

SANTA FE COUNTY
RESOLUTION 2020-67

A RESOLUTION REQUESTING AUTHORIZATION TO MAKE THE BUDGET ADJUSTMENT DETAILED ON THIS FORM

Whereas, the Board of County Commissioners meeting in regular session on _____, did request the following budget adjustment:

Department / Division _____ CMO/Finance

Budget Adjustment Type (drop down) _____ Budget Increase _____ Fiscal Year: 2021 (July 1, 2020 - June 30, 2021)

BUDGETED REVENUES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/ DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/ OBJECT XXXX	LINE DESCRIPTION	INCREASE AMOUNT	DECREASE AMOUNT
245	0000	385	00-00	Budgeted Cash	\$ 88,183.00	
TOTAL					\$ 88,183.00	\$ -

BUDGETED EXPENDITURES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/ DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/ OBJECT XXXX	LINE DESCRIPTION	INCREASE AMOUNT	DECREASE AMOUNT
245	2101	428	80-16	Computer Software	\$ 88,183.00	
TOTAL					\$ 88,183.00	\$ -

Requesting Department Approval: Yvonne Herrera Title: Finance Director Date: 9/23/2020 Log # 295
Budget Administrator Joey Rowe

Finance Dept Approval: [Signature] Date: 9/23/2020
County Mgr Approval: [Signature] Date: 9/30/2020
Entered by: _____ Date: _____
Updated by: _____ Date: _____

**SANTA FE COUNTY
RESOLUTION 2020-67**

DETAILED JUSTIFICATION FOR REQUESTING BUDGET ADJUSTMENT

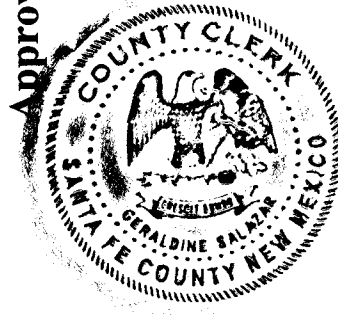
(If applicable, cite the following authority: State Statute, grant name and award date, other laws, regulations, etc.)

1	<p>Please summarize the request and its purpose in the area below.</p> <p>On June 29, 2018, Santa Fe County generated Purchase Order (PO) #186194 to Superior, LLC (currently known as Central Square) in the amount of \$881,000.00 for the One Solution CAD project. In Fiscal Year 2018, two invoices for maintenance on the existing CAD system for total of \$208,142.45 were inadvertently paid using funds from PO #186194. This effectively reduced the available funds for the One Solution CAD project. The error was discovered in June 2020 during the reconciliation of RECC's capital costs in preparation for the Memorandum of Understanding with City of Santa Fe. The One Solution CAD was implemented in June 2020. The RECC needs \$88,183.00 to pay for the remaining outstanding invoices to Central Square for the One Solution CAD project.</p>	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%; text-align:center;">Recurring</td> <td style="width:50%; text-align:center;">Non-Recurring</td> </tr> <tr> <td style="text-align:center;"><input type="checkbox"/></td> <td style="text-align:center;"><input checked="" type="checkbox"/></td> </tr> </table>	Recurring	Non-Recurring	<input type="checkbox"/>	<input checked="" type="checkbox"/>												
Recurring	Non-Recurring																	
<input type="checkbox"/>	<input checked="" type="checkbox"/>																	
2	<p>Is this Budget Action for a Recurring or Non Recurring Expense(one-time)</p>	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%; text-align:center;">Yes</td> <td style="width:50%; text-align:center;">No</td> </tr> <tr> <td style="text-align:center;"><input type="checkbox"/></td> <td style="text-align:center;"><input checked="" type="checkbox"/></td> </tr> </table>	Yes	No	<input type="checkbox"/>	<input checked="" type="checkbox"/>												
Yes	No																	
<input type="checkbox"/>	<input checked="" type="checkbox"/>																	
3	<p>Does this request impact a revenue source?</p>	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%; text-align:center;">Yes</td> <td style="width:50%; text-align:center;">No</td> </tr> <tr> <td style="text-align:center;"><input type="checkbox"/></td> <td style="text-align:center;"><input checked="" type="checkbox"/></td> </tr> </table>	Yes	No	<input type="checkbox"/>	<input checked="" type="checkbox"/>												
Yes	No																	
<input type="checkbox"/>	<input checked="" type="checkbox"/>																	
	<p>A. Is this a State Special Appropriation? If Yes, cite Statute and attach a copy</p>	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%; text-align:center;"><input type="checkbox"/></td> <td style="width:50%; text-align:center;"><input checked="" type="checkbox"/></td> </tr> </table>	<input type="checkbox"/>	<input checked="" type="checkbox"/>														
<input type="checkbox"/>	<input checked="" type="checkbox"/>																	
	<p>B. Does this include state or federal funds? If YES, please cite and attach a copy of statute, if a special appropriation, or include grant name, number, award date and amount, and attach a copy of a award letter and proposed budget.</p>	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%; text-align:center;"><input type="checkbox"/></td> <td style="width:50%; text-align:center;"><input checked="" type="checkbox"/></td> </tr> </table>	<input type="checkbox"/>	<input checked="" type="checkbox"/>														
<input type="checkbox"/>	<input checked="" type="checkbox"/>																	
	<p>C. Is this request a result of Commission action? If YES, please cite and attach a copy of supporting documentation (i.e. Minutes, Resolution, Ordinance, etc)</p>	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%; text-align:center;"><input type="checkbox"/></td> <td style="width:50%; text-align:center;"><input checked="" type="checkbox"/></td> </tr> </table>	<input type="checkbox"/>	<input checked="" type="checkbox"/>														
<input type="checkbox"/>	<input checked="" type="checkbox"/>																	
	<p>D. Is a match required? If Yes, please identify funding source in the line below.</p> <p align="center">PLEASE PROVIDE THE LINE ITEM OF THE MATCH BELOW</p> <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:15%;">FUND</th> <th style="width:20%;">DEPARTMENT</th> <th style="width:15%;">ACTIVITY</th> <th style="width:15%;">ELEMENT</th> <th style="width:20%;">CATEGORY / LINE ITEM</th> <th style="width:15%;">AMOUNT</th> <th style="width:20%;">BUDGETED (Drop Down)</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	FUND	DEPARTMENT	ACTIVITY	ELEMENT	CATEGORY / LINE ITEM	AMOUNT	BUDGETED (Drop Down)								<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%; text-align:center;"><input type="checkbox"/></td> <td style="width:50%; text-align:center;"><input checked="" type="checkbox"/></td> </tr> </table>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
FUND	DEPARTMENT	ACTIVITY	ELEMENT	CATEGORY / LINE ITEM	AMOUNT	BUDGETED (Drop Down)												
<input type="checkbox"/>	<input checked="" type="checkbox"/>																	

REC CLERK RECORDED 10/11/2020

SANTA FE COUNTY
RESOLUTION 2020- 67

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Santa Fe County that the Local Government Division of the Department of Finance and Administration is hereby requested to grant authority to adjust budgets as detailed above.



Approved, Adopted, and Passed This 29th Day of September, 2020.

Santa Fe Board of County Commissioners





Henry P. Roybal, Chairperson

ATTEST:


Geraldine Salazar, County Clerk

COUNTY OF SANTA FE)
STATE OF NEW MEXICO) ss

I Hereby Certify That This Instrument Was Filed for Record On The 1ST Day Of October, 2020 at 10:24:50 AM And Was Duly Recorded as Instrument # 1929795 Of The Records Of Santa Fe County


Deputy

Witness My Hand And Seal Of Office
Geraldine Salazar
County Clerk, Santa Fe, NM

One Solution Computer Aided Dispatch Invoices						
Superior, LLC Purchase Order #186194						
Invoice#	Invoice Date	Date Paid	Invoice Total	Description of Services Received		
207365	4/16/2018	7/10/2018	\$ 381,178.62	License fee for CAD (One Solution)		
207403	4/30/2018	7/10/2018	\$ 77,033.41	Licenses/Hardware for CAD (One Solution)		
207520	4/18/2018	7/10/2018	\$ 113,850.38	One Solution Project Management 100%		
211370	6/29/2018	7/19/2018	\$ 46,218.16	LG Maintenance 7/1/18-6/30/19		should have been paid from separate PO
212594	7/31/2018	8/17/2018	\$ 4,380.38	Travel/Training		
215744	9/19/2018	1/4/2019	\$ 8,325.90	Training		
214886	8/3/2018	9/5/2018	\$ 4,096.83	Travel/Training		
245850	9/20/2018	10/5/2018	\$ 161,924.29	One Solution Maintenance 7/1/18/-6/30/19- part of contract		should have been paid from separate PO
216500	9/28/2018	10/11/2018	\$ 3,031.92	Travel/Training		
218908	11/19/2018	12/7/2018	\$ 1,109.41	Travel/Training		
219844	11/30/2018	12/26/2018	\$ 8,367.95	Training		
226475	1/31/2019	2/11/2019	\$ 1,513.80	Training		
223951	12/31/2018	3/28/2019	\$ 56.86	Tax on Inv#218908		
230930	3/27/2019	4/15/2019	\$ 1,261.65	Travel/Training		
237551	5/15/2019	5/29/2019	\$ 2,649.15	Training		
237550	5/15/2019	5/19/2019	\$ 870.51	Travel/Training		
247968	8/8/2019	8/30/2019	\$ 14,633.40	Training		
247967	8/8/2019	8/30/2019	\$ 6,896.20	Training		
247969	8/8/2019	6/24/2020	\$ 23,379.80	Training- Contract Expired Waiting for Approval of Extension		
247974	8/8/2019	6/24/2020	\$ 5,897.63	Travel/Training-Contract Expired Waiting for Approval of Extension		
Total of Invoices Paid From PO# 186194			\$ 866,676.25			
Balance on PO# 186194			\$ 14,323.75			
Pending Unpaid Invoices			\$ 20,364.07	Travel/ Training-Contract Expired Waiting for Approval of Extension		
			\$ 36,078.90	Training- Contract Expired Waiting for Approval of Extension		
			\$ 1,043.66	Tax on Inv#254634		
			\$ 9,146.76	Travel/ Training-Contract Expired Waiting for Approval of Extension		
			\$ 18,670.20	Training- Contract Expired Waiting for Approval of Extension		
			\$ 6,396.05	Travel/ Training-Contract Expired Waiting for Approval of Extension		
Go Live			\$ 10,806.85	Go Live Training		
Balance to pay as of 9/21/20			\$ 102,506.49			
Amount Needed			\$ 88,182.74			

Balance on PO \$14,323.75 minus Amount Outstanding \$102,506.49 = \$88,182.74 (\$88,183 needed since the County does not budget pennies)



PURCHASE ORDER

IMPORTANT
 THIS PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES AND SHIPPING CONTAINERS. INVOICES ARE TO BE IN DUPLICATE.

PAGE: 1
 P.O. NO.: 186194
 DATE: 06/29/18

SANTA FE COUNTY
 SANTA FE, NEW MEXICO

TO: SUPERION, LLC
 12709 COLLECTION CENTER D
 CHICAGO, IL 60693

SHIP TO/
 INVOICE TO: Santa Fe County
 SANTA FE COUNTY RECC
 PUBLIC SAFETY COMPLEX
 #35 CAMINO JUSTICIA
 SANTA FE, NM 87508

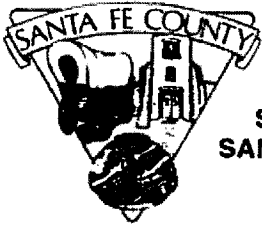
VENDOR NO.		NOTES			
24300		1	Federal Tax I.D. Number is required for payment.		
		2	If unable to fill at prices shown, or meet delivery day, please advise immediately.		
		3	All items subject to terms and conditions on reverse.		
DELIVER BY	SHIP VIA	F.O.B.	TERMS		
06/30/18			NET		
CONFIRM BY		CONFIRM TO			
LINDA HICKMAN		MARTINEZ, MARICELA			
FREIGHT	CONTRACT NO.	ACCOUNT NO.	PROJECT		
		SEE BELOW			
REQ. NO.	REQ. DATE	REQUISITIONED BY			
LINE NO.	QUANTITY	UOM	ITEM NO. AND DESCRIPTION	UNIT COST	EXTENDED COST
1	125000.00	EA	REQUESTED BY: RANDY VALLEJOS COMPUTER AIDED DISPATCH (CAD) FOR RECC, FIRE & SHERIFF. IN ACCORDANCE WITH SANTA FE COUNTY AGREEMENT NO. 2017-0288-RECC/IC AND LICENSE AGREEMENT NO. 2018-0315-RECC/IC, EXPIRES: 06/30/19	1.0000	125000.00
2	631000.00	EA	SAME AS LINE NO.1 WITH DIFFERENT ACCOUNT LINE	1.0000	631000.00
3	125000.00	EA	SAME AS LINE NO.1 WITH DIFFERENT ACCOUNT LINE	1.0000	125000.00
SUB-TOTAL					881000.00
TOTAL					881000.00
REMARKS: 06/29/18 - IN ACCORDANCE WITH SANTA FE COUNTY AGREEMENT NO. 2017-0288-RECC/IC AND LICENSE AGREEMENT NO. 2018-0315-RECC/IC, EXPIRES: 06/30/19 BUDGET AND FINANCE APPROVED, BCC APPROVED ON 03/27/18 AUTHORIZING COUNTY MANAGER TO SIGN PO, MM					

SEC CLERK
 RECORDED 10/01/2018

NOT VALID UNLESS SIGNED BY THE COUNTY FINANCE DIRECTOR OR THE COUNTY PURCHASING AGENT.

[Signature]
 AUTHORIZED SIGNATURE & TITLE

White - Vendor's Copy
 Yellow - Purchasing Agent Copy
 Pink - Department Head Copy
 Blue - File Copy



**PURCHASE
ORDER**

**SANTA FE COUNTY
SANTA FE, NEW MEXICO**

IMPORTANT
THIS PURCHASE ORDER NUMBER
MUST APPEAR ON ALL INVOICES
AND SHIPPING CONTAINERS.
INVOICES ARE TO BE IN DUPLICATE.

PAGE: 2
P.O. NO.: 186194
DATE: 06/29/18

TO: SUPERION, LLC
12709 COLLECTION CENTER D
CHICAGO, IL 60693

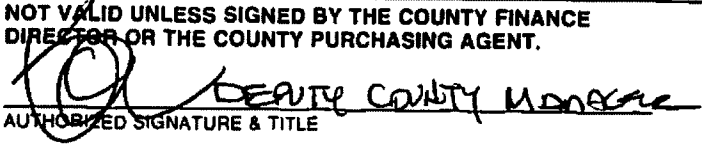
SHIP TO/
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Santa Fe County
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DELIVER BY		SHIP VIA		F.O.B.		TERMS
06/30/18						
CONFIRM BY			CONFIRM TO		REQUISITIONED BY	
FREIGHT		CONTRACT NO.		ACCOUNT NO.		PROJECT
REQ/ACCT		DATE		REQ. BY		PROJECT
0000186970		06/28/18		KQUINTANA		
24408014218016						125000.00
0000186970		06/28/18		KQUINTANA		
24521014288016						631000.00
0000186970		06/28/18		KQUINTANA		
24612014248016						125000.00

SEC. CLERK
FORDED 10/01/2020

NOT VALID UNLESS SIGNED BY THE COUNTY FINANCE
DIRECTOR OR THE COUNTY PURCHASING AGENT.


AUTHORIZED SIGNATURE & TITLE

White - Vendor's Copy
Yellow - Purchasing Agent Copy
Pink - Department Head Copy
Blue - File Copy

PURCHASE REQUISITION # 9000186970

STATUS: NEEDS ADDITIONAL INFO
REASON: CAD SYSTEM

DATE: 6/28/18

DELIVER BY DATE: 6/28/18

REQUISITION BY: RODRIGANA
SHIP TO LOCATION: SANTA FE COUNTY REC

SUGGESTED VENDOR: 24300 SUPERIOR, LLC

LINE	DESCRIPTION	QUANTITY	UNIT	UNIT COST	EXTEND COST	VENDOR PART NUMBER
------	-------------	----------	------	-----------	-------------	--------------------

1	REQUESTED BY: RANDY VALLEJO COMPUTER AIDED DISPATCH (CAD) FOR REC. FIRE & SHERIFF. IN ACCORDANCE WITH SANTA FE COUNTY AGREEMENT NO. 2017-2186-NCC/IC AND LICENSE AGREEMENT NO. 2018-0315-NCC/IC, EXPIRES: 06/30/19 COMMODITY: SUBCOMMOD: MISC	125000.00	EA	2.0000	250000.00	
2	SAME AS LINE NO.1 WITH DIFFERENT ACCOUNT LINE COMMODITY: SUBCOMMOD: MISC	631000.00	EA	1.0000	631000.00	
3	SAME AS LINE NO.1 WITH DIFFERENT ACCOUNT LINE COMMODITY: SUBCOMMOD: MISC	125000.00	EA	1.0000	125000.00	

REQUISITION TOTAL: 906000.00

ACCOUNT INFORMATION

LINE #	ACCOUNT	PROJECT	AMOUNT
1	24400014218016	CAPITAL PURCHASES	300.00
2	24821014218016	COMPUTER SOFTWARE	631000.00
3	24612014218016	COMPUTER SOFTWARE	125000.00
		COMPUTER SOFTWARE	861000.00

REQUISITION IS IN THE CURRENT FISCAL YEAR.

Randy Vallejo
6/16/18

PURCHASE REQUISITION IHR: 0000196970

DATE: 6/28/19

DELIVER BY DATE: 6/30/19

REQUISITION BY: KOUINTANA
STATUS: NEEDS ADDITIONAL INFO
REASON: CAD SYSTEM

SUGGESTED VENDOR: 24300 SUPERIOR, LLC

SHIP TO LOCATION: SANTA FE COUNTY RECC

LINE IHR	DESCRIPTION	QUANTITY UOM	UNIT COST	EXTEND COST	VENDOR PART NUMBER
1	REQUESTED BY: RANDY VALLEJOS COMPUTER AIDED DISPATCH (CAD) FOR RECC, FIRE & SHERIFF. IN ACCORDANCE WITH SANTA FE COUNTY AGREEMENT NO. 2017-0288-RECC/IC AND LICENSE AGREEMENT NO. 2018-0315-RECC/IC, EXPIRES: 06/30/19 COMMODITY: SUBCOMMOD: MISC	125000.00 EA	1.0000	125000.00	
2	SAME AS LINE NO.1 WITH DIFFERENT ACCOUNT LINE COMMODITY: SUBCOMMOD: MISC	631000.00 EA	1.0000	631000.00	
3	SAME AS LINE NO.1 WITH DIFFERENT ACCOUNT LINE COMMODITY: SUBCOMMOD: MISC	125000.00 EA	1.0000	125000.00	

REQUISITION TOTAL: \$81000.00

ACCOUNT INFORMATION

LINE #	ACCOUNT	PROJECT	AMOUNT
1	24409014218016	CAPITAL PURCHASES	125000.00
2	24521014588016	COMPUTER SOFTWARE	631000.00
3	24612014248016	CAPITAL PURCHASES	125000.00
		COMPUTER SOFTWARE	891000.00

Handwritten signature: Randy Vallejos

REQUISITION IS IN THE CURRENT FISCAL YEAR.

APPROVED

BUDGET ONLY

Handwritten signature: E. Escobar
Date: 6/29/19

Handwritten note: In case