



## **ROSWELL INFRASTRUCTURE COMMITTEE AGENDA**

Monday, OCTOBER 21, 2024 AT 2:00 P.M.

City Hall Large Conference Room

425 N. Richardson Ave., Roswell, New Mexico 88201

Committee Chair: Juan Oropesa

Committee Vice Chair: Darrell Johnson

Committee Members: Cristina Arnold, Will Cavin, Angela Moore

Staff Coordinator: Louis Najjar

### **CALL TO ORDER**

### **ROLL CALL**

### **APPROVAL OF AGENDA**

### **APPROVAL OF MINUTES**

1. Approval of minutes from Infrastructure Committee Meeting on September 16, 2024

### **REGULAR ITEMS**

2. Consider approval of Award Recommendation for RFP-25-003 Janitorial Custodial Services and authorization for the City Manager to enter into contract negotiations with a pool of four (4) vendors as a Multi-Source Award to the recommended Offerors.
3. Consider a recommendation to Finance Committee to award of ITB 25-005-Bulk Fuel to AWC Propane for a one (1) year contract period with three (3) additional 12-month period, mutually, agreeable extensions.
4. Consider recommendation of award of ITB-25-004, Spring River Trail Connection to Cielo Grande Project to Constructors, Inc. in an amount of \$314,937.05 including GRT.
5. Consider PO ratification for vendor change for Street Department Sweeper purchase to Heil of Texas for \$374,027.00, and cancelation of PO 22400545 to Pete's Equipment for \$374,052.00.
6. Consider PO requestion for Tank Industry Consultants for \$450,000 to provide 3rd party inspection and quality control for Country Club Reservoir Repair Project.
7. Recommend award of Roswell Air Center Hobson Road Lift Station Design Project to Freese & Nichols Inc. in the amount of \$266,032.00 which includes GRT.
8. Consider recommendation of approval of PO requested for purchase of Noon Optimist Park Lighting upgrades from J&G Electric in the amount of \$649,752.98 including GRT.

### **NON-ACTION ITEMS**

9. Discussion of Water Infrastructure Master Plan RFQ Process
10. Discussion of Skate Park Grant Applications
11. Discussion of purchase of farmland adjacent to WWTP.
12. Department Report - Transit
13. Department Report - Fleet Maintenance
14. Department Report - Solid Waste

15. Department Report - Cemetery
16. Department Report - Zoo
17. Department Report - Parks
18. Department Report - Recreation
19. Department Report - Golf
20. Department Report - Facility Maintenance
21. Department Report - Streets
22. Department Report - Engineering
23. Department Report - Special Electronics
24. Department Report - Central Control - **NOT SUBMITTED**
25. Department Report - Water Maintenance & Transmission - **NOT SUBMITTED**
26. Department Report - Waste Water Treatment Plant & Sewer - **NOT SUBMITTED**

## **PUBLIC PARTICIPATION**

## **ADJOURN**

Notice of this meeting has been given to the public in compliance with Sections 10-15-1 through 10-15-4 NMSA 1975 and Resolution 24-23.

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact Human Resources at 575-624-6700 at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the City Clerk at 575-624-6700 if a summary or other type of accessible format is needed.

Printed and posted: **October 18, 2024**

### **TO ATTEND THE INFRASTRUCTURE COMMITTEE BY GO-TO-MEETING Infrastructure Committee**

Please join my meeting from your computer, tablet or smartphone.  
<http://global.gotomeeting.com/join/929161493>

You can also dial in using your phone.  
United States: +1 (571) 317-3122 Access Code: 929-161-493

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Infrastructure Committee

Meeting Date: 10/21/2024

COMMITTEE: Infrastructure

CONTACT: Louis Najar

CHAIR: Juan Oropesa

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**ACTION REQUESTED:**

Approval of minutes from Infrastructure Committee Meeting on September 16, 2024

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**Attachments**

ATT 1 - Draft Infrastructure Committee Meeting Minutes from September 16, 2024

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Regular Meeting of the Infrastructure Committee  
Held in the City Hall's Large Conference Room  
**September 16, 2024**

Notice of this meeting was given to the public in compliance with Sections 10-15-1 through 10-15-4, NMSA 1978, and Resolution 24-23.

**ROLL CALL:**

The meeting convened at 2:00 p.m. with Vice Chairman Johnson presiding, Councilor Arnold, Councilor Cavin, Councilor Moore being present & Chairman Oropesa being absent.

**Staff Present:**

Monica Barraza, James MacCornack, Jim Buress, Abraham Chaparro, Chad Cole, Mike Mathews, Hess Yntema, Timothy VandenBout, Nathaniel Mascarenas, Louis Najar, Becky Hicks, C.Josh Nairn-Mahan, Rudy Chavez, Della Andazola, Glenda Allen.

**Guest(s) Present:**

Terri Harber, and Rita Kane-Doerhoefer  
Vicki (No last name provided), and Amalia Martinez participated via GoToMeeting

**APPROVAL OF AGENDA:**

***Councilor Cavin moved to approve the agenda as presented. Councilor Arnold was the second. A voice vote of 4 -0 was unanimous, and the motion passed with Chairman Oropesa being absent.***

**APPROVAL OF MINUTES:**

1. August 19, 2024:

***Councilor Moore moved to approve the Minutes as presented. Councilor Cavin was the second. A voice vote of 4-0 was unanimous, and the motion passed with Chairman Oropesa being absent.***

**REGULAR ITEMS (ACTION ITEMS):**

2. Consider recommendation of approval for PO requesting the purchase of a new Parks Department zero turn mower from Simpson Norton Corp. in the amount of \$69,440.41.

***Mr. Buress discussed the purchase of the zero turn mower. Councilor Cavin moved to send to the Finance Committee, the recommendation for approval of the Parks Department. PO request purchase for a zero turn mower in the amount of \$69,440.41, to be placed on the consent agenda. Councilor Moore was the second. A voice vote of 4-0 was unanimous, and the motion passed with Chairman Oropesa being absent.***

3. Consider recommendation of approval of PO requesting the purchase of a new Golf Course rough mower from Simpson Norton Corp. in the amount of \$106,512.98.

*Mr. Burress discussed the purchase of the Golf Course rough mower. **Councilor Cavin moved to send to the Finance Committee, the recommendation for approval. PO request purchase for a Golf Course rough mower in the amount of \$106,512.98, to be placed on the consent agenda. Councilor Arnold was the second. A voice vote of 4-0 was unanimous, and the motion passed with Chairman Oropesa being absent.***

4. Consider approval for Roswell Transit to purchase two (2) new Arboc Spirit of Freedom 12+2 passenger buses from Model 1 Commercial Vehicle, Inc. in the amount of \$198,193.00 each for a total of \$396,386.00, which does include GRT. These buses will be purchased with Statewide Price Agreement #00-00000-20-00087 that expires 1/27/2025.

*Mrs. Hicks discussed the purchase of the two (2) Arboc Spirit of Freedom 12+2 passenger buses. None CDL requirement. **Councilor Arnold moved to send to the Finance Committee, the recommendation for approval. PO request purchase for Two (2) Arboc Spirit of Freedom 12+2 passenger buses in the amount of \$198,193.00 each for a total of \$396,386.00, to be placed on the consent agenda. Councilor Cavin was the second. A voice vote of 4-0 was unanimous, and the motion passed with Chairman Oropesa being absent.***

5. Consider award of ITB-25-002, West County Club Reservoirs Repair Project to TMI Coatings in the amount of \$3,744,739.53 including GRT.

*Mr. Najjar discussed the award. TIC handout was added at the meeting. **Councilor Cavin moved to send to the Finance Committee, approval of award of ITB-25-002, West Country Club Reservoir repair project to TMI Coatings in the amount of \$3,744,739.53, including GRT. Councilor Moore was the second. A voice vote of 4-0 was unanimous, and the motion passed with Chairman Oropesa being absent.***

For The Record: Councilor Cavin stepped away at 3:02 p.m. and returned at 3:05 p.m.

#### **PUBLIC PARTICIPATION:**

Councilor Cavin asked to speak on behalf of the water billing rates that have come up and has requested that a workshop be scheduled to go over concerns before the next special meeting. Councilor Johnson, Councilor Arnold, Councilor Moore, Councilor Cavin, and City Manager Chad Cole have all voiced their concern on this subject and were all in favor of having a workshop to discuss this matter and come up with a resolution on solving and fixing any errors that have come up.

#### **NON-ACTION ITEMS:**

6. Discussion of purchase of farmland adjacent to WWTP:

Mr. Najjar spoke on Mr. Sanchez's behalf. Nothing has changed.

7. Discussion of Safe Streets 4 All Implementation Grant Timeline and Process:

Rita Kane-Doerhoefer public comment emphasized while this is a good project the city is having financial issues & other topics be addressed.

8. Monthly Report- Roswell Transit:

Mrs. Hicks discussed the discontinuation of Blaise software as this was not a good software for the resident of Roswell's needs. She was open to questions.

9. Facility Maintenance Report:

Mr. Mascarenas went over pending jobs and completed jobs. Mr. Cole recognized Mr. Mascarenas on his preventive program on roofs and HVAC. Councilor Arnold recommended that the preventive program be added to the master plan. Mr. Mascarenas was open to questions.

10. Solid Waste Report:

Mr. Chaparro discussed the adjustment on sanitation rates and how he is working with water billing to get it corrected. He also discussed his new equipment that will be arriving next week. Mr. Chaparro was open to questions.

11. Cemetery Report:

Mr. Burress discusses the monthly report that included tree branches, headstones, and Irrigation systems. He was open to questions.

12. Zoo Report:

Mr. Burress discusses the maintenance of the animals and the ground keeping. He also said they are working on a project list and the need for Zoo keepers. He was open to questions.

13. Parks Report:

Mr. Chavez & Mr. Burress discussed the department update & the cleaning of the river bed from Atkinson to the river fence. Mr. Cole asked about the water fountains on the bike trails and when they would be turned off. Mr. Chavez stated that 3 (Beginning, Middle & End of trail) will remain available and the rest will be turned off before the first freeze. The ones left on will be insulated and prepared for winter months. Mr. Burress stated splash pads will be turned off at the end of this month and will re-open in March. Mr. Chavez & Mr. Burress talked about tree farm. They were open to questions.

14. Recreation Report:

Mr. Burress discussed class schedules that have been adjusted, the pool rehab, and also about offering PE classes for home school students who may need physical education while homeschooling. He was open to Questions.

15. Streets Report:

Mr. Najjar discussed the start of hot recycling starting October 1<sup>st</sup>. He was open to Questions.

16. Special Electronics' Report:

Mr. Najar stated our Electrician has 2 new employees who have started training. He was open to questions.

17. Engineering Report:

Mr. Najar has stated that the Hobbs St. project should be done by Christmas. The Inclusive Park shade shelters are up. Next will be sawding & trees. Mr. Najar also stated there is a pre-co this Wednesday on phase II for the water line inside the air center. He stands for any questions.

18. Central Control Report:

No report was submitted by the department, and no discussion took place.

19. Water Maintenance & Transmission:

No report was submitted by the department, and no discussion took place.

20. Waste Water Treatment Plant & Sewer:

No report was submitted by the department, and no discussion took place.

21. Fleet Maintenance:

Mrs. Hicks passed out her report in the meeting and was open to questions.

**PUBLIC PARTICIPATION:**

Rita Kane-Doerhoefer public comment would like to thank everyone for participating in the Chili Cheese Festival. That will take place on September 28<sup>th</sup>, 2024.

**ADJOURN:**

The meeting adjourned at 3:54 p.m.

**Infrastructure Committee**

**Meeting Date:** 10/21/2024

**COMMITTEE:** Infrastructure

**CONTACT:** Louis Najar

**CHAIR:** Juan Oropesa

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**ACTION REQUESTED:**

Consider approval of Award Recommendation for RFP-25-003 Janitorial Custodial Services and authorization for the City Manager to enter into contract negotiations with a pool of four (4) vendors as a Multi-Source Award to the recommended Offerors.

**BACKGROUND:**

Initiated by: Nathaniel Mascarenas

The City posted RFP-25-003 Janitorial Custodial Services on August 18, 2024. Four (4) proposals were received on September 17, 2024. The Evaluation Committee approved all four proposals for a multi-source award.

**FINANCIAL CONSIDERATION:**

Funding will be provided by each department's annual approved budget.

**LEGAL REVIEW:**

Contracts to be reviewed by the Legal Department upon award.

**BOARD AND COMMITTEE ACTION:**

Infrastructure Committee is asked to consider approval of the Award Recommendation and authorization for City Manager to enter into negotiations with the four (4) contractors listed on the award recommendation letter.

**STAFF RECOMMENDATION:**

Staff recommends approval of award recommendation and authorization for city manager to enter into negotiations with the four (4) contractors listed on the award recommendation letter.

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**Attachments**

ATT 1 - RFP 25-003 Recommended Award Letter

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## Award Recommendation Report

To: Mayor and Council  
From: Nathaniel Mascarenas, Project & Facilities Maintenance Manager, Project Manager  
Date: September 20, 2024  
Subject: Award Recommendation for: RFP-25-003  
Janitorial Custodial Services

The City of Roswell posted **RFP-25-003 Janitorial Custodial Services** on August 18, 2024. Four (4) proposals were received on September 17, 2024. This RFP was to qualify a pool of vendors to provide janitorial/custodial services for city-owned offices and facilities. The Evaluation Committee completed their review and it is their recommendation to qualify and award this contract to all four vendors. The Purchasing Office concurs with the recommendation from the Project Manager.

The Offerors are listed below:

- Clearly Clean Janitorial Service – Rio Rancho, NM
- Geneva's Cleaning Service – Roswell, NM
- Quality Janitorial – Hagerman, NM
- Taurus Cleaning Services – Roswell, NM

All Offerors were evaluated based off of the following criteria:

- Company Experience
- Company Past Performance/References
- Project Understanding
- List of all relative equipment
- Cost

If you have any comments or questions, please contact me.

Sincerely,

Nathaniel Mascarenas,  
Project & Facilities Maintenance Manager,  
Project Manager

Infrastructure Committee

Meeting Date: 10/21/2024

COMMITTEE: Infrastructure

CONTACT: Louis Najar

CHAIR: Juan Oropesa

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**ACTION REQUESTED:**

Consider a recommendation to Finance Committee to award of ITB 25-005-Bulk Fuel to AWC Propane for a one (1) year contract period with three (3) additional 12-month period, mutually, agreeable extensions.

**BACKGROUND:**

The City posted ITB-25-005-Bulk Fuel on September 8, 2024. One bid was received on October 1, 2024 from AWC Propane of Roswell, NM.

**FINANCIAL CONSIDERATION:**

Bulk fuel has been included in the FY25 Budget. The proposed rate is calculated as follows: Diesel: Laid in Price (changes daily) + Margin of .099 - Federal Excise Tax per Gallon of .2440 AND Gas: Laid in Price (changes daily) + Margin of .099 - Federal Excise Tax per Gallon of .184. On September 27, 2024, the prices were \$2.625/gallon and \$2.405/gallon respectively.

**LEGAL REVIEW:**

Contract to be reviewed by the Legal Department upon award.

**BOARD AND COMMITTEE ACTION:**

Consider a recommendation to Finance Committee to award ITB 25-005-Bulk Fuel to AWC Propane. Infrastructure is the first to consider this award recommendation.

**STAFF RECOMMENDATION:**

Consider a recommendation to Finance Committee to award ITB 25-005-Bulk Fuel to AWC Propane.

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**Attachments**

Award Recommendation Letter  
Bid Tabulation

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City of Roswell

## Award Recommendation

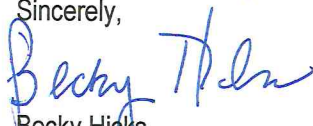
To: Arely Peek, Purchasing Agent  
From: Becky Hicks, Project Manager  
Date: October 11, 2024  
Subject: Award Recommendation for: ITB-25-005 Bulk Fuel

The City of Roswell posted **ITB-25-005 Bulk Fuel**. One bid was received on October 1, 2024. Upon review, it is recommended to award this contract to ABC Propane dba AWC Propane of Roswell, NM. The purchasing office concurs with the recommendation. Fuel rates bid were as follows.

- I. Unleaded - \$2.405/ gallon
- II. Diesel - \$2.625/gallon

If you have any comments or questions, please contact me.

Sincerely,

  
Becky Hicks,  
Project Manager

**Bid No. ITB-25-005**

**BID OPENING: OCTOBER 1, 2024**

NEW MEXICO

[illegible]

*Jack.*

10-14-24

**I Certify that all Information and Tabulations are Correct.**

DATE \_\_\_\_\_

**Infrastructure Committee**

**Meeting Date:** 10/21/2024

**COMMITTEE:** Infrastructure

**CONTACT:** Louis Najar

**CHAIR:** Juan Oropesa

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**ACTION REQUESTED:**

Consider recommendation of award of ITB-25-004, Spring River Trail Connection to Cielo Grande Project to Constructors, Inc. in an amount of \$314,937.05 including GRT.

**BACKGROUND:**

Initiated by: Louis Najar

Bids received on October 8, 2024 for the subject project have been reviewed. A Bid Tabulation is attached. One bid was received as follows: (Amounts include Tax of 7.8958%).

1. Constructors, Inc \$ 314,937.05

Please see attached recommendation of award letter to Purchasing.

**FINANCIAL CONSIDERATION:**

Current available FY 25 approved budget is \$325,000

**LEGAL REVIEW:**

Not Applicable for this agenda item.

**BOARD AND COMMITTEE ACTION:**

Recommend award of ITB-25-004, Spring River Trail Connection to Cielo Grande Project to Constructors, Inc. in an amount of \$314,937.05 including GRT to November 2024 Finance Committee.

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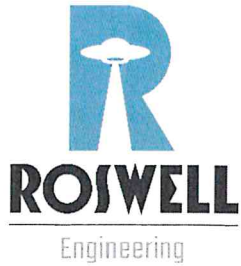
**Attachments**

ATT 1 - ITB 25-004 Recommendation of Award

ATT 2 - Bid Tabulation ITB 25-004

ATT 3 - Budget Excerpt

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To: Arely Peek  
Purchasing

October 15, 2024

Re: Recommendation of Award  
Spring River Cielo Grande Trail Connector  
Bid No. ITB-25-004 CN 2104820

Bids received on October 9, 2024 for the subject project have been reviewed. A Bid Tabulation is attached. One bid was received as follows: (Amounts include Tax of 7.8958%).

|                                    |              |
|------------------------------------|--------------|
| 1. Constructors Inc., Carlsbad, NM | \$314,937.05 |
|------------------------------------|--------------|

Upon completion of review, I hereby recommend award of this project to Constructors Inc., in the amount of \$314,937.05.

If you have any questions please contact me.

Sincerely,

---

James MacCornack, P.E.  
Senior Engineer  
575-637-6288

xc: Project Files

**Engineer's Bid Tabulation  
ITB-25-004  
Spring River Cielo Grande Trail Connector**

**Bid Opening of October 8, 2024**

**I Certify that all Information and Tabulations are Correct.**

Date \_\_\_\_\_

City of Roswell  
Capital Project Budget  
FY25

| FY25 Streets "Capital Fund" Projects (2623-4323) |             |                    |                                                    |                      |                 |     |                    |         |                 |                             |              |               |                |                       |                 |                    |             |              |                      |                   |
|--------------------------------------------------|-------------|--------------------|----------------------------------------------------|----------------------|-----------------|-----|--------------------|---------|-----------------|-----------------------------|--------------|---------------|----------------|-----------------------|-----------------|--------------------|-------------|--------------|----------------------|-------------------|
| Project Information                              |             |                    |                                                    |                      |                 |     | Grant Information  |         |                 |                             |              |               |                | Financial Information |                 |                    | FY25 Budget |              |                      |                   |
| Item #                                           | Fixed Asset | Budgeted GL Acct # | Project Description                                | FY Start / FY End    | Project Manager | PO# | Total Project Cost | Grant # | Granting Agency | Award Date / Reversion Date | Award Amount | Grant Manager | Matching Funds | Arts in Public Places | Approved Budget | Encumbered Balance | YTD Expense | Grants       | Approved City Budget | Total FY25 Budget |
| 1                                                |             |                    | Collectors and Residential Mill & Fill             |                      |                 |     | 1,500,000.00       |         |                 |                             | N/A          |               |                |                       |                 |                    |             | 1,500,000.00 |                      | 1,500,000.00      |
| 2                                                |             |                    | (2) Mowers w/attachments                           | February 2025        |                 |     | 130,988.38         |         |                 |                             |              |               |                |                       |                 |                    |             | 130,988.38   |                      | 130,988.38        |
| 3                                                |             |                    | Dump Truck                                         | Spring/Summer 2025   |                 |     | 179,857.00         |         |                 |                             |              |               |                |                       |                 |                    |             | 179,857.00   |                      | 179,857.00        |
| 4                                                |             |                    | Patch Truck                                        | Ordered in July 2023 |                 |     | 289,408.00         |         |                 |                             |              |               |                |                       |                 |                    |             | 207,263.91   |                      | 207,263.91        |
| 5                                                |             |                    | Patch Truck                                        | Could easily be 2026 |                 |     | 291,898.00         |         |                 |                             |              |               |                |                       |                 |                    |             | 291,898.00   |                      | 291,898.00        |
| 6                                                |             |                    | Sweeper                                            |                      |                 |     | 374,052.00         |         |                 |                             |              |               |                |                       |                 |                    |             | 374,052.00   |                      | 374,052.00        |
| 8                                                |             |                    | Cielo Grande Trail/STR                             |                      |                 |     | 225,000.00         |         |                 |                             |              |               |                |                       |                 |                    |             | 192,240.00   | 132,760.00           | 325,000.00        |
| 9                                                |             |                    | Safe Roads                                         |                      |                 |     | 650,000.00         |         |                 |                             |              |               |                |                       |                 |                    |             | 280,000.00   | 70,000.00            | 350,000.00        |
| 10                                               |             |                    | Bridge Over Hondo River                            |                      |                 |     | 2,440,000.00       |         |                 |                             |              |               |                |                       |                 |                    |             | 2,440,000.00 |                      | 2,440,000.00      |
| 11                                               |             |                    | Hobson Flood Prevention                            |                      |                 |     | 9,602,273.00       |         |                 |                             |              |               |                |                       |                 |                    |             | 1,000,000.00 |                      | 1,000,000.00      |
| 12                                               |             |                    | Brasher Rd - 2023 Legislative                      |                      |                 |     | 800,000.00         |         |                 |                             |              |               |                |                       |                 |                    |             | 400,000.00   |                      | 400,000.00        |
| 13                                               |             |                    | Mescalero Bridge Guardrails                        |                      |                 |     | 1,723,000.00       |         |                 |                             |              |               |                |                       |                 |                    |             |              | 80,000.00            | 80,000.00         |
| 14                                               |             |                    | N. Atkinson                                        |                      |                 |     | 2,689,000.00       |         |                 |                             |              |               |                |                       |                 |                    |             |              | 300,000.00           | 300,000.00        |
| 15                                               |             |                    | FY24 NMDOT TPF Funds 95% Reimbursement (Hobbs St.) |                      |                 |     | 2,410,000.00       |         |                 |                             |              |               |                |                       |                 |                    |             | 2,289,500.00 | 120,500.00           | 2,410,000.00      |
|                                                  |             |                    | Total Streets                                      |                      |                 |     | 23,305,476.38      | -       | -               | -                           | -            | -             | -              | -                     | -               | -                  | -           | 6,601,740.00 | 3,387,319.29         | 9,989,059.29      |

**Infrastructure Committee**

**Meeting Date:** 10/21/2024

**COMMITTEE:** Infrastructure

**CONTACT:** Louis Najar

**CHAIR:** Juan Oropesa

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**ACTION REQUESTED:**

Consider PO ratification for vendor change for Street Department Sweeper purchase to Heil of Texas for \$374,027.00, and cancelation of PO 22400545 to Pete's Equipment for \$374,052.00.

**BACKGROUND:**

Initiated by: Louis Najar

City was notified by Pete's Equipment that the delivery of Sweeper equipment on PO 22400545 issued in July 2023 would be delayed by an additional 12 months. City located an alternate vendor that is able to provide equivalent equipment in much shorter timeframe. PO 22400545 to Pete's Equipment was cancelled, and PO 22501175 was issued to Heil of Texas. Quote from Heil of Texas was \$25 less expensive than Pete's equipment quote.

Heil of Texas Quote and PO 22501175 is attached.

**FINANCIAL CONSIDERATION:**

Change of vendor resulted in a savings of \$25

**LEGAL REVIEW:**

Not Applicable for this agenda item.

**BOARD AND COMMITTEE ACTION:**

Consider PO ratification for vendor change for Street Department Sweeper purchase for Heil of Texas for \$374,027.00 and cancelation of PO 22400545 to Pete's Equipment for \$374,052.00 to November City Council.

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**Attachments**

ATT 2 - PO 22501175

ATT 3 - PO 22400545

ATT 1 - Heil of Texas Quote

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# Purchase Order

Fiscal Year 2025

Page: 1 of: 1

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CITY OF ROSWELL  
ATTN: ACCOUNTS PAYABLE  
PO BOX 1838  
ROSWELL NM 88202  
(OR) [AP@ROSWELL-NM.GOV](mailto:AP@ROSWELL-NM.GOV)

V  
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TEXAN WASTE EQUIPMENT INC  
HEIL OF TEXAS  
5900 WHEELER  
HOUSTON, TX 77023

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES AND SHIPPING PAPERS.

Purchase Order # **22501175**

Delivery must be made within doors of specified destination.

S  
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STREET  
300 E WALNUT ST  
ROSWELL, NM 88203  
Email: [e.prichard@roswell-nm.gov](mailto:e.prichard@roswell-nm.gov)  
Phone: 5756246730

| Vendor Phone # | Vendor Email Address                                                                                                                                                                                                                                                                                                                                                                                                                                          | Requisition Number | Requisitioner        |                                                                        |              |                |
|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|----------------------|------------------------------------------------------------------------|--------------|----------------|
| 915-920-6595   |                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 12501532           | Elizabeth A Michael  | <a href="mailto:e.michael@roswell-nm.gov">e.michael@roswell-nm.gov</a> |              |                |
| Date Ordered   | Vendor Number                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Date Required      | Freight Method/Terms | Department/Location                                                    |              |                |
| 09/26/2024     | 13623                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                    |                      | Finance                                                                |              |                |
| Item#          | Description/PartNo                                                                                                                                                                                                                                                                                                                                                                                                                                            |                    | QTY                  | UOM                                                                    | Unit Price   | Extended Price |
|                | Schwarze M6SE Avalanche Variable High Dump Mechani<br>The Above Purchase Order Number Must Appear On All<br>Correspondence - Packing Sheets And Bills Of Lading                                                                                                                                                                                                                                                                                               |                    |                      |                                                                        |              |                |
| 1              | Schwarze M6SE Avalanche Variable High Dump Mechanical<br>Street Sweeper. Remote Main Broom and Conveyor Grease<br>Bank, Freightliner M2 300HP Chassis w/Dual Steering & Gauges,<br>12" Diameter Fender Mounted Parabolic Mirrors, In-Cab Load<br>Weight Indicator, Hydraulic Pressure Gauge at Valve Bank, LED<br>Traffic Guide Arrowboard w/In Cab Controls and 2024 Model Year<br>Increase Body and Chassis Cost Increase.<br>GL Account: 26234323 - 817506 |                    | 1.0                  | EACH                                                                   | \$374,027.00 | \$374,027.00   |
|                | ***** GL SUMMARY *****<br>26234323 - 817506                                                                                                                                                                                                                                                                                                                                                                                                                   |                    |                      |                                                                        |              | \$374,027.00   |

By: A. Peck  
Purchasing Agent, C.P.O

|                  |                     |
|------------------|---------------------|
| Total Ext. Price | \$374,027.00        |
| <b>PO Total</b>  | <b>\$374,027.00</b> |

**CITY OF ROSWELL, NEW MEXICO**  
**CONDITIONS GOVERNING THIS PURCHASE ORDER**

**The CITY OF ROSWELL is not responsible for products, goods, supplies, equipment, or services delivered without authority of this written order.**

**DEFINITIONS:**

**CITY:** The City of Roswell, New Mexico agency and its employees.

**ITEM(S):** The material(s), product(s), service(s), lease(s), equipment, components, merchandise, Instructor services, Entertainment, goods, commodity(ies) or, etc.

**INVOICE:** The document to request payment for this Purchase Order from the CITY and must show the following: Purchase Order Number, Date of Shipment, Date of Invoice, Invoice Number, Description & Listing of Item(s) Purchased, Quantity (if applicable), Unit Price or Cost of Each Item(s), Vendor: Name, Remittance Address, Phone Number, and Customer Account Number, if applicable,

**REQUISITIONER:** The employee of the CITY who is placing this order.

**Shipment of Items:**

Do not over ship or substitute. Ship exactly as ordered, unless otherwise approved by the CITY.

All products, supplies, equipment or service(s) received are subject to inspection and acceptance by the CITY.

If unable to fill this order exactly in accordance with description unit, price or specifications, please contact Requisitioner immediately. The CITY reserves the right to reject and return at shipper's expense any and all products or supplies delivered which do not conform to our description or specifications.

If unable to fill this order promptly or within the time specified, notify the REQUISITIONER immediately. In case of unreasonable delay in delivery or delivery of goods specified, or in case of any other default of the vendor, the CITY shall have the right to cancel this Purchase Order in whole or in part, and the CITY may procure the ITEM(S) from other sources.

**Freight:** All product shipped by freight, express or parcel post, MUST HAVE ALL CHARGES FULLY PREPAID TO POINT OF DELIVERY.

**Packing Slip:** Include itemized packing slips with all shipments. Show DEPARTMENT name for whom delivery is intended.

**Invoice:**

Invoice(s) must be sent on date of COMPLETE SHIPMENT of all product(s) ordered. Any Invoice pertaining to this order **must be received no later than 30 days from shipment date**, otherwise Invoice may not be processed for payment.

Any Discount Terms must be clearly stated on the Invoice, to include the dollar (\$) amount or percent (%) amount that may be taken. Define the exact date terms for the discount.

**Acceptance:**

All items delivered on this order are to be new and the manufacture or product of the United States or its territorial possessions, unless otherwise specified.

The workmanship, quantities or qualities of goods which are to be paid for hereunder shall be to the satisfaction of the CITY and before final acceptance by the CITY all matters of dispute must be adjusted to the mutual satisfaction of the CITY and the vendor. Determinations and decisions, in case any question shall arise, shall constitute a condition precedent to the right of the vendor to receive any money thereof, until the matter in questions is settled.

The vendor by accepting this order agrees to assume the defense of and hold the CITY, its agents and its employees, harmless from all suits, costs, expenses, claims and damages arising from the use of the described materials because of actual or alleged infringement of any copy rights, patent or patent right of any invention or any other cause, and vendor represents and warrants that the unit prices charged herein are not higher than any applicable legal maximum prices permitted under existing governmental regulations and are not in excess of those currently charged to other governmental, institutional, or commercial users for similar items, quantities and deliveries.

**Sales Taxes:**

New Mexico Gross Receipts Tax (NMGRT) must be applied at time of invoicing (**IF APPLICABLE**) and according to New Mexico Taxation and Revenue Rules and Regulations and at the current rate table.

**Federal, State and Local Laws:**

Upon the vendor's acceptance hereof, the vendor agrees to comply and follow all Federal, State and Local Laws, Rules and Regulations, the State of New Mexico Procurement Laws and shall keep itself fully informed of all municipal ordinances and regulations in any manner affecting this order and the items delivered at vendor's sole cost and expense. Vendor shall comply with laws prohibiting discrimination on account of race, creed, color, or national origin.



# Purchase Order

Fiscal Year 2024

Page: 1 of: 1

B  
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CITY OF ROSWELL  
ATTN: ACCOUNTS PAYABLE  
PO BOX 1838  
ROSWELL NM 88202  
(OR) [AP@ROSWELL-NM.GOV](mailto:AP@ROSWELL-NM.GOV)

V  
E  
N  
D  
O  
R

PETE'S EQUIPMENT REPAIR INC  
1412 BROADWAY NE  
ALBUQUERQUE, NM 87102

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES AND SHIPPING PAPERS.

Purchase  
Order #

22400545

Delivery must be made within doors of specified destination.

S  
H  
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P  
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STREET  
300 E WALNUT ST  
ROSWELL, NM 88203  
Email: [f.rincon@roswell-nm.gov](mailto:f.rincon@roswell-nm.gov)  
Phone: 5756246730

| Vendor Phone # | Vendor Email Address                                                                                                                                          | Requisition Number | Requisitioner        |                                                                        |              |                |
|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|----------------------|------------------------------------------------------------------------|--------------|----------------|
| 505-242-6969   |                                                                                                                                                               | 12400541           | Monica Barraza       | <a href="mailto:m.barraza@roswell-nm.gov">m.barraza@roswell-nm.gov</a> |              |                |
| Date Ordered   | Vendor Number                                                                                                                                                 | Date Required      | Freight Method/Terms | Department/Location                                                    |              |                |
| 07/24/2023     | 1994                                                                                                                                                          |                    |                      | Streets                                                                |              |                |
| Item#          | Description/PartNo                                                                                                                                            |                    | QTY                  | UOM                                                                    | Unit Price   | Extended Price |
|                | 2023 Elgin Broom Bear dual broom Sweeper<br>The Above Purchase Order Number Must Appear On All<br>Correspondence - Packing Sheets And Bills Of Lading         |                    |                      |                                                                        |              |                |
| 1              | 2023 Elgin Broom Bear dual broom Sweeper Mounted on a 2025<br>Freightliner M2 106 Chassis<br>Sourcewell Contract #093021-ELG<br>GL Account: 26234323 - 817506 |                    | 1.0                  | EACH                                                                   | \$374,052.15 | \$374,052.15   |
|                | ***** GL SUMMARY *****<br>26234323 - 817506                                                                                                                   |                    |                      |                                                                        |              | \$374,052.15   |

By: J. Collier  
Purchasing Agent, C.P.O

|                  |              |
|------------------|--------------|
| Total Ext. Price | \$374,052.15 |
| PO Total         | \$374,052.15 |

**CITY OF ROSWELL, NEW MEXICO**  
**CONDITIONS GOVERNING THIS PURCHASE ORDER**

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- **INVOICE:** The document to request payment for this Purchase Order from the CITY and must show the following: Purchase Order Number, Date of Shipment, Date of Invoice, Invoice Number, Description & Listing of Item(s) Purchased, Quantity (if applicable), Unit Price or Cost of Each Item(s), Vendor: Name, Remittance Address, Phone Number, and Customer Account Number, if applicable,
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- Any Discount Terms must be clearly stated on the Invoice, to include the dollar (\$) amount or percent (%) amount that may be taken. Define the exact date terms for the discount.

**Acceptance:**

- All items delivered on this order are to be new and the manufacture or product of the United States or its territorial possessions, unless otherwise specified.
- The workmanship, quantities or qualities of goods which are to be paid for hereunder shall be to the satisfaction of the CITY and before final acceptance by the CITY all matters of dispute must be adjusted to the mutual satisfaction of the CITY and the vendor. Determinations and decisions, in case any question shall arise, shall constitute a condition precedent to the right of the vendor to receive any money thereof, until the matter in questions is settled.
- The vendor by accepting this order agrees to assume the defense of and hold the CITY, its agents and its employees, harmless from all suits, costs, expenses, claims and damages arising from the use of the described materials because of actual or alleged infringement of any copy rights, patent or patent right of any invention or any other cause, and vendor represents and warrants that the unit prices charged herein are not higher than any applicable legal maximum prices permitted under existing governmental regulations and are not in excess of those currently charged to other governmental, institutional, or commercial users for similar items, quantities and deliveries.

**Sales Taxes:**

- New Mexico Gross Receipts Tax (NMGR) must be applied at time of invoicing (**IF APPLICABLE**) and according to New Mexico Taxation and Revenue Rules and Regulations and at the current rate table.

**Federal, State and Local Laws:**

Upon the vendor's acceptance hereof, the vendor agrees to comply and follow all Federal, State and Local Laws, Rules and Regulations, the State of New Mexico Procurement Laws and shall keep itself fully informed of all municipal ordinances and regulations in any manner affecting this order and the items delivered at vendor's sole cost and expense. Vendor shall comply with laws prohibiting discrimination on account of race, creed, color, or national origin.



**CONTRACT PRICING WORKSHEET**  
For MOTOR VEHICLES Only

Contract  
No.:

SW04-20

Date  
Prepared:

9/19/2024

***This Worksheet is prepared by Contractor and given to End User. If a PO is issued, both documents MUST be faxed to H-GAC @ 713-993-4548. Therefore please type or print legibly.***

|                 |                     |              |                       |
|-----------------|---------------------|--------------|-----------------------|
| Buying Agency:  | City of Roswell, NM | Contractor:  | Heil of Texas         |
| Contact Person: | Quin Miller         | Prepared By: | Cody Garefalos        |
| Phone:          | 575-624-6730        | Phone:       | 832-245-8222          |
| Fax:            |                     | Fax:         | 713-923-5522          |
| Email:          |                     | Email:       | codyg@heiloftexas.com |

|               |            |              |                                                                      |
|---------------|------------|--------------|----------------------------------------------------------------------|
| Product Code: | SW04-20B31 | Description: | Schwarze M6SE Avalanche Variable High Dump Mechanical Street Sweeper |
|---------------|------------|--------------|----------------------------------------------------------------------|

|                                                                         |         |
|-------------------------------------------------------------------------|---------|
| <b>A. Product Item Base Unit Price Per Contractor's H-GAC Contract:</b> | 247,412 |
|-------------------------------------------------------------------------|---------|

**B. Published Options - Itemize below - Attach additional sheet(s) if necessary - Include Option Code in description if applicable.**

(Note: Published Options are options which were submitted and priced in Contractor's bid.)

| Description                                          | Cost | Description                                               | Cost   |
|------------------------------------------------------|------|-----------------------------------------------------------|--------|
| Tube Type Main Broom                                 | 0    | 5.0 Cubic Yard High Dump Debris Hopper                    | 0      |
| In-Cab Pneumatic Main Broom Downpressure Controls    | 0    | Rear Mounted LED Strobe with Limb Guard                   | 0      |
| In-Cab Main Broom Variable Speed Controls            | 0    | Remote Main Broom and Conveyor Grease Bank                | 1100   |
| Dual 49" Diameter Gutter Brooms                      | 0    | Standard White Dupon Imron 5000 White Paint               | 0      |
| In-Cab Dual Hydraulic Gutter Broom Tilt Controls     | 0    | Freightliner M2 300HP Chassis w/Dual Steering & Gauges    | 113480 |
| In-Cab Dual Gutter Broom Extension Override Controls | 0    | Air Ride Seats & Remote Control/Heated West Coast Mirrors | 0      |
| In-Cab Gutter Broom Pneumatic Downpressure Controls  | 0    | Bendix AD9 Heated Air Dryer, AC, AM/FM Radio              | 0      |
| In-Cab Gutter Broom Variable Speed Controls          | 0    | 12" Diameter Fender Mounted Parabolic Mirrors             | 570    |
| BeltType Conveyor System with 13 Rubber Cleats       | 0    | In-Cab Load Weight Indicator                              | 545    |
| In-Cab Conveyor Variable Speed Controls              | 0    | Hydraulic Pressure Gauge at Valve Bank                    | 250    |
| Single LCD Rear Vision Camera System - Cab Mounted   | 0    | <b>Subtotal From Additional Sheet(s):</b>                 |        |
| LED Traffic Guide Arrowboard w/In Cab Controls       | 2315 | <b>Subtotal B:</b>                                        | 118260 |

**C. Unpublished Options - Itemize below / attach additional sheet(s) if necessary.**

(Note: Unpublished options are items which were not submitted and priced in Contractor's bid.)

| Description                                             | Cost  | Description                               | Cost |
|---------------------------------------------------------|-------|-------------------------------------------|------|
| 2024 Model Year Increase Body and Chassis Cost Increase | 9005  |                                           |      |
| Discount                                                | -4650 | <b>Subtotal From Additional Sheet(s):</b> |      |
|                                                         |       | <b>Subtotal C:</b>                        | 4355 |

|                                                                                                                                         |                                                |    |
|-----------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|----|
| <b>Check:</b> Total cost of Unpublished Options (C) cannot exceed 25% of the total of the Base Unit Price plus Published Options (A+B). | <b>For this transaction the percentage is:</b> | 1% |
|-----------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|----|

**D. Total Cost Before Any Applicable Trade-In / Other Allowances / Discounts (A+B+C)**

|                   |   |                          |        |   |                    |        |
|-------------------|---|--------------------------|--------|---|--------------------|--------|
| Quantity Ordered: | 1 | X Subtotal of A + B + C: | 370027 | = | <b>Subtotal D:</b> | 370027 |
|-------------------|---|--------------------------|--------|---|--------------------|--------|

|                                                                     |                    |
|---------------------------------------------------------------------|--------------------|
| <b>E. H-GAC Order Processing Charge (Amount Per Current Policy)</b> | <b>Subtotal E:</b> |
|---------------------------------------------------------------------|--------------------|

**F. Trade-Ins / Other Allowances / Special Discounts / Freight / Installation**

| Description | Cost | Description        | Cost |
|-------------|------|--------------------|------|
| Freight     | 4000 |                    |      |
|             |      | <b>Subtotal F:</b> | 4000 |

|                       |        |                                         |        |
|-----------------------|--------|-----------------------------------------|--------|
| <b>Delivery Date:</b> | Sep-24 | <b>G. Total Purchase Price (D+E+F):</b> | 374027 |
|-----------------------|--------|-----------------------------------------|--------|

**Infrastructure Committee**

**Meeting Date:** 10/21/2024

**COMMITTEE:** Infrastructure

**CONTACT:** Louis Najar

**CHAIR:** Juan Oropesa

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**ACTION REQUESTED:**

Consider PO requestion for Tank Industry Consultants for \$450,000 to provide 3rd party inspection and quality control for Country Club Reservoir Repair Project.

**BACKGROUND:**

Initiated by: Louis Najar

This PO would provide for 3rd party inspection expenses for Country Club Reservoir Repair Project. Tank Industry Consultants is an approved City On-Call vendor. Tank Industry Consultants has personnel with appropriate qualifications and certifications to oversee reservoir repair work.

Tank Industry Consultant Quote is attached

**FINANCIAL CONSIDERATION:**

FY 25 approved budget is \$8,181,290.33 for Country Club Reservoir Project. \$3,744,739.53 was awarded to TMI Coatings for construction at October City Council, leaving \$4,436,550.80 available.

**LEGAL REVIEW:**

Not Applicable for this agenda item.

**BOARD AND COMMITTEE ACTION:**

Consider PO requestion for Tank Industry Consultants for \$450,000 to provide 3rd party inspection and quality control for Country Club Reservoir Repair Project to November 2024 Finance Committee.

---

**Attachments**

ATT 1 - Tank Industry Consultants Quote

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TANK  
INDUSTRY  
CONSULTANTS

*Engineering Water Tanks  
Since 1979*

7740 West New York Street  
Indianapolis, Indiana 46214  
317 / 271-3100 - Phone  
317 / 271-3300 - FAX

Atascadero, California  
805 / 538-4206

El Paso, Texas  
915 / 790-0790

Pittsburgh, Pennsylvania  
412 / 262-1586



October 4, 2024

Louis Najar, P.E.  
City Engineer  
City of Roswell  
415 North Richardson Avenue  
Roswell, New Mexico 88202-1838

RE: Professional Services associated with the Rehabilitation of Two  
7,500,000 Gallon Concrete Ground Storage Tanks  
TIC Projects # 17.011.S1628.004 and .005

Dear Louis:

Tank Industry Consultants is pleased to provide this proposal for contract administration and inspection services associated with the rehabilitation of two 7,500,000 Gallon Concrete Ground Storage Tanks located in Roswell, New Mexico,

## EVALUATION

Tank Industry Consultants completed the evaluation of the tanks in February and March of 2017.

## PREPARATION OF SPECIFICATIONS

Tank Industry Consultants provided detailed technical specifications in 2024.

## CONSTRUCTION PHASE SERVICES

**Resident Project Representation:** The resident observation of the contractor's workmanship is the most important part of this project. The best-written, most thorough specifications do not assure the project is completed correctly. TIC's technicians are experienced in tank repair, painting, and erection. They are not only familiar with proper coating application techniques, but also with the underlying reasons for tank painting standards. In addition, our entire staff of civil, structural, chemical, and mechanical engineers and support personnel, including our NACE Certified Field Services Manager, Field Supervisors, and Contract Administrator are available for supplemental technical support for any special problems that might occur.

**Daily Progress Reports:** TIC's technician will furnish the City of Roswell and the contractor with a written report for each day's evaluation. The reports will address, at a minimum, the following items:

- Weather conditions
- Temperature
- Wind velocity and direction

*An Employee-Owned Company*

- Relative humidity
- Dew point
- Location and quality of work performed and compliance with the project documents
- Paint batch numbers
- Wet film thickness readings
- Measure of the paint cure
- Number of men and equipment on the job
- Recommendations made
- Estimated completion date
- Other pertinent data as required or requested

TIC will utilize the following equipment (at a minimum) to monitor the work:

- AWWA Standards D110 and D115
- Surface Contamination Detection Device [soluble salts] (if required)
- Dry Film Thickness Gauge
- Sling Psychrometer and Psychrometric Tables
- Adhesive Force Measurement Device (if required)

**Atmospheric Conditions and Contaminants:** Coatings are very sensitive to atmospheric conditions. Humidity and dew point must be within acceptable ranges during application and curing for coating systems to achieve maximum life. Evidence of the application of the coating under adverse atmospheric conditions may be a premature failure two or three years later.

In some environments, there is also the problem of contaminants being deposited on the concrete and between coats of paint. Even small traces of contaminants beneath a coating system have been found to cause premature coating failure.

**Coating System Integrity:** Numerous other situations may occur that can significantly reduce the life of the coating system. Causes for premature coating failure, such as contaminants in the abrasive or on the concrete and improper surface profile, cannot be found by an inexperienced technician. All of these situations require an experienced technician to identify not only the problems, but to make constructive suggestions to correct them. Proper evaluation cannot be performed using binoculars and telephoto lenses. Our field technicians evaluate cleaned and painted surfaces "up close," not just the ones next to ladders and platforms.

**Proactive Participation:** TIC's technicians utilize their knowledge and experience to be proactive. Our technicians anticipate potential problems and offer recommendations/guidance to the contractor to help avoid these problems. This helps to reduce the project length, thus minimizing evaluation time and costs, and returns the tank to service in the least possible time.

The ability of a coating system to achieve its anticipated service life is directly proportional to the quality of the workmanship during application. Therefore, money spent on resident observation will be paid back in a longer-lasting coating system.

**Contract Administration:** Once a tank rehabilitation project begins, TIC will be available to consult with and advise the City of Roswell Authority concerning any portion of the tank rehabilitation and repainting

project. Included with this proposal Exhibit A is a listing of Contract Administration services typically performed by TIC. Some of the contract administration could include:

- Consultation on adequacy and compliance with the project specifications
- Specification interpretation
- Attend the pre-construction and subsequent meetings—supplying typed meeting notes
- Review all contractors' submittals and shop drawings
- Review the construction schedule
- Review and approval of materials
- Prepare and assist in the negotiations of change orders and supplemental agreements
- Review and approval of payment requests
- Dispute settlement
- Public relations

The fees for the construction phase service and contract administration will be billed on a time and expense basis from the rate structure in effect at the time the services are performed. The current rate structure (good through December 31, 2025) is attached for your review. Based on our experience with similar projects, we have provided an estimate which should not be construed as a Not-to-Exceed figure. **TIC's field technician will be on-site whenever the Contractor is on site. If the City of Roswell chooses to modify this approach, a request will need to be communicated in writing. The contractors' construction methodology and work force allotment will be the overall determining factor for inspection hours and costs for this project.** Because of those two working conditions, which are outside of our control, we estimate the following:

Resident Project Representation\*:

16 - 18 weeks @ approximately \$8,645/week

\$138,320 – \$155,610/ tank

Based on a 55 hour work week

Mob/demob (2)

\$1,900/mob/demob.

Contract Administration/Project Management:

\$34,400 - \$38,700/tank

\*A minimal amount of time may be charged for the field technician's documentation preparation and on-site time.

## ANNIVERSARY EVALUATION

Present AWWA Standards recommend that all water tank construction and painting projects have a bonded warranty following the project completion date. Approximately eleven months after the completion of the tank construction or rehabilitation project, TIC will perform a First Anniversary Evaluation. This evaluation focuses on the contractor's compliance with the project specifications and drawings and the coating condition.

The fee for this evaluation will be \$5,100/tank.

We look forward to working with you on this project. If you have any questions or comments, don't hesitate to get in touch with me.

Yours truly,

Tank Industry Consultants



Lourdes Borrego-O'Brien  
Business Development Manager

**Infrastructure Committee**

**Meeting Date:** 10/21/2024

**COMMITTEE:** Infrastructure

**CONTACT:** Louis Najar

**CHAIR:** Juan Oropesa

---

**ACTION REQUESTED:**

Recommend award of Roswell Air Center Hobson Road Lift Station Design Project to Freese & Nichols Inc. in the amount of \$266,032.00 which includes GRT.

**BACKGROUND:**

Initiated by: James MacCornack

The City of Roswell is seeking professional design support services for a replacement of the lift station on Hobson Road at the Roswell Air Center. This is an approved FY 25 project.

Per RFP-25-002 quotes were requested to perform engineering and design services from vendors qualified per RFP-25-002.

Quotes received on October 16, 2024 for the subject project have been reviewed. Four quotes were received as follows: (Amounts include GRT)

|                         |                 |
|-------------------------|-----------------|
| 1. FXSA                 | \$ 476,034.58   |
| 2. Freese & Nichols Inc | \$ 266,032.00   |
| 3. HDR Engineering      | \$ 277,065.50   |
| 4. WTC                  | \$ 1,195,991.00 |

Please see attached recommendation of award letter to Purchasing.

**FINANCIAL CONSIDERATION:**

Project is on approved FY 25 Budget. Current budget is \$251,000, budget adjustment will be required.

**LEGAL REVIEW:**

Not Applicable for this agenda item.

**BOARD AND COMMITTEE ACTION:**

Recommend award of Roswell Air Center Hobson Road Lift Station Design Project to Freese & Nichols Inc. in the amount of \$266,032.00 which includes GRT to November 2024 Finance Committee.

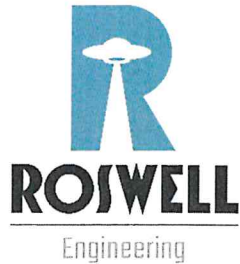
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**Attachments**

ATT 1 - Recommendation of award

ATT 2 - FY 25 Budget Excerpt

---



To: Arely Peek  
Purchasing Agent

October 17, 2024

Re: Recommendation of Award  
Project Development Services – Roswell Air Center Hobson Road Lift Station Design  
RFP-25-002 – Engineering Architectural Services

The City of Roswell is seeking professional design support services for a replacement of the lift station on Hobson Road at the Roswell Air Center. Per RFP-25-002 quotes were requested to perform engineering and design services from vendors qualified per RFP-25-002. Quotes shown include GRT.

|                             |                                   |
|-----------------------------|-----------------------------------|
| 1. FXSA                     | \$476,034.58                      |
| 2. Smith Engineering        | Notification of No Quote Received |
| 3. Freese and Nichols, Inc. | \$266,032.00                      |
| 4. HDR Engineering          | \$277,065.50                      |
| 5. WTC                      | \$1,195,991.00                    |

Upon review of submitted quote details I hereby recommend this work go to Freese & Nichols, Inc. in the amount of \$266,032.00 which includes GRT. Engineering department proposes to issue a Notice of Award & Notice to Proceed to Freese & Nichols.

If you have any questions please contact me.

Sincerely,

James MacCornack, P.E.  
Senior Engineer

| FY25 Wastewater Collections/Sewer "Capital Fund" Projects (5301-4356) |             |                    |                                                        |                         |                 |          |                    |                   |                 |                             |                       |                    |             |             |                      |                   |
|-----------------------------------------------------------------------|-------------|--------------------|--------------------------------------------------------|-------------------------|-----------------|----------|--------------------|-------------------|-----------------|-----------------------------|-----------------------|--------------------|-------------|-------------|----------------------|-------------------|
| Project Information                                                   |             |                    |                                                        |                         |                 |          |                    | Grant Information |                 |                             | Financial Information |                    |             | FY25 Budget |                      |                   |
| Item #                                                                | Fixed Asset | Budgeted GL Acct # | Project Description                                    | FY Start / FY End       | Project Manager | PO#      | Total Project Cost | Grant #           | Granting Agency | Award Date / Reversion Date | Approved Budget       | Encumbered Balance | YTD Expense | Grants      | Approved City Budget | Total FY25 Budget |
| 1                                                                     |             |                    | Vactor                                                 | 07/01/2023 - 06/30/2025 |                 | 22401196 | 527,953.19         |                   | N/A             |                             |                       |                    |             |             | 527,953.19           | 527,953.19        |
| 2                                                                     |             |                    | RAC Lift Station - Design                              | 07/01/2024 - 06/30/2025 |                 |          | 251,000.00         |                   | N/A             |                             |                       |                    |             |             | 251,000.00           | 251,000.00        |
| 3                                                                     |             |                    | Mescalero Lift Station RTU/HMI combo for level control | 07/01/2024 - 06/30/2025 |                 |          | 14,000.00          |                   | N/A             |                             |                       |                    |             |             | 14,000.00            | 14,000.00         |
| Total Wastewater Collections/Sewer                                    |             |                    |                                                        |                         |                 |          | 792,953.19         | -                 | -               | -                           | -                     | -                  | -           | -           | 792,953.19           | 792,953.19        |

**Infrastructure Committee**

**Meeting Date:** 10/21/2024

**COMMITTEE:** Infrastructure

**CONTACT:** Louis Najar

**CHAIR:** Juan Oropesa

---

**ACTION REQUESTED:**

Consider recommendation of approval of PO requested for purchase of Noon Optimist Park Lighting upgrades from J&G Electric in the amount of \$649,752.98 including GRT.

**BACKGROUND:**

Initiated by: James MacCornack

PO requested for installation of lighting system upgrades at Noon Optimist Park. This would include additional lighting for two fields at Noon Optimist Park. Funding is per state appropriation I-2881. Procurement is through CES purchase agreement contract 2023-04-R2213-ALL.

Quotes were requested from multiple vendors, three quotes were received (all include GRT):

- |                   |               |
|-------------------|---------------|
| 1. J&G Electric   | \$ 649,752.98 |
| 2. Bixby Electric | \$ 654,180.38 |
| 3. RT Electric    | \$ 767,321.00 |

**FINANCIAL CONSIDERATION:**

Funding is per State Appropriation I-2881. \$640,000 of funding is available. Budget transfer will be required to cover shortfall.

**LEGAL REVIEW:**

Not Applicable for this agenda item.

**BOARD AND COMMITTEE ACTION:**

Consider recommendation of approval of PO requested for purchase of Noon Optimist Park Lighting upgrades from J&G Electric in the amount of \$649,752.98 including GRT to November Finance Committee

---

**Attachments**

ATT 1 - J&G Quote

ATT 2 - FY 25 Budget Excerpt

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J & G Electric Co.  
512 South Main St  
Roswell, NM 88203  
575-622-0146  
N/A

info@jandgelectricco.com  
www.jandgelectricco.com

## Estimate

| Date       | Estimate # |
|------------|------------|
| 10/14/2024 | 32776      |

Page 1 of 2

| Bill To Address                                                                            | Job Location                                                                 |
|--------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|
| COR - Noon Optimist Little League<br>Jim Burress<br>P O BOX 1838<br>ROSWELL, NM 88202-1838 | COR - Noon Optimist Little League<br>1600 N Montana Ave<br>Roswell, NM 88201 |
| License: 7408                                                                              |                                                                              |

| Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Total        |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|
| Estimate Subtotal (Already includes any payments that may be listed below)<br>Quote includes:<br>Musco material<br>Jr. Field Electrical + Service<br>PW Field Electrical + Service<br>Electrical Engineering fees<br>Permits for both fields<br>Tax, Bond, and CES fees<br><br>Exclusions:<br>Repairs to existing code violations or existing field lighting<br>Repairs or relocation of utilities not located by 811 or owner<br>Pole base engineering (musco provides precast pole bases)<br>Tree removal or relocation<br>Warranty on Musco equipment<br>Painting<br>Rock and digging through hard soil<br>XCEL fees<br><br>Qualifications:<br>Each field requires a separate Musco Controller/monitor. Jr field will be three phase 277/480v. PW Field is single phase 120/240v.<br><br>JR Field: New utility primary and pad mount transformer (SE end of field), 400 amp three phase service on a rack beside the PMT, 120 volt power source for the Musco control panel on the same rack, underground conduit and wire to individual pole bases (8), offload - shake out - assemble - install Musco lights, align and test the system, remote on/off switch on a conduit pedestal near the backstop. | \$649,752.98 |

### IMPORTANT TERMS AND CONDITIONS

All material is guaranteed to be as specified. All work to be completed in a professional manner to standard practices and building code in effect at the time of the work. Any alternative or deviation from the above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays that are beyond our control. The Owner is to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance. We may withdraw this proposal if not accepted within 30 days. This proposal does not include any building permits or processing fees. Terms: .

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                      |                  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|------------------|
| Management Approval:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <i>Joshua Amador</i> | Date: 10/14/2024 |
| ACCEPTANCE OF PROPOSAL:<br>By signing this proposal the undersigned hereby accepts this proposal and the same is deemed a valid contract. The undersigned further agrees that the above prices, specifications, and conditions are satisfactory and are hereby accepted. The undersigned further authorizes J & G Electric Co. to do work as specified above. Payment is to be made as outlined above. If payment is not made by the undersigned as stated above, then the undersigned will be in default. The undersigned further agrees that in the event that the undersigned is deemed in default and this matter is placed with an attorney or collection agency for collection, the undersigned agrees to pay all collection costs, including reasonable attorney and other agency fees. In addition, the undersigned agrees to pay a 1 1/2 % service charge per month (or the maximum allowed by law) on any unpaid balances to be in default and/or turned over for collection. |                      |                  |
| Client Authorization:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                      | Date:            |



**J & G Electric Co.**  
**512 South Main St**  
**Roswell, NM 88203**  
**575-622-0146**  
**N/A**

**info@jandgelectricco.com**  
**www.jandgelectricco.com**

## Estimate

| Date       | Estimate # |
|------------|------------|
| 10/14/2024 | 32776      |

Page 2 of 2

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                              |                   |                     |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|-------------------|---------------------|
| Bill To Address                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Job Location                                                                 |                   |                     |
| COR - Noon Optimist Little League<br>Jim Burress<br>P O BOX 1838<br>ROSWELL, NM 88202-1838                                                                                                                                                                                                                                                                                                                                                                                                                    | COR - Noon Optimist Little League<br>1600 N Montana Ave<br>Roswell, NM 88201 | License: 7408     |                     |
| Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                              | Total             |                     |
| PW Field: Build new 320amp single phase service near the majors field with a new panel, refeed the existing major field aerial conductors with (2) 2pole 60amp breakers, add one GFI outlet at the service and reconnect the existing security light, provide an underground feed to the two new Musco Pee Wee Field lights which includes removing existing concrete and asphalt that will be replace with flow fill, offload - assemble - install - aim two Musco light poles<br><br>CES# 2023-04-R2213-ALL |                                                                              |                   |                     |
| Thank You for Your Business!                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                              | Sales Tax: \$0.00 | Total: \$649,752.98 |

### IMPORTANT TERMS AND CONDITIONS

All material is guaranteed to be as specified. All work to be completed in a professional manner to standard practices and building code in effect at the time of the work. Any alternative or deviation from the above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays that are beyond our control. The Owner is to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance. We may withdraw this proposal if not accepted within 30 days. This proposal does not include any building permits or processing fees. Terms: .

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |       |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|-------|
| Management Approval:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  | Date: |
| ACCEPTANCE OF PROPOSAL:<br>By signing this proposal the undersigned hereby accepts this proposal and the same is deemed a valid contract. The undersigned further agrees that the above prices, specifications, and conditions are satisfactory and are hereby accepted. The undersigned further authorizes J & G Electric Co. to do work as specified above. Payment is to be made as outlined above. If payment is not made by the undersigned as stated above, then the undersigned will be in default. The undersigned further agrees that in the event that the undersigned is deemed in default and this matter is placed with an attorney or collection agency for collection, the undersigned agrees to pay all collection costs, including reasonable attorney and other agency fees. In addition, the undersigned agrees to pay a 1 1/2 % service charge per month (or the maximum allowed by law) on any unpaid balances to be in default and/or turned over for collection. |  |       |
| Client Authorization:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  | Date: |

| FY25 Recreation - Sports Fields "Capital Fund" Projects (2615-4246) |             |                    |                                    |                   |                 |     |                    |         |                 |                                    |              |               |                |                       |                 |                    |             |              |                      |                   |
|---------------------------------------------------------------------|-------------|--------------------|------------------------------------|-------------------|-----------------|-----|--------------------|---------|-----------------|------------------------------------|--------------|---------------|----------------|-----------------------|-----------------|--------------------|-------------|--------------|----------------------|-------------------|
| Project Information                                                 |             |                    |                                    |                   |                 |     | Grant Information  |         |                 |                                    |              |               |                | Financial Information |                 |                    | FY25 Budget |              |                      |                   |
| Item #                                                              | Fixed Asset | Budgeted GL Acct # | Project Description                | FY Start / FY End | Project Manager | PO# | Total Project Cost | Grant # | Granting Agency | Award Date / Reversion Date        | Award Amount | Grant Manager | Matching Funds | Arts in Public Places | Approved Budget | Encumbered Balance | YTD Expense | Grants       | Approved City Budget | Total FY25 Budget |
| 1                                                                   |             |                    | Add/Install Lights Ball Fields     |                   |                 |     | 240,000.00         |         |                 | FY25 Capital Appropriations NM DFA |              |               |                |                       |                 |                    |             | 240,000.00   |                      | 240,000.00        |
| 2                                                                   |             |                    | Noon Optimist Park Lighting        |                   |                 |     | 640,000.00         |         |                 | FY25 Capital Appropriations NM DFA |              |               |                |                       |                 |                    |             | 640,000.00   |                      | 640,000.00        |
| 3                                                                   |             |                    | World Champion Park Facility       |                   |                 |     | 1,000,000.00       |         |                 | FY25 Capital Appropriations NM DFA |              |               |                |                       |                 |                    |             | 1,000,000.00 |                      | 1,000,000.00      |
| 4                                                                   |             |                    | Stiles Sports Complex Improvements |                   |                 |     | 500,000.00         |         |                 | FY25 Capital Appropriations NM DFA |              |               |                |                       |                 |                    |             | 500,000.00   | -                    | 500,000.00        |
|                                                                     |             |                    | Total Recreation - Sports Fields   |                   |                 |     | 2,380,000.00       | -       | -               | -                                  | -            | -             | -              | -                     | -               | -                  | -           | 2,380,000.00 | -                    | 2,380,000.00      |

**Infrastructure Committee**

**Meeting Date:** 10/21/2024

**COMMITTEE:** Infrastructure

**CONTACT:** Louis Najar

**CHAIR:** Juan Oropesa

---

**ACTION REQUESTED:**

Discussion of Water Infrastructure Master Plan RFQ Process

**BACKGROUND:**

Staff has been tasked with procurement of Water Infrastructure Master Plan. Due to funding timeframes, it is proposed to utilize Professional Services On Call RFQ and submit to December Finance Committee. This will allow vendor selection and PO to be created before December 31st.

---

**Infrastructure Committee**

**Meeting Date:** 10/21/2024

**COMMITTEE:** Infrastructure

**CONTACT:** Louis Najar

**CHAIR:** Juan Oropesa

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**ACTION REQUESTED:**

Discussion of Skate Park Grant Applications

**BACKGROUND:**

Initiated by: Cristina Arnold

Councilor Arnold requested an update on grant applications for the skate park facility

**FINANCIAL CONSIDERATION:**

Not applicable at this time

**LEGAL REVIEW:**

Not Applicable for this agenda item.

**BOARD AND COMMITTEE ACTION:**

Open discussion of skate park grant applications

---

**Infrastructure Committee**

**Meeting Date:** 10/21/2024

**COMMITTEE:** Infrastructure

**CONTACT:** Louis Najar

**CHAIR:** Juan Oropesa

---

**ACTION REQUESTED:**

Discussion of purchase of farmland adjacent to WWTP.

---

**Attachments**

ATT 1 - Waste Water Plant Possible Land Purchase

---

# WWTP Land Acquisition Discussion



ROSWELL NEW MEXICO  
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 12.

Infrastructure Committee

Meeting Date: 10/21/2024

COMMITTEE: Infrastructure

CONTACT: Louis Najar

CHAIR: Juan Oropesa

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DEPARTMENT NAME:

Department Report - Transit

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Attachments

Roswell Transit September Data for October 2024 Report

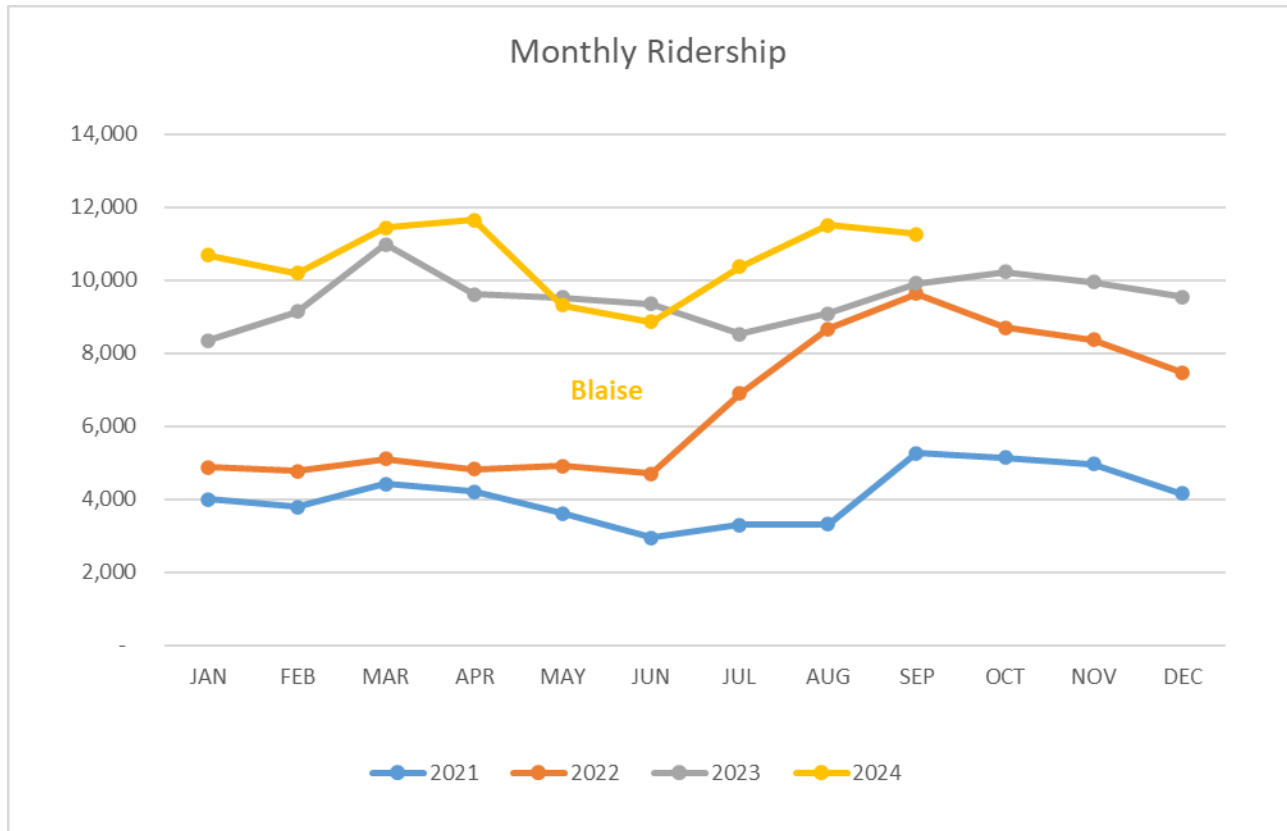
Roswell Transit Rolling Stock October 2024

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## BUS RIDERSHIP—SEP 2024: 11,263

YTD 2023 Ridership ---- 84,498

YTD 2024 Ridership ---- 95,290 **+12.8%**



- Due to being 98% staffed, we have been able to revamp training for our operators. We were only giving them a week's worth of training, now we have been able to extend this to a 4-week process. The new enhanced training allows us time to train staff in detail on each aspect of their position. This has also enabled us to continue training of our longer tenured staff and bring the entire team up to our standards.
- We are currently designing rack cards and advertising for Air Center Shuttle Service. Each hotel, air bnb and home address in Roswell will be a virtual bus stop. Passengers can call to schedule a ride up to two weeks in advance to get non-stop service to the airport. However, regular bus service stops at the RAC 30+ times a day if you don't mind transferring buses at the depot. Very soon after-hours service will be provided as well.

| BUS/VAN INVENTORY 09/01/2024                                                      |       |      |       |               |                   |       |           |       |         |                            |
|-----------------------------------------------------------------------------------|-------|------|-------|---------------|-------------------|-------|-----------|-------|---------|----------------------------|
|                                                                                   | BUS # | YEAR | MAKE  | MODEL         | VIN               | GVWR  | LIC PLATE | SEATS | MILEAGE | WHEN TO REPLACE            |
| 1                                                                                 | 950   | 2015 | CHEV  | ARBOC C4500   | 1GB6G5BG9F1206700 | 14200 | 04872G    | 23    | 181,080 | FY2026 OR<br>240,000 MILES |
| 2                                                                                 | 951   | 2019 | CHEV  | ARBOC C4500   | 1HA6GUBB6KN002736 | 14200 | 06100G    | 24    | 191,874 | FY2027 OR<br>240,000 MILES |
| 3                                                                                 | 952   | 2019 | CHEV  | ARBOC C4500   | 1HA6GUBB8LN003873 | 14200 | 13167G    | 21    | 112,960 | FY2028 OR<br>240,000 MILES |
| 4                                                                                 | 953   | 2019 | CHEV  | ARBOC C4500   | 1HA6GUBB5LN003751 | 14200 | 13166G    | 21    | 153,338 | FY2028 OR<br>240,000 MILES |
| 5                                                                                 | PT10  | 2015 | DODGE | GRAND CARAVAN | 2C7WDGBG5FR705623 | 6050  | G97744    | 5     | 118,374 | FY2025 OR<br>175,000 MILES |
| 6                                                                                 | PT11  | 2018 | DODGE | GRAND CARAVAN | 2C4RDGBG7JR256562 | 6050  | 05617G    | 5     | 108,691 | FY2026 OR<br>175,000 MILES |
| 7                                                                                 | 954   | 2023 | FORD  | TRANSIT       | 1FDEU6PG3PKA02173 | 11000 | 20366G    | 13    | 37,796  | FY2032 OR<br>240,000 MILES |
| 8                                                                                 | 955   | 2023 | FORD  | TRANSIT       | 1FDEU6PG1PKA02222 | 11000 | 20365G    | 13    | 41,889  | FY2032 OR<br>240,000 MILES |
| 9                                                                                 | 956   | 2023 | FORD  | TRANSIT       | 1FDEU6PG5PKA98355 | 11000 | 21060G    | 13    | 28,412  | FY2032 OR<br>240,000 MILES |
| 10                                                                                | 957   | 2023 | FORD  | TRANSIT       | 1FDEU6PG3PKB23964 | 11000 | 21054G    | 13    | 26,343  | FY2032 OR<br>240,000 MILES |
| 11                                                                                | 958   | 2023 | FORD  | TRANSIT       | 1FDEU6PG3PKA98371 | 11000 | 20932G    | 13    | 26,856  | FY2032 OR<br>240,000 MILES |
| 12                                                                                | 959   | 2023 | FORD  | TRANSIT       | 1FDEU6PG7PKB24017 | 11000 | 20931G    | 13    | 19,033  | FY2032 OR<br>240,000 MILES |
| ROUTES:      3 ON MAIN, 4 ON-DEMAND, 3 PARATRANSIT (3 SPARES) = TOTAL VEHICLES 13 |       |      |       |               |                   |       |           |       |         |                            |

|    | BUS # | YEAR | MAKE  | MODEL         | VIN               | GVWR  | LIC PLATE | SEATS | MILEAGE | WHEN TO REPLACE            |
|----|-------|------|-------|---------------|-------------------|-------|-----------|-------|---------|----------------------------|
| 1  | 950   | 2015 | CHEV  | ARBOC C4500   | 1GB6G5BG9F1206700 | 14200 | 04872G    | 23    | 181,080 | FY2026 OR<br>240,000 MILES |
| 2  | 951   | 2019 | CHEV  | ARBOC C4500   | 1HA6GUBB6KN002736 | 14200 | 06100G    | 24    | 191,874 | FY2027 OR<br>240,000 MILES |
| 3  | 952   | 2019 | CHEV  | ARBOC C4500   | 1HA6GUBB8LN003873 | 14200 | 13167G    | 21    | 112,960 | FY2028 OR<br>240,000 MILES |
| 4  | 953   | 2019 | CHEV  | ARBOC C4500   | 1HA6GUBB5LN003751 | 14200 | 13166G    | 21    | 153,338 | FY2028 OR<br>240,000 MILES |
| 5  | PT10  | 2015 | DODGE | GRAND CARAVAN | 2C7WDGBG5FR705623 | 6050  | G97744    | 5     | 118,374 | FY2025 OR<br>175,000 MILES |
| 6  | PT11  | 2018 | DODGE | GRAND CARAVAN | 2C4RDGBG7JR256562 | 6050  | 05617G    | 5     | 108,691 | FY2026 OR<br>175,000 MILES |
| 7  | 954   | 2023 | FORD  | TRANSIT       | 1FDEU6PG3PKA02173 | 11000 | 20366G    | 13    | 37,796  | FY2032 OR<br>240,000 MILES |
| 8  | 955   | 2023 | FORD  | TRANSIT       | 1FDEU6PG1PKA02222 | 11000 | 20365G    | 13    | 41,889  | FY2032 OR<br>240,000 MILES |
| 9  | 956   | 2023 | FORD  | TRANSIT       | 1FDEU6PG5PKA98355 | 11000 | 21060G    | 13    | 28,412  | FY2032 OR<br>240,000 MILES |
| 10 | 957   | 2023 | FORD  | TRANSIT       | 1FDEU6PG3PKB23964 | 11000 | 21054G    | 13    | 26,343  | FY2032 OR<br>240,000 MILES |
| 11 | 958   | 2023 | FORD  | TRANSIT       | 1FDEU6PG3PKA98371 | 11000 | 20932G    | 13    | 26,856  | FY2032 OR<br>240,000 MILES |
| 12 | 959   | 2023 | FORD  | TRANSIT       | 1FDEU6PG7PKB24017 | 11000 | 20931G    | 13    | 19,033  | FY2032 OR<br>240,000 MILES |

ROUTES: 3 ON MAIN, 4 ON-DEMAND, 3 PARATRANSIT (3 SPARES) = TOTAL VEHICLES 13

ROSWELL NEW MEXICO  
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 13.

Infrastructure Committee

Meeting Date: 10/21/2024

COMMITTEE: Infrastructure

CONTACT: Louis Najar

CHAIR: Juan Oropesa

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DEPARTMENT NAME:

Department Report - Fleet Maintenance

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Attachments

Fleet October 2024

Fleet Graph FY2025

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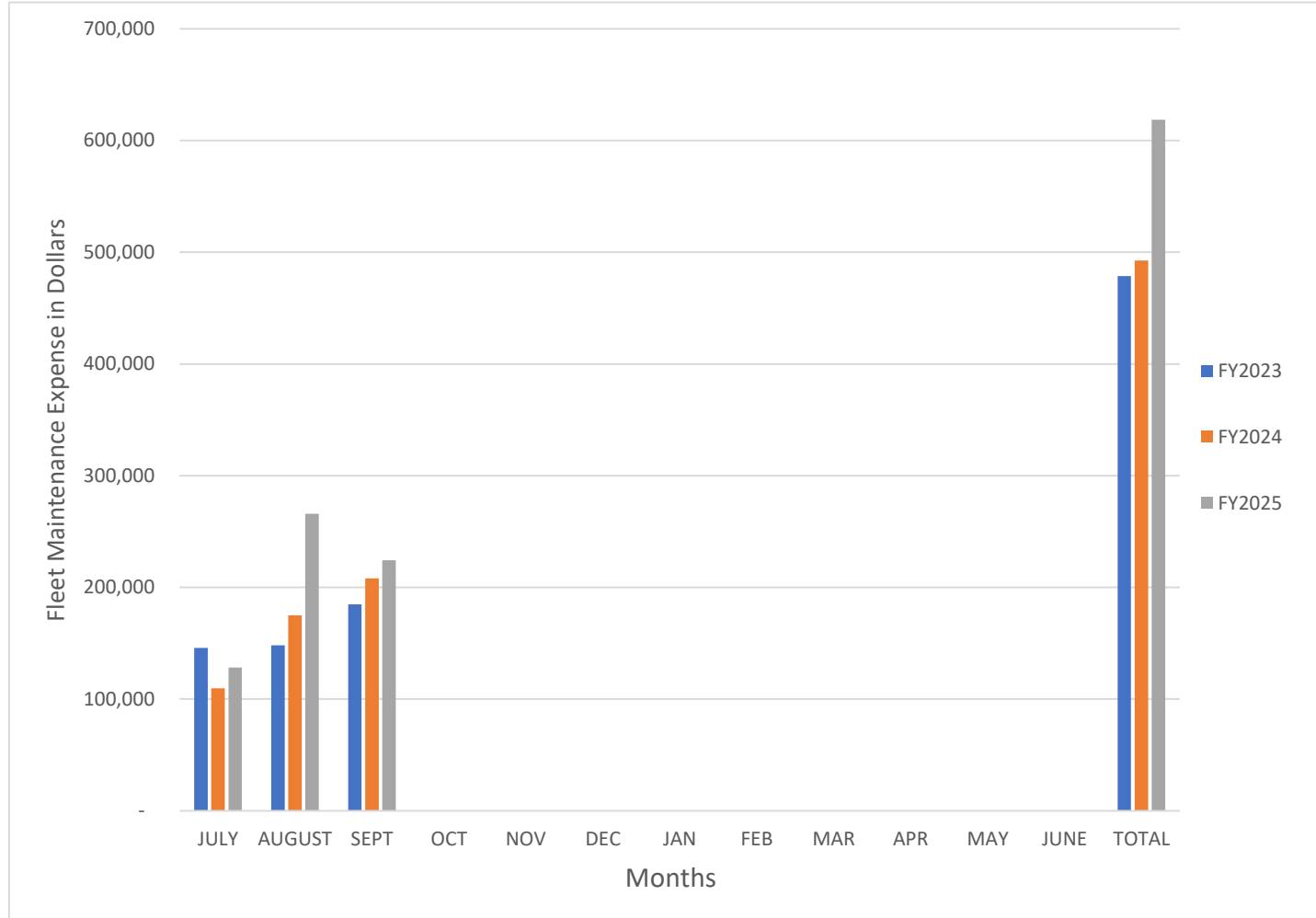


CITY OF ROSWELL  
MONTHLY FLEET MAINTENANCE COSTS BY DEPARTMENT  
FOR FY2025

| PERCENT OF BUDGET        |                              | 8%                          | 17%      | 25%      |          |                        |  | SPENT<br>PERCENT<br>OF<br>BUDGET |
|--------------------------|------------------------------|-----------------------------|----------|----------|----------|------------------------|--|----------------------------------|
| DEPARTMENT               | FY2025<br>ORIGINAL<br>BUDGET | FY2025<br>REVISED<br>BUDGET | JUL 2024 | AUG 2024 | SEP 2024 | FY2025 TOTAL<br>ACTUAL |  |                                  |
| AIR CENTER               | 81,446                       | 81,446                      | 60       | 10,493   | 7,700    | 18,253                 |  | 22%                              |
| ANIMAL CONTROL           | 13,926                       | 13,926                      | 299      | 7,799    | 448      | 8,546                  |  | 61%                              |
| CEMETERY                 | 15,494                       | 15,494                      | 3,073    | 241      | 304      | 3,618                  |  | 23%                              |
| CENTRAL CONTROL          | 12,537                       | 12,537                      | 732      | 1,683    | 1,194    | 3,608                  |  | 29%                              |
| CODE ENFORCEMENT         | 5,590                        | 29,590                      | -        | 2,665    | 653      | 3,318                  |  | 11%                              |
| COMMUNITY ENHANCEMENT    | -                            | -                           | -        | -        | -        | -                      |  | 0%                               |
| CONSOLIDATED DISPATCH    | 1,446                        | 1,446                       | -        | -        | -        | -                      |  | 0%                               |
| CONVENTION CENTER        | 100                          | 100                         | -        | -        | -        | -                      |  | 0%                               |
| EMERGENCY MANAGEMENT     | 1,000                        | 1,000                       | -        | -        | -        | -                      |  | 0%                               |
| ENGINEERING              | 9,086                        | 9,086                       | -        | 9        | 2,437    | 2,447                  |  | 27%                              |
| FACILITIES MAINTENANCE   | 12,734                       | 12,734                      | 291      | 1,861    | 3,409    | 5,561                  |  | 44%                              |
| FINANCE                  | 165                          | 165                         | -        | -        | -        | -                      |  | 0%                               |
| FIRE                     | 5,775                        | 135,775                     | 2,779    | 46,888   | 59,686   | 109,353                |  | 81%                              |
| FLEET MAINTENANCE        | 3,307                        | 2,607                       | -        | 35       | -        | 35                     |  | 1%                               |
| GOLF                     | 40,537                       | 42,537                      | 4,975    | 6,417    | 2,492    | 13,885                 |  | 33%                              |
| IT                       | 1,706                        | 6,906                       | -        | -        | -        | -                      |  | 0%                               |
| LANDFILL                 | 120,845                      | 99,598                      | -        | -        | 5,441    | 5,441                  |  | 5%                               |
| MUNICIPAL COURT          | -                            | 4,232                       | -        | 432      | 102      | 534                    |  | 13%                              |
| PARKS                    | 54,091                       | 50,841                      | 193      | 2,771    | 2,005    | 4,968                  |  | 10%                              |
| PLANNING & ZONING        | 101                          | 101                         | -        | -        | -        | -                      |  | 0%                               |
| POLICE                   | 228,407                      | 228,407                     | 27,544   | 9,536    | 26,914   | 63,994                 |  | 28%                              |
| RECREATION               | 2,000                        | 2,000                       | -        | -        | -        | -                      |  | 0%                               |
| RECYCLING                | -                            | -                           | -        | -        | -        | -                      |  | 0%                               |
| SANITATION-VEHICLE MAINT | 550,330                      | 544,030                     | 44,776   | 71,960   | 48,804   | 165,540                |  | 50%                              |
| SANITATION-PAYROLL       | INCL                         | INCL                        | 26,332   | 47,397   | 32,267   | 105,996                |  | INCL                             |
| SEWER MAINTENANCE        | 56,879                       | 56,879                      | 1,015    | 2,146    | 7,212    | 10,373                 |  | 18%                              |
| SPECIAL ELECTRONICS      | 4,564                        | 6,234                       | 84       | 169      | -        | 253                    |  | 4%                               |
| STREETS                  | 197,396                      | 197,396                     | 4,772    | 33,092   | 9,097    | 46,961                 |  | 24%                              |
| TRANSIT                  | 115,072                      | 114,672                     | 6,764    | 8,639    | 8,891    | 24,293                 |  | 21%                              |
| WWTP                     | 29,978                       | 29,978                      | 524      | 5,183    | 1,520    | 7,227                  |  | 24%                              |
| WATER MAINT & TRANS      | 65,177                       | 65,177                      | 4,011    | 6,311    | 3,738    | 14,060                 |  | 22%                              |
| WWTP LAB                 | 545                          | 1,045                       | -        | 63       | 55       | 118                    |  | 11%                              |
| ZOO                      | 10,000                       | 10,000                      | 53       | 85       | -        | 138                    |  | 1%                               |
|                          | 1,640,234                    | 1,775,938                   | 128,276  | 265,875  | 224,368  | 618,519                |  |                                  |



CITY OF ROSWELL  
COMPARATIVE ANALYSIS OF FLEET MAINTENANCE EXPENSES BETWEEN FISCAL YEARS  
FY2023 TO FY2025



ROSWELL NEW MEXICO  
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 14.

Infrastructure Committee

Meeting Date: 10/21/2024

COMMITTEE: Infrastructure

CONTACT: Louis Najar

CHAIR: Juan Oropesa

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DEPARTMENT NAME:

Department Report - Solid Waste

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Attachments

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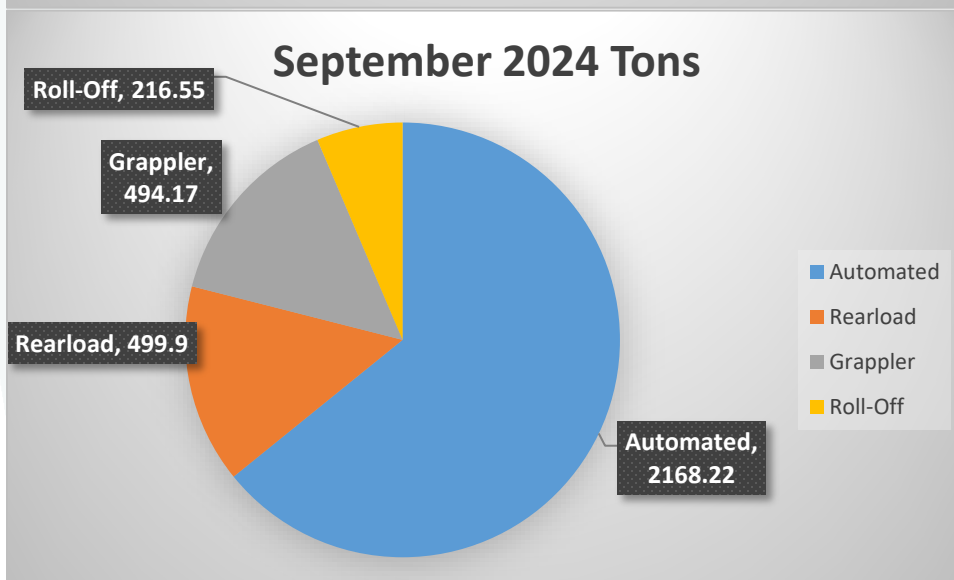
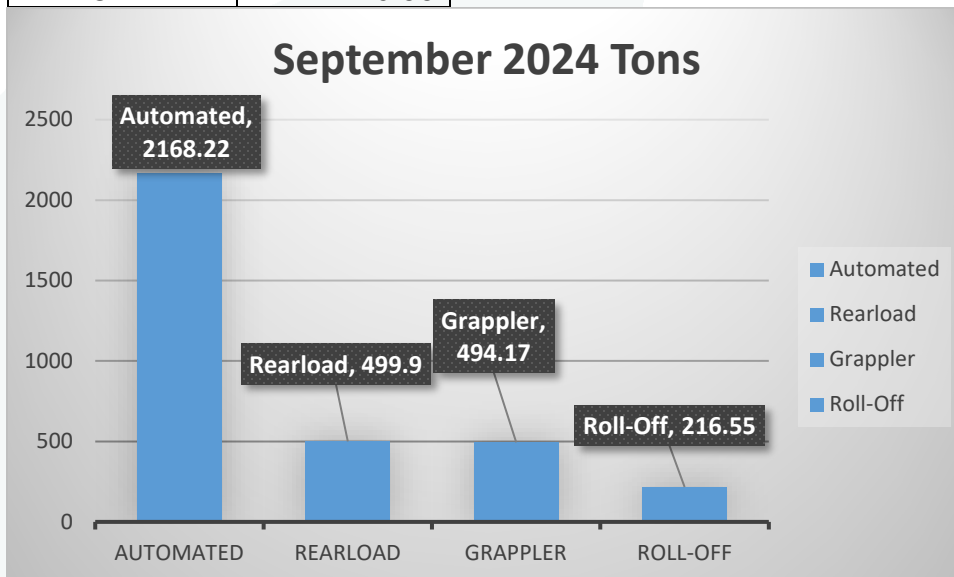
Monthly Report - September

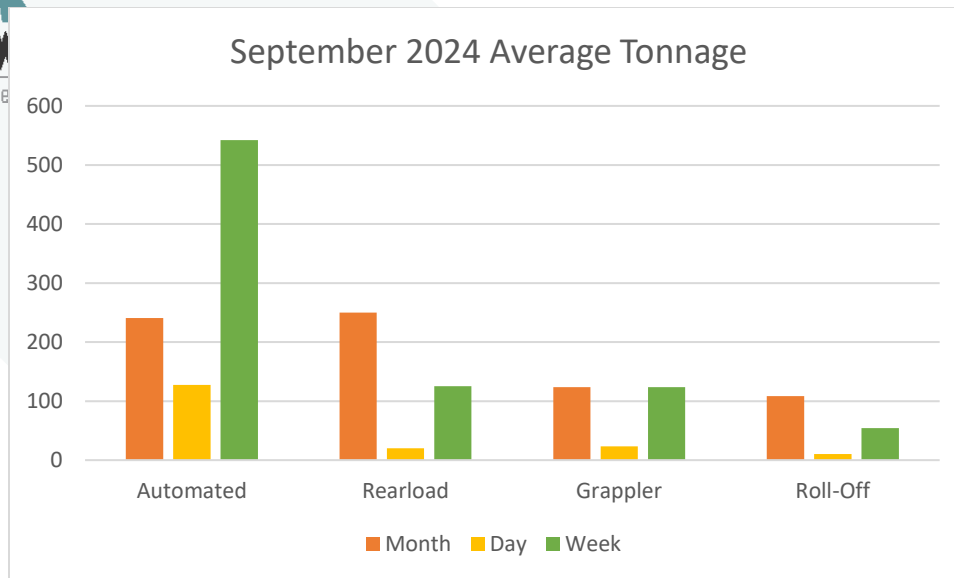
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## Monthly Solid Waste Department September 2024 Tonnage Report

Roswell Municipal Landfill (RML). Report includes tonnage from September 1<sup>st</sup> through September 30<sup>th</sup>. Landfill tonnage received is a good gauge of the overall health of the Landfill Operations. Attached are the tonnages for the following Operations: Automated Collections, Bulk Trash, Commercial, and Roll Off.

| Service   | Tons    |
|-----------|---------|
| Automated | 2168.22 |
| Rearload  | 499.9   |
| Grappler  | 494.17  |
| Roll-Off  | 216.55  |





June 2024 Average Tonnage for our different divisions. They are:

#### Automated Average Tons:

- Daily: 128
- Weekly: 542
- Per Truck this Month: 241

#### Rearload Average Tons:

- Daily: 20
- Weekly: 125
- Per Truck This Month: 250

#### Grappler Average Tons:

- Daily: 24
- Weekly: 124
- Per Truck this Month: 124

#### Roll-Off Average Tons:

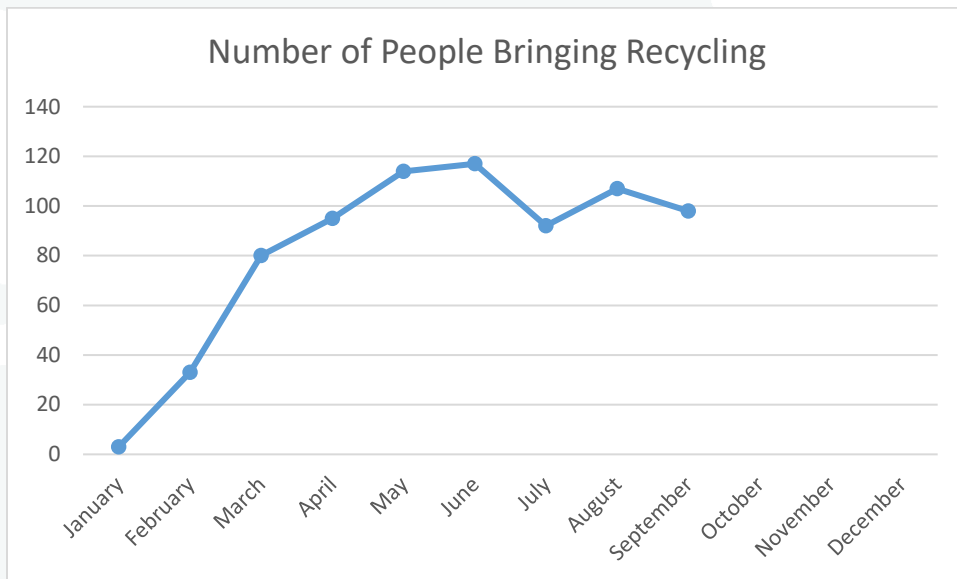
- Daily: 10
- Weekly: 54
- Per Truck this Month: 108



Recycling

The Solid Waste Department Launched our Pilot program for Recycling. We currently take corrugated cardboard, 1&2 plastics, tin and aluminum cans. Currently we are only tracking people who come in to recycle.

|      | January | February | March | April | May | June | July | August | September | October | November | December | YTD |
|------|---------|----------|-------|-------|-----|------|------|--------|-----------|---------|----------|----------|-----|
| 2024 | 3       | 33       | 80    | 95    | 114 | 117  | 92   | 107    | 98        |         |          |          | 739 |



## Disposal Summary

This data is track by Drivers inputting their Net weight in as they pass over the scales to track how much tonnage they are bringing in.

| Disposal by Facility              |            |                |
|-----------------------------------|------------|----------------|
| Facility                          | Loads      | Tons           |
| <b>Roswell Municipal Landfill</b> | <b>618</b> | <b>4167.48</b> |
| Trash - MSW                       | 503        | 4167.48        |
| Unknown                           | 115        | 0.00           |
| <b>Totals</b>                     | <b>618</b> | <b>4167.48</b> |

| Disposal by Material |            |                |
|----------------------|------------|----------------|
| Material             | Loads      | Tons           |
| Trash - MSW          | 503        | 4167.48        |
| Unknown              | 115        | 0.00           |
| <b>Totals</b>        | <b>618</b> | <b>4167.48</b> |

| Disposal by Vehicle Type |            |                |
|--------------------------|------------|----------------|
| Vehicle Type             | Loads      | Tons           |
| <b>Front load</b>        | <b>67</b>  | <b>1151.40</b> |
| Trash - MSW              | 66         | 1151.40        |
| Unknown                  | 1          | 0.00           |
| <b>Residential</b>       | <b>424</b> | <b>2884.03</b> |
| Trash - MSW              | 340        | 2884.03        |
| Unknown                  | 84         | 0.00           |
| <b>Roll off</b>          | <b>127</b> | <b>132.05</b>  |
| Trash - MSW              | 97         | 132.05         |
| Unknown                  | 30         | 0.00           |
| <b>Totals</b>            | <b>618</b> | <b>4167.48</b> |

## Driver Productivity

This chart allows us to see a combined monthly total of all the hours a driver has been 'on route' how fast they are moving and how many miles and tons they are bringing in for the month. Please note that Sub are drivers being substituted in from other sections i.e.: grappler drivers or supervisors to help when we have a shortage of drivers.

| Driver Productivity |             |             |               |            |             |       |        |
|---------------------|-------------|-------------|---------------|------------|-------------|-------|--------|
| Driver Name         | Route Count | Route Hours | Helping Hours | Homes/Hour | Total Stops | Miles | Tons   |
| SL-Route-Sub        | 6           | 27.3        | 0.42          | 42.63736   | 1882        | 178   | 44.34  |
| RO-Route-1          | 5           | 149.37      | 0             | 0.5957826  | 116         | 2214  | 123.22 |
| CR-Route            | 16          | 160.18      | 8.39          | 35.29081   | 8320        | 1421  | 944.75 |
| RL-Route-South      | 6           | 142.53      | 8.23          | 12.5725    | 1932        | 977   | 464.66 |
| SL-Route-6          | 7           | 146.76      | 2.25          | 63.41358   | 10279       | 1250  | 323.35 |
| SL-Route-3          | 8           | 138.41      | 9.17          | 76.2047    | 11725       | 1035  | 169.37 |
| SL-Route-4          | 11          | 155.72      | 11.81         | 58.43288   | 10216       | 1163  | 44.4   |
| RO-Route-2          | 6           | 155.52      | 0             | 0.752331   | 128         | 1846  |        |
| RL-Route-North      | 10          | 149.22      | 0             | 11.36602   | 2010        | 910   | 598.57 |
| SL-Route-5          | 6           | 129.74      | 1.8           | 56.24663   | 8139        | 941   | 235.84 |
| SL-Route-7          | 6           | 155.84      | 3.6           | 49.52085   | 8772        | 1125  |        |
| RO-Route-Sub        | 3           | 26.14       | 0             | 4.859694   | 127         | 260   | 52.66  |
| SL-Route-2          | 7           | 117.81      | 0             | 66.74777   | 9447        | 854   | 906.04 |
| SL-Route-1          | 7           | 145.8       | 1.7           | 54.04664   | 10206       | 1098  | 255.35 |

## Driver Summary

This shows us the average trip time per driver plus the total time driven for the month of December and their Monthly average for pickups per hour.

| Driver Summary |                    |                   |                 |                   |
|----------------|--------------------|-------------------|-----------------|-------------------|
| Driver Name    | # of Routes Driven | Average Trip Time | Total Trip Time | Pick Ups Per Hour |
| CR-Route       | 18                 | 08h 17m           | 149h 10m        | 32                |
| SL-Route-5     | 15                 | 10h 31m           | 157h 50m        | 43                |
| SI-Route-1     | 18                 | 10h 11m           | 183h 14m        | 44                |
| SL-Route-3     | 16                 | 09h 30m           | 151h 53m        | 64                |
| SL-Route-2     | 16                 | 09h 03m           | 144h 52m        | 44                |
| SL-Route-4     | 17                 | 09h 45m           | 165h 38m        | 53                |
| SL-Route-7     | 16                 | 10h 06m           | 161h 42m        | 42                |
| SL-Route-6     | 18                 | 09h 13m           | 165h 59m        | 49                |
| RL-Route-South | 16                 | 08h 18m           | 132h 48m        | 14                |
| RL-Route-North | 18                 | 08h 38m           | 155h 20m        | 11                |
| RO-Route-2     | 18                 | 08h 38m           | 155h 21m        | 1                 |
| RO-Route-1     | 18                 | 08h 14m           | 148h 17m        | 1                 |
| RO-Route-Sub   | 3                  | 08h 43m           | 26h 08m         | 5                 |
| SL-Route-Sub   | 3                  | 09h 30m           | 28h 29m         | 42                |

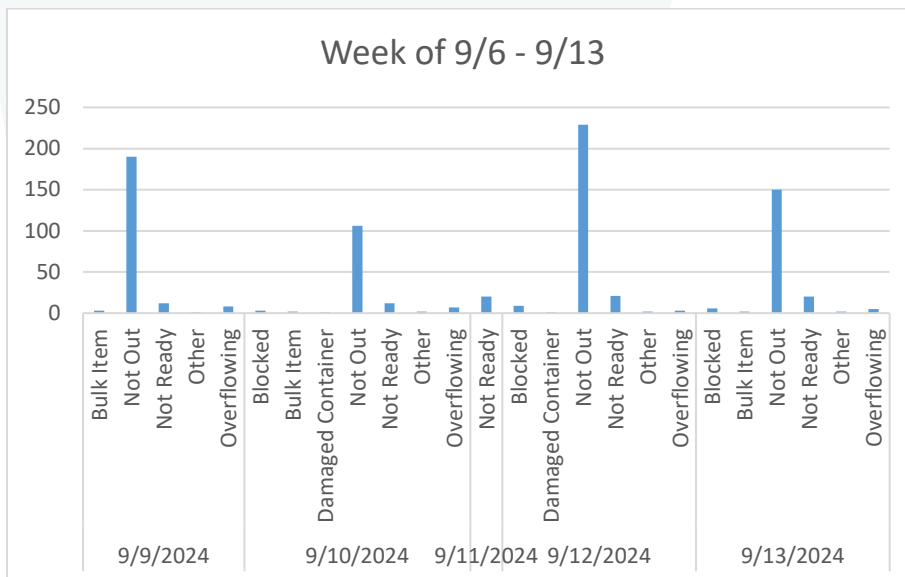
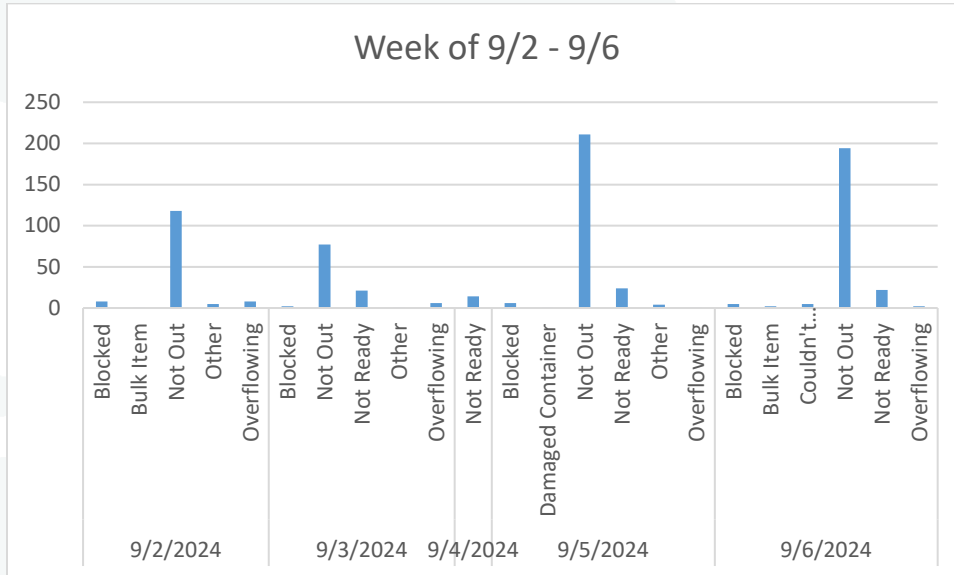
## Fuel Log

This shows how many miles are driven on our trucks along with their Fuel Efficiency.

| Fuel Log     |            |                       |                      |                    |                    |
|--------------|------------|-----------------------|----------------------|--------------------|--------------------|
| Vehicle Name | # Fill ups | Fuel Efficiency (MPG) | Total Gallons Filled | Total Gallons Used | Total Miles Driven |
| RL 311       | 17         | 2.5                   | 237.9                | 423.4              | 1062               |
| SL 20-305    | 6          | 3                     | 199.9                | 310.5              | 921                |
| SL 321       | 14         | 2.9                   | 470.4                | 495.4              | 1429               |
| SL 19-315    | 10         | 2.4                   | 214.9                | 421.3              | 1009               |
| 303          | 15         | 2.4                   | 419.1                | 491.9              | 1169               |
| 262          | 25         | 3.1                   | 888.4                | 649.5              | 1997               |
| 263          | 10         | 441.9                 | 22.2                 | 44.3               | 143                |
| 300          | 8          | 60.4                  | 116.6                | 107.5              | 172                |
| 307          | 16         | 4.6                   | 247.5                | 270.9              | 1243               |
| 309          | 5          | 3.2                   | 22.4                 | 88                 | 319                |
| SL 19-324    | 2          | 2.8                   | 26.5                 | 82.2               | 227                |

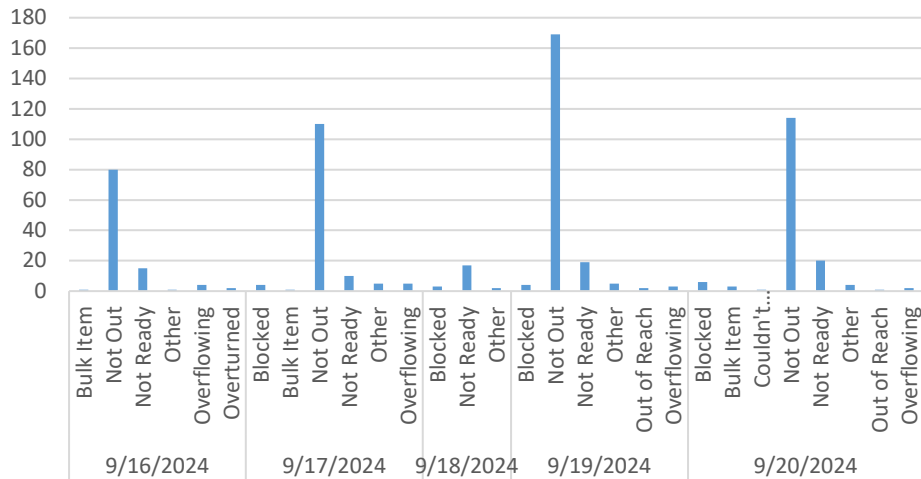
## Pickup Reports

Pickup Reports are broken down by week to week. They show the number of Issues the drivers run into every day. To better view the data we split it into weeks.

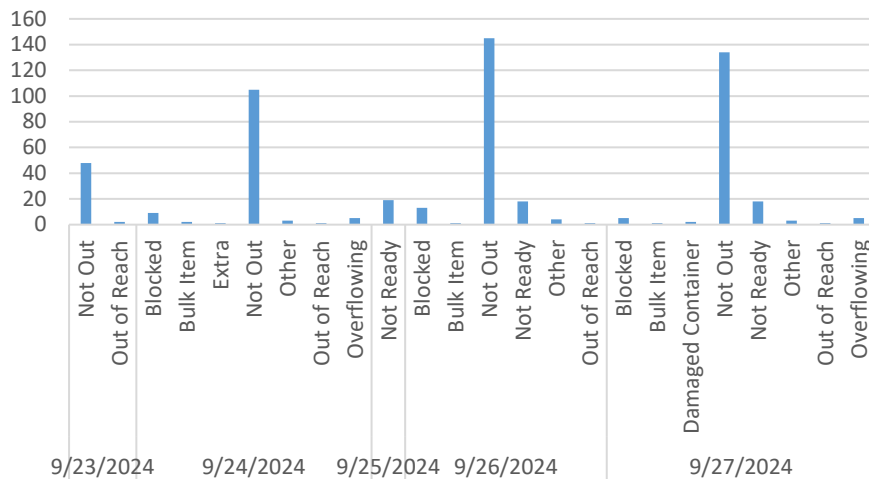


# Sanitation

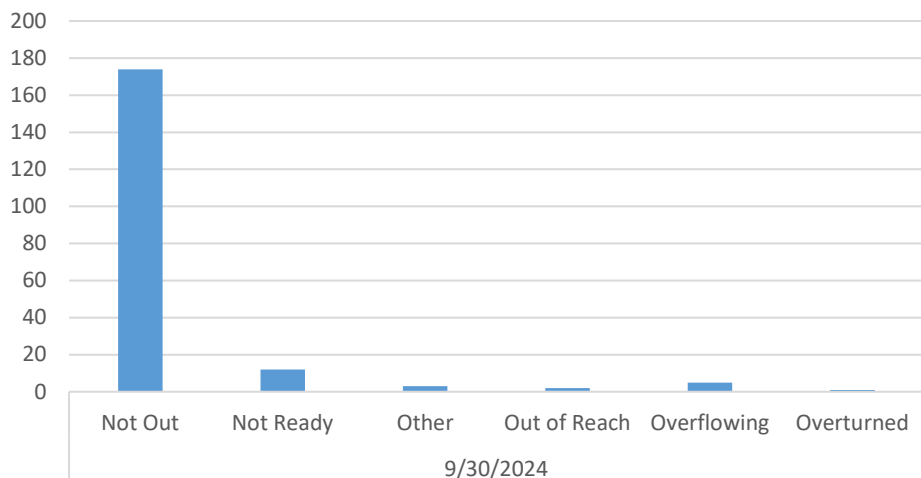
Week of 9/16 - 9/20



Week of 9/23 - 9/27



Week of 9/30





## Current Project Updates

# Sanitation

### **1. Rubicon**

- a. Continuing to meet Monthly with the Rubicon Team

### **2. In House Projects / Infrastructure**

- a. Bring Fire Suppression System up to Code (Pending quotes)
- b. Small Compactor currently down due to Transmission \$70K repair (Committee discussion)
- c. Ongoing Road Maintenance
- d. Landfill Misc. Earthwork with Cell 5B
- e. Rotochopper pending annual scheduled maintenance quote

### **3. New Equipment**

- a. 2 New Sideloaders
  - i. Delivery Date: October/November 2024
- b. 1 Rear Loader
  - i. Delivery Date: December 2024
- c. Grapple Truck
  - i. Delivery Date: Early October 2024

ROSWELL NEW MEXICO  
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 15.

Infrastructure Committee

Meeting Date: 10/21/2024

COMMITTEE: Infrastructure

CONTACT: Louis Najar

CHAIR: Juan Oropesa

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DEPARTMENT NAME:

Department Report - Cemetery

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Attachments

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Cemetery September Monthly Report

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## CEMETERY – September, 2024

**Acres Maintained: 210**

**Staffing: 10 FTE**

**Number of Services for the Month: 32**

- 19 Casket Burials
- 10 Cremation Burials
- 1 Veterans Cemetery Casket Burials
- 2 Veterans Cemetery Cremation Burials

**Total Revenue for the Month: \$56,080.00**

### **Routine Maintenance:**

- Dug, set-up, covered, and tamped for all 32 services
- Seven plaques installed at General Douglas McBride Veterans Cemetery.
- Sprayed tree bases
- Removed 4, 40` Elm trees.
- Serviced the lowering device.
- Mowing & trimming per schedule
- Leveling of stones in block 59.
- Clean up done in shop area.

### **Specific Maintenance:**

- Working with city training specialist Mike Gutierrez on dump truck training.
- Working with MARS CARS INC on casket cart.

### **Vehicle Information:**

| UNIT# | MILEAGE |
|-------|---------|
| 580   | 119,239 |
| 581   | 76,331  |
| 587   | 56,954  |
| 588   | 73,466  |
| 606   | 84,835  |

**Submitted by: Ruben Esquivel, Cemetery Superintendent**  
**Approved by: Jim Burrell, Special Services Director**



ROSWELL NEW MEXICO  
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 16.

Infrastructure Committee

Meeting Date: 10/21/2024

COMMITTEE: Infrastructure

CONTACT: Louis Najar

CHAIR: Juan Oropesa

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DEPARTMENT NAME:

Department Report - Zoo

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Attachments

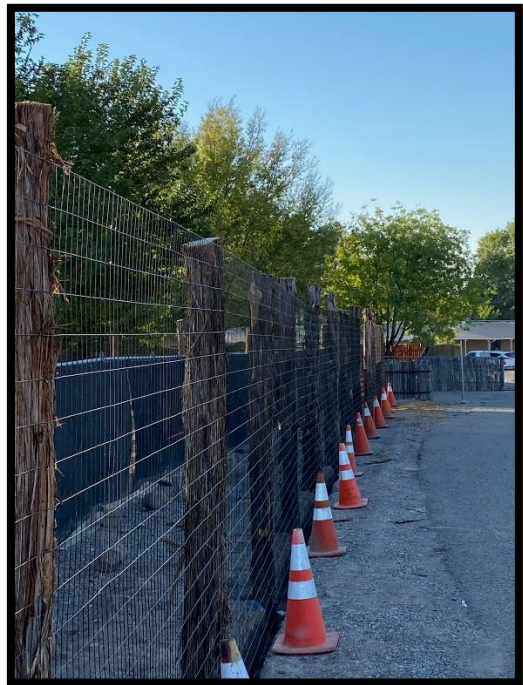
Zoo September Monthly Report

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## ZOO – September, 2024

**Highlights/Animal Care/Maintenance:**

- ❖ Weekly mowing, weed eating, and upkeep done on all animal enclosures (Parks team and Grounds staff maintained the park and non-animal areas).
- ❖ Routine animal care for all animals – including feeding, cleaning, and enrichment.
- ❖ The grounds team & parks department worked on train track repair. It was run for a group event this month.
- ❖ Interviews have continued to be conducted to fill vacant positions.
- ❖ Training has continued for new hires.
- ❖ There were two instances of trespassers on zoo ground overnight. No damaged occurred, but items were out of place. They entered the concession stand (currently under construction) and the vacant bear exhibit.
- ❖ Installing new fence & dig barrier.
- ❖ Busy the beaver went to the vet for his regular teeth check-up!



**Submitted by: Amy Munoz, Zoo Curator**  
**Approved by: Jim Burrell, Special Services Director**

ROSWELL NEW MEXICO  
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 17.

Infrastructure Committee

Meeting Date: 10/21/2024

COMMITTEE: Infrastructure

CONTACT: Louis Najar

CHAIR: Juan Oropesa

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DEPARTMENT NAME:

Department Report - Parks

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Attachments

Parks September Monthly Report

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## **PARKS – August, 2024**

**Acres Maintained:** **685+**

**Staffing:** **27 FTE**

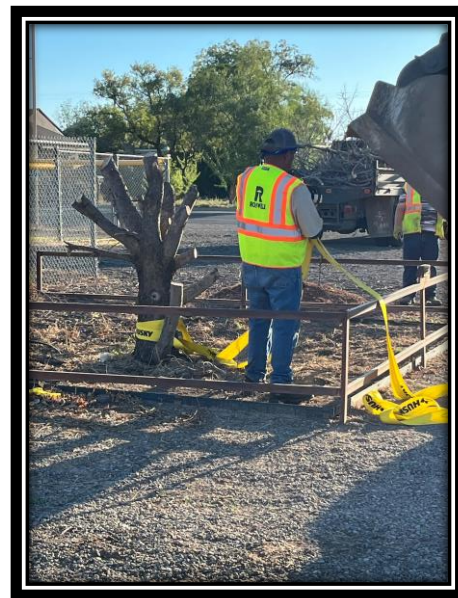
### **Routine Maintenance:**

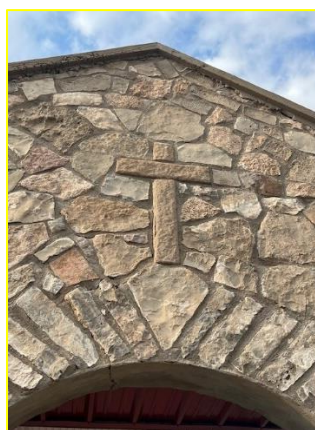
- Mowing weekly
- Checking all irrigation in parks and sports complexes
- Spraying weeds weekly
- Repairing baseball backstops in all parks for baseball season
- Trash pick-up
- Installing new tables, trash cans and BBQ grills throughout parks

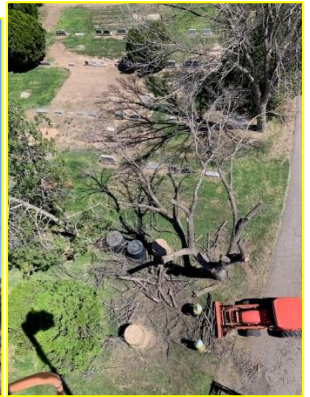


### **Specific Maintenance:**

- Painted football fields at Stiles Park.
- Changed the light bulbs at Stiles Park.
- Soda blasted graffiti off of the concrete at El Capitan.
- Built a metal frame and moved the pickle ball sign at the adult center.
- Removed five large dead trees from the cemetery.
- Cut down a half dead tree at the parks shop & grinded the stump.
- Replacing railroad ties at the zoo.
- Removed a tree at the Civic Center.
- Roto till playground fall areas.











### **Vehicle Information:**

| UNIT# | LAST 5 OF VIN | MILEAGE |
|-------|---------------|---------|
| 1115  | 59361         | 9718    |
| 1043  | 30177         | 30207   |
| 1110  | 11787         | 79398   |
| 1335  | 31335         | 99052   |
| 1171  | 05837         | 106030  |
| 1106  | 32089         | 104743  |
| 1134  | 02128         | 71249   |
| 1136  | 51161         | 83677   |
| 1112  | 31411         | 133849  |
| 1109  | 55800         | 166132  |
| 1118  | 03155         | 91657   |
| 1107  | 05501         | 188408  |
| 1120  | 16661         | 90527   |
| 1122  | 06799         | 63402   |
| 1007  | 49647         | 48110   |
| 1194  | 27335         | 140178  |
| 1177  | 63424         | 34505   |
| 1113  | 13373         | 50539   |
| 1100  | 48327         | 66266   |
| (N/A) | 31159         | 173200  |
| 550   | 38512         | 125573  |
| 503   | 87408         | 75010   |

**Submitted by: Rudy Chavez, Parks Superintendent**  
**Approved by: Jim Burrress, Special Services Director**

ROSWELL NEW MEXICO  
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 18.

Infrastructure Committee

Meeting Date: 10/21/2024

COMMITTEE: Infrastructure

CONTACT: Louis Najar

CHAIR: Juan Oropesa

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DEPARTMENT NAME:

Department Report - Recreation

---

Attachments

Recreation September Monthly Report

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**Revenue: \$29,975**



**Attendance: 8,432**

### TOP REVENUE CONTRIBUTORS

|                        |          |
|------------------------|----------|
| Recreation Programs    | \$10,027 |
| Recreation Memberships | \$5,626  |

### FISCAL YEAR FIGURES

|            | 2024<br>August | YTD       |
|------------|----------------|-----------|
| Revenue    | \$29,975       | \$124,454 |
| Attendance | 8432           | 28,722    |

### ATTENDANCE CONTRIBUTORS

|                                         |      |
|-----------------------------------------|------|
| Adult Center Classes                    | 224  |
| Adult Center Drop-In/Admissions         | 32   |
| Adult Center Member Scans               | 635  |
| Adult Center Member Rentals             | 837  |
| Rec & Aquatic Center Classes            | 2045 |
| Rec & Aquatic Center Drop-In/Admissions | 1327 |
| Rec & Aquatic Center Member Scans       | 3287 |
| Special Events                          | 45   |

## Highlights

### Roswell Recreation Center

- Memberships sold: 71
- The Youth Volleyball league wrapped up this month, we had a great turnout with 160 players joining in on the fun.
- Youth basketball registration has been extended one more week.

### Roswell Aquatic Center

- This month's in-service for the lifeguards featured the final scenario, a training exercise that integrates CPR and AED skills tests. The training included a water rescue and a series of scenarios using a manikin, all supervised by a Lifeguard Instructor and the Aquatics Specialist. Each guard maintains their weekly requirement of swimming 300 yards.
- There were four participants enrolled in the LTS classes this month.
- There were no incidents to report this month.
- Four birthday parties with swim passes were held in September.

### Roswell Adult Center

- Memberships sold: 24
- A dance feat Maldad Band took the stage this month, with an attendance of 45 people.
- New equipment, specifically a Total Gym, was purchased and added to the Strength Room.
- The new floor has been installed in the Hospitality room.

## Vehicle Mileage

- Unit 1004/09116 – VIN# 09116 - Mileage 13,410
- Unit 1101/00494 – VIN#00494 - Mileage 55,075
- Unit 15875 – VIN#15875 – Mileage 52,749

## Upcoming:

- Youth Basketball practice begins 10/8
- Homeschool PE Fall Session 10/8
- Clue Live with a Halloween Twist 10/25
- Pool Pumpkin Patch 10/26



**Youth Volleyball 2024**

PO Box 1838  
Roswell, NM 88202-1838



**New floor & furniture at Adult Center**

TEL: 575.624.6720  
FAX: 575.624.6889

ROSWELL NEW MEXICO  
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 19.

Infrastructure Committee

Meeting Date: 10/21/2024

COMMITTEE: Infrastructure

CONTACT: Louis Najar

CHAIR: Juan Oropesa

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DEPARTMENT NAME:

Department Report - Golf

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Attachments

Golf September Monthly Report

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## Highlights:

- ### Specific & Routine Maintenance:

- Page 1 of 3

## Revenues:

| Category                              | Qty           | Subtotal           | Subtotal w/o Tax   | Cost               | Profit              |
|---------------------------------------|---------------|--------------------|--------------------|--------------------|---------------------|
| Alcohol / Beer                        | 1716          | \$7,204.81         | \$6,846.12         | \$2,271.36         | \$4,933.61          |
| Alcohol / Liquor                      | 1164          | \$5,336.75         | \$5,070.00         | \$1,516.99         | \$3,819.78          |
| Food and Beverage / Drinks            | 1441          | \$2,692.89         | \$2,555.78         | \$785.06           | \$1,907.43          |
| Food and Beverage / Snacks            | 955           | \$1,993.56         | \$1,891.12         | \$712.61           | \$1,280.95          |
| Golf / Green Fees                     | 2,671         | \$26,669.52        | \$25,338.04        | \$0.00             | \$26,669.52         |
| Golf / Memberships                    | 14            | \$1,777.95         | \$1,777.95         | \$0.00             | \$1,777.95          |
| Golf / Services (GHIN & Club Storage) | 0             | \$0.00             | 0                  | \$0.00             | \$0.00              |
| Golf Carts                            | 2,379         | \$32,119.40        | \$30,508.05        | \$0.00             | \$32,119.40         |
| Merchandise / Accessories             | 102           | \$1,348.60         | \$1,281.20         | \$788.27           | \$560.28            |
| Merchandise / Apparel                 | 11            | \$691.14           | \$656.58           | \$413.00           | \$278.14            |
| Merchandise / Clubs                   | 16            | \$7,391.91         | \$7,022.32         | \$5,853.96         | \$1,917.95          |
| Merchandise / Footwear                | 2             | \$257.15           | \$244.30           | \$182.21           | \$74.94             |
| Merchandise / Gloves                  | 44            | \$895.32           | \$850.64           | \$535.36           | \$359.97            |
| Merchandise / Golf Bags               | 6             | \$1,228.59         | \$1,167.18         | \$1,066.50         | \$420.09            |
| Merchandise / Golf Balls              | 541           | \$5,830.62         | \$5,538.76         | \$3,803.53         | \$2,027.04          |
| Merchandise / Headwear                | 12            | \$389.51           | \$370.02           | \$240.35           | \$149.14            |
| Range Balls                           | 660           | \$3,456.23         | \$3,284.46         | \$0.00             | \$3,456.23          |
| Rental Club Fees                      | 27            | \$252.00           | \$239.36           | \$0.00             | \$252.00            |
| Tournament Credit Book                | 22            | \$6,404.15         | \$6,404.15         | \$0.00             | \$6,404.15          |
| Tournament Fees                       | 0             | 0                  | 0                  | \$0.00             | 0                   |
| <b>Total September Profit</b>         | <b>11,783</b> | <b>\$97,758.00</b> | <b>\$97,268.93</b> | <b>\$18,169.20</b> | <b>\$88,408.57</b>  |
| <b>TOTAL GROSS REVENUE</b>            |               |                    |                    |                    | <b>\$111,472.17</b> |





### **Vehicle Information:**

2011 Ford Ranger  
VIN: 1FTKR4EEXDPA67919  
PLATE: G83632  
MILEAGE: 110,816

**Submitted by: Tim VandenBout, Golf Course Manager**  
**Approved by: Jim Burress, Special Services Director**

ROSWELL NEW MEXICO  
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 20.

Infrastructure Committee

Meeting Date: 10/21/2024

COMMITTEE: Infrastructure

CONTACT: Louis Najar

CHAIR: Juan Oropesa

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DEPARTMENT NAME:

Department Report - Facility Maintenance

---

Attachments

ATT 1 - Facilities Project Dashboard Report

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City of Roswell Projects Status  
updated 10-16-2024

Facilities Maintenance Department Projects

Year

2024 [landfill pressure washer shed](#)

**SCOPE:** run utilities, hook up pressure washer, spray foam insulation on the inside

**ESTIMATED COST:** \$ 9,000

**FUNDING SOURCE:**

**CITY SHARE:**

**DFA/GRANT #:**

**OTHER:**

**BUDGET:**

|                      |      |
|----------------------|------|
| Total Budget:        | \$ - |
| Total Payments:      | \$ - |
| Encumbered           | \$ - |
| Total Change Orders: | \$ - |
| Current Balance:     | \$ - |

**PROJECT CODE NO.:**

**PURCHASE ORDER NO.**

unknown

**GL #:**

**PROJECT SCHEDULE:**

**EST. COMPLETION:**

**PROJECT STATUS:**

| March                        |            |
|------------------------------|------------|
| Phase                        | % Complete |
| Conceptual, Design           | 100%       |
| Schematic Phase              | N/A        |
| Design Development Phase     | N/A        |
| Construction Documents Phase | 0%         |
| RFP, ITB, CES, Proposal      | 100%       |
| Construction                 | 0%         |
| Substantial Completion       | 0%         |
| Project Closeout             | 0%         |
| Vendor                       |            |
| Estimated Completion         | fall 2024  |

**Notes:**

This is a large heated pressure washer unit goin in

Year

2024 [landfill tough shed](#)

**SCOPE:** add electrical outlets to each wall, plug for heater,vent, lighting,and spry foam insulation

**ESTIMATED COST:** \$ 8,500

**FUNDING SOURCE:**

\$ -

**CITY SHARE:**

**DFA/GRANT #:**

**OTHER:**

**BUDGET:**

|                      |      |
|----------------------|------|
| Total Budget:        | \$ - |
| Total Payments:      | \$ - |
| Encumbered           | \$ - |
| Total Change Orders: | \$ - |
| Current Balance:     | \$ - |

**PROJECT CODE NO.:**

**PURCHASE ORDER NO.**

**GL #:**

0

**PROJECT SCHEDULE:**

**EST. COMPLETION:**

**PROJECT STATUS:**

| Phase                    | % Complete                |
|--------------------------|---------------------------|
| Conceptual, Design       | 0%                        |
| Schematic Phase          | 0%                        |
| Design Development Phase | 0%                        |
| RFP, ITB, CES, Proposal  | 0%                        |
| Construction             | 0%                        |
| Substantial Completion   | 0%                        |
| Project Closeout         | 0%                        |
| Vendor                   | Facilities and Contractor |
| Estimated Completion     | Fall 2024                 |

**Notes:**

Year  
2024

SCOPE: Hospitality room flooring

ESTIMATED COST: \$ 100

FUNDING SOURCE: Unknown

CITY SHARE:

\$ -

DFA/GRANT #:

OTHER:

BUDGET:

|                      |      |
|----------------------|------|
| Insurance Claim      |      |
| Total Budget:        | \$ - |
| Total Payments:      | \$ - |
| Encumbered           | \$ - |
| Total Change Orders: | \$ - |
| Current Balance:     | \$ - |

PROJECT CODE NO.:

PURCHASE ORDER NO.

GL #:

PROJECT SCHEDULE:

EST. COMPLETION:

PROJECT STATUS:

| Phase                    | % Complete |
|--------------------------|------------|
| Conceptual, Design       | 100%       |
| Schematic Phase          | 100%       |
| Design Development Phase | 100%       |
| RFP, ITB, CES, Proposal  | 100%       |
| Construction             | 95%        |
| Substantial Completion   | 0%         |
| Project Closeout         | 0%         |
| Vendor                   | Vendor     |
| Estimated Completion     | Sep-24     |

Notes:

Year  
2023

SCOPE: 3rd 30 ton unit for the library

ESTIMATED COST:

FUNDING SOURCE:

\$ -

CITY SHARE: \$0

\$ -

DFA/GRANT #:

\$ -

OTHER:

BUDGET:

|                      |      |
|----------------------|------|
| Total Budget:        | \$ - |
| Total Payments:      | \$ - |
| Encumbered           | \$ - |
| Total Change Orders: | \$ - |
| Current Balance:     | \$ - |

PROJECT CODE NO.:

PURCHASE ORDER NO.

0

GL #: 0

PROJECT SCHEDULE:

EST. COMPLETION:

PROJECT STATUS:

| Phase                    | % Complete |
|--------------------------|------------|
| Conceptual, Design       | 0%         |
| Schematic Phase          | 0%         |
| Design Development Phase | 0%         |
| RFP, ITB, CES, Proposal  | 0%         |
| Construction             | 0%         |
| Substantial Completion   | 0%         |
| Project Closeout         | 0%         |
| Vendor                   |            |
| Estimated Completion     | March      |

Notes:

bids are due in to City of Roswell by 9-16-2024

Vendor list includes Rhodes, Honeywell,Legasey, and Amador

**2024**

**SCOPE:** well house at the zoo

**ESTIMATED COST:**

**FUNDING SOURCE:**

\$ -  
\$ -

**CITY SHARE:**

**DFA/GRANT #:**

**OTHER:**

**BUDGET:**

|                         |             |
|-------------------------|-------------|
| Total Budget:           |             |
| Total Payments:         | \$ -        |
| Encumbered              |             |
| Total Change Orders:    | \$ -        |
| <b>Current Balance:</b> | <b>\$ -</b> |

**PROJECT CODE NO.:**

**PURCHASE ORDER NO.:**

**GL #:**

**PROJECT SCHEDULE:**

**EST. COMPLETION:**

**PROJECT STATUS:**

| Phase                    | % Complete |
|--------------------------|------------|
| Conceptual, Design       | 100%       |
| Schematic Phase          | 100%       |
| Design Development Phase | 100%       |
| RFP, ITB, CES, Proposal  | 100%       |
| Construction             | 0%         |
| Substantial Completion   | 0%         |
| Project Closeout         | 0%         |
| Vendor                   |            |
| Estimated Completion     |            |

**Notes:**

we have enough left over materials from the golf course roof to complete this roof

**Year**

**2024 City Hall/Convention Center**

**SCOPE:** long term pigeon population control

**ESTIMATED COST:**

\$ 5,000 \$ -

**FUNDING SOURCE:**

\$ -

**CITY SHARE:**

\$5,000

**DFA/GRANT #:**

**OTHER:**

**BUDGET:**

|                         |             |
|-------------------------|-------------|
| Total Budget:           |             |
| Total Payments:         | \$ -        |
| Encumbered              | \$ -        |
| Total Change Orders:    | \$ -        |
| <b>Current Balance:</b> | <b>\$ -</b> |

**PROJECT CODE NO.:**

**PURCHASE ORDER NO.:**

0

**GL #:**

0

**PROJECT SCHEDULE:**

**EST. COMPLETION:**

**PROJECT STATUS:**

| Phase                    | % Complete |
|--------------------------|------------|
| Conceptual, Design       | 0%         |
| Schematic Phase          | 0%         |
| Design Development Phase | 0%         |
| RFP, ITB, CES, Proposal  | 100%       |
| Construction             | 95%        |
| Substantial Completion   | 95%        |
| Project Closeout         | 0%         |
| Vendor                   | Facilities |
| Estimated Completion     |            |

**Notes:**

Ovocontrol Pigeon birth control system BIRD NUMBERS HAVE DROPPED BY A NOTICEABLE AMOUNT

Year

**2023** [Developing a Roofing prevenative Maintenance package](#)

**SCOPE:** walk out roof,clear all debris,clear gutters and drains remove birds and add bird netting

**ESTIMATED COST:**

**FUNDING SOURCE:**

**CITY SHARE:**

**DFA/GRANT #:**

**OTHER:**

**BUDGET:**

|                         |           |          |
|-------------------------|-----------|----------|
| Total Budget:           | \$        | -        |
| Total Payments:         | \$        | -        |
| Encumbered              |           |          |
| Total Change Orders:    | \$        | -        |
| <b>Current Balance:</b> | <b>\$</b> | <b>-</b> |

**PROJECT CODE NO.:**

**PURCHASE ORDER NO.**

22300704

**GL #:**

**PROJECT SCHEDULE:**

**EST. COMPLETION:**

**PROJECT STATUS:**

| Phase                    | % Complete |
|--------------------------|------------|
| Conceptual, Design       | 0%         |
| Schematic Phase          | 0%         |
| Design Development Phase | 0%         |
| RFP, ITB, CES, Proposal  | 0%         |
| Construction             | 0%         |
| Substantial Completion   | 0%         |
| Project Closeout         | 0%         |
| Vendor                   | Facilities |
| Estimated Completion     | 0%         |

[Notes:](#)

ROSWELL NEW MEXICO  
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 21.

Infrastructure Committee

Meeting Date: 10/21/2024

COMMITTEE: Infrastructure

CONTACT: Louis Najar

CHAIR: Juan Oropesa

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DEPARTMENT NAME:

Department Report - Streets

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Attachments

2024-September Monthly Report

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### Projects Focus

The potholes continue to get repaired with two crews working to fix the problem areas in the streets. Mower crews are also active in keeping the weeds under control. The weed spraying crew is working the right of way and when the wind curtails spraying, they are picking up trash on the unsightly roadside and a driving hazard. The Alley crew maintains the graveled alley by leveling out the ruts and fresh gravel when needed.

### Projects Continued

Street sweeping and patching holes are always on to-do list. Making the street safer and more drivable is always a priority within the Street Department, the patch truck, asphalt injection team, and crack seal team continue to patch, repair, and preserve the streets.

**Working on Cattleguard Road that goes to Water Wheels on City Ranch south of the base.**



**Cattleguard Rail after installing at the City Ranch South of the base.**



### Quantities of Materials for the month

The patch crews have used 7.59 tons of cold mix, 4.93 hot mix, and 306 bags of Poly patch material. They have repaired 27 water cuts this month.

The alley crews have used 15 loads of gravel, 4 loads of millings, 2 loads of road base, and 58 loads of water.

The crusher crew crushed 2050 tons of  $\frac{3}{4}$  gravel, 29 loads of Sweeping waste to landfill. 16 loads of tree limbs and debris.

The sign shop personnel have replaced 21 traffic signs, 11 signposts, and studs.

The sweeper crew had 167 loads of daily sweeping waste this month.

The herbicide crew has sprayed 1270 gallons of weed killer to control weeds on City property

### Projects Upcoming

Dustrol Heat In Place \$600,000 PO #22501092 – Approved Start date 10/1/2024- 10/15/2024

IPR Micro Surfacing after Heat \$400,000 PO #22501089- Approved Start Date Pending (End October)

IPR Micro-Surfacing Only \$500,000 PO #22501095- Approval Start Date pending (November)

Brasier NOVA Chip \$480,000 PO #22501096 - Approval Start date Pending (November)

### Equipment Brief

Sweeper FY2024-Approved (Cancelled PO#22400545 Pete's) (PO #22501175 Texan Waste Equipment) [Expected date 10/18/2024](#).

Pending Arrival Patch Truck FY2024-Approved PO #22400544

2-Tractor Mowers/Decks- Approved PO #22501218 Mowers /PO #22501217 12ft Decks

1-Patch Truck (Fire Loss)-Approved PO #22501129 [Estimated completion Date 11/15/2024](#)

1-Dump Truck- Approval for PO #22501094

**ROSWELL NEW MEXICO  
COMMITTEE AGENDA ITEM ABSTRACT**

**Non-Action Items    22.**

**Infrastructure Committee**

**Meeting Date:** 10/21/2024

**COMMITTEE:** Infrastructure

**CONTACT:**    Louis Najar

**CHAIR:**            Juan Oropesa

---

**DEPARTMENT NAME:**

Department Report - Engineering

---

**Attachments**

ATT 1 - Engineering Project Dashboard Report

ATT 2 - Engineering Community Development Support Monthly Report

ATT 3 - Annual Maintenance Monthly Report

ATT 4 - Flood Brochure

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## City of Roswell Engineering Department Projects Status

10/16/2024

### Street Projects & Other

#### N. Atkinson Project - Cherry thru College

**Awarded to Constructors \$3,335,936.08 Project Complete!**

**SCOPE:** ADA / Sidewalk & reconstruction of pavement  
**BUDGET:** NMDOT \$2,554,550; City \$781,386.08  
Design Performed by Engineering Department  
Design Survey Performed by Engineering Department  
Construction  
**FUNDING SOURCE:** FY 24 Road Fund for City Portion;  
**EST. COMPLETION:** 8/26/2024 Start Date - 1/8/2024  
**PROJECT STATUS:** 100%  
Project started 1/8/2024. Project Complete!

#### FY 25 - Hot Recycling & Micro-surfacing Pavement Maintenance

**\$1.5 million approved for budget FY 25  
In Progress**

**SCOPE:** Hot Recycle & Micro-surfacing of various streets  
**BUDGET:** \$ 1,500,000  
**FUNDING SOURCE:** 100% City funds  
**EST. COMPLETION:** Spring 2025  
**PROJECT STATUS:** 42%  
Streets to be selected by using Pavement Condition Survey and field review by Streets & City Engineer. PO requests submitted to August Infrastructure Committee. Hot recycle complete, micro surface in progress

#### FY 25 - Nova Chip Pavement Maintenance

**\$800,000 approved for budget FY 25**

**SCOPE:** Only Micro-surfacing of various streets  
**BUDGET:** \$ 800,000  
**FUNDING SOURCE:** General Fund  
**EST. COMPLETION:** Spring 2025  
**PROJECT STATUS:** 0%  
Streets selected by using Pavement Condition Survey and field review by Streets & City Engineer. PO request submitted to August Infrastructure Committee. Requested budget adjustment to \$480,000 total budget to provide additional funding to FY 25 Mill/Fill project. Project planned to start after Mill/Fill project completion

#### Spring River/Cielo Grande Trail Connections

**Design complete  
Project out to bid**

**SCOPE:** Construct a trail connection between the two trails.  
**BUDGET:** \$325,000  
**FUNDING SOURCE:** NMDOT \$192,240, City \$132,760  
**EST. COMPLETION:** 5/31/2024  
**PROJECT STATUS:** Design 100%  
Engineering to prepare plans in-house.  
City submitted an application to NMDOT for Recreation Trails Program (RTP) funding in 2021. On April 28, 2022, the NMDOT selected this project as one of the statewide selected projects. This will be part of FY 24 budget. City Engineering will advertise, bid and perform construction management of project. City performed 30% plan review with NMDOT on July 12, 2023. NMDOT has required City to do Cultural and Biological review of the proposed trail even though on existing right of way and trail also on the Old Municipal Airport property and to use one of the existing runways. Environmental clearance received 12/27/2023. Project out to bid, bids due back 10/8/2024. Recommend award to Constructors, Inc.

#### Hobbs St Mill/Fill

**NMDOT Highway Commission should announce selections  
At it's August 24 2023 meeting  
Awarded to Constructors Inc.  
Construction Start Date 7/15/2024**

**SCOPE:** Mill/Fill and ADA Improvements Hobbs St from SE Main to Sunset.  
**BUDGET:** \$2,410,000  
**FUNDING SOURCE:** NMDOT 95%; City 5%  
**EST. COMPLETION:** 11/22/2024  
**PROJECT STATUS:** 59%  
City has submitted three project applications: Hobbs Mill/Fill, Sidewalk - Sunset to SE Main \$2,410,000; 2nd St. Pavement Maintenance - Sunset to East City Limits \$1,520,000; S. Atkinson Pavement Maintenance - Brasher to McGaffey \$845,000. Hobbs project is currently out to bid. Recommend award to Constructors Inc. for \$2,346,349.54. Project start date 7/15/2024. Paving complete, some concrete and re-striping remains to be completed

#### Safe Streets For All Action Plan - Federal Safety Grant Planning Money

**RFP was advertised 8.20.2023 received Proposals 10.10.2023  
Awarded to Freese & Nichols, Inc.**

**SCOPE:** A city wide Safety Action Plan to reduce roadway death and injuries. From an approved plan, City can apply for construction funds  
**BUDGET:** Federal Grant \$520,000  
City Match \$130,000  
Other \$0  
Total \$650,000  
**FUNDING SOURCE:** Federal Grant & City Match  
**EST. COMPLETION:** 12/31/2024  
**PROJECT STATUS:** 77%  
A city wide Safety Action Plan to reduce roadway death and injuries. From an approved plan, City can apply for construction funds. Federal funding requires an RFP be solicited utilizing Federal procurement standards. Received proposals 10/10/23, awarded to FNI for \$500,000 plus GRT. Steering Committee established. Public input survey is open. Draft Interim Report approved by FHWA. Working on final report preparation and public facing data as well as reviews of School Zones.

**Hobson Road Flood Prevention Project****Design awarded to Freese & Nichols, Inc.**

**SCOPE:** Design & construct flood prevention measures on Hobson Rd. from W. RAC Perimeter Rd. to SE Main  
**BUDGET:** WTB Grant (87%) \$8,353,977  
WTB Loan (13%) \$1,248,295  
Other \$0  
Total \$9,602,273

**FUNDING SOURCE:** Federal Grant & City Match

**EST. COMPLETION:** 5/31/2026

**PROJECT STATUS:** Design 11%

A Water Trust Board application was submitted and a letter of award received. City to submit "Readiness" package to be reviewed by DFA and then an agreement can be issued. Loan documents in progress of being executed. Loan finalized 3/22/24. RFP issued for design portion of project, recommended award to FNI. Design kickoff meeting held 7/26/2024. Design work in progress.

**Brasher Drainage Project****SMA award recommendation approved by Council 11.09.23**

**SCOPE:** Design & construct flood prevention measures and 4-lane roadway on Brasher from S. Main east to SE Main (US 285)

**BUDGET:** Legislative Grant \$800,000  
City \$0  
Other \$0  
Total \$800,000

**FUNDING SOURCE:** Legis. Grant

**EST. COMPLETION:** 12.31.24 Design Only

**PROJECT STATUS:** Design 32%

RFQ issued to engineering vendors, Souder Miller selected. Design in progress. Stakeholder meeting held 2/14/2024. SUE and storm drain inspection complete.

**FY 25 - Mill/Fill Pavement Maintenance Residential Streets**

**\$1.5 million approved for budget FY 25**  
**Advertised 7/7/2024 open bids 8/13/2024.**  
**Construction in Progress**

**SCOPE:** Mill/Fill Various Residential Streets  
**BUDGET:** \$ 1,500,000  
**FUNDING SOURCE:** 100% City funds  
**EST. COMPLETION:** Fall 2024  
**PROJECT STATUS:** 0%

Streets selected by using Pavement Condition Survey and field review by Streets & City Engineer. Recommended award to Constructors, Inc. Requested budget adjustment to \$1,661,607.66 total budget for FY 25 Mill/Fill. Project started 10/10.

**Elm St. Bridge (Rio Hondo south of 2nd St.)**

**NMDOT Agreement approved by September Council.**  
**Project out to bid**

**SCOPE:** Remove & replace existing bridge with CBC bridge  
**BUDGET:** Survey/Hydrology City Engr. Dept.  
Plans/Permits City Engr. Dept.  
Right of Way \$0  
Construction \$2,519,000  
**FUNDING SOURCE:** NMDOT \$2,440,000/City \$79,000  
**EST. COMPLETION:** 6/30/2025  
**PROJECT STATUS:** Design 100%

This existing bridge number 9199 is identified by NMDOT to be the next bridge in need of replacement. NMDOT is willing to fund construction costs if City Engineering willing to do project development, plans and construction management. NMDOT approval obtained to bid project.

## Projects coordinated with Utility Departments

### WWTP Screw Press & Dissolved Oxygen Improvements

SCOPE: Install screw presses at WWTP

BUDGET: Estimated \$ 8,003,106

FUNDING SOURCE: WWTP and Clean Water State Revolving Fund load CWSRF 097

EST. COMPLETION: Construction July 2024

**Dissolved oxygen unit was put into operation on January 4, 2023.**

**Bids received Feb. 8, 2022, low bid \$8,626,664.00**

\$5.5 million Loan is for design and construction

WWTP and Clean Water State Revolving Fund load CWSRF 097

\$8,626,664 Insp. \$488,225

PROJECT STATUS: Construction 94% Dewater \$412,400 DO \$102,481.25

RFP process complete and project awarded to HDR for design and future construction professional services. Design kick off meeting between NMENV, HDR and City was held on 12.16.2020. Council awarded project 3.10.22 and ok to seek additional principal \$3,915,000, subsidy of \$285,000 for total loan package of \$9,700,000 at 0.05% interest.

Preconstruction conference held 4.12.22. Dissolved oxygen upgrades operational on January 4, 2023. Primary pumps replacements were started up 10.21.23. Pre-fab building was erected the week of 9/19. Contractor working on screw press start up troubleshooting.

### Rehab Country Club Reservoirs

**Water Trust Board Grant/Loan**

SCOPE: Design & construct flood prevention measures on Hobson Rd. from W. RAC Perimeter Rd. to SE Main

BUDGET: WTB Grant (45%) \$3,600,000

WTB Loan (55%) \$4,400,000

Other \$0

Total \$8,000,000

FUNDING SOURCE: Federal Grant & City Match

EST. COMPLETION: 6/30/2025

PROJECT STATUS: Design 100%

A Water Trust Board application was submitted and a letter of award received. City to submit "Readiness" package to be reviewed by DFA and then an agreement can be issued. Design complete, project awarded to TMI Coatings Inc.

**Awarded to TMI Coatings**

### Replace RAC Lift Station

**RFQ in progress**

SCOPE: Design replacement lift station for RAC lift station located on Hobson Rd.

BUDGET: \$251,000

FUNDING SOURCE: City Funds

EST. COMPLETION: 6/30/2025

PROJECT STATUS: Design 0%

Design project for replacement of the Roswell Air Center lift station located on Hobson Rd. RFQ will be prepared and quotes solicited from engineering on-call vendors. Estimated construction cost \$2,5000,000

### RAC Water Line Phase 2

**Awarded to White Cloud Pipeline**

**Project started 10/14**

SCOPE: Water service extension to SE area of RAC.

BUDGET: \$1,471,041

FUNDING SOURCE: State appropriation

EST. COMPLETION: 6/30/2025

PROJECT STATUS: 0%

Project awarded to White Cloud Pipeline, construction pending material delivery. Pre-construction meeting scheduled for 9/18/2024.

### RAC Sewer Extension

**Design Awarded to HDR Engineering**

SCOPE: Sewer service extension to SE area of RAC.

BUDGET: \$160,784

FUNDING SOURCE: State appropriation

EST. COMPLETION: Design 12/31/2024

PROJECT STATUS: Design 40%

Project design awarded to HDR, design work in progress

## Projects coordinated with Other Departments

### Phase II Cielo Grande All Inclusive Park - Grant 22-G2779

SCOPE: Design and construct All Inclusive Park and amenities  
BUDGET: Grant Amount Grant = \$779,193  
FUNDING SOURCE: DFA Grant  
EST. COMPLETION: Construction in Summer/Fall 2024  
PROJECT STATUS: 74%

**Construction in progress**

This is the 2022 Legislative Grant to help fund Phase 1 and also to construct Phase II. Engineering was instructed to add furnishings and other amenities to the project design. This will increase estimated bid cost to \$1,228,892 (full amenities, shade shelters, benches, picnic tables, lighting). Bid received 11/14/23, recommend re-bid. Bids recieved for Phase 2-A, awarded to Abrahams Construction. Reccomended award Phase 2-B to Alton's Landscaping. Construction in progress.

### Noon Op Park Lighting - Grant 24-I2881

SCOPE: Design and construct lighting improvements Noon Op Park  
BUDGET: Grant Amount Grant = \$640,000  
FUNDING SOURCE: DFA Grant  
EST. COMPLETION: Construction in Spring/Summer 2025  
PROJECT STATUS: 0%  
Quotes requested from possible lighting vendors utilizing price agreements

**Quotes requested**

### Stiles Park Improvements - Grant 24-I2884

SCOPE: Design and construct restroom and scoreboard improvements Stiles Field  
BUDGET: Grant Amount Grant = \$500,000  
FUNDING SOURCE: DFA Grant  
EST. COMPLETION: Construction in Spring/Summer 2025  
PROJECT STATUS: 0%

**Quotes requested**

Quotes requested from possible scoreboard vendors utilizing price agreements. PO in progress for scoreboard replacement. Facilities department compiled list of materials for bathroom rehab.



## **September 2024 Engineering Highlights Report Community Development Support**

### **Development Reviews**

1800 N. Sycamore Ave. , 813 N. Washington

### **Sewer/Utility Cuts**

416 E. 3<sup>rd</sup> St., 512 S. Spruce, 1020 S. Lea, 1512 S. Kansas Ave., 511 S. Hemlock, 11 Forrest Dr.  
905 N. Greenwood, 2512 W 2<sup>nd</sup>, 3111 Encanto Dr., 10 Forrest Dr.

### **Utility Reviews**

### **Property Reviews**

509 E. Reed

### **Driveway, Sidewalk, Fence or Curb Reviews Inspections**

1112 Rancho Rd., 511 W. Tilden, 405 S. Birch, 2505 S. Union, 1301 Gloucester Ct.,  
1800 N. Sycamore Ave., 708 & 711 W. 13<sup>th</sup> St., 1512 S. Kansas, 1707 S Monroe, 1302 Sunset  
Pl, 1020 S. Lea, 111 S. Missouri, 506 S. Lea,

### **Zoning Site Reviews:**

315 W. 2nd

### **ADA Reviews –**

1701 S. Sunset/Income Support Division, 2400 Palomar

### **Traffic/Speed Reviews & Complaints**

Traffic/Speed Counters: 8<sup>th</sup> St., E. 23<sup>rd</sup>, S Sunset

### **Infrastructure Acceptance**

Bella Piazza Unit II – Lots 10, 11, 15, & 18

The Oaks Unit 1 – Lots 19, 20, 45, 50, 51 & 52

3606 N. Main

### **Drainage Reviews**

1100 N. Main

### **Street Light Complaints/Concerns**



# September 2024

## ANNUAL MAINTENANCE MONTHLY REPORT

ITB-24-005

[illegible]

## PURCHASE FLOOD INSURANCE

Flooding is not covered by a standard homeowner's insurance policy. A separate flood insurance policy is required to cover damages incurred by flooding. Coverage is available for the building itself as well as for the contents of the building.

Most Homeowners' Insurance does not cover flood damage.

The City of Roswell participates in the National Flood Insurance Program (NFIP) that makes available, federally backed flood insurance for all structures, whether or not they are located within the floodplain.

Flood Insurance is **mandatory** if a home is located in Special Flood Hazard Areas (SFHAs). Flood Insurance may be purchased by any homeowner in Roswell.

To find a local insurance agent, visit [www.floodsmart.gov](http://www.floodsmart.gov)

## FLOOD WARNING SYSTEM

<https://www.roswell-nm.gov/947/Emergency-Alert-Notification-Sign-Up>



### Contact us

City of Roswell Engineering Dept.  
415 N. Richardson Ave.  
Roswell, NM 88201  
575-637-6281

### Visit us on the Web:

<https://www.roswell-nm.gov/184/Engineering>

Visit the Federal Emergency Management Agency at [www.fema.gov](http://www.fema.gov) for more info.



Updated 10/10/24



# FLOOD SAFETY AWARENESS

*This brochure will help you learn more about flood hazards, flood insurance, protecting property and people, and natural floodplain functions.*

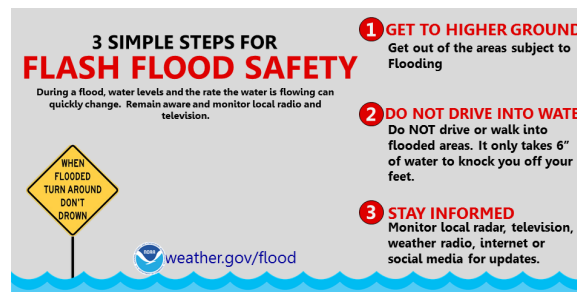
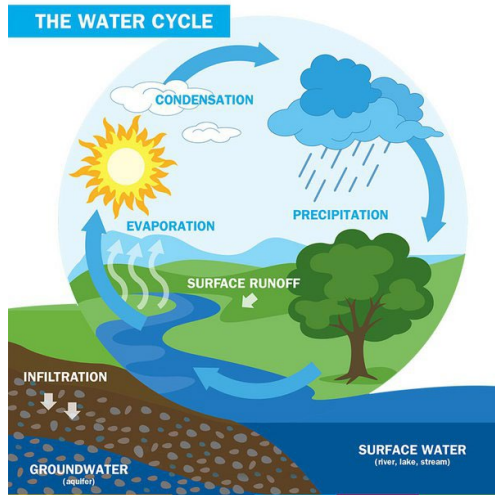


## FLOOD SAFETY

Flooding is the most common and costly natural disaster in the U.S. The risk of flooding is constantly increasing due to climate change: rising sea levels, wildfires, changing precipitation patterns and more. Flood insurance helps you financially protect your home and its contents against the real and rising risk of flooding. Protect the life you've built.

## NATURAL FLOODPLAIN FUNCTIONS

In their natural state, floodplains are lower lying areas that provide flood storage and conveyance. It is important to preserve a natural floodplain area.



## FLOODPLAIN MANAGEMENT

The City of Roswell has been participating in the National Flood Insurance Program (NFIP) Community Rating System (CRS) since 1982.

Information pertaining to FEMA's Flood Insurance Rate Maps (FIRM) and flood zone questions are available through the City's Engineering Department. The following services are available to the public, homeowners, realtors, mortgage companies, appraisers, and insurance agents.

The City of Roswell provides (free of charge):

- ❖ Floodplain determination
- ❖ Explanation of Natural floodplain areas with the city (open space preservation map available)
- ❖ Explanation of FIRM Flood Zone, Community-Panel No., Date of FIRM and other info.
- ❖ Base Flood Elevations
- ❖ Elevation Certificate Forms (to be filled out by a Professional Land Surveyor)

## INTERACTIVE GIS FLOOD ZONES MAP

The City of Roswell Engineering Department developed an Interactive Map Gallery to provide data and tools to allow for the City of Roswell and general public to make well-informed decisions.

<http://roswell-nm.maps.arcgis.com/home/index.html>

ROSWELL NEW MEXICO  
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 23.

Infrastructure Committee

Meeting Date: 10/21/2024

COMMITTEE: Infrastructure

CONTACT: Louis Najar

CHAIR: Juan Oropesa

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DEPARTMENT NAME:

Department Report - Special Electronics

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Attachments

ATT 1 - Special Electronics Monthly Report

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# SPECIAL ELECTRONICS

## MONTHLY REPORT FOR SEPTEMBER 2024

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### LOCATES

LOCATES CLEARED: 270

LOCATES MARKED: 7

EMERGENCY LOCATES: 21

CONFERENCE ATTENDED: 0

### CALL OUTS

2<sup>ND</sup> & MAIN

HOBBS & LEA

RELIEF & MAIN "KD"

BRASHER & MAIN

### RPD VIDEO

BRASHER & S. MAIN

2<sup>RD</sup> & ATKINSON

CC & MAIN

2<sup>ND</sup> & RICHARDSON

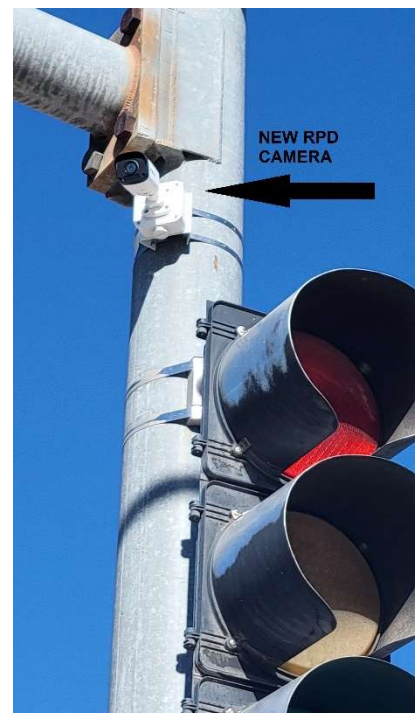
POE & MAIN

MCGAFFEY & UNION X2

MCGAFFEY & SUNSET X2

COLLEGE & MAIN

POE & 285



## MAINTAINANCE

REBUILT & REPLACED KD TYPE 1 @ RELIEF & MAIN

REPAIRED AND ADJUSTED 5 HEAD HIT BY OVERSIZED LOAD @ RELIEF ROUTE

INSTALLED CAMERAS @ MCGAFFEY & SUNSET

REPLACED PROCESSERS ON RADAR DETECTION @ ALAMEDA & SUNSET

ASSISTED IT DEPT. CONNECTING CAMERAS TO PD. @ ALAMEDA & SUNSET, 2<sup>ND</sup> & SUNSET, 2<sup>ND</sup> & UNION, 2<sup>ND</sup> & WASHINGTON, 2<sup>ND</sup> & LEA, 2<sup>ND</sup> AND PENN., 2<sup>ND</sup> & RICHARDSON, 2<sup>ND</sup> & MAIN, & 2<sup>ND</sup> & VIRGINIA.

INSTALLED NEW CAMERAS @ 2<sup>ND</sup> & MAIN

REPLACED BAD GRN. & RED BALLS @ SUMMIT & MAIN

REPLACED BAD GRN. BALL 2<sup>ND</sup> & MAIN

REPLACED BAD GRN. & RED BALLS PINE LODGE & MAIN

REPLACED BAD YELLOW BALL SCHOOL ZONE UNION

TRAINING NEW EMPLOYEES

STARTED MOUNTING WAVETRINICS @ RELIEF & MAIN

REPLACED "NO RIGHT TURN ON RED" @ 2<sup>ND</sup> & LEA



ROSWELL NEW MEXICO  
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 24.

Infrastructure Committee

Meeting Date: 10/21/2024

COMMITTEE: Infrastructure

CONTACT: Louis Najar

CHAIR: Juan Oropesa

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DEPARTMENT NAME:

Department Report - Central Control - NOT SUBMITTED

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ROSWELL NEW MEXICO  
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 25.

Infrastructure Committee

Meeting Date: 10/21/2024

COMMITTEE: Infrastructure

CONTACT: Louis Najar

CHAIR: Juan Oropesa

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DEPARTMENT NAME:

Department Report - Water Maintenance & Transmission - NOT SUBMITTED

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ROSWELL NEW MEXICO  
COMMITTEE AGENDA ITEM ABSTRACT

Non-Action Items 26.

Infrastructure Committee

Meeting Date: 10/21/2024

COMMITTEE: Infrastructure

CONTACT: Louis Najar

CHAIR: Juan Oropesa

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DEPARTMENT NAME:

Department Report - Waste Water Treatment Plant & Sewer - NOT SUBMITTED

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