

QUAY COUNTY GOVERNMENT

300 South Third Street

P.O. Box 1246

Tucumcari, NM 88401

Phone: (575) 461-2112

Fax: (575) 461-6208

AGENDA
REGULAR SESSION
QUAY COUNTY BOARD OF COMMISSIONERS
November 12, 2013
Village of Logan Council Room

9:00 A.M. Call Meeting to Order

Pledge of Allegiance

Approval of Minutes-Regular Session October 28, 2013

Approval/Amendment of Agenda

Public Comment

Ongoing Business-None

New Business

- I. Jeanne O'Dean, Founder of Global Telesis 3 LLC**
 - Proposed R&D Futuristic Eco-Village

- II. Ellen White, Quay County Chief Deputy Clerk**
 - Request Approval of Simplifile Electronic Recording Agreement

- III. Donald Adams, Quay County Fire Marshal**
 - Bard Endee Fire Protection Grant Award

- IV. Larry Moore, Quay County Road Superintendent**
 - Roads Update

- V. Richard Primrose, Quay County Manager**
 - Request Approval of Professional Services Contract with Engineers Inc. for Quay Road 63
 - Request Approval of 2013-2014 Resolution No. 14 Budget Increase to Road Equipment Fund
 - Correspondence



DOC #CM-00322

11/25/2013 03:54 PM Doc Type: COCOM

Fee: (No FieldTag Finance.TotalFees found)

Quay County, NM Veronica Marez, County Clerk

Pages: 52



- VI. Larry Wallin, Village of Logan**
 - Eradication of Salt Cedars

- VII. Approval of Accounts Payable**

- VIII. Other Quay County Business That May Arise During Commission Meeting**

- IX. Request for Closed Executive Session Pursuant to Section 10-15-1 (H)7. The New Mexico Open Meetings Act to Discuss Threatened or Pending Litigation – Christina Fleming, Drake Swenson v. Quay County Clerk’s Office; Quay County Manager’s Office**

- X. Any Action That May Arise as a Result of Closed Executive Session**

Adjourn

Lunch- Time and Location to be Announced

REGULAR SESSION-BOARD OF QUAY COUNTY COMMISSIONERS

November 12, 2013

9:00 a.m.

BE IT REMEMBERED THE HONORABLE BOARD OF QUAY COUNTY COMMISSIONERS met in regular session the 12th day of November, 2013 at 9:00 a.m. in Village of Logan Council Room, Logan, New Mexico, for the purpose of taking care of any business that may come before them.

PRESENT & PRESIDING:

Brad Bryant, Chairman
Mike Cherry, Member
Sue Dowell, Member
Ellen L. White, Chief Deputy County Clerk
Richard Primrose, County Manager

OTHERS PRESENT:

Larry Moore, Quay County Road Superintendent
Cheryl Simpson, Quay County Manager's Office
Janie Hoffman Quay County Assessor
Donald Adams, Quay County Fire Marshal
Jeanne O'Dean, Founder of Global Telesis 3 LLC
Tom Anderson, Resident
Larry Cooksey, Quay County Under-Sheriff

Chairman Brad Bryant called the meeting to order. Larry Cooksey led the Pledge of Allegiance.

Minutes from the October 28, 2013 meeting were presented for approval. Commissioner Dowell requested the minutes reflect the vote of Mike Cherry be added to page one regarding approval of the agenda changes. A MOTION was made by Sue Dowell, SECONDED by Mike Cherry to approve the minutes from the October 28, 2013 regular commission meeting with corrections. MOTION carried with all members voting "aye".

A MOTION was made by Sue Dowell, SECONDED by Mike Cherry to approve the Agenda as presented. MOTION carried with all members voting "aye".

ONGOING BUSINESS: None

Jeanne O'Dean, Founder of Global Telesis 3 LLC gave an overview of her organization and their plans for the future of Quay County including a Futuristic Eco-Village. Also mentioned in the scope of work they would like to address were a virtual medical facility, efficient water delivery

for Arch Hurley, airport enhancements, and assisting Kodiak produce in growing products in an Agri-sphere.

Warren Frost, Attorney for Quay County joined the meeting. Time noted 9:30 a.m.

Ellen White, Quay County Chief Deputy Clerk presented an Agreement between the Clerk's Office and Simplifile for Electronic Recording. White gave a brief description of the services to be offered. A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve the Agreement. MOTION carried with all members voting "aye". A copy of the Agreement is attached and made a part of these minutes.

Due to a power outage, the meeting was moved from the Village Council Room to the Fire Station Meeting Room. Time noted 9:35 a.m.

Donald Adams, Quay County Fire Marshall announced the Bard Endee Fire Department received a Fire Protection Grant in the amount of \$100,000.00 to purchase a tanker. Commissioner Dowell thanked Adams for his dedication and persistence in pursuing grants and encouraged other departments to follow his lead.

Larry Moore, Quay County Road Superintendent gave the following report:

1. Quay Road L is finished with some minor clean-up efforts.
2. All equipment has been brought into the shop for servicing.
3. The next road project will be 8 miles on Quay Road R and should be complete in 4-5 months depending on weather and equipment.
4. Environmental studies will begin on next year's road projects.

The following people joined the meeting. Time noted 9:50 a.m.

Pete May and Jerry Bob Osborn from the Village of Logan. Kent Satterwhite, Rod Goodwin, Chad Bernell from the Canadian River Municipal Water Authority and Larry Wallin, Village of Logan Manager.

Larry Wallin, Village of Logan Manager, introduced Kent Satterwhite, General Manager for the Canadian River Municipal Water Authority. Satterwhite and his crew explained their efforts in eradicating salt cedar vegetation along the Canadian River and Ute Creek area. Efforts discussed including spraying and the use of beetles.

David Babb joined the meeting. Time noted 10:05 a.m.

Satterwhite said they would be happy to assist with a new yield study for Ute Lake and also give a presentation to the Ute Water Commission on behalf of the Tucumcari Quay County Regional Water Authority.

Representative Dennis Roch joined the meeting. Time noted 10:25 a.m.

Chairman Bryant recognized Representative Dennis Roch and thanked him for joining the meeting. Roch thanked the Commissioners for inviting him to attend the meeting and expressed his concern regarding Ute Lake and will discuss in detail with Wallin and Frost the avenues he might be able to assist with.

Chairman Bryant requested a ten minute break. Time noted 10:35-10:45 a.m.

County Manager, Richard Primrose gave the following report:

1. Primrose asked Representative Roch to give an update regarding the recent Hospital Gross Receipts Tax. Roch spoke briefly about the unresolved issue of the Trigg Memorial Hospital Tax and explained he is exhausting his resources in an effort to avoid a law suit against the New Mexico Taxation and Revenue but stated the Governor's Office fully understands Quay County's position and realizes a lawsuit may be inevitable. Roch also stated that if all other avenues prove to be unsuccessful he plans to try and address the issue in the upcoming Legislative Session under a new Bill. Primrose thanked Representative Roch for his continued efforts when called upon by the County. Roch also suggested applying for Capital Outlay funds for future yield studies regarding the Ute Lake project.

Robert Lumpkin, City of Tucumcari Commissioner joined the meeting. Time noted 10:50 a.m.

2. Primrose requested approval of a Professional Services Contract with Engineers Inc. for the Quay Road 63 project. A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve the Contract. MOTION carried with all members voting "aye". A copy of the contract is attached and made a part of these minutes.
3. Requested approval of Resolution No. 14; Authorization of Budgetary Increase to Road Equipment Fund (650) in the amount of \$120,000.00 to reflect the Capital Outlay funding for the purchase of a Roller. A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve said Resolution. MOTION carried with all members voting "aye". A copy of the Resolution is attached and made a part of these minutes.
4. Announced the December 4, 2013 joint meeting of the Canadian River SWCD, NM Association of RC&D Councils and Tierra Y Montes SWCD from 9:00 a.m. to 3:00 p.m. at the Tucumcari Convention Center.
5. Presented the October monthly RPHCA Report from the Quay County Family Health Center.

CHECKS WERE REVIEWED. A MOTION was made by Sue Dowell, SECONDED by Mike Cherry to approve payments. MOTION carried with all members voting "aye".

Under Other Business: Commissioner Cherry thanked the Village of Logan for allowing the County to have their meeting there today.

A MOTION was made by Mike Cherry, SECONDED by Sue Dowell, to go into Executive Session pursuant to the Open Meetings Act pursuant to Section 10-15-1(H)7 to discuss threatened or pending litigation – Christina Fleming, Drake Swenson v Quay County Clerk's

Office; Quay County Managers Office. MOTION carried with Cherry voting "aye", Bryant voting "aye" and Dowell voting "aye". Time noted 11:15 a.m.

-----EXECUTIVE SESSION-----

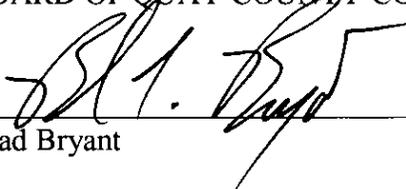
Return to regular session. Time noted 11:45 a.m.

A MOTION was made by Sue Dowell, SECONDED by Mike Cherry that only the items listed above were discussed during Executive Session. MOTION carried with Cherry voting "aye", Bryant voting "aye" and Dowell voting "aye". No Action was taken.

There being no further business, a MOTION was made by Mike Cherry, SECONDED by Sue Dowell to adjourn the regular meeting of the Board of Quay County Commissioners until the next regular meeting set for Monday, November 25, 2013 at 9:00 a.m. unless sooner called. The Commissioners announced they would be having lunch at the Annex Restaurant in Logan and all those in attendance were invited. MOTION carried with all members voting "aye". Time noted 11:55 a.m.

Respectfully submitted by Ellen White, Chief Deputy County Clerk.

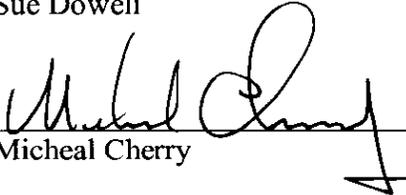
BOARD OF QUAY COUNTY COMMISSIONERS



Brad Bryant

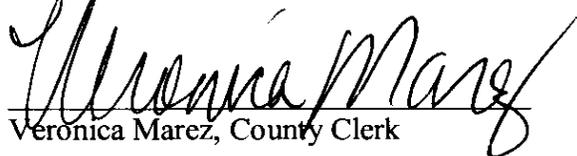


Sue Dowell



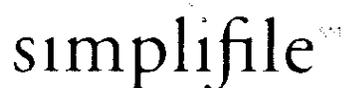
Micheal Cherry

ATTEST:



Veronica Marez, County Clerk





**ELECTRONIC RECORDING
APPROVED PROCEDURES**

THIS ELECTRONIC RECORDING APPROVED PROCEDURES AGREEMENT (this "Agreement") is made effective _____ 20__ between **SIMPLIFILE LC**, a Utah limited liability company located at 4844 North 300 West, Suite 202, Provo, Utah, 84604 ("*Simplifile*"), and **Quay County, NM** a governmental entity located at 300 South Third Street Tucumcari NM 88401 ("*Receiver*").

RECITALS:

A. Receiver is legally authorized to receive qualifying documents for filing/recording in Receiver's official records.

B. Simplifile facilitates (through its proprietary technology or otherwise) the electronic filing/recording by its customers of documents with governmental entities that, like Receiver, are legally authorized to receive qualifying documents for filing/recording in official records.

C. This Agreement outlines the requirements of electronically recording documents to assure that recording transactions submitted to Receiver by or through Simplifile are legally valid and enforceable.

AGREEMENT:

NOW THEREFORE, in consideration of the mutual terms, conditions and covenants contained in this Agreement, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereby agree as follows:

Section 1. **Electronic Recording**. In this Agreement, "*electronic recording*" means the electronically-based submittal of documents by or through Simplifile to Receiver and electronically-based receipt of confirmation of recording from Receiver to Simplifile or its customer. Such transactions are categorized by four different levels of automation, described as follows:

(a) Level 1. The submitting organization ("*Submitter*") transmits scanned image copies of ink-signed documents to Receiver. Receiver completes the recording process in the same manner as paper submittals, using the imaged copy as the source document. An electronic recording endorsement is returned to Submitter in the form of a label or printing process in order for Submitter to append that information to the original paper document, or alternatively may be appended to the scanned image in place of the paper document, consistent with the provisions of UETA.

(b) Level 2. Submitter transmits scanned images of ink-signed documents along with electronic indexing information to Receiver. Indexing data is provided as an accommodation to Receiver but should not be cause for rejecting a document submitted for electronic recording. Proper indexing of received documents remains the responsibility of the Receiver. Receiver performs an electronic examination of the imaged documents and indexing data, and then completes the recording process. The electronic version of the recorded document is returned electronically to Submitter along with the electronic recording data.

(c) Level 3. Submitter transmits documents, which have been created, signed and notarized electronically along with the electronic indexing information. Indexing data is provided as an accommodation to Receiver but should not be cause for rejecting a document submitted for electronic

recording. Proper indexing of received documents remains the responsibility of the Receiver. Electronic signatures must comply with UETA, URPERA and E-SIGN specifications. Receiver performs an electronic examination of the electronic documents and indexing information, then completes the recording process. The electronic version of the recorded document and electronic recording data is returned to Submitter.

(d) Level 4. Submitter transmits “Smart” document to Receiver.(A Smart document is a single object containing the electronic version of the document in such a way that enables the electronic extraction of data from the object. Smart documents are required to be signed and notarized electronically). The Smart document is endorsed electronically by Receiver and returned in Smart document format to Submitter.

Section 2. **Program Requirements**. Receiver’s electronic recording program (the “Program”) is defined by the following requirements:

- (a) Levels 1, 2, 3 and 4 electronic recording are supported.
- (b) PRIA file format standard will be used. Images will be in single-page Group IV TIFF format.
- (c) Communications protocol will be TCP/IP, HTTP and HTTPS.
- (d) Encryption will be 128-bit file and image encryption. SSL and XML’s are enveloped with a Digital Certificate to validate the submitter.
- (e) Electronic signatures and digital certificates will be used for Level 3 recording.
- (f) Submitter shall confirm that notary signatures and seals are present on all documents requiring notarization.
- (g) Receiver will not reject a document lacking a notary signature or seal, IF this is not a requirement for recording.
- (h) Receiver may at its discretion place a “disclaimer” on each document submitted stating it appears to lack a notary signature or seal.
- (i) Documents will be scanned to conform to Receiver’s requirements.
- (j) Document images will be captured as single-page Group IV TIFF images.
- (k) Scanned documents will be legible. “*Legible*” means a clear, readable image – including signatures and notary seals – and in which all portions of each page are captured.
- (l) Submitter shall be responsible for the clarity and brightness of the image.
- (m) Document font size must meet minimum PRIA standards.
- (n) Margins shall conform to Receiver’s requirements for top, side and bottom margins.
- (o) Deeds must include grantee’s mailing addresses.

(p) All documents must be in English.

(q) Document types that may be accepted electronically are listed on the attached exhibit (the “*Exhibit*”).

(r) All documents submitted will conform to Receiver’s requirements for indexing data. Such requirements may include the following index fields:

- (i) Document type
- (ii) Consideration, if necessary to calculate recording fees
- (iii) One grantor OR grantee
- (iv) Submitter information – Business name

(s) Receiver will not reject documents due to incorrect indexing data provided by Submitter. Indexing data is provided to Receiver as a courtesy, not a requirement of the electronic recording process.

(t) Submitted documents electronically recorded will be returned to Submitter in electronic format after acceptance. Confirmation of recordation will include the document image and Receiver’s recording information. Receiver reserves the right to make changes to the index at a later date.

(u) Rejected documents will be returned to Submitter in electronic format with the reason(s) for rejection.

(v) Submitted documents shall conform to all additional requirements specified on the attached Exhibit.

Section 3. **Receiver’s Duties.**

(a) *Availability.* Receiver shall process electronically submitted documents during normal business hours on normal business days. The term “normal business days” shall not include weekends, holidays or any other day that Receiver is closed for public business.

(b) *Recording Priority.* Receiver shall record documents in the order they are received, either physically or electronically, in Receiver’s office designated above. Documents received on any business day after 4:00 p.m. will be processed on the next business day in the order they were received.

(c) *Disruptions.* Receiver will attempt to notify Simplifile and other Submitters of any disruption in service.

(d) *Monitoring.* Receiver shall attempt to protect the integrity of the recordation process through ongoing monitoring of documents received and recorded.

(e) *System Testing.* Receiver shall test and maintain its software and hardware required to operate Receiver’s electronic recording capability; provided, however, that Receiver shall not be liable for any damages resulting from failure of such software or hardware.

(f) Equivalency. Receiver shall apply the same level of diligence in handling documents submitted electronically as it applies to documents submitted through the manual recording process.

(g) Fees. There will be no added fees or costs of any kind charged by Receiver for electronic recording by or through Simplifile.

(h) No Infringement. Receiver and its agents shall not attempt to hack, reverse engineer, inspect, copy, or use for any other purpose, any hardware, software, or digital data belonging to Simplifile or used in the electronic recording process.

Section 4. **Simplifile's Duties**. Electronic recordings by or through Simplifile shall conform to the requirements of Receiver's Program. Further,

(a) Verification. Simplifile diligently shall ensure that documents submitted to Receiver for electronic recording by or through Simplifile have been checked before submission, for errors, omissions, scanning defects, illegible areas and other irregularities that would impact the validity of the document.

(b) No Infringement. Simplifile shall not attempt to hack, reverse engineer, inspect, copy, or use for any other purpose, any hardware, software, or digital data belonging to Receiver or used in the electronic recording process.

(c) Original Documents. Simplifile acknowledges that (i) electronic recording permits documents and records to be prepared, signed and transmitted in electronic format, and (ii) electronically recorded documents and records shall be considered the "original" record of the transaction with the same intended legal effect as paper documents and, if any such document bears a digital or electronic signature, it shall be considered the same as paper documents bearing handwritten signatures.

(d) Responsibility for Conformity. Simplifile shall be deemed to have attested to the completeness and conformity to the paper originals of the electronic records submitted by or through it to Receiver. Receiver shall be held harmless and not liable for any damages in any dispute concerning the completeness and conformity to the paper originals of any documents or records that are electronically recorded with Receiver by or through Simplifile.

(e) Technical Coordination. Simplifile shall be responsible for coordinating all technical problems and issues between Receiver and Simplifile and/or its customer.

(f) Interface. Simplifile shall be responsible for designing, implementing, maintaining and upgrading its electronic recording interfaces and for assuring that such interface speaks directly to all applicable back end recording system. Alternatively, Simplifile shall contract with a Receiver-approved software provider to provide such interface.

(g) Customer Compliance. Simplifile shall ensure that its customers which effect electronic recordings through Simplifile fully comply with the terms and provisions of this Agreement.

Section 5. **Liability Disclaimers/Waivers**.

(a) By Receiver. Receiver disclaims any liability for (i) the information electronically transmitted to Receiver by or through Simplifile; and (ii) any breach of security, fraud or deceit as a result of any electronic recording with Receiver by or through Simplifile.

(b) By Both Parties. Neither Receiver nor Simplifile shall be liable to the other for any special, incidental, exemplary or consequential damages arising or resulting from any delay, omission or error in any electronic recording with Receiver by or through Simplifile.

(c) No Waiver of Governmental Immunity. Nothing contained herein waives or is intended to waive any protections that may be applicable to Receiver or any of its elected or appointed officials, employees, or agents under any applicable statutes, rules or regulations providing governmental immunity, or any other rights, protections, immunities, defenses or limitations on liability Receiver or such related parties that are provided by law.

Section 6. Further Actions. The parties acknowledge that electronic recording is an emerging technology, and that best practices and governing standards will continue to evolve. Consequently, during the term of this Agreement the parties shall confer as needed to discuss changes to electronic recording procedures and standards, and any necessary modifications to this Agreement. Receiver reserves the unfettered right to amend the provisions of this Agreement without prior notice or Simplifile's consent if necessary to comply with applicable state or federal laws, rules or regulations; provided, however, that Receiver shall use its good-faith efforts to provide notice of such change, or proposed change, to Simplifile at the earliest time reasonably possible under the then circumstances.

Section 7. Termination. Either party may terminate this Agreement at any time, with or without cause, by providing 30 days' prior written notice of termination to the other party. Upon such termination, the parties shall be responsible for compliance with this Agreement only to the extent of the electronic recording services provided prior to the effective date of termination. If mailed, such notice shall be deemed received when deposited in the United States mail, first class postage prepaid. If transmitted by teletype, electronic message, facsimile or other wire or wireless communication, such notice shall be deemed received when the transmission is completed.

Section 8. No Third Party Beneficiaries. The enforcement of the terms and conditions of this Agreement and all rights of action relating to such enforcement, shall be strictly reserved to the parties of this Agreement. There are no third party beneficiaries of this Agreement, and nothing contained in or implied by this Agreement shall give or allow any such claim or right of action by any other or third person.

Section 9. Disputes. The parties shall attempt in good faith to resolve any controversy or claim arising out of or relating to electronic recording with Receiver through negotiation, followed by non-binding mediation, before resorting to litigation. Jurisdiction and venue for any civil action commenced by either party with respect to this Agreement shall be proper in the court of general jurisdiction of the county where Receiver's principal office is located. Simplifile expressly waives the right to bring such action in or to remove such action to any other court, whether state or federal. This agreement shall be governed by the laws of the state where Receiver's principal office is located.

Section 10. General Provisions. The following provisions also are integral to this Agreement:

(a) Binding Agreement. This Agreement shall be binding upon and shall inure to the benefit of the successors and assigns of the respective parties hereto.

(b) Captions. The headings used in this Agreement are inserted for reference purposes only and shall not be deemed to define, limit, extend, describe, or affect in any way the meaning, scope or interpretation of any of the terms or provisions of this Agreement or the intent hereof.

(c) Counterparts. This Agreement may be signed in any number of counterparts with the same effect as if the signatures upon any counterpart were upon the same instrument. All signed counterparts shall be deemed to be one original.

(d) Severability. The provisions of this Agreement are severable, and should any provision hereof be void, voidable, unenforceable or invalid, such void, voidable, unenforceable or invalid provision shall not affect the other provisions of this Agreement.

(e) Waiver of Breach. Any waiver by either party of any breach of any kind or character whatsoever by the other, whether such be direct or implied, shall not be construed as a continuing waiver of, or consent to, any subsequent breach of this Agreement.

(f) Cumulative Remedies. The rights and remedies of the parties hereto shall be construed cumulatively, and none of such rights and remedies shall be exclusive of, or in lieu or limitation of, any other right, remedy or priority allowed by law.

(g) Amendment. This Agreement may not be modified except by an instrument in writing signed by the parties hereto.

(h) Notice. Except as otherwise specified herein, all notices provided for herein shall be in writing and shall be given by first class mail, certified or registered, postage prepaid, addressed to the parties at their respective addresses shown above or at such other address(es) as may be designated by a party from time to time in writing.

(i) Time of Essence. Time is the essence of this Agreement.

(j) Electronic Execution and Delivery. Any party may execute and deliver this Agreement through electronic means such as facsimile or e-mail transmission, with the same legal effect as manual execution and physical delivery of this Agreement.

(k) Relationship. This Agreement shall not be deemed to create a partnership between Simplifile and Receiver in their respective endeavors or otherwise, nor cause them to be considered joint venturers or members of any joint enterprise.

(l) Force Majeure. Neither party shall be responsible for any failure or delay in its performance under this Agreement due to causes beyond its reasonable control, including but not limited to, labor disputes, strikes, lockouts, shortages of or inability to obtain labor, energy, raw materials or supplies, war, riot, act of God or governmental action.

(m) Exhibits. The terms and provisions of any attached exhibits are hereby incorporated in this Agreement by reference.

(n) Interpretation. This Agreement contains the parties' entire agreement concerning the approved procedures for electronic recording with Receiver by or through Simplifile; provided, however, that if Receiver and Simplifile also have entered into a "Receiver License Agreement" or other written agreement (a "License Agreement") signed by both Receiver and Simplifile whereby Simplifile has granted Receiver a license to use Simplifile's electronic recording software system or related proprietary technology of Simplifile, then this Agreement shall be deemed to supplement, but not control, such License Agreement. In the event of any conflict or inconsistency between this Agreement and any such License Agreement, the terms and provisions of the License Agreement shall control.

(o) Cost to the Receiver. There is no cost to the Receiver for this service as Simplifile is paid by the submitters. In the event this policy changes the Receiver may exercise the Termination Clause as outlined in Section 7.

(p) Payment of Recording Fees. Recording fees are determined by the County and shall be paid electronically via ACH on a daily basis. Recording fees will be deposited into the County's account after normal business hours on the day of the recording and will be reflected on the next banking day.

DATED effective the date first written above.

RECEIVER:

Quay County, NM
a Governmental Entity

By: 
Name: Brad Bryant
Office/Capacity: Commission Chair
Date: November 12, 2013

SIMPLIFILE:

SIMPLIFILE LC,
a Utah limited liability company

By: _____
Name: _____
Office/Capacity: _____
Date: _____

Exhibit to
Electronic Recording Approved Procedures Agreement

Acceptable Document Types:

1. _____.
2. _____.
3. _____.
4. _____.
5. _____.
6. _____.
7. _____.
8. _____.
9. _____.
10. _____.

Additional Filing Requirements:

1. _____.
2. _____.
3. _____.
4. _____.
5. _____.
6. _____.
7. _____.
8. _____.

Additional Provisions:

AGREED TO AND ACCEPTED effective the date first written above.

SIMPLIFILE:

SIMPLIFILE LC,
a Utah limited liability company

By: _____
Name: _____
Office/Capacity: _____
Date: _____

RECEIVER:

_____,
a _____

By: _____
Name: _____
Office/Capacity: _____
Date: _____

Simplifile Bank Form

AUTHORIZATION AGREEMENT FOR ACH DEBITS FROM FINANCIAL INSTITUTION



I, Nadine Angel
Christine Moriel, as an authorized signatory for Quay County Gov.
County Treasurer (Company), by my signature below, authorize Simplifile, LC
(Vendor) to initiate debit entries to my (our)

<input checked="" type="checkbox"/> Checking Account	<input type="checkbox"/> Savings Account
--	--

at the account and financial institution named below, for payments due to Vendor for electronic document recording as described in the Submitter License Agreement between Company and Vendor as those payments become due. Vendor will identify transactions with the Simplifile ID number 1010658627. I will provide this number to my (our) financial institution to prevent any returns due to debit blockers, account filters, etc. I acknowledge that the electronic fund transfer transactions to the account must comply with the provisions of U.S. law.

FINANCIAL INSTITUTION

NAME First National Bank of NM BRANCH Tucumcari, NM

ADDRESS P.O. Box 1248

CITY, STATE & ZIP CODE Tucumcari, NM 88401

ACH ROUTING NO 102201040 ACCOUNT NO 343331

This authorization is to remain in full force and effect until either party provides written notification to the other of its termination in such time and manner as to afford both parties and the financial institution a reasonable opportunity to act on it.

BY Nadine Angel Christine Moriel

Signature

NAME Nadine Angel
Christine Moriel

TITLE County Treasurer
Chief Deputy Treasurer

DATE SIGNED 11-01-13

Contact Information:

Name Nadine Angel
Christine Moriel Telephone (575) 461-0470

ENGINEERS INC

TRANSMITTAL

TO: Quay County
Richard Primrose, County Manager
300 S. Third Street
Tucumcari, New Mexico 88401

WE ARE SENDING

Shop Drawing
 Copy of letter

Attached

Prints

Change Order

Under separate cover via _____

Plans

Submittal

the following items:

Samples

Specifications

COPIES	DATE	NO.	DESCRIPTION
1	10/28/2013		Quay County Cemetery Road Contract, Attachment II Exhibit B & Schedule

Thank You

THESE ARE TRANSMITTED as checked below:

For approval

Approved as submitted

Resubmit _____ copies for approval

SIGNED: Yvonne Chavez

TITLE: Administrative Assistant

1601 Camino Del Coronado
Tucumcari, New Mexico 88401
yvonne@engineersinc.com

Our vision is to be the leading professional team, serving our communities with quality and integrity.

AGREEMENT BETWEEN OWNER AND ENGINEER

Project Quay County Cemetery Road

Contract No. QAY1302C

Project No. _____

Representative



Distribution to:

- Owner
- Engineer
- Project

- Funding Agency
- Other

This Agreement entered into this November day of October, 2013, by and between

the "**Owner**"
 Quay County
 300 South 3rd Street
 Tucumcari, New Mexico 88401

and

the "**Engineer**"
 Engineers Inc.
 1601 Camino del Coronado
 Tucumcari, New Mexico 88401

Telephone: 575-461-2112
 Fax: 575-461-6165

Telephone: 575-461-0181
 Fax: 575-461-0675

Professional and technical services shall be provided by the Engineer through the Project Engineer whose signature is contained on the signature page to this Agreement.

[This document was prepared to be used with Community Development Block Grant and incorporates the use of the standard Agreement for Engineering Services (Publicly Funded Project) used by other funding agencies including the New Mexico Environment Department and the New Mexico Finance Authority. **Additions to the standard agreement document include (SECTION A.22) MAXIMUM ALLOWABLE CONSTRUCTION COST and (SECTION A.23) FEDERAL TERMS AND CONDITIONS FOR PROFESSIONAL SERVICES.** This document has important legal consequences; consultation with an attorney is encouraged with respect to its completion or modification]

**AGREEMENTS FOR ENGINEERING SERVICES
(Publicly Funded Project)**

THIS Agreement, made this _____ day of ^{November} ~~October~~ 2013 by and between Quay County hereinafter referred to as the OWNER, and Engineers Inc. hereinafter referred to as the ENGINEER.

The OWNER intends to construct a Project consisting of Quay County Cemetery Road.

The proposed professional services associated with this agreement will include:

**Preliminary Design
Final Design
Preliminary Drainage Report
SWPPP
Environmental Assessment
Topo Survey**

in Quay County, State of New Mexico, which may be paid for in part with financial assistance from the United States of America acting through the United States Department of Agriculture – Rural Development, hereinafter referred to as USDA-RD; and/or through the United States Environmental Protection Agency, hereinafter referred to as EPA; and/or the New Mexico Environment Department, hereinafter referred to as NMED; and/or the New Mexico Finance Authority, hereinafter referred to as NMFA; and/or the New Mexico Department of Finance, hereinafter referred to as DFA; all collectively referred to as the Funding Agency. Neither the United States or the State of New Mexico nor any of its departments, agencies, or employees is or will be a party to this Agreement or any sub-agreement. The ENGINEER agrees to perform the various professional engineering services for the planning, design, and construction of said Project in accordance with the provisions of this Agreement.

CONTENTS

SECTION A - GENERAL PROVISIONS

1. General	11. Subcontracts
2. Approvals	12. Insurance
3. Responsibilities of the ENGINEER	13. Environmental Conditions of Site
4. Responsibilities of the OWNER	14. Mutual Waiver
5. Changes	15. Independent Contractor
6. Termination of Contract	16. Equal Employment Opportunity
7. Payment	17. Gratuities
8. Time	18. Covenants Against Contingent Fees
9. Project Design	19. Cost and Pricing Data on Federally Funded Projects
10. Audits and Access to Records	20. Remedies

21. Assurance Against Debarment
22. Maximum Allowable Construction Costs (CDBG)
23. Federal Terms and Conditions for Professional Services (CDBG)

SECTION B - ENGINEERING SERVICES

Engineer Services During the Planning Phase

Engineering Services During the Design Phase

Engineering Services During the Construction Phase

Engineering Services During the Operation Phase

SECTION C - ADDITIONAL ENGINEERING SERVICES

SECTION D - SPECIAL PROVISIONS

Attachment I - Compensation for Engineering Services During the Planning Phase

Attachment II - Compensation for Engineering Services During the Design Phase

Attachment III - Compensation for Engineering Services During the Construction Phase

Attachment IV - Compensation for Engineering Services During the Operation Phase

SECTION A - GENERAL PROVISIONS

1. General

(a) This Agreement represents the entire and integrated Agreement between the OWNER and the ENGINEER for the Project and supersedes all prior negotiations, representations or agreements, either written or oral. In the event any provisions of this Agreement or any subsequent addendum shall be held to be invalid and unenforceable, the remaining provisions shall be valid and binding upon the parties. One or more waivers by either party of any provision, term, condition or covenant shall not be construed by the other party as a waiver of a subsequent breach of the same by the other party. The General provisions of this Agreement supersede any conflicting SPECIAL PROVISIONS.

(b) OWNER and ENGINEER each is bound and the partners, successors, executors, administrators and legal representatives of OWNER and ENGINEER are hereby bound to the other party to this Agreement and to the partners, successors, executors, administrators and legal representatives of such other party, in respect of all covenants, agreements, and obligations of the Agreement. Neither OWNER nor ENGINEER may assign, sublet, or transfer any rights under or interest (including, but without limitation, moneys that are due or may be become due) in the Agreement without written consent of the other, except to the extent that any assignment, subletting, or transfer is mandated or restricted by law. Unless specifically stated to the contrary in any written consent of an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement. Unless expressly provided otherwise in this Agreement:

(1) Nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by OWNER or ENGINEER to any Contractor, Contractor's subcontractor, supplier, other individual or entity, or to any surety for or employee of any of them

(2) All duties and responsibilities undertaken pursuant to this Agreement will be for sole and exclusive benefit of OWNER and ENGINEER and not for the benefit of any other party.

(c) The ENGINEER will work closely with the Funding Agency, as necessary, for funding to be provided.

(d) The ENGINEER will attend conferences and public hearings with the OWNER, representatives of the Funding Agency, or other interested parties and provide assistance in connection with such undertakings as provided for in the scope of work detailed in the Attachments.

2. Approvals

(a) This Agreement shall not become effective until approved by the Funding Agency. Such approval shall be evidenced by the signature of a duly authorized representative of the Funding Agency in the space provided in the Attachments to this Agreement. The approval shall in no way commit the Funding Agency to render financial assistance to the OWNER. The Funding Agency is without liability for any payment hereunder, but in the event such assistance is provided, the approval shall signify that the provisions of this Agreement are consistent with the requirements of the Funding Agency.

(b) Review or approval of documents by or for the Funding Agency under this Agreement is for administrative purposes only and does not relieve the ENGINEER or OWNER of their responsibilities to design, construct and operate the Project as required under law, regulations, permits and good management practices.

3. Responsibilities of the ENGINEER

(a) The ENGINEER shall be responsible for the professional quality, technical accuracy, timely completion, and the coordination of all design drawings, specifications, reports, and other services furnished by the ENGINEER under this Agreement. If this Agreement involves environmental measures or data generation, the ENGINEER shall comply with EPA quality assurance requirements that can be found on their website at <http://www.epa.gov/quality/index.html>. The ENGINEER shall keep the OWNER informed of the performance of the ENGINEER'S duties under this Agreement. The ENGINEER, shall promptly and without additional compensation, correct or revise any errors, omissions, or other deficiencies in the design drawings, specifications, reports, and other services provided by ENGINEER under terms of this Agreement.

(b) The ENGINEER shall perform the professional services necessary to accomplish the work specified in this Agreement, in accordance with this Agreement and applicable Funding Agency requirements in effect on the date of execution of any assistance agreement for this Project.

(c) The OWNER, or Funding Agency review or approval of design drawings, specifications, reports, and other services furnished hereunder shall not in any way relieve the ENGINEER of responsibility for the technical adequacy of the work. Neither the OWNER, nor Funding Agency review, approval or acceptance of, nor payment for any of the services shall be construed as a waiver of action arising out to the performance of this Agreement.

(d) The ENGINEER shall be and shall remain liable, in accordance with applicable law, for all damages to the OWNER caused by the ENGINEER's negligent performance of any of the services furnished under this Agreement, except for errors, omissions or other deficiencies to the extent attributable to the OWNER or OWNER-furnished data. The ENGINEER shall not be responsible for any time delays in the Project caused by circumstances beyond the ENGINEER'S control.

(e) ENGINEER'S opinions of probable Construction Cost are to be made on the basis of ENGINEER'S experience and qualifications and represent ENGINEER'S best judgment as an experienced and qualified professional generally familiar with the construction industry. However, since ENGINEER has no control over the cost of labor, materials, equipment, or services furnished by others, or over Contractor's methods of determining prices, or over competitive bidding or market conditions, ENGINEER cannot and does not guarantee that proposals, bids, or actual Construction Cost will not vary from opinions of probable Construction Cost prepared by ENGINEER. If OWNER wishes greater assurance as to probable Construction Cost, OWNER shall employ and independent cost estimator.

(f) During the Construction Phase, the ENGINEER shall not at any time supervise, direct, or have control over Contractor's work, nor shall ENGINEER have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected or used by Contractor, for security or safety at the Site, for safety precautions and programs incident to the Contractor's work in progress, nor for any failure of Contractor to comply with Laws and Regulations applicable to Contractor's furnishing and performing the Work.

(g) The standard of care of all professional engineering and related services performed or furnished by ENGINEER under this Agreement will be the care and skill ordinarily used by members of subject profession practicing under similar circumstances at the same time and in the same locality. ENGINEER makes no warranties, expressed or implied, under this Agreement or otherwise, in

connection with ENGINEER'S services.

(h) The ENGINEER's obligations under this clause are in addition to the ENGINEER's other express or implied assurances under this Agreement or State law and in no way diminish any other rights that the OWNER may have against the ENGINEER for faulty materials, equipment, or work.

4. Responsibilities of the OWNER

(a) The OWNER shall designate in writing a person authorized to act as the OWNER's representative. The OWNER or its representative shall receive and examine documents submitted by the ENGINEER, interpret and define the OWNER's policies and render decisions and authorizations promptly in writing.

(b) OWNER shall be responsible for, and ENGINEER may rely upon, the accuracy and completeness of all requirements, programs, instructions, reports, data, and other information furnished by OWNER to ENGINEER pursuant to this Agreement. ENGINEER may use such requirements, programs, instructions, reports, data, and information in performing or furnishing services under this Agreement without responsibility for verifying accuracy of OWNER furnished data and information.

(c) The OWNER shall provide to the ENGINEER full and free access to enter upon all property required for the performance of the ENGINEER's services under this Agreement.

(d) The OWNER may make and retain copies of Documents for information and reference in connection with use on the Project by OWNER. Such Documents are not intended or represented to be suitable for reuse by OWNER or others on extensions of the Project or on any other project. Any such reuse or modification without written verification or adaptation by ENGINEER will be at OWNER's sole risk and without liability or legal exposure to ENGINEER. Any verification or adaptation as stated above, will entitle ENGINEER to further compensation at rates to be agreed upon by OWNER and ENGINEER.

5. Changes

(a) The OWNER may, at any time, with prior approval of the Funding Agency, by written order make changes within the general scope of this Agreement in the services or work to be performed. If such changes cause an increase or decrease in the ENGINEER's cost or time required to perform any services under this Agreement, whether or not changed by any order, the OWNER shall make an equitable adjustment and modify this Agreement in writing. The ENGINEER must assert any claim for adjustment under this clause in writing within thirty (30) calendar days from the date it receives the OWNER's notification of change, unless the OWNER grants additional time before the date of final payment.

(b) No services for which the ENGINEER will charge an additional compensation shall be furnished without the written authorization of the OWNER.

6. Termination of Contract

(a) This Agreement may be terminated in whole or in part in writing by either party in the event of substantial failure by the other party to fulfill its obligations under this Agreement through no fault of

the terminating party, provided that no such termination may be effected unless the other party is given (1) not less than fourteen (14) calendar days written notice (delivered by certified mail, return receipt requested) of intent to terminate and (2) an opportunity for consultation with the terminating party before termination.

(b) This Agreement may be terminated in whole or in part in writing by the OWNER for its convenience, provided that the ENGINEER is given (1) not less than fourteen (14) calendar days written notice (delivered by certified, return receipt requested) of intent to terminate, and (2) an opportunity for consultation with the OWNER prior to termination.

(c) If termination for default is effected by the OWNER, an equitable adjustment in the price provided for in this agreement shall be made, but (1) no amount shall be allowed for anticipated profit on unperformed services or other work, and (2) any payment due to the ENGINEER at the time of termination may be adjusted to cover any additional costs to the OWNER because of the ENGINEER's default. If the ENGINEER effects termination for default, or if the OWNER effects termination for convenience, the equitable adjustment shall include a reasonable profit for services or other work performed. The equitable adjustment for any termination shall provide for payment to the ENGINEER for services rendered and expenses incurred prior to the termination, in addition to termination settlement costs reasonably incurred by the ENGINEER relating to commitments which had become firm prior to the termination.

(d) Upon receipt of a termination action under paragraphs (a) or (b) above, the ENGINEER shall (1) promptly discontinue all affected work (unless the notice directs otherwise), and (2) deliver or otherwise make available to the OWNER within fourteen (14) calendar days copies of all data, design drawings, specifications, reports, estimates, summaries and such other information and materials as may have been accumulated by the ENGINEER in performing this Agreement, whether completed or in process.

(e) Upon termination under paragraphs (a) or (b) above, the OWNER may take over the work and may award another party an Agreement to complete the work under this Agreement.

(f) If, after termination for failure of the ENGINEER to fulfill contractual obligations, it is determined that the ENGINEER had not failed to fulfill contractual obligations, the termination shall be deemed to have been for the convenience of the OWNER. In such event, adjustment of the Agreement price shall be made as provided in paragraph 9 of this clause.

7. Payment

(a) The ENGINEER will submit to the OWNER for services rendered an itemized bill showing charges for such services accompanied by any additional documentation requested by the OWNER. Such invoices are limited to no more than one per month. Compensation will be based on the lump sum or standard hourly rate with a maximum method of payment as detailed in the Attachments.

(b) The OWNER shall notify the ENGINEER of any disputed amounts in the invoices within fourteen (14) calendar days of receipt. If OWNER contests an invoice, OWNER may withhold only that portion so contested, and must pay the undisputed portion.

(c) Final Payment under this Agreement or settlement upon termination of this Agreement shall not constitute a waiver of the OWNER's claims against the ENGINEER under this Agreement.

(d) If OWNER fails to make any payment due ENGINEER within forty-five (45) calendar days after OWNER's receipt of ENGINEER's invoice, the amount due ENGINEER shall be increased at the rate of 1.5% per month from said forty-fifth day. In addition, after fourteen (14) calendar days prior written notice, the ENGINEER may suspend services under this Agreement until ENGINEER is paid in full. OWNER waives any and all claims against ENGINEER for any such suspension.

8. TIME

(a) PROGRESS AND COMPLETION

1. Time limits stated in this Agreement are of the essence. By executing the Agreement, ENGINEER confirms that the Contract Time(s) is (are) reasonable periods for performing each phase of the Work.
2. The ENGINEER shall proceed expeditiously, consistent with professional skills, with adequate forces to achieve completion within the Contract Time.
3. The OWNER shall not be liable to the ENGINEER for additional time or money if the ENGINEER submits a progress report expressing an intention to achieve completion of the Work prior to the Contract Time and then is not able to achieve intended accelerated schedule regardless of the reason.
4. If the ENGINEER is delayed at any time in the commencement or progress of the Work by an act or neglect of the OWNER, changes in the Work as directed by the OWNER in writing, or other causes beyond the ENGINEER'S control, then the Contract Time may be extended by OWNER per Section 5 of this Agreement. Extensions of time not associated with modifications or change to the Work shall not be allowed to increase the Contract amount for overhead or for any other reason and shall strictly apply toward liquidated damages.
5. The ENGINEER shall promptly notify OWNER in writing of any conditions that may delay delivery of work beyond the Contract Time.
6. OWNER shall make decisions and carry out its other responsibilities in a timely manner so as not to delay the ENGINEER'S performance of its Services.

(b) CONTRACT TIME AND LIQUIDATED DAMAGES

1. The ENGINEER agrees that the Services being provided under this Agreement will be performed regularly, diligently and without interruption at such rate of progress as will ensure completion within the Contract Time. It is expressly understood and agreed, by and between ENGINEER and the OWNER, that the Contract Time is a reasonable time for completion of the Services, taking into consideration the usual conditions for performing the Services. ENGINEER agrees to promptly notify OWNER of delays in completing the services under this Agreement that are beyond ENGINEER's control and for which a Contract Time extension will be requested. If the ENGINEER neglects, fails or refuses to complete the Services within the Contract Time, including any time extension granted by the OWNER, then the ENGINEER agrees to pay the OWNER the

amount specified below, not as a penalty, but as liquidated damages.

2. The parties agree that the amount of the likely damages to the OWNER for such delay is difficult to ascertain at the time of execution of this Agreement, but that a reasonable estimate of such damages may be deducted from any monthly progress payments due to the ENGINEER or from other monies being withheld from the ENGINEER when a reasonable estimate of the expected date of completion can be determined by the OWNER.
3. Final accounting of Liquidated Damages shall be determined at completion and the ENGINEER shall be liable for any Liquidated Damages over and above unpaid balances held by the OWNER.
4. The OWNER and ENGINEER agree that as mutually agreeable, reasonable Liquidated Damages for delay (but not as a penalty), ENGINEER shall pay OWNER **Fifty** dollars (**\$50**) for each calendar day that expires after the Contract Time specified in the Agreement until the Work is complete and accepted by the OWNER. OWNER shall have no more than ten (10) calendar days to accept or reject the Work.

9. Project Design

Unless otherwise approved by the OWNER and Funding Agency, the ENGINEER shall specify materials, equipment, and processes that are readily available through competitive procurement and consistent with State and Federal regulations.

10. Audits and Access to Records

(a) The ENGINEER shall maintain books, records, documents, and other evidence directly pertinent to performance on work under this Agreement in accordance with generally accepted accounting principles and practices consistently applied, and Funding Agency regulations in effect on the date of execution of this Agreement. The ENGINEER shall also maintain the financial information and data used by the ENGINEER in the preparation of support of the cost submission required under EPA regulations in effect on the date of execution for any negotiated agreement or amendment thereof and a copy of the cost summary submitted to the OWNER. The Funding Agency, the Comptroller General of the United States, the U.S. Department of Labor, OWNER, and the State water pollution control agency or any of their duly authorized representatives shall have access to such books, records, documents, and other evidence for inspection, audit, and copying during normal business hours. The ENGINEER will provide proper facilities for such access and inspection.

(b) The ENGINEER agrees to make paragraphs (a) through (f) applicable to all agreements it awards in excess of \$10,000, at any tier, and to make paragraphs (a) through (f) of this clause applicable to all amendments directly related to Project performance.

(c) Audits conducted under this provision shall be in accordance with generally accepted auditing standards and established procedures and guidelines of the reviewing or audit agency(ies) and the General Accounting Office.

(d) The ENGINEER agrees to disclose all information and reports resulting from access to records under paragraphs (a) and (b) of this clause to any of the agencies referred to in paragraph (a) upon their request.

(e) Records under paragraphs (a) and (b) above shall be maintained and made available by the ENGINEER during performance of services under this Agreement and for three (3) years from the date of final Federal/State assistance payment to the OWNER for the Project. In addition, those records which relate to any controversy arising under this Agreement, litigation, the settlement of claims arising out of such performance or to costs or items to which an audit exception has been taken shall be maintained and made available by the ENGINEER until three (3) years after the date of resolution of such appeal, litigation, claim or exception.

(f) This right of access clause applies to financial records pertaining to all agreements (except formally advertised, competitively awarded, fixed price agreements) and all agreement amendments regardless of the type of agreement. In addition, this right of access applies to all records pertaining to all agreements and agreement amendments:

1. To the extent the records pertain directly to Agreement performance; or
2. If there is any indication that fraud, gross abuse or corrupt practices may be involved; or
3. If the Agreement is terminated for default or for convenience.

11. Subcontracts

(a) Any subcontractors and outside associates or consultants required by the ENGINEER in connection with services under this Agreement will be limited to such individuals or firms as were specifically identified and agreed to during negotiations of this Agreement. The OWNER must give prior approval for any substitutions, additions or deletions to such subcontractors, associates, or consultants.

(b) The ENGINEER may not subcontract services to subcontractors or consultants in excess of thirty (30) percent of the total phased compensation due ENGINEER and detailed in the Attachments without the OWNER's prior written approval.

12. Insurance

The ENGINEER agrees to obtain and maintain, at the ENGINEER's expense, such insurance as will protect the ENGINEER from claims under the Workman's Compensation Act and such comprehensive general liability and automobile insurance as will protect the OWNER and the ENGINEER from all claims for bodily injury, death, or property damage which may arise from the performance by the ENGINEER, or by the ENGINEER's employees, for the ENGINEER's functions and services required under this Agreement. Such insurance shall be in an amount not less than \$as specified in Attachment for injury to any one person and \$as specified in Attachment on account of any one accident and in the amount of not less than \$as specified in Attachment for property damage. The ENGINEER further agrees to procure and maintain professional liability (errors and omissions) insurance in an amount not less than \$as specified in Attachment per claim and in the aggregate. Prior to commencement of any work, the ENGINEER shall furnish to the OWNER a certificate that complies with this paragraph. The certificate shall provide that the policy shall not be canceled until at least ten (10) calendar days prior written notice shall have been given to the OWNER. ENGINEER shall provide annual updates of the certificate to demonstrate the policy remains in effect for the duration of this Agreement.

13. Environmental Condition of Site

(a) Owner has disclosed to Engineer in writing the existence of all known and suspected Asbestos, PCBs, Petroleum, Hazardous Waste, Radioactive Material, hazardous substances, and other Constituents of Concern located at or near the Site, including type, quantity, and location.

(b) Owner represents to Engineer that to the best of its knowledge no Constituents of Concern, other than those disclosed in writing to Engineer, exist at the Site.

(c) If Engineer encounters an undisclosed Constituent of Concern, then Engineer shall notify (1) Owner and (2) appropriate governmental officials if Engineer reasonably concludes that doing so is required by applicable Laws or Regulations.

(d) It is acknowledged by both parties that Engineer's scope of services does not include any services related to Constituents of Concern. If Engineer or any other party encounters an undisclosed Constituent of Concern, or if investigative or remedial action, or other professional services, are necessary with respect to disclosed or undisclosed Constituents of Concern, then Engineer may, at its option and without liability for consequential or any other damages, suspend performance of services on the portion of the Project affected thereby until Owner: (1) retains appropriate specialist consultant(s) or contractor(s) to identify and, as appropriate, abate, remediate, or remove the Constituents of Concern; and (2) warrants that the Site is in full compliance with applicable Laws and Regulations.

(e) If the presence at the Site of undisclosed Constituents of Concern adversely affects the performance of Engineer's services under this Agreement, then the Engineer shall have the option of (1) accepting an equitable adjustment in its compensation or in the time of completion, or both; or (2) terminating this Agreement for cause on 30 calendar days notice.

(f) Owner acknowledges that Engineer is performing professional services for Owner and that Engineer is not and shall not be required to become an "arranger," "operator," "generator," or "transporter" of hazardous substances, as defined in the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), as amended, which are or may be encountered at or near the Site in connection with Engineer's activities under this Agreement.

14. Mutual Waiver

To the fullest extent permitted by law, Owner and Engineer waive against each other, and the other's employees, officers, directors, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to the Project.

15. Independent Contractor

Engineer will, at all times during the performance of this Agreement and in connection with the Services, be deemed to be an Independent Contractor. No relationship of employer-employee or agency or other fiduciary capacity is created by this Agreement or by Engineer's performance of the Services.

16. Equal Employment Opportunity

The ENGINEER shall comply with Executive Order 11246, entitled "Equal Employment Opportunity", as

amended by Executive Order 11375, and as supplemented in Department of Labor regulations 41 CFR Part 60.

17. Gratuities

(a) If the OWNER finds after a notice and hearing that the ENGINEER or any of the ENGINEER's agents or representatives offered or gave gratuities (in the form of entertainment, gifts, or otherwise), to any official, employee, or agent of the OWNER or the FUNDING AGENCY in an attempt to secure this Agreement, or favorable treatment in awarding, amending or making any determinations related to the performance of this Agreement, the OWNER may, by written notice to the ENGINEER, terminate this Agreement. The OWNER may also pursue other rights and remedies that the law or this Agreement provides. However, the existence of the facts on which the OWNER bases such findings shall be in issue and may be reviewed in proceedings under the Remedies clause of this Agreement.

(b) In the event this Agreement is terminated as provided in paragraph (a), the OWNER may pursue the same remedies against the ENGINEER as it could pursue in the event of a breach of the Agreement by the ENGINEER. As a penalty, in addition to any other damages to which it may be entitled by law, the OWNER may pursue exemplary damages in an amount (as determined by the OWNER) which shall be not less than three nor more than ten times the costs the ENGINEER incurs in providing any such gratuities to any such officer or employee.

18. Covenant Against Contingent Fees

The ENGINEER represents that no person or selling agency has been employed or retained to solicit or secure this Agreement upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, excepting bona fide employees or bona fide established commercial or selling agencies maintained by the ENGINEER for the purpose of securing business. For breach or violation of this assurance the OWNER shall have the right to annul this Agreement without liability or, at its discretion, to deduct from the contract price or consideration, or otherwise recover, the full amount of such commission, percentage, brokerage, or contingent fees.

19. Cost and Pricing Data on Federally-funded Projects (delete section if not applicable)

The ENGINEER and its subcontractor(s) assure that cost and pricing data submitted for evaluation with respect to negotiation of prices for negotiated agreements, lower tier subagreements, or amendments are based on current, accurate, and complete data supported by their books and records. If the OWNER, or Funding Agency determines that any price (including profit) negotiated in connection with this Agreement, any lower tier subagreement, or any amendment thereunder was increased by any significant sums because the data provided was incomplete, inaccurate, or not current at the time of submission, then such price or cost or profit shall be reduced accordingly; and this Agreement shall be modified in writing to reflect such action. Failure to agree on a reduction shall be subject to the Remedies clause of this Agreement.

20. Remedies

Unless otherwise provided in this Agreement, all claims, counter-claims, disputes, and other matters in question between the OWNER and the ENGINEER arising out of or relating to this Agreement or the breach of it will be decided by non-binding mediation or arbitration if the parties mutually agree, or in a court of competent jurisdiction within the State in which the OWNER is located

21. Assurance Against Debarment

The ENGINEER assures that neither it nor any of its subcontractors are suspended or debarred by EPA or USDA-RD.

22. Maximum Allowable Construction Cost (for CDBG funded projects)

(a) Evaluations of the Owner's Project budget, statements of probable construction cost, and detailed estimates of construction cost prepared by the Engineer represent the Engineer's best judgment as a design professional familiar with the construction industry. It is recognized, however, that the Engineer does not have control over the cost of labor, materials, or equipment; over the Contractor's methods of determining bid prices; or over competitive bidding, market, or negotiating conditions. Accordingly, the Engineer cannot and does not represent that bids or negotiated prices will not vary from the Project budget proposed, established, or approved by the Owner, or from any Statement of Probable Construction Cost or other cost estimate or evaluation prepared by the Engineer.

(b) The Maximum Allowable Construction Cost (MACC) is established, as a condition of this Agreement, as a fixed limit of Construction Cost for design and bidding purposes. The Engineer shall be permitted to determine what materials, equipment, component systems, and types of construction are to be included in the Bidding Documents to bring Construction Cost within the MACC. With the written consent of the Owner, the Engineer may also include in the Bidding Documents either additive or deductive alternate bids to adjust the Construction Cost to the fixed limit.

(c) The acceptance by the Owner at any time during Basic Services of a revised Statement of Probable Construction Cost in excess of the then established MACC will constitute a corresponding increase in the MACC to the extent indicated in the revised statement.

(d) The Owner shall provide a written response to the funding agency of their acceptance of the increased MACC. This written response shall identify the source of the additional funds (or other procedure for covering the cost).

(e) If bidding or negotiations with potential contractors have not commenced within two months after the Engineer submits Bidding Documents to the Owner, the Project budget and/or MACC shall be adjusted to reflect any change in the general level of prices in the construction industry between the date of submission of the Bidding Documents to the Owner and the date on which bids are sought.

(f) The MACC, therefore, is established as a condition of this Agreement. When it is exceeded by the lowest bona fide bid, the Owner with review by the funding agency may: a) give written approval of an increase in the MACC; b) authorize re-bidding the Project within a reasonable time, or c) cooperate with the Engineer in revising the Project scope and, as required to reduce the Probable Construction Cost.

(g) If the Owner elects to reduce the Probable Construction Cost, the Owner shall cooperate with the Engineer in revising the quality and scope of the Project; and the Engineer, without additional charge, shall modify the Drawings and Specifications as necessary to bring the Construction Cost within the MACC. The Engineer shall then assist the Owner through the Bidding process. When the cost estimate or an evaluation prepared by the Engineer indicates that the Project exceeds the MACC, the provisions outlined in this paragraph shall apply.

(h) The MACC shall not exceed **TBD** dollars (\$).

23. Federal Terms and Conditions for Professional Services (for CDBG funded projects)

State administered Community Development Block Grant monies are federal funds. Section 13-1-30B NMSA 1978 of the Procurement Code stipulates: "When a procurement involves the expenditure of federal funds, the procurement shall be conducted in accordance with mandatory applicable federal law and regulations. When mandatory applicable federal law or regulations are inconsistent with the provisions of the Procurement Code, compliance with federal law or regulations shall be compliance with the Procurement Code." The applicable governing federal procurement standards are defined in OMB Circular A-102, Attachment O. When federal and state procurement policies are different, the more restrictive policies apply so long as they are consistent with Circular A-102 standards.

(a) Termination of Contract for Cause. If, through any cause, the Engineer shall fail to fulfill in timely and proper manner his obligations under this Contract, or if the Engineer shall violate any of the covenants, agreements, or stipulations of this Contract, the Owner shall there-upon have the right to terminate this Contract by giving written notice to the Engineer of such termination and specifying the effective date thereof, at least five days before the effective date of such termination. In such event, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, and reports prepared by the Engineer under this Contract shall, at the option of the Owner, become its property and the Engineer shall be entitled to receive just and equitable compensation for any work satisfactorily completed hereunder.

Notwithstanding the above, the Engineer shall not be relieved of liability to the Owner for damages sustained by the Owner by virtue of any breach of the Contract by the Engineer, and the Owner may withhold any payments to the Engineer for the purpose of set-off until such time as the exact amount of damages due the Owner from the Engineer is determined.

(b) Termination for Convenience of the Owner. The Owner may terminate this contract at any time by giving at least ten (10) days notice in writing to the Engineer. If the Contract is terminated by the Owner as provided herein, the Engineer will be paid for the time provided and expenses incurred up to the termination date. If this Contract is terminated due to the fault of the Engineer, paragraph 1 hereof relative to termination shall apply.

(c) Changes. The Owner may, from time to time, request changes in the scope of the services of the Engineer to be performed hereunder. Such changes, including any increase or decrease in the amount of the Engineer compensation, which are mutually agreed upon by and between the Owner and the Engineer, shall be incorporated in written amendments to this contract.

(d) Personnel.

1. The Engineer represents that he has, or will secure at his own expense, all personnel required in performing the services under this Contract. Such personnel shall not be employees of or have any contractual relationship with the Owner.

2. All of the services required hereunder will be performed by the Engineer or under his supervision and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under state and local law to perform such services.

3. None of the work or services covered by this contract shall be subcontracted without the prior written approval of the Owner. Any work or services subcontracted hereunder be specified by written contract or agreement and shall be subject to each provision of this Contract.

(e) Assign ability. The Engineer shall not assign any interest on this Contract, and shall not transfer any interest in the same (whether by assignment or novation), without the prior written consent of the Owner thereto: Provided, however, that claims for money by the Engineer from the Owner under the Contract may be assigned to a bank, trust company, or other financial institution without such approval. Written notice of any such assignment or transfer shall be furnished promptly to the Owner.

(f) Reports and Information. The Engineer, at such times and in such forms as the Owner may require, shall furnish the Owner such periodic reports as it may request pertaining to the work or services undertaken pursuant to this Contract, the costs and obligations incurred or to be incurred in connection therewith, and any other matters covered by this Contract.

(g) Records and Audits. The Engineer shall maintain accounts and records, including personnel, property and financial records, adequate to identify and account for all costs pertaining to the Contract and such other records as may be deemed necessary by the Owner and to assure proper accounting for all project funds, both federal and non-federal shares. These records will be made available for audit purposes to the Owner or any authorized representative, and will be retained for six (6) years after the expiration of this Contract unless permission to destroy them is granted by the Owner and the funding agency.

(h) Findings Confidential. All of the reports, information, data, etc., prepared or assembled by the Engineer under this Contract are confidential and the Engineer agrees that they shall not be made available to any individual or organization without the prior written approval of the Owner.

(i) Copyright. No report, maps, or other documents produced in whole or in part under this Contract shall be the subject of an application for copyright by or on behalf of the Engineer.

(j) Compliance with Local Laws. The Engineer shall comply with all applicable laws, ordinances and codes of the state and the Owner, and the Engineer shall save the Owner harmless with respect to any damages arising from any tort done in performing any of the work embraced by this Contract.

(k) Equal Employment Opportunity. During the performance of this Contract, the Engineer agrees as follows:

1. The Engineer will not discriminate against any employee or applicant for employment because of race, creed, sex, color or national origin. The Engineer will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, creed, sex, color or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Engineer agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Owners setting forth the provisions of this non-discrimination clause.

2. The Engineer will, in all solicitation or advertisements for employees placed by or on behalf of the Engineer, state that all qualified applicants will receive consideration for employment without regard to race, creed, color, sex, or national origin.

3. The Engineer will cause the foregoing provisions to be inserted in all subcontracts for any work covered by this Contract so that such provisions will be binding upon each subcontractor, provided that

the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.

4. The Engineer will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations and relevant orders of the Secretary of Labor.

5. The Engineer will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by the rules, regulations and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records and accounts by the Owner's representative, the funding agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations and orders.

6. In the event of the Engineer's non-compliance with the equal opportunity clauses of this Agreement or with any of such rules, regulations or orders, this Agreement may be canceled, terminated, or suspended in whole or in part and the Engineer may be declared ineligible for further government contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

7. The Engineer will include the provisions of paragraphs A through G in every subcontract or purchase order unless exempted by rules, regulations or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The Engineer will take such action with respect to any subcontract or purchase order as the Owner's representative may direct as a means of enforcing such provisions including sanctions for non-compliance: Provided, however, that in the event the Engineer becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the Owner, the Engineer may request the United States to enter into such litigation to protect the interests of the United States.

(l) Civil Rights Act of 1964. Under Title VI of the Civil Rights Act of 1964, no person shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

(m) Section 109 of the Housing and Community Development Act of 1974. No person in the United States shall on the grounds of race, color, national origin, or sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with funds made available under this title.

(n) "Section 3" Compliance in the Provision of Training, Employment and Business Opportunities

1. The work to be performed under this contract is on a project assisted under a program providing direct federal financial assistance from the Department of Housing and Urban Development and is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u. Section 3 requires that to the greatest extent feasible opportunities for training and employment be given lower income residents of the project area and contracts for work in connection with the project be awarded to business concerns which are located in, or owned in substantial part by persons residing in the area of the project.

2. The parties to this contract will comply with the provisions of said Section 3 and the regulations

issued pursuant thereto by the Secretary of Housing and Urban Development set forth in 24 CFR 135, and all applicable rules and orders of the Department issued there under prior to the execution of this contract. The parties to this contract certify and agree that they are under no contractual or other disability which would prevent them from complying with these requirements.

3. The contractor will send to each labor organization or representative or workers with which he has a collective bargaining agreement or other contract or understanding, if any, a notice advising the said labor organization or workers' representative of his commitments under this Section 3 clause and shall post copies of the notice in conspicuous places available to employees and applicants for employment or training.

4. The contractor will include this Section 3 clause in every subcontract for work in connection with the project and will, at the direction of the applicant for or recipient of federal financial assistance, take appropriate action pursuant to the subcontract upon a finding that the subcontractor is in violation of regulations issued by the Secretary of Housing and Urban Development, 24 CFR Part 135. The Contractor will not subcontract with any subcontractor where it has notice or knowledge that the latter has been found will not let any subcontract unless the subcontractor has first provided it with a preliminary statement of ability to comply with the requirements of these regulations.

5. Compliance with the provisions of Section 3, the regulations set forth in 24 CFR Part 135, and all applicable rules and orders of the Department issued hereunder prior to the execution of the contract, shall be a condition of the federal financial assistance provided to the project, binding upon the applicant or recipient for such assistance, its successors and assigns. Failure to fulfill these requirements shall subject the applicant or recipient, its contractors and subcontractors, its successors and assigns to those sanctions specified by the grant or loan agreement or contract through which federal assistance is provided, and to such sanctions as are specified by 24 CFR Part 135.

(o) Interest of Members of the Owner. No member of the governing body of the Owner and no other officer, employee, or agent of the Owner, who exercises any functions or responsibilities in connection with the planning and carrying out of the program, shall have any personal financial interest, direct or indirect, in this contract; and the Engineer shall take appropriate steps to assure compliance.

(p) Interest of other Local Public Officials. No member of the governing body of the Owner and no other public official of the Owner, who exercises any functions or responsibilities in connection with the planning and carrying out of the program, shall have any personal financial interest, direct or indirect, in this Contract; and the Engineer shall take appropriate steps to assure compliance.

(q) Interest of Engineer and Employees. The Engineer covenants that he presently has no interest and shall not acquire interest, direct or indirect, in the study area or any parcels therein or any other interest which would conflict in any manner or degree with the performance of his services hereunder. The Engineer further covenants that in the performance of this Contract, no person having any such interest shall be employed.

(r) Access to Records. The state funding (grantor) agency, the Department of Housing and Urban Development, the Comptroller General of the United States, or any of their duly authorized representatives, shall have access to any books, documents, papers and records of the Engineer which are directly pertinent to this specific contract, for the purpose of audits, examinations, and making excerpts and transcriptions.

(s) All records connected with this contract will be maintained in a central location by the Owner and will be maintained for a period of six (6) years from the official date of close-out of the grant.

SECTION B -ENGINEERING SERVICES

The ENGINEER shall furnish ENGINEERING SERVICES as follows in accordance with the GENERAL PROVISIONS of the Agreement and as authorized by the appropriate Attachment to this Agreement:

Engineering Services During the Planning Phase

1. The ENGINEER shall complete the ENGINEERING SERVICES described in EXHIBIT A – Planning Services scope of work and cost proposal within the time specified in Attachment I – Compensation for Engineering Services During the Planning Phase from the date of written authorization to proceed unless otherwise mutually agreed to in writing by both parties. Any supporting documentation or revisions regarding the ENGINEER's services under this Agreement necessary to obtain the approval of the Funding Agency and all State regulatory agencies will be provided promptly.

2. The ENGINEER shall, prior to completion of ninety (90) percent of the Planning Phase service, prepare and furnish to the OWNER an estimate for total compensation to be paid to the ENGINEER for providing the services to be performed in the Design Phase.

Engineering Services During the Design Phase

3. The ENGINEER shall complete the ENGINEERING SERVICES described in EXHIBIT B – Design Services scope of work and cost proposal and section B-3 through B-11 described herein within the time specified in Attachment II – Compensation for Engineering Services During the Design Phase from the date of written authorization to proceed unless otherwise mutually agreed to in writing by both parties. Any supporting documentation or revisions regarding the ENGINEER's services under this Agreement necessary to obtain the approval of the Funding Agency and all State regulatory agencies will be provided promptly.

4. The ENGINEER shall perform the necessary design surveys, accomplish the detailed design of the Project, prepare contract documents including design drawings, specifications and invitations for bids, and prepare a final opinion of probable Project costs based on the final design of the Project. The design drawings prepared shall be in sufficient detail to show the character and extent of the Project and to permit the actual location of the proposed improvements on the Project site. It is also understood that if subsurface explorations such as borings, or soil tests are required to determine amounts of rock excavation or foundation conditions, the ENGINEER will furnish coordination of said explorations as an Additional Engineering Service, and the costs incident to such explorations, no matter whether they are performed by the ENGINEER or by others shall be paid for by the OWNER as indicated in Section C and set out in Attachment II.

5. The ENGINEER shall review the Engineering Report prepared for this Project and, if necessary and upon consultation with and concurrence of the OWNER, Funding Agency or delegated State as appropriate, shall revise design criteria, design standards, treatment process sizing and other appropriate preliminary design information included in the Plan or other preliminary engineering reports in order to complete the final design for the Project in accordance with the performance standards and accepted engineering practices.

6. The ENGINEER shall assist the OWNER in obtaining necessary permits and approvals from appropriate Federal, State, and local regulatory agencies. The cost of obtaining such permits and approvals shall be borne by the OWNER. However, this shall not be construed as a guarantee that the ENGINEER can cause a permit or permit condition to be granted or further the OWNER's goals.
7. The Contract Documents furnished by the ENGINEER under Section B-4 shall utilize Funding Agency endorsed construction contract documents, as appropriate.
8. Prior to the advertisement for bids, the ENGINEER shall provide for each construction contract to be awarded by the OWNER, the number of copies specified in Attachment II of the detailed design drawings, specifications, and contract documents for use by the OWNER and appropriate Federal, State and local agencies from whom approval of the Project must be obtained. The ENGINEER shall provide additional copies of the above specified documents to the OWNER at the cost of reproduction. Originals of such items as documents, survey notes, and tracings, prepared by the ENGINEER are and shall remain the property of the ENGINEER, but this shall in no way infringe upon the OWNER's rights to such items under Section A-6(e).
9. The ENGINEER shall establish baselines for locating the work together with a suitable number of benchmarks adjacent to the work and show their location in the Contract Documents. This information and the Contract Documents will provide the contractor sufficient reference from which to execute the contract work. The ENGINEER is not obligated to set construction grade stakes for the construction of the Project.
10. The ENGINEER shall prepare and furnish to the OWNER three (3) copies of maps or drawings showing the approximate location of needed construction easements, permanent easements, rights-of-way and land to be acquired. Such maps or drawings shall be furnished promptly to enable the OWNER to initiate property and easement acquisitions.
11. The ENGINEER shall, prior to completion of ninety (90) percent of the Design Phase service, prepare and furnish to the OWNER an estimate for total compensation to be paid to the ENGINEER for providing the services to be performed in the Construction Phase and Operation Phase.
12. Section B-3 through B-11 and those ADDITIONAL ENGINEERING SERVICES designated for the Design Phase in Attachment II will take effect upon execution of Attachment II.

Engineering Services During the Construction Phase

13. ENGINEER shall complete the ENGINEER SERVICES described in EXHIBIT C – Construction Services scope of work and cost proposal and section B-13 through B-24 described herein, within the time specified in Attachment III – Compensation for Engineering Services During the Construction Phase from the date of written authorization to proceed unless otherwise mutually agreed to by both parties.
14. The ENGINEER shall attend the bid opening and tabulate the bid proposals, analyze the responsiveness of the bidders, check references, and make recommendations for awarding the

contract(s) for construction to the lowest responsible, responsive bidder.

15. Upon award of each construction contract, the ENGINEER shall furnish to the OWNER, for each contract, the number specified in Attachment III of the sets of the design drawings, specifications and contract documents for execution by the OWNER and contractor. The ENGINEER shall provide additional copies of such contract documents to the OWNER at the cost of reproduction.

16. The ENGINEER shall review and approve, for conformance with the design concept all shop drawings and other submittals required by the Contract Documents to be furnished by contractors.

17. The ENGINEER shall interpret the general intent of the design drawings and specifications to endeavor to protect the OWNER against defects and deficiencies in construction on the part of the contractors.

18. The ENGINEER shall provide general engineering review of the work of the contractors as construction progresses to ascertain that the contractors are conforming to the general design concept. Engineer shall, in connection with observations of Contractor's Work while it is in progress make visits to the Site at intervals appropriate to the various stages of construction, as Engineer deems necessary, but at least monthly, to observe as an experienced and qualified design professional the progress and quality of Contractor's executed Work. Such visits and observations by Engineer, and the Resident Project Representative, if any, are not intended to be exhaustive or to extend to every aspect of Contractor's Work in progress or to involve detailed inspections of Contractor's Work in progress beyond the responsibilities specifically assigned to Engineer in this Agreement and the Contract Documents, but rather are to be limited to spot checking, selective sampling, and similar methods of general observation of the Work based on Engineer's exercise of professional judgment as assisted by the Resident Project Representative, if any. Based on information obtained during such visits and observations, Engineer will determine in general if the Work is proceeding in accordance with the Contract Documents, and Engineer shall keep Owner informed of the progress of the Work.

19. The ENGINEER's undertaking hereunder shall not relieve the contractor of its obligation to perform the work in conformity with the Contract Documents and in a workmanlike manner; nor shall it make the ENGINEER an insurer of the contractor's performance. Engineer shall not at any time supervise, direct, or have control over Contractor's work, nor shall Engineer have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected or used by Contractor, for security or safety at the Site, for safety precautions and programs incident to the Contractor's work in progress, nor for any failure of Contractor to comply with Laws and Regulations applicable to Contractor's furnishing and performing the Work.

20. The ENGINEER shall review each contractor's applications for progress and final payments and submit sufficient copies of same to the OWNER with the ENGINEER's recommendation for approval or disapproval.

21. The ENGINEER shall prepare necessary contract change orders for approval of the OWNER, the Funding Agency and others as required. The ENGINEER shall make an independent assessment of the Contractor's cost and time proposal and the impacts on the Contract Price and Contract Time as part of

the review and recommendation process for each change order.

22. The ENGINEER shall make a site visit prior to issuing the certificate of substantial completion of all construction and submit a written report to the OWNER, the Funding Agency and others as required.

23. Prior to submission of recommendation for final payment on each contract, the ENGINEER shall submit a certificate of substantial completion of work done under that contract to the OWNER, the Funding Agency and others as required.

24. The ENGINEER shall provide the OWNER with record drawings as specified in the scope of work for Attachment III. Such drawings will be based upon the Resident Project Representative's construction data and the construction records provided by the contractor during construction and reviewed by the Resident Project Representative.

25. Section B-13 through B-24 and those ADDITIONAL ENGINEERING SERVICES designated for the Construction Phase in Attachment III will take effect upon execution of Attachment III.

Engineering Services During the Operation Phase

26. The ENGINEER shall complete the ENGINEERING SERVICES described in EXHIBIT D – Operational Services scope of work and cost proposal and section B-26 through B-31 within the time specified in Attachment IV – Compensation for Engineering Services During the Operation Phase from the date of written authorization to proceed unless otherwise mutually agreed to in writing by both parties.

27. The ENGINEER shall review the first year's operation of the Project and revise the operation and maintenance manual for the Project as necessary to accommodate actual operating experience.

28. The ENGINEER shall provide to the OWNER monthly operation reports on the performance of the Project.

29. The ENGINEER shall train operating personnel and prepare curricula and training material for operating personnel.

30. Eleven (11) months after the initiation of the Project operation, the ENGINEER shall advise the OWNER in writing whether the Project meets the project performance standards.

31. Section B-26 through B-30 and those ADDITIONAL ENGINEERING SERVICES designated for the Operation Phase in Attachment IV will take effect upon execution of Attachment IV.

SECTION C - ADDITIONAL ENGINEERING SERVICES

ADDITIONAL ENGINEERING SERVICES as detailed in the Attachments shall be provided by the ENGINEER upon written authorization by the OWNER and concurrence of Funding Agency. Compensation for performing the designated ADDITIONAL ENGINEERING SERVICES will be included on Attachment I, Attachment II, Attachment III, or Attachment IV. ADDITIONAL ENGINEERING SERVICES could include such things as the following.

1. Provide Resident Project Observation. The ENGINEER shall, prior to the preconstruction conference, submit a resume of the Resident Project Representative's qualifications, anticipated duties and responsibilities for approval by the OWNER and the Funding Agency. Resident observation includes checking lines and grades, keeping records of full measurements and the contractor's activities, passing information between the ENGINEER and contractor, reviewing of contractor's request for progress payments, inspection of completed work for compliance with Contract Documents and keeping of a daily diary per Funding Agency requirements. Performance of this service will not guarantee the contractor's performance, but it endeavors to protect the OWNER against defects and deficiencies in the Project and verify compliance with the contract Documents. Period of service for calculating compensation will be as specified in the Attachments.
2. Prepare site, boundary, and topographic surveys for treatment works, dams, reservoirs, and other similar special surveys as may be required.
3. Conduct laboratory tests, well tests, borings, and specialized geological, soils, hydraulic, or other studies recommended by the ENGINEER.
4. Prepare property surveys, detailed descriptions of sites, maps, drawings, or estimates related thereto; assist in negotiating for land and easement rights.
5. Appear before courts or boards on matters of litigation related to the project.
6. Assist OWNER with developing a user charge system. Design a user charge system to produce adequate revenues required for the operation, maintenance and replacement of the Project that meets applicable EPA or other requirements.
7. Prepare an operation and maintenance manual.
8. Provide construction-staking services.
9. Prepare or review environmental assessments and impact statements; review and evaluate the effects on the design requirements for the Project of any such statements and documents prepared by others; and assist in obtaining approvals of authorities having jurisdiction over the anticipated environmental impact of the Project.
10. Provide services resulting from significant changes in the scope, extent or character of the portions of the Project designed or specified by ENGINEER or its design requirements including, but not

limited to, changes in size, complexity, OWNER's schedule, character of construction or method of financing; and revising previously accepted studies, reports, Drawings, Specifications or Contract Documents when such revisions are required by changes in laws, rules, regulations, ordinances, codes, standards or orders enacted subsequent to the Effective Date of this Agreement or are due to any other causes beyond ENGINEER's control.

11. Provide services resulting from evaluation by ENGINEER during the Study and Report Phase at OWNER's request of alternative solutions in addition to those specified in Exhibit A to Attachment I.

12. Prepare for, coordinate with, participate in and respond to structured independent review processes, including, but not limited to, construction management, cost estimating, project peer review, value engineering and constructability review requested by OWNER; and performing or furnishing services required to revise studies, reports, Drawings, Specifications or other Bidding Documents as a result of such review processes.

13. Provide services in connection with Work Change Directives and Change Orders to reflect OWNER-requested changes to the Drawings and Specifications.

14. Provide services in making revisions to Drawings and Specifications occasioned by the OWNER's acceptance of substitute materials or equipment other than "or-equal" items; and services after the award of the construction contract in evaluating and determining the acceptability of a substitution.

15. Provide additional or extended services during construction made necessary by (1) emergencies or acts of God endangering the Work, (2) work damaged by fire or other cause during construction, (3) a significant amount of defective, neglected or delayed work by Contractor, (4) acceleration of the progress schedule involving services beyond normal working hours, or (5) default by Contractor.

SECTION D - SPECIAL PROVISIONS OR MODIFICATIONS TO THE STANDARD LANGUAGE IN THIS AGREEMENT

(Describe, attach or indicate "None")

IN WITNESS THEREOF, the parties hereto have executed, or caused to be executed, by their duly authorized officials, this Agreement in triplicate on the respective dates indicated below. **The parties further certify by their signatures below that no modifications have been made to the standard language of this Agreement, other than those detailed in Section D.**

ATTEST: Ellen White Chief Deputy
Type Name Veronica Marez
Title Quay County Clerk
Date _____

OWNER: Quay County
By Richard Primrose
Type Name Richard Primrose
Title Manager
Date _____

ATTEST: _____
Type Name _____
Title _____
Date _____

ENGINEER: Engineers Inc.
By Wayland Oliver, PE
Type Name Wayland Oliver, P.E.
Title Principal
Address 1601 Camino del Coronado
Tucumcari, New Mexico 88401
Date 10/28/2013

CONCURRENCE: FUNDING AGENCY
NAME: _____
By _____
Type Name _____
Date _____

- ATTACHMENT I** - Compensation for Engineering Services During the Planning Phase
- X **ATTACHMENT II** - Compensation for Engineering Services During the Design Phase
- ATTACHMENT III** - Compensation for Engineering Services During the Construction Phase
- ATTACHMENT IV** - Compensation for Engineering Services During the Operation Phase

1. As set forth in the AGREEMENT FOR ENGINEERING SERVICES dated the ___ day of ^{November}~~October~~, **2013** by and between the **Quay County, NM**, the OWNER, and **Engineers Inc.**, the ENGINEER, the OWNER and ENGINEER agree this ___ day of ^{November}~~October~~, **2013** that the OWNER shall compensate the ENGINEER for services described in Section B and Section C and further described in

- EXHIBIT A** – Planning Services scope of work and cost proposal
- EXHIBIT B** – Design Services scope of work and cost proposal
- EXHIBIT C** – Construction Services scope of work and cost proposal
- EXHIBIT D** – Operational Services scope of work and cost proposal

2. Compensation for Basic ENGINEERING SERVICES shall be by the

LUMP SUM method of payment. The total amount of compensation for ENGINEERING SERVICES, as described in the appropriate **EXHIBIT B**, shall not exceed **\$51,483.40**, excluding gross receipt tax and reimbursables.

STANDARD HOURLY RATE WITH MAXIMUM method of payment. The total amount of hourly charges, excluding gross receipt tax and reimbursables, for ENGINEERING SERVICES as described in the appropriate EXHIBIT shall not exceed \$ **N/A at this time** without prior written approval of the OWNER, with Funding Agency concurrence.

3. Compensation for ADDITIONAL ENGINEERING SERVICES, shall be by the

LUMP SUM method of payment. The total amount of compensation for ADDITIONAL ENGINEERING SERVICES, as described in the appropriate EXHIBIT, shall not exceed **\$13,975.00**, excluding gross receipt tax and reimbursables.

STANDARD HOURLY RATE WITH MAXIMUM method of payment. The total amount of hourly charges, excluding gross receipt tax and reimbursables, for ADDITIONAL ENGINEERING SERVICES as described in the appropriate **EXHIBIT B** shall not exceed **\$13,730.00** without prior written approval of the OWNER with Funding Agency concurrence.

4. The amount of compensation shall not change unless the scope of services to be provided by the ENGINEER changes and this Agreement is formally amended according to Section A-5. Contract Time under Section B. and for the purpose of Section A.8 shall be **See Exhibit B** calendar days (or as specified in the Attachments or Exhibits)

5. OWNER shall pay ENGINEER applicable gross receipt taxes and reimbursable expenses at the

ATTACHMENT II

EXHIBIT B

COMPENSATION FOR PROFESSIONAL SERVICES DURING THE DESIGN PHASES

<p style="text-align: center;">Quay County Quay County Cemetery Road EI# QAY1302C</p>

The OWNER's/AGENCY's/ goals and expectations for the project are generally as described below:

The following Scope of Work and Cost Proposals are for the fees associated with the following Professional Services at this time:

Professional Services	
Preliminary Design	\$ 28,089.20 Lump Sum
Final Design	\$ 23,394.20 Lump Sum
Preliminary Drainage Report	\$ 11,475.00 Lump Sum
SWPPP	\$ 2,500.00 Lump Sum
Environmental Assessment	\$ 3,500.00 Hourly
Topo Survey	\$ 10,230.00 Hourly
Total for Services:	\$ 78,798.40 Plus NMGR

**A. Compensation for Basic Professional Services
Lump Sum Method of Payment**

1) Preliminary Design Scope

- Prepare Preliminary Design Phase documents consisting of preliminary drawings, outline specifications, and written descriptions of the Project
- Advise Owner if additional reports, data, information, or services are necessary and assist Owner in obtaining such reports, data information, or services.
- Based on the information contained in the Preliminary Design Phase documents, prepare a revised opinion of probable Construction Cost, and assist Owner in collating the various cost categories which comprise Total Project Costs.
- Perform in-house quality control/verification of plans and specifications.

rates set forth in the appropriate EXHIBIT. The amounts payable to ENGINEER for reimbursable expenses will be the project related internal expenses, such as mileage, per diem and reproduction, actually incurred or allocated by ENGINEER, plus all invoiced external reimbursable expenses, including consultants, allocable to the project, the latter multiplied by a factor of 1.1. Reimbursable expenses shall not exceed the estimate in the EXHIBIT without prior written approval of the OWNER, with Funding Agency concurrence.

6. The method for interim or partial payments, such as milestone or time & materials, shall be as detailed below: Billing/Payments – invoices for the Engineers services shall be submitted monthly.

7. Signatures

IN WITNESS THEREOF, the parties hereto have executed, or caused to be executed, by their duly authorized officials, this Agreement in triplicate on the respective dates indicated below.

ATTEST: Ellen L. White, Chief Deputy
Type Name Veronica Marez
Title Quay County Clerk
Date _____

OWNER: Quay County
By Richard Primrose
Type Name Richard Primrose
Title Manager
Date _____

ATTEST: _____
Type Name _____
Title _____
Date _____

ENGINEER: Engineers Inc.
By Wayland Oliver, PE
Type Name Wayland Oliver, P.E.
Title Principal

Address 1601 Camino de Coronado
Tucumcari, New Mexico 88401
Date 10/28/2013

CONCURRENCE: FUNDING AGENCY
NAME: _____
By _____
Type Name _____
Date _____

- Furnish 2 review copies of the Preliminary Design Phase Documents and any other deliverables to Owner (and Agency, if required) and review them with the owner.
- Engineer's services under the Preliminary Design Phase will be considered complete on the date when the Engineer provides the deliverables to the Owner and Agencies and provides a memo to summarize the Field Review with the Owner.

Basic Professional Services for Preliminary Design of the Project in the Lump Sum amount of Twenty Eight Thousand Eighty Nine and 20/100 plus NMGRD Dollars (\$28,089.20 +NMGRD).

Preliminary Design			
Billing Category	Billing Rate	Hours	Total
Senior Project Engineer	\$ 130.00	13	\$ 1,690.00
Project Engineer I	\$ 125.00	41.5	\$ 5,187.50
Designer I	\$ 70.00	41	\$ 2,870.00
Designer II	\$ 90.00	171	\$ 15,390.00
Engineering Administrator	\$ 100.000	8	\$ 800.00
Administrative Assistant	\$ 55.00	6	\$ 330.00
Sub-Consultant	\$ 1.10	1600	\$ 1,760.00
Mileage	\$ 0.59	20	\$ 11.70
Printing 8 1/2" X 11"	\$ 0.150	200	\$ 30.00
Printing 11"X17"	\$ 0.25	80	\$ 20.00
			\$ 28,089.20

2) Final Design Scope

• After acceptance by Owner (and by Agency, if required) of the Preliminary Design Phase documents, revised opinion of probable Construction Cost as determined in the Preliminary Design Phase, and any other deliverables subject to any Owner-directed modifications or changes in the scope, extent, character, or design requirements of or for the Project, and upon written authorization from Owner, Engineer shall:

- Prepare final Drawings and Specifications indicating the scope, extent and character of the Work to be performed and furnished by Contractor.
- Provide technical criteria, written descriptions, and design data for Owner's use in filing applications for permits from or approvals of governmental authorities having jurisdiction to review or approve the final design of the Project, assist Owner in consultations with such authorities, and revise the Drawings and Specifications in response to directives from such authorities.
- Advise Owner of any adjustments to the opinion of probable Construction Cost and any adjustments to Total Project Costs known to Engineer.
- Prepare and furnish Bidding Documents for review by the Owner, its legal counsel, its other advisors, regulatory agencies, and Agency, and assist Owner

in the preparation of other related documents. Bidding documents will comply with Agency's requirements in effect as of the date of Owner authorizing work in this phase.

- e. Revise the Bidding Documents in accordance with comments and instructions from the Owner and Agency, as appropriate, and submit 3 final copy of the Bidding Documents, a revised opinion of probable Construction Cost, and any other deliverables to Owner and Agency.
- f. Engineer's services under the Final Design Phase will be considered complete on the date when the submittals required by paragraph A.1.03 A.6 have been delivered to and accepted by Owner and Agency.

Basic professional Services for Final Design of the Project in the Lump Sum amount of Twenty Three Thousand Three Hundred Ninety Four and 20/100 plus NMGRD Dollars (\$23,394.20 +NMGRD).

Final Design	Billing Rate	Budget Hours	Amount
Senior Engineer	\$130.	10	\$ 1,300.00
Project Engineer	\$125.00	38.5	\$ 4,812.50
Designer I	\$70.00	40	\$ 2,800.00
Designer II	\$90.00	153	\$13,770.00
Engineering Administrator	\$100.	2	\$ 200.00
Administrative Assistant II	\$55.00	8	\$ 440.00
Mileage	0.585	20	\$ 11.70
Printing	8 1/2" x 11"	200	\$ 30.00
Printing	11" x 17"	120	\$ 30.00
Total			\$ 23,394.20

B. Compensation for Additional Services Lump Sum

3) Preliminary Drainage Study-Scope

- Will consist of determining potential storm water volumes/run-off rates and identify existing drainage patterns within the project area as outlined in this Agreement as well as the platted right of way. A preliminary Drainage Report will be done to show the pre-development drainage conditions. A Final Report will be completed that demonstrates the proposed improvements post-development drainage and how it compared to the pre-development drainage.

Additional Professional Services for Preliminary Drainage Study of the Project in the Lump Sum amount of Eleven Thousand Four Hundred Seventy Five Dollars and 00/100 (\$11,475.00 + NMGRD).

Drainage Study			
Billing Category	Billing Rate	Hours	Total
Senior Project Engineer	\$ 130.00	4	\$ 520.00
Project Engineer I	\$ 125.00	35	\$ 4,375.00
Designer I	\$ 70.00	94	\$ 6,580.00
Engineering Administrator	\$ 100.00	0	\$ -
Administrative Assistant II	\$ 0.585	0	\$ -
Sub-Consultant	\$ 1.10	0	\$ -
			\$ 11,475.00

4) SWPPP – Scope of Work and Cost Proposal

Engineers Inc. will provide a storm water pollution prevention plan (SWPPP) using Best Management Practices.

Additional Professional Services for a SWPPP of the Project in the Lump Sum amount of Two Thousand Five Hundred Dollars and 00/100 (\$2,500.00 + NMGR).

SWPPP	Billing Rate	Budget Hours	Amount
Project Engineer I	\$125.00	4	\$ 500.00
Designer II	\$ 90.00	10	\$ 900.00
Administrative Assistant II	\$ 55.00	20	\$1,100.00
Total			\$ 2500.00

**C. Compensation for Additional Professional Services
Hourly Method of Payment**

5) Environmental Assessment- Scope

Engineers Inc. will provide services for an Environmental Review/Assessment in accordance with the National Environmental Policy Act (NEPA) and the environmental requirements of 24 CFR Part 58. The Environmental Review will consist of using:

- The Laws and Authorities Checklist (Exhibit 2-N);
- The Environmental Assessment Checklist: Potential Impacts (Exhibit 2-0
- A Combined Notice of Finding of No Significant Impact (FONS) and Intent to Request a Release of Grant Funds (Exhibit 2-P); and
- Request for Release of Funds and Certification (Form HUD-7015.15).
- Coordination with any state or federal agency if so required after consultation letters have been distributed.

These documents are included in the State of New Mexico Department of Finance and Administration Local Government Division Community Development Block Grant Implementation Manual.

In addition, the Environmental Review/Assessment will be accompanied by all necessary documentation including agency coordination with the New Mexico Historic Preservation Division (Section 106), the U.S. Fish and Wildlife Service, the New Mexico Department of Game and Fish and other necessary agencies (e.g., U.S. Army Corp of Engineers, New Mexico Environment Department,

etc). The Environmental Review/Assessment will include project area maps (e.g., USGS Topographic Maps, FEMA Flood Plain Maps, etc.) schematics of design and photographs. Our Fee does not include surveys and other reports not listed.

Additional Professional Services for Environmental Assessment of the Project in the Hourly amount of Three Thousand Five Hundred Dollars and 00/100 plus NMGRT Dollars (\$3,500.00 +NMGRT),

Billing Category	Billing Rate	Hours	Total
Engineering Administrator	\$ 100.00	17.5	\$ 1,750.00
Engineering Administrator	\$ 100.00	12	\$ 1,200.00
Administrative Assistant II	\$ 55.00	10	\$ 550.00
			\$ 3,500.00

Approximate upper target billed at time and material.

6) Topo Survey-Scope

- Provide necessary field surveys and topographic and utility mapping for design purposes.

Additional Professional Services for Topo Survey Phase of the Project in the Hourly amount of Ten Thousand Two Hundred Thirty Dollars and 00/100 plus NMGRT Dollars (\$10,230.00 +NMGRT),

Topo Survey			
Billing Category	Billing Rate	Hours	Total
Project Engineer I	\$ 125.00	4	\$ 500.00
Technician II	\$ 65.00	18	\$ 1,170.00
Designer II	\$ 90.00	12	\$ 1,080.00
Sub-Consultant	\$ 1.100	6800	\$ 7,480.00
Meals	\$ 100.00	0	\$ -
			\$ 10,230.00

Standard Hourly Rate Schedule and Reimbursable Expenses Schedule

The Standard Hourly Rate Schedule and Reimbursable Expense Schedule listed below will be adjusted annually (as of January 1, 2014) to reflect equitable changes in the compensation payable to the Engineer.

Standard Hourly Rates Schedule

Standard Hourly Rates are set forth in this schedule include salaries and wages paid to personnel in each billing class plus the cost of customary and statutory benefits, general and administrative overhead, non-project operating costs, and operating margin or profit.

Hourly rates for services performed on or after the date of this Agreement are:

Principal-in-Charge	\$ <u>140</u> /hour
Senior Project Manager	\$ <u>130</u> /hour
Project Manager	\$ <u>125</u> /hour
Senior Project Engineer	\$ <u>130</u> /hour
Senior Engineer	\$ <u>130</u> /hour
Project Engineer II	\$ <u>125</u> /hour
Project Engineer I	\$ <u>105</u> /hour
Senior Project Designer	\$ <u>90</u> /hour
Project Designer II	\$ <u>90</u> /hour
Project Designer I	\$ <u>75</u> /hour
Quality Assurance Engineer	\$ <u>120</u> /hour
Senior Designer	\$ <u>125</u> /hour
Designer III	\$ <u>100</u> /hour
Designer II	\$ <u>90</u> /hour
Designer I	\$ <u>70</u> /hour
Senior Technician	\$ <u>80</u> /hour
Technician III	\$ <u>75</u> /hour
Technician II	\$ <u>65</u> /hour
Technician I	\$ <u>50</u> /hour
Engineering Administrator	\$ <u>100</u> /hour
Admin Assistant III	\$ <u>65</u> /hour
Admin Assistant II	\$ <u>55</u> /hour
Admin Assistant I	\$ <u>45</u> /hour
GPS Equipment	\$ <u>55</u> /hour
Sub-consultant Fees	at cost plus 10%

Reimbursable Expenses Schedule

8 1/2"x11" Copies/Impression	\$ <u>0.15</u> /page
11"x17" Copies/Impression	\$ <u>0.25</u> /page
Mileage (auto)	\$ <u>0.585</u> /mile
Mileage (Field Truck)	\$ <u>0.585</u> /mile
Long Distance Phone Calls	at cost
Meals and Lodging	at cost
Other reimbursable	at cost

SUMMARY : QUAY COUNTY CEMETERY ROAD

July 26, 2013

			To 30% ONLY
Lump Sum Services			
Preliminary Drainage Report	Lump Sum \$	11,475.00	\$ 11,475.00
Preliminary Design	Lump Sum \$	27,674.20	\$ 15,320.52
Final Design	Lump Sum \$	23,394.20	
Hourly Services			
Topo Survey	Hourly not to exceed \$	10,230.00	\$ 10,230.00
Environmental Clearance	Hourly not to exceed \$	3,500.00	
SWPPP	Hourly not to exceed \$	2,500.00	
			Original Design contract through 30%
	Total Lump Sum \$	62,543.40	\$ 37,025.52
	Total Hourly w/ Upper Target \$	16,230.00	
	TOTAL \$	78,773.40	

Engineers Inc. would complete the topographic survey, drainage study and environmental assessment, and 30% preliminary design for Cemetery Road from the RR crossing to Quay Road AR. Project would begin at the RR ROW and would not require RR permitting. The termini at the west end would include the intersection of Quay Road AR. A preliminary drainage study would be completed to define existing drainage patterns and provide recommendations for drainage design. Soils and existing base material analysis will be conducted to evaluate the pavement structure and subgrade material classification for HMA and base course paving design. Peak morning and peak evening traffic counts included. Preliminary Design would be completed as far as available funding allows, providing Quay County readiness for a CDBG project.

Items excluded: Utility potholing to confirm existing utility alignment and depth. The County will need to provide pothole depths and locations, preferably prior to surveying. Easements, if required, will be negotiated as additional services following preliminary design. The remaining preliminary design to 60%, final design, and environmental assessment are to do added by amendment as additional funding allows.

Environmental Assessment- Scope: Engineers Inc. will provide services for an Environmental Review/Assessment in accordance with the National Environmental Policy Act (NEPA) and the environmental requirements of 24 CFR Part 58. The Environmental Review will consist of using:

The Laws and Authorities Checklist (Exhibit 2-N):

The Environmental Assessment Checklist: Potential Impacts (Exhibit 2-0)

A Combined Notice of Finding of No Significant Impact (FONS) and Intent to Request a Release of Grant Funds

Request for Release of Funds and Certification (Form HUD-7015.15).

Coordination with any state or federal agency if so required after consultation letters have been distributed.

These documents are included in the State of New Mexico Department of Finance and Administration Local Government Division Community Development Block Grant Implementation Manual.

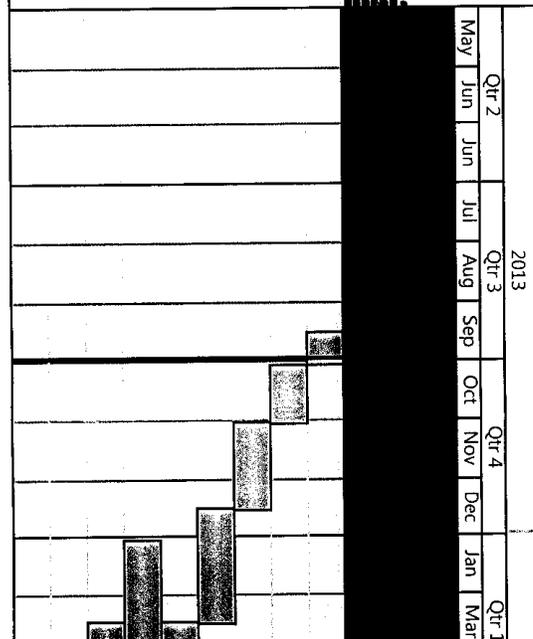
In addition, the Environmental Review/Assessment will be accompanied by all necessary documentation including agency coordination with the New Mexico Historic Preservation Division (Section 106), the U.S. Fish and Wildlife Service, the New Mexico Department of Game and Fish and other necessary agencies (e.g., U.S. Army Corp of Engineers, New Mexico Environment Department, etc). The Environmental Review/Assessment will include project area maps (e.g., USGS Topographic Maps, FEMA Flood Plain Maps, etc.) schematics of design and photographs. Our Fee does not include surveys and other reports not listed.

Quay County - Cemetery Road

Start Date: 11/1/2013
 End Date: 5/1/2013

Today: 10/28/2013
 Project Manager: Wayland Oliver

WBS	Status	Task Name	Dur.	Start	Finish	Work Days	Used Days	Balance	Resource
1	On Schedule	Contract	16	10/15/13	10/31/13	13	9	4	
2	On Schedule	Topo Survey	30	11/1/13	12/1/13	21		25	
3	On Schedule	Drainage Study	45	12/1/13	1/15/14	33		58	
4	On Schedule	Preliminary Design	60	1/15/14	3/16/14	43		100	
5	On Schedule	Final Design	46	3/16/14	5/1/14	34		134	
6	On Schedule	Environmental Assessment	59	2/1/14	4/1/14	42		112	
7	On Schedule	SWPPP	30	3/16/14	4/15/14	22		122	
8	On Schedule								
9	On Schedule								



**QUAY COUNTY
FISCAL YEAR 2013-2014
RESOLUTION No. 14**

Authorization of Budgetary Increase to **Road Equipment Fund (650)**

WHEREAS, at meeting of the Board of Quay County Commissioners on November 12, 2013 the following was among the proceedings;

WHEREAS, the Board of Quay County Commissioners deems it necessary to request this Budgetary Increase

**State Fund 300
Budgetary Increase**

	<u>DEBIT</u>	<u>CREDIT</u>
650-12-48070 Capital Outlay - Equipment	\$120,000.00	

WHEREAS, the above activity was not contemplated at the time the final budget was adopted and approved **Cash Balance budgeted to Purchase Road Equipment - Roller**

NOW THEREFORE, BE IT RESOLVED that after approval of the Local Government Division of the Department of Finance and Administration, the above Budgetary Increase be made.

DONE at Village of Logan, County of Quay this 12th day of November, 2013.



Brad Bryant, Chairman



Sue Dowell, Member



Mike Cherry, Member


ATTEST:


Veronica Marez, County Clerk