Agua Fria to unserved areas.

PHASE ONE: EXPANSION OF WASTEWATER INFRASTRUCTURE

I. Objectives

This project entails an evaluation of the existing sewer systems in Agua Fria and identification of the best methods for providing sanitary sewer service to the greatest number of residents in Agua Fria possible. The deliverable will be a Preliminary Engineering Report (PER) that identifies individual sewer expansion projects and their estimated cost so that they can be funded, designed and constructed in a reasonable timeframe.

II. Basic Services:

System Evaluation

1. Provide engineering services to study the existing sewer system in Agua Fria and evaluate options for expansion of the sewer system.
 - a. Identify areas within the Traditional Community of Agua Fria where sewer services are needed and prioritize the areas where sewer service can be expanded based upon development density, proximity to existing infrastructure, practicality of construction and other factors. The goal is to achieve > 80% sewer service to the residents of the Traditional Community through a number of phased projects.
 - b. Evaluate the existing sewer mains and laterals to better identify where expansion can occur given the limitations of grade, accessibility and easements.

Project Identification and Cost Estimation

2. Provide engineering services to identify specific public sewer expansion projects within the Traditional Community of Agua Fria that can be individually funded and constructed.
 - a. Define the priority areas within the community for sewer system expansion.
 - b. Evaluate growth within the community for the next 20 years as it relates to sewer services.
 - c. Identify separate projects that can be funded, designed and constructed in phases that will match the anticipated available funding.
 - d. Accurately identify the cost of design and construction for each project and the potential number of sewer connections for each project.
 - e. Identify the areas within each project where easements dedications will be necessary for construction and operation/maintenance.
 - f. Identify any areas where private grinder pump installations may be proposed as a way to provide coverage to areas that could not otherwise be sewered.
 - g. Identify any anticipated barriers (legal, cultural, environmental, jurisdictional, topographical, etc.) that would prevent projects for being completed.

The County shall provide, as it is able and applicable, the following information to inform the study effort:

1. Information on all existing water, wastewater and storm water infrastructure in the Traditional Community, including record drawings for expansion Phases 1 – 3 (as available).
2. Existing GIS data and mapping information for the Community, as available, at the time of contract implementation.
3. County Design guidelines.
4. County utility growth and service policies.
5. County utility infrastructure design requirements.
6. Past internal evaluations for expanding sewer infrastructure in the Community.
7. Any relevant cost history.

PHASE TWO: EXPANSION OF WATER INFRASTRUCTURE

I. Objectives

This project entails an evaluation of the existing water delivery system in the Agua Fria Community and identification of the best methods for providing expanded water delivery (including fire protection) to the greatest number of unserved residents in the Agua Fria Community. The deliverable will be a Preliminary Engineering Report (PER) that identifies water delivery system expansion projects and their estimated cost so that they can be funded, designed and constructed in a reasonable timeframe.

II. Basic Services:

System Evaluation

1. Provide engineering services to study the water infrastructure system in the Agua Fria Community and evaluate options for infrastructure system expansion.
 - a. Identify areas within Agua Fria that are underserved and prioritize the areas where water service can be expanded based upon development density, proximity to existing infrastructure, practicality of construction and other factors.
 - b. Evaluate the existing easements and identify areas wear easements are needed.

Project Identification and Cost Estimation

2. Provide engineering services to identify specific public water infrastructure expansion projects within the Agua Fria

Community that can be funded and constructed.

- a. Define the priority areas within the community for water infrastructure expansion.
- b. Evaluate growth within the community for the next 20 years as it relates to water services.
- c. Identify separate projects that can be funded, designed and constructed in phases that will match the anticipated available funding.
- d. Accurately identify the cost of design and construction for each project and the potential number of water service connections for each project.
- e. Identify the areas within each project where easement dedications will be necessary for construction, operation and maintenance.
- f. Identify any areas where fire hydrants would provide the best coverage to the Agua Fria Community.
- g. Identify any anticipated barriers (legal, cultural, environmental, jurisdictional, topographical, etc.) that would prevent projects from being completed.

The County shall provide, as it is able and applicable, the following information to inform the study effort:

1. Information on all existing water, wastewater and storm water infrastructure in the Traditional Community (as available).
2. Existing GIS data and mapping information for the Community, as available, at the time of contract implementation.
3. County Design guidelines.
4. County utility growth and service policies.
5. County utility infrastructure design requirements.
6. Past internal evaluations for expanding water infrastructure in the Community.
7. Any relevant cost history.

Deliverables

1. Deliver a Wastewater Preliminary Engineering Report.

- a. The report will provide the areas within the Traditional Community targeted for sewer service expansion by priority and project phasing, including sequential implementation where applicable.
- b. The report will identify the basic concept of the sewer infrastructure expansion (i.e. gravity sewer, liftstation/forcemain, low pressure sewer) for each proposed project phase, including maps showing proposed public (and possibly private) sewer system expansions.
- c. The report will identify areas where utility easement dedications will be necessary to complete the projects outlined.
- d. The report will contain maps showing the existing sewer infrastructure within Community, the proposed budget phases and the areas where easement dedications are necessary to complete the projects.
- e. The report will identify the estimated cost of individual project phases, including engineering, construction, right of way/easement acquisitions costs and other costs associated with the individual projects. The estimate of costs will be itemized in the form of an engineer's opinion of probable costs.
- f. The report will follow current USDA guidelines for Preliminary Engineering Reports to allow the greatest opportunity for project funding sources possible.

Drafts of the deliverables shall be submitted to the County for review at the 30% (outline for the report), 60%, and 90% completion phase. The selected firm will be required to participate in public meetings with members of the affected community at the 60% and 90% review phases to take input from community members and answer questions. The selected firm shall consider and address comments from County staff and the public in the deliverables at each review stage (as applicable).

Deliverables will include three (3) hard copies of the final report and three (3) CDs/thumb drive/other electronic media storage devices (as may be identified by the County) with all project files (in original electronic format -e.g. Word, Excel, GIS, etc. and in final pdf format). The final report will be delivered to the County upon completion of the project.

2. Deliver a Water Preliminary Engineering Report

- a. The report will provide the areas within the Traditional Agua Fria Community targeted for water infrastructure service expansion by priority and project phasing.
- b. The report will identify the basic concept of the water infrastructure expansion including fire protection for each proposed project phase, including maps showing County and Agua Fria Community water infrastructure expansions.
- c. The report will identify areas where utility easement dedications will be necessary to complete the projects outlined.
- d. The report will contain maps showing the existing water infrastructure system within the Agua Fria Community, the proposed project phases and the areas where easement dedications are necessary to complete the projects.
- e. The report will identify the estimated cost of individual project phases, including engineering, construction, right of way/easement acquisitions costs and any other cost associated with the individual projects. The estimate of costs will be itemized in the form of an engineer's opinion of probable costs.
- f. The report will follow USDA guidelines for Preliminary Engineering Reports to allow the greatest opportunity for project funding sources possible.
- g. Drafts of the deliverables shall be submitted to the County for review at the 30% (outline for the report), 60%, and 90% completion phase. The selected firm will be required to participate in public meetings with members of the affected community at the 60% and 90% review phases to take input from Community members and answer technical questions. The selected firm shall consider and address comments from County staff and the public in the deliverables at each review stage as applicable.
- h. Deliverables will include three (3) hard copies of the final report and three (3) CDs/thumb drive/other electronic media storage devices (as may be identified by the County) with all project files (in original electronic format -e.g. Word, Excel, GIS, etc. and in final .pdf format). The final report will be delivered to the County upon completion of the project.

Drafts of the deliverables shall be submitted to the County for review at the 30% (outline for the report), 60%, and 90% completion phase. The selected firm will be required to participate in public meetings with members of the affected community at the 60% and 90% review phases to take input from Community members and answer technical questions. The selected firm shall consider and address comments from County staff and the public in the deliverables at each review stage as applicable.

Deliverables will include three (3) hard copies of the final report and three (3) CDs/thumb drive/other electronic media storage devices (as may be identified by the County) with all project files (in original electronic format -e.g. Word, Excel, GIS, etc. and in final .pdf format). The final report will be delivered to the County upon completion of the project.

**B. Cost Proposal – Include hourly breakdown for each task (see example)
(See attachment A)**

C. Schedule of time to complete work

TABLE 1

SANTA FE ENGINEERING CONSULTANTS

ENGINEERING SERVICES FOR

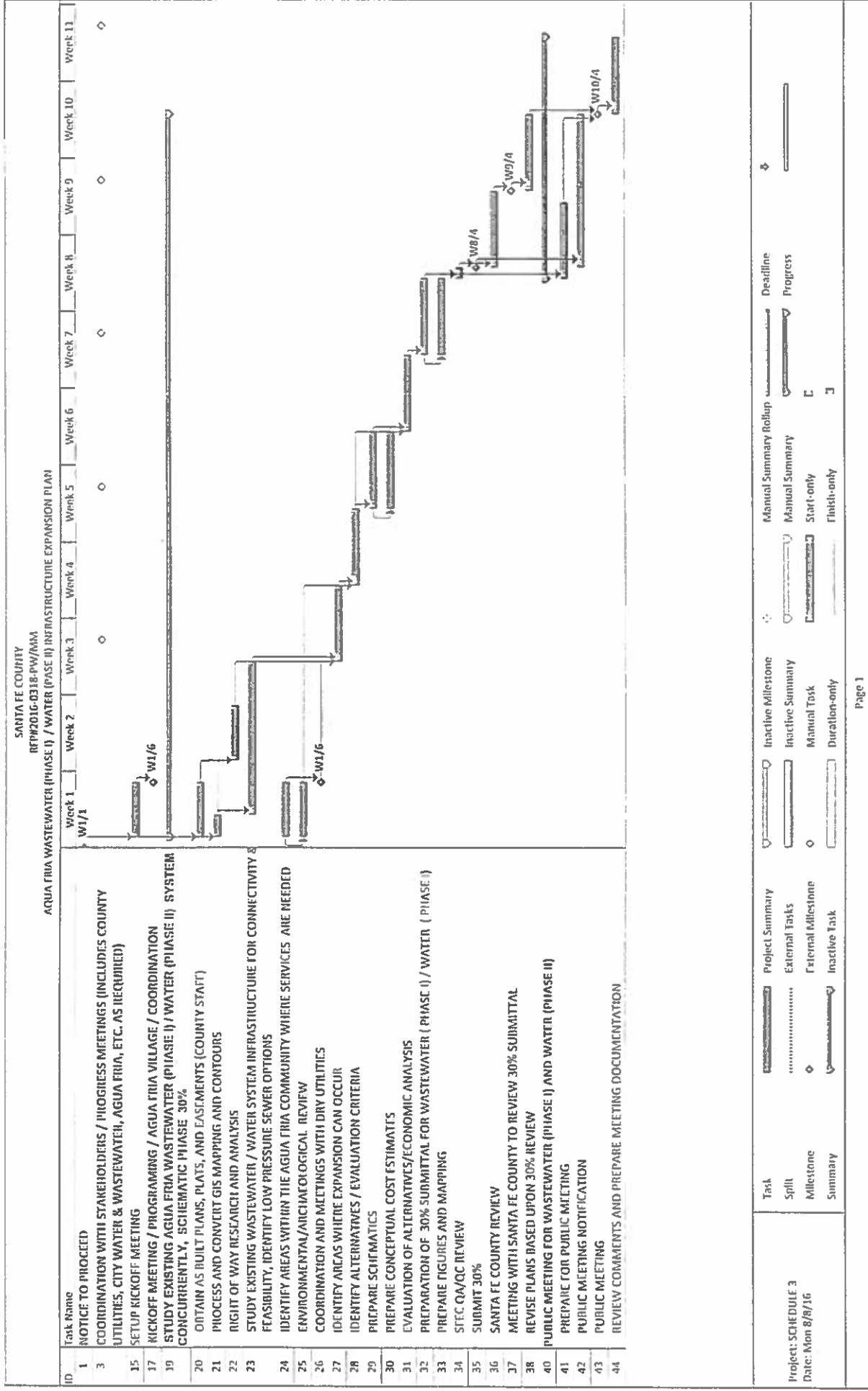
AGUA FRIA WATER AND WASTEWATER INFRASTRUCTURE EXPANSION PLAN RFP# 2016-0318-PW/MIA

MAN HOUR AND COST ESTIMATE

TASK DESCRIPTION									
SENIOR ENGINEER	DESIGN ENGINEER	QA ENGINEER	PROJECT MANAGER	BIO/ARCH	SNR. ENG. TECH	CADD DRAFTER	PROJECT ASSOCIATE	SPEC COST BY TASK	
HOURLY RATES BY PERSONNEL									
	\$145.00	\$117.55	\$117.55	\$95.00	\$100.00	\$85.00	\$70.00	\$60.00	
SE COUNTY NOTICE TO PROCEED									
SETUP KICK-OFF MEETING & PROJECT SET UP	0	0	0	2	0	0	0	1	
ATTEND KICK-OFF MEETING WITH COUNTY, AGUA FRIA, CITY WATER & WASTEWATER	2	2	0	2	2	0	0	0	
PREPARE MEETING MINUTES, DOCUMENTATION, AND DISTRIBUTION	0	0	0	1	0	0	0	4	
	2	2	0	5	2	0	0	5	
SUBTOTAL									
STUDY EXISTING AGUA FRIA WASTEWATER (PHASE I) / WATER (PHASE II) SYSTEM CONCURRENTLY, SCHEMATIC PHASE 30% WITH MAJOR SUBTASKS SHOWN									
OBTAIN AS-BUILT PLANS, PLATS, AND EASEMENTS (COUNTY STAFF)	0	0	0	0	0	0	0	0	
REVIEW PLATS FOR APPLICABILITY AND CONSTRUCTABILITY	2	16	0	0	0	0	0	0	
PROCESS AND CONVERT GIS MAPPING AND CONTOURS	0	0	0	0	0	0	0	0	
CONVERT GIS TO USEABLE AUTOCAD DRAWINGS	0	2	0	0	0	0	4	0	
SET UP BASE MAP	0	4	0	0	0	0	4	0	
SET UP TERRAIN MODEL	0	4	0	0	0	0	0	0	
RIGHT OF WAY RESEARCH AND ANALYSIS	0	0	0	0	0	0	0	0	
ENTER PLAT DATA INTO BASE DRAWING	0	2	0	0	0	16	0	0	
STUDY EXISTING WASTEWATER / WATER SYSTEM INFRASTRUCTURE FOR CONNECTIVITY & FEASIBILITY, IDENTIFY LOW PRESSURE SEWER OPTIONS	0	0	0	0	0	0	0	0	
SITE VISIT TO OBSERVE, NOTE, PHOTOGRAPH, AND STUDY EXISTING CONDITIONS	0	8	0	0	0	0	16	0	
IDENTIFY LOCATION AND VERTICAL ELEVATIONS OF EXISTING INFRASTRUCTURE	0	4	0	0	0	0	8	4	
IDENTIFY PROJECT GRAVITY FLOW BOUNDARIES	1	8	0	0	0	4	2	0	
IDENTIFY POSSIBLE LIFT STATION SITES AND GRAVITY FLOW TO LIFT STATION BOUNDARIES	0	4	0	0	0	8	4	0	
ENVIRONMENTAL/ARCHAEOLOGICAL REVIEW	1	2	0	2	20	0	0	0	
GROWTH ANALYSIS WITHIN THE NEXT 20 YEARS (COUNTY TO PROVIDE)	0	0	0	0	0	0	0	0	
COORDINATION AND MEETINGS WITH DRY UTILITIES & OBTAIN SERVICE LOCATIONS, ENTER DATA INTO CADD	0	4	0	6	0	0	16	2	
IDENTIFY ALTERNATIVES / EVALUATION CRITERIA	0	0	0	0	0	0	0	0	
IDENTIFY AREAS WITHIN THE AGUA FRIA COMMUNITY WHERE SVCS ARE NEEDED	0	4	0	2	0	0	16	0	
IDENTIFY FEASIBILITY AREAS WHERE EXPANSION CAN OCCUR (WITH ROW, TOPOGRAPHY, ARCHAEOLOGY, ETC.	2	20	0	4	0	16	0	0	
COMBINE ROW, GRAVITY FLOW BOUNDARIES, EXISTING TIE IN LOCATIONS	0	4	0	0	0	0	0	0	
EVALUATION OF ALTERNATIVES/ECONOMIC ANALYSIS	0	0	0	0	0	0	0	0	
IDENTIFY UNIT PRICING, PREPARE & CHECK SPREADSHEETS FOR EA, ALT.	2	4	0	8	0	0	0	8	
EVALUATE EACH ALTERNATIVE FOR COST, UNITS SERVED, ENVIRONMENTAL, & CONSTRUCTABILITY	6	16	0	0	0	8	0	4	
PREPARE PRESENT & FUTURE WORTH ANALYSIS, MAINTENANCE, & REPLACEMENT COST	6	16	0	0	0	8	0	4	
PREPARATION OF 30% SUBMITTAL	0	0	0	0	0	0	0	0	
PREPARE CONCEPTUAL PLAN AND PROFILES	2	4	0	0	0	0	0	0	
PREPARE CONCEPTUAL PER DRAFT AND APPENDICES	2	16	0	4	0	0	24	0	
ISPEC QAVQC REVIEW	0	0	0	4	0	0	4	8	
PRODUCTION-PRINT, PDF, BIND, AND DISTRIBUTE SUBMITTAL	0	0	0	4	0	0	0	0	
SANTA FE COUNTY REVIEW	0	0	0	0	0	0	0	0	
MEETING WITH SANTA FE COUNTY TO REVIEW 30% SUBMITTAL	2	2	0	2	0	0	0	0	
PREPARE & DISTRIBUTE MEETING MINUTES	0	0	0	1	0	0	0	4	
PREPARE 30% SUMMARY FOR WATER (PHASE II)	8	16	0	4	4	8	0	0	
REVISE PLANS BASED UPON 30% REVIEW	4	8	0	0	0	8	16	1	
REVISE PER STAFF COMMENTS	2	4	0	2	0	0	0	0	
SUBTOTAL	40	172	4	39	24	92	126	39	

SANTA FE ENGINEERING CONSULTANTS
ENGINEERING SERVICES FOR
AGUA FRIA WATER AND WASTEWATER INFRASTRUCTURE EXPANSION PLAN RFP# 2016-0318-PWW/IAIA
MAN HOUR AND COST ESTIMATE

DAILY HOUR AND COST ESTIMATE																	
TASK DESCRIPTION	SENIOR ENGINEER	DESIGN ENGINEER	QA ENGINEER	PROJECT MANAGER	PROJECT BIO/ARCH	SNR. ENG. TECH	CADD DRAFTER	PROJECT ASSOCIATE	SPEC COST BY TASK								
										HOURLY RATES BY PERSONNEL							
										\$145.00	\$117.55	\$117.55	\$95.00	\$100.00	\$85.00	\$70.00	\$60.00



SANTA FE COUNTY
RFP#2016-0318-PW/KAM
AQUA FRIA WASTEWATER (PHASE II) / WATER (PHASE II) INFRASTRUCTURE EXPANSION PLAN

