

**PROFESSIONAL SERVICE AGREEMENT
BETWEEN SANTA FE COUNTY AND
SURROUNDINGS STUDIO, LLC**

THIS AGREEMENT is made and entered into this 15 day of February 2016, by and between **SANTA FE COUNTY**, hereinafter referred to as the "County" and Surroundings Studio, LLC, whose principal address is 1600 Lena Street, Unit E-3, Santa Fe, NM 87505, hereinafter referred to as the "Contractor".

WHEREAS, the Santa Fe County Open Space and Trails Program requires professional services to develop management plans for three open space properties: 1) the Ortiz Mountains Educational Preserve, 2) the Madrid Open Space and, 3) the Lamy Open Space Park; and

WHEREAS, the management plans must be developed in accordance with the County's Sustainable Growth Management Plan, Policy 22.10; and

WHEREAS, pursuant to NMSA 1978, Sections 13-1-112 and 13-1-117, competitive sealed proposals were solicited through a formal Request for Proposals (RFP No. 2016-0151-GM/RM) for professional services to develop a management plan for each property; and

WHEREAS, based on the evaluation criteria established in the RFP for the purpose of selecting the most qualified offeror, the County has determined the Contractor as the most responsive and highly rated offeror; 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, it is agreed between the parties:

1. SCOPE OF WORK

The Contractor shall provide the following services.

A. Develop a Management Plan for the **Madrid Open Space** that contains the following components:

- 1) A detailed existing conditions and inventory report.
- 2) A conceptual master plan that identifies, maps, prioritizes and estimates timing and costs for key projects.
- 3) An analysis of potential funding mechanisms needed to fully implement the Management Plan.
- 4) A management framework that will allow public access while preserving the cultural and archaeological resources of the property.
- 5) A detailed maintenance plan which includes projected needs for labor and equipment.
- 6) Cooperate with County staff to review and compile background information and develop a final scope, approach and schedule, including a communication plan and calendar.

- 7) Work with the community and other stakeholders who have interest in the property.

B. Develop a Management Plan for the Ortiz Mountains Educational Preserve that contains the following components:

- 1) A detailed existing conditions and inventory report.
- 2) A conceptual master plan that identifies, maps, prioritizes and estimates timing and costs for key projects.
- 3) An analysis of potential funding mechanisms needed to fully implement the Management Plan.
- 4) A management framework that will allow public access while preserving the cultural and archaeological resources of the property.
- 5) A detailed maintenance plan which includes projected needs for labor and equipment.
- 6) Cooperate with County personnel to review and compile background information and develop a final scope, approach and schedule, including a communication plan and calendar.
- 7) Work with the community and other stakeholders who have interest in the property.
- 8) An analysis of alternative access routes to the property, including timeframe, costs and feasibility of each option.
- 9) Interpretive programming including a curriculum, educational materials and training program for docent led hikes.
- 10) An interpretative plan and program structure for the property.

C. Develop a Management Plan for the Lamy Open Space Park that contains the following components:

- 1) A detailed existing conditions and inventory report.
- 2) A conceptual master plan that identifies, maps, prioritizes and estimates timing and costs for key projects.
- 3) An analysis of potential funding mechanisms needed to fully implement the Management Plan.
- 4) A management framework that will allow public access while preserving the cultural and archaeological resources of the property.
- 5) A detailed management plan which includes projected needs for labor and equipment.
- 6) Cooperate with County personnel to review and compile background information and develop a final scope, approach and schedule, including communication plan and calendar.
- 7) Work with the community and other stakeholders who have interest in the property.
- 8) A basic interpretative plan and program structure for the property that coordinates with the Petroglyph Hill Interpretive plan and includes the history of the Galisteo Basin.

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. Contractor will invoice the County monthly for services performed. Invoices shall include a monthly detailed status report for all activities performed in relation to the project tasks and phases described in Exhibit A attached hereto.
- 2) The amount payable to the Contractor for services performed shall not exceed One Hundred Thirty Four Thousand Thirty Dollars (\$134,030.00), exclusive of NM gross receipts tax (NM grt). Any NM grt levied on the amounts payable under this Agreement shall be paid by the County to the Contractor. Contractor's compensation for services will be paid in accordance with the following:

a. Start-up/ Progress Meetings/ Initial Research	\$ 18,349.50
b. Ortiz Mtn Road Lease Cost Analysis	\$ 6,142.00
c. Interpretive Plan for Ortiz – Galisteo Basin	\$ 26,526.00
d. Site Analysis/ 1 st Public Meetings (2)	\$ 27,381.50
e. Research Phase	\$ 12,454.00
f. Planning Phase/ 2 nd Public Meeting	\$ 20,094.00
g. Draft Management Plans/ Staff Review	\$ 21,307.00
h. Final Public Update Meeting	\$ 1,776.00
TOTAL	\$134,030.00
	(exclusive of NM grt)

Reimbursables (Not to exceed amount) \$ 4,800.00*

(* This not-to-exceed sum for reimburseables includes applicable tax and assumes at all printing or mailings, public notice posters, public presentation materials and public notice advertising will be provided by the County)

- 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 in writing.

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 Community Planner Maria E. Lohmann, 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 one and one-half percent (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, upon due execution by all parties, become effective as of the date first written above and shall terminate one year later, unless earlier terminated pursuant to Section 5

(Termination) or Section 6 (Appropriations and Authorizations). The County has the option to extend the term of this Agreement on the same terms and conditions for three additional years in one-year increments. In no event shall the term of this Agreement exceed four years in total. The County may exercise this option by submitting a written notice to the Contractor that the term of this Agreement will be extended another year. The notice must be submitted to the 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.

The County approves the Contractor's use of several sub-consultants or subcontractors listed on Exhibit A to complete the Scope of Work under this Agreement. Contractor shall be wholly responsible for performance of services by its sub-consultants or subcontractors, including any and all payments to Contractor's sub-consultants or subcontractors.

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), the Santa Fe County Sustainable Growth Management Plan (2010), and applicable provisions of the Santa Fe County Open Land and Trails Plan (2000).

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 and Contractor's sub-contractors or sub-consultants' performance or non-performance of 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
Attn: Santa Fe County Attorney
102 Grant Avenue
P.O. Box 276
Santa Fe, New Mexico 87504-0276

To the Contractor: Surroundings Studio, LLC
Attn: Faith Okuma
1600 E. Lena Street, Unit E-3
Santa Fe, New Mexico 87505

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, as amended), 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. APPOINTMENT OF AGENT FOR SERVICE OF PROCESS

The Contractor hereby irrevocably appoints Robert D. Gorman, 1201 Lomas Blvd, Suite A, Albuquerque, New Mexico 87102, as its agent upon whom process and writs in any action or proceeding arising out of or related to this Agreement may be served. The Contractor acknowledges and agrees that service upon its designated agent shall have the same effect as though the Contractor were actually and personally served within the state of New Mexico.

32. SURVIVAL

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

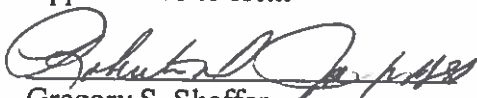
IN WITNESS WHEREOF, the parties have duly executed this Agreement as of the date first written above.

SANTA FE COUNTY


Katherine Miller
County Manager

2/15/16
Date

Approved as to form


Gregory S. Shaffer
County Attorney

2/10/16
Date

Finance Department


Carole H. Jaramillo
Finance Director

2/10/16
Date

CONTRACTOR:

Faith Okuma
(Signature)

Feb 11, 2016
Date

Faith Okuma
(Print Name and title)

Exhibit A

Professional Services to Develop Management Plans for Three Open Space Properties RFP# 2016-0131-GM/RM

The following spreadsheet is an estimate of manhours and professional fees. It is the level of effort estimate for Surroundings Studio's LUMP SUM fee for this contract and as such it is within Surroundings Studio's rights to manage team members' scopes and efforts internally between our team members as needed to meet the deliverables and overall Lump Sum fee commitment.

Noted at the bottom of the spreadsheet are conditions to the Lump Sum offer agreed to by Santa Fe County and Surroundings Studio.

Learning Phase Tasks + Level of Effort	Surroundings	Ecotone	The Community Store	Earth Analytics, Inc.	Eliver Source	Conservation by Design	Tamarack CARE	Oxbow Ecological Engineering	
Personnel	Fark Okuma	Sandra Donner	Jon-William Jansen	Carl Moore Jesse Lawrence	Wehrbee Darshaw	Rich Schrader	Melanie Person	Tomara Stewart	George Colkey
Prepare base maps	1	2			12				
Team start up meeting	2	2	2	2	2	2		2	
Project progress meetings	12	16	12	12	12	12		12	
Compile extract prior plans, reports & policies for each site	12	4	8			8		8	
Identify initial project advisor groups for each site	2	1	1	1		1		1	
Create criteria and run "Least Cost Analysis" for Ortiz Mtn. access alternate routes	2	1	1		40				
Collaborate with County and SF Botanic Garden to determine Ortiz Mtn. decent program protocols, schedules, etc.	8	4	4				LS	8	
Collaborate with County on Lamy Open Space to describe interpretive program with context of overall Galisteo Basin.	8	4	4				LS	8	
Team site analysis visits									
Ortiz Mountain Education Preserve	4	4	4					4	
Lamy Open Space	4	4	4			4		4	
Madrid Open Space	4	4	4			4		4	LS
Conduct focus sessions with key advisors per site. Total (4)									
Lamy Open Space	4			4					
Madrid Open Space	4			4					
Refine approach, schedule, and budget for each site.	2	2	1	1	1	1		1	
Prepare and conduct 1st public session									
Lamy Open Space	8	8	4	8	4			2	
Madrid Open Space	8	8	4	8	4			2	
Collect data/research and organize per Open Space Management Planning Process Model	16	8	8	8	8	8		8	
Research Phase									
Identify primary open space management issues from Phase I	6	2	2	2	2	2		2	
Meet w/ County staff to review Learning Phase findings	1	1	1	1					
Conduct research									
Ortiz Mountain Education Preserve (road routes)	4	4	4		4				
Lamy Open Space (Second site visits or research)	4	4	8			8		4	
Madrid Open Space (Second site visits or research)	4	4	8			8		4	LS
Summarize Research Phase Findings	6	2	4		4	4			
Planning Phase									
Meet w/ County officials & staff to Research Phase updates	1	1	1	1					
Develop community input plan for Lamy and Madrid	6	2	4	4	2	2		2	
Prepare and conduct 2nd public session									
Lamy Open Space	8	16	2	8	4	2		2	
Madrid Open Space	8	16	2	8	4	2		2	
Summarize Planning Phase meetings	6	2	4		4	4			
Prepare draft management plans									
Ortiz Mountain Education Preserve	8	4	4			4		2	
Lamy Open Space	30	10	8	4	4	8		2	
Madrid Open Space	30	10	8	4	4	8		2	LS
Review draft management plan w/County									
Worksession w/ County to integrate with SFCO process/funds	4	4	4	4					
Prepare final management plans									
Ortiz Mountain Education Preserve	6	6	1	1	1	1		1	
Lamy Open Space	6	6	2	1	1	1		1	
Madrid Open Space	6	6	2	1	1	1		1	LS
Final Round - Public Update Meeting									
Lamy Open Space	4	4							
Madrid Open Space	4	4							
Subtotal Hours	253	180	130	87	118	95	LS	89	LS
Personnel Rate	120	102	100	150	125	110	LS	90	LS
Total Professional Fees \$	30360	18360	13000	13050	14750	10450	22500	8010	3,550
GRT* \$		11,141.24							
Total Fees + GRT \$		145,171.24							
Reimbursables***	\$ 1,500		\$ 200	\$ 200		\$ 200	\$ 1,500	\$ 200	\$ 1,000
Total Reimbursables	\$	4,800							
TOTAL PROPOSAL COSTS									\$ 149,971.24

Notes:

** Due to the unique circumstances and needs for Ortiz Mountain Educational Preserve, separate public meetings for this site are not included.

*** Reimbursables assume that all printing of mailings, public notice posters and public presentation materials will be done by Santa Fe County. All public notice advertising for this project will be done by Santa Fe County.

LS This sub-consultant's work is focused on specific activities that they are doing as a lump sum cost activity.

\$0.00 This amount is contingent on 1/2 the actual travel cost being split between Petroglyph Hill Interpretive project and this project. Should the full travel costs need to be borne by this project, that cost will be an additional service.

GRT* Should the GRT rate in Santa Fe County or the City of Santa Fe increase during the project. Additional GRT above the total proposal costs will be an additional services cost or change order to this contract.

