

Sandoval County Board of County Commissioners

Agenda Item Summary

AGENDA ITEM # 4-16-15.6B

1. REQUESTED MOTION

ACTION REQUESTED:

Approval to Award Bid for Design Services for the Cuba Wastewater Phase II to Souder Miller and Associates and Authorize the County Manager to Negotiate and Enter into an Agreement for Design Services

WHY ACTION IS NECESSARY (Summary):

Sandoval County went out for a RFP for Design Services on March 11, 2015 and only received one bid. After reviewing the bid it was determined that Souder Miller and Associates had met the requirements on the RFP to provide the services. With the Design Services the Village of Cuba will establish a long-term biosolids management plan for processing and disposing of the biosolids produced by the new treatment plant, which will eliminate the annual discharge to the Rio Puerco. This project is being funded through the New Mexico Environment Department Grants - 006-CWSRF \$242,381.30 and 13-1496-STB \$84,871.95.

2. REQUESTOR

COMMISSIONER SPONSORED: YES NO

DISTRICT: DISTRICT 1 DISTRICT 4
 DISTRICT 2 DISTRICT 5
 DISTRICT 3

DIRECTOR / ELECTED: Michael Springfield
 DIVISION: Planning and Zoning
 ELECTED OFFICE:

ATTACHMENTS: YES NO

3. MEETING DATE

April 16, 2015

4. AGENDA (To be completed by County Manager)

- PROCLAMATION
- PRESENTATION
- CONSENT
- REGULAR
- APPEAL

5. RECOMMENDATIONS

Recommend Board of County Commission approval.

6. FISCAL IMPACT

The funds are budgeted for the current fiscal year under the Planning and Zoning budget.

7. RECOMMENDED APPROVAL (Initials & Date)

Department Director/Elected Official	Human Resources	Purchasing	Attorney As to Form PFT	Finance Budget CCH	County Manager PPR	Other
MRS 04/01/2015	_____	JR 4/9/15	4/6/2015	4/9/15	4/10/15	_____

8. COMMISSION ACTION

- Approved Denied Deferred Other

SANDOVAL COUNTY
Sandoval County Planning and Zoning
RFP # FY15-PZ-01

RFP Name: Cuba Wastewater Phase II

Date Advertised: February 1, 2015 and February 8, 2015

Submission Deadline: March 11, 2015

Public Bid Opening: March 11, 2015

In Attendance: Joyce Roybal, Procurement Office
Trish Greene, Senior Procurement Specialist
Tommy Mora, Public Works Director
Maria Encinias, Planning & Zoning Dept Assistant/Floodplain Manager

Bids Received: Souder, Miller & Associates

Award Recommendation:

The RFP submitted by Souder, Miller & Associates was selected as the best value for Sandoval County and is recommended to be awarded the contract for the Cuba Wastewater Phase II Project.

Recommended Offeror:

Souder, Miller & Associates

Procurement: Trish Greene 3-25-15
Trish Greene, Senior Procurement Specialist Date

Department Official: Tommy Mora 3/25/15
Tommy Mora, Public Works Director Date

Memo

To: Joyce Roybal and Trish Green
From: Tommy Mora, Public Works Director and Michael Springfield, Planning & Zoning Director *TMJ*
Date: March 17, 2015
Re: Bid Opening for Design Services RFP #FY15PZ01

The Bid Opening for design services took place on 03/11/2015. Souder Miller & Associates was the only bidder and meets all qualifications, specifications and requirements for the Phase 2 Wastewater Treatment Plant Improvements. Therefore it is our recommendation to award Souder Miller & Associates.