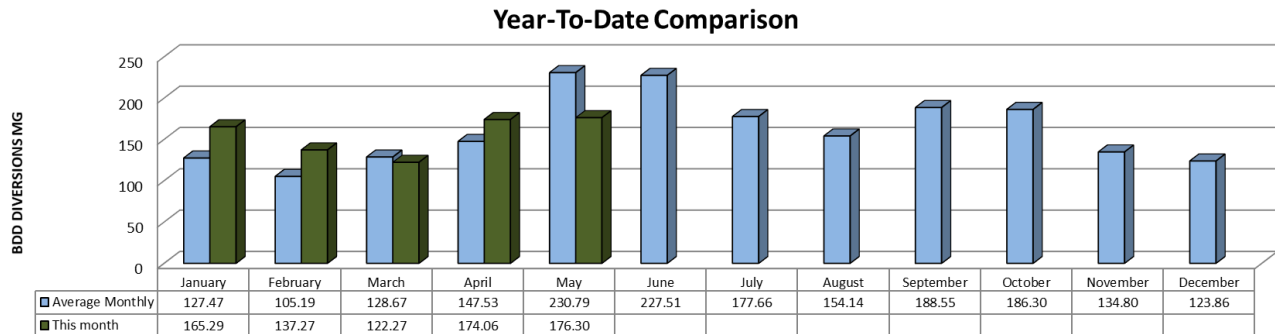




Date: June 2, 2022
To: Buckman Direct Diversion Board
From: Randy Sugrue, BDD Operations Superintendent
Subject: Update on BDD Operations for the Month of May 2022

ITEM:

1. This memorandum is to update the Buckman Direct Diversion Board (BDDDB) on BDD operations during the month of May 2022. The BDD diversions and deliveries have averaged, in Million Gallons Per Day (MGD) as follows:
 - a. Raw water diversions: 5.69 MGD.
 - b. Drinking water deliveries through Booster Station 4A/5A: 4.90 MGD.
 - c. Raw water delivery to Las Campanas at BS2A: 0.58 MG
 - d. Onsite treated and non-treated water storage: 0.21 MGD Average.
2. The BDD is providing approximately 44% percent of the water supply to the City and County for the month.
3. The BDD year-to-date diversions are depicted below:



4. Regional Demand/Drought Summary and Storage-see page 2.



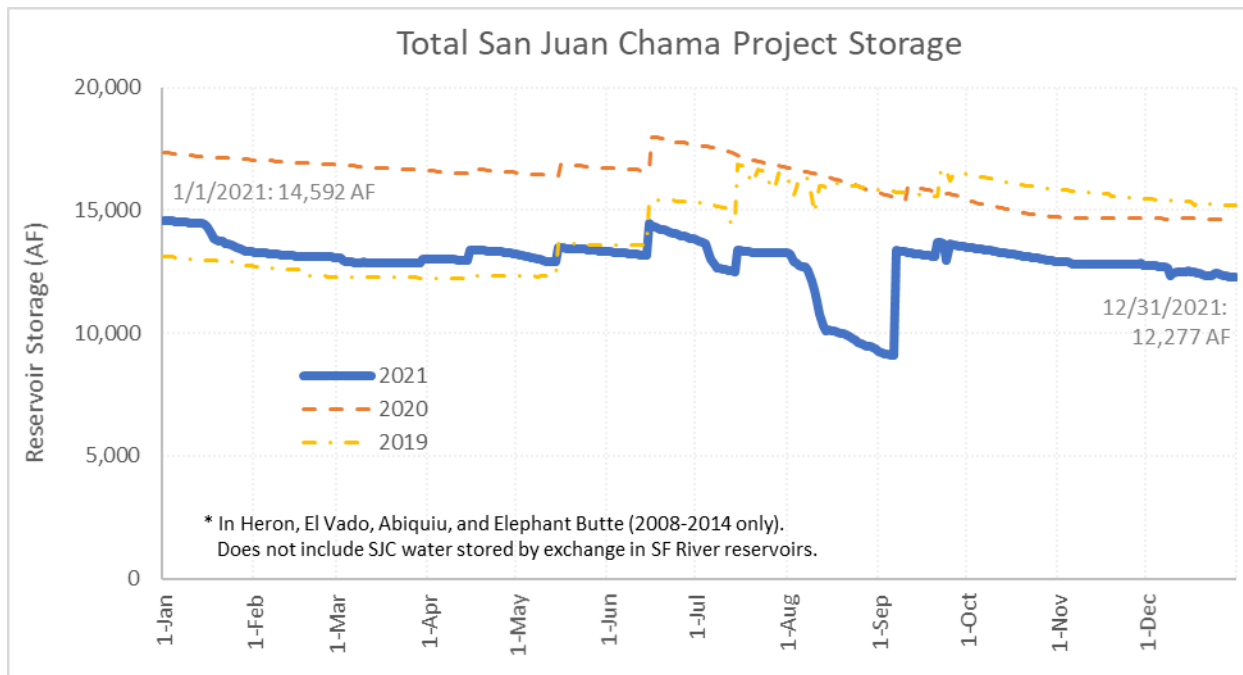
Regional Water Overview

Daily metered regional water demand for the month of May 2022 is approximately 11.1 MGD.

Rio Grande flows for May 2022 averaged approximately 1500 CFS (cubic feet per second.)

CRWTP reservoir storage: Nichols: 71.2%/McClure: 18.4% (27.3% combined) Watershed Inflow: 4.6 MGD

City/County/LC Storage- as updated by partners.



ENSO Summary

May 16, 2022

La Niña is present.*

Equatorial sea surface temperatures (SSTs) are below average across most of the Pacific Ocean.

The tropical Pacific atmosphere is consistent with La Niña.

Though La Niña is favored to continue, the odds for La Niña decrease into the late Northern Hemisphere summer (58% chance in August-October 2022) before slightly increasing through the Northern Hemisphere fall and early winter 2022 (61% chance).



Buckman Direct Diversion Monthly SJC and Native Diversions

May-22							
In Acre-Feet							
Month	Total SJC + Native Rights	SP-4842 RG Native COUNTY	SD-03418 RG Native LAS CAMPANAS	SJC Call Total	SP-2847-E SJC Call CITY	SP-2847-N-A SJC Call LAS CAMPANAS	All Partners Conveyance Losses
JAN	511.288	154.905	0.000	356.382	356.382	0.000	3.203
FEB	421.814	421.814	0.000	0.000	0.000	0.000	0.000
MAR	376.496	302.219	0.000	74.277	74.277	0.000	0.758
APR	538.222	408.237	0.000	129.985	129.985	0.000	1.327
MAY	541.232	541.232	0.000	0.000	0.000	0.000	0.000
JUN	0.000	0.000	0.000	0.000	0.000	0.000	0.000
JUL	0.000	0.000	0.000	0.000	0.000	0.000	0.000
AUG	0.000	0.000	0.000	0.000	0.000	0.000	0.000
SEP	0.000	0.000	0.000	0.000	0.000	0.000	0.000
OCT	0.000	0.000	0.000	0.000	0.000	0.000	0.000
NOV	0.000	0.000	0.000	0.000	0.000	0.000	0.000
DEC	0.000	0.000	0.000	0.000	0.000	0.000	0.000
TOTAL	2,389.051	1,828.407	0.000	560.644	560.644	0.000	5.288

In Million Gallons

Month	Native COUNTY	Native Las Campanas	SJC TOTAL	SJC CITY	SJC Las Campanas	All Partners Diversions
JAN	50.458	0.000	114.878	114.878	0.000	165.336
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MAR	98.443	0.000	23.913	23.913	0.000	122.356
APR	132.976	0.000	41.848	41.848	0.000	174.825
MAY	176.297	0.000	0.000	0.000	0.000	176.297
JUN	0.000	0.000	0.000	0.000	0.000	0.000
JUL	0.000	0.000	0.000	0.000	0.000	0.000
AUG	0.000	0.000	0.000	0.000	0.000	0.000
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NOV	0.000	0.000	0.000	0.000	0.000	0.000
DEC	0.000	0.000	0.000	0.000	0.000	0.000
TOTAL	595.572	0.000	180.640	180.640	0.000	776.212



Buckman Direct Diversion Monthly SJC and Native Diversions

Dec-21							
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DEC	423.345	-0.732	0.000	424.077	424.077	0.000	2.367
TOTAL	6,865.847	2,246.741	0.000	4,619.106	4,619.106	0.000	30.890

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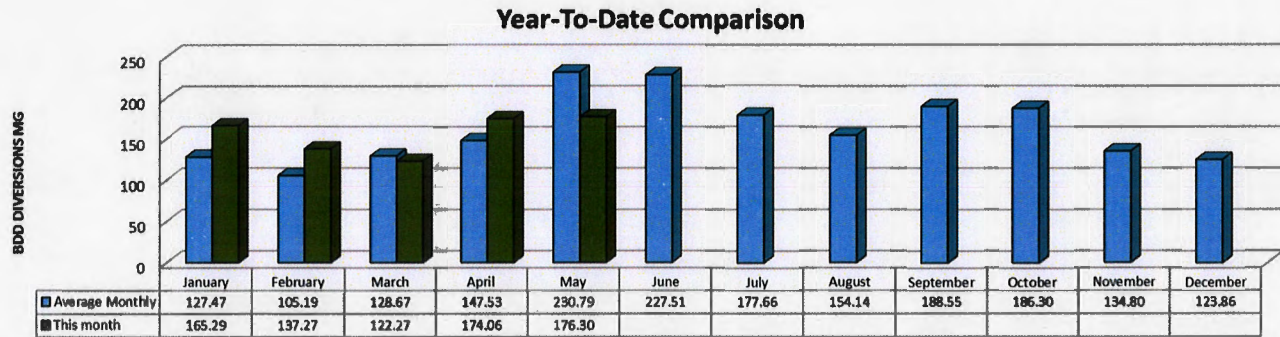
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MAY	157.498	0.000	123.871	123.871	0.000	281.369
JUN	98.632	0.000	185.788	185.788	0.000	284.420
JUL	-5.706	0.000	186.765	186.765	0.000	181.059
AUG	-0.050	0.000	244.396	244.396	0.000	244.346
SEP	-16.060	0.000	190.470	190.470	0.000	174.409
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DEC	-0.238	0.000	138.136	138.136	0.000	137.898
TOTAL	731.837	0.000	1,489.275	1,489.275	0.000	2,221.113



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From: Randy Sugrue, BDD Operations Superintendent
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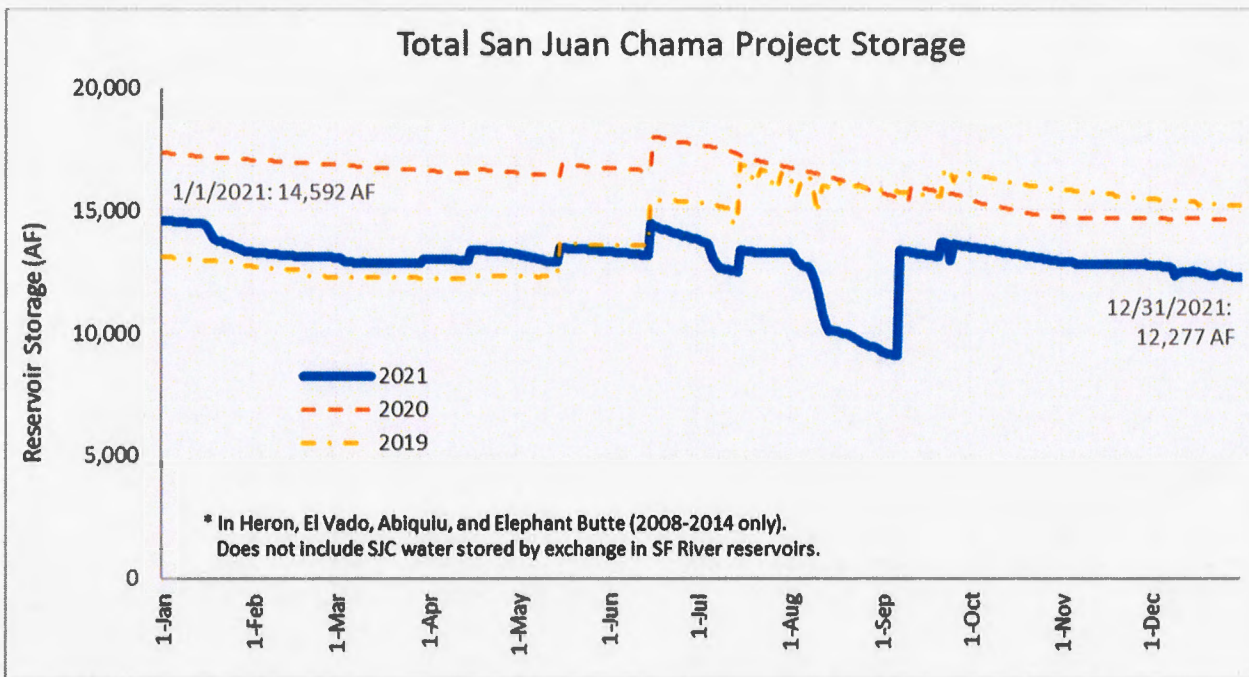
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TOTAL	731.837	0.000	1,489.275	1,489.275	0.000	2,221.113



TO: BDD Board

FROM: Rick Carpenter, BDD Facilities Manager

DATE: June 2, 2022

SUBJECT: Legal Settlement Funds and Formation of Technical Working Group

The BDD Board has reached a settlement with all parties in the lawsuit filed over the design and construction of the BDD project. At the direction of the Board, the Technical Working Group (TWG) was formed and has begun planning the next steps in order to make the necessary repairs and/or replacements to the BDD project.

The TWG has met several times since the last BDD Board meeting. At its last meeting, the TWG agreed that engaging one, or both, of the existing on-call engineering firms that are currently under contract with the City of Santa Fe's Water Division would be both prudent and expedient. As a starting point for what may become the eventual scope of work for the on-call engineering firm, the TWG agreed on the following outline:

1. Identify the basic problematic issues that need to be corrected at the BDD.
Provide a summary report based on the following data sources:
 - a. Review the existing Wright Water Engineering reports (originally prepared for legal purposes)
 - b. Interview BDD Staff
 - c. Review and analyze sediment data.
 - i. Provide mass balance on sediment removal from the BDD since inception of the project.
 1. Identify quantity of sediment that entered the raw water diversion structure at the river.
 2. Identify quantity of sediment that was removed by the Lakos units that eventually made its way into the pumps at Booster Stations 1A and 2A, and then to the water treatment plant. Evaluate and quantify any changes to the sediment load.
 3. Evaluate how much river-derived sediment was taken to the land fill, and whether that changed through time and, if so, quantify.
 - d. Other (e.g., granulated activated carbon system)? (to be determined)
2. Identification and analysis of advantages and disadvantages of various basic project delivery methods (e.g., design-build vs, design-bid-build) for the specific problematic issues identified in 1 above.

Possible Future Scopes of Work May Include:





- Develop scope of work (design and/or construction) that would help guide future procurement efforts, and that would achieve the goals and objectives of the BDD Board
- Development and design of the project delivery method
- Assist with procurement of design and/or construction contracts



Memorandum



Buckman Direct Diversion

Date: May 16th, 2022
To: Buckman Direct Diversion Board
From: Monique Maes, BDD Contracts Administrator
Via Rick Carpenter, BDD Facilities Manager
Antoinette Armijo-Rougemont
Subject: B & D Industries Amendment No. 4

ITEM

Request for approval of Amendment NO. 4 to Service Agreement Item 19-0056 with B& D Industries, Inc. for on-call HVAC repair services for FY2023 in the amount of \$55,000 plus applicable tax.

BACKGROUND

On November 11, 2018 the Buckman Direct Diversion Board approved the request to award ITB '19/05/B On-Call HVAC services to B & D Industries, Inc. This request will extend the award for services to June 30, 2023, which enters into the final term of the contract. This amendment will also increase compensation for the amended term in the amount of 55,000 plus tax. This is year four of a four year term.

BDD has many heating ventilation and air conditioning units throughout the facilities. These units provide temperature control for our pumps and equipment. If a unit fails it is extremely important that the unit is repaired in a timely manner so that the pumps and equipment do not overheat. This service will be utilized to supplement the current resources in the repair and maintenance of BDD equipment.

ACTION REQUESTED

Staff recommends approval of Amendment No. 4 to the Services Agreement with B & D industries, Inc. in the amount of \$55,000 exclusive of NMGRT. Funding is available in our approved FY2022 operating budget.

ORG/OBG: Repair and Maintenance Building/Structure #7280000.520100.930020

Approved by BDDDB June 2nd 2022

BDDDB Chair, Carol Romero-Wirth



Buckman Direct Diversion 341 Caja del Rio Santa Fe, NM 87506



SANTA FE COUNTY

**BUCKMAN DIRECT DIVERSION BOARD
AMENDMENT NO. 4 TO SERVICES AGREEMENT
WITH B & D INDUSTRIES, INC.
#19-0056**

THIS AMENDMENT No. 4 (the "Amendment") to the SERVICES AGREEMENT, dated November 30, 2018, and as subsequently amended (the "Agreement"), is made between the Buckman Direct Diversion Board ("BDDDB") and B & D Industries, Inc. ("Contractor"). The effective date of this Amendment shall be the date it is executed by the BDDDB.

RECITALS

A. Under the terms of the Agreement, Contractor has agreed to provide on call repair, replacement, and installation of HVAC systems at the Buckman Direct Diversion.

B. 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 BDDDB and Contractor agree as follows:

1. COMPENSATION

Article 3, paragraph A of the Agreement is amended to increase the amount of compensation by a total of Fifty-Five Thousand Dollars (\$55,000.00) plus applicable gross receipts tax, so that Article 3, paragraph A reads in its entirety as follows:

A. Compensation under this agreement shall be in an amount not to exceed Three Hundred Ten Thousand Dollars (\$310,000.00), plus applicable gross receipts tax.

B. Contractor shall be responsible for payment of gross receipts taxes levied by the State of New Mexico on the sums paid under this Agreement.

C. Payment shall be made upon receipt and approval by the BDDDB of detailed statements containing a report of services completed. Compensation shall be paid only for services performed.

2. **TERM AND EFFECTIVE DATE.**

Article 6, of the Agreement is amended to extend the term to terminate on June 30, 2023.

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. 4 to the Services Agreement as of the dates set forth below.

***[BALANCE OF PAGE INTENTIONALLY LEFT BLANK;
SIGNATURE PAGE FOLLOWS]***

BUCKMAN DIRECT DIVERSION BOARD

By: _____
BDDB Chair, Carol Romero-Wirth

Date _____

APPROVED AS TO FORM

Nancy R. Long
Nancy R. Long, BDDB Counsel

APPROVED

Finance Director

ATTEST

Kristine Bustos-Mihelcic, City Clerk

File Date: _____

**CONTRACTOR:
B&D Industries, Inc.**

Signature: _____

Printed Name: _____

Title: _____

Date: _____

New Mexico Tax & Revenue

CRS# _____
City of Santa Fe Business

Registration # _____



CITY OF SANTA FE PROCUREMENT CHECKLIST

Contractor Name: B & D Industries, Inc.

Procurement Title: On Call HVAC Repair and Replacement Services RFB #19/05/B

Procurement Method: State Price Agreement Cooperative Sole Source Other _____

Exempt Request For Proposal (RFP) Invitation To Bid (ITB) Contract under 60K Contract over 60K

Department Requesting Buckman Direct Diversion Staff Name Monique Maes

Procurement Requirements:

A procurement file shall be maintained for all contracts, regardless of the method of procurement. The procurement file shall contain the basis on which the award is made, all submitted bids, all evaluation materials, score sheets, quotations and all other documentation related to or prepared in conjunction with evaluation, negotiation, and the award process. The procurement shall contain a written determination from the Requesting Department, signed by the purchasing officer, setting forth the reasoning for the contract award decision before submitting to the Committees. .

REQUIRED DOCUMENTS FOR APPROVAL BY PURCHASING*

YES	N/A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Approved Procurement Checklist (by Purchasing)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Memo addressed to BDDDB Buckman Direct Diversion Board
<input type="checkbox"/>	<input checked="" type="checkbox"/>	State Price Agreement
<input type="checkbox"/>	<input checked="" type="checkbox"/>	RFP
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Evaluation Committee Report
<input checked="" type="checkbox"/>	<input type="checkbox"/>	ITB
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Bib Tab
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Quotes (3 valid current quotes)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Cooperative Agreement
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Sole Source Request and Determination Form
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Contractors Exempt Letter
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Purchasing Officers approval for exempt procurement
<input type="checkbox"/>	<input checked="" type="checkbox"/>	BAR
<input type="checkbox"/>	<input checked="" type="checkbox"/>	FIR
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Executed Contracts, Agreement or Amendment
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Current Business Registration and CRS numbers on contract or agreement
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Summary of Contracts and Agreements form
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Certificate of Insurance
<input checked="" type="checkbox"/>	<input type="checkbox"/>	All documentation presented to BDDDB
<input type="checkbox"/>	<input type="checkbox"/>	Other: _____

<u>Monique Maes</u>	<u>Contracts Administrator</u>	<u>06/02/2022</u>
Department Rep Printed Name (attesting that all information included)	Title	Date

Purchasing Officer (attesting that all information is reviewed)	Title	Date
---	-------	------

Include all other substantive documents and records of communication that pertain to the procurement and any resulting contract.

*



Buckman Direct Diversion Board

Real Estate Summary of Contracts, Agreements, Amendments & Leases



Section to be completed by department

1. Munis Contract # 3200530

Contractor: B and D Industries, Inc.

Description: On-call repair and replacement of HVAC systems. BDD9300

Contract Agreement Lease / Rent Amendment

Term Start Date: 07/01/2022 Term End Date: 06/30/2023

Approved by BDDDB or Approved by BDD Date: 06/02/2023
Facilities Manager

Contract / Lease:

Amendment # NO. 4 to the Original Contract / Lease # 19-0056

Increase/(Decrease) Amount \$ \$55,000.00 plus tax \$4,642.00 = \$59,642.00

Extend Termination Date to: 06/30/2023

Approved by BDDDB or Approved by BDD Date: 06/03/2022
Facilities Manager

Amendment is for:

2. **HISTORY** of Contract, Amendments & Lease / Rent - Please Elaborate (option: attach spreadsheet if multiple amendments)

Original contract 19-0056 dated 11/30/18 in the amount of \$60,000.00

Amendment 1 Item 19-0665 dated 6/6/19 in the amount of \$50,000.00

Amendment 2 Item 20-0364 dated 6/15/20 in the amount of \$90,000.00

Amendment 3 approved by BDDDB 6/3/2021 in the amount of \$55,000.00

Amendment 4 approved by BDDDB 6/2/2022 in the amount of \$55,000.00

3. Procurement History:

Purchasing Officer Review:

Date:

Comment & Exceptions:

4. Funding Source: Repair and Maintenance

Org / Object: 8000801.520100

Budget Officer Approval:

Date:

Comment & Exceptions:

Staff Contact who completed this form: Monique Maes

Phone # 505-955-4508

Email: mmmaes@santafenm.gov

To be recorded by City Clerk:

Clerk # _____

Date of Execution: _____

Memorandum



Buckman Direct Diversion

Date: May 12, 2022
To: Buckman Direct Diversion Board
From: Monique Maes, BDD Contracts Administrator
Via: Rick Carpenter, BDD Facilities Manager
Antoinette Armijo-Rougemont, Accounting Supervisor
Subject: Daniels Insurance, Inc. -Amendment No. 1

ITEM:

Request for approval of Amendment No. 1, to Professional Services Agreement with Daniels Insurance, Inc. to increase compensation of PSA agreement #21-0421 by \$126,578.00 plus applicable tax.

BACKGROUND:

Under the *Joint Power's Agreement*, Section 23, the board is required to carry insurance coverage separate and apart from the partner's respective policies.

In 2021, the BDDDB entered into a four year contract agreement with Daniels Insurance Inc. to serve as its Agent/broker of record for the purpose of providing insurance coverage services. This includes all commercial lines, Boiler and Machinery, and broker fee.

ACTION REQUESTED:

Staff recommends approval of Amendment No. 1 to the Professional Services Agreement with Daniels Insurance Inc. Funding is available within our FY2023 Operating Budget.

8000801.55860

MUNIS Contract # 3202833

Approved by BDDDB May 5th, 2022

BDD Chair, Carol Romero-Wirth



Buckman Direct Diversion 341 Caja del Rio Santa Fe, NM 87506



**BUCKMAN DIRECT DIVERSION BOARD
AMENDMENT No. 1 TO
PROFESSIONAL SERVICES AGREEMENT
WITH DANIELS INSURANCE INC.
Item #21-0421**

THIS AMENDMENT No. 1 (the "Amendment") amends the BUCKMAN DIRECT DIVERSION PROFESSIONAL SERVICES AGREEMENT, dated July 06, 2021, (the "Agreement"), between the Buckman Direct Diversion Board ("BDDDB") and Daniels Insurance Inc. ("Contractor"). The effective date of this Amendment shall be the date it is executed by the BDDDB.

RECITALS

A. Under the terms of the Agreement, Contractor has agreed to provide insurance brokerage, risk control services and claims management services as described in Exhibit A of the Agreement.

B. 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 BDDDB and Contractor agree as follows:

1. **COMPENSATION.**

Article 3, paragraph A of the Agreement is amended to increase the amount of compensation by a total of One Hundred Twenty-Six Thousand Five Hundred Seventy-Eight Dollars (\$126,578.00) plus applicable gross receipts tax, so that Article 3, paragraph A reads in its entirety as follows:

A. Compensation under this agreement shall be in an amount not to exceed Two Hundred Fifty-Three Thousand One Hundred Fifty-Six Dollars (\$253,156.00), plus applicable gross receipts tax.

B. Contractor shall be responsible for payment of gross receipts taxes levied by the State of New Mexico on the sums paid under this Agreement.

C. Payment shall be made upon receipt and approval by the BDDB of detailed statements containing a report of services completed. Compensation shall be paid only for services performed.

2. **TERM AND EFFECTIVE DATE.**

Article 5, of the Agreement is amended to extend the term to terminate on June 30, 2023.

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 Professional Services Agreement as of the dates set forth below.

***[BALANCE OF PAGE INTENTIONALLY LEFT BLANK;
SIGNATURE PAGE FOLLOWS]***

BUCKMAN DIRECT DIVERSION BOARD

**CONTRACTOR:
Daniels Insurance, Inc.**

By: _____
Carol Romero-Wirth, BDD Chair

Signature: _____

Printed Name: _____

Title: _____

Date: _____

Date: _____

APPROVED AS TO FORM

New Mexico Tax & Revenue

Nancy R. Long

Nancy R. Long, BDDDB Counsel

CRS# _____

City of Santa Fe Business

APPROVED

Registration# _____

City Finance Director

ATTEST

Kristine Bustos-Mihelcic, City Clerk

File Date: _____

Exhibit A
Scope of Services

INSURANCE BROKERAGE SERVICES

A. It is expected that the Broker will procure property and casualty coverage for the Buckman Direct Diversion Board, to be effective July 1, 2015 and each subsequent renewal, consisting of.

- Property Coverage
- Inland Marine Coverage
- Machinery & Equipment Breakdown Coverage
- Computer Coverage
- Commercial Automobile Coverage
- General Liability Coverage
- Public Officials Errors & Omissions Liability Coverage
- Public Officials Bond Coverage
- Crime Coverage
- Umbrella/Excess Liability Coverage

Design, market and implement the broadest insurance at the most reasonable cost that addresses the requirements of Section 23 of the Joint Powers Agreement and any other property, casualty, crime and marine insurance usual or necessary to the operations of the Board.

B. The work to be performed on an annual basis shall be as follows: (The services listed below contemplate the Broker will be responsible for all costs.)

1. Gather underwriting data;
2. Obtain loss information;
3. Analyze loss experience and provide Board with a proposed self-insured retention or deductible.
4. Prepare underwriting submission that not only includes typical underwriting data but includes coverage specifications for each carrier to provide quotations;
5. Market insurance program to all interested & qualified carriers;
6. Once received, analyze coverage forms, retentions, limits, premium terms, etc., for each program, summarize data & make recommendations most advantageous to the Board;
7. Discuss and meet with Underwriters and City & or Board Risk Management staff;
8. Present final program to Board. Broker will select insurance companies with sound financial ratings which shall not be rated lower than A- VII by Best's Rating Guide and Standard & Poor's Insurance Ratings; Public entity insurance pools are accepted from the A- VII minimum rating.
9. Once approved, bind coverage with selected carriers;
10. Issue certificates of insurance;
11. Issue and maintain a Summary of Insurance to the Board;
12. When policies are received, Broker will audit each policy form for compliance with proposals and specifications, and if necessary, order endorsements for correction;
13. As requested, be available to prepare a written and/or oral summary of coverages, program description, loss history, etc.,

14. Answer the Board's auditor's request for year-end premium and loss information;
15. Answer the Board's request to breakdown rates by line of coverage for budget purposes.
16. Obtain ad hoc reports for members relative to loss history, in total or by a particular coverage line;
17. Assist in annual Board-wide budget packet development that contains each projected renewal premium;
18. Place individual bonds, as needed (such as notary bonds, maintenance bonds, permit bonds, etc.);
19. Keep Board informed of insurance market conditions;

RISK CONTROL SERVICES

- A. It is expected that the Broker will provide consulting services to the Board upon request.
- B. Some of the work that should be contemplated on an annual basis is as follows: (The services listed below contemplate the Broker will be responsible for all costs.):
 1. Answer coverage, claims and loss prevention questions. Many questions are required to be answered in writing;
 2. Provide advice and guidance regarding any potential risk exposure;
 3. Review & be familiar with the Board's Joint Powers Agreement, Project Management and Fiscal Services Agreement, Facilities Operation and Financial Services Agreement and other documents affecting the risk and liability of the Board;
 4. Suggest the availability of and initiation of coverage for special situations and special risks and exposure;
 5. Assist the Board and its consultants in the construction and interpretation of insurance and indemnity agreements.
 6. Monitor reserves, rates, claim trends, loss control efforts, claim service and cash flow;
 7. When requested, assist in developing risk related material for Board meetings;
 8. Review current insurance/self-insurance structure and assist in evaluating benefits, costs and risk of alternative programs and recommend alternative risk financing methods;
 9. When requested, assist in formulation or amendment of Board rules or regulations;
 10. Respond to questions from Board's contracted legal advisors;
 11. Attend meetings as reasonable or necessary or requested.

CLAIMS MANAGEMENT SERVICES

- A. It is anticipated that the Broker will provide administrative services to the Board.
- B. The work expected, is as follows: (The services listed below contemplates the Broker will be responsible for all costs.)

1. Process all requests which are outlined in the Brokerage and Consulting services and maintain copies of all data for a minimum of seven (7) years after this contract terminates;
2. Establish and monitor "suspense" files for each line of coverage to track the handling requests;
3. Initiate, prepare and mail all billings;
4. Answer questions from the Board of Board Commissioners, Board attorneys, third party administrators, etc.
5. Abide by the terms of the New Mexico Procurement Code and all applicable rules and regulations adopted by the Board, the State of New Mexico or any of its agencies or departments;
6. Provide claims assistance as requested.
7. Assist the Board with analyzing contracts and provide such services as suggestions for modifications, hold harmless clauses, suggested limits of liability for contractors, and other loss avoidance techniques.



CITY OF SANTA FE PROCUREMENT CHECKLIST

Contractor Name: Electric Motor Company.

Procurement Title: Motor Repair

Procurement Method: State Price Agreement Cooperative Sole Source Other RFP _____

Exempt Request For Proposal (RFP) Invitation To Bid (ITB) Contract under 60K Contract over 60K

Department Requesting Buckman Direct Diversion Staff Name Monique Maes

Procurement Requirements:

A procurement file shall be maintained for all contracts, regardless of the method of procurement. The procurement file shall contain the basis on which the award is made, all submitted bids, all evaluation materials, score sheets, quotations and all other documentation related to or prepared in conjunction with evaluation, negotiation, and the award process. The procurement shall contain a written determination from the Requesting Department, signed by the purchasing officer, setting forth the reasoning for the contract award decision before submitting to the Committees. .

REQUIRED DOCUMENTS FOR APPROVAL BY PURCHASING*

YES	N/A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Approved Procurement Checklist (by Purchasing)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Memo addressed to BDDDB Buckman Direct Diversion Board
<input type="checkbox"/>	<input checked="" type="checkbox"/>	State Price Agreement
<input type="checkbox"/>	<input checked="" type="checkbox"/>	RFP
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Evaluation Committee Report
<input type="checkbox"/>	<input checked="" type="checkbox"/>	ITB
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Bib Tab
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Quotes (3 valid current quotes)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Cooperative Agreement
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Sole Source Request and Determination Form
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Contractors Exempt Letter
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Purchasing Officers approval for exempt procurement
<input type="checkbox"/>	<input checked="" type="checkbox"/>	BAR
<input type="checkbox"/>	<input checked="" type="checkbox"/>	FIR
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Executed Contracts, Agreement or Amendment
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Current Business Registration and CRS numbers on contract or agreement
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Summary of Contracts and Agreements form
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Certificate of Insurance
<input checked="" type="checkbox"/>	<input type="checkbox"/>	All documentation presented to BDDDB
<input type="checkbox"/>	<input type="checkbox"/>	Other: _____

<u>Monique Maes</u>	<u>Contracts Administrator</u>	<u>08/02/2021</u>
Department Rep Printed Name (attesting that all information included)	Title	Date

Purchasing Officer (attesting that all information is reviewed)	Title	Date
---	-------	------

Include all other substantive documents and records of communication that pertain to the procurement and any resulting contract.

*



Buckman Direct Diversion Board

Real Estate Summary of Contracts, Agreements, Amendments & Leases



Section to be completed by department

1. Munis Contract # 3202833

Contractor: Daniels Insurance Inc.

Description: **To provide insurance brokerage service to BDD in the amount of \$126,578.00**

Contract Agreement Lease / Rent Amendment

Term Start Date: 07/01/2022 Term End Date: 06/30/2023

Approved by BDDDB or Approved by BDD Date: 05/30/2022
Facilities Manager

Contract / Lease:

Amendment # 1 to the Original Contract / Lease # 21-0421

Increase/(Decrease) Amount \$ 126,578.00

Extend Termination Date to: June 30th, 2023

Approved by BDDDB or Approved by BDD Date: 05/06/2022
Facilities Manager

Amendment is for:

2. **HISTORY** of Contract, Amendments & Lease / Rent - Please Elaborate (option: attach spreadsheet if multiple amendments)
RFP Award issued 7/1/2021
\$126,578.00 of the original Contract #21-0421, term date: 6/30/2022 to provide insurance services
\$126,578.00 Amendment #1, Term Date 6/30/22 to provide insurance services

3. Procurement History: _____

Purchasing Officer Review: _____ Date: _____

Comment & Exceptions: _____

4. Funding Source: _____ Org / Object: 8000825.570550

Budget Officer Approval: _____ Date: _____

Comment & Exceptions: _____

Staff Contact who completed this form: Monique Maes Phone # 505-955-4508

Email: mmmaes@santafenm.gov

To be recorded by City Clerk:

Clerk # _____

Date of Execution: _____

Memorandum



Buckman Direct Diversion

Date: May 2, 2022
To: Buckman Direct Diversion Board
From: Monique Maes, BDD Contract Administrator
Via: Rick Carpenter, BDD Facilities Manager
Antoinette Armijo-Rougemont, Accounting Supervisor
Re: Glorieta Geoscience Amendment No. 5

Item and Issue

Request for approval of Amendment No. 5 to the Professional Service Agreement with Glorieta Geoscience, Inc. to increase compensation of PSA agreement 19-0302 by \$36,624.00 plus applicable tax for FY22.23.

Background

On April 7th 2022, the BDD Board approved Amendment No. 4 to increase the professional Services Agreement with Glorieta Geoscience, Inc. in the amount of \$36,624.00 for the remainder of FY2022. This Amendment No. 5 will increase compensation by an additional \$55,000.00 plus tax. This increase will allow the contractor to continue its work on several approved task orders. Compensation under this entire contract shall not exceed \$356,624.00, the contract was awarded RFP '19/04/P to provide technical oversight of hydrologic and contaminate studies.

Funding: 800810.510340, Regulatory
Munis Contract #3200380
Original Contract #19-0302
Project Code BDD7530

Approved By BDDDB April 7th 2022

Carol Romero-Wirth, BDDDB Chair



Buckman Direct Diversion 341 Caja del Rio Santa Fe, NM 87506



**BUCKMAN DIRECT DIVERSION BOARD
AMENDMENT NO. 5 TO
PROFESSIONAL SERVICES AGREEMENT
WITH GLORIETA GEOSCIENCE, INC.
#19-0302**

THIS AMENDMENT NO. 5 (the "Amendment") to the PROFESSIONAL SERVICES AGREEMENT, dated March 7, 2019, and as subsequently amended (the "Agreement"), is made between the Buckman Direct Diversion Board ("BDDDB") and Glorieta Geoscience, Inc. ("Contractor"). The effective date of this Amendment shall be the date it is executed by the BDDDB.

RECITALS

A. Under the terms of the Agreement, Contractor has agreed to perform professional, technical oversight and support services on as needed basis as assigned and directed by the BDD Facilities Manager.

B. 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 BDDDB and Contractor agree as follows:

1. COMPENSATION.

Article 3, paragraph A of the Agreement is amended to increase the amount of compensation by a total of Fifty-Five Thousand Dollars (\$55,000.00) plus applicable gross receipts tax, so that Article 3, paragraph A reads in its entirety as follows:

A. The BDDDB shall pay to Contractor in full payment for services rendered, a sum not to exceed Three-hundred and Fifty-Six Thousand Six Hundred and Twenty-Four dollars (\$356,624.00), plus applicable gross receipts taxes.

B. Contractor shall be responsible for payment of gross receipts taxes levied by the State of New Mexico on the sums paid under this Agreement.

C. Payment shall be made upon receipt and approval by the BDDB of detailed statements containing a report of services completed. Compensation shall be paid only for services performed.

2. TERM AND EFFECTIVE DATE.

Article 5, of the Agreement is amended to extend the term to terminate on June 30, 2023.

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. 5 to the Professional Services Agreement as of the dates set forth below.

***[BALANCE OF PAGE INTENTIONALLY LEFT BLANK;
SIGNATURE PAGE FOLLOWS]***

BUCKMAN DIRECT DIVERSION BOARD

**CONTRACTOR:
Glorieta Geoscience, Inc.**

By: _____
BDDDB Chair Carol Romero-With

Signature: _____

Printed Name: _____

Title: _____

Date: _____

Date: _____

APPROVED AS TO FORM

Nancy R. Long
Nancy R. Long, BDDDB Counsel

New Mexico Tax & Revenue

CRS# _____

City of Santa Fe Business

Registration # _____

APPROVED

Finance Director

ATTEST

Kristine Bustos-Mihelcic, COSF Clerk

File Date: _____



CITY OF SANTA FE PROCUREMENT CHECKLIST

Contractor Name: Glorieta Geo Science

Procurement Title: _____

Procurement Method: State Price Agreement Cooperative Sole Source Other RFP _____

Exempt Request For Proposal (RFP) Invitation To Bid (ITB) Contract under 60K Contract over 60K

Department Requesting Buckman Direct Diversion Staff Name Monique Maes

Procurement Requirements:

A procurement file shall be maintained for all contracts, regardless of the method of procurement. The procurement file shall contain the basis on which the award is made, all submitted bids, all evaluation materials, score sheets, quotations and all other documentation related to or prepared in conjunction with evaluation, negotiation, and the award process. The procurement shall contain a written determination from the Requesting Department, signed by the purchasing officer, setting forth the reasoning for the contract award decision before submitting to the Committees. .

REQUIRED DOCUMENTS FOR APPROVAL BY PURCHASING*

YES	N/A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Approved Procurement Checklist (by Purchasing)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Memo addressed to BDDDB Buckman Direct Diversion Board
<input type="checkbox"/>	<input checked="" type="checkbox"/>	State Price Agreement
<input type="checkbox"/>	<input checked="" type="checkbox"/>	RFP
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Evaluation Committee Report
<input type="checkbox"/>	<input checked="" type="checkbox"/>	ITB
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Bib Tab
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Quotes (3 valid current quotes)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Cooperative Agreement
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Sole Source Request and Determination Form
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Contractors Exempt Letter
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Purchasing Officers approval for exempt procurement
<input type="checkbox"/>	<input checked="" type="checkbox"/>	BAR
<input type="checkbox"/>	<input checked="" type="checkbox"/>	FIR
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Executed Contracts, Agreement or Amendment
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Current Business Registration and CRS numbers on contract or agreement
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Summary of Contracts and Agreements form
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Certificate of Insurance
<input checked="" type="checkbox"/>	<input type="checkbox"/>	All documentation presented to BDDDB
<input type="checkbox"/>	<input type="checkbox"/>	Other: _____

Monique Maes Contracts Administrator 06/08/2022
 Department Rep Printed Name (attesting that all information included) Title Date

Purchasing Officer (attesting that all information is reviewed) Title Date

Include all other substantive documents and records of communication that pertain to the procurement and any resulting contract.

*



Buckman Direct Diversion Board

Real Estate Summary of Contracts, Agreements, Amendments & Leases



Section to be completed by department

1. Munis Contract # 3200380

Contractor: Glorieta Geoscience, Inc.

Description: **To provide technical support services of hydrologic studies**

Contract Agreement Lease / Rent Amendment

Term Start Date: 07/01/2022 Term End Date: 06/30/2023

Approved by BDDDB or Approved by BDD Date: 06/02/2022
Facilities Manager

Contract / Lease:

Amendment # No. 5 to the Original Contract / Lease # 19-0302

Increase/(Decrease) Amount \$ 55,000.00 plus tax

Extend Termination Date to: _____

Approved by BDDDB or Approved by BDD Date: 6/02/2022
Facilities Manager

Amendment is for:

2. **HISTORY of Contract, Amendments & Lease / Rent - Please Elaborate** (option: attach spreadsheet if multiple amendments)

- Contract 19-0302 in the amount of \$160,000.00 for an end term date of 6/30/2021
- Amendment 1: 20-0414 to extend term of contract for and end Term date of 6/30/2021
- Amendment 2: #20-0683, to increase by \$50,000.00 end term date of 6/30/2021
- Amendment 3: #21-0429 to increase by \$55,000.00 end term date 6/30/2022
- Amendment 4: to increase by \$36,624.00 end term date 6/30/2022

3. Procurement History: _____

Purchasing Officer Review: _____ Date: _____

Comment & Exceptions: _____

4. Funding Source: _____ Org / Object: 8000825.570550

Budget Officer Approval: _____ Date: _____

Comment & Exceptions: _____

Staff Contact who completed this form: Monique Maes Phone # 505-955-4508

Email: mmmaes@santafenm.gov

To be recorded by City Clerk:

Clerk # _____

Date of Execution: _____

Memorandum



Buckman Direct Diversion

Date: May 16th 2022
To: Buckman Direct Diversion Board
From: Monique Maes, BDD Contracts Administrator
Via: Rick Carpenter, BDD Facilities Manager
Antoinette Armijo-Rougemont, BDD Accounting supervisor
Subject Long Komer & Associates, P.A. Amendment 5

ITEM:

Request for approval of Amendment No. 5 to the Legal Service Agreement with Long, Komer, and Associates, P.A. in the amount of \$240,000.00, plus applicable gross receipts tax for FY22-23.

BACKGROUND:

On March 7, 2019 the Buckman Direct Diversion Board granted RFP '19/22/P award for Professional Legal Service to Long Komer and Associates, P.A. to serve as the legal counsel for the Buckman Direct Diversion Board. This amendment will provide compensation for FY 22-23 in the amount of \$249,000.00 plus applicable gross receipt tax. This will be year four of a four year contract.

Action Requested:

Staff recommends approval of Amendment No. 5 to the Legal Service Agreement with Long, Komer & Associates, P.A. Funding is available within our approved FY2022 operating budget.

ORG & OBJ: Legal Service # 8000801.510200
MUNIS Contract# 3200406

Approved by BDDDB July 1, 2021

BDD Chair Carol Romero-Wirth



Buckman Direct Diversion 341 Caja del Rio Santa Fe, NM 87506



**BUCKMAN DIRECT DIVERSION BOARD
AMENDMENT NO. 5 TO
LEGAL SERVICES AGREEMENT
WITH
LONG, KOMER & ASSOCIATES, P.A.
#19-0246**

THIS AMENDMENT NO. 5 (the “Amendment”) to the Legal Services Agreement dated March 7, 2019, and as subsequently amended (the “Agreement”) is made between the Buckman Direct Diversion Board (“BDDDB”) and Long, Komer & Associates, P.A. (“Contractor”). The effective date of this amendment shall be the date it is executed by the BDDDB.

RECITALS

A. Under the terms of the Agreement, Contractor has agreed to provide legal service, acting in the capacity of legal counsel for the Board.

B. 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 Board and the Contractor agree as follows:

1. COMPENSATION

Article 3, paragraph A of the Agreement is amended to increase the amount of compensation by a total of Two Hundred Forty Thousand Dollars (\$240,000.00) plus applicable gross receipts tax, so that Article 3 paragraph A reads in its entirety as follows:

A. Compensation under this Agreement shall be in an amount not to exceed One Million Thirty-Eight Thousand dollars, (1,038,000.00) plus applicable gross receipts tax.

B. The Contractor shall be responsible for payment of gross receipts taxes levied by the State of New Mexico on the sums paid under this Agreement.

C. Payment shall be made upon receipt and approval by the BDDB of detailed statements containing a report of services completed. Compensation shall be paid only for services actually performed.

2. **TERM AND EFFECTIVE DATE**

Article 5 of the agreement is amended to extend the term to terminate on March 6, 2023.

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. 5 to the Legal Service Agreement as the dates set forth below.

BUCKMAN DIRECT DIVERSION BOARD

CONTRACTOR

Long, Komer & Associates P.A.

By: _____
BDDDB Chair Carol Romero-Wirth

Signature: Nancy R. Long

Printed Name: Nancy R. Long

Date: _____

Title: President

Date: 05/12/2022

CITY ATTORNEY'S OFFICE:

New Mexico Tax & Revenue

Marcos Martinez
Marcos Martinez (May 11, 2022 16:08 MDT)
Senior Assistant City Attorney

CRS# _____

City of Santa Fe Business

Registration# _____

APPROVED FOR FINANCES:

Finance Director

ATTEST

Kristine Bustos-Mihelcic, COSF Clerk



CITY OF SANTA FE PROCUREMENT CHECKLIST

Contractor Name: Long Komer & Associates P.A

Procurement Title: Legal Services for Buckman Direct Diversion '19/22/P

Procurement Method: State Price Agreement Cooperative Sole Source Other

Exempt Request For Proposal (RFP) Invitation To Bid (ITB) Contract under 60K Contract over 60K

Department Requesting Buckman Direct Diversion Staff Name Monique Maes

Procurement Requirements:

A procurement file shall be maintained for all contracts, regardless of the method of procurement. The procurement file shall contain the basis on which the award is made, all submitted bids, all evaluation materials, score sheets, quotations and all other documentation related to or prepared in conjunction with evaluation, negotiation, and the award process. The procurement shall contain a written determination from the Requesting Department, signed by the purchasing officer, setting forth the reasoning for the contract award decision before submitting to the Committees. .

REQUIRED DOCUMENTS FOR APPROVAL BY PURCHASING*

YES	N/A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Approved Procurement Checklist (by Purchasing)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Memo addressed to Buckman Direct Diversion Board
<input type="checkbox"/>	<input checked="" type="checkbox"/>	State Price Agreement
<input checked="" type="checkbox"/>	<input type="checkbox"/>	RFP
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Evaluation Committee Report
<input type="checkbox"/>	<input checked="" type="checkbox"/>	ITB
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Bib Tab
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Quotes (3 valid current quotes)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Cooperative Agreement
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Sole Source Request and Determination Form
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Contractors Exempt Letter
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Purchasing Officers approval for exempt procurement
<input type="checkbox"/>	<input checked="" type="checkbox"/>	BAR
<input type="checkbox"/>	<input checked="" type="checkbox"/>	FIR
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Executed Contract, Agreement or Amendment
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Current Business Registration and CRS numbers on contract or agreement
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Summary of Contracts and Agreements form
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Certificate of Insurance
<input checked="" type="checkbox"/>	<input type="checkbox"/>	All documentation presented to BDDB
<input type="checkbox"/>	<input type="checkbox"/>	Other: _____

Monique Maes Contracts Administrator 05/16/2022
Department Rep Printed Name (attesting that all information included) Title Date

Purchasing Officer (attesting that all information is reviewed) Title Date

Include all other substantive documents and records of communication that pertain to the procurement and any resulting contract.

*



Buckman Direct Diversion Board

Real Estate Summary of Contracts, Agreements, Amendments & Leases



Section to be completed by department

1. Munis Contract # 3200406

Contractor: Long, Komer, & Associates P.A

Description: **To increase compensation for FY2022 to the legal services contract # 19-0246 by \$240,000. plus tax.**

Contract Agreement Lease / Rent Amendment

Term Start Date: 07/01/2022 Term End Date: 06/30/2023

Approved by BDDDB or Approved by BDD Date: 06/02/2022
Facilities Manager

Contract / Lease:

Amendment # 5 to the Original Contract / Lease # 19-0246

Increase/(Decrease) Amount \$ 240,000.00 plus tax \$20,256.00

Extend Termination Date to: 2023

Approved by BDDDB or Approved by BDD Date: 06/06/2022
Facilities Manager

Amendment is for:

2. **HISTORY** of Contract, Amendments & Lease / Rent - Please Elaborate (option: attach spreadsheet if multiple amendments)

- Contract 19-0246, 3/07/19 first year of term \$265,000.00
- Amendment No. 1, 6/04/20 \$249,000. and extend term to 6/30/2021
- Amendment No. 2, 1/07/21 \$20,000. end term 6/30/20
- Amendment No. 3, 6/03/21 \$15,000. FY2021
- Amendment No. 4 7/1/21 \$249,000. end term 6/30/2022
- Amendment No. 5 7/1/22 \$240,000.00 end term 6/30/22

3. Procurement History: RFP # 19/22/P

Purchasing Officer Review: _____ Date: _____

Comment & Exceptions: _____

4. Funding Source: BDD Operating Org / Object: 800801.510200

Budget Officer Approval: _____ Date: _____

Comment & Exceptions: _____

Staff Contact who completed this form: Monique Maes Phone # 505-955-4508

Email: mhmaes@santafenm.gov

To be recorded by City Clerk:

Clerk # _____

Date of Execution: _____

Memorandum



Buckman Direct Diversion

Date: May 16, 2022, 2022
To: Buckman Direct Diversion Board
From: Monique Maes, BDD Contract Administrator
Via: Rick Carpenter, BDD Facilities Manager
Antoinette Armijo-Rougemont, Accounting Supervisor
Re: Amendment 1 to the contract with Intraworks

Item and Issue

Request for approval of Amendment 1 to the contract with Intraworks

Background

On February 3 2022 the Buckman Direct Diversion Board approved a professional services agreement for a four year contract with Intraworks Inc. to upgrade and maintain an access control system. Due to supply chain issues the vendor has not fully allocated or obtained technical integrative components of this project. Therefore the amount of year one will roll over into FY 2023 budget and the terms will be extended. It is Necessary to renew and roll over the amount and terms for FY 2023 and enter year two of contract to continue with the warranty and maintenance of this contract. The amount of this project is an amount not to exceed \$150,790.10 plus applicable tax

Recommended Action

Please approve Amendment 1 to the Professional Service Agreement in an amount of \$150,790.10 budget is available in the FY23 operating budget.

BDD Chair Carol Romero-Wirth



Buckman Direct Diversion 341 Caja del Rio Santa Fe, NM 87506



**BUCKMAN DIRECT DIVERSION BOARD
AMENDMENT No. 1 TO
PROFESSIONAL SERVICES AGREEMENT
WITH INTRAWORKS INC.
#22-0059**

THIS AMENDMENT No. 1 (the "Amendment") to the Professional Services Agreement, dated February 8, 2022, (the "Agreement"), is made between the Buckman Direct Diversion Board ("BDDDB") and IntraWorks, Inc. ("Contractor"). The effective date of this Amendment shall be the date it is executed by the BDDDB.

RECITALS

A. Under the terms of the Agreement, Contractor has agreed to provide materials, hardware, software, installation and implementation of a functional Access Control System.

B. 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 Board and the Contractor agree as follows:

1. TERM AND EFFECTIVE DATE.

Article 5, of the Agreement, is amended to extend the term to terminate on June 30, 2023.

2. 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 Professional Services Agreement as of the dates set forth below.

BUCKMAN DIRECT DIVERSION BOARD

By: _____
BDDDB Chair Carol Romero-Wirth

Date: _____

APPROVED AS TO FORM

Nancy R. Long
Nancy R. Long, BDDDB Counsel

APPROVED

City Finance Director

ATTEST

City Clerk

File Date: _____

**CONTRACTOR:
IntraWorks Inc.**

Signature: _____

Printed Name: _____

Title: _____

Date: _____

NM Taxation & Revenue

CRS# _____

City of Santa Fe Business

Registration# _____



CITY OF SANTA FE PROCUREMENT CHECKLIST

Contractor Name: INTRAWORKS

Procurement Title: ACCESS CONTROL SYSTEM

Procurement Method: State Price Agreement Cooperative Sole Source Other RFP _____

Exempt Request For Proposal (RFP) Invitation To Bid (ITB) Contract under 60K Contract over 60K

Department Requesting Buckman Direct Diversion Staff Name Monique Maes

Procurement Requirements:

A procurement file shall be maintained for all contracts, regardless of the method of procurement. The procurement file shall contain the basis on which the award is made, all submitted bids, all evaluation materials, score sheets, quotations and all other documentation related to or prepared in conjunction with evaluation, negotiation, and the award process. The procurement shall contain a written determination from the Requesting Department, signed by the purchasing officer, setting forth the reasoning for the contract award decision before submitting to the Committees. .

REQUIRED DOCUMENTS FOR APPROVAL BY PURCHASING*

YES	N/A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Approved Procurement Checklist (by Purchasing)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Memo addressed to BDDDB Buckman Direct Diversion Board
<input type="checkbox"/>	<input checked="" type="checkbox"/>	State Price Agreement
<input type="checkbox"/>	<input checked="" type="checkbox"/>	RFP
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Evaluation Committee Report
<input checked="" type="checkbox"/>	<input type="checkbox"/>	ITB
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Bib Tab
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Quotes (3 valid current quotes)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Cooperative Agreement
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Sole Source Request and Determination Form
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Contractors Exempt Letter
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Purchasing Officers approval for exempt procurement
<input type="checkbox"/>	<input checked="" type="checkbox"/>	BAR
<input type="checkbox"/>	<input checked="" type="checkbox"/>	FIR
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Executed Contracts, Agreement or Amendment
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Current Business Registration and CRS numbers on contract or agreement
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Summary of Contracts and Agreements form
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Certificate of Insurance
<input checked="" type="checkbox"/>	<input type="checkbox"/>	All documentation presented to BDDDB
<input type="checkbox"/>	<input type="checkbox"/>	Other: _____

Monique Maes Contracts Administrator 05/24/2022
 Department Rep Printed Name (attesting that all information included) Title Date

 Purchasing Officer (attesting that all information is reviewed) Title Date

Include all other substantive documents and records of communication that pertain to the procurement and any resulting contract.

*



Buckman Direct Diversion Board

Real Estate Summary of Contracts, Agreements, Amendments & Leases



Section to be completed by department

1. Munis Contract # 3203188

Contractor: INTRAWORKS INC

Description: _____

Contract Agreement Lease / Rent Amendment

Term Start Date: 07/01/2022 Term End Date: 06/30/2023

Approved by BDDDB or Approved by BDD Date: 07/01/2023
Facilities Manager

Contract / Lease:

Amendment # 1 to the Original Contract / Lease # 22-0059

Increase/(Decrease) Amount \$ _____

Extend Termination Date to: JUNE 30, 2023

Approved by BDDDB or Approved by BDD Date: 06/02/2022
Facilities Manager

Amendment is for:

2. HISTORY of Contract, Amendments & Lease / Rent - Please Elaborate (option: attach spreadsheet if multiple amendments)
22-0059 in the amount of \$136,990.10 plus tax end term date 6/30/2022
extend end term date of 6/30/2023

3. Procurement History: _____

Purchasing Officer Review: _____ Date: _____

Comment & Exceptions: _____

4. Funding Source: _____ Org / Object: 8000825.570550

Budget Officer Approval: _____ Date: _____

Comment & Exceptions: _____

Staff Contact who completed this form: Monique Maes Phone # 505-955-4508

Email: mmmaes@santafenm.gov

To be recorded by City Clerk:

Clerk # _____

Date of Execution: _____



City of Santa Fe, New Mexico

Memorandum



DATE: May 16, 2022

TO: Buckman Direct Diversion Board

VIA: Regina Wheeler, Public Works Department Director *RW*
RW (May 19, 2022 16:58 MDT)

FROM: Caryn Grosse, Facilities Project Administrator Sr. *cg*

ACTION

Approval of Amendment #1 to United States Forest Service Permit ESP104603 for solar arrays at Buckman Direct Diversion Booster Station 1A and Raw Water Lift Station to add archeological assessment and oversight; (Caryn Grosse, Project Administrator Senior, clgrosse@santafenm.gov, 505-955-5938)

BACKGROUND AND SUMMARY:

As part of a City wide renewable energy and water conservation project that is currently underway, a total of approximately 1 megawatt of solar will be installed at BDD Booster Station #1A and BDD Lift Station.

In June 2020, the Special Use Permit (SUP) applications for BDD Lift Station and BS1A array locations were submitted to U.S. Forest Service for (Exhibit A). In April 2021, with USFS' direction, a change was made to the permit application for the Booster Station 1A array to avoid crossing an archeological area. In October 2021, US Forest Service completed their review, and provided a decision letter and Special Use Permit which combined the two applications for BDD Booster Station 1A and BDD Raw Water Lift Station into a single Special Use Permit, ESP104603 (Exhibit B). The BDD Board approved the permit at the November 4, 2021, meeting. The executed permit was submitted to USFS on November 29, 2021.

The contractor began clearing work for the BDD arrays on February 22, 2022. Unfortunately, the contractor accessed the site at the wrong access point which contained the archeological area. USFS sent Notice of Noncompliance and a Cost Recovery Bill via email on March 23, 2022, (Exhibit C). USFS also sent Amendment #1 to ESP104603 (Exhibit D) with additional requirements for archeological assessment and monitoring of the project.

The contractor paid the Cost Recovery Bill on April 18, 2022 (Exhibit E) and will reimburse the City of Santa Fe for the archeological damage assessment and monitoring work. The City of Santa Fe has contracted with Tierra Right of Way (Tierra ROW) for the damage assessment and monitoring (Exhibit F). The damage assessment is scheduled to begin the week of May 23, 2022. The BDDDB will not be responsible for any cost on the expenses related to this matter.

The archaeological assessment is estimated to complete in a week and the installation of BDD solar arrays expected to begin by July 1, 2022 and take 18 to 20 weeks to complete for both sites.

EXHIBITS:

- A: BDD BS1A app and BDD RWLS app
- B: SUP #ESP104603
- C: Notice of Non Compliance_Buckman Solar Array_SIGNED and 2022 Processing Fee Determ_BDDDB Solar
- D: BDDDB_Solar Array_ESP104603_Amendment 1
- E: Booster station 1A Solar Array – Clearing Activity Pay gov Payment Confirmation FS Bill Payments – PES
- F: Tierra ROW_BDD BS1A_SOW_Damage Assessment and Tierra ROW_BDD BS1A_SOW_Monitoring

STANDARD FORM 299
APPLICATION FOR TRANSPORTATION, UTILITY SYSTEMS, TELECOMMUNICATIONS AND FACILITIES
ON FEDERAL LANDS AND PROPERTY

FORM APPROVED
 OMB Control Number: 0596-0249
 Expiration Date: 02/28/2023

FOR AGENCY USE ONLY

Application Number

Date Filed

NOTE: Before completing and filing the application for an authorization (easement, right-of-way, lease, license or permit), the applicant should completely review this package, including instructions, and schedule a pre-application meeting with representatives of the agency responsible for processing the application. Each agency may have specific and unique requirements to be met in preparing and processing the application. Many times, with the help of the agency representative, the application can be completed at the pre-application meeting.

1. Name and address of applicant
BUCKMAN DIRECT DIVERSION BOARD
341 Caja Del Rio Rd.
Santa Fe, New Mexico 87506

2. Name and address of authorized agent if different from item 1
JoAnne Vigil Coppler, BDD Board Chairperson

3. Applicant telephone number and email:

(505) 955-4512

Authorized agent telephone number and email:

(505) 955-6811

jvcoppler@santafenm.gov

4. As applicant are you? (check one)

- a. Individual
- b. Corporation*
- c. Partnership/Association*
- d. State Government/State Agency
- e. Local Government
- f. Federal Agency

* If checked, complete supplemental page

5. Specify what application is for: (check one)

- a. New authorization
- b. Renewing existing authorization number
- c. Amend existing authorization number
- d. Assign existing authorization number
- e. Existing use for which no authorization has been received *
- f. Other*

* If checked, provide details under item 7

6. If an individual, or partnership, are you a citizen(s) of the United States? Yes No

7. Project description (describe in detail): (a) Type of use or occupancy, (e.g., canal, pipeline, road, telecommunications); (b) related structures and facilities; (c) physical specifications (Length, width, grading, etc.); (d) term of days/years needed; (e) time of year of use or operation; (f) Volume or amount of product to be transported; (g) duration and timing of construction; and (h) temporary work areas needed for activity/construction (Attach additional sheets, if additional space is needed.)

BDD Booster 1A
See attached.

8. Attach a map covering area and show location of project proposal.

9. State or Local government approval: Attached Applied for Not Required

10. Nonrefundable application fee: Attached Not required To be determined by agency

11. Does project cross international boundary or affect international waterways? Yes No (if "yes," indicate on map)

12. Give statement of your technical and financial capability to construct, operate, maintain, and terminate system for which authorization is being requested.

See attached.

13a. Describe other alternative locations considered.

See attached.

b. Why were these alternatives not selected?

See attached.

c. Give explanation as to why it is necessary to use or occupy Federal assets (lands or buildings).

See attached.

14. List authorizations and pending applications filed for similar projects which may provide information to the authorizing agency. (Specify number, date, code, or name)

See attached.

15. Provide statement of need for project, including the economic feasibility and items such as: (a) cost of proposal (construction, operation, and maintenance); (b) estimated cost of next best alternative; and (c) expected public benefits.

See attached.

16. Describe probable effects on the population in the area, including the social and economic aspects, and the rural lifestyles.

See attached.

17. Describe likely environmental effects that the proposed project will have on: (a) air quality; (b) visual impact; (c) surface and ground water quality and quantity; (d) the control or structural change on any stream or other body of water; (e) existing noise levels; and (f) the surface of the land, including vegetation, permafrost, soil, and soil stability; and, (g) historic or archaeological resources or properties.

See attached.

18. Describe the probable effects that the proposed project will have on (a) populations of fish, plant life, wildlife, and marine life, including threatened and endangered species; and (b) marine mammals, including hunting, capturing, collecting, or killing these animals.

See attached.

19. State whether any hazardous material, as defined in this paragraph, would be used, produced, transported or stored on or in a federal building or federal lands or would be used in connection with the proposed use or occupancy. "Hazardous material" shall mean (a) any hazardous substance under section 101(14) of the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), 42 U.S.C. § 9601(14); (b) any pollutant or contaminant under section 101(33) of CERCLA, 42 U.S.C. § 9601(33); (c) any petroleum product or its derivative, including fuel oil, and waste oils; and (d) any hazardous substance, extremely hazardous substance, toxic substance, hazardous waste, ignitable, reactive or corrosive materials, pollutant, contaminant, element, compound, mixture, solution or substance that may pose a present or potential hazard to human health or the environment under any applicable environmental laws. The holder shall not store any hazardous materials at the site without prior written approval from the authorized officer. This approval shall not be unreasonably withheld. If the authorized officer provides approval, this permit shall include (or in the case of approval provided after this permit is issued, shall be amended to include) specific terms addressing the storage of hazardous materials, including the specific type of materials to be stored, the volume, the type of storage, and a spill plan. Such terms shall be proposed by the holder and are subject to approval by the authorized officer.

See attached.

20. Name all the Federal Department(s)/Agency(ies) where this application is being filed.

U.S. Forest Service, Santa Fe National Forest, 11 Forest Lane, Santa Fe, NM 87508

I HEREBY CERTIFY, That I am of legal age and authorized to do business in the State and that I have personally examined the information contained in the application and believe that the information submitted is correct to the best of my knowledge.

Signature of Applicant

James Vign Copple

Date

6/15/2020

Title 18, U.S.C. Section 1001, makes it a crime for any person knowingly and willfully to make to any department or agency of the United States any false, fictitious, or fraudulent statements or representations as to any matter within its jurisdiction.

Table of Contents

1. Name and Address of Applicant	3
2. Name, Title, and Address of Authorized Agent	3
3. Telephone Number of Applicant.....	3
4. Organizational Status of Applicant	3
5. Purpose of Application.....	3
6. Citizenship of the Applicant	3
7. Project Description.....	3
Type of System or Facility	3
Related Structures and Facilities.....	4
Physical Specifications	4
Terms of years Needed	4
Time of year of Use or Operation	4
Temporary Work Areas Needed for Construction	4
8. Project Map.....	4
9. State or Local Government Approvals	4
10. Application Fee	4
11. International Boundaries and Waterways.....	4
12. Technical and Financial Capability	4
13. Reasonable Alternative Routes and Modes Considered	5
14. Authorizations and Pending Applications for Similar Projects	5
15. Statement of Need for the Project, Including Economic Feasibility	5
(a) Cost of Proposal	5
(b) Cost of Next Best Alternative.....	5
(c) Expected Public Benefits.....	5
16. Probable Effects on the Population in the Area, Including the Social and Economic Aspects, and the Rural Lifestyles.....	5
17. Environmental Effects to Air, Visual, Water, Noise and Land Resources	6
(a) Air Quality	6
(b) Visual Impact.....	6
(c) Surface and Ground Water Quality and Quantity	6
(d) Control or Structural Change on Any Stream or Other Body of Water	6

Standard Form 299
Application for Transportation and Utility Systems and Facilities on Federal Lands
BDD Booster 1A Solar PV System

(e) Existing Noise Levels 6

(f) Surface of the Land, Including Vegetation, Permafrost, Soil, and Soil Stability..... 6

18. Environmental Effects to Marine and Wildlife Resources 7

(a) Populations of fish, plant life, wildlife, and marine life, including threatened and endangered species7

(b) Marine mammals, including hunting, capturing, collecting, or killing these animals. 7

19. Hazardous Materials 7

20. Agencies Where This Application is Being Filed..... 7

1. Name and Address of Applicant

Buckman Direct Division Board
341 Caja Del Rio Rd
Santa Fe, NM 87506
(505) 955-4512

2. Name, Title, and Address of Authorized Agent

JoAnne Vigil Coppler, BDD Board Chairperson
(505) 955-6811
jvcoppler@santafenm.gov

3. Telephone Number of Applicant

See above.

4. Organizational Status of Applicant

Local Government

5. Purpose of Application

New Authorization

6. Citizenship of the Applicant

N/A

7. Project Description

The Buckman Direct Diversion Board (BDD) intends to construct a ground-mounted solar photovoltaic (PV) system at the BDD Booster Station 1A located west of Santa Fe along the Old Buckman Rd./County Rd. 77 on USFS land within the Santa Fe National Forest, Espanola Ranger District. The net metered solar PV system will reduce the electric utility expenses for the booster station and help meet the BDD's sustainability goals. To accommodate the additional area required for the solar PV system, directly south of and adjacent to the booster station fenced area, the BDD requests a new Special Use Permit.

Type of System or Facility

Solar PV system.

Standard Form 299
Application for Transportation and Utility Systems and Facilities on Federal Lands
BDD Booster 1A Solar PV System

Related Structures and Facilities

Security fence and buried electric lines.

Physical Specifications

The ground-mounted net metered solar PV system will have a capacity of 687.50 kW AC capacity. See attached site plan and system component technical documents. The area required to develop the solar PV system is 96,116 square feet, which will be enclosed in a security fence. The solar PV system will be connected to the existing BDD facility through 190' long buried conduit.

Terms of years Needed

The BDD requests that the new authorization match the term of the existing Special Use Permit for the BDD Booster 1A.

Time of year of Use or Operation

The solar PV system will operate year-round.

Temporary Work Areas Needed for Construction

Construction activities will occur within the new fenced enclosure for the solar PV system and within the corridor of the buries electrical line. The fenced enclosure will be accessed through a gate directly from the Old Buckman Rd./County Rd. 77.

8. Project Map

See attached project site plan.

9. State or Local Government Approvals

Applications for all required state and local permits will be submitted during, or after, the U.S. forest Service's review and approval process, as appropriate.

10. Application Fee

To be determined by agency.

11. International Boundaries and Waterways

The Project does not cross an international boundary or waterway.

12. Technical and Financial Capability

As public entities, the BDD and its fiscal agent, the City of Santa Fe, have the financial capability and technical expertise to plan, develop, operate, maintain, and terminate the infrastructure systems

described in this SF-299 application and do not anticipate any funding problems completing these projects. The BDD and the City of Santa Fe routinely manage much larger, more complex projects.

13. Reasonable Alternative Routes and Modes Considered

The proposed net metered solar PV system site was chosen based on the close proximity to the booster station electric meter, good site access from the road, and because the site is relatively flat and not traversed by any significant drainages. Alternatives to the planned project were not considered because they would not meet the project objectives.

14. Authorizations and Pending Applications for Similar Projects

At this time, two applications will be submitted to the agency for proposed solar PV systems at the BDD Lift Station and the BDD Booster Station 1A (this application).

15. Statement of Need for the Project, Including Economic Feasibility

(a) Cost of Proposal

The estimated construction cost for the solar PV system is \$1,722,074.

(b) Cost of Next Best Alternative

No alternatives were considered at this site.

(c) Expected Public Benefits

In the first year after completion, the solar PV system will save approximately \$219,997 in electric utility costs.

16. Probable Effects on the Population in the Area, Including the Social and Economic Aspects, and the Rural Lifestyles

During construction, there may be a temporary increase in employment opportunities for local residents, as well as local economic benefits resulting from a temporary increase in the population due to the temporary relocation of construction personnel to the proposed action area. The proposed action is not anticipated to have any permanent impacts to the local population because the proposed action will not require on-site personnel and will be maintained by existing personnel.

17. Environmental Effects to Air, Visual, Water, Noise and Land Resources

(a) Air Quality

During construction, the surface soil disturbance will be limited to driving metal piers for the solar system racking, trenching for electric lines, and vehicles driving across the site. Air Quality impacts from the project are not anticipated off-site. After construction, the site will be reseeded with native grass to limit erosion.

(b) Visual Impact

The solar system at Booster station 1A will be constructed south of the booster station, which is visible from the Old Buckman Rd/County Rd. 77. View of the solar system and security fence from the road will be partially obscured by existing piñon and juniper trees. A solar system and security fence at this site will be visually congruent with the booster station and other utility infrastructure in the area. Neither the booster station nor the planned solar PV system will be visible from the White Rock Overlook Park.

(c) Surface and Ground Water Quality and Quantity

Construction and operation of the planned project is not anticipated to adversely impact water quality at the project site nor in the surrounding area. The solar PV system's racking system will consist of metal piers driven into the soil, and the only on-site excavation will be trenching to install the buried electric line. In accordance with the project's Stormwater Pollution Prevention Plan (SWPPP), best management practices (BMPs) will be implemented to limit soil erosion. These BMPs will serve to limit soil disturbances and ensure that disturbed areas are revegetated post-construction.

(d) Control or Structural Change on Any Stream or Other Body of Water

This planned project will not impact any body of water and will not involve any modifications to channels or streamflow.

(e) Existing Noise Levels

During construction, the project will involve use of vehicles and construction equipment. Noise during construction is not expected to be louder than vehicle noise on the adjacent Old Buckman Rd./County Rd. 77. Once completed, the operating solar system will not emit any audible noise.

(f) Surface of the Land, Including Vegetation, Permafrost, Soil, and Soil Stability

Construction and operation of the planned project is not anticipated to adversely impact air quality at the project site nor in the surrounding area. The solar PV system's racking system will consist of metal piers driven into the soil, and the only on-site excavation will be trenching to install the buried electric lines. In accordance with the project's Stormwater Pollution Prevention Plan (SWPPP), best management practices (BMPs) will be implemented to limit soil erosion. These BMPs will serve to limit soil disturbances and ensure that disturbed areas are revegetated post-construction.

18. Environmental Effects to Marine and Wildlife Resources

- (a) Populations of fish, plant life, wildlife, and marine life, including threatened and endangered species

Wildlife resources in the project area have been documented. The agency will evaluate whether the planned project will occur in any known protected species habitat areas. All aspects (construction, operation and maintenance) of the planned project will comply with applicable regulations, and with standard protocols and procedures.

- (b) Marine mammals, including hunting, capturing, collecting, or killing these animals.

The proposed action is not within any areas of marine habitat; therefore, no marine mammals will be impacted.

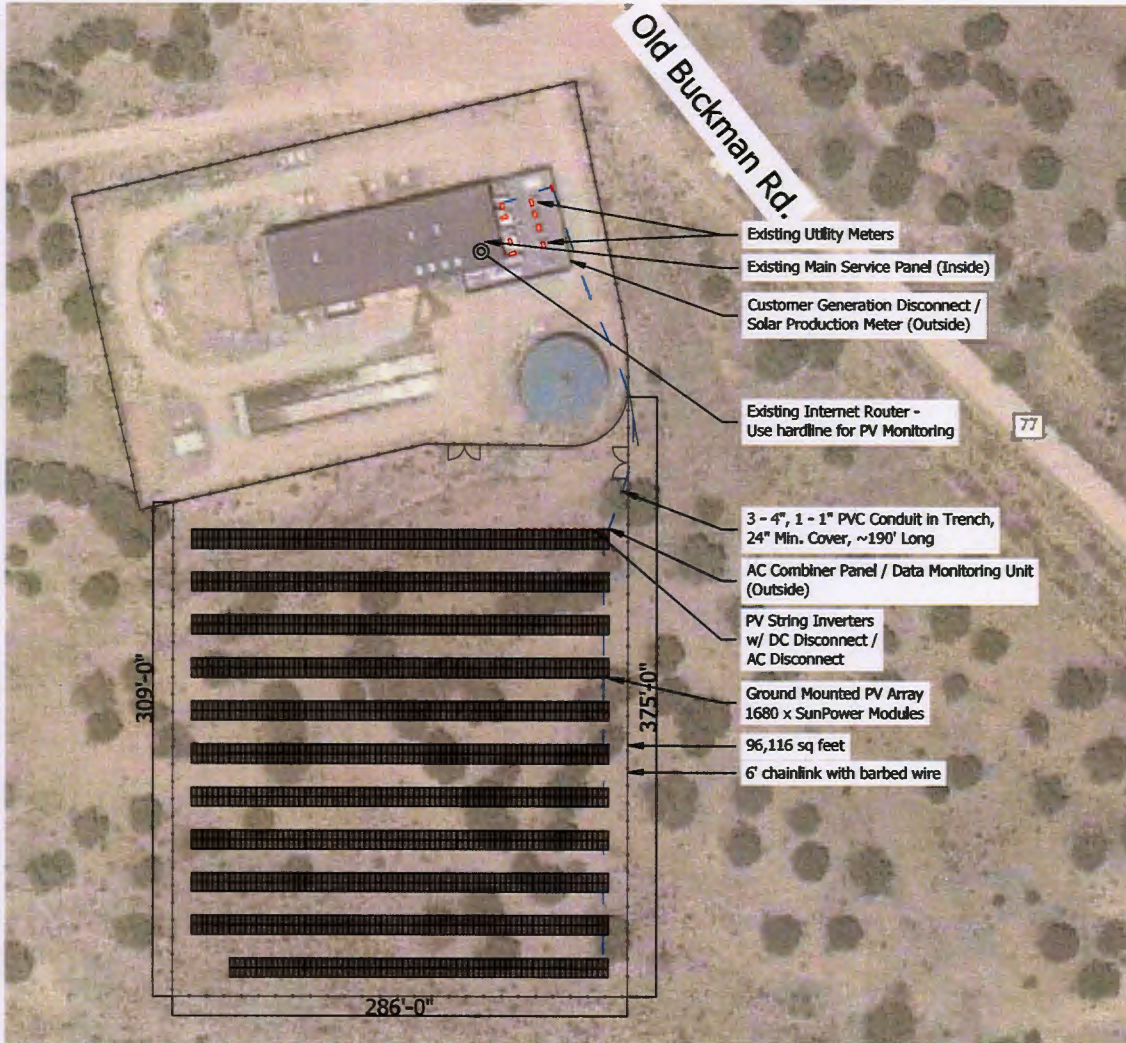
19. Hazardous Materials

Hazardous materials used during construction of the planned project will be limited to fuel for construction equipment and vehicles, lubricants for tools, and similar substances. No storage or use of large quantities of any of these materials will be required within the proposed action area at any time. Due to the limited volume of these materials that will be required for construction, the potential risk of impact to soil and water resources or wildlife is very limited. All applicable standard operating procedures regarding the construction and installation of structures will be followed.

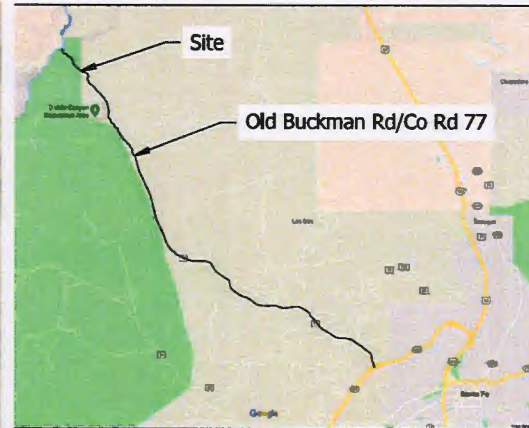
20. Agencies Where This Application is Being Filed

U.S. Department of Agriculture, Forest Service
Santa Fe National Forest
Jonathan Hayden, JD
11 Forest Lane
Santa Fe, NM 87508
505-438-5385
Jonathan.hayden@usda.gov

1 Site Plan
1" = 75'



2 Vicinity Map
Scale: CUSTOM



3209 Richards Lane
Santa Fe, NM 87507
(505) 424-1112
NM Electrical Contractor's
License #82573

Job 4232

Booster Station 1A

Utility-Interactive Photovoltaic System
System Size = 739.2 kWdc
Buckman Road
Santa Fe NM 87501

DESIGN SUMMARY

Number of Modules	1,680
Module Tilt Angle	30°
Module Azimuth	180°
Average Annual Shading	2.00%
Year 1 Production Estimate	1432902 kWh

DESIGN APPROVAL

I approve of this design showing all equipment and locations, and estimated production. Any change to this design may result in delays and additional costs.

Signature:

Date:

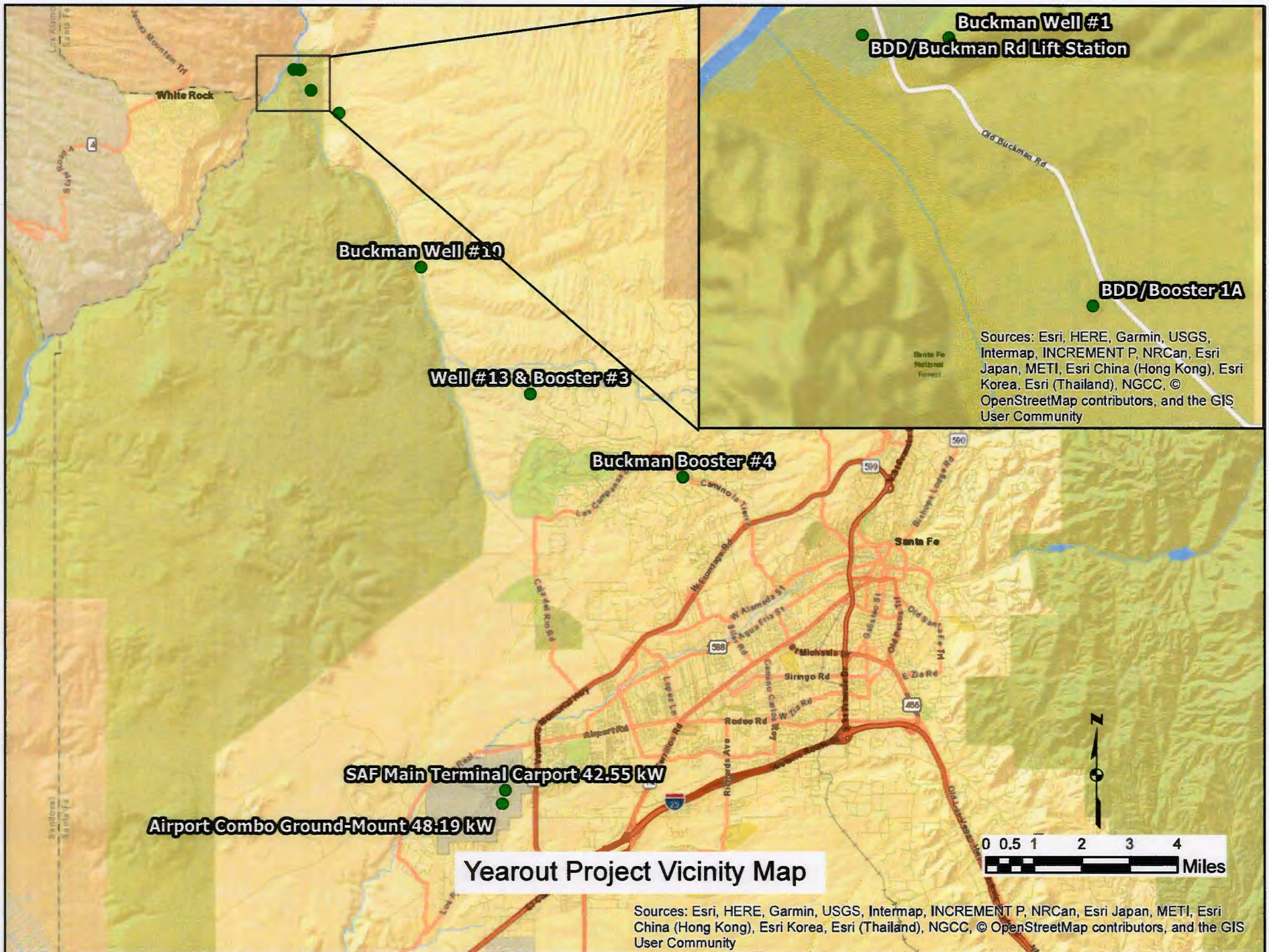
DESIGNER:
David Dashiells

REV	DESCRIPTION	DATE
0	Initial Release	5/20/20

**SITE PLAN
PV100**

- 1 Special Access Instructions: NO ACCESS ISSUES
- 2 Exact location of equipment and conduit is subject to minor variations during installation.
- 3 Estimated annual energy production is based on existing site conditions and this array layout. Annual variations in weather and module degradation will affect production.
- 4 Maximum PV Array Height: ~9'-0" A.F.G

Inverters AC Capacity: 11 x 62500 W = 687.50 kWac
Array STC Watts: 1680 x 440 W = 739.20 kWdc
Combined Fault Current: 4840 Apk, 803 Arms; 26 ms



STANDARD FORM 299
APPLICATION FOR TRANSPORTATION, UTILITY SYSTEMS, TELECOMMUNICATIONS AND FACILITIES
ON FEDERAL LANDS AND PROPERTY

FORM APPROVED
 OMB Control Number: 0596-0249
 Expiration Date: 02/28/2023

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Date Filed

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BUCKMAN DIRECT DIVERSION BOARD
 341 Caja Del Rio Rd.
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JoAnne Vigil Coppler, BDD Board Chairperson

3. Applicant telephone number and email:
(505) 955-4512

Authorized agent telephone number and email:
(505) 955-6811
jvcoppler@santafenm.gov

4. As applicant are you? (check one)

- a. Individual
- b. Corporation*
- c. Partnership/Association*
- d. State Government/State Agency
- e. Local Government
- f. Federal Agency

* If checked, complete supplemental page

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- a. New authorization
- b. Renewing existing authorization number
- c. Amend existing authorization number
- d. Assign existing authorization number
- e. Existing use for which no authorization has been received *
- f. Other*

* If checked, provide details under item 7

6. If an individual, or partnership, are you a citizen(s) of the United States? Yes No

7. Project description (describe in detail): (a) Type of use or occupancy, (e.g., canal, pipeline, road, telecommunications); (b) related structures and facilities; (c) physical specifications (Length, width, grading, etc.); (d) term of days/years needed; (e) time of year of use or operation; (f) Volume or amount of product to be transported; (g) duration and timing of construction; and (h) temporary work areas needed for activity/construction (Attach additional sheets, if additional space is needed.)

BDD Lift Station
See attached.

8. Attach a map covering area and show location of project proposal.

9. State or Local government approval: Attached Applied for Not Required

10. Nonrefundable application fee: Attached Not required To be determined by agency

11. Does project cross international boundary or affect international waterways? Yes No (if "yes," indicate on map)

12. Give statement of your technical and financial capability to construct, operate, maintain, and terminate system for which authorization is being requested.

See attached.

13a. Describe other alternative locations considered.

See attached.

b. Why were these alternatives not selected?

See attached.

c. Give explanation as to why it is necessary to use or occupy Federal assets (lands or buildings).

See attached.

14. List authorizations and pending applications filed for similar projects which may provide information to the authorizing agency. (Specify number, date, code, or name)

See attached.

15. Provide statement of need for project, including the economic feasibility and items such as: (a) cost of proposal (construction, operation, and maintenance); (b) estimated cost of next best alternative; and (c) expected public benefits.

See attached.

16. Describe probable effects on the population in the area, including the social and economic aspects, and the rural lifestyles.

See attached.

17. Describe likely environmental effects that the proposed project will have on: (a) air quality; (b) visual impact; (c) surface and ground water quality and quantity; (d) the control or structural change on any stream or other body of water; (e) existing noise levels; and (f) the surface of the land, including vegetation, permafrost, soil, and soil stability; and, (g) historic or archaeological resources or properties.

See attached.

18. Describe the probable effects that the proposed project will have on (a) populations of fish, plant life, wildlife, and marine life, including threatened and endangered species; and (b) marine mammals, including hunting, capturing, collecting, or killing these animals.

See attached.

19. State whether any hazardous material, as defined in this paragraph, would be used, produced, transported or stored on or in a federal building or federal lands or would be used in connection with the proposed use or occupancy. "Hazardous material" shall mean (a) any hazardous substance under section 101(14) of the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), 42 U.S.C. § 9601(14); (b) any pollutant or contaminant under section 101(33) of CERCLA, 42 U.S.C. § 9601(33); (c) any petroleum product or its derivative, including fuel oil, and waste oils; and (d) any hazardous substance, extremely hazardous substance, toxic substance, hazardous waste, ignitable, reactive or corrosive materials, pollutant, contaminant, element, compound, mixture, solution or substance that may pose a present or potential hazard to human health or the environment under any applicable environmental laws. The holder shall not store any hazardous materials at the site without prior written approval from the authorized officer. This approval shall not be unreasonably withheld. If the authorized officer provides approval, this permit shall include (or in the case of approval provided after this permit is issued, shall be amended to include) specific terms addressing the storage of hazardous materials, including the specific type of materials to be stored, the volume, the type of storage, and a spill plan. Such terms shall be proposed by the holder and are subject to approval by the authorized officer.

See attached.

20. Name all the Federal Department(s)/Agency(ies) where this application is being filed.

U.S. Forest Service, Santa Fe National Forest, 11 Forest Lane, Santa Fe, NM 87508

I HEREBY CERTIFY, That I am of legal age and authorized to do business in the State and that I have personally examined the information contained in the application and believe that the information submitted is correct to the best of my knowledge.

Signature of Applicant

James Van Copple

Date

6/15/2020

Title 18, U.S.C. Section 1001, makes it a crime for any person knowingly and willfully to make to any department or agency of the United States any false, fictitious, or fraudulent statements or representations as to any matter within its jurisdiction.

Table of Contents

1.	Name and Address of Applicant	3
2.	Name, Title, and Address of Authorized Agent	3
3.	Telephone Number of Applicant.....	3
4.	Organizational Status of Applicant	3
5.	Purpose of Application.....	3
6.	Citizenship of the Applicant	3
7.	Project Description.....	3
	Type of System or Facility	3
	Related Structures and Facilities.....	4
	Physical Specifications	4
	Terms of years Needed	4
	Time of year of Use or Operation	4
	Temporary Work Areas Needed for Construction	4
8.	Project Map.....	4
9.	State or Local Government Approvals	4
10.	Application Fee	4
11.	International Boundaries and Waterways	4
12.	Technical and Financial Capability	4
13.	Reasonable Alternative Routes and Modes Considered	5
14.	Authorizations and Pending Applications for Similar Projects	5
15.	Statement of Need for the Project, Including Economic Feasibility	5
	(a) Cost of Proposal	5
	(b) Cost of Next Best Alternative	5
	(c) Expected Public Benefits.....	5
16.	Probable Effects on the Population in the Area, Including the Social and Economic Aspects, and the Rural Lifestyles.....	5
17.	Environmental Effects to Air, Visual, Water, Noise and Land Resources	6
	(a) Air Quality	6
	(b) Visual Impact.....	6
	(c) Surface and Ground Water Quality and Quantity	6
	(d) Control or Structural Change on Any Stream or Other Body of Water	6

Standard Form 299
Application for Transportation and Utility Systems and Facilities on Federal Lands
BDD Lift Station Solar PV System

(e) Existing Noise Levels 6

(f) Surface of the Land, Including Vegetation, Permafrost, Soil, and Soil Stability..... 6

18. Environmental Effects to Marine and Wildlife Resources 7

(a) Populations of fish, plant life, wildlife, and marine life, including threatened and endangered species7

(b) Marine mammals, including hunting, capturing, collecting, or killing these animals. 7

19. Hazardous Materials 7

20. Agencies Where This Application is Being Filed..... 7

1. Name and Address of Applicant

Buckman Direct Division Board
341 Caja Del Rio Rd
Santa Fe, NM 87506
(505) 955-4512

2. Name, Title, and Address of Authorized Agent

JoAnne Vigil Coppler, BDD Board Chairperson
(505) 955-6811
jvcoppler@santafenm.gov

3. Telephone Number of Applicant

See above.

4. Organizational Status of Applicant

Local Government

5. Purpose of Application

New Authorization

6. Citizenship of the Applicant

N/A

7. Project Description

The Buckman Direct Diversion Board (BDD) intends to construct a ground-mounted solar photovoltaic (PV) system at the BDD Lift Station located west of Santa Fe along the Old Buckman Rd./County Rd. 77 on USFS land within the Santa Fe National Forest, Espanola Ranger District. The net metered solar PV system will reduce the electric utility expenses for the lift station and help meet the BDD's sustainability goals. To accommodate the additional area required for the solar PV system, directly south of and adjacent to the lift station fenced area, the BDD requests a new Special Use Permit.

Type of System or Facility

Solar PV system.

Standard Form 299
Application for Transportation and Utility Systems and Facilities on Federal Lands
BDD Lift Station Solar PV System

Related Structures and Facilities

Security fence and buried electric lines.

Physical Specifications

The ground-mounted net metered solar PV system will have a capacity of 250 kW AC (see attached site plan and system component technical documents). The area required to develop the solar PV system is 35,428 square feet, which will be enclosed in a security fence. The solar PV system will be connected to the existing BDD facility through 165' long buried electrical conduit.

Terms of years Needed

The BDD requests that the new authorization match the term of the existing Special Use Permit for the lift station.

Time of year of Use or Operation

The solar PV system will operate year-round.

Temporary Work Areas Needed for Construction

Construction activities will occur within the new fenced enclosure for the solar PV system and in the corridor of the buried electrical line. The fenced enclosure will be accessed through a gate directly from the Old Buckman Rd./County Rd. 77.

8. Project Map

See attached project site plan.

9. State or Local Government Approvals

Applications for all required state and local permits will be submitted during, or after, the U.S. forest Service's review and approval process, as appropriate.

10. Application Fee

To be determined by agency.

11. International Boundaries and Waterways

The Project does not cross an international boundary or waterway.

12. Technical and Financial Capability

As public entities, the BDD and its fiscal agent, the City of Santa Fe, have the financial capability and technical expertise to plan, develop, operate, maintain, and terminate the infrastructure systems

described in this SF-299 application and do not anticipate any funding problems that would impede completion of these projects. The BDD and the City of Santa Fe routinely manage much larger, more complex projects.

13. Reasonable Alternative Routes and Modes Considered

The proposed net metered solar PV system site was chosen based on the close proximity to the lift station electric meter, good site access from the road, and because the site is relatively flat and not traversed by any significant drainages. Alternatives to the planned project were not considered because they would not meet the project objectives.

14. Authorizations and Pending Applications for Similar Projects

At this time, two applications will be submitted to the agency for proposed solar PV systems at the BDD Lift Station (this application) and the BDD Booster Station 1A.

15. Statement of Need for the Project, Including Economic Feasibility

(a) Cost of Proposal

The estimated construction cost for the solar PV system is \$693,451.

(b) Cost of Next Best Alternative

No alternatives were considered at this site.

(c) Expected Public Benefits

In the first year after completion, the solar PV system will save approximately \$82,893 in electric utility costs.

16. Probable Effects on the Population in the Area, Including the Social and Economic Aspects, and the Rural Lifestyles

During construction, there may be a temporary increase in employment opportunities for local residents, as well as local economic benefits resulting from a temporary increase in the population due to the temporary relocation of construction personnel to the proposed action area. The proposed action is not anticipated to have any permanent impacts to the local population because the proposed action will not require on-site personnel and will be maintained by existing personnel.

17. Environmental Effects to Air, Visual, Water, Noise and Land Resources

(a) Air Quality

During construction, the surface soil disturbance will be limited to driving metal piers for the solar system racking, trenching for electric lines, and vehicles driving across the site. Air Quality impacts from the project are not anticipated off-site. After construction, the site will be reseeded with native grass to limit erosion.

(b) Visual Impact

The BDD Lift Station is visible from across the Rio Grande at the White Rock Overlook. The planned solar PV system at this site will likewise be visible from the White Rock Overlook. However, the view will be partially obscured by existing piñon and juniper trees to the west of the lift station. The addition of a solar PV system at this site will be visually congruent with the lift station and other utility infrastructure in the area.

(c) Surface and Ground Water Quality and Quantity

Construction and operation of the planned project is not anticipated to adversely impact water quality at the project site nor in the surrounding area. The solar PV system's racking system will consist of metal piers driven into the soil, and the only on-site excavation will be trenching to install the buried electric lines. In accordance with the project's Stormwater Pollution Prevention Plan (SWPPP), best management practices (BMPs) will be implemented to limit soil erosion. These BMPs will serve to limit soil disturbances and ensure that disturbed areas are revegetated post-construction.

(d) Control or Structural Change on Any Stream or Other Body of Water

The planned project will not impact any body of water and will not involve any modifications to channels or streamflow.

(e) Existing Noise Levels

During construction, the project will involve use of vehicles and construction equipment. Noise during construction is not expected to be louder than vehicle noise on the adjacent Old Buckman Rd./County Rd. 77. Once completed, the operating solar system will not emit any audible noise.

(f) Surface of the Land, Including Vegetation, Permafrost, Soil, and Soil Stability

Construction and operation of the planned project is not anticipated to adversely impact air quality at the project site nor in the surrounding area. The solar PV system's racking system will consist of metal piers driven into the soil, and the only on-site excavation will be trenching to install the buried electric lines. In accordance with the project's Stormwater Pollution Prevention Plan (SWPPP), best management practices (BMPs) will be implemented to limit soil erosion. These BMPs will serve to limit soil disturbances and ensure that disturbed areas are revegetated post-construction.

18. Environmental Effects to Marine and Wildlife Resources

- (a) Populations of fish, plant life, wildlife, and marine life, including threatened and endangered species

Wildlife resources in the project area have been documented. The agency will evaluate whether the planned project will occur in any known protected species habitat areas. All aspects (construction, operation and maintenance) of the planned project will comply with applicable regulations, and with standard protocols and procedures.

- (b) Marine mammals, including hunting, capturing, collecting, or killing these animals.

The proposed action is not within any areas of marine habitat; therefore, no marine mammals will be impacted.

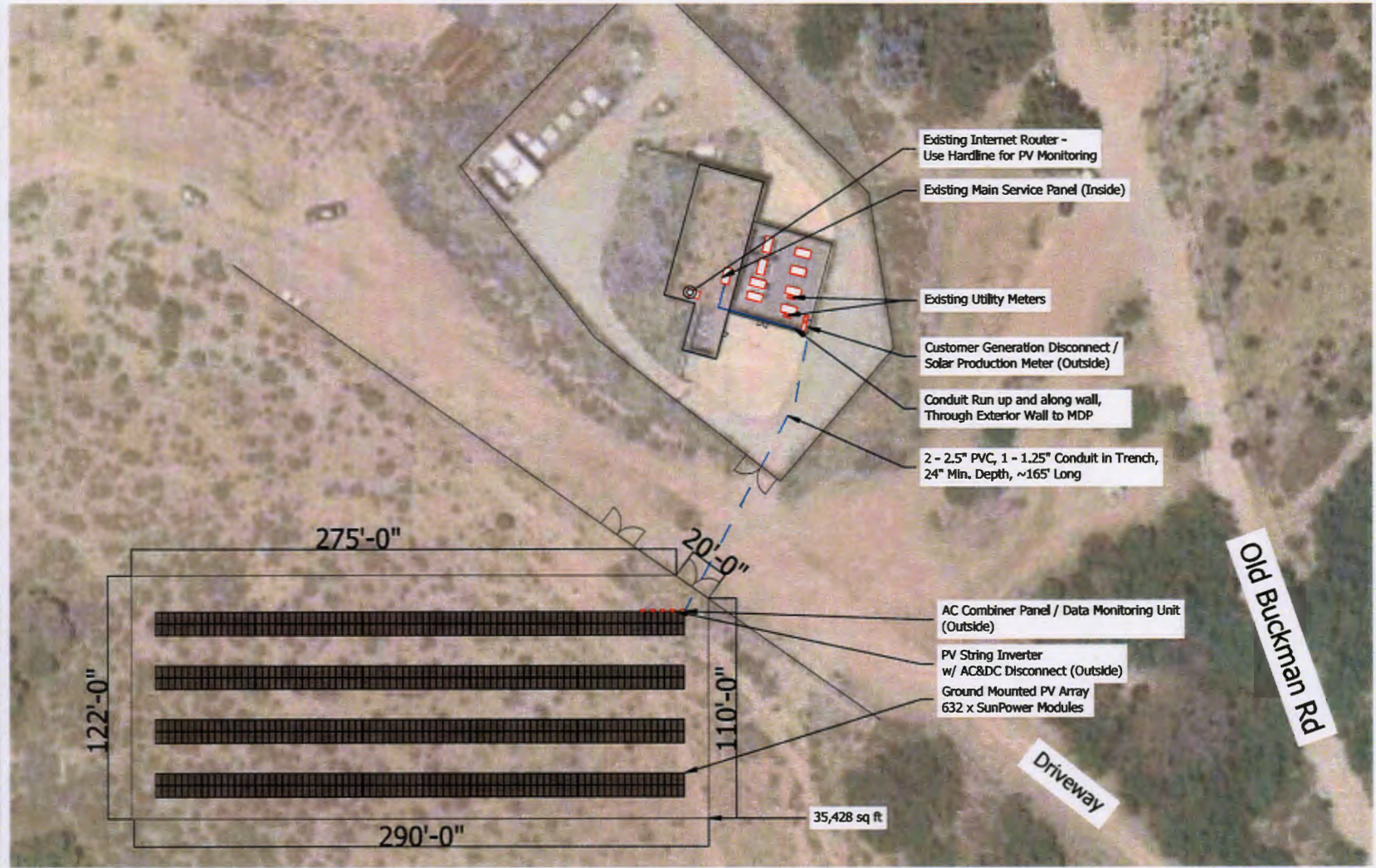
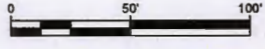
19. Hazardous Materials

Hazardous materials used during construction of the planned project will be limited to fuel for construction equipment and vehicles, lubricants for tools, and similar substances. No storage or use of large quantities of any of these materials will be required within the proposed action area at any time. Due to the limited volume of these materials that will be required for construction, the potential risk of impact to soil and water resources or wildlife is very limited. All applicable standard operating procedures regarding the construction and installation of structures will be followed.

20. Agencies Where This Application is Being Filed

U.S. Department of Agriculture, Forest Service
Santa Fe National Forest
Jonathan Hayden, JD
11 Forest Lane
Santa Fe, NM 87508
505-438-5385
Jonathan.hayden@usda.gov

1 Site Plan
1" = 50'



Existing Internet Router -
Use Hardline for PV Monitoring

Existing Main Service Panel (Inside)

Existing Utility Meters

Customer Generation Disconnect /
Solar Production Meter (Outside)

Conduit Run up and along wall,
Through Exterior Wall to MDP

2 - 2.5" PVC, 1 - 1.25" Conduit in Trench,
24" Min. Depth, ~165' Long

AC Combiner Panel / Data Monitoring Unit
(Outside)

PV String Inverter
w/ AC&DC Disconnect (Outside)

Ground Mounted PV Array
632 x SunPower Modules

35,428 sq ft

Old Buckman Rd

Driveway



3209 Richards Lane
Santa Fe, NM 87507
(505) 424-1112
NM Electrical Contractor's
License #82573

Job 4233

Buckman Lift Station

Utility-Interactive Photovoltaic System
System Size = 278.08kWdc
Buckman Road
Santa Fe NM 87501

DESIGN SUMMARY

Number of Modules	632
Module Tilt Angle	30°
Module Azimuth	180°
Average Annual Shading	2.25%
Year 1 Production Estimate	537899 kWh

DESIGN APPROVAL

I approve of this design showing all equipment and locations, and estimated production. Any change to this design may result in delays and additional costs.

Signature:

Date:

DESIGNER:

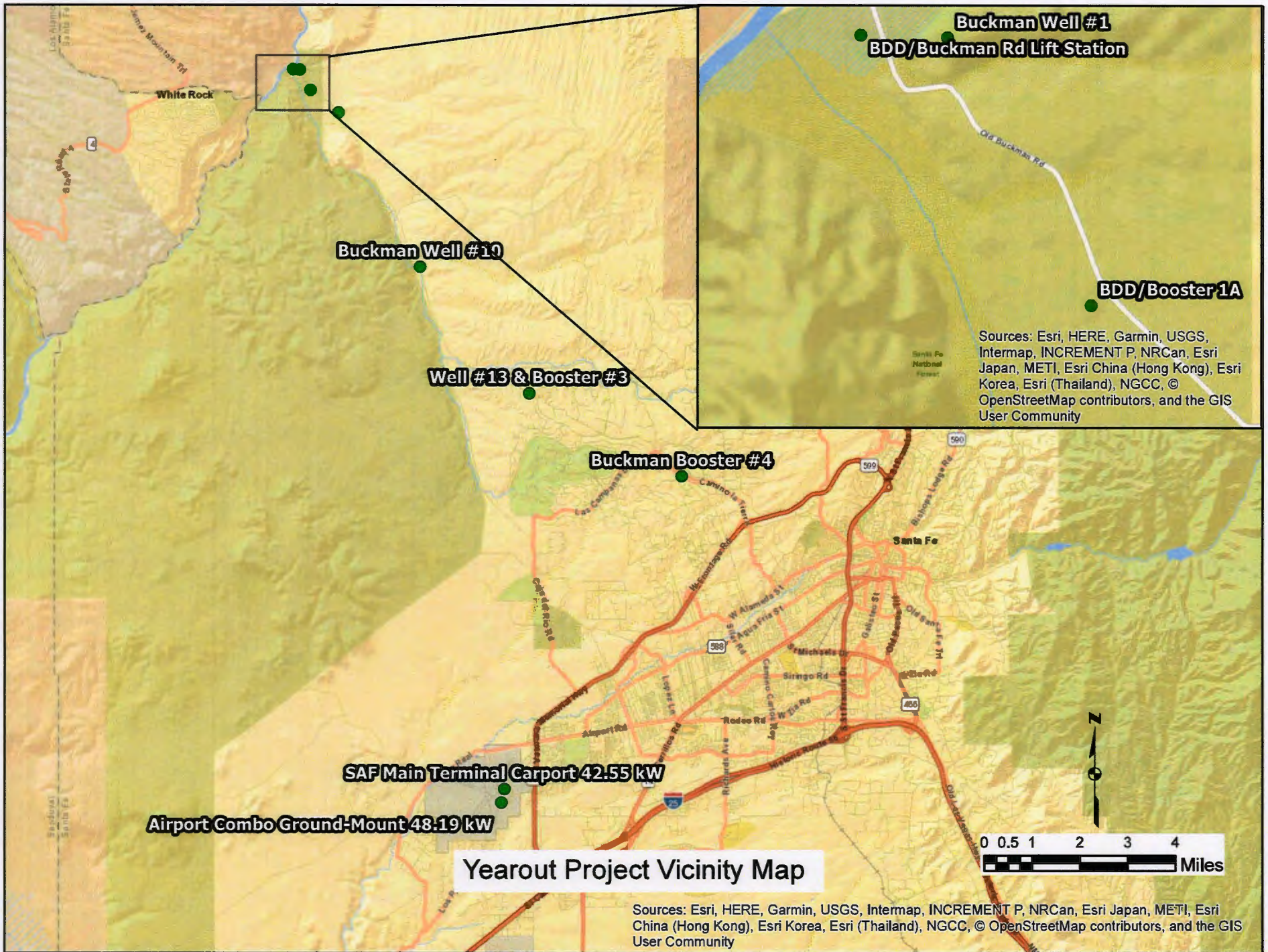
David Dashiells

REV	DESCRIPTION	DATE
0	Initial Release	5/15/20

- 1 Special Access Instructions: NO ACCESS ISSUES
- 2 Exact location of equipment and conduit is subject to minor variations during installation.
- 3 Estimated annual energy production is based on existing site conditions and this array layout. Annual variations in weather and module degradation will affect production.
- 4 Maximum PV Array Height: ~ 9'-0" A.F.G

Inverters AC Capacity: 4 x 62500 W = 250.00 kWac
 Array STC Watts: 632 x 440 W = 278.08 kWdc
 Combined Fault Current: 1760 Apk, 292 Arms; 26 ms

**SITE PLAN
PV100**



Memorandum



Buckman Direct Diversion

Date: November 4, 2021

To: Buckman Direct Diversion Board

From: Nancy R. Long

Subject: U.S. Department of Agriculture Forest Service Special Use Permit for Solar Projects at BDD Booster Station 1A and BDD Lift Station

ITEM AND ISSUE:

Request approval of U.S. Department of Agriculture Forest Service Special Use Permit for solar projects at BDD Booster Station 1A and BDD Lift Station, for a twenty (20) year term with an annual fee of \$87.25.

BACKGROUND AND SUMMARY:

This permit has been issued for the purpose of constructing two ground-mounted solar photovoltaic (PV) systems: one at the BDD Booster Station 1A and the other at the BDD lift station, near the Rio Grande. Both facilities will be constructed and operated on National Forest System lands USFS land within the Santa Fe National Forest, Espanola Ranger District. The Board has previously received reports on these projects as part of a City initiated project for solar facilities at various sites. The Board approved a cost sharing agreement for the projects and an agreement with the City to allow for the installation of the solar facilities at the BDD site and for transfer of ownership of the facilities to the BDDDB upon completion.

At Booster Station 1A, the ground-mounted net metered solar PV system will have a capacity of 687.50 kW AC. The area required to develop the solar PV system is about 100,000 square feet (approximately 2 acres), which will be enclosed in a security fence. The solar PV system will be connected to the existing BDD facility through a 190-foot-long buried conduit.

At the Lift Station, the ground-mounted net metered solar PV system will have a capacity of 250 kW AC. The area required to develop the solar PV system is 35,428 square feet (about one acre), which will be enclosed in a security fence. The solar PV system will be connected to the existing BDD facility through a 165-foot-long buried electrical conduit.

To protect known cultural resources adjacent to the project area, 1) no mechanical disturbance should be permitted outside the proposed project footprint; 2) during project construction, vehicles and equipment are not allowed to enter the project from the east side of the Booster Station; 3) no parking of vehicles or staging of equipment will be permitted on the east side of the Booster Station.

The net metered solar PV systems will eventually reduce the electric utility expenses for the lift station and booster station and help meet the BDD's sustainability goals.

To accommodate the additional area required for the solar PV systems, a new Special Use Permit is required. The Special Use Permit is attached.

ACTION REQUESTED:

It is recommended that the BDDDB approve the U.S. Department of Agriculture Forest Service Special Use Permit for solar projects at BDD Booster Station 1A and BDD Lift Station.



Authorization ID: ESP104603
Contact Name: BUCKMAN DIRECT DIVERSION BOARD
Expiration Date: 12/31/2041
Use Code: 623

FS-2700-4 (VER. 03/17)
OMB 0596-0082

**U.S. DEPARTMENT OF AGRICULTURE
FOREST SERVICE
SPECIAL USE PERMIT**

Authority: FEDERAL LAND POLICY AND MGMT ACT, AS AMENDED October 21, 1976

BUCKMAN DIRECT DIVERSION BOARD of P.O. BOX 909 C/O MR. RICK CARPENTER PROJECT MANAGER - CITY OF SANTA FE SANTA FE NM 87504 (hereinafter "the holder") is authorized to use or occupy National Forest System lands in the SANTA FE NATIONAL FOREST, subject to the terms and conditions of this special use permit (the permit).

This permit covers 3 acres in the Sec. 36, T. 19 N., R. 7 E., NEW MEXICO PRINCIPAL MERIDIAN, ("the permit area"), as shown on the map attached as Appendix A. This and any other appendices to this permit are hereby incorporated into this permit.

This permit issued for the purpose of:

The Buckman Direct Diversion Board (BDD) will construct two ground-mounted solar photovoltaic (PV) systems: one at the BDD Booster Station 1A and the other at the BDD lift station, near the Rio Grande. Both facilities will be constructed and operated on National Forest System lands USFS land within the Santa Fe National Forest, Espanola Ranger District.

At the Booster Station 1A, the ground-mounted net metered solar PV system will have a capacity of 687.50 kW AC. The area required to develop the solar PV system is about 100,000 square feet (approximately 2 acres), which will be enclosed in a security fence. The solar PV system will be connected to the existing BDD facility through 190-foot-long buried conduit.

At the Lift Station, the ground-mounted net metered solar PV system will have a capacity of 250 kW AC. The area required to develop the solar PV system is 35,428 square feet (about one acre), which will be enclosed in a security fence. The solar PV system will be connected to the existing BDD facility through 165-foot-long buried electrical conduit.

To protect known cultural resources adjacent to the project area, 1) no mechanical disturbance should be permitted outside the proposed project footprint; 2) during project construction, vehicles and equipment not allowed to enter the project from the east side of the Booster Station; 3) no parking of vehicles or staging of equipment should be permitted on the east side of the Booster Station.

TERMS AND CONDITIONS

I. GENERAL TERMS

A. AUTHORITY. This permit is issued pursuant to the FEDERAL LAND POLICY AND MGMT ACT, AS AMENDED October 21, 1976 and 36 CFR Part 251, Subpart B, as amended, and is subject to their provisions.

B. AUTHORIZED OFFICER. The authorized officer is the Forest Supervisor.

C. TERM. This permit shall expire at midnight on 12/31/2041, 20 years from the date of issuance.

D. CONTINUATION OF USE AND OCCUPANCY. This permit is not renewable. Prior to expiration of this permit, the holder may apply for a new permit for the use and occupancy authorized by this permit. Applications for a new permit must be submitted at least 6 months prior to expiration of this permit. Issuance of a new permit is at the sole discretion of the authorized officer. At a minimum, before issuing a new permit, the authorized officer shall ensure that (1) the use and occupancy to be authorized by the new permit is consistent with the standards and guidelines in the applicable land management plan; (2) the type of use and occupancy to be authorized by the new permit is the same as the type of use and occupancy authorized by this permit; and (3) the holder is in compliance with all the terms of this permit. The authorized officer may prescribe new terms and conditions when a new permit is issued.

E. AMENDMENT. This permit may be amended in whole or in part by the Forest Service when, at the discretion of the authorized officer, such action is deemed necessary or desirable to incorporate new terms that may be required by law, regulation, directive, the applicable forest land and resource management plan, or projects and activities implementing a land management plan pursuant to 36 CFR Part 215.

F. COMPLIANCE WITH LAWS, REGULATIONS, AND OTHER LEGAL REQUIREMENTS. In exercising the rights and privileges granted by this permit, the holder shall comply with all present and future federal laws and regulations and all present and future state, county, and municipal laws, regulations, and other legal requirements that apply to the permit area, to the extent they do not conflict with federal law, regulation, or policy. The Forest Service assumes no responsibility for enforcing laws, regulations, and other legal requirements that fall under the jurisdiction of other governmental entities.

G. NON-EXCLUSIVE USE. The use or occupancy authorized by this permit is not exclusive. The Forest Service reserves the right of access to the permit area, including a continuing right of physical entry to the permit area for inspection, monitoring, or any other purpose consistent with any right or obligation of the United States under any law or regulation. The Forest Service reserves the right to allow others to use the permit area in any way that is not inconsistent with the holder's rights and privileges under this permit, after consultation with all parties involved. Except for any restrictions that the holder and the authorized officer agree are necessary to protect the installation and operation of authorized temporary improvements, the lands and waters covered by this permit shall remain open to the public for all lawful purposes.

H. ASSIGNABILITY. This permit is not assignable or transferable.

I. TRANSFER OF TITLE TO THE IMPROVEMENTS.

1. **Notification of Transfer.** The holder shall notify the authorized officer when a transfer of title to all or part of the authorized improvements is planned.

2. **Transfer of Title.** Any transfer of title to the improvements covered by this permit shall result in termination of the permit. The party who acquires title to the improvements must submit an application for a permit. The Forest Service is not obligated to issue a new permit to the party who acquires title to the improvements. The authorized officer shall determine that the applicant meets requirements under applicable federal regulations.

J. CHANGE IN CONTROL OF THE BUSINESS ENTITY.

1. **Notification of Change in Control.** The holder shall notify the authorized officer when a change in control of the business entity that holds this permit is contemplated.

(a). In the case of a corporation, control is an interest, beneficial or otherwise, of sufficient outstanding voting securities or capital of the business so as to permit the exercise of managerial authority over the actions and operations of the corporation or election of a majority of the board of directors of the corporation.

(b). In the case of a partnership, limited partnership, joint venture, or individual entrepreneurship, control is a beneficial

ownership of or interest in the entity or its capital so as to permit the exercise of managerial authority over the actions and operations of the entity.

(c). In other circumstances, control is any arrangement under which a third party has the ability to exercise management authority over the actions or operations of the business.

2. **Effect of Change in Control**. Any change in control of the business entity as defined in paragraph 1 of this clause shall result in termination of this permit. The party acquiring control must submit an application for a special use permit. The Forest Service is not obligated to issue a new permit to the party who acquires control. The authorized officer shall determine whether the applicant meets the requirements established by applicable federal regulations.

II. IMPROVEMENTS

A. LIMITATIONS ON USE. Nothing in this permit gives or implies permission to build or maintain any structure or facility or to conduct any activity, unless specifically authorized by this permit. Any use not specifically authorized by this permit must be proposed in accordance with 36 CFR 251.54. Approval of such a proposal through issuance of a new permit or permit amendment is at the sole discretion of the authorized officer.

B. PLANS. All plans for development, layout, construction, reconstruction, or alteration of improvements in the permit area, as well as revisions to those plans must be prepared by a professional engineer, architect, landscape architect, or other qualified professional based on federal employment standards acceptable to the authorized officer. These plans and plan revisions must have written approval from the authorized officer before they are implemented. The authorized officer may require the holder to furnish as-built plans, maps, or surveys upon completion of the work.

C. CONSTRUCTION. Any construction authorized by this permit shall commence by 12/01/2021 and shall be completed by 12/31/2022.

III. OPERATIONS

A. PERIOD OF USE. Use or occupancy of the permit area shall be exercised at least 365 days each year.

B. CONDITION OF OPERATIONS. The holder shall maintain the authorized improvements and permit area to standards of repair, orderliness, neatness, sanitation, and safety acceptable to the authorized officer and consistent with other provisions of this permit. Standards are subject to periodic change by the authorized officer when deemed necessary to meet statutory, regulatory, or policy requirements or to protect national forest resources. The holder shall comply with inspection requirements deemed appropriate by the authorized officer.

C. MONITORING BY THE FOREST SERVICE. The Forest Service shall monitor the holder's operations and reserves the right to inspect the permit area and transmission facilities at any time for compliance with the terms of this permit. The holder shall comply with inspection requirements deemed appropriate by the authorized officer. The holder's obligations under this permit are not contingent upon any duty of the Forest Service to inspect the permit area or transmission facilities. A failure by the Forest Service or other governmental officials to inspect is not a justification for noncompliance with any of the terms and conditions of this permit.

IV. RIGHTS AND LIABILITIES

A. LEGAL EFFECT OF THE PERMIT. This permit, which is revocable and terminable, is not a contract or a lease, but rather a federal license. The benefits and requirements conferred by this authorization are reviewable solely under the procedures set forth in 36 CFR 214 and 5 U.S.C. 704. This permit does not constitute a contract for purposes of the Contract Disputes Act, 41 U.S.C. 601. The permit is not real property, does not convey any interest in real property, and may not be used as collateral for a loan.

B. VALID EXISTING RIGHTS. This permit is subject to all valid existing rights. Valid existing rights include those derived under mining and mineral leasing laws of the United States. The United States is not liable to the holder for the exercise of any such right.

C. ABSENCE OF THIRD-PARTY BENEFICIARY RIGHTS. The parties to this permit do not intend to confer any rights on any third party as a beneficiary under this permit.

D. SERVICES NOT PROVIDED. This permit does not provide for the furnishing of road or trail maintenance, water, fire protection, search and rescue, or any other such service by a government agency, utility, association, or individual.

E. RISK OF LOSS. The holder assumes all risk of loss associated with use or occupancy of the permit area, including but not limited to theft, vandalism, fire and any fire-fighting activities (including prescribed burns), avalanches, rising waters, winds, falling limbs or trees, and other forces of nature. If authorized temporary improvements in the permit area are destroyed or substantially damaged, the authorized officer shall conduct an analysis to determine whether the improvements can be safely occupied in the future and whether rebuilding should be allowed. If rebuilding is not allowed, the permit shall terminate.

F. DAMAGE TO UNITED STATES PROPERTY. The holder has an affirmative duty to protect from damage the land, property, and other interests of the United States. Damage includes but is not limited to fire suppression costs and damage to government-owned improvements covered by this permit.

1. The holder shall be liable for all injury, loss, or damage, including fire suppression, prevention and control of the spread of invasive species, or other costs in connection with rehabilitation or restoration of natural resources resulting from the use or occupancy authorized by this permit. Compensation shall include but not be limited to the value of resources damaged or destroyed, the costs of restoration, cleanup, or other mitigation, fire suppression or other types of abatement costs, and all administrative, legal (including attorney's fees), and other costs. Such costs may be deducted from a performance bond required under clause IV.J.

2. The holder shall be liable for damage caused by use of the holder or the holder's heirs, assigns, agents, employees, contractors, or lessees to all roads and trails of the United States to the same extent as provided under clause IV.F.1, except that liability shall not include reasonable and ordinary wear and tear.

G. HEALTH AND SAFETY. The holder shall take all measures necessary to protect the health and safety of all persons affected by the use and occupancy authorized by this permit. The holder shall promptly abate as completely as possible and in compliance with all applicable laws and regulations any physical or mechanical procedure, activity, event, or condition existing or occurring in connection with the authorized use and occupancy during the term of this permit that causes or threatens to cause a hazard to the health or safety of the public or the holder's employees or agents. The holder shall as soon as practicable notify the authorized officer of all serious accidents that occur in connection with these procedures, activities, events, or conditions. The Forest Service has no duty under the terms of this permit to inspect the permit area or operations of the holder for hazardous conditions or compliance with health and safety standards.

H. ENVIRONMENTAL PROTECTION.

1. For purposes of clause IV.H and section V, "hazardous material" shall mean (a) any hazardous substance under section 101(14) of the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), 42 U.S.C. 9601(14); (b) any pollutant or contaminant under section 101(33) of CERCLA, 42 U.S.C. 9601(33); (c) any petroleum product or its derivative, including fuel oil, and waste oils; and (d) any hazardous substance, extremely hazardous substance, toxic substance, hazardous waste, ignitable, reactive or corrosive materials, pollutant, contaminant, element, compound, mixture, solution or substance that may pose a present or potential hazard to human health or the environment under any applicable environmental laws.

2. The holder shall avoid damaging or contaminating the environment, including but not limited to the soil, vegetation (such as trees, shrubs, and grass), surface water, and groundwater, during the holder's use and occupancy of the permit area. Environmental damage includes but is not limited to all costs and damages associated with or resulting from the release or threatened release of a hazardous material occurring during or as a result of activities of the holder or the holder's heirs, assigns, agents, employees, contractors, or lessees on, or related to, the lands, property, and other interests covered by this permit. If the environment or any government property covered by this permit becomes damaged in connection with the holder's use and occupancy, the holder shall as soon as practicable repair the damage or replace the damaged items to the satisfaction of the authorized officer and at no expense to the United States.

3. The holder shall as soon as practicable, as completely as possible, and in compliance with all applicable laws and regulations abate any physical or mechanical procedure, activity, event, or condition existing or occurring in connection with the authorized use and occupancy during or after the term of this permit that causes or threatens to cause harm to the environment, including areas of vegetation or timber, fish or other wildlife populations, their habitats, or any other natural resources.

I. INDEMNIFICATION OF THE UNITED STATES. The holder shall indemnify, defend, and hold harmless the United States for any costs, damages, claims, liabilities, and judgments arising from past, present, and future acts or omissions of the holder in connection with the use or occupancy authorized by this permit. This indemnification provision includes but is not limited to acts and omissions of the holder or the holder's heirs, assigns, agents, employees, contractors, or lessees in connection with the use or occupancy authorized by this permit which result in (1) violations of any laws and regulations which are now or which may in the future become applicable; (2) judgments, claims, demands, penalties, or fees assessed against the United States; (3) costs, expenses, and damages incurred by the United States; or (4) the release or threatened release of any solid waste, hazardous waste, hazardous materials, pollutant, contaminant, oil in any form, or petroleum product into the environment. The authorized officer may prescribe terms that allow the holder to replace, repair, restore, or otherwise undertake necessary curative actions to mitigate damages in addition to or as an alternative to monetary indemnification.

J. BONDING. The authorized officer may require the holder to furnish a surety bond or other security for any of the obligations imposed by the terms and conditions of this permit or any applicable law, regulation, or order.

V. RESOURCE PROTECTION

A. COMPLIANCE WITH ENVIRONMENTAL LAWS. The holder shall in connection with the use or occupancy authorized by this permit comply with all applicable federal, state, and local environmental laws and regulations, including but not limited to those established pursuant to the Resource Conservation and Recovery Act, as amended, 42 U.S.C. 6901 et seq., the Federal Water Pollution Control Act, as amended, 33 U.S.C. 1251 et seq., the Oil Pollution Act, as amended, 33 U.S.C. 2701 et seq., the Clean Air Act, as amended, 42 U.S.C. 7401 et seq., CERCLA, as amended, 42 U.S.C. 9601 et seq., the Toxic Substances Control Act, as amended, 15 U.S.C. 2601 et seq., the Federal Insecticide, Fungicide, and Rodenticide Act, as amended, 7 U.S.C. 136 et seq., and the Safe Drinking Water Act, as amended, 42 U.S.C. 300f et seq.

B. VANDALISM. The holder shall take reasonable measures to prevent and discourage vandalism and disorderly conduct and when necessary shall contact the appropriate law enforcement officer.

C. PESTICIDE USE.

1. **Authorized Officer Concurrence.** Pesticides may not be used outside of buildings in the permit area to control pests, including undesirable woody and herbaceous vegetation (including aquatic plants), insects, birds, rodents, or fish without prior written concurrence of the authorized officer. Only those products registered or otherwise authorized by the U.S. Environmental Protection Agency and appropriate State authority for the specific purpose planned shall be authorized for use within areas on National Forest System lands.

2. **Pesticide-Use Proposal.** Requests for concurrence of any planned uses of pesticides shall be provided in advance using the Pesticide-Use Proposal (form FS-2100-2). Annually the holder shall, on the due date established by the authorized officer, submit requests for any new, or continued, pesticide usage. The Pesticide-Use Proposal shall cover a 12-month period of planned use. The Pesticide-Use Proposal shall be submitted at least 60 days in advance of pesticide application. Information essential for review shall be provided in the form specified. Exceptions to this schedule may be allowed, subject to emergency request and approval, only when unexpected outbreaks of pests require control measures which were not anticipated at the time a Pesticide-Use Proposal was submitted.

3. **Labeling, Laws, and Regulations.** Label instructions and all applicable laws and regulations shall be strictly followed in the application of pesticides and disposal of excess materials and containers. No pesticide waste, excess materials, or containers shall be disposed of in any area administered by the Forest Service.

D. ARCHAEOLOGICAL-PALEONTOLOGICAL DISCOVERIES. The holder shall immediately notify the authorized officer of all antiquities or other objects of historic or scientific interest, including but not limited to historic or prehistoric ruins, fossils, or artifacts discovered in connection with the use and occupancy authorized by this permit. The holder shall follow the applicable inadvertent discovery protocols for the undertaking provided in an agreement executed pursuant to section 106 of the National Historic Preservation Act, 54 U.S.C. 306108; if there are no such agreed-upon protocols, the holder shall leave these discoveries intact and in place until consultation has occurred, as informed, if applicable, by any programmatic agreement with tribes. Protective and mitigation measures developed under this clause shall be the responsibility of the holder. However, the holder shall give the authorized officer written notice before implementing these measures and shall coordinate with the authorized officer for proximate and contextual discoveries extending beyond the permit area.

E. NATIVE AMERICAN GRAVES PROTECTION AND REPATRIATION ACT (NAGPRA). In accordance with 25 U.S.C. 3002(d) and 43 CFR 10.4, if the holder inadvertently discovers human remains, funerary objects, sacred objects, or objects of cultural patrimony on National Forest System lands, the holder shall immediately cease work in the area of the discovery and shall make a reasonable effort to protect and secure the items. The holder shall follow the applicable NAGPRA protocols for the undertaking provided in the NAGPRA plan of action or the NAGPRA comprehensive agreement; if there are no such agreed-upon protocols, the holder shall as soon as practicable notify the authorized officer of the discovery and shall follow up with written confirmation of the discovery. The activity that resulted in the inadvertent discovery may not resume until 30 days after the forest archaeologist certifies receipt of the written confirmation, if resumption of the activity is otherwise lawful, or at any time if a binding written agreement has been executed between the Forest Service and the affiliated Indian tribes that adopts a recovery plan for the human remains and objects.

F. PROTECTION OF THREATENED AND ENDANGERED SPECIES, SENSITIVE SPECIES, AND SPECIES OF CONSERVATION CONCERN AND THEIR HABITAT.

1. **Threatened and Endangered Species and Their Habitat.** The location of sites within the permit area needing special measures for protection of plants or animals listed as threatened or endangered under the Endangered Species Act (ESA) of 1973, 16 U.S.C. 1531 et seq., as amended, or within designated critical habitat shall be shown on a map in an appendix to this permit and may be shown on the ground. The holder shall take any protective and mitigation measures specified by the authorized officer as necessary and appropriate to avoid or reduce effects on listed species or designated critical habitat affected by the authorized use and occupancy. Discovery by the holder or the Forest Service of other sites within the permit area containing threatened or endangered species or designated critical habitat not shown on the map in the appendix shall be promptly reported to the other party and shall be added to the map.

2. **Sensitive Species and Species of Conservation Concern and Their Habitat.** The location of sites within the permit area needing special measures for protection of plants or animals designated by the Regional Forester as sensitive species or as species of conservation concern pursuant to FSM 2670 shall be shown on a map in an appendix to this permit and may be shown on the ground. The holder shall take any protective and mitigation measures specified by the authorized officer as necessary and appropriate to avoid or reduce effects on sensitive species or species of conservation concern or their habitat

affected by the authorized use and occupancy. Discovery by the holder or the Forest Service of other sites within the permit area containing sensitive species or species of conservation concern or their habitat not shown on the map in the appendix shall be promptly reported to the other party and shall be added to the map.

G. CONSENT TO STORE HAZARDOUS MATERIALS. The holder shall not store any hazardous materials at the site without prior written approval from the authorized officer. This approval shall not be unreasonably withheld. If the authorized officer provides approval, this permit shall include, or in the case of approval provided after this permit is issued, shall be amended to include specific terms addressing the storage of hazardous materials, including the specific type of materials to be stored, the volume, the type of storage, and a spill plan. Such terms shall be proposed by the holder and are subject to approval by the authorized officer.

I. CLEANUP AND REMEDIATION.

1. The holder shall immediately notify all appropriate response authorities, including the National Response Center and the authorized officer or the authorized officer's designated representative, of any oil discharge or of the release of a hazardous material in the permit area in an amount greater than or equal to its reportable quantity, in accordance with 33 CFR Part 153, Subpart B, and 40 CFR Part 302. For the purposes of this requirement, "oil" is as defined by section 311(a)(1) of the Clean Water Act, 33 U.S.C. 1321(a)(1). The holder shall immediately notify the authorized officer or the authorized officer's designated representative of any release or threatened release of any hazardous material in or near the permit area which may be harmful to public health or welfare or which may adversely affect natural resources on federal lands.

2. Except with respect to any federally permitted release as that term is defined under Section 101(10) of CERCLA, 42 U.S.C. 9601(10), the holder shall clean up or otherwise remediate any release, threat of release, or discharge of hazardous materials that occurs either in the permit area or in connection with the holder's activities in the permit area, regardless of whether those activities are authorized under this permit. The holder shall perform cleanup or remediation immediately upon discovery of the release, threat of release, or discharge of hazardous materials. The holder shall perform the cleanup or remediation to the satisfaction of the authorized officer and at no expense to the United States. Upon revocation or termination of this permit, the holder shall deliver the site to the Forest Service free and clear of contamination.

VI. LAND USE FEE AND DEBT COLLECTION

A. LAND USE FEES. The holder shall pay an initial annual land use fee of \$87.25 for 2021, and thereafter on January 1st.

B. MODIFICATION OF THE LAND USE FEE. The land use fee may be revised whenever necessary to reflect the market value of the authorized use or occupancy or when the fee system used to calculate the land use fee is modified or replaced.

C. FEE PAYMENT ISSUES.

1. **Crediting of Payments.** Payments shall be credited on the date received by the deposit facility, except that if a payment is received on a non-workday, the payment shall not be credited until the next workday.

2. **Disputed Fees.** Fees are due and payable by the due date. Disputed fees must be paid in full. Adjustments will be made if dictated by an administrative appeal decision, a court decision, or settlement terms.

3. Late Payments

(a) **Interest.** Pursuant to 31 U.S.C. 3717 et seq., interest shall be charged on any fee amount not paid within 30 days from the date it became due. The rate of interest assessed shall be the higher of the Prompt Payment Act rate or the rate of the current value of funds to the United States Treasury (i.e., the Treasury tax and loan account rate), as prescribed and published annually or quarterly by the Secretary of the Treasury in the Federal Register and the Treasury Fiscal Requirements Manual

Bulletins. Interest on the principal shall accrue from the date the fee amount is due.

(b) Administrative Costs. If the account becomes delinquent, administrative costs to cover processing and handling the delinquency shall be assessed.

(c) Penalties. A penalty of 6% per annum shall be assessed on the total amount that is more than 90 days delinquent and shall accrue from the same date on which interest charges begin to accrue.

(d) Termination for Nonpayment. This permit shall terminate without the necessity of prior notice and opportunity to comply when any permit fee payment is 90 calendar days from the due date in arrears. The holder shall remain responsible for the delinquent fees.

4. Administrative Offset and Credit Reporting. Delinquent fees and other charges associated with the permit shall be subject to all rights and remedies afforded the United States pursuant to 31 U.S.C. 3711 et seq. and common law. Delinquencies are subject to any or all of the following:

(a) Administrative offset of payments due the holder from the Forest Service.

(b) If in excess of 60 days, referral to the United States Department of the Treasury for appropriate collection action as provided by 31 U.S.C. 3711(g)(1).

(c) Offset by the Secretary of the Treasury of any amount due the holder, as provided by 31 U.S.C. 3720 et seq.

(d) Disclosure to consumer or commercial credit reporting agencies.

VII. REVOCATION, SUSPENSION, AND TERMINATION

A. REVOCATION AND SUSPENSION. The authorized officer may revoke or suspend this permit in whole or in part:

1. For noncompliance with federal, state, or local law.
2. For noncompliance with the terms of this permit.
3. For abandonment or other failure of the holder to exercise the privileges granted.
4. With the consent of the holder.
5. For specific and compelling reasons in the public interest.

Prior to revocation or suspension, other than immediate suspension under clause VII.B, the authorized officer shall give the holder written notice of the grounds for revocation or suspension and a reasonable period, typically not to exceed 90 days, to cure any noncompliance.

B. IMMEDIATE SUSPENSION. The authorized officer may immediately suspend this permit in whole or in part when necessary to protect public health or safety or the environment. The suspension decision shall be in writing. The holder may request an on-site review with the authorized officer's supervisor of the adverse conditions prompting the suspension. The authorized officer's supervisor shall grant this request within 48 hours. Following the on-site review, the authorized officer's supervisor shall promptly affirm, modify, or cancel the suspension.

C. APPEALS AND REMEDIES. Written decisions by the authorized officer relating to administration of this permit are subject to administrative appeal pursuant to 36 CFR Part 214, as amended. Revocation or suspension of this permit shall not give rise to any claim for damages by the holder against the Forest Service.

D. TERMINATION. This permit shall terminate when by its terms a fixed or agreed upon condition, event, or time occurs

without any action by the authorized officer. Examples include but are not limited to expiration of the permit by its terms on a specified date and termination upon change of control of the business entity. Termination of this permit shall not require notice, a decision document, or any environmental analysis or other documentation. Termination of this permit is not subject to administrative appeal and shall not give rise to any claim for damages by the holder against the Forest Service.

E. RIGHTS AND RESPONSIBILITIES UPON REVOCATION OR TERMINATION WITHOUT ISSUANCE OF A NEW PERMIT. Upon revocation or termination of this permit without issuance of a new permit, the holder shall remove all structures and improvements, except those owned by the United States, within a reasonable period prescribed by the authorized officer and shall restore the site to the satisfaction of the authorized officer. If the holder fails to remove all structures and improvements within the prescribed period, they shall become the property of the United States and may be sold, destroyed, or otherwise disposed of without any liability to the United States. However, the holder shall remain liable for all costs associated with their removal, including costs of sale and impoundment, cleanup, and restoration of the site.

VIII. MISCELLANEOUS PROVISIONS

A. MEMBERS OF CONGRESS. No member of or delegate to Congress or resident commissioner shall benefit from this permit either directly or indirectly, except to the extent the authorized use provides a general benefit to a corporation.

B. CURRENT ADDRESSES. The holder and the Forest Service shall keep each other informed of current mailing addresses, including those necessary for billing and payment of land use fees.

C. SUPERIOR CLAUSES. If there is a conflict between any of the preceding printed clauses and any of the following clauses, the preceding printed clauses shall control.

D. CULTURAL RESOURCES PROTECTION. The holder, contractor, or lessee shall be responsible for the protection from damage of all identified cultural resources within the area which may be affected by their actions. In addition, the holder, contractor, or lessee shall be liable for all damage or injury to the identified cultural resources caused by their actions. The holder, contractor, or lessee shall immediately notify the agency Project Administrator if any damage occurs to any cultural resource and immediately halt work in the area in which damage has occurred until approval to proceed has been granted by the Project Administrator after consultation with the Forest Archeologist. All provisions of the Region 3 Cultural Resources Damage Assessment Handbook are incorporated by reference herein.


E. NATIVE AMERICAN GRAVE PROTECTION AND REPATRIATION. Pursuant to the Native American Grave Protection and Repatriation Act (NAGPRA) 25 USC 3002(d); 43 CFR Part 10.4, if any human remains, funerary objects, sacred objects, or objects of cultural patrimony are discovered during the course of ground disturbing activity, the holder will immediately cease activity in the area of the discovery and will make a reasonable effort to protect the remains and objects. The holder will provide immediate telephone notification of the discovery to the Forest Service and will follow up with written confirmation to the authorized officer. The holder will not resume the activity that resulted in the discovery until the authorized officer gives written approval. Approval to resume the activity, if otherwise lawful, will be given thirty (30) days after certification by the authorized officer of the holder's written confirmation of the discovery, or at any time that a written binding agreement is executed between the Forest Service and the affiliated tribes adopting a recovery plan for the remains and objects.

THIS PERMIT IS ACCEPTED SUBJECT TO ALL ITS TERMS AND CONDITIONS.

BEFORE ANY PERMIT IS ISSUED TO AN ENTITY, DOCUMENTATION MUST BE PROVIDED TO THE AUTHORIZED OFFICER OF THE AUTHORITY OF THE SIGNATORY FOR THE ENTITY TO BIND IT TO THE TERMS AND CONDITIONS OF THE PERMIT.

ACCEPTED:

**ANNA HANSEN
BDD BOARD CHAIRPERSON**



Nov 24, 2021

HOLDER NAME, PRECEDED BY NAME AND TITLE
OF PERSON SIGNING ON BEHALF OF HOLDER,
IF HOLDER IS AN ENTITY

SIGNATURE

DATE

APPROVED:

**DEBBIE CRESS
FOREST SUPERVISOR**

NAME AND TITLE OF AUTHORIZED OFFICER

SIGNATURE

DATE

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0082. The time required to complete this information collection is estimated to average one hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and, where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call toll free (866) 632-9992 (voice). TDD users can contact USDA through local relay or the Federal relay at (800) 877-8339 (TDD) or (866) 377-8642 (relay voice). USDA is an equal opportunity provider and employer.

The Privacy Act of 1974 (5 U.S.C. 552a) and the Freedom of Information Act (5 U.S.C. 552) govern the confidentiality to be provided for information received by the Forest Service.






8a1. US Dept. Arch. Forest Service

Final Audit Report

2021-11-24

Created:	2021-11-23
By:	Monique Maes (mmaes@santafenm.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAA019uLOoA7QkC-HUEotksre5il6LiaqBz

"8a1. US Dept. Arch. Forest Service" History

-  Document created by Monique Maes (mmaes@santafenm.gov)
2021-11-23 - 10:01:06 PM GMT- IP address: 63.232.20.2
-  Document emailed to Anna Hansen (ahansen@santafecountynm.gov) for signature
2021-11-23 - 10:01:54 PM GMT
-  Email viewed by Anna Hansen (ahansen@santafecountynm.gov)
2021-11-24 - 6:34:08 PM GMT- IP address: 67.164.143.248
-  Document e-signed by Anna Hansen (ahansen@santafecountynm.gov)
Signature Date: 2021-11-24 - 6:38:14 PM GMT - Time Source: server- IP address: 216.161.39.2
-  Agreement completed.
2021-11-24 - 6:38:14 PM GMT



United States
Department of
Agriculture

Forest
Service

Santa Fe National Forest

Supervisor's Office
11 Forest Lane
Santa Fe, NM 87508
Phone: 505-438-5300
Fax: 505-438-5390

File Code: 2700
Date: 3/22/2022

CERTIFIED MAIL No. 7015 1660 0000 2300 5888

Caryn Grosse, PMP
Project Administrator Sr
City of Santa Fe
PO Box 909
Santa Fe, NM 87504-0909

NOTICE OF NONCOMPLIANCE

Dear Ms. Grosse,

On March 8th, 2022, a Santa Fe National Forest (SFNF) employee observed a bobcat clearing vegetation and plowing the ground on National Forest System lands near the Buckman Road. That employee talked to the construction workers that were on site and learned that they worked for the company Positive Energy Solar and were preparing to install solar panels. After discussion on the SFNF, it was determined that this work was related to Buckman Direct Diversion Board's (BDDDB) proposal to install a solar array.

Leah Hurley, Acting SFNF Lands and Special Uses Program Manager, called you immediately and you acknowledged that you were aware the authorization for this work had not been finalized. You in turn immediately called Positive Energy Solar to stop to the unauthorized construction activities. Leah Hurley requested that you email her a summary of what work took place at the location of the proposed solar array. You sent her that documentation on March 11th, 2022, with the explanation that the subcontractor for the project had taken it upon themselves to begin clearing the area in preparation for the installation of the solar array, and that neither you nor the contractor were aware the subcontractor had initiated site preparation work.

The draft of special use authorization, ESP104603, for the Buckman solar array was signed by Anna Hansen on behalf of BDDDB on November 24th, 2021. Per Leah Hurley's email to you on January 4th, 2022, the SFNF was waiting on BDDDB to pay the bill for this project and resolve other outstanding debts owed by BDDDB to the Federal Government prior to providing a finalized copy of the special use authorization for the solar array. Therefore, beginning construction on this project was a violation of the following regulation:

36 CFR 251.50(a) All uses of National Forest System lands, improvements and resources, except those authorized by regulations governing sharing use of roads; grazing and livestock use; the sale and disposal of timber and special forest products, such as greens, mushrooms, and medicinal plants; and minerals are designated "special uses". Before conducting a special use, individuals or entities must submit a proposal to the authorized officer and must obtain a special use authorization from the authorized officer...



Moreover, the first page of the draft authorization includes the following requirements, which were not adhered to with the unauthorized work that occurred:

“To protect known cultural resources adjacent to the project area 1) no mechanical disturbance should be permitted outside the proposed project footprint; 2) during project construction, vehicles and equipment are not allowed to enter the project area from the east side of the booster station; 3) no parking of vehicles or staging of equipment should be permitted on the east side of the booster station.”

Two SFNF archaeologists visited the site on March 16th, 2022. They documented the unauthorized work performed by the subcontractor and used pin flags to mark the western site boundary of the cultural resource site referenced above.

Contrary to the summary of events that you emailed Leah Hurley on March 11th, 2022, in which you stated you made a site visit to the area and that “It appears that they [the subcontractors] entered the area on the west side of BDD Booster Station 1A,” the archaeologists’ report, as stated below, determined that the subcontractor damaged the cultural resource site to the east of the project area:

The subcontractor did not adhere to the previously surveyed and approved access route on the west side of the project area (Booster Station 1A). Instead, the subcontractor created an un-surveyed and unapproved alternate access route from the east side of the project area intersecting Old Buckman Road (FR26). They cut the existing barbed-wire and t-post fence and created a makeshift gate by pulling the existing t-post and adding a fresh-cut juniper branch closure. The gate is 10 meters in length and is 10 meters west of the road.

The 170-meter unauthorized access road travels through the site and over the railroad grade berm. Additionally, there were vehicle turn-around tracks and equipment disturbance within the site boundary and on top of the intact railroad grade berm. The area of disturbance within the site is 138 square meters. The depth of disturbance on the railroad grade berm is up to 30 cm.

While the SFNF appreciates your responsiveness in quickly halting the unauthorized construction activities, given that resource damage resulted from these activities the following additional requirements are now placed on this pending special use authorization. To remedy the noncompliance associated with the unauthorized construction activities:

1. BDDDB must hire an archaeological contractor, working under a valid special use authorization issued by the SFNF, to complete a damage assessment report and update the site record. Tierra ROW is the preferred contractor, since they performed the initial cultural inventory and report. Prior to initiating work, that contractor must coordinate with Jana Comstock, Zone Archaeologist/Heritage Staff for the Espanola and Coyote Ranger Districts, at jana.comstock@usda.gov, to define the necessary scope of work and obtain documentation of the initial damage assessment performed SFNF archaeologists prior to commencing any work.
2. That archaeological contractor must document the cultural resource site 200 meters to both the north and south of the currently documented extent of the site to ensure a sufficient buffer around the project area and to account for damage beyond the currently documented southern portion of the site that was impacted.

3. The contract archaeologist must monitor all further construction activities related to the proposed solar array, and upon project completion submit a monitoring report to Jana Comstock at jana.comstock@usda.gov.

4. BDDDB or its designee must repair the fence.

5. The unauthorized access road may not be used again for any vehicular travel, including related to addressing the requirements outlined in this letter and to the proposed installation of the solar array. All access to the proposed construction site must adhere to the requirement to use the surveyed access route specified in the draft special use authorization.

6. Pay the cost recovery bill associated with the work that the SFNF archaeologists had to complete in response to the unauthorized construction and resource damage that occurred.

These requirements are now incorporated into Amendment 1 of the draft special use authorization accompanying this letter. Please sign, date, and return the draft authorization to Leah Hurley at leah.hurley@usda.gov. Once the signed draft amendment is received, the proper coordination has taken place between BDDDB, the contract archaeologist, and the SFNF archaeologist (including completion of the damage assessment report, site record updates, and additional site documentation), the fence has been repaired, and cost recovery payment has been made, then I, Debbie Cress, Forest Supervisor, will make a final determination about authorizing this project.

Sincerely,

DEBBIE
CRESS

Digitally signed by
DEBBIE CRESS
Date: 2022.03.22
10:47:05 -06'00'

Debbie Cress
Santa Fe National Forest
Forest Supervisor

**USDA Forest Service
Cost Recovery
Processing Fee Category Determination Worksheet**

Authorization ID: ESP104603
Holder: Buckman Direct Diversion Board
Address: _____

Agent: Caryn Grosse
Address _____

Authorization For: Buckman Solar Array
Location: Near Buckman Rd, Espanola RD, Santa Fe National Forest

Remarks: Archaeological work and processing permit amendment associated with unauthorized construction work that occurred on 3/8/2022.

Estimated Processing Requirements:

NEPA action required: _____ EIS _____ EA x CE

Total estimated hours to process: 40

The appropriate processing category for this authorization is category 4.

The processing fee for this category is \$ \$1296.00.

Processing fees for categories 1-4 are non-refundable. Processing fees for categories 5 & 6 will be reconciled upon completion of monitoring the authorization. See attached table for Category Fee Schedule.

Prepared By: LEAH HURLEY
Case Manager

Digitally signed by LEAH HURLEY
Date: 2022.03.22 09:30:03 -06'00'

Reviewed By: BJORN FREDRICKSON
Cost Reviewer

Digitally signed by BJORN FREDRICKSON
Date: 2022.03.23 13:24:13 -06'00'

Approved By: DEBBIE CRESS
Authorized Officer

Digitally signed by DEBBIE CRESS
Date: 2022.03.23 14:47:21 -06'00'

2022 Processing Fee Schedule

Fee Category	Hours	Rate*
1 (Minimal Impact)	>1 and up to and including 8	\$136
2	> 8 and up to and including 24	\$480
3	> 24 and up to and including 36	\$904
4	> 36 and up to and including 50	\$1,296
5 (Master Agreement)		Full actual as specified in the agreement
6	> 50	Full reasonable or full actual as determined case by case

*To be adjusted annually for changes in the IPD-GDP.

Dispute Information

This determination may be disputed in accordance with the regulations contained in 36 CFR Part 251, Subpart B, 251.58 (e)(3 and 4).

Standards for Filing a Dispute

- (1) If the holder disagrees with the processing fee determination, submit a written request before the disputed fee is due,
- (2) Identify alternative fee category or alternative estimated costs,
- (3) Provide documentation that supports the alternative fee category or alternative estimated costs, and
- (4) Send the written request to the immediate supervisor of the authorized officer.

USDA Forest Service, Southern Region
C/O Lands-Special Uses
333 Broadway Blvd SE
Albuquerque, NM 87102

A decision will be made by the authorized officer's immediate supervisor within 30 days of receipt of the written request from the applicant. The supervisory officer's decision is the final level of administrative review.

Disputed Processing Fee:

3. If the applicant or holder pays the full disputed processing fee, the authorized officer shall issue the authorization or allow the use and occupancy to continue during the supervisory officer's review of the disputed fee, unless the applicant or holder elects not to exercise the authorized use and occupancy of National Forest System lands during the review period.
4. If the applicant or holder fails to pay the full disputed processing fee, the authorized officer shall not issue the applicant a new authorization or shall suspend the holder's existing authorization in whole or in part pending the supervisory officer's determination of an appropriate processing fee and the applicant's or holder's payment of that fee.

Auth ID: ESP104603
Contact ID: BDDDB
Use Code: 623

FS-2700-23 (v. 10/09)
OMB No. 0596-0082

**U.S. DEPARTMENT OF AGRICULTURE
FOREST SERVICE
AMENDMENT
FOR**

SPECIAL-USE AUTHORIZATION

Amendment #1

This amendment is attached to and made a part of the ESP104603 special use authorization for SOLAR POWER FACILITY to BUCKMAN DIRECT DIVERSION BOARD which is hereby amended as follows:

This amendment places additional requirements on the holder in regards to site restoration, access, and monitoring. This amendment is hereby incorporated into this special use authorization:

1. BDDDB must hire an archaeological contractor, working under a valid special use authorization issued by the SFNF, to complete a damage assessment report and update the site record. Tierra ROW is the preferred contractor, since they performed the initial cultural inventory and report. Prior to initiating work, that contractor must coordinate with Jana Comstock, Zone Archaeologist/Heritage Staff for the Espanola and Coyote Ranger Districts, at jana.comstock@usda.gov, to define the necessary scope of work and obtain documentation of the initial damage assessment performed SFNF archaeologists prior to commencing any work.
2. That archaeological contractor must document the cultural resource site 200 meters to both the north and south of the currently documented extent of the site to ensure a sufficient buffer around the project area and to account for damage beyond the currently documented southern portion of the site that was impacted.
3. The contract archaeologist must monitor all further construction activities related to the solar array, and upon project completion submit a monitoring report to Jana Comstock at jana.comstock@usda.gov.
4. BDDDB or its designee must repair the fence.
5. The unauthorized access road may not be used again for any vehicular travel, including related to addressing the requirements outlined in this letter and to the proposed installation of the solar array. All access to the proposed construction site must adhere to the requirement to use the surveyed access route specified in the draft special use authorization.

This Amendment is accepted subject to the conditions set forth herein, and to conditions to attached hereto and made a part of this Amendment.

Signature and Date:

Signature and Date:

HOLDER:
BUCKMAN DIRECT DIVERSION BOARD

Authorized Officer
Debbie Cress
Santa Fe National Forest, Forest Supervisor

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0082. The time required to complete this information collection is estimated to average one (1) hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotope, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call toll free (866) 632-9992 (voice). TDD users can contact USDA through local relay or the Federal relay at (800) 877-8339 (TDD) or (866) 377-8642 (relay voice). USDA is an equal opportunity provider and employer.

The Privacy Act of 1974 (5 U.S.C. 552a) and the Freedom of Information Act (5 U.S.C. 552) govern the confidentiality to be provided for information received by the Forest Service.

GROSSE, CARYN L.

From: Robbin Villanueva <robbin.villanueva@yearoutenergy.com>
Sent: Wednesday, April 27, 2022 9:57 AM
To: GROSSE, CARYN L.
Cc: Ty Miller; Greg Lucero; Jim Lopez; Robbin Villanueva
Subject: Booster station 1A Solar Array -Clearing Activity Pay.gov Payment Confirmation: FS Bill Payments - PES
Attachments: BDDDBill_Due 4.23.22.pdf
Follow Up Flag: Follow up
Flag Status: Flagged

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning Caryn,

Per your request, please see below receipt of payment from our Subcontractor, Positive Energy Solar.

Please Note:

Our NM address has changed to:
[7601 Jefferson St. NE Suite 160](#)
[Albuquerque, NM 87109](#)

ROBBIN VILLANUEVA
Project Administrator

O. 214.473.4748
M. 469.307.9423
E. robbin.villanueva@yearoutenergy.com

55 Noble Ct., Suite 100 - Heath, TX 75032



From: Clark Simpson <clark.simpson@positiveenergysolar.com>
Sent: Wednesday, April 27, 2022 10:34 AM
To: Greg Lucero <greg.lucero@yearoutenergy.com>; Robbin Villanueva <robbin.villanueva@yearoutenergy.com>
Subject: Fwd: Pay.gov Payment Confirmation: FS Bill Payments

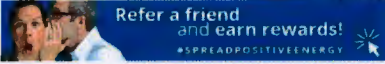
Good morning.

Record of payment made for BB#1.



Clark Simpson
VP Commercial Business | Employee Owner

T: 505.344.0071 | M: 941-840-2280
E: Clark.Simpson@positiveenergysolar.com
www.PositiveEnergySolar.com
3651 Princeton Dr. NE | Albuquerque, NM 87107



----- Forwarded message -----

From: **Okwen Foma** <okwen.foma@positiveenergysolar.com>
Date: Mon, Apr 18, 2022 at 10:17 AM
Subject: Fwd: Pay.gov Payment Confirmation: FS Bill Payments
To: Clark Simpson <clark.simpson@positiveenergysolar.com>

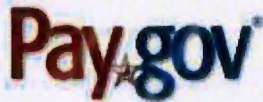
FYI, payment related to the USDA Forest Service bill.

----- Forwarded message -----

From: <notification@pay.gov>
Date: Mon, Apr 18, 2022 at 10:15 AM
Subject: Pay.gov Payment Confirmation: FS Bill Payments
To: <okwen.foma@positiveenergysolar.com>



An official email of the United States government



Your payment has been submitted to the designated government agency through Pay.gov and the details are below. Please note that this is just a confirmation of transaction submission. To confirm that the payment processed as expected, you may refer to your bank statement on the scheduled payment date. If you have any questions or wish to cancel this payment, you will need to contact the agency you paid at your earliest convenience.

Application Name: FS Bill Payments
Pay.gov Tracking ID: 26VONVGG
Agency Tracking ID: 76228097190

Account Holder Name: Positive Energy Inc
Transaction Type: ACH Debit
Transaction Amount: \$1,296.00
Payment Date: 04/19/2022

Account Type: Business Checking
Routing Number: 107006541
Account Number: *****1343

Transaction Date: 04/18/2022 12:15:53 PM EDT
Total Payments Scheduled: 1
Frequency: OneTime

Reference Type: BF031006AC048
Reference ID: BF031006AC048

THIS IS AN AUTOMATED MESSAGE. PLEASE DO NOT REPLY.



Pay.gov is a program of the U.S. Department of the Treasury, Bureau of the Fiscal Service

--
Okwen Foma
Position: Assistant Controller
Office Number: 505-424-1112
Cell Phone Number: 505-310-4017
Email: okwen@PostiveEnergySolar.com
Web: www.PostiveEnergySolar.com



April 12, 2022

Buckman Direct Diversion Board
341 Caja Del Rio Road
Santa Fe, NM 87506

RE: Booster Station 1A Damage Assessment for Santa Fe National Forest

Dear Buckman Direct Diversion Board,

Per our recent correspondence with Ms. Caryn Grosse at City of Santa Fe, Tierra Right of Way, Ltd. (Tierra) has prepared the attached cost quote and brief scope of services for the above-referenced project. This scope of work was developed to comply with Federal laws regulating treatment of cultural resources.

The proposed scope of work will include the following tasks:

- 1. Project Management
- 2. Background Research/Files Review
- 3. Fieldwork
- 4. Report/Graphics Preparation
- 5. Agency Review/Comment Response

All work will be billed as Time and Materials Not to Exceed a contract amount of **\$8,240**. This amount does not include New Mexico gross receipts tax, which will be charged in addition to the contract amount.

If this proposal is acceptable to you, feel free to sign at the bottom of this page and email a copy back to me at trude@tierra-row.com. Thank you for the opportunity to submit this scope of work. If you have any questions concerning this proposal, please contact me at (505) 947-5200.

Sincerely,

Trisha Rude, M.S, RPA
Project Manager/Principal Investigator
Sent by Email

Representative of BDDDB

Date



ATTACHMENT 1 – BOOSTER STATION 1A DAMAGE ASSESSMENT FOR SANTA FE NATIONAL FOREST

The City of Santa Fe, on behalf of Buckman Direct Diversion Board (BDDB), has requested a price quote for a damage assessment and cultural resource site update. The project area falls on land administered by Santa Fe National Forest (SFNF) and is located at the Booster Station 1A near Buckman. Fieldwork will involve a damage assessment and site update to a segment of the Chili Line Denver and Rio Grande Western railroad grade (AR-03-10-06-00408/LA 76778).

TASK OUTLINE

The primary tasks associated with this project include **project management, background research/files review, fieldwork, report/graphics preparation and agency review/comment response.**

Task 1. Project Management

Tierra's Project Manager, Trisha Rude, will be responsible for ensuring that the cultural resource investigations will be performed on schedule and within budget. She will oversee all aspects of the project and coordinate as needed with the client, SFNF, and the New Mexico Historic Preservation Division (NMHPD).

Task 2. Background Research/Files Review

Upon notice to proceed, Tierra will begin correspondence with SFNF to define the necessary scope of work and obtain documentation of the initial damage assessment performed by SFNF archaeologists. In 2021, Tierra completed a cultural resource inventory of the Booster Station 1A project area including records review using the New Mexico Cultural Resource Information System (NMCRIIS) online database (New Mexico Historic Preservation Division's centralized site records depository). Prior to damage assessment fieldwork, Tierra will re-check NMCRIIS and retrieve any more-recent information pertinent to AR-03-10-06-00408/LA 76778.

Task 3. Fieldwork

Fieldwork is expected to involve a damage assessment and site update of AR-03-10-06-00408/LA 76778. As per the SFNF stipulations, the site update will involve documentation of the railroad grade 200 meters to both the north and south of the currently documented extent of the site. This will ensure a sufficient buffer around the project area and account for damage beyond the currently documented southern portion of the site that was impacted. Tierra will consult with SFNF regarding specific field requirements, but it is anticipated that fieldwork can be conducted by one archaeologist in a single workday. AR-03-10-06-00408/LA 76778 will be documented on a Laboratory of Anthropology site form, mapped using a Trimble GPS unit with submeter accuracy, and photographed.

Task 4. Report/Graphics Preparation

Following fieldwork, a damage assessment report will be prepared and submitted to BDDB for review and approval; the report will be a Client version with confidential site information redacted. Only with authorization from BDDB will the full, non-redacted report be finalized and submitted to SFNF for

review and approval. The report will follow standards listed in the U.S. Forest Service Region 3 Handbook and will include descriptions of environmental setting, pre-field research, field methods, and results of the damage assessment. The updated LA Site form will be included in a confidential appendix to the report.

Task 5. Agency Review and Comment Response

Upon project completion, a draft damage assessment report will be subject to SFNF review and comment. Tierra is prepared to make any recommended changes/edits to the draft report to produce a final, agency-approved document in both hard copy and electronic format. The final report will be submitted to BDDDB, SFNF, and the NMHPD.

SCHEDULE

Tierra will begin background research and consultation with SFNF upon notice to proceed (NTP). Damage assessment fieldwork will be completed within six weeks of NTP. The draft damage assessment report will be submitted to BDDDB and SFNF within three weeks following completion of fieldwork.

COST ESTIMATE

The project will be billed as Time and Materials not to exceed a contract amount of **\$8,240** excluding any New Mexico gross receipts tax.

ASSUMPTIONS:

The following assumptions were used in preparing the scope of work and cost estimate:

1. The quoted contract cost includes a project registration fee of \$25 to be paid directly to the Archaeological Resources Management Section (ARMS).
2. The quoted contract cost includes a \$250 technology fee which will appear as a line item on the first invoice for the project.
3. BDDDB will obtain legal access to the subject land parcel as necessary.
4. The quoted contract does not include New Mexico gross receipts tax.
5. Pre-field correspondence with SFNF to obtain site records and define scope of work can be done virtually or by phone and will not require an in-person visit to Santa Fe Forest offices.
6. Fieldwork will assess physical impacts to the site only and will not involve any calculation of monetary costs associated with damages.
7. Fieldwork will not be delayed due to inclement weather, snow cover, or actions by the client, or public agencies.
8. No subsurface investigations will be required, and no artifacts or cultural materials will be removed from the field.
9. Detailed architectural documentation, oral interviews, or archival research will not be required.
10. Native American consultation will not be performed under this scope of work.
11. The quoted contract cost assumes a damage assessment and site update for no more than one cultural resource site. *If more than one archaeological site or historic property is encountered in the project area and requires documentation, a change order may be required.*
12. The quoted cost assumes that the scope of work defined by SFNF will require no more than one person-day of fieldwork. *If more than one day of fieldwork is needed, a change order may be required.*



April 12, 2022

Buckman Direct Diversion Board
341 Caja Del Rio Road
Santa Fe, NM 87506

RE: Booster Station 1A Site Avoidance Monitoring for Santa Fe National Forest

Dear Buckman Direct Diversion Board,

Per our recent correspondence with Ms. Caryn Grosse at City of Santa Fe, Tierra Right of Way, Ltd. (Tierra) has prepared the attached cost quote and brief scope of services for the above-referenced project. This scope of work was developed to comply with Federal laws regulating treatment of cultural resources.

The proposed scope of work will include the following tasks:

- 1. Project Management
- 2. Fieldwork
- 3. Report/Graphics Preparation
- 4. Agency Review/Comment Response

All work will be billed as Time and Materials Not to Exceed a contract amount of **\$13,305 for one four-day week of monitoring and a one-day final site inspection**. Any additional monitoring required by SFNF will be billed at an extra cost not to exceed **\$5,065 per week of fieldwork**. This amount does not include New Mexico gross receipts tax, which will be charged in addition to the contract amount.

If this proposal is acceptable to you, feel free to sign at the bottom of this page and email a copy back to me at trude@tierra-row.com. Thank you for the opportunity to submit this scope of work. If you have any questions concerning this proposal, please contact me at (505) 947-5200.

Sincerely,

Trisha Rude, M.S, RPA
Project Manager/Principal Investigator
Sent by Email

Representative of BDDB

Date



ATTACHMENT 1 – BOOSTER STATION 1A SITE AVOIDANCE MONITORING FOR SANTA FE NATIONAL FOREST

The City of Santa Fe, on behalf of Buckman Direct Diversion Board (BDDDB), has requested a price quote for cultural resource monitoring of proposed construction activities at Booster Station 1A. The project area falls on land administered by Santa Fe National Forest (SFNF) and is located near Buckman, NM. Fieldwork will involve monitoring a segment of the Chili Line Denver and Rio Grande Western railroad grade (AR-03-10-06-00408/LA 76778) by a qualified archaeologist to ensure avoidance.

TASK OUTLINE

The primary tasks associated with this project include **project management, fieldwork, report/graphics preparation and agency review/comment response.**

Task 1. Project Management

Tierra's Project Manager, Trisha Rude, will be responsible for ensuring that the cultural resource investigations will be performed on schedule and within budget. She will oversee all aspects of the project and coordinate as needed with the client, SFNF, and the New Mexico Historic Preservation Division (NMHPD).

Task 2. Fieldwork

Fieldwork will involve site avoidance monitoring of AR-03-10-06-00408/LA 76778. Tierra will consult with SFNF regarding specific field requirements, but it is anticipated that monitoring will involve placement of temporary barrier fencing and observation of all ground-disturbing site work including clearing and grubbing, installing posts, and trenching. A final field inspection will be conducted at the end of the project to verify that AR-03-10-06-00408/LA 76778 has been avoided.

Task 3. Report/Graphics Preparation

Following fieldwork, a monitoring report will be prepared and submitted to BDDDB for review and approval; the report will be a Client version with confidential site information redacted. Only with authorization from BDDDB will the full, non-redacted report be finalized and submitted to SFNF for review and approval. The report will follow standards listed in the U.S. Forest Service Region 3 Handbook and will include descriptions of environmental setting, pre-field research, field methods, and results of monitoring.

Task 4. Agency Review and Comment Response

Upon project completion, a draft monitoring report will be subject to SFNF review and comment. Tierra is prepared to make any recommended changes/edits to the draft report to produce a final, agency-approved document in both hard copy and electronic format. The final report will be submitted to BDDDB, SFNF, and the NMHPD.

SCHEDULE

Tierra will begin consultation with SFNF upon notice to proceed (NTP). Monitoring activities will take place according to BDDDB's construction schedule and should require no more than 21 weeks.

The draft monitoring report will be submitted to BDDDB and SFNF within three weeks following completion of site avoidance monitoring.

COST ESTIMATE

The project will be billed as Time and Materials not to exceed a contract amount of **\$13,305 for one four-day week of monitoring and a one-day final site inspection**. Any additional monitoring required by SFNF will be billed at an extra cost not to exceed **\$5,065 per week**. This cost estimate excludes any New Mexico gross receipts tax.

ASSUMPTIONS:

The following assumptions were used in preparing the scope of work and cost estimate:

1. The quoted contract cost includes a project registration fee of \$25 to be paid directly to the Archaeological Resources Management Section (ARMS).
2. The quoted contract cost includes a \$250 technology fee per each \$10,000 of fieldwork.
3. BDDDB will obtain legal access to the subject land parcel as necessary.
4. The quoted contract does not include New Mexico gross receipts tax.
5. Pre-field correspondence with SFNF to define scope of work can be done virtually or by phone and will not require an in-person visit to Santa Fe Forest offices.
6. Tierra will not be responsible for developing a monitoring plan for the project.
7. No archaeological excavation will be required, and no artifacts or cultural materials will be removed from the field.
8. Native American consultation will not be performed under this scope of work.

Memorandum



Buckman Direct Diversion

Date: May 23, 2022

To: Buckman Direct Diversion Board

From: Antoinette Armijo-Rougemont, Accounting Supervisor

Re: Budget Amendment Resolution (BAR) for Electricity

ITEM AND ISSUE:

Request for approval of a Budget Adjustment Resolution for electricity.

BACKGROUND AND SUMMARY:

It's been determined that BDD will be short in the electricity line item by the end of the fiscal year. There are a variety of factors that determine the electricity costs, including the time of day of meter usage, season, usage, etc. Based on invoice amounts from July through March, we estimate that we should increase our POs by the amount of \$100,000.

This request will move \$100,000 from the Service Contract line, where we have remaining funds available from two IT projects. In April, the Board approved the re-purposing of these IT funds in the amount of \$160,000. This is the only line identified to have enough funds to cover this budget adjustment. This request will not cause an increase to our current operating budget and is in accordance with our BDD Working Capital and Billing Policy.

ACTION REQUESTED:

Staff recommends approval of the attached Budget Adjustment Request to our adopted FY2022 Operating Budget to move funds from Service Contracts into Electricity.

<u>Category</u>	<u>Munis Org/Account</u>	<u>Amount</u>
Service Contracts	8000801.510310	(\$100,000)
Electricity	8000801.514050	\$100,000

Approved by BDDDB June 2, 2022

APPROVED/DATE

DENIED/DATE



Buckman Direct Diversion 341 Caja del Rio Santa Fe, NM 87506



Log # (Finance use only):	
Batch # (Finance use only):	

City of Santa Fe, New Mexico BUDGET AMENDMENT RESOLUTION (BAR)

DEPARTMENT / DIVISION NAME PUD/Buckman Direct Diversion					DATE 6/2/2022	
ITEM DESCRIPTION	ORG	OBJECT	PROJECT	INCREASE	DECREASE	
<u>EXPENDITURES</u>				<i>(enter as positive #)</i>	<i>(enter as negative #)</i>	
Service Contracts	8000825	510310			(100,000)	
Electricity	8000801	514050		100,000		
<u>REVENUES</u>				<i>(enter as negative #)</i>	<i>(enter as positive #)</i>	
JUSTIFICATION: <i>(use additional page if needed)</i> --Attach supporting documentation/memo				\$	\$ -	

To authorize the transfer of funds from Service Contracts to Electricity for FY22.

<i>(Complete section below if BAR results in a net change to ANY Fund)</i>	
	Fund Balance
Fund(s) Affected	Increase/(Decrease)
TOTAL:	

BDDDB Approved 06/02/2022

Antoinette Armijo-Rougemont	6/2/2022	<i>(Use this form for Finance Committee/ City Council agenda items ONLY)</i>	
Prepared By <i>(print name)</i>	Date	<u>CITY COUNCIL APPROVAL</u>	Budget Officer
Division Director Signature <i>(optional)</i>	Date	City Council Approval Date	Finance Director (<i>≤ \$5,000</i>)
Department Director Signature	Date	Agenda Item #:	City Manager (<i>≤ \$60,000</i>)