

# MEMORANDUM

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**To:** SFSWMA Joint Powers Board Members  
**From:** Randall Kippenbrock, P.E., Executive Director <sup>RLK</sup>  
**Date:** March 16, 2026  
**Subject:** Request for Approval to Purchase Three Vehicles from Melloy Chevrolet of Los Lunas, NM, Under New Mexico Statewide Price Agreement 40-00000-24-00068 in the Amount of \$131,319

**SUMMARY**

The Agency is requesting Board approval to purchase three vehicles from Melloy Chevrolet of Los Lunas, NM, under the New Mexico Statewide Price Agreement 40-00000-24-00068, for a total of \$131,319.

Table 1 details the vehicle to be replaced, the replacement vehicles, and their utilization.

Table 1. Vehicles for Replacement.

Unit No.	Year	Make & Model	Milage	Condition	Replacement Vehicle	Utilization Of Replacement Vehicle
1404	2003	Ford F250 Diesel with Flat Bed Four-Wheel Drive	80,676	Engine - Fire Damaged	Chevrolet 1500 Single Cab	BuRRT – General Purposes
1353	2000	Chevrolet 1500 Four-Wheel Drive	160,934	Worn	Chevrolet 1500 Single Cab	BuRRT – Green Waste Area
-	-	-	-	-	Chevrolet 1500 Single Cab	BuRRT - Administration

Melloy Chevrolet provides a standard warranty covering three years or 36,000 miles, a drivetrain warranty valid for five years or 100,000 miles, and roadside assistance available for five years or 60,000 miles for each vehicle.

The delivery time for the vehicles is 3 to 5 months from the date of order.

Funding is available from 811.100700 (Equipment Replacement Reserve Fund Cash).

## BACKGROUND

Table 2 lists the base price, discounts, added options for each vehicle, and the total purchase price.

<b>Description</b>	<b>2026 Chevrolet 1500 Silverado 4x4 Regular Cab Short Bed</b>
NM Statewide Price Agreement	40-00000-24-00068
Item Number	13
Vendor	Melloy Chevrolet
Base Price	\$44,095.00
Less 1% Discount	<\$2,438.00>
Less 3% Discount	-
<b>Options</b>	
TurboMax Engine	<\$1,350.00>
All-Terrain Tires	\$200.00
WT Package	\$175.00
WT Convenience Package	\$425.00
Trailer Package	\$425.00
Spray-On Bed Liner	\$545.00
Skid Plates	Included
Power Trailer Tow Mirrors	\$345.00
Black Side Steps	\$695.00
Window Tint	\$425.00
Vinyl Seats	Included
Total Options	\$2,160.00
Less 2% Discount on Options	<\$40.00>
Total	\$43,773.00
Quantity	3
Total Purchase Price	\$131,319.00

**ACTION REQUESTED:**

The Agency is requesting the Board approve the purchase of three new vehicles from Melloy Chevrolet under the New Mexico Statewide Price Agreement 40-00000-24-00068, as outlined in Table 2, for \$131,319.

The Agency also requests approval of a budget increase to 8100852.571000 (Capital Outlay – Vehicles >1.5 Tons) from 811.100700 (Equipment Replacement Reserve Fund Cash) in the amount of \$131,319.

Attachments: 1) Budget Adjustment Request  
2) Melloy Chevrolet Quote  
3) New Mexico State Price Agreement 40-00000-24-00068 (Item #13)

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**ATTACHMENT 1**

**Budget Adjustment Request**



**ATTACHMENT 2**

**Melloy Chevrolet Quote**

SINCE 1952



# FLEET

March 12, 2026

Santa Fe SWMA

New Mexico State Price Agreement: 40-00000-24-00068

Item #13 – Pickup ½ ton, ICE Powered, Regular Cab, 4WD

2026 Chevrolet Silverado 1500, Regular Cab, Short Bed, 4WD, White

Base Price	\$44,095.00
Less 1% Discount per Contract	(\$2,438.00)
Options – TurboMax Engine (req on Regular Cab)	(\$1,350.00)
Vinyl Seats	INCL
All Terrain Tires	\$200.00
WT Package	\$175.00
WT Convenience Package	\$425.00
Trailer Package	\$425.00
Trailer Brake Controller	\$275.00
Spray On Bed Liner	\$545.00
Skid Plates	INCL
Power Trailer Tow Mirrors	\$345.00
4" Black Side Steps	\$695.00
Window Tint	\$425.00
Total Options	\$2,160.00
Less 2% Discount on Options per Contract	(\$44.00)
Total	\$43,773.00
Quantity	x3
Total	\$131,319.00

***Karen Sluga***

***Melloy Auto Group***

***Fleet/Government Sales***

***[karen@melloyfleet.com](mailto:karen@melloyfleet.com)***

***Please make PO to:***

***Melloy Chevrolet***

***377 Emilio Lopez Rd***

***Los Lunas, NM 87031***

**ATTACHMENT 3**

**New Mexico State Price Agreement 40-00000-24-00068  
(Item #13)**



State of New Mexico  
General Services Department  
Purchasing Division

Statewide Price Agreement Amendment

**Awarded Vendor:**  
**13 Vendors**

Number: 40-00000-24-00068

Amendment No.: Three

Term: August 6, 2025 – August 5, 2026

**Ship To:**  
All State of New Mexico agencies, commissions, institutions, political subdivisions and local public bodies allowed by law.

Procurement Specialist: Jessica Chavez

Telephone No.: (505) 500-9824

Email: jessica.chavez@gsd.nm.gov

**Invoice:**  
**As Requested at Time of Order**

Title: **Automotive Vehicles**

This amendment is to be attached to the respective Price Agreement and become a part thereof.

In accordance with Price Agreement provisions, and by mutual agreement of all parties, this Price Agreement is extended from August 6, 2025 to August 5, 2026 at the same price, terms and conditions.

Except as modified by this amendment, the provisions of the Price Agreement shall remain in full force and effect.

Accepted for the State of New Mexico

*Dorothy Mendonca*

Date: 8/4/2025

Dorothy Mendonca  
New Mexico State Purchasing Agent

### Certificate Of Completion

Envelope Id: E3E533AA-EED6-4FE6-979F-57BB69BAE783

Status: Completed

Subject: Please DocuSign: SPD SPA

Source Envelope:

Document Pages: 1

Signatures: 1

Envelope Originator:

Certificate Pages: 5

Initials: 2

Jessica Chavez

AutoNav: Enabled

1100 S Saint Francis Dr

EnvelopeId Stamping: Enabled

Santa Fe, NM 87502

Time Zone: (UTC-07:00) Mountain Time (US & Canada)

jessica.chavez@gsd.nm.gov

IP Address: 164.64.62.10

### Record Tracking

Status: Original

Holder: Jessica Chavez

Location: DocuSign

7/28/2025 8:55:09 AM

jessica.chavez@gsd.nm.gov

Security Appliance Status: Connected

Pool: StateLocal

Storage Appliance Status: Connected

Pool: General Services Department

Location: DocuSign

### Signer Events

Vanessa LeBlanc

vanessa.leblanc@gsd.nm.gov

Bureau Chief

New Mexico General Services

Security Level: Email, Account Authentication (None), Login with SSO

### Signature

Signature Adoption: Pre-selected Style  
Using IP Address: 164.64.62.10

### Timestamp

Sent: 7/28/2025 9:01:34 AM

Viewed: 7/28/2025 9:25:56 AM

Signed: 7/28/2025 9:31:27 AM

### Electronic Record and Signature Disclosure:

Accepted: 6/2/2020 7:02:26 AM

ID: 174ce339-a45c-4eb9-8489-b3f5ced3d8e4

Jessica Chavez

jessica.chavez@gsd.nm.gov

Procurement Specialist II

Security Level: Email, Account Authentication (None)

Signature Adoption: Pre-selected Style  
Using IP Address: 164.64.62.10

Sent: 7/28/2025 9:31:28 AM

Viewed: 8/4/2025 8:23:28 AM

Signed: 8/4/2025 8:23:56 AM

### Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Dorothy Mendonca

dorothy.mendonca@gsd.nm.gov

SPD Division Director / State Purchasing Agent

General Services Department

Signing Group: 35000 - State Purchasing Agent

Security Level: Email, Account Authentication (None)

Signature Adoption: Pre-selected Style  
Using IP Address: 164.64.62.10

Sent: 8/4/2025 8:23:57 AM

Viewed: 8/4/2025 8:39:26 AM

Signed: 8/4/2025 8:39:35 AM

### Electronic Record and Signature Disclosure:

Accepted: 4/14/2023 7:24:59 AM

ID: 51f6380f-50f7-4227-afb5-572b373dfb7c

### In Person Signer Events

### Signature

### Timestamp

### Editor Delivery Events

### Status

### Timestamp

### Agent Delivery Events

### Status

### Timestamp

### Intermediary Delivery Events

### Status

### Timestamp

<b>Certified Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
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<b>Carbon Copy Events</b>	<b>Status</b>	<b>Timestamp</b>
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<b>Witness Events</b>	<b>Signature</b>	<b>Timestamp</b>
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<b>Notary Events</b>	<b>Signature</b>	<b>Timestamp</b>
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<b>Envelope Summary Events</b>	<b>Status</b>	<b>Timestamps</b>
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Envelope Sent	Hashed/Encrypted	7/28/2025 9:01:34 AM
Certified Delivered	Security Checked	8/4/2025 8:39:26 AM
Signing Complete	Security Checked	8/4/2025 8:39:35 AM
Completed	Security Checked	8/4/2025 8:39:35 AM

<b>Payment Events</b>	<b>Status</b>	<b>Timestamps</b>
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<b>Electronic Record and Signature Disclosure</b>
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## **ELECTRONIC RECORD AND SIGNATURE DISCLOSURE**

### **A. ELECTRONIC RECORD AND SIGNATURE DISCLOSURE (ERSD)**

From time to time, New Mexico General Services Department (GSD), on behalf of the State of New Mexico (SONM), may be required by law to provide you with certain written notices or disclosures. Stated below are the terms and conditions for GSD's providing you such notices and disclosures electronically through the DocuSign system. Please read this information carefully. If you are able to access this information electronically and agree to **this Electronic Record and Signature Disclosure (ERSD)**, please confirm your agreement by selecting the check-box next to "I agree to use electronic records and signatures" before clicking "CONTINUE" within the DocuSign system.

## **B. Obtaining paper copies**

At any time up to twenty (20) calendar days following your use of DocuSign to electronically sign a document, you may request a paper copy of any record provided or made available electronically to you by GSD. You will have the ability to download and print documents SONM sends you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a twenty (20) calendar day period after such documents are first sent to you. Following the twenty (20) day period, if you want GSD to send you paper copies of any such documents from GSD's office, you will be charged a \$1.00 per-page fee plus postage. You may request delivery of such paper copies from GSD by following the procedure stated in Section H, below.

## **C. Withdrawing your consent**

If you decide to receive notices and disclosures from GSD electronically, you may at any time change your mind and inform GSD you want to receive required notices and disclosures only in paper format. The procedure concerning how you may inform GSD of your decision to receive future notices and disclosures in paper format as well as withdraw your consent to receive notices and disclosures electronically is stated in Section D, immediately below.

## **D. Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed with which GSD will be able to complete certain steps in specific transactions and deliver paper copies to you. GSD will need: (1) to send the required notices or disclosures to you in paper format; and (2) wait until GSD receives your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from SONM or to electronically sign documents generated and sent to you from SONM.

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## **E. All notices and disclosures will be sent to you electronically**

Unless you inform GSD otherwise according to these procedures, GSD will electronically provide you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements and other documents that are required to be provided or made available to you during the course of your electronic signature relationship with SONM. To reduce the possibility of inadvertent non-receipt, GSD prefers to provide all required notices and disclosures by the same method and to the same email or physical address that you furnish to GSD. Thus, you may receive the disclosures and notices electronically or in paper form. If you do not agree with this procedure, please inform GSD according to the procedures stated in Section I, below. Please also refer to Section D, immediately above, which states the consequences resulting from your declination of electronic delivery of notices and disclosures.

## **F. How to contact GSD:**

You may inform General Services Department (GSD) of any changes you select regarding State Purchasing Division's (SPD) electronic communications with you, to request paper copies of certain information from SPD, and to withdraw your prior consent to receive notices and disclosures electronically by emailing your request(s) to SPD at: [GSD.SPInfo@state.nm.us](mailto:GSD.SPInfo@state.nm.us)

## **G. To advise SPD of your new email address**

To inform SPD of a change in the email address to which SPD sends you notices and disclosures electronically, you must send an email to SPD at [GSD.SPInfo@state.nm.us](mailto:GSD.SPInfo@state.nm.us) and in the body of such request you must include your previous and new email addresses.

## **H. To request paper copies from SPD**

To request delivery of paper copies of electronic notices and disclosures that DocuSign and/or SPD have previously provided to you, you must send an email to SPD at [GSD.SPInfo@state.nm.us](mailto:GSD.SPInfo@state.nm.us) and in the body of your email request state your email address, full name, mailing address, and telephone number. SPD will charge you a \$1.00 per page copy fee plus postage.

## **I. To withdraw your consent with SPD**

To inform SPD that you no longer wish to receive notices and disclosures in electronic format you may:

(1) Decline to sign a document from within a signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may:

(2) Send SPD an email to [GSD.SPDinfo@state.nm.us](mailto:GSD.SPDinfo@state.nm.us) and in the body of your request state your email address, full name, mailing address, and telephone number.

## **J. Required hardware and software**

The minimum system requirements for using the DocuSign system may change over time. The current DocuSign system requirements may be found at:

<https://support.docusign.com/guides/signer-guide-signing-system-requirements>

## **K. Acknowledging your access and consent to receive and sign documents electronically**

To confirm that you are able to electronically access the information contained in this Electronic Record and Signature Disclosure (ERSD), please confirm that you have: (1) read this ERSD, and either: (2) you are able to print on paper or electronically save this ERSD for your future reference and access; or (3) you are able to email this ERSD to an email address where you will be able to print this ERSD on paper and/or save this ERSD for your future reference and access. Further, if you consent to receiving notices and disclosures from DocuSign and/or SPD exclusively in electronic format, then select the check-box next to “I agree to use electronic records and signatures,” before you click “CONTINUE” within the DocuSign system.

By selecting the check-box next to “I agree to use electronic records and signatures,” you confirm that:

- You have read this Electronic Record and Signature Disclosure (ERSD); and
- You can print this ERSD on paper, or you can save and/ or send this ERSD to a location where you can print this ERSD, for your future reference and access; and
- Until or unless you notify SPD as stated in this ERSD, you consent to exclusively receive through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by SPD during the course of your electronic signature relationship with SPD.

Item	Approx. Qty	UOM	Description
13	1	% Disc	Pickup, ½ Ton, ICE/HEV/Diesel Powered, Single, Extended Cab, Crew Cab, 4X4, RWD, FWD, AWD
Percentage Discount off of MSRP Dealer's Base Cost; FOB, Dealer's place of business.  Make/Model Options:		(AB) 2% Ram 1500 DS 10% Ram 1500 DT 2% Ram 1500 SSV 14%	(AC) 8% 8% Ford F-150 10% Ford F-150 Interceptor
		(AG) 1% Chevrolet Silverado 1500 2WD/4WD Reg Cab 1% Chevrolet Silverado 1500 2WD/4WD Double Cab 1% Chevrolet Silverado 1500 2WD/4WD Crew Cab 1% Chevrolet Silverado 1500 2WD/4WD SSV 3% Chevrolet Silverado 1500 4WD PPV 4%	(AH) 1% Ford F150 XL 2WD Reg Cab 6.5' Bed 1% Ford F150 XL 2WD SuperCab 6.5' Bed 1% Ford F150 XL 2WD SuperCrew 5.5' Bed 2% Ford F150 XL 4WD Reg Cab 6.5' Bed 2% Ford F150 XL 4WD SuperCab 6.5' Bed 2% Ford F150 XL 4WD SuperCrew 5.5' Bed 2% Ford F150 Police Responder XL 4WD SuperCrew 5.5' Bed 4%
		(AF) 5% Ford F150 - ICE 5% Ford F150 - Hybrid / PowerBoost 0% Ford F-150 - excludes Raptor	(AI) 1% Ram 1500 Tradesman 2WD Quad Cab 6'4" Bed 1% Ram 1500 Tradesman 2WD Crew Cab 5'7" Bed 1% Ram 1500 Tradesman 4WD Quad Cab 6'4" Bed 1% Ram 1500 Tradesman 4WD Crew Cab 5'7" Bed 1% Ram 1500 Tradesman Classic 2WD Quad Cab 6'4" Bed 10% Ram 1500 Tradesman Classic 2WD Crew Cab 5'7" Bed 10% Ram 1500 Tradesman Classic 4WD Quad Cab 6'4" Bed 10% Ram 1500 Tradesman Classic 4WD Crew Cab 5'7" Bed 10% Ram 1500 Classic SSV 4WD Crew Cab 5'7" Bed 12%
	(AJ) 2% Nissan Frontier 3% Nissan Titan	(AK) 1% Ranger 4% F150 Regular Cab 5% F150 Extended/Super Cab 5% F150 Crew Cab 5% F150 Crew Cab Hybrid 5% F150 Crew Cab Police Responder 1% F150 Crew Cab Raptor 10% Delivery to Agency & Police Upfit	(AL) 13.50% Ford F-150 (ICE) 2.7L 15.50% Ford F-150 (HEV) 14.50% Ford F-150 (ICE) 3.5L
Comments:		Limited Availability for F150 Crew Cab Raptor	All trim levels included in % discount

Item	Approx. Qty	UOM	Description			
13a)	1	% Disc	Percentage Discount off of MSRP for Factory Options			
Percentage Discount off of MSRP for Factory Options			(AB) 2%	(AC) 3%	(AF) 2%	(AG) 2%
			(AH) 2%	(AI) 2%	(AJ) 2%	(AK) 2% (1% on Raptor Factory Options)
			(AL) 5%			

13b)	1	% Disc	Percentage Discount off of Current Manufacturers Catalog List Price for after-market options not included in the Dealers' MSRP.			
Percentage Discount off of MSRP for Factory Options			(AB) 5%	(AC) 5%	(AF) 2%	(AG) 5%
			(AH) 5%	(AI) 5%	(AJ) 2%	(AK) 5%
			(AL) 6%			

14	1	% Disc	Pickup, ½ Ton, BEV/PHEV Powered, Single, Extended Cab, Crew Cab, 4X4, RWD, FWD, AWD			
Percentage Discount off of MSRP Dealer's Base Cost; FOB, Dealer's place of business.			(AC) 5% Ford Lightning	(AF) 8% Ford Lightning - Full Electric (W1B Model)	(AG) 0% Chevrolet Silverado EV e4WD Crew Cab	
			(AH) 1% Ford F150 Lightning Pro 4WD SuperCrew 5.5' Bed	(AK) 3% F150 Lightning 10% Delivery To Agency 10% Factory Extended Warranty	(AL) 10.50% Ford F-150 Lightning (BEV)	
Make/Model Options						
Comments:					All trim levels included in % discount	

14a)	1	% Disc	Percentage Discount off of MSRP for Factory Options			
Percentage Discount off of MSRP for Factory Options			(AC) 3%	(AF) 2%	(AH) 2%	(AK) 2%
			(AL) 5%			

14b)	1	% Disc	Percentage Discount off of Current Manufacturers Catalog List Price for after-market options not included in the Dealers' MSRP.			
Percentage Discount off of MSRP for Factory Options			(AC) 5%	(AF) 2%	(AG) 5%	(AH) 5%
			(AK) 5%	(AL) 6%		