

**State of New Mexico**  
**Public School Capital Outlay Council**

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**Public School Facilities Authority**  
1312 Basehart Road, SE, Suite 200  
Albuquerque, NM 87106  
(505) 843-6272 (Phone); (505) 843-9681 (Fax)  
Website: [www.nmpsfa.org](http://www.nmpsfa.org)

September 18, 2017

Dr. Colleen Bowman, Superintendent  
Central Consolidated Schools  
P.O. Box 1199  
Shiprock, NM 87420

Dear Superintendent Bowman,

We are pleased to inform you that the Public School Capital Outlay Council (PSCOC) has approved a total net state award of \$2,201,351 after an applied direct appropriation offset of \$9,000 from the 2017-2018 Systems-Based Capital Outlay Awards to the Central Consolidated Schools for the following project:

**School:**

Kirtland Elementary School

**Award Language:**

Planning, design and construction funding to complete system upgrades at the existing facilities to adequacy for 664 students, grades K-6. Systems are limited to: roof, ceiling finishes, foundation/slab/structure, air/ventilation, HVAC, main power/emergency, lighting/branch circuits, and fire sprinkler as identified in the district's application. Any deviation from the listed systems, the alteration level and percent of alteration must receive PSFA approval and associated costs must be within the award amount.

Please note that the award can be used *only* for the project(s) and purpose(s) specified.

Please submit this letter accepting the award by signature of both the Board of Education and the Superintendent to: Ms. Casandra Cano, Programs Support Manager, Public School Facilities Authority, 1312 Basehart SE, Suite 200, Albuquerque, New Mexico 87106. **Deadline for the acceptance of this grant is October 18, 2017.**

Prior to the expenditure or draw down of any state awarded funds, you must contact your PSFA Regional Manager (RM) who will assist you through the procurement and selection processes to complete the work and must remain involved throughout the project. All projects shall utilize standard PSFA contracts, procedures, and reporting requirements. The details of the project must be agreed to mutually in writing between the District and the PSFA through MOUs, which shall be executed following acceptance of the award by the District. **The signed MOU shall be returned to your PSFA Regional Manager no later than November 17, 2017.**

In addition to project specific contingencies or other requirements specified in the award language, additional conditions were adopted by the PSCOC (see attached).

All districts are advised to expend these awarded funds, as well as past award balances, in a timely manner. If you have questions concerning the award, please contact Mr. Edward Avila at 505-843-6272 ext. 1020.

Once more, we would like to extend our congratulations. We look forward to working with you in our common purpose of providing better school facilities for the children of New Mexico.

Sincerely,



David Abbey, Chair  
Public School Capital Outlay Council

cc: Rocky Kearney, Acting Director, PSFA  
David Biggs, PSFA Regional Manager

Attachments: 2017-2018 PSCOC Systems-Based Awards  
2017-2018 PSCOC Awards - Additional Conditions

**DECLARATION OF AWARD ACCEPTANCE**

The undersigned below hereby certifies that the 2017-2018 Systems-Based Capital Outlay Award to the Central Consolidated Schools for the project at Kirtland Elementary School is: (check one)

**Accepted**

**Rejected**

by the district and all project specific contingencies and additional conditions that were adopted by the PSCOC at the meeting on September 13, 2017 are understood and accepted. The awarded funds will be expended only for the stated uses and all contingencies will be met.

**ACCEPTED BY:**

\_\_\_\_\_  
School Board President  
Central Consolidated Schools

**DATE:** \_\_\_\_\_

\_\_\_\_\_  
Colleen Bowman, Superintendent  
Central Consolidated Schools

**DATE:** \_\_\_\_\_

**PUBLIC SCHOOL CAPITAL OUTLAY COUNCIL**  
**2017-2018 PSCOC Awards - Additional Conditions**  
**September 13, 2017**

**Systems-Based Capital Outlay Projects**

**Systems-Based Project Awards**

The PSCOC approved capital outlay project awards under the systems-based capital outlay process to the districts set out in the award spreadsheet for the purposes and in the amounts specified, including any special conditions contained in the award language for each school (see attached). Each allocation is intended to fully complete the project, phase, or specified purpose. All projects shall reduce the wNMCI or FCI by one-third or greater. All project designs shall include evaluation of potential energy, maintenance and other operational costs of new, renovated or other facilities based on established standard averages.

**Standard Contingencies to All Awards**

The PSCOC approval of the awards is contingent upon acceptance by the districts through execution of the required documents between the PSFA and the district, which contain the detailed project description set before the Council, the roles and responsibilities of the parties, phasing schedules and direct payment options. These awards are further contingent on the following:

- Total project costs shall not exceed 50% of the total facility replacement costs as identified in the application.
- Funds for this award must be expended within three years of the award date.
- All districts receiving awards must have a completed audit for FY16 submitted to the State Auditor's Office prior to expenditure of PSCOC-awarded funds, and will have a corrective action plan in place to address audit findings. PSFA may, as directed by the PSCOC, assume direct administration of all projects from districts with serious findings in regard to expenditures or management of capital outlay funds.
- The district shall execute and maintain an effective preventive maintenance (PM) program, as prescribed in its PSCOC approved PM plan (which shall be reviewed and updated annually by the district to ensure a Facility Maintenance Assessment Report (FMAR) score of satisfactory (70.1% or better) at each school), and effectively utilize all Facility Information Management System (FIMS) modules—Maintenance Direct (MD), Preventive Maintenance Direct (PMD), and Utility Direct (UD), or otherwise provide evidence of effective use of an alternate acceptable and equivalent maintenance management process. The district shall report to the PSFA every six months on the status of its maintenance program. Should the district fail to meet the FMAR score of satisfactory, the district may be required to report to the PSCOC.

- Prior to construction closeout, the district must submit for PSFA approval an amendment to its maintenance plan defining how they will provide appropriate maintenance for any renovated space.
- Projects are funded only to the design capacity outlined in the award. Unless specific limitations are defined in the award, or are otherwise excepted, the Adequacy Planning Guide establishes gross square footage (GSF) boundaries, however every effort should be made to minimize overall facility footprint. The PSCOC may elect to limit participation in the renovation of any existing square footage in excess of the guidelines.
- All procurement must meet the State of New Mexico Procurement Code.
- If existing facility disposal is required, an approved commitment from the district to PSCOC will be required prior to construction. Disposal may include demolition of the facilities or by written agreement transferring ownership of property and/or facilities. PSCOC reserves the right to recover a pro-rata share of awarded amounts for the replacement facilities if the original property or facilities are sold or used for another purpose than the award.
- The district will provide and deliver to the PSFA, within 30 days of the acceptance of the award, a Memorandum of Understanding (MOU) that includes, the proposed construction delivery method and the dates for completion of project planning, design development, construction, final completion, and project closeout. Failure to have projects completed by the scheduled deadline does not obligate the PSCOC for any increased costs due to inflation or other time related consequences.
- The MOU shall identify specific portions of the project that the district intends to build above adequacy and above the awarded design capacity and commit to fund these portions at the sole cost of the district.
- Requests for Proposals (RFP) for construction and design services or Invitations to Bid (ITB) for construction services cannot be released without review and written approval from PSFA. RFPs/ITBs that are released without written approval may have to be reissued. A final approval of school construction is required prior to releasing your RFP/ITB.
- Any legitimate project expenses expecting PSCOC/PSFA participation, reimbursement or credit shall be submitted and approved by PSFA in advance of the expenditure through the construction information management system (CIMS). Exception: Allowed project expenses made prior to award must be submitted within 90 days of the executed MOU.

- At each submission of a Request for Approval of School Construction (RASC) phase, a matrix of the systems must be submitted to ensure consistency of design with the alteration level and percent of alteration of the approved systems. PSFA approval to exceed alteration level and percent of alteration must also be submitted as appropriate.
- Prior to projects' final PSFA-RASC approval and release to bid, all site infrastructure including roadways, utilities and water must be in place, under contract with specified completion time, or defined by other acceptable written agreements that include cost and completion time.
- All awards are exclusive of land acquisition costs and offsite utilities and infrastructure expenses which are the total responsibility of the district and community and will not apply to the District's matching fund requirement.
- Any lease associated with an award shall have a 50 year or equivalent minimum available term from onset of the project.
- On or before the 12<sup>th</sup> month following substantial completion of the project or phase, PSFA staff will schedule a review of all project expenditures that apply to both the scope of work and to the adequacy standards to insure that the overall expenditures align with the match percentages after necessary offsets and waivers as identified in the Memorandum of Understanding (MOU) for the project. Following mutual agreement on the overall and final financial project status, project balances will be reallocated by the Council. All PSCOC awards must be fully reconciled and reallocated no later than 18 months after substantial completion.

**Public School Capital Outlay Council (PSCOC)**  
**2017-2018 SYSTEMS-BASED CAPITAL OUTLAY AWARDS**  
**September 13, 2017**  
*Sorted by Application Score*

2017-2018 Application Score (60 max)	2017-2018 NMC1 Rank	2017-2018 w/NMC1	2017-2018 FCI	FMAR	District	School	Award Language	Total Estimated Project Cost	Local Match %	State Match %	Local Match \$	State Match \$	Offset	Net Local Match	Net State Match
36.4	36	34.46%	59.73%	84.18	Central	Kirtland ES	Planning, design and construction funding to complete system upgrades at the existing facilities to adequacy for 664 students, grades K-6. Systems are limited to: roof, ceiling finishes, foundation/slab/structure, air/ventilation, HVAC, main power/emergency, lighting/branch circuits, and fire sprinkler as identified in the district's application. Any deviation from the listed systems, the alteration level and percent of alteration must receive PSFA approval and associated costs must be within the award amount.	\$ 3,453,673	36%	64%	\$ 1,243,322	\$ 2,210,351	\$ 9,000	\$ 1,252,322	\$ 2,201,351
30.16	33	35.04%	39.10%	67.02	Las Vegas City	Los Ninos ES	Planning, design and construction funding to complete system upgrades at the existing facilities to adequacy for 392 students, grades K-3. Systems are limited to: parking lots, site lighting, grading/drainage, walkways, exterior walls, exterior windows & doors, roof, ceiling finishes, floor finishes, HVAC, main power/emergency, lighting/branch circuits, plumbing, and fire sprinkler as identified in the district's application. Any deviation from the listed systems, the alteration level and percent of alteration must receive PSFA approval and associated costs must be within the award amount.	\$ 5,051,855	45%	55%	\$ 2,273,335	\$ 2,778,520	\$ 692,499	\$ 2,965,834	\$ 2,086,021
21.84	87	28.75%	40.39%	75.47	Gadsden	Desert Trail ES	Planning, design and construction funding to complete system upgrades at the existing facilities to adequacy for 548 students, grades PreK-6. Systems are limited to: roof, ceiling finishes, floor finishes, air/ventilation, HVAC, and main power/emergency as identified in the district's application. Any deviation from the listed systems, the alteration level and percent of alteration must receive PSFA approval and associated costs must be within the award amount.	\$ 5,860,057	15%	85%	\$ 879,009	\$ 4,981,048	\$ -	\$ 879,009	\$ 4,981,048
<b>SUBTOTAL</b>					<b>3</b>	<b>3</b>		<b>\$ 14,365,585</b>			<b>\$ 4,395,665</b>	<b>\$ 9,969,919</b>	<b>\$ 701,499</b>	<b>\$ 5,097,164</b>	<b>\$ 9,268,420</b>

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