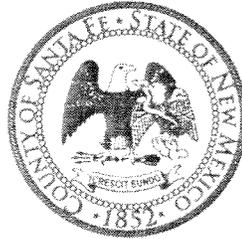


Henry P. Roybal
Commissioner, District 1

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 22, 2015

TO: Procurement File

FR: Bill Taylor, Procurement Manager *BT*

VIA: Rachel O'Connor, Director, Community Services Department
Lupe Sanchez, Santa Fe County DWI Program

RE: Sole Source Determination Regarding the Contract With Capitol City Cab for
Transportation Services for Adults Within the City of Santa Fe.

Background:

The Santa Fe County Health and Human Services Department, DWI Program administers the Chauffeur and Designated Driver (CADDy) services. This program provides County residents requiring a designated driver to transport them to their home.

The Department is requesting to contract with Capital City Cab for these services based on a sole source determination for these services.

Issue:

The CADDy services provide transportation services for County residents that live within a 7 mile radius of the City limits of Santa Fe. Capital City Cab is the only transportation company located within the designated area. Other transportation companies in New Mexico were contacted for interest in providing these services. A-1 Car Service and Yellow Cab Co. are the only other companies that provide the type of transportation services needed for this program. Both companies were contacted to provide these services. Each company declined.

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."*

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

Capital City Cab
Santa Fe, New Mexico
505-438-0000

Contractor will provide the following transportation services for a term of one (1) year:

- For adults needing a cab ride home on Friday and Saturday nights from 5:30 PM to 2:30 AM and on certain holidays.
- Assume all liability for passengers and their belongings.
- Limited to one-way transportation from liquor establishment; restaurant or drinking location including a private residence to the passenger's identified home location.
- Contractor shall collect \$5.00 for 1 to 2 riders for each one way trip; \$10.00 for 3 or more, as applicable from the total fare charged to the County under the agreement.
- The cost of a one-way trip charged to the County shall not exceed \$25.00 per one way trip.
- Passenger(s) will be responsible for any cost accrued above the \$25.00 maximum.
- The Program will travel no more than seven (7) miles from the city limits of the City of Santa Fe into Santa Fe County to pick up and transport passenger(s).

Total Amount of Contract.....\$130,000.00