



VILLAGE COUNCIL SPECIAL MEETING
VIA ZOOM TELECONFERENCE
TAOS SKI VALLEY, NEW MEXICO
MONDAY, MARCH 25, 2024 11:00 A.M.

1. CALL TO ORDER AND NOTICE OF MEETING
2. ROLL CALL
3. APPROVAL OF THE AGENDA
4. NEW BUSINESS
 - A. Consideration to Approve Resolution No. 2024-570 Entering into Cooperative Agreement for Project Control Number LP50011 with the NMDOT for Twining Road Improvement Project-Preliminary Engineering, Survey, and Right-of-Way Acquisition
5. ANNOUNCEMENT OF THE DATE, TIME & PLACE OF THE NEXT MEETING OF THE VILLAGE COUNCIL
6. ADJOURNMENT

VILLAGE OF TAOS SKI VALLEY
Village Council
Agenda Item

AGENDA ITEM TITLE: Consideration to Approve **Resolution No. 2024-570** Entering into Cooperative Agreement for Project Control Number LP50011 with the NMDOT for Twining Road Improvement Project-Preliminary Engineering, Survey, and Right-of-Way Acquisition

DATE: March 22, 2024

PRESENTED BY: John Avila, Village Administrator

STATUS OF AGENDA ITEM: New Business

CAN THIS ITEM BE RESCHEDULED: Not Recommended

BACKGROUND INFORMATION:

The Village of Taos Ski Valley has requested a waiver for project funding contracted in 2020 for the first phase of 30% design contracted to Huitt Zollar (HZ) for an amount Not to Exceed (NTE) \$142,753 and expended below NTE at \$135,928.81. Attached Scope.

The first phase of the project was completed and since no RFP for the remaining design was pursued the contractor HZ was awarded the contract to finish the design using an approved price agreement. While the expiration date of the original grant was not met under penalty of returning the grant funding, a waiver was applied for and awarded by NMDOT to finish designing the project using the remaining \$139,571.19. The work must be completed by May 31, 2024 to close the grant project by FY2024. The department share is 95% or \$132,592.63, the Village share is \$6978.56, or 5%.

The project Designee will manage the design project to 100% completion and close out the grant as provided in the agreement. The project is in line with the Twining design concept from Huitt Zollar, as the preliminary study information and will be used for **engineering, design, and right-of-way acquisition**.

The project will need funding in the Village FY 2024 budget in order to meet the Village required match.

STAFF RECOMMENDATION: Staff recommends approval of agreement through **Resolution 2024-570**, to accept the amended grant, complete the design work for FY2024, and close out the project.

**EXHIBIT B
RESOLUTION**

#2024-570

Village of Taos Ski Valley

PARTICIPATION IN TRANSPORTATION PROJECT FUND PROGRAM ADMINISTERED BY
NEW MEXICO DEPARTMENT OF TRANSPORTATION

WHEREAS, the **Village of Taos Ski Valley** and the New Mexico Department of Transportation have entered into a grant agreement under the Transportation Fund Program for a local road project.

WHEREAS, the total cost of the project will be \$275,500 to be funded in proportional share by the parties hereto as follows:

- a. New Mexico Department of Transportation's share shall be 95% or \$132,592.19
- and
- b. **Village of Taos Ski Valley**'s proportional matching share shall be 5% or \$6,978.56

TOTAL PROJECT COST IS \$275,500.00

The **Village of Taos Ski Valley** shall pay all costs, which exceed the total amount of \$139,571.19.

Now therefore, be it resolved in official session that the **Village of Taos Ski Valley** determines, resolves, and orders as follows:

That the project for this Cooperative agreement is adopted and has a priority standing.

The agreement terminates on May 31, 2024 and the **Village of Taos Ski Valley** incorporates all the agreements, covenants, and understandings between the parties hereto concerning the subject matter hereof, and all such covenants, agreements and understandings have been merged into the written agreement.

Now therefore, be it resolved by the **Village of Taos Ski Valley** to enter into Cooperative Agreement for Project Control Number **LP50011** with the New Mexico Department of Transportation for the TPF Program for year 2019 for Twining Road Improvement Project-Preliminary Engineering, Survey and ROW acquisition- within the control of the **Village of Taos Ski Valley** in New Mexico.

(Appropriate Signatures below (Council, Commission, School Board, Tribe, Pueblo, Nation, etc.)

(PRINTED NAME, POSITION)

DATE

(PRINTED NAME, POSITION)

DA

Contract No. _____
Vendor No. 0000052151
Control No. HW2LP50011

TRANSPORTATION PROJECT FUND GRANT AGREEMENT

This Agreement is between the **New Mexico Department of Transportation** (Department) and **Village of Taos Ski Valley** (Public Entity). This Agreement is effective as of the date of the last party to sign it on the signature page below.

Pursuant to NMSA 1978, Sections 67-3-28 and 67-3-78 and 18.27.6 NMAC, the parties agree as follows:

1. Purpose.

The purpose of this Agreement is to provide Transportation Project Funds (TPF) to the Public Entity for the following project scope **Twining Road Improvement Project-Preliminary Engineering, Survey and ROW acquisition** (Project or CN LP50011). This Agreement specifies and delineates the rights and duties of the parties.

2. Project Funding.

- a. The estimated total cost for the Project is One Hundred Thirty Nine Thousand Five Hundred Seventy One Dollars and Nineteen Cents (**\$139,571.19**) to be funded in proportional share by the parties as follows:
 1. Department's share shall be 95% **\$132,592.63**
Twining Road Improvement Project-Preliminary Engineering, Survey and ROW acquisition
 2. The Public Entity's required proportional matching
Share shall be 5% **\$6,978.56**
For purpose stated above
 3. Total Project Cost **\$139,571.19**
- b. The Public Entity is responsible for all costs that exceed Project funding.
- c. All allocated funds must be spent by **May 31, 2024**.
- d. The Public Entity represents that no federal funds will be used to finance the Project.
- e. The Public Entity must repay Project funding to the Department if:
 1. The Project is cancelled or partially performed.
 2. A final audit conducted by the Department at Project completion determines the following: an overpayment, unexpended monies or ineligible expenses.

3. The Department:

- a. Shall distribute the funds, identified in Section 2a1, in a lump sum to the Public Entity after:
 1. The Department has received this Agreement fully executed with a Resolution of Sponsorship attached as Exhibit B.
 2. Receipt of a letter requesting funds, which includes the following Project documents: Notice of Award/Work Order and Notice to Proceed for the Project.
 3. If a Department's or another entity's right-of-way is involved, a permit or letter of approval/authorization, from the entity with jurisdiction over the Project right-of-way.
- b. Will not:
 1. Perform any detailed technical reviews of Project scope, cost, budget, schedule, design or other related documents;
 2. Have any involvement in the construction phase;
 3. Be involved in permit preparation or the review or coordination with regulatory agencies.
 4. Conduct periodic assurance inspections or comparison material testing.
 5. Participate in resolving bidding and contract disputes between the Public Entity and contractors.
- c. May perform Project monitoring that might consist of the following:
 1. Review of Project status to ensure that project goals, objectives, performance requirements, timelines, milestone completion budgets and other guidelines are being met.
 2. Request written Project status reports.
 3. Conduct a review of the Local Entity's performance and administration of the Project funds identified in Section 2a.
- d. Reserves the right, upon receipt of the Public Entity's Certification of Completion, Exhibit A, to request additional documents that demonstrate Project completion.
- e. If required, the District Engineer or designee, will conduct a Project review to determine if permit is required from the Department. If there is a determination that a permit is not required, a letter of approval and authorization will be forwarded to the Public Entity.

4. The Public Entity Shall:

- a. Act in the capacity of lead agency for the purpose as described in Section 1.
- b. Procure and award any contract in accordance with applicable procurement law, rules, regulations and ordinances.
- c. Be responsible for all design activities necessary to advance the Project to construction and coordinate construction.
- d. Unless otherwise specified in a letter of authorization or permit, design and construct the Project in accordance with the Public Entity's established design standards.
- e. Have sole responsibility and control of all project phases and resulting quality of the completed work.
- f. If the Project is in full or on a portion of a state highway, on a Department right of way or a National Highway System route:
 1. Obtain from the Department a permit in accordance with 18.31.6.14 NMAC, State Highway Access Management Requirements or a letter of authorization; and

2. Design and construct the Project in accordance with standards established by the Department.
- g. Adopt a written resolution of Project support that includes a commitment to funding, ownership, liability and maintenance. The resolution is attached to this Agreement as Exhibit B.
- h. Consider placing pedestrian, bicycle and equestrian facilities in the Project design in accordance with NMSA 1978, Section 67-3-62.
- i. Comply with any and all state, local and federal regulations including the Americans with Disabilities Act (ADA) and laws regarding noise ordinances, air quality, surface water quality, ground water quality, threatened and endangered species, hazardous materials, historic and cultural properties, and cultural resources.
- j. Be responsible for all permit preparation, review and coordination with regulatory agencies.
- k. Cause all designs, plans, specifications and estimates to be performed under the direct supervision of a Registered New Mexico Professional Engineer, in accordance with NMSA 1978 Section 61-23-26.
- l. Allow the Department to perform a final inspection of the Project and all related documentation to determine if the Project was constructed in accordance with the provisions of this Agreement. At the Department's request, provide additional documentation to demonstrate completion of the required terms and conditions.
- m. Meet with the Department, as needed, or provide Project status reports within thirty (30) days of request.
- n. Within 60 days after Project completion, provide the Certification of Completion, which is attached as Exhibit A, that it has complied with the requirements of 18.27.6 NMAC and this Agreement.
- o. Upon completion, maintain all the Public Entity's facilities constructed or reconstructed under this Agreement.

5. Both Parties Agree:

- a. Upon termination of this Agreement any remaining property, materials, or equipment belonging to the Department will be accounted for and disposed of by the Public Entity as directed by the Department.
- b. Unless otherwise indicated in a letter of authorization, the Project will not be incorporated into the State Highway System and the Department is not assuming maintenance responsibility or liability.
- c. Pursuant to NMSA 1978, Section 67-3-78, Transportation Project Funds granted under this provision cannot be used by the Public Entity to meet a required match under any other program.
- d. The requirements of 18.27.6 NMAC are incorporated by reference.
- e. The inability to properly complete and administer the Project may result in the Public Entity being denied future grant funding.

6. Term.

This Agreement becomes effective upon signature of all parties. The effective date is the date when the last party signed the Agreement on the signature page below. This Agreement terminates on the earliest of the following dates: (a) Department receipt of the Certification of

Completion or (b) **May 31, 2024**. In the event an extension to the term is needed, the Public Entity shall provide written notice along with detailed justification to the Department sixty (60) days prior to the expiration date to ensure timely processing of an Amendment. Neither party shall have any obligation after said date except as stated in Sections 2e, 4l, 4n and 7.

7. Termination.

If the Public Entity fails to comply with any provision of this Agreement, the Department may terminate this Agreement by providing thirty (30) days written notice. This Agreement may also be terminated pursuant to Section 15. Neither party has any obligation after termination, except as stated in Sections 2e, 4l, 4n and 7.

8. Third Party Beneficiary.

It is not intended by any of the provisions of any part of this Agreement to create in the public or any member of the public a third party beneficiary or to authorize anyone not a party to the Agreement to maintain a suit(s) for wrongful death(s), bodily and/or personal injury(ies) to person(s), damage(s) to property(ies), and/or any other claim(s) whatsoever pursuant to the provisions of this Agreement.

9. New Mexico Tort Claims Act.

As between the Department and Public Entity, neither party shall be responsible for liability incurred as a result of the other party's acts or omissions in connection with this Agreement. Any liability incurred in connection with this Agreement is subject to the immunities and limitations of the New Mexico Tort Claims Act, NMSA 1978, Section 41-4-1, *et seq.*

10. Contractors Insurance Requirements.

The Public Entity shall require contractors and subcontractors hired for the Project to have a general liability insurance policy, with limits of liability of at least \$1,000,000 per occurrence. The Department is to be named as an additional insured on the contractors and subcontractor's policy and a certificate of insurance must be provided to the Department and it must state that coverage provided under the policy is primary over any other valid insurance.

To the fullest extent permitted by law, the Public Entity shall require the contractor and subcontractors to defend, indemnify and hold harmless the Department from and against any liability, claims, damages, losses or expenses (including but not limited to attorney's fees, court costs, and the cost of appellate proceedings) arising out of or resulting from the negligence, act, error, or omission of the contractor and subcontractor in the performance of the Project, or anyone directly or indirectly employed by the contractor or anyone for whose acts they are liable in the performance of the Project.

11. Scope of Agreement.

This Agreement incorporates all the agreements, covenants, and understandings between the parties concerning the subject matter. All such covenants, agreements, and understandings have been merged into this written Agreement. No prior Agreement or understandings, verbal or otherwise, of the parties or their agents will be valid or enforceable unless embodied in this Agreement.

12. Terms of this Agreement.

The terms of this Agreement are lawful; performance of all duties and obligations must conform with and not contravene any state, local, or federal statutes, regulations, rules, or ordinances.

13. Legal Compliance.

The Public Entity shall comply with all applicable federal, state, local, and Department laws, regulations and policies in the performance of this Agreement, including, but not limited to laws governing civil right, equal opportunity compliance, environmental issue, workplace safety, employer-employee relations and all other laws governing operations of the workplace. The Public Entity shall include the requirements of this Section 13 in each contract and subcontract at all tiers.

14. Equal Opportunity Compliance.

The parties agree to abide by all federal and state laws and rules and regulations, and executive orders of the Governor of the State of New Mexico, pertaining to equal employment opportunity. In accordance with all such laws and rules and regulations, and executive orders of the Governor of the State of New Mexico, the parties agree to assure that no person in the United States will, on the grounds of race, color, national origin, ancestry, sex, sexual preference, age or handicap, be excluded from employment with, or participation in, any program or activity performed under this Agreement. If the parties are found to not be in compliance with these requirements during the term of this Agreement, the parties agree to take appropriate steps to correct these deficiencies.

15. Appropriations and Authorizations.

The terms of this Agreement are contingent upon sufficient appropriations and authorizations being made by the governing board of the Public Entity, the Legislature of New Mexico for performance of the Agreement. If sufficient appropriations and authorizations are not made by the Public Entity and the Legislature this Agreement will terminate upon written notice being given by one party to the other. The Department and Public Entity are expressly not committed to expenditure of any funds until such time as they are programmed, budgeted, encumbered, and approved for expenditure.

16. Accountability of Receipts and Disbursements.

There shall be strict accountability for all receipts and disbursements relating to this Agreement. The Public Entity shall maintain all records and documents relative to the Project for a minimum of five (5) years after completion of the Project. The Public Entity shall furnish the Department and State Auditor, upon demand, any and all such records relevant to this Agreement. If an audit finding determines that specific funding was inappropriate or not related to the Project, the Public Entity shall reimburse that portion to the Department within thirty (30) days of written notification. If documentation is insufficient to support an audit by customarily accepted accounting practices, the expense supported by such insufficient documentation must be reimbursed to the Department within thirty (30) days.

17. Severability.

In the event that any portion of this Agreement is determined to be void, unconstitutional or otherwise unenforceable, the remainder of this Agreement will remain in full force and effect.

18. Applicable Law.

The laws of the State of New Mexico shall govern this Agreement, without giving effect to its choice of law provisions. Venue is proper in a New Mexico Court of competent jurisdiction in accordance with NMSA 1978, Section 38-3-1(G).

19. Amendment.

This Agreement may be amended by an instrument in writing executed by the parties.

The remainder of this page is intentionally left blank.

In witness whereof, each party is signing this Agreement on the date stated opposite that party's signature.

NEW MEXICO DEPARTMENT OF TRANSPORTATION

By: _____
Cabinet Secretary or Designee

Date: _____

Approved as to form and legal sufficiency by the New Mexico Department of Transportation's Office of General Counsel

By: _____
Assistant General Counsel

Date: _____

Village of Taos Ski Valley

By: _____

Date: _____

Title: _____

Attest: _____

Title: _____

SCOPE OF WORK:

Development and Evaluation of Design Alternatives:

- **Public Involvement Coordination**
The selected firm will participate in at least two (2) community surveys and three (3) public community meetings and provide a brief project description, background information, discussion of anticipated issues, known or likely impacts, illustrations, plans, and/or graphics of design concepts. Synthesize community input and concerns and integrate into subsequent alternatives and evaluation. Prepare and conduct a presentation to appointed or elected bodies of project development and evaluation of design alternatives.
- **Detailed Inventory of Existing Conditions and Constraints**
Review and build an inventory of assets, conditions and constraints using , a recently completed (January, 2020) Feasibility Report for Twining Road Improvements.
- **Develop Design Alternatives**
Prepare up to three (3) roadway design alternatives in a format suitable for public distribution, and review by Village staff.
- **Preliminary Evaluation of Alternatives**
Provide professional analysis and recommendations of various design alternatives and offer preferred option based on project constraints including terrain, cost to construct, right-of way (ROW) acquisition, drainage, facility upgrades and other structural and engineering issues.

Preliminary Design:

- **Survey**
Perform field survey of existing site conditions. Survey selected roadway design alignment and area of disturbance to include required project ROW. Provide preliminary property maps and identify areas of temporary construction (easement) license and permanent property acquisition required.
- **Preliminary and Final Drainage Report**
The drainage reports will require a detailed study of the project area and recommendations are to be developed with alternate proposals to correct any identified problems.
- **Preliminary structural design sheets**
- **Preliminary Drainage Plans**
- **Preliminary Roadway Design Plans**
Provide preliminary roadway design plans (30% completion plans) that shall include: geometrics, plan and profile sheets and a preliminary construction cost estimate by construction type. Project plans will include: recommended horizontal and vertical alignment, typical roadway sections, culvert sections, intersection layouts, drainage requirements, slope limits, right-of-way requirements, utility relocation/adjustment requirements, and preliminary earthwork analysis.
- **Preliminary Engineering Cost Estimate to Construct**
- **Preliminary Determination of any needed Right of Way**
- **Preliminary Property Ownership Maps**
- **Final Geotechnical Report**
The Contractor shall provide geotechnical recommendations and a Final Geotechnical Report. Final recommendations shall address some or all of the following:
 - Stabilization/densification of unsuitable embankment or native soils

- Slope stability/steepened slope design
- Mitigation of settlement
- Rock excavation and blasting requirements
- Rock fall mitigation
- Maximum cut slope angles in soil and rock
- Suitability of foundation soils or rock to support an embankment or structure
- Shrink and swell factors of earthwork
- Groundwater affecting the project/need for cut-off trenches
- Special treatments, i.e. use of geotextiles, soil nails, pressure grouting, etc.

Engagement:

- The Contractor shall initiate work as requested by the Village Administrator, or designee upon receipt of a Task Order indicating the expected scope and cost of a Task, with a given date for Notice to Proceed.”

Address & Phone Contact. The address and phone number of Contractor is:

Huitt-Zollars, Inc.
333 Rio Rancho Drive NE
Suite #101
Rio Rancho, NM 87124-1450
505-892-5141

- 1) Term. This contract shall be effective for twelve (12) months from the date first entered above unless sooner terminated pursuant to the termination provision below or by completion of said services. This contract expires June 30, 2021.
- 2) Renewal. VILLAGE shall have the right, but is not obligated, to renew this contract subject to terms agreeable to both the VILLAGE and CONTRACTOR.
- 3) Compensation. The VILLAGE shall pay CONTRACTOR an amount not to exceed \$142,735.00, plus applicable sales tax under this contract, per rates provided by CONTRACTOR and attached hereto. (Exhibit A)