

*State of New Mexico*

*Amy Whitehead  
County Clerk  
575-894-2840*

*Candace Chavez  
County Treasurer  
575-894-3524*

*Michael Huston  
County Assessor  
575-894-2589*

*Tom Pestak  
Probate Judge  
575-740-4900*



*1712 N. Date, Suite D  
Truth or Consequences, New Mexico 87901*

*Amber Vaughn, County Manager  
575-894-6215 voice 575-894-9548 fax*

*County of Sierra*

*James Paxon  
Commissioner  
575-894-6215*

*Hank Hopkins  
Commissioner  
575-894-6215*

*Travis Day  
Commissioner  
575-894-6215*

*Joshua Baker  
County Sheriff  
575-894-9150*

**Resolution No. 2025-47**

**PARTICIPATION IN LOCAL GOVERNMENT ROAD FUND PROGRAM AND REQUEST FOR  
MATCH WAIVER ADMINISTERED BY NEW MEXICO DEPARTMENT OF TRANSPORTATION  
CONTROL NUMBER L100647 (CAP)**

**WHEREAS**, Sierra County and the New Mexico Department of Transportation (NMDOT) have entered into a cooperative grant agreement under the Local Government Road Fund (LGRF) Program for a local road project.

**WHEREAS**, the total cost of the project will be **\$186,339** to be funded in proportional share by the parties hereto as follows:

- a) NMDOT share shall be **75% or \$139,754**, and
- b) Sierra County's proportional matching share shall be **25% or \$46,585** if hardship for Match Waiver is not deemed to be present by the Department of Finance and Administration and the Department of Transportation.
- c) Total Project Cost is **\$186,339**.

**WHEREAS**, Sierra County shall pay all costs, which exceed the total project cost of \$186,339.

**WHEREAS**, Sierra County has a limited tax base, which limits the funding for meeting the proportional matching share; and a fund exists in the NMDOT appropriation by the New Mexico State Legislature for public entities in need of "hardship" match money and Sierra County requests participation in this Match Waiver Program in the amount of **\$46,585**.

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

- d) The project for this Cooperative Agreement is adopted and has priority standing.
- e) The Cooperative Agreement terminates on **12/31/2026** and Sierra County incorporates all the agreements, covenants, and understandings between the parties hereto concerning the subject matter hereof, and all such covenants, agreements and understandings have been merged into the written agreement.

- f) The agent of Sierra County, **Amber Vaughn, County Manager**, shall have signature authority to bind Sierra County to the terms and conditions of this Cooperative Agreement, and shall have authority to request in writing and secure extensions to the Cooperative Agreement on behalf of Sierra County in the manner set forth by the Cooperative Agreement.



**NOW THEREFORE**, be it resolved by **Sierra County** to enter into Cooperative Agreement for Project **Control Number L100647** with the **NMDOT** for the **LGRF Program** for fiscal year **2026** for Various County Roads - Pavement Rehabilitation/ Improvements, Reconstruction, Drainage Improvements, Blading & Shaping, Miscellaneous, and Construction Management of County roads, within the control of Sierra County in the State of New Mexico.

**PASSED, APPROVED AND ADOPTED THIS 24th DAY OF JUNE 2025.**

**BOARD OF COUNTY COMMISSIONERS**

**SIERRA COUNTY, NEW MEXICO**

**ATTEST:**

  
  
AMY WHITEHEAD, COUNTY CLERK

  
TRAVIS DAY, COMMISSIONER

  
HANK HOPKINS COMMISSIONER

  
JAMES PAXON, COMMISSIONER

Contract No. \_\_\_\_\_  
Vendor No. 0000054401  
Control No. HW2L100647

## LOCAL GOVERNMENT ROAD FUND COOPERATIVE AGREEMENT

**This Agreement** is between the **New Mexico Department of Transportation** (Department) and **Sierra County** (Public Entity), collectively referred as the “parties.” This Agreement is effective as of the date of the last party to sign it on the signature page below.

Pursuant to NMSA 1978, Sections 67-3-28 and 67-3-28.2, and State Transportation Commission Policy No. 44, and

Pursuant to the Public Entity’s resolution that assumes ownership, liability, and maintenance responsibility for the project scope, or related amenities, and required funding to support the Project identified herein, the parties agree as follows:

### 1. Purpose.

The purpose of this Agreement is to provide Local Government Road Funds to the Public Entity for the Project, as described in Control No. L100647, and the Public Entity’s resolution attached as **Exhibit C**. See:

Pavement Rehabilitation/Improvements, Reconstruction, Drainage Improvements, Blading & Shaping, Miscellaneous, and Construction Management of County roads.

The Project is a joint and coordinated effort for which the parties each have authority or jurisdiction. This Agreement specifies and delineates the rights and duties of the parties.

### 2. Project Funding.

- a. The estimated total cost for the Project is **One Hundred Eighty Six Thousand Three Hundred Thirty Nine Dollars and No Cents (\$186,339)** to be funded in proportional share by the parties as follows:

Project Funding	Department Share	Public Entity Share	Total Project Cost
<b>Funding Source 1</b>	<b>75%</b>	<b>25%</b>	
<b><u>FY 2026 Local Government Road Fund</u></b>	<b>\$139,754</b>	<b>\$46,585</b>	<b>\$186,339</b>
<b>For the purpose stated above in Section 1.</b>			
<b>Total Project Cost \$186,339</b>			

- b. The Public Entity shall pay all Project costs, which exceed the Total Project Cost.
- c. Any costs incurred by the Public Entity prior to this Agreement are not eligible for reimbursement and are not included in the amount listed in this Section 2.

**3. The Department Shall:**

Pay the Department's Share of Project Funding identified in Section 2, Paragraph a, to the Public Entity in a single lump sum payment after:

- a. Receipt of a cover letter requesting funds;
- b. Receipt of a Notice of Award and Notice to Proceed;
- c. Receipt of Estimated Summary of Costs and Quantities;
- d. Verification of available Local Government Road Funds and Public Entity's local matching funds identified in Section 2, Paragraph a; and
- e. All required documents must include Department Project and Control Number.

**4. The Public Entity Shall:**

- a. Act in the capacity of lead agency for the Project described in Section 1.
- b. Submit an estimate of the Project, including work to be performed and cost to the District Engineer within thirty (30) calendar days of execution of this Agreement, or as otherwise agreed to in writing by the parties.
- c. Be solely responsible for all proportional matching funds identified in Section 2. Certify that these matching funds have been appropriated, budgeted, and approved for expenditure prior to execution of this Agreement.
- d. Pay all costs and perform and supply or contract for all labor and material, for the purpose as described in Section 1 and the Project estimate approved by the District Engineer.
- e. Procure and award any contract in accordance with applicable procurement law, rules, regulations and ordinances.
- f. In accordance with project parameters, assume the lead planning and implementation role and sole responsibility for environmental, archaeological, utility clearances; railroad and Intelligent Transportation System (ITS) clearances; right-of-way acquisition; project development and design; and project construction and management.
- g. Cause all designs and plans to be performed under the direct supervision of a Registered New Mexico Professional Engineer, when applicable, as approved by the Department.
- h. Obtain all required written agreements or permits, as applicable, from all public and private entities.
- i. Allow the Department to inspect the Project to confirm that the Project is constructed in accordance with the provisions of this Agreement. Disclosures of any failure to meet such requirements and standards as identified by the Department, will result in termination for default, including without limitation the Public Entity's costs for funding, labor, equipment and materials.
- j. Complete the project within eighteen (18) months of approval of funding by the State Transportation Commission.
- k. Within thirty (30) calendar days of completion, provide written certification that all work under this Agreement was performed in accordance with either the New Mexico Department of Transportation's Standard Specification, Current Edition; American Public Works Association (APWA) Specifications; Department approved Public Entity

established Specifications; or Department Specifications established for Local Government Road Fund projects, by submitting the **Project Certification of Design, Construction, and Cost form**, attached as **Exhibit B**.

- l. Within thirty (30) calendar days of completion, furnish the Department an **AS BUILT Summary of Costs and Quantities** form, attached as **Exhibit C**. The report should reflect the total cost of the Project as stated in the **Project Certification of Design, Construction, and Cost form**.
- m. Failure to provide the **Project Certification of Design, Construction, and Cost form** and an **AS BUILT Summary of Costs and Quantities** report within thirty (30) calendar days of Project completion is a material breach of this Agreement and Public Entity shall reimburse to the Department all funds disbursed in accordance with this Agreement.
- n. Upon completion, maintain all Public Entity facilities that were constructed or reconstructed under this Agreement.

#### **5. Both Parties Agree:**

- a. Upon termination of this Agreement any remaining property, materials, or equipment belonging to the Department will be accounted for and disposed of by the Public Entity as directed by the Department.
- b. Any unexpended or unencumbered balance from the Local Government Road Fund appropriated for this Project reverts to the Department. These balances, if any, must be reimbursed to the Department within thirty (30) calendar days of project completion or expiration of this Agreement, whichever occurs first.
- c. This Project is not being incorporated into the State Highway System and the Department is not assuming maintenance responsibility or liability.
- d. Pursuant to NMSA 1978, Section 67-3-28.2, Local Government Road Funds granted under this provision cannot be used by the Public Entity to meet a required match under any other program.
- e. As applicable for state-funded projects, the provisions of the Tribal/Local Public Agency (T/LPA) State Funding Handbook (Current Edition), and for projects with federal funds, the provisions of the Tribal/Local Public Agency (T/LPA) Federal Funding Handbook (Current Edition), are incorporated by reference and control the contractual rights and obligations of the parties unless in conflict with the specific terms expressed in this Agreement or any amendments.

#### **6. Term.**

This Agreement becomes effective upon signature of all Parties. The effective date is the date when the last party signed the Agreement on the signature page below. This Agreement terminates on **12/31/2026**. In the event an extension to the term is needed, the Public Entity shall provide through a duly authorized agent written notice along with detailed justification to the Department sixty (60) calendar days prior to the expiration date to ensure timely processing of an Amendment.

#### **7. Termination.**

- a. If the Public Entity fails to comply with any provision of this Agreement, the Department may terminate this Agreement by providing thirty (30) calendar days written notice.
- b. The Department may terminate this Agreement if the funds identified in Section 2 have not been contractually committed within one year from the effective date of this Agreement.



- c. If sufficient appropriations and authorizations are not made, this Agreement will terminate immediately upon written notice of the Department to the Public Entity.
- d. Neither party has any obligation after termination, except as stated in Sections 4, 5, and 16.

#### **8. Third Party Beneficiary.**

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

#### **9. Liability.**

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

#### **10. Contractors Insurance Requirements.**

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

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

#### **11. Scope of Agreement.**

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

#### **12. Terms of this Agreement.**

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

**13. Legal Compliance.**

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

**14. Equal Opportunity Compliance.**

The parties agree to abide by all federal and state laws and rules and regulations, and executive orders of the Governor of the State of New Mexico, pertaining to equal employment opportunity. In accordance with all such laws and rules and regulations, and executive orders of the Governor of the State of New Mexico, the parties agree to assure that no person in the United States will, on the grounds of race, color, national origin, ancestry, sex, sexual preference, age, disability, or other protected class, be excluded from employment with, or participation in, any program or activity performed under this Agreement. If the Public Entity is found to not comply with these requirements during the term of this Agreement, the parties agree to take appropriate steps to correct these deficiencies, subject to Section 7 above.

**15. Appropriations and Authorizations.**

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

**16. Accountability of Receipts and Disbursements.**

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

**17. Severability.**

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

**18. Applicable Law.**

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

**19. Amendment.**

This Agreement may be altered, modified, or amended only by an instrument in writing executed by the parties.

**The remainder of this page is intentionally left blank.**



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

**NEW MEXICO DEPARTMENT OF TRANSPORTATION**

By: \_\_\_\_\_  
Cabinet Secretary or Designee

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

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

By: \_\_\_\_\_  
Assistant General Counsel

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

**Sierra County**

By:       J. D.      

Date: June 24, 2025

Title: Chairman - Commissioner

Attest: Amy Whitehead  
Sierra County Clerk or Designee

**EXHIBIT A**  
**PROJECT CERTIFICATION OF**  
**DESIGN, CONSTRUCTION, AND COST**

TO: New Mexico Department of Transportation  
District \_\_\_\_\_ LGRF Coordinator

Cooperative Agreement No. \_\_\_\_\_ Control No. \_\_\_\_\_  
Joint Powers Agreement No. \_\_\_\_\_ Control No. \_\_\_\_\_

Entity: \_\_\_\_\_

Scope of Work (Including Routes and Termini):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I, the undersigned, in my capacity as \_\_\_\_\_ of \_\_\_\_\_ state  
that:

1. The design is in compliance with all state laws, rules, regulations, and local ordinances and was performed in accordance with the provisions set forth in this Agreement and in the Tribal/Local Public Agency State Funding Handbook (Current Edition);

2. Construction of the project was performed in accordance with standards and specifications set forth in:

\_\_\_\_\_ and completed on \_\_\_\_\_, 20\_\_\_\_; and

3. That the total project cost of \_\_\_\_\_, with New Mexico Department of Transportation 75% share of \_\_\_\_\_ and the Public Entity share of \_\_\_\_\_ (as submitted in attached "As Built Summary of Costs and Quantities") is accurate, legitimate, and appropriate for the project.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

ENTITY: \_\_\_\_\_ No.: \_\_\_\_\_ CN: \_\_\_\_\_

PROJECT No.: \_\_\_\_\_

TERMINI: \_\_\_\_\_  
\_\_\_\_\_

SCOPE OF  
WORK: \_\_\_\_\_  
\_\_\_\_\_

[illegible]

**EXHIBIT C**  
**Sierra County RESOLUTION**

**PARTICIPATION IN LOCAL GOVERNMENT ROAD FUND PROGRAM ADMINISTERED BY  
NEW MEXICO DEPARTMENT OF TRANSPORTATION**

WHEREAS, the **Sierra County** and the New Mexico Department of Transportation have entered into a cooperative grant agreement under the Local Government Road Fund Program for a local road project.

WHEREAS, the total cost of the project will be **\$186,339** to be funded in proportional share by the parties hereto as follows:

<b>CN L100647 Project Funding</b>	<b>Department Share</b>	<b>Public Entity Share</b>	<b>Total Project Cost</b>
<b>Funding Source 1</b>	<b>75%</b>	<b>25%</b>	<b>100%</b>
<b>FY 2026 Local Government Road Fund</b>	<b>\$139,754</b>	<b>\$46,585</b>	<b>\$186,339</b>
Pavement Rehabilitation/Improvements, Reconstruction, Drainage Improvements, Blading & Shaping, Miscellaneous, and Construction Management of County roads.			

WHEREAS, the **Sierra County** shall pay all costs, which exceed the total project cost of **\$186,339**.

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

- a. The project for this Cooperative Agreement is adopted and has a priority standing.
- b. The Cooperative Agreement terminates on **12/31/2026** and the **Sierra County** incorporates all the agreements, covenants, and understandings between the parties hereto concerning the subject matter hereof, and all such covenants, agreements and understandings have been merged into the written agreement.
- c. The agent of the **Sierra County**, \_\_\_\_\_ (name or title), shall have signature authority to bind the **Sierra County** to the terms and conditions of this Cooperative Agreement, and shall have authority to request in writing and secure extensions to the Cooperative Agreement on behalf of the **Sierra County** in the manner set forth by the Cooperative Agreement.

NOW THEREFORE, be it resolved by the **Sierra County** to enter into Cooperative Agreement for Project Control Number **L100647** with the New Mexico Department of Transportation for the LGRF Program for fiscal year **2026** for **Various County Roads - Pavement Rehabilitation/Improvements, Reconstruction, Drainage Improvements, Blading & Shaping, Miscellaneous, and Construction Management of County roads**, within the control of **Sierra County** in the State of New Mexico.

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

\_\_\_\_\_  
(PRINTED NAME, POSITION) DATE \_\_\_\_\_

\_\_\_\_\_  
(PRINTED NAME, POSITION) DATE \_\_\_\_\_

\_\_\_\_\_  
(PRINTED NAME, POSITION) DATE \_\_\_\_\_

*State of New Mexico*

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Commissioner  
575-894-6215*

*Joshua Baker  
County Sheriff  
575-894-9150*

June 24, 2025

Mr. Aaron Chavarria, P.E., NMDOT District One Engineer  
C/O Gil Gallosa, LGRF Coordinator  
2912 E. Pine St.  
Deming, NM 88030

**Re: Request for LGRF Hardship Match Waiver**

Control Number: L100647

Scope of Work: Various County Roads - Pavement Rehabilitation/ Improvements, Reconstruction,  
Drainage Improvements, Blading & Shaping, Miscellaneous, and Construction  
Management of County roads

Total Amount: \$186,339

Entity Share: \$ 46,585

State Share: \$139,754

Dear Mr. Chavarria;

Sierra County is interested in applying for the LGRF Hardship Match Waiver per the NM Administrative Code 18 NMAC 27.3.8 for our pending funding through the FY 2026 LGRF program.

NMAC 27.3.8 allows Public Entities who are experiencing financial hardship to apply for a Match Waiver of all, or part of the Public Entity match normally required for participation in the Local Government Road Fund.

Sierra County qualifies for the Match Waiver due to a limited tax base, which limits the funding for meeting the proportional matching share.

Sierra County requests a Match Waiver in the amount of \$46,585 for the LGRF Project for year 2026 to re-chip seal, fog seal, pothole and shoulder repair, drainage improvements, engineering & project management, cattleguard, and road surface work on various County roads to improve surface conditions within the control of Sierra County, New Mexico. More specifically, C047 Desertaire from NM 181 W approx. 6 mi, B116 Palomas Circle from NM 187 E approx. 1.8 mi, A039 Spaceport America Blvd from A013 E approx. 1.5 mi, C055 Alamosa Village from C054 W approx. 1.7 mi, and A025 Oil well from A026 S approximately 7.2 m.

Sincerely,

A handwritten signature in black ink, appearing to read "Travis Day".

Travis Day, Commissioner  
Sierra County, NM