



City of Santa Fe, New Mexico

Memorandum



Date: April 3, 2024

To: John Blair, City Manager

Via: *Regina Wheeler*
Regina Wheeler (Apr 8, 2024 17:11 MDT)
Regina Wheeler, Public Works Department Director

From: Romella Glorioso-Moss, PhD, CPM, Complete Streets Capital Projects Manager

RE: Close-out L500561 “Henry Lynch Repavement Project” Cooperative Project Agreement

ACTION:

Request for Approval of Certification No. 1: Certification of Pre-Construction Contract Phase, and Certification No. 2: Certification of Construction Contract Phase as Per Section 4, Paragraphs m through o of the Municipal Arterial Program Cooperative Agreement for L500561 “Henry Lynch Repavement Project”. (Romella Glorioso-Moss, Complete Streets Capital Projects Manager, rsglorioso-moss@santafenm.gov)

BACKGROUND AND SUMMARY:

The City received a Municipal Arterial Program funding for pavement rehabilitation of Henry Lynch Road on October 20, 2023 for \$151,655. Public Works Complete Streets completed the project on November 28, 2023 and wishes to close-out the project. As per Section 4, Paragraphs m through o of the funding agreement, to close-out the project, the City shall complete and furnish New Mexico Department of Transportation’s District 5 office of the following:

- a) Certification No. 1: Certification of Pre-Construction Contract Phase;
- b) Certification No. 2: Certification of Construction Contract Phase; and
- c) As Built Summary of Costs and Quantities.

ACTION REQUESTED:

Public Works Department respectfully requests your review and approval of Certifications 1 and 2.

ATTACHMENTS:

Certification No. 1: Certification of Pre-Construction Contract Phase

Certification No. 2: Certification of Construction Contract Phase

As Built Summary of Costs and Quantities

CERTIFICATION NO. 1
CERTIFICATION OF THE PRE-CONSTRUCTION CONTRACT PHASE

Control No. L500561

I, Romella Glorioso-Moss, in my capacity as Capital Projects Manager of City's Public Works Complete Streets do hereby certify with reference to the aforementioned Project Control Number as follows:

1. That the **Public Entity** has complied with the terms and conditions of the pre-construction phase requirements set forth in this Agreement.
2. That the design for this Project is in compliance with all state laws, rules, regulations, and local ordinances and in the rules and regulations of the **DEPARTMENT**.
3. The **Public Entity** (including, but not limited to, Temporary Construction Permits and Construction Maintenance Easements) has acquired that all necessary right(s)-of-way for the construction or reconstruction of this Project in compliance with the **DEPARTMENT'S Right of Way Handbook (Current Edition)**] Local Public Agencies, and Exhibit B.
4. That all utilities within the location of this construction Project (check one or both of the following conditions): Not Applicable since this project is pavement rehabilitation (mill & fill)
 - a. have been relocated
 - b. are scheduled for relocation prior to or concurrent with construction of this Project and have been coordinated with the appropriate utility.
5. That the **Public Entity** has encumbered the necessary funds to complete the Project.
6. That the **Public Entity** has fully complied with the requirements of NMSA 67-3-62.
7. That roadway(s) and intersection(s) shall operate at a minimum Level of Service of C or D (LOS C or D) for the Projected 20 year design traffic volumes as specified in A Policy on Geometric Design of Highways and Streets, (Current Edition).
8. That traffic data collection, traffic projections, and traffic impact studies on this Project have been developed in conformance with the **DEPARTMENT'S New Mexico Traffic Survey and Standards** (Current Edition).
9. That no angle parking has been provided in this Project.
10. That the **Public Entity** has completed a (check, which of the following conditions exists):

Below is not applicable as the project is pavement rehabilitation (mill & fill)

- a. 20 year pavement design; or
 - b. 10 year pavement design with provision for extending the pavement life to 20 years, and has incorporated it in the plans and specifications for this Project.
- 11. That the **Public Entity** has completed a Project drainage report, which meets the **DEPARTMENT'S** minimum drainage criteria as referenced in the **DEPARTMENT'S Drainage Manual**.
- 12. All drainage costs have been prorated between the **DEPARTMENT** and the **Public Entity** if applicable, according to the **DEPARTMENT'S Drainage Policy and Administrative Memorandum** (Current Update) and prorated calculations have been approved in writing by the **DEPARTMENT'S** Drainage Section.
- 13. That the **Public Entity** has completed all required Environmental Documentation and clearances for this Project using guidance contained in the **DEPARTMENT'S Action Plan**, (Current Edition).
- 14. That the **Public Entity** has completed all required Archaeological Documentation and clearances for this Project using guidance contained in the **DEPARTMENT'S Action Plan**, (Current Edition).
- 15. That the following attached Agreement(s) have been executed, when required, for construction or reconstruction of this Project (attach copies to this certification):
 - a. Lighting;
 - b. signalization;
 - c. storm sewer and lift station;
 - d. landscape;
 - e. road exchange; and
 - f. any other applicable agreements.
- 16. That the **Public Entity** has complied with and certifies compliance with all applicable provisions of Exhibit A.
- 17. That this certification procedure has been executed prior to advertisements for contract bids or commencement of this Project.

IN WITNESS WHEREOF, Romella Glorioso-Moss in his/her capacity as Capital Projects Manager of Public Works Complete Streets does hereby certify that the aforementioned matters stated herein are true to his/her knowledge and belief and does hereby set his/her hand and seal this day and year specified below:

City of Santa Fe

By: *John Blair* Date: Apr 12, 2024
John Blair (Apr 12, 2024 13:52 MDT)
John Blair, City Manager

ATTEST:

By: *[Signature]* Date: Apr 12, 2024
GERALYN CARDENAS (Apr 12, 2024 15:04 MDT)
Geralyn Cardenas, Interim City Clerk *XIV*

When completed, send Certification No. 1 to:

District LGRF Coordinator
Department of Transportation

CERTIFICATION NO. 2

CERTIFICATION OF THE CONSTRUCTION PHASE

Control No. L500561

I, Romella Glorioso-Moss, in my capacity as Capital Projects Manager of City's Public Works Complete Streets do hereby certify with reference to the aforementioned Project Control Number as follows:

1. That the **Public Entity** has complied with the terms and conditions of the construction phase requirements under this Agreement.
2. That the **Public Entity** has complied with and certifies that the Project plan complies with all publications identified in Exhibit A.
3. That all work in Control No. **L500561** was performed in accordance with the Agreement.
4. That the total Project cost of \$159,029.19, with New Mexico Department of Transportation “**DEPARTMENT**” 75% share of \$113,741* and the **Public Entity** share of \$45,288.16 (as submitted in attached “As Built Summary of Costs and Quantities”) is accurate, legitimate, and appropriate for the Project.
5. That the construction of the Project was completed on _28_ of _November, 2023_.

IN WITNESS WHEREOF, Romella Glorioso-Moss in his/her capacity as Capital Projects Manager of City's Public Works Complete Streets does hereby certify the aforementioned matters stated herein are true to his/her knowledge and belief and does hereby set his/her hand and seal this day and year specified below:

City of Santa Fe

By: *John Blair* Date: Apr 12, 2024
John Blair (Apr 12, 2024 13:52 MDT)
John Blair, City Manager

ATTEST:

By: *Geralyn Cardenas* Date: Apr 12, 2024
GERALYN CARDENAS (Apr 12, 2024 15:04 MDT)
Geralyn Cardenas, Interim City Clerk *XIV*

When completed, send Certification No. 2 to:

District LGRF Coordinator, Department of Transportation

* NOTE: The total Department's share for this project was \$113,741. The City of Santa Fe bore the additional \$7,374.16 that was not covered in the cooperative project agreement. This amount in addition to 25% City share of \$37,914 totals \$45,288.16

**AS BUILT SUMMARY
OF COSTS AND QUANTITIES
CONTRACT**

ENTITY: City of Santa Fe No.: 0000054360 CN: HW2L500561

PROJECT No.: _____

TERMINI: Rufina Street and Wofford Lane

SCOPE OF WORK: Pavement rehabilitation (mill and fill) of Henry Lynch Road within City limits.

ITEM NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	FINAL QUANTITY	UNIT COST	FINAL COST
41400A	1 1/2" milling of exstng. street	sy/in	7217	8267	2.15	17,774.05
601110	Removal of surfacing	sy	4811	5512	8.00	44,096.00
621000	Mobilization	LS			4,300.00	4,300.00
407000	Asphalt matl for tack coat	ton	2.5	2	800.00	1,600.00
4232838	1 1/2" HMA SP-IV Complete	sy/in	7217	8267	8.00	66,136.00
618000A	Traffic Control Mgt	day	5	3	220	660.00
702000	Construction Sign	day	5	3	120.00	360.00
702110	Portable Sign Support	day	5	3	200.00	600.00
702320	Vertical Panel Barricades	day	5	3	78.00	234.00
702810	Traffic Control Devices	LS			480.00	480.00
704000	Retroreflectorized Paint Marking 4"	LF	4950	6654	1.00	6,654.00
704718	Reflectorized Hot Thermo Left Arrow	EA	1	1	300.00	300.00
704719	Reflectorized Hot Thermo Thru Arrow	EA	3	3	250.00	750.00
704734	Reflectorized Hot Thermo Sharrows	EA	6	6	300.00	1,800.00
704870	Temp. Reflective Pavement Markers	EA	300	100	12.50	1,250.00
NMGRT	8.1875%	%				12,035.14
GRAND TOTAL						159,029.19

24-0302 New Mexico Department of Transportation

Final Audit Report

2024-04-12

Created:	2024-04-12
By:	Xavier Vigil (xivigil@ci.santa-fe.nm.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAAb-DHwWJ8jTM8G1ZqCbL-c1iuYCS7Ufbk

"24-0302 New Mexico Department of Transportation" History

-  Document created by Xavier Vigil (xivigil@ci.santa-fe.nm.us)
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-  Document emailed to jwblair@santafenm.gov for signature
2024-04-12 - 3:42:46 PM GMT
-  Email viewed by jwblair@santafenm.gov
2024-04-12 - 5:03:52 PM GMT- IP address: 166.137.163.10
-  Signer jwblair@santafenm.gov entered name at signing as John Blair
2024-04-12 - 7:52:50 PM GMT- IP address: 216.207.130.218
-  Document e-signed by John Blair (jwblair@santafenm.gov)
Signature Date: 2024-04-12 - 7:52:52 PM GMT - Time Source: server- IP address: 216.207.130.218
-  Document emailed to GERALYN CARDENAS (gfcardenas@santafenm.gov) for signature
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2024-04-12 - 9:03:48 PM GMT- IP address: 174.240.23.28
-  Document e-signed by GERALYN CARDENAS (gfcardenas@santafenm.gov)
Signature Date: 2024-04-12 - 9:04:00 PM GMT - Time Source: server- IP address: 174.240.23.28
-  Agreement completed.
2024-04-12 - 9:04:00 PM GMT