

ITEM # 18-0986

**CITY OF SANTA FE  
AMENDMENT No. 1 TO PROFESSIONAL SERVICES AGREEMENT**

AMENDMENT No. 1 (the "Amendment") to the CITY OF SANTA FE PROFESSIONAL SERVICES AGREEMENT (#17-1368), dated December 21, 2017 (the "Agreement"), between the City of Santa Fe (the "City") and William J Miller Engineers, Inc. (the "Contractor"). The date of this Amendment shall be the date when it is executed by the City and the Contractor whichever occurs last.

**RECITALS**

Pursuant to Article 18 of the Agreement, and for good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, the City and the Contractor agree as follows:

1. SCOPE OF SERVICES

Article 1, paragraph A of the Agreement is amended to include additional professional engineering services for the City so that Article 1, paragraph A is amended to read in its entirety as follows:

A. The Contractor shall provide services for the City with regard to the Stormwater Management, Santa Fe River Repair and Bank Improvements at La Joya Street (phase 3B) ("The Project"), in accordance with all provisions of its contract and the attached proposal as outlined in Exhibits "A" and "A-1", attached hereto and made a part thereof.

2. COMPENSATION.

Article 3, paragraph A of the Agreement is amended to increase the amount of compensation by a total of eleven thousand nine hundred nineteen dollars (\$11,919.00)

dollars inclusive of New Mexico gross receipts taxes, so that Article 3, paragraph A reads in its entirety as follows:

A. The City shall pay to the Contractor (item # 17-1368, Exhibit B-1) in full payment for services rendered, a sum not to exceed forty thousand sixty seven dollars and no cents (\$40,067.00) including New Mexico gross receipts taxes for the term of this agreement.

3. AGREEMENT IN FULL FORCE.

Except as specifically provided in this Amendment, the Agreement remains and shall remain in full force and effect, in accordance with its terms.

IN WITNESS WHEREOF, the parties have executed this Amendment No. 1 to the City of Santa Fe Professional Services Agreement as of the dates set forth below.

CITY OF SANTA FE:

  
\_\_\_\_\_  
ERIK LITZENBERG, CITY MANAGER

Date: 8/27/12

CONTRACTOR:

WILLIAM J. MILLER ENGINEERS, INC.

See Attached  
\_\_\_\_\_  
NAME & TITLE

Date: \_\_\_\_\_  
CRS#02-336831-004  
City of Santa Fe Business  
#18-00067308

ATTEST:

\_\_\_\_\_  
YOLANDA Y. VIGIL, CITY CLERK

dollars inclusive of New Mexico gross receipts taxes, so that Article 3, paragraph A reads in its entirety as follows:

A. The City shall pay to the Contractor (item # 17-1368, Exhibit B-1) in full payment for services rendered, a sum not to exceed forty thousand sixty seven dollars and no cents (\$40,067.00) including New Mexico gross receipts taxes for the term of this agreement.

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IN WITNESS WHEREOF, the parties have executed this Amendment No. 1 to the City of Santa Fe Professional Services Agreement as of the dates set forth below.

CITY OF SANTA FE:

  
ERIK LITZENBERG, CITY MANAGER

Date: 8/27/12

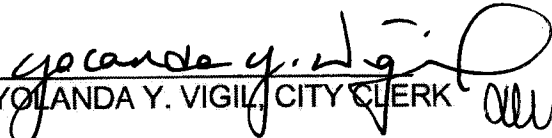
CONTRACTOR:

WILLIAM J. MILLER ENGINEERS, INC.

  
NAME & TITLE President

Date: 8/30/2018  
CRS#02-336831-004  
City of Santa Fe Business  
#18-00067308

ATTEST:

  
YOLANDA Y. VIGIL, CITY CLERK

APPROVED AS TO FORM:

MDM 7/20  
ERIN K. MCSHERRY, CITY ATTORNEY

APPROVED:

Mary McCoy 8/18/18 AM  
MARY MCCOY, FINANCE DIRECTOR

22401/572960  
Business Unit/Line Item

Exhibit A:

## Cost Proposal

A tabulation follows of the estimated cost to complete the tasks described in the Project approach enclosed separately in our Response to City of Santa Fe '18/09/RFQ. The total estimated cost for performing this work is not anticipated to exceed \$25,973, exclusive of NM Gross Receipts tax. This tabulation includes the cost of labor, materials, overhead, and profit. Also included is a \$1,500 subcontract fee, should the service of a professional land surveyor be necessary to verify or locate easements and ROW. The total cost including NMGRRT at 8.375% is \$28,148. Unanticipated circumstances may arise that could require revisions to the scope of work and related costs. A unit rate structure for William J. Miller Engineers, Inc. is provided on the next page.

Task no.	Task Description	PROPOSED FEES			
		Total Labor	Equipment/ Supplies	Subcontract	Total
1	Kickoff meeting with City representatives/ Ongoing coordination	\$1,236			\$1,236
2	Review existing data	\$1,969			\$1,969
3	Hydrographic data collection and fluvial geomorphic assessment	\$3,459	\$75	\$1,500	\$5,034
4	Engineering design	\$4,140			\$4,140
5	Prepare draft plans, specifications and cost estimate	\$3,277	\$100		\$3,377
6	Plans and specification review by City and interested public	\$2,497			\$2,497
7	Prepare and submit permit applications	\$3,335	\$50		\$3,385
8	Prepare final construction drawings, specifications and cost estimate	\$4,260	\$75		\$4,335
Subtotal:					\$25,973
NMGRRT (@ 8.375%):					\$2,175
Total Cost (including NMGRRT):					\$28,148

### 3. Project Approach

WJM Engineers has demonstrated by the number of projects successfully completed that it is capable of organizing the engineering process required to launch and successfully carry the project to completion. This process will include meetings with City officials, review of existing data, hydrographic data collection and assessment of existing fluvial geomorphic conditions, engineering design, public involvement, permitting, and preparation of construction drawings and specifications.

The office of WJM Engineers will provide an efficient and expert approach to all phases of administration, management and coordination of activities associated with this Project.

- Our office is located on Third Street in the City of Santa Fe, providing convenient access to both City Offices and the Project site;
- Our office staff has successfully collaborated on many previous projects and has met specific timelines, milestones, and budgets;
- Staff members will be on-site to ensure completion of the following activities:
  - Hydrographic data collection and fluvial geomorphic assessments;
  - Establishment of temporary bench marks for design and construction activity control;
  - Meetings and liaison with local land owners, interested members of the public and City officials;
  - Construction management and oversight (if provided under separate contract).

The strength of our construction cost estimating is based on an understanding of the type and quantities of materials to be used in the construction project. Project location and site access with respect to location of material sources and labor, are important factors to understand and use in the analysis. We have completed more than twenty five (25) construction projects in New Mexico and are knowledgeable of the location of rock quarries, tree nurseries and greenhouses. Based on our recent experience with the administration of construction contracts, our Team has compiled a record of material unit costs that are applicable to this Project.

Based on our review of the Scope of Work and the existing site conditions, we propose to complete the Project as follows:

**Task 1: Kickoff Meeting with City Representatives** – Meet at project site with City representatives to discuss project approach, project criteria, design review process, and project schedule, request existing documentation. Coordination with City representatives will be ongoing during the Project.

**Task 2: Review Existing Data** – Perform a review of all available construction drawings, planning documents, maps, and drainage studies that are relevant to the

Project. Review City's Project criteria and verify project constraints including existing drainage easements, ROW, and property lines.

**Task 3: Hydrographic Data Collection and Geomorphic Assessment** – Collect current dimension/pattern/profile data, including pebble count/sediment data; verify bankfull channel dimensions. Longitudinal profile will extend from existing cross vane structures at upstream end of project vicinity a distance downstream of approximately 1,150 feet to the next cross vane located downstream of the project vicinity. Assess stability of adjacent rock rundown structures and existing grade control structures upstream/downstream of project. Identify the source of problem(s) with existing channel stability and erosion.

**Task 4: Engineering Design** - Utilize hydrographic and geomorphic data collected in task 3 to perform hydraulic design of proposed bank improvements. Estimate channel bed scour based on particle size gradation. Hydrologic data would be obtained using FEMA data or USGS regression equations. Prepare a Hydraulic Engineering Center – River Analysis System (HEC-RAS) model of existing vs. proposed improvements to evaluate change in water surface elevation and channel shear stress. Evaluate and identify permit requirements.

**Task 5: Prepare Draft Plans, Specifications and Cost Estimates.**

**Task 6: Plans Review by City** (Public works – Engineering – River, Watershed, Trails Section) and attend public meetings of Neighborhood Association(s).

**Task 7: Permitting** – File Permit Applications and obtain approval for required permits, which may include but not be limited to the following: Clean Water Act Section 404/401, EPA Stormwater Pollution Prevention Plan, FEMA requirements.

**Task 8: Prepare Final Construction Drawings and Specifications/Bid Book** in accordance with City Requirements. Prepare final construction cost estimate.

#### **Project Construction Inspection**

WJM Engineers can demonstrate extensive experience with the supervision of construction contractor activities, including projects involving structure rock (boulder) placement for in-channel river restoration structures, inspection of boulders from Contractor's selected rock quarry, and for earthwork and native vegetation restoration. Construction inspections would be performed under a separate work order if desired by the City.

# EXHIBIT A-1

PROJECT COST ACCOUNTING  
Cost Proposal for Engineering Services  
Bidding and Construction Supervision  
Santa Fe River & Trail (Phase 3B)  
City of Santa Fe

Task no.	Task Description	PROPOSED FEES		
		Total Labor	Equipment/ Supplies	Total
1	Facilitate Pre-bid meeting and respond to Contractor's questions	\$708		\$708
2	Prepare bid tabulation and evaluate Contractor qualifications	\$590		\$590
3	Prepare for and attend pre-construction conference	\$483		\$483
4	Coordination/Communication: Response to Contractor requests for clarification, administration of construction contract	\$2,674		\$2,674
5	Construction Inspections	\$2,862		\$2,862
6	Preparation of Inspector's Daily Reports	\$1,882		\$1,882
7	Final Inspection, Prepare Record Drawings & Final Report	\$1,670	\$123	\$1,792
Subtotal:				\$10,992
NMGR (@ 8.4375%):				\$927
Total Cost (including NMGR):				\$11,919



# EXHIBIT B-1

## Unit Rate Schedule

WILLIAM J. MILLER ENGINEERS INC.  
2017-2018 Labor Rates and Fee Schedule

Labor rates:

Principal Engineer	\$124.85
Projects Engineer	\$88.56
Staff Civil Engineer	\$69.50
CAD Technical Assistant	\$53.30

Supplies and equipment:

Reproduction (8 ½" x 11", black & white)	\$.015 ea.
Reproduction (8 ½" x 11", color)	\$.08 ea.
Reproduction (11" x 17", black & white)	\$.03 ea.
Reproduction (11" x 17", color)	\$.25 ea.
Reproduction (24" x 36", color)	\$2.50 ea.
Reproduction (24" x 36", color)	\$17.50 ea.
Survey Equipment (Total Station)	\$75/day
Survey Equipment (RTK-GPS)	\$30/hr.