

City of Santa Fe, NM
Regular Committee
Monday, February 19, 2018
05:00 PM – Finance Committee
Council Chambers

CITY CLERK'S OFFICE

DATE 2/14/18 TIME 2:23

SERVED BY Carolynn Roibal

RECEIVED BY [Signature]

AGENDA

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF AGENDA

4. APPROVAL OF CONSENT AGENDA

5. APPROVAL OF MINUTES

- a) Regular Finance Committee Meeting - January 22, 2018
Item 5a.pdf
- b) Regular Finance Committee - February 5, 2018
Item 5b.pdf

6. CONSENT AGENDA

- a) Request for the Approval of Bid 18/07/B for Police Uniforms; Galls LLC, and Capitol City Uniforms. (Deputy Police Chief Andrew Padilla/Police Department)
Item 6a.pdf
- b) Request for Approval of the City-County Cost Share Agreement in the Total Amount of \$2,974,507.11 for Buckman Direct Diversion BS2A Photovoltaic System. (Shannon Jones)
Item 6b.1.pdf
- c) Request for Approval of Amendment No. 6 to the Professional Services Agreement in the Total Amount of \$25,220.27 Inclusive of NMGRT for On-Call Asphalt Sealing Patching; GM Emulsion LLC. (Randy Lopez)
Item 6c.pdf
- d) Request for Approval of the Procurement Using New Mexico State Price Agreement in the Total Amount of \$57,552.00 of Two (2) Ford F-150 Trucks for the PUD/Utility Billing Division/Collections Section; Power Ford. (Kathy Valdez)
Item 6d.pdf
- e) Request for Approval of a Professional Services Agreement in the Amount of \$670,560.00 Exclusive of NMGRT for Electrical and Security Improvements at Nichols and McClure Reservoirs; Great Western Electric. (Alex Gamino)
Item 6e.1.pdf
- f) Request for Approval of an Exempt Procurement in the Amount of \$1,217,019.20 Inclusive of NMGRT for an Electrical Utility and Fiber Optic Conduit Extension from Nichols to McClure Reservoir; Public Service Company (PNM). (Alex Gamino, Nick Schiavo and Rick Carpenter)
Item 6f.pdf

g) Request for Approval of Thirty (30) Professional Services Agreements in the Amount of \$2,357,300.00 Exclusive of NMGR T for FY 2017/2018 in a Total Amount of \$10,377,000.00 for All Four (4) Fiscal Years, or Supplies, Parts and Towing Services; Various Vendors:

1) 4 Rivers Equipment, Advance Auto Parts, Affordable Alignment Brake & Suspension, Allstate Hydraulic, Anaya Roadrunner Wrecker Services, Bill Williams, Bruckners Truck Sales, Inc., CBS Towing, Clark Truck Equipment Co., Cummins Rocky Mountain, Drive Train Industries, Envision Automotive Service, Garcia Tire, Hal Burns Truck & Equipment, Hose & Hydraulics, Inc., Independent Radiator Service Corp., Jiffy Lube, Krebs Santa Fe Brake & Automotive Repair, McBrides, Inc., MCT Industries, Inc., MJM Service & Repair, O'Reilly Automotive Stores, Inc., Parts Plus of New Mexico, Pete's Equipment Repair, Inc., Quinn Tire Inc., Rush Truck Center, San Loma, Inc. dba West Fleet, Titan Machinery, Weise Auto Supplies, Inc. and Wesskote, Inc. (Lawrence Garcia)

Item 6g.pdf

h) Request for Approval of Amendment No. 3 to the Professional Services Agreement in the Total Amount of \$25,302.00 Inclusive of NMGR T for Regulatory Required Prescriptive Tasks Regarding the Updated Methane Management Site Plan at the Paseo de Vista Closed Landfill; Golder Associates. (Shirlene Sitton)

Item 6h.pdf

i) Request for Approval of Cooperative Purchasing Agreement for State Agencies and / or Local Public Bodies between the City of Santa Fe and Cooperative Educational Services. (Adam Johnson)

Item 6i.pdf

j) Request for Approval of a Professional Services Agreement, for a Term of Four (4) Years, in the Amount of \$229,859.87, and Procurement under Section 13-1-129, Procurement under Existing Contracts, (NASPO Cloud Solutions Price Agreement 2016-2026); OpenGov. (Adam Johnson)

Item 6j.1 pdf..pdf

k) Request for the Approval and the Acceptance of Federal Aviation Administration Grant #3-35-0037-47 in the Total Amount of \$2,258,910.00 which was Misstated on the October 16, 2017 Finance Agenda to do a Mill and Overlay of Runway 02/20. (Nick Schiavo)

Item 6k.1.pdf

l) Request for the Approval of RFP #18/15/P for Professional Services Agreement in the Total Amount of \$520,000 for Golf Management Services/ Lease of Concession Area at Marty Sanchez Links de Santa Fe; New Mexico Golf Limited. (Jennifer Romero)

Item 6l.pdf.pdf

m) Request for Approval of a Professional Services Agreement in the Amount of \$500,00.00 Exclusive of NMGR T to Provide On-Call Engineering Services for CIP Projects; AECOM Technical Services, Inc. (Bill Schneider)

Item 6m.pdf

n) Request for Approval of an Airport Land Lease Between Gate 13, LLC and the City of Santa Fe. (Nick Schiavo)

Item 6n.pdf

o) Request for Approval of an Airport Land Lease Between Spectra Yates, LLC and the City of Santa Fe. (Nick Schiavo)

Item 6o.pdf

p) Request for Approval of a Professional Services Agreement in the Amount of \$161,330.50 Plus Applicable GRT for Airport Apron Large Crack Repairs Utilizing SPA #71-805-17-15807; Dismuke Construction Company. (Nick Schiavo)

Item 6p.2.pdf

q) Request for Approval of a Professional Services Agreement Utilizing SPA #61-805-16-14054 in the Amount of \$68,880 Plus Applicable GRT for Airport Apron Small Crack Repairs; Dismuke Construction Company. (Nick Schiavo)

Item 6q.pdf

r) Request for Approval of a Professional Services Agreement Under Exempt Procurement in the Amount of \$222,405 for a Four (4) Year Contract; Routematch Software; (Kieth Wilson/ Thomas Martinez)

Item 6r.pdf

s) Request for Approval of Budget Amendment Resolution in the Amount of \$36,103.31 Inclusive of NMGRT for CIP#689F, Tourism Division. (J. Sam Burnett)

Item 6s.pdf

t) Request for Approval of a Capital Appropriation Agreement in the amount of \$198,000 Identified as Project A16A5092 for "Villa Consuelo Senior Center-Improve Code"; State of New Mexico Aging and Long Term Services Department. (Gino Rinaldi)

1) Request for Approval of Budget Amendment Resolution.

Item 6t.pdf

u) Request for Approval of a Resolution Adding the Replacement of the Fort Marcy Recreation Center Gym Floor to the Fiscal Year 2017/18 Capital Improvement Plan (CIP) for the City of Santa Fe. (Councilors Lindell, Villarreal) (Gregory Fernandez)

Committee Review:

Parks and Recreation Committee 2/20/18

City Council 2/28/18

Fiscal Impact: \$85,000

Item 6u.pdf

v) Request for Approval of a Resolution Naming Field #3 at Ragle Park After Coach Peter E. Herrera. (Councilor Trujillo) (Richard Thompson)

Committee Review:

Parks and Recreation Committee 2/20/18

Public Works Committee 2/26/18

City Council 2/28/18

Fiscal Impact: Not Determined

Item 6v.pdf

w) Request for Approval of a Resolution Establishing a Homelessness Task Force to Analyze, Plan and Design a Long Term Integrated solution for People who are Homeless in the City of Santa Fe and Provide Recommendations to the Governing Body. (Councilors Dominguez, Lindell) (Chris Sanchez)

Committee Review:

Public Works Committee 2/12/18

Human Services Committee 2/13/18

Finance Committee 2/19/18

City Council 2/28/18

Fiscal Impact: \$669

Item 6w.pdf

x) Request for Approval of an Ordinance Amending Section 23-4.4 Relating to the Golf Rates at the Municipal Recreation Center (MRC) to Establish Out of State Rates. (Councilor Lindell) (Jennifer Romero)

Committee Review:

Public Works Committee	2/12/18
Finance Committee	2/19/18
Parks and Recreation Committee	2/20/18
City Council 1	2/28/18
City Council 2	3/28/18

Fiscal Impact: FY18/19 \$16,059

Item 6x.pdf

y) Request for Approval of a Resolution Amending Resolution 2000-33 Establishing the Public Safety Committee to Provide for the Appointment of a Bicycle and Trails Advisory Board Member to Serve on the Committee. (Councilor Maestas) (Jessica Pfeifer)

Committee Review:

Finance Committee	2/19/18
Public Safety Committee	2/20/18
Bicycle and Trails Advisory Committee	2/21/18
City Council	2/28/18

Fiscal Impact: None

Item 6y.pdf

z) Request for Approval of a Resolution Directing the City Manager to Develop and Issue a Request for Information (RFI) Seeking Renewable Energy Related Solutions to Achieve Short- and Long Term Energy Reductions at City Facilities, and Report Back to the Governing Body within 30 days of the Receipt of Responses to the RFI. (Mayor Gonzales, Councilor Ives) (John Alejandro)

Committee Review:

Public Works Committee	2/12/18
Finance Committee	2/19/18
Sustainable Santa Fe Committee	2/28/18
City Council	2/28/18

Fiscal Impact: None

Item 6z.pdf

aa) Request for Approval of a Resolution Committing the City of Santa Fe as a Full and Active Participant as a Compassionate City; and Authorizing the Mayor to Implement this Resolution through Appropriate Means. (Mayor Gonzales and Councilor Ives) (Jesse Guillen)

Committee Review:

Finance Committee	2/19/2018
City Council	2/28/2018

Fiscal Impact: None

Item 6aa.pdf

7. DISCUSSION

8. MATTERS FROM STAFF

9. MATTERS FROM THE COMMITTEE

10. EXECUTIVE SESSION

11. ADJOURN

**SUMMARY INDEX FOR
CITY OF SANTA FE
FINANCE COMMITTEE
February 19, 2018**

ITEM	ACTION	PAGE
1. Call to Order	Convened at 5:00 p.m.	1
2. Roll Call	Quorum Present	1
3. Approval of Agenda	Approved as presented	1
4. Approval of Consent Agenda	Approved as amended	1-2
5. Approval of Minutes		
a. January 22, 2018	Approved as submitted	2
b. February 5, 2018	Approved as submitted	2
6. CONSENT AGENDA LISTING	Approved without discussion	2-5
CONSENT AGENDA DISCUSSION		
c. PSA for On-Call Asphalt Sealing/Patching	Approved as amended	6-7
e. PSA for Electrical/Security at Reservoirs	Approved with condition	7-8
j. PSA NASPO Cloud Solutions	Approved	8-10
k. FAA Admin. Grant Acceptance	Approved	10
l. PSA for Golf Management Concessions	Approved	5-6
r. PSA for Routematch Software	Approved	10-12
s. Budget amendment for Santa Fe Tourism	Approved	12-15
u. Floor Replacement at Fort Marcy Gym	Approved with amendment	15-17
8. DISCUSSION	None	17
9. MATTERS FROM STAFF	Comments	17-18
10. MATTERS FROM THE COMMITTEE	Discussion	18-19
11. EXECUTIVE SESSION	None	19
12. ADJOURNMENT	Adjourned at 7:00	19

**CITY OF SANTA FE, NEW MEXICO
FINANCE COMMITTEE
Monday, February 19, 2018, 5:00 PM
City Council Chambers**

1. CALL TO ORDER

A regular meeting of the Finance Committee was called to order by Councilor Carmichael Dominguez, Chair at 5:02 pm in the City Council Chambers. A quorum was present as reflected in roll call.

2. ROLL CALL

Members Present

Councilor Carmichael A. Dominguez, Chair
Councilor Signe I. Lindell
Councilor Michael Harris
Councilor Peter N. Ives
Councilor Renee Villarreal

Others Present:

Adam Johnson, Finance Director
Becky Casper, Staff Liaison
Jesse Guillen, City Attorney's Office
Carl Boaz, Stenographer

3. APPROVAL OF AGENDA

MOTION: Councilor Ives moved to approve the Agenda as presented. Councilor Lindell seconded the motion and it passed by unanimous voice vote.

4. APPROVAL OF CONSENT AGENDA

Mr. Johnson said items n and o have changes from Mr. Schiavo.

Councilor Harris requested discussion on items c, e, u.

Councilor Lindell requested discussion on items j, k, l, r, s. She also asked the Committee to allow item l to be heard first. Jennifer Romero is here, and we've held her late in the past and didn't want her to deliver the baby here tonight.

Councilor Villarreal requested discussion on items j, k and s.

MOTION: Councilor Ives moved to approve the Consent Agenda as amended. Councilor Villarreal seconded the motion and it passed by unanimous voice vote.

5. APPROVAL OF MINUTES

a) Regular Finance Committee Meeting - January 22, 2018

MOTION: Councilor Ives moved to approve the January 22, 2018 minutes as submitted. Councilor Villarreal seconded the motion and it passed by unanimous voice vote.

b) Regular Finance Committee Meeting - February 5, 2018

MOTION: Councilor Ives moved to approve the February 5, 2018. Councilor Lindell seconded the motion and it passed by unanimous voice vote.

6. CONSENT AGENDA LISTING

- a) Request for the Approval of Bid 18/07/B for Police Uniforms; Galls LLC, and Capitol City Uniforms. (Deputy Police Chief Andrew Padilla/Police Department)**
- b) Request for Approval of the City-County Cost Share Agreement in the Total Amount of \$2,974,507.11 for Buckman Direct Diversion BS2A Photovoltaic System. (Shannon Jones)**
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1) 4 Rivers Equipment, Advance Auto Parts, Affordable Alignment Brake & Suspension, Allstate Hydraulic, Anaya Roadrunner Wrecker Services, Bill Williams, Bruckner's Truck**

Sales, Inc., CBS Towing, Clark Truck Equipment Co., Cummins Rocky Mountain, Drive Train Industries, Envision Automotive Service, Garcia Tire, Hal Burns Truck & Equipment, Hose & Hydraulics, Inc., Independent Radiator Service Corp., Jiffy Lube, Krebs Santa Fe Brake & Automotive Repair, McBride's, Inc., MCT Industries, Inc., MJM Service & Repair, O'Reilly Automotive Stores, Inc., Parts Plus of New Mexico, Pete's Equipment Repair, Inc., Quinn Tire Inc., Rush Truck Center, San Loma, Inc. d.b.a. West Fleet, Titan Machinery, Weise Auto Supplies, Inc. and Wesskote, Inc. (Lawrence Garcia)

- h) Request for Approval of Amendment No. 3 to the Professional Services Agreement in the Total Amount of \$25,302.00 Inclusive of NMGR T for Regulatory Required Prescriptive Tasks Regarding the Updated Methane Management Site Plan at the Paseo de Vista Closed Landfill; Golder Associates. (Shirlene Sitton)
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- o) Request for Approval of an Airport Land Lease Between Spectra Yates, LLC and the City of Santa Fe. (Nick Schiavo) [Approved as amended]
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 - 1) Request for Approval of Budget Amendment Resolution.
- v) Request for Approval of a Resolution Naming Field #3 at Ragle Park After Coach Peter E. Herrera. (Councilor Trujillo) (Richard Thompson)

Committee Review:

Parks and Recreation Committee	2/20/18
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City Council	2/28/18

Fiscal Impact: Not Determined

- w) **Request for Approval of a Resolution Establishing a Homelessness Task Force to Analyze, Plan and Design a Long Term Integrated solution for People who are Homeless in the City of Santa Fe and Provide Recommendations to the Governing Body. (Councilors Dominguez, Lindell) (Chris Sanchez)**

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Fiscal Impact: \$669

- x) **Request for Approval of an Ordinance Amending Section 23-4.4 Relating to the Golf Rates at the Municipal Recreation Center (MRC) to Establish Out of State Rates. (Councilor Lindell) (Jennifer Romero)**

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Fiscal Impact: FY18/19 \$16,059

- y) **Request for Approval of a Resolution Amending Resolution 2000-33 Establishing the Public Safety Committee to Provide for the Appointment of a Bicycle and Trails Advisory Board Member to Serve on the Committee. (Councilor Maestas) (Jessica Pfeiffer)**

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Finance Committee	2/19/18
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Fiscal Impact: None

- z) **Request for Approval of a Resolution Directing the City Manager to Develop and Issue a Request for Information (RFI) Seeking Renewable Energy Related Solutions to Achieve Short- and Long-Term Energy Reductions at City Facilities, and Report Back to the Governing Body within 30 days of the Receipt of Responses to the RFI. (Mayor Gonzales, Councilor Ives) (John Alejandro)**

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Fiscal Impact: None

- aa) Request for Approval of a Resolution Committing the City of Santa Fe as a Full and Active Participant as a Compassionate City; and Authorizing the Mayor to Implement this Resolution through Appropriate Means. (Mayor Gonzales and Councilor Ives) (Jesse Guillen)**

Committee Review:

Finance Committee	2/19/2018
City Council	2/28/2018

Fiscal Impact: None

CONSENT AGENDA DISCUSSION

- 1) Request for the Approval of RFP #18/15/P for Professional Services Agreement in the Total Amount of \$520,000 for Golf Management Services/ Lease of Concession Area at Marty Sanchez Links de Santa Fe; New Mexico Golf Limited. (Jennifer Romero)**

Councilor Lindell asked Ms. Romero if this new contract is substantially different than the current contract.

Ms. Romero said it is substantially the same with a 6% increase from what they currently get. The scope and function and operation are the same.

MOTION: Councilor Lindell moved to approve the request. Councilor Villarreal seconded the motion.

Councilor Villarreal asked if the cost and revenue sharing in the contract is industry standard.

Ms. Romero agreed it is the standard for our portion on utilities, rent and fees.

Councilor Villarreal thought it seemed complicated.

Chair Dominguez asked if this revenue goes back to the debt.

Mr. Johnson said it doesn't. The debt for the MRC was moved a couple of years ago. But it caused a negative fund balance compared with the MRC's value. The City could allocate it that way, but the current legal lien is GRT.

Chair Dominguez wanted to make sure the Finance Committee considers that in the future because that debt needs to get repaid.

VOTE: The motion passed by unanimous voice vote.

c) Request for Approval of Amendment No. 6 to the Professional Services Agreement in the Total Amount of \$25,220.27 Inclusive of NMGRT for On-Call Asphalt Sealing Patching; GM Emulsion LLC. (Randy López)

Councilor Harris asked Mr. López to clarify an apparent discrepancy. The cover says on-call patching for a total amount of \$25,220 inclusive of GRT, but the memo says \$55,000. He asked if the \$55,000 is inclusive of GRT. He asked what the actual number is here.

Mr. López said the original contract was \$30,000 and we are now asking for an additional \$25,000.

Councilor Harris said that is confusing because the memo to the Public Utilities Committee says amendment #6 in the amount of \$55,220.

Mr. López said it is an additional \$25,000.
Councilor Harris asked if the amendment is for \$25,000.

Mr. López agreed.

Councilor Harris pointed out that this is amendment #6 and #1 through #5 was about \$8 million for GM emulsion. These numbers are "all over the map." Amendment #6 may be \$25,000 but he wasn't sure.

Mr. López said the original contract was through Streets at \$8 million.

Mr. Johnson said, based on the documents in the packet, it looks like \$25,220.27 is based on a typo from one of the previous committees. Given the length of the contract and the number of amendments and that the language in the contract, itself, is \$55,000, he thought the request is for \$55,220.27 and the memo and the other sheets need to be amended to reflect that.

Councilor Harris hoped it would be corrected before Council.

Mr. López said it would be.

MOTION: Councilor Harris moved to approve the request as amended. Councilor Lindell seconded the motion and it passed by unanimous voice vote.

e) Request for Approval of a Professional Services Agreement in the Amount of \$670,560.00 Exclusive of NMGRT for Electrical and Security Improvements at Nichols and McClure Reservoirs; Great Western Electric. (Alex Gamino)

Councilor Harris said at Mr. Gamino's invitation early last week, we reviewed the scope of project and he understood what and why it is proposed and was in favor of it. Councilor Harris asked Mr. Gamino if he saw his email that mentioned that the figures on the cover and in Exhibit A of the contract didn't match. The request said \$670,560, plus GRT. But on page 16 of 58 in our packet, the proposal from Great Western Electrical showed \$640,016 plus GRT for a total of \$694,018. He didn't know how to get to 670k.

Mr. Gamino said he didn't have the sheet in front of him.

Councilor Harris said he had asked for the spreadsheet showing the program issues and it also showed \$694,018 also.

Mr. Johnson said the GRT is not included in the contract, itself. It is included the estimate in Exhibit A. So the delta on top before GRT may provide some contingency but he was not aware of any.

Councilor Harris said no. The subtotal is 640,616 and then the correct GRT rate is noted. 8.5% of 640 is above \$50,000. This is Exhibit A, so this is the work they are doing for the amount of money as agreed to. The cover statement and the memo itself says 670,000.

MOTION: Councilor Harris moved to approve the request with the condition that the corrected figure is reconciled. Councilor Villarreal seconded the motion.

Chair Dominguez noted this is something for future Governing Body to deal with. He put an emphasis on the fact that it was a total exclusive of GRT and this time it is inclusive. That is something to be addressed at the Finance Department. It needs consistency.

Mr. Johnson said that is usually in the RFP and that language usually is to be exclusive of GRT.

Chair Dominguez asked if that is a policy that needs to be addressed by Council.

Mr. Johnson said neither way is wrong but agreed it should be consistent. His intuition is that the 670 was 629 plus 5% contingency before GRT.

Councilor Harris pointed out that contingency is already on there on the first line item. It is best to be consistent. In the industry it is standard to say plus applicable GRT. Showing the bid amount is the best approach. This needs corrections.

VOTE: The motion to approve with the condition to correct the amount passed by unanimous voice vote.

- j) Request for Approval of a Professional Services Agreement, for a Term of Four (4) Years, in the Amount of \$229,859.87, and Procurement under Section 13-1-129, Procurement under Existing Contracts, (NASPO Cloud Solutions Price Agreement 2016-2026); OpenGov. (Adam Johnson)**

Councilor Lindell was looking for how it has been improved. Last year it was a disaster in the budget hearings, perhaps more so for Staff than for the Councilors. She asked if this is where, once you start with

them, we just must keep paying for upgrades in licenses. She asked for help to understand how it is better this year.

Mr. Johnson said it is definitely a legitimate criticism. They are looking at the OpenGov as a tool for budget building with its improvements. They came to us humbled and asking to continue being a partner with the City. They have invested considerable in this product. They increased their speed and eliminated any concerns behind the creative math outputs that were seen last year. They provided significant enhancements and server capacity. With that said, he was the one to bring it forward. There is a warranty in it and he believed the City will get out of budget builder what we need. There is no problem in the analysis side. So he is confident this will improve our budget process and transparency.

Councilor Lindell said it has a lot of things she liked but we could not find a second time what we wanted to see. She suggested that prior to budget hearings, Mr. Johnson offer a training session to Councilors on how to use it. One great thing was the ability to look at a line item for much greater detail. But they just couldn't make it work. She suggested having a couple of hours in training to make sure we can use it efficiently. She met with Ms. Casper several times. Let's make sure it works first before budget hearings are held.

Mr. Johnson agreed to get the training. It is carved it out in the calendar and should be ready for log-in about six weeks before budget hearings. He will meet with department heads also for that work. While OpenGov will remain for us, we will use a more traditional electronic budget book. So we will be comprehensive in our budget and budget detail in the book.

MOTION: Councilor Lindell moved to approve the request. Councilor Harris seconded the motion.

Councilor Villarreal asked if this is a new contract.

Mr. Johnson agreed. The two previous contracts expired and now he was bringing them into one contract.

Councilor Villarreal asked if the City paid the full amount last time.

Mr. Johnson said no. Part of it they didn't charge us for.

Councilor Villarreal said she did not see the last one in the financial record in contracts.

Mr. Johnson said that is because this is a new contract. It is not an amendment to the previous contract.

Councilor Villarreal asked regarding the platform if the figures on line are accurate now.

Mr. Johnson responded that he has made changes to the chart of accounts to make them smaller. Several items were double counted or not presented correctly in the architecture so with greater bandwidth, we will roll out a new version in March. This one is outdated.

Councilor Villarreal thought it would be confusing or misleading for people accessing it.

Mr. Johnson said they can update it.

Councilor Villarreal asked if there are ways to simplify it and just give the basics of the budget.

Mr. Johnson agreed. There are several saved views created to answer questions. Hopefully, as people use it, they will send questions that will help us with other saved views.

Councilor Ives asked if videos could be made available to train people on using it. Maybe the company has some tutorials to make it more user friendly and increase its use.

Mr. Johnson thanked him for the good suggestion. We will work that into our conversation. They do have some videos and we can customize them for the City.

Chair Dominguez asked if we will have the ability to not only load the budget but to update it as the budget process moves forward.

Mr. Johnson agreed. Staff can update it. Prior to budget hearings, in discussions with the City Manager and program managers and can update it after those discussions.

Chair Dominguez recalled that through the budget process we were able to drill down to specifics on how the money is spent. He asked if that would be available to the public. He was sometimes conflicted that more transparency can mean more confusion.

Mr. Johnson answered that it is not available to the public. Unless we gave passwords to see it to all the public, it would not be available. But they can see it on the transparency side, once it is loaded. Staff can generate it in Excel format during hearings for the public. But it would drag down the speed if everyone had user names and passwords.

Chair Dominguez said last year was the first attempt to use this technology and be transparent for the public - much more than in the past. He asked, if the City wants to purchase another module, if that could be done without penalty.

Mr. Johnson agreed, and we can look at it in the future.

VOTE: The motion passed by unanimous voice vote.

- k) Request for the Approval and the Acceptance of Federal Aviation Administration Grant #3-35-0037-47 in the Total Amount of \$2,258,910.00 which was Misstated on the October 16, 2017 Finance Agenda to do a Mill and Overlay of Runway 02/20. (Nick Schiavo)**

Councilor Lindell asked if this is a new grant or one we have had for a while.

Mr. Schiavo said it was received last Fall and at Public Works Committee, he had corrected the caption that was dropped off at Finance Committee. It was complicated with the state and city match. He just wanted to bring it back as corrected.

MOTION: Councilor Lindell moved to approve the request. Councilor Ives seconded the motion and it passed by unanimous voice vote.

r) Request for Approval of a Professional Services Agreement Under Exempt Procurement in the Amount of \$222,405 for a Four (4) Year Contract; Routematch Software; (Keith Wilson/ Thomas Martínez)

Councilor Lindell asked Mr. Wilson if this is a contract where the City is committed to this and what the initial cost was.

Mr. Wilson didn't know the original cost. They looked at alternative systems, but they could not fulfill all the requirements on para-transit system on-demand service. So they looked at other processes and many of the others required several hundred thousand dollars for up-front investment. So they re-evaluated Routematch and realized they have everything we need.

Councilor Lindell was concerned that once in a system, we cannot get away from it. The other was a couple hundred thousand. We pay about \$4,000 per month.

Mr. Wilson agreed. It is \$50,000 per year.

Councilor Lindell asked if this is what it costs the City to keep using it.

Mr. Wilson said it is cloud-based software and allows us to schedule trips, which is complex, and we must be able to provide them a trip when they call and make sure it is most efficient use of vehicles. The second part is on our fixed routes to track bus locations. It would allow on-time performance and other data for tracking to more appropriately understand the performance measures.

Councilor Harris asked if it tracks ridership.

Mr. Wilson said they are moving forward to that. Right now we track through the fare box. And this system will connect it with GPS data.

Councilor Harris said he always questions the size of buses and the ridership. We must have a public transportation system, but we want it to be as efficient as possible. He asked when that tracking will be in service.

Mr. Wilson said it is a small capital investment for GPS equipment (from Federal funds) and will be realize in about 3-5 months.

Councilor Harris asked, when it is ready, to hear a report. The last conversation just dealt with potential consolidation with NCRD. If we are going to run it on our own, we need to make sure it will do what we want it to do.

Mr. Wilson agreed, and that will be in next year's service plan to be as efficient as possible. He has also been concerned about the ridership. With the new service plan, we will have that data.

Chair Dominguez noted on the memo, it talks about investment in hardware and software.

Mr. Wilson said the hardware includes a tablet on buses for para-transit. On fixed routes, it tracks on time on routes. The equipment is critical for feeding back the data.

Chair Dominguez asked if IT has given any feedback.

Mr. Wilson said he ran it through ITT and they had no problem with it.

Chair Dominguez asked if the contracts are to be managed by ITT. It seems for the last few years, we made significant investments in hardware and software and we don't have a handle on it.

Mr. Johnson said the current ITT, has a governance committee to capture all changes and requests city-wide. Management of the contract should not be held up by that decision. He has worked with the Director of ITT on that issue. This contract has gone through their approval process and he don't know if they will manage it, but he wants ITT to manage the platform.

Mr. Wilson said they went through all items for next year's budget with ITT. There is nothing ITT has to do to manage it. Their major concern was whether it was a resource they had to manage. It is not because it is cloud based. They will review it to make sure it will have no problems.

Chair Dominguez said ITT might not know the nuances of the Transit Department. Just looking ahead, public transportation does not generate a lot of revenue, so we need to know we can pull out the revenue necessary.

VOTE: The motion passed by unanimous voice vote.

s) Request for Approval of Budget Amendment Resolution in the Amount of \$36,103.31 Inclusive of NMGR for CIP#689F, Tourism Division. (J. Sam Burnett)

Councilor Lindell asked Mr. Burnett if the City is changing the building.

Mr. Burnett said they are just replacing stucco, replacing woodwork and improving some drainage features.

Councilor Lindell asked why we need all this money for design and asked what they are designing.

Mr. Burnett explained that to be able to bid on like-for-like projects, they have to have a specific design prepared for them to bid on. In addition, being a historic building, some features are slightly unusual such as the pebble stucco which is needed for a quality design. He was going to use CES resources for the architectural design.

Councilor Lindell thought it just seemed like a lot of money and didn't think we need it.

Councilor Harris commented that there are a lot of tricky conditions in this building like water rot inside and when opening it up, he thought they do need a design professional.

Councilor Lindell said she respected Councilor Harris' opinion greatly. She asked if he thought the architect is going to open things up and find something unexpected.

Councilor Harris said possibly. Some moisture can be done by instrumentation. The pebble stucco is not something he has seen before. It probably calls for a different substrate underneath on this.

Councilor Lindell gathered that all those things need to have specifications provided. If we are paying \$36,000 for design specifications, she didn't want any surprises. She asked how we reconcile that.

Councilor Harris didn't see a very detailed scope in terms of detailed renovation design and specifications for the exterior renovation. He asked if there is a subconsultant under Ms. Felix.

Mr. Burnett said there is an added alternative in her proposal for a structural engineer included in the price, but no others. He apologized for not including her proposal in this package.

Councilor Harris explained that the Committee can't approve money without knowing what it is for. Having a structural engineer under Ms. Felix is appropriate. He asked if GRT was included.

Mr. Burnett agreed and included a 10% contingency budget.

Councilor Harris hoped he listened to the discussion about GRT. He believed this is an appropriate contract and perhaps the 10% contingency would cover opening something up or specialized instrumentation.

Councilor Lindell said she would vote to approve this but hoped, once we let the contract that it doesn't come back with some big moisture amendment.

Councilor Villarreal said that was her concern also. She asked about the source of funding.

Mr. Burnett was not sure. He was still learning the finer details on how finances of the city work.

Mr. Johnson said it was from the Community Convention Center Fund.

Councilor Villarreal asked about the time frame. She understood the RFP for design has to go out.

Mr. Burnett said the time from for the design would be about two months but for the RFB, it would be premature.

Councilor Villarreal said her concern about the time line was because it might go into tourist season and the depot has current tenants that are dependent on tourists.

Mr. Burnett understood. The design stage will wrap up this summer and the RFB would be issued after tourist season and they could also request a schedule that would not interfere with tourists and tenants.

Councilor Villarreal said that should be updated and they should keep in touch with Bob Siqueiros. She added that the western side once had an entryway that was bricked up. She asked about possibly opening that up again.

Mr. Burnett said Bob Siqueiros asked him to talk with the architect about that, but he hasn't had a chance yet to incorporate that.

Councilor Villarreal knew there are design-build companies out there but didn't know how to describe that.

Councilor Ives said it is a very historic building and the selection of Barbara Felix is right on. And her work at La Fonda was impressive. She is very professional. As he looked at the flaking stucco in the picture, it is a heavy and serious risk. We haven't had much moisture this year. He asked what steps are being taken to ensure passengers are not affected.

Mr. Burnett agreed they can see it delaminate in several places. But with cement, it is sturdy. We have cleaned up when they come off.

Councilor Villarreal asked if there was any talk of removing the stucco and just have brick.

Mr. Burnett said no. It was originally pebble dash stucco. Making it brick is not being considered.

Councilor Harris knew it is not that simple to just open it up. It is additional work and we should anticipate a contract amendment. Did you say Ms. Felix is a CES vendor?

Mr. Burnett agreed.

Councilor Harris said that needs to be specified in the contract. Is it problematic to approve it now or can we get the contract approved by February 28?

Mr. Johnson said that would work.

Councilor Harris asked him to make sure and identify her CES contract. He was less concerned with the full document but just the award from CES in the one-page document. It would be dated too. He would also like to know what form of contract is being used.

Mr. Burnett said they are using the AIA B 101 Form, 2007 version. There were studying the 2018 version.

Councilor Harris mentioned that the City is so far behind on our contracts. Between 2007 and 2018, not every document has it, but this B 101 Form might have been updated a couple of times. They address situations as they come up.

Chair Dominguez said in the memo, it looks like it is to be completed by April 2022. He asked what that includes.

Mr. Burnett explained that he decided to make the term with Ms. Felix for as long as possible to make sure any unforeseen issues that come up could keep her in the loop. He didn't foresee this taking four years.

Chair Dominguez thought they will probably request more money in the future.

Mr. Burnett agreed - for the actual construction of this project.

Chair Dominguez asked who asked him to initiate this.

Mr. Burnett was not sure who initiated it. He was asked to a meeting at the depot where locals were already removing stucco.

Chair Dominguez asked why this isn't a Railyard Project.

Mr. Burnett understood that the Train Depot is part of Tourism's responsibility, so it is why funding would be from them.

Chair Dominguez pointed out that it is still subject to the design requirements of the Railyard Master Plan.

Mr. Johnson agreed to follow up on that.

Councilor Harris thought it might be outside of the City's Railyard acquisition but might still be in the conservancy district.

Chair Dominguez concluded that it must be compliant with that.

Mr. Burnett said they would be in contact with Bob Siqueiros to make sure.

Chair Dominguez commented that Mr. Randall wants to be more like an Enterprise than anything else.

Mr. Johnson said the Facilities Division serves as administration for city-wide projects. He was not sure why funding is coming from Tourism but that is where there is money that can be used. Facilities are funded by the General Fund, but the capacity is not there.

MOTION: Councilor Harris moved to approve the request. Councilor Ives seconded the motion and it passed by unanimous voice vote.

Councilor Ives, as a point of order, explained that the Las Acequias Association and Agua Fria Village have scheduled a mayoral forum at the Nancy Rodriguez Center at 6:45 and is a 20-minute drive. He asked to be excused to attend that soon after addressing the Chair.

He said it has been a pleasure and delight to serve on this committee with Chair Dominguez. It has been a rich place for discussion of City finances and he appreciated Councilor Dominguez' leadership greatly and was impressed with his knowledge of finances and leadership in working through the financial challenges of the past four years. He offered his deep gratitude and thanks for his leadership. "You will be missed."

Chair Dominguez thanked him. He would save some comments for the end of the meeting. He also noted that Councilor Ives was a good member and worked hard. It was by design that he was appointed to the committee. His statesmanship here and on Council are appreciated.

Councilor Ives left the meeting at 6:20 p.m.

- u) **Request for Approval of a Resolution Adding the Replacement of the Fort Marcy Recreation Center Gym Floor to the Fiscal Year 2017/18 Capital Improvement Plan (CIP) for the City of Santa Fe. (Councilors Lindell, Villarreal) (Gregory Fernandez)**

Committee Review:

Parks and Recreation Committee	2/20/18
City Council	2/28/18

Fiscal Impact: \$85,000

Councilor Harris added that without our resident expert on the CIP, who is leaving, some of his questions had to do with CIP. There will be another opportunity to deal with that. He asked if there was an emergency that brought the need for this project.

Mr. Fernandez said there is an emergency. The floor is in dangerous condition and he has been trying to get it replaced for the last six years. They want to avoid possible litigation from an injury.

Councilor Harris reasoned that it is not an emergency then. He looked at the action sheet and saw the Public Works Committee forwarded it without recommendation because of a question about the bond funding.

Mr. Fernandez said they went over it and looked at the previous year's CIP funding to move over for this gym floor.

Councilor Harris asked if it was to take it from a currently approved project. He asked if it was from excess funds or if the Staff haven't been able to get to that project.

Mr. Fernandez agreed. They will look there for the funding.

Councilor Harris said he has talked with Councilor Lindell about it before.

Councilor Villarreal clarified that the Public Works Committee said it was only a question about the source of possible funds and whether there were remaining funds from previous years' CIP funds. We found there is no excess funding possible to repair those floors. So it will have to displace a current project. As Mr. Fernandez said, they have brought up the need in past six years and now is dangerous and could put us in a liability situation. We have to figure it out. The reason that Public Works wants to see it again is because most of the members don't serve on Finance.

Councilor Lindell explained that the floor continues to degrade, and she had conversation with Mr. Clark who went out today. It is close to a need to shut down the gym in the near future. We've talked about this. It is a heavily used area and the next thing you will see is a sign that it is closed. And we don't know when it would be reopened. In meeting with Mr. Clark, I asked if there were projects that could be pushed

out further that don't affect health and safety. He found one for replacing windows at Salvador Perez. She really would like for us to not be so flat-footed with some of these repairs that we need to get done.

Councilor Harris didn't disagree but

Mr. Clark said this has not been identified on the CIP yet.

Chair Dominguez said that was a question he had. He asked what part of the CIP is relevant to this. There are lots of situations that qualify as an emergency. It has been that way for six years, so he asked why it isn't on the CIP.

Mr. Clark said there is on the CIP, a request for an A/C unit. That floor is categorized on there and last year had a long list that may have included that but now it is a liability and safety issue, more an emergency than replacement of windows.

Chair Dominguez didn't doubt that, but we are ultimately responsible for that budget. We need to figure out where to get the money for this project. He asked if Recreation is responsible for that budget. The Committee needs the larger picture. We've already kicked back maybe two projects that were going to impact the CIP budget, and this is the third request.

Councilor Harris said we know the CIP is a work in progress. But when there is a request to move from one project to another it was different. He didn't know how much is in the Salvador Perez window project or how the \$80,000 was decided to replace that floor. He asked if it is a Public Works Committee decision to make. They are the gatekeeper on the CIP.

Chair Dominguez agreed. He was in support of it, from his experience at GCCC. If not taken care of, it will be more expensive later. He didn't know if staff need more time to sort that out.

Councilor Harris pointed out that it is going back to Public Works and Councilor Villarreal is on that Committee and he was sure she would take our concern back to them regarding the Salvador Perez windows and whether the funds are sufficient to do this project. That is where the rationale should come from.

Chair Dominguez thought Public Works should either have requested it to return or forward without recommendation.

Councilor Villarreal asked if he was saying it should have gone back before Finance.

Chair Dominguez said it should have come with an up or down recommendation. He didn't know the CIP budget the way the Public Works does.

Councilor Villarreal said the Committee thought there might be bond money but that was not known then. Now we know there is not. So it is a reallocation of CIP.

Chair Dominguez countered that Finance is not aware of what can be done in CIP.

Councilor Harris agreed; or where they stand. Maybe it could be reallocated, but the Public Works Committee should deal with it, now that finances are clarified.

Mr. Johnson suggested, for efficiency, an amendment could be added "and identifying a project in CIP to be unfunded" and then it could go on to Council without coming back to Finance Committee.

Chair Dominguez said we just need to be careful not to tax the CIP funds too much. There is already a priority there. Is it medians.

Mr. Johnson said the CIP process has improved dramatically in the last few years. Next year, it will identify what is funded and what is unfunded. And this could go back to the Public Works Committee to see what would be taken off. This work needs to be done by May when leagues start.

Mr. Fernandez agreed.

Chair Dominguez said it will cost more if not done now.

MOTION: Councilor Lindell moved to approve the request. Councilor Villarreal seconded the motion.

Councilor Harris asked about the amendment proposed by Mr. Johnson. Mr. Johnson repeated it for the Committee.

FRIENDLY AMENDMENT: Councilor Harris suggested identifying funds from another project to be reallocated to this project for the amendment. Councilor Lindell and Councilor Villarreal agreed it is friendly.

Mr. Johnson agreed to get this to Parks and Recreation for their Commission meeting tomorrow.

VOTE: The motion passed by unanimous voice vote.

7. DISCUSSION

There were no discussion items.

8. MATTERS FROM STAFF

Mr. Johnson said regarding the railyard and the project cost, that the project is not on the CIP List. He is waiting for answers from Parks. The original question was on the CIP allocated to that garage debt service. There is some money allocated and to make debt payments for the Railyard, in general. The City sold bonds for the garage facility and from GRT has an allocation. All of that aside, depending on the expense, there is a balance. If it is on the CIP, it should be clarified and decide on the allocation.

Councilor Villarreal thought it had a different process.

Mr. Johnson explained that all capital improvement projects just go through that process.

Councilor Villarreal thought those at the Railyard were different and that it fell under a different funding process.

Mr. Johnson said we want to capture all of them globally, regardless of funding source, General Fund, impact fees, etc. We want to know the delta on finding resources. To do that, we can have two sponsors or just deal with it through the CIP process. Any that need immediate attention could be done as a stand-alone.

Councilor Villarreal asked if he could let her know about fund balance to see what we have.

Mr. Johnson wanted to know the cost first.

Councilor Villarreal said there are legal requirements for the Railyard.

9. MATTERS FROM THE COMMITTEE

Chair Dominguez said Councilor Rivera will introduce a bill for improvements at South Meadows and Agua Fria.

He said, "This is my last meeting. For the last 12 years, I've learned a lot and been very pointed sometimes in my comments but that is true for my colleagues. I thank you for your hard work on this. You all have recognized the work that needed to be done to change the tide in the work of the City and financing. Thanks for all your hard work. The progress has been made not only by the hard work of the Committee but also from the Staff.

To talk about the openness of the City, it is leaps and bounds ahead of where we were once. When I started, we had yearly increases of 4-5%, then 11% decreases and now are back on level. I will be a citizen and tax payer from now on and may be at the podium but not critically but respectfully."

Councilor Harris said he was going to recommend a 180-day transition plan for Councilor Dominguez with the Committee. He has done so much as a leader of this Committee and such a tremendous job. In his opinion, Councilor Dominguez was the most complete Councilor, the way he conducts meetings and especially on the Finance side. "You have provided the guidance I needed. That first cycle on the budget was a whirlwind. I wish you well and know that we will see you in places where you can still contribute. Please stay in touch. You have been great to work with and it is a tremendous loss to us and to Council."

Councilor Lindell said, "You have mentored me like no other. We were a grateful committee, a grateful Council and a grateful community. You have been great. You have thanked public servants and their families. Don't expect my late-night texts to you to stop. And you are my dear friend and I will miss seeing you every other Monday night and hope to maintain our friendship."

Councilor Villarreal said, "I have the same feeling on mentoring as Councilor Lindell. You are one of the people willing to share your institutional knowledge. We have learned from each other and I'm grateful to serve with you. I appreciate your concerns and help for me. I know your spirit will be around with us in our work. Who knows where you will go next."

Councilor Harris said, "I first met Carmichael when he was elected to the school board in 2000. You are still young, but you were really young then. You've grown so much in those years. Seeing you some at the Planning Commission when we served. It is incredible how far you've come and for what you've accomplished."

Chair Dominguez said, "Thank you for those words. I know you have grown too. We all need to keep growing and learning. There is no formula or magic bullets for local governance. The scene is always changing. We want to hold on to that information and keep it to ourselves, but I've learned that it is really about sharing the knowledge you have with others and it makes our community better. We have not always agreed, and some were more passionate than others. But we've always had respect for each other. Acknowledging the hard work of staff culminates here at Finance. You might catch me at the golf course."

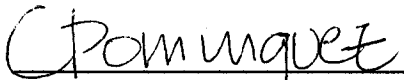
10. EXECUTIVE SESSION

There was no executive session.

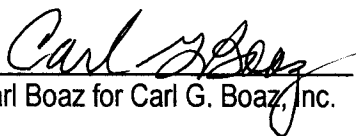
11. ADJOURN

The meeting was adjourned at 7:00 p.m.

Approved by:


Carmichael A. Dominguez, Chair

Submitted by:


Carl Boaz for Carl G. Boaz, Inc.