

NEW MEXICO JUNIOR COLLEGE

BOARD MEETING

Thursday, May 16, 2024  
Zia Board Room - Pannell Library  
1:30 pm

AGENDA

- |   |               |
|---|---------------|
| A. Welcome  | Pat Chappelle |
| B. Adoption of Agenda   | Pat Chappelle |
| C. Approval of Minutes of April 18, 2024  | Pat Chappelle |
| D. President's Report   | Derek Moore   |
| E. Information Items  |               |
| 1. NMJC Employee Handbook Review  | Amy Coombes   |
| 2. Monthly Expenditure Report   | Josh Morgan   |
| 3. Monthly Revenue Report   | Josh Morgan   |
| 4. Oil and Gas Revenue Report   | Josh Morgan   |
| 5. Schedule of Investments  | Josh Morgan   |
| F. New Business   |               |
| 1. Consideration of Five-Year Capital Plan  | Josh Morgan   |
| 2. Consideration of Guaranteed Maximum Price for the NMJC Site Project - Phase 1  | Josh Morgan   |
| G. Public Comments  |               |
| H. Determination of Next Meeting  | Pat Chappelle |
| I. Closure of Meeting   |               |
| • Discussion of Limited Personnel Matters Pursuant to NMSA 1978 §10-15-1 H (2) – President's 2024-25 Evaluation-Goal Setting. |               |
| J. Adjournment  | Pat Chappelle |

**NEW MEXICO JUNIOR COLLEGE  
BOARD MEETING  
APRIL 18, 2024  
MINUTES**

The New Mexico Junior College Board met on Thursday, April 18, 2024, beginning at 1:30 p.m. in the Pannell Library, Zia Board Room. The following members were present: Ms. Patricia Chappelle, Board Chair; Mr. Travis Glenn, Secretary; Mr. Hector Baeza; Mrs. Erica Jones; Mr. Manny Gomez and Mr. Guy Kesner attended via Zoom. Ms. Evelyn Rising was absent.

Ms. Chappelle called the meeting to order and welcomed visitor, Ms. Dorothy Fowler w/HNS.

Upon a motion by Mr. Glenn, seconded by Mr. Gomez, the agenda was unanimously adopted.

Upon a motion by Mr. Glenn, seconded by Mr. Kesner, the Board unanimously approved the minutes of March 28, 2024.

*Under President's Report* Ms. Amy Coombes provided a new employee update.

Dr. Rachel Gallagher provided a grants update. She reported Mrs. Cathy Mitchell, Grants Coordinator, has hit the ground running with several grants in the queue. She reported Conoco Phillips has approved a \$20,000 grant which will assist with scholarships for workforce trainings. Strasner/Arapahoe Oil Field Services will be sponsoring an annual scholarship in the amount of \$6,000 which will provide 4 students seeking degree program or workforce development trainings/certificates with a \$1,500 scholarship. Application has been made to the McGary Regan Foundation for a grant in the amount of \$20,000. She further reported NMJC recently hosted the executive director from the McGary Regan Foundation who had stated it was remarkable to see how positive, happy, and encouraging people were on the NMJC campus. He stated his experience will be reported to the McGary Regan Foundation Board for the continued support of NMJC. Ms. Mitchell is in the process of writing to renew the TRiO SSS (Student Support Services) Grant, a federally funded program, which serves low income students, students with disabilities, first generation students, and veterans. This grant serves approximately 180 students each year. Mr. Gomez asked if the NMJC is familiar with the Permian Strategic Partnership. Mrs. Gallagher responded NMJC has a partnership with the Permian Strategic Partnership which helps fund STEM Internships. She further reported NMJC will be hosting a two-week program for high school students this summer.

Dr. Moore provided the Board with an NMJC Calendar of Events.

Dr. Moore reported April 19, 2024 will mark the end of year one for the NMJC Leadership Institute - First Cohort which started in August 2023. Dr. Moore stated the targeted competencies within the program are in alignment with competencies of the American Association of Community Colleges. The two-year program is workshop based for the first year and project based for the second year. He further stated the next cohort will be an application process and is anticipated to begin in approximately 2 to 3 years.

Dr. Moore reported NMJC will be involved in a collaborative study with Broadband Occupations. He stated collaboration will be with NMHED institutions, Department of Workforce Solutions, and the Office

of Broadband Access & Expansion. The charge of this group will be to research, map existing training programs, analyze needs and gaps by geographic areas and develop plans for funding. Dr. Moore stated an earlier report revealed approximately 143,000 residences/businesses in the State of New Mexico are either unserved or underserved with Broadband and stated this collaboration is hopeful to identify how to solve the lack of broadband access to rural communities in the State of New Mexico. Mr. Glenn asked about the potential of workforce training in this area. Dr. Moore responded current training programs are being looked at to see if they meet the area demands.

Dr. Moore provided updates on the recently attended American Association of Community Colleges Conference (AACCC). He reported the theme this year was “Racing Toward a Better Future”. He stated sessions attended included shaping student ready colleges and leadership. Mr. Steve Saucedo reported sessions attended included discussion of public/private partnerships and blended courses. Dr. William Brown reported sessions attended included discussion of data and processes and the alignment of data and processes to make informed decisions. Dr. Moore noted attendance of this conference helps to see what is going on nationally, what peers are doing around the country, and how it can be feasibly incorporated at NMJC.

Dr. Moore reported approximately nine NMJC representatives attended the Higher Learning Commission (HLC) Annual Conference. He stated attendees will hold a recap meeting of the conference to discuss a timeline. Dr. Stephanie Ferguson reported her focus was on the gathering of evidence to show NMJC is following policy. Dr. Larchinee Turner reported her focus was on upcoming criterion changes to assessments and on the HLC Credential Lab which centers around short-term training. Dr. Moore noted a 2024 Trend Report provided by HLC reported on the trends that will impact accreditation and education. Artificial Intelligence, outcomes and accountability, innovation and sustainability, short term credentials, and mental health challenges. Dr. Moore noted NMJC must be prepared for the students of today and the students of tomorrow. He encouraged one or two Board members to attend the next HLC Conference in April, 2025. In addition, he reported the next accreditation site visit for NMJC is scheduled for February 2026.

Dr. Moore provided a New Mexico legislative update. He reported the New Mexico Independent Community College (NMICC) Advocacy Group drafted a work plan that is looking at non-credit workforce training, the review of the higher education funding formula, student support services, career services, healthcare workforce and teacher preparation. Mr. Glenn asked when the LFC Capital Outlay Projects Committee will be on the NMJC campus. Dr. Moore responded in August 2024.

***Under Information Items*** Mr. Glenn provided a brief report of a recent Board Student Success Committee Meeting held on April 10, 2024.

Mr. Josh Morgan presented the Expenditure Report, Revenue Report, Oil and Gas Revenue Report, and Schedule of Investments Report for March 2024.

***Under New Business*** Mr. Morgan presented the Fiscal Watch Report for the quarter ending March 31, 2024. Upon a motion by Mr. Glenn, seconded by Mr. Gomez, the Board unanimously approved the Fiscal Watch Report as presented.

Mr. Josh Morgan provided a presentation for consideration of the FY 25 Operating Budget in the amount of \$47,044,592 and Capital Projects requests in the amount of \$92,230,000 which were recently reviewed in a Board Budget Work Session held on April 11, 2024. Mr. Morgan stated during the work session, a request was made to review the current group health insurance structure. Following review of the current structure, a recommendation was made to move all employees to an 80% level which will increase benefits by \$750,000 and an anticipated 15.53% increase in group health insurance costs for the coming year. In addition, a recommendation was made for an increase in capital projects in the amount of \$300,000 for non-recurring compensation for additional funding for one-time comps to help offset the potential 15.53% increase cost to employees. Administration requested a FY 25 Operating Budget in the amount of \$47,794,592 which includes a 3% salary increase to staff, \$750,000 to move all staff to an 80% insurance level, and for the anticipation of the 15.53% increase in group health insurance costs. In addition, administration is requesting approval of the Capital Projects in the amount of \$92,530,000, which includes the \$300,000 for the non-recurring compensation. Mr. Gomez asked if health insurance is identified in NMJC's Employee Policy Handbook. Mr. Morgan responded changes to the Employee Policy Handbook are currently being made and will become effective on July 1, 2024. He stated approved changes made today will be reflected in the Employee Handbook. Mr. Gomez asked for the number of employees on health insurance. Mr. Morgan responded 194 employees are covered under some form of insurance (medical/dental/vision) and 172 employees are currently only on medical insurance. Mr. Glenn asked if all employees are eligible. Mr. Morgan responded all full-time employees are eligible. Following significant discussion, Mr. Gomez stated he was not comfortable with the increase of \$750,000 without further discussion and information. Mr. Guy Kesner proposed to budget the funds with follow-up discussions of distribution at a later date which will allow the Board the opportunity to evaluate the options that are best for employees. Upon a motion by Mr. Glenn, seconded by Mr. Kesner, the Board unanimously approved the FY 25 budget in the amount of \$48,044,592 and the Capital Projects requests in the amount of \$92,530,000.

Dr. Moore and Dr. William Brown presented the consideration of extension of the NMJC Strategic Plan to June 30, 2026 to allow NMJC to work through the HLC Accreditation visit and to allow for the preparation and foundation for the next strategic plan. Dr. Brown provided significant detail of the questions and items used in the framework to assist in evaluating the current plan. Dr. Brown stated the plan should provide the institution with guidance of long term and day to day decisions and to be sure decisions and operations carried out are in line with the institutions mission and vision. Dr. Brown shared the findings of the evaluation. He reported the College has a remarkable amount of data to support the strategic plan but noted there are challenges of communicating and understanding the data. In addition, he reported the strategic plan had not been evaluated and stated the strategic plan is a comprehensive plan that should guide the College in future growth, help address opportunities, decisions and processes, help address shifts in the post-secondary environment, and provide the ability to address long range thinking. Dr. Brown stated the purchase of new software and use of institutional dashboards are efforts taken to improve data literacy, awareness of data, and the use of data. In addition, data has been shared throughout the institution to raise the awareness of the offered support for data needs. Dr. Brown stated continuing the current strategic plan will allow the College to create a cadence of aligned integrated plans and processes, accountability and measure, and the ability to document opportunities as well as successes. Dr. Brown requested consideration of extending the current strategic plan through June 30, 2026. Upon a motion by Mr. Gomez, seconded by Mrs. Jones, the Board unanimously approved the strategic plan extension to June 30, 2026.

Dr. Moore presented consideration of Retirement Resolutions. Dr. Moore recognized Lorraine E. Hannah, who has elected to retire on July 1, 2024 with 11 years of service, Terry A. Holloman, who has elected to retire on July 1, 2024 with 20 years of service, and Jeffery P. McCool who has elected to retire on September 1, 2024 with 30 years of service. Upon a motion by Mr. Gomez, seconded by Mrs. Jones, the Board unanimously approved the resolutions as presented.

Ms. Chappelle called for comments from the public. Ms. Laura Hockensmith provided updates for the upcoming Western Heritage Museum exhibits. The next Regular Board Meeting was scheduled for Thursday, May 16, 2024 at 1:30 pm in the Zia Board Room.

Mr. Glenn moved the Board go into closed session for the discussion of the purchase, acquisition or disposal of real property or water rights pursuant to NMSA 1978 §10-15-1 H (8)- concerning the possible purchase of real property in Hobbs, New Mexico. Mr. Gomez seconded the motion. The roll call was as follows: Mr. Baeza - yes; Mr. Glenn - yes; Mrs. Jones - yes; Mr. Gomez - yes; Mr. Kesner - yes; and Ms. Chappelle - yes.

Upon reconvening in open meeting, Ms. Chappelle stated the matters discussed in the closed meeting was limited only to those specified in the motion for closure. Mr. Scotty Holloman reported NMJC has been given the opportunity to purchase lots 1-5 located on the corner of Dunnam and Dalmont Street in Hobbs, NM from Ability, Inc. for a purchase price of \$150,000. Mr. Holloman stated requirements are an inspection, an appraisal, a survey, an environmental assessment, and approval by the New Mexico Higher Education Department (HED). Mr. Holloman presented the Board with the agreement by the realtor for Ability, Inc. He pointed out the inspection period ends September 30, 2024 and the closing date on October 30, 2024. Mr. Holloman stated a motion would be to approve the sale, contingent on completion of the requirements, and a motion allowing Dr. Moore to execute the documentation necessary to complete the sale. Mr. Gomez made a motion to approve the purchase of real property, lots 1-5, located at the corner of Dunnam and Dalmont Street in Hobbs, NM in the amount of \$150,000, contingent on completion of requirements and approval from HED by October 30, 2024, seconded by Mr. Glenn, the Board unanimously approved the purchase of real property as requested. Mr. Glenn made a motion to approve Dr. Moore's execution of documents to complete the sale, seconded by Mrs. Jones, the Board unanimously approved this request.

Upon a motion by Mr. Baeza, seconded by Mr. Gomez and by unanimous consent, the meeting adjourned at 3:48 pm.

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Pat Chappelle, Chair

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Travis Glenn, Secretary

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# NEW MEXICO JUNIOR COLLEGE

## Vice President for Finance

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**To:** New Mexico Junior College Board Members  
**From:** Josh Morgan  
**Date:** May 10, 2024  
**RE:** April 2024 Financial Reports

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### **Expenditure Report:**

April is the tenth month or 84% of the 2023/2024 fiscal year. The Expenditure Report represents expenditure totals that include funds expended and encumbered. The total year-to-date funds expended and/or encumbered through the month of April is \$79,191,769.

The total current unrestricted fund expenditures through April are \$34,407,420, which is 71% of the projected budget. Expenses for Instruction and General are higher compared to FY 23 due to the addition of new positions and the implementation of the salary survey approved by the board. In other current unrestricted funds, expenses are also up compared to FY 23 due to the same factors and due to the reclassification of the athletic coaches from faculty to professional employees per the salary survey which resulted in the reclassification of expenditures from I&G to Athletics. Internal Services which consists of the Computer Services, Motor Pool and the Document Center continue to receive monthly credits from Instruction and General to cover the operating costs. Auxiliary Enterprises are tracking as expected. A budget transfer was made from the Non-Recurring Compensation capital fund to cover the cost for the one-time compensation paid in December 2023 and May 2024. Over all, expenditures are up as compared to April 2023.

Restricted fund expenditures through April are \$4,895,421. The expenditures in the grant area is tracking along as expected. The Business Office is monitoring the expenditures in the grants and request the drawdown from the state and federal agencies. In restricted student aid, financial aid payouts have been made for the summer, fall, and spring semesters.

Total plant fund expenditures through April are \$39,888,928. Projects with major expenditures and encumbrances include the Watson Hall Renovation, the Vestibule and Safety Project, the Baseball Field Lighting Project, the Industrial Training Center, Heidel Hall Renovation, Campus Wide Access Control, Dorm/Apartment Refurbish, and Tech Upgrade. Year-to-date building renewal and replacement expenditures are \$794,681 and equipment renewal and replacement expenditures are \$413,855.

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### **Revenue Report:**

Total current unrestricted revenue received in April was \$8,332,147. This mostly consists of the monthly allocation from the state, oil and gas production revenue, and property tax. The College received \$1,486,594 in property tax revenue during the month. Total year-to-date current unrestricted revenue is \$93,442,145.

Total current restricted revenue received in April for grants and student aid was \$287,535. Total year-to-date current restricted revenue is \$4,631,134.

Total plant fund revenue recorded in April is \$1,278,362. This consist of a STB draw on the Vestibule & Safety Project and the LGIP interest. Total year-to-date plant fund revenue is \$16,439,747

Total revenue for the month of April is \$9,898,044. Total year-to-date revenue is \$114,513,026.

### **Oil and Gas Revenue Report:**

The Oil & Gas Report reflects the seventh month of revenue for FY 24. In April, the College received \$5,975,461 in oil & gas revenue for the month of January 2024. The months of February through April reflect the monthly accrual of \$816,667 each month. Total Oil and Gas Production and Equipment tax revenue through April including the three months of accrual is \$65,528,973. In comparison to this same time last year, Oil & Gas Production revenue is down \$4,148,356 and Oil & Gas Equipment revenue is up \$7,818,166.

### **Investment Report:**

The College began the month of April with \$269,000,000 invested with the LGIP. There was no activity during the month resulting in an ending balance of \$269,000,000 at the end of April. The College earned \$1,186,534 in interest at a net yield of 5.317% during the month of April.

At the end of April, there was \$264,762,988 in allocated capital projects. This includes the capital transfers that were approved at the April board meeting.

This concludes the financial report for April 2024.

# NEW MEXICO JUNIOR COLLEGE

## Expenditure Report

### April 2024

84% of Year Completed

Fund	2022-23			2023-24			
	Final Budget	Year-to-Date Expended or Encumbered	Percentage of Budget Expended	Budget	Current Expended or Encumbered	Expended or Encumbered	Percentage of Budget Expended
<b>CURRENT UNRESTRICTED FUND</b>							
<b>Instruction and General:</b>							
Instruction	12,768,755	8,579,052	67%	14,993,034	779,424	9,482,918	63%
Academic Support	2,921,190	2,020,981	69%	3,335,477	237,982	2,492,769	75%
Student Services	2,827,588	2,059,496	73%	4,281,043	367,799	2,713,461	63%
Institutional Support	6,446,327	4,832,732	75%	7,955,316	492,486	5,817,643	73%
Operation & Maintenance of Plant	5,729,882	3,796,569	66%	6,728,166	1,106,496	5,051,807	75%
<b>Subtotal - Instruction &amp; General</b>	<b>30,693,742</b>	<b>21,288,830</b>	<b>69%</b>	<b>37,293,036</b>	<b>2,984,187</b>	<b>25,558,598</b>	<b>69%</b>
Public Service	59,300	26,612	45%	47,658	1,163	30,826	65%
Internal Service Departments	267,730	157,781	59%	363,850	62,322	205,022	56%
Student Aid	980,031	979,869	100%	1,081,492	199,948	1,023,092	95%
Auxiliary Enterprises	3,012,636	2,341,385	78%	3,795,534	274,164	2,988,013	79%
Athletics	3,259,649	2,463,594	76%	5,720,900	387,743	4,601,869	80%
<b>Total Current Unrestricted Fund</b>	<b>38,273,088</b>	<b>27,258,071</b>	<b>71%</b>	<b>48,302,470</b>	<b>3,909,527</b>	<b>34,407,420</b>	<b>71%</b>
<b>CURRENT RESTRICTED FUND</b>							
Grants	1,965,462	1,311,389	67%	979,971	72,425	729,998	74%
Student Aid	4,216,931	3,900,804	93%	4,456,834	34,929	4,165,423	93%
<b>Total Current Restricted Fund</b>	<b>6,182,393</b>	<b>5,212,193</b>	<b>84%</b>	<b>5,436,805</b>	<b>107,354</b>	<b>4,895,421</b>	<b>90%</b>
<b>PLANT FUNDS</b>							
<b>Capital Outlay / Bldg. Renewal &amp; Repl.</b>							
Projects from Institutional Funds	16,198,965	11,868,489	73%	122,828,858	631,751	31,998,108	26%
Projects from State GOB Funds	3,944,888	449,693	11%	5,331,214	41,729	5,295,272	99%
Projects from State STB Funds	484,251	84,251	17%	2,150,000	-	1,156,482	54%
Projects from General Fund	711,062	198,157	0%	2,125,000	-	-	0%
Projects from Other State Funds	-	-	0%	807,153	3,575	229,604	28%
Projects from Private Funds	-	-	0%	102,697	-	926	0%
Projects from State ER&R	1,375,854	402,079	29%	1,238,666	-	413,855	33%
Projects from State BR&R	1,255,745	1,227,595	98%	794,875	32,183	794,681	100%
Subtotal - Capital and BR&R	23,970,765	14,230,264	59%	135,378,463	709,238	39,888,928	29%
<b>Debt Service</b>							
Revenue Bonds	-	-	0%	-	-	-	0%
<b>Total Plant Funds</b>	<b>23,970,765</b>	<b>14,230,264</b>	<b>59%</b>	<b>135,378,463</b>	<b>709,238</b>	<b>39,888,928</b>	<b>29%</b>
<b>GRAND TOTAL EXPENDITURES</b>	<b>68,426,246</b>	<b>46,700,528</b>	<b>68%</b>	<b>189,117,738</b>	<b>4,726,119</b>	<b>79,191,769</b>	<b>42%</b>



# NEW MEXICO JUNIOR COLLEGE

## Revenue Report

### April 2024

84% of Year Completed

**2022-23**

**2023-24**

Fund	Final Budget	Year-to-date Revenue	Percentage of Budget Received	Budget	Current Revenue	Year-to-date Revenue	Percentage of Budget Received
<b>CURRENT UNRESTRICTED FUND</b>							
<b>Instruction and General:</b>							
Tuition and Fees	3,804,088	3,830,210	101%	4,054,596	93,275	4,080,954	101%
State Appropriations	7,990,496	6,895,333	86%	8,394,299	649,083	7,745,212	92%
Advalorem Taxes - Oil and Gas	84,984,162	61,859,163	73%	90,481,162	5,986,314	65,528,973	72%
Advalorem Taxes - Property	13,982,841	11,982,841	86%	15,000,000	1,486,594	12,390,182	83%
Other Revenues	289,053	369,107	128%	268,078	4,845	204,329	76%
<b>Subtotal - Instruction &amp; General</b>	<b>111,050,640</b>	<b>84,936,654</b>	<b>76%</b>	<b>118,198,135</b>	<b>8,220,111</b>	<b>89,949,650</b>	<b>76%</b>
Internal Service Departments	57,085	57,086	100%	58,963	47	58,963	100%
Auxiliary Enterprises	2,504,902	2,507,629	100%	2,762,798	65,439	2,787,372	101%
Athletics	560,600	472,133	84%	686,400	46,550	646,160	94%
<b>Total Current Unrestricted</b>	<b>114,173,227</b>	<b>87,973,502</b>	<b>77%</b>	<b>121,706,296</b>	<b>8,332,147</b>	<b>93,442,145</b>	<b>77%</b>
<b>CURRENT RESTRICTED FUND</b>							
Grants	1,965,462	833,376	42%	979,971	87,315	717,849	73%
Student Aid	4,216,931	3,696,441	88%	4,456,834	200,220	3,913,285	88%
<b>Total Current Restricted</b>	<b>6,182,393</b>	<b>4,529,817</b>	<b>73%</b>	<b>5,436,805</b>	<b>287,535</b>	<b>4,631,134</b>	<b>85%</b>
<b>PLANT FUNDS</b>							
Capital Outlay / Bldg. Renewal & Repl.							
Projects from State GOB Funds	3,941,406	362,422	9%	5,331,214	-	5,239,529	98%
Projects from State STB Funds	484,250	84,251	17%	2,150,000	91,828	859,647	40%
Projects from General Fund	353,400	31,525	9%	2,125,000	-	-	0%
Projects from BR&R	65,671	65,671	0%	-	-	-	0%
Projects from Private Funds	-	-	0%	-	-	44,857	0%
Interest Income (LGIP)	5,223,271	4,472,369	86%	10,609,323	1,186,534	10,295,714	97%
<b>Total Plant Funds</b>	<b>10,067,998</b>	<b>5,016,238</b>	<b>50%</b>	<b>20,215,537</b>	<b>1,278,362</b>	<b>16,439,747</b>	<b>81%</b>
<b>GRAND TOTAL REVENUES</b>	<b>130,423,618</b>	<b>97,519,557</b>	<b>75%</b>	<b>147,358,638</b>	<b>9,898,044</b>	<b>114,513,026</b>	<b>78%</b>

# NEW MEXICO JUNIOR COLLEGE

## Oil and Gas Revenue Report

### April 2024

84% of Year Completed

		OIL		GAS		COMBINED		
Month of	Sales Distribution	Price per BBL	Lea County BBLs sold	Price per MCF	Lea County MCF sold	Monthly Revenue	2023-24 Original Budget	Variance Over (Under) Budget
Actual	July	\$72.81	32,121,620	\$2.84	105,511,306	5,897,955	816,667	5,081,288
Actual	August	\$79.43	32,224,751	\$2.82	114,749,409	6,551,855	816,667	5,735,188
Actual	September	\$87.50	32,566,811	\$2.86	120,583,588	6,989,868	816,667	6,173,201
Actual	October	\$83.45	34,201,372	\$2.52	125,210,101	7,004,674	816,667	6,188,007
Actual	November	\$76.34	34,856,568	\$2.37	124,366,442	6,533,875	816,667	5,717,208
Actual	December	\$70.34	35,494,854	\$2.52	127,961,705	6,144,124	816,667	5,327,457
Actual	January	\$71.00	32,988,047	\$2.98	116,231,932	5,975,461	816,667	5,158,794
Accrual	February					816,667	816,667	0
Accrual	March					816,666	816,666	0
Accrual	April					816,666	816,666	0
Accrual	May						816,666	(816,666)
Accrual	June						816,666	(816,666)
<b>Y.T.D. Production Tax Revenue</b>						<b>47,547,811</b>	<b>9,800,000</b>	<b>37,747,811</b>
<b>Y.T.D. Equipment Tax Revenue</b>						<b>17,981,162</b>	<b>2,750,000</b>	<b>15,231,162</b>
<b>Total Year-to-Date Oil &amp; Gas and Equipment Tax Revenue</b>						<b>65,528,973</b>	<b>12,550,000</b>	<b>52,978,973</b>

# NEW MEXICO JUNIOR COLLEGE

## Schedule of Investments

April 2024

84% of Year Completed

Financial Institution	Amount Invested	Account Number	Interest Rate	Interest Earned
State of New Mexico Local Government Investment Pool	269,000,000	7102-1348	5.317%	1,186,534
Plus deposits	-			
Less withdrawals	-			
<b>Total LGIP investments</b>	<b>269,000,000</b>			<b>1,186,534</b>

Capital Project	4/30/2024
Vehicles	880,675.60
Campus Facilities Master Plan	3,857.45
Chrome River	139,250.00
WHM North Gallery Renovation	500,000.00
Campus Vestibules	1,187,729.31
Voc B Airhandler	2,000,000.00
Softball Field	8,500,000.00
National Track Meet	105,333.35
National Golf Championship	30,000.00
Technology Upgrade	863,782.61
Professional Development	94,998.05
Ben Alexander Renovation	3,000,000.00
Baseball Field	1,979,701.78
Rodeo Arena	302,424.38
Fire Alarm Upgrade	199,601.88
Landscaping	247,497.58
Smart Classrooms	329,764.22
Campus Signage	48,322.02
Campus Paving	410,837.83
Std Ctr & Bob Moran Roof Replacement	1,500,000.00
NMJC Site Improvements - Phase 1	15,222,298.74
Dorm/Apartment Refurbish	1,476,702.10
Concrete Upgrade	157,262.75
Campus Construction	246,942.52
Workforce Development	132,258.35
Higher Learning Commission	95,220.54
Campus Security	131,196.82
Copier Replacement	169,233.07
Non-Recurring Compensation	1,482,513.20
Athletics Post Season	250,000.00
Athletics	93,207.92
Student Life Programming	20,000.00
Succession Plan	586,596.33
WHM Exhibits	123,869.28
Track Upgrades	158,181.82
Driving Range Upgrades	150,000.00
Cafeteria Upgrade	211,254.86
Rodeo Arena Expansion	11,442,100.80
Turf Replacement	300,000.00
Watson Hall Renovation	2,708,502.22
Facilities Management System	11,996.37
Caster Upgrades	436,520.69
Industrial Training Center	14,265,092.35
Heidel Hall Renovation	28,961,569.84
Infrastructure Upgrades	5,001,545.48
Campus Housing Unit	25,142,686.15
Cafeteria Construction	19,655,748.10
Mansur Hall Remodel	2,562,185.11
Mary Hagelstein Remodel	9,016,750.25
Campus Wide Access Control	1,971,526.73
Dorm/Apartment Furniture Replacement	775,002.32
Roof Replacement	4,150,000.00
CORE	1,500,000.00
Tbird Health Center Caster Annex Remodel	223,079.79
NMJC/Lea County Quality of Life (ENMT)	5,230,382.12
Central Plant Expansion	4,462,579.98
Master Drainage Plan	4,445,217.09
Student Hub	9,607,790.00
NMJC/Lea County Culinary Arts	2,500,000.00
NMJC Indoor Athletic Facility	45,000,000.00
WHM Recladding	2,000,000.00
Nursing Storage	300,000.00
Bob Moran & Pannell Library Air Handler	375,000.00
Perimeter Security Fencing	200,000.00
Rodeo Feed/Livestock	250,000.00
Rodeo Improvements	1,800,000.00
Rodeo Equine Improvements	1,900,000.00
Campus-Wide Wireless Access Points	375,000.00
NMJC Site Improvements - Phase 2	4,000,000.00
Ahtletics District Entrance Roadway	1,500,000.00
Rodeo Parking (Lot C)	3,000,000.00
Sports Complex Parking - South (Lot B)	1,000,000.00
Sports Complex Parking - West (Lot A)	3,500,000.00
Plazas & Pedestrian Promenade	2,160,000.00
Workforce Training Contingency	2,198.21
<b>Total</b>	<b>264,762,987.96</b>

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**NEW MEXICO JUNIOR COLLEGE**  
**Vice President for Finance**

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**To: New Mexico Junior College Board Members**  
**From: Josh Morgan**  
**Date: May 10, 2024**  
**RE: NMJC Five-Year Capital Plan**

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Board Members,

Each year at the end of May, the Higher Education Department requires higher education institutions to submit a Five-Year Capital Plan and supporting documentation for the institution's top two priority projects. The HED then will rank all of the institution's projects to make a recommendation to the 2025 legislature for potential STB or General Fund funding. Please find attached the administration's recommendation for a Five-Year Capital Plan with the number one project being the NMJC Campus Site Plan – Phase 2 and the number two project being the addition of an air handler at the Vocational B building to tie that building to the Central Plant.

The first priority project is asking for funds to help with the NMJC Campus Site Plan – Phase 2. This project will focus on the utility, infrastructure, landscaping, concrete, drainage, and wayfinding improvements in the interior of the NMJC campus. Deficient underground electrical conduit and water lines will be demoed, water lines from perimeter of campus to interior beds and tress will be extended, new electric will be distributed throughout the interior of campus, concrete and trees that are safety concerns will be removed, repaired, and replaced, wayfinding will be added that will include pedestrian and building signage, and new opportunities will be created for outdoor classrooms, social, and study areas.

The second priority project is asking for funds to help with tying the original 15,203 square feet of the Don Whitaker Automotive Training Center (Vocational Building B) to the Central Plant. The Vocational Building B is the only remaining portion of the NMJC interior portion of campus that is cooled by evaporative coolers and natural gas heaters. This project will replace evaporative coolers and gas fired heaters with an air handler that is tied to the NMJC Central Plant.

The administration is asking for your approval of the attached Five-Year Capital plan as presented.

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Respectfully,

*Josh Morgan*

Josh Morgan



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**2024 Capital Outlay Summer Hearings**

**SUBMITTAL CERTIFICATION**

Name of Institution: New Mexico Junior College

I hereby certify that the five (5) year plan for our institution, provided as part of this year's capital outlay funding request, was approved by the Governing Board on May 16, 2024.

I also certify that the proposed capital outlay projects submitted to the NMHED for funding consideration are:

- Eligible for capital outlay funding through the NMHED Capital Outlay process.
- Have been included on the institutions ICIP.
- Are ranked in priority order.
- Are considered to represent the institutions priority of greatest need.
- Have been developed sufficiently to validate project cost; and if funded,
- Will have a minimum of five percent (5%) of the appropriation incurred within the first six (6) months from the date the Bonds are issued.

**Pat Chappelle**

Governing Board President (Printed Name)

**Dr. Derek Moore**

Institution Chancellor/President (Printed Name)

Governing Board President (Signature)

**5/16/24**

Date

Institution Chancellor/President (Signature)

**5/16/24**

Date



## New Mexico Department of Higher Education

### 2024 Summer Hearing - Five Year Capital Project Funding Plan

INSTITUTION:		New Mexico Junior College										DATE:		5/16/2024						
Institution acronym	PTM Funding Priority #	Overall Funding Priority #	Project Title	Description	Year Project Funding will be requested	Month/Year Project to be started	Month/Year Project to be completed	Full Project	Phase	Cost of Project or Phase	Total Request from State	GOB	STB	Other	Percent of GOB or STB	Percent of Other Funding Source	Description of Other Funding Source	New Construction	Renovation	Square Footage (GSF)
NMJC	1	1	Campus Safety & Infrastructure Improvements - Phase 2	Campus utility, landscaping, site design, lighting, security and wayfinding improvements	2024	Jun-25	May-26		X	\$ 16,000,000	\$ 12,000,000		X	X	75%	25%	Mill Levy funds		X	No new square footage
NMJC	2	2	Vocational B HVAC	Tie Voc B to Central Plant and air handler	2024	May-25	Aug-25	X		\$ 2,000,000	\$ 1,500,000	X	X	X	75%	25%	Mill Levy funds		X	400-600 sf of I&G space
NMJC	3	3	Mary Hagelstein Renovation	Renovate and update Mary Hagelstein Building	2025	Jul-27	Jul-28	X		\$ 12,100,000	\$ 9,075,000	X	X	X	75%	25%	Mill Levy Funds		X	Adding 3,000 sf of I&G space
NMJC	4	4	Central Plant Expansion	Construct new central plant to serve facilities on the west side of campus	2026	Jun-27	May-28	X		\$ 4,500,000	\$ 3,375,000		X	X	75%	25%	Mill Levy funds	X		Adding 5,500 sf of I&G space
NMJC	5	5	John Shepherd Administration Building Renovation	Renovate and update the John Shepherd Administration Building	2027	Jun-29	Jun-30	X		\$ 10,000,000	\$ 7,500,000	X	X	X	75%	25%	Mill Levy funds		X	No new square footage

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**NEW MEXICO JUNIOR COLLEGE**  
**Vice President for Finance**

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**To: New Mexico Junior College Board Members**  
**From: Josh Morgan**  
**Date: May 10, 2024**  
**RE: NMJC Campus Site Plan – Phase 1 GMP**

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Board Members,

As you may recall, at the March 28, 2024 NMJC Board meeting, you approved the NMJC Campus Site Plan – Phase 1 to be presented before the New Mexico Higher Education Department Capital Projects hearing on April 10, 2024. We presented the project and received the NMHED Capital Project Committee’s approval. Since this time, the College has been working with Bradbury Stamm Construction and Dekker Perich Sabatini Architects to establish the construction cost for this project. Bradbury Stamm Construction has provided the College with a Guaranteed Maximum Price (GMP) for this project.

The GMP provided by Bradbury Stamm Construction for the NMJC Campus Site Plan – Phase 1 is \$10,003,419. This includes the direct construction costs, construction contingency, general conditions, overhead and profit, preconstruction fee, and gross receipts tax. The GMP came in lower than was estimated based on the 90% construction documents.

Funding for the construction will come from \$993,519 in Severance Tax Bonds, \$220,000 in General Funds, and \$8,789,900 in Institutional Funds.

We are requesting the Boards approval of the \$10,003,419 GMP provided by Bradbury Stamm Construction for the NMJC Campus Site Plan – Phase 1. Construction is to begin ASAP with an estimated 12 months for completion of the project.

Respectfully,



Josh Morgan



## EXHIBIT C-1

### NEW MEXICO JUNIOR COLLEGE GMP AMENDMENT TO MASTER SERVICE

THIS AMENDMENT IS BETWEEN:

OWNER: New Mexico Junior College

CONSTRUCTION MANAGER AT RISK ("the CMAR"): Bradbury Stamm Construction, Inc.

The Project is: NMJC Site Improvements Phase 1

Date of Original Contract ("Contract"): 6-23-2023

Date of this Amendment: 5-6-2024

The Owner and CMAR hereby amend the Contract as set forth below.

Capitalized terms not otherwise used herein shall have the meanings given in the Contract. Except as amended hereby, the Contract remains in full force and effect.

1. **GMP.** The parties agree that the GMP for the Project is \$ 10,003,418.38 , consisting of the Preconstruction Fee, the MACC, the fixed amount for General Conditions Work and the CMAT RISK Fee (stated as a fixed dollar lump sum amount), as follows:

Maximum Allowable Construction Cost (MACC):	<u>\$ 9,504,436.00</u>
General Conditions:	<u>\$ 679,882.00</u>
CMATRISK Fee: <u>3.75%</u> (of MACC & GC's):	<u>\$ 342,264.00</u>
Pre-con Fee	<u>\$ 35,145.00</u>
NMGRT 5.3750% (Location Code 06-006)	<u>\$ 498,982.86</u>
<b>GMP (Total of above categories):</b>	<u><b>\$ 10,003,418.38</b></u>

2. **Basis of GMP.** The GMP is based on the MACC Supporting Documents attached as Attachments including the Allowances, assumptions, exclusions, unit prices, and alternates designated therein.

3. **Plans and Specifications.** The Plans and Specifications for the Project are as listed in the MACC Supporting Documents. CMATRISK shall perform Construction Phase Services in accordance with the Plans and Specifications and the other Contract Documents.

4. **Substantial Completion Date.** Notwithstanding any provision in the MACC Supporting Documents to the contrary, the required date for Substantial Completion shall be 365 Days after Notice to Proceed.

Date has been agreed:

THIS CONTRACT is executed in two original copies of which one is to be delivered to the CMAR, and the other to the Owner.

CMAR:

Bradbury Stamm Construction, Inc.

By: \_\_\_\_\_  
Dennis Towne  
President

Date: \_\_\_\_\_

OWNER:

New Mexico Junior College

By: \_\_\_\_\_  
Dr. Derek Moore, President

Date: \_\_\_\_\_

Attachment A: Plans, Specifications, Supplementary Conditions of the Contract, on which the  
Guaranteed Maximum

~~Attachment B: Allowance items~~ N/A

Attachment C: Assumptions and clarifications made in preparing the Guaranteed Maximum  
Price

~~Attachment D: Completion schedule~~ DURATION INCLUDED IN ATTACHMENT C

Attachment E: Alternate prices

Attachment F: Unit prices



# Bradbury Stamm

Construction Since 1923

<b>NMJC CAMPUS WIDE SITE IMPROVEMENTS PHASE 1</b>	<b>FINAL GMP</b>
<b>May 8, 2024 HOBBS, NM DPS</b>	

DESCRIPTION		BASE BID	Sub Name
01 A	GENERAL CONDITIONS	SEE BELOW	
B	FIELD WORK SUMMARY SHEET	457,289	
C	FIELD LABOR SUMMARY SHEET	393,943	
D	PERMITS AND FEES	12,720	
05 A	MISC. METAL FABRICATIONS	300,274	GLENCO
B	ERECTION/INSTALLATION	IN 5A	BSC
07 H	PAVEMENT JOINT SEALANTS	45,218	GDA
10 C	SIGNAGE	660,785	CENTURY SIGN BUILDERS
26 A	ELECTRICAL	1,809,698	CMX SERVICES
31 A	EARTHWORK	IN 32A	RAMIREZ & SONS
C	SITE DEMOLITION	IN 32A	RAMIREZ & SONS
32 A	ASPHALT PAVING	2,396,931	RAMIREZ & SONS
B	PAINTED PAVEMENT MARKINGS	IN 32A	RAMIREZ & SONS
D	SITE FURNISHINGS	113,129	EXERPLAY, COLONIAL
E	LANDSCAPING	1,854,913	ACCENT
F	SITE CONCRETE	IN 32A	RAMIREZ & SONS
<b>Direct Cost</b>		8,044,900	
<b>CONSTRUCTION CONTINGENCY</b>			
	<b>5.00%</b>	402,245	
	Subtotal	8,447,145	
	<b>GCs</b>	679,882	
	Subtotal	9,127,027	
	<b>OH&amp;P Per RFP</b>		
	<b>3.75%</b>	342,264	
	Subtotal	9,469,291	
	<b>PRECON FEE</b>	35,145	
	<b>Base Bid Total</b>	<b>Total</b>	<b>9,504,436</b>
IN MACC	(IN SOFT COSTS) NMGR1 (06-006) @	<b>5.2500%</b>	498,982.86
<b>Base Bid Total w/ Tax</b>			<b>10,003,418.38</b>

NMJC CAMPUS WIDE SITE IMPROVEMENTS PHASE 1  
 GMP  
 7-May-24

Item	DESCRIPTION	Discipline	Approved by Owner (Yes/No)	CMAR COST SAVINGS AMOUNT	ACCEPTED VE
1	Allow use of Golden Brown rock in lieu of Cherokee Brown. Sample to be submitted for approval.	32E - LANDSCAPING	PENDING	\$ (182,707.00)	
2	Alternate Lighting Package. Substitution request will be submitted via RFI in Procore.	26A - ELECTRICAL	PENDING	\$ (225,000.00)	
3	Replace decorative fence posts and screen with a Design Master fencing system.	5AB - STEEL AND FENCING	PENCING	\$ (115,000.00)	
				\$ (522,707.00)	\$ -

PROPOSED VE TOTAL      ACCEPTED VE TOTAL

**Attachment A: List of Plans and Specifications**

**Refer to the Following Pages**



Bradbury Stamm Construction Inc.

**Current Drawings**

Drawing No.	Drawing Title	Revision	Drawing Date	Received Date	Set
<b>Architectural Site</b>					
AS100	OVERALL SITE PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
AS101	ARCHITECTURAL SITE PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
AS102	ARCHITECTURAL SITE PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
AS103	ARCHITECTURAL SITE PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
AS104	ARCHITECTURAL SITE PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
AS105	ARCHITECTURAL SITE PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
AS106	ARCHITECTURAL SITE PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
AS107	ARCHITECTURAL SITE PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
AS108	ARCHITECTURAL SITE PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
AS501	SITE DETAILS	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
AS502	SITE DETAILS	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
<b>Architectural Site Demolition</b>					
ASD100	OVERALL DEMOLITION PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
ASD101	DEMOLITION PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
ASD102	DEMOLITION PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
ASD103	DEMOLITION PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
ASD104	DEMOLITION PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
ASD105	DEMOLITION PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
ASD106	DEMOLITION PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
ASD107	DEMOLITION PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
ASD108	DEMOLITION PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
<b>Civil</b>					
CG100	OVERALL CIVIL GRADING PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
CG101	CIVIL GRADING PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
CG102	CIVIL GRADING PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
CG103	CIVIL GRADING PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
CG104	CIVIL GRADING PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
CG105	CIVIL GRADING PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
CG106	CIVIL GRADING PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
CG107	CIVIL GRADING PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
CG108	CIVIL GRADING PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
CS100	OVERALL CIVIL SITE PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
CS101	CIVIL SITE & CONTROL PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)



Bradbury Stamm Construction Inc.

Drawing No.	Drawing Title	Revision	Drawing Date	Received Date	Set
CS102	CIVIL SITE & CONTROL PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
CS103	CIVIL SITE & CONTROL PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
CS104	CIVIL SITE & CONTROL PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
CS105	CIVIL SITE & CONTROL PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
CS106	CIVIL SITE & CONTROL PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
CS107	CIVIL SITE & CONTROL PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
CS108	CIVIL SITE & CONTROL PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
CS109	CONTROL PLAN TABLES	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
CS110	CONTROL PLAN TABLES	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
CS501	CIVIL SITE DETAILS	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
CS502	CIVIL SITE DETAILS	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
<b>Electrical</b>					
E001	ELECTRICAL LEGEND	0	02/29/2024	03/01/2024	GMP/Bid Set (03/01/24)
E501	ELECTRICAL DETAIL	0	02/29/2024	03/01/2024	GMP/Bid Set (03/01/24)
E701	ELECTRICAL SCHEDULES	0	02/29/2024	03/01/2024	GMP/Bid Set (03/01/24)
ES100	ELECTRICAL SITE REFERENCE PLAN	0	02/29/2024	03/01/2024	GMP/Bid Set (03/01/24)
ESD100	ELECTRICAL SITE DEMOLITION PLAN	0	02/29/2024	03/01/2024	GMP/Bid Set (03/01/24)
ESL101	ELECTRICAL SITE LIGHTING PLAN	0	02/29/2024	03/01/2024	GMP/Bid Set (03/01/24)
ESL102	ELECTRICAL SITE LIGHTING PLAN	0	02/29/2024	03/01/2024	GMP/Bid Set (03/01/24)
ESL103	ELECTRICAL SITE LIGHTING PLAN	0	02/29/2024	03/01/2024	GMP/Bid Set (03/01/24)
ESL104	ELECTRICAL SITE LIGHTING PLAN	0	02/29/2024	03/01/2024	GMP/Bid Set (03/01/24)
ESL105	ELECTRICAL SITE LIGHTING PLAN	0	02/29/2024	03/01/2024	GMP/Bid Set (03/01/24)
ESL106	ELECTRICAL SITE LIGHTING PLAN	0	02/29/2024	03/01/2024	GMP/Bid Set (03/01/24)
ESL107	ELECTRICAL SITE LIGHTING PLAN	0	02/29/2024	03/01/2024	GMP/Bid Set (03/01/24)
ESL108	ELECTRICAL SITE LIGHTING PLAN	0	02/29/2024	03/01/2024	GMP/Bid Set (03/01/24)
ESP101	ELECTRICAL SITE POWER PLAN	0	02/29/2024	03/01/2024	GMP/Bid Set (03/01/24)
ESP102	ELECTRICAL SITE POWER PLAN	0	02/29/2024	03/01/2024	GMP/Bid Set (03/01/24)
ESP103	ELECTRICAL SITE POWER PLAN	0	02/29/2024	03/01/2024	GMP/Bid Set (03/01/24)
ESP104	ELECTRICAL SITE POWER PLAN	0	02/29/2024	03/01/2024	GMP/Bid Set (03/01/24)
ESP105	ELECTRICAL SITE POWER PLAN	0	02/29/2024	03/01/2024	GMP/Bid Set (03/01/24)
ESP107	ELECTRICAL SITE POWER PLAN	0	02/29/2024	03/01/2024	GMP/Bid Set (03/01/24)
<b>General</b>					
COVER SHEET	100% CONSTRUCTION DOCUMENTS	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
<b>Landscape</b>					
LI100	OVERALL IRRIGATION PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
LI101	IRRIGATION PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
LI102	IRRIGATION PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
LI103	IRRIGATION PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)



Bradbury Stamm Construction Inc.

Drawing No.	Drawing Title	Revision	Drawing Date	Received Date	Set
LI104	IRRIGATION PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
LI105	IRRIGATION PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
LI106	IRRIGATION PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
LI107	IRRIGATION PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
LI108	IRRIGATION PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
LI109	IRRIGATION DETAILS	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
LI110	IRRIGATION DETAILS	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
LP100	OVERALL LANDSCAPE PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
LP101	LANDSCAPE PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
LP102	LANDSCAPE PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
LP103	LANDSCAPE PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
LP104	LANDSCAPE PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
LP105	LANDSCAPE PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
LP106	LANDSCAPE PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
LP107	LANDSCAPE PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
LP108	LANDSCAPE PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
LP501	LANDSCAPE DETAILS	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
<b>Signage</b>					
GS100	OVERALL SIGNAGE PLAN	0	03/01/2024	03/01/2024	GMP/Bid Set (03/01/24)
<b>Telecommunications</b>					
T001	TECHNOLOGY LEGEND	0	02/29/2024	03/01/2024	GMP/Bid Set (03/01/24)
TS00	TECHNOLOGY DETAILS	0	02/29/2024	03/01/2024	GMP/Bid Set (03/01/24)
TS100	TECHNOLOGY SITE PLAN	0	02/29/2024	03/01/2024	GMP/Bid Set (03/01/24)
TS101	TECHNOLOGY SITE PLAN	0	02/29/2024	03/01/2024	GMP/Bid Set (03/01/24)
TS102	TECHNOLOGY SITE	0	02/29/2024	03/01/2024	GMP/Bid Set (03/01/24)
TS103	TECHNOLOGY SITE PLAN	0	02/29/2024	03/01/2024	GMP/Bid Set (03/01/24)
TS104	TECHNOLOGY SITE PLAN	0	02/29/2024	03/01/2024	GMP/Bid Set (03/01/24)
TS105	TECHNOLOGY SITE PLAN	0	02/29/2024	03/01/2024	GMP/Bid Set (03/01/24)
TS106	TECHNOLOGY SITE PLAN	0	02/29/2024	03/01/2024	GMP/Bid Set (03/01/24)
TS107	TECHNOLOGY SITE PLAN	0	02/29/2024	03/01/2024	GMP/Bid Set (03/01/24)
TS108	TECHNOLOGY SITE PLAN	0	02/29/2024	03/01/2024	GMP/Bid Set (03/01/24)





Bradbury Stamm Construction Inc.

### Current Specifications

Number	Description	Revision	Issued Date	Received Date	Set
<b>00 - Procurement and Contracting Requirements</b>					
00 3100	Available Project Information	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
00 5000	B - Contracting Forms and Supplements: Owner's CMAR Agreement and	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
00 7343	Wage Rate Requirements	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
000110	Table of Contents	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
<b>01 - General Requirements</b>					
01 1000	Summary	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
01 2000	Price and Payment Procedures	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
01 2300	Alternates	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
01 2500	Substitution Procedures	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
01 3000	Administrative Requirements	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
01 3216	Construction Progress Schedule	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
01 4000	Quality Requirements	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
01 4100	Regulatory Requirements	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
01 5000	Temporary Facilities and Control	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
01 5639	Temporary Tree and Plant Protection	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
01 6000	Product Requirements	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
01 7000	Execution and Closeout Requirements	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
01 7800	Closeout Submittals	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
01 7900	Demonstration and Training	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
<b>05 - Metals</b>					
05 5000	Metal Fabrications	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
<b>10 - Signage</b>					
10 1400	Signage	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
10 7326	Walkway Coverings	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
10 7500	Flagpoles	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
<b>26 - Electrical</b>					
26 0500	General Electrical Requirements	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
26 0519	Conductors & Cables	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
26 0526	Grounding & Bonding	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
26 0529	Supporting Devices	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
26 0533	Raceways, Boxes & Cabinets	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
26 0543	Underground Ducts & Raceways	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications



Bradbury Stamm Construction Inc.

Number	Description	Revision	Issued Date	Received Date	Set
26 0550	Installation Coordination	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
26 0553	Electrical Identification	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
26 0880	Electrical Acceptance Testing	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
26 2726	Wiring Devices	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
26 5612	Exterior Lighting	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
<b>27 - Communications</b>					
27 0500	Common Work Results for Communications	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
27 0526	Grounding and Bonding for	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
27 0528	Pathways for Communications Systems	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
27 0543	Underground Pathways and Structures	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
27 0544	Sleeves and Sleeve Seals for	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
27 0553	Identification for Communications	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
<b>31 - Earthwork</b>					
31 1000	Site Clearing	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
31 2200	Grading	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
31 2300	Excavation and Fill	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
31 2323	Fill and Backfill	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
31 2333	Trenching for Site Utilities	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
<b>32 - Exterior Improvements</b>					
32 1216	Asphalt Paving	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
32 1313	Concrete Paving	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
32 1373	Pavement Joint Sealants	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
32 1723	Pavement Markings	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
32 1726	Tactile Warning Surfacing	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
32 1813	Synthetic Grass Surfacing	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
32 3300	Site Furnishings	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
32 8000	Underground Irrigation System	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
32 9223	Sodding	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
32 9300	Plants	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications
<b>33 - Utilities</b>					
33 4241	Gratings and Frames for Stormwater Drainage	0	03/01/24	03/01/24	NMJC Site Improvements Phase 1 Specifications

**Design Documents - (Reference Attachment A)**

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Per the NMJC Site Improvements Project Phase 1 100% CD Drawings dated March 1<sup>st</sup>, 2024, and the Project Manual dated March 1<sup>st</sup>, 2024, as provided by DPS.

- See list of plans and specifications (Attachment A) for further details.

## SCOPE OF WORK

**Contingency**

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A construction contingency of 5% is included.

- \$402,245.00
- This is for exclusive use by the CMAR.

**General Clarifications**

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The following cost estimate narrative is intended to provide a more descriptive characterization of our interpretations and assumptions made in preparing this estimate. All work is per the documents listed above. Clarifications to those documents are included within.

Wage rates included per State of NM Type A Street, Highway, Utility & Light Engineering effective January 1, 2024. The official wage decision was not provided by DPS.

Pricing assumes that construction will begin 5/20/2024 and is expected to last 12 months or 365 days.

- Owner/developer furnished equipment and materials not included.
- Development costs are not included.
- Materials testing and special inspections are not included.
- Design costs are not included.
- Certified Surveys are not included.

**Alternates - (Reference Attachment E)**

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ALTERNATE #1 – REPLACE SOD AND IRRIGATION AT NE LAWN

- \$130,703.00 – REJECTED (NMJC will revisit this decision during Phase 2 of the project).

**General Requirements**

**GENERAL CONDITIONS-CMAR**

**FIELD WORK**

**FIELD LABOR**

**PERMITS**

- State of New Mexico building permit (Allowance)

**Attachment E: Schedule of Alternates**

**ALTERNATE #1 – REPLACE SOD AND IRRIGATION AT NE LAWN**

- \$130,703.00 – REJECTED (NMJC will revisit this decision during Phase 2 of the project).

**Attachment F: Equipment and Labor Rates**

**Equipment, Personnel & Other Rate Sheet**

**BRADBURY STAMM CONSTRUCTION, INC.**

EFFECTIVE 11/1/24

	Rate Per Hour Charged on 40hr Work Week		Rate Per Hour Charged on 40hr Work Week	
Beckhoe Loader	\$40.00	Surveying - Auto Level	\$1.25	
Mini Excavator	\$30.00	Surveying - Transit	\$3.25	
Midsize Excavator	\$35.00	Surveying - Laser Level	\$3.75	
Vacuum - Excavator HIGH CFM	\$82.50	Surveying - Total Station	\$3.75	
Compactor - Plate	\$10.00	GPS Survey Equipment	\$13.00	
Compactor - Rammer	\$10.00	Pipe Laser	\$1.50	
Remote Trench Roller	\$12.00	Office Trailer - Large	\$10.00	
Concrete Power Buggy	\$20.00	Office Trailer - Small	\$8.00	
Air Compressor - Large	\$18.00	Office Trailer - Double Wide	\$20.00	
Air Compressor - Small	\$1.00	ConX/Storage Trailer - Small	\$3.00	
Concrete Blankets	\$0.50	ConX/Storage Trailer - Large	\$5.00	
Concrete - Curl and Gutter	\$0.25	Job Box	\$1.00	
Rebar Tiers	\$5.50	Trench Box	\$8.00	
Concrete Power Screed	\$10.00	Truck - Water - 2000 Gallon	\$30.00	
Concrete - Trowel Machine	\$4.00	Welder - 200 AMP	\$5.00	
Troweling Machine - Riding 8'	\$50.00	Welder - Small	\$2.50	
Thawzall	\$50.00	Mobile Phones	\$1.25	
Concrete - Vibrator	\$4.00	Computer/Tablet Equipment	\$2.00	
Core Drills	\$6.25	Truck/Vehicle	\$8.00	
Trailer - Utility	\$7.00	Crew Truck with Some Tools	\$20.00	
Trailer - Dump	\$12.00	<i>Fuel Will be charged to the Project in addition to the above rates</i>		
Trailer - Tilt	\$12.00	<i>Delivery charges will be charged separately.</i>		
Trailer - Gooseneck	\$12.00			
Trailer - Water	\$7.50			
Trailer - Fuel	\$5.00			
Exhaust Fan / Manhole Blower	\$2.00	<b>Rates charged monthly based on Billings</b>		
Telehandler/Forklift	\$45.00	Trade Organization Dues	0.30%	
Forklift Accessory (Manbasket/Hopper/Etc.)	\$3.00	PM Software / Textura Payment Protection*	0.50%	
Generator - 5 KVA	\$4.00	General Liability Insurance	2.00%	
Generator - 15-25 KVA	\$8.75	Payment and Performance Bond	1.00%	
Generator - 45 KVA	\$11.25	*If CM Agency, based on all billings including contracts held by Client.		
Generator - 70 KVA	\$15.00			
Hammer Drills	\$5.00	<b>Personnel Rates</b>		
Ramsset	\$5.00	Project Executive/VP	210 Estimator	140
Heater - Small Portable Propane	\$2.00	Senior Project Manager	175 Superintendent V	175
Heater - Large Propane	\$2.50	Project Manager	140 Superintendent IV	150
Snow Blower	\$4.00	Assistant Project Manag	100 Superintendent III	125
Lander - JD 544	\$55.00	Project/Field Engineer	90 Superintendent I	105
Loader - Bobcat	\$30.00	Chief Estimator	210 Safety Director	210
Bobcat Accessory (Hydraulic Hammer/Sweeper)	\$7.00	Senior Estimator	175 Project Tech	60
Loader - JD Tractor	\$20.00	<i>Above rates include vehicle, cell phone, admin, computer &amp; tablets as applicable.</i>		
Power Boxes with Cords	\$2.50	<b>Working Field Staff:</b>		
Water Pump	\$3.25	Laborer	65 Operator/Pipfitter	75
"Hot" Power Washer	\$20.00	Carpenter	75 Concrete Foreman	90
Saw - Chain/Quickie	\$3.75	Finish Carpenter	90 Utilities Foreman	90
Saw - Concrete/Asphalt	\$8.25	Concrete Mason	75 Assistant Supervisor	90
Saw - Softcut	\$15.00			
Saw - Table	\$1.50	<i>Overtime to be charged at 1.5 times the above rates.</i>		
Scabbler	\$12.00	<i>Night work (work required between 6pm and 6am) is charged with a 20% premium.</i>		
Scaffold Section	\$1.00	<i>Transportation, lodging, per diem and other costs will be charged depending on location of project.</i>		
Shoring - Pipe	\$0.50			
Road Plates	\$5.10			

Attachment G: Subcontractor Listing

## Subcontractor Listing

Listing Threshold: \$51,000

TYPE OF WORK	ENTITY NAME	CITY & STATE
Site Demolition, Earthwork, Asphalt Paving, Concrete	RAMIREZ & SONS	HOBBS, NM
Landscaping	ACCENT LANDSCAPE CONTRACTORS. INC.	ALBUQUERQUE, NM
Electrical	CMX SERVICES	CARLSBAD, NM
Signage	CENTURY SIGN BUILDERS	ALBUQUERQUE, NM
Site Furnishings/Covered Walkways	EXERPLAY	CEDAR CREST, NM