

CHANDLER, JOSHUA L. (Contractor)

From: CANDELARIA, ERIC D.
Sent: Tuesday, November 25, 2025 2:10 PM
To: SCOTT, MARK A.; CHANDLER, JOSHUA L. (Contractor)
Cc: SENA, BERNICE M.; CONNER, KAYLA M.; GOMEZ, ERIN A.; VIGIL, XAVIER I.; TAPIA, ERMINIA M.
Subject: Re: Emergency Approval Request -

Thank you Mark!!

Thank you,

Eric Candelaria

Director, Information Technology & Telecommunications
Mouton Hall, Midtown
Santa Fe, NM 87504
Cell – 505.470.5963
edcandelaria@santafenm.gov

From: SCOTT, MARK A. <mscott@santafenm.gov>
Sent: Tuesday, November 25, 2025 2:08:16 PM
To: CHANDLER, JOSHUA L. (Contractor) <jlchandler@santafenm.gov>
Cc: SENA, BERNICE M. <bmsena@santafenm.gov>; CANDELARIA, ERIC D. <edcandelaria@santafenm.gov>; CONNER, KAYLA M. <kmconner@santafenm.gov>; GOMEZ, ERIN A. <eagomez@santafenm.gov>; VIGIL, XAVIER I. <xivigil@santafenm.gov>; TAPIA, ERMINIA M. <emtapia@santafenm.gov>
Subject: Re: Emergency Approval Request -

I approve of the expedited process.

Mark Scott

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From: CHANDLER, JOSHUA L. (Contractor) <jlchandler@santafenm.gov>
Sent: Tuesday, November 25, 2025 10:22:47 AM
To: SCOTT, MARK A. <mscott@santafenm.gov>
Cc: SENA, BERNICE M. <bmsena@santafenm.gov>; CANDELARIA, ERIC D. <edcandelaria@santafenm.gov>; CONNER, KAYLA M. <kmconner@santafenm.gov>; GOMEZ, ERIN A. <eagomez@santafenm.gov>; VIGIL, XAVIER I. <xivigil@santafenm.gov>; TAPIA, ERMINIA M. <emtapia@santafenm.gov>
Subject: Emergency Approval Request -

Good morning Mark,

The ITT Department respectfully requests your approval to expedite Insight (Microsoft 365) Amendment 4 through an abbreviated committee review process.

REQUEST: We are seeking approval to present Insight (Microsoft 365) Amendment 4 to only two committees:

- Finance Committee (12/08/2025)
- Governing Body (12/10/2025)

JUSTIFICATION: This request requires expedited processing due to the urgent nature of the renewal of our Microsoft 365 software which is used citywide.

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 Insight (Microsoft 365) Amendment 4.

Thank you,

Joshua Love Chandler

Contract Administrator

ITT Department/Mouton Hall

OFFICE: 505-955-5519

WORK CELL: 505-629-7314

Email: jlchandler@santafenm.gov



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