

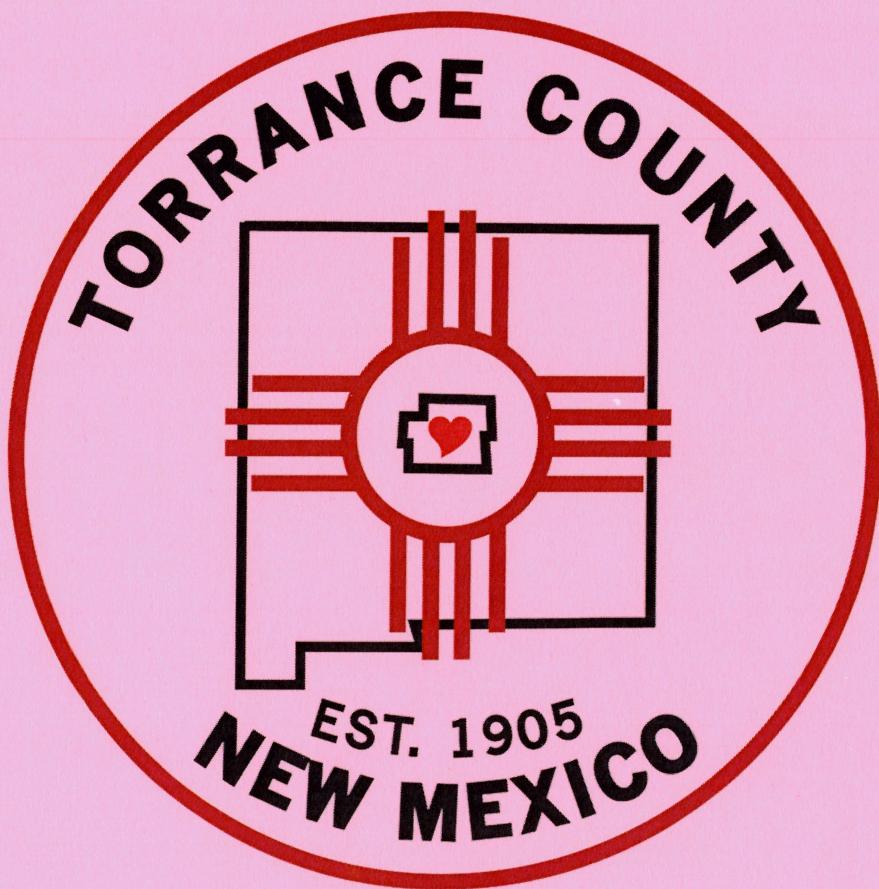


**TORRANCE COUNTY  
COMMISSION MEETING**

**July 9, 2025**

**9:00 A.M.**

**Michael I. Garcia  
Attorney At Law**



**TORRANCE COUNTY  
COMMISSION MEETING**

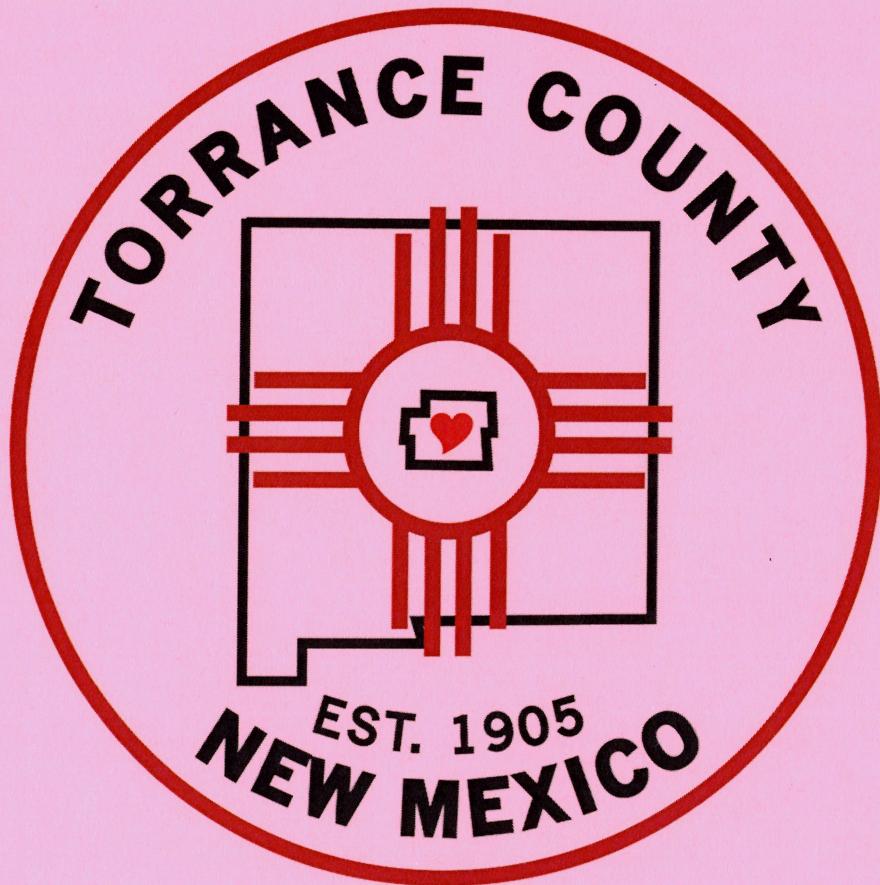
Agenda Item

No. 1



**TORRANCE COUNTY  
COMMISSION MEETING**

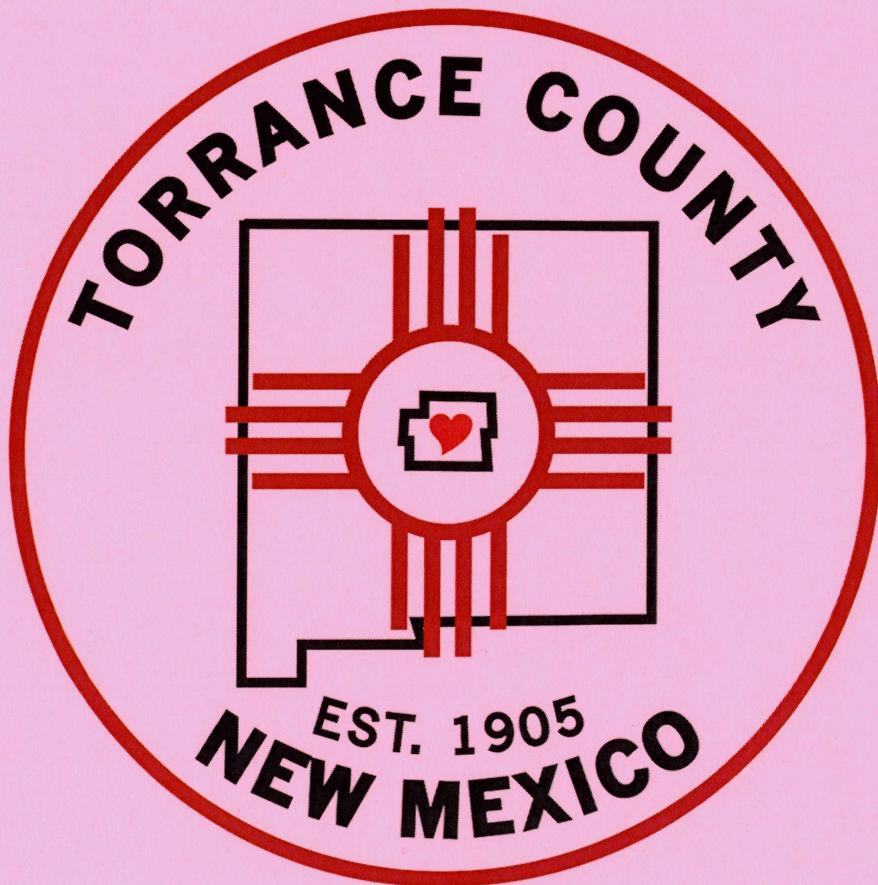
**Agenda Item  
No. 2**



## TORRANCE COUNTY COMMISSION MEETING

Agenda Item

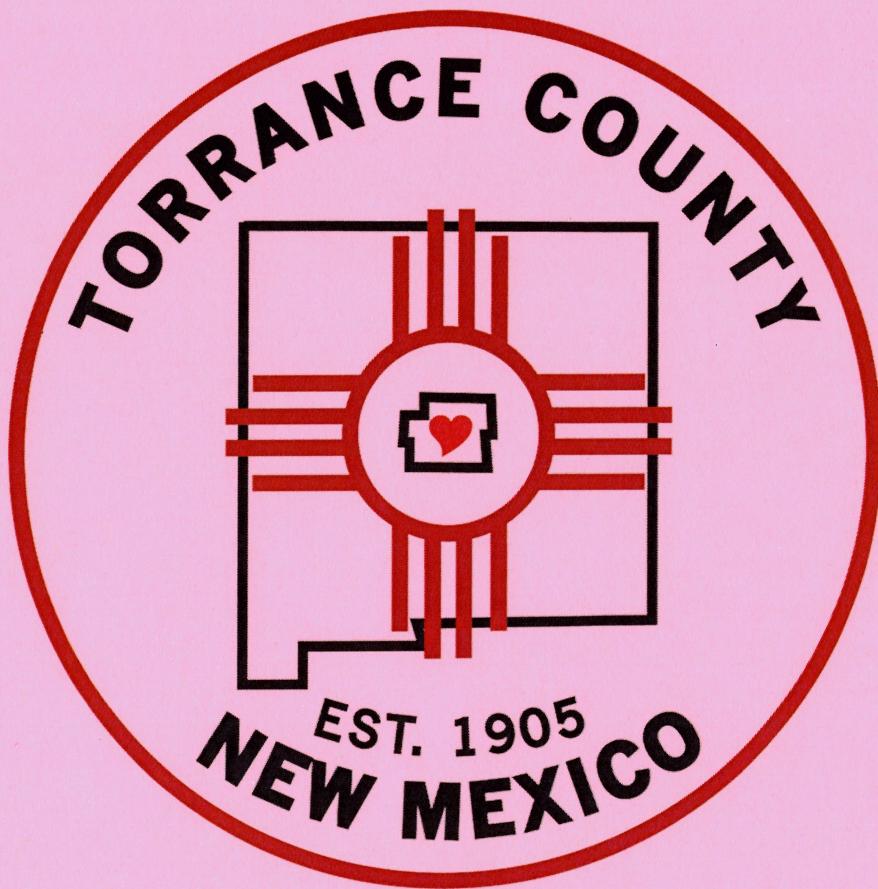
No. 3



**TORRANCE COUNTY  
COMMISSION MEETING**

Agenda Item

No. 4



**TORRANCE COUNTY  
COMMISSION MEETING**

**Agenda Item  
No. 5**



**TORRANCE COUNTY  
COMMISSION MEETING**

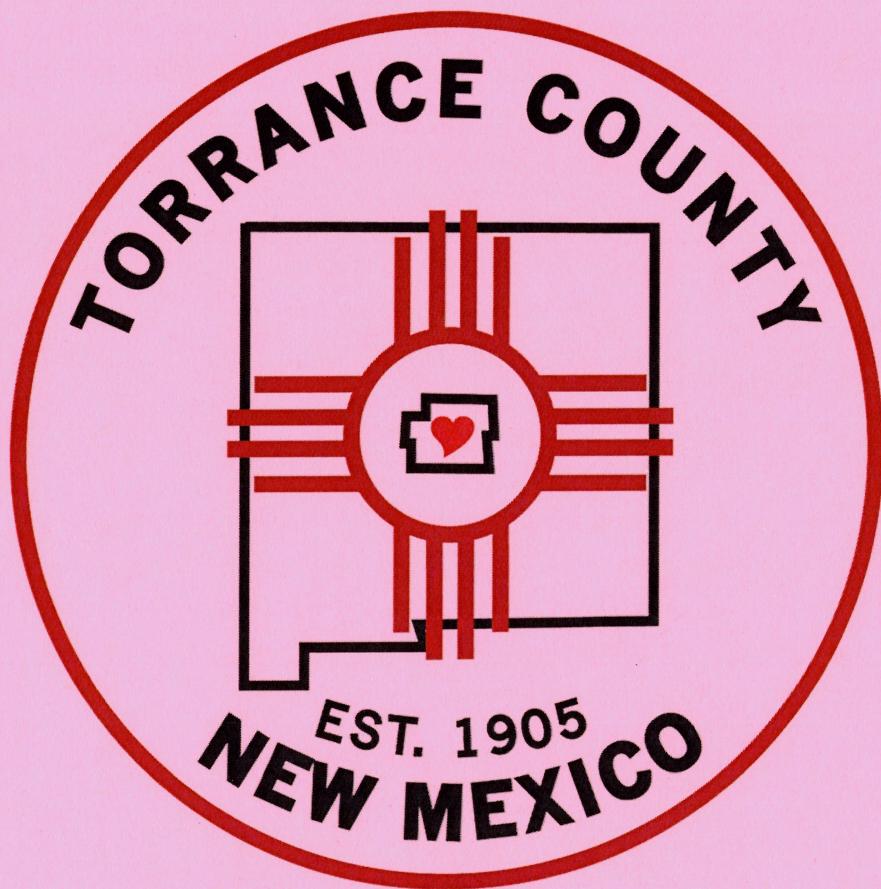
**Agenda Item  
No. 6**



**TORRANCE COUNTY  
COMMISSION MEETING**

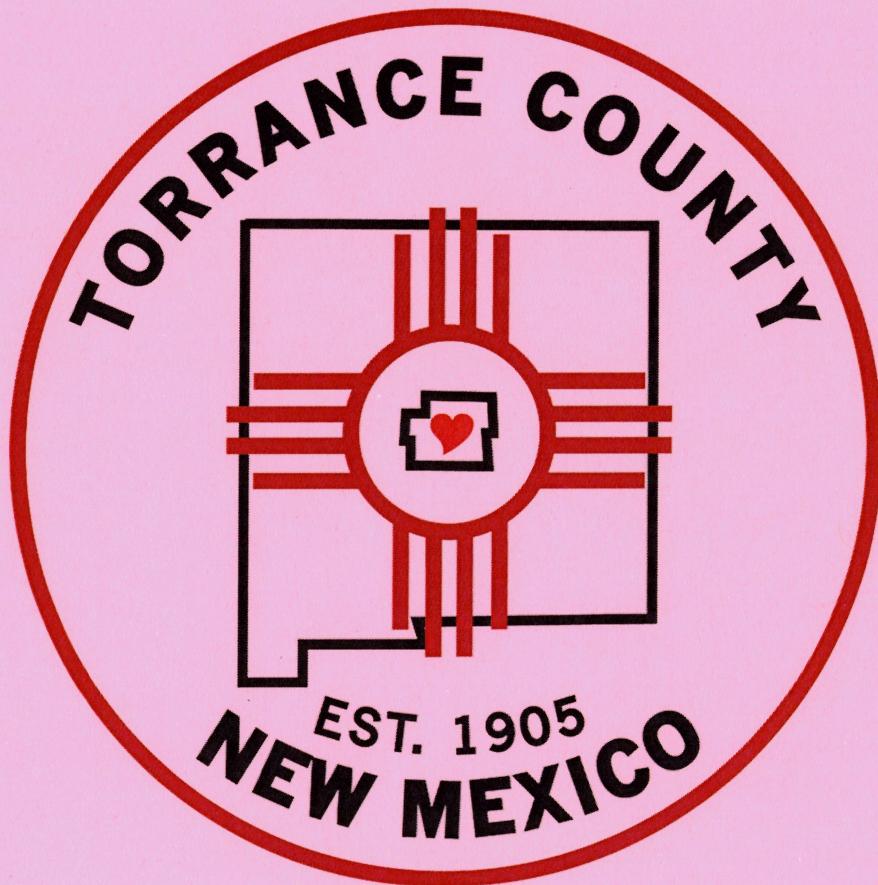
**Agenda Item**

**No. 7**



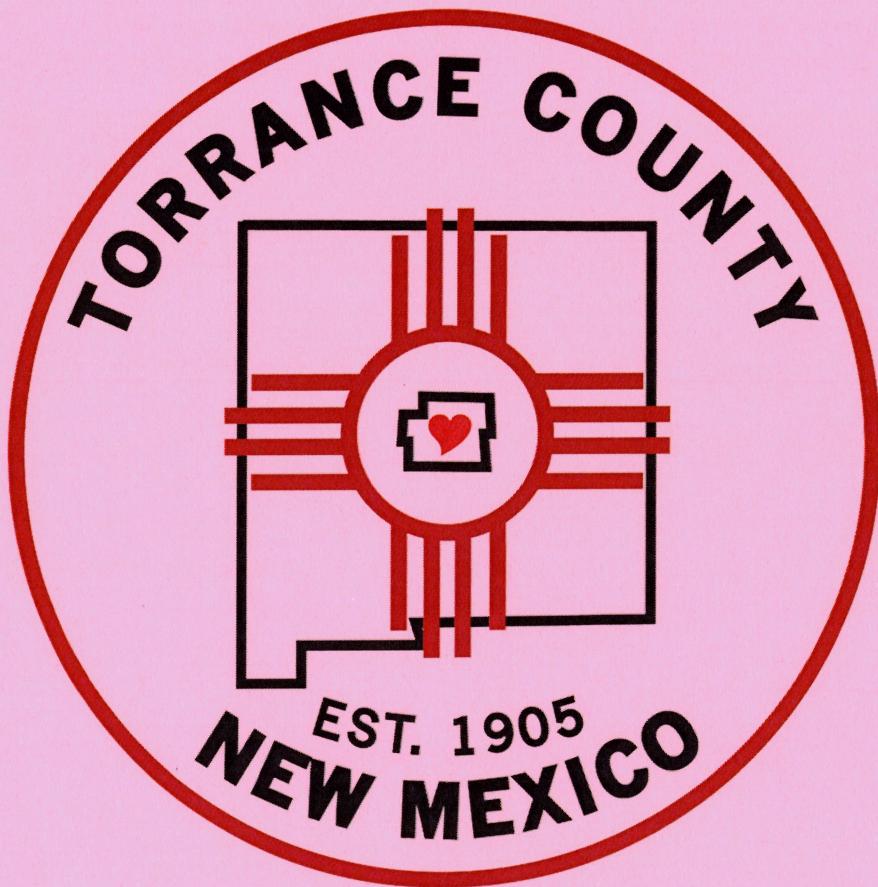
**TORRANCE COUNTY  
COMMISSION MEETING**

Agenda Item  
No. 8



**TORRANCE COUNTY  
COMMISSION MEETING**

Agenda Item  
No. 9 A



**TORRANCE COUNTY  
COMMISSION MEETING**

Agenda Item  
No. 10 A



# ACCOUNTS PAYABLE

## CHECK REPORT APPROVAL

### Torrance County Commission Approval:

We, the undersigned members of the Torrance County Board of County Commissioners, met in regular session on **July 9, 2025**, and approved the attached check report as presented against the funds of Torrance County in the amount of **\$6,946,145.12**

---

Kevin McCall, District 1

Ryan Schwebach, District 2

Linda Jaramillo, District 3

### Attest:

---

Sylvia Chavez, County Clerk

### Torrance County Treasurer Approval:

I, the Torrance County Treasurer, do hereby certify that sufficient funds exist for the, payment of the checks listed on the attached check report.

---

Kathyrn Hernandez, County Treasurer

---

### Check Report Summary:

Check Report Dates: 06/18/2025 to 07/02/2025 **Total Payments: 341**

Total Checks: 298

Checks: 133447 to 133749

Voided Checks: 18

Checks: 133160, 133162, 133163, 133164, 133166, 133168, 133170, 133173, 133208, 133239, 133375, 133496, 133557, 133589, 133590, 133636, 133699, 133721

Bank Drafts: 14

DFT0001250, DFT0001251, DFT0001252, DFT0001253, DFT0001257, DFT0001258, DFT0001261, DFT0001262, DFT0001263, DFT0001264, DFT0001265, DFT0001267, DFT0001268, DFT0001279, (DFT0001254, DFT0001255, DFT0001256, DFT0001259, DFT0001260, DFT0001266, DFT0001269, DFT0001270, DFT0001271, DFT0001272, DFT0001273, DFT0001274, DFT0001275, DFT0001276, DFT0001277, DFT0001278, NOT USED)

Electronic Fund Transfers: 11 EFT: 353 TO 363

Total Payments Issued: \$6,946,145.12



Torrance County, NM

## My Check Report

By Check Number

Date Range: 06/19/2025 - 07/02/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: Main Checking-Main Checking</b>						
4832	PRESBYTERIAN HEALTH PLAN	06/19/2025	EFT	0.00	67.60	353
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>	<b>Item Description</b>	<b>Distribution Amount</b>	
<a href="#">INV0005079</a>	Invoice	12/05/2024	Presbyterian Health Insurance	0.00	67.60	
	<a href="#">401-000-9001</a>		Payroll Liabilities	Presbyterian Health Insurance	67.60	
1232	CORECIVIC INC.	06/23/2025	EFT	0.00	18,097.49	354
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>	<b>Item Description</b>	<b>Distribution Amount</b>	
<a href="#">122024-MOD</a>	Invoice	06/10/2025	ICE & USMS INMATE CARE	0.00	441.91	
	<a href="#">825-070-2172</a>		CARE OF INMATES	12.2024 USMS MOD	441.91	
<a href="#">TCDF 032025T-M</a>	Invoice	06/10/2025	ICE & USMS INMATE CARE	0.00	17,191.25	
	<a href="#">825-070-2172</a>		CARE OF INMATES	MAR 2025 USMS INMATE MED.	17,191.25	
<a href="#">TCDF112024 REA</a>	Invoice	06/10/2025	ICE & USMS INMATE CARE	0.00	464.33	
	<a href="#">825-070-2172</a>		CARE OF INMATES	11.2024 USMS HOUSING REA	464.33	
1232	CORECIVIC INC.	06/23/2025	EFT	0.00	2,348,068.17	355
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>	<b>Item Description</b>	<b>Distribution Amount</b>	
<a href="#">TCDF 032025 ICE</a>	Invoice	06/23/2025	ICE & USMS INMATE CARE	0.00	2,348,068.17	
	<a href="#">825-070-2172</a>		CARE OF INMATES	MAR 2025 ICE INMATE HOUSIN	2,348,068.17	
1232	CORECIVIC INC.	06/25/2025	EFT	0.00	7,635.54	356
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>	<b>Item Description</b>	<b>Distribution Amount</b>	
<a href="#">TCDF 052025T</a>	Invoice	06/23/2025	ICE & USMS INMATE CARE	0.00	7,635.54	
	<a href="#">825-070-2172</a>		CARE OF INMATES	MAY 2025 USMS INMATE COUR	7,635.54	
1232	CORECIVIC INC.	06/25/2025	EFT	0.00	431,165.20	357
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>	<b>Item Description</b>	<b>Distribution Amount</b>	
<a href="#">TCDF 052025H</a>	Invoice	06/24/2025	ICE & USMS INMATE CARE	0.00	406,560.00	
	<a href="#">825-070-2172</a>		CARE OF INMATES	MAY 2025 USMS INMATE HOUSI	406,560.00	
<a href="#">TCDF 052025T-M</a>	Invoice	06/23/2025	ICE & USMS INMATE CARE	0.00	1,456.84	
	<a href="#">825-070-2172</a>		CARE OF INMATES	MAY 2025 USMS INMATE MED.	1,456.84	
<a href="#">TCDF042025T-M</a>	Invoice	06/24/2025	ICE & USMS INMATE CARE	0.00	23,148.36	
	<a href="#">825-070-2172</a>		CARE OF INMATES	APR 2025 USMS INMATE MED. T	23,148.36	
4832	PRESBYTERIAN HEALTH PLAN	06/25/2025	EFT	0.00	776.20	358
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>	<b>Item Description</b>	<b>Distribution Amount</b>	
<a href="#">INV0005093</a>	Invoice	06/23/2025	Presbyterian Health Insurance	0.00	372.60	
	<a href="#">401-000-9001</a>		Payroll Liabilities	Presbyterian Health Insurance	372.60	
<a href="#">INV0005099</a>	Invoice	06/23/2025	Presbyterian Health Insurance	0.00	403.60	
	<a href="#">401-000-9001</a>		Payroll Liabilities	Presbyterian Health Insurance	403.60	
1232	CORECIVIC INC.	06/26/2025	EFT	0.00	2,046,125.02	359
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>	<b>Item Description</b>	<b>Distribution Amount</b>	
<a href="#">TCDF 052025 ICE</a>	Invoice	06/24/2025	ICE & USMS INMATE CARE	0.00	2,040,337.84	
	<a href="#">825-070-2172</a>		CARE OF INMATES	MAY 2025 ICE INMATE HOUSIN	2,040,337.84	
<a href="#">TCDF 102023T</a>	Invoice	06/26/2025	COMMISSION APPROVED PRIOR YEAR PAY	0.00	5,787.18	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	<a href="#">825-070-2172</a>	CARE OF INMATES	COMMISSION APPROVED PRIOR		5,787.18	
418	COLUMBUS BANK AND TRUST	07/02/2025	EFT	0.00	514.30	360
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
<a href="#">INV0005113</a>	Invoice	07/03/2025	Flex Plan	0.00	514.30	
	<a href="#">401-000-9001</a>		Payroll Liabilities	Flex Plan		514.30
4832	PRESBYTERIAN HEALTH PLAN	07/02/2025	EFT	0.00	51,177.15	361
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
<a href="#">INV0005124</a>	Invoice	07/03/2025	Presbyterian Health Insurance	0.00	46,523.60	
	<a href="#">401-000-9001</a>		Payroll Liabilities	Presbyterian Health Insurance		46,523.60
<a href="#">INV0005125</a>	Invoice	07/03/2025	Presbyterian Health Insurance	0.00	4,653.55	
	<a href="#">401-000-9001</a>		Payroll Liabilities	Presbyterian Health Insurance		4,653.55
VEN01472	PROFESSIONAL FIREFIGHTERS OF TORRANCE CI	07/02/2025	EFT	0.00	161.00	362
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
<a href="#">INV0005112</a>	Invoice	07/03/2025	FIRE FIGHTER UNION DUES	0.00	161.00	
	<a href="#">401-000-9001</a>		Payroll Liabilities	FIRE FIGHTER UNION DUES		161.00
5189	SUNRISE BANK	07/02/2025	EFT	0.00	1,970.36	363
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
<a href="#">INV0005128</a>	Invoice	07/03/2025	Sunrise Loan	0.00	1,970.36	
	<a href="#">401-000-9001</a>		Payroll Liabilities	Sunrise Loan		1,970.36
5612	BLUE SKY UPFITTING, LLC	07/01/2025	Regular	0.00	-14,985.83	133160
VEN01351	DIVERSE OFFICE SUPPLY	07/01/2025	Regular	0.00	-120.57	133162
VEN01351	DIVERSE OFFICE SUPPLY	07/01/2025	Regular	0.00	-126.47	133163
2555	EVSWA	07/01/2025	Regular	0.00	-2,727.68	133164
4188	KAMAMA CONSULTING	07/01/2025	Regular	0.00	-175.00	133166
151	PITNEY BOWES INC.	07/01/2025	Regular	0.00	-293.57	133168
3233	SANDIA HEARING AIDS	07/01/2025	Regular	0.00	-250.00	133170
5226	STURCHIO, RONALD	07/01/2025	Regular	0.00	-100.00	133173
5279	SANTA FE COUNTY	07/02/2025	Regular	0.00	-3,520.00	133208
36	GUSTIN HARDWARE, INC.	06/19/2025	Regular	0.00	-217.87	133239
1344	NM TRD/PTD	07/02/2025	Regular	0.00	-345.00	133375
3	4 RIVERS EQUIPMENT, LLC	06/19/2025	Regular	0.00	608.09	133447
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
<a href="#">407667</a>	Invoice	06/11/2025	Parts and Repairs on John Deere Equipme	0.00	608.09	
	<a href="#">402-060-2244</a>		MAINTENANCE & REPAIR	Parts and Repairs on John Deere		608.09
VEN01184	AIR CARE NEW MEXICO	06/19/2025	Regular	0.00	537.00	133448
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
<a href="#">25-01844</a>	Invoice	06/19/2025	Judicial Office No Heat	0.00	537.00	
	<a href="#">401-016-2215</a>		MAINTENANCE & REPAIR	Labor and mileage		412.00
	<a href="#">401-016-2215</a>		MAINTENANCE & REPAIR	Train Limit Switch		125.00
5450	AMAZON BUSINESS	06/19/2025	Regular	0.00	202.45	133449
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
<a href="#">1dg6-3vdy-3tlg</a>	Invoice	06/10/2025	HP Toner and Key Box	0.00	202.45	
	<a href="#">401-010-2219</a>		SUPPLIES - GENERAL OFFI	HP Black Toner		170.95
	<a href="#">401-010-2219</a>		SUPPLIES - GENERAL OFFI	Price Increase Buffer		2.80
	<a href="#">401-010-2219</a>		SUPPLIES - GENERAL OFFI	Wall Mount Key Box		28.70

## My Check Report

Date Range: 06/19/2025 - 07/02/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
5450	AMAZON BUSINESS	06/19/2025	Regular	0.00	879.80	133450
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">1pxf-xwkn-6763</a>	Account Number		Account Name	Item Description	Distribution Amount	
	Invoice	06/09/2025	Computer Battery Backups	0.00	879.80	
			SUPPLIES - COMPUTER/P	Computer Battery Backups	879.80	
3594	AUTOZONE INC.	06/19/2025	Regular	0.00	137.70	133451
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">2248917227</a>	Account Number		Account Name	Item Description	Distribution Amount	
	Invoice	06/10/2025	TCFD AutoZone Open PO 3/25-6/25	0.00	137.70	
			MAINTENANCE & REPAIR	Lucas Power Steering Fluid	30.21	
			MAINTENANCE & REPAIR	Sub Zero R134a w/Hose & Gaug	34.99	
			MAINTENANCE & REPAIR	Valvoline Synthetic High Mileag	72.50	
5538	BOHANNAN HUSTON, INC.	06/19/2025	Regular	0.00	10,762.52	133452
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">000134321</a>	Account Number		Account Name	Item Description	Distribution Amount	
	Invoice	06/11/2025	Engineer Certificate County Road A001 TP	0.00	2,690.63	
			CONTRACT - PROFESSION	Engineer Certificate County Roa	2,690.63	
<a href="#">000134322</a>	Invoice	06/11/2025	Engineer Certificate for King Farm Road T	0.00	2,690.63	
			CONTRACT - PROFESSION	Engineer Certificate for King Far	2,690.63	
<a href="#">000134323</a>	Invoice	06/11/2025	Engineer certification Martinez Road TPF	0.00	2,690.63	
			CONTRACT - PROFESSION	Engineer certification Martinez	2,690.63	
<a href="#">000134324</a>	Invoice	06/11/2025	Engineer Certificate for Martin Road TPF	0.00	2,690.63	
			CONTRACT - PROFESSION	Engineer Certificate for Martin R	2,690.63	
VEN01274	BOLDplanning, Inc	06/19/2025	Regular	0.00	1,311.34	133453
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">242579</a>	Account Number		Account Name	Item Description	Distribution Amount	
	Invoice	06/18/2025	Emergency Operations Plan ARPA Project	0.00	655.67	
			EMERGENCY OPERATION	Phase 4; EOP Enhancement Wor	655.67	
<a href="#">242948</a>	Invoice	06/18/2025	Emergency Operations Plan ARPA Project	0.00	655.67	
			SUBSCRIPTIONS & DUES	MODULE LICENSING OMNIA	655.67	
859	BOUND TREE MEDICAL, LLC	06/19/2025	Regular	0.00	1,338.98	133454
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">85786815</a>	Account Number		Account Name	Item Description	Distribution Amount	
	Invoice	06/10/2025	EMS Supplies/ Equipment/ Medications O	0.00	1,338.98	
			SUPPLIES - MEDICAL	Masimo Rainbow Sp02 Senor, 3	1,338.98	
859	BOUND TREE MEDICAL, LLC	06/19/2025	Regular	0.00	16,559.97	133455
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">33884281</a>	Account Number		Account Name	Item Description	Distribution Amount	
	Invoice	06/12/2025	EMS Supplies/ Equipment/ Medications O	0.00	16,559.97	
		TCFD 2	EMS Supplies/ Equipment/ Med	5,519.99		
		TCFD 3	EMS Supplies/ Equipment/ Med	5,519.99		
		TCFD 5	EMS Supplies/ Equipment/ Med	5,519.99		
4979	BRANDON BOE DAVIS	06/19/2025	Regular	0.00	6,705.89	133456

## My Check Report

Date Range: 06/19/2025 - 07/02/2025

Vendor Number Payable #	Vendor Name Payable Type Account Number	Post Date	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
			Payable Description		Discount Amount	Payable Amount	
			Account Name	Item Description	Distribution Amount		
<a href="#">TCSO 25-01919</a>	Invoice <a href="#">401-050-2201</a> <a href="#">401-050-2201</a> <a href="#">401-050-2201</a> <a href="#">401-050-2201</a> <a href="#">401-050-2201</a> <a href="#">401-050-2201</a> <a href="#">401-050-2201</a>	06/10/2025	Replacement of 2024 Expedition Door MAINTENANCE & REPAIR MAINTENANCE & REPAIR MAINTENANCE & REPAIR MAINTENANCE & REPAIR MAINTENANCE & REPAIR MAINTENANCE & REPAIR MAINTENANCE & REPAIR	R Rear Upper Door Hinge Rear Door Front Moulding R Rear Lower Door Hinge R Rear Door Trim Panel Assembl R Rear Door Front Moulding Rear Door Shell Labor	0.00	6,705.89 33.34 184.94 32.09 2,725.79 280.46 1,310.19 2,139.08	
3941	C & H METALCRAFTS <a href="#">0124A</a>	06/19/2025	Regular		0.00	312.00	133457
Payable #	Payable Type Account Number	Post Date	Payable Description		Discount Amount	Payable Amount	
			Account Name	Item Description	Distribution Amount		
			Invoice <a href="#">401-050-2236</a> <a href="#">401-050-2236</a>	Sheriff Badges SUPPLIES - UNIFORMS SUPPLIES - UNIFORMS	0.00	312.00 32.00 280.00	
1220	CARROT-TOP INDUSTRIES <a href="#">INV141365</a>	06/19/2025	Regular		0.00	314.36	133458
Payable #	Payable Type Account Number	Post Date	Payable Description		Discount Amount	Payable Amount	
			Account Name	Item Description	Distribution Amount		
			Invoice <a href="#">402-060-2219</a> <a href="#">402-060-2219</a>	Flags for Road Dept Yard SUPPLIES - GENERAL OFFI SUPPLIES - GENERAL OFFI	0.00	240.98 22.99 217.99	
<a href="#">INV141688</a>	Invoice <a href="#">402-060-2219</a>	06/18/2025	Flags for Road Dept Yard SUPPLIES - GENERAL OFFI	American	0.00	73.38 73.38	
106	CENTRAL NM ELECTRIC COOP. <a href="#">5.25/6.25 281300</a>	06/19/2025	Regular		0.00	2,918.88	133459
Payable #	Payable Type Account Number	Post Date	Payable Description		Discount Amount	Payable Amount	
			Account Name	Item Description	Distribution Amount		
			Invoice <a href="#">413-091-2208</a> <a href="#">413-091-2208</a> <a href="#">911-080-2208</a> <a href="#">911-080-2208</a> <a href="#">911-080-2208</a> <a href="#">911-080-2208</a> <a href="#">911-080-2208</a> <a href="#">911-080-2208</a> <a href="#">911-080-2208</a> <a href="#">911-080-2208</a>	Monthly Electric bill Dispatch UTILITIES - ELECTRICITY UTILITIES - ELECTRICITY	0.00	2,918.88 20.77 64.93 1,235.57 -96.28 129.89 41.57 1,465.61 56.82	
3391	CINTAS CORPORATION NO. 2 <a href="#">5275407005</a>	06/19/2025	Regular		0.00	401.48	133460
Payable #	Payable Type Account Number	Post Date	Payable Description		Discount Amount	Payable Amount	
			Account Name	Item Description	Distribution Amount		
			Invoice <a href="#">401-050-2271</a>	Cintas Medical Boxes - Open PO OTHER SERVICES	0.00	272.48 272.48	
<a href="#">9323510539</a>	Invoice <a href="#">410-050-2222</a>	06/19/2025	EYEWASH STATION SHERIFF DEPT SUPPLIES - FIELD SUPPLIE	EYEWASH STATION SHERIFF DEP	0.00	129.00 129.00	
4270	COLONIAL LIFE <a href="#">38826850508753</a>	06/19/2025	Regular		0.00	751.06	133461
Payable #	Payable Type Account Number	Post Date	Payable Description		Discount Amount	Payable Amount	
			Account Name	Item Description	Distribution Amount		
			Invoice <a href="#">401-000-9001</a>	COLONIAL LIFE MAY 2025 Payroll Liabilities	0.00	751.06 751.06	
3770	COOPERATIVE EDUCATIONAL SERVICES	06/19/2025	Regular		0.00	170,400.00	133462

## My Check Report

Date Range: 06/19/2025 - 07/02/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">24-157326</a>	Invoice	06/17/2025	Base Course Material	0.00	170,400.00	
	<a href="#">402-060-2253</a>		MAINTENANCE & REPAIR	GRT	10,400.00	
	<a href="#">620-094-2613</a>		CAPITAL OUTLAY - ROAD	2" Crushed Aggregate Base Cour	160,000.00	
5416	CRYSTAL SPRINGS BOTTLED WATER	06/19/2025	Regular	0.00	27.50	133463
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">9347079</a>	Invoice	06/09/2025	Crystal Springs REMAINDER FY 25	0.00	27.50	
	<a href="#">911-080-2219</a>		SUPPLIES - GENERAL OFFI	JUNE FY25 Crystal Springs Open	27.50	
4705	DOUBLE H AUTO	06/19/2025	Regular	0.00	633.39	133464
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">088402</a>	Invoice	06/10/2025	parts for torrance county fleet	0.00	17.93	
	<a href="#">402-060-2244</a>		MAINTENANCE & REPAIR	parts for torrance county fleet	17.93	
<a href="#">089988</a>	Invoice	06/11/2025	VEHICLE MAINTENANCE	0.00	149.92	
	<a href="#">401-065-2201</a>		MAINTENANCE & REPAIR	EXACT FIT REAR WIPER	28.98	
	<a href="#">401-065-2201</a>		MAINTENANCE & REPAIR	EXACT FIT PASSANGER SIDE WIP	45.98	
	<a href="#">401-065-2201</a>		MAINTENANCE & REPAIR	EXACT FIT DRIVERS SIDE - WIPE	28.98	
	<a href="#">401-065-2201</a>		MAINTENANCE & REPAIR	EXACT FIT PASSANGER SIDE WIP	45.98	
<a href="#">615071</a>	Invoice	06/18/2025	Parts and supplies to repair Road Fleet	0.00	465.54	
	<a href="#">402-060-2201</a>		MAINTENANCE & REPAIR	Parts and supplies to repair Roa	465.54	
5319	DUCHARME, ARTHUR	06/19/2025	Regular	0.00	95.00	133465
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">INV0005041</a>	Invoice	06/10/2025	PZ meeting vouchers	0.00	95.00	
	<a href="#">401-008-2300</a>		TRAVEL - APPOINTED BO	2025 June PZ meeting	95.00	
5548	ESTRADA, CHRISTINA	06/19/2025	Regular	0.00	95.00	133466
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">INV0005042</a>	Invoice	06/10/2025	PZ meeting vouchers	0.00	95.00	
	<a href="#">401-008-2300</a>		TRAVEL - APPOINTED BO	2025 June PZ meeting	95.00	
5139	FIREPENNY	06/19/2025	Regular	0.00	5,394.95	133467
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">84517</a>	Invoice	06/10/2025	Washer Extractor Dist 5	0.00	5,394.95	
	<a href="#">405-091-2248</a>		SUPPLIES - SAFETY	Ready Rack Turnout Gear Wash	5,394.95	
VEN01447	FRONTLINE UPFITTING, LLC	06/19/2025	Regular	0.00	5,920.73	133468
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">1395</a>	Invoice	06/10/2025	UNITY Driver Side Spotlights	0.00	5,920.73	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	LABOR - 4 hours per vehicle	2,105.78	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	UNITY Driver Side Spotlight Brac	416.65	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	LED Replacement Bulb	1,535.00	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	UNITY 6" SPOTLIGHT BULB	1,613.30	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	SHOP MATERIALS	250.00	
VEN01250	Gilbert RW Sanchez	06/19/2025	Regular	0.00	95.00	133469
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">INV0005044</a>	Invoice	06/10/2025	PZ meeting vouchers	0.00	95.00	
	<a href="#">401-008-2300</a>		TRAVEL - APPOINTED BO	2025 June meeting	95.00	
214	Hart's Trustworthy Hardware	06/19/2025	Regular	0.00	73.93	133470

## My Check Report

Date Range: 06/19/2025 - 07/02/2025

Vendor Number Payable #	Vendor Name Payable Type Account Number	Post Date	Payment Date Payable Description	Payment Type Account Name	Discount Amount Payable Amount	Payment Amount	Number
				Item Description	Distribution Amount		
<a href="#">B600982</a>	Invoice <a href="#">911-080-2215</a>	06/10/2025	Hart's Open PO MAINTENANCE & REPAIR	MAINTENANCE & REPAIR	0.00	73.93	73.93
VEN01165 Payable #	Healthfront P.C. Payable Type Account Number	06/19/2025	Regular		0.00	1,500.00	133471
<a href="#">2306</a>	Invoice <a href="#">416-083-2272</a> <a href="#">604-083-2272</a> <a href="#">911-080-2272</a>	06/10/2025	Medical Director Services Contract OpenP CONTRACT - PROFESSION CONTRACT - PROFESSION CONTRACT - PROFESSION	Medical Director Services FY25 Medical Director Services FY25 Medical Director Services FY25	0.00 900.00 100.00 500.00	1,500.00 900.00 100.00 500.00	
VEN01359 Payable #	HOLCOMB LAW OFFICE Payable Type Account Number	06/19/2025	Regular		0.00	115.70	133472
<a href="#">4689</a>	Invoice <a href="#">401-005-2272</a>	06/09/2025	Legal Services for Employment and Labor CONTRACT - PROFESSION	Legal Services for Employment a	0.00	115.70	
3587 Payable #	HOMESTEAD WATER CO. Payable Type Account Number	06/19/2025	Regular		0.00	64.98	133473
<a href="#">06.2025</a>	Invoice <a href="#">405-091-2210</a>	06/10/2025	Monthly water bill district 5 UTILITIES - WATER	June	0.00	64.98	
4846 Payable #	HORIZONS OF NEW MEXICO Payable Type Account Number	06/19/2025	Regular		0.00	4.79	133474
<a href="#">SINV042338</a>	Invoice <a href="#">612-020-2203</a>	06/10/2025	Document Destruction Services MAINTENANCE & REPAIR	CONTAINER RENTAL	0.00	4.79	
4846 Payable #	HORIZONS OF NEW MEXICO Payable Type Account Number	06/19/2025	Regular		0.00	28.38	133475
<a href="#">SINV046079</a>	Invoice <a href="#">401-040-2271</a>	06/17/2025	ASSESSORS SHREDDING REF PO#25-0014 CONTRACT - OTHER SERV	ASSESSORS SHREDDING REF PO	0.00	28.38	
4892 Payable #	INTELLICHOICE, INC Payable Type Account Number	06/19/2025	Regular		0.00	21,266.45	133476
<a href="#">1233816</a>	Invoice <a href="#">401-050-2272</a> <a href="#">416-083-2272</a> <a href="#">911-080-2228</a> <a href="#">911-080-2228</a> <a href="#">911-080-2228</a> <a href="#">911-080-2228</a> <a href="#">911-080-2228</a> <a href="#">911-080-2228</a> <a href="#">911-080-2228</a>	06/19/2025	ANNUAL LICENSE AND SUPPORT FEE 911 CONTRACT - PROFESSION CONTRACT - PROFESSION SOFTWARE SOFTWARE SOFTWARE SOFTWARE SOFTWARE SOFTWARE SOFTWARE	ANNUAL LICENSE AND SUPPORT ANNUAL LICENSE AND SUPPORT TC FIRE ANNUAL LICENSE AND S 2ND YEAR FORWARD ANNUAL L ANNUAL LICENSE AND SUPPORT ANNUAL LICENSE AND SUPPORT ANNUAL LICENSE AND SUPPORT ANNUAL LICENSE AND SUPPORT 2ND YEAR FORWARD ANNUAL L	0.00 3,907.26 255.00 63.73 1,138.66 1,366.39 1,138.66 12,777.34 619.41	21,266.45 3,907.26 255.00 63.73 1,138.66 1,366.39 1,138.66 12,777.34 619.41	
990 Payable #	IRON MOUNTAIN RECORDS MANAGEMENT Payable Type Account Number	06/19/2025	Regular		0.00	636.47	133477
<a href="#">202995853</a>	Invoice <a href="#">612-020-2203</a>	06/09/2025	Off site storage MAINTENANCE & REPAIR	Off site storage May	0.00	636.47	
3712	JOHNSTON, DANIELLE	06/19/2025	Regular		0.00	95.00	133478

## My Check Report

Date Range: 06/19/2025 - 07/02/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">INV0005043</a>	Invoice	06/10/2025	PZ meeting vouchers	0.00	95.00	
	<a href="#">401-008-2300</a>		TRAVEL - APPOINTED BO	2025 June PZ meeting		95.00
2291	LOBO INTERNET SERVICES LTD	06/19/2025	Regular	0.00	225.00	133479
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">B-15014-16</a>	Invoice	06/19/2025	Internet Services.	0.00	225.00	
	<a href="#">402-060-2207</a>		TELECOMMUNICATIONS/I	June Internet Services.		225.00
VEN01183	Metropolitan Life Insurance Company	06/19/2025	Regular	0.00	797.57	133480
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">5399451 6.25</a>	Invoice	06/18/2025	METLIFE INSURANCE TC	0.00	797.57	
	<a href="#">401-000-9001</a>		Payroll Liabilities	METLIFE INSURANCE TC		797.57
VEN01251	Michael Lindsey	06/19/2025	Regular	0.00	1,320.60	133481
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">7</a>	Invoice	06/12/2025	Restorative Justice Facilitator	0.00	1,320.60	
	<a href="#">635-067-2272</a>		CONTRACT - PROFESSION	Youth and Family Sessions		400.00
	<a href="#">635-067-2272</a>		CONTRACT - PROFESSION	Pre and Post Activities		840.00
	<a href="#">635-076-2314</a>		PROGRAM SUPPORT	NM GRT		80.60
1139	MOUNTAINAIR, TOWN OF	06/19/2025	Regular	0.00	297.09	133482
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">05.2025 01-0171</a>	Invoice	06/10/2025	Utilities- Water/Gas	0.00	297.09	
	<a href="#">401-027-2209</a>		UTILITIES - NATURAL GAS	May - Gas		181.78
	<a href="#">401-027-2210</a>		UTILITIES - WATER	May - Water		115.31
VEN01449	NEW MEXICO FAMILY MEDICINE	06/19/2025	Regular	0.00	1,575.00	133483
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">05/28/25</a>	Invoice	06/09/2025	DOT Physicals	0.00	1,575.00	
	<a href="#">413-091-2272</a>		CONTRACT - PROFESSION	DOT Physicals		1,575.00
4464	NM APPARATUS LLC	06/19/2025	Regular	0.00	615.04	133484
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">2115</a>	Invoice	06/10/2025	Emergency Tow of Rescue 1-4 6/4/2025	0.00	615.04	
	<a href="#">416-083-2201</a>		MAINTENANCE & REPAIR	Emergency Tow for Rescue 1-4 o		577.50
	<a href="#">416-083-2201</a>		MAINTENANCE & REPAIR	Tax on Labor		37.54
17	PEAVEY COMPANIES INC	06/19/2025	Regular	0.00	5,160.00	133485
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">405754</a>	Invoice	06/10/2025	Peavey Companies- Safety Incentive Scrat	0.00	5,160.00	
	<a href="#">600-006-2248</a>		SUPPLIES - SAFETY	Safety Incentive Gamecards		5,160.00
2015	PLATEAU WIRELESS	06/19/2025	Regular	0.00	4,900.89	133486
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">06.2025 3061934</a>	Invoice	06/09/2025	Internet & wireless & phone services	0.00	4,900.89	
	<a href="#">401-096-2207</a>		TELECOMMUNICATIONS	June 2025		4,900.89
3859	PRUDENTIAL OVERALL SUPPLY	06/19/2025	Regular	0.00	101.79	133487

## My Check Report

Date Range: 06/19/2025 - 07/02/2025

Vendor Number Payable #	Vendor Name Payable Type Account Number	Post Date	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
			Payable Description		Discount Amount	Payable Amount	
			Account Name	Item Description	Distribution Amount		
<a href="#">450761998</a>	Invoice	06/19/2025	Uniform Rental for Maintenance Dept		0.00	101.79	
	<a href="#">401-065-2236</a>		SUPPLIES - UNIFORMS	Men's Classic Denim Work Jean		8.16	
	<a href="#">401-065-2236</a>		SUPPLIES - UNIFORMS	Polo Shirt 100% Polytri LT Blue		8.10	
	<a href="#">401-065-2236</a>		SUPPLIES - UNIFORMS	Men's Grey Mimix Work Shirt		5.94	
	<a href="#">401-065-2236</a>		SUPPLIES - UNIFORMS	Pant 65-35 Twill, Tan Cargo PCK		1.50	
	<a href="#">401-065-2236</a>		SUPPLIES - UNIFORMS	JACKET SLASH POCKET		11.92	
	<a href="#">401-065-2236</a>		SUPPLIES - UNIFORMS	Pant Black Tech. Pant		20.16	
	<a href="#">401-065-2236</a>		SUPPLIES - UNIFORMS	Polo Shirt 100% Polytri Navy		6.75	
	<a href="#">401-065-2236</a>		SUPPLIES - UNIFORMS	Budget Protection Program		24.19	
	<a href="#">401-065-2236</a>		SUPPLIES - UNIFORMS	Delivery Charges		15.07	
3859	PRUDENTIAL OVERALL SUPPLY	06/19/2025	Regular		0.00	331.22	133488
Payable #	Payable Type Account Number	Post Date	Payable Description		Discount Amount	Payable Amount	
			Account Name	Item Description			
			<a href="#">450762001</a> <a href="#">402-060-2236</a>	Uniforms for Road Crew SUPPLIES - UNIFORMS		0.00	331.22
3859	PRUDENTIAL OVERALL SUPPLY	06/19/2025	Regular		0.00	107.21	133489
Payable #	Payable Type Account Number	Post Date	Payable Description		Discount Amount	Payable Amount	
			Account Name	Item Description			
			<a href="#">450762684</a> <a href="#">401-015-2220</a> <a href="#">401-016-2220</a>	Judicial Cleaning Supplies SUPPLIES - CLEANING SUPPLIES - CLEANING		0.00	107.21
3859	PRUDENTIAL OVERALL SUPPLY	06/19/2025	Regular		0.00	107.21	133490
Payable #	Payable Type Account Number	Post Date	Payable Description		Discount Amount	Payable Amount	
			Account Name	Item Description			
			<a href="#">450761997</a> <a href="#">401-015-2220</a> <a href="#">401-016-2220</a>	Judicial Cleaning Supplies SUPPLIES - CLEANING SUPPLIES - CLEANING		0.00	107.21
3859	PRUDENTIAL OVERALL SUPPLY	06/19/2025	Regular		0.00	311.64	133491
Payable #	Payable Type Account Number	Post Date	Payable Description		Discount Amount	Payable Amount	
			Account Name	Item Description			
			<a href="#">450762687</a> <a href="#">402-060-2236</a>	Uniforms for Road Crew SUPPLIES - UNIFORMS		0.00	311.64
5020	PUBLIC SAFETY PSYCHOLOGY GROUP, LLC	06/19/2025	Regular		0.00	800.00	133492
Payable #	Payable Type Account Number	Post Date	Payable Description		Discount Amount	Payable Amount	
			Account Name	Item Description			
			<a href="#">28096</a> <a href="#">410-050-2266</a>	Advanced Crisis Negotiations EMPLOYEE TRAINING		0.00	800.00
5020	PUBLIC SAFETY PSYCHOLOGY GROUP, LLC	06/19/2025	Regular		0.00	400.00	133493
Payable #	Payable Type Account Number	Post Date	Payable Description		Discount Amount	Payable Amount	
			Account Name	Item Description			
			<a href="#">28097</a> <a href="#">401-050-2266</a>	Training - De-Escalation EMPLOYEE TRAINING		0.00	400.00
5020	PUBLIC SAFETY PSYCHOLOGY GROUP, LLC	06/19/2025	Regular		0.00	700.00	133494
Payable #	Payable Type Account Number	Post Date	Payable Description		Discount Amount	Payable Amount	
			Account Name	Item Description			
			<a href="#">28095</a> <a href="#">410-050-2266</a>	Basic Crisis Negotiation Course EMPLOYEE TRAINING		0.00	700.00
VEN01247	Sterling Donner	06/19/2025	Regular		0.00	11,076.00	133495

## My Check Report

Date Range: 06/19/2025 - 07/02/2025

Vendor Number Payable #	Vendor Name Payable Type Account Number	Post Date	Payment Date	Payment Type	Discount Amount Payable Amount Distribution Amount	Payment Amount	Number			
			Payable Description							
			Account Name	Item Description						
10	Invoice <a href="#">635-067-2272</a> <a href="#">635-076-2314</a>	06/12/2025	Boys Council Facilitator		0.00	4,260.00				
			CONTRACT - PROFESSION	Boys Council Facilitator		4,000.00				
			PROGRAM SUPPORT	Boys Council Facilitator		260.00				
8	Invoice <a href="#">635-067-2272</a> <a href="#">635-076-2314</a>	06/12/2025	Boys Council Facilitator		0.00	6,816.00				
			CONTRACT - PROFESSION	Boys Council Facilitator		6,400.00				
			PROGRAM SUPPORT	Boys Council Facilitator		416.00				
VEN01266 Payable #	Studio Southwest Architects, Inc Payable Type Account Number	06/19/2025	Regular		0.00	19,741.65	133496			
			Payable Description		Discount Amount Payable Amount Distribution Amount	19,741.65	133496			
			Account Name	Item Description						
061725	Invoice <a href="#">803-059-2704</a> <a href="#">803-059-2704</a> <a href="#">803-059-2704</a>	06/18/2025	TC Fair Multi-Purpose Building DD-CA		0.00	19,741.65				
			F2920 TC FAIRGROUNDS I	Bidding and Expenses		5,188.21				
			F2920 TC FAIRGROUNDS I	REIMBURSABLE EXPENSES ALLO		162.40				
			F2920 TC FAIRGROUNDS I	Design Development and expen		14,391.04				
VEN01266	Studio Southwest Architects, Inc	06/30/2025	Regular		0.00	-19,741.65	133496			
VEN01439	THE WRAP LAB, INC.	06/19/2025	Regular		0.00	2,200.00	133497			
Payable #	Payable Type Account Number	Post Date	Payable Description		Discount Amount Payable Amount Distribution Amount	133497	133497			
			Account Name	Item Description						
			Invoice <a href="#">401-050-2222</a> <a href="#">401-050-2222</a>	Sheriff Graphics for the fleet	0.00	2,200.00				
01672		06/10/2025	SUPPLIES - FIELD SUPPLIE	Sheriff Graphics for 2025 Ford E		1,100.00				
			SUPPLIES - FIELD SUPPLIE	Sheriff Graphics for 2024 F150 C		1,100.00				
VEN01439	THE WRAP LAB, INC.	06/19/2025	Regular		0.00	2,875.00	133498			
Payable #	Payable Type Account Number	Post Date	Payable Description		Discount Amount Payable Amount Distribution Amount	133498	133498			
			Account Name	Item Description						
			Invoice <a href="#">401-050-2201</a> <a href="#">401-050-2201</a> <a href="#">401-050-2201</a> <a href="#">401-050-2201</a> <a href="#">401-050-2201</a>	Vehicle Graphics	0.00	2,875.00				
28	TILLERY CHEVROLET GMC INC Payable Type Account Number	06/19/2025	Regular		0.00	43,151.00	133499			
			Payable Description		Discount Amount Payable Amount Distribution Amount	133499	133499			
			Account Name	Item Description						
INV7090	Invoice <a href="#">402-060-2618</a>	06/11/2025	2024 Chevy Silverado		0.00	43,151.00				
			CAPITAL OUTLAY - VEHICL	2024 Chevy Silverado		43,151.00				
178	U.S. POSTMASTER	06/19/2025	Regular		0.00	154.00	133500			
Payable #	Payable Type Account Number	Post Date	Payable Description		Discount Amount Payable Amount Distribution Amount	133500	133500			
			Account Name	Item Description						
			Invoice <a href="#">401-005-2269</a>	PO Box 48 Annual Rent	0.00	154.00				
5389	VIA HOMES & DEVELOPMENT LLC Payable Type Account Number	06/19/2025	Regular		0.00	5,754.12	133501			
			Payable Description		Discount Amount Payable Amount Distribution Amount	133501	133501			
			Account Name	Item Description						
66	Invoice <a href="#">635-067-2272</a> <a href="#">635-076-2314</a>	06/12/2025	Juvenile Justice Continuum Coordinator		0.00	5,754.12				
			CONTRACT - PROFESSION	Juvenile Justic Continuum Coord		5,402.93				
			PROGRAM SUPPORT	NM GRT		351.19				
1	WAGNER EQUIPMENT CO.	06/19/2025	Regular		0.00	18,648.82	133502			
Payable #	Payable Type Account Number	Post Date	Payable Description		Discount Amount Payable Amount Distribution Amount	133502	133502			
			Account Name	Item Description						
			Invoice <a href="#">402-060-2244</a>	Maintenance and parts not on contract	0.00	12,401.90				
S10W0931220		06/18/2025	MAINTENANCE & REPAIR	EQUIPMENT REPAIRS		12,401.90				
			Invoice <a href="#">402-060-2244</a>	Maintenance and parts not on contract	0.00	1,420.00				
S10W0931517	Invoice	06/18/2025								

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	<a href="#">402-060-2244</a>		MAINTENANCE & REPAIR	EQUIPMENT REPAIRS	704.41	
	<a href="#">402-060-2244</a>		MAINTENANCE & REPAIR	Maintenance and parts not on c	715.59	
<a href="#">S10W0932101</a>	Invoice	06/18/2025	Maintenance and parts not on contract	0.00	3,390.08	
	<a href="#">402-060-2244</a>		MAINTENANCE & REPAIR	EQUIPMENT REPAIRS	3,390.08	
<a href="#">S10W0932304</a>	Invoice	06/18/2025	Maintenance and parts not on contract	0.00	1,436.84	
	<a href="#">402-060-2244</a>		MAINTENANCE & REPAIR	EQUIPMENT REPAIRS	1,436.84	
5541	WATT-EVER ELECTRIC	06/19/2025	Regular	0.00	1,650.00	133503
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
<a href="#">INV0613</a>	Invoice	06/19/2025	Electrical Outlet Repair at Judicial	0.00	1,650.00	
	<a href="#">401-016-2215</a>		MAINTENANCE & REPAIR	Electrical Repair	1,500.00	
	<a href="#">401-016-2215</a>		MAINTENANCE & REPAIR	Diagnostic	150.00	
3823	WITMER PUBLIC SAFETY GROUP	06/19/2025	Regular	0.00	791.39	133504
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
<a href="#">INV696306</a>	Invoice	06/10/2025	Witmer Items District 5	0.00	791.39	
	<a href="#">405-091-2248</a>		SUPPLIES - SAFETY	Task Force Tips QuadraFog Nozsl	791.39	
1641	ZIA GRAPHICS INC.	06/19/2025	Regular	0.00	1,386.50	133505
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
<a href="#">6996</a>	Invoice	06/10/2025	Safety Incentive Program T-Shirts	0.00	1,386.50	
	<a href="#">600-006-2257</a>		OUTREACH MATERIALS	LONG SLEEVE POLO	723.75	
	<a href="#">600-006-2257</a>		OUTREACH MATERIALS	UPCHARGE FOR 3XL	6.00	
	<a href="#">600-006-2257</a>		OUTREACH MATERIALS	UPCHARGE FOR 2XL	8.00	
	<a href="#">600-006-2257</a>		OUTREACH MATERIALS	SHORT SLEEVE POLO	648.75	
4490	A RIFKIN COMPANY	06/23/2025	Regular	0.00	6,115.20	133506
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
<a href="#">4256199</a>	Invoice	06/13/2025	Election Ballot Bags	0.00	6,115.20	
	<a href="#">640-021-2226</a>		ELECTION COSTS	White Bar Code Keyless Security	45.30	
	<a href="#">640-021-2226</a>		ELECTION COSTS	Blue Keyless Security Seals	39.28	
	<a href="#">640-021-2226</a>		ELECTION COSTS	Election Ballot Bags	2,280.93	
	<a href="#">640-021-2226</a>		ELECTION COSTS	Election Ballot Bags	3,749.69	
VEN01347	ABOVE AND BEYOND CARPET CARE	06/23/2025	Regular	0.00	3,009.06	133507
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
<a href="#">80609</a>	Invoice	06/11/2025	Water Extraction & Remediation for Healt	0.00	3,009.06	
	<a href="#">620-094-2215</a>		MAINTENANCE & REPAIR	Water Extraction & Demolition	3,008.27	
	<a href="#">620-094-2215</a>		MAINTENANCE & REPAIR	General Demolition	0.79	
423	ADVANCED COMMUNICATIONS &	06/23/2025	Regular	0.00	228.00	133508
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
<a href="#">22568-00</a>	Invoice	06/12/2025	Docking Station Fire Dept	0.00	228.00	
	<a href="#">413-091-2248</a>		SUPPLIES - SAFETY	Swivel Arm Mount	206.00	
	<a href="#">413-091-2248</a>		SUPPLIES - SAFETY	Heavy Duty Adapter Plate	22.00	
3207	AIRGAS USA LLC	06/23/2025	Regular	0.00	2,266.69	133509
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
<a href="#">5516915407</a>	Invoice	06/11/2025	Fire Dept Airgas Rental Open PO District 5	0.00	271.98	
	<a href="#">405-091-2230</a>		SUPPLIES - MEDICAL	Fire Dept Airgas Rental Open PO	271.98	
<a href="#">5516915570</a>	Invoice	06/10/2025	Fire Dept Airgas Rental Open PO District 2	0.00	219.01	
	<a href="#">406-091-2230</a>		SUPPLIES - MEDICAL	Fire Dept Arigas Rental Open PO	219.01	

## My Check Report

Date Range: 06/19/2025 - 07/02/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<a href="#">5516992274</a>	Invoice <a href="#">408-091-2230</a>	06/11/2025	Fire Dept Airgas Rental Open PO District 3 SUPPLIES - MEDICAL	0.00	1,322.59	
<a href="#">9161924919</a>	Invoice <a href="#">408-091-2230</a> <a href="#">408-091-2230</a> <a href="#">408-091-2230</a> <a href="#">408-091-2230</a> <a href="#">408-091-2230</a>	06/12/2025	Fire Dept Airgas District 3 Open PO SUPPLIES - MEDICAL SUPPLIES - MEDICAL SUPPLIES - MEDICAL SUPPLIES - MEDICAL SUPPLIES - MEDICAL	0.00	453.11	
			Oxygen USP DA MED CGA 870 O Energy Charge Airgas Hazmat Charge Sales Tax Oxygen USP 125 CGA 540	252.89 6.50 33.44 32.10 128.18		
4709	ALBUQUERQUE OFFICE SYSTEMS	06/23/2025	Regular	0.00	21,612.04	133510
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">12262</a>	Account Number <a href="#">612-020-2218</a> <a href="#">612-020-2218</a> <a href="#">612-020-2218</a>		Account Name Clerk Office Furniture MAINTENANCE & REPAIR MAINTENANCE & REPAIR MAINTENANCE & REPAIR	Item Description	Distribution Amount	
		06/13/2025	Field Labor 5 Work Stations Worksurfaces, Height Adjustabl	0.00	21,612.04 4,860.16 5,576.65 11,175.23	
66	ALBUQUERQUE PUBLISHING CO.	06/23/2025	Regular	0.00	80.08	133511
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">227230</a>	Account Number <a href="#">401-008-2221</a>		Account Name Spec Waste public notice PRINTING/PUBLISHING/A	Item Description	Distribution Amount	
		06/10/2025	Spec Waste public notice Spec Waste public notice	0.00	36.92 36.92	
<a href="#">236710</a>	Invoice <a href="#">401-008-2221</a>	06/10/2025	Brown appeal public notice PRINTING/PUBLISHING/A	0.00	43.16 43.16	
4818	AMBITIONS TECHNOLOGY GROUP LLC	06/23/2025	Regular	0.00	1,663.59	133512
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">13369</a>	Account Number <a href="#">401-096-2225</a> <a href="#">401-096-2225</a>		Account Name Desktop Computer Replacement - Sheriff'	Item Description	Distribution Amount	
		06/11/2025	SUPPLIES - COMPUTER/P SUPPLIES - COMPUTER/P	Labor Desktop Computer Replac Desktop Computer Replacemen	0.00 403.59 1,260.00	1,663.59
1795	ARTESIA FIRE EQUIPMENT INC	06/23/2025	Regular	0.00	2,937.43	133513
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">85589</a>	Account Number <a href="#">408-091-2248</a> <a href="#">408-091-2248</a> <a href="#">408-091-2248</a> <a href="#">408-091-2248</a>		Account Name Flow Test District 3 SUPPLIES - SAFETY SUPPLIES - SAFETY SUPPLIES - SAFETY SUPPLIES - SAFETY	Item Description	Distribution Amount	
		06/12/2025	SCOTT RELIEF VALVE 2.2 LABOR SCOTT BATTERY PCB ASSEMBLY Flow Test Scott Breathing Appar	0.00	2,937.43 127.50 150.00 178.50 2,481.43	
3594	AUTOZONE INC.	06/23/2025	Regular	0.00	91.34	133514
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">2248923263</a>	Account Number <a href="#">413-091-2201</a> <a href="#">413-091-2201</a>		Account Name TCFD AutoZone Open PO 3/25-6/25 MAINTENANCE & REPAIR MAINTENANCE & REPAIR	Item Description	Distribution Amount	
		06/10/2025	Rain-X Quantum 22" Wiper Blad Prestone Dex-Cool 50/50 Antifre	0.00	91.34 56.08 35.26	
1331	BERNALILLO COUNTY COMMISSIONER	06/23/2025	Regular	0.00	3,349.32	133515
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">69</a>	Account Number <a href="#">420-070-2172</a>		Account Name Inmate Housing CARE OF INMATES	Item Description	Distribution Amount	
		06/11/2025	Inmate Housing Inmate Housing	0.00	3,349.32 3,349.32	
3920	BOOT BARN INC	06/23/2025	Regular	0.00	292.41	133516
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">172966</a>	Account Number <a href="#">401-030-2248</a>		Account Name Safety Boots - Field work J. Morales SUPPLIES - SAFETY	Item Description	Distribution Amount	
		06/12/2025	Safety Boots - Allowance for J. Safety Boots - Allowance for J.	0.00	193.41 193.41	
	Invoice <a href="#">BB6102025</a>	06/10/2025	Work boots for Charles Isom	0.00	99.00	

## My Check Report

Date Range: 06/19/2025 - 07/02/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	<a href="#">401-082-2248</a>	SUPPLIES - SAFETY	Work boots for Charles Isom	99.00		
4383	DE LAGE LANDEN FINANCIAL SERVICE	06/23/2025	Regular	0.00	1,989.04	133517
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">590408605</a>	Account Number		Account Name	Item Description	Distribution Amount	
Invoice	<a href="#">401-008-2284</a>	06/11/2025	Copy Machine Lease-April	0.00	1,989.04	
	LEASE EQUIPMENT		June/ Copy Machine Lease- P&Z	264.30		
	EQUIPMENT LEASES		June /Copy Machine Lease- Ma	311.50		
	EQUIPMENT LEASES		June /Copy Machine Lease- She	264.30		
	EQUIPMENT LEASES		LATE FEE	101.85		
	EQUIPMENT LEASES		June /Copy Machine Lease- Fina	88.10		
	EQUIPMENT LEASES		June/ Copy Machine Lease Fina	311.50		
	CONTRACT - OTHER SERV		June /Copy Machine Lease-DWI	88.10		
	CONTRACT - OTHER SERV		June /Copy Machine Lease- Cou	88.10		
	LEASE EQUIPMENT		June / Copy Machine Lease- Roa	206.99		
	CONTRACT - EQUIPMENT		June / Copy Machine Lease- Cle	264.30		
4383	DE LAGE LANDEN FINANCIAL SERVICE	06/23/2025	Regular	0.00	308.38	133518
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">590469503</a>	Account Number		Account Name	Item Description	Distribution Amount	
Invoice	<a href="#">401-030-2284</a>	06/11/2025	Printer/Copier Monthly Lease Contract	0.00	308.38	
	EQUIPMENT LEASES		JUNE Printer/Copier Monthly Le	308.38		
4705	DOUBLE H AUTO	06/23/2025	Regular	0.00	23.99	133519
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">090178</a>	Account Number		Account Name	Item Description	Distribution Amount	
Invoice	<a href="#">401-030-2201</a>	06/16/2025	Vehicle Maintenance	0.00	23.99	
	MAINTENANCE & REPAIR		Vehicle Maintenance Winshield	23.99		
2554	EPCOR USA, INC.	06/23/2025	Regular	0.00	115.08	133520
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">05.2025</a>	Account Number		Account Name	Item Description	Distribution Amount	
Invoice	<a href="#">406-091-2210</a>	06/16/2025	Monthly water dist 2	0.00	115.08	
	UTILITIES - WATER		May	115.08		
2555	EVSWA	06/23/2025	Regular	0.00	20,959.18	133521
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">5155</a>	Account Number		Account Name	Item Description	Distribution Amount	
Invoice	<a href="#">419-005-2292</a>	06/17/2025	TIPPING FEES	0.00	20,959.18	
	EVSWA TIPPING FEES		JUN 2024 TIPPING FEES	20,959.18		
2555	EVSWA	06/23/2025	Regular	0.00	562.33	133522
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">5149</a>	Account Number		Account Name	Item Description	Distribution Amount	
Invoice	<a href="#">401-082-2210</a>	06/12/2025	Animal disposal	0.00	562.33	
	UTILITIES - WATER		Animal disposal	562.33		
5139	FIREPENNY	06/23/2025	Regular	0.00	1,349.85	133523
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">84922</a>	Account Number		Account Name	Item Description	Distribution Amount	
Invoice	<a href="#">408-091-2248</a>	06/13/2025	Viper Blue Devil Nozzles District 3	0.00	1,349.85	
	SUPPLIES - SAFETY		Viper Blue Devil Nozzles	1,349.85		
430	FLEMING CHEMICAL CO INC	06/23/2025	Regular	0.00	114.50	133524
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">60039</a>	Account Number		Account Name	Item Description	Distribution Amount	
Invoice	<a href="#">401-016-2220</a>	06/12/2025	Cleaning Supplies	0.00	114.50	
	SUPPLIES - CLEANING		Foamy Q&A	66.60		
	<a href="#">401-016-2220</a>		SUPPLIES - CLEANING	Germicidal Bowl Cleanse	47.90	
5359	GALLAGHER BENEFIT SERVICES, INC.	06/23/2025	Regular	0.00	2,810.00	133525

## My Check Report

Date Range: 06/19/2025 - 07/02/2025

Vendor Number Payable #	Vendor Name Payable Type Account Number	Post Date	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
			Payable Description		Discount Amount	Payable Amount	Distribution Amount
			Account Name	Item Description	0.00	2,810.00	2,810.00
343601	Invoice <a href="#">401-014-2272</a>	06/11/2025	Benefits Contract	Gallagher	0.00	2,810.00	
			CONTRACT - PROFESSION	JUNE - FY25 BENEFIT SERVICES			2,810.00
36	GUSTIN HARDWARE, INC. Payable Type Account Number	06/23/2025	Regular		0.00	56.98	133526
			Payable Description		Discount Amount	Payable Amount	Distribution Amount
398955	Invoice <a href="#">402-060-2250</a>	06/19/2025	Supplies and parts for maintenance at roa		0.00	56.98	
			SUPPLIES - SHOP	Supplies and parts for maintena			56.98
4910	HIGHER STANDARDS AUTOMOTIVE Payable Type Account Number	06/23/2025	Regular		0.00	83.82	133527
			Payable Description		Discount Amount	Payable Amount	Distribution Amount
5077	Invoice <a href="#">401-082-2201</a> <a href="#">401-082-2201</a>	06/10/2025	Oil change		0.00	83.82	
			MAINTENANCE & REPAIR	BG Extended life MOA - Motor		20.00	
4910	HIGHER STANDARDS AUTOMOTIVE Payable Type Account Number	06/23/2025	Regular		0.00	383.90	133528
			Payable Description		Discount Amount	Payable Amount	Distribution Amount
5078	Invoice <a href="#">401-082-2201</a> <a href="#">401-082-2201</a> <a href="#">401-082-2201</a> <a href="#">401-082-2201</a>	06/10/2025	Oil change and tail lamp replacement 201		0.00	383.90	
			MAINTENANCE & REPAIR	Left Taillight assembly		122.45	
4846	HORIZONS OF NEW MEXICO Payable Type Account Number	06/23/2025	Regular		0.00	56.77	133529
			Payable Description		Discount Amount	Payable Amount	Distribution Amount
SINV046085	Invoice <a href="#">401-050-2271</a>	06/16/2025	2 65-Gal Containers for Shred		0.00	56.77	
			OTHER SERVICES	May 2025 - 2 65-Gal Containers			56.77
4846	HORIZONS OF NEW MEXICO Payable Type Account Number	06/23/2025	Regular		0.00	28.38	133530
			Payable Description		Discount Amount	Payable Amount	Distribution Amount
SINV046080	Invoice <a href="#">401-055-2271</a>	06/17/2025	Document Destruction Services		0.00	28.38	
			OTHER SERVICES	May Document Destruction Ser			28.38
4846	HORIZONS OF NEW MEXICO Payable Type Account Number	06/23/2025	Regular		0.00	28.38	133531
			Payable Description		Discount Amount	Payable Amount	Distribution Amount
SINV046095	Invoice <a href="#">401-010-2271</a>	06/16/2025	SHREDDING SERVICES		0.00	28.38	
			CONTRACT-OTHER SERVI	MAY 2024 SHREDDING SERVICE			28.38
14	JUNIOR'S TIRE & AUTO PARTS INC. Payable Type Account Number	06/23/2025	Regular		0.00	440.00	133532
			Payable Description		Discount Amount	Payable Amount	Distribution Amount
194473	Invoice <a href="#">401-082-2201</a>	06/10/2025	New tires for 2010 Ford Fusion		0.00	440.00	
			MAINTENANCE & REPAIR	New tires for 2010 Ford Fusion			440.00
3535	L.N. CURTIS & SONS Payable Type Account Number	06/23/2025	Regular		0.00	94.08	133533
			Payable Description		Discount Amount	Payable Amount	Distribution Amount
PINV919000	Invoice <a href="#">405-091-2215</a>	06/12/2025	Part For Hurst Tool District 5		0.00	94.08	
			MAINTENANCE & REPAIR	Guards Plugs and Hardware			94.08
VEN01455	LIL BATTERY SHOP, LLC	06/23/2025	Regular		0.00	158.99	133534

## My Check Report

Date Range: 06/19/2025 - 07/02/2025

Vendor Number Payable #	Vendor Name Payable Type Account Number	Post Date	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
			Payable Description		Discount Amount	Payable Amount	Distribution Amount
			Account Name	Item Description			
INV-4	Invoice <a href="#">604-083-2219</a>	06/12/2025	Fire Alarm Batteries SUPPLIES - GENERAL OFFI	Fire Alarm Batteries	0.00	158.99	
VEN01393	NATIONAL TEST SYSTEMS	06/23/2025	Regular		0.00	555.00	133535
Payable #	Payable Type Account Number	Post Date	Payable Description		Discount Amount	Payable Amount	Distribution Amount
82177	Invoice <a href="#">401-073-2219</a>	06/16/2025	Urine Analysis Screening Kits SUPPLIES - GENERAL OFFI	Urine Analysis Screening Kits	0.00	555.00	
394	NM EMS BUREAU	06/23/2025	Regular		0.00	51,366.00	133536
Payable #	Payable Type Account Number	Post Date	Payable Description		Discount Amount	Payable Amount	Distribution Amount
February 26, 2022	Invoice <a href="#">415-033-2268</a> <a href="#">415-033-2268</a> <a href="#">415-033-2268</a>	06/12/2025	FY24 EMS Fund Act Reversion FUNDING REVERSION FUNDING REVERSION FUNDING REVERSION	FY24 EMS Fund Act Reversion - FY24 EMS Fund Act Reversion - FY24 EMS Fund Act Reversion - FY24 EMS Fund Act Reversion -	0.00	17,056.00 18,333.00 15,977.00	
4505	ONSOLVE INTERMEDIATE HOLDING CO.	06/23/2025	Regular		0.00	6,706.35	133537
Payable #	Payable Type Account Number	Post Date	Payable Description		Discount Amount	Payable Amount	Distribution Amount
15342519	Invoice <a href="#">829-078-2248</a> <a href="#">829-078-2248</a>	06/10/2025	Emergency Alert System SUPPLIES - SAFETY SUPPLIES - SAFETY	CodeRED Standard Unlimited Pa CodeRED Foreign Language Mes	0.00	6,406.35 300.00	
5603	PFEIFER VETERINARY SERVICES, LLC	06/23/2025	Regular		0.00	710.36	133538
Payable #	Payable Type Account Number	Post Date	Payable Description		Discount Amount	Payable Amount	Distribution Amount
2298579	Invoice <a href="#">431-082-2272</a>	06/10/2025	Sterilizations through grant program CONTRACT - PROFESSION	Sterilizations through grant prog	0.00	710.36	
5603	PFEIFER VETERINARY SERVICES, LLC	06/23/2025	Regular		0.00	100.00	133539
Payable #	Payable Type Account Number	Post Date	Payable Description		Discount Amount	Payable Amount	Distribution Amount
2297742	Invoice <a href="#">431-082-2272</a>	06/10/2025	Sterilizations through grant program CONTRACT - PROFESSION	Sterilizations through grant prog	0.00	100.00	
2688	PRESBYTERIAN MEDICAL SERVICES	06/23/2025	Regular		0.00	15,004.00	133540
Payable #	Payable Type Account Number	Post Date	Payable Description		Discount Amount	Payable Amount	Distribution Amount
RPHCA 02/28/20	Invoice <a href="#">616-017-2272</a>	06/11/2025	RPHCA January - June 2025 CONTRACT - PROFESSION	February 2025	0.00	7,502.00	
RPHCA 03/31/20	Invoice <a href="#">616-017-2272</a>	06/11/2025	RPHCA January - June 2025 CONTRACT - PROFESSION	March 2025	0.00	7,502.00	
3858	PRESBYTERIAN MEDICAL SERVICES	06/23/2025	Regular		0.00	45,012.00	133541
Payable #	Payable Type Account Number	Post Date	Payable Description		Discount Amount	Payable Amount	Distribution Amount
RPHCA 01/31/20	Invoice <a href="#">616-017-2272</a>	06/11/2025	RPHCA Grant Payments CONTRACT - PROFESSION	January 2025 Monthly Service F	0.00	7,502.00	
RPHCA 08/31/20	Invoice <a href="#">616-017-2272</a>	06/11/2025	RPHCA Grant Payments CONTRACT - PROFESSION	August 2024 Monthly Service Fe	0.00	7,502.00	
RPHCA 09/30/20	Invoice <a href="#">616-017-2272</a>	06/11/2025	RPHCA Grant Payments CONTRACT - PROFESSION	September 2024 Monthly Servic	0.00	7,502.00	
RPHCA 10/31/20	Invoice <a href="#">616-017-2272</a>	06/11/2025	RPHCA Grant Payments CONTRACT - PROFESSION	October 2024 Monthly Service F	0.00	7,502.00	
RPHCA 11/30/20	Invoice <a href="#">616-017-2272</a>	06/11/2025	RPHCA Grant Payments CONTRACT - PROFESSION	November 2024 Monthly Servic	0.00	7,502.00	

## My Check Report

Date Range: 06/19/2025 - 07/02/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<a href="#">RPHCA 12/31/20</a>	Invoice <a href="#">616-017-2272</a>	06/11/2025	RPHCA Grant Payments CONTRACT - PROFESSION	0.00	7,502.00	
5100 Payable # <a href="#">3-Jun-25</a>	PRESBYTERIAN MEDICAL SERVICES Payable Type Account Number	06/23/2025 Post Date	Regular Payable Description Account Name	0.00	833.37	133542
			Item Description	Discount Amount	Payable Amount	
				Distribution Amount		
	Invoice <a href="#">631-057-2271</a>	06/19/2025	Senior Center cleaning services CONTRACT - OTHER SERV	0.00	833.37	
			June Cleaning Services		833.37	
VEN01112 Payable # <a href="#">INV42587</a>	QUICK MED CLAIMS LLC Payable Type Account Number	06/23/2025 Post Date	Regular Payable Description Account Name	0.00	716.76	133543
			Item Description	Discount Amount	Payable Amount	
				Distribution Amount		
	Invoice <a href="#">416-083-2271</a>	06/10/2025	QMC Medical Billing Services Open PO FY CONTRACT - OTHER SERV	0.00	716.76	
			QMC Medical Billing Services O		716.76	
107 Payable # <a href="#">05.2025 37571</a>	QWEST CORPORATION Payable Type Account Number	06/23/2025 Post Date	Regular Payable Description Account Name	0.00	207.22	133544
			Item Description	Discount Amount	Payable Amount	
				Distribution Amount		
	Invoice <a href="#">401-037-2207</a>	06/10/2025	Monthly charges Moriarty SC TELECOMMUNICATIONS	0.00	207.22	
			May		207.22	
107 Payable # <a href="#">04.2025 69229</a>	QWEST CORPORATION Payable Type Account Number	06/23/2025 Post Date	Regular Payable Description Account Name	0.00	248.44	133545
			Item Description	Discount Amount	Payable Amount	
				Distribution Amount		
	Invoice <a href="#">405-091-2207</a>	06/10/2025	Monthly Charges Dist 5 TELECOMMUNICATIONS	0.00	248.44	
			April - 9229		248.44	
107 Payable # <a href="#">05.2025 67556</a>	QWEST CORPORATION Payable Type Account Number	06/23/2025 Post Date	Regular Payable Description Account Name	0.00	236.34	133546
			Item Description	Discount Amount	Payable Amount	
				Distribution Amount		
	Invoice <a href="#">401-096-2207</a>	06/10/2025	Monthly phone charges- Animal Services TELECOMMUNICATIONS	0.00	236.34	
			May		236.34	
107 Payable # <a href="#">05.2025 84146</a>	QWEST CORPORATION Payable Type Account Number	06/23/2025 Post Date	Regular Payable Description Account Name	0.00	135.98	133547
			Item Description	Discount Amount	Payable Amount	
				Distribution Amount		
	Invoice <a href="#">401-096-2207</a>	06/12/2025	Monthly phone charges- Road TELECOMMUNICATIONS	0.00	135.98	
			May		135.98	
107 Payable # <a href="#">05.2025 87944</a>	QWEST CORPORATION Payable Type Account Number	06/23/2025 Post Date	Regular Payable Description Account Name	0.00	51.71	133548
			Item Description	Discount Amount	Payable Amount	
				Distribution Amount		
	Invoice <a href="#">401-096-2207</a>	06/10/2025	Monthly phone charges- Sheriff TELECOMMUNICATIONS	0.00	51.71	
			May		51.71	
107 Payable # <a href="#">05.2025 64021</a>	QWEST CORPORATION Payable Type Account Number	06/23/2025 Post Date	Regular Payable Description Account Name	0.00	156.25	133549
			Item Description	Discount Amount	Payable Amount	
				Distribution Amount		
	Invoice <a href="#">401-096-2207</a>	06/10/2025	Monthly phone charges- Sheriff TELECOMMUNICATIONS	0.00	156.25	
			May		156.25	
107 Payable # <a href="#">05.2025 80726</a>	QWEST CORPORATION Payable Type Account Number	06/23/2025 Post Date	Regular Payable Description Account Name	0.00	76.48	133550
			Item Description	Discount Amount	Payable Amount	
				Distribution Amount		
	Invoice <a href="#">401-027-2207</a>	06/16/2025	Monthly charges Mountainair SC TELECOMMUNICATIONS	0.00	76.48	
			May		76.48	
107	QWEST CORPORATION	06/23/2025	Regular	0.00	161.14	133551

## My Check Report

Date Range: 06/19/2025 - 07/02/2025

Vendor Number Payable #	Vendor Name Payable Type Account Number	Post Date	Payment Date Payable Description	Payment Type Account Name Item Description	Discount Amount Payable Amount	Payment Amount	Number
					Discount Amount	Payable Amount	
					Distribution Amount		
	<a href="#">05.2025 57094</a>	Invoice <a href="#">401-096-2207</a>	06/11/2025	Monthly phone charge- Manager TELECOMMUNICATIONS May	0.00	161.14	161.14
107	QWEST CORPORATION Payable #		06/23/2025	Regular	0.00	79.78	133552
	Payable Type Account Number	Post Date	Payable Description	Account Name Item Description	Discount Amount	Payable Amount	
	<a href="#">05.2025 48623</a>	Invoice <a href="#">401-096-2207</a>	06/10/2025	Monthly phone charges- Assessor TELECOMMUNICATIONS May	0.00	79.78	79.78
107	QWEST CORPORATION Payable #		06/23/2025	Regular	0.00	324.81	133553
	Payable Type Account Number	Post Date	Payable Description	Account Name Item Description	Discount Amount	Payable Amount	
	<a href="#">06.2025 87435</a>	Invoice <a href="#">401-096-2207</a>	06/16/2025	Monthly Charges for Jail Fund TELECOMMUNICATIONS June	0.00	324.81	324.81
107	QWEST CORPORATION Payable #		06/23/2025	Regular	0.00	73.85	133554
	Payable Type Account Number	Post Date	Payable Description	Account Name Item Description	Discount Amount	Payable Amount	
	<a href="#">4.2025 5927</a>	Invoice <a href="#">405-091-2207</a>	06/10/2025	Monthly Charges Dist 5 TELECOMMUNICATIONS April - 5927	0.00	73.85	73.85
107	QWEST CORPORATION Payable #		06/23/2025	Regular	0.00	306.70	133555
	Payable Type Account Number	Post Date	Payable Description	Account Name Item Description	Discount Amount	Payable Amount	
	<a href="#">05.2025 88566</a>	Invoice <a href="#">401-036-2207</a>	06/10/2025	Monthly charges Estancia SC TELECOMMUNICATIONS May	0.00	306.70	306.70
107	QWEST CORPORATION Payable #		06/23/2025	Regular	0.00	158.31	133556
	Payable Type Account Number	Post Date	Payable Description	Account Name Item Description	Discount Amount	Payable Amount	
	<a href="#">05.2025 52762</a>	Invoice <a href="#">401-096-2207</a>	06/10/2025	Monthly phone charges- Road TELECOMMUNICATIONS May	0.00	158.31	158.31
5279	SANTA FE COUNTY Payable #		06/23/2025	Regular	0.00	440.00	133557
	Payable Type Account Number	Post Date	Payable Description	Account Name Item Description	Discount Amount	Payable Amount	
	<a href="#">TOR 5-2025</a>	Invoice <a href="#">420-070-2172</a>	06/11/2025	Inmate Housing CARE OF INMATES Inmate Housing	0.00	440.00	440.00
5279	SANTA FE COUNTY 4316 Payable #		06/27/2025 06/23/2025	Regular Regular	0.00 0.00	-440.00 7,722.91	133557 133558
	Payable Type Account Number	Post Date	Payable Description	Account Name Item Description	Discount Amount	Payable Amount	
	<a href="#">700-SIV0040936</a>	Invoice <a href="#">405-091-2248</a>	06/12/2025	Roof Ladder District 5 SUPPLIES - SAFETY ROOF LADDER 14' 2 3/4" RAIL	0.00	776.00	776.00
	<a href="#">700-SIV0040939</a>	Invoice <a href="#">405-091-2248</a>	06/13/2025	Hose and Nozzle Upgrades District 5 SUPPLIES - SAFETY METRO 1 w/GRIP 1.5"NH F	0.00	6,946.91	6,946.91
	<a href="#">700-SIV0040939</a>	Invoice <a href="#">405-091-2248</a>	06/13/2025	Hose and Nozzle Upgrades District 5 SUPPLIES - SAFETY METRO 1 w/GRIP 1.5"NH F	0.00	6,590.00	6,590.00
	<a href="#">700-SIV0040939</a>	Invoice <a href="#">405-091-2248</a>	06/13/2025	Hose and Nozzle Upgrades District 5 SUPPLIES - SAFETY METRO 1 w/GRIP 1.5"NH F	0.00	356.91	356.91
5323	SOUTHWEST COPY SYSTEMS Payable #		06/23/2025	Regular	0.00	300.00	133559
	Payable Type Account Number	Post Date	Payable Description	Account Name Item Description	Discount Amount	Payable Amount	
	<a href="#">571389</a>	Invoice <a href="#">401-096-2218</a>	06/11/2025	PRINTER RELOCATION EQUIPMENT-MAINTENAN PRINTER RELOCATION	0.00	300.00	300.00
3978	STAPLES BUSINESS ADVANTAGE		06/23/2025	Regular	0.00	146.81	133560

## My Check Report

Date Range: 06/19/2025 - 07/02/2025

Vendor Number Payable #	Vendor Name Payable Type Account Number	Post Date	Payment Date Payable Description	Payment Type Item Description	Discount Amount Payable Amount	Payment Amount	Number
<a href="#">6031531251</a>	Invoice <a href="#">401-082-2223</a> <a href="#">401-082-2223</a>	06/11/2025	Paper, kennel, cleaning supplies SUPPLIES - KENNEL SUPPLIES - KENNEL	Drill bit set Tool kit	0.00	146.81 81.99 64.82	
3978 Payable #	STAPLES BUSINESS ADVANTAGE Payable Type Account Number	06/23/2025	Regular	0.00	121.93	133561	
<a href="#">7005606397</a>	Invoice <a href="#">413-091-2220</a> <a href="#">413-091-2220</a> <a href="#">413-091-2220</a> <a href="#">413-091-2220</a>	06/10/2025	EMS Staples Items SUPPLIES - CLEANING SUPPLIES - CLEANING SUPPLIES - CLEANING SUPPLIES - CLEANING	Scott Essential Paper Towels Febreze Linen and Sky Spray Febreze Downy Spray Impact Spray Bottles	0.00 104.22 6.86 6.86 3.99	121.93	
3978 Payable #	STAPLES BUSINESS ADVANTAGE Payable Type Account Number	06/23/2025	Regular	0.00	18.88	133562	
<a href="#">6034425057</a>	Invoice <a href="#">401-030-2219</a>	06/12/2025	Office Supplies SUPPLIES - GENERAL OFFI	Office Supplies LETTER SIZE 100 SHEET NOTE PA	0.00	18.88	
3978 Payable #	STAPLES BUSINESS ADVANTAGE Payable Type Account Number	06/23/2025	Regular	0.00	81.18	133563	
<a href="#">6034294964</a>	Invoice <a href="#">401-030-2219</a>	06/12/2025	Office Supplies SUPPLIES - GENERAL OFFI	Office Supplies EXERCISE BALL (REPLACEMENT)	0.00	81.18	
3978 Payable #	STAPLES BUSINESS ADVANTAGE Payable Type Account Number	06/23/2025	Regular	0.00	9.78	133564	
<a href="#">6034425056</a>	Invoice <a href="#">401-010-2219</a>	06/12/2025	Office Supplies Manager's Office SUPPLIES - GENERAL OFFI	Office Supplies Manager's Office Universal Business Card Holder	0.00	9.78	
3978 Payable #	STAPLES BUSINESS ADVANTAGE Payable Type Account Number	06/23/2025	Regular	0.00	128.76	133565	
<a href="#">6034150707</a>	Invoice <a href="#">401-030-2219</a>	06/12/2025	Office Supplies SUPPLIES - GENERAL OFFI	Office Supplies 7" DESK FAN Black&Decker	0.00	128.76	
3978 Payable #	STAPLES BUSINESS ADVANTAGE Payable Type Account Number	06/23/2025	Regular	0.00	249.33	133566	
<a href="#">6034064723</a>	Invoice <a href="#">401-030-2219</a> <a href="#">401-030-2219</a> <a href="#">401-030-2219</a> <a href="#">401-030-2219</a> <a href="#">401-030-2219</a> <a href="#">401-030-2219</a> <a href="#">401-030-2219</a> <a href="#">401-030-2219</a> <a href="#">401-030-2219</a>	06/12/2025	Office Supplies SUPPLIES - GENERAL OFFI SUPPLIES - GENERAL OFFI	Office Supplies 200 PACK RUBBER BANDS Stapl KLEENEX TISSUE 36 COUNT ELECTRIC TOWER HEATER Hon CLOROX DISINFECTING WIPES 3 PENCIL HOLDER Artistic Urban B MOUSE PAD/WRIST REST COMB PLEDGE CLEANER 9.7 oz. LYSOL DISINFECTING CLEANER 3	0.00 2.24 117.09 64.83 30.16 3.93 11.55 6.99 12.54	249.33	
3978 Payable #	STAPLES BUSINESS ADVANTAGE Payable Type Account Number	06/23/2025	Regular	0.00	127.80	133567	
<a href="#">6034498077</a>	Invoice <a href="#">401-030-2219</a>	06/16/2025	Office Supplies SUPPLIES - GENERAL OFFI	Office Supplies OSCILLATING TOWER FAN Alera	0.00	127.80	
5085	TC AND F, LLC	06/23/2025	Regular	0.00	807.50	133568	

## My Check Report

Date Range: 06/19/2025 - 07/02/2025

Vendor Number Payable #	Vendor Name Payable Type Account Number	Post Date	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
			Payable Description		Discount Amount	Payable Amount	Distribution Amount
			Account Name	Item Description			
4514	Invoice <a href="#">402-060-2253</a> <a href="#">402-060-2253</a> <a href="#">402-060-2253</a> <a href="#">402-060-2253</a>	06/19/2025	Weed management for Road Department		0.00	807.50	
			MAINTENANCE & REPAIR	Roundup Weed Spray		28.50	
			MAINTENANCE & REPAIR	Weed management for Road De		700.00	
			MAINTENANCE & REPAIR	Roundup Weed Spray		23.00	
			MAINTENANCE & REPAIR	Roundup Weed Spray		56.00	
5341	TLC PLUMBING & UTILITY <a href="#">#R679863-1</a>	06/23/2025	Regular		0.00	3,322.00	133569
			Payable Description		Discount Amount	Payable Amount	
			Account Name	Item Description			Distribution Amount
			Invoice <a href="#">401-053-2215</a>	Sewer Line TC Fairgrounds	0.00	3,322.00	
3915	WATERWAY OF NEW MEXICO <a href="#">INV0617</a>	06/12/2025	MAINTENANCE & REPAIR	Sewer Line TC Fairgrounds		3,322.00	
			Regular		0.00		1,456.28 133570
			Payable Description		Discount Amount	Payable Amount	
			Account Name	Item Description			Distribution Amount
			Invoice <a href="#">405-091-2248</a> <a href="#">405-091-2248</a>	Ladder and Pump Testing District 5	0.00	1,456.28	
5541	WATT-EVER ELECTRIC <a href="#">6 4 2025</a>	06/13/2025	SUPPLIES - SAFETY	Ladder Testing		301.28	
			SUPPLIES - SAFETY	Pump Testing		1,155.00	
			Regular		0.00	2,212.77	133571
			Payable Description		Discount Amount	Payable Amount	
3393	WEST, KATHLEEN A. <a href="#">6 4 2025</a>	06/12/2025	Account Name	Item Description			Distribution Amount
			Invoice <a href="#">401-082-2272</a>	Power In Feed and Panel junction box	0.00	2,212.77	
			MAINTENANCE & REPAIR	2 MORE DEDICATED CIRCUITS		750.00	
			MAINTENANCE & REPAIR	Power In Feed and Panel junctio		1,462.77	
3498	WESTERN TRAILS VETERINARY INC. <a href="#">231535</a>	06/10/2025	Regular		0.00	250.00	133572
			Payable Description		Discount Amount	Payable Amount	
			Account Name	Item Description			Distribution Amount
			Invoice <a href="#">431-082-2272</a>	Pharmacy inspections	0.00	250.00	
3498	WESTERN TRAILS VETERINARY INC. <a href="#">232242</a>	06/10/2025	CONTRACT - PROFESSION	Pharmacy inspection		250.00	
			Regular		0.00	248.40	133573
			Payable Description		Discount Amount	Payable Amount	
			Account Name	Item Description			Distribution Amount
810	WILLARD, VILLAGE OF <a href="#">05.2025 310.01</a>	06/11/2025	Medical care through grant program		0.00	248.40	
			CONTRACT - PROFESSION	Medical care through grant prog		248.40	
			Regular		0.00	866.17	133574
			Payable Description		Discount Amount	Payable Amount	
329	WS DARLEY & CO <a href="#">17559479</a>	06/11/2025	Medical care through grant program		0.00	866.17	
			CONTRACT - PROFESSION	Medical care through grant prog		866.17	
			Regular		0.00	111.44	133575
			Payable Description		Discount Amount	Payable Amount	
329	WS DARLEY & CO <a href="#">412315 SO</a>	06/15/2025	Account Name	Item Description			Distribution Amount
			Invoice <a href="#">406-091-2248</a>	Darley Items District 2	0.00	30.00	
			SUPPLIES - SAFETY	Impact Gloves Small, Med, Larg		30.00	
			Invoice <a href="#">406-091-2248</a>	Darley Items District 2	0.00	30.00	
			SUPPLIES - SAFETY	Impact Gloves Small, Med, Larg		30.00	

## My Check Report

Date Range: 06/19/2025 - 07/02/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
VEN01486	ZIAPRINT	06/23/2025	Regular	0.00	78.00	133577
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">13734</a>	Invoice	06/11/2025	Buisness Cards	0.00	49.00	
	<a href="#">401-073-2219</a>		SUPPLIES - GENERAL OFFI	Buisness Cards		49.00
<a href="#">13771</a>	Invoice	06/11/2025	Ryan Schwebach	Business Cards	0.00	29.00
	<a href="#">401-005-2221</a>		PRINTING/PUBLISHING/A	Ryan Schwebach	Business Cards	29.00
VEN01336	AKC PLUMBING, LLC	06/25/2025	Regular	0.00	968.73	133578
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">558</a>	Invoice	06/17/2025	Maintenance and turn on the heating unit	0.00	466.80	
	<a href="#">401-015-2215</a>		MAINTENANCE & REPAIR	Maintenance and turn on the h		466.80
<a href="#">559</a>	Invoice	06/18/2025	Emergency, Heater is not turning on	0.00	501.93	
	<a href="#">401-087-2215</a>		MAINTENANCE & REPAIR	HIGH LIMIT SWITCH		180.00
	<a href="#">401-087-2215</a>		MAINTENANCE & REPAIR	Emergency, Heater is not turnin		321.93
182	AUTOMATED ELECTION SERVICES	06/25/2025	Regular	0.00	142.71	133579
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">60264</a>	Invoice	06/23/2025	Marriage Applications	0.00	142.71	
	<a href="#">401-021-2221</a>		PRINTING/PUBLISHING/A	Marriage Applications		142.71
5408	BANK OF AMERICA	06/25/2025	Regular	0.00	610.04	133580
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">2003589</a>	Invoice	06/11/2025	Pro Vision	0.00	610.04	
	<a href="#">401-073-2219</a>		SUPPLIES - GENERAL OFFI	Pro Vision Body Cam 4Garment		610.04
5408	BANK OF AMERICA	06/25/2025	Regular	0.00	31.95	133581
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">755XCC209C-001</a>	Invoice	06/23/2025	Transcribe Subscription	0.00	31.95	
	<a href="#">401-020-2269</a>		SUBSCRIPTIONS & DUES	Transcribe Subscription		31.95
5408	BANK OF AMERICA	06/25/2025	Regular	0.00	31.95	133582
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">755c209c-0013</a>	Invoice	06/23/2025	Transcribe Subscription	0.00	31.95	
	<a href="#">401-020-2269</a>		SUBSCRIPTIONS & DUES	Transcribe Subscription		31.95
5408	BANK OF AMERICA	06/25/2025	Regular	0.00	31.95	133583
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">755C209C-0016</a>	Invoice	06/23/2025	Transcribe Subscription	0.00	31.95	
	<a href="#">401-020-2269</a>		SUBSCRIPTIONS & DUES	Transcribe Subscription		31.95
5408	BANK OF AMERICA	06/25/2025	Regular	0.00	31.95	133584
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">755C209C-0018</a>	Invoice	06/23/2025	Transcribe Subscription	0.00	31.95	
	<a href="#">401-020-2269</a>		SUBSCRIPTIONS & DUES	Transcribe Subscription		31.95
5408	BANK OF AMERICA	06/25/2025	Regular	0.00	31.95	133585
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">755C209C-0017</a>	Invoice	06/23/2025	Transcribe Subscription	0.00	31.95	
	<a href="#">401-020-2269</a>		SUBSCRIPTIONS & DUES	Transcribe Subscription		31.95
5408	BANK OF AMERICA	06/25/2025	Regular	0.00	40.00	133586

## My Check Report

Date Range: 06/19/2025 - 07/02/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description		Distribution Amount
<a href="#">613788</a>	Invoice	06/10/2025	Registration fee- SFCC 2025 career Fair	0.00	40.00	
	<a href="#">401-014-2269</a>		SUBSCRIPTIONS & DUES	SFCC 2025 career Fair - REGISTR		40.00
5408	BANK OF AMERICA	06/25/2025	Regular	0.00	31.95	133587
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description		Distribution Amount
<a href="#">755c209c-0014</a>	Invoice	06/23/2025	Transcribe Subscription	0.00	31.95	
	<a href="#">401-020-2269</a>		SUBSCRIPTIONS & DUES	Transcribe Subscription		31.95
5612	BLUE SKY UPPFITTING, LLC	06/25/2025	Regular	0.00	27,156.89	133588
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description		Distribution Amount
<a href="#">INV-0223</a>	Invoice	06/11/2025	Upfitting of 2025 Ford Explorer	0.00	27,156.89	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	Havis Docking Station for Dell	1,277.89	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	Troy 4" Internal Tray	50.00	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	Magnetic Mic Holder	134.00	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	Troy Cupholder 4"	64.00	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	Troy Microphone Mounts	66.00	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	Whelen WCX FST/RST Core	6,786.00	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	Troy Products 4"	50.00	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	Troy 2020+ PIU Electronics Tray	351.00	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	Troy 2020+ 18" Console	661.00	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	Troy Products Kenwood NX	50.00	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	Troy Dual Weapon Mount	815.00	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	Whelen Core Output Harness	306.00	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	Troy Products 40x32x12 Storage	1,959.00	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	Whelen Mega T-Series Front Pus	476.00	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	Whelen L Bracket	660.00	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	Whelen Vehicle-to-Vehicle Sync	371.00	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	Troy 2020+ Ford Police Intercept	950.00	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	Troy 2020+ Ford PIU Rear Partiti	876.00	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	Whelen ION T-Series	1,326.00	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	Whelen U-Series	35.00	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	Troy Height Adjustable Armrest	224.00	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	Whelen 2-Segment Tracer	760.00	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	Federal Signal Tailight Flasher	134.00	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	Troy 2"	99.00	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	Troy 2020+ Ford PIU Hatch Win	189.00	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	Tint	350.00	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	Freight	600.00	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	Circuit Wiring Harness	1,215.00	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	Federal Signal Headlight flasher	124.00	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	Radio Programming	65.00	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	Progard Push Bumper	660.00	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	Troy Products Side Mount	589.00	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	Whelen Siren Speaker	930.00	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	Radio Antenna Kit	275.00	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	Kenwood Viking	2,897.10	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	Federal Signal Red/White Comp	95.00	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	Whelen 16-Output Expansion M	572.00	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	DISCOUNT	-6,548.89	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	Troy 2020+ Ford PIU Door Handl	64.00	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	Troy 2020+ Ford PIU Vertical Wi	377.00	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	Whelen L Bracket	68.00	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	Install Labor	4,511.79	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	Shop Materials	225.00	
	<a href="#">410-050-2222</a>		SUPPLIES - FIELD SUPPLIE	Troy 2020+ Ford PIU Front Parti	1,418.00	
**Void**		06/25/2025	Regular	0.00	0.00	133589

## My Check Report

Date Range: 06/19/2025 - 07/02/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
5538	**Void**	06/25/2025	Regular	0.00	0.00	133590
	BOHANNAN HUSTON, INC.	06/25/2025	Regular	0.00	82,514.91	133591
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
<a href="#">000133737</a>	Invoice	06/24/2025	McIntosh Water System Improvements (P	0.00	49,968.53	
	<a href="#">836-045-2805</a>		PHASE II EMWT MCINTOS	Conceptual Design	1,820.04	
	<a href="#">836-045-2805</a>		PHASE II EMWT MCINTOS	Preliminary Design	581.27	
	<a href="#">836-045-2805</a>		PHASE II EMWT MCINTOS	NMGRT	3,540.15	
	<a href="#">836-045-2805</a>		PHASE II EMWT MCINTOS	Project Management	44,027.07	
<a href="#">000133981</a>	Invoice	06/24/2025	McIntosh Water System Improvements (P	0.00	32,546.38	
	<a href="#">836-045-2805</a>		PHASE II EMWT MCINTOS	Preliminary Design	739.99	
	<a href="#">836-045-2805</a>		PHASE II EMWT MCINTOS	NMGRT	2,305.85	
	<a href="#">836-045-2805</a>		PHASE II EMWT MCINTOS	Conceptual Design	5,916.21	
	<a href="#">836-045-2805</a>		PHASE II EMWT MCINTOS	Project Management	23,584.33	
106	CENTRAL NM ELECTRIC COOP.	06/25/2025	Regular	0.00	60.88	133592
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
<a href="#">05.2025 29300</a>	Invoice	06/23/2025	Monthly Electric bill- Clerk	0.00	60.88	
	<a href="#">401-021-2208</a>		UTILITIES - ELECTRICITY	May	60.88	
106	CENTRAL NM ELECTRIC COOP.	06/25/2025	Regular	0.00	279.42	133593
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
<a href="#">05.2025 2801</a>	Invoice	06/23/2025	Health dept monthly electric bill	0.00	279.42	
	<a href="#">401-024-2208</a>		UTILITIES - ELECTRICITY	May	279.42	
106	CENTRAL NM ELECTRIC COOP.	06/25/2025	Regular	0.00	337.14	133594
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
<a href="#">05.2025 74400</a>	Invoice	06/23/2025	Dist 3 Monthly electric bill	0.00	337.14	
	<a href="#">408-091-2208</a>		UTILITIES - ELECTRICITY	May- 4400	23.32	
	<a href="#">408-091-2208</a>		UTILITIES - ELECTRICITY	May- 5100	236.91	
	<a href="#">408-091-2208</a>		UTILITIES - ELECTRICITY	May 8700	76.91	
106	CENTRAL NM ELECTRIC COOP.	06/25/2025	Regular	0.00	326.86	133595
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
<a href="#">05.2025 36900</a>	Invoice	06/23/2025	Fairgrounds Monthly Electric Bill	0.00	326.86	
	<a href="#">401-053-2208</a>		UTILITIES - ELECTRICITY	May 1500	23.64	
	<a href="#">401-053-2208</a>		UTILITIES - ELECTRICITY	May 4700	57.60	
	<a href="#">401-053-2208</a>		UTILITIES - ELECTRICITY	May 2300	23.64	
	<a href="#">401-053-2208</a>		UTILITIES - ELECTRICITY	May 6900	185.78	
	<a href="#">401-053-2208</a>		UTILITIES - ELECTRICITY	May 2200	36.20	
106	CENTRAL NM ELECTRIC COOP.	06/25/2025	Regular	0.00	290.41	133596
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
<a href="#">05.2025 33806</a>	Invoice	06/23/2025	Monthly Electric bill- Road	0.00	290.41	
	<a href="#">402-060-2208</a>		UTILITIES - ELECTRICITY	May	290.41	
106	CENTRAL NM ELECTRIC COOP.	06/25/2025	Regular	0.00	124.40	133597
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
<a href="#">05.2025 54000</a>	Invoice	06/23/2025	District 4 Monthly Electric Bill	0.00	124.40	
	<a href="#">409-091-2208</a>		UTILITIES - ELECTRICITY	May- 2700	69.45	
	<a href="#">409-091-2208</a>		UTILITIES - ELECTRICITY	May- 4000	54.95	
106	CENTRAL NM ELECTRIC COOP.	06/25/2025	Regular	0.00	49.33	133598

## My Check Report

Date Range: 06/19/2025 - 07/02/2025

Vendor Number Payable #	Vendor Name Payable Type Account Number	Post Date	Payment Date Payable Description Account Name	Payment Type Item Description	Discount Amount	Payment Amount	Number
					Discount Amount	Payable Amount	Distribution Amount
<a href="#">05.2025 079301</a>	Invoice <a href="#">418-091-2208</a>	06/23/2025	Dist 6 Monthly electric bill UTILITIES - ELECTRICITY	May	0.00	49.33	49.33
106	CENTRAL NM ELECTRIC COOP.	06/25/2025	Regular		0.00	95.09	133599
<a href="#">Payable #</a>	<a href="#">Payable Type</a>	<a href="#">Post Date</a>	<a href="#">Payable Description</a>		<a href="#">Discount Amount</a>	<a href="#">Payable Amount</a>	<a href="#">Distribution Amount</a>
<a href="#">05.2025 8001</a>	Invoice <a href="#">401-089-2208</a>	06/23/2025	MCINTOSH SENIOR CENTER ELECTRICITY UTILITIES - ELECTRICITY	May	0.00	95.09	95.09
106	CENTRAL NM ELECTRIC COOP.	06/25/2025	Regular		0.00	282.41	133600
<a href="#">Payable #</a>	<a href="#">Payable Type</a>	<a href="#">Post Date</a>	<a href="#">Payable Description</a>		<a href="#">Discount Amount</a>	<a href="#">Payable Amount</a>	<a href="#">Distribution Amount</a>
<a href="#">05.2025 21201</a>	Invoice <a href="#">401-037-2208</a>	06/23/2025	Moriarty Senior Center monthly elec bill UTILITIES - ELECTRICITY	May	0.00	282.41	282.41
106	CENTRAL NM ELECTRIC COOP.	06/25/2025	Regular		0.00	241.55	133601
<a href="#">Payable #</a>	<a href="#">Payable Type</a>	<a href="#">Post Date</a>	<a href="#">Payable Description</a>		<a href="#">Discount Amount</a>	<a href="#">Payable Amount</a>	<a href="#">Distribution Amount</a>
<a href="#">05.2025 70701</a>	Invoice <a href="#">401-050-2208</a>	06/23/2025	Sheriff Monthly electric bill UTILITIES - ELECTRICITY	May	0.00	241.55	241.55
106	CENTRAL NM ELECTRIC COOP.	06/25/2025	Regular		0.00	396.15	133602
<a href="#">Payable #</a>	<a href="#">Payable Type</a>	<a href="#">Post Date</a>	<a href="#">Payable Description</a>		<a href="#">Discount Amount</a>	<a href="#">Payable Amount</a>	<a href="#">Distribution Amount</a>
<a href="#">05.2025 84401</a>	Invoice <a href="#">401-082-2208</a>	06/23/2025	Monthly Electric FY25 UTILITIES - ELECTRICITY	May	0.00	396.15	396.15
106	CENTRAL NM ELECTRIC COOP.	06/25/2025	Regular		0.00	356.05	133603
<a href="#">Payable #</a>	<a href="#">Payable Type</a>	<a href="#">Post Date</a>	<a href="#">Payable Description</a>		<a href="#">Discount Amount</a>	<a href="#">Payable Amount</a>	<a href="#">Distribution Amount</a>
<a href="#">05.2025 7901</a>	Invoice <a href="#">401-027-2208</a>	06/23/2025	Mountainair Senior Center Monthly elec UTILITIES - ELECTRICITY	May	0.00	356.05	356.05
106	CENTRAL NM ELECTRIC COOP.	06/25/2025	Regular		0.00	58.15	133604
<a href="#">Payable #</a>	<a href="#">Payable Type</a>	<a href="#">Post Date</a>	<a href="#">Payable Description</a>		<a href="#">Discount Amount</a>	<a href="#">Payable Amount</a>	<a href="#">Distribution Amount</a>
<a href="#">05.2025 17505</a>	Invoice <a href="#">604-083-2208</a>	06/23/2025	Monthly Electric Bill- EM UTILITIES - ELECTRICITY	May- 7505	0.00	58.15	58.15
106	CENTRAL NM ELECTRIC COOP.	06/25/2025	Regular		0.00	502.43	133605
<a href="#">Payable #</a>	<a href="#">Payable Type</a>	<a href="#">Post Date</a>	<a href="#">Payable Description</a>		<a href="#">Discount Amount</a>	<a href="#">Payable Amount</a>	<a href="#">Distribution Amount</a>
<a href="#">05.2025 03300</a>	Invoice <a href="#">405-091-2208</a> <a href="#">405-091-2208</a> <a href="#">405-091-2208</a>	06/23/2025	Monthly electric bill District 5 UTILITIES - ELECTRICITY UTILITIES - ELECTRICITY UTILITIES - ELECTRICITY	May- 3300 May 1701 May- 3200	0.00	502.43 28.54 316.70 157.19	
106	CENTRAL NM ELECTRIC COOP.	06/25/2025	Regular		0.00	274.70	133606
<a href="#">Payable #</a>	<a href="#">Payable Type</a>	<a href="#">Post Date</a>	<a href="#">Payable Description</a>		<a href="#">Discount Amount</a>	<a href="#">Payable Amount</a>	<a href="#">Distribution Amount</a>
<a href="#">05.2025 99100</a>	Invoice <a href="#">406-091-2208</a> <a href="#">406-091-2208</a>	06/23/2025	Dist 2 Monthly electric bill UTILITIES - ELECTRICITY UTILITIES - ELECTRICITY	May- 9100 May-0500	0.00	274.70 79.51 195.19	
106	CENTRAL NM ELECTRIC COOP.	06/25/2025	Regular		0.00	49.33	133607

## My Check Report

						Date Range: 06/19/2025 - 07/02/2025		
Vendor Number Payable #	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number		
	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount			
	Account Number	Account Name	Item Description		Distribution Amount			
5.2025 79301	Invoice	06/24/2025	Dist 6 Monthly electric bill	0.00	49.33			
	<a href="#">418-091-2208</a>		UTILITIES - ELECTRICITY	MAY 2025	49.33			
106 Payable #	CENTRAL NM ELECTRIC COOP.	06/25/2025	Regular	0.00	95.51	133608		
	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount			
	Account Number	Account Name	Item Description	Distribution Amount				
05.2025 36000	Invoice	06/23/2025	Monthly Electric Bill- District 1	0.00	95.51			
	<a href="#">407-091-2208</a>		UTILITIES - ELECTRICITY	May 6000	48.85			
	<a href="#">407-091-2208</a>		UTILITIES - ELECTRICITY	May 25100	21.90			
	<a href="#">407-091-2208</a>		UTILITIES - ELECTRICITY	May 05100	24.76			
106 Payable #	CENTRAL NM ELECTRIC COOP.	06/25/2025	Regular	0.00	2,146.90	133609		
	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount			
	Account Number	Account Name	Item Description	Distribution Amount				
05.2025 79001	Invoice	06/23/2025	Judicial Monthly electric bill	0.00	2,146.90			
	<a href="#">401-016-2208</a>		UTILITIES - ELECTRICITY	May	2,146.90			
3391 Payable #	CINTAS CORPORATION NO. 2	06/25/2025	Regular	0.00	1,435.50	133610		
	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount			
	Account Number	Account Name	Item Description	Distribution Amount				
9323433236	Invoice	06/02/2025	Cintas AED Agreement March to May 2022	0.00	1,435.50			
	<a href="#">600-006-2271</a>		CONTRACT - OTHER SERV	Cintas AED Agreement March to	1,435.50			
VEN01187 Payable #	Dearborn Life Insurance Company	06/25/2025	Regular	0.00	3.15	133611		
	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount			
	Account Number	Account Name	Item Description	Distribution Amount				
INV0005089	Invoice	06/23/2025	VISION INSURANCE	0.00	3.15			
	<a href="#">401-000-9001</a>		Payroll Liabilities	VISION INSURANCE	3.15			
4834 Payable #	DELTA DENTAL OF NEW MEXICO INC	06/25/2025	Regular	0.00	23.43	133612		
	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount			
	Account Number	Account Name	Item Description	Distribution Amount				
INV0005078	Invoice	12/19/2024	Dental Insurance	0.00	8.14			
	<a href="#">401-000-9001</a>		Payroll Liabilities	Dental Insurance	8.14			
INV0005090	Invoice	06/23/2025	Dental Insurance	0.00	15.29			
	<a href="#">401-000-9001</a>		Payroll Liabilities	Dental Insurance	15.29			
36 Payable #	GUSTIN HARDWARE, INC.	06/25/2025	Regular	0.00	53.49	133613		
	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount			
	Account Number	Account Name	Item Description	Distribution Amount				
400760	Invoice	06/23/2025	EMERGENCY PURCHASE - MOUNTAINAIR	0.00	53.49			
	<a href="#">620-094-2215</a>		MAINTENANCE & REPAIR	LEVER ENTRY GRADE 2 S/S ZINC	53.49			
214 Payable #	Hart's Trustworthy Hardware	06/25/2025	Regular	0.00	75.99	133614		
	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount			
	Account Number	Account Name	Item Description	Distribution Amount				
B601198	Invoice	06/12/2025	Maintenance and repair supplies	0.00	75.99			
	<a href="#">401-082-2239</a>		MAINTENANCE & REPAIR	Faucet	75.99			
214 Payable #	Hart's Trustworthy Hardware	06/25/2025	Regular	0.00	8.38	133615		
	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount			
	Account Number	Account Name	Item Description	Distribution Amount				
B597527	Invoice	06/24/2025	Maintenance and repair supplies	0.00	8.38			
	<a href="#">401-082-2218</a>		MAINTENANCE & REPAIR	Supplies for maintenance and re	8.38			
4846	HORIZONS OF NEW MEXICO	06/25/2025	Regular	0.00	28.38	133616		

## My Check Report

Date Range: 06/19/2025 - 07/02/2025

Vendor Number Payable #	Vendor Name Payable Type Account Number	Post Date	Payment Date Payable Description Account Name	Payment Type Item Description	Discount Amount	Payment Amount	Number
					Discount Amount	Payable Amount	Distribution Amount
					Distribution Amount	28.38	28.38
SINV046050	Invoice <a href="#">612-020-2203</a>	06/16/2025	Document Destruction Services MAINTENANCE & REPAIR	May Document Destruction Ser	0.00	28.38	28.38
4846	HORIZONS OF NEW MEXICO	06/25/2025	Regular		0.00	28.38	133617
Payable #	Payable Type Account Number	Post Date	Payable Description Account Name	Item Description	Discount Amount	Payable Amount	Distribution Amount
SINV046075	Invoice <a href="#">401-030-2271</a>	06/16/2025	SHREDDING SERVICE FY2025 CONTRACT - OTHER SERV	MAY SHREDDING SERVICE FY 20	0.00	28.38	28.38
5179	LEAF CAPITAL FUNDING LLC	06/25/2025	Regular		0.00	60.04	133618
Payable #	Payable Type Account Number	Post Date	Payable Description Account Name	Item Description	Discount Amount	Payable Amount	Distribution Amount
<a href="#">18483583</a>	Invoice <a href="#">401-008-2284</a> <a href="#">401-008-2284</a>	06/11/2025	Plotter Printer T2600ps June 2025 Lease LEASE EQUIPMENT LEASE EQUIPMENT	2025 June Insurance 2025 June Lease	0.00	60.04	20.31 39.73
5431	MCLEOD MEDICAL CENTERS OF NM INC	06/25/2025	Regular		0.00	550.00	133619
Payable #	Payable Type Account Number	Post Date	Payable Description Account Name	Item Description	Discount Amount	Payable Amount	Distribution Amount
<a href="#">494504</a>	Invoice <a href="#">402-060-2272</a>	06/12/2025	John Lujan CDL Medical Exam Certificate CONTRACT - PROFESSION	John Lujan CDL Medical Exam C	0.00	110.00	110.00
<a href="#">494506</a>	Invoice <a href="#">402-060-2272</a>	06/12/2025	Delfin Romero CDL Medical Exam Certifica CONTRACT - PROFESSION	Delfine Romero CDL Medical Ex	0.00	110.00	110.00
<a href="#">494508</a>	Invoice <a href="#">402-060-2272</a>	06/12/2025	Anthony Master CDL Medical Exam Certifi CONTRACT - PROFESSION	Anthony Master CDL Medical E	0.00	110.00	110.00
<a href="#">494509</a>	Invoice <a href="#">402-060-2272</a>	06/12/2025	Anthony Medina CDL Medical Exam Certi CONTRACT - PROFESSION	Anthony Medina CDL Medical E	0.00	110.00	110.00
<a href="#">494511</a>	Invoice <a href="#">402-060-2272</a>	06/12/2025	Rodney Looper CDL Medical Exam Certifi CONTRACT - PROFESSION	Rodney Looper CDL Medical Ex	0.00	110.00	110.00
VEN01183	Metropolitan Life Insurance Company	06/25/2025	Regular		0.00	9.21	133620
Payable #	Payable Type Account Number	Post Date	Payable Description Account Name	Item Description	Discount Amount	Payable Amount	Distribution Amount
<a href="#">INV0005091</a>	Invoice <a href="#">401-000-9001</a>	06/23/2025	MET LIFE LTD Payroll Liabilities	METLIFE DISABILITY	0.00	4.86	4.86
<a href="#">INV0005092</a>	Invoice <a href="#">401-000-9001</a>	06/23/2025	Metlife employer Payroll Liabilities	Metlife employer life and accide	0.00	4.35	4.35
5299	NEW MEXICO CORRECTIONS DEPT	06/25/2025	Regular		0.00	5,950.26	133621
Payable #	Payable Type Account Number	Post Date	Payable Description Account Name	Item Description	Discount Amount	Payable Amount	Distribution Amount
<a href="#">11 A-25TorCDC</a>	Invoice <a href="#">420-070-2172</a> <a href="#">420-070-2172</a>	06/23/2025	Inmate Housing CARE OF INMATES CARE OF INMATES	Inmate Housing Medical Inmate Housing	0.00	5,950.26 993.60 4,956.66	993.60 4,956.66
1096	NM RETIREE HEALTH-CARE AUTHORITY	06/25/2025	Regular		0.00	162.66	133622
Payable #	Payable Type Account Number	Post Date	Payable Description Account Name	Item Description	Discount Amount	Payable Amount	Distribution Amount
<a href="#">INV0005080</a>	Invoice <a href="#">401-000-9001</a>	03/13/2025	Retiree Health Care Payroll Liabilities	Retiree Health Care	0.00	94.35	94.35
<a href="#">INV0005094</a>	Invoice <a href="#">401-000-9001</a>	06/23/2025	Retiree Health Care Payroll Liabilities	Retiree Health Care	0.00	68.31	68.31
1385	NM TAXATION & REVENUE	06/25/2025	Regular		0.00	4.30	133623

## My Check Report

Date Range: 06/19/2025 - 07/02/2025

Vendor Number Payable #	Vendor Name Payable Type Account Number	Post Date	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
			Payable Description	Item Description	Discount Amount	Payable Amount	Distribution Amount
			Account Name	Item Description	0.00	4.30	4.30
5106 Payable #	ORTIZ, ADRIAN Payable Type Account Number	06/23/2025	06/25/2025	Regular	0.00	4,000.00	133624
			Payable Description	Item Description	Discount Amount	Payable Amount	Distribution Amount
			Account Name	Item Description	0.00	4,000.00	4,000.00
5603 Payable #	Invoice FY25-12	06/24/2025	06/25/2025	Regular	0.00	165.08	133625
			Payable Description	Item Description	Discount Amount	Payable Amount	Distribution Amount
			Account Name	Item Description	0.00	165.08	165.08
3858 Payable #	PFEIFER VETERINARY SERVICES, LLC Payable Type Account Number	06/12/2025	06/25/2025	Regular	0.00	18,004.80	133626
			Payable Description	Item Description	Discount Amount	Payable Amount	Distribution Amount
			Account Name	Item Description	0.00	165.08	165.08
2688 Payable #	PRESBYTERIAN MEDICAL SERVICES Payable Type Account Number	06/24/2025	06/25/2025	Regular	0.00	15,004.00	133627
			Payable Description	Item Description	Discount Amount	Payable Amount	Distribution Amount
			Account Name	Item Description	0.00	9,002.40	9,002.40
5406 Payable #	Invoice Apr-25 RPHCA	616-017-2272	06/24/2025	RPHCA Grant Payments	0.00	9,002.40	9,002.40
			CONTRACT - PROFESSION	APRIL 2024 MONTHLY SERVICE F	0.00	9,002.40	9,002.40
			Invoice Feb 2024 RPHCA	616-017-2272	06/24/2025	RPHCA Grant Payments	0.00
VEN01156 Payable #	PUEBLO HOTEL SUPPLY Payable Type Account Number	06/18/2025	06/25/2025	Regular	0.00	1,575.21	133628
			Payable Description	Item Description	Discount Amount	Payable Amount	Distribution Amount
			Account Name	Item Description	0.00	1,575.21	1,575.21
VEN01156 Payable #	SANchez, JAVIER ERNESTO Payable Type Account Number	06/12/2025	06/25/2025	Regular	0.00	132.64	133629
			Payable Description	Item Description	Discount Amount	Payable Amount	Distribution Amount
			Account Name	Item Description	0.00	132.64	132.64
4316 Payable #	SANchez, JAVIER ERNESTO Payable Type Account Number	06/24/2025	06/25/2025	Regular	0.00	56.72	133630
			Payable Description	Item Description	Discount Amount	Payable Amount	Distribution Amount
			Account Name	Item Description	0.00	56.72	56.72
3978	SIDDONS-MARTIN EMERGENCY GROUP Payable Type Account Number	06/24/2025	06/25/2025	Regular	0.00	441.54	133631
			Payable Description	Item Description	Discount Amount	Payable Amount	Distribution Amount
			Account Name	Item Description	0.00	441.54	441.54
700-SIV0040951	Invoice 408-091-2248	408-091-2248	06/24/2025	Adapters District 3	0.00	656.38	
			SUPPLIES - SAFETY	2.5" NH RIG RL F x 3" NH M - AD	-214.84		
			SUPPLIES - SAFETY	CREDIT			
STAPLES BUSINESS ADVANTAGE		06/25/2025	Regular	0.00	367.59	133632	

## My Check Report

Date Range: 06/19/2025 - 07/02/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
<a href="#">6032052886</a>	Invoice	06/24/2025	OFFICE SUPPLIES	0.00	367.59	
	<a href="#">401-020-2219</a>		SUPPLIES - GENERAL OFFI	TEMPUR-PEDIC BLACK MESH CH	347.69	
	<a href="#">401-020-2219</a>		SUPPLIES - GENERAL OFFI	BUFFER FOR OVERAGE COVER	19.90	
1641	ZIA GRAPHICS INC.	06/25/2025	Regular	0.00	493.00	133633
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
<a href="#">69685</a>	Invoice	06/23/2025	Clerk Uniform	0.00	493.00	
	<a href="#">401-020-2236</a>		SUPPLIES-UNIFORM	Port authority cotton touch Blue	32.00	
	<a href="#">401-020-2236</a>		SUPPLIES-UNIFORM	mens sport tek Kelly Green	62.00	
	<a href="#">401-020-2236</a>		SUPPLIES-UNIFORM	2xl charge	14.00	
	<a href="#">401-020-2236</a>		SUPPLIES-UNIFORM	Port authority Ladies cotton tou	128.00	
	<a href="#">401-020-2236</a>		SUPPLIES-UNIFORM	Ladies sport tek Kelly Green	248.00	
	<a href="#">401-020-2236</a>		SUPPLIES-UNIFORM	3xl charge	9.00	
3	4 RIVERS EQUIPMENT, LLC	06/25/2025	Regular	0.00	2,585.66	133634
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
<a href="#">1742851</a>	Invoice	06/25/2025	Parts and Repairs on John Deere Equipme	0.00	2,585.66	
	<a href="#">402-060-2244</a>		MAINTENANCE & REPAIR	REPAIRS ON EQUIPMENT	2,585.66	
423	ADVANCED COMMUNICATIONS &	06/25/2025	Regular	0.00	8,223.66	133635
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
<a href="#">21851-00</a>	Invoice	06/25/2025	Radio Equipment for Safety Vehicles	0.00	8,223.66	
	<a href="#">803-059-2722</a>		24-I3184 FIRE DEPARTME	UNIVERSAL BAIL KIT	73.49	
	<a href="#">803-059-2722</a>		24-I3184 FIRE DEPARTME	USB HUB - 4.8 AMPS 2 PORT	89.10	
	<a href="#">803-059-2722</a>		24-I3184 FIRE DEPARTME	20 AMP SWITCH 12V BLACK	25.20	
	<a href="#">803-059-2722</a>		24-I3184 FIRE DEPARTME	FED. SIGNAL SIREN & CONTROLL	1,734.30	
	<a href="#">803-059-2722</a>		24-I3184 FIRE DEPARTME	LABOR - INSTALL RADIO CONSO	500.00	
	<a href="#">803-059-2722</a>		24-I3184 FIRE DEPARTME	ACCESSORY BOX	253.80	
	<a href="#">803-059-2722</a>		24-I3184 FIRE DEPARTME	30 " RADIO CONSOLE	1,064.11	
	<a href="#">803-059-2722</a>		24-I3184 FIRE DEPARTME	SINGLE SOLO RUMBLER SPKR KI	480.60	
	<a href="#">803-059-2722</a>		24-I3184 FIRE DEPARTME	TAX	152.50	
	<a href="#">803-059-2722</a>		24-I3184 FIRE DEPARTME	PEDESTAL MOUNT	165.60	
	<a href="#">803-059-2722</a>		24-I3184 FIRE DEPARTME	ARM REST	84.60	
	<a href="#">803-059-2722</a>		24-I3184 FIRE DEPARTME	DOCKING STATION	741.01	
	<a href="#">803-059-2722</a>		24-I3184 FIRE DEPARTME	POWERSUPPLY CABLE	249.30	
	<a href="#">803-059-2722</a>		24-I3184 FIRE DEPARTME	UNIVERSAL BRACKET	53.25	
	<a href="#">803-059-2722</a>		24-I3184 FIRE DEPARTME	FREIGHT	200.00	
	<a href="#">803-059-2722</a>		24-I3184 FIRE DEPARTME	SPEAKER EMERGENCY 100W PL	522.00	
	<a href="#">803-059-2722</a>		24-I3184 FIRE DEPARTME	BRACKET FOR KENWOOD	29.70	
	<a href="#">803-059-2722</a>		24-I3184 FIRE DEPARTME	LABOR	1,000.00	
	<a href="#">803-059-2722</a>		24-I3184 FIRE DEPARTME	CUP HOLDER	60.30	
	<a href="#">803-059-2722</a>		24-I3184 FIRE DEPARTME	CHARGEGUARD AUTO SHUT-OF	96.30	
	<a href="#">803-059-2722</a>		24-I3184 FIRE DEPARTME	25FT CABLE	148.50	
	<a href="#">803-059-2722</a>		24-I3184 FIRE DEPARTME	LABOR - INSTALL SIREN	500.00	
5450	**Void**	06/25/2025	Regular	0.00	0.00	133636
	AMAZON BUSINESS	06/25/2025	Regular	0.00	326.21	133637

## My Check Report

Date Range: 06/19/2025 - 07/02/2025

Vendor Number Payable #	Vendor Name Payable Type Account Number	Post Date	Payment Date Payable Description	Payment Type	Discount Amount	Payment Amount	Number
			Account Name	Item Description	Discount Amount	Payable Amount	
						Distribution Amount	
<a href="#">16R1-31D6-7JWY</a>	Invoice <a href="#">402-060-2248</a> <a href="#">402-060-2248</a> <a href="#">402-060-2248</a> <a href="#">402-060-2248</a> <a href="#">402-060-2248</a> <a href="#">402-060-2248</a>	06/18/2025	Safety Equipment SUPPLIES - SAFETY SUPPLIES - SAFETY SUPPLIES - SAFETY SUPPLIES - SAFETY SUPPLIES - SAFETY SUPPLIES - SAFETY	Safety gloves large Safety glasses tinted Safety gloves small Safety chain saw chaps and hel Safety gloves xl Safety glasses clear	0.00	326.21	
3920 Payable #	BOOT BARN INC Payable Type Account Number <a href="#">31548</a>		06/25/2025	Regular	0.00	125.95	133638
		Post Date	Payable Description		Discount Amount	Payable Amount	
			Account Name	Item Description		Distribution Amount	
	Invoice <a href="#">401-040-2248</a>	06/04/2025	EMPLOYEE SAFETY BOOTS SUPPLIES-SAFETY	EMPLOYEE SAFETY BOOTS	0.00	125.95	
106 Payable #	CENTRAL NM ELECTRIC COOP. Payable Type Account Number <a href="#">05.2025 104503</a>	06/25/2025	06/25/2025 Monthly Electric Bill- EM UTILITIES - ELECTRICITY	Regular Item Description June- 4503	0.00	247.59	133639
		Post Date	Payable Description		Discount Amount	Payable Amount	
			Account Name	Item Description		Distribution Amount	
	Invoice <a href="#">604-083-2208</a>	06/25/2025	Monthly Electric Bill- EM UTILITIES - ELECTRICITY	247.59	0.00	247.59	
106 Payable #	CENTRAL NM ELECTRIC COOP. Payable Type Account Number <a href="#">05.2025 37000</a>	06/23/2025	06/25/2025 Monthly Electric bill- Admin UTILITIES - ELECTRICITY UTILITIES - ELECTRICITY	Regular Item Description May 3700 May 3000	0.00	1,852.56	133640
		Post Date	Payable Description		Discount Amount	Payable Amount	
			Account Name	Item Description		Distribution Amount	
	Invoice <a href="#">401-015-2208</a> <a href="#">401-015-2208</a>	06/24/2025	Water Cooler and Bottled Water CONTRACT-OTHER SERVI CONTRACT-OTHER SERVI	6.41 May 3700 May 3000	0.00	1,846.15	
5416 Payable #	CRYSTAL SPRINGS BOTTLED WATER Payable Type Account Number <a href="#">9347661</a>	06/24/2025	06/25/2025 Water Cooler and Bottled Water CONTRACT-OTHER SERVI CONTRACT-OTHER SERVI	Regular Item Description Water Bottles Water Bottles Deposit	0.00	79.29	133641
		Post Date	Payable Description		Discount Amount	Payable Amount	
			Account Name	Item Description		Distribution Amount	
	Invoice <a href="#">401-010-2271</a> <a href="#">401-010-2271</a>	06/24/2025	Water Cooler and Bottled Water CONTRACT-OTHER SERVI CONTRACT-OTHER SERVI	27.50 51.79	0.00	79.29	
5416 Payable #	CRYSTAL SPRINGS BOTTLED WATER Payable Type Account Number <a href="#">9344383</a>	06/24/2025	06/25/2025 Drinking Water - Finance SUPPLIES - GENERAL OFFI	Regular Item Description JUNE 2025 DRINKING WATER DE	0.00	11.00	133642
		Post Date	Payable Description		Discount Amount	Payable Amount	
			Account Name	Item Description		Distribution Amount	
	Invoice <a href="#">401-055-2219</a>	06/24/2025	Drinking Water - Finance SUPPLIES - GENERAL OFFI	11.00	0.00	11.00	
4705 Payable #	DOUBLE H AUTO Payable Type Account Number <a href="#">089443</a>	06/25/2025	06/25/2025 Parts and supplies to repair Road Fleet MAINTENANCE & REPAIR	Regular Item Description Parts and supplies to repair Road Fleet	0.00	47.45	133643
		Post Date	Payable Description		Discount Amount	Payable Amount	
			Account Name	Item Description		Distribution Amount	
	Invoice <a href="#">402-060-2201</a>	06/25/2025	Parts and supplies to repair Road Fleet MAINTENANCE & REPAIR	47.45 Parts and supplies to repair Roa	0.00	47.45	
615329 Payable #	Invoice <a href="#">402-060-2201</a>	06/25/2025	Parts and supplies to repair Road Fleet MAINTENANCE & REPAIR	1,312.84 Parts and supplies to repair Roa	0.00	1,312.84	
2555 Payable #	EVSWA Payable Type Account Number <a href="#">001-0001172694</a>	06/25/2025	06/25/2025 Trash Pick up for P&Z UTILITIES - WATER	Regular Item Description Trash Pick up for P&Z	0.00	31.82	133644
		Post Date	Payable Description		Discount Amount	Payable Amount	
			Account Name	Item Description		Distribution Amount	
	Invoice <a href="#">402-060-2210</a>	06/25/2025	Trash Pick up for P&Z UTILITIES - WATER	31.82 Trash Pick up for P&Z	0.00	31.82	
VEN01500	FRANKEN CONSTRUCTION COMPANY, INC.	06/25/2025	06/25/2025	Regular	0.00	601,298.93	133645

## My Check Report

Date Range: 06/19/2025 - 07/02/2025

## My Check Report

Date Range: 06/19/2025 - 07/02/2025

Vendor Number Payable #	Vendor Name Payable Type Account Number <a href="#">SEN-1072049</a> <a href="#">402-060-2202</a>	Post Date 06/25/2025	Payment Date 06/25/2025	Payment Type Regular	Discount Amount	Payment Amount	Number
					Discount Amount	Payable Amount	
					Distribution Amount		
5323 Payable # <a href="#">570944</a>	SOUTHWEST COPY SYSTEMS Payable Type Account Number <a href="#">401-040-2271</a>	06/25/2025	Bulk Fuel and Oil SUPPLIES - VEHICLE FUEL	Bulk Fuel and Oil Item Description	0.00	10,182.12	
					10,182.12		
5539 Payable # <a href="#">2939548</a>	SUMMITT FIRE & SECURITY LLC Payable Type Account Number <a href="#">401-015-2203</a>	06/25/2025	Quarterly Monitoring MAINTENANCE & REPAIR	Quarterly Monitoring Item Description	0.00	96.39	133652
					96.39		
5539 Payable # <a href="#">3336820</a>	SUMMITT FIRE & SECURITY LLC Payable Type Account Number <a href="#">401-016-2271</a>	06/25/2025	Judicial Annual Fire Alarm Inspection CONTRACT - OTHER SERV	Judicial Annual Fire Alarm Inspe Item Description	0.00	1,467.92	133654
					1,467.92		
5539 Payable # <a href="#">2712089</a>	SUMMITT FIRE & SECURITY LLC Payable Type Account Number <a href="#">401-015-2203</a>	06/25/2025	Quarterly Monitoring MAINTENANCE & REPAIR	Quarterly Monitoring Item Description	0.00	224.51	133655
					224.51		
5539 Payable # <a href="#">3336805</a>	SUMMITT FIRE & SECURITY LLC Payable Type Account Number <a href="#">401-015-2215</a>	06/25/2025	Admin bldg Annual Fire Alarm Inspection MAINTENANCE & REPAIR	Admin bldg Annual Fire Alarm I Item Description	0.00	1,359.97	133656
					1,359.97		
5539 Payable # <a href="#">2924341</a>	SUMMITT FIRE & SECURITY LLC Payable Type Account Number <a href="#">401-015-2203</a>	06/25/2025	Quarterly Monitoring MAINTENANCE & REPAIR	Quarterly Monitoring Item Description	0.00	224.51	133657
					224.51		
5539 Payable # <a href="#">3336848</a>	SUMMITT FIRE & SECURITY LLC Payable Type Account Number <a href="#">600-006-2271</a>	06/24/2025	Sevice Proposal CONTRACT - OTHER SERV	Sevice Proposal Item Description	0.00	1,014.62	133658
					1,014.62		
1868 Payable # <a href="#">80131</a>	TAVENNER'S TOWING & RECOVERY Payable Type Account Number <a href="#">416-083-2201</a>	06/25/2025	Regular MAINTENANCE & REPAIR	Regular Tavenners Emergency Tow Servies Open P Tavenners Emergency Tow Servi	0.00	270.16	133659
					270.16		
5450 Payable # <a href="#">1GTL-V4DD-C7TK</a>	AMAZON BUSINESS Payable Type Account Number <a href="#">401-040-2218</a>	06/26/2025	Regular Customer Lobby Chairs MAINTENANCE & REPAIR	Regular Customer Lobby Chairs Customer Lobby Chairs	0.00	92.50	133660
					92.50		
3769	ANAYA, SENAIDA		06/26/2025	Regular	0.00	191.20	133661

## My Check Report

Date Range: 06/19/2025 - 07/02/2025

Vendor Number Payable #	Vendor Name Payable Type Account Number	Payment Date		Payment Type	Discount Amount	Payment Amount	Number
		Post Date	Payable Description	Account Name	Item Description	Discount Amount	Payable Amount
				Item Description	Item Description	0.00	191.20
2025 SUMMER C	Invoice <a href="#">401-020-2205</a>	06/26/2025	RETURN FROM CLOVIS NM 2025 SUMME	TRAVEL - EMPLOYEES	RETURN FROM CLOVIS NM 202	0.00	191.20
3594 Payable #	AUTOZONE INC. Payable Type Account Number <a href="#">02248919041</a>	06/26/2025	Regular			0.00	803.96 133662
		Post Date	Payable Description	Account Name	Item Description	Discount Amount	Payable Amount
				MAINTENANCE & REPAIR	BATTERIES	0.00	803.96
						803.96	
VEN01432 Payable #	BRAZAS FIRE, LLC Payable Type Account Number <a href="#">1250124470</a>	06/26/2025	Regular			0.00	341.37 133663
		Post Date	Payable Description	Account Name	Item Description	Discount Amount	Payable Amount
				MAINTENANCE & REPAIR	COMMISSION APPROVED PAYM	0.00	341.37
						341.37	
VEN01481 Payable #	C. SPECIALTIES, INC. Payable Type Account Number <a href="#">18120</a>	06/26/2025	Regular			0.00	559.21 133664
		Post Date	Payable Description	Account Name	Item Description	Discount Amount	Payable Amount
				SUPPLIES FOR ANIMAL SHELTER REF PO#2		0.00	559.21
				SUPPLIES - KENNEL	LOUNGER	270.00	
				SUPPLIES - KENNEL	MOLDED FIBER TRAYS	82.85	
				SUPPLIES - KENNEL	8 OZ PREFORM FOOD TRAY	36.00	
				SUPPLIES - KENNEL	SIGNUP DISCOUNT	-20.00	
				SUPPLIES - KENNEL	SHIPPING CHARGES	190.36	
3698 Payable #	CHAVEZ, SYLVIA Payable Type Account Number <a href="#">2025 SUMMER C</a>	06/26/2025	Regular			0.00	182.63 133665
		Post Date	Payable Description	Account Name	Item Description	Discount Amount	Payable Amount
				RETURN FROM CLOVIS NM 2025 SUMME		0.00	182.63
				TRAVEL - EMPLOYEES	RETURN FROM CLOVIS NM 202	182.63	
3391 Payable #	CINTAS CORPORATION NO. 2 Payable Type Account Number <a href="#">5275407003</a>	06/26/2025	Regular			0.00	1,337.50 133666
		Post Date	Payable Description	Account Name	Item Description	Discount Amount	Payable Amount
				SAFETY CABINET SUPPLIES		0.00	483.91
				SUPPLIES - SAFETY	SAFETY CABINET SUPPLIES JUNE	462.56	
				SUPPLIES - SAFETY	SERVICE CHARGE	21.35	
5275407004 Payable #	Invoice <a href="#">911-080-2248</a> <a href="#">402-060-2248</a> <a href="#">402-060-2248</a>	06/26/2025	SAFETY SUPPLIES FOR ROAD CABINET			0.00	343.20
				SUPPLIES - SAFETY	SERVICE CHARGE	21.35	
				SUPPLIES - SAFETY	SAFETY SUPPLIES FOR ROAD CA	321.85	
5275407006 Payable #	Invoice <a href="#">600-006-2248</a>	06/26/2025	SAFETY SUPPLIES CABINET REFILL			0.00	510.39
				SUPPLIES - SAFETY	SAFETY SUPPLIES CABINET REFIL	510.39	
VEN01285 Payable #	DEBORAH MATILDA HAMAN Payable Type Account Number <a href="#">2025 SUMMER C</a>	06/26/2025	Regular			0.00	70.40 133667
		Post Date	Payable Description	Account Name	Item Description	Discount Amount	Payable Amount
				RETURN FROM CLOVIS NM 2025 SUMME		0.00	70.40
				TRAVEL - EMPLOYEES	RETURN FROM CLOVIS NM 202	70.40	
5620 Payable #	GALLEGOS, LINDA L. Payable Type Account Number <a href="#">2025 SUMMER C</a>	06/26/2025	Regular			0.00	74.80 133668
		Post Date	Payable Description	Account Name	Item Description	Discount Amount	Payable Amount
				RETURN FROM CLOVIS NM 2025 SUMME		0.00	74.80
				TRAVEL - EMPLOYEES	RETURN FROM CLOVIS NM 202	74.80	
5662	Garcia, Deminica	06/26/2025	Regular			0.00	190.94 133669

## My Check Report

Date Range: 06/19/2025 - 07/02/2025

Vendor Number Payable #	Vendor Name Payable Type Account Number	Payment Date		Payment Type	Discount Amount	Payment Amount	Number
		Post Date	Payable Description	Item Description	Discount Amount	Payable Amount	Distribution Amount
					0.00	190.94	
<a href="#">2025 SUMMER C</a>	Invoice <a href="#">401-056-2205</a>	06/26/2025	RETURN FROM CLOVIS NM 2025 SUMME	TRAVEL - EMPLOYEES	0.00	190.94	190.94
3048 Payable #	GASTELUM, RUBEN Payable Type Account Number	06/26/2025	Regular		0.00	70.40	133670
<a href="#">2025 SUMMER C</a>	Invoice <a href="#">401-008-2205</a>	Post Date	Payable Description	Item Description	Discount Amount	Payable Amount	Distribution Amount
			Account Name	Item Description	0.00	70.40	
		06/26/2025	RETURN FROM CLOVIS NM 2025 SUMME	TRAVEL - EMPLOYEES	0.00	70.40	
4671 Payable #	HERNANDEZ, KATHYRN Payable Type Account Number	06/26/2025	Regular		0.00	184.80	133671
<a href="#">2025 SUMMER C</a>	Invoice <a href="#">401-030-2205</a>	Post Date	Payable Description	Item Description	Discount Amount	Payable Amount	Distribution Amount
			Account Name	Item Description	0.00	184.80	
		06/26/2025	RETURN FROM CLOVIS NM 2025 SUMME	TRAVEL - EMPLOYEES	0.00	184.80	
4846 Payable #	HORIZONS OF NEW MEXICO Payable Type Account Number	06/26/2025	Regular		0.00	28.38	133672
<a href="#">SINV046094</a>	Invoice <a href="#">911-080-2271</a>	Post Date	Payable Description	Item Description	Discount Amount	Payable Amount	Distribution Amount
			Account Name	Item Description	0.00	28.38	
		06/16/2025	Horizons of New Mexico	CONTRACTS OTHER SERVI	MAY SHRED SERVICE FY25	28.38	
3700 Payable #	JONES, HUGH G JR Payable Type Account Number	06/26/2025	Regular		0.00	74.80	133673
<a href="#">2025 SUMMER C</a>	Invoice <a href="#">401-040-2205</a>	Post Date	Payable Description	Item Description	Discount Amount	Payable Amount	Distribution Amount
			Account Name	Item Description	0.00	74.80	
		06/26/2025	RETURN FROM CLOVIS NM 2025 SUMME	TRAVEL - EMPLOYEES	0.00	74.80	
5254 Payable #	Josefita Bersabela Eaton Payable Type Account Number	06/26/2025	Regular		0.00	33.00	133674
<a href="#">2025 JUDGES CO</a>	Invoice <a href="#">401-090-2205</a>	Post Date	Payable Description	Item Description	Discount Amount	Payable Amount	Distribution Amount
			Account Name	Item Description	0.00	33.00	
		06/26/2025	RETURN FROM ALBUQUERQUE NM 2025	TRAVEL - EMPLOYEES	0.00	16.50	
<a href="#">2025 PROBATE JU</a>	Invoice <a href="#">401-090-2205</a>	06/26/2025	RETURN FROM ALBUQUERQUE NM 2025	TRAVEL - EMPLOYEES	0.00	16.50	
			TRAVEL TO ALBUQUERQUE NM	RETURN FROM ALBUQUERQUE	0.00	16.50	
177 Payable #	NEW MEXICO COUNTIES Payable Type Account Number	06/26/2025	Regular		0.00	300.00	133675
<a href="#">2022.2023.2024</a>	Invoice <a href="#">401-005-2269</a>	Post Date	Payable Description	Item Description	Discount Amount	Payable Amount	Distribution Amount
			Account Name	Item Description	0.00	300.00	
		06/23/2025	COMMISSION APPROVED PRIOR YEAR PAY	SUBSCRIPTIONS & DUES	COMMISSION APPROVED PRIOR	300.00	
4664 Payable #	NM HUMAN SERVICES DEPARTMENT Payable Type Account Number	06/26/2025	Regular		0.00	100,659.14	133676
<a href="#">4th QTR 2025</a>	Invoice <a href="#">414-019-2291</a>	Post Date	Payable Description	Item Description	Discount Amount	Payable Amount	Distribution Amount
			Account Name	Item Description	0.00	100,659.14	
		06/26/2025	SAFETY CARE NET PAYMENT	SAFETY CARE NET POOL	TORRANCE COUNTY 4TH QTR 20	100,659.14	
4664 Payable #	NM HUMAN SERVICES DEPARTMENT Payable Type Account Number	06/26/2025	Regular		0.00	284,012.94	133677
<a href="#">2ND QTR 2024</a>	Invoice <a href="#">414-019-2291</a>	Post Date	Payable Description	Item Description	Discount Amount	Payable Amount	Distribution Amount
			Account Name	Item Description	0.00	94,670.98	
		06/26/2025	SAFETY CARE NET POOL TC 2ND QTR 2024	SAFETY CARE NET POOL	SAFETY CARE NET POOL TC 2ND	94,670.98	
<a href="#">3RD QTR 2024</a>	Invoice <a href="#">414-019-2291</a>	06/26/2025	SAFETY CARE NET POOL TC 3RD QTR 2024	SAFETY CARE NET POOL	SAFETY CARE NET POOL TC 3RD	94,670.98	
<a href="#">4th QTR 2024</a>	Invoice <a href="#">414-019-2291</a>	06/26/2025	SAFETY CARE NET PAYMENT TC 4TH QTR 2	SAFETY CARE NET POOL	SAFETY CARE NET PAYMENT TC	94,670.98	
5571	PHAM, KEVIN	06/26/2025	Regular		0.00	194.69	133678

## My Check Report

Date Range: 06/19/2025 - 07/02/2025

## My Check Report

Date Range: 06/19/2025 - 07/02/2025

## My Check Report

Date Range: 06/19/2025 - 07/02/2025

## My Check Report

Date Range: 06/19/2025 - 07/02/2025

## My Check Report

Date Range: 06/19/2025 - 07/02/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	<a href="#">401-050-2236</a>	SUPPLIES - UNIFORMS	UNIFORMS FOR THE ACADEMY		601.10	
5339	US BANK CORPORATE PAYMENT SYSTEM	06/26/2025	Regular	0.00	19,718.29	133698
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">55696345553789</a>	Account Number		Account Name	Item Description	Distribution Amount	
Invoice	<a href="#">401-008-2202</a>	06/26/2025	FUEL CARDS MAY 15TH TO JUNE 15TH 20	0.00	19,718.29	
	<a href="#">401-008-2202</a>		SUPPLIES - VEHICLE FUEL	PZ/RURAL ADDRESSING	40.00	
	<a href="#">401-008-2202</a>		SUPPLIES - VEHICLE FUEL	PZ	263.13	
	<a href="#">401-010-2202</a>		SUPPLIES - VEHICLE FUEL	MANAGER	61.11	
	<a href="#">401-030-2202</a>		SUPPLIES - VEHICLE FUEL	TREASURER	214.57	
	<a href="#">401-040-2202</a>		SUPPLIES - VEHICLE FUEL	ASSESSOR	23.18	
	<a href="#">401-050-2202</a>		SUPPLIES - VEHICLE FUEL	SHERIFF	11,561.17	
	<a href="#">401-065-2202</a>		SUPPLIES - VEHICLE FUEL	MAINTENANCE	384.98	
	<a href="#">401-082-2202</a>		SUPPLIES - VEHICLE FUEL	ANIMAL SERVICES	846.53	
	<a href="#">405-091-2202</a>		SUPPLIES - VEHICLE FUEL	DIST 5	888.41	
	<a href="#">407-091-2202</a>		SUPPLIES - VEHICLE FUEL	DIST 1	162.80	
	<a href="#">408-091-2202</a>		SUPPLIES - VEHICLE FUEL	DIST 3	218.58	
	<a href="#">413-091-2202</a>		SUPPLIES - VEHICLE FUEL	FIRE ADMIN	1,697.72	
	<a href="#">416-083-2202</a>		SUPPLIES - VEHICLE FUEL	EMT/FF	3,024.08	
	<a href="#">418-091-2202</a>		SUPPLIES - VEHICLE FUEL	DIST 6	60.00	
	<a href="#">604-083-2202</a>		SUPPLIES - VEHICLE FUEL	EMERGENCY MANAGEMENT	183.74	
	<a href="#">605-022-2202</a>		SUPPLIES - VEHICLE FUEL	DWI	88.29	
	**Void**				0.00	0.00
4376	WAGEWORKS	06/26/2025	Regular	0.00	143.50	133700
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">INV7971115</a>	Account Number		Account Name	Item Description	Distribution Amount	
Invoice	<a href="#">401-014-2272</a>	06/26/2025	HealthBenefits		0.00	143.50
			CONTRACT - PROFESSION	HealthBenefits   June 2025		143.50
4979	BRANDON BOE DAVIS	06/27/2025	Regular	0.00	4,840.00	133701
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">TCSO 25-01794</a>	Account Number		Account Name	Item Description	Distribution Amount	
Invoice	<a href="#">401-050-2201</a>	06/26/2025	Maintenance Quote for June		0.00	4,840.00
	<a href="#">401-050-2201</a>		MAINTENANCE & REPAIR	Mount and Balance	150.00	
	<a href="#">401-050-2201</a>		MAINTENANCE & REPAIR	Tires	860.00	
	<a href="#">401-050-2201</a>		MAINTENANCE & REPAIR	Tool Box Installation	50.00	
	<a href="#">401-050-2201</a>		MAINTENANCE & REPAIR	Tires	860.00	
	<a href="#">401-050-2201</a>		MAINTENANCE & REPAIR	Oil Change	840.00	
	<a href="#">401-050-2201</a>		MAINTENANCE & REPAIR	Batteries	385.00	
	<a href="#">401-050-2201</a>		MAINTENANCE & REPAIR	Tires	230.00	
	<a href="#">401-050-2201</a>		MAINTENANCE & REPAIR	Vehicle Batteries	250.00	
	<a href="#">401-050-2201</a>		MAINTENANCE & REPAIR	Safety Inspection	630.00	
	<a href="#">401-050-2201</a>		MAINTENANCE & REPAIR	MISC. Mechanic Work/Parts	585.00	
VEN01313	PAYPRO CORPORATION	06/27/2025	Regular	0.00	610.46	133702
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">0000079423</a>	Account Number		Account Name	Item Description	Distribution Amount	
Invoice	<a href="#">401-014-2271</a>	06/26/2025	PayPro Subscription for HR Applicant Trac		0.00	610.46
			CONTRACT-OTHER SERVI	PayPro Subscription - June		610.46
3859	PRUDENTIAL OVERALL SUPPLY	06/27/2025	Regular	0.00	196.40	133703
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">4507763371</a>	Account Number		Account Name	Item Description	Distribution Amount	
Invoice	<a href="#">401-015-2220</a>	06/26/2025	Custodial Supplies for Admin		0.00	196.40
	<a href="#">401-015-2220</a>		SUPPLIES - CLEANING	HARD ROLL TOWELS	175.53	
	<a href="#">401-015-2220</a>		SUPPLIES - CLEANING	Delivery Charge	20.87	
107	QWEST CORPORATION	06/27/2025	Regular	0.00	248.44	133704

## My Check Report

Date Range: 06/19/2025 - 07/02/2025

Vendor Number Payable #	Vendor Name Payable Type Account Number	Post Date	Payment Date Payable Description Account Name	Payment Type Item Description	Discount Amount	Payment Amount	Number
					Discount Amount	Payable Amount	
					Distribution Amount		
05.2025 69229	Invoice <a href="#">405-091-2207</a>	06/10/2025	Monthly Charges Dist 5 TELECOMMUNICATIONS	May- 9229	0.00	248.44	
248.44							
107	QWEST CORPORATION		06/27/2025	Regular	0.00	79.78	133705
Payable #	Payable Type Account Number	Post Date	Payable Description Account Name	Item Description	Discount Amount	Payable Amount	
<a href="#">05.2025 72736</a>	Invoice <a href="#">401-096-2207</a>	06/16/2025	Monthly phone charges-Treasurer TELECOMMUNICATIONS	May	0.00	79.78	
79.78							
107	QWEST CORPORATION		06/27/2025	Regular	0.00	79.18	133706
Payable #	Payable Type Account Number	Post Date	Payable Description Account Name	Item Description	Discount Amount	Payable Amount	
<a href="#">05.2025 5927</a>	Invoice <a href="#">405-091-2207</a>	06/10/2025	Monthly Charges Dist 5 TELECOMMUNICATIONS	May - 5927	0.00	79.18	
79.18							
107	QWEST CORPORATION		06/27/2025	Regular	0.00	79.78	133707
Payable #	Payable Type Account Number	Post Date	Payable Description Account Name	Item Description	Discount Amount	Payable Amount	
<a href="#">05.2025 52763</a>	Invoice <a href="#">401-096-2207</a>	06/16/2025	Monthly phone charges- Clerk TELECOMMUNICATIONS	May	0.00	79.78	
79.78							
5450	AMAZON BUSINESS		06/27/2025	Regular	0.00	28.94	133708
Payable #	Payable Type Account Number	Post Date	Payable Description Account Name	Item Description	Discount Amount	Payable Amount	
<a href="#">1MRK-63JC-6R9K</a>	Invoice <a href="#">401-073-2218</a> <a href="#">401-073-2271</a>	06/27/2025	Less Lethal Holster MAINT & REPAIRS - FURN CONTRACT - OTHER SERV	Less Lethal Holster Adjustments	0.00	28.94	
28.94							
21.95							
6.99							
5450	AMAZON BUSINESS		06/27/2025	Regular	0.00	30.64	133709
Payable #	Payable Type Account Number	Post Date	Payable Description Account Name	Item Description	Discount Amount	Payable Amount	
<a href="#">11NK-39M4-G9Q</a>	Invoice <a href="#">635-076-2314</a> <a href="#">635-076-2314</a> <a href="#">635-076-2314</a> <a href="#">635-076-2314</a> <a href="#">635-076-2314</a>	06/27/2025	SUPPLIES PROGRAM SUPPORT PROGRAM SUPPORT PROGRAM SUPPORT PROGRAM SUPPORT PROGRAM SUPPORT	REF PO #25-01294/COTTON STR SCISSORS FLASH CARDS HOLE PUNCHER LOOSE LEAF PAPER	0.00	30.64	
4.98							
5.19							
6.29							
6.89							
7.29							
2293	DIRECT CREMATION AND BURIAL SERV		06/27/2025	Regular	0.00	2,000.00	133710
Payable #	Payable Type Account Number	Post Date	Payable Description Account Name	Item Description	Discount Amount	Payable Amount	
<a href="#">CASE #25-007</a>	Invoice <a href="#">414-019-2294</a>	06/27/2025	INDIGENT BURIAL INDIGENT BURIAL	INDIGENT BURIAL	0.00	1,000.00	
1,000.00							
<a href="#">CASE #25-008</a>	Invoice <a href="#">414-019-2294</a>	06/27/2025	INDIGENT BURIAL INDIGENT BURIAL	INDIGENT BURIAL	0.00	1,000.00	
1,000.00							
4846	HORIZONS OF NEW MEXICO		06/27/2025	Regular	0.00	185.28	133711
Payable #	Payable Type Account Number	Post Date	Payable Description Account Name	Item Description	Discount Amount	Payable Amount	
<a href="#">SINV046279</a>	Invoice <a href="#">612-020-2271</a> <a href="#">612-020-2271</a> <a href="#">612-020-2271</a> <a href="#">612-020-2271</a>	06/27/2025	Destruction of Dated Material CONTRACT - OTHER SERV CONTRACT OTHER SERV CONTRACT - OTHER SERV CONTRACT - OTHER SERV	ADMIN FEE Destruction of Dated Material BOX LOADING FEE Destruction of Dated Material	0.00	185.28	
8.83							
143.22							
27.92							
5.31							
5100	PRESBYTERIAN MEDICAL SERVICES		06/27/2025	Regular	0.00	833.33	133712

## My Check Report

Date Range: 06/19/2025 - 07/02/2025

## My Check Report

Date Range: 06/19/2025 - 07/02/2025

## My Check Report

Date Range: 06/19/2025 - 07/02/2025

## My Check Report

Date Range: 06/19/2025 - 07/02/2025

## My Check Report

Date Range: 06/19/2025 - 07/02/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
				0.00	3,178.00	133740
5595	LEADSONLINE, LLC	07/02/2025	Regular			
	Payable #	Post Date	Payable Description	Discount Amount	Payable Amount	
418243	Payable Type		Account Name	Distribution Amount		
	Account Number	07/02/2025	Annual Renewal	0.00	3,178.00	
1096	Invoice		OTHER SERVICES		3,178.00	
	<a href="#">401-050-2271</a>		Annual Renewal			
1096	NM RETIREE HEALTH-CARE AUTHORITY	07/02/2025	Regular	0.00	6,910.17	133741
	Payable #	Post Date	Payable Description	Discount Amount	Payable Amount	
CM0000215	Payable Type		Account Name	Distribution Amount		
	Account Number	01/02/2025	Retiree Health Care	0.00	-4.44	
INV0005126	Credit Memo		Payroll Liabilities		-4.44	
	<a href="#">401-000-9001</a>		Retiree Health Care			
151	Invoice	07/03/2025	Retiree Health Care	0.00	6,914.61	
	<a href="#">401-000-9001</a>		Payroll Liabilities		6,914.61	
151	PITNEY BOWES INC.	07/02/2025	Regular	0.00	293.57	133742
	Payable #	Post Date	Payable Description	Discount Amount	Payable Amount	
1027411026	Payable Type		Account Name	Distribution Amount		
	Account Number	05/19/2025	Pitney Bowes Ink	0.00	293.57	
2688	Invoice		POSTAGE		265.58	
	<a href="#">401-010-2206</a>		POSTAGE		27.99	
2688	PRESBYTERIAN MEDICAL SERVICES	07/02/2025	Regular	0.00	7,502.00	133743
	Payable #	Post Date	Payable Description	Discount Amount	Payable Amount	
Jun-25 RPHCA	Payable Type		Account Name	Distribution Amount		
	Account Number	07/02/2025	RPHCA January - June 2025	0.00	7,502.00	
3233	Invoice		CONTRACT - PROFESSION		7,502.00	
	<a href="#">616-017-2272</a>		June 2025			
3233	SANDIA HEARING AIDS	07/02/2025	Regular	0.00	250.00	133744
	Payable #	Post Date	Payable Description	Discount Amount	Payable Amount	
3075281	Payable Type		Account Name	Distribution Amount		
	Account Number	05/19/2025	Hearing test - Meliza Orozco	0.00	125.00	
3087641	Invoice		CONTRACT - PROFESSION		50.00	
	<a href="#">911-080-2272</a>		3 Industrial Testing		35.00	
3087641	<a href="#">911-080-2272</a>		CONTRACT - PROFESSION		40.00	
	<a href="#">911-080-2272</a>		3 Office visits			
3087641	Invoice	05/19/2025	CONTRACT - PROFESSION		125.00	
	<a href="#">911-080-2272</a>		3 Video otoscopy		50.00	
3087641	<a href="#">911-080-2272</a>		CONTRACT - PROFESSION		40.00	
	<a href="#">911-080-2272</a>		3 Office visits		35.00	
VEN01463	STATE OF NEW MEXICO CHILD SUPPORT STATE	07/02/2025	Regular	0.00	218.77	133745
	Payable #	Post Date	Payable Description	Discount Amount	Payable Amount	
INV0005127	Payable Type		Account Name	Distribution Amount		
	Account Number	07/03/2025	Child Suppot	0.00	218.77	
5226	Invoice		Payroll Liabilities		218.77	
	<a href="#">401-000-9001</a>		Child Support			
5226	STURCHIO, RONALD	07/02/2025	Regular	0.00	100.00	133746
	Payable #	Post Date	Payable Description	Discount Amount	Payable Amount	
05142025	Payable Type		Account Name	Distribution Amount		
	Account Number	05/15/2025	BLOOD DRAW SERVICES	0.00	100.00	
1335	Invoice		CONTRACT - PROFESSION		100.00	
	<a href="#">401-050-2272</a>		BLOOD DRAW SERVICES			
1335	TORRANCE COUNTY	07/02/2025	Regular	0.00	174.81	133747
	Payable #	Post Date	Payable Description	Discount Amount	Payable Amount	
INV0005129	Payable Type		Account Name	Distribution Amount		
	Account Number	07/03/2025	Torrance County Property Tax	0.00	174.81	
5414	Invoice		Payroll Liabilities		174.81	
	<a href="#">401-000-9001</a>		Torrance County Property Tax			
5414	TX CHILD SUPPORT SDU	07/02/2025	Regular	0.00	249.69	133748

## My Check Report

Date Range: 06/19/2025 - 07/02/2025

Vendor Number Payable #	Vendor Name Payable Type Account Number Invoice <a href="#">401-000-9001</a>	Post Date 07/03/2025	Payment Date Payable Description	Payment Type Account Name TX SDU CHILD SUPPORT	Discount Amount Payable Amount	Payment Amount Distribution Amount	Number
			07/02/2025	Regular Payroll Liabilities	0.00	249.69	249.69
			07/02/2025	Regular Payroll Liabilities	0.00	266.00	266.00
178 Payable #	U.S. POSTMASTER Payable Type Account Number Invoice <a href="#">401-030-2269</a>	Post Date 07/01/2025	07/02/2025	Regular	0.00	266.00	133749
			07/02/2025	Payable Description Account Name PO Box 318 Annual Box Rent	Discount Amount Payable Amount	266.00	266.00
			07/02/2025	Payable Description Account Name SUBSCRIPTIONS & DUES	Distribution Amount PO Box 318 Annual Box Rent	266.00	266.00
5380 Payable #	VOYA HOLDINGS, INC. Payable Type Account Number Invoice <a href="#">401-000-9001</a>	Post Date 06/19/2025	06/19/2025	Bank Draft	0.00	2,871.90	DFT0001250
			06/19/2025	Payable Description Account Name Voya	Discount Amount Payable Amount	2,871.90	2,871.90
			06/19/2025	Payable Description Account Name Payroll Liabilities	Distribution Amount Voya	2,871.90	2,871.90
233 Payable #	PUBLIC EMPLOYEES RETIREMENT Payable Type Account Number Invoice <a href="#">401-000-9001</a> <a href="#">401-000-9001</a> <a href="#">401-000-9001</a> <a href="#">401-000-9001</a> <a href="#">401-000-9001</a>	Post Date 06/19/2025	06/19/2025	Bank Draft	0.00	60,160.24	DFT0001251
			06/19/2025	Payable Description Account Name PERA Retirement	Discount Amount Payable Amount	60,160.24	60,160.24
			06/19/2025	Payable Description Account Name Payroll Liabilities	Distribution Amount PERA Retirement	14,153.57	14,153.57
448 Payable #	NM TAXATION & REVENUE Payable Type Account Number Invoice <a href="#">401-000-9001</a>	Post Date 06/19/2025	06/19/2025	Bank Draft	0.00	7,881.32	DFT0001252
			06/19/2025	Payable Description Account Name State Tax	Discount Amount Payable Amount	7,881.32	7,881.32
			06/19/2025	Payable Description Account Name Payroll Liabilities	Distribution Amount State Tax	7,881.32	7,881.32
1656 Payable #	INTERNAL REVENUE SERVICE Payable Type Account Number Invoice <a href="#">401-000-9001</a> <a href="#">401-000-9001</a> <a href="#">401-000-9001</a>	Post Date 06/19/2025	06/19/2025	Bank Draft	0.00	57,740.28	DFT0001253
			06/19/2025	Payable Description Account Name Federal Tax	Discount Amount Payable Amount	57,740.28	57,740.28
			06/19/2025	Payable Description Account Name Payroll Liabilities	Distribution Amount Federal Tax	20,455.32	20,455.32
448 Payable #	NM TAXATION & REVENUE Payable Type Account Number Invoice <a href="#">401-000-9001</a>	Post Date 06/19/2025	06/19/2025	Bank Draft	0.00	44.95	DFT0001257
			06/19/2025	Payable Description Account Name State Tax	Discount Amount Payable Amount	44.95	44.95
			06/19/2025	Payable Description Account Name Payroll Liabilities	Distribution Amount State Tax	44.95	44.95
1656 Payable #	INTERNAL REVENUE SERVICE Payable Type Account Number Invoice <a href="#">401-000-9001</a> <a href="#">401-000-9001</a> <a href="#">401-000-9001</a>	Post Date 06/19/2025	06/19/2025	Bank Draft	0.00	2,010.36	DFT0001258
			06/19/2025	Payable Description Account Name Federal Tax	Discount Amount Payable Amount	2,010.36	2,010.36
			06/19/2025	Payable Description Account Name Payroll Liabilities	Distribution Amount Federal Tax	96.54	96.54
448 Payable #	NM TAXATION & REVENUE Payable Type Account Number Invoice <a href="#">401-000-9001</a>	Post Date 06/19/2025	06/19/2025	Bank Draft	0.00	3.38	DFT0001261
			06/19/2025	Payable Description Account Name State Tax	Discount Amount Payable Amount	3.38	3.38
			06/19/2025	Payable Description Account Name Payroll Liabilities	Distribution Amount State Tax	3.38	3.38
1656	INTERNAL REVENUE SERVICE		06/19/2025	Bank Draft	0.00	1,461.20	DFT0001262

## My Check Report

Date Range: 06/19/2025 - 07/02/2025

Vendor Number Payable #	Vendor Name Payable Type Account Number <a href="#">INV0005088</a>	Post Date 06/19/2025 <a href="#">401-000-9001</a> <a href="#">401-000-9001</a>	Payment Date 06/19/2025	Payment Type Federal Tax	Discount Amount 0.00	Payment Amount 1,461.20	Number
			Payable Description Payroll Liabilities	Item Description FICA Tax	Discount Amount 1,184.20	Payable Amount	
			Payable Description Payroll Liabilities	Item Description Medicare Taxes	Discount Amount 277.00	Payable Amount	
233 Payable #	PUBLIC EMPLOYEES RETIREMENT Payable Type Account Number <a href="#">INV0005096</a>	06/23/2025 06/23/2025 <a href="#">401-000-9001</a> <a href="#">401-000-9001</a>	06/23/2025	Bank Draft	0.00	533.94	DFT0001263
			Payable Description PERA Retirement	Item Description	Discount Amount 0.00	Payable Amount 533.94	
			Payable Description Payroll Liabilities	Item Description PERA Retirement	430.11		
448 Payable #	NM TAXATION & REVENUE Payable Type Account Number <a href="#">INV0005097</a>	06/23/2025 06/23/2025 <a href="#">401-000-9001</a>	06/23/2025	Bank Draft	0.00	74.08	DFT0001264
			Payable Description State Tax	Item Description	Discount Amount 0.00	Payable Amount 74.08	
			Payable Description Payroll Liabilities	Item Description State Tax	74.08		
1656 Payable #	INTERNAL REVENUE SERVICE Payable Type Account Number <a href="#">INV0005098</a>	06/23/2025 06/23/2025 <a href="#">401-000-9001</a> <a href="#">401-000-9001</a> <a href="#">401-000-9001</a>	06/23/2025	Bank Draft	0.00	522.02	DFT0001265
			Payable Description Federal Tax	Item Description	Discount Amount 0.00	Payable Amount 522.02	
			Payable Description Payroll Liabilities	Item Description Federal Tax	185.52		
1656 Payable #	INTERNAL REVENUE SERVICE Payable Type Account Number <a href="#">INV0005100</a>	06/23/2025 06/23/2025 <a href="#">401-000-9001</a> <a href="#">401-000-9001</a>	06/23/2025	Bank Draft	0.00	82.22	DFT0001267
			Payable Description Federal Tax	Item Description	Discount Amount 0.00	Payable Amount 82.22	
			Payable Description Payroll Liabilities	Item Description Medicare Taxes	15.58		
1656 Payable #	INTERNAL REVENUE SERVICE Payable Type Account Number <a href="#">INV0005101</a>	06/30/2025 06/30/2025 <a href="#">401-000-9001</a> <a href="#">401-000-9001</a>	06/30/2025	Bank Draft	0.00	3,216.37	DFT0001268
			Payable Description Federal Tax	Item Description	Discount Amount 0.00	Payable Amount 3,216.37	
			Payable Description Payroll Liabilities	Item Description Medicare Taxes	543.76		
5279 Payable #	SANTA FE COUNTY Payable Type Account Number <a href="#">TOR-4-2025</a>	07/02/2025 05/19/2025 <a href="#">420-070-2172</a>	07/02/2025	Bank Draft	0.00	3,520.00	DFT0001279
			Payable Description Inmate Housing - Santa Fe County	Item Description	Discount Amount 0.00	Payable Amount 3,520.00	
			Payable Description CARE OF INMATES	Item Description Inmate Housing - April	3,520.00		

## Bank Code Main Checking Summary

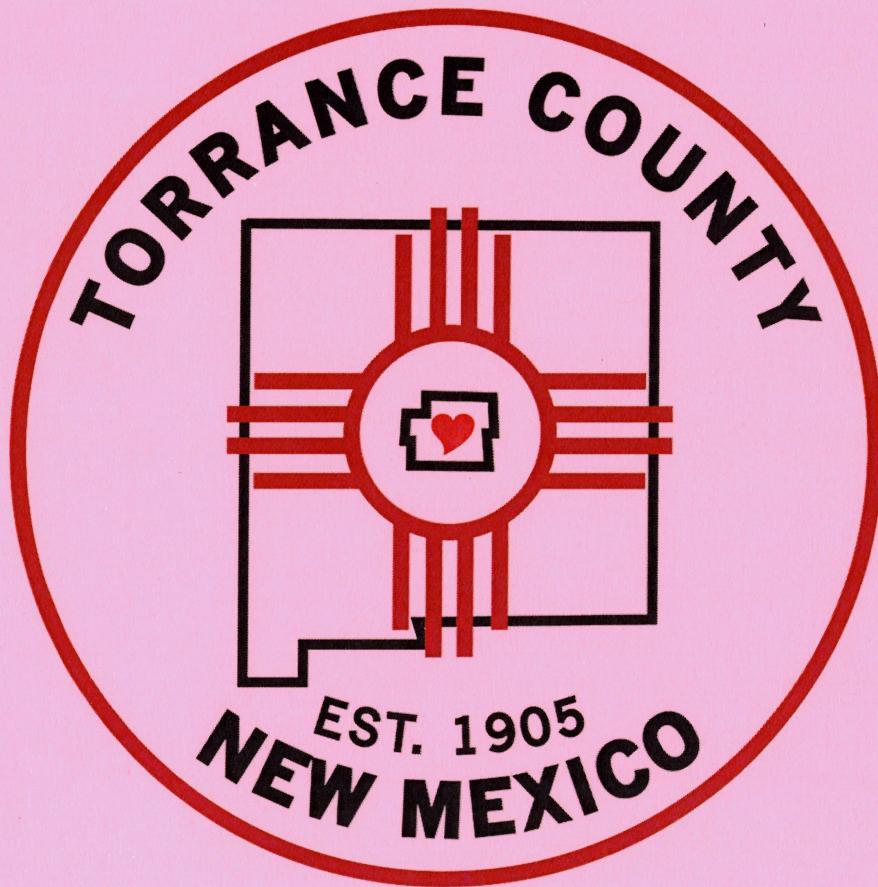
Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	346	298	0.00	1,943,308.47
Manual Checks	0	0	0.00	0.00
Voided Checks	0	18	0.00	-43,043.64
Bank Drafts	14	14	0.00	140,122.26
EFT's	18	11	0.00	4,905,758.03
	378	341	0.00	6,946,145.12

## All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	346	298	0.00	1,943,308.47
Manual Checks	0	0	0.00	0.00
Voided Checks	0	18	0.00	-43,043.64
Bank Drafts	14	14	0.00	140,122.26
EFT's	18	11	0.00	4,905,758.03
	<b>378</b>	<b>341</b>	<b>0.00</b>	<b>6,946,145.12</b>

## Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	6/2025	6,870,256.36
999	Pooled Cash	7/2025	75,888.76
			<b>6,946,145.12</b>



**TORRANCE COUNTY  
COMMISSION MEETING**

Agenda Item  
No. 11



**TORRANCE COUNTY  
COMMISSION MEETING**

Agenda Item  
No. 12 A

# **TORRANCE COUNTY RESOLUTION NO. 2025 - \_\_\_\_\_**

---

## **A RESOLUTION ADOPTING THE FY 2027 TO FY 2031 INFRASTRUCTURE CAPITAL IMPROVEMENTS PLAN FOR TORRANCE COUNTY**

---

**WHEREAS**, the County of Torrance recognizes that the financing of public capital projects has become a major concern in New Mexico and nationally; and

**WHEREAS**, in times of scarce resources, it is necessary to find new financing mechanisms and maximize the use of existing resources; and

**WHEREAS**, systematic capital improvements planning is an effective tool for communities to define their development needs, establish priorities and pursue concrete actions and strategies to achieve necessary project development; and

**WHEREAS**, the Torrance County Commission has reviewed and discussed the 2027 to 2031 Infrastructure Capital Improvements Plan (“ICIP”) during public meetings held on June 11, 2025, and June 25, 2025, respectively; and

**WHEREAS**, the County has contacted local jurisdictions regarding their ICIP priorities, and furthermore opened a public comment and engagement process which began on June 11, 2025; and

**WHEREAS**, the County received public input regarding ICIP priorities, which were discussed and implemented into the ICIP process, when appropriate.

**NOW, THEREFORE BE IT RESOLVED**, the Board of County Commissioners of Torrance County that:

1. The County hereby adopts the FY 2027 to FY 2031 ICIP attached hereto as Exhibit A; and
2. It is intended that the ICIP be a working document and is the first of many steps toward improving rational, long-range capital planning and budgeting for the County’s infrastructure projects.

**PASSED, APPROVED, AND ADOPTED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2025.**

**BOARD OF COUNTY COMMISSIONERS OF TORRANCE COUNTY:**

---

Ryan Schwebach, Chair, District 2

---

Kevin McCall, Vice Chair, District 1

---

Linda Jaramillo, Member, District 3

**ATTEST:**

---

Sylvia Chavez, Torrance County Clerk

---

Date

**APPROVED AS TO FORM:**

---

Michael Garcia, Torrance County Attorney

## EXHIBIT A

### TORRANCE COUNTY ICIP 2027 to 2031

<u>2027</u>	
1	New County Government Offices
2	Fire Station Water Supression System plan and implementation
3	County Road Improvements (Martinez Rd)
4	Restoration and Preservation of Historical Records
5	P25/700 Mhz Public Safety Radio System Upgrade
6	Purchase/Equip Medical Response Vehicles
7	Fire Department Comprehensive Plan
8	Emergency Management Facility and Training Center
9	Road Department Equipment
10	Business Incubator and Economic Development Plan
11	New Regional Animal Shelter Study
12	Road Assessment
13	24/7 Urgent Care Facility Study
14	Mescalero Reservoir Dam Remediation
15	Arthur Park and Lake/Pool Improvements
16	TCSO Entrance Security Upgrades
17	Willard Fire Station Renovations
18	County Fairgrounds Improvements

<u>2028</u>	
1	Emergency Helipads Study and Implementation
2	Asset Management Plan
3	Multi-Generational Facility with Gym
4	Mountainair Rodeo Grounds Improvement
5	Duran Schoolhouse Feasibility Study
6	Abo Water System Development
7	Behavioral Health Treatment Facility/Telehealth

<u>2029</u>	
1	Emergency Management Equipment
2	Indian Hills Fire Station Fire Supression System
3	TC Fairgrounds RV/Water Hookups

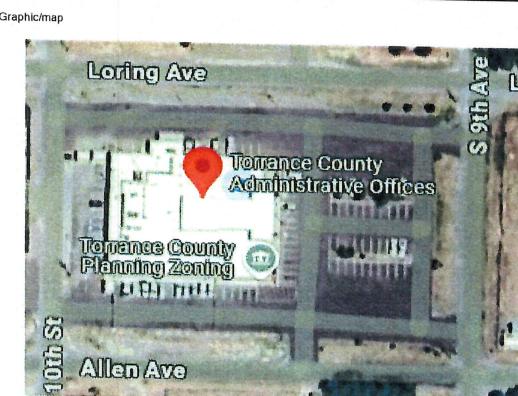
<u>2030</u>	
1	New Fire Station

<u>2031</u>	
1	New EMS Building
2	Water Wells with Storage Tanks (Fire/Road)
3	NM41 Rail to Trail
4	Develop Torrance County Park and Road
5	Torreon Well and Water System
6	Municipal Airport Improvements (Mountainair)

## FY2026 ICIP Scoping Form | Torrance County

PROJECT # NEW		PROJECT NAME: Economic Development Plan & County Real Estate Analysis		Commission Dist.		County Wide				PRIORITY 1								
GENERAL PROJECT DATA:		PLANNING INFORMATION:		PROJECT NEED CRITERIA		PROJECT SCHEDULE		FY26		FY27		FY28		FY29		FY30		
Project Name:	Economic Development Plan & County Real Estate Analysis	Project listed in plan? (Y/N)		N		Safety	N	Procure		1 2 3 4		1 2 3 4		1 2 3 4		1 2 3 4		
Type:		Plan		Request of Commission		Y		Health	N	Land/ROW		1 2 3 4		1 2 3 4		1 2 3 4		
Department:		County Manager		New, Replace or Renovate?		Y		Community Services	Y	Design/Engineer		1 2 3 4		1 2 3 4		1 2 3 4		
Location (Lat./Long.):		34.595015/-106.032552		Growth Related? (Y/N)		Y		Efficiency	Y	Construct/Equip		1 2 3 4		1 2 3 4		1 2 3 4		
Contact Information:		Jordan Barela; jjbarela@lcnm.us																
PROJECT DESCRIPTION:										PROJECT RATIONALE (Include how project maintains and/or enhances existing services):								
<p>Torrance County is requesting funding to execute a comprehensive economic development plan for the County. This plan will evaluate economic development requirements pursuant to the Local Economic Development Act and related regulations. In addition, this plan will evaluate all currently held County real estate, and identify the viability of making these assets available for economic development projects. This includes the evaluation of vacant land and current county owned buildings.</p>										<p>The Torrance County Commission has identified economic development as a primary priority for the County. For a period of time, County economic development functions were undertaken by the Estancia Valley Economic Development Association, which dissolved in early 2025. As such, the County is undertaking its own efforts to address economic development pursuant to LEDA. These efforts include how the County might contribute to economic development through the conveyance of asset holdings.</p>								
DETAILED PROJECT SCOPE TASKS:																		
Land (or ROW)																		Procurement Type
Design/ Arch/Eng.																		
Construction	The Economic Development Plan will be executed by a planning firm with experience and expertise in executing plans and LEDA ordinances in the State of NM.																	RFP/SWP/ACES
Equip/Furnish																		
Other																		
Prior Spent/ Commit.	FY 26 Budget	FY27	FY28	FY29	FY30	FY31	Future Years	Proposed Project Total	EXPENDITURE PLAN									
Land (or ROW)								0										
Design/Arch/Eng.								0										
Construction			250,000					250,000										
Equip/ Furnish								0										
Other								0										
Total Project Cost	0	0	250,000	0	0	0	0	250,000										
FUNDING PLAN																		
Fund 1: State Capital Outlay								0										
Fund 2: Grant Source								0										
Fund 3: General Fund								0										
Unfunded			250,000					250,000										
Total Funding	0	0	0	0	0	0	0	0										
OPERATING BUDGET IMPACT																		
	Fund	Cost Center																
Personnel		N/A																
Non-Personnel		N/A																
Total Operating	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		



## FY2026 ICIP Scoping Form

Torrance County

PROJECT #	NEW	PROJECT NAME:	RV Hook-Ups for the Torrance County Fairgrounds		Commission Dist.	County Wide	PRIORITY	1			
GENERAL PROJECT DATA:		PLANNING INFORMATION:		PROJECT NEED CRITERIA	PROJECT SCHEDULE	FY26	FY27	FY28	FY29	FY30	
Project Name:	RV Hook-Ups for the Torrance County Fairgrounds	Project listed in plan? (Y/N)	N	Safety	N	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	
Type:	Construction	Request of Commission	N	Health	Y						
Department:	County Manager	New, Replace or Renovate?	Y	Community Services	Y						
Location (Lat./Long.):	34.595015/-106.032552	Growth Related? (Y/N)	Y	Efficiency	Y						
Contact Information:	Jordan Barela; jjbarela@tcnm.us										
PROJECT DESCRIPTION:						PROJECT RATIONALE (Include how project maintains and/or enhances existing services):					
<p>The intent of this project is to install electrical and water hook-ups for RVs and campers at the Torrance County Fairgrounds. This project would entail installing water and electrical outlets at the Fairgrounds for individuals utilizing the facility for extended periods of time. This project would entail extending electrical and water lines to the southwest corner of the Fairgrounds lot, south of Leonard Ave. The project would allow individuals to rent/stay at the Fairgrounds for extended periods of time to properly oversee livestock and horses for rodeo events.</p>						<p>Torrance County is currently undertaking a \$4.5 mil project to create a new 20,000s/ft<sup>2</sup> multipurpose building at the Torrance County Fairgrounds. The successful execution of this project will allow for additional events and economic activity within Torrance County. Since the facility is geared towards livestock events and rodeos, having adequate facilities available for overnight stays is critical for the usage of the facility. The County believes that installing RV hook-ups would allow for overnight stays and make the grounds more attractive for individuals and business looking to utilize the facility for events.</p>					
DETAILED PROJECT SCOPE TASKS:										Procurement Type	
Land (or ROW)											
Design/ Arch/Eng.	The extension of the water/sewer lines will be conducted by licensed electrical contractors and plumbers.									RFP/SWPA/CES	
Construction	The construction component of the project would entail the extension of water and electrical lines to the southwest side of the property, including the purchase and installation of outlets and hook-ups.									RFP/SWPA/CES	
Equip/Furnish											
Other											
Prior Spent/ Commit.	FY 26 Budget	FY27	FY28	FY29	FY30	FY31	Future Years	Proposed Project Total			
EXPENDITURE PLAN											Graphic/map
Land (or ROW)								0			
Design/Arch/Eng.								0			
Construction			175,000					175,000			
Equip/ Furnish								0			
Other								0			
Total Project Cost	0	0	175,000	0	0	0	0	175,000			
FUNDING PLAN											Graphic/map
Fund 1: State Capital Outlay								0			
Fund 2: Grant Source								0			
Fund 3: General Fund								0			
Unfunded			175,000					175,000			
Total Funding	0	0	0	0	0	0	0	0			
OPERATING BUDGET IMPACT											Graphic/map
	Fund	Cost Center									
Personnel		N/A									
Non-Personnel		N/A									
Total Operating			0	0	0	0	0	0	0		



## FY2026 ICIP Scoping Form | Torrance County

PROJECT #	NEW	PROJECT NAME:	Willard Fire Station Renovations	Commission Dist.	3				PRIORITY		1		
					PROJECT NEED CRITERIA				FY26	FY27	FY28	FY29	FY30
GENERAL PROJECT DATA:		PLANNING INFORMATION:		PROJECT SCHEDULE	1	2	3	4	1	2	3	4	
Project Name:	Willard Fire Station Renovations			Procure Land/ROW Design/Engineer Construct/Equip									
Type:	Rennovation	Project listed in plan? (Y/N)			N	Safety	Y			X	X		
Department:	Fire	Request of Commission			N	Health	Y						
Location (Lat./Long.):	34.595015/-106.032552	New, Replace or Renovate?			Y	Community Services	Y						
Contact Information:	Jordan Barela; jibarela@tcnm.us	Growth Related? (Y/N)		Y	Efficiency	Y			X	X			
PROJECT DESCRIPTION:								PROJECT RATIONALE (Include how project maintains and/or enhances existing services): Executing this project will allow Fire/EMS to house staff in the Willard Station on a regular basis. The Willard station is strategically located in central Torrance County, and having regular staff in this location will cut down the response time to calls in the Southern end of Torrance County. In addition, this location would allow staff to still respond to the north central portion of the County in a reasonable timeframe if required.					
DETAILED PROJECT SCOPE TASKS:													
Land (or ROW)													Procurement Type
Design/ Arch/Eng.													
Construction	Work will be completed by a general contractor with subcontracting work for electrical and plumbing sub-contractor												RFP/SWPA/CES
Equip/Furnish													
Other													
Prior Spent/ Commit.	FY 26 Budget	FY27	FY28	FY29	FY30	FY31	Future Years	Proposed Project Total					
EXPENDITURE PLAN													
Land (or ROW)									0				
Design/Arch/Eng.									0				
Construction			375,000						375,000				
Equip/ Furnish									0				
Other									0				
Total Project Cost	0	0	375,000	0	0	0	0	0	375,000				
FUNDING PLAN													
Fund 1: State Capital Outlay									0				
Fund 2: Grant Source									0				
Fund 3: General Fund									0				
Unfunded			375,000						375,000				
Total Funding	0	0	0	0	0	0	0	0	0				
OPERATING BUDGET IMPACT													
	Fund	Cost Center											
Personnel		N/A											
Non-Personnel		N/A											
Total Operating			0	0	0	0	0	0	0	0	0	0	0



## FY2026 ICIP Scoping Form | Torrance County

PROJECT #	NEW	PROJECT NAME:	Indian Hills Fire Station - Fire Supression System	Commission Dist.	1				PRIORITY				2																				
					PROJECT SCHEDULE				FY26				FY27				FY28				FY29				FY30								
GENERAL PROJECT DATA:		PLANNING INFORMATION:				PROJECT NEED CRITERIA				1		2		3		4		1		2		3		4		1		2		3		4	
Project Name:	Indian Hills Fire Station - Fire Supression System									Safety	Y	Procure																					
Type:	Construction	Project listed in plan? (Y/N)				N				Health	Y	Land/ROW																					
Department:	Fire Department	Request of Commission				N				Community Services	Y	Design/Engineer																					
Location (Lat./Long.):	34.595015/-106.032552	New, Replace or Renovate?				Y				Efficiency	N	Construct/Equip																					
Contact Information:	Gary Smith; gsmith@tcnm.us	Growth Related? (Y/N)				Y																											
PROJECT DESCRIPTION:										PROJECT RATIONALE (Include how project maintains and/or enhances existing services): Due to a lack of a fire supression system at the Indian Hills Fire station, fire personnel are not allowed to utilize the living quarters at the facility. This project will remove that barrier and allow for overnight coverage.																							
DETAILED PROJECT SCOPE TASKS:																								Procurement Type									
Land (or ROW)																																	
Design/ Arch/Eng.	The fire supression system will be planned and designed by licensed professional.																							RFP/SWPA/CES									
Construction	The fire supression system will be install by a licensed engineer																							RFP/SWPA/CES									
Equip/Furnish																																	
Other																																	
Prior Spent/ Commit.	FY 26 Budget	FY27	FY28	FY29	FY30	FY31	Future Years	Proposed Project Total	Graphic/map																								
EXPENDITURE PLAN																																	
Land (or ROW)								0																									
Design/Arch/Eng.			75,000					75,000																									
Construction			225,000					225,000																									
Equip/ Furnish								0																									
Other								0																									
Total Project Cost	0	0	300,000	0	0	0	0	300,000																									
FUNDING PLAN																																	
Fund 1: State Capital Outlay								0																									
Fund 2: Grant Source								0																									
Fund 3: General Fund								0																									
Unfunded			250,000					250,000																									
Total Funding	0	0	0	0	0	0	0	0																									
OPERATING BUDGET IMPACT																																	
	Fund	Cost Center																															
Personnel		N/A																															
Non-Personnel		N/A																															
Total Operating			0	0	0	0	0	0																									


  
Torrance County  
Fire Department-  
District 2-Station 1

A176

A109

A193

A192

A095

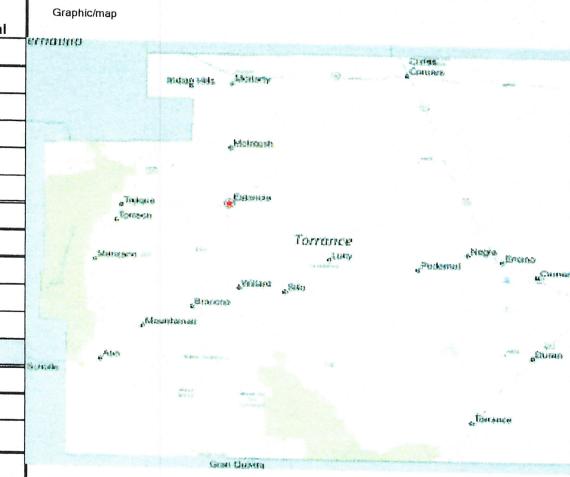
## FY2026 ICIP Scoping Form | Torrance County

PROJECT #	NEW	PROJECT NAME:	Renovation to Admin Building	Commission Dist.	3				PRIORITY				1														
					PROJECT SCHEDULE				FY26				FY27				FY28				FY29				FY30		
GENERAL PROJECT DATA:		PLANNING INFORMATION:				PROJECT NEED CRITERIA				1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4		
Project Name:	Neil Mertz Judicial Complex - Sheriff's Office Security Upgrades										Procure																
Type:	Renovation		Project listed in plan? (Y/N)				N		Safety			Y															
Department:	Sheriff		Request of Commission				N		Health			N															
Location or Lat./Long	903 5th St. Estancia, NM 87016		New, Replace or Renovate?				Y		Community Services			Y															
Contact Information:	Stephanie Reynolds; sreynolds@tcnm.us		Growth Related? (Y/N)				N		Efficiency		N		Design/Engineer														
PROJECT DESCRIPTION:												PROJECT RATIONALE (Include how project maintains and/or enhances existing services):															
This project includes creating a dividing wall with secured access between the Courthouse and the Sheriff's Office, as well as modifying exterior sidewalk areas for ADA compliance. This project will create a separate access point for members of the public coming to the Sheriff's Office and Misdemeanor Compliance, whereby those parties would no longer need to enter at the same location as those coming to the building for court functions.												Executing the project will provide a secondary access point into the building for individuals coming to the building solely for the purpose meeting with Sheriff's Office Staff or Misdemeanor Compliance. A key restricted door with key access will be placed in the dividing wall, so Sheriff's staff can access both sections of the building without having to exit the facility. However, individuals meeting solely with the Sheriff's Office would not have direct access to courtrooms or court staff without exiting and re-entering through court security.															
DETAILED PROJECT SCOPE TASKS:																		Procurement Type									
Land (or ROW)																											
Design/ Arch/Eng.																											
Construction	Work will be completed by a general contractor with subcontracting work for electrical and IT security access.																	RFP/SWPACES									
Equip/Furnish																											
Other																											
Prior Spent/ Commit.	FY 26 Budget	FY27	FY28	FY29	FY30	FY31	Future Years	Proposed Project Total																			
EXPENDITURE PLAN																		Graphic/map									
Land (or ROW)																		0									
Design/Arch/Eng.																		0									
Construction	99,367																	99,367									
Equip/ Furnish																		0									
Other																		0									
Total Project Cost	0	0	99,367	0	0	0	0	99,367																			
FUNDING PLAN																		Graphic/map									
Fund 1: State Capital Outlay																		0									
Fund 2: Grant Source																		0									
Fund 3: General Fund																		0									
Unfunded	99,367																	99,367									
Total Funding	0	0	0	0	0	0	0	0																			
OPERATING BUDGET IMPACT																											
	Fund	Cost Center																									
Personnel		N/A																									
Non-Personnel		N/A																									
Total Operating			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0									



## FY2026 ICIP Scoping Form | Torrance County

PROJECT #	43256	PROJECT NAME:	24/7 Urgent Care/Behavioral Health Facility Study	Commission Dist.	County Wide	PRIORITY	2				
GENERAL PROJECT DATA:		PLANNING INFORMATION:		PROJECT NEED CRITERIA	PROJECT SCHEDULE	FY26	FY27	FY28	FY29	FY30	
Project Name:	24/7 Urgent Care/Behavioral Health Facility Study	Project listed in plan? (Y/N)	Y			Safety	Y	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4
Type:	Study/Design/Construction	Request of Commission	Y	Health	Y	Procure					
Department:	County Manager	New, Replace or Renovate?	N	Community Services	Y	Land/ROW					
Location (Lat./Long.):	34.595015/-106.032552	Growth Related? (Y/N)	Y	Efficiency	Y	Design/Engineer					
Contact Information:	Jordan Barela; jjbarela@tcnm.us					Construct/Equip					
PROJECT DESCRIPTION:						PROJECT RATIONALE (Include how project maintains and/or enhances existing services):					
<p>Torrance County wishes to pursue the creation of a 24/7 Urgent Care/Behavioral Health facility in Torrance County. This request is to execute a feasibility analysis of an urgent care/behavioral facility. The study will evaluate: (1) the demand for these medical services in Torrance County; (2) the economic impact of the creation of an urgent care/behavioral facility in Torrance County, (3) identify the appropriate region/location in the County for the facility; (4) identify potential suitable site locations for such a project; (5) identify potential community partners for the operation of the facility; (6) identify the mandatory construction requirement for said facility; (7) identify estimated construction costs of the facility based on construction requirements; and (8) provide estimates for the annual operating costs of the facility.</p>						<p>Torrance County does not currently have an urgent care, behavioral health facility or hospital within its jurisdictional boundaries. The lack of available, local medical services creates a significant health and safety burden on the constituents of Torrance County. The closest urgent care facility is located in Southern Santa Fe County, and higher levels of care are located in Albuquerque, NM. For communities in Torrance County this can equate to 1-4hr round trip for constituents needing medical or mental health services. The County believes that the establishment of an urgent care/behavioral health facility in Torrance County would have significant impacts on public health and wellbeing, and the County wants to explore the viability of establishing a facility within the jurisdiction.</p>					
DETAILED PROJECT SCOPE TASKS:											
Land (or ROW)											Procurement Type
Design/ Arch/Eng.	Study/Plan will need to be executed prior to implementation										
Construction	Construction will be dependent on the nature of the plan.										RFP
Equip/Furnish											RFP
Other											
Prior Spent/ Commit.	FY 26 Budget	FY27	FY28	FY29	FY30	FY31	Future Years	Proposed Project Total			
EXPENDITURE PLAN											Graphic/map
Land (or ROW)								0			ATTACHMENT
Design/Arch/Eng.			250,000					250,000			
Construction								0			
Equip/ Furnish								0			
Other								0			
Total Project Cost	0	0	250,000	0	0	0	0	250,000			
FUNDING PLAN											Graphic/map
Fund 1: State Capital Outlay								0			ATTACHMENT
Fund 2: Grant Source								0			
Fund 3: General Fund								0			
Unfunded		200,000						200,000			
Total Funding	0	0	0	0	0	0	0	0			
OPERATING BUDGET IMPACT											Graphic/map
	Fund	Cost Center									
Personnel		N/A									
Non-Personnel		N/A									
Total Operating			0	0	0	0	0	0	0	0	



## FY2026 ICIP Scoping Form | Torrance County

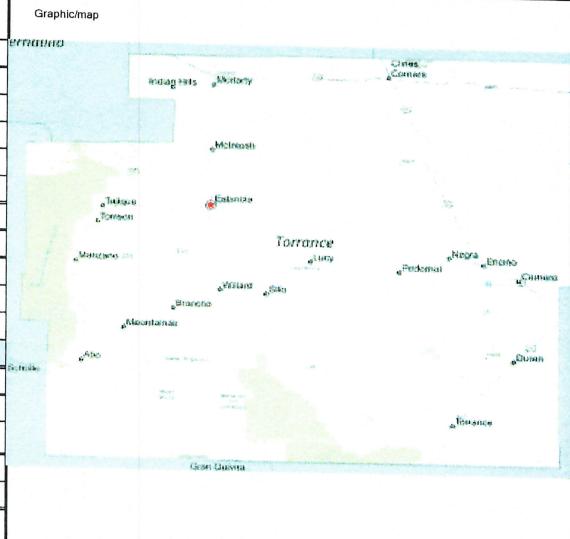
PROJECT #		43258		PROJECT NAME:		Emergency Helipads		Commission Dist.		County Wide				PRIORITY		2				
GENERAL PROJECT DATA:				PLANNING INFORMATION:		PROJECT NEED CRITERIA		PROJECT SCHEDULE		FY26		FY27		FY28		FY29		FY30		
Project Name:		Emergency Helipads		Project listed in plan? (Y/N)		Safety		1 2 3 4		1 2 3 4		1 2 3 4		1 2 3 4		1 2 3 4		1 2 3 4		
Type:	Study/Design/Construction		Y		Safety		Y		Procure											
Department:	Fire Department		Request of Commission		Health		Y		Land/ROW											
Location (Lat./Long.):	34.595015/-106.032552		New, Replace or Renovate?		Community Services		N		Design/Engineer		x x									
Contact Information:	Gary Smith; gsmith@tcnm.us		Growth Related? (Y/N)		Efficiency		Y		Construct/Equip		x x									
PROJECT DESCRIPTION:										PROJECT RATIONALE (Include how project maintains and/or enhances existing services):										
<p>This project request entails planning, identifying, acquiring and constructing helipads in strategic locations in Torrance County for the purpose of emergency medical evacuations. Torrance County EMS has significant transport times for medical patients in need of critical medical care. From the furthest regions of Torrance County, it is approximately 102 miles to the closest critical care medical facility in Albuquerque, NM. As such, the County wants to explore potential rural locations for the construction of helipads to provide transport of critical patients. Once the locations are identified, the County is requesting funding to construct concrete helipads for the landing and takeoff of emergency medical helicopters.</p>										<p>This project contributes to the health and safety of rural County residents. Due to significant transport times of critical patients to critical care facilities in Albuquerque, NM, Torrance County EMS is wanting to explore strategic locations for the construction of concrete helipads for medical helicopter services. Having pre-identified locations accessible to medical helicopters will drastically reduce transport times for critical patients.</p>										
DETAILED PROJECT SCOPE TASKS:												Procurement Type								
Land (or ROW)																				
Design/ Arch/Eng.	Study/Plan will need to be executed prior to implementation																			
Construction	Construction will be dependent on the site locations identified in the plan.											RFP								
Equip/Furnish												RFP								
Other																				
Prior Spent/ Commit.	FY 26 Budget	FY27	FY28	FY29	FY30	FY31	Future Years	Proposed Project Total	Graphic/map											
EXPENDITURE PLAN													Terrains							
Land (or ROW)								0	Map showing various locations in Torrance County, including cities like Bellflower, Bellflower, and Bellflower, and towns like Bellflower, Bellflower, and Bellflower. The map also shows state boundaries and county lines.											
Design/Arch/Eng.			75,000					75,000												
Construction			200,000					200,000												
Equip/ Furnish								0												
Other								0												
Total Project Cost	0	0	275,000	0	0	0	0	275,000												
FUNDING PLAN													Terrains							
Fund 1: State Capital Outlay								0	Map showing various locations in Torrance County, including cities like Bellflower, Bellflower, and Bellflower, and towns like Bellflower, Bellflower, and Bellflower. The map also shows state boundaries and county lines.											
Fund 2: Grant Source								0												
Fund 3: General Fund								0												
Unfunded			275,000					275,000												
Total Funding	0	0	0	0	0	0	0	0												
OPERATING BUDGET IMPACT													Terrains							
Personnel	Fund	Cost Center																		
Non-Personnel		N/A																		
Total Operating		0		0	0	0	0	0												

FY2026 ICIP Scoping Form | Torrance County



PROJECT #		FY2026 ICIP Scoping Form		Torrance County																	
39565		PROJECT NAME: P25/700 Mhz Public Safety Radio System		Commission Dist.		County Wide				PRIORITY		1									
GENERAL PROJECT DATA:		PLANNING INFORMATION:				PROJECT NEED CRITERIA		PROJECT SCHEDULE		FY27		FY28		FY29		FY30		FY31			
Project Name:	Emergency Management	Project listed in plan? (Y/N)	N	Safety	Y	Procure	1	2	3	4	1	2	3	4	1	2	3	4			
Type:	Purchase/Equip/Install	Request of Commission	Y	Health	Y	Land/ROW															
Department:	Emergency Management	New, Replace or Renovate?	Y	Community Services	Y	Design/Engineer															
Location (Lat./Long.):	34.595015/-106.032552	Growth Related? (Y/N)	N	Efficiency	Y	Construct/Equip															
Contact Information:	Samantha O'Dell; sodell@tcnm.us																				
PROJECT DESCRIPTION:										PROJECT RATIONALE (Include how project maintains and/or enhances existing services):											
The project entails purchasing, equipping and installing radios and related equipment to implement the P25/700 Mhz Statewide Public Radio System in Torrance County. This includes the purchase of portable and mobile dual band radios for all County Departments (Sheriff, Fire, Dispatch, Emergency Management, Animal Control, and Planning and Zoning).										Radio communications are critical for first response in Torrance County, and currently radio communications are a challenge in our area, specifically in the more rural areas of the County. Upgrading to the P25/700 Mhz State Radio System will allow the County to upgrade radio communications systems and more safely and effectively respond to emergency situations.											
DETAILED PROJECT SCOPE TASKS:												Procurement Type									
Land (or ROW)																					
Design/Arch/Eng.																					
Construction																					
Equip/Furnish	Quotes for radios and related equipment have already been obtained by licensed vendors, and the project is currently partially funded.											CES/SWPA									
Other																					
Prior Spent/ Commit.	FY 26 Budget		FY27	FY28	FY29	FY30	FY31	Future Years	Proposed Project Total	Graphic/map											
EXPENDITURE PLAN													Map of Torrance County showing various neighborhoods and landmarks.								
Land (or ROW)										Map of Torrance County showing various neighborhoods and landmarks.											
Design/Arch/Eng.										Map of Torrance County showing various neighborhoods and landmarks.											
Construction										Map of Torrance County showing various neighborhoods and landmarks.											
Equip/ Furnish			748,015						748,015	Map of Torrance County showing various neighborhoods and landmarks.											
Other										Map of Torrance County showing various neighborhoods and landmarks.											
Total Project Cost	0	0	748,015	0	0	0	0	0	748,015	Map of Torrance County showing various neighborhoods and landmarks.											
FUNDING PLAN													Map of Torrance County showing various neighborhoods and landmarks.								
Fund 1: State Capital Outlay			350,000						350,000	Map of Torrance County showing various neighborhoods and landmarks.											
Fund 2: Title III			210,000						210,000	Map of Torrance County showing various neighborhoods and landmarks.											
Fund 3: General Fund									0	Map of Torrance County showing various neighborhoods and landmarks.											
Unfunded			188,015						188,015	Map of Torrance County showing various neighborhoods and landmarks.											
Total Funding	0	0	560,000	0	0	0	0	0	560,000	Map of Torrance County showing various neighborhoods and landmarks.											
OPERATING BUDGET IMPACT													Map of Torrance County showing various neighborhoods and landmarks.								
Personnel	Fund	Cost Center								Map of Torrance County showing various neighborhoods and landmarks.											
Non-Personnel		N/A								Map of Torrance County showing various neighborhoods and landmarks.											
Total Operating			0	0	0	0	0	0	0	Map of Torrance County showing various neighborhoods and landmarks.											

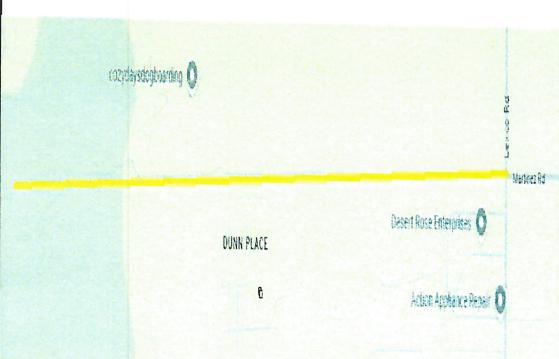
PROJECT #		FY2026 ICIP Scoping Form		Torrance County																
39185		PROJECT NAME:		Regional Animal Shelter - Study		Commission Dist.		County Wide		PRIORITY		2								
GENERAL PROJECT DATA:		PLANNING INFORMATION:		PROJECT NEED CRITERIA		PROJECT SCHEDULE		FY26		FY27		FY28		FY29		FY30				
Project Name:	Regional Animal Shelter Study	Type:	Study/Design/Construction	Project listed in plan? (Y/N)	Y	Safety	Y	Procure	1	2	3	4	1	2	3	4	1	2	3	4
Department:	Animal Services	Request of Commission		Health	Y	Land/ROW							1	2	3	4				
Location (Lat./Long.):	34.595015/-106.032552	New, Replace or Renovate?	Y	Community Services	Y	Design/Engineer							1	2	3	4				
Contact Information:	Danette Langdon; dlangdon@tcnm.us	Growth Related? (Y/N)	N	Efficiency	Y	Construct/Equip							1	2	3	4				
PROJECT DESCRIPTION:										PROJECT RATIONALE (Include how project maintains and/or enhances existing services):										
Torrance County wishes to pursue the creation of a regional animal shelter that would serve the County and its various municipalities, as well as making services available to surrounding jurisdictions in southern Santa Fe and eastern Bernalillo Counties. Torrance County is requesting funding to complete a feasibility study of this project, which would evaluate: relevant demand for the shelter, participating members of the region, strategic locations for placement of the regional animal shelter, potential project sites, and estimated construction costs.										The current Torrance County Animal Shelter is located in McIntosh, NM. This facility has minimal sheltering capacity to address the volume of animals requiring shelter. Capacity issues can lead to the euthanization of animals. In addition, many of the incorporated municipalities in Torrance County, East Mountains and Estancia Valley Region do not have their own shelters, causing these agencies to enter into MOUs with surrounding shelters. The creation of a regional animal shelter would allow the County to substantially increase shelter capacity, as well as providing consistent animal sheltering capabilities for smaller towns, villages and cities in the area.										
DETAILED PROJECT SCOPE TASKS:												Procurement Type								
Land (or ROW)																				
Design/ Arch/Eng.	Study/Plan will need to be executed prior to implementation																			
Construction	Construction will be dependent on the nature of the plan.											RFP								
Equip/Furnish												RFP								
Other																				
Prior Spent/ Commit.	FY 26 Budget	FY27	FY28	FY29	FY30	FY31	Future Years	Proposed Project Total	Graphic/map											
EXPENDITURE PLAN													Graphic/map							
Land (or ROW)									Graphic/map											
Design/Arch/Eng.			200,000						Graphic/map											
Construction									Graphic/map											
Equip/ Furnish									Graphic/map											
Other									Graphic/map											
Total Project Cost	0	0	200,000	0	0	0	0	200,000	Graphic/map											
FUNDING PLAN													Graphic/map							
Fund 1: State Capital Outlay									Graphic/map											
Fund 2: Grant Source									Graphic/map											
Fund 3: General Fund									Graphic/map											
Unfunded			200,000						Graphic/map											
Total Funding	0	0	0	0	0	0	0	0	Graphic/map											
OPERATING BUDGET IMPACT													Graphic/map							
Personnel	Fund	Cost Center																		
Non-Personnel		N/A																		
Total Operating			0	0	0	0	0	0												



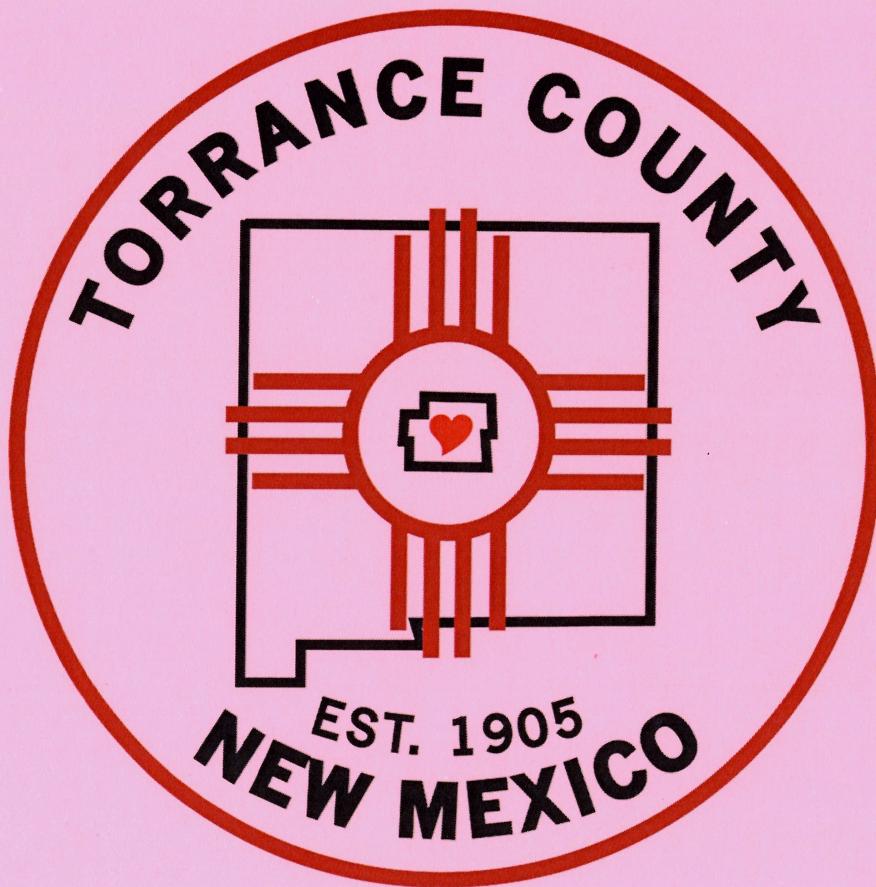
## FY2026 ICIP Scoping Form

Torrance County

PROJECT #	14072	PROJECT NAME:	Road Improvements - Martinez Rd		Commission Dist.	1	PRIORITY	1				
GENERAL PROJECT DATA:		PLANNING INFORMATION:		PROJECT NEED CRITERIA	PROJECT SCHEDULE	FY26	FY27	FY28	FY29	FY30		
Project Name:	Road Improvements - Martinez Road	Project listed in plan? (Y/N)	Y	Safety	Y	Procure	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4		
Type:	Roadway Construction	Request of Commission	Y	Health	Y	Land/ROW						
Department:	Road Department	New, Replace or Renovate?	Y	Community Services	Y	Design/Engineer						
Location (Lat./Long.):	34.595015/-106.032552	Growth Related? (Y/N)	N	Efficiency	Y	Construct/Equip	x x	x x	x x			
Contact Information:	Leonard Lujan; llujan@tcnm.us	PROJECT DESCRIPTION:					PROJECT RATIONALE (Include how project maintains and/or enhances existing services):					
This project request it to chipseal approximately 6 miles of Martinez Road located in the north western portion of Torrance County. The project includes completing the project in 3 phases, each encompassing 2 miles of roadway in each phase. These roadway improvements would include chipsealing Martinez Road westbound, from the intersection of Martinez Rd. & Lexico Rd towards the Town of Edgewood.					Martinez Road is a highly traveled, County maintained Road between the City of Moriarty and the Town of Edgewood. This project will reduce safety hazards on this primary thoroughfare between the two jurisdictions.							
DETAILED PROJECT SCOPE TASKS:										Procurement Type		
Land (or ROW)												
Design/ Arch/Eng.												
Construction	Construction will be completed by the County Roads Department									N/A		
Equip/Furnish	Funding will be used to secure material for roads project									RFP/CES/SWPA		
Other												
Prior Spent/ Commit.	FY 26 Budget	FY27	FY28	FY29	FY30	FY31	Future Years	Proposed Project Total	Graphic/Map			
EXPENDITURE PLAN												
Land (or ROW)											0	
Design/Arch/Eng.											0	
Construction		500,000	500,000	500,000				1,500,000				
Equip/ Furnish								0				
Other								0				
Total Project Cost	0	0	500,000	500,000	500,000	0	0	0			1,500,000	
FUNDING PLAN												
Fund 1: State Capital Outlay											0	
Fund 2: Grant Source									0			
Fund 3: General Fund									0			
Unfunded		500,000	500,000	500,000				1,500,000				
Total Funding	0	0	0	0	0	0	0	0	0			
OPERATING BUDGET IMPACT												
	Fund	Cost Center										
Personnel		N/A										
Non-Personnel		N/A										
Total Operating		0	0	0	0	0	0	0	0			







**TORRANCE COUNTY  
COMMISSION MEETING**

Agenda Item  
No. 13 A

**Memorandum Of Agreement**

**Between Torrance County and Torrance**

**County Amateur Radio Emergency Services**

**I. Introduction**

This Memorandum of Agreement (MOA), dated this \_\_\_\_\_ day of \_\_\_\_\_ 2025, is entered into by and between Torrance County and Torrance County Amateur Radio Emergency Services (TCARES). The purpose of this agreement is to establish a collaborative framework and mutual understanding regarding amateur radio emergency services communications within Torrance County.

**II. Torrance County**

Torrance County is in support of the formation of the Torrance County Amateur Radio Emergency Service.

Torrance County Emergency Management will coordinate with Torrance County Amateur Radio Emergency Service to ensure the Torrance County Emergency Operations Center is available for use during training, exercise, or equipment set up and maintenance.

**III. Torrance County Amateur Radio Emergency Service**

Torrance County Amateur Radio Emergency Service (TCARES) will be self-organizing and self-supporting.

TCARES will report directly to Torrance County Emergency Manager. There will be a single point of contact between the TCARES Group Leader and the Torrance County Emergency Manager. (In the event one of the personnel is not available, a designee will be appointed).

TCARES will be trained to Federal Emergency Management Association (FEMA) National Incident Management System (NIMS) and American Radio Relay League (ARRL) Amateur Radio Emergency Service (ARES) standards.

TCARES will train independently of and jointly with Torrance County Emergency Management.

TCARES may request to use the Torrance County Emergency Operations Center (EOC) for training, exercises, and equipment set up or maintenance.

TCARES will liaise and train with other New Mexico County and State Amateur Radio Emergency Service groups.

TCARES will only be activated at the request of the Torrance County Emergency Manager. The group will not self-dispatch, unless it is for training or exercise purposes.

#### **IV. Funding**

No money will pass between Torrance County and Torrance County Amateur Radio Emergency Service.

TCARES operators will be responsible for maintaining their personal equipment.

Torrance County Emergency Management will be responsible for maintaining the County Amateur Radio equipment.

#### **V. Documentation**

In the event that TCARES is activated by Torrance County Emergency Management, proper documentation will be maintained and submitted to Torrance County Emergency Management within 24 hours of the incident or exercise.

#### **VI. Agreement Terms**

This Agreement remains in effect until terminated by either party. Termination of this Agreement must be in writing, ten days prior to the termination date.

Torrance County Emergency Manager and TCARES Group Leader will meet as necessary to review and amend the Agreement as conditions or needs change.

#### **VII. Signatures**

---

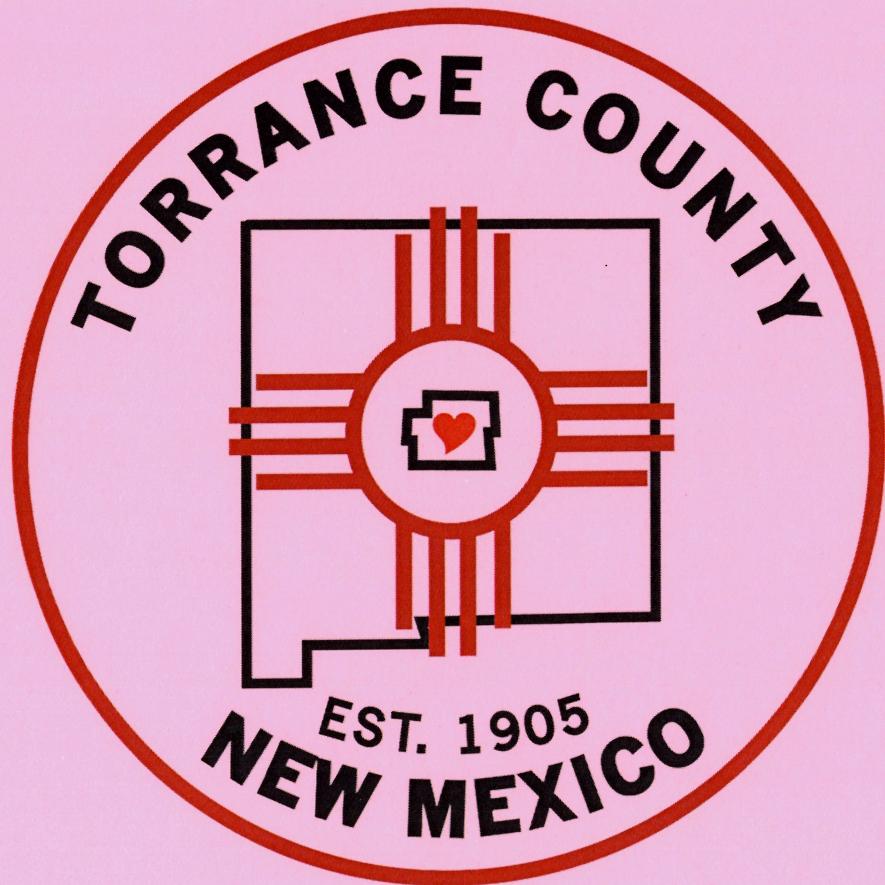
Ryan Schwebach, Torrance County Commission Chair

Date

---

Carol Sugars, TCARES Group Leader

Date



**TORRANCE COUNTY  
COMMISSION MEETING**

Agenda Item

No. 13 B



## **FIRE Department PRN Request**

### **Current Commission Approval for PRNs**

- 6 PRN Positions
- Current PRN Pay Rate = \$24.00
- Current Annual Budget for PRNs in FY26 = \$161,277
- Position Maxed at 19hrs per week due to PRN status
  - o Issues:
    - The allowed 19hr work week is a limiting factor for EMS Support through these positions. Individuals wanting to fill these positions are requesting a minimum of 24hrs per week or more.
    - Limitation of 6 positions is also a limiting factor for EMS support through these positions. The Fire Department needs positions as support to fill vacant shifts, which happen periodically throughout the week. Allowing for more than 6 positions, affords the department more latitude to fill shift vacancies.

### **New Request – Reclassification to Seasonal EMT Program**

- Authorization to reclassify PRN positions to Seasonal EMT Employees
  - o Removes the limitation on 19hrs of work per week – Seasonal EMT Employees can work 56hr per week.
  - o Seasonal EMT Employees require a 3-month break in employment per year, to maintain Seasonal Employment status.

- Department can stagger groups of Seasonal Employees to allow for year-round coverage (ex. Group A: January through June; Group B: July through December)
- Amend job description to require Seasonal Employees to sign up for a minimum of 3, 24hr shifts per month, to ensure the employees are actively benefiting the Department.
- Authorization to remove the limit on the number of Seasonal EMT Employees hired by the County and to utilize the Commission approved budget for FY26 (\$161,277) as the limiting factor for hiring and hours worked under the Seasonal EMT Program
  - The FY26 budget equates to approximately 7,012 hours of work per year or approximately 292 individual workdays per year, on average
- Adjust payrates for Seasonal EMT Personnel based on level of licensure:
  - EMT Basic = \$21 per/hr
  - EMT Intermediate = \$23 per/hr
  - EMT Medic = \$26 per/hr

### **Goals for Change**

1. This change will aid in the recruitment and utilization of EMT Support program in Torrance County
  - a. Removes restriction on hours worked per week (19hrs to 56hrs)
  - b. Adequately addresses pay based on the level of licensure
  - c. Removing the position limit affords the Department the ability to hire based on department need and not the seasonal employee's schedule
2. Aids the Department in managing the overtime budget for paid EMT staff while permanent positions remain vacant
  - a. Using Seasonal Staff at normal pay rates is cheaper per hour than having paid staff work those shifts at a time and a half pay rate
3. Helps the Department with recruiting for paid positions, by bringing in certified staff to work in Torrance County to gain experience in the community.
4. Amends the job description to require Seasonal Employees to sign up for a minimum of 72hrs of shift coverage per month, ensuring that individuals signing up for Seasonal Employment status are contributing to the Department.



## Torrance County

### Job Description

**Job:** EMT/Firefighter – Seasonal

**Location:** Fire Admin, Estancia, NM 87016

**Department:** Fire

**Job Status:** Seasonal

**Rate of Pay:** \$21hr for EMT Basic; \$23hr for EMT Intermediate; \$26hr for EMT Medic

**Status:** Accepting Applications

---

We conform to all the laws, statutes, and regulations concerning equal employment opportunities and affirmative action. We strongly encourage women, minorities, individuals with disabilities and veterans to apply to all of our job openings. We are an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, gender, sexual orientation, gender identity, or national origin, age, disability status, Genetic information & Testing, Family & Medical Leave, Protected Veteran status, or any other characteristic protected by law. We prohibit retaliation against individuals who bring forth any complaint, orally or in writing, to the employer or the government, or against any individuals who assist or participate in the investigation of any complaint or otherwise oppose discrimination.

### Position Summary

This position provides a range of services designed to protect the lives and property of the citizens of Torrance County from adverse effects of fires, sudden medical emergencies or exposure to dangerous conditions created by either man or nature, under the supervision of the County Fire Chief.

### Essential Job Functions

- Responds to life-threatening and non-life-threatening EMS calls for service in a timely manner.
- Gains access to and moves patient, as appropriate, when on scene, utilizing protective equipment and taking the most expeditious route to the patient in consideration of the safety of, the patient and EMS personnel; consults with the

incident commander regarding patient safety during extrication procedures; prepares and packages the patient for transport in accordance with current standards of care and treatment protocols.

- Wears protective equipment when on scene, avoids contact with bodily fluids of patients when possible and reports incidents of exposure; cleans or discards contaminated equipment in accordance with established policies and procedures.
- Connects apparatus hoses; controls and extinguishes fires; operates hose lines; makes forced entries; ventilates structures and performs or assists in rescue operations.
- Responsible for developing a productive working relationship with all Torrance County Fire and Medical Chief Officers, Company Officers, firefighters, and County partners.
- Operates as a member of a team at incidents of uncertain duration.
- Proficient in required technical skills, including but not limited to proper care and use of SCBA, search and rescue, ground ladders, pump operations, hose lays, fire streams, hand and power tool operations, ropes and knots, forcible entry, and vehicle extrication.
- Renders emergency medical treatment at current certified/licensed skill level. Safely moves, carries, and transports all victims and patients.
- Proficient in computer skills necessary to submit reports of fire and rescue calls.
- Understands and knows how to properly file building and equipment maintenance reports.
- Obtains required Emergency Vehicle Operations certification within 30 days of hire and always operates assigned vehicles in a safe manner with regard for the public.
- Performs routine maintenance on county property and equipment in accordance with manufacturers guidelines or as directed by a superior officer.
- Participates in drills and training classes as assigned.
- Operates all department radio communication equipment in a proficient manner and in accordance with TCFD policies and guidelines.
- Knowledgeable of the response area, geography, and streets to accepted department standards.
- Performs inspections and pre planning on public and privately owned buildings.
- Must complete and pass all exams, practical evolutions, activities, and assessments.
- Keeps immediate supervisor and chief officers informed on all perceived or known issues.
- Conducts oneself in a professional manner that reflects positively on the Fire Department and the County of Torrance at all times.
- Maintains cleanliness and performs minor maintenance of Fire and Emergency Medical Services Facilities.
- Performs other department activities as assigned.

## Qualifications

- Ability to perform daily duties with moderate supervision following established procedures, guidelines, and deadlines.
- Maintains strict confidentiality of departmental and County functions and practices.
- Approved state or national accredited (IFSAC) Firefighter I & II certification that conforms to NFPA 1001 (2008 or 2013 Standards) or ability to obtain within 6 months of hire date (with Fire Chief Approval).
- Current NREMT or New Mexico State EMT Basic, Intermediate, or Paramedic certification.
- Strong communications skills, both orally and written.
- Valid NM Driver's License class E, A, or B required.
- High school diploma or general education degree (GED).
- Meet requirements of EMS apparatus driver's operator within one 30 days of hire date.

## **Work Environment**

### **Physical Demands -**

The physical demands described here are representative of those that must be met by a member to successfully perform the essential functions of this job.

- While performing the duties of this job, the member is frequently required to sit, talk, hear, stand, walk, use hands and fingers to feel, handle, or operate objects, tools or controls, and reach with hands and arms.
- The member is occasionally required to climb, balance, stoop, kneel, crouch, crawl, taste and smell.
- The member must frequently lift or move up to 10 pounds and occasionally lift or move up to 150 pounds.
- Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

### **Working Conditions -**

- Position functions 50% in an office environment with no notable adverse environmental condition factors and 50% outside in all types of weather conditions and varied environments involved in emergency response.
- Protective clothing/devices used include hearing protection, biohazard protection (safety goggles, face mask, nitrile gloves).
- Frequent use of a department computer requiring hand coordination, motor skills, talking, hearing and strong visual acuity sufficient to perform essential job functions.
- Occasional bending, stooping, kneeling, reaching above and below shoulder level and lifting EMS equipment/supplies up to 100 lbs.

- The member is occasionally exposed to wet or humid conditions, fumes or airborne particles, toxic or caustic chemicals, extreme cold, extreme heat and vibration.
- The individual may be exposed to blood or other potentially infectious materials during duties.

#### **Additional Information**

#### **OTHER CONDITIONS OF EMPLOYMENT:**

- Shift Requirements:
  - Seasonal Firefighter/EMTs must sign up for a minimum of 3 shifts (72hrs) per month to maintain employment and may be authorized up to 56hrs of work per week depending on the needs of the department.
- Ability to perform essential functions and adapt to working conditions.
- No history or pattern of reckless driving, DWI/DUI or irresponsible driving in the last three years.
- No history of felony misdemeanor conviction involving moral turpitude, violence, distribution of controlled substance or dishonesty.
- Must undergo a background investigation.
- Must successfully pass an oral interview.
- Must successfully pass a drug test.
- Must have no convictions in any court of theft, driving while intoxicated, any controlled substance charges, a major moving violation, or three minor violations within the last three years.
- Must attend and complete a Firefighter Academy or ISFAC Firefighter I/II course (if not already certified) within nine months from date of hire. ***This requirement may be waived by the Fire Chief for applicants only wanting to work EMS.***

***Applicants with IFSAC FF I/II are preferred.***

**The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or logical assignment to the position.**

#### **EMPLOYEE DECLARATION**

I have read the above position specifications. I understand the demands and expectations of the position described and, to the best of my knowledge, believe I can perform these duties.

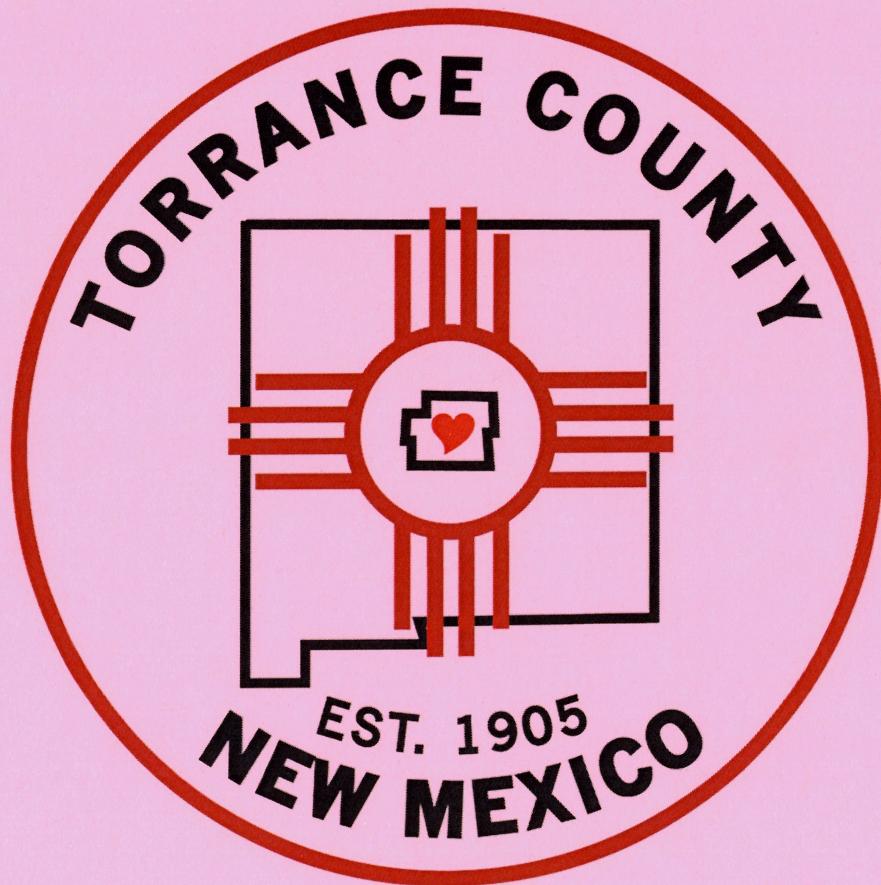
---

Printed Name

---

Signature

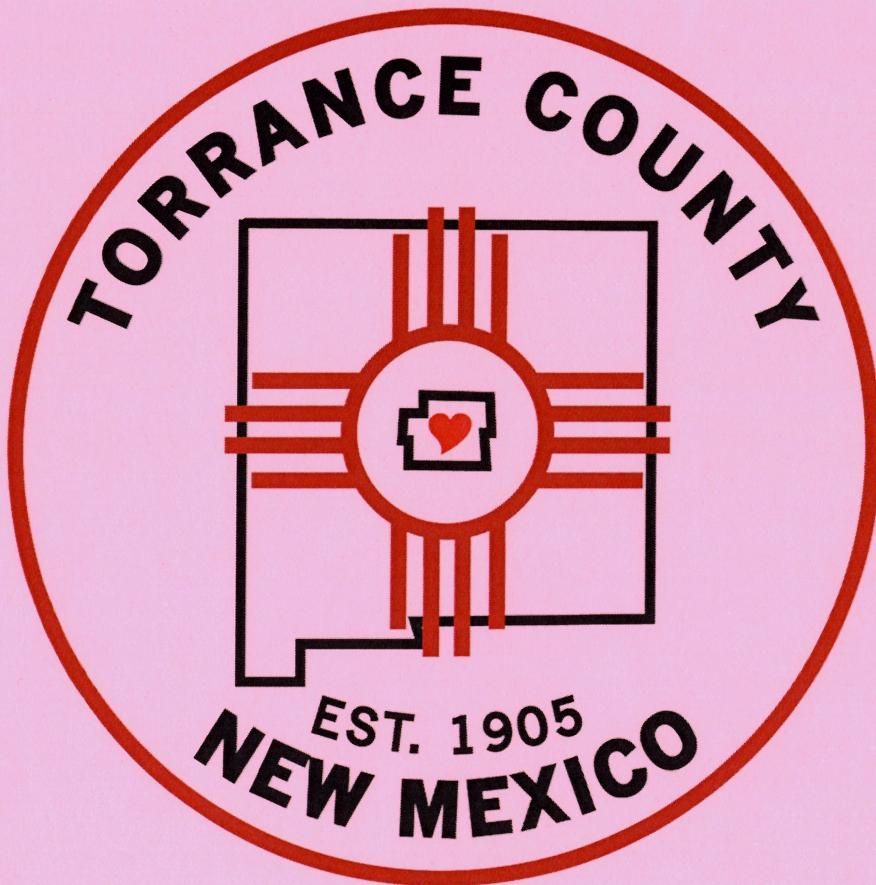
Date



**TORRANCE COUNTY  
COMMISSION MEETING**

Agenda Item

No. 13 C



**TORRANCE COUNTY  
COMMISSION MEETING**

Agenda Item

No. 13 D



410 North 44th Street, Suite 460  
Phoenix, AZ 85008  
602 283 2701 p  
602 273 1230 f  
wilsonco.com

April 15, 2025

Mr. J. Jordan Barela  
County Manager  
205 South Ninth Street  
P.O. Box 48  
Estancia, NM 87016

**Re: Additional Services**

Dear Manager Barela,

This letter serves as the official mechanism to capture additional services requested for the new Administration Building project. We have included relocating the building to the new Site just West of 5<sup>th</sup> Street on parcel R027452, the Value Engineering effort that included Floor plans, elevations and updated renderings, and additional fees for per an increased estimated Total construction MACC.

This is an amendment to our current design contract executed on April 16, 2024.

Our design services fee proposal for the effort is summarized below as follows:

**Original Estimated Maximum Allowable Construction Cost (MACC)<sup>1</sup> \$ 7,621,000.00**

**Revised Estimated Maximum Allowable Construction Cost: \$14,000,000.00**

**Note 1:** Assumed Maximum Allowable Construction Cost (MACC) is estimated using \$325/SF based on the Owner provided program square feet for the building and fair average industry construction cost for commercial buildings of conventional design. It's possible that the construction cost may be more or less than this assumed amount. Refer to courtesy project budget developed as part of this proposal for additional cost considerations.

**Design Phase I:**

In 2024 our scope of design work included assisting the County with generating interest within the County offices, site planning, concept development, schematic design and visualization (renderings). The intent of this work was to include efforts to finalize the building program and generate a strong concept and schematic design to serve as the foundation for moving the project design forward. Over the course of several meetings with the County Manager and the Department Leaders, and several design schemes a floor plan of approximately 32,000 square feet was approved. The primary intent of these efforts was to create a focused shared vision from the stakeholders of the new facility.

Design Phase I included our basic services fee that include Programming, Schematic Design, Design Documentation and Construction Administration with an identified Maximum Allowable Construction Cost of \$7,620,925. The actual estimated construction cost for the Site and 32,000 s.f. building plan by a

professional Albuquerque estimator was \$ 22 million. Our basic services fee was based on 6.5% of the Maximum allowable construction cost.

#### **Value Engineering:**

Following the approval of the initial schematic Floor plan (dated 10-17-2024; 30,855 square feet ) we engaged an estimator to conduct an estimate on the construction for the new building and site that came in at approximately \$22million; about \$714 per s.f. To reduce costs, we provided three value engineered options of the building and site that included floor plans of varying square footage with additional revisions to exterior materials and deletion of most individual offices in addition to a reduction in the developed site parking area. After some discussion, the 30,855 square foot floor plan design dated 11-04-2025 with the number of offices, amount of exterior glass and masonry/wood/steel exterior materials reduced and an estimate of approximately \$14 million was selected as the plan to move forward. Finally, on the 12-04-2024 Floor plan we reduced the Hearing Chambers area by approximately 750 s.f. The current floor plan is approximately 30,110 square feet.

#### **Alternate Site selected:**

On 02/12/2025, the Board of Commissioners approved moving the New County Administration building to the County owned site on 3.91 acres adjacent (West) to the Torrance County District Court Complex. We took the liberty of providing the County with a test fit of the existing building, parking, and circulation on the Site. The approved building floor plan would fit on the alternate parcel. On 4-2-2025, three Site plan options were sent to the County for review and on 4-9-2025, at the Commissioners hearing Option 1 was selected with some added comments. The placement of the building is to straddle the lot line between Torrance County owned parcel R018779 and Torrance County owned parcel R027452 with proposed access between the two parcels. A Survey will be performed at the Site by Wilson and Company surveyors to identify property boundaries, provide topographical information and verify utilities. Wilson and Company will coordinate with the Geotechnical engineer on the new site for sub-soil testing to verify bearing capacities for building foundations and recommended thicknesses for concrete and asphalt roadways. The results of the report will be delivered to Torrance County.

Additional Fees requested:

Alternate Site Design .....	\$ 33,400.00
Alternate Site Civil Engineering and Drainage Report .....	\$ 39,000.00
Value Engineering of Building .....	\$ 16,000.00
Increased fees based on increased building Cost .....	\$ 27,000.00
Subtotal:	\$115,400.00
NMGRT @ 7.625%	\$ 8,799.25
Total Contract Amendment Order Amount (Lump Sum): .....	\$124,199.75

Sincerely,



Scott M. Neiss, architect  
General Buildings Practice Lead  
602-732-3827

**IN WITNESS WHEREOF, the parties have executed this Additional Services request as of the date of signatures below:**

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

Contractor: Wilson & Company

Printed Name: \_\_\_\_\_

Address: 410 North 4<sup>th</sup> Street, Suite 460, Phoenix, AZ 85008

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

Torrance County Manager

Printed Name: J. Jordan Barela

Address: 205 S. Ninth Street, Estancia, NM 87016

Approved as to form:

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

Torrance County Attorney

Printed Name: Michael I. Garcia

Address: 6121 Indian School Road NE, Suite 202, Albuquerque, NM 87110

June 30, 2025

Mr. J. Jordan Barela  
County Manager  
205 South Ninth Street  
P.O. Box 48  
Estancia, NM 87016

**Re: Torrance County – Contract Modification Update – Alternate Site**

Dear Manager Barela,

Please see the breakdown of the **Alternate Site Civil Engineering and Drainage Report fees** below as requested. Survey fees were added to the Civil design fees. While the survey crew was out on site performing the survey and utility investigation, I asked them to include the West edge of the Torrance County District Court Complex site so we would have an accurate accounting of the existing structures to tie the two sites together internally as requested.

There is also roadway design included since we will need to tie the existing road into the Administration building's main entry drive and provide grades for the second drive.

I hope this clarifies the number.

Let me know if you require any additional information regarding this issue.

We are looking forward to completing the documentation for the facility, working with you to select a qualified builder and then observe its progression to completion.

**Alternate Site Civil Engineering Fee Summary:**

a. **Additional Surveyed area:** ..... \$11,000.00  
(Survey Area expanded to include portions of the Torrance County District Court Complex for tie-in)

b. **Civil Design of New Site:** ..... \$49,000.00  
(Grading and Drainage design (Approx. 5.5 acres), Roadway design to main driveway and Drainage Report)

c. **Portion of Old Site Civil Engineering Not Used:** ..... <\$21,000.00>  
(Grading and Drainage design of Approx. 3 acre site)

---

**Total Fee for Alternate Site Civil Engineering:** ..... \$39,000.00

Alternate Site Design .....	\$33,400.00
Alternate Site Civil Engineering and Drainage Report .....	\$39,000.00
Value Engineering of Building .....	\$16,000.00
Increased fees based on increased building Cost .....	\$27,000.00
Subtotal:	\$ 115,400.00
NMGRT @ 7.625%	\$ 8,799.25
Total Contract Amendment Order Amount (Lump Sum): .....	\$124,199.75

Sincerely,



Scott M. Neiss, architect  
General Buildings Practice Lead  
602-732-3827



# AIA® Document B101® – 2017

## Standard Form of Agreement Between Owner and Architect

**AGREEMENT** made as of the 16th day of April in the year Two thousand twenty four  
(*In words, indicate day, month and year.*)

**BETWEEN** the Architect's client identified as the Owner:  
(*Name, legal status, address and other information*)

Torrance County  
205 S. Ninth St  
Estancia, NM 87016

and the Architect:  
(*Name, legal status, address and other information*)

Wilson & Company, Inc., Engineers & Architects  
4401 Masthead St. NE  
Suite 150  
Albuquerque, NM 87109  
Telephone Number: 505-348-4000  
Fax Number: 505-348-4072

for the following Project:  
(*Name, location and detailed description*)

County Administration Building

The Owner and Architect agree as follows.

### ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Init.

## TABLE OF ARTICLES

- 1 INITIAL INFORMATION
- 2 ARCHITECT'S RESPONSIBILITIES
- 3 SCOPE OF ARCHITECT'S BASIC SERVICES
- 4 SUPPLEMENTAL AND ADDITIONAL SERVICES
- 5 OWNER'S RESPONSIBILITIES
- 6 COST OF THE WORK
- 7 COPYRIGHTS AND LICENSES
- 8 CLAIMS AND DISPUTES
- 9 TERMINATION OR SUSPENSION
- 10 MISCELLANEOUS PROVISIONS
- 11 COMPENSATION
- 12 SPECIAL TERMS AND CONDITIONS
- 13 SCOPE OF THE AGREEMENT

### ARTICLE 1 INITIAL INFORMATION

§ 1.1 This Agreement is based on the Initial Information set forth in this Section 1.1.  
*(For each item in this section, insert the information or a statement such as "not applicable" or "unknown at time of execution.")*

§ 1.1.1 The Owner's program for the Project:

*(Insert the Owner's program, identify documentation that establishes the Owner's program, or state the manner in which the program will be developed.)*

The Owner has put together a list of spaces which were included within the initial task order proposal; attached as Exhibit A

§ 1.1.2 The Project's physical characteristics:

*(Identify or describe pertinent information about the Project's physical characteristics, such as size; location; dimensions; geotechnical reports; site boundaries; topographic surveys; traffic and utility studies; availability of public and private utilities and services; legal description of the site, etc.)*

§ 1.1.3 The Owner's budget for the Cost of the Work, as defined in Section 6.1:

*(Provide total and, if known, a line item breakdown.)*

The MACC as established by the Owner is \$7,620,925.00 (Seven million six hundred twenty thousand nine hundred twenty-five and no 100ths)

§ 1.1.4 The Owner's anticipated design and construction milestone dates:

.1 Design phase milestone dates, if any:

Init.

AIA Document B101 – 2017. Copyright © 1974, 1978, 1987, 1997, 2007 and 2017. All rights reserved. "The American Institute of Architects," "American Institute of Architects," "AIA," the AIA Logo, and "AIA Contract Documents" are trademarks of The American Institute of Architects. This document was produced at 18:23:53 MT on 04/16/2024 under Order No.4104251013 which expires on 03/12/2025, is not for resale, is licensed for one-time use only, and may only be used in accordance with the AIA Contract Documents® Terms of Service. To report copyright violations, e-mail docinfo@aiacontracts.com.  
User Notes:

2

(1784035635)

.2 Construction commencement date:

.3 Substantial Completion date or dates:

.4 Other milestone dates:

**§ 1.1.5** The Owner intends the following procurement and delivery method for the Project:

*(Identify method such as competitive bid or negotiated contract, as well as any requirements for accelerated or fast-track design and construction, multiple bid packages, or phased construction.)*

Competitive Bidding

**§ 1.1.6** The Owner's anticipated Sustainable Objective for the Project:

*(Identify and describe the Owner's Sustainable Objective for the Project, if any.)*

To be determined; currently excluded at this time.

**§ 1.1.6.1** If the Owner identifies a Sustainable Objective, the Owner and Architect shall complete and incorporate AIA Document E204™-2017, Sustainable Projects Exhibit, into this Agreement to define the terms, conditions and services related to the Owner's Sustainable Objective. If E204-2017 is incorporated into this agreement, the Owner and Architect shall incorporate the completed E204-2017 into the agreements with the consultants and contractors performing services or Work in any way associated with the Sustainable Objective.

**§ 1.1.7** The Owner identifies the following representative in accordance with Section 5.3:

*(List name, address, and other contact information.)*

Janice Barela  
205 S. Ninth St  
Estancia, NM 87016

**§ 1.1.8** The persons or entities, in addition to the Owner's representative, who are required to review the Architect's submittals to the Owner are as follows:

*(List name, address, and other contact information.)*

**§ 1.1.9** The Owner shall retain the following consultants and contractors:

*(List name, legal status, address, and other contact information.)*

.1 Geotechnical Engineer:

Init.

AIA Document B101 – 2017. Copyright © 1974, 1978, 1987, 1997, 2007 and 2017. All rights reserved. "The American Institute of Architects," "American Institute of Architects," "AIA," the AIA Logo, and "AIA Contract Documents" are trademarks of The American Institute of Architects. This document was produced at 18:23:53 MT on 04/16/2024 under Order No.4104251013 which expires on 03/12/2025, is not for resale, is licensed for one-time use only, and may only be used in accordance with the AIA Contract Documents® Terms of Service. To report copyright violations, e-mail docinfo@aiacontracts.com.

User Notes:

.2 Professional Land Surveyor:

.3 Other, if any:

*(List any other consultants and contractors retained by the Owner.)*

**§ 1.1.10** The Architect identifies the following representative in accordance with Section 2.3:

*(List name, address, and other contact information.)*

Michael J Wright, Associate Vice President, Principal-in-Charge

**Michael.Wright@wilsonco.com**

505-999-8996

Scott Neiss, Project Architect

**Scott.Neiss@wilsonco.com**

623-237-0825

**§ 1.1.11** The Architect shall retain the consultants identified in Sections 1.1.11.1 and 1.1.11.2:

*(List name, legal status, address, and other contact information.)*

**§ 1.1.11.1** Consultants retained under Basic Services:

.1 Civil Engineer:

Wilson & Company, Inc., Engineers & Architects

Tyler Ashton, PE

.2 Structural Engineer:

Wilson & Company, Inc., Engineers & Architects

Sergio Acosta, PE

.3 Mechanical Engineer:

Wilson & Company, Inc., Engineers & Architects

Mark Wentzel, PE

.4 Electrical Engineer:

Wilson & Company, Inc., Engineers & Architects  
Marc Hess, PE

**§ 1.1.11.2 Consultants retained under Supplemental Services:**

**§ 1.1.12 Other Initial Information on which the Agreement is based:**

**§ 1.2** The Owner and Architect may rely on the Initial Information. Both parties, however, recognize that the Initial Information may materially change and, in that event, the Owner and the Architect shall appropriately adjust the Architect's services, schedule for the Architect's services, and the Architect's compensation. The Owner shall adjust the Owner's budget for the Cost of the Work and the Owner's anticipated design and construction milestones, as necessary, to accommodate material changes in the Initial Information.

**§ 1.3** The parties shall agree upon protocols governing the transmission and use of Instruments of Service or any other information or documentation in digital form. The parties will use AIA Document E203™-2013, Building Information Modeling and Digital Data Exhibit, to establish the protocols for the development, use, transmission, and exchange of digital data.

**§ 1.3.1** Any use of, or reliance on, all or a portion of a building information model without agreement to protocols governing the use of, and reliance on, the information contained in the model and without having those protocols set forth in AIA Document E203™-2013, Building Information Modeling and Digital Data Exhibit, and the requisite AIA Document G202™-2013, Project Building Information Modeling Protocol Form, shall be at the using or relying party's sole risk and without liability to the other party and its contractors or consultants, the authors of, or contributors to, the building information model, and each of their agents and employees.

**ARTICLE 2 ARCHITECT'S RESPONSIBILITIES**

**§ 2.1** The Architect shall provide professional services as set forth in this Agreement. The Architect represents that it is properly licensed in the jurisdiction where the Project is located to provide the services required by this Agreement, or shall cause such services to be performed by appropriately licensed design professionals.

**§ 2.2** The Architect shall perform its services consistent with the professional skill and care ordinarily provided by architects practicing in the same or similar locality under the same or similar circumstances. The Architect shall perform its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project.

**§ 2.3** The Architect shall identify a representative authorized to act on behalf of the Architect with respect to the Project.

**§ 2.4** Except with the Owner's knowledge and consent, the Architect shall not engage in any activity, or accept any employment, interest or contribution that would reasonably appear to compromise the Architect's professional judgment with respect to this Project.

**§ 2.5** The Architect shall maintain the following insurance until termination of this Agreement. If any of the requirements set forth below are in addition to the types and limits the Architect normally maintains, the Owner shall pay the Architect as set forth in Section 11.9.

**§ 2.5.1** Commercial General Liability with policy limits of not less than one million (\$ 1,000,000 ) for each occurrence and two million (\$ 2,000,000 ) in the general aggregate for bodily injury and property damage.

**§ 2.5.2** Automobile Liability covering vehicles owned, and non-owned vehicles used, by the Architect with policy limits of not less than one million (\$ 1,000,000 ) combined single limit, per accident for bodily injury, death of any person, and property damage arising out of the ownership, maintenance and use of those motor vehicles, along with any other statutorily required automobile coverage.

**§ 2.5.3** The Architect may achieve the required limits and coverage for Commercial General Liability and Automobile Liability through a combination of primary and excess or umbrella liability insurance, provided such primary and excess or umbrella liability insurance policies result in the same or greater coverage as the coverages required under Sections 2.5.1 and 2.5.2, and in no event shall any excess or umbrella liability insurance provide narrower coverage than the primary policy. The excess policy shall not require the exhaustion of the underlying limits only through the actual payment by the underlying insurers.

**§ 2.5.4** Workers' Compensation at statutory limits.

**§ 2.5.5** Employers' Liability with policy limits not less than one million (\$ 1,000,000 ) each accident, one million (\$ 1,000,000 ) each employee, and one million (\$ 1,000,000 ) policy limit.

**§ 2.5.6** Professional Liability covering negligent acts, errors and omissions in the performance of professional services with policy limits of not less than one million (\$ 1,000,000 ) per claim and one million (\$ 1,000,000 ) in the aggregate.

**§ 2.5.7 Additional Insured Obligations.** To the extent permitted by law, the Architect shall cause the primary and excess or umbrella policies for Commercial General Liability and Automobile Liability to include the Owner as an additional insured for claims caused in whole or in part by the Architect's negligent acts or omissions. The additional insured coverage shall be primary and non-contributory to any of the Owner's general liability, auto liability, and umbrella/excess liability insurance policies and shall apply to both ongoing and completed operations.

**§ 2.5.8** The Architect shall provide certificates of insurance to the Owner that evidence compliance with the requirements in this Section 2.5.

### ARTICLE 3 SCOPE OF ARCHITECT'S BASIC SERVICES

**§ 3.1** The Architect's Basic Services consist of those described in this Article 3 and include usual and customary structural, mechanical, and electrical engineering services. Services not set forth in this Article 3 are Supplemental or Additional Services.

**§ 3.1.1** The Architect shall manage the Architect's services, research applicable design criteria, attend Project meetings, communicate with members of the Project team, and report progress to the Owner.

**§ 3.1.2** The Architect shall coordinate its services with those services provided by the Owner and the Owner's consultants. The Architect shall be entitled to rely on, and shall not be responsible for, the accuracy, completeness, and timeliness of, services and information furnished by the Owner and the Owner's consultants. The Architect shall provide prompt written notice to the Owner if the Architect becomes aware of any error, omission, or inconsistency in such services or information.

**§ 3.1.3** As soon as practicable after the date of this Agreement, the Architect shall submit for the Owner's approval a schedule for the performance of the Architect's services. The schedule initially shall include anticipated dates for the commencement of construction and for Substantial Completion of the Work as set forth in the Initial Information. The schedule shall include allowances for periods of time required for the Owner's review, for the performance of the Owner's consultants, and for approval of submissions by authorities having jurisdiction over the Project. Once approved by the Owner, time limits established by the schedule shall not, except for reasonable cause, be exceeded by the Architect or Owner. With the Owner's approval, the Architect shall adjust the schedule, if necessary, as the Project proceeds until the commencement of construction.

**§ 3.1.4** The Architect shall not be responsible for an Owner's directive or substitution, or for the Owner's acceptance of non-conforming Work, made or given without the Architect's written approval.

**§ 3.1.5** The Architect shall contact governmental authorities required to approve the Construction Documents and entities providing utility services to the Project. The Architect shall respond to applicable design requirements imposed by those authorities and entities.

**§ 3.1.6** The Architect shall assist the Owner in connection with the Owner's responsibility for filing documents required for the approval of governmental authorities having jurisdiction over the Project.

**§ 3.2 Schematic Design Phase Services**

**§ 3.2.1** The Architect shall review the program and other information furnished by the Owner, and shall review laws, codes, and regulations applicable to the Architect's services.

**§ 3.2.2** The Architect shall prepare a preliminary evaluation of the Owner's program, schedule, budget for the Cost of the Work, Project site, the proposed procurement and delivery method, and other Initial Information, each in terms of the other, to ascertain the requirements of the Project. The Architect shall notify the Owner of (1) any inconsistencies discovered in the information, and (2) other information or consulting services that may be reasonably needed for the Project.

**§ 3.2.3** The Architect shall present its preliminary evaluation to the Owner and shall discuss with the Owner alternative approaches to design and construction of the Project. The Architect shall reach an understanding with the Owner regarding the requirements of the Project.

**§ 3.2.4** Based on the Project requirements agreed upon with the Owner, the Architect shall prepare and present, for the Owner's approval, a preliminary design illustrating the scale and relationship of the Project components.

**§ 3.2.5** Based on the Owner's approval of the preliminary design, the Architect shall prepare Schematic Design Documents for the Owner's approval. The Schematic Design Documents shall consist of drawings and other documents including a site plan, if appropriate, and preliminary building plans, sections and elevations; and may include some combination of study models, perspective sketches, or digital representations. Preliminary selections of major building systems and construction materials shall be noted on the drawings or described in writing.

**§ 3.2.5.1** The Architect shall consider sustainable design alternatives, such as material choices and building orientation, together with other considerations based on program and aesthetics, in developing a design that is consistent with the Owner's program, schedule and budget for the Cost of the Work. The Owner may obtain more advanced sustainable design services as a Supplemental Service under Section 4.1.1.

**§ 3.2.5.2** The Architect shall consider the value of alternative materials, building systems and equipment, together with other considerations based on program and aesthetics, in developing a design for the Project that is consistent with the Owner's program, schedule, and budget for the Cost of the Work.

**§ 3.2.6** The Architect shall submit to the Owner an estimate of the Cost of the Work prepared in accordance with Section 6.3.

**§ 3.2.7** The Architect shall submit the Schematic Design Documents to the Owner, and request the Owner's approval.

**§ 3.3 Design Development Phase Services**

**§ 3.3.1** Based on the Owner's approval of the Schematic Design Documents, and on the Owner's authorization of any adjustments in the Project requirements and the budget for the Cost of the Work, the Architect shall prepare Design Development Documents for the Owner's approval. The Design Development Documents shall illustrate and describe the development of the approved Schematic Design Documents and shall consist of drawings and other documents including plans, sections, elevations, typical construction details, and diagrammatic layouts of building systems to fix and describe the size and character of the Project as to architectural, structural, mechanical and electrical systems, and other appropriate elements. The Design Development Documents shall also include outline specifications that identify major materials and systems and establish, in general, their quality levels.

**§ 3.3.2** The Architect shall update the estimate of the Cost of the Work prepared in accordance with Section 6.3.

**§ 3.3.3** The Architect shall submit the Design Development Documents to the Owner, advise the Owner of any adjustments to the estimate of the Cost of the Work, and request the Owner's approval.

**§ 3.4 Construction Documents Phase Services**

**§ 3.4.1** Based on the Owner's approval of the Design Development Documents, and on the Owner's authorization of any adjustments in the Project requirements and the budget for the Cost of the Work, the Architect shall prepare Construction Documents for the Owner's approval. The Construction Documents shall illustrate and describe the further development of the approved Design Development Documents and shall consist of Drawings and Specifications setting forth in detail the quality levels and performance criteria of materials and systems and other requirements for the construction of the Work. The Owner and Architect acknowledge that, in order to perform the Work, the Contractor will provide additional information, including Shop Drawings, Product Data, Samples and other similar submittals, which the Architect shall review in accordance with Section 3.6.4.

**§ 3.4.2** The Architect shall incorporate the design requirements of governmental authorities having jurisdiction over the Project into the Construction Documents.

**§ 3.4.3** During the development of the Construction Documents, the Architect shall assist the Owner in the development and preparation of (1) procurement information that describes the time, place, and conditions of bidding, including bidding or proposal forms; (2) the form of agreement between the Owner and Contractor; and (3) the Conditions of the Contract for Construction (General, Supplementary and other Conditions). The Architect shall also compile a project manual that includes the Conditions of the Contract for Construction and Specifications, and may include bidding requirements and sample forms.

**§ 3.4.4** The Architect shall update the estimate for the Cost of the Work prepared in accordance with Section 6.3.

**§ 3.4.5** The Architect shall submit the Construction Documents to the Owner, advise the Owner of any adjustments to the estimate of the Cost of the Work, take any action required under Section 6.5, and request the Owner's approval.

**§ 3.5 Procurement Phase Services**

**§ 3.5.1 General**

The Architect shall assist the Owner in establishing a list of prospective contractors. Following the Owner's approval of the Construction Documents, the Architect shall assist the Owner in (1) obtaining either competitive bids or negotiated proposals; (2) confirming responsiveness of bids or proposals; (3) determining the successful bid or proposal, if any; and, (4) awarding and preparing contracts for construction.

**§ 3.5.2 Competitive Bidding**

**§ 3.5.2.1** Bidding Documents shall consist of bidding requirements and proposed Contract Documents.

**§ 3.5.2.2** The Architect shall assist the Owner in bidding the Project by:

- .1 facilitating the distribution of Bidding Documents to prospective bidders;
- .2 organizing and conducting a pre-bid conference for prospective bidders;
- .3 preparing responses to questions from prospective bidders and providing clarifications and interpretations of the Bidding Documents to the prospective bidders in the form of addenda; and,
- .4 organizing and conducting the opening of the bids, and subsequently documenting and distributing the bidding results, as directed by the Owner.

**§ 3.5.2.3** If the Bidding Documents permit substitutions, upon the Owner's written authorization, the Architect shall, as an Additional Service, consider requests for substitutions and prepare and distribute addenda identifying approved substitutions to all prospective bidders.

**§ 3.5.3 Negotiated Proposals**

**§ 3.5.3.1** Proposal Documents shall consist of proposal requirements and proposed Contract Documents.

**§ 3.5.3.2** The Architect shall assist the Owner in obtaining proposals by:

- .1 facilitating the distribution of Proposal Documents for distribution to prospective contractors and requesting their return upon completion of the negotiation process;
- .2 organizing and participating in selection interviews with prospective contractors;
- .3 preparing responses to questions from prospective contractors and providing clarifications and interpretations of the Proposal Documents to the prospective contractors in the form of addenda; and,
- .4 participating in negotiations with prospective contractors, and subsequently preparing a summary report of the negotiation results, as directed by the Owner.

**§ 3.5.3.3** If the Proposal Documents permit substitutions, upon the Owner's written authorization, the Architect shall, as an Additional Service, consider requests for substitutions and prepare and distribute addenda identifying approved substitutions to all prospective contractors.

### **§ 3.6 Construction Phase Services**

#### **§ 3.6.1 General**

**§ 3.6.1.1** The Architect shall provide administration of the Contract between the Owner and the Contractor as set forth below and in AIA Document A201™-2017, General Conditions of the Contract for Construction. If the Owner and Contractor modify AIA Document A201-2017, those modifications shall not affect the Architect's services under this Agreement unless the Owner and the Architect amend this Agreement.

**§ 3.6.1.2** The Architect shall advise and consult with the Owner during the Construction Phase Services. The Architect shall have authority to act on behalf of the Owner only to the extent provided in this Agreement. The Architect shall not have control over, charge of, or responsibility for the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work, nor shall the Architect be responsible for the Contractor's failure to perform the Work in accordance with the requirements of the Contract Documents. The Architect shall be responsible for the Architect's negligent acts or omissions, but shall not have control over or charge of, and shall not be responsible for, acts or omissions of the Contractor or of any other persons or entities performing portions of the Work.

**§ 3.6.1.3** Subject to Section 4.2 and except as provided in Section 3.6.6.5, the Architect's responsibility to provide Construction Phase Services commences with the award of the Contract for Construction and terminates on the date the Architect issues the final Certificate for Payment.

#### **§ 3.6.2 Evaluations of the Work**

**§ 3.6.2.1** The Architect shall visit the site at intervals appropriate to the stage of construction, or as otherwise required in Section 4.2.3, to become generally familiar with the progress and quality of the portion of the Work completed, and to determine, in general, if the Work observed is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. However, the Architect shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. On the basis of the site visits, the Architect shall keep the Owner reasonably informed about the progress and quality of the portion of the Work completed, and promptly report to the Owner (1) known deviations from the Contract Documents, (2) known deviations from the most recent construction schedule submitted by the Contractor, and (3) defects and deficiencies observed in the Work.

**§ 3.6.2.2** The Architect has the authority to reject Work that does not conform to the Contract Documents. Whenever the Architect considers it necessary or advisable, the Architect shall have the authority to require inspection or testing of the Work in accordance with the provisions of the Contract Documents, whether or not the Work is fabricated, installed or completed. However, neither this authority of the Architect nor a decision made in good faith either to exercise or not to exercise such authority shall give rise to a duty or responsibility of the Architect to the Contractor, Subcontractors, suppliers, their agents or employees, or other persons or entities performing portions of the Work.

**§ 3.6.2.3** The Architect shall interpret and decide matters concerning performance under, and requirements of, the Contract Documents on written request of either the Owner or Contractor. The Architect's response to such requests shall be made in writing within any time limits agreed upon or otherwise with reasonable promptness.

**§ 3.6.2.4** Interpretations and decisions of the Architect shall be consistent with the intent of, and reasonably inferable from, the Contract Documents and shall be in writing or in the form of drawings. When making such interpretations and decisions, the Architect shall endeavor to secure faithful performance by both Owner and Contractor, shall not

show partiality to either, and shall not be liable for results of interpretations or decisions rendered in good faith. The Architect's decisions on matters relating to aesthetic effect shall be final if consistent with the intent expressed in the Contract Documents.

**§ 3.6.2.5** Unless the Owner and Contractor designate another person to serve as an Initial Decision Maker, as that term is defined in AIA Document A201–2017, the Architect shall render initial decisions on Claims between the Owner and Contractor as provided in the Contract Documents.

**§ 3.6.3 Certificates for Payment to Contractor**

**§ 3.6.3.1** The Architect shall review and certify the amounts due the Contractor and shall issue certificates in such amounts. The Architect's certification for payment shall constitute a representation to the Owner, based on the Architect's evaluation of the Work as provided in Section 3.6.2 and on the data comprising the Contractor's Application for Payment, that, to the best of the Architect's knowledge, information and belief, the Work has progressed to the point indicated, the quality of the Work is in accordance with the Contract Documents, and that the Contractor is entitled to payment in the amount certified. The foregoing representations are subject to (1) an evaluation of the Work for conformance with the Contract Documents upon Substantial Completion, (2) results of subsequent tests and inspections, (3) correction of minor deviations from the Contract Documents prior to completion, and (4) specific qualifications expressed by the Architect.

**§ 3.6.3.2** The issuance of a Certificate for Payment shall not be a representation that the Architect has (1) made exhaustive or continuous on-site inspections to check the quality or quantity of the Work, (2) reviewed construction means, methods, techniques, sequences or procedures, (3) reviewed copies of requisitions received from Subcontractors and suppliers and other data requested by the Owner to substantiate the Contractor's right to payment, or (4) ascertained how or for what purpose the Contractor has used money previously paid on account of the Contract Sum.

**§ 3.6.3.3** The Architect shall maintain a record of the Applications and Certificates for Payment.

**§ 3.6.4 Submittals**

**§ 3.6.4.1** The Architect shall review the Contractor's submittal schedule and shall not unreasonably delay or withhold approval of the schedule. The Architect's action in reviewing submittals shall be taken in accordance with the approved submittal schedule or, in the absence of an approved submittal schedule, with reasonable promptness while allowing sufficient time, in the Architect's professional judgment, to permit adequate review.

**§ 3.6.4.2** The Architect shall review and approve, or take other appropriate action upon, the Contractor's submittals such as Shop Drawings, Product Data and Samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. Review of such submittals is not for the purpose of determining the accuracy and completeness of other information such as dimensions, quantities, and installation or performance of equipment or systems, which are the Contractor's responsibility. The Architect's review shall not constitute approval of safety precautions or construction means, methods, techniques, sequences or procedures. The Architect's approval of a specific item shall not indicate approval of an assembly of which the item is a component.

**§ 3.6.4.3** If the Contract Documents specifically require the Contractor to provide professional design services or certifications by a design professional related to systems, materials, or equipment, the Architect shall specify the appropriate performance and design criteria that such services must satisfy. The Architect shall review and take appropriate action on Shop Drawings and other submittals related to the Work designed or certified by the Contractor's design professional, provided the submittals bear such professional's seal and signature when submitted to the Architect. The Architect's review shall be for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. The Architect shall be entitled to rely upon, and shall not be responsible for, the adequacy and accuracy of the services, certifications, and approvals performed or provided by such design professionals.

**§ 3.6.4.4** Subject to Section 4.2, the Architect shall review and respond to requests for information about the Contract Documents. The Architect shall set forth, in the Contract Documents, the requirements for requests for information. Requests for information shall include, at a minimum, a detailed written statement that indicates the specific Drawings or Specifications in need of clarification and the nature of the clarification requested. The Architect's response to such

requests shall be made in writing within any time limits agreed upon, or otherwise with reasonable promptness. If appropriate, the Architect shall prepare and issue supplemental Drawings and Specifications in response to the requests for information.

**§ 3.6.4.5** The Architect shall maintain a record of submittals and copies of submittals supplied by the Contractor in accordance with the requirements of the Contract Documents.

**§ 3.6.5 Changes in the Work**

**§ 3.6.5.1** The Architect may order minor changes in the Work that are consistent with the intent of the Contract Documents and do not involve an adjustment in the Contract Sum or an extension of the Contract Time. Subject to Section 4.2, the Architect shall prepare Change Orders and Construction Change Directives for the Owner's approval and execution in accordance with the Contract Documents.

**§ 3.6.5.2** The Architect shall maintain records relative to changes in the Work.

**§ 3.6.6 Project Completion**

**§ 3.6.6.1** The Architect shall:

- .1 conduct inspections to determine the date or dates of Substantial Completion and the date of final completion;
- .2 issue Certificates of Substantial Completion;
- .3 forward to the Owner, for the Owner's review and records, written warranties and related documents required by the Contract Documents and received from the Contractor; and,
- .4 issue a final Certificate for Payment based upon a final inspection indicating that, to the best of the Architect's knowledge, information, and belief, the Work complies with the requirements of the Contract Documents.

**§ 3.6.6.2** The Architect's inspections shall be conducted with the Owner to check conformance of the Work with the requirements of the Contract Documents and to verify the accuracy and completeness of the list submitted by the Contractor of Work to be completed or corrected.

**§ 3.6.6.3** When Substantial Completion has been achieved, the Architect shall inform the Owner about the balance of the Contract Sum remaining to be paid the Contractor, including the amount to be retained from the Contract Sum, if any, for final completion or correction of the Work.

**§ 3.6.6.4** The Architect shall forward to the Owner the following information received from the Contractor: (1) consent of surety or sureties, if any, to reduction in or partial release of retainage or the making of final payment; (2) affidavits, receipts, releases and waivers of liens, or bonds indemnifying the Owner against liens; and (3) any other documentation required of the Contractor under the Contract Documents.

**§ 3.6.6.5** Upon request of the Owner, and prior to the expiration of one year from the date of Substantial Completion, the Architect shall, without additional compensation, conduct a meeting with the Owner to review the facility operations and performance.

**ARTICLE 4 SUPPLEMENTAL AND ADDITIONAL SERVICES**

**§ 4.1 Supplemental Services**

**§ 4.1.1** The services listed below are not included in Basic Services but may be required for the Project. The Architect shall provide the listed Supplemental Services only if specifically designated in the table below as the Architect's responsibility, and the Owner shall compensate the Architect as provided in Section 11.2. Unless otherwise specifically addressed in this Agreement, if neither the Owner nor the Architect is designated, the parties agree that the listed Supplemental Service is not being provided for the Project.

*(Designate the Architect's Supplemental Services and the Owner's Supplemental Services required for the Project by indicating whether the Architect or Owner shall be responsible for providing the identified Supplemental Service. Insert a description of the Supplemental Services in Section 4.1.2 below or attach the description of services as an exhibit to this Agreement.)*

Supplemental Services	Responsibility (Architect, Owner, or not provided)
-----------------------	---

Supplemental Services	Responsibility (Architect, Owner, or not provided)
§ 4.1.1.1 Programming	Owner/Architect
§ 4.1.1.2 Multiple preliminary designs	Not Provided
§ 4.1.1.3 Measured drawings	Not provided
§ 4.1.1.4 Existing facilities surveys	Not provided
§ 4.1.1.5 Site evaluation and planning	Not provided
§ 4.1.1.6 Building Information Model management responsibilities	Not provided
§ 4.1.1.7 Development of Building Information Models for post construction use	Not provided
§ 4.1.1.8 Civil engineering	Architect
§ 4.1.1.9 Landscape design	Not provided
§ 4.1.1.10 Architectural interior design	Not provided
§ 4.1.1.11 Value analysis	Not provided
§ 4.1.1.12 Detailed cost estimating beyond that required in Section 6.3	Not provided
§ 4.1.1.13 On-site project representation	Not provided
§ 4.1.1.14 Conformed documents for construction	Not provided
§ 4.1.1.15 As-designed record drawings	Not provided
§ 4.1.1.16 As-constructed record drawings	Not provided
§ 4.1.1.17 Post-occupancy evaluation	Not provided
§ 4.1.1.18 Facility support services	Not provided
§ 4.1.1.19 Tenant-related services	Not provided
§ 4.1.1.20 Architect's coordination of the Owner's consultants	Not provided
§ 4.1.1.21 Telecommunications/data design	Not provided
§ 4.1.1.22 Security evaluation and planning	Not provided
§ 4.1.1.23 Commissioning	Not provided
§ 4.1.1.24 Sustainable Project Services pursuant to Section 4.1.3	Not provided
§ 4.1.1.25 Fast-track design services	Not provided
§ 4.1.1.26 Multiple bid packages	Not provided
§ 4.1.1.27 Historic preservation	Not provided
§ 4.1.1.28 Furniture, furnishings, and equipment design	Not provided
§ 4.1.1.29 Other services provided by specialty Consultants	Not provided
§ 4.1.1.30 Other Supplemental Services	Not provided

#### § 4.1.2 Description of Supplemental Services

§ 4.1.2.1 A description of each Supplemental Service identified in Section 4.1.1 as the Architect's responsibility is provided below.

*(Describe in detail the Architect's Supplemental Services identified in Section 4.1.1 or, if set forth in an exhibit, identify the exhibit. The AIA publishes a number of Standard Form of Architect's Services documents that can be included as an exhibit to describe the Architect's Supplemental Services.)*

**§ 4.1.2.2** A description of each Supplemental Service identified in Section 4.1.1 as the Owner's responsibility is provided below.

*(Describe in detail the Owner's Supplemental Services identified in Section 4.1.1 or, if set forth in an exhibit, identify the exhibit.)*

**§ 4.1.3** If the Owner identified a Sustainable Objective in Article 1, the Architect shall provide, as a Supplemental Service, the Sustainability Services required in AIA Document E204™-2017, Sustainable Projects Exhibit, attached to this Agreement. The Owner shall compensate the Architect as provided in Section 11.2.

**§ 4.2 Architect's Additional Services**

The Architect may provide Additional Services after execution of this Agreement without invalidating the Agreement. Except for services required due to the fault of the Architect, any Additional Services provided in accordance with this Section 4.2 shall entitle the Architect to compensation pursuant to Section 11.3 and an appropriate adjustment in the Architect's schedule.

**§ 4.2.1** Upon recognizing the need to perform the following Additional Services, the Architect shall notify the Owner with reasonable promptness and explain the facts and circumstances giving rise to the need. The Architect shall not proceed to provide the following Additional Services until the Architect receives the Owner's written authorization:

- .1 Services necessitated by a change in the Initial Information, previous instructions or approvals given by the Owner, or a material change in the Project including size, quality, complexity, the Owner's schedule or budget for Cost of the Work, or procurement or delivery method;
- .2 Services necessitated by the enactment or revision of codes, laws, or regulations, including changing or editing previously prepared Instruments of Service;
- .3 Changing or editing previously prepared Instruments of Service necessitated by official interpretations of applicable codes, laws or regulations that are either (a) contrary to specific interpretations by the applicable authorities having jurisdiction made prior to the issuance of the building permit, or (b) contrary to requirements of the Instruments of Service when those Instruments of Service were prepared in accordance with the applicable standard of care;
- .4 Services necessitated by decisions of the Owner not rendered in a timely manner or any other failure of performance on the part of the Owner or the Owner's consultants or contractors;
- .5 Preparing digital models or other design documentation for transmission to the Owner's consultants and contractors, or to other Owner-authorized recipients;
- .6 Preparation of design and documentation for alternate bid or proposal requests proposed by the Owner;
- .7 Preparation for, and attendance at, a public presentation, meeting or hearing;
- .8 Preparation for, and attendance at, a dispute resolution proceeding or legal proceeding, except where the Architect is party thereto;
- .9 Evaluation of the qualifications of entities providing bids or proposals;
- .10 Consultation concerning replacement of Work resulting from fire or other cause during construction; or,
- .11 Assistance to the Initial Decision Maker, if other than the Architect.

**§ 4.2.2** To avoid delay in the Construction Phase, the Architect shall provide the following Additional Services, notify the Owner with reasonable promptness, and explain the facts and circumstances giving rise to the need. If, upon receipt of the Architect's notice, the Owner determines that all or parts of the services are not required, the Owner shall give prompt written notice to the Architect of the Owner's determination. The Owner shall compensate the Architect for the services provided prior to the Architect's receipt of the Owner's notice.

- .1 Reviewing a Contractor's submittal out of sequence from the submittal schedule approved by the Architect;
- .2 Responding to the Contractor's requests for information that are not prepared in accordance with the Contract Documents or where such information is available to the Contractor from a careful study and comparison of the Contract Documents, field conditions, other Owner-provided information, Contractor-prepared coordination drawings, or prior Project correspondence or documentation;
- .3 Preparing Change Orders and Construction Change Directives that require evaluation of Contractor's proposals and supporting data, or the preparation or revision of Instruments of Service;
- .4 Evaluating an extensive number of Claims as the Initial Decision Maker; or,

.5 Evaluating substitutions proposed by the Owner or Contractor and making subsequent revisions to Instruments of Service resulting therefrom.

**§ 4.2.3** The Architect shall provide Construction Phase Services exceeding the limits set forth below as Additional Services. When the limits below are reached, the Architect shall notify the Owner:

- .1 Two (2) reviews of each Shop Drawing, Product Data item, sample and similar submittals of the Contractor
- .2 Twenty (20) visits to the site by the Architect during construction
- .3 One (1) inspections for any portion of the Work to determine whether such portion of the Work is substantially complete in accordance with the requirements of the Contract Documents
- .4 One (1) inspections for any portion of the Work to determine final completion.

**§ 4.2.4** Except for services required under Section 3.6.6.5 and those services that do not exceed the limits set forth in Section 4.2.3, Construction Phase Services provided more than 60 days after (1) the date of Substantial Completion of the Work or (2) the initial date of Substantial Completion identified in the agreement between the Owner and Contractor, whichever is earlier, shall be compensated as Additional Services to the extent the Architect incurs additional cost in providing those Construction Phase Services.

**§ 4.2.5** If the services covered by this Agreement have not been completed within ( ) months of the date of this Agreement, through no fault of the Architect, extension of the Architect's services beyond that time shall be compensated as Additional Services.

## ARTICLE 5 OWNER'S RESPONSIBILITIES

**§ 5.1** Unless otherwise provided for under this Agreement, the Owner shall provide information in a timely manner regarding requirements for and limitations on the Project, including a written program, which shall set forth the Owner's objectives; schedule; constraints and criteria, including space requirements and relationships; flexibility; expandability; special equipment; systems; and site requirements.

**§ 5.2** The Owner shall establish the Owner's budget for the Project, including (1) the budget for the Cost of the Work as defined in Section 6.1; (2) the Owner's other costs; and, (3) reasonable contingencies related to all of these costs. The Owner shall update the Owner's budget for the Project as necessary throughout the duration of the Project until final completion. If the Owner significantly increases or decreases the Owner's budget for the Cost of the Work, the Owner shall notify the Architect. The Owner and the Architect shall thereafter agree to a corresponding change in the Project's scope and quality.

**§ 5.3** The Owner shall identify a representative authorized to act on the Owner's behalf with respect to the Project. The Owner shall render decisions and approve the Architect's submittals in a timely manner in order to avoid unreasonable delay in the orderly and sequential progress of the Architect's services.

**§ 5.4** The Owner shall furnish surveys to describe physical characteristics, legal limitations and utility locations for the site of the Project, and a written legal description of the site. The surveys and legal information shall include, as applicable, grades and lines of streets, alleys, pavements and adjoining property and structures; designated wetlands; adjacent drainage; rights-of-way, restrictions, easements, encroachments, zoning, deed restrictions, boundaries and contours of the site; locations, dimensions, and other necessary data with respect to existing buildings, other improvements and trees; and information concerning available utility services and lines, both public and private, above and below grade, including invert and depths. All the information on the survey shall be referenced to a Project benchmark.

**§ 5.5** The Owner shall furnish services of geotechnical engineers, which may include test borings, test pits, determinations of soil bearing values, percolation tests, evaluations of hazardous materials, seismic evaluation, ground corrosion tests and resistivity tests, including necessary operations for anticipating subsoil conditions, with written reports and appropriate recommendations.

**§ 5.6** The Owner shall provide the Supplemental Services designated as the Owner's responsibility in Section 4.1.1.

**§ 5.7** If the Owner identified a Sustainable Objective in Article 1, the Owner shall fulfill its responsibilities as required in AIA Document E204™-2017, Sustainable Projects Exhibit, attached to this Agreement.

**§ 5.8** The Owner shall coordinate the services of its own consultants with those services provided by the Architect. Upon the Architect's request, the Owner shall furnish copies of the scope of services in the contracts between the Owner and the Owner's consultants. The Owner shall furnish the services of consultants other than those designated as the responsibility of the Architect in this Agreement, or authorize the Architect to furnish them as an Additional Service, when the Architect requests such services and demonstrates that they are reasonably required by the scope of the Project. The Owner shall require that its consultants and contractors maintain insurance, including professional liability insurance, as appropriate to the services or work provided.

**§ 5.9** The Owner shall furnish tests, inspections and reports required by law or the Contract Documents, such as structural, mechanical, and chemical tests, tests for air and water pollution, and tests for hazardous materials.

**§ 5.10** The Owner shall furnish all legal, insurance and accounting services, including auditing services, that may be reasonably necessary at any time for the Project to meet the Owner's needs and interests.

**§ 5.11** The Owner shall provide prompt written notice to the Architect if the Owner becomes aware of any fault or defect in the Project, including errors, omissions or inconsistencies in the Architect's Instruments of Service.

**§ 5.12** The Owner shall include the Architect in all communications with the Contractor that relate to or affect the Architect's services or professional responsibilities. The Owner shall promptly notify the Architect of the substance of any direct communications between the Owner and the Contractor otherwise relating to the Project. Communications by and with the Architect's consultants shall be through the Architect.

**§ 5.13** Before executing the Contract for Construction, the Owner shall coordinate the Architect's duties and responsibilities set forth in the Contract for Construction with the Architect's services set forth in this Agreement. The Owner shall provide the Architect a copy of the executed agreement between the Owner and Contractor, including the General Conditions of the Contract for Construction.

**§ 5.14** The Owner shall provide the Architect access to the Project site prior to commencement of the Work and shall obligate the Contractor to provide the Architect access to the Work wherever it is in preparation or progress.

**§ 5.15** Within 15 days after receipt of a written request from the Architect, the Owner shall furnish the requested information as necessary and relevant for the Architect to evaluate, give notice of, or enforce lien rights.

## ARTICLE 6 COST OF THE WORK

**§ 6.1** For purposes of this Agreement, the Cost of the Work shall be the total cost to the Owner to construct all elements of the Project designed or specified by the Architect and shall include contractors' general conditions costs, overhead and profit. The Cost of the Work also includes the reasonable value of labor, materials, and equipment, donated to, or otherwise furnished by, the Owner. The Cost of the Work does not include the compensation of the Architect; the costs of the land, rights-of-way, financing, or contingencies for changes in the Work; or other costs that are the responsibility of the Owner.

**§ 6.2** The Owner's budget for the Cost of the Work is provided in Initial Information, and shall be adjusted throughout the Project as required under Sections 5.2, 6.4 and 6.5. Evaluations of the Owner's budget for the Cost of the Work, and the preliminary estimate of the Cost of the Work and updated estimates of the Cost of the Work, prepared by the Architect, represent the Architect's judgment as a design professional. It is recognized, however, that neither the Architect nor the Owner has control over the cost of labor, materials, or equipment; the Contractor's methods of determining bid prices; or competitive bidding, market, or negotiating conditions. Accordingly, the Architect cannot and does not warrant or represent that bids or negotiated prices will not vary from the Owner's budget for the Cost of the Work, or from any estimate of the Cost of the Work, or evaluation, prepared or agreed to by the Architect.

**§ 6.3** In preparing estimates of the Cost of Work, the Architect shall be permitted to include contingencies for design, bidding, and price escalation; to determine what materials, equipment, component systems, and types of construction are to be included in the Contract Documents; to recommend reasonable adjustments in the program and scope of the Project; and to include design alternates as may be necessary to adjust the estimated Cost of the Work to meet the Owner's budget. The Architect's estimate of the Cost of the Work shall be based on current area, volume or similar

conceptual estimating techniques. If the Owner requires a detailed estimate of the Cost of the Work, the Architect shall provide such an estimate, if identified as the Architect's responsibility in Section 4.1.1, as a Supplemental Service.

**§ 6.4** If, through no fault of the Architect, the Procurement Phase has not commenced within 90 days after the Architect submits the Construction Documents to the Owner, the Owner's budget for the Cost of the Work shall be adjusted to reflect changes in the general level of prices in the applicable construction market.

**§ 6.5** If at any time the Architect's estimate of the Cost of the Work exceeds the Owner's budget for the Cost of the Work, the Architect shall make appropriate recommendations to the Owner to adjust the Project's size, quality, or budget for the Cost of the Work, and the Owner shall cooperate with the Architect in making such adjustments. Such recommendations for adjustments shall constitute an Additional Service pursuant to § 4.2.

**§ 6.6** If the Owner's budget for the Cost of the Work at the conclusion of the Construction Documents Phase Services is exceeded by the lowest bona fide bid or negotiated proposal, the Owner shall

- .1 give written approval of an increase in the budget for the Cost of the Work;
- .2 authorize rebidding or renegotiating of the Project within a reasonable time;
- .3 terminate in accordance with Section 9.5;
- .4 in consultation with the Architect, revise the Project program, scope, or quality as required to reduce the Cost of the Work; or,
- .5 implement any other mutually acceptable alternative.

**§ 6.7** If the Owner chooses to proceed under Section 6.6.4, the Architect shall modify the Construction Documents as necessary to comply with the Owner's budget for the Cost of the Work at the conclusion of the Construction Documents Phase Services, or the budget as adjusted under Section 6.6.1. If the Owner requires the Architect to modify the Construction Documents because the lowest bona fide bid or negotiated proposal exceeds the Owner's budget for the Cost of the Work due to market conditions the Architect could not reasonably anticipate, the Owner shall compensate the Architect for the modifications as an Additional Service pursuant to Section 11.3; otherwise the Architect's services for modifying the Construction Documents shall be without additional compensation. In any event, the Architect's modification of the Construction Documents shall be the limit of the Architect's responsibility under this Article 6.

## ARTICLE 7 COPYRIGHTS AND LICENSES

**§ 7.1** The Architect and the Owner warrant that in transmitting Instruments of Service, or any other information, the transmitting party is the copyright owner of such information or has permission from the copyright owner to transmit such information for its use on the Project.

**§ 7.2** The Architect and the Architect's consultants shall be deemed the authors and owners of their respective Instruments of Service, including the Drawings and Specifications, and shall retain all common law, statutory and other reserved rights, including copyrights. Submission or distribution of Instruments of Service to meet official regulatory requirements or for similar purposes in connection with the Project is not to be construed as publication in derogation of the reserved rights of the Architect and the Architect's consultants.

**§ 7.3** The Architect grants to the Owner a nonexclusive license to use the Architect's Instruments of Service solely and exclusively for purposes of constructing, using, maintaining, altering and adding to the Project, provided that the Owner substantially performs its obligations under this Agreement, including prompt payment of all sums due pursuant to Article 9 and Article 11. The Architect shall obtain similar nonexclusive licenses from the Architect's consultants consistent with this Agreement. The license granted under this section permits the Owner to authorize the Contractor, Subcontractors, Sub-subcontractors, and suppliers, as well as the Owner's consultants and separate contractors, to reproduce applicable portions of the Instruments of Service, subject to any protocols established pursuant to Section 1.3, solely and exclusively for use in performing services or construction for the Project. If the Architect rightfully terminates this Agreement for cause as provided in Section 9.4, the license granted in this Section 7.3 shall terminate.

*(Paragraph deleted)*

**§ 7.4** Except for the licenses granted in this Article 7, no other license or right shall be deemed granted or implied under this Agreement. The Owner shall not assign, delegate, sublicense, pledge or otherwise transfer any license granted herein to another party without the prior written agreement of the Architect. Any unauthorized use of the

Instruments of Service shall be at the Owner's sole risk and without liability to the Architect and the Architect's consultants.

**§ 7.5** The provisions of this Article 7 shall survive the termination of this Agreement.

## ARTICLE 8 CLAIMS AND DISPUTES

### § 8.1 General

§ 8.1.1 The Owner and Architect shall commence all claims and causes of action against the other and arising out of or related to this Agreement, whether in contract, tort, or otherwise, in accordance with the requirements of the binding dispute resolution method selected in this Agreement and within the period specified by applicable law, but in any case not more than 10 years after the date of Substantial Completion of the Work. The Owner and Architect waive all claims and causes of action not commenced in accordance with this Section 8.1.1.

§ 8.1.2 To the extent damages are covered by property insurance, the Owner and Architect waive all rights against each other and against the contractors, consultants, agents, and employees of the other for damages, except such rights as they may have to the proceeds of such insurance as set forth in AIA Document A201-2017, General Conditions of the Contract for Construction. The Owner or the Architect, as appropriate, shall require of the contractors, consultants, agents, and employees of any of them, similar waivers in favor of the other parties enumerated herein.

§ 8.1.3 The Architect and Owner waive consequential damages for claims, disputes, or other matters in question, arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination of this Agreement, except as specifically provided in Section 9.7.

### § 8.2 Mediation

§ 8.2.1 Any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to mediation as a condition precedent to binding dispute resolution. If such matter relates to or is the subject of a lien arising out of the Architect's services, the Architect may proceed in accordance with applicable law to comply with the lien notice or filing deadlines prior to resolution of the matter by mediation or by binding dispute resolution.

§ 8.2.2 The Owner and Architect shall endeavor to resolve claims, disputes and other matters in question between them by mediation, which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Mediation Procedures in effect on the date of this Agreement. A request for mediation shall be made in writing, delivered to the other party to this Agreement, and filed with the person or entity administering the mediation. The request may be made concurrently with the filing of a complaint or other appropriate demand for binding dispute resolution but, in such event, mediation shall proceed in advance of binding dispute resolution proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order. If an arbitration proceeding is stayed pursuant to this section, the parties may nonetheless proceed to the selection of the arbitrator(s) and agree upon a schedule for later proceedings.

§ 8.2.3 The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

§ 8.2.4 If the parties do not resolve a dispute through mediation pursuant to this Section 8.2, the method of binding dispute resolution shall be the following:

*(Check the appropriate box.)*

[ ]

[ x ] Litigation in a court of competent jurisdiction

[ ] Other: *(Specify)*

If the Owner and Architect do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, the dispute will be resolved in a court of competent jurisdiction.

*(Paragraphs deleted)*

## ARTICLE 9 TERMINATION OR SUSPENSION

§ 9.1 If the Owner fails to make payments to the Architect in accordance with this Agreement, such failure shall be considered substantial nonperformance and cause for termination or, at the Architect's option, cause for suspension of performance of services under this Agreement. If the Architect elects to suspend services, the Architect shall give seven days' written notice to the Owner before suspending services. In the event of a suspension of services, the Architect shall have no liability to the Owner for delay or damage caused the Owner because of such suspension of services. Before resuming services, the Owner shall pay the Architect all sums due prior to suspension and any expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 9.2 If the Owner suspends the Project, the Architect shall be compensated for services performed prior to notice of such suspension. When the Project is resumed, the Architect shall be compensated for expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 9.3 If the Owner suspends the Project for more than 90 cumulative days for reasons other than the fault of the Architect, the Architect may terminate this Agreement by giving not less than seven days' written notice.

§ 9.4 Either party may terminate this Agreement upon not less than seven days' written notice should the other party fail substantially to perform in accordance with the terms of this Agreement through no fault of the party initiating the termination.

§ 9.5 The Owner may terminate this Agreement upon not less than seven days' written notice to the Architect for the Owner's convenience and without cause.

§ 9.6 If the Owner terminates this Agreement for its convenience pursuant to Section 9.5, or the Architect terminates this Agreement pursuant to Section 9.3, the Owner shall compensate the Architect for services performed prior to termination, Reimbursable Expenses incurred, and costs attributable to termination, including the costs attributable to the Architect's termination of consultant agreements.

§ 9.7 In addition to any amounts paid under Section 9.6, if the Owner terminates this Agreement for its convenience pursuant to Section 9.5, or the Architect terminates this Agreement pursuant to Section 9.3, the Owner shall pay to the Architect the following fees:

*(Set forth below the amount of any termination or licensing fee, or the method for determining any termination or licensing fee.)*

.1 Termination Fee:

.2 Licensing Fee if the Owner intends to continue using the Architect's Instruments of Service:

§ 9.8 Except as otherwise expressly provided herein, this Agreement shall terminate one year from the date of Substantial Completion.

**§ 9.9** The Owner's rights to use the Architect's Instruments of Service in the event of a termination of this Agreement are set forth in Article 7 and Section 9.7.

#### **ARTICLE 10 MISCELLANEOUS PROVISIONS**

**§ 10.1** This Agreement shall be governed by the law of the place where the Project is located, excluding that jurisdiction's choice of law rules. If the parties have selected arbitration as the method of binding dispute resolution, the Federal Arbitration Act shall govern Section 8.3.

**§ 10.2** Terms in this Agreement shall have the same meaning as those in AIA Document A201-2017, General Conditions of the Contract for Construction.

**§ 10.3** The Owner and Architect, respectively, bind themselves, their agents, successors, assigns, and legal representatives to this Agreement. Neither the Owner nor the Architect shall assign this Agreement without the written consent of the other, except that the Owner may assign this Agreement to a lender providing financing for the Project if the lender agrees to assume the Owner's rights and obligations under this Agreement, including any payments due to the Architect by the Owner prior to the assignment.

**§ 10.4** If the Owner requests the Architect to execute certificates, the proposed language of such certificates shall be submitted to the Architect for review at least 14 days prior to the requested dates of execution. If the Owner requests the Architect to execute consents reasonably required to facilitate assignment to a lender, the Architect shall execute all such consents that are consistent with this Agreement, provided the proposed consent is submitted to the Architect for review at least 14 days prior to execution. The Architect shall not be required to execute certificates or consents that would require knowledge, services, or responsibilities beyond the scope of this Agreement.

**§ 10.5** Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, a third party against either the Owner or Architect.

**§ 10.6** Unless otherwise required in this Agreement, the Architect shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form at the Project site.

**§ 10.7** The Architect shall have the right to include photographic or artistic representations of the design of the Project among the Architect's promotional and professional materials. The Architect shall be given reasonable access to the completed Project to make such representations. However, the Architect's materials shall not include the Owner's confidential or proprietary information if the Owner has previously advised the Architect in writing of the specific information considered by the Owner to be confidential or proprietary. The Owner shall provide professional credit for the Architect in the Owner's promotional materials for the Project. This Section 10.7 shall survive the termination of this Agreement unless the Owner terminates this Agreement for cause pursuant to Section 9.4.

**§ 10.8** If the Architect or Owner receives information specifically designated as "confidential" or "business proprietary," the receiving party shall keep such information strictly confidential and shall not disclose it to any other person except as set forth in Section 10.8.1. This Section 10.8 shall survive for three (3) years after the termination of this Agreement.

**§ 10.8.1** The receiving party may disclose "confidential" or "business proprietary" information after 7 days' notice to the other party, when required by law, arbitrator's order, or court order, including a subpoena or other form of compulsory legal process issued by a court or governmental entity, or to the extent such information is reasonably necessary for the receiving party to defend itself in any dispute. The receiving party may also disclose such information to its employees, consultants, or contractors in order to perform services or work solely and exclusively for the Project, provided those employees, consultants and contractors are subject to the restrictions on the disclosure and use of such information as set forth in this Section 10.8.

**§ 10.9** The invalidity of any provision of the Agreement shall not invalidate the Agreement or its remaining provisions. If it is determined that any provision of the Agreement violates any law, or is otherwise invalid or unenforceable, then that provision shall be revised to the extent necessary to make that provision legal and enforceable. In such case the Agreement shall be construed, to the fullest extent permitted by law, to give effect to the parties' intentions and purposes in executing the Agreement.

**§ 10.10** Neither party shall be responsible for delays caused by factors beyond their reasonable control, including but not limited to delays because of strikes, lockouts, work slowdowns or stoppages, government ordered industry shutdowns, power or server outages, acts of nature, widespread infectious disease outbreaks (including but not limited to epidemics and pandemics), failure of any governmental or other regulatory authority to act in a timely manner, failure of the other party or third parties to furnish timely information or approvals, or deficient performance related to the Project by the other party, the other party's consultants, or construction contractors at any tier. This Section 10.10 shall survive the termination of this Agreement.

**§ 10.11** To the fullest extent permitted by law, the total liability, in the aggregate, of Architect and its officers, directors, partners, employees, agents, and subconsultants, to Owner, and anyone claiming through or under Owner, for any claims, losses, costs, or damages whatsoever arising out of, resulting from, or in any way relating to the Project or this Agreement, from any cause or causes, including but not limited to tort (including negligence and professional errors and omissions), strict liability, breach of contract, or breach of warranty shall not exceed the total compensation received by Architect or \$100,000, whichever is greater. This Section 10.11 shall survive the termination of this Agreement.

**§ 10.12** No director, officer, shareholder, employee, representative, or agent of either party shall have individual liability to the other party. This Section 10.12 shall survive the termination of this Agreement.

**§ 10.13** The terms of this Agreement that expressly or by implication survive this Agreement shall be enforceable beyond the termination of this Agreement, whether due to completion, expiration, or earlier termination under Article 9.

## ARTICLE 11 COMPENSATION

**§ 11.1** For the Architect's Basic Services described under Article 3, the Owner shall compensate the Architect as follows:

**.1** Stipulated Sum  
(*Insert amount*)

\$505,811.05 (five hundred five thousand eight hundred eleven and 05/100ths plus NMGRT)  
\$38,568.09 7.625% NMGRT  
\$544,379.14 Total Purchase Order Amount

**.2** Percentage Basis  
(*Insert percentage value*)

( ) % of the Owner's budget for the Cost of the Work, as calculated in accordance with Section 11.6.

**.3** Other  
(*Describe the method of compensation*)

**§ 11.2** For the Architect's Supplemental Services designated in Section 4.1.1 and for any Sustainability Services required pursuant to Section 4.1.3, the Owner shall compensate the Architect as follows:  
(*Insert amount of, or basis for, compensation. If necessary, list specific services to which particular methods of compensation apply.*)

**§ 11.3** For Additional Services that may arise during the course of the Project, including those under Section 4.2, the Owner shall compensate the Architect as follows:  
(*Insert amount of, or basis for, compensation.*)

(Refer to On-Call Contract on file dated June 20, 2022)

Init.

AIA Document B101 – 2017. Copyright © 1974, 1978, 1987, 1997, 2007 and 2017. All rights reserved. "The American Institute of Architects," "American Institute of Architects," "AIA," the AIA Logo, and "AIA Contract Documents" are trademarks of The American Institute of Architects. This document was produced at 18:23:53 on 04/16/2024 under Order No.4104251013 which expires on 03/12/2025, is not for resale, is licensed for one-time use only, and may only be used in accordance with the AIA Contract Documents® Terms of Service. To report copyright violations, e-mail docinfo@aiacontracts.com.

20

User Notes:

(1784035635)

**§ 11.4 Compensation for Supplemental and Additional Services** of the Architect's consultants when not included in Section 11.2 or 11.3, shall be the amount invoiced to the Architect plus percent ( %), or as follows:  
*(Insert amount of, or basis for computing, Architect's consultants' compensation for Supplemental or Additional Services.)*

**§ 11.5** When compensation for Basic Services is based on a stipulated sum or a percentage basis, the proportion of compensation for each phase of services shall be as follows:

Schematic Design Phase	twenty	percent (	20	%)
Design Development Phase	twenty	percent (	20	%)
Construction Documents Phase	thirty	percent (	30	%)
Procurement Phase	three	percent (	3	%)
Construction Phase	twenty-seven	percent (	27	%)
 Total Basic Compensation	one hundred	percent (	100	%)

**§ 11.6** When compensation identified in Section 11.1 is on a percentage basis, progress payments for each phase of Basic Services shall be calculated by multiplying the percentages identified in this Article by the Owner's most recent budget for the Cost of the Work. Compensation paid in previous progress payments shall not be adjusted based on subsequent updates to the Owner's budget for the Cost of the Work.

**§ 11.6.1** When compensation is on a percentage basis and any portions of the Project are deleted or otherwise not constructed, compensation for those portions of the Project shall be payable to the extent services are performed on those portions. The Architect shall be entitled to compensation in accordance with this Agreement for all services performed whether or not the Construction Phase is commenced.

**§ 11.7** The hourly billing rates for services of the Architect and the Architect's consultants are set forth below. The rates shall be adjusted in accordance with the Architect's and Architect's consultants' normal review practices.  
*(If applicable, attach an exhibit of hourly billing rates or insert them below.)*

| (Refer to On-Call Contract on file dated June 20, 2022)

Employee or Category	Rate (\$0.00)
----------------------	---------------

**§ 11.8 Compensation for Reimbursable Expenses**

**§ 11.8.1** Reimbursable Expenses are in addition to compensation for Basic, Supplemental, and Additional Services and include expenses incurred by the Architect and the Architect's consultants directly related to the Project, as follows:

- .1 Transportation and authorized out-of-town travel and subsistence;
- .2 Long distance services, dedicated data and communication services, teleconferences, Project web sites, and extranets;
- .3 Permitting and other fees required by authorities having jurisdiction over the Project;
- .4 Printing, reproductions, plots, and standard form documents;
- .5 Postage, handling, and delivery;
- .6 Expense of overtime work requiring higher than regular rates, if authorized in advance by the Owner;
- .7 Renderings, physical models, mock-ups, professional photography, and presentation materials requested by the Owner or required for the Project;
- .8 If required by the Owner, and with the Owner's prior written approval, the Architect's consultants' expenses of professional liability insurance dedicated exclusively to this Project, or the expense of additional insurance coverage or limits in excess of that normally maintained by the Architect's consultants;
- .9 All taxes levied on professional services and on reimbursable expenses;
- .10 Site office expenses;

Init.

AIA Document B101 – 2017. Copyright © 1974, 1978, 1987, 1997, 2007 and 2017. All rights reserved. "The American Institute of Architects," "American Institute of Architects," "AIA," the AIA Logo, and "AIA Contract Documents" are trademarks of The American Institute of Architects. This document was produced at 18:23:53 on 04/16/2024 under Order No.4104251013 which expires on 03/12/2025, is not for resale, is licensed for one-time use only, and may only be used in accordance with the AIA Contract Documents® Terms of Service. To report copyright violations, e-mail docinfo@aiacontracts.com.

User Notes:

21

(1784035635)

- .11 Registration fees and any other fees charged by the Certifying Authority or by other entities as necessary to achieve the Sustainable Objective; and,
- .12 Other similar Project-related expenditures.

**§ 11.8.2** For Reimbursable Expenses the compensation shall be the expenses incurred by the Architect and the Architect's consultants plus ten percent ( 10 %) of the expenses incurred.

**§ 11.9 Architect's Insurance.** If the types and limits of coverage required in Section 2.5 are in addition to the types and limits the Architect normally maintains, the Owner shall pay the Architect for the additional costs incurred by the Architect for the additional coverages as set forth below:

*(Insert the additional coverages the Architect is required to obtain in order to satisfy the requirements set forth in Section 2.5, and for which the Owner shall reimburse the Architect.)*

#### **§ 11.10 Payments to the Architect**

##### **§ 11.10.1 Initial Payments**

**§ 11.10.1.1** An initial payment of (\$ ) shall be made upon execution of this Agreement and is the minimum payment under this Agreement. It shall be credited to the Owner's account in the final invoice.

**§ 11.10.1.2** If a Sustainability Certification is part of the Sustainable Objective, an initial payment to the Architect of (\$ ) shall be made upon execution of this Agreement for registration fees and other fees payable to the Certifying Authority and necessary to achieve the Sustainability Certification. The Architect's payments to the Certifying Authority shall be credited to the Owner's account at the time the expense is incurred.

##### **§ 11.10.2 Progress Payments**

**§ 11.10.2.1** Unless otherwise agreed, payments for services shall be made monthly in proportion to services performed. Payments are due and payable upon presentation of the Architect's invoice. Amounts unpaid ( ) days after the invoice date shall bear interest at the rate entered below, or in the absence thereof at the legal rate prevailing from time to time at the principal place of business of the Architect.

*(Insert rate of monthly or annual interest agreed upon.)*

%

**§ 11.10.2.2** The Owner shall not withhold amounts from the Architect's compensation to impose a penalty or liquidated damages on the Architect, or to offset sums requested by or paid to contractors for the cost of changes in the Work, unless the Architect agrees or has been found liable for the amounts in a binding dispute resolution proceeding.

**§ 11.10.2.3** Records of Reimbursable Expenses, expenses pertaining to Supplemental and Additional Services, and services performed on the basis of hourly rates shall be available to the Owner at mutually convenient times.

#### **ARTICLE 12 SPECIAL TERMS AND CONDITIONS**

Special terms and conditions that modify this Agreement are as follows:

*(Include other terms and conditions applicable to this Agreement.)*

#### **ARTICLE 13 SCOPE OF THE AGREEMENT**

**§ 13.1** This Agreement represents the entire and integrated agreement between the Owner and the Architect and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both the Owner and Architect.

**§ 13.2** This Agreement is comprised of the following documents identified below:

- .1 AIA Document B101™-2017, Standard Form Agreement Between Owner and Architect

*(Paragraphs deleted)*

- .3 Exhibits:

*(Check the appropriate box for any exhibits incorporated into this Agreement.)*

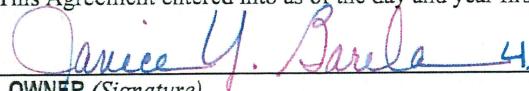
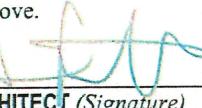
AIA Document E204™-2017, Sustainable Projects Exhibit, dated as indicated below:  
*(Insert the date of the E204-2017 incorporated into this agreement.)*

Other Exhibits incorporated into this Agreement:  
*(Clearly identify any other exhibits incorporated into this Agreement, including any exhibits and scopes of services identified as exhibits in Section 4.1.2.)*

Exhibit A – Wilson & Company Proposal dated January 4, 2024

.4 Other documents:  
*(List other documents, if any, forming part of the Agreement.)*

This Agreement entered into as of the day and year first written above.

 4/18/24 

OWNER (Signature)

ARCHITECT (Signature)

Janice Barela, County Manager

Daniel Aguirre, Senior Vice President

(Printed name and title)

(Printed name, title, and license number, if required)

Init.

AIA Document B101 – 2017. Copyright © 1974, 1978, 1987, 1997, 2007 and 2017. All rights reserved. "The American Institute of Architects," "American Institute of Architects," "AIA," the AIA Logo, and "AIA Contract Documents" are trademarks of The American Institute of Architects. This document was produced at 18:23:53 MT on 04/16/2024 under Order No.4104251013 which expires on 03/12/2025, is not for resale, is licensed for one-time use only, and may only be used in accordance with the AIA Contract Documents® Terms of Service. To report copyright violations, e-mail docinfo@aiacontracts.com.

User Notes:

23

(1784035635)

## EXHIBIT A



4401 Masthead Street NE, Suite 150  
Albuquerque, NM 87109  
505 348 4000 (phone)  
505 348 4055 (fax)  
wilsonco.com

January 4, 2024

Ms. Janice Barela, County Manager  
Torrance County  
205 S. Ninth St.  
Estancia, NM 87016

Re: **Proposal – County Administration Building – Architectural & Engineering Design Services**

Dear Manager Barela & Commissioners:

Our communities are facing new challenges each day. As it stands today in our nation, we are in uncharted territory with regards to public health, safety and wellbeing ultimately leading to economic impact across our communities. During times like this our nation gathers strength by looking forward to the road ahead focusing on the future; a positive future for our communities that we serve. In a time where it is critical for us all to be fiscally responsible, **Wilson & Company**, a full service multi-disciplined firm is here to help you through the challenges of doing more with less and to create a successful project that continues to provide essential services to the community members of Torrance County.

Our proposed fee for the effort is summarized below with a detailed description of services to follow.

**Assumed Maximum Allowable Construction Cost (MACC)<sup>1</sup>.....\$ 7,620,925.00**

Basic Services	\$ 502,981.05
Additional Specialized Services	\$ -
Expenses:	\$ 2,830.00
Subtotal:	\$ 505,811.05
NMGRT @ 7.625%	\$ 38,568.09
<b>Total Task Order Amount (Lump Sum):</b>	<b>\$ 544,379.14</b>

**Note<sup>1</sup>:** Assumed Maximum Allowable Construction Cost (MACC) is estimated using \$325/SF based on the Owner provided program square feet for the building and fair average industry construction cost for commercial buildings of conventional design. It's possible that the construction cost may be more or less than this assumed amount. Refer to courtesy project budget developed as part of this proposal for additional cost considerations.

The following narrative provides additional and key information on our understanding of the scope along with our approach to execute the work. We want to be sure to align with the County's goals and are available to discuss this effort in detail upon request.

### Scope of Work, Fee & Projected Budget

#### **General Information:**

Provide professional design services for the new County Administration Building. The project will be located south of County Road A049 and east of 5<sup>th</sup> Street in Torrance County, NM. The facility will provide essential community services as outlined within this proposal and is assumed to be single story construction utilizing proven, conventional building systems, structural systems, building materials and products that are maintainable and durable. It is assumed the project will be built in a single phase however the site must accommodate the design of a future animal shelter and maintenance building.

#### **Site & Building Design:**

We have assumed that site work will include grading and drainage around the building, parking lot and access ways as well as on-site utility development. (It is assumed that utilities are currently available at the site boundary but this needs to be confirmed.) The existing site has a gentle slope with a 4'-6" difference in elevation from the Northwest to the Southeast corner. The site will be designed to meet ADA requirements as slope, access, vehicle movements are considered in the layout. Additionally, the site configuration will design to efficiently accommodate the future animal shelter and maintenance building.

While there are many material options for facilities like this, we will present some design options in our approach to "stretch the dollar" as much as possible. However, we will design using conventional building systems, proven materials, and durable finishes for ease of maintenance and longevity. The facility design will include consideration for pre-engineered metal building frame system as a cost savings consideration.

#### **General Building Program:**

It's important that we move the project forward aligned with your goals and require defining the program before moving too far into design. After review of the information provided by the County, we feel the program is suitable to move forward into the site and building design process. The following county services/departments and corresponding support spaces are required:

<b>County Services Department</b>	
County Administration Suite	1,440 nsf
Shared Spaces	4,448 nsf
Finance Suite	1,410 nsf
Human Resources Suite	684 nsf
Torrance County Project Office Suite	604 nsf
Domestic Violence Suite	832 nsf
D.W.I. Suite	528 nsf
Planning and Zoning / G.I.S.	1,230 nsf
County Assessor	2,528 nsf
County Treasurer	2,242 nsf
County Clerk	2,518 nsf
<b>Subtotal:</b>	<b>18,464 nsf</b>
Tare @ 27%	4,985 sf
<b>Total Building Programmed Area</b>	<b>23,449 gsf</b>

Notes: 1. Each department will have supporting spaces as identified in the Owner provided program.

**Projected Project Budget:**

The projected project budget as shown below is provided as a courtesy to highlight the anticipated "hard & soft" costs that may be involved with the project. Please note that industry costs vary widely due to the supply chain and workforce post COVID; alignment of the scope and budget will be challenging and an area of focus.

<b>Torrance County Administration Building</b>			Updated:	1/4/2024
<b>Estimated Building Cost - (New Construction)</b>				
A. <b>PHASE 1 - New Construction</b>	Administration Building Other Estimated Cost Per Square Foot <b>CONSTRUCTION COST</b>	23,449 SF 0 SF \$ 325.00 /SF <b>\$ 7,620,925</b>		\$ 7,620,925.00
D. <b>MACC (A+D):</b>				\$ 7,620,925.00
<b>ADDITIONAL PROJECT COSTS (Not Calculated)</b>				
E. <b>FF&amp;E:</b>	As Percent of MACC (Line D.)	1.00%	\$	76,209.25
F. <b>DESIGN PROFESSIONAL FEES:</b>				
	Basic Services: As Percent of MACC (Line D.)	6.60%	\$ 502,981.05	
	Reimbursables: Travel / Meals / Lodging	CPM	\$ 2,830.00	
	<b>Subtotal A/E Contract:</b>		\$ 505,811.05	\$ 505,811.05
G. <b>OWNER ADMINISTRATION:</b>	As Percent of MACC (Line D.)	0.00%	\$	-
H. <b>GEOTECHNICAL INVESTIGATION:</b>	Budgetary Estimate	LS	\$	15,000.00
J. <b>SURVEY: Topo/Boundary</b>	Budgetary Estimate	LS	\$	-
K. <b>SURVEY: SUE</b>	Budgetary Estimate	LS	\$	-
L. <b>LANDSCAPE ARCHITECTURE DESIGN:</b>		LS	\$	20,000.00
M. <b>TRAFFIC IMPACT ASSESSMENT:</b>		LS	\$	N/A
N. <b>DETAILED COST ESTIMATING</b>	Budgetary Estimate	LS	\$	8,000.00
N. <b>LOW VOLTAGE   SPECIAL SYSTEMS   IT</b>	Budgetary Estimate	LS	\$	250,000.00
O. <b>MISCELLANEOUS - A:</b>	N/A			
P. <b>MISCELLANEOUS - B:</b>	N/A			
Q. <b>SUBTOTAL:</b>	(Sum D-P)		\$	8,495,945.30
R. <b>CONTINGENCY</b>	(As Percent of Line Q)	7.5%	\$	637,195.90
S. <b>ESCALATION</b>	(As Percent of Line Q+R)	0.0%	\$	-
T. <b>SUBTOTAL:</b>	(Sum Q-S)		\$	9,133,141.20
U. <b>NMGRT @</b>	7.9375%		\$	724,943.08
<b>TOTAL ESTIMATED PROJECT BUDGET</b>			\$	<b>9,858,084.28</b>

**Clarifications / Assumptions:**

1. Square Foot cost based off of similar facilities.
2. Building design to include conventional structure and building systems.

**Description of Services & Administration**

**Programming Validation:**

A needs assessment has been completed that includes a program list of spaces. Upon review of the provided information, we feel it is sufficient to be able to move forward into design of the site and building. Any missing programmatic information will be resolved during the design process.

**Schematic Design Phase:**

We will develop a concept level design to include a site plan, floor plan, section and elevations suitable for the discussion of the project. A code review will be performed early in the process to ensure sufficient plumbing fixtures, exits and similar requirements. We anticipate a total of (6) design meetings (separate from any design review committees or public presentations) to review and coordinate the direction of the design with you during this phase. The plan will be fixed and agreed upon by Torrance County at the end of this phase to move forward with design.

**Design Development Phase:**

The design development phase fixes the spaces within the building footprint and focuses on development of each individual space. This phase is a critical transition from schematic design to the final detailed construction documents. Coordination of building systems and equipment begins, and heights, materials and thicknesses are finalized at this time. We anticipate a total of (4-6) design meetings during this phase.

**Construction Document Phase:**

This phase is used to develop the final construction documents including calculations and details required for construction of the project. This is the most technically focused phase of the project with limited ability to make changes to the design beyond finishes. The final deliverables will include stamped and sealed permit level construction documents comprised of drawings, specifications, and a project manual for construction. We anticipate a total of (4-6) design meetings during this phase.

**Bidding & Negotiation:**

We will guide you through the process for the procurement and selection of the contractor. We will coordinate the distribution of the contract documents, answer bidding phase questions, and provide bid opening assistance. We will also draft the contract for construction and establish the commencement of construction activities. We are assuming the selection process to utilize the traditional design/bid/build process however can accommodate consideration of other procurement methods as well. We are assuming a single phase of construction.

**Construction Administration:**

We will coordinate and conduct a pre-construction meeting with the Owner's representative, the selected General Contractor, and major subcontractors to establish procedures and protocol during the construction phase. We have included bi-weekly site visits to evaluate the progress of the work to be in accordance with the contract documents. It is assumed that the project will take approximately 14 months to construct, however, the assumed construction duration will be further refined during the design process.

**Acceptance Phase:**

Wilson & Company will perform the substantial completion walk-through, develop, and publish a punch-list for the contractor identifying any incomplete or deficient items. Substantial completion signifies that the project will be able to be used by the County for its intended use.

**11-Month Correction Period Inspection:**

Within the 1-year warranty period, we will schedule a warranty item walk-through with the contractor to evaluate any items that should be corrected as part of the warranty period.

**Additional Specialized Services**

The following are items that may be required for your consideration. Refer to each item for a detailed description.

**Survey: (Wilson & Company) – Excluded.**

We understand that the County has an existing survey for the property. Topographic, property boundary, easements, right-of-way designation and visible utilities (including inverts) will be required information as part of the survey.

**Geotechnical (Consultant) – Excluded.**

The project will require geotechnical information to be obtained for proper engineering of project components including but not limited to fill material, drainage, foundation design and paving sections. This information will help determine if conventional foundations can be used or if a specialized foundation system must be considered. We can include geotechnical engineering services within our scope if desired and would utilize a third party to perform this work. We can facilitate obtaining quotes from geotechnical firms for the necessary work as required.

**Landscape Design: (Consultant) – Excluded.**

We have excluded landscape architectural design as part of this proposal; however, can contract with our listed landscape architect consultant to perform this work if desired.

**Detailed Cost Estimating: (Consultant) – Excluded.**

For this project, we would like to do everything we can to ensure the project is feasible. However, we are in unprecedented industry times leading to unpredictable construction costs. Currently there is not dependable data for costs for the building industry. We believe detailed cost estimating should be left to the professional experts in that service industry. If requested, we can utilize a 3<sup>rd</sup> party to perform this work, but it is excluded from this proposal at this time.

**C.8 Security | Access Control | Special Systems | IT: (Wilson & Company) – Excluded.**

This proposal currently excludes this specialized design of security, access control, special systems, and IT and other related items. Our design WILL include pathways in the form of conduits and pull strings along with back boxes for access control, camera locations, network data ports ...etc... Our design will not include designing or specifying access control systems, camera systems, IT racks, IT equipment and other similar systems typically provided by low voltage contractors.

**Leadership in Energy and Environmental Design (LEED) Silver Certifications: (Wilson & Company) – Excluded at this time.**

In 2006, New Mexico Governor Bill Richardson passed Executive Order 2006-001 which states that all new state buildings and remodels over 15,000 square feet will be built to LEED Silver certification or above. The new County Administration building would need to comply with this executive order. This effort includes research of acceptable products, materials and systems as well assembling the LEED credit documentation submittal. During the construction administration phase, our efforts include obtaining, reviewing and processing the LEED credit submittals required, contractor coordination and on-site observations. An energy model will be required to produce the required calculations as part of the LEED Certification process.

We are not including a cost for this effort at this time even though it is required by the State of New Mexico. Pending award of the contract, we will obtain fair pricing from each discipline for the effort required. These services may also be provided by a third party.

**Expenses - Travel:**

During the design phase we anticipate approximately 18 trips. During the bidding and construction administration phase we anticipate a total of 14 trips for a total of 32 trips. We have evaluated the per trip cost and have offered savings by charging a flat day rate of \$65 per trip.

**Expenses – Presentation Boards:**

For presentations, we intend on utilizing professionally printed presentation boards. While the specific costs are not finalized, we will include a not to exceed amount of \$750.

**Deliverables**

Final deliverables include stamped and sealed construction documents (project manual, specifications, and drawings) in electronic pdf format and in printed format for Torrance County's physical copy. Illustrations during the design process will be printed and mounted on 30x42 white gator board and delivered to the Torrance County. (Printing costs are included in the anticipated reimbursable expenses.)

**Schedule:**

Pending award of this project, we would like to discuss a schedule that aligns with the goals of Torrance County. A traditional design schedule might align with the following:

Schematic Design	4-6	Weeks
Design Development	6-8	Weeks
Construction Documents	10-12	Weeks
Bidding & Negotiations	4-6	Weeks
Schedule Range:		5-1/2 Months – 7-1/2 Months
Construction	12 - 14 Months	

**Assumptions:**

1. Applicable County design standards (if any) will be provided to Wilson & Company.

- ✓ 2. Survey data will be provided in electronic format for our use and is assumed to be current and accurate to existing field conditions.
- ✓ 3. Geotechnical report will be available and include recommendations for foundations, slab on grade, concrete paving, asphalt paving and other relevant data critical to the building design.

**Exclusions:**

- 1) Permitting fees, printing fees and associated costs.
- 2) Existing conditions assessments and reports highlighting observations, deficiencies, ramifications, and suggested solutions are not included.
- 3) Design or contingencies for green building approaches, Leadership in Energy and Environmental Design (LEED) building rating considerations, life cycle cost analysis, Department of Energy reports/analysis (DOE-2), or additional engineering services pertaining to sustainable, energy modeling or green applications outside of the scope of work.
- 4) Fire protection/Fire Alarm design. Our engineers will provide performance-based specifications.
- 5) Value engineering.
- 6) Survey & Mapping.
- 7) Geotechnical Investigation.
- 8) Landscape Architecture Design.
- 9) Food Service Design.
- 10) Traffic Impact Assessments.
- 11) Turn-key telecommunications, access control, and similar special systems design.
- 12) Sub-surface utility engineering (SUE).
- 13) Animations.

Our Wilson & Company design team is ready to review the services outlined in this proposal and will be available to answer any questions you may have. Please contact me directly as required. Thank you for this opportunity!

Sincerely,



Michael Wright, AIA, Principal-In-Charge  
Associate Vice President  
505-999-8996



## CERTIFICATE OF LIABILITY INSURANCE

6/1/2024

DATE (MM/DD/YYYY)  
5/17/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERs NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Lockton Companies 444 W. 47th Street, Suite 900 Kansas City MO 64112-1906 (816) 960-9000 kcasu@lockton.com	CONTACT NAME: PHONE (A/C, No. Ext): E-MAIL ADDRESS:  INSURER(S) AFFORDING COVERAGE INSURER A: Berkshire Hathaway Specialty Insurance Company 22276  NAIC #
<b>INSURED</b> 1048828 WILSON & CO., INC. ENGINEERS & ARCHITECTS 4401 MASTHEAD STREET NE, SUITE 150 ALBUQUERQUE NM 87109	
INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

<b>COVERAGEs</b>		<b>CERTIFICATE NUMBER:</b> 18628444		<b>REVISION NUMBER:</b> XXXXXXXX						
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.										
INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS				
<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR		NOT APPLICABLE				EACH OCCURRENCE \$ XXXXXXXX				
<b>GEN'L AGGREGATE LIMIT APPLIES PER:</b> POLICY <input checked="" type="checkbox"/> PRO- JECT <input checked="" type="checkbox"/> LOC OTHER:						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ XXXXXXXX				
						MED EXP (Any one person) \$ XXXXXXXX				
						PERSONAL & ADV INJURY \$ XXXXXXXX				
						GENERAL AGGREGATE \$ XXXXXXXX				
						PRODUCTS - COMP/OP AGG \$ XXXXXXXX				
						\$ XXXXXXXX				
<b>AUTOMOBILE LIABILITY</b> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY		NOT APPLICABLE				COMBINED SINGLE LIMIT (Ea accident) \$ XXXXXXXX				
<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE						BODILY INJURY (Per person) \$ XXXXXXXX				
						BODILY INJURY (Per accident) \$ XXXXXXXX				
						PROPERTY DAMAGE (Per accident) \$ XXXXXXXX				
						\$ XXXXXXXX				
<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						NOT APPLICABLE				E.L. EACH ACCIDENT \$ XXXXXXXX
										E.L. DISEASE - EA EMPLOYEE \$ XXXXXXXX
		E.L. DISEASE - POLICY LIMIT \$ XXXXXXXX								
<b>A PROFESSIONAL LIABILITY</b>		N N	47-EPP-305301-06	6/1/2023	6/1/2024					\$1,000,000 EACH CLAIM & ANNUAL AGGREGATE FOR ALL PROJECTS.
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)										

**CERTIFICATE HOLDER****CANCELLATION**

18628444  
 TORRANCE COUNTY  
 P.O. BOX 48  
 205 S. 9TH ST  
 ESTANCIA NM 87016

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.



## CERTIFICATE OF LIABILITY INSURANCE

6/1/2024

DATE (MM/DD/YYYY)  
5/17/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERNS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed, If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Lockton Companies 444 W. 47th Street, Suite 900 Kansas City MO 64112-1906 (816) 960-9000 kcasu@lockton.com		<b>CONTACT NAME:</b> PHONE (A/C, No. Ext): <b>E-MAIL ADDRESS:</b>  <b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Hartford Fire Insurance Company 19682 <b>INSURER B:</b> Property and Casualty Ins Co of Hartford 34690 <b>INSURER C:</b> Hartford Insurance Co of the Southeast 38261 <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>
<b>INSURED</b> 4011 WILSON & CO., INC. ENGINEERS & ARCHITECTS 4401 MASTHEAD STREET NE, SUITE 150 ALBUQUERQUE NM 87109		<b>NAIC #</b>

**COVERAGE** **CERTIFICATE NUMBER:** 18628437 **REVISION NUMBER:** XXXXXXXX

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC OTHER:		Y	N	37 UEN OL5652	6/1/2023	6/1/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (EA occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY  UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$		N	N	37 UEN OL5653	6/1/2023	6/1/2024	COMBINED SINGLE LIMIT (EA accident) \$ 1,000,000 BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX \$ XXXXXXXX
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input checked="" type="checkbox"/> N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y/N <input checked="" type="checkbox"/> N/A	N	N	37 WE OL6H8C	6/1/2023	6/1/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: TORRANCE COUNTY IS AN ADDITIONAL INSURED AS RESPECTS GENERAL LIABILITY, IF REQUIRED BY WRITTEN CONTRACT.

**CERTIFICATE HOLDER**

**CANCELLATION**

18628437  
 TORRANCE COUNTY  
 P.O. BOX 48  
 205 S. 9TH ST  
 ESTANCIA NM 87016

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.



**TORRANCE COUNTY  
COMMISSION MEETING**

Agenda Item

No. 13 E

**PROFESSIONAL SERVICES AGREEMENT  
BY AND BETWEEN  
TRIADIC ENTERPRISES, INC.  
AND TORRANCE COUNTY**

**THIS PROFESSIONAL SERVICES AGREEMENT** (the "Agreement") is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by and between TRIADIC ENTERPRISES , INC., a New Mexico corporation with its principal place of business at 121 West Hemlock, Deming, New Mexico (hereinafter called Triadic), and COUNTY, NEW MEXICO, a statutorily created county (hereinafter called County).

**RECITALS:**

**WHEREAS**, the County and Triadic have entered into professional services agreements which agreements provided for equipment, software licensing, software support, and programming services to be provided to the County by Triadic;

**WHEREAS**, all professional service agreements are expiring by their terms, but the County desires to continue utilizing Triadic's services;

**WHEREAS**, the County has determined that Triadic is the only source available to provide licensing and programming services on software provided by Triadic;

**WHEREAS**, the parties desire formalize the arrangement whereby Triadic will provide professional services and equipment to the County during the period provided herein.

**AGREEMENT:**

**NOW, THEREFORE**, in consideration of the foregoing premises and the mutual covenants set forth in this Agreement, the parties hereby agree as follows:

**1. CONTRACT SERVICES**

Triadic shall provide the following services and equipment:

(1) Triadic shall grant and the County shall accept upon the terms and condition hereinafter set forth non-transferable and nonexclusive licenses to use licensed software (programs), custom designed by Triadic for the functions and the tasks requested by the County. Triadic shall maintain all software produced by Triadic in accordance with State laws, statutes, rules and directives. The custom software (computer programming) provided shall be designed and structured to run on IBM Power Server to fulfill the County's existing functions as stipulated herein. No software shall be provided by Triadic for any other systems or personal computers within the County except as stipulated in paragraph (8) below. Agreement services shall be limited to the support of the County Manager, County Clerk, County Treasurer, and County Assessor. See Appendix C.

(2) Triadic shall make changes required by State laws, statutes, rules and directives, or as deemed necessary by the County on the Triadic supplied software to better enhance their data processing ability. Requests for changes by the County shall be in writing with an explanation for the functions and tasks requested by the County, See Appendix A and Appendix B. Triadic shall not be responsible for completion of County requested changes if reasonable time is not given to complete said tasks. Triadic will handle program requests only through the individual department heads or their representatives as designated in writing.

(3) Triadic may provide enhancements to its software from time to time. Such enhancements will be delivered at Triadic's discretion in order to allow Triadic the necessary time for design development, testing, and all other associated programming functions.

(4) Triadic does not guarantee service results or represent or warrant that all errors will be corrected for any software provided herein unless such errors are reported to Triadic by the County. Triadic agrees that it will make a good faith effort to correct reported software errors in a reasonable time.

(5) The training, technical orientation and instruction on Triadic supplied software shall be provided only to the designated personnel of the County which is customarily necessary and incidental in the trade to the implementation of the agreement services specified in this agreement. Triadic shall not be obligated to train new personnel not participating in the initial training period except, in the event that an entire office is replaced, Triadic will train the replacement personnel. All training shall be done at the designated office(s) of the County by qualified personnel of Triadic.

(6) All of the migration of County data, user profiles, device configurations, security, and Triadic software from existing IBM Power server to any new IBM Power server.

(7) All of the computer time necessary for utilization of the software provided under this agreement and necessary to complete the requirements of the County as set forth in this contract.

(8) The installation and maintenance of the following equipment and software owned or licensed by Triadic from a third party in the designated offices of the County:

IBM Power Server Central  
One Laptop to attach to Server  
Triadic County Software (Indexing, Business License, Probates, Marriage License, Live Web)  
Triadic County Historical Software Access (Payroll, Finance, Assessor, & Treasurer)  
Jwalk GUI Licenses Jwalk Support Services (15 Licenses)  
ACOM Software  
Real Vision Imaging (RVI) software and RVI Support Service

All equipment provided by the County shall be the County's responsibility. This shall include all other hardware, peripheral equipment, costs of operation, maintenance, electrical service, and telephone service.

## 2. CHARGES

The County shall pay the following amounts to Triadic.

Monthly Maintenance Fee. The County shall pay a monthly fee of Seven Thousand, Seven Hundred and Thirteen dollars and Fifty-Two cents (\$7710.52) plus applicable New Mexico Gross Receipts Tax, beginning on the Effective Date (Appendix C). The monthly maintenance fee will be billed on or around the last day of the month of each month. Payment is due on or before the 15<sup>th</sup> of the following month. Monthly Maintenance is billed in arrears, therefore, one final Monthly Maintenance Fee shall be due and payable the month following the end of the contract term. (See Section 9 *Term*). The County maintains the rights to purchase the IBM Power 10 server hardware after each payment. IBM Power 10 software requires purchase of software in Torrance's name.

The basic monthly fee stipulated above is based on the County providing a VPN tunnel into the Server for remote software support. Failure to provide said VPN tunnel shall result in the increase in the basic monthly fee of Three Hundred and Fifty Dollars (\$350.00) plus applicable gross receipts tax. In the event that the County discontinues use of the programs or equipment, at any time, Triadic will not be obligated to refund any of the above specified charges to the County.

No additional charges shall be assessed or paid hereunder with the exception of charges resulting from the providing by Triadic to County of extraordinary services, products, or equipment which fall beyond the scope of this agreement. Such "extraordinary" items shall be provided only where specifically requested by County and where terms such as price, delivery, and date of implementation have been reduced to writing and agreed upon by both parties. Such services include, but are not limited to, special meetings on the County's behalf; fixing problems with equipment and software which are not part of this lease; replacing or redoing cabling, configurations, PC functions and configurations, attaching equipment to the system, and service required by IBM which is caused by willful intent of non-



Triadic employees.

Extraordinary charges may be assessed without prior written confirmation if Triadic is called to resolve a problem which upon determination is caused by hardware, hardware configuration, or software not provided by Triadic. Extraordinary charges may be assessed without prior written confirmation if Triadic is called to resolve a problem which is a result of changes to Triadic software performed by non-Triadic personnel. Extraordinary services except IBM services due to willful intent will be authorized by the County before being provided. Prices for extraordinary services are based on:

Programming Fees	\$150.00/hour
Network Support	\$100.00/hour
Training: On-site (one on one)	\$800.00/day in ½ day increments plus travel and per diem
Computer Time	\$100.00/hour
Mileage by automobile	Standard mileage rate in effect as published by the Internal Revenue Service
Travel by other means	Actual Cost
Travel Time (in addition to mileage above)	\$35.00/hour
Per diem	\$150.00/per day
Special items	Actual Cost (copies of invoices will be provided to the County.)

No charges shall be made for "minor" modifications in the contemplated system as may reasonably be required by the County or that may have been foreseeable in the ordinary course of business and operations. Extraordinary charges can be charged for required modifications which the County does not give adequate notice and time to Triadic and results in Triadic's personnel working after hours and/or weekends to fulfill.

All other equipment, services or software added to this agreement shall either increase the monthly price, be billed in one-time charges, or a combination of both.

### 3. USE OF SOFTWARE AND OPTIONAL MATERIAL

Each software license granted under this agreement authorizes the County to use the licensed software in machine readable form on the single Triadic provided Server. Any optional material license granted under this agreement authorizes County to use the optional material in machine readable form on the designated Server as long as this contract is in effect. If the licensed software and/or optional material, in machine readable form, will be used on more than one Server, an additional license will be required for each Server, provided, however, that if the designated Server is inoperative due to malfunction, any license granted under this agreement for such Server shall be temporarily extended to authorize County to use the licensed software and/or material, in machine readable form on any other Server until the designated Server is returned to operation.

For purposes of this agreement, use is defined as "copying any portion of the licensed software and/or optional materials, instructions or data from storage units or media into the Server for processing". Licenses granted under this agreement authorize the County to utilize licensed software and/or optional materials in printed form, in support of the use of such licensed programs and/or optional materials in machine readable form.

### 4. PERMISSION TO COPY OR MODIFY LICENSED SOFTWARE

The County shall not copy, in whole or in part, any licensed software or optional materials which are provided by Triadic in any form under this agreement. All licensed software and/or optional materials provided by Triadic, in whole or in part which are made hereunder are the property of Triadic and shall be returned to Triadic upon termination of this agreement.

County shall take reasonable security and administrative measures for protection of the licensed

software, optional material and the like belonging to Triadic while in its possession, but shall not be liable in any manner for an unauthorized disclosure of Triadic censored software and optional materials if said disclosure is not the result of negligence or willful intent on the part of the County, its agents, or employees.

County may make changes to any licensed program and utilize any supporting documentation for their own purposes. Any time, travel, or other resources provided by Triadic to correct any errors created by the County shall be considered to be extraordinary services.

## 5. CONTROL AND SUPERVISION

County tasks on which Triadic personnel may or may not assist shall remain under the supervision, management, and control of the County.

## 6. PERSONNEL

In recognition of the fact that Triadic's personnel provided to the County under this agreement may perform similar services from time to time for others, this agreement shall not prevent Triadic from performing such similar services or restrict Triadic from using the personnel provided to the County under this agreement. Triadic reserves the sole right to determine the assignment of its employees.

## 7. COUNTY RESPONSIBILITIES

The County shall be exclusively responsible for the supervision, management, and control of its use of the licensed software and/or optional materials, including but not limited to:

- (a) Audit controls, operating methods and actual operation of computer hardware;
- (b) Implementing sufficient procedures and checkpoints to satisfy its requirements for security and accuracy of input and output as well as restart and recovery in the event of a malfunction;
- (c) Providing sufficient and proper electrical outlets with proper voltage and amperage for each supplied device;
- (d) Providing any required ventilation and/or air conditioning required for the operations of any supplied device;
- (e) Providing adequate work space for each supplied device and for Triadic personnel to fulfill its required services;
- (f) The County is responsible for maintaining regular nightly backups of the Server and storing them off-site.
- (g) The County agrees that it will take reasonable measures for protection of licensed software and optional materials provided by Triadic while in its possession, including the copying, modification protection, and security of licensed software and optional materials.
- (h) The County is responsible for providing Triadic with a remote access VPN tunnel into the server to be used for support of the County by Triadic's personnel.

## 8. PROTECTION AND SECURITY

With respect to financial, statistical, and personnel data relating to the County's operation which is confidential, is clearly so designated, and which is submitted to Triadic by the County in order to carry out this agreement, Triadic will ensure by appropriate measures that such information is kept confidential by using the same reasonable care and discretion that they use with similar data which is designated as

confidential. However, Triadic shall not be required to keep confidential any data which is publicly available, is independently developed by Triadic outside the scope of this agreement, or is rightfully obtained from third parties not associated with the County or its employees. In addition, Triadic shall not be required to keep confidential any ideas, concepts, know-how, or techniques relating to data processing submitted to it or developed during the course of this agreement by its personnel or jointly by its and the County's personnel.

The County agrees not to provide or otherwise make available any of the licensed software or optional material, including but not limited to flow charts, logic diagrams, and source code, in any form to any other person without prior written consent from Triadic.

All processed data shall belong to the County and Triadic shall not be responsible for any errors or omissions in any input data supplied by the County. Triadic shall take reasonable security measures for protection of the data while in its possession, but shall not be liable in any manner for an unauthorized disclosure of County data if said disclosure is not a result of negligence on the part of Triadic, its agents, or employees.

All original written material including programs and programming related materials originated and prepared for the County pursuant to this agreement shall belong exclusively to Triadic. The concepts or techniques relating to data processing, developed during the course of this agreement by Triadic personnel shall belong exclusively to Triadic. Each invention, discovery, or improvement which includes concepts or techniques relating to data processing developed pursuant to this agreement shall be treated as follows: (a) if made by the County's personnel, it shall be the property of the County; (b) if made by Triadic personnel it shall be the property of Triadic; and (c) if made jointly by personnel of Triadic and the County it shall be jointly owned without accounting.

Both Triadic and the County shall take reasonable care for protection against any outside sources or computer viruses.

## 9. TERM

This agreement shall be for a term of ten (5) years, commencing on \_\_\_\_/\_\_\_\_/20\_\_\_\_, subject only to County funding requirements, if any, under Section 6-6-11, et seq., NMSA 1978 which may be applicable. The effective date as stated in the first paragraph of this agreement. The agreement may renew at the end of the initial term or any renewal term for one (1) year, for up to 5 one (1) year renewals. This agreement shall be automatically renewed each year unless notice is given by either party that such renewal will not occur or the terms of the renewal have changed. Such notice shall be given ninety (90) days prior to the expiration of the appropriate term.

## 10. TERMINATION

This agreement may be terminated by either party upon ninety (90) days written notice to the other party which shall state any alleged default by the other party to this agreement and that party shall have ninety (90) days from the date of mailing to cure any such default. In the event, that any default is not cured within the said ninety (90) days, this agreement may be terminated. If there is a dispute as to the failure of one party to substantially perform, that dispute shall be subject to arbitration as provided herein.

## 11. SUCCESSORS AND ASSIGNS

Triadic and the County each binds itself, its successors, assigns and legal representatives to the other party to this agreement, and to the successors, assigns and legal representatives of such other

party with respect to all covenants of this agreement. Neither Triadic nor the County shall assign, sublet, or transfer its interest in this agreement without the written consent of the other.

## 12. ARBITRATION

All claims, disputes, and other matters in question between the parties to this agreement, arising out of, or relating to this agreement or the breach thereof, shall be decided by arbitration in accordance with the Uniform Arbitration Act of the State of New Mexico except the parties agree that the arbitration panel shall consist of three arbitrators with each party selecting one person who in turn select the third person. No arbitration, arising out of, or relating to this agreement, shall include, by consolidation, joinder or in any other manner, any additional party not a party to this agreement except by written consent containing a specific reference to this agreement and signed by all the parties hereto. Any consent to arbitration involving an additional party or parties shall not constitute consent to arbitration of any dispute not described therein or with any party not named or described therein. This agreement to arbitrate and any agreement to arbitrate with an additional party or parties duly consented to by the parties hereto shall be specifically enforceable under the prevailing arbitration law.

Notice of the demand for arbitration shall be filed in writing with the other party to this agreement. The demand shall be made within thirty (30) days after the claim, dispute or other matter in question has arisen. The notice shall be delivered to the principal place of business of the adverse party as herein provided. Actual arbitration of the dispute shall take place within thirty (30) days of the demand for arbitration as specified herein unless otherwise agreed by the parties. If the party requesting arbitration fails to proceed within the time limits set forth herein through no fault of the other party, then arbitration shall be deemed to have been waived, unless such failure is the result of excusable inadvertence or neglect.

The award rendered by the arbitrators shall be subject to the provisions of the Uniform Arbitration Act adopted by the State of New Mexico.

## 13. EFFECT OF AGREEMENT

It is agreed that Triadic is an independent contractor, acting on its own and is not an employee of the County. None of the terms, provisions or conditions of this Agreement shall be deemed to create a partnership between the parties hereto and any of their heirs, successors or assigns, nor shall such terms, provisions or conditions cause the parties to be considered joint ventures or members of any joint enterprise.

## 14. EXTENT OF AGREEMENT

This agreement represents the entire and integrated agreement between Triadic and County and supersedes all prior negotiations, representations or agreements, either written or oral. This agreement may be amended only by written instrument signed by both parties.

## 15. GOVERNING LAW

Unless otherwise specified this agreement shall be governed by the law of the State of New Mexico.

## 16. REPRESENTATIONS OF PARTIES

1. Triadic makes the following representations and warranties:
  - a. Triadic is a corporation duly organized and validly existing under the laws of the State of New Mexico; has corporate power to carry on its business as it is now being conducted.
  - b. Triadic has the legal power and right to enter into this agreement; and the signature hereon of Leandra Stewart, as President of Triadic Enterprises, Inc., constitutes an agreement of shareholders without a meeting pursuant to Section 53-18-8 of the New Mexico Statutes Annotated.
2. County makes the following representations and warranties:
  - a. County is duly organized and validly existing under the laws of the State of New Mexico; has corporate power to carry on its business as it is now being conducted.
  - b. County has the legal power and right to enter into this agreement; and the signature hereon of the County Manager as representative of the of Torrance County Commission constitutes that this agreement has been authorized by affirmative resolution of the Board of County Commissioners of Torrance County, New Mexico meeting in regular session in accordance with the laws of the State of New Mexico.

## 17. LIMITATION OF LIABILITY AND REMEDIES

County agrees that Triadic's liability hereunder for legal damages, regardless of the form of action, and including arbitration award as the case may be, shall not exceed twenty-five percent (25%) of all agreement charges paid hereunder and shall be in the nature of liquidated damages.

This shall be County's exclusive remedy. If arbitration is waived, no action regardless of form, arising out of the services under this agreement may be brought by either party more than one (1) year after the cause of action has accrued.

## 18. WARRANTY

Triadic warrants only that programming services provided hereunder will conform and accomplish the functions for which they are designed, and warrants their merchantability and fitness for a particular purpose.

In no event will Triadic be liable for consequential damages even if Triadic has been advised of the possibility of such damages.

The County acknowledges that it has read this agreement, understands it, and agrees to be bound by its terms and further agrees that it is the complete and exclusive statement of the agreement between the parties, which supersedes all proposals oral or written and all other communications between the parties relating to the subject matter of this agreement.

## 19. PARAGRAPH HEADINGS

The titles to the paragraphs of this Agreement are solely for the convenience of the parties and shall not be used to explain, modify, simplify, or aid in the interpretation of the provisions of this Agreement.

## 20. SEVERABILITY

If any provision included in this Agreement proves to be invalid, illegal or unenforceable, it shall not affect the validity of the remaining provisions.

## 21. ARTICLE XI Bribes, GRATUITIES, AND KICKBACKS PROHIBITED

Bribes, gratuities and kickbacks are expressly prohibited. This contract incorporates by reference, as if fully stated herein, the applicable criminal laws prohibiting bribes, gratuities and kickbacks as required by NMSA 1978, § 13-1-191.

[Signature Page Follows]

**IN WITNESS WHEREOF**, the parties have caused this agreement to be executed the day and year first above written.

**TRIADIC**  
Triadic Enterprises, Inc.

**COUNTY**  
County of Torrance, New Mexico

By: \_\_\_\_\_  
Leandra MH Stewart, President

By: \_\_\_\_\_  
County Manager

Attest: \_\_\_\_\_  
Vice President

Attest: \_\_\_\_\_  
County Clerk

STATE OF NEW MEXICO    )  
                            ) SS  
COUNTY OF TORRANCE    )

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by  
LEANDRA MH STEWART, as President of Triadic Enterprises, Inc., a New Mexico corporation, on  
behalf of said corporation.

---

Notary Public

My Commission Expires: \_\_\_\_\_

STATE OF NEW MEXICO    )  
                            ) SS  
COUNTY OF TORRANCE    )

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by  
\_\_\_\_\_  
as County Manager of the Torrance County, on behalf of said County.

---

Notary Public

My Commission Expires: \_\_\_\_\_

## APPENDIX A

### Programming Requests

Programming requests can take anywhere from two days to several months to complete, since some requests require the redesign of the data file structures. Therefore we ask the following:

All requests:

- Must be in writing, detailed as to the nature of the requests. Must be dated.
- Must be signed by the designated representative.
- Must include samples of any printouts or a detailed layout of desired items, if available to the requesting party.
- Must be assigned a priority of 1 to 10 with 1 being the highest. Must have a desired delivery date.
- Must go through the designated representative.

Any requests not complying with the above will be rejected. All requests with the same priority will be processed on a first-in, first-out basis. We will return a copy of the request with a possible delivery date if the request cannot be filled by the desired delivery date. If the request cannot be fulfilled at all or it is deemed an inappropriate computer function, a copy of the request will be returned to the requestor with the reasons for non-completion.

Any differences or problems in establishing reasonable delivery will be resolved between the designated representative, Triadic, and if necessary, a representative from IBM.

Request must be mailed to Triadic at P.O. Box 471, Deming, NM, 88031, faxed to (575) 546-8330, emailed to [tei@triadicnet.com](mailto:tei@triadicnet.com), or delivered in person to a member of Triadic's staff.

## APPENDIX B

Triadic Enterprises, Inc  
Email [tei@triadicnet.com](mailto:tei@triadicnet.com) Fax (575) 546-8330

## **REQUEST OR PROBLEM FORM**

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

EXISTING PROBLEM OF MENU OPTION \_\_\_\_\_

PERSON REQUESTING \_\_\_\_\_

REQUESTED COMPLETION DATE \_\_\_\_\_

AUTHORIZATION \_\_\_\_\_

DESCRIBE REQUEST (OR PROBLEM) IN DETAIL \_\_\_\_\_

IT IS POSSIBLE TO GIVE AN EXACT EXAMPLE OR ATTACH COPY, SCREENSHOT, OR LAYOUT

WAS THERE AN ERROR MESSAGE ON THE COMPUTER WHILE RUNNING THE PROGRAM? YES NO  
IF YES, PLEASE WRITE THE MESSAGE AND OPTIONS HERE:

---

DATE COMPLETED

---

## TRIADIC SIGNATURE

APPENDIX C

PURCHASED OR LEASED

Torrance Summary

Option A: New Power 10 & Install Cost Rolled into 5 Year Contract

	Monthly Cost
Triadic & 3rd Party Software	\$5,865.76
Power 10 Software & Hardware	\$1,584.40
Power 10 Install & Config.	\$260.36
<b>Total</b>	<b>\$7,710.52</b>

Option B: New Power 10 Cost Rolled into 5 Year Contract

	One Time Cost	Monthly Cost
Triadic & 3rd Party Software		\$5,865.76
Power 10 Software & Hardware		\$1,587.40
Power 10 Install & Config.	\$13,042.30	
<b>Total</b>	<b>\$15,206.16</b>	<b>\$7,453.16</b>

Option C: New Power 10 and 5 Year Contract

	One Time Cost	Monthly Cost
Triadic & 3rd Party Software		\$5,865.76
Power 10 Software & Hardware	\$70,389.00	
Power 10 Install & Config.	\$13,042.30	
<b>Total</b>	<b>\$83,431.30</b>	<b>\$5,865.76</b>

CLOUD

Torrance Summary

Option A: Cloud Power 10 & Install Cost Rolled into 5 Year Contract

	Monthly Cost
Triadic & 3rd Party Software	\$5,865.76
Power 10 Cloud Access	\$1,584.40
Power 10 Install & Config.	\$229.76
<b>Total</b>	<b>\$7,679.92</b>

Option B: Cloud Power 10

	One Time Cost	Monthly Cost
Triadic & 3rd Party Software		\$5,865.76
Power 10 Cloud Access		\$1,587.40
Power 10 Install & Config.	\$11,510.60	
<b>Total</b>	<b>\$15,206.16</b>	<b>\$7,453.16</b>

PURCHASED OR LEASED with CES

Torrance Summary

Option F: New Power 10 & Install Cost Rolled into 5 Year Contract

	Monthly Cost
Triadic & 3rd Party Software	\$5,790.60
Power 10 Software & Hardware	\$1,500.60
Power 10 Install & Config.	\$260.36
<b>Total</b>	<b>\$7,551.56</b>

Option G: New Power 10 Cost Rolled into 5 Year Contract

	One Time Cost	Monthly Cost
Triadic & 3rd Party Software		\$5,790.60
Power 10 Software & Hardware		\$1,500.60
Power 10 Install & Config.	\$14,190.30	
<b>Total</b>	<b>\$15,206.16</b>	<b>\$7,291.20</b>

Option H: New Power 10 and 5 Year Contract

	One Time Cost	Monthly Cost
Triadic & 3rd Party Software		\$5,790.60
Power 10 Software & Hardware	\$74,140.14	
Power 10 Install & Config.	\$14,190.30	
<b>Total</b>	<b>\$88,330.44</b>	<b>\$5,790.60</b>

Purchased or Leased

### Torrance Cost Breakdown

Triadic Software & Third Party Software		
Software	Annual Cost	Monthly Cost
Clerks Software	\$36,500.00	\$3,041.67
Live Web - Clerk	\$974.00	\$81.17
Assessor (Historical)	\$2,900.00	\$241.67
Manager (Historical)	\$9,000.00	\$750.00
Treasurer (Historical)	\$11,000.00	\$916.67
3rd Party Software Annual Maintenance		
Acom	\$2,070.00	\$172.50
RVI	\$1,725.00	\$143.75
Jwalk Clients (15 license)*	\$1,220.00	\$101.67
Jwalk Server	\$5,000.00	\$416.67
<b>Sub Total</b>	<b>\$70,389.00</b>	<b>\$5,865.76</b>

### New Power 10 can be purchase as One time Cost - or - Leased

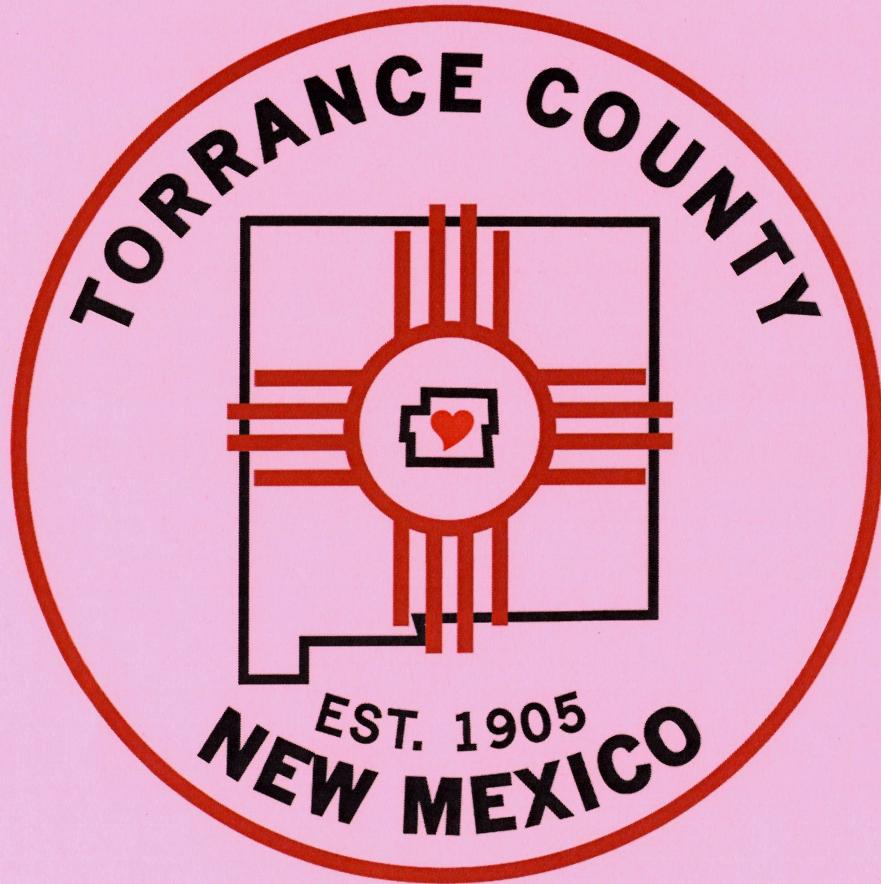
Power 10 System	One Time Cost	Monthly Leased Cost
Hardware (IBM Power 10 Server)	\$50,250.00	
Software (IBM Power 10 Server)	\$23,423.00	
UPS Battery Backup	\$4,145.00	
Shipping	\$1,048.00	
Misc Items (cables, switch, tapes)	\$505.00	
<b>Sub Total</b>	<b>\$79,371.00</b>	<b>\$1,584.40</b>

### One time Cost can be rolled into the contract

Power 10 Config & Install	One Time Cost	Monthly Leased Cost
Setup &Config (60hr @ \$150)	\$7,200.00	
Onsite Install & Migration (2 days x 2 staff)	\$2,400.00	
Per Diem (2 days x 2 @ \$175)	\$664.00	
Mileage (round trip for 2, 1248miles @ .67)	\$328.30	
Travel time (13 hours round trip x 2 staff)	\$200.00	

### 3rd Party Software Transfer Fee

Acom	\$2,000.00
RVI	\$125.00
Jwalk	\$125.00
<b>Sub Total</b>	<b>\$13,042.30</b>
	<b>\$260.36</b>



**TORRANCE COUNTY  
COMMISSION MEETING**

Agenda Item  
No. 13 F



**TORRANCE COUNTY PROFESSIONAL SERVICES AGREEMENT**

**TEEN COURT COORDINATOR/PREVENTION SPECIALIST**

**RFP #24-25-001**

THIS AGREEMENT is made and entered into by and between **Torrance County, New Mexico** (hereinafter referred to as the “**County**”), and Contractor Name (hereinafter referred to as “**Contractor**”).

**WHEREAS**, the County is in need of professional services to conduct the coordination and administration of its Teen Court program and Prevention Specialist services related to drug and alcohol prevention in underage individuals; and

**WHEREAS**, Contractor is qualified to provide such services; and

**WHEREAS**, the County desires to engage Contractor to render certain services in connection therewith, and Contractor is willing to provide such services.

**NOW, THEREFORE**, in consideration of the premises and mutual obligations herein, the parties hereto do mutually agree as follows:

**1. SCOPE OF SERVICES.**

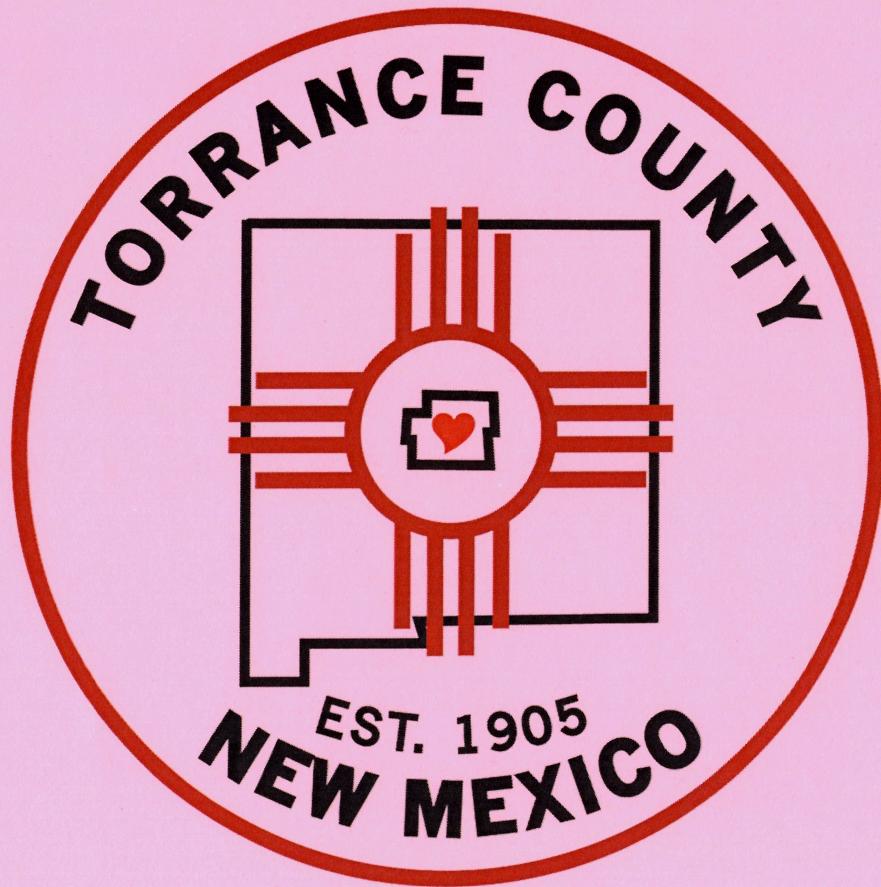
Contractor shall perform all services as requested by the County, including, but not limited to, the following services (hereinafter the “**Services**”) in a satisfactory and proper manner as determined by the County:

- a. Provide coordination, evaluation – including impact and outcome, review, and refinement of the existing County Teen Court Program;
- b. Network with other such programs in New Mexico and maintain status as a “member in good standing” of the New Mexico Teen Court Association (NMTCA). This will include attendance at NMTCA trainings and quarterly meetings;

- c. Recruit and train adults to serve as guest judges and youth to serve as volunteer jurors; receive and screen referrals to the program; make initial contact with youth and parents or guardians to schedule initial interview; attend all Teen Court sessions; prepare or assist in the preparation of Teen Court forms; prioritize cases; assign cases specific times and locations; assign past defendants to cases; coordinate and supervise all trials, which may be conducted outside of traditional work hours (evenings and weekends);
- d. Become an active participant of the Estancia Valley Youth and Family Council (formerly known as the Tri-County Juvenile Justice Board), attending a minimum of six meetings per year.
- e. Become an active participant of the Partnership for a Healthy Community/Substance Abuse Prevention Core Team, attending a minimum of six meetings per year.
- f. Network with and maintain open communication with potential referral agencies, including but not limited to Juvenile Parole and Probation, Estancia Valley Youth and Family Council, law enforcement agencies, courts, and school administrators, and seek input from agencies toward improvement of the program;
- g. Publicly promote the County Teen Court Program and disseminate a variety of prevention information, prepare prevention and outreach materials for health fairs and other related events, participate in community health and safety fairs throughout the year, including the Annual County Suicide Awareness/Prevention 5k Walk/Run, the County Health Fair, and other community events as they become advertised.
- h. Provide targeted drug and alcohol prevention to youth who are referred to Teen Court for substance-related offenses. This prevention may be in the form of evidence-based curricula, general prevention education, or speakers;
- i. Submit required reports to the County DWI Program Coordinator by quarterly deadlines and provide oral reports to the Torrance County DWI Planning Council, and other agencies as requested;
- j. Conduct evaluation of alcohol and substance abuse prevention efforts to determine the effectiveness of such efforts as they pertain to teen court youth. This will be conducted by the development and use of pre- and post-tests.
- k. Oversee and direct the administering of drug and alcohol tests of teen court clients who are sentenced to same for alcohol- and/or drug-related offenses. Positive drug test results will be reported to the County DWI Prevention Program Coordinator, referring agency, and parent(s).
- l. Provide a minimum of three Alive@25 driver improvement classes.

## 2. TERM.

Services of Contractor shall commence on **July 1, 2025**, and shall be undertaken and completed in such sequences as to assure their expeditious completion considering the purposes of this Agreement, provided; however, that the initial term hereof ends on **June 30, 2026**. The contract will automatically be renewed on an annual basis, for up to **two (2) additional**, one (1) year terms unless terminated as provided by the contract or law. In accordance with Section 13-1-150 NMSA 1978, no term for a professional services



**TORRANCE COUNTY  
COMMISSION MEETING**

**Agenda Item  
No. 13 G**



## RapidSOS Budgetary Quote

AT&T Contact Information  Manager Name: Jeff Bievenue  Title: Senior Application Sales Executive Email: <a href="mailto:jb9541@att.com">jb9541@att.com</a> Phone: (314) 775-3650	Customer Contact Information  Agency Name: Torrance Co 911 Agency Address: - 753 Salt Missions Trail, McIntosh, New Mexico 87032  Agency Contact 1: Selena Carroll (505) 384-2705				
<p>Quote Reference Number: Q-02509 Quote Created: May 22, 2025 Quote Expires: June 21, 2025</p>					
Product	Annual License Price	License Count	Term		Total Cost
Premium GIS Module, RapidSOS - Hosted GIS	\$5,852.92	2	Year 1 (12 months)		\$5,852.92
Premium GIS Module, RapidSOS - Hosted GIS	\$5,852.92	2	Year 2 (12 months)		\$5,852.92
Premium GIS Module, RapidSOS - Hosted GIS	\$5,852.92	2	Year 3 (12 months)		\$5,852.92
Premium GIS Module, RapidSOS - Hosted GIS	\$5,852.92	2	Year 4 (12 months)		\$5,852.92
Premium GIS Module, RapidSOS - Hosted GIS	\$5,852.92	2	Year 5 (12 months)		\$5,852.92
outages. Includes: - Agency-specific basemap based on locally authoritative GIS data - Creation and integration of geocoder based on local GIS data - Secure, highly available cloud-based GIS services from GeoComm - Ability to integrate with NENA EPRC or locally flown aerial imagery					

Product	Annual License Price	License Count	Term		Total Cost
Premium Module Intelligent Analyst - Incident Analytics	\$6,936.80	2	Year 1 (12 months)		\$6,936.80



Premium Module Intelligent Analyst - Incident Analytics	\$6,936.80	2	Year 2 (12 months)		\$6,936.80
Premium Module Intelligent Analyst - Incident Analytics	\$6,936.80	2	Year 3 (12 months)		\$6,936.80
Premium Module Intelligent Analyst - Incident Analytics	\$6,936.80	2	Year 4 (12 months)		\$6,936.80
Premium Module Intelligent Analyst - Incident Analytics	\$6,936.80	2	Year 5 (12 months)		\$6,936.80
Product	Annual License Price	License Count	Term		Total Cost
Premium Module Non-Emergency Call (Alarm Call) Automation	\$3,121.56	2	Year 1 (12 months)		\$3,121.56
Premium Module Non-Emergency Call (Alarm Call) Automation	\$3,121.56	2	Year 2 (12 months)		\$3,121.56
Premium Module Non-Emergency Call (Alarm Call) Automation	\$3,121.56	2	Year 3 (12 months)		\$3,121.56
Premium Module Non-Emergency Call (Alarm Call) Automation	\$3,121.56	2	Year 4 (12 months)		\$3,121.56
Premium Module Non-Emergency Call (Alarm Call) Automation	\$3,121.56	2	Year 5 (12 months)		\$3,121.56

The Non-Emergency Automation module uses AI to answer & process non-emergency requests as Digital Alerts within RapidSOS UNITE. The Alarm Call Automation portion handles traditional 10-digit alarm calls.

Includes:

- New 10-digit phone line powered by RapidSOS HARMONY
- Agency-specific configuration to gather data for ECC alarm protocols
- Built-in transfer mechanism to escalate calls to telecommunicators as needed

Product	Annual License Price	License Count	Term		Total Cost
Communicator - Text to 911	\$1,696.50	15,000	Year 1 (12 months)		\$1,696.50
Communicator - Text to 911	\$1,696.50	15,000	Year 2 (12 months)		\$1,696.50
Communicator - Text to 911	\$1,696.50	15,000	Year 3 (12 months)		\$1,696.50



Communicator - Text to 911	\$1,696.50	15,000	Year 4 (12 months)		\$1,696.50
Communicator - Text to 911	\$1,696.50	15,000	Year 5 (12 months)		\$1,696.50

Product	Annual License Price	License Count	Term	Total Cost
Premium Module Communicator - Voice, Text and Video Intelligence	\$6,763.38	2	Year 2 (12 months)	\$6,763.38
Premium Module Communicator - Voice, Text and Video Intelligence	\$6,763.38	2	Year 3 (12 months)	\$6,763.38
Premium Module Communicator - Voice, Text and Video Intelligence	\$6,763.38	2	Year 4 (12 months)	\$6,763.38
Premium Module Communicator - Voice, Text and Video Intelligence	\$6,763.38	2	Year 5 (12 months)	\$6,763.38
Premium Module Communicator - Voice, Text and Video Intelligence	\$6,763.38	2	Year 1 (12 months)	\$6,763.38

This capability uses redundant, standards-based architecture within RapidSOS UNITE for an ECC to communicate with a wireless subscriber making a request for service sent via SMS to the 9-1-1 short code.

Includes:

- Integration of Text to 911 requests into UNITE queue
- Language detection and translation
- Soft transfer to another agency with historical data

Product	Annual License Price	License Count	Term	Total Cost
Premium Field Module (IamResponding) - For Agencies Dispatched To 100+ Incidents Per Year	\$3,468.40	5	Year 1 (12 months)	\$3,468.40
Premium Field Module (IamResponding) - For Agencies Dispatched To 100+ Incidents Per Year	\$3,468.40	5	Year 2 (12 months)	\$3,468.40
Premium Field Module (IamResponding) - For Agencies Dispatched To 100+ Incidents Per Year	\$3,468.40	5	Year 3 (12 months)	\$3,468.40



Premium Field Module (IamResponding) - For Agencies Dispatched To 100+ Incidents Per Year	\$3,468.40	5	Year 4 (12 months)		\$3,468.40
Premium Field Module (IamResponding) - For Agencies Dispatched To 100+ Incidents Per Year	\$3,468.40	5	Year 5 (12 months)		\$3,468.40
The Field module enhances first responder situational awareness with the power of connected data from RapidSOS UNITE					
Includes:					
<ul style="list-style-type: none"><li>- Field responder application with bidirectional data sharing</li><li>- Integration options with an agency's CAD</li><li>- Ability to view location and status of field units in RapidSOS UNITE</li></ul>					
The MyLS module is an add-on application for emergency service providers to enhance communication and awareness within their communities.					
Includes:					
<ul style="list-style-type: none"><li>- Enablement of the agency inside MyLS application</li><li>- Configuration options for agency's logo, colors and content</li><li>- Upload capabilities for property, family member and pet information</li><li>- Data integration to access MyLS data within field responder application</li></ul>					

One-time Services	Per-unit Price	Quantity		Total Cost
Premium Communicator - One Time Set Up Fee	\$2,175.00	1		\$2,175.00
Premium Configuration Fee - One Time Set Up Fee	\$3,625.00	1		\$3,625.00
Premium Field (IamResponding) - One Time Set Up Fee	\$1,740.00	12		\$1,740.00
Premium Module Intelligent Analyst - One Time Set Up Fee	\$3,625.00	1		\$3,625.00
Premium Module Non-Emergency Call (Alarm Call) Automation - One Time Set Up Fee	\$2,175.00	1		\$2,175.00



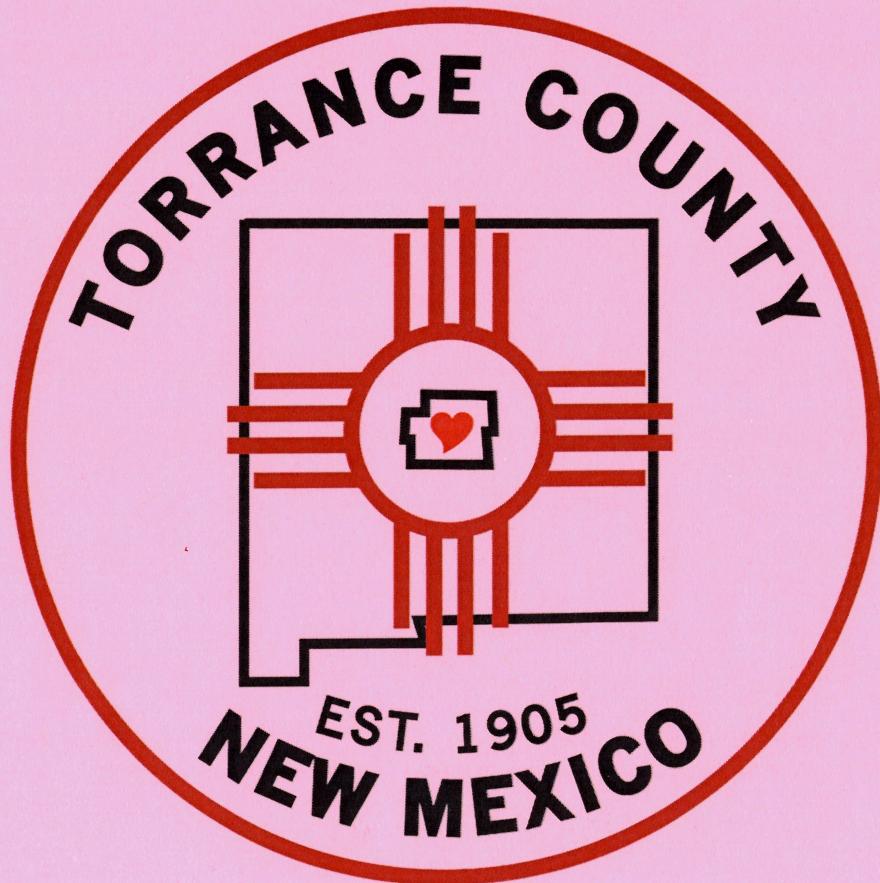
<b>Total Contract Value:</b>	\$139,197.80
<b>Monthly Recurring Total</b>	\$2,319.63
<b>One-Time Total</b>	\$13,340.00
<b>Annual Recurring Total</b>	\$27,835.56

Comments: Ref: Torrance County Dispatch Center - 753 Salt Missions Trail, McIntosh, New Mexico 87032 - POC: Selena Carroll (505) 384-2705

#### Terms and Conditions

The purchase of RapidSOS Paid Modules may be subject to separate order forms or Terms and Conditions, which will be provided as required following acceptance of this Quote.

The subscription of the Purchased Module(s) will commence on the Subscription Start Date for that Module, which will occur when all Purchased Module(s) are fully activated and live, as determined by RapidSOS, or ninety (90) days from the Effective Date, whichever is earlier. . Beginning on the Subscription Start Date, and continuing thereafter for the remainder of the Term, RapidSOS will invoice AT&T monthly amounts payable for the annual subscription fee(s) and any other applicable amount that may be due for the upcoming Term. Each invoice for the start of the new year will be issued by RapidSOS up to thirty (30) days prior to the start of the Subscription Start Date and continue thereafter monthly for the remainder of the Initial Term and up to thirty (30) days prior to the start of each anniversary date of the Subscription Start Date and continue thereafter monthly for the remainder of any subsequent Renewal Term. Subscriber will pay all amounts due as provided in the parties' agreement. Payments will be made electronically.



**TORRANCE COUNTY  
COMMISSION MEETING**

Agenda Item

No. 13 H



## Unauthorized/Non-Conforming Purchase Notice

Date: 7/2/25

Employee: Tanis Chroninger

Date of Purchase: 11/30/24

Department: Dispatch

Purchase Amount: \$4,865.76

Vendor: Total Response

Explanation of purchase and why prior authorization was not received or why purchase was non-conforming (invoices and documentation must be attached to this notice):

Total Response had some issues in their billing department and

no contacts were sent out, but services continued. Per

Total Response: "We did have a change in our billing department  
and so after review we are finding some accounts that were  
overdue."

Department Head Signature

For Finance Use Only

Purchase reviewed by Finance?  Yes  No Date reviewed: \_\_\_\_\_ Initials: \_\_\_\_\_

Line Item: \_\_\_\_\_ Funds available in budget?  Yes  No

Procurement Code followed?  Yes  No TC Policy followed  Yes  No

Payment  Approved  Denied

Commission Signature

Date

**Total Response**

Remit Address: PO Box 843526  
Boston, MA 02284  
+12037796611  
payments@totalresponse.com

**INVOICE**

BILL TO  
TORRANCE CO 911  
ATTN: ACCOUNTS PAYABLE  
753 SALT MISSIONS TRAIL  
MCINTOSH, NM 87032

SHIP TO  
TORRANCE CO 911

INVOICE 83503  
DATE 11/30/2024  
TERMS Net 30  
DUE DATE 12/30/2024

ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
TRASWPR	Annual Plan: Total Response Software Renewal	1	449.55	449.55T
TRATLR	Annual Plan: Site Licensed Training Renewal	1	4,179.00	4,179.00T
Support Period: 12/16/24 - 12/15/25				
	SUBTOTAL			4,628.55
	TAX			237.21
	TOTAL			4,865.76
	BALANCE DUE			<b>\$4,865.76</b>

Our current W9 is available under our address in the footer of our website.

Pay by wire or ACH (preferred):

Bank Name: Webster Bank

Bank Address: 28 Durham Rd., Madison, CT 06443

Routing Number: 221970443

Account Number: 0009480375

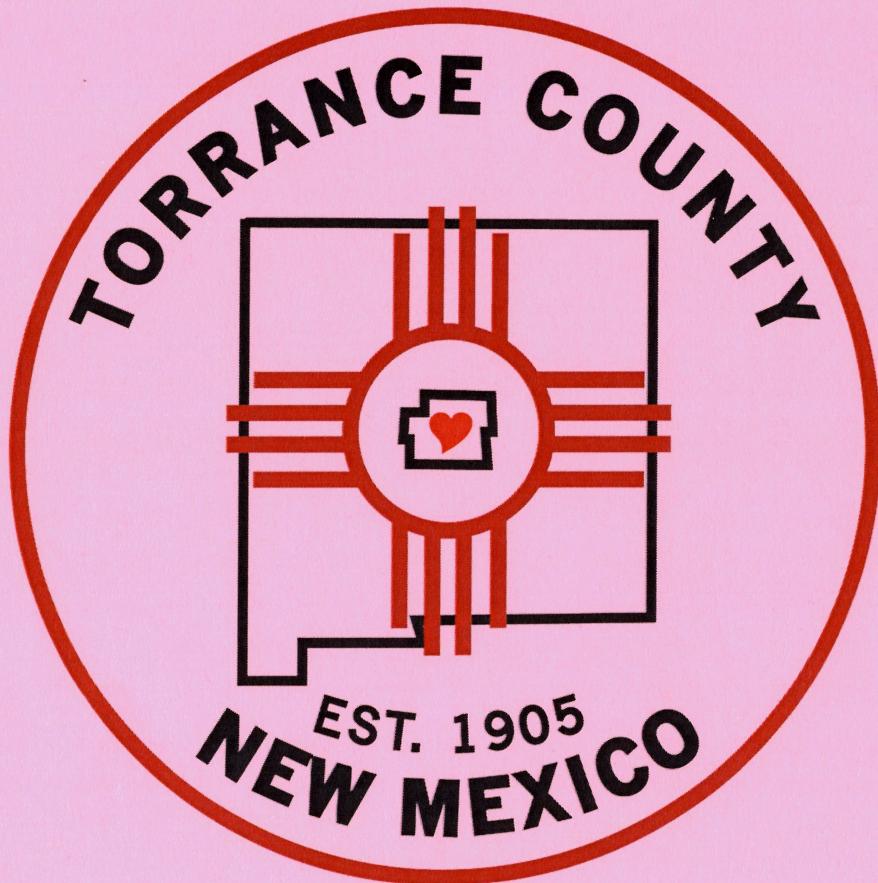
Please include your state, agency name and invoice number.

Pay By Check:

Total Response

PO Box 843526

Boston, MA 02284-3526



**TORRANCE COUNTY  
COMMISSION MEETING**

**Agenda Item**

**No. 14 A**

# REVISED INVESTMENT AND DEPOSIT POLICY OF TORRANCE COUNTY

Effective \_\_\_\_\_, 2025

## **INTRODUCTION:**

This Investment and Deposit Policy ("Policy") applies to all financial assets of Torrance County, New Mexico ("County") including, but not limited to, the assets of the County's:

General Funds  
Special Revenue and PILOT Funds  
Capital Projects Funds  
Bond and Loan Proceeds  
Debt Service and Debt Service Reserve Funds

### **1) SCOPE OF POLICY:**

The goal of this Policy is to protect public funds and to invest and deposit County funds in a manner that insures the safety of the investment, that provides for adequate liquidity and proper maturities and that maximizes investment income after providing for safety and liquidity. It also serves to establish a clear understanding between the County and any portfolio manager, financial institution and/or investment advisor utilized by the County as to the guidelines, limitations and directions that the County has determined appropriate for accounts under its purview.

It is the policy of the County to be fully invested (100% of available cash, less float and compensating balances) at all times. The County will use projected monthly cash receipts and outlays as a tool for maximizing available cash for investment purposes.

### **2) OBJECTIVE:** The primary objectives, in priority order, of the County's investment and deposit activities shall be:

**SAFETY:** Safety of principal is the foremost objective of the investment and deposit program. Investments and deposits of the County shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, diversification is required in order that potential losses on individual investments and deposits do not exceed the income generated from the remainder of the portfolio.

**LIQUIDITY:** The County's investment and deposit portfolios will remain sufficiently liquid to enable the County to meet all operating requirements which

might be reasonably anticipated. Future use of funds shall be criteria in determining maturities for any investment or deposit.

**RETURN ON INVESTMENTS AND DEPOSITS:** The County's investment and deposit portfolios shall be designed with the objective of attaining at least a market rate of return throughout budgetary and economic cycles, taking into account the County's risk constraints and the cash flow characteristics of the portfolios.

**3) DELEGATION OF AUTHORITY:**

The Board of County Commissioners ("Board"), acting in its capacity as the County Board of Finance ("BOF") pursuant to §6-10-8, NMSA 2018, shall have authority to set policy for management of all County investments and deposits and ensure that such Policy is carried out.

The County Treasurer ("Treasurer"), with the advice and consent of the BOF charged with the supervision and control of the respective funds, has ultimate authority over the investment and deposit of public funds as outlined in the Policy. The Treasurer shall be responsible for all investment and deposit transactions and shall implement and maintain the system of controls outlined in the Policy in order to regulate investment and deposit activities pursuant to §4-38-1 and § 6-10-10-F NMSA 2018. The Treasurer shall designate in writing an employee of the Treasurer's office to act on the Treasurer's behalf in the absence of the Treasurer.

**4) PRUDENT PERSON RULE:**

The prudence which is to be used by the Treasurer investing and depositing County funds shall be used in accordance with the provisions of §6-8-10, NMSA 2018 which states "Investments shall be made with judgement and care; under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation but for investment, considering the probable safety of their capital as well as the probable income to be derived."

**5) ETHICS AND CONFLICT OF INTEREST:**

All BOF members, the County Manager and the Treasurer shall refrain from personal business activity that could conflict with the proper execution of the County's investment and deposit program or which could affect or impair their ability to make impartial investment and deposit decisions on behalf of the County (§6-10-40 and 6-10-53 NMSA 2018) and the New Mexico Constitution Article VII, Section 4.

**6) CASH MANAGEMENT:**

The Board, County Manager, County Finance Director and the Treasurer's Office shall jointly prepare and maintain an ongoing cash management program. This program will involve the preparation of a regular report that includes projections for cash receipts (revenues), cash disbursements (expenditures) and interest earned or estimated to be earned on overnight investments and deposits. The Board shall notify the Treasurer on a regular basis of County expenditures and of any large expenditures anticipated so that cash liquidity can be planned according to the cash management report and County expenditures. The Treasurer shall take into consideration these projected cash needs of the County when setting investment and deposit maturity dates. It shall be the duty of the Treasurer to provide adequate security for funds received, receipt and disbursement reports and accounting of all cash and cash management activities.

**7) BANKS SELECTION:**

Public money may be deposited by the Treasurer, with the advice and consent of the BOF charged with the supervision and control of the respective funds, with banks, savings banks and credit unions having their main or manned branch offices within the geographical boundaries of the County or as otherwise located that benefits the County, which have qualified as public depositories by reason of insurance of the account by an agency of the United States such as the Federal Deposit Insurance Corporation ("FDIC") or National Credit Union Share Insurance Fund ("NCUSIF"), or by depositing collateral security of United States Treasury or agency securities as provided herein, letters of credit from the Federal Home Loan Bank or by giving bonds as provided by law (Section 6-10-36C, NMSA 1978).

**8) MINIMUM INTEREST RATE:**

The interest rate to be paid on time deposits shall not be less than the rate of interest on United States treasury bills or notes of the same maturity on the day of deposit (§6-10-36E, NMSA, 2018). Additionally, the County will diversify the use of investment and deposit instruments to avoid incurring unreasonable risks inherent in over-investing in specific instruments, individual financial institutions or maturities.

**9) COLLATERALIZATION: [this is alternative to straight 102% collateral]**

The following guidelines shall be utilized to ascertain the level of collateral required from each financial institution on deposits on amounts greater than federal insurance such as FDIC or NCUSIF coverage. These ratios are in agreement with those set by the State Board of Finance for the State of New Mexico. The County reserves the right to set the level of collateral required based

on criteria other than the ratios below. Written justification for the variance shall be kept on file in the Treasurer's office.

Should the institution's ratios result in a different collateral requirement for any of the ratios, the higher collateral level will be required.

Determination of the collateral level must be determined every six months, in April and October, if the County chooses to reduce the collateral requirement to under 102%. Each financial institution shall submit a current Statement of Financial Condition and a completed Risk Assessment Ratio Form to the Treasurer.

Ratios	50%	75%	102%
Primary Capital Assets	Above 6.0%	5.0% - 6.0%	Less than 5.0%
Net Operating Income	Above .60%	.51% - .61%	Less than .51%
Total Average Assets			
Non-Performing Loans	Under 35.0%	35.0% - 49.9%	Above 49.9%
Primary Capital			

Should the financial institution use a payment or performance bond, if provided by law, then the amount of collateralization shall be equal to the amount of the principal and accrued interest not otherwise covered by federal insurance. The maturity of deposits so collateralized shall be for the lesser of the term of the deposit or time for cancellation of such payment or performance bond.

All banks, savings banks and credit unions in which the County's funds in excess of federal insurance amounts are deposited will be required to enter into a Collateral Security Agreement which shall be mutually agreed upon by the Treasurer and the financial institution. (§6-10-18a NMSA 2018).

## **10) INVESTMENTS AND DEPOSITS:**

All sinking funds or money remaining unexpended from the proceeds of any issue of bonds or negotiable securities which by law are entrusted to the care and custody of the Treasurer, and all money not immediately necessary for public use, may be invested in securities or deposited in interest bearing deposits with banks, savings banks and credit unions within the geographical boundaries of the County. All funds available for time deposit with local banks, savings banks and credit unions must be equitably distributed according to the net worth of each institution in accordance with §6-10- 36 NMSA 2018. For purposes of calculation, the County shall use the total deposits as reported to federal agencies by the local banks, savings banks and credit unions as of March 31 of each calendar year.

If any bank, savings bank or credit union within the geographical boundaries of the County declines to accept any part of their pro-rata share of County funds, a

written notice of such shall be obtained by the Treasurer. The Treasurer, in consultation with the Investment Committee, may allow any bank declining to receive distribution of future funds at the Treasurer's discretion.

The funds that are declined shall be considered excess, as well as funds subject to the New Mexico Constitution Article VIII, Section 4 and may be invested and deposited in those financial instruments authorized by the laws of the State of New Mexico, including the following approved investments and deposits:

- A. Certificates of Deposits with federal or state-chartered banks, savings banks or credit unions, to be collateralized by United States Treasury or agency securities whose daily closing price ("mark-to- market") is equal to or greater than that portion of the Certificate of Deposit and interest thereon and/or Municipal Bonds issued by New Mexico entities at par, for those amounts that the FDIC or NCUSIF does not insure;
- B. Shares of a diversified investment company registered pursuant to the federal Investment Company Act of 1940 that invests in fixed-income securities or debt instruments that passively match or track the components of a broad-market, fixed-income-securities market index; provided that the investment company or manager has total assets under management of at least one hundred million dollars (\$100,000,000) and provided that the BOF of the county or municipality may allow reasonable administrative and investment expenses to be paid directly from the income or assets of these investments; is registered with the United States securities and exchange commission; complies with the diversification, quality and maturity requirements of Rule 2a-7, or any successor rule, of the United States securities and exchange commission applicable to money market mutual funds; and assesses no fees pursuant to Rule 12b-1, or any successor rule, of the United States securities and exchange commission, no sales load on the purchase of shares and no contingent deferred sales charge or other similar charges, however designated, provided that the County shall not, at any time, own more than five percent of a money market mutual fund's assets.
- C. Bonds or negotiable securities of the United States, the state or a county, municipality or school district that has a taxable valuation of real property for the last preceding year of at least one million dollars (\$1,000,000) and that has not defaulted in the payment of any interest or sinking fund obligation or failed to meet any bonds at maturity at any time within five years last preceding and that have a maturity date that does not exceed ten years from the date of purchase;
- D. Short term investments with the Local Government Investment Pool as per §6-1 0-1.1 NMSA 2018. Also see §6-1 0-1 0 and 6-10-44, NMSA 2018;
- E. Securities that are issued and backed by the full faith and credit of the United States government or issued by its agencies or instrumentalities, including securities issued by federal home loan banks, the federal home loan

mortgage corporation, the federal national mortgage association, the federal farm credit banks funding corporation, the federal agricultural mortgage corporation or the government national mortgage association and that have a maturity date that does not exceed ten years from the date of purchase; or "United States government sponsored enterprises" includes federal home loan banks, the federal home loan mortgage corporation, the federal national mortgage association, the federal farm credit banks funding corporation, the federal agricultural mortgage corporation and the government national mortgage association;

F. Contracts with banks, savings banks or credit unions for the present purchase and resale at a specified time in the future of specific securities at specified prices at a price differential representing the interest income to be earned by the investor. The contract shall be fully secured by obligations of the United States or the securities of its agencies, instrumentalities or United States government sponsored enterprises having a market value of at least one hundred two percent (102%) of the contract. The collateral required for investment in the contracts provided for in this subsection shall be shown on the books of the financial institution as being the property of the investor and the designation shall be contemporaneous with the investment (§ 6.10.10.H NMSA 2018); brokered certificates of deposit, certificate of deposit account placement services and federally insured cash accounts.

All investments set forth in A-F above must have readily ascertainable market value and be easily marketable.

In the event that any State Statutes are legally changed or modified to allow other securities or financial instruments as appropriate for investment and deposit by the County then this Policy may be amended to include those securities or financial instruments as appropriate with the approval of the BOF.

#### **11) SCHEDULING OF INVESTMENT AND DEPOSIT MATURITIES:**

Investment and deposit maturities shall be scheduled to coincide with projected cash flow needs, taking into account expenditures (payroll, debt-retirement payments, Capital Improvements Program disbursements, etc.) as well as considering anticipated revenue (property taxes, payment in lieu of taxes, etc.) utilizing the Cash Management program developed by the Treasurer, with the advice and consent of the BOF. The Treasurer shall provide the BOF with current schedules on a quarterly basis for their review and approval.

#### **12) SECURITIES INVESTMENT SELECTION CRITERIA AND ASSET ALLOCATION:**

A. Cash and cash equivalents may include Treasury bills, notes or bonds, certificates of deposit due within twelve (12) months, and money market funds

that invest in securities of the U.S. Government and its agencies. The purpose of these funds is to provide income, liquidity and preservation of the funds' principal value.

- B. The maximum maturity or duration of the securities purchased for an account shall not be greater than ten (10) years. The maximum maturity or duration of time deposits for an account shall not be greater than three (3) years. The Treasurer may require any portfolio to have a lower maturity or duration.
- C. The maturity schedule of the securities and deposit portfolios must take into account and reflect future cash needs and the goal of maximizing investment returns after providing for safety and liquidity.
- D. The weighted duration of the securities portfolios should not exceed three (3) years unless there is prior review by the Treasurer. Duration is defined as the weighted average time to full recovery of principal and interest payments. Duration provides a summary statistic of the average maturity of the portfolio. Second, it is an essential tool in immunizing a portfolio from interest rate risk. Finally, duration can be used to estimate the interest rate sensitivity of a portfolio. For example, if the portfolio has a duration of five (5) years, and if yields decline by one percent, the portfolio market value could rise in value by approximately five (5) percent. In the case of Mortgage Backed Securities, (MBS) the average life of the MBS pools should not exceed seven (7) years.
- E. The Treasurer shall give a verbal and written report at least quarterly to the BOF regarding the current investment selection criteria and asset allocation.

## **15)DIVERSIFICATION**

The County will diversify their investments and deposits by security type and institution. The County will diversify use of investment instruments to avoid incurring unreasonable risks inherent in over-investing in specific instruments, individual financial institutions or maturities.

## **16)SAFEKEEPING OF SECURITIES:**

All investment securities owned by the County or held as collateral under this Policy shall be held in third-party safekeeping by an institution acceptable to the County. The safekeeping institution shall issue a safekeeping receipt or other evidence (i.e. book entry notice) to the County listing the specific instrument, rate, amount, maturity date, instrument number, term and other pertinent information. Any financial institution holding securities for the benefit of the County shall be required to provide insurance sufficient to cover 100% said securities in the event that the financial institution fails financially and is unable to meet obligations to securities clients. Insurance such as Securities Investor Protection Corporation (SIPC) and private insurance shall be acceptable. The Treasurer shall prepare and provide the BOF the Safekeeping Report at least quarterly.

**17)INTERNAL CONTROLS:**

The Treasurer shall document and maintain a system of internal controls for the making of deposits and investments of County funds. The internal controls and compliance thereof shall be reviewed by independent auditors on an annual basis. The Treasurer shall review the systems of controls at least quarterly to ensure such controls are effective and that the County is complying with such controls.

**18)INTERNAL REPORTS:**

The Investment Report shall be compiled by the Treasurer monthly and published along with the Treasurer's Monthly Financial Statement. The Treasurer shall have daily access to reports from safekeeping institutions showing daily mark-to-market valuations of investments and deposits in local banks, savings banks and credit unions.

**19)PERFORMANCE STANDARDS:**

The investment portfolios shall be designed with the objective of obtaining a rate of return throughout budgetary and economic cycles, commensurate with the investment risk constraints and the cash flow needs.

Market Yield (Benchmark): The investment strategy of the County is active. Given this strategy, the basis used by the BOF to determine whether market returns are being achieved shall be the Barclay's Intermediate Term Government Index or other appropriate indices as designated by the BOF.

**20)SECURITIES COMMUNICATIONS AND REPORTS:**

Any investment advisor and/or professional fund manager actively doing business with the County must submit to the Treasurer, County Manager and Finance Director on, but not less than, both a quarterly, and fiscal annual basis, investment reports showing total amount invested, cost basis and market value of each security, amount invested in each type of security, maturity schedule of the portfolio, yield and cash flow analysis of the portfolio, and the time weighted return for each reporting period. They shall also submit or cause to be submitted by a third-party custodian, within seven (7) business days at the end of each month, a report showing account balances, transactions, market valuations and similar information. Any transaction that occurred during the reporting period should be shown as well as any realized gains or losses. All exhibits and written material that will be used for presentation to the Treasurer and BOF shall be submitted to and received by the Treasurer at least five (5) business days prior to any meetings with the BOF, unless otherwise approved in writing or unless waived in writing by the Treasurer.

## **21) INVESTMENT ADVISOR:**

The County may retain an Investment advisor under a contract approved by the Board, if said advisor: (i.) is licensed to perform such services in the State of New Mexico, is a Registered Investment Advisor ("RIA") or Investment Advisor Representative of an RIA, (ii.) has had at least seven years experience in managing and/or advising investments approved herein for other governments and fiduciary institutions, (iii.) has liability and fiduciary insurance coverage, (iv.) agrees to the communications requirements herein; (v.) agrees to advise the County in writing of any significant changes in the investment philosophy, management style, ownership, organizational structure financial condition or senior personnel staffing of the firm or manager assigned to the County within 30 days of each change; (vi.) does not have a proprietary interest in any professional fund manager utilized by the County. (vii.) is compensated only on a fee (agent only) basis and does not receive commissions, mark-ups or other compensation on securities purchased for the County; (viii.) agrees to meet personally with the Treasurer and the BOF at least quarterly; and (ix) agrees to be bound by the dictates of this Policy. Such meetings shall address the investment advisor's views on developments within the national/local economies, the securities and interest rate markets and the potential affects of these developments on investment and deposit strategy, portfolio maturities, potential amendments to this Policy and other fiscal matters. The investment advisor's performance shall be evaluated based on the lesser of a 3-5 year time period or a complete market cycle. A copy of this Policy shall be given to the investment advisor by the County.

## **22) PROFESSIONAL FUND MANAGER:**

The Treasurer, with advice and consent of the BOF, may retain one or more professional fund manager(s), under a contract or other agreement approved by the Board, if said manager: (i.) is licensed to perform such services in the State of New Mexico and as an RIA under the Investment Advisor's Act of 1940, as amended, (ii.) has had at least seven years experience in managing investments approved herein for other governments and fiduciary institutions and has at least \$1,000,000,000 under management for investment disciplines similar to this Policy; (iii.) has liability and fiduciary insurance coverage, (iv.) agrees to the communications requirements herein; (v.) agrees to advise the County in writing of any significant changes in the investment philosophy, management style, ownership, organizational structure, financial condition or senior personnel staffing of the fund manager or manager assigned to the County within 30 days of each change; (vi.) is compensated only on a fee (agent only) basis and does not receive commissions, mark-ups or other compensation on securities purchased for the County; (vii.) agrees to meet personally with the Commission at least annually; and (ix) agrees to be bound by the dictates of this Policy. Such meetings shall address the professional fund manager's views on developments

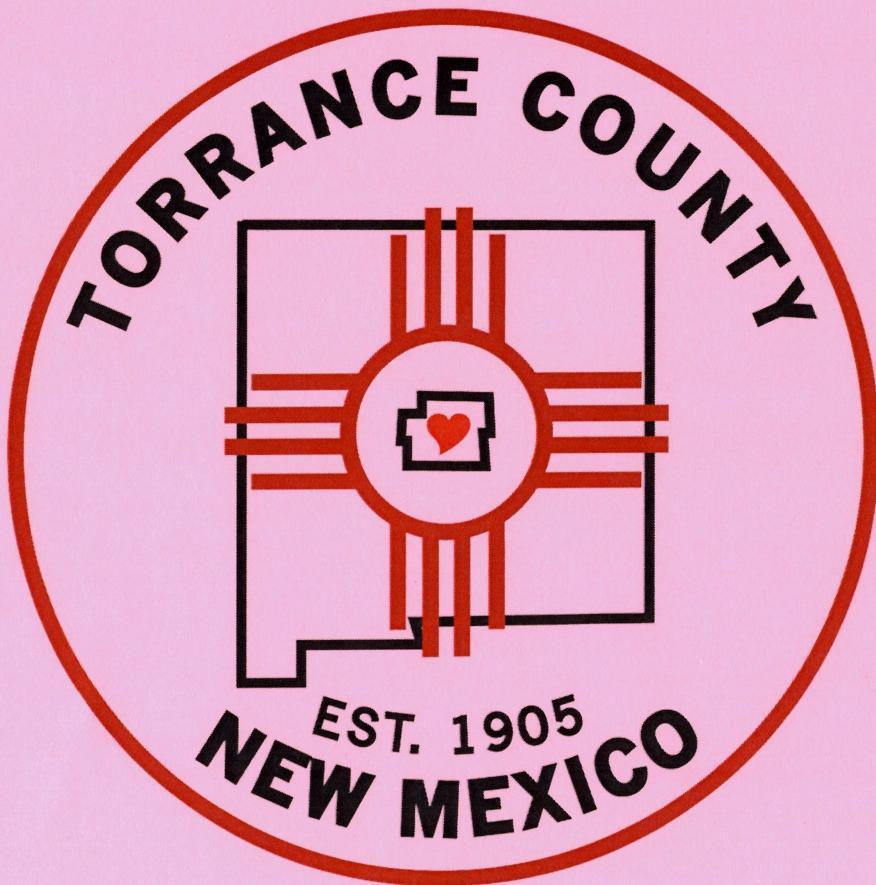
within the national economies, the securities and interest rate markets and the potential affects of these developments on investment strategy, portfolio maturities and other fiscal matters. Manager's rate of return shall be measured against their peer and passive indices and their performance shall be evaluated based on the lesser of a 3-5 year time period or a complete market cycle. A copy of this Policy shall be given to the professional fund manager hired by the County

**23) INVESTMENT COMMITTEE:**

There is hereby established an Investment Committee ("Investment Committee") comprised of the Treasurer (as Chair), County Manager, County Finance Director, the Chief Deputy County Treasurer and one (1) member of the public ("Community Member") who shall be appointed by the Board. The County Attorney shall also be considered an ex-officio member of the Investment Committee. The Board shall determine the minimum qualifying criteria for the Community Members and establish the provisions for appointment, reappointment and replacement. The Investment Committee shall make recommendations regarding amendments to this Policy and related matters to the Treasurer for approval (§ 6.10.10.E NMSA 2018). Meetings shall be determined by the Chair of the Committee.

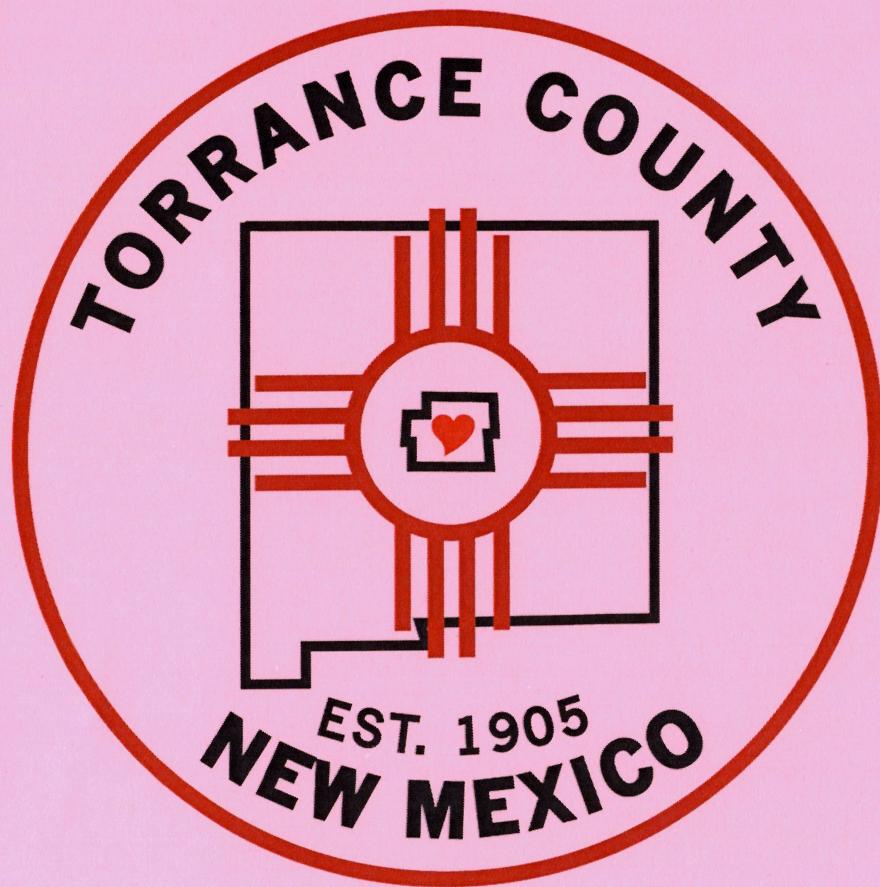
**24) AMENDMENTS:**

This Policy may be revised and/or amended by the BOF, as appropriate, but shall be reviewed no less than every two (2) years. It shall be the obligation of the Treasurer to bring such amendments, if any, to the BOF and obtain the approval of their majority before such changes and amendments take affect.



**TORRANCE COUNTY  
COMMISSION MEETING**

Agenda Item  
No. 14 B



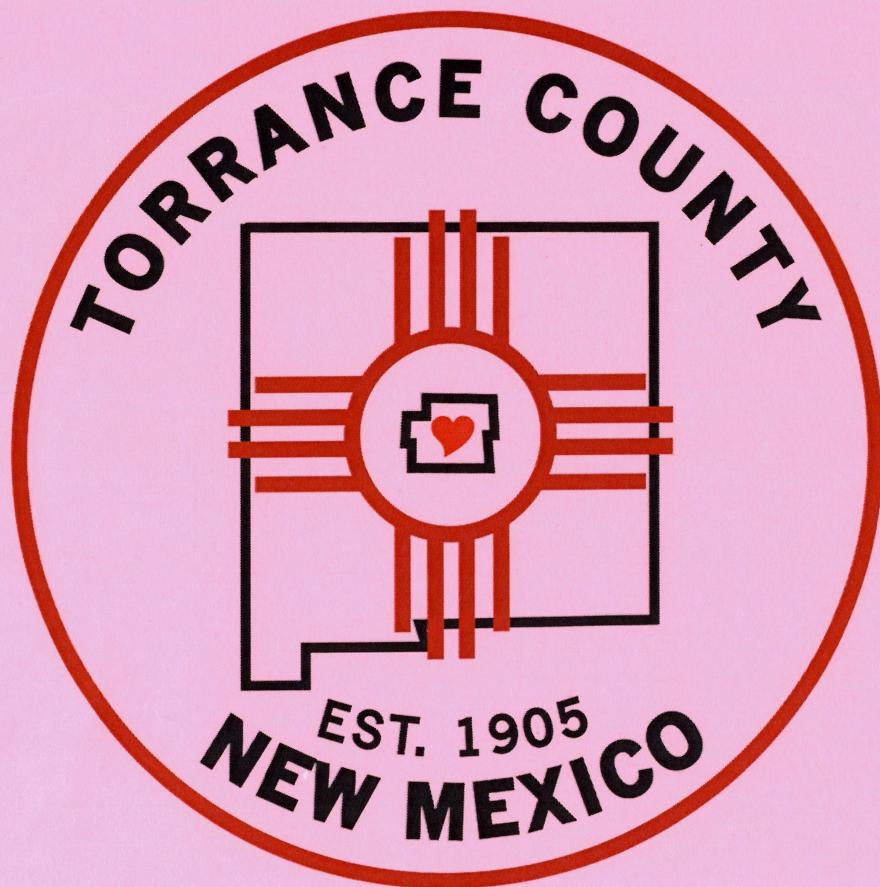
**TORRANCE COUNTY  
COMMISSION MEETING**

Agenda Item  
No. 14 C



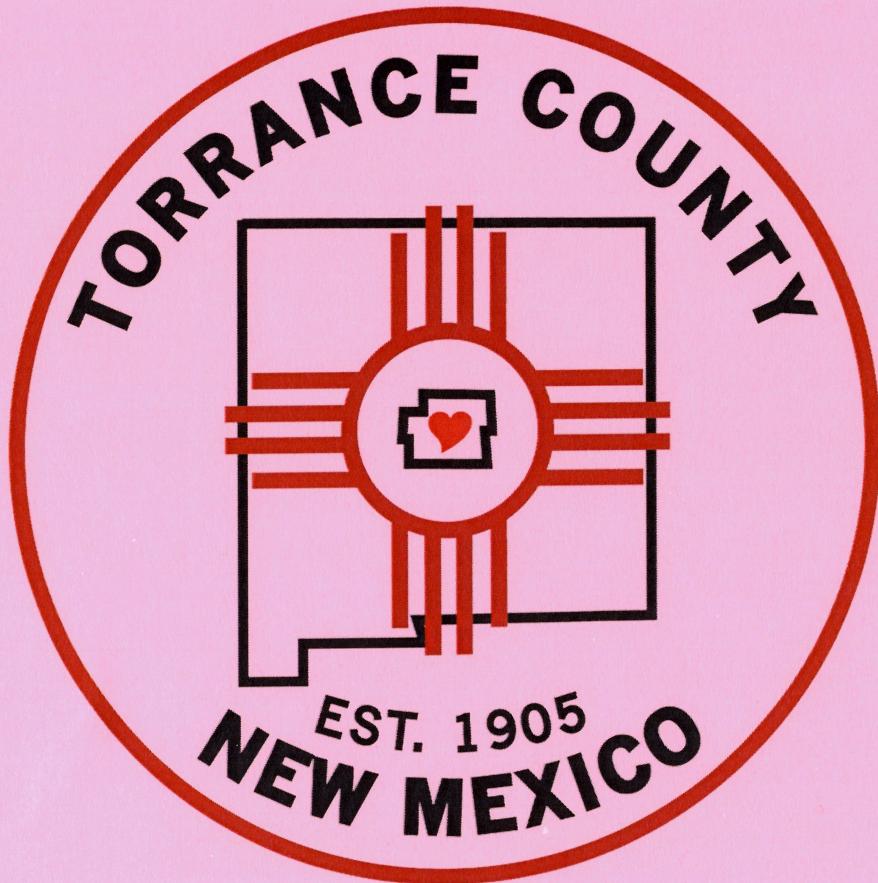
**TORRANCE COUNTY  
COMMISSION MEETING**

Agenda Item  
No. 14 D



**TORRANCE COUNTY  
COMMISSION MEETING**

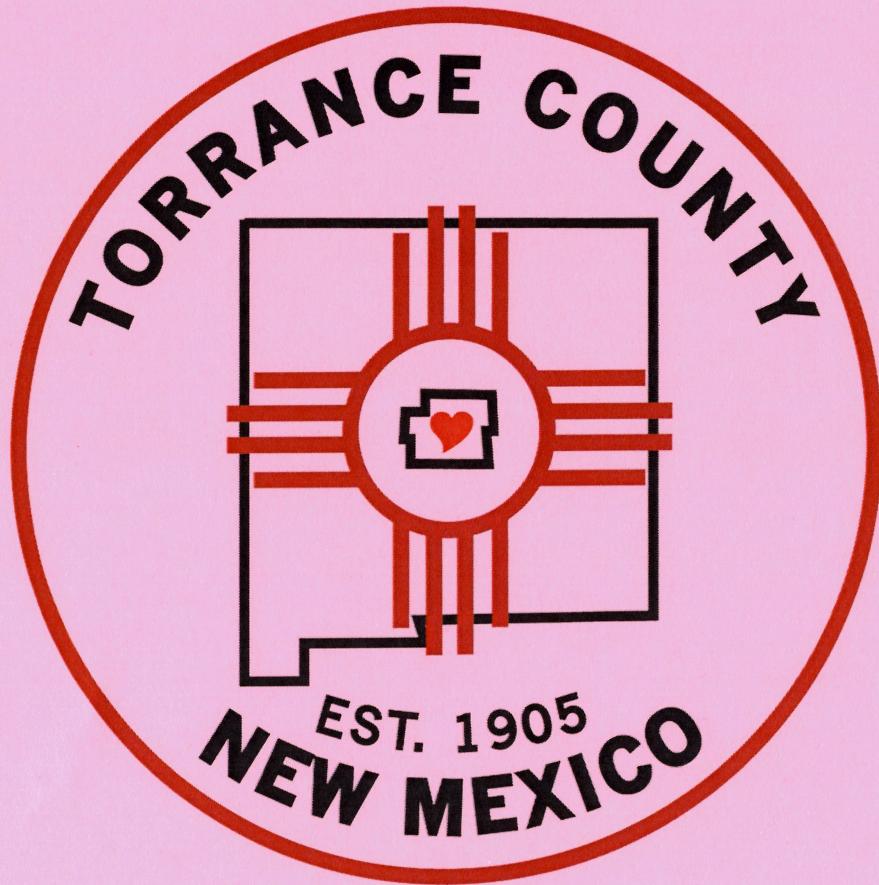
Agenda Item  
No. 15



**TORRANCE COUNTY  
COMMISSION MEETING**

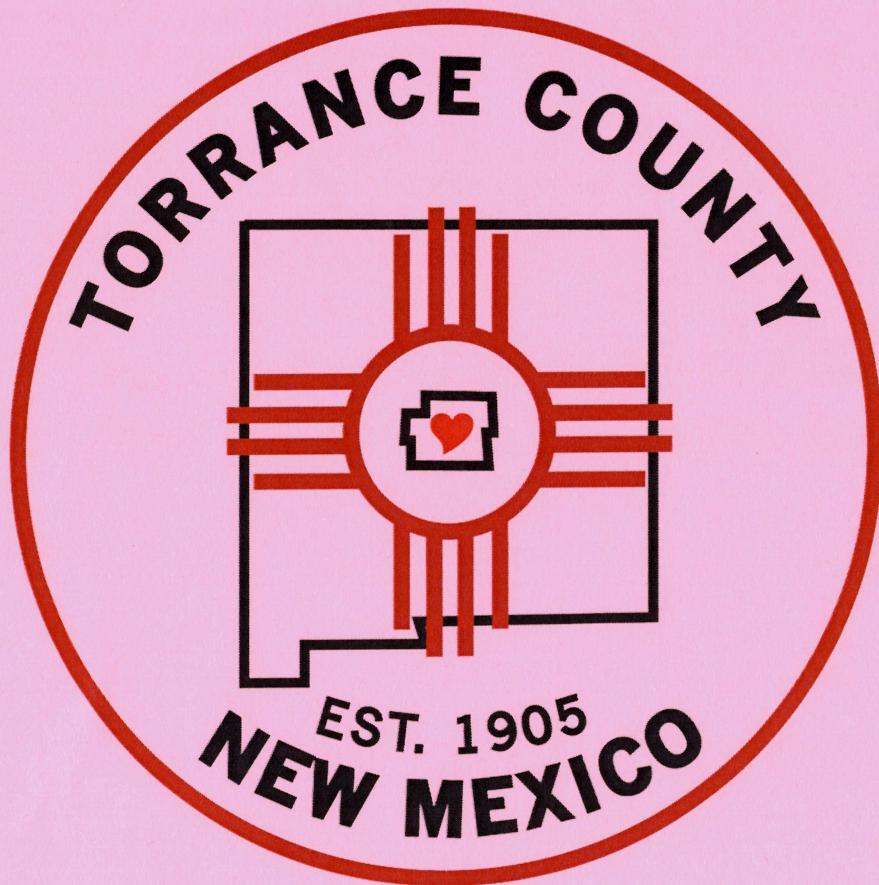
Agenda Item

No. 16



**TORRANCE COUNTY  
COMMISSION MEETING**

Agenda Item  
No. 17



TORRANCE COUNTY  
COMMISSION MEETING

Agenda Item  
No. 18