

Date: January 15, 2025

To: Governing Body, Finance Committee, and Quality of Life Committee

From: Manuel Sanchez, Senior Services Division Director 
Manuel Sanchez (Jan 30, 2025 17:21 MST)

Via: Maria Sanchez-Tucker, Community Services Department Director 
Maria Tucker (Jan 31, 2025 08:27 MST)

Subject: Grant A20E5289 Agreement Amendment

Vendor Name: State of New Mexico Aging and Long-Term Services Department

Munis Vendor Number: 6170

ITEM AND ISSUE:

Request for Approval of Contract Amendment No. 1 to Item #23-0013 with State of New Mexico Aging and Long-Term Services Department Capital Appropriation Project Grant Agreement #A20E5289 Mary Esther Gonzales Senior Center - Planning & Design of New Senior Center to Extend the Term through 06/30/2025. (Manuel Sanchez, Senior Services Division Director, mnsanchez@santafenm.gov)

CONTRACT NUMBER:

The FY24Munis contract number is 3203827.

BACKGROUND AND SUMMARY:

On January 26, 2023, the City of Santa Fe entered into a Grant Agreement with the State of New Mexico Aging and Long-Term Services Department (ALTSD) Capital Appropriation Project Grant, Agreement #A20E5289 in the Total amount of \$358,865.00 to plan and design a new senior center in Santa Fe. In August 2024, the Governing Body approved Amendment 1 to this agreement to extend the term of the grant. ALTSD did not execute that Amendment 1 and has asked for this form of Amendment 1 to be approved by Governing Body. The work on plan and design of a new senior center will be completed before the new expiration date of June 30, 2025.

Prior Approvals and Supporting Information:

PROCUREMENT METHOD:

The procurement method used was Choose a Procurement Vehicle

Chief Procurement Officer (CPO) / Designee: _____ **Date:** _____
CPO Comment/Exceptions: _____

FUNDING SOURCE:

Fund Name/Number: COMDEV/Fund 345

Munis Org Name/Number: SnrCmDvDIP/345981

Munis Object Name/Number: WIP Design/572960

Budget Officer / Designee: _____ **Date:** _____
Budget Officer Comment/Exceptions: _____

ASSOCIATED APPROVALS:

Does this purchase require any of the following associated approvals: Yes | No
(ITT, Vehicles/Fleet, Facilities, Asset, Grant Review)

IT Components included? Yes | No

Approval: _____ **Title:** _____ **Date:** _____
Comment/Exceptions: _____

Vehicles included? Yes | No

Approval: _____ **Title:** _____ **Date:** _____
Comment/Exceptions: _____

Construction, Facilities, Furniture, Fixtures, Equipment included? Yes | No

Approval: _____ **Title:** _____ **Date:** _____
Comment/Exceptions: _____

Capital Asset* or Project** Yes | No

Project Ledger #: _____

(*will this procurement result in a tangible item that costs more than \$5,000?)

(**Capital Projects are new and improvement projects that are going to cost \$10,000 or more)

Approval: _____ **Title:** _____ **Date:** _____
Comment/Exceptions: _____

Is this a Grant Funded Purchase? Yes | No

Approval: _____ **Title:** _____ **Date:** _____
Comment/Exceptions: _____

ATTACHMENTS:

Procurement Document: Choose an item.

Vendor's Proposal

Select Contract Type

ALTSD Grant Agreement Amendment #1

Approved Grant Agreement Item 23-0013 (Approved 1/26/23)