

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 17:22 MST)

Via: Maria Sanchez-Tucker, Community Services Department Director 
Maria Tucker (Jan 30, 2025 17:34 MST)

Subject: Grant A20E5288 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 Grant Amendment No. 1 to Item #22-0541 New Mexico Aging and Long-Term Services Department Capital Appropriation Project Grant Agreement #A20E5288 for Mary Esther Gonzales Senior Center Construction to Extend the Term through June 30, 2025. (Manuel Sanchez, Senior Services Division Director, mnsanchez@santafenm.gov)

CONTRACT NUMBER:

The FY24 contract number is 3203698.

BACKGROUND AND SUMMARY:

On November 17, 2022, 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 #A20E5288 in the Total amount of \$2,484,852.00 to plan, design, construct, equip and furnish the Mary Esther Gonzales Senior Center. 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 MEG to add ADA bathroom and additional accessibility features 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
Not Applicable since it is a Grant

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

FUNDING SOURCE:

Fund Name/Number: COMDEV/Fund345
Munis Org Name/Number: SnrCmDvCIP/3459981
Munis Object Name/Number: WIP Design/572960, WIP Construction/572970

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 22-0541 (Approved 11/1/22)