

**CHANDLER, JOSHUA L. (Contractor)**

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**From:** SCOTT, MARK A.  
**Sent:** Wednesday, July 2, 2025 9:40 AM  
**To:** CHANDLER, JOSHUA L. (Contractor)  
**Cc:** CANDELARIA, ERIC D.; CONNER, KAYLA M.; GOMEZ, ERIN A.; EDWARDS, JAMES W.; VIGIL, XAVIER I.; TAPIA, ERMINIA M.  
**Subject:** Re: Emergency Approval Request - IT Connect, Inc Amendment #2

OK with me.

Mark Scott  
City Manager  
mscott@santafenm.gov  
(505) 946-7915

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**From:** CHANDLER, JOSHUA L. (Contractor) <jlchandler@santafenm.gov>  
**Sent:** Wednesday, July 2, 2025 9:02 AM  
**To:** SCOTT, MARK A. <mscott@santafenm.gov>  
**Cc:** CANDELARIA, ERIC D. <edcandelaria@santafenm.gov>; CONNER, KAYLA M. <kmconner@santafenm.gov>; GOMEZ, ERIN A. <eagomez@santafenm.gov>; EDWARDS, JAMES W. <jwedwards@santafenm.gov>; VIGIL, XAVIER I. <xivigil@santafenm.gov>; TAPIA, ERMINIA M. <emtapia@santafenm.gov>  
**Subject:** Emergency Approval Request - IT Connect, Inc Amendment #2

The ITT Department respectfully requests your approval to expedite IT Connect, Inc Amendment #2 to Professional Services Agreement Item #23-0169 through an abbreviated committee review process.

**REQUEST:** We are seeking approval to present Amendment #2 to only two committees next week:

- Finance Committee (July 7<sup>th</sup>, 2025)
- Governing Body (July 9<sup>th</sup>, 2025)

**JUSTIFICATION:** This request is being made on an emergency basis due to the expiration of Amendment #1 on June 30th, 2025. To ensure continuity of services and avoid any disruption to critical systems, immediate action is required.

**NEXT STEPS:** Upon your approval, the City Clerk's office will assist with posting the necessary meeting captions and documentation to facilitate the expedited review process.

We appreciate your consideration of this time-sensitive matter and are available to provide any additional information you may require.

**Requested Action:** Please approve the abbreviated committee review process for Amendment #2 to prevent service interruption.

Emergency Approval Request - IT Connect, Inc Amendment #2

**Thank you,**

***Joshua Love Chandler***  
***Contract Administrator***  
***ITT Department/Mouton Hall***  
***OFFICE: 505-955-5519***  
***WORK CELL: 505-629-7314***  
***Email: [jlchandler@santafenm.gov](mailto:jlchandler@santafenm.gov)***



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