



QUAY COUNTY GOVERNMENT
300 South Third Street
PO Box 1246
Tucumcari, NM 88401
Phone: (575) 461-2112
Fax: (575) 461-6208

AGENDA
REGULAR SESSION
QUAY COUNTY BOARD OF COMMISSIONERS
SEPTEMBER 9, 2019

9:00 A.M. Call Meeting to Order

Pledge of Allegiance

Approval of Minutes-Regular Session August 26, 2019

Approval/Amendment of Agenda

Public Comment

Ongoing Business

New Business

- I. **C. Renee Hayoz, Presbyterian Medical Services Administrator**
 - Presentation of **Monthly RPHCA Reports**
- II. **Brenda Bishop, QC Health Council Coordinator; C. Renee Hayoz, Presbyterian Medical Services Administrator**
 - Request Approval of **Falls Prevention Awareness Week Proclamation**
 - **Falls Prevention Awareness Week Activities' Information**
 - Request Approval of **Quay County Health Council**
 - **Health Council Information**
- III. **Russell Shafer, Quay County Sheriff**
 - Presentation of **Sheriff's Report**
- IV. **Christopher Birch, QCDC Administrator**
 - Request Approval of **Santa Fe County Juvenile Resident Confinement Agreement**



DOC #CM-00473

09/24/2019 08:09 AM Doc Type: COCOM

Fee: (No FieldTag Finance.TotalFees found)

Quay County, NM

Pages: 123

Ellen White - County Clerk, County Cle



- V. **Daniel Zamora, Quay County Emergency Management Coordinator**
- Request Approval of **Hazard Mitigation Grant Program (HMGP)**
 - Request Approval of **Homeland Security Grant (SHSGP)**
- VI. **Lucas Bugg, Quay County Fire Marshall**
- Request Approval of **Quay County Fire Dept's & Fire District's Bylaws**
 - Request Approval of **FY 2019-2020 Resolution No. 12 – Authorizing and Approving Submission of a Completed Application for Financial Assistance - District #2 Freightliner Tanker/Pumper Acquisition**
- VII. **Larry Moore, Quay County Road Superintendent**
- Request Approval of **Amendment to FY 2019-2020 Resolution No. 10 – Local Fund Match Waiver**
 - **Road Update**
- VIII. **Richard Primrose, Quay County Manager**
- **Correspondence**
- IX. **Request Approval of Accounts Payable**
- X. **Other Quay County Business That May Arise During the Commission Meeting and/or Comments from the Commissioners**

Adjourn

Lunch-Time and Location to be Announced

REGULAR SESSION-BOARD OF QUAY COUNTY COMMISSIONERS

September 9, 2019

9:00 A.M.

BE IT REMEMBERED THE HONORABLE BOARD OF QUAY COUNTY COMMISSIONERS met in regular session the 9th day of September, 2019 at 9:00 a.m. in the Quay County Commission Chambers, Tucumcari, New Mexico, for the purpose of taking care of any business that may come before them.

PRESENT & PRESIDING:

Franklin McCasland, Chairman
Mike Cherry, Member
Sue Dowell, Member
Ellen L. White, County Clerk
Richard Primrose, County Manager

OTHERS PRESENT:

Lucas Bugg, Quay County Fire Marshal
Russell Shafer, Quay County Sheriff
Chris Birch, Quay County Detention Center Administrator
Renee Hayoz, Presbyterian Medical Services Administrator
Brenda Bishop, Quay County Health Council Coordinator
Connie Loveland, Tucumcari Main Street Director
Joyce Runyan, Quay County Health Council Member
Carmen Runyan, Tucumcari Chamber of Commerce Director
Janie Hoffman, Quay County Assessor
Daniel Zamora, Quay County Emergency Management Coordinator
Cheryl Simpson, Quay County Finance Director
Ron Warnick, Quay County Sun

Chairman McCasland called the meeting to order. Janie Hoffman led the Pledge of Allegiance.

A MOTION was made by Sue Dowell, SECONDED by Mike Cherry to approve the minutes from the August 26, 2019 regular session as presented. MOTION carried with Cherry voting "aye", Dowell voting "aye" and McCasland voting "aye".

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

Public Comments: Quay County Clerk, Ellen White distributed a flyer for the 2019 Local Election with information and important dates.

NEW BUSINESS:

Renee Hayoz presented the Presbyterian Medical Services monthly RPHCA reports for August, 2019.

Brenda Bishop, along with Renee Hayoz requested approval of a Proclamation recognizing the week of September 23-29, 2019 as Falls Prevention Awareness Week. This Proclamation comes from the Quay County Health Council in an effort to make everyone aware of their surroundings and prevent serious falls. A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve the Proclamation as requested. MOTION carried with Cherry voting "aye", Dowell voting "aye" and McCasland voting "aye". A copy is attached.

Bishop also requested recognition of the Quay County Health Council being a formation of the County and Tribal Health Council Act as established in the 2019 Legislative Session. The 2019 Session (HB 137) repealed the Maternal and Child Health Plan Act of 1991 with the renaming of this Council. As well, Bishop requested the membership be approved that makes up the Quay County Health Council under the newly named Tribal Health Council Act. A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve the Quay County Health Council acting under HB 137 and the membership as presented. MOTION carried with Dowell voting "aye", Cherry voting "aye" and McCasland voting "aye". Copies of documentation are attached to these minutes.

Chris Birch, Quay County Detention Center Administrator requested approval of the Santa Fe County Juvenile Resident Confinement Agreement. The terms of confinement at this facility are \$225.00 per day. A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve the Agreement. MOTION carried with Cherry voting "aye", Dowell voting "aye" and McCasland voting "aye". A copy is attached to these minutes.

Daniel Zamora, Quay County Emergency Management Coordinator requested approval of the following:

1. Quay County Hazard Mitigation Grant Application. Zamora explained this Grant, previously submitted for federal funding was not awarded and he will submit it to the local Region 6 FEMA for consideration for the generators at the rural fire stations. Total project cost is \$126,488.00. A MOTION was made by Sue Dowell, SECONDED by Mike Cherry to approve the Application. MOTION carried with Dowell voting "aye", Cherry voting "aye" and McCasland voting "aye".
2. NM Department of Homeland Security and Emergency Management Grant Application. This Grant, if received will be used for a Repeater at the Base Station on State Hwy 469. The Grant amount requested is \$41,016.94. A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve submission of the Grant Application. MOTION carried with Cherry voting "aye", Dowell voting "aye" and McCasland voting "aye".

Copies of both Grant Agreements, described above, are attached to these minutes.

Quay County Sheriff, Russell Shafer, presented the monthly report from his office for the time period ending August 31, 2019. A copy is attached to these minutes.

Quay County Fire Marshal, Lucas Bugg, requested approval of the Quay County Fire Department's and Fire District's Bylaws. Bugg stated the Bylaws have been distributed to all Chief's and their members for input and this is the final outcome for approval. A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve the Bylaws as presented. MOTION carried with Cherry voting "aye", Dowell voting "aye" and McCasland voting "aye". A copy is attached.

Bugg requested approval of Resolution No. 12; Authorizing and Approving Submission of the application for Financial Assistance to the NM Finance Authority for Rural Fire District 2 to complete the purchase of the Freightliner Tanker/Pumper. The amount of the request is \$150,000.00. A MOTION was made by Sue Dowell, SECONDED by Mike Cherry to approve the request. MOTION carried with Dowell voting "aye", Cherry voting "aye" and McCasland voting "aye". A copy is attached to these minutes.

Larry Moore, Quay County Road Superintendent presented the following requests and report:

1. Approval of FY2019-2020 Amended Resolution No. 10; Local Government Road Fund Program Match Waiver. Moore stated this amendment is to correct the percentage portion of the Resolution. A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve Amended Resolution No. 10. MOTION carried with Cherry voting "aye", Dowell voting "aye" and McCasland voting "aye". A copy is attached.
2. Crews were moved from the School Bus Project near San Jon to Nara Visa to complete the tree trimming and debris removal from cattle guards and culverts. They will return to the School Bus Project today to continue work on Quay Roads 64 and 65. The portion of Quay Road 60 of the School Bus Project has been finished.
3. Blade reports were distributed.

Commissioner Dowell said Tammy Husman reported an issue with trees on Quay Road 93, making it difficult to get her semi down the road to haul cattle.

Dowell stated that Charlotte Stull has an issue with a ditch on 5th street at Nara Visa. Moore stated he has told them they will need to purchase a culvert to alleviate the issue.

Dowell reported an issue of water pooling on Quay Road AI near the curve, perhaps creating a liability for Quay County if someone hits the water traveling at a high rate of speed.

Quay County Manager, Richard Primrose requested approval of the following correspondence:

1. NM Counties letter and request for membership dues in the amount of \$8,000.00.
2. Received a letter from NM Department of Finance approving the final budget for Quay County.
3. Received a thank you note from Brenda Bishop for the retirement gift.
4. Informed the Commissioners the County Clerk has requested a change of meeting dates for November to meet the requirements for canvassing the 2019 Local Election. The meeting date, previously set for Friday, November 8 will be moved to Tuesday, November 12 at 1:00 p.m.

A MOTION was made by Sue Dowell SECONDED by Mike Cherry to approve the expenditures included in the Accounts Payable Report ending September 5, 2019. MOTION carried with Dowell voting "aye", Cherry voting "aye" and McCasland voting "aye".

Other Quay County Business That May Arise during the Commission Meeting and/or comments from the Commissioners:

Commissioner Dowell mentioned the confusion of residents regarding their districts and what they are eligible to vote for during the upcoming Local Election. Dowell was thankful for the flyer with information distributed by the Clerk at the beginning of the meeting.

Dowell also inquired as to the status of the piece of legislation being challenged in court regarding the renumbering of County Commission Districts and the lengthening of some offices terms. White replied stating the Secretary of State did make the changes to follow the law established by HB 407. In turn, the Supreme Court has ruled it unconstitutional and ordered districts be returned to their previous numbers and all terms to remain status quo, as well as position numbers of Commissioners.

Dowell asked at what point and when is it possible for district boundary lines to change. White explained following the 2020 Census, a vendor will be secured by the County, Schools and City to evaluate the current population of districts and make recommendations for changes if any are required. White stated the last change was in 2011 and a very small adjustment was made to the local Tucumcari School District boundaries.

White reiterated the use of www.nmvote.org for district information and encouraged voters to contact her office to receive a voter information card with district data. White also mentioned that there are over 50 different ballot combinations for the upcoming Local Election which makes sample ballots impossible to distribute. White stated her office will be happy to print a voter a sample ballot on a case by case request from the NMVOTE.ORG website but will be encouraging voters to utilize that site.

Commissioner McCasland thanked Cheryl Simpson for her hard work on receiving the notice of an approved budget from the State.

There being no further business, a MOTION was made by Sue Dowell SECONDED by Mike Cherry to adjourn. MOTION carried with McCasland voting "aye", Cherry voting "aye" and Dowell voting "aye". Time noted 9:55 a.m.

Respectfully submitted by Ellen White, County Clerk.

BOARD OF QUAY COUNTY COMMISSIONERS


Franklin McCasland
Franklin McCasland

Sue Dowell
Sue Dowell

Mike Cherry
Mike Cherry

ATTEST:

Ellen L. White
Ellen L. White, County Clerk

**FY 2019 - 2020
QUAY COUNTY
PROCLAMATION**

WHEREAS, it is estimated that 20.6 percent of Quay County citizens are 65 years of age or older;

WHEREAS, it is estimated that one third of people 65 and older will fall each year;

WHEREAS, two out of five falls require medical attention and one out of five falls causes a serious injury such as broken bones or a head injury;

WHEREAS, falls are the leading cause of both fatal and nonfatal injuries among older adults in the United States;

WHEREAS, according to New Mexico IBIS, falls are the 6th leading cause of fatal and nonfatal injuries among people 65 and older in NM;

WHEREAS, falls are the most common cause of traumatic brain injuries among New Mexico citizens 65 years of age and older, with falls accounting for 78 percent of fatal traumatic brain injuries among adults 85 years old and older;

WHEREAS, falls can lead to depression, loss of mobility, and loss of functional independence;

WHEREAS, the average hospitalization charge for an unintentional fall among US residents ages 65 and older averaged \$ 35,000 per visit and in 2013 direct medical costs of Falls in the United States was 34 billion dollars;

WHEREAS, the financial toll for older adult falls is expected to increase as the population ages and may reach \$101 billion nationally by 2030;

WHEREAS, injuries from falls are largely a preventable community health problem;

WHEREAS, evidence-based programs reduce falls by utilizing cost-effective strategies, such as exercise programs to improve balance and strength, medication management, vision improvement, reduction of home hazards, and fall prevention education;

WHEREAS, the Quay County Falls Prevention Coalition is working to increase awareness of this issue, promote multidisciplinary strategies to prevent falls, and encourage citizens to take steps to protect those who are at increased risk of falling;

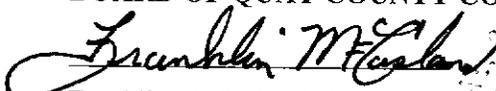
NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of Quay County do hereby proclaim September 23 - 29, 2019 as

Falls Prevention Awareness Week

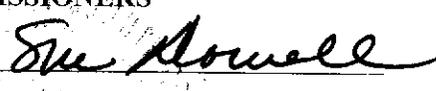
in Quay County and urge our citizens to commend its observance.

PASSED AND ADOPTED this 9th day of September, 2019.

BOARD OF QUAY COUNTY COMMISSIONERS



Franklin McCasland, Chairman



Sue Dowell, Member



Mike Cherry, Member

ATTEST:


Ellen White, Quay County Clerk

THE COUNTY AND TRIBAL HEALTH COUNCILS ACT; REPEALING THE MATERNAL AND CHILD HEALTH PLAN ACT (1991)

PURPOSE: Improve the health of New Mexicans by encouraging the development of comprehensive, community-based health planning councils to identify and address local health needs and priorities.

Under this legislation, Quay County Health Council (QCHC) shall:

- Prepare community health plan and update at regular intervals
 - Health assessment and inventory of health resources
 - Health priorities determined through independent, community-based planning process
 - Strategies and resources to address health priorities
- Report health plan to Quay County Board of Commissioners and NM Department of Health
- Monitor health and health care programs and services to identify gaps and reduce duplication
- Collaborate with other entities to develop strategies necessary to improve health
- Advise the Quay Co Board of Commissions regarding policies that affect health
- Facilitate communication among local jurisdictions, state agencies, etc.
- Identify addition public and private resources to improve health in Quay County

Under this legislation, Quay County Board of Commissioners shall:

- Recognize Quay County Health Council (members represent a diverse spectrum of community interests)
- Receive reports of community health plan as provided by QCHC
- Receive reports provided by QCHC regarding policies that affect health in Quay County

Under this legislation, New Mexico Department of Health shall:

- In consolation with QCHC, develop benchmarks, expectations and mechanisms to ensure Council's long-term viability
- Provide training, technical assistance and other supports
- Develop a system of evaluation of the effectiveness of Council and gathering of necessary data
- Administer funding to support the work of the Council, including staffing, training and technical assistance, and monitor and evaluate funding contracts
- Adopt and promulgate rules to carry out legislation to strengthen community-based planning and self-determination

NM Legislative Session 2019: Passed and Signed by Governor Michelle Lujan Grisham

**Quay County Health Council Membership List
September 1, 2019**

Arguello, George	NM Children Youth and Families Department
Bates, Jaime	United Healthcare
Belanger, Misty	EPCAA Head Start
Bishop, Bethanny	Tucumcari EMS/Fire
Bishop, Brenda	Health Council Coordinator
Booth, Jamie	San Jon Schools
Brown, Alida	Community
Calbert, Jacob	DWI
Chaves, Jessie	BC/BS of NM
Clement, Molly	NM Children Youth and Families Department
Cole, Martha	PHS
Collins, Trisha	Tucumcari Domestic Violence
Cook, Anthony	DOH Health Promotion Coordinator
Darling-Roberts, Sandra	Red Cross
Davis, Jim	Three Rivers
Dominguez, Mary Ann	Tucumcari Senior Center
Dominguez, Tiffany	Dan C. Trigg Memorial Hospital
Encinias-Angel, Martin	St. Vincent De Paul
Evans, Kaylene	NM Income Support
Evans, Paige	Head Start
Garcia, Donna	Mesalands Community College
Garcia, Estefanita	Senior Solutions
Gaskill, Sabrina	Sabrina Gaskill, LCSW LLC
Gentry, Deborah	Department Of Health
Gonzales, Lisa	Meca Therapies
Griego, Candice	BC/BS of NM Medicaid Dept
Grzywacz, Bob	Wellborn Pharmacy
Gutierrez, Vickie	Dan C. Trigg Memorial Hospital
Hansen, Steve	Quay County Sun
Hayoz, Renee	PMS Quay County Family Health Center
Hendrickson, Noreen	Community
Hinders, Herbert Lt.	New Mexico State Police
Ibarra, Johnny	United Healthcare
Jade, Amanda	PMG Regional Care Manager
James, Rhonda	PHS Health Clinic
Jimenez, Mary Rose	NM Income Support
Johnson, Alisia	MECA
Johnson, Heather	PMG Regional Care Manager
Kennedy, Aaron PHD	Mesalands Community College
Laredo, Bea	Lamb Ministry
Lease, Susan	CYFD
Loya, Cassius	UHC
Lucero, Tammy	Head Start
Macias, Beate	Mental Health Resources

Macias-Ray, Nannette
Martinez, Herman
Masters, James
Matta, Claudia
Mericle, Krista
Morris, Tom
Nezzie, Dave
Oliver, Darlene
Osborn, Sunni
Pacheco, Deanna
Paris, Rodney
Perez, Alexa
Primrose, Richard
Reyes, Debbie
Riddle, Viki
Robinson, Jessie
Rooney-DeValle, Megan
Rose, Tim
Roybal, Judy
Runyan, Carmen
Runyan, Joyce
Shafer, Russell
Shay, Shannon
Singleterry, Tara
Smith-Osborn, Bonnie
Stephenson, Teresa
Tompkins, Gavin
Tompkins, Misty
Truelock, Marilyn
Wallace, Haily
Wright, Ronnie
Zamora, Daniel

Public Health Office
Tucumcari Police Department
DOH
EPCAA
Tucumcari Schools District Nurse
Mesalands Community College
Senator Heinrich's Office
Logan Schools
House Schools Nurse
PHS Home Health & Hospice
Logan Police Department
ARISE Sexual Assault Services
Quay County Manager
EPCAA
Tucumcari Housing Authority
Community
DCT Rehab
Quay County District Attorney's Office
Children Youth and Families Department
Chamber of Commerce
Quay County Extension Office
Quay County Sheriff
City of Tucumcari Human Resources
ENMRSH
MECA
Community
Community - Youth
Hospital Auxillary
Mental Health Resources
Sunrise Medical Group & PHS/Trigg Hospital
Tucumcari Domestic Violence
Quay County Emergency Preparedness Manager

**AGREEMENT FOR JUVENILE RESIDENT CONFINEMENT
BETWEEN THE COUNTY OF SANTA FE
AND QUAY COUNTY**

THIS AGREEMENT is entered into by the and between the Santa Fe County, hereinafter referred to as the "County" and Quay County, hereinafter referred to as the "Contractor."

RECITALS

WHEREAS, the Contractor, is in need of a facility for the incarceration, care, and maintenance of persons charged with or arrested for violation of the Contractor's ordinances, arrested by the Contractor's law enforcement officials, or arrested by other law enforcement agencies within the Contractor's jurisdiction; and

WHEREAS, the County owns and operates the Santa Fe County Youth Development Program (SFCYDP) which has, from time to time, vacant bed space; and

WHEREAS, the County is willing to incarcerate the Contractor's residents on a space available basis.

NOW, THEREFORE, IT IS MUTUALLY AGREED by both parties as follows:

1. **PURPOSE.** The purpose of this Agreement is to establish the terms and conditions under which the County shall accept and detain, on a space available basis, the Contractor's residents which may be delivered to SFCYDP, from time to time, for incarceration.

2. **COMPENSATION.**

The Contractor shall pay the County \$225.00, per full or partial calendar day for each Contractor resident confined at SFCYDP. SFCYDP has the option to increase the compensation payable to the County upon the anniversary date of this Agreement.

3. **INVOICES.** The County shall bill the Contractor for all of Contractor's residents housed at the SFCYDP on a monthly basis and shall provide the Contractor with a statement containing the names of persons housed, their booking number, dates of incarceration, total number of days billed, medical costs incurred, if any, and the total Contractor resident costs for the month. The Contractor shall pay the invoice in full within 30 days of receipt. If a invoice is not paid within 45 days of the billing date, a late payment charge of 1.5% of the original bill shall accrue monthly.

4. **RESIDENT APPROVAL.** The SFCYDP Director shall have the right to refuse housing of any of Contractor's residents in the SFCYDP for any reason.
5. **TRANSPORTATION.** The Contractor shall be responsible for all transportation costs for its residents to and from SFCYDP. In the event medical treatment is required outside of the SFCYDP, the County shall transport persons for such treatment. In such event, the Contractor shall pay the costs of the secure transportation as set forth in Paragraph 7, Medical Care, section C.
6. **RESIDENT POSSESSIONS.** The County will store and safe keep all resident personal property which is removed from Contractor residents upon arrival at SFCYDP. The County is not responsible for items determined to be contraband or not listed during the time of booking. Any contraband found shall subject the resident to a criminal investigation by the Santa Fe County Sheriff's Office; however, in the event new charges result, the Contractor shall still be required to pay for housing so long as charges remain pending in the Contractor's County.
7. **MEDICAL CARE.**
 - A. **Routine on Site Care.** The County shall provide routine medical care, dental care, and routine mental health care for Contractor's residents at the SFCYDP.
 - B. **Prescription Pharmaceuticals.** The Contractor is responsible for and shall reimburse the County for any pharmaceutical costs incurred by persons housed at the SFCYDP.
 - C. **Off Site Care.** The Contractor is responsible for all costs of medical, dental and mental health care at any off-site medical facility. The County shall provide secure transportation and security to and from any such off-site facility. The County shall bill the Contractor at the rate of \$20.00 per officer, per hour, and \$.55 per mile, to and from the appointment. The Contractor shall be responsible for the per diem rate plus the hourly rate for officers providing security during the period of any off-site medical confinement that exceeds 24 hours.
8. **TERM.** This Agreement shall become effective when signed by both parties. The initial term of the Agreement is one year. Unless either party provides 60 days written notice to the other party of its intent not to renew the Agreement, the Agreement will automatically be renewed for a one-year period, not to exceed a total of four years.
9. **TERMINATION.** This Agreement may be terminated by either party upon 60 days written notice to the other party. However, a termination shall not be effective until such time as all of the Contractor's residents have been

removed from SFCYDP. By such termination, neither party may nullify obligations already incurred for performance or failure to perform prior to the date of termination. If notice of termination is given by either party, the **Contractor must pick up its residents within the 60-day written notice period or be subject to a charge of (\$255.00) per day beginning on the 61st day.** Upon termination of this Agreement, the County is under no obligation to accept the Contractor's residents.

10. **NO THIRD PARTY BENEFICIARIES.** This Agreement does not create, nor does either party to this Agreement intend to create any right, title, or interest in or for the benefit of any person other than the County or the Contractor, and no person shall claim any right, title, or interest under this Agreement, or seek to enforce this Agreement as a third party beneficiary of this Agreement or otherwise.
11. **INSURANCE.** The County maintains public liability insurance for its operation of the SFCYDP. The Contractor shall maintain at all times a policy of public liability insurance (or approved program of self-insurance) for its activities under this Agreement.
12. **SUBCONTRACTING.** The County may subcontract the services to be performed under this Agreement with advance notice to the Contractor. If a person housed at the SFCYDP is transferred to another facility pursuant to a subcontract, the Contractor shall be notified within 24 hours of the transfer.
13. **RECORDS AND AUDIT.**
 - A. **County Information.** The County shall maintain detailed records and shall endeavor to ensure that billing statements are accurate and correspond to resident housing and booking records. Such records shall be subject to inspection by the Contractor, the Department of Finance and Administration and the State Auditor.
 - B. **Contractor Information.** The Contractor shall provide its complete file on each person incarcerated at the SFCYDP under this Agreement including, but not limited to, the incarceration file, the medical file, all court and/or arrest documents necessary to justify the Contractor's resident incarceration, and copies of each person's criminal history. Gang affiliations and other associations of relevance shall also be provided, if known.
14. **AMENDMENTS.** This Agreement shall not be altered, changed, or amended except by an instrument, in writing, executed and approved by both parties.

15. **MERGER.** This Agreement incorporates all the agreements, covenants, and understandings between the parties hereto concerning the subject matter hereof, and all such agreements, covenants and understandings have been merged into this written Agreement. No prior agreement, covenant or understanding, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Agreement.
16. **APPLICABLE LAW.** This Agreement shall be governed by the laws of the State of New Mexico.
17. **ACCESS BY CONTRACTOR.** The Contractor, through permission of the Director of Public Safety, may inspect the conditions under which its residents are detained at the SFCYDP. Access to SFCYDP shall be coordinated through the Director of YDP, the Department Administrator or their designee.
18. **SEVERABILITY.** Should any part of this Agreement be determined invalid or unenforceable by a court, the remainder of this Agreement shall not be affected and shall remain valid and enforceable to the fullest extent of the law.

IN WITNESS WHEREOF, the County and the Contractor have caused this Agreement to be executed, said Agreement to become effective when signed by both parties.

Contractor:

Franklin McCasland
Authorized Signatory

Date: 9/9/19



Chairman
Printed Title of Authorized Signatory

County of Santa Fe

Katherine Miller, County Manager

Date: _____

Approved as to form:

Bruce Frederick, County Attorney

Date: _____

Gary Giron, Finance Director

Date: _____



NEW MEXICO DEPARTMENT OF HOMELAND SECURITY & EMERGENCY MANAGEMENT



Hazard Mitigation Project
Sub-grant Application

CONSTRUCTION AND LAND DISTURBANCE

INSTRUCTIONS:

- Attach additional sheets if more space is needed.
- Provide a list of any additional attachments.
- For questions or more information, contact DHSEM.Mitigation@state.nm.us or call **505-476-9682**

Submit **one hard copy**, and **one digital copy** of the completed application packet via one of the following.

Fed Ex or UPS

State Hazard Mitigation Program
NM DHSEM
13 Bataan Blvd.
Santa Fe, NM 87508

US Postal Service

State Hazard Mitigation Program
NM DHSEM
PO Box 27111
Santa Fe, NM 87502

DOCUMENT CHECKLIST

- Completed Application
- Project Area Map
- Environmental Considerations Information (Attachment I, page 5-14)
- Construction Drawings (Attachment I, page 15)
- Schedule (Attachment II, tab 1)
- Detailed Budget (Attachment II, tab 2)
- Benefit Cost Analysis Report, Zip File, and Supporting Documents
- Non-Federal Funds Commitment Letter (Attachment I, page 16)
- Delegation of Signature Authority Letter (Attachment I, page 17)
- Standard Form 424
- Standard Form 424 C
- Standard Form 424 D
- 20-16C and Signature Page
- SF LLL - Disclosure of Lobbying Activities (if applicable)

Ensure all documents are signed by an authorized representative and attached. The application is not complete until all documents are received.



Hazard Mitigation Project Sub-grant Application



CONSTRUCTION AND LAND DISTURBANCE

A. GENERAL INFORMATION

1. Project Name Quay County Generators
2. Total Project Cost \$126,488.00

I certify that all information in this form is true and correct and the document has been duly approved by the governing body of the sub-applicant.

Name and Title

Franklin McEster
Chairman

Date

9-9-2019

B. SUB-APPLICANT INFORMATION

1. Sub-Applicant Name Quay County
2. Type of Sub-Applicant
- Local Government
 - Indian Tribal Government
 - Quasi-governmental Entity
 - Private Non-Profit - please attach a description of your legal status, function, and facilities owned
 - Other

3. Sub-Applicant State Gross Receipts/Combined Reporting System Tax Number
(e.g. 11-111111-111)

01-508801-004

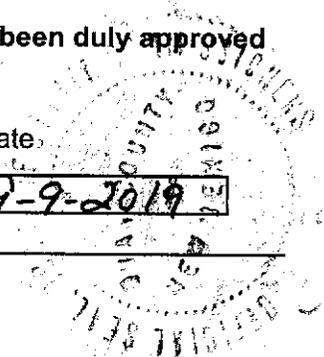
4. Sub-Applicant State Department of Finance and Administration Vendor Number

0000054395

5. Federal EIN/Tax Number (e.g. 11-111111)

85-6000238

if other, please specify:



6. DUNS Number

051336105

7. Tribal ID Number

N/A

8. Is the Sub-applicant delinquent on any federal debt?

YES NO

If **YES**: provide explanation

[Empty box for explanation]

9. Is the Sub-applicant subject to review by executive order 12372 Process?: **NO**

C. CONTACT INFORMATION

PRIMARY CONTACT

1. First and Last Name: Daniel Zamora

2. Title: Emergency Management Coordinator

3. Agency/Organization: Quay County

4. Address: 300 S 3rd St

5. City: Tucumcari

6. State: New Mexico

7. Zip: 88401

8. Phone: (575)461-8535 Other Phone: (575)403-4788

9. E-mail: daniel.zamora@quaycounty-nm.gov

ALTERNATE CONTACT

10. First and Last Name: Richard Primrose

11. Title: County Manager

12. Agency/Organization: Quay County

13. Address: 300 S 3rd St

14. City: Tucumcari

15.State 16. Zip
17. Phone Other Phone
18. E-mail

D. GENERAL COMMUNITY INFORMATION

1. Community Name
2. Federal Identification Processing Standard Code (FIPS Code) 3. State Legislative District
4. Firewise Community Number - enter N/A if not applicable 5. US Congressional District
6. Does this community participate in the National Flood Insurance Program?
 NO YES
Community Identification Number (CID) Community Rating System # (if applicable)
7. Has the community adopted the National Fire Protection Association Codes? (NFPA 5000)
 YES NO
8. Has the community adopted building codes consistent with the International Building Codes?
 YES NO
9. Communities's Building Code Effectiveness Schedule rating? (BCEGS) - enter N/A if not applicable

E. CURRENT STATE MITIGATION PLAN

1. Does the State in which the entity is located have a current FEMA approved multi-hazard mitigation plan in compliance with 44CFR Part 201?: **Yes**
2. What is the name of the plan: **New Mexico State Hazard Mitigation Plan**
3. What is the type of plan: **Standard State Plan**
4. State Plan Expiration Date: **September 12, 2023**

F. CURRENT COMMUNITY MITIGATION PLAN

1. Is the entity that will benefit from the proposed activity covered by a current FEMA approved multi-hazard mitigation plan in compliance with 44 CFR Part 201?

- YES (if currently active) NO NOT KNOWN

If **YES**: What is the name of the Plan?

Quay County and the City of Tucumcari HMP

When was the plan approved by FEMA?

07/10/2018

What is the type of plan? *Check all that apply.*

- Local Tribal
 Multi-jurisdiction Multi-hazard

If **NO**: please explain the current status of the Mitigation Plan update or creation:

[Empty text box for explanation]

2. Does the entity have any other mitigation plan adopted?

- YES NO NOT KNOWN

If **YES**: what is the name of the plan and date it was adopted?

[Empty text box for name and date]

G. PREVIOUS FEMA MITIGATION PLANNING AND PROJECT SUB-GRANTS

1. Name of Project or Plan: Quay County Mitigation Plan Update

Performance Period (Start/End dates)

01/07/2015-06/30/2018

Federal Share Amount

\$33,750.00

2. Name of Project or Plan: [Empty text box]

Performance Period (Start/End dates)

[Empty text box]

Federal Share Amount

[Empty text box]

If there were additional awards, attach sheets with the above information for each.

H. PROJECT INFORMATION

1. What is the **PROJECT CODE** and **PROJECT TYPE**?

Refer to the "Proposed List of Activities", Attachment 1, page 1-3 for additional information.

601.2 Generators

2. **LOCATION** - What is the latitude and longitude of the construction location? (e.g: 8.730107, 167.738815)

2a) Include additional coordinates if work will be implemented in multiple, unconnected sites.

See attachment 1

2b) Attach a **PROJECT AREA MAP** showing the location of the project in relation to the surrounding infrastructure and current development. Show the area that will benefit from the mitigation activity. Include the Special Flood Hazard Area and the Flood Insurance Rate Map (FIRM) panel information.

2c) Describe the geographic area(s) impacted by the project and the areas that will benefit from the mitigation activity.

We would like to equip sixteen main stations and substations representing all nine fire districts in Quay County with generators. This will benefit the entire county by ensuring response capabilities in the event of power loss caused by a severe storm or other natural events.

3. PROJECT OR ACTIVITY DESCRIPTION

- Name and describe the proposed mitigation project.
- Describe the natural hazards to be mitigated.
- Describe the goals, objectives, and the need.
- Describe how the project will provide a long term solution.

The Quay County generator project will equip sixteen main stations and substations representing all nine fire districts in Quay County with generators for their fire stations to ensure response capabilities in the event of power loss caused by wildfire, drought, thunderstorm, high wind, severe winter storm, flood, earthquake, extreme heat, tornado. None of the fire stations are currently equipped with generators creating a huge vulnerability for the communities within Quay County with regards to response capabilities of the nine fire districts. The fire stations are also designated as emergency shelters which enhances the need for generators. The life of the generators is estimated at twenty years making this a long term solution.

3a). What percent of the population will benefit from this mitigation activity?

50%

3b) How was this calculated?

Every unincorporated square mile of Quay County is covered by one of the nine rural fire districts.

3c) Does this project or activity relate to a Mitigation Activity identified in the entity's Hazard Mitigation Plan?

Yes, Action number five on page 74 of the Quay County and the City of Tucumcari Hazard Mitigation Plan describes the need for this type of project.

5. Install generators at Critical Facilities. (Previous Action 3.C.3)

Project

Description/Comments:

This project would allow for fixed diesel powered generators to be installed at critical facilities to ensure continuity of emergency services to the public during high hazard events.

Jurisdiction: Quay County, City of Tucumcari

Hazard(s) Addressed: Wildfire, Drought, Thunderstorm, High Wind, Severe Winter Storm, Flood, Earthquake, Extreme Heat, Tornado

Responsible Organization: Local Emergency Management Divisions

3d) Describe any critical facilities that will benefit from the project

All nine Quay County fire districts main stations and substations would benefit from from this project totaling 16 fire stations. These sixteen fire stations cover all of the unincorporated areas in Quay County and offer mutual aid to the municipalities making them vital to the safety of the residents of Quay County.

3e) Describe the level of protection provided by the project. What is the frequency or intensity of the event to be mitigated?

4.6.4 Probability and Extent of Future Events

Snow and ice can be hazards in two respects: when they fall from the sky, they reduce visibility; and when they accumulate on the surface, they reduce traction and put a strain on power lines, roofs, and other structures. Severe winter storms have been and will continue to be a threat to the economic and social well-being of the County and participating jurisdictions.

Disruptions of emergency and other essential services are the main threats to the people and property. Isolated, rural communities and limited snow removal equipment exacerbate the effects of snow events in the County.

Given this approximate frequency, the probability of a future severe winter storm event to the entire planning area is "Possible".

3f) How will the mitigation project or activity leverage the involvement of partners to enhance the outcome?

The Bard-Endee North station houses the E-Dispatch system that notifies firefighters when they are being paged through text message. Equipping this fire station with a generator will ensure fire personnel, emergency management and county officials are notified of an emergency.

3g) What outreach activities are associated with this project or activity?
(*press releases, websites, workshops, advertisements, etc.*)

The fire chiefs have come together and decided to make this a county wide goal in order to ensure response capabilities. We will have this application approved during a public meeting by the Quay County commission and have the local media publicizes our efforts.

4. Describe or attach a **SCOPE OF WORK**.

Refer to Attachment I, page 4 for additional information.

All aspects of the project or activity must be addressed in the Scope of Work. Any activity outside of the approved Scope of Work will be ineligible for reimbursement or non-federal match. Tasks must be consistent with the schedule.

- Include a description of each task or milestone to be accomplished.
- Identify the responsible party for each task.
- Include the methodology for implementation.
- Describe the staffing, use of consultants, sub-grant oversight, etc.

Quay County would like to equip 16 fire stations with backup generators and transfer switches to ensure response capabilities in the event of power loss caused by severe storms or other natural events. The generators will be installed on concrete slabs protected on one side by a wall of the station and on the other by metal pipe barriers. The size of the generators has been selected using peak demand data collected from the electric company that provides service to the stations. The location of the generators has been selected due to the proximity to existing infrastructure. (See attached site pictures) The transfer switches will be placed in the locations identified by the contractor.

Task 1: RFP and Bid

- The Quay County finance department will develop the RFP and execute the bid process

Task 2: Contractor Selection

- A contractor will be selected

Task 3: Finalize Design

- Contractor expertise will be used to finalize design

Task 4: Purchase Transfer Switches

- Transfer Switches will be purchased with the help of contractor

Task 5: Purchase Generators

- Generators will be purchased with the help of contractor

Task 6: Purchase Batteries

- Batteries will be purchased with the help of contractor

Task 7: Purchase Cold Weather Kits

- Cold weather kits will be purchased with help of contractor

Task 8: Delivery and Installation

- Contractor will receive and install equipment

Task 9: Sub-grant Close Out

- Emergency Manager will close out grant

5. MAINTENANCE - Provide a general, anticipated maintenance schedule that covers the project's lifespan. Explain what entity will be providing maintenance and repairs over the course of that lifespan.

Quay County will provide maintenance and repairs over the lifespan of the project. Generators will be protected by a fire station wall on one side and metal pipe on the other. Monthly inspections and testing will take place during training and meeting night by each individual department.

6. PROJECT/SUB-GRANT MANAGEMENT

- Describe how the costs and schedule will be managed.
- Include a description of how successful performance will be assured.
- Describe the staff and resources needed to implement this mitigation activity and the applicant's ability to provide these resources.

The Emergency Manager in coordination with the Fire Marshall will provide over site and report to the County Manger on a monthly basis. Performance agreements will be put in place when selecting an installation service provider to assure successful completion of the project within the performance period.

I. ENVIRONMENTAL CONSIDERATIONS

Refer to Attachment I, page 5-14 for additional information

1. Attach the appropriate **ENVIRONMENTAL CONSIDERATIONS INFORMATION** based on the Project Type Submittal Requirements .
-

J. CONSTRUCTION DRAWINGS

Refer to Attachment I, page 15 for additional information

1. Describe and attach **CONSTRUCTION DRAWINGS**. These must be complete and stamped by a New Mexico certified Professional Engineer unless submitting a Phased Project.

The location of the generators was selected due to proximity of existing infrastructure. (See attached site pictures) The size of the generators has been selected using a study that was recently completed by an Electrical Engineer of the District 1 main station which has the highest energy demands of any station included in this project due to the fact that it is the largest station and the only station with air conditioning. The attached document (E-103) from the study shows that the station has single-phase electrical services and a calculated peak of 24.34 amps which is well under the 91 amps a 22 kilowatt generator will provide. Because the District 1 station has the highest energy demands we can deduce that all of the stations included in this project have single-phase electrical services and a 22 kilowatt generator will be adequate to serve their relatively low energy demands. However, a final size determination will be made by the contractor that installs the generators. (See spec sheet and attached E-103 document)

K. SCHEDULE

Refer to Attachment II, tab 1 for samples

1. Attach a **PROJECT SCHEDULE** that describes the timeline for the milestones and overall completion of the project. The milestones must be consistent with the tasks from the Scope of Work .
-

L. BUDGET

1. Attach a **DETAILED BUDGET**. Refer to Attachment II, tab 2 for a sample of the level of detail required.

2. Describe or attach a **BUDGET NARRATIVE**.

Include a comprehensive description of each line item in the detailed budget. All figures must match across all budget documents.

Application development is estimated to cost the county \$1,840 in Emergency Management staff wages at \$23 an hour for 80 hours. The RFP and bid process is estimated to cost the county \$1,840 in finance department wages using the same formula. Contractor selection is estimated to cost the county \$920 in wages. Finalizing the design will require staff time in the same amount of \$920. The majority of the project total will be attributed to purchase of the equipment and is estimated to be \$587 per transfer switch, \$4,517 per generator, \$100 per battery and \$299 each for cold weather kits necessary for the environment totaling \$88,048. Delivery and installation will be approximately \$2000 each for a total of \$32,000. Sub-grant close out will take approximately 40 hours of staff time at \$23 per hour totaling \$920.

3. Total Project Cost

\$126,488.00

3a) Proposed Federal Share
Amount (up to 75%)

\$94,866.00

% of Total 75%

3b) Proposed Non-federal
Share (at least 25%)

\$31,622.00

% of Total 25%

4. Identify the source of the non-federal funds.

4a) Source Agency	Amount
<input type="text" value="Quay County"/>	<input type="text" value="\$25,182.00"/>

Funding Type	Name of fund
<input type="radio"/> In-kind	<input type="text" value="Fire Protection Fund"/>
<input checked="" type="radio"/> Cash	

4b) Source Agency	Amount
<input type="text" value="Quay County"/>	<input type="text" value="\$6,440.00"/>

Funding Type	Name of fund
<input checked="" type="radio"/> In-kind	<input type="text"/>
<input type="radio"/> Cash	

If additional sources are included, attach sheets with the above information for each.

M. COST EFFECTIVENESS

1. Attach the Benefit Cost Analysis.

Both the BCA Report and the electronic zip file are required. Include any and all Supporting Documents.

2. Estimate the cost per year to maintain the project.

3. Include a brief narrative of the Benefit Cost Analysis that describes the cost effectiveness of the project.

- Include the hazard event frequency.
- Include the severity of damages.
- Identify the types of properties/structures at risk.
- Include a statement regarding how well documented and reasonable the costs are.

The fire districts experience power loss multiple times a year. Although these outages have not cause any additional damage due to loss of services the potential for future loss of life and property is probable. The cost of equipping the fire districts with generators would be greatly out weighed by the potential loss of life and property due to fire in the event of a loss of power that resulted in loss of fire protection services.

N. ALTERNATIVES

1. Describe at least 3 alternative actions. Include the following for each alternative:
 - physical area affected
 - construction methods, including excavation or earth moving activities
 - change from existing conditions
 - level of protection to be provided (frequency or intensity of event to be mitigated)
 - long term solution to the source of the problem
 - risk to critical facilities
 - impact to natural/historic/cultural resources
 - general cost estimate
 - general schedule for implementation

2. Describe the process used to select the proposed project or activity as the best alternative.

(The "Proposed Activity" is one alternative. "No Action" may be another.)

Equipping the proposed 16 stations with generators would mitigate the greatest loss of life and property however equipping only the nine main stations could bring cost and land disturbance down. No action will undoubtedly cost more than either alternative as it is only a matter of time before emergency services are hindered by loss of power to these critical infrastructure.

Proposed Activity - Equip 16 main stations and sub stations with generators to ensure response capabilities

- This activity will have the largest mitigation impact

Alternative 1 - Equip only the nine main stations in the county

- This activity would greatly reduce the mitigation potential due to the fact that the substations are strategically placed around the county in order to reduce response times

Alternative 2 - No Action

- No action would inevitably cause avoidable loss of life and property

Attachment List

Attachment 1 (Environmental Considerations Information)

Site Pictures

Project Area Map

Riser Diagram (E-103)

Farmers Electric Meter Data

Generac Spec Sheet

Existing NG LP Documentation

Equipment Quote

Project Budget

Project Schedule

Benefit-Cost Analysis (BCA) Worksheet

BCA Documentation

- **Quay County Fire Districts**
- **Population in Quay County Fire Districts**
- **Farmers Electric Cooperative Report of Major Interruption of Service (2009)**
- **Farmers Electric Report of Major Interruption of Service (2013)**
- **South Western Electric Trouble Call (2018)**
- **Source Documentation Letter**

Non-Federal Funds Commitment Letter

Application for Federal Assistance SF-424-Mandatory

Budget Information – Construction Programs

Assurances – Construction Programs

Summary Sheet for Assurances and Certifications

**Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibilities;
And Drug-Free Workplace Requirements**

Disclosure of Lobbying Activities

eGrants Submittal Authorization Letter



QUAY COUNTY GOVERNMENT

300 South Third Street

P.O. Box 1246

Tucumcari, NM 88401

Phone: (575) 461-2112

Fax: (575) 461-6208

Quay County Generators Attachment 1 Environmental Considerations Information

District 1 Main Station

1218 Camino del Coronado Tucumcari, NM 88401

Longitude -103.747277 Latitude 35.168993

Age of structure: 24 (1994)

Generator will be external to the building

Generator will be placed on a concrete pad with a metal pipe barrier

The concrete pads will be four feet wide and ten feet long and two inches in the ground

The generator will be fixed

See attached map for illustration

District 1 Substation

6649 Quay Road AR Tucumcari, NM 88401

Longitude -103.773465 Latitude 35.222851

Age of structure: 38 (1980)

Generator will be external to the building

Generator will be placed on a concrete pad with a metal pipe barrier

The concrete pads will be four feet wide and ten feet long and two inches in the ground

The generator will be fixed

See attached map for illustration

District 2 Main Station

Main Station: 3303 State Highway 278 Tucumcari, NM 88401

Longitude -103.614159 Latitude 35.166304

Age of structure: 24 (1994)

Generator will be external to the building

Generator will be placed on a concrete pad with a metal pipe barrier

The concrete pads will be four feet wide and ten feet long and two inches in the ground

The generator will be fixed

See attached map for illustration

District 2 Substation

3032 State Highway 278 Tucumcari, NM 88401

Longitude -103.613305 Latitude 35.127044

Age of structure: 43 (1975)

Generator will be external to the building

Generator will be placed on a concrete pad with a metal pipe barrier

The concrete pads will be four feet wide and ten feet long and two inches in the ground

The generator will be fixed

See attached map and picture for illustration

District 3 Main Station

6702 Quay Road AD, Tucumcari, NM 88401

Longitude -103.524594 Latitude 35.230891

Age of structure: 13 (2005)

Generator will be external to the building

Generator will be placed on a concrete pad with a metal pipe barrier

The concrete pads will be four feet wide and ten feet long and two inches in the ground

The generator will be fixed

See attached map and picture for illustration

District 3 Substation

3450 Quay Road 72 Tucumcari, NM 88401

Longitude -103.622783 Latitude 35.302326

Age of structure: 33 (1985)

Generator will be external to the building

Generator will be placed on a concrete pad with a metal pipe barrier

The concrete pads will be four feet wide and ten feet long and two inches in the ground

The generator will be fixed

See attached map and picture for illustration

District 4 (Quay)

4209 Quay Road 46 Quay, NM 88401

Longitude -103.761899 Latitude 35.924209

Age of structure: 24 (1994)

Generator will be external to the building

Generator will be placed on a concrete pad with a metal pipe barrier

The concrete pads will be four feet wide and ten feet long and two inches in the ground

The generator will be fixed

See attached map and picture for illustration

Bard-Endee Bard Main Station

1097 Route 66 Bard, NM 88411

Longitude -103.207527 Latitude 35.114394

Age of structure: 24 (1994)

Generator will be external to the building

Generator will be placed on a concrete pad with a metal pipe barrier

The concrete pads will be four feet wide and ten feet long and two inches in the ground

The generator will be fixed

See attached map and picture for illustration

Bard-Endee Endee Main Station

325 State Highway 93 Endee, NM 88411

Longitude -103.10624 Latitude 35.13666

Age of structure: 14 (2004)

Generator will be external to the building

Generator will be placed on a concrete pad with a metal pipe barrier

The concrete pads will be four feet wide and ten feet long and two inches in the ground

The generator will be fixed

See attached map and picture for illustration

Bard-Endee Substation

794 State Highway 392 Bard, NM 88411

Longitude -103.191285 Latitude 35.215163

Age of structure: 5 (2013)

Generator will be external to the building

Generator will be placed on a concrete pad with a metal pipe barrier

The concrete pads will be four feet wide and ten feet long and two inches in the ground

The generator will be fixed

See attached map and picture for illustration

Porter

1751 Quay Road 65 Porter, NM 88434

Longitude -103.322118 Latitude 35.201408

Age of structure: 16 (2002)

Generator will be external to the building

Generator will be placed on a concrete pad with a metal pipe barrier

The concrete pads will be four feet wide and ten feet long and two inches in the ground

The generator will be fixed

See attached map and picture for illustration

Nara Visa

380 Bell Street Nara Visa, NM 88430

Longitude -103.101123 Latitude 35.606609

Age of structure: 42 (1976)

Generator will be external to the building

Generator will be placed on a concrete pad with a metal pipe barrier

The concrete pads will be four feet wide and ten feet long and two inches in the ground

The generator will be fixed

See attached map and picture for illustration

Jordan Main Station

5613 State Highway 156 Jordan, NM 88121

Longitude -103.848756 Latitude 34.794546

Age of structure: 40 (1978)

Generator will be external to the building

Generator will be placed on a concrete pad with a metal pipe barrier

The concrete pads will be four feet wide and ten feet long and two inches in the ground

The generator will be fixed

See attached map and picture for illustration

Jordan Substation (Ima)

3699 Quay Rd BH Ima, NM 88427

Longitude -104.025022 Latitude 34.794274

Age of structure: 22 (1996)

Generator will be external to the building

Generator will be placed on a concrete pad with a metal pipe barrier

The concrete pads will be four feet wide and ten feet long and two inches in the ground

The generator will be fixed

See attached map and picture for illustration

Jordan Substation (McAllister)

3229 State Highway 252 McAllister, NM 88427

Longitude -103.776835 Latitude 34.694605

Age of structure: 20 (1998)

Generator will be external to the building

Generator will be placed on a concrete pad with a metal pipe barrier

The concrete pads will be four feet wide and ten feet long and two inches in the ground

The generator will be fixed

See attached map and picture for illustration

Forrest

209 State Highway 210 Forrest, NM 88427

Longitude -103.601328 Latitude 34.794753

Age of structure: 40 (1978)

Generator will be external to the building

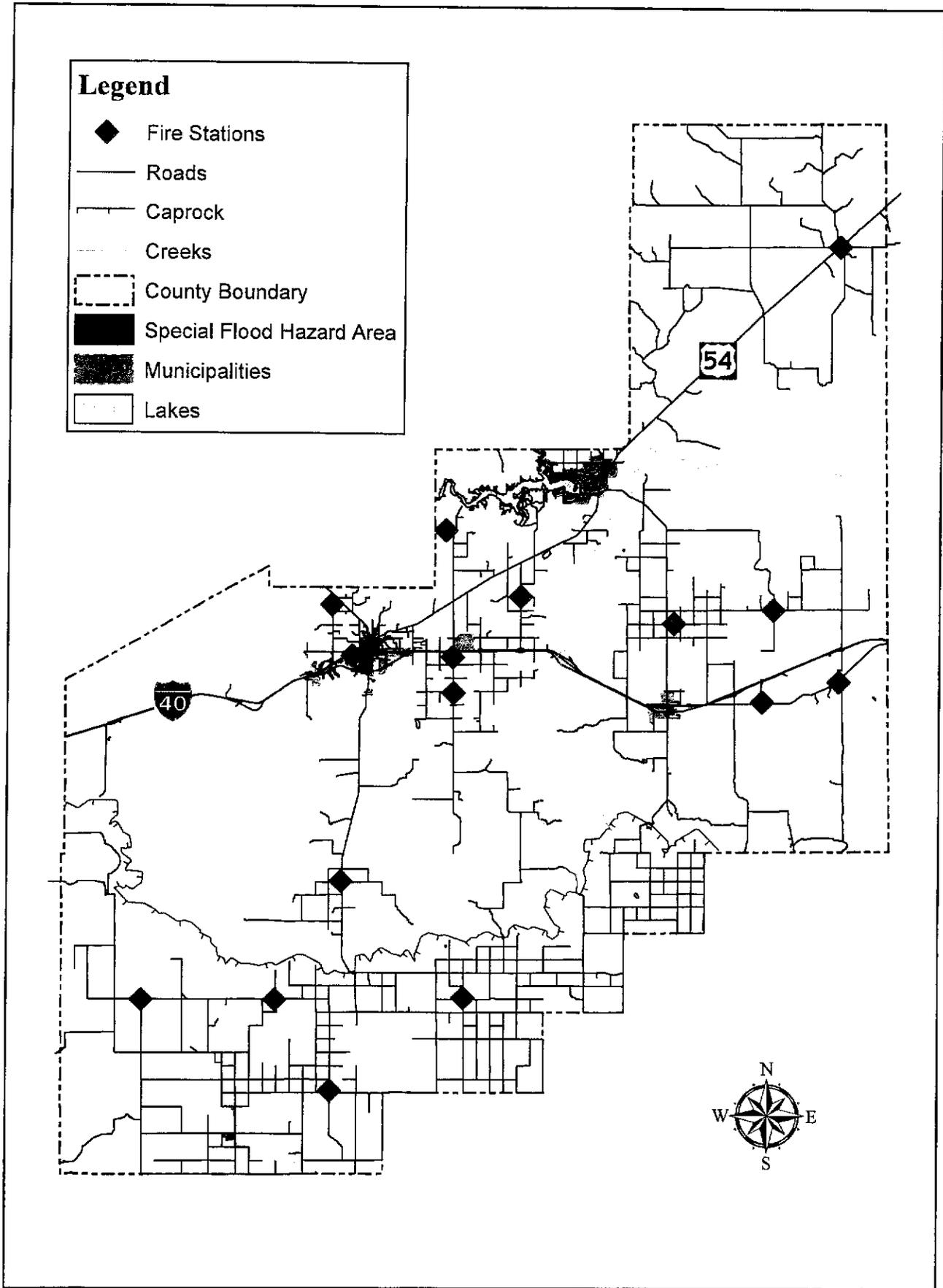
Generator will be placed on a concrete pad with a metal pipe barrier

The concrete pads will be four feet wide and ten feet long and two inches in the ground

The generator will be fixed

See attached map and picture for illustration

Quay County Generators Project Area Map



search

administrator

AMI Demand Response Tools Admin

Home / AMI / Meters / 5826650000

5826650000 / 6649 QR-AR

Actions

Meter Information

Device Name: 5826650000
 Meter Number: 58036620
 Type: MCT-410dL
 Physical Address: 596794
 Route: CCU LESBIA
 Status: Enabled

Ping

Meter Readings

Usage Reading: 13,445.600 KWH 10/24/2018 04:33:00
 Previous Usage Reading: 13,445.600 KWH 10/24/2018 04:33:00
 Total Consumption: 0.000
 Peak Demand: 2.544 kW 10/21/2009 17:35:00
 Demand: 0.096 kW 09/26/2018 14:20:00
 Voltage: 249.900 Volts 09/26/2018 14:20:57

Show All Quick View Read Now

CIS Information

Customer Information:

Name:
 Address:
 Phone Number:
 Email:

Service Location

Address:

View CIS Details

Device Groups

search

Groups

- Active Meters
 - 310_410
 - All
- ALL COLLECTIONS
- All Meters
 - 310_410
- Meters

Trend

Previous Three Month's Normalized Usage Reading

Graph Type: Load Profile | Voltage Profile | Demand | Usage (Normalized)
 Time Period: 1D | 1W | 1M | 3M | 1Y | Custom
 Chart Style: Line | Bar
 Archived Usage Data: HTML | CSV | PDF
 Normalized Usage: HTML | CSV | PDF
 Data:

Outages

Blink Count: 288.000 Counts 10/24/2018 12:10:48
 Outages Last Retrieved: 10/24/2018 12:10:48

Log	Time	Duration
1	09/01/2018 14:13:57	00:00:01.416
2	08/25/2018 15:35:13	00:00:01.350
3	08/16/2018 17:39:52	00:00:01.216
4	08/01/2018 22:50:31	00:00:02.000
5	08/01/2018 22:50:28	00:00:00.683
6	08/01/2018 20:35:49	00:00:01.950

Read Now

Time of Use

Tou Widget not configured.

search

administrator

AMI Demand Response Tools Admin

Home / AMI / Meters / 5754360000

5754350000 District 2 Main

Actions

Meter Information

Device Name: 5754350000
 Meter Number: 115730359
 Type: MCT-410FL
 Physical Address: 2599634
 Route: CCU LESBIA
 Status: Enabled

Ping

Meter Readings

Usage Reading: 59,013.4 kWh 10/30/2018 04:17:00
 Previous Usage Reading: 59,013.4 kWh 10/30/2018 04:17:00
 Total Consumption: 0.000
 Peak Demand: 12.372 kW 08/14/2013 20:25:00
 Demand: 0.389 kW 10/30/2018 09:15:00
 Voltage: 250.800 Volts 10/30/2018 09:19:26

Show All Quick View

Read Now

CIS Information

Customer Information:

Name:
 Address:
 Phone Number:
 Email:

Service Location

Address:

View CIS Details

Device Groups

search

Groups

Active Meters

310_410

All

ALL COLLECTIONS

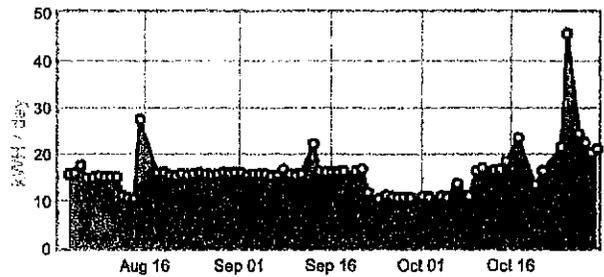
All Meters

310_410

Meters

Trend

Previous Three Month's Normalized Usage Reading



Graph Type: Load Profile | Voltage Profile | Demand | Usage (Normalized)
 Time Period: 1D | 1W | 1M | 3M | 1Y | Custom
 Chart Style: Line | Bar
 Archived Usage Data: HTML | CSV | PDF
 Normalized Usage: HTML | CSV | PDF
 Data:

Outages

Blink Count: 94,000 Counts 10/30/2018 09:19:26
 Outages Last Retrieved: 10/30/2018 09:19:26

Log	Time	Duration
1	08/01/2018 22:50:30	00:00:03.000
2	06/13/2018 23:18:24	11:00:14.000
3	04/12/2018 14:34:24	00:14:34.000
4	08/24/2017 22:57:19	00:00:02.350
5	08/15/2017 22:20:30	02:11:04.000
6	08/15/2017 02:45:47	00:04:58.000

Read Now

Time of Use

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administrator

AMI

Demand Response

Tools

Admin

Home / AMI / Meters / 5753300000

5753300000 District 2 Sub

Actions

Meter Information

Device Name: 5753300000
Meter Number: 93287282
Type: MCT-410cL
Physical Address: 3378496
Route: CCU LESBIA
Status: Enabled

Ping

Meter Readings

Usage Reading: 10,994.600 kWh 10/30/2018 04:14:00
Previous Usage Reading: 10,994.600 kWh 10/30/2018 04:14:00
Total Consumption: 0.000
Peak Demand: 2.412 kW 01/15/2013 11:20:00
Demand: 0.216 kW 10/17/2016 16:35:00
Voltage: 246.500 Volts 10/17/2016 16:39:24

Show All Quick View

Read Now

CIS Information

Customer Information:

Name:
Address:
Phone Number:
Email:

Service Location

Address:

View CIS Details

Device Groups

search

Groups

Active Meters

310_410

All

ALL COLLECTIONS

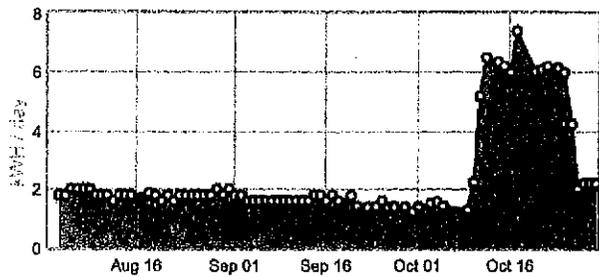
All Meters

310_410

Meters

Trend

Previous Three Month's Normalized Usage Reading



Graph Type: Load Profile | Voltage Profile | Demand | Usage (Normalized)

Time Period: 1D | 1W | 1M | 3M | 1Y | Custom

Chart Style: Line | Bar

Archived Usage Data: HTML | CSV | PDF

Normalized Usage: HTML | CSV | PDF

Data:

Outages

Blink Count: 146.000 Counts 10/30/2018 09:21:11

Outages Last Retrieved: 10/30/2018 09:21:11

Table with 3 columns: Log, Time, Duration. Contains 6 outage records with dates ranging from 07/13/2018 to 08/15/2017.

Read Now

Time of Use

Time Widget not configured.

search

administrator

AMI

Demand Response

Tools

Admin

Home / AMI / Meters / 7716110000

7716110000 District 3 Sub 6702 QR-AD

Actions

Meter Information

Device Name: 7716110000
 Meter Number: 82811006
 Type: MCT-420cL
 Physical Address: 2025198
 Route: CCU LESBIA
 Status: Enabled

Ping

Meter Readings

Usage Reading: 1,331.0 kWh 10/21/2018 04:27:00
 Previous Usage Reading: 1,331.0 kWh 10/21/2018 04:27:00
 Total Consumption: 0.000
 Peak Demand: 0.000 kW 07/12/2018 11:45:03 I
 Demand: 0.756 kW 10/30/2018 09:25:00
 Voltage: 249.000 Volts 10/30/2018 09:28:26

Show All Quick View

Read Now

CIS Information

Customer Information:

Name:
 Address:
 Phone Number:
 Email:

Service Location

Address:

View CIS Details

Device Groups

search

Groups

Active Meters

310_410

All

ALL COLLECTIONS

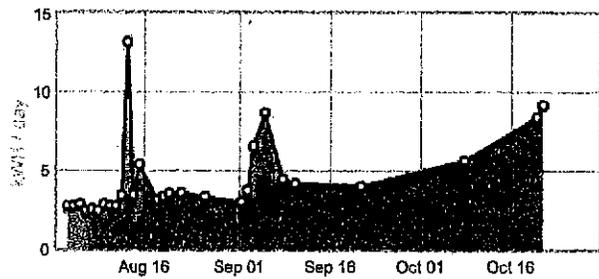
All Meters

310_410

Meters

Trend

Previous Three Month's Normalized Usage Reading



Graph Type: Load Profile | Voltage Profile | Demand | Usage (Normalized)

Time Period: 1D | 1W | 1M | 3M | 1Y | Custom

Chart Style: Line | Bar

Archived Usage Data: HTML | CSV | PDF

Normalized Usage: HTML | CSV | PDF

Date:

Outages

Blink Count: 3,000 Counts 10/30/2018 09:28:26

Outages Last Retrieved: 10/30/2018 09:28:26

Log	Time	Duration
1	10/07/2018 22:56:50	00:00:02.116
2	04/12/2018 14:34:29	00:14:35.000
3	04/30/2014 06:00:11	00:18:12.250

Read Now

Time of Use

Tou Widget not configured.

Device Configuration

Current Configuration: (none)

Device Configurations: C2SX Net Meter Assign

5605550000 NE Int QR-14 + NM-66

Actions

Meter Information

Device Name: 5605550000
 Meter Number: 120969303
 Type: MCT-410L
 Physical Address: 2630080
 Route: CCU SAN JON
 Status: Enabled

Ping

Meter Readings

Usage Reading: 18,539.000 kWh 10/24/2018 02:37:00
 Previous Usage Reading: 18,539.000 kWh 10/24/2018 02:37:00
 Total Consumption: 0.000
 Peak Demand: 12.984 kW 03/02/2015 09:35:00
 Demand: 0.331 kW 09/13/2018 10:30:00
 Voltage: 247.200 Volts 09/13/2018 10:32:57

Show All Quick View

Read Now

CIS Information

Customer Information:

Name:
 Address:
 Phone Number:
 Email:

Service Location

Address:

View CIS Details

Device Groups

search

Groups

Active Meters

310 410

All

ALL COLLECTIONS

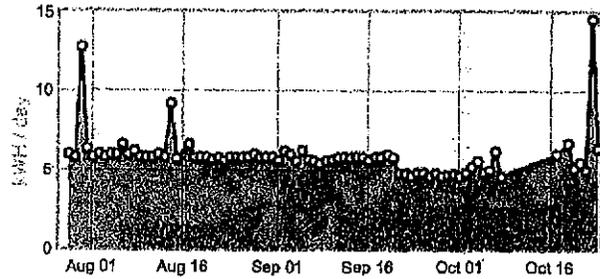
All Meters

310 410

Meters

Trend

Previous Three Month's Normalized Usage Reading



Graph Type: Load Profile | Voltage Profile | Demand | Usage (Normalized)

Time Period: 1D | 1W | 1M | 3M | 1Y | Custom

Chart Style: Line | Bar

Archived Usage Data: HTML | CSV | PDF

Normalized Usage: HTML | CSV | PDF

Data:

Outages

Blink Count: 91.000 Counts 10/24/2018 12:11:33

Outages Last Retrieved: 10/24/2018 12:11:48

Log	Time	Duration
1	10/08/2018 01:02:48	00:00:01.450
2	10/07/2018 02:30:15	00:00:01.750
3	10/05/2018 04:18:19	00:00:01.366
4	09/01/2018 10:12:34	00:00:01.433
5	08/25/2018 08:08:31	00:00:01.466
6	08/16/2018 23:35:20	00:00:01.400

Read Now

Time of Use

Time Widget not configured.

search

administrator

AMI Demand Response Tools Admin

Home / AMI / Meters / 5611000000

5611000000 Endeer Fire Station

Actions

Meter Information

Device Name: 5611000000
 Meter Number: 58036168
 Type: MCT-410cL
 Physical Address: 906906
 Route: CCU SAN JON
 Status: Enabled

Ping

Meter Readings

Usage Reading: 26,821.400 kWh 10/24/2018 02:06:00
 Previous Usage Reading: 26,821.400 kWh 10/24/2018 02:06:00
 Total Consumption: 0.000
 Peak Demand: 4.704 kW 02/07/2017 08:25:00
 Demand: 0.372 kW 09/13/2018 10:55:00
 Voltage: 247.000 Volts 09/13/2018 10:57:28

Show All Quick View

Read Now

CIS Information

Customer Information:

Name:
 Address:
 Phone Number:
 Email:

Service Location

Address:

View CIS Details

Device Groups

search

Groups

Active Meters

310_410

All

ALL COLLECTIONS

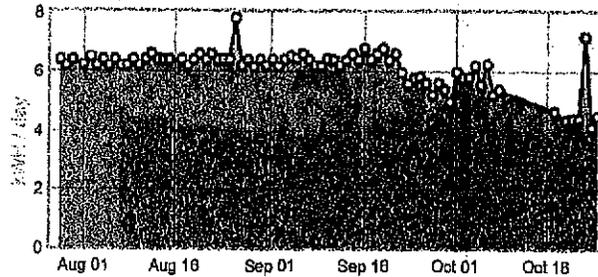
All Meters

310_410

Meters

Trend

Previous Three Month's Normalized Usage Reading



Graph Type: Load Profile | Voltage Profile | Demand | Usage (Normalized)

Time Period: 1D | 1W | 1M | 3M | 1Y | Custom

Chart Style: Line | Bar

Archived Usage Data HTML | CSV | PDF

Normalized Usage HTML | CSV | PDF

Data:

Outages

Blink Count: 210.000 Counts 10/24/2018 12:16:33

Outages Last Retrieved: 10/24/2018 12:16:47

Log	Time	Duration
1	10/08/2018 01:03:05	00:00:01.500
2	10/07/2018 02:30:29	00:00:01.800
3	10/05/2018 04:19:43	00:00:01.366
4	09/01/2018 10:12:46	00:00:01.450
5	08/25/2018 08:08:47	00:00:01.483
6	08/15/2018 23:35:16	00:00:01.400

Read Now

Time of Use

Time Widget not configured.

search administrator

AMI Demand Response Tools Admin

Home / AMI / Meters / 5626800000

5626800000 *Bard Endee North Station*

Actions

Meter Information

Device Name: 5626800000
 Meter Number: 93287594
 Type: MCT-410cL
 Physical Address: 3406659
 Route: RPT_SJ14
 Status: Enabled

Meter Readings

Usage Reading: 19,488.000 kWh 10/30/2018 02:24:00
 Previous Usage Reading:
 Total Consumption: 0.000
 Peak Demand: 8.124 kW 03/28/2014 19:25:00
 Demand: 0.276 kW 10/17/2016 16:15:00
 Voltage: 241.800 Volts 10/17/2016 16:17:54

Show All Quick View

CIS Information

Customer Information:

Name:
 Address:
 Phone Number:
 Email:

Service Location

Address:

Device Groups

search

Groups

- Active Meters
 -
 -
 -
- All Meters
 -
- Meters

Trend

Previous Three Month's Normalized Usage Reading

Graph Type: Load Profile | Voltage Profile | Demand | Usage (Normalized)
 Time Period: 1D | 1W | 1M | 3M | 1Y | Custom
 Chart Style: Line | Bar
 Archived Usage Data: HTML | CSV | PDF
 Normalized Usage: HTML | CSV | PDF
 Data:

Outages

Blink Count: 76.000 Counts 10/30/2018 09:31:11
 Outages Last Retrieved: 10/30/2018 09:31:11

Log	Time	Duration
1	07/27/2018 08:14:51	00:00:02.000
②	04/12/2018 14:34:21	00:14:34.000
3	08/20/2017 18:26:27	00:00:02.000
4	08/15/2017 02:45:37	00:04:59.000
⑤	08/15/2017 00:59:42	01:45:54.000
6	08/15/2017 00:59:11	00:00:30.000

Time of Use

Rate A

Usage Rate A: 0.000 kWh 04/25/2013 10:52:51 |
 Peak Demand Rate A: 0.000 kW 04/25/2013 10:52:51 |

search

administrator

AMI Demand Response Tools Admin

Home / AMI / Meters / 4322600000

4322500000 *Forrest*

Actions

Meter Information

Device Name: 4322500000
Meter Number: 82811088
Type: MCT-420cL
Physical Address: 2028971
Route: CCU WEBER CITY
Status: Enabled

Ping

Meter Readings

Usage Reading: 5,551.0 KWH 10/30/2018 07:51:00
Previous Usage Reading: 5,551.0 KWH 10/30/2018 07:51:00
Total Consumption: 0.000
Peak Demand: 0.000 kW 10/30/2018 09:59:27 !
Demand: 0.000 kW 10/30/2018 09:59:27 !
Voltage: 0.000 Volts 10/30/2018 09:59:27 !

Show All Quick View

Read Now

CIS Information

Customer Information:

Name:
Address:
Phone Number:
Email:

Service Location

Address:

View CIS Details

Device Groups

search

Groups

Active Meters

310_410

All

ALL COLLECTIONS

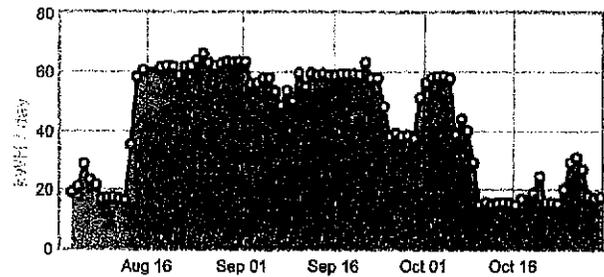
All Meters

310_410

Meters

Trend

Previous Three Month's Normalized Usage Reading



Graph Type: Load Profile | Voltage Profile | Demand | Usage (Normalized)

Time Period: 1D | 1W | 1M | 3M | 1Y | Custom

Chart Style: Line | Bar

Archived Usage Data: HTML | CSV | PDF

Normalized Usage: HTML | CSV | PDF

Data:

Outages

Blink Count: 29,000 Counts 10/30/2018 09:59:58
Outages Last Retrieved: 10/30/2018 09:59:58

Log	Time	Duration
1	10/08/2018 00:20:12	00:00:01.883
2	08/18/2018 02:37:26	00:41:11.000
3	08/18/2018 01:50:18	00:00:01.766
4	08/18/2018 01:49:17	00:00:01.200
5	08/18/2018 01:06:26	00:00:00.516
6	08/18/2018 01:06:24	00:00:01.400

Read Now

Time of Use

Time Widget not configured.

Device Configuration

Current Configuration: (none)

Device Configurations: C2SX Net Meter Assign

GENERAC®

GUARDIAN® SERIES Residential Standby Generators Air-Cooled Gas Engine

16/20/22 kW

1 of 6

16/20/22 kW

INCLUDES:

- True Power™ Electrical Technology
- Two Line LCD Multilingual Digital Evolution™ Controller (English/Spanish/French/Portuguese)
- Two Transfer Switch Options Available: 100 Amp, 16 Circuit Switch or 200 Amp Service Rated Smart Switch. See Page 5 for Details.
- Electronic Governor
- Standard Wi-Fi™ Remote Monitoring
- System Status & Maintenance Interval LED Indicators
- Sound Attenuated Enclosure
- Flexible Fuel Line Connector
- Direct-To-Dirt Composite Mounting Pad
- Natural Gas or LP Gas Operation
- 5 Year Limited Warranty
- Listed and Labeled by the Southwest Research Institute allowing installation as close as 18" (457 mm) to a structure.*
**Must be located away from doors, windows, and fresh air intakes and in accordance with local codes.*
https://assets.swri.org/library/DirectoryOfListedProducts/ConstructionIndustry/973_DoC_204_13204-01-01_Rev9.pdf

Standby Power Rating

Models G007036-1, G007037-1 (Aluminum - Bisque) - 16 kW 60 Hz
Model G007035-1 (Aluminum - Bisque) - 16 kW 60 Hz
Models G007039-1, G007038-1 (Aluminum - Bisque) - 20 kW 60 Hz
Models G007043-2, G007042-2 (Aluminum - Bisque) - 22 kW 60 Hz



QUIET TEST™



Note: CUL certification only applies to unbundled units and units packaged with limited circuit switches. Units packaged with the Smart Switch are UL certified in the USA only.

FEATURES

- **INNOVATIVE ENGINE DESIGN & RIGOROUS TESTING** are at the heart of Generac's success in providing the most reliable generators possible. Generac's G-Force engine lineup offers added peace of mind and reliability for when you need it the most. The G-Force series engines are purpose built and designed to handle the rigors of extended run times in high temperatures and extreme operating conditions.
- **TRUE POWER™ ELECTRICAL TECHNOLOGY:** Superior harmonics and sine wave form produce less than 5% Total Harmonic Distortion for utility quality power. This allows confident operation of sensitive electronic equipment and micro-chip based appliances, such as variable speed HVAC systems.
- **TEST CRITERIA:**
 - ✓ PROTOTYPE TESTED
 - ✓ NEMA MG1-22 EVALUATION
 - ✓ SYSTEM TORSIONAL TESTED
 - ✓ MOTOR STARTING ABILITY
- **MOBILE LINK™ REMOTE MONITORING:** FREE with every Guardian Series Home standby generator. Allows you to monitor the status of your generator from anywhere in the world using a smartphone, tablet, or PC. Easily access information such as the current operating status and maintenance alerts. Connect your account to your authorized service dealer for fast, friendly and proactive service. With Mobile Link, you are taken care of before the next power outage.
- **SOLID-STATE, FREQUENCY COMPENSATED VOLTAGE REGULATION:** This state-of-the-art power maximizing regulation system is standard on all Generac models. It provides optimized FAST RESPONSE to changing load conditions and MAXIMUM MOTOR STARTING CAPABILITY by electronically torque-matching the surge loads to the engine. Digital voltage regulation at ±1%.
- **SINGLE SOURCE SERVICE RESPONSE** from Generac's extensive dealer network provides parts and service know-how for the entire unit, from the engine to the smallest electronic component.
- **GENERAC TRANSFER SWITCHES:** Long life and reliability are synonymous with GENERAC POWER SYSTEMS. One reason for this confidence is that the GENERAC product line includes its own transfer systems and controls for total system compatibility.

THE GENERAC
PROMISE



*Not located in the USA, Canada, Mexico and Hong Kong

GENERAC®**features and benefits****16/20/22 kW****Engine**

- Generac G-Force design
- "Spiny-lok" cast iron cylinder walls
- Electronic ignition/spark advance
- Full pressure lubrication system
- Low oil pressure shutdown system
- High temperature shutdown

Maximizes engine "breathing" for increased fuel efficiency. Plateau honed cylinder walls and plasma moly rings helps the engine run cooler, reducing oil consumption resulting in longer engine life.

Rigid construction and added durability provide long engine life.

These features combine to assure smooth, quick starting every time.

Pressurized lubrication to all vital bearings means better performance, less maintenance and longer engine life. Now featuring up to a 2 year/200 hour oil change interval.

Shutdown protection prevents catastrophic engine damage due to low oil.

Prevents damage due to overheating.

Generator

- Revolving field
- Skewed stator
- Displaced phase excitation
- Automatic voltage regulation
- UL 2200 listed

Allows for a smaller, light weight unit that operates 25% more efficiently than a revolving armature generator.

Produces a smooth output waveform for compatibility with electronic equipment.

Maximizes motor starting capability.

Regulates the output voltage to $\pm 1\%$ prevents damaging voltage spikes.

For your safety.

Transfer Switch (if applicable)

- Fully automatic
- NEMA 3R
- Remote mounting

Transfers your vital electrical loads to the energized source of power.

Can be installed inside or outside for maximum flexibility.

Mounts near your existing distribution panel for simple, low-cost installation.

Evolution™ Controls

- Auto/Manual/Off illuminated buttons
- Two-line LCD multilingual display
- Sealed, raised buttons
- Utility voltage sensing
- Generator voltage sensing
- Utility interrupt delay
- Engine warm-up
- Engine cool-down
- Programmable exercise
- Smart battery charger
- Main line circuit breaker
- Electronic governor

Selects the operating mode and provides easy, at-a-glance status indication in any condition.

Provides homeowners easily visible logs of history, maintenance and events up to 50 occurrences.

Smooth, weather-resistant user interface for programming and operations.

Constantly monitors utility voltage, setpoints 65% dropout, 80% pick-up, of standard voltage.

Constantly monitors generator voltage to ensure the cleanest power delivered to the home.

Prevents nuisance start-ups of the engine, adjustable 2-1500 seconds from the factory default setting of five (5) seconds by a qualified dealer.

Ensures engine is ready to assume the load, setpoint approximately 5 seconds.

Allows engine to cool prior to shutdown, setpoint approximately 1 minute.

Operates engine to prevent oil seal drying and damage between power outages by running the generator for 5 minutes every other week. Also offers a selectable setting for weekly or monthly operation providing flexibility and potentially lower fuel costs to the owner.

Delivers charge to the battery only when needed at varying rates depending on outdoor air temperature. Compatible with lead acid and AGM-style batteries.

Protects generator from overload.

Maintains constant 60 Hz frequency.

Unit

- SAE weather protective enclosure
- Enclosed critical grade muffler
- Small, compact, attractive

Sound attenuated enclosures ensure quiet operation and protection against mother nature, withstanding winds up to 150 mph. Hinged key locking roof panel for security. Lift-out front for easy access to all routine maintenance items. Electrostatically applied textured epoxy paint for added durability.

Quiet, critical grade muffler is mounted inside the unit to prevent injuries.

Makes for an easy, eye appealing installation, as close as 18" (457 mm) away from a building.

16/20/22 kW**Installation System**

- 1 ft (305 mm) flexible fuel line connector
Absorbs any generator vibration when connected to rigid pipe.
- Direct-to-dirt composite mounting pad
Complex lattice design prevents settling or sinking of the generator system.
- Integral sediment trap
Prevents particles and moisture from entering the fuel regulator and engine, prolonging engine life.

Remote Monitoring

- Ability to view generator status
Monitor your generator via your smartphone, tablet, or computer at any time via the Mobile Link application for complete peace of mind
- Ability to view generator Exercise/Run and Total Hours
Review the generator's complete protection profile for exercise hours and total hours
- Ability to view generator maintenance information
Provides maintenance information for your specific model generator when scheduled maintenance is due
- Monthly report with previous month's activity.
Detailed monthly reports provide historical generator information
- Ability to view generator battery information
Built in battery diagnostics displaying current state of the battery
- Weather information
Provides detailed local ambient weather conditions for generator location

GENERAC[®]

specifications

16/20/22 kW

Generator

Model	G007035-1, G007036-1, G007037-1 (16 kW)	G007038-1, G007039-1 (20 kW)	G007042-2, G007043-2 (22 kW)
Rated Maximum Continuous Power Capacity (LP)	16,000 Watts*	20,000 Watts*	22,000 Watts*
Rated Maximum Continuous Power Capacity (NG)	16,000 Watts*	18,000 Watts*	19,500 Watts*
Rated Voltage	240	240	240
Rated Maximum Continuous Load Current – 240 Volts (LP/NG)	66.7 / 66.7	83.3 / 75.0	91.7 / 81.3
Total Harmonic Distortion	Less than 5%	Less than 5%	Less than 5%
Main Line Circuit Breaker	70 Amp	90 Amp	100 Amp
Phase	1	1	1
Number of Rotor Poles	2	2	2
Rated AC Frequency	60 Hz	60 Hz	60 Hz
Power Factor	1.0	1.0	1.0
Battery Requirement (not included)	12 Volts, Group 26R 540 CCA Minimum or Group 35AGM 650 CCA Minimum		
Unit Weight (lb/kg)	409 / 186	448 / 203	466 / 211
Dimensions (L x W x H) in/mm	48 x 25 x 29 / 1218 x 638 x 732		
Sound output in dB(A) at 23 ft (7 m) with generator operating at normal load**	67	67	67
Sound output in dB(A) at 23 ft (7 m) with generator in Quiet-Test™ low-speed exercise mode**	55	55	57
Exercise duration	5 min	5 min	5 min

Engine

Type of Engine	GENERAC G-Force 1000 Series		
Number of Cylinders	2	2	2
Displacement	999 cc	999 cc	999 cc
Cylinder Block	Aluminum w/ Cast Iron Sleeve		
Valve Arrangement	Overhead Valve	Overhead Valve	Overhead Valve
Ignition System	Solid-state w/ Magneto	Solid-state w/ Magneto	Solid-state w/ Magneto
Governor System	Electronic	Electronic	Electronic
Compression Ratio	9.5:1	9.5:1	9.5:1
Starter	12 VDC	12 VDC	12 VDC
Oil Capacity Including Filter	Approx. 1.9 qt / 1.8 L	Approx. 1.9 qt / 1.8 L	Approx. 1.9 qt / 1.8 L
Operating rpm	3,600	3,600	3,600
Fuel Consumption			
Natural Gas	ft ³ /hr (m ³ /hr)		
	1/2 Load	218 (6.17)	204 (5.78)
	Full Load	309 (8.75)	301 (8.52)
Liquid Propane	ft ³ /hr (gal/hr) [l/hr]		
	1/2 Load	74 (2.03) [7.70]	87 (2.37) [8.99]
	Full Load	107 (2.94) [11.11]	130 (3.56) [13.48]

Note: Fuel pipe must be sized for full load. Required fuel pressure to generator fuel inlet at all load ranges - 3.5-7" water column (7-13 mm mercury) for natural gas, 10-12" water column (19-22 mm mercury) for LP gas. For BTU content, multiply ft³/hr x 2500 (LP) or ft³/hr x 1000 (NG). For Megajoule content, multiply m³/hr x 93.15 (LP) or m³/hr x 37.26 (NG)

Controls

Two-Line Plain Text Multilingual LCD Display	Simple user interface for ease of operation.
Mode Buttons: Auto	Automatic Start on Utility failure, 7 day exerciser.
Manual	Start with starter control, unit stays on. If utility fails, transfer to load takes place.
Off	Stops unit. Power is removed. Control and charger still operate.
Ready to Run/Maintenance Messages	Standard
Engine Run Hours Indication	Standard
Programmable start delay between 2-1500 seconds	Standard (programmable by dealer only)
Utility Voltage Loss/Return to Utility Adjustable (Brownout Setting)	From 140-171 V / 190-216 V
Future Set Capable Exerciser/Exercise Set Error Warning	Standard
Run/Alarm/Maintenance Logs	50 Events Each
Engine Start Sequence	Cyclic cranking: 16 sec on, 7 rest (90 sec maximum duration).
Starter Lock-out	Starter cannot re-engage until 5 sec after engine has stopped.
Smart Battery Charger	Standard
Charger Fault/Missing AC Warning	Standard
Low Battery/Battery Problem Protection and Battery Condition Indication	Standard
Automatic Voltage Regulation with Over and Under Voltage Protection	Standard
Under-Frequency/Overload/Stepper Overcurrent Protection	Standard
Safety Fused/Fuse Problem Protection	Standard
Automatic Low Oil Pressure/High Oil Temperature Shutdown	Standard
Overcrank/Overspeed (@ 72 Hz)/rpm Sense Loss Shutdown	Standard
High Engine Temperature Shutdown	Standard
Internal Fault/Incorrect Wiring Protection	Standard
Common External Fault Capability	Standard
Field Upgradable Firmware	Standard

**Sound levels are taken from the front of the generator. Sound levels taken from other sides of the generator may be higher depending on installation parameters. Rating definitions - Standby: Applicable for supplying emergency power for the duration of the utility power outage. No overload capability is available for this rating. (All ratings in accordance with BS5514, ISO3046 and DIN6271). * Maximum kilovolt amps and current are subject to and limited by such factors as fuel Btu/megajoule content, ambient temperature, altitude, engine power and condition, etc. Maximum power decreases about 3.5 percent for each 1,000 feet (304.8 meters) above sea level; and also will decrease about 1 percent for each 6°C (10°F) above 16°C (60°F).

16/20/22 kW

Limited Circuits Switch Features

- 16 space, 24 circuit, breakers not included.
- Electrically operated, mechanically-held contacts for fast, positive connections
- Rated for all classes of load, 100% equipment rated, both inductive and resistive.
- 2-pole, 250 VAC contactors.
- 30 millisecond transfer time.
- Dual coil design.
- Rated for both copper and aluminum conductors.
- Main contacts are silver plated or silver alloy to resist welding and sticking.
- NEMA/UL 3R aluminum outdoor enclosure allows for indoor or outdoor mounting flexibility.
- Multi listed for use with 1" standard, tandem, GFCI and AFCI breakers from Siemens, Murray, Eaton and Square D for the most flexible and cost effective install.

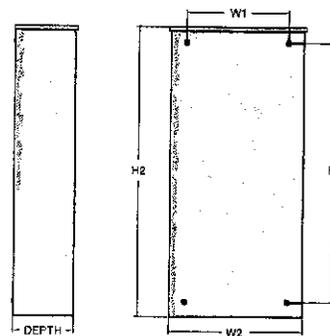
Dimensions

	Height		Width		Depth
	H1	H2	W1	W2	
in	26.75	30.1	10.5	13.5	6.91
mm	679.4	764.3	266.7	343.0	175.4

Wire Ranges		
Conductor Lug	Neutral Lug	Ground Lug
1/0 - #14	2/0 - #14	2/0 - #14

Model	G007036-1 (16kW)
No. of Poles	2
Current Rating (Amps)	100
Voltage Rating (VAC)	120/240, 1Ø
Utility Voltage Monitor (Fixed)*	
-Pick-up	80%
-Dropout	65%
Return to Utility*	approx. 15 sec
Exercises bi-weekly for 5 minutes*	Standard
UL Listed	Standard
Total Circuits Available	24
Tandem Breaker Capabilities	8 tandems
Circuit Breaker Protected	
Available RMS Symmetrical Fault Current @ 250 Volts	10,000

*Function of Evolution Controller
Exercise can be set to weekly or monthly



Service Rated Smart Switch Features

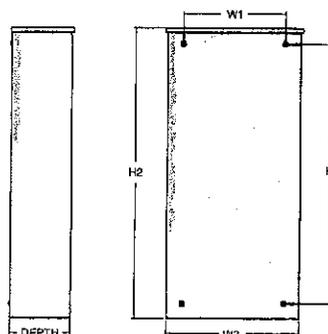
- Includes Digital Power Management Technology standard (DPM).
- Intelligently manages up to four air conditioner loads with no additional hardware.
- Up to four more large (240 VAC) loads can be managed when used in conjunction with Smart Management Modules (SMMs).
- Electrically operated, mechanically-held contacts for fast, clean connections.
- Rated for all classes of load, 100% equipment rated, both inductive and resistive.
- 2-pole, 250 VAC contactors.
- Service equipment rated, dual coil design.
- Rated for both aluminum and copper conductors.
- Main contacts are silver plated or silver alloy to resist welding and sticking.
- NEMA/UL 3R aluminum outdoor enclosure allows for indoor or outdoor mounting flexibility.

Dimensions

	200 Amps 120/240, 1Ø Open Transition Service Rated				
	Height		Width		Depth
	H1	H2	W1	W2	
in	26.75	30.1	10.5	13.5	6.91
mm	679.4	764.3	266.7	343.0	175.4

Model	G007037-1 (16 kW)/G007039-1 (20 kW)/ G007043-2 (22 kW)
No. of Poles	2
Current Rating (Amps)	200
Voltage Rating (VAC)	120/240, 1Ø
Utility Voltage Monitor (Fixed)*	
-Pick-up	80%
-Dropout	65%
Return to Utility*	approx. 13 sec
Exercises bi-weekly for 5 minutes*	Standard
UL Listed	Standard
Enclosure Type	NEMA/UL 3R
Circuit Breaker Protected	22,000
Lug Range	250 MCM - #6

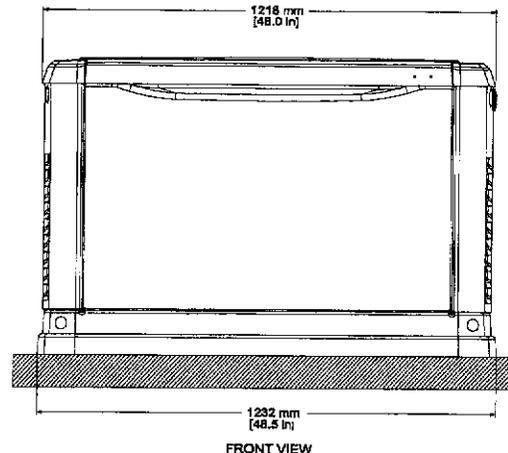
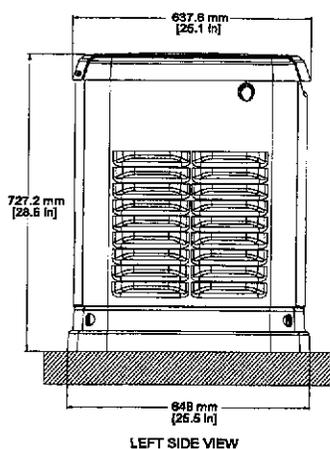
*Function of Evolution Controller
Exercise can be set to weekly or monthly



Model #	Product	Description
G007005-0	Wi-Fi LP Fuel Level Monitor	The Wi-Fi enabled LP fuel level monitor provides constant monitoring of the connected LP fuel tank. Monitoring the LP tank's fuel level is an important step in making sure your generator is ready to run during an unexpected power failure. Status alerts are available through a free application to notify when your LP tank is in need of a refill.
G005819-0	26R Wet Cell Battery	Every standby generator requires a battery to start the system. Generac offers the recommended 26R wet cell battery for use with all air-cooled standby product (excluding PowerPact®).
G007101-0	Battery Pad Warmer	The pad warmer rests under the battery. Recommended for use if the temperature regularly falls below 0 °F (-18 °C). (Not necessary for use with AGM-style batteries).
G007102-0	Oil Warmer	Oil warmer slips directly over the oil filter. Recommended for use if the temperature regularly falls below 0 °F (-18 °C).
G007103-1	Breather Warmer	The breather warmer is for use in extreme cold weather applications. For use with Evolution controllers only in climates where heavy icing occurs.
G005621-0	Auxiliary Transfer Switch Contact Kit	The auxiliary transfer switch contact kit allows the transfer switch to lock out a single large electrical load you may not need. Not compatible with 50 amp pre-wired switches.
G007027-0 - Bisque	Fascia Base Wrap Kit (Standard on 22 kW)	The fascia base wrap snaps together around the bottom of the new air cooled generators. This offers a sleek, contoured appearance as well as offering protection from rodents and insects by covering the lifting holes located in the base.
G005703-0 - Bisque	Paint Kit	If the generator enclosure is scratched or damaged, it is important to touch up the paint to protect from future corrosion. The paint kit includes the necessary paint to properly maintain or touch up a generator enclosure.
G006485-0	Scheduled Maintenance Kit	Generac's scheduled maintenance kits provide all the hardware necessary to perform complete routine maintenance on a Generac automatic standby generator.
G006873-0	Smart Management Module (50 Amps)	Smart Management Modules are used in conjunction with the Automatic Transfer Switch to increase its power management capabilities. It provides additional power management flexibility not found in any other power management system.

dimensions & UPCs

Dimensions shown are approximate. Refer to installation manual for exact dimensions. DO NOT USE THESE DIMENSIONS FOR INSTALLATION PURPOSES.



Model	UPC
G007035-1	696471074161
G007036-1	696471074154
G007037-1	696471074178
G007038-1	696471074185
G007039-1	696471074192
G007042-2	696471074208
G007043-2	696471074215



QUAY COUNTY GOVERNMENT

300 South Third Street

P.O. Box 1246

Tucumcari, NM 88401

Phone: (575) 461-2112

Fax: (575) 461-6208

Wendy Blackwell
State Hazard Mitigation Officer
NM Department of Homeland Security and Emergency Management
P.O. Box 27111
Santa Fe, NM 87502

9/5/2019

RE: Source documentation required for substantiation that the NG or LP sources and piping in place are adequate

Dear Ms. Blackwell:

This letter serves as the source documentation required for substantiation that the natural gas or liquid propane sources and piping in place are adequate to supply the added fuel loads imposed by the generators.

The Quay County Fire Districts nine main stations and seven substations have adequate supply of natural gas or liquid propane to supply the added fuel loads imposed by the proposed generators. The piping in place is also adequate for this project however additional piping will be needed to connect the generators to the existing infrastructure.

Thank you,

Daniel Estrada
Quay County Maintenance Director



969 Veterans Parkway, Unit C
 Bolingbrook, IL 60490
 P. (800) 710-7499 F. (630) 684-0004

8/28/19

Quote for:
 Daniel Zamora
 (575) 403-4788
daniel.zamora@quaycounty-nm.gov

Quote No. DG19082701
 Representative Dennis Grondin Ext. 182

Thank you for shopping Power Equipment Direct. We appreciate the opportunity to earn your business. Your requested quote is below:

Qty	Model #	Description	Online Price each	Sub-Total
16	<u>70422</u>	<u>Generac Guardian™ 22kW Aluminum Home Standby Generator w/ Wi-Fi</u>	\$4,517.00	\$72,272.00
16		<u>Battery</u>	\$99.99	1599.84
16	<u>RXSC200A</u> <u>3</u>	<u>Generac 200-Amp Automatic Smart Transfer Switch w/ Power Management</u>	\$587.00	\$9,392.00
165	<u>EGD-</u> <u>GENCWKIT</u>	<u>Generac Cold Weather Kit For 9-22kW Air-Cooled Standby Generators</u>	\$298.97	\$4,783.52
			Shipping	0.00
			Total Before Taxes*	\$88,047.36

*We are not obligated to, and do not, collect sales or use taxes in all states. However, you may be required to report or claim non-taxed purchases on your state tax return and may also be responsible for replacement sales tax or use tax.

TERMS: Quoted prices are valid for 14 days from the date quoted. Pricing is valid in quantities listed only. Any alterations may require the quote to be revised. Order must ship at one time to one location.

Should you have any questions about our policies or your quotation, you may e-mail service@powerequipmentdirect.com or call us at (800) 710-7499.

Sincerely, Dennis

Power Equipment Direct

DETAILED BUDGET

Item Name	Sub-grant Budget Class	Unit Cost (\$)	Unit Quantity	Unit Measure	TOTAL	Federal	Local
Pre-Award: Application Development	Personnel	\$ 23	80	Hour	\$ 1,840	\$ 1,380	\$ 460
Task 1: RFP and Bid	Personnel	\$ 23	80	Hour	\$ 1,840	\$ 1,380	\$ 460
Task 2: Contractor Selection	Personnel	\$ 23	40	Hour	\$ 920	\$ 690	\$ 230
Task 3: Finalize Design	Personnel	\$ 23	40	Hour	\$ 920	\$ 690	\$ 230
Task 5: Purchase Transfer Switches	Equipment	\$ 587	16	Each	\$ 9,392	\$ 7,044	\$ 2,348
Task 5: Purchase Generators	Equipment	\$ 4,517	16	Each	\$ 72,272	\$ 54,204	\$ 18,068
Task 5: Purchase Batteries	Equipment	\$ 100	16	Each	\$ 1,600	\$ 1,200	\$ 400
Task 6: Purchase Cold Weather Kits	Equipment	\$ 299	16	Each	\$ 4,784	\$ 3,588	\$ 1,196
Task 5: Delivery and Installation	Construction	\$ 2,000	16	Each	\$ 32,000	\$ 24,000	\$ 8,000
Task 6: Sub-grant Close Out	Personnel	\$ 23	40	Hour	\$ 920	\$ 690	\$ 230
Project Total					\$ 126,488.00	\$ 94,866.00	\$ 31,622.00

75%	25%
\$ 94,866.00	\$ 31,622.00

IN-KIND JUSTIFICATION

Staff Position	Hourly wage	Hours	Amount	Average
Emergency Manager*	\$ 28	100	\$ 2,800	
Fire Marshall	\$ 14	100	\$ 1,400	
Finance Director	\$ 28	80	\$ 2,240	
		280	\$ 6,440	\$23.00

*PLEASE NOTE: Emergency Manager is 50% funded by EMPG (25% Federal 25% match. Only 20 hours

Benefit-Cost Analysis (BCA) Worksheet
Generator Adaptation

Proposed Project:

1. **Project Information:**

- a) Project description: We would like to equip
or rural fire stations with generators
to ensure response capabilities.
- b) Will the generator power structure(s) or equipment: structures
- c) How many structure(s) will be mitigated? 16
- d) What is the age of the structure(s) to be mitigated? 3-50 years
- e) Provide the installation location for each generator: See attached list
- f) Total Project Cost \$ 60,000
- g) Annual maintenance costs \$ 100
- h) Please describe any damages NOT mitigated by the proposed project (in what way could the structure(s) not be protected by this mitigation):

Damage Information: Provide the following information for all events (flood, severe storm, tornado, wildfire, etc.) that have impacted the structure(s). Include this information separately for each event, even when multiple events occurred within one year.

2. **Event:**

- a) What type of event has impacted the structure(s)? _____
- b) Date of Event _____ mm/dd/year
- c) Frequency of Event _____
(if known, e.g., 25yr, 3 inches of rain in two hours) Please describe how frequency was determined.

3. **Public Buildings:**

Were public buildings closed as a result of this event? If yes, how long were they closed (in days)? (Please provide additional information for each event and each structure on a separate sheet. Label with this number & title)

What is the annual budget associated with the public building(s)?

Document any damages and repair costs.

4. **School Closures:** Were schools closed as a result of this event? If yes, specify the school name, address, and annual budget. (Please provide additional information for each event and each structure on a separate sheet. Label with this number & title.)

What is the annual budget associated with the school?

Document any damages and repair costs.

5. **Municipal Services:** Provide the costs or person-hours for municipal services required as a direct result of this event. Do not include debris removal.

- a) Police \$ _____
- b) Fire: \$ _____
- c) Public Works: \$ _____
- d) Volunteer Fire \$ _____
- e) Other: \$ _____

6. **Debris Clean-up & Removal:** List any costs and/or person-hours associated with event clean-up without double counting what has been listed above:

- a) Public Works: \$ _____
- b) Volunteers: \$ _____
- c) Private Property Owners: \$ _____

Loss of Use Information:

7. **Roadways and Bridges:** Were there any road and/or bridge closures as a result of this event? If yes, and a detour was established, please provide the following information.

If you have more than one road or bridge affected or damaged, please provide additional information on a separate sheet. Label with this number & title.

- a) What is the name of the road or bridge? _____
- b) What was the cost for set-up and take-down of a detour? \$ _____
- c) What was the duration of closure? _____ Days _____ Hours
- d) What is the daily one-way traffic count? _____ (vehicles/day)
- e) What was the additional travel distance in miles? _____
- f) What was the additional travel time in minutes? _____
- g) If damages to the road/bridge occurred,
 - a. What were the emergency repair costs? \$ _____
 - b. What were the costs to restore to pre-disaster condition \$ _____

8. Electric Service: If electric service was disrupted:
- What was the duration of the outage in hours? _____
 - How many **people** (not customers) were without service? _____
 - If damages occurred,
 - What were the emergency repair costs? \$ _____
 - What were the costs to restore to pre-disaster condition \$ _____
9. Wastewater Treatment: If Services were disrupted and/or damaged:
- What was the duration without **wastewater** treatment, in hours? _____
 - How many **people** (not customers) were affected? _____
 - Was the loss of treatment _____ full or _____ partial?
 - If damages occurred,
 - What were the emergency repair costs? \$ _____
 - What were the costs to restore to pre-disaster condition \$ _____
 - If fines were imposed, what was the total? \$ _____
10. Water Service: If Services were disrupted and/or damaged:
- What was the duration without **water**, in hours? _____
 - How many **people** (not customers) were affected? _____
 - If damages occurred,
 - What were the emergency repair costs? \$ _____
 - What were the costs to restore to pre-disaster condition \$ _____
 - If fines were imposed, what was the total? \$ _____
11. Police Station: If Services were disrupted and/or damaged:
- What was the duration without services? _____ Days _____ Hours
 - How many people are served by this station? _____
 - How many police officers work at this police station? _____
 - How many police officers would serve the same area if the station were shut down due to a disaster? _____
 - Indicate the type of area served by this police station
 Metropolitan City Rural
 - If damages occurred,
 - What were the emergency repair costs? \$ _____
 - What were the costs to restore to pre-disaster condition \$ _____
12. Fire Station: If Services were disrupted and/or damaged:
- What was the duration without services? _____ Days _____ Hours
 - How many people are served by this station? *See attached document*
 - What is the distance between this fire department and the fire department that could respond to the same geographical area? _____ Miles
 - Does the fire station provide emergency medical services? Yes No
 - If yes, what is the distance between this fire department and the fire

department that could provide EMS services to the same geographical area? _____ Miles

- e) Indicate the type of area served by this police station
 Urban Suburban Rural Wilderness
- f) If damages occurred,
 - a. What were the emergency repair costs? \$ _____
 - b. What were the costs to restore to pre-disaster condition \$ _____

13. Hospitals: If Services were disrupted and/or damaged:

- a) What was the duration without services? _____ Days _____ Hours
- b) How many people are served by this Hospital? _____
- c) What is the distance between this hospital and the hospital that would treat people in the event this hospital was inoperative? _____ Miles
- d) How many people are served by that alternative hospital? _____
- g) If damages occurred,
 - a. What were the emergency repair costs? \$ _____
 - b. What were the costs to restore to pre-disaster condition \$ _____

14. Other Facility Types: If Services were disrupted and/or damaged:

- a) What other facility was damaged

- b) What was the duration without services? _____ Days _____ Hours
- c) What is the total annual budget(s) for the department(s) associated with the particular facility? _____
- h) If damages occurred,
 - a. What were the emergency repair costs? \$ _____
 - b. What were the costs to restore to pre-disaster condition \$ _____

IF MITIGATING A FLOOD EVENT

Flood Insurance Rate Map (FIRM) – Flood Insurance Study (FIS):

15. Flood Insurance Rate Map (FIRM):

- a) FIRM Panel Number: _____ Effective date: _____
- b) Flood Insurance Study (FIS) effective date: _____
- c) Community ID Number: _____
- d) Is the structure located in the 100-year floodplain? Yes No

16. Flood Insurance Study (FIS):

a. Complete the following for **Riverine Flooding**:

- i. Streambed elevation: _____ (ft)
- ii. Flood Profile Number: _____

Riverine Flood Table		
Flood Frequency	Discharge (cfs.)	Water Elevation NGVD (ft.)
10-year event		
50-year event		
100-year event		
500-year event		

b. Complete the following for **Coastal Data**:

Transect Description Elevation		
Transect #	1% Annual Chance Stillwater	Maximum 1% Annual Chance Wave Crest

Transect Data Stillwater Elevations						
Transect #	10 Percent (10 yr.)	2 Percent (50 yr.)	1 Percent (100 yr.)	0.2 Percent (500 yr.)	Zone	Base Flood Elevation



QUAY COUNTY GOVERNMENT

300 South Third Street
P.O. Box 1246
Tucumcari, NM 88401
Phone: (575) 461-2112
Fax: (575) 461-6208

Quay County Fire Districts

District 1

Age of structure: 24 (1994)
Main Station: 1218 Camino del Coronado Tucumcari, NM 88401
Age of structure: 38 (1980)
Substation: 6649 Quay Road AR Tucumcari, NM 88401
Distance between alternate fire department: 1.7 Miles
Medical Services: Yes
Distance between alternate fire department that could provide EMS: 1.7 Miles
Type of area served: Rural

District 2

Age of structure: 24 (1994)
Main Station: 3303 State Highway 278 Tucumcari, NM 88401
Age of structure: 43 (1975)
Substation: 3032 State Highway 278 Tucumcari, NM 88401
Distance between alternate fire department: 9.2 Miles
Medical Services: No
Type of area served: Rural

District 3

Age of structure: 13 (2005)
Main Station: 6702 Quay Road AD, Tucumcari, NM 88401
Age of structure: 33 (1985)
Substation: 3450 Quay Road 72 Tucumcari, NM 88401
Distance between alternate fire department: 15 Miles
Medical Services: No
Type of area served: Rural

Bard-Endee

Age of structure: 24 (1994)
Bard: 1097 Route 66 Bard, NM 88411
Age of structure: 14 (2004)
Endee: 325 State Highway 93 Endee, NM 88411
Age of structure: 5 (2013)
North Station: 794 State Highway 392 Bard, NM 88411
Distance between alternate fire department: 8 Miles
Medical Services: Yes
Distance between alternate fire department that could provide EMS: 8 Miles
Type of area served: Rural

Porter

Age of structure: 16 (2002)
1751 Quay Road 65 Porter, NM 88434
Distance between alternate fire department: 14 Miles
Medical Services: No
Type of area served: Rural

Nara Visa

Age of structure: 42 (1976)
380 Bell Street Nara Visa, NM 88430
Distance between alternate fire department: 27 Miles
Medical Services: No
Type of area served: Rural

Quay

Age of structure: 24 (1994)
4209 Quay Road 46 Quay, NM 88401
Distance between alternate fire department: 19 Miles
Medical Services: Yes
Distance between alternate fire department that could provide EMS: 18 Miles
Type of area served: Rural

Jordan

Age of structure: 40 (1978)
Main Station: 3699 Quay Road BH Jordan, NM 88121
Age of structure: 22 (1996)
Ima Substation: 5613 State Highway 156 Ima, NM 88427
Age of structure: 20 (1998)
McAllister Substation: 3229 State Highway 252 McAllister, NM 88427
Distance between alternate fire department: 18 Miles
Medical Services: No
Type of area served: Rural

Forrest

Age of structure: 40 (1978)

209 State Highway 210 Forrest, NM 88427

Distance between alternate fire department: 18 Miles

Medical Services: Yes

Distance between alternate fire department that could provide EMS: 22 Miles

Type of area served: Rural



Quay County E911 Addressing

301 South Third Street
P.O. Box 1227
Tucumcari, NM 88401
Phone: (505) 461-1760
Fax: (505) 461-8465
armando.nava@quaycounty-nm.gov

Armando Nava – E911/Rural Addressing

6/26/2014

Population in Quay County Fire Districts

Fire District	Population
Bard/Endee	255
Forest	305
Jordan	424
Logan	228
NaraVisa	347
Porter	140
Quay	167
SanJon	176
R3	261
R2	783
R1	1592

(Took # of Addresses within the Fire districts and multiplied by 2.2. Number of occupants based on 2010 Census Data)



FARMERS' ELECTRIC COOPERATIVE, INC. OF NEW MEXICO

July 14, 2009

New Mexico Public Regulation Commission
Attn. Operations Division
24 East Palace Avenue
Santa Fe, New Mexico 87501

RE: Report of Major Interruption of Service (Supplemental Update)

Dear Operations Division:

On Tuesday, July 14, 2009 at approximately 09:30 hours an outage occurred on Farmers' Electric Cooperative's (FEC) transmission system. The outage affected the Santa Rosa community and rural consumers served from substations within Santa Rosa. In addition, portions of the communities of Tucumcari, Logan, San Jon and Conchas Lake were affected.

The outage began with a transmission line owned and operated by our wholesale power supplier, Southwestern Public Service Company (SPS). This transmission line serves both SPS loads in the Tucumcari area, and is a wholesale delivery point for FEC, also in the Tucumcari area.

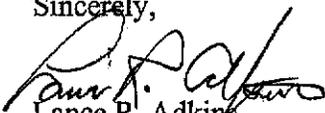
FEC has limited ability to switch transmission feeds on the FEC transmission system and restore limited service from alternate directions. Within one hour of onset of the transmission outage FEC had restored service to consumers in the communities of San, Logan, rural Tucumcari, and portions of Santa Rosa. Approximately 500 consumers, located in Santa Rosa and Conchas Lake area, were without power until 13:45 hours.

SPS was unable to determine the cause of the outage on the transmission line. SPS reports that, following two line patrols, they re-energized the line at 13:10 hours without incident. At that time FEC personnel began the process of transferring load back to the SPS transmission system. The FEC System returned to "normal operations" at 14:30 hours.

It is estimated that 5,242 cooperative members were affected by the outage, Load affected by the interruption was approximately 10,000 kW demand initially, with estimated lost sales of 12,392 kWh's.

If you have any questions, please contact me at (575) 762-4466.

Sincerely,


Lance R. Adkins
General Manager



FARMERS' ELECTRIC COOPERATIVE, INC. OF NEW MEXICO

August 14, 2013

New Mexico Public Regulation Commission
Attn. Operations Division
1120 Paseo de Peralta
Santa Fe, New Mexico 87504

RE: UTILITY DIVISION: Report of Major Interruption of Service

On Tuesday, August 13, 2013 at approximately 17:55 hours, Farmers' Electric Cooperative's (FEC) Tucumcari Transmission Interchange lost power. At the onset of the outage, the Tucumcari Interchange was providing transmission power to five Distribution Substations located in the communities of Santa Rosa, Newkirk, Lesbia/Logan and San Jon New Mexico.

The outage was caused by severe thunderstorm conditions that destroyed a barn, causing debris to impact both distribution and transmission lines in the Lesbia area.

FEC was able to restore power to the community of Santa Rosa at 18:46 hours (51 minute outage) and restore power to the communities of Lesbia/Logan and San Jon at 19:56 hours (120 minute outage).

Approximately 200 consumers continued without power until distribution lines were repaired and service restored by 03:00 hours on August 14.

There were approximately 5,369 metered accounts affected at the onset of the outage with an estimated 10.9 MW of load on the distribution substations at the time the outage began. If you have any questions, please contact me at 800.445.8541 or 575.762.4466.

Sincerely,

A handwritten signature in black ink, appearing to read 'Lance R. Adkins'. The signature is written in a cursive, flowing style.

Lance R. Adkins
General Manager

TROUBLE CALL

JOB NO. 201207

Received By BV
 Person reporting MULTIPLE Amistad SUB Date 18-18 Aug 2018 Time 10 pm - 6 am
 Location of Outage Amistad SUB
 What time did the lights go out? Date 17/18 Aug 2018 Time 10 pm 17 Aug
 Did you check the house breakers? N/A Pole breakers N/A
 Do you know of anything you think could cause the outages? 69 KV reclosure
opened, wouldn't close

LINE REPORT

Notified 17 Aug 2018 at 10 a.m. (p.m.) Hours 6 Minutes 30
 Restored 18 Aug 2018 at 4:30 (a.m.) p.m.
 Weather T-Storms
 Cause of trouble-work done Lightning

Charges, if any _____

Shawn / Adam / Willi
Work performed by



QUAY COUNTY GOVERNMENT

300 South Third Street

P.O. Box 1246

Tucumcari, NM 88401

Phone: (575) 461-2112

Fax: (575) 461-6208

September 5, 2019

Wendy Blackwell, State Mitigation Officer

NMDHSEM

P.O. Box 27111

Santa Fe, NM 87502

SUBJECT: Hazard Mitigation Project Sib-grant Application
Non-Federal Funds Commitment Letter for Quay County

Ms. Blackwell,

This letter is to serve as the Non-Federal Funds Commitment Letter as required for the Unified Hazard Mitigation Assistance Programs. Quay County has submitted an application for the Quay County Generators project which will equip all of the fire districts in Quay County with generators to ensure response capabilities.

Quay County has budgeted a total of \$31,622.00 which is 25% of the total project cost. The non-federal match will be in the form of cash.

Daniel Zamora will be the primary contact for the project. He can be reached by email at daniel.zamora@quaycounty-nm.gov or by phone at (575)461-8535.

Sincerely,

Richard Primrose
Quay County Manager

APPLICATION FOR FEDERAL ASSISTANCE SF-424 - MANDATORY

1.a. Type of Submission:

- Application
- Plan
- Funding Request
- Other

Other (specify):

1.b. Frequency:

- Annual
- Quarterly
- Other

Other (specify):

1.d. Version:

- Initial
- Resubmission
- Revision
- Update

2. Date Received:

STATE USE ONLY:

3. Applicant Identifier:

5. Date Received by State:

4a. Federal Entity Identifier:

6. State Application Identifier:

4b. Federal Award Identifier:

1.c. Consolidated Application/Plan/Funding Request?

- Yes No

Explanation

7. APPLICANT INFORMATION:

a. Legal Name:

b. Employer/Taxpayer Identification Number (EIN/TIN):

c. Organizational DUNS:

d. Address:

Street1:

Street2:

City:

County / Parish:

State:

Province:

Country:

Zip / Postal Code:

e. Organizational Unit:

Department Name:

Division Name:

f. Name and contact information of person to be contacted on matters involving this submission:

Prefix:

First Name:

Middle Name:

Last Name:

Suffix:

Title:

Organizational Affiliation:

Telephone Number:

Fax Number:

Email:

APPLICATION FOR FEDERAL ASSISTANCE SF-424 - MANDATORY

8a. TYPE OF APPLICANT:

B: County Government

Other (specify):

b. Additional Description:

9. Name of Federal Agency:

Federal Emergency Management Agency

10. Catalog of Federal Domestic Assistance Number:

97.047

CFDA Title:

FY2018 Pre-Disaster Mitigation

11. Descriptive Title of Applicant's Project:

Quay County Generators

12. Areas Affected by Funding:

13. CONGRESSIONAL DISTRICTS OF:

a. Applicant:

3

b. Program/Project:

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

14. FUNDING PERIOD:

a. Start Date:

10/01/2018

b. End Date:

04/01/2022

15. ESTIMATED FUNDING:

a. Federal (\$):

94,866.00

b. Match (\$):

31,622.00

16. IS SUBMISSION SUBJECT TO REVIEW BY STATE UNDER EXECUTIVE ORDER 12372 PROCESS?

a. This submission was made available to the State under the Executive Order 12372 Process for review on:

b. Program is subject to E.O. 12372 but has not been selected by State for review.

c. Program is not covered by E.O. 12372.

APPLICATION FOR FEDERAL ASSISTANCE SF-424 - MANDATORY

17. Is The Applicant Delinquent On Any Federal Debt?

Yes

No

18. By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

** I Agree

** This list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix:

First Name:

Middle Name:

Last Name:

Suffix:

Title:

Organizational Affiliation:

Telephone Number:

Fax Number:

Email:

Signature of Authorized Representative:



Date Signed:

Attach supporting documents as specified in agency instructions.

RECEIVED
MAY 14 2019
FEDERAL RESERVE BANK
OF KANSAS CITY
MO

APPLICATION FOR FEDERAL ASSISTANCE SF-424 - MANDATORY

Consolidated Application/Plan/Funding Request Explanation:

[Empty text area for explanation]

APPLICATION FOR FEDERAL ASSISTANCE SF-424 - MANDATORY

Applicant Federal Debt Delinquency Explanation:

[Empty text area for explanation]

BUDGET INFORMATION - Construction Programs

NOTE: Certain Federal assistance programs require additional computations to arrive at the Federal share of project costs eligible for participation. If such is the case, you will be notified.

COST CLASSIFICATION	a. Total Cost	b. Costs Not Allowable for Participation	c. Total Allowable Costs (Columns a-b)
1. Administrative and legal expenses	\$ 6,440.00	\$	\$ 6,440.00
2. Land, structures, rights-of-way, appraisals, etc.	\$	\$	\$
3. Relocation expenses and payments	\$	\$	\$
4. Architectural and engineering fees	\$	\$	\$
5. Other architectural and engineering fees	\$	\$	\$
6. Project inspection fees	\$	\$	\$
7. Site work	\$	\$	\$
8. Demolition and removal	\$	\$	\$
9. Construction	\$ 32,000.00	\$	\$ 32,000.00
10. Equipment	\$ 88,048.00	\$	\$ 88,048.00
11. Miscellaneous	\$	\$	\$
12. SUBTOTAL (sum of lines 1-11)	\$ 126,488.00	\$	\$ 126,488.00
13. Contingencies	\$	\$	\$
14. SUBTOTAL	\$ 126,488.00	\$	\$ 126,488.00
15. Project (program) income	\$	\$	\$
16. TOTAL PROJECT COSTS (subtract #15 from #14)	\$ 126,488.00	\$	\$ 126,488.00

FEDERAL FUNDING

17. Federal assistance requested, calculate as follows:
 (Consult Federal agency for Federal percentage share.) Enter the resulting Federal share. Enter eligible costs from line 16c Multiply X % \$ 94,866.00

U.S. DEPARTMENT OF HOMELAND SECURITY
FEDERAL EMERGENCY MANAGEMENT AGENCY
SUMMARY SHEET FOR ASSURANCES AND CERTIFICATIONS

O.M.B. No. 1660-0025
Expires July 31, 2007

FOR _____	CA FOR (Name of Recipient)
FY _____	

This summary sheet includes Assurances and Certifications that must be read, signed, and submitted as a part of the Application for Federal Assistance.

An applicant must check each item that they are certifying to:

- Part I FEMA Form 20-16A, Assurances-Nonconstruction Programs
- Part II FEMA Form 20-16B, Assurances-Construction Programs
- Part III FEMA Form 20-16C, Certification Regarding Lobbying; Debarment, Suspension, and Other Responsibility Matters; and Drug-Free Workplace Requirements
- Part IV SF LLL, Disclosure of Lobbying Activities *(If applicable)*

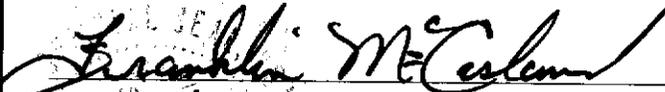
As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the identified attached assurances and certifications.

Franklin McCasland

Typed Name of Authorized Representative

Quay County Commission Chair

Title


Signature of Authorized Representative

09/09/2019

Date Signed

NOTE: By signing the certification regarding debarment, suspension, and other responsibility matters for primary covered transaction, the applicant agrees that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by FEMA entering into this transaction.

The applicant further agrees by submitting this application that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," provided by the FEMA Regional Office entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions. (Refer to 44 CFR Part 17.)

Paperwork Burden Disclosure Notice

Public reporting burden for this form is estimated to average 1.7 hours per response. The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing, reviewing, and maintaining the data needed, and completing and submitting the form. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing the burden to: Information Collections Management, U.S. Department of Homeland Security, Federal Emergency Management Agency, 500 C Street, SW, Washington DC 20472. You are not required to complete this form unless a valid OMB control number is displayed in the upper corner on this form. **Please do not send your completed form to the above address.**

U. S. DEPARTMENT OF HOMELAND SECURITY
FEDERAL EMERGENCY MANAGEMENT AGENCY
**CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND
OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS**

O.M.B. No. 1660-0025
Expires July 31, 2007

PAPERWORK BURDEN DISCLOSURE NOTICE

Public reporting burden for this form is estimated to average 1.7 hours per response. The burden estimate includes the time for reviewing instructions and searching existing data sources, gathering and maintaining the data needed and completing, and submitting the form. You are not required to respond to this collection of information unless a valid OMB control number appears in the upper right corner of this form. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing the burden to: Information Collections Management, U.S. Department of Homeland Security, Federal Emergency Management Agency, 500 C Street, SW, Washington, DC 20472, Paperwork Reduction Project (1660-0001). **NOTE: Do not send your completed form to this address.**

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 44 CFR Part 18, "New Restrictions on Lobbying" and 28 CFR Part 17, "Government-wide Debarment and Suspension (Nonprocurement) and Government-wide Requirements for Drug-Free Workplace (Grants).". The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Federal Emergency Management Agency (FEMA) determines to award the transaction, grant, or cooperative agreement.

1. LOBBYING

As required by section 1352, Title 31 of the U.S. Code, and implemented at 44 CFR Part 18, for persons entering into a grant or cooperating agreement over \$ 100,000, as defined at 44 CFR Part 18, the applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement.

(b) If any other funds than Federal appropriated funds have been paid or will be paid to any other person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or an employee of Congress, or employee of a member of Congress in connection with this Federal Grant or cooperative agreement, the undersigned shall complete and submit Stand Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

Standard Form-LLL "Disclosure of Lobbying Activities" attached
(This form must be attached to certification if nonappropriated funds are to be used to influence activities.)

(c) Are not presently indicted for otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1) (b) of this certification; and

(d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause of default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

**3. DRUG-FREE WORKPLACE
(GRANTEE OTHER THAN INDIVIDUALS)**

As required by the Drug-Free Workplace Act of 1988, and implemented at 44 CFR Part 17, Subpart F, for grantees, as defined at 44 CFR Part 17.615 and 17.620-

A. The applicant certifies that it will continue to provide a drug-free workplace by;

- (a) Publishing a statement notifying employees that the unlawful manufacture, distributions
(b) Establishing an on-going drug free awareness program to inform employees about-

- (1) The dangers of drug abuse in the workplace;
- (2) The grantee's policy of maintaining a drug-free workplace;
- (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
- (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant to be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will-

- (1) Abide by the term of the statement; and
- (2) Notify the employee in writing of his or her conviction for a violation of a criminal drug statute occurring ion the workplace no later than five calendar days after such convections;

(e) Notifying the agency, in writing, with 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position, title, to the applicable FEMA awarding office, i.e., regional office or FEMA office.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (DIRECT RECIPIENT)

As required by Executive Order 12549, Debarment and Suspension, and implemented at 44 CFR Part 67, for prospective participants in primary covered transactions, as defined at 44 CFR Part 17, Section 17.510-A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this application been convicted of a or had a civilian judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or perform a public a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is convicted-

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation act of 1973, as amended; or

(2) Requiring such an employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug free workplace through implementation of paragraphs (a),(b),(c),(d),(e) and (f).

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, City, County, State, Zip code)

Check If there are workplaces on file that are not identified here.

Section 17.630 of the regulations provide that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for FEMA funding. States and State agencies may elect to use a state wide certification.

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DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C.1352

Approved by OMB
4040-0013

1. * Type of Federal Action: <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. * Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input checked="" type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. * Report Type: <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change
--	--	--

4. Name and Address of Reporting Entity:
 Prime SubAwardee

* Name: Quay County
* Street 1: 300 S 3rd St Street 2: _____
* City: Tucumcari State: NM: New Mexico Zip: 88401
Congressional District, if known: 3

5. If Reporting Entity in No.4 is Subawardee, Enter Name and Address of Prime:

6. * Federal Department/Agency: Federal Emergency Management Agency	7. * Federal Program Name/Description: _____ CFDA Number, if applicable: _____
---	---

8. Federal Action Number, if known: _____	9. Award Amount, if known: \$ _____
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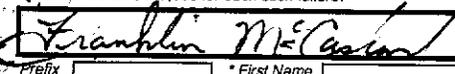
10. a. Name and Address of Lobbying Registrant:

Prefix _____ * First Name: Clinton Middle Name: _____
* Last Name: Harden Suffix: _____
* Street 1: 1348 CR H Street 2: _____
* City: Clovis State: NM: New Mexico Zip: 88010

b. Individual Performing Services (including address if different from No. 10a)

Prefix _____ * First Name: Clinton Middle Name: _____
* Last Name: Harden Suffix: _____
* Street 1: _____ Street 2: _____
* City: _____ State: _____ Zip: _____

11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when the transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

* Signature: 
* Name: Prefix _____ * First Name: Franklin Middle Name: _____
* Last Name: McCasland Suffix: _____
Title: Quay County Commisison Chair Telephone No.: 5754612112 Date: 09/09/2019



QUAY COUNTY GOVERNMENT

300 South Third Street

P.O. Box 1246

Tucumcari, NM 88401

Phone: (575) 461-2112

Fax: (575) 461-6208

Wendy Blackwell
State Hazard Mitigation Officer
NM Department of Homeland Security and Emergency Management
P.O. Box 27111
Santa Fe, NM 87502

September 5th 2019

RE: eGrants Submittal Authorization Letter for Pre-disaster Mitigation

Dear Ms. Blackwell:

This letter is to serve as authorization from Quay County to the New Mexico Department of Homeland Security and Emergency Management (DHSEM) to submit the community's mitigation planning sub-grant application to the Federal Emergency Management Agency. DHSEM will submit the sub-grant application and supporting documents electronically through the eGrants software with scans of the original documents uploaded as attachments.

Thank you,

Richard Primrose
County Manager

NEW MEXICO DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT
FY 2019 State Homeland Security Grant Program Application

APPLICANT ADMINISTRATIVE SHEET

APPLICANT NAME: Quay County

POINT OF CONTACT: Daniel Zamora CONTACT NUMBER: (575)403-4788

PROGRAM EMAIL ADDRESS: daniel.zamora@quaycounty-nm.gov

OEM PROGRAM MAILING ADDRESS: 300 S 3rd St
Tucumcari, NM, 88401

FISCAL POINT OF CONTACT: Cheryl Simpson CONTACT NUMBER: (575)461-2112

FISCAL EMAIL ADDRESS: cheryl.simpson@quaycounty-nm.gov

FISCAL MAILING ADDRESS: PO Box 1246
Tucumcari, NM 88401

NM SHARE Vendor Number: 0000054395

Agency Federal Tax Identification Number: 85-6000238

Agency Data Universal Numbering System (DUNS) Number: 051336105

To obtain a DUNS number for your agency, please go to the D&B website at <http://fedgov.dnb.com/webform>, or call the DUNS Number request line at 1-866-705-5711.

Completed required registration in System for Awards Management (SAM) Yes Initial Here: _____

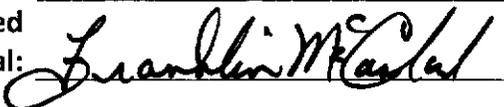
(Your DUNS number is a required field to start your SAM registration)

➤ CAGE Number: 5RFT1 (Found within your completed SAM)

To Register in SAM, Please go to the SAM website at www.sam.gov/portal/public/SAM/.

My jurisdiction has a property/equipment tracking monitoring system in place that complies with the requirements set for in 2CFR Part 200. YES NO Initial Here: _____

Authorized Official for Agency: Franklin McCasland Date: 9/9/2019

Signature of Authorized Official:  Date: 9/9/19

**NEW MEXICO DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT
FY 2019 State Homeland Security Grant Program Application**

COMBINED APPLICANT INFORMATION

Combine all sub-applicant requests within your local jurisdiction on this sheet

APPLICANT NAME: Quay County

POINT OF CONTACT: Daniel Zamora

E-MAIL ADDRESS: (575)403-4788

Total Federal Funds Requested: \$41,016.94

Amount Dedicated to Law Enforcement Terrorism Prevention Activities: \$ \$41,016.94
**** (25% LETPA requirement for overall grant application)**

	Name of Project	Amount Proposed	LETPA
Project #1	QCSO Communications Enhancement	\$ 41,016.94	<input checked="" type="checkbox"/>
Project #2		\$	<input type="checkbox"/>
Project #3		\$	<input type="checkbox"/>
Project #4		\$	<input type="checkbox"/>
Project #5		\$	<input type="checkbox"/>
Community Preparedness		\$	
Total Amount Requested:		\$ 41,016.94	

Sub Applicant Information			
1	Agency Name:		Total Funds Requested:
2	Agency Name:		Total Funds Requested:
3	Agency Name:		Total Funds Requested:
4	Agency Name:		Total Funds Requested:
5	Agency Name:		Total Funds Requested:
6	Agency Name:		Total Funds Requested:
Total Amount Requested:			

**NEW MEXICO DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT
FY 2019 State Homeland Security Grant Program Application**

INVESTMENT JUSTIFICATION WORKSHEET

- 1) This worksheet must be completed in full and provide a detailed budget.
- 2) **No more than five projects and one Community Preparedness will be accepted per jurisdiction.**
- 3) Projects that are broken down into separate subset funding requests will not be considered (i.e. 1a, 1b, 2a, 2b, etc...).

AGENCY: Quay County

MAILING ADDRESS: 300 S 3rd St
Tucumcari, NM, 88401

Project Title: QCSO Communications Enhancement **Project Number:** Project 1 - LETPA
Project Coordinator: Daniel Zamora **Contact Number:** (575)403-4788
Email Address: daniel.zamora@quaycounty-nm.gov

Total Funding Requested: \$41,016.94

Is this an Emergency Communications Project? Yes
 Is this a ¹Regional Project? No
 Is an EHP Screening Form attached? No

Will this asset(s) be deployable and/or shareable to support emergency or disaster operations per existing EMAC/IMAS agreements? Yes

PROPOSED FUNDING(²POETE)		
SOLUTION AREA	AMOUNT OF FUNDING \$	
	SHSGP	FUNDS DEDICATED TO LETPA
Planning	\$0.00	\$0.00
Organization	\$0.00	\$0.00
Equipment	\$41,016.94	\$41,016.94
Training	\$0.00	\$0.00
Exercises	\$0.00	\$0.00
Total Proposed Funding:	\$41,016.94	\$41,016.94

¹ **REGIONAL:** Multiple Jurisdictions participating and benefiting from a shared project or resource (i.e. equipment/training being used to form or sustain a regionally shared response team). Regional projects **MUST** include support letters from all partners which clearly states their role in the project as well as the benefit the jurisdiction will receive.

² **PROPOSED FUNDING:** Provide the Proposed Funding amount to be obligated from this project towards Planning, Organization, Equipment, Training, and Exercise (POETE). Please provide amounts for all that apply.

**NEW MEXICO DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT
FY 2019 State Homeland Security Grant Program Application**

INVESTMENT DEVELOPMENT

Capabilities that will be created or enhanced by the project.	
CORE CAPABILITY³ PRIMARY:	Operational Communications
CORE CAPABILITY SECONDARY:	On-Scene Security, Protection, And Law Enforcement

Please check the box that applies to this project.	
<input checked="" type="checkbox"/>	Building a capability with HSGP funding
<input type="checkbox"/>	Sustaining a capability with HSGP funding.

PROJECT DESCRIPTION:

1. Discuss how the project ties to THIRA and **how it ties to a terrorism and/or catastrophic event.**
2. Discuss what capability gap has been identified and how it was identified (real event, assessment, exercise)
3. Discuss how the project was determined to be the best way to fill the gap.
4. Discuss the project in detail (what will be done/purchased, who will do it, how will it be done, when will it be completed, where will the project be located, etc.), be sure to include ALL components
 - ***Budgeted items not discussed and justified in narrative will not be funded.***
5. Explain how the gap will be closed by the proposed project.
6. All required compliance issues should be referenced here (SCIP, SAFECOM, etc.)
7. **Law Enforcement Terrorism Prevention** projects must address building prevention and protection capabilities by supporting law enforcement terrorism prevention-oriented planning, organization, training and exercise, and equipment, including those activities support participation in New Mexico's All Source Intelligence Fusion Center.
8. **Whole Community** projects should encourage whole community involvement in a community's preparedness efforts by allowing enhancement of and ensuring the sustainment of, Citizen Corps volunteer programs, public education and training, and activities encouraging whole community involvement in a community's preparedness efforts. Projects must address capability gaps in community preparedness while continuing to support and enhance Citizen Corps Programs (CCP) generally. Specific gaps to be addressed include: enhancing the capacity of local CCP to manage volunteers and sustain their continued operation, sustaining an strengthening CCP and Youth Preparedness groups, increasing the delivery of Train-the-Trainer courses, capitalizing on volunteer outreach using community preparedness events; creating a more resilient community through volunteer and community organizations, and supporting the creation of public/private partnerships.

³ **CORE CAPABILITY:** The Core Capabilities are outlined in the National Preparedness Goal which can be found at: <http://www.fema.gov/pdf/prepared/npg.pdf>. Additional information regarding the Core Capabilities can be found by going to <http://www.fema.gov/core-capabilities>. The Crosswalk of Target Capabilities can be located at <http://www.fema.gov/pdf/prepared/crosswalk.pdf>

NEW MEXICO DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT
FY 2019 State Homeland Security Grant Program Application

PROJECT DESCRIPTION NARRATIVE: Provide a detailed description of the project.

The Quay County Sheriff's Office Communications Enhancement Project is part of a local effort to ensure communications along Interstate 40 (I-40) which transports 16 thousand vehicles per day including National Nuclear Security Administration Office of Secure Transportation (OST) shipments. These classified shipments can contain nuclear weapons or components, enriched uranium, or plutonium. (www.energy.gov/nnsa/office-secure-transportation) The OST headquarters is located in Albuquerque, New Mexico with commands in Amarillo, Texas and Oak Ridge, Tennessee leaving Quay County situated between their headquarters and Amarillo command. These classified shipments increase the threat of terrorism in Quay County and enhancing communications along this route is vital for local law enforcement in order to provide support to the OST in the event of an attempted act of terrorism. The Quay County Sheriff's Office currently has only one repeater located near Tucumcari, New Mexico on the west side of Quay County to cover the 2,882 square miles of Quay County which includes 65 miles of I-40. The Caprock Escarpment that runs parallel to I-40 creates a unique communications challenge. This geographical transition point between the level high plains of the Llano Estacado and the surrounding rolling terrain rises 1,000 feet above the plains to the east and includes topographic features such as arroyos and canyons that inhibit communication equipment performance. Real world events have helped identify communications gaps over years of emergency response in these areas. Through coordination with our communications vendor we have identified a building and tower owned by Quay County at 1381 State Highway 469 near mile marker 14 that sits on top of the aforementioned Caprock Escarpment on the eastern side of the county that could be used to position an additional repeater, antenna and associated hardware which would dramatically improve radio communications in Quay County. I have attached an itemized quote and spec sheet from Yucca Telecom that includes the proposed P25 digital capable Kenwood Atlas 1200 repeater and all necessary hardware, licensing and installation cost that will be installed at the identified location as well as the identical base station, necessary hardware and installation cost that will be installed at the Tucumcari Quay Regional Emergency Communications center located at 206 E Center Street Tucumcari, NM 88401. Yucca Telecom will coordinate acquisition of any necessary license, purchasing of equipment and installation.

**NEW MEXICO DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT
 FY 2019 State Homeland Security Grant Program Application**

EQUIPMENT OR SERVICES

Project Outputs

Describe/list all equipment or services to be purchased for the project. Identify the physical and measurable outputs for this project.

1. Outputs can be represented in units of quantifiable products, such as the number of portable radios purchased, or as activities performed, exercises and training courses.
 - Additional sample outputs have been listed below:
 - Number of people trained
 - Communications interoperable gateway

Does this project directly support a ⁴NIMS typed resource? YES NO

****Verify Resource Typing and ID number from FEMA'S RTLT website in the spaces provided below.**

ID # Enter RTLT ID:	Name: Enter RTLT Name.	
Category: Enter RTLT Category.	Kind: Enter RTLT Kind.	Type: Enter RTLT Type.

Enter All Project Outputs Here

⁴ **NIMS TYPED RESOURCE:** Information for this section can be found on FEMA's Resource Typing Library Tool (RTLT). For each identified resource there is a specific ID number, Name, Category, Kind, and Type associated with the resource. This information is found online at <https://rtlt.preptoolkit.fema.gov/Public>.

NEW MEXICO DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT
FY 2019 State Homeland Security Grant Program Application

CONSTRUCTION PROJECTS

1. ⁵ Does this project require new construction, renovation, retrofitting or modifications of existing structure or require any disturbance/construction to lands/sites? <input type="checkbox"/> YES <input type="checkbox"/> NO
✓ <i>If yes, provide a brief statement of the process to ensure that this project is ready for construction. <u>Attach</u> and list below the documents that are required to begin construction projects. For example, Environmental Historic Preservation screening form, copies of building permits, zone permits, etc.</i>
Click here to enter text.

SUSTAINMENT DESCRIPTION

1. Identify how your jurisdiction will sustain the capability created or enhanced by this project. <i>(Must include sustainment with and without Federal Preparedness funding)</i>
Click here to enter text.

⁵ Any disturbance of dirt or placing new stakes needs an EHP form. Projects that require an EHP should have process started prior to request.

**NEW MEXICO DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT
FY 2019 State Homeland Security Grant Program Application**

INVESTMENT MILESTONES

**** 18 month Period of Performance (POP)**

PROJECT MILESTONES			
POP QUARTER	⁶MILESTONES: (Milestones must be measurable)	START DATE (MM/YYYY)	END DATE (MM/YYYY)
1	Click here to enter text.	01/01/2020	03/31/202
2	Click here to enter text.	04/01/2020	06/30/202
3	Click here to enter text.	07/01/2020	09/30/202
4	Click here to enter text.	11/01/2020	01/31/202
5	Click here to enter text.	02/01/2021	04/30/202
6	Click here to enter text.	06/30/2021	08/31/202

Equipment: Identify equipment needs; purchase equipment; train personnel and deploy equipment; and maintain equipment
Training: Identify training needs; develop training; deliver training; and evaluate training

⁶ **MILESTONES:** The sub-grantee should submit, at minimum, three (3) milestones for all projects. Provide a high level narrative description of activities to occur within each milestone. Milestones should represent a logical progression of the project to allow for realistic monitoring and management of grant funding. This attribute will function as a tool for measuring project progress in future reporting periods. Example: Milestone 1. Equipment: Identify equipment needs; purchase equipment; train personnel and deploy equipment and maintain equipment. Start Date: 06/2019 End Date 12/2020. Milestone 2. Training: Identify training needs; develop training; deliver training; evaluate training Start Date: 01/2019 End Date: 02/2020



YUCCA

Quotation

Yucca Telecom
201 West 2nd St
Portales, NM 88130
Ph.(575)226-2255
Fx. 575-226-2256

dustinc@yuccatelecom.com 575-760-2021 cell

TO: Quay Co Fire Marshall ATTENTION: Daniel Zamora
PHONE: _____
FAX: _____
E-Mail: _____

DATE	QUOTED BY	DELIVERY	F.O.B. POINT	TERMS
8/26/2019	Dustin			

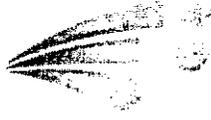
QTY	MODEL NUMBER	DESCRIPTION	NET PRICE	EXTENSION
1	KEN_ATLAS_1200	ATLAS 1200 P25 STATION 100W VHF 148-174MHz Includes one standalone 100W, 12.5/25Khz, Analog/P25 multimode VHF station.	\$10,800.00	\$10,800.00
1	KEN_ATLAS_PS	ATLAS 1200 POWER SUPPLY KIT ATLAS 1-STATION VHF/UHF 120/240VAC Includes single power supply, rack mount kit and power cable.	\$720.00	\$720.00
1	KEN_ATLAS_CABINET	Cabinet, 40U w/Hardware Kit Pre-Punched Pontoon Base	\$1,724.00	\$1,724.00
1	TELEWAVE_DUPLEX	Telewave 144-174 Mhz Pass/Rej duplexer. 350 Watt. 400kHz freq. separation. 2dB Insert. Loss. 100dB isolation.	\$3,136.00	\$3,136.00
1	TRIPPLITE_PS	Rack Mount Suppressor, 14 Outlet	\$107.00	\$107.00
1	ANDREW_224	150-160Mhz 6/9dB Exposed Dipole Omni Antenna	\$925.00	\$925.00
1	ANDREW_SIDEMOUNT	Antenna Side Mount Kit w/ 5" Clamps	\$302.00	\$302.00
220	CELLWAVE_7/8	7/8" CellFlex Cable	\$3.37	\$741.40
2	NM/NF	N(f) and N(m) connectors for Foam cable	\$39.00	\$78.00
2	ANDREW_GND	Ground Kit for LCF-78	\$26.25	\$52.50
1	ADNREW_HOIST	Hoist Grip	\$24.00	\$24.00
1	POLY_ISB	Lightning Protector	\$60.00	\$60.00
1	UM100	Duplexer/Antenna Jumper Kit. 4 Jumpers	\$120.00	\$120.00
				0.00
1	FCC	Frequency Coordination for New Frequency	\$1,000.00	\$1,000.00
1	RADTOWER	Tower Crew Installation Labor	\$1,870.00	\$1,870.00
1	RADLABOR	Repeater Installation Labor and Setup	\$1,500.00	\$1,500.00
1	RADTRAVEL	Travel to San Jon	\$160.00	\$160.00
1	RADSHIPPING	Shipping	\$250.00	\$250.00
	Tax			\$391.36

TOTAL: \$23,961.26

Dealer Name: _____
Dealer Location/ Account Number: _____

Notes:
Installation of new antenna, coax, and repeater. The repeater will need FCC coordination. Repeater system will be installed on the existing San Jon tower. Building access will need to be provided by Quay County. Repeater system will be capable of Analog and Conventional P25 digital.

Analog / P25 Repeater



YUCCA

Quotation

Yucca Telecom
201 West 2nd St
Portales, NM 88130
Ph.(575)226-2255
Fx. 575-226-2256

dustinc@yuccatelecom.com 575-760-2021 cell

TO: <u>Quay County Fire Marshall</u>	ATTENTION: <u>Daniel Zamora</u>
_____	PHONE: _____
_____	FAX: _____
_____	E-Mail: _____

DATE	QUOTED BY	DELIVERY	F.O.B. POINT	TERMS
8/26/2019	Dustin			

QTY	MODEL NUMBER	DESCRIPTION	NET PRICE	EXTENSION
1	KEN_ATLAS_1200	ATLAS 1200 P25 STATION 100W VHF 148-174MHz Includes one standalone 100W, 12.5/25Khz, Analog/P25 multimode VHF station.	\$10,800.00	\$10,800.00
1	KEN_ATLAS_PS	ATLAS 1200 POWER SUPPLY KIT ATLAS 1-STATION VHF/UHF 120/240VAC Includes single power supply, rack mount kit and power cable.	\$720.00	\$720.00
1	KEN_ATLAS_RELAY	Antenna Relay for Base Station Mode	\$240.00	\$240.00
1	TELEX_DSP	Tone Remote Adapter with interface cable	\$900.00	\$900.00
1	TELWAVE_ANT	148-174Mhz 2.5dB Fiberglass antenna	\$1,035.00	\$1,035.00
200	ANDREW_LDF	1/2" Foax Hellax Cable	\$2.60	\$520.00
2	NM/NF	N(f) and N(m) connectors for Foam cable	\$39.00	\$78.00
2	ANDREW_GND	Ground Kit for LCF-78	\$26.25	\$52.50
1	ANDREW_HOIST	Hoist Grip	\$24.00	\$24.00
1	POLY_ISB	Lightning Protector	\$60.00	\$60.00
1	UM100	Jumper Kit for Antenna and Base Station	\$100.00	\$100.00
1	RADLABOR	Installation of Base Station/ Tone Remote Setup and Tuning	\$2,000.00	\$2,000.00
1	RADTRAVEL	Travel to Tucumcari	\$185.00	\$185.00
1	RADSHIPPING	Shipping	\$150.00	\$150.00
	Tax			\$191.18

TOTAL: \$17,055.68

Dealer Name: _____
 Dealer Location/ Account Number: _____

Notes:
 Installation of new base station at Tucumcari Dispatch.
 Equipment will be installed in existing equipment racks. The base station will be interfaced with the existing MCC5500 dispatch console.

Analog / P25

Base Station.

KENWOOD

ATLAS[®]

P25 Mission Critical

1200 Base Station

Part of the ATLAS 1200 Series

Compact scalable base station/repeater that enables flexible deployment options in a robust and reliable next generation platform. The ATLAS 1200 P25 Base Station/Repeater offers market-leading analog and P25 mixed-mode capabilities in a robust, reliable, and compact form factor. The ATLAS 1200 is designed and built to exceed industry standards and specifications.



Making Safe, Simple™



Features

- Repeats Mixed Mode, P25 Digital & analog transmissions, Automatically switch to P25 mode on reception of P25 carrier
- Passes P25 NAC unchanged
- Passes P25 private call and group call in clear or AES-256 encrypted
- Front panel indicators show P25 status
- Benefits of Digital Audio Performance
- Tone Remote Control with E&M, 2 / 4 wire audio interface.
- Programmable External PTT mode (P25 or Analog)
- AMBE™ 2+ Enhanced Vocoder
- P25 Digital audio to speaker & line
- P25 Digital audio from microphone socket & line

Flexible Architecture

- Leverages a common hardware platform to support multiple operating modes including Analog Conventional, P25 Conventional and optional Console interface
- Compact 2RU form factor maximizes rack space usage
- Flash based software design allows future upgrades for new features

Optional Fixed Station Interface (FSI)

- Ethernet interface with digital audio or digitized analog audio
- DFSI P25 Stream AMBE™ and DFSI Analog Stream G711
- Passes through P25 encrypted to Ethernet
- Conforms to Standards to TIA102-BAHA

ATLAS 1200 P25 Base Station Specifications

General	VHF		UHF		800MHz	
Mounting	19" rack or shelf					
Dimensions (HxWxD)	3.5 x 19 x 13 in. (89 x 483 x 330 mm)					
Weight	20 lbs. (9 kg)					
Temperature Range	-22°F to +140°F (-30°C to +60°C)					
Input Voltage	13.8VDC ±10%				13.8VDC ±10% and 27.6VDC ±10%	
Power Consumption	100 W Tx - 220 W 15 W Rx				100 W Tx - 300 W 15 W Rx	
Frequency Resolution	12.5 kHz					
FCC Compliance	Parts 15 and 90					
Number of Selectable Channels	16					
Transmitter	Analog		Digital		Analog	
Frequency Range	148-174 MHz		450-485 MHz		851-869 MHz	
RF Output Power	50W and 100W, adjustable		100W, adjustable		100W, adjustable	
Duty Cycle	100%					
Output Impedance	50 Ohms					
Spurious Emissions	100 dB					
Harmonic Emissions	100 dB					
Maximum Deviation	± 2.5 kHz	± 3110 Hz	± 2.5 kHz	± 3110 Hz	± 5 Hz	± 3110 Hz
Audio Response	As per TIA					
Audio Distortion	2%	N/A	2%	N/A	2%	N/A
Emission Designators	1K0F3E	8K10F1E, 8K10F1D	1K0F3E	8K10F1E, 8K10F1D	16K0F3E, 14K0F3E	8K10F1E, 8K10F1D
Hum & Noise (TIA)	45 dB	N/A	45 dB	N/A	50 dB	N/A
Frequency Stability [-22°F to +140°F (-30°C to +60°C)]	± 1.5 PPM (Standard) ± 0.5 PPM (with HI Stab option, no external reference generator required)				± 1.0 PPM	
Receiver	Analog		Digital		Analog	
Channel Spacing	12.5 kHz					
Frequency Range	148-174 MHz		450-485 MHz		806-824 MHz	
Sensitivity: 12dB SINAD	-117 dBm	N/A	-117 dBm	N/A	-117 dBm	N/A
Sensitivity: for 5% BER	N/A	-117 dBm	N/A	-117 dBm	N/A	-117 dBm
Selectivity	72 dB	60 dB	72 dB	60 dB	72 dB	60 dB
Signal Displacement Bandwidth	± 1 kHz					
Intermodulation Rejection	82 dB					
Spurious & Image Rejection	90 dB					
Audio Response (1000 Hz ref.)	As per TIA					
Audio Distortion (at 1000 Hz)	2%	As per TIA	2%	As per TIA	2%	As per TIA
Hum & Noise (TIA)	45 dB	As per TIA	45 dB	As per TIA	50 dB	As per TIA
RF Input Impedance	50 Ohms					

Standards Compliance

ATLAS stations comply with the following standard specifications:

P25 Digital Operation	TIA 102.CAAB-D
Analog FM Operation	TIA 603-D
EMI/EMC	NTIA Manual Chapter 5
PSTN Line Isolation	FCC Part 68 (USA)

All specifications are subject to change without notice. Please check the website for the latest version.
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 AMBE+2™ is a trademark of Digital Voice Systems Inc.

EF Johnson Technologies, Inc.

a JVCKENWOOD Company

1440 Corporate Drive, Irving, TX 75038-2401
 Phone: 800.328.3911 • ejohnson.com

August 31, 2019



Quays County Sheriff's Office monthly report

Calls for Service

Month Reported	Count
January	90
February	92
March	93
April	94
May	114
June	112
July	122
August	108
September	
October	
November	
December	

Civil Process

Month Received	Count
January	64
February	70
March	59
April	77
May	42
June	37
July	67
August	53
September	
October	
November	
December	

Prisoner Transports

Month Reported	Count
January	10
February	11
March	13
April	10
May	12
June	11
July	18
August	15
September	
October	
November	
December	



Arrest

Month Arrested	Count
January	17
February	21
March	16
April	12
May	21
June	20
July	22
August	11
September	
October	
November	
December	

Citations

Month Issued	Count
January	9
February	3
March	13
April	11
May	18
June	7
July	7
August	3
September	
October	
November	
December	

Traffic Stops

Month Occurred	Count
January	38
February	17
March	53
April	65
May	63
June	56
July	43
August	24
September	
October	
November	
December	

	Deputy	Year	UNIT#	Total Mileage
Seven full time Law Enforcement Deputies.	Q-1	19	9651	13260
1 Sheriff	Q-2	18	7016	45588
1 Under Sheriff	Q-3	16	7213	55211
3 Deputies	Q-4	15	2323	41204
Russell Shafer, Sheriff		14	0262	84476
		15	2317	42583
		16	6749	



Quay County Fire Departments & Fire District Bylaws

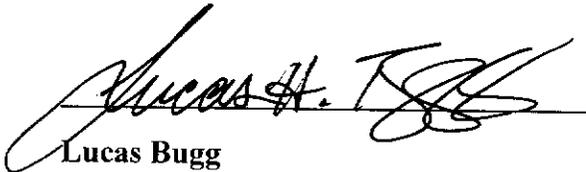
Approved and Adopted This 9th day of September, 2019

By the Quay County Board of County Commissioners

COUNTY OF QUAY
ESTABLISHING BYLAWS FOR THE QUAY COUNTY FIRE
DEPARTMENT'S & COUNTY FIRE DISTRICT'S
BYLAWS APPROVAL AND ADOPTION

Currently the County Fire Districts in Quay County are either following a set of older bylaws that were written for their particular fire district or they have no bylaws to follow at all. Recently, during the process of trying to locate a set of bylaws for each County Fire District it was determined that the Fire District Bylaws were nonexistent or of those that were able to be located, they were each different and, in most cases, outdated. By the adoption of these new Bylaws for the Quay County Fire Department's we will ensure, all current and future operations of the County Fire Districts and their personnel that they will be governed by and will be following the same set of bylaws. Our goal with these new bylaws is for each County Fire District to operate the same but most importantly that they will be more effective and efficient in executing the County's duties in the general operation of the district, during all emergencies and during special events or activities.

Conducted with and recommended by:


Lucas Bugg

Quay County Fire Marshall

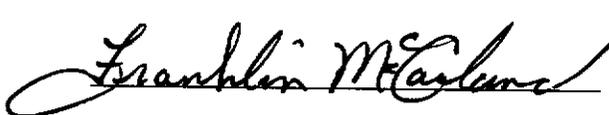


Richard Primrose

Quay County Manager

Approver and Adopted This 9th Day of September, 2019

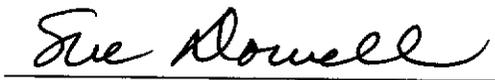
BOARD OF QUAY COUNTY COMMISSIONERS



Franklin McCasland, Chairman



Mike Cherry, Member



Sue Dowell, Member

Attest: 

Ellen White, County Clerk

ARTICLE I

ORGANIZATION

Section 1: Organizational Name and Authority

The name of the organization is the Quay County Fire Departments, officially named and so designated by order of the Quay County Commission.

Section 2: Purpose of Organization

The Quay County Fire Departments and its County Fire Districts were created and established by the Quay County Board of County Commissioners for the purpose of providing the necessary fire, rescue, medical and other emergency services for the residents of and visitors to Quay County. The Department shall act in accordance with all applicable federal and state laws, state rules and regulations and county ordinances, plans, and policies.

Section 3: Purpose of Bylaws

These bylaws are hereby recommended by the Quay County Fire Marshal (Fire Chief), the Quay County Fire Chiefs Association and adopted by the Quay County Commission for the explicit purpose of establishing the means by which the operational business of the Quay County Fire Departments and its County Fire Districts will be conducted.

Section 4: District Preamble

The Quay County Fire Department's Fire Districts are fundamental to the County's ability to provide fire, rescue, medical and other emergency services to the residents of and visitors to Quay County. It shall be the mission of the Quay County Fire Department, and each County Fire District, to provide the highest quality emergency services to the residents of, and visitors to, Quay County. The goals and objectives of the Department and its Fire Districts shall be drafted to ensure the Department's mission is accomplished, and in doing so protect the lives and property of all its residents.

Section 5: District Name

The name of an individual Fire District shall be the name assigned by the County Commission at the time the Fire District is created and/or amended by Commission action. There are presently nine Quay County Fire Districts that make up the Quay County Fire Department. All members of a County Fire District are also members of the Quay County Fire Department and therefore fall under the jurisdiction, policies, guidelines, rules and regulations of the department and county government. All members will follow the chain of command established by the Board of Quay County Commissioners.

Section 6: Fiscal Year, Property Ownership and District Management

The Quay County Commissioners shall determine the Fire Department/Districts fiscal year. Quay County Fire Districts receive operational funds from the State of New Mexico Fire Protection and EMS Funds as set forth in applicable state statutes and other state, federal and local sources. Quay County is the fiscal agent, owner and maintains control of all such funds, regardless of source, and holds title to all property, including real property, equipment, apparatus, stations and other items purchased with such funds and utilized by the County Fire District to provide emergency services. [See New Mexico Attorney General Opinion 80-35 issued November 14, 1980 stating that, an independent fire district cannot own property in its own right.] The Fire Marshal (Fire Chief) of the Quay County Fire Department is responsible for all activities of the Fire Department and he/she acts in the capacity of fiscal administrator for all funds credited to the Department and its Fire Districts. The District Chief of each Fire District is accountable and responsible for the day-to-day operational management of the Fire District and is responsible for the expenditure of public funds allocated to the Fire District, in accordance with State and Quay County Policy.

ARTICLE II

RULES OF ORDER

Section 1: Quorum

A quorum consisting of 51 % of the members qualified to vote and in good standing, shall be required, to conduct business for the Fire District.

Section 2: Order

The business of each Fire District shall be conducted in an orderly fashion and recorded by the District according to the resolutions and ordinances approved and adopted by the Quay County Commission. The following is an example of the order by which business may be conducted by the Fire District.

- A. Call to Order
- B. Roll Call
- C. Approval of Minutes
- D. Financial Report
- E. Response Report
- F. Communications
- G. Committee Reports
- H. Old Business
- I. New Business
- J. Adjourn

Other categories may be added, as necessary.

Section 3: Conduct

The Ranking Officer present shall conduct the business meeting of the Fire District. Meetings shall be conducted in accordance with the rules, regulations, resolutions or ordinances adopted and approved by the Quay County Commission.

ARTICLE III

MEETINGS

Section 1: Business Meetings

As a minimum, there shall be six regular business meetings held yearly. The date, time and location of the meetings shall be designated by the District Chief and may be changed provided a minimum twenty-four hours' notice is given to the membership.

Section 2: Special Meetings

A special meeting may be held at the order or call of the County Fire Marshal (Fire Chief), District Chief or a majority of the District Membership. A minimum twenty-four hours' notice must be given to the membership.

Section 3: Training Meetings

Fire and/or medical (if applicable) training meetings will be held not less than once a month (minimum 12 trainings per year) at the date, time and location designated by the District Chief. District fire and medical trainings may be conducted in conjunction with other trainings offered by Federal, State, Regional or County Fire staff.

Section 4: Special Training Meetings

Special fire and medical (if applicable) training meetings will be scheduled and held at dates, times and locations designated by the County Fire Marshal's (Fire Chiefs) Office, or by the District Chief. District fire and medical trainings may be conducted in conjunction with other trainings offered by Federal, State, Regional or County Fire staff.

Section 5: Emergency Meetings

An emergency meeting which concerns the immediate welfare of the District may be called by the Ranking Officer at any time, provided notification is given to all District members who can be contacted personally by telephone, by radio or pager.

Section 6: Notice of Meetings

Notice of scheduled business and training meetings shall be posted at the District Fire Station by the Ranking Officer two weeks, but no less than 48 hours, in advance of all scheduled meetings. The posted notice can be in the form of the Fire Districts yearly events calendar and it shall contain

the date, time and location of the meeting. Additionally, it shall be the responsibility of the Ranking Officer or his designee to notify, prior to the start of the meeting, all members of the District of a meeting by contacting them personally by telephone, radio or by pager.

Section 7: Attendance

Regular business and training meetings shall be open to all members of the Fire District regardless of membership status. Additionally, business and training meetings shall be open to members, prospective members who are interested in the business and operation of the Fire District; other members of the Quay County Fire Departments and with approval of the District Chief, other invited guests or speakers who may wish to address the District membership.

Section 8: Cancellation of Meetings

Cancellation of business and training meetings should be avoided. The District Chief being unable to attend a meeting is not reason to cancel a meeting. A Ranking District Officer can run the meeting or training in the District Chiefs absence. If a meeting has to be canceled all efforts to reschedule the meeting shall be made. When a meeting is canceled due to an emergency or other qualifying reason, notification must be made as soon as possible to all Fire District members. Notification should be in person, by telephone, by radio or by pager.

ARTICLE IV

MEMBERS

Section 1: Membership

The operational success of the Quay County Fire Department depends heavily on the worthy services of those who are willing to volunteer their time, energy and resources to their communities. In consideration of the willingness of the volunteer members of the Department to provide such services without monetary compensation, the organizational structure of the Quay County Fire Districts shall be based on democratic principles and shall take into consideration the concerns, ideas and needs of its members. However, such consideration shall not be given in lieu of the legal obligation of Quay County to operate the Department and the County Fire Districts in accordance with all applicable rules, polices, regulations and laws of our local, county, state and federal government and to do so with the purpose of providing a necessary public service to the residents of and visitors to Quay County.

Section 2: Membership Application

All residents of Quay County shall be given an opportunity to volunteer their services to their communities with the Fire Department. Membership application for a particular County Fire District may be determined based on the applicant's proximity of home or work to the specific Fire District. Membership application and status within the Fire Department shall be determined based on the applicant's ability and willingness to provide a useful service for the Department, the applicant's volunteer and/or employment history, and a review by the County Fire Administration.

Consideration for membership shall be given to all applicants without regard to race, color, religion, national origin, ancestry, gender, age, sexual orientation, mental or physical disability, or medical condition unless based on a bona-fide occupational qualification. However, physical limitation shall be used as a factor in determining the applicant's ability to function as a medical first responder, firefighter or as support staff.

A. Application Process:

New applicants for membership shall submit a completed Quay County Fire Department Membership Application to the District Fire Chief of the Fire District to which he or she is applying. The new applicant for membership should be considered by the District Fire Chief with a recommendation to approved or disapproved at the next scheduled monthly business meeting following receipt of the application. Timely review of the application by the officers of the Fire District should be afforded the applicant and a recommendation made to the entire membership for their consideration prior to voting.

B. Insurance Coverage:

Approved membership applications must immediately be filed with the County Fire Administration to ensure members are covered under the County's Volunteer Insurance program.

Section 3: Rights of Volunteer Members

Each volunteer member shall have a right to voice his or her opinion and the right to fair and equitable treatment and consideration in the Department. Every volunteer member shall, based on status within a specific Fire District, have the right to initial and ongoing training in both fire and emergency medical services (if such service is provided) and shall be supplied necessary personal protective equipment. Every volunteer member has a right to enroll in the State of New Mexico Fire Fighter Retirement Program, although enrollment does not determine final eligibility. Eligibility for the retirement program is determined by the Public Employees Retirement Association (P.E.R.A.) based on strict requirements defined in the Volunteer Firefighter Retirement Act and further defined herein. Membership status in the Department is not determined by the member's eligibility for retirement benefits.

Section 4: Obligation of Volunteer Members

Each member has an obligation to attend business meetings, special meetings, training sessions/meetings and to respond to emergencies as requested in accordance with the requirements set forth within these Bylaws, and pursuant to guidelines unique to and approved by a Fire District that are not in opposition to the policies, protocols, procedures, rules & regulations, guidelines and directives adopted by the Quay County Fire Department.

Section 5: Status of Volunteer Members

Department or District membership shall be determined and defined as one of the following:

A. Active Duty:

A volunteer member of the Department or District who performs firefighting and/or emergency medical services for the Department or District, routinely responds to emergencies within the Fire District, attends meetings regularly and otherwise meets the requirements listed below:

1. is at least 18 years of age;
2. has completed the probationary period and all necessary training requirements;
3. attends a minimum of 50% of all regular business meetings;
4. attends a minimum of 50% of all required trainings;
5. responds to a minimum of 50% of all emergency responses;
6. has passed mandatory District training requirements and been checked-out on all vehicles and equipment assigned to use or operate;
7. has a current New Mexico Driver's License, a clear driving and criminal record and has successfully completed an Emergency Vehicle Operation (EVO) program; and have a Class E license or CDL.

B. P.E.R.A. Qualified Duty:

A member of the Department or District who meets the Active Duty requirements plus the requirements of the Volunteer Firefighters Retirement Act listed below and thus qualifies for PERA Volunteer Firefighter Retirement:

1. is at least 18 years of age;
2. attends a minimum of 50% of all regular business meetings;
3. attends a minimum of 50% of all required trainings;
4. responds to 50% of all emergency responses that the member is responsible for.

C. Limited Duty:

A volunteer member of the Department or District who cannot meet the physical fitness requirement and/or is not SCBA qualified but otherwise meets the requirements of an Active Duty member. Limited duty members perform important support services for the Department or District but cannot be interior firefighters. Limited duty members can hold elected office and provide support on the fire ground. Support services include, but are not limited to, incident command positions, pump operations, EMS, pulling and loading hose, tanker shuttle operations, assisting firefighters at the fire scene (not direct structural fire suppression operations) and other duties as assigned by the officer in command. Limited duty members shall be provided necessary personal protective equipment.

D. Probationary:

A volunteer member of the Department or District who is undergoing orientation and/or training in order to obtain Active or Limited Duty Status. The normal probationary period for a new member shall be six months. Probationary status can be extended if the volunteer member has not completed the district required training. Probationary

members shall be provided personal protective equipment necessary for training purposes to ensure their safety during all training exercises. A member may also be placed in this status subsequent to a disciplinary process further defined herein. Exceptions may be granted for those members who transfer from one Fire District to another.

E. Auxiliary:

A volunteer member of the Department who provides administrative or other support services for the District or Department. Auxiliary members may participate in all District or Department social activities, meetings, and training. Participation in any emergency scene, including fire ground activity, is strictly limited and restricted to an area designated as a safe zone. Auxiliary members may not engage in firefighting or emergency medical service-related activities. However, they may assist with District or Department record keeping, database entry, purchasing, fundraising, public education activities or other District or Department related administrative duties.

F. Charter:

Founding or original members of a Quay County Fire District are hereby accorded the status of Charter Member with all rights, privileges and obligations of a retired member of the Department.

G. Honorary:

Those persons who have been so recognized by a vote of the majority of the members of a Fire District who are in good standing and eligible to vote at a regular meeting at which a quorum of members is present. This honor may be bestowed upon anyone who, in the opinion of the elected officers and membership of the Fire District, has made a significant contribution to the efforts of the Fire District.

H. Retired:

Those persons who have been members of the Department for ten (10) or more years, have reached the minimum age of fifty-five (55) and have requested retirement status from P.E.R.A. or have incurred from any cause a disability which prevents them from performing the normal duties and responsibilities of an Active or Limited Duty member. The determination for eligibility for retired status due to a medical condition shall be based on the evidence submitted by the member for consideration or upon reported evidence of inability to perform tasks at an acceptable level. A retired member of a District may continue service in accordance with the Volunteer Fire Fighters Retirement Act. Retired members who remain active may participate in meetings and functions and shall have voting privileges for the purpose of Fire District business.

Section 7: Leave of Absence

Members may submit a written request for a leave of absence (LOA) to the County Fire Marshal (Fire Chief) when personal; employment, or other circumstances prevent them from fulfilling the requirements of their membership status for an extended period of time. Members who are granted a LOA by the County Fire Marshal (Fire Chief) are required to return all Department owned equipment and personal protective equipment issued by the Department. Upon reinstatement

equipment will be re-issued to the member. Members who have been on a LOA may return to the Department or District with no loss of seniority, except for the time lost while on the LOA, and shall have their voting privileges and status reinstated upon return. If the LOA has been for a period greater than six months, the member shall be required to perform a standard vehicle and equipment recertification prior to reinstatement.

ARTICLE V

OFFICERS

Section 1: Fire Marshal

The Quay County Fire Marshal's Office is the liaison between the County Manager and all county fire departments.

1. Assist the State Fire Marshal's Office with issues, inspections, investigations and ISO.
2. Take the requests of the fire districts for purchases, receive equipment, shipping and receiving for departments to insure proper purchase of equipment.
3. Assist Fire Chiefs with purchase orders, specifications on equipment and grant applications.
4. Gather information from vendors for purchasing and coordination of purchases.
5. Cover for Fire Chiefs when he or she is not available.
6. Provide training information to all departments in the county and assure that training is being conducted as required.
7. Assist fire departments with large incidents as a liaison under the incident commander.
8. Inspect fire departments to ensure readiness.
9. Review of plans and specifications
10. Guide fire departments to ensure that water issues are addressed
11. Ensure communication capabilities

Section 2: District Officers

The Officers of the Fire District shall have general supervisory responsibility for the operation of a specific County Fire District, including the responsibilities and authorities granted to the District Chief in Quay County Fire and Emergency Services. District Officers may assume additional duties and responsibilities as necessary to administer and coordinate daily operations unique to a Fire District in order to ensure the Department's mission is accomplished and/or to ensure the Fire District's ability and readiness to respond to emergencies within that District so long as those duties and responsibilities are not in conflict with Quay County Fire and Emergency Services. All elected and appointed officers must meet the job and training qualifications as specified by the Quay County Fire Department. Exceptions to the job and training qualifications may be made for good cause but they will have to be approved in writing by the County Fire Marshal (Fire Chief). An

example of an exception is a newly established fire district or where there are no experienced or qualified personnel within a fire district.

Section 3: Composition of Elected District Officers

The Officers of each County Fire District may consist of the following (Districts that have more than one Main Station will require additional officers):

1. District Fire Chief
2. Assistant District Fire Chief
3. Battalion chief for multiple main stations.
4. One or more District Captains (Fire Captain, EMS Captain, etc.)
5. One or more District Lieutenants (Fire Lt., EMS Lt., etc.)
6. District Training Officer (may have rank of Lieutenant or higher)
 - A. Training Officer position may be combined with another office, or made an appointed position.

Section 4: Composition of Appointed District Officers

The Appointed Officers of each County Fire District may include the following:

1. Secretary
2. Financial Officer or Treasurer

Section 5: County Manager Approval Required for District Fire Chief

The District Chief of each Fire District serves at the pleasure of that Quay County Fire District and must be approved by the County Manager. A District Chief shall not take office until he/she has been elected pursuant to Article VI Section 1 infra.

Section 6: Limitations

There shall be no more than one District Chief and one Assistant District Chief per County Fire District. Nepotism to be avoided in direct chain of command.

Section 7: Term of Office

1. The term of office for each District Officer shall not exceed two years, with no limit of terms.
2. Terms shall begin on January 1st of each calendar year and subsequently shall expire on the 31st day of December of the following year.
3. There shall be no limitation to the number of terms a member may be elected or appointed

to office.

ARTICLE VI

ELECTION, APPOINTMENT AND DUTIES OF OFFICERS

Section 1: Election of District Officers

Election of District Officers shall be conducted as follows:

1. A candidate for office must be a volunteer member of the Fire District, and must be an Active or Limited Duty member in good standing.
2. Eligible voters: only those Active or Limited Duty volunteer members of the Fire District who have met the requirements of said membership and are in good standing may participate in the nomination of officers and/or vote in the election.
3. A candidate for office is prohibited from nominating himself/herself for any office.
4. A candidate for a specific office must meet the minimum job requirements of the office or must be granted a waiver from the County Fire Marshal (Fire Chief) of the Quay County Fire Department.
5. Nomination of candidates for office shall be held in November of election years at a special meeting called to nominate candidates for the District Fire Officer positions. This meeting shall be known as the Nomination Meeting.
6. Election of officers shall be held in December of election year at the Fire District's normal business meeting. This meeting shall be known as the Election Meeting.
7. Voting shall be conducted by roll call. However, if only one person is nominated for office person may be elected by a vote of affirmation of the members present.
8. Any person receiving the greatest number of votes for a particular office cast by a quorum of members eligible to vote and present at the Election Meeting shall be elected to that office.

Section 2: Appointed Staff Officers

The following officers may be appointed by the District Chief.

1. Secretary
2. Treasurer or Financial Officer

Section 3: Vacancies

If for any reason an elective office is vacated, an election shall be held at the next regularly scheduled business meeting or at a special meeting, at which a quorum of members eligible to vote is present, to elect an officer to serve out the remainder of the vacated term or appointed by chief & affirmed at next meeting. A vacancy in the office of District Chief must be filled pursuant to the provisions Article V Section 4 infra. relating to the approval of the County Manager.

Section 4: Duties

The duties of the District Officers are defined as follows and may be further defined or updated in the County Fire Department job descriptions of same:

1. District Chief

- A. Assumes responsibility for and supervises the activities of administration, personnel, budget, training, and emergency responses for the District.
- B. Ensures the District operates under the County Fire Department's Chain of Command and that emergency scenes are managed utilizing the Incident Command System and relevant safety/operational procedures.
- C. Chairs all District business meetings.
- D. Ensures all District apparatus, equipment and stations are routinely inspected.
- E. Appoints such standing committees as needed to perform special functions for the District.
- F. Appoints members to perform as staff officers for the district.
- G. Is an ex-officio member of all standing committees.
- H. Attends or appoints a representative to attend the Quay County Fire Chiefs' meeting.
- I. Exercises those duties and responsibilities as outlined in the District Chiefs Job description under the direction of the Fire Marshal (Fire Chief).
- J. Completes and submits all required or requested reports to meet the designated timelines established. (i.e.: fire reports, PERA reports, EMS reports, reimbursement request etc.)
- K. All other duties as assigned.

2. Assistant District Chief

- A. In the absence of the District Chief shall assume all duties and responsibilities thereof.
- B. Supervises training of new members including the assignment of mentors for each new member.
- C. Is responsible for supervising the maintenance of apparatus, equipment and stations for the District.
- D. Exercises those duties and responsibilities as outlined in the Assistant District Chief job

description under the direction of the District Chief.

E. All other duties as assigned.

3. Battalion Chief

A. In the absence of the Assistant District Chief shall assume all duties and responsibilities Thereof.

B. Supervises training of new members including the assignment of mentors for each new member.

C. Is responsible for supervising the maintenance of apparatus, equipment and stations for the District.

D. Exercises those duties and responsibilities as outlined in the Battalion Chief job description under the direction of the District Chief.

E. All other duties as assigned.

4. District Captain(s)

A. In the absence of a superior officer, shall assume all duties and responsibilities thereof.

B. Plans and conducts necessary District training.

C. Exercises those duties and responsibilities as outlined in the District Captain's job description under the direction of District Chief.

D. All other duties assigned.

5. District Lieutenant(s)

A. In the absence of a superior officer, shall assume all duties and responsibilities thereof.

B. Exercises those duties and responsibilities as outlined in the Lieutenant's job description under the direction of the District Chief.

C. All other duties as assigned

6. District Training Officer(s)

A. Is responsible for preparing fire training as assigned by the District Chief.

B. Is responsible for conducting fire training, etc.

C. Is responsible for conducting fire prevention education training for the Fire District.

D. All other duties as assigned.

ARTICLE VII

DISCIPLINE AND REMOVAL OF MEMBERS

Section 1: Detrimental and Improper Conduct

Each member shall be held accountable and responsible for his/her individual actions. No officer or member of the Department shall be exempt from these requirements.

In cases where County property, other department members or citizens or their property are at risk because of the members actions, the Officer in Charge shall put the member on immediate dismissal until a hearing is held and a decision is rendered pursuant to Article VIII Section 3 of this policy.

The following shall be considered conduct detrimental to the welfare and operation of the Department and shall be cause for disciplinary action up to and including immediate suspension and/or dismissal.

1. Insubordination (Failure to follow a direct order of a superior officer);
2. Failure to perform his/her duty; Dereliction of duty;
3. Failure to follow county's standards, policies and procedures and/or a Chiefs/Officer's directive;
4. Performing any membership function while under the influence of alcohol, controlled substances and/or mind-altering substances;
5. Negligence in the performance of duty including negligence in the operation of County vehicles or equipment;
6. Negligence or failure to adhere to established safety rules or regulations as well as willful unsafe conduct;
7. Misuse or mismanagement of Department funds;
8. Conduct unbecoming an officer or member of the Department; sexual misconduct;
9. Actions that unnecessarily endanger the member, other members, and/or the public.

Section 2: Disciplinary Process

The Department subscribes to the concept of progressive discipline and it should be practiced as a corrective measure whenever possible. However, as noted in Section 1, there are instances when a disciplinary action, including immediate dismissal, is appropriate without first having imposed a less severe form of discipline.

A. Oral Warning/Reprimand:

An oral warning or reprimand is used to correct minor infractions of performance, conduct or behavior. Members should be notified that further instances may require additional progressive discipline.

B. Written Reprimand:

A member shall receive a written reprimand when an infraction is of a greater degree of seriousness than that for which an oral reprimand may be used, or if a previous oral warning/reprimand was not effective as a corrective action.

Step 1: The District Chief shall initiate an investigation to gather information regarding the infraction and shall appoint a district officer to assist in the investigation. The district officer shall obtain written statements from the offending member and any witnesses as part of the investigation process.

Step 2: The officer and District Chief should meet with the member to review the information and allow the member an opportunity to respond verbally or in writing. Step 3: If the allegations are substantiated, the officer shall review the information with the District Chief to determine the appropriate disciplinary action to be taken.

Step 4: The officer and District Chief shall meet with the member to issue the written reprimand. The member should be asked to sign the document to acknowledge receipt. The member's signature does not necessarily indicate concurrence with the content. If the member refuses to sign the document, the District Chief and officer will date and sign the document to verify reprimand was issued, in person, to the member. A copy of the reprimand should be placed in the member's file for a period of 24 months after which, if no other written reprimands have been issued during that period, the document shall be destroyed.

C. Examples of Infractions Requiring Corrective Action

The following instances shall warrant the initiation of a formal progressive disciplinary process. A written reprimand may include a demotion, temporary suspension or dismissal from the Department.

1. Failure of a member to attend required meetings, trainings or to respond to emergency responses as required maintaining the member's status in the Department.
2. Failure to follow the requirements of a previous disciplinary action.
3. Misuse or abuse of Department equipment or apparatus.
4. Misuse or abuse of Department insignia, identification, or privilege.
5. Misuse or abuse of an emergency vehicle operator permit.
6. Misrepresentation of authority and/or any act that implies an inappropriate level of authority and/or intimidates a member of the public.

7. Misuse or abuse of communication equipment and/or violating Department's communication standards.
8. Failure to report damage to any station, Department vehicle or equipment caused by the member or another member of the Department.
9. Willful falsification of Department or District records or reports.
10. Theft of, unapproved appropriation of, or modification to, Department equipment, vehicles, stations, records or supplies.
11. Failure to follow and/or comply with state and county procurement codes, rules and regulations.
12. Misrepresentation of qualifications, level of training or licensure or experience.
13. Harassment (physical, mental or sexual) of another member of the Department.
14. Negligent damage to property and/or person(s);
15. Failure to report duty injuries, accidents or vehicle collisions;
16. Unauthorized use or abuse of County property (e.g. Cell phones, vehicles, equipment).
17. Fighting while on-duty or on County property;
18. Failure to report loss of driver's license
19. Operation of a County vehicle or a private vehicle while on fire department business without a valid driver's license.
20. Acceptance of a bribe or kick-back;
21. Use of official position or authority for personal profit or advantage;
22. Theft or destruction of County property;
23. Being convicted of a felony;
24. Falsification of official documents;
25. Lying to a superior officer.
26. Driving recklessly while in County or personal vehicle responding to scene or station.

Section 3: Formal Grievance and Appeal Process

This formal grievance and appeal process are applicable for disciplinary actions that include suspension, demotion or dismissal from the Department. Members who have completed the

probationary period as required in Article IV, Section 6, Paragraph D, have the right to the grievance and appeal process.

A. Request for Hearing

The member shall file a formal written request for hearing with the Chief of the Department within three (3) working days of receipt of the disciplinary action.

B. Schedule Hearing

Within seven (7) working days of receipt of the written request, the Department Chief shall schedule a hearing date, time and location to hear the aggrieved.

C. Hearing

The Department Chief, or his designated hearing officer, shall hear the aggrieved and the evidence and information provided by the District Chief. If a hearing officer has heard the aggrieved, a written recommendation shall be forwarded to the Department Chief within 24 hours.

D. Decision

The Department Chief shall then have three (3) days to consider the information and render a written decision to the aggrieved and the District Chief. The decision of the Department Chief is final and cannot be appealed, except as provided by NMSA 1978 Section 39-3- 1.1 (1999).

Section 4: Removal of District Fire Chief

District Fire Chiefs may be removed from office by the county manager.

Section 5: Criminal Charges or Convictions

In general, the private life of a member of the Department is considered personal and outside the jurisdiction and authority of the county. However, when a member's action or behavior may have a detrimental effect on the Department, another member of the Department, or the County, or when an applicant has applied for membership, such action and/or behavior shall be considered when reviewing an application for membership, or the corrective or disciplinary action or termination of that member.

Any criminal conviction occurring prior to application for membership must be disclosed by the applicant at the time of application. The information will be considered confidential by the Department and will not be shared unless it is considered to be public information by state statute, by the State Attorney General, by the County Attorney or by court of law. It should be noted that any individual who has been convicted of a crime and has subsequently served his/her sentence has the right to be considered for membership by the Department. However, the Department

reserves the right to use past criminal conduct, behavior and/or conviction as a reason to deny an application for membership.

ARTICLE IX AMENDMENT OF BYLAWS

Section 1: County Commission

These Bylaws may only be amended by formal action of the Quay County Commission.

Section 2: Quay County Fire Chiefs

Recommendations to amend these Bylaws may be formalized by a majority vote of the Quay County Fire Chiefs', approved by the Quay County Fire Marshal (Fire Chief) and forwarded to the Quay County Commission for formal approval and adoption by resolution.

**QUAY COUNTY
FISCAL YEAR 2019-2020
RESOLUTION NO. 12**

**AUTHORIZING AND APPROVING SUBMISSION OF A COMPLETED
APPLICATION FOR FINANCIAL ASSISTANCE AND PROJECT APPROVAL
TO THE NEW MEXICO FINANCE AUTHORITY.**

WHEREAS, the **County of Quay** ("Governmental Unit") is a qualified entity under the New Mexico Finance Authority Act, Sections 6-21-1 through 6-21-31, NMSA 1978 ("Act"), and the **QUAY COUNTY BOARD OF COMMISSIONERS** ("Governing Body") is authorized to borrow funds and/or issue bonds for financing of public projects for benefit of the Governmental Unit; and

WHEREAS, the New Mexico Finance Authority ("Authority") has instituted a program for financing of projects from the public project revolving fund created under the Act and has developed an application procedure whereby the Governing Body may submit an application ("Application") for financial assistance from the Authority for public projects; and

WHEREAS, the Governing Body intends to undertake acquisition of a **FREIGHTLINER TANKER/PUMPER FOR FIRE DISTRICT II** ("Project") for the benefit of the Governmental unit and its citizens; and

WHEREAS, the application prescribed by the Authority has been completed and submitted to the Governing Body and this resolution approving submission of the completed Application to the Authority for its consideration and review is required as part of the Application.

NOW THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE COUNTY OF QUAY:

Section 1. That all action (not consistent with the provision hereof) heretofore taken by the Governing body and the officers and employees thereof directed toward the Application and the Project, be and the same is hereby ratified, approved and confirmed.

Section 2. That the completed Application submitted to the Governing Body, be and the same is hereby approved and confirmed.

Section 3. That the officers and employees of the Governing Body are hereby directed and requested to submit the completed Application to the Authority for its review, and are further authorized to take such other action as may be requested by the Authority in its consideration and review of the Application and to further proceed with arrangements for financing the Project.

Section 4. All acts and resolutions in conflict with this resolution are hereby rescinded, annulled and repealed.

Section 5. This resolution shall take effect immediately upon its adoption.

PASSED, APPROVED AND ADOPTED this 9TH day of SEPTEMBER, 2019.

QUAY COUNTY
BOARD OF COMMISSIONERS

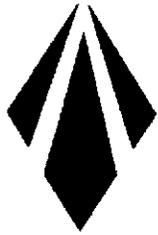
By Franklin McCasland
Franklin McCasland, Chairman

By Sue Dowell
Sue Dowell, Member

By Mike Cherry
Mike Cherry, Member



Ellen L. White
Ellen L. White, County Clerk



**NEW MEXICO
FINANCE AUTHORITY**

NMFA Use Only:	
App. #:	-PP
FA assigned:	
Legislative Authorization	

**PUBLIC PROJECT REVOLVING FUND
EQUIPMENT APPLICATION**

I. GENERAL INFORMATION

A. APPLICANT/ENTITY

Application Date:	9/9/2019
-------------------	----------

Applicant/Entity:	Quay County		
Address:	P. O. Box 1246, Tucumcari, NM 88401		
County	Quay	Census Tract:	9,586.02
Federal Employer Identification Number (EIN) as issued by the IRS:	85-6000238		
Legislative District:	Senate:	8	House:
House:	67		
Phone:	575-461-2112	Fax:	575-461-6208
Email Address:	richard.primrose@quayco.gov		
Individual Completing Application:	Richard Primrose		
Address:	300 S. Third Street, Tucumcari, NM 88401		
Phone:	575-461-2112	Fax:	575-461-6208
Email Address:	richard.primrose@quayco.gov		

II. PROJECT SUMMARY

A. Project Description. Complete the following information, using additional paper if necessary. Include any additional documents that may be useful in reviewing this project, i.e. architectural designs, feasibility studies, business plan, etc.

1. Description of Equipment:

All Poly 3000 Gallon Tanker Pumper with 2020 Freightliner M2 106 Extended Cab Chas



2. When do you need NMFA funds available?

May 2020

B. Total Project Cost & Sources of Funds Detail.

Equipment Items	NMFA Funds Requested	Other Public Funds*	Private Funds	Total
3000 Gal. Pumper/Tanker	\$ 150,000.00	\$ 123,351.00	\$	\$ 273,351.00
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Total Cost:\$	\$	\$	\$	\$

III. FINANCING

A. Specify the revenue to be pledged as security for the NMFA loan (a revenue source must be pledged for this type of project).

- Municipal Local Option GRT – please specify: _____
- County Option GRT – please specify: _____
- Other Tax-Based Revenue: _____
- State-Shared GRT _____
- Law Enforcement Funds _____
- Fire Protection Funds _____
- Other Revenue: _____

B. Preferred financing term: 10 years.

C. Is any debt being repaid from the revenue source(s) referenced in A (1)? Yes No

If yes, provide bond or loan documents and payment schedule for any existing debt service being paid from the same revenues that would be used to repay a NMFA loan.

IV. READINESS TO PROCEED ITEMS

A. The following items must accompany this application in order for this application to be considered complete:

- Equipment cost breakdown (if applicable)
- Three most recently completed fiscal year audit reports

- Current unaudited financials
- Current fiscal year budget
- Equipment Application
- Application Resolution
- Minutes of public hearing meeting approving submission of application
- Any additional information requested by NMFA

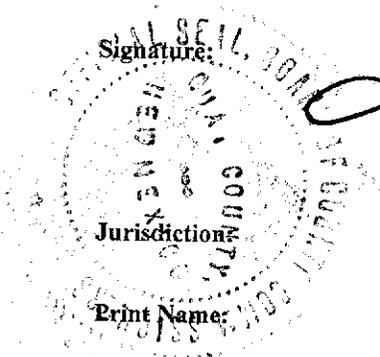
V. CERTIFICATION

I certify that:

We have the authority to request and incur the debt described in this application and, upon award, will enter into a contract for the repayment of any NMFA loans and/or bonds.

We will comply with all applicable state and federal regulations and requirements.

To the best of my knowledge all information contained in this application is valid and accurate and the submission of this application has been authorized by the governing body of the undersigned jurisdiction.



Franklin McCasland

 (highest elected official)

Title: Quay County Chairman

Quay County

Franklin McCasland

Date: September 9, 2019

Signature: *Richard D. Primrose*

Date: September 9, 2019

Finance Officer/Director: Richard D. Primrose, County Manager



QUAY COUNTY GOVERNMENT

FISCAL YEAR 2019-2020

RESOLUTION NO. 10 AMENDED

PARTICIPATION IN LOCAL GOVERNMENT ROAD FUND PROGRAM AND REQUEST FOR MATCH WAIVER ADMINISTERED BY NEW MEXICO DEPARTMENT OF TRANSPORTATION

WHEREAS, **Quay County** and the New Mexico Department of Transportation enter into a Cooperative Agreement.

WHERE AS, the total cost of the project will be **\$3,243,647.37** to be funded in proportional share by the parties hereto as follows:

a. New Mexico Department of Transportation's share shall be 95% or **\$3,081,465.00**

and

b. **Quay County's** proportional matching share shall be 5% or **\$162,182.37**

TOTAL PROJECT COST IS **\$3,243,647.37**

Quay County shall pay all costs, which exceed the total amount of **\$3,243,647.37**.

WHEREAS, NMAC 27.3.8 allows Public Entities who are experiencing financial hardship to apply for a Match Waiver of all or part of the above mentioned Public Entity match.

WHEREAS, **Quay County** qualifies for the Match Waver because Quay County has a limited tax base, which limits the funding for meeting the proportional matching share; and, a fund exists in the NMDOT appropriated by the New Mexico State Legislature for Public Entities in need of "hardship" match money.

NOW, therefore, be it resolved in official session that **Quay County** determines, resolves, and orders as follows:

That **Quay County** requests a Match Waiver in the amount of **\$162,182.37** for LGRF Project for year 2019-2020 to

SCOPE: **Quay County proposes to construct one Low Water Crossing. This will consist of Preliminary Engineering, Planning, Environmental, Design, and Construction Management. Construction will consist of SWPPP Management, Silt Fence, Clearing and Grubbing,**

Unclassified Excavation, Subgrade Preparation, Base Course 6 inch,
Concrete Pavement 8 inch, Structural Concrete Class A, 4 @ 8x8x30
Concrete Box Culvert Barrels, Headwall/Cutoff Wall and Wing Wall.
Guard Rail will be installed for safety, and Rip Rap Class A,
Construction Staking, Quality Assurance Acceptance Testing, and
Signage.

TERMINI: Historic Route 66 Bridge #1625
Beginning: Latitude (35° 07' 24.6") Longitude (103° 08' 32.8")
Ending: Latitude (35° 07' 25.7") Longitude (103° 08' 51.8").

Within the control of **Quay County** in Quay County, New Mexico.

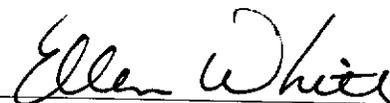
DONE AND RESOLVED this 9th day of September 2019.

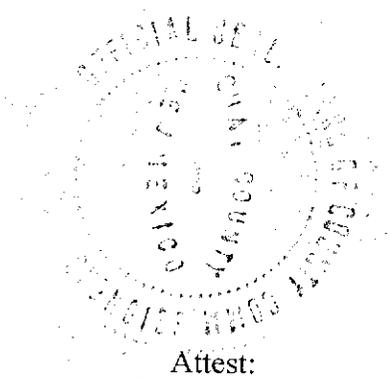

Franklin McCasland, Chairman


Sue Dowell, Member


Mike Cherry, Member

Attest:


Ellen White, Quay County Clerk



DATE/19	NAME	ROAD	BLADED	BLOCKS	MILES	ADDITIONAL WORK TO ROAD/COMMENTS
8/12/19	KENNEY	QUAY ROAD	80.4	1400-1900	6.00	
8/13/19	DONALD	QUAY ROAD AI		4800-5400	7.48	PULL DITCHES/BLADE ROAD
	DONALD	QUAY ROAD 57		3150-3400	2.50	PULL DITCHES/BLADE ROAD
	KENNEY	NARA VISAS STS.			4.50	
8/14/19	KENNEY	QUAY ROAD	93	0600-0800		FIXED WASHOUTS
8/15/19	LOUIS	QUAY ROAD O		5900-6600	7.00	
	LOUIS	QUAY ROAD Q		5900-6000	1.00	
	LOUIS	QUAY ROAD 60		1680-1700	0.20	
	LOUIS	QUAY ROAD M		5900-5950	0.50	
	LOUIS	RT. 66		1200-1300	1.00	
	KENNEY	QUAY ROAD 93		0525-1800		FIXED WASHOUTS
8/16/19	LOUIS	QUAY ROAD 66		0300-0500	2.00	
	LOUIS	QUAY ROAD E		6600-7150	5.50	
	LOUIS	RT. 66		0050-0500	4.50	
8/19/19	LOUIS	RT. 66		0500-1100	6.00	
	LOUIS	QUAY ROAD 62		1300-1500	2.00	
	KENNEY	QUAY ROAD F		8600-8900		LOW WATER CROSSING AND SAND
8/20-26/19	LOUIS					WORKED ON SB PROJECT
	KENNEY	QUAY ROAD 90		0300-0500		FIXED WASHOUT
8/26/19	DONALD	QUAY ROAD 65.5		2700-2900	2.00	PULL DITCH, BLADE, FIX RUTS WASHOUTS
8/21/19	KENNEY	QUAY ROAD 93		0200-0400		CLEAN LOW WATER CROSSINGS
08/22/19	KENNEY	QUAY ROAD F.5		0600-0700		WORKED ON WASHOUTS
8/26/2019	KENNEY	QUAY ROAD F.5		0600-0700		FINISHED WEST SIDE OF WASHOUTS
8/27/19	DONALD	QUAY ROAD 64		2900-3000	1.00	BLADE AND PATCH HOLE
8/28/19	LOUIS	QUAY ROAD 60		1750-1800	0.50	LAYED MILLINGS WITH CREW
8/29/19	LOUIS	QUAY ROAD 64		1900-2100	2.00	
	LOUIS	QUAY ROD U		5700-5950	2.50	
TOTAL					58.18	