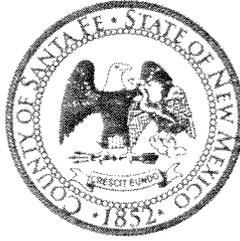


Henry P. Roybal
Commissioner, District 1

Miguel M. Chavez
Commissioner, District 2

Robert A. Anaya
Commissioner, District 3



Kathy Holian
Commissioner, District 4

Liz Stefanics
Commissioner, District 5

Katherine Miller
County Manager

May 8, 2015

TO: Procurement File

FR: Bill Taylor, Procurement Manager *BT*

VIA: Adam Leigland, Public Works Director
Terry Lease, Facilities & Maintenance Operations Manager

RE: Sole Source Determination Regarding the Continuation of Facilities Assessment Services
with Architectural Research Consultants, Inc. (ARC)

Background:

The Santa Fe County Public Works Department requested Professional Services to develop a facility condition assessment of County facilities and to provide training to County Staff to perform facility assessments. The County issued an RFP # 2013-0338-PW/IC to procure these services. Architectural Research Consultants (ARC) was awarded the contract to provide the required services.

Issue:

In February 2014, due to an oversight by Santa Fe County the contract with ARC expired before all County Facilities could be assessed. Because it was the intent of the Contract to complete the assessment of all County Facilities, Public Works is requesting to enter into a new agreement with ARC to complete the work.

As part of the services that were provided to the County in its contract agreement with ARC, ARC developed and hosts the facility assessment web site currently utilized by Santa Fe County Property Control. Due to the proprietary nature of the website hosting, in that no other vendor can assess this database, it would be in the County's best interest to enter into a new agreement with ARC due to the proprietary rights of the data storage and access.

Determination

Pursuant to 13-1-126, NMSA 1978 this Purchasing Department after conducting due diligence has made the determination that this is a sole source procurement pursuant to the NMSA 1978 13-1-126 that "a contract may be awarded without competitive sealed bids or competitive sealed proposals regardless of the estimated cost when the state purchasing agent or a central purchasing office makes a determination, after conducting a good-faith review of available sources and consulting the using agency, that other similar services, construction or items of tangible personal property cannot meet the intended purpose of the contract."

As the intent of the original contract was not met due to the lapsed term of the agreement, and contracting with another source would require the creation and development of an entirely new database and website hosting, it is determined that Architectural Research Consultants (ARC) meets the sole source requirement.

Therefore it is the determination of Santa Fe County Purchasing Office that the following services may be procured from ARC without competitive sealed bids or competitive sealed proposals:

Contractor will provide additional property condition assessments for the following properties:

Agua Fria
Bennie J Chavez Community Center Park
Burro Lane Park
Galisteo Community Park
La Puebla Park
Leo Gurule Park
Nambe Community Center Park
Rio En Medio Park
Stanley Community Park
Chimayo Multipurpose Court
TOTAL -----\$14,566.78

Camino de Jacob Boys and Girls Club
Chimayo Head Start Multipurpose Court
El Dorado Transfer Station
Jacona Transfer Station
Judge Steven Herrera Judicial Complex
La Cienega Transfer Station
Lift Station on Ramada Way
Madrid Restroom Facility
Nambe Transfer Station
Parking Garage, Judicial Complex
Pojoaque HS Courts & Ball Field
Quill Treatment Plant
San Marcos Transfer Station
Santa Cruz Boys and Girls Club
SFC Housing Authority
SFC Maintenance Yard
Sombrillo Tennis Courts
Stanley Maint. Yard
Stanley Transfer Station
Stanley Wellness Center
TOTAL-----\$30,441.25

GRAN TOTAL-----\$45,008.03