

SANTA FE COUNTY
RESOLUTION NO. 2022-045

A RESOLUTION AMENDING ATTACHMENT A TO RESOLUTION NO. 2006 – 60 (THE SANTA FE COUNTY PURCHASING REGULATIONS AND POLICY MANUAL) WITH REGARD TO SMALL PURCHASES OF ITEMS OF TANGIBLE PERSONAL PROPERTY, CONSTRUCTION AND PROFESSIONAL AND NONPROFESSIONAL SERVICES

WHEREAS, in 2006, the Santa Fe County Board of County Commissioners passed Resolution No. 2006 – 60 (*A Resolution Adopting Santa Fe County Purchasing Regulations and Policy Manual*). The passage of Resolution No. 2006-60 formally adopted the Santa Fe County Purchasing Regulations and Policy Manual (the “Purchasing Regulations”), which serves as the primary regulations, policies and procedures to govern the procurement of goods and services by Santa Fe County and its departments and offices. The provisions of the Purchasing Regulations are based on the New Mexico Procurement Code, NMSA 1978, § 13-1-1, et seq. (the “state Procurement Code”); and

WHEREAS, Sections 39, 40 and 41 of the Purchasing Regulations provides for the procurement of certain small purchases. Under Section 39 (*Small Purchase, \$5,000 or Less*), a small purchase is a service (nonprofessional), construction or items of tangible personal property that has a value of \$5,000 or less. Under Section 40 (*Small Purchases of Items of Tangible Personal Property, Construction and Nonprofessional Services*) a small purchase of nonprofessional services, construction or items of tangible personal property that has a value of more than \$5,000, but not exceeding \$20,000. Under Section 41 (*Small Purchases of Professional Services*) a small purchase is a professional service that has a value of \$50,000 or less¹; and

WHEREAS, on May 6, 2022, the Board approved a waiver of the small purchase limits in the Purchasing Regulation for the remainder of Fiscal Year 2022 to allow small purchases to be made up to the limits in the Procurement Code; and

WHEREAS, it is the County’s interest and in furtherance of successful and timely procurements by the Purchasing Division, to make the waiver of the small purchase limits permanent by amending the appropriate provisions of the Purchasing Regulations; and

WHEREAS, in an effort to streamline and make the procurement of nonprofessional services, certain professional services, and construction or items of tangible personal property that are small

¹ Resolution No. 2007-113 Amended Section 41 of the Procurement Regulations to increase \$30,000 to \$50,000.

SEC. CLERK RECORDED 06/29/2022

purchases under Sections 39, 40 and 41 of the Purchasing Regulations, and to make these provisions of the Purchasing Regulations consistent with the state Procurement Code, Sections 39, 40 and 41 of the Purchasing Regulations should be amended to increase the small purchase values in these provisions; and

WHEREAS, use by a department, division or office of the County of any of the procurement procedures in Sections 39, 40 and 41 of the Purchasing Regulations shall be in determined by the Chief Procurement Officer (Purchasing Manager); and

NOW, THEREFORE, BE IT RESOLVED that Resolution No. 2006-60, Sections 39, 40 and 41 of the Santa Fe County Purchasing Regulations and Policy Manual are hereby amended as follows:

1. Section 39 (**Small Purchases, \$5,000 or Less**) is amended² to delete the terms “\$5,000” and “five thousand dollars (\$5,000)” and replace with “\$20,000” and “twenty thousand dollars (\$20,000)”, respectively.

2. Section 40 (**Small Purchases of Items of Tangible Personal Property, Construction and Nonprofessional Services**) is amended by inserting the following as new subparagraph A [and re-designating A - D as B – E]:

A. **Determination by the Purchasing Manager.** A department, division or office’s use of any of the small purchasing procedures in this Section or Section 41 below shall be determined by the Chief Procurement Officer (Purchasing Manager).

3. Section 40 (**Small Purchases of Items of Tangible Personal Property, Construction and Nonprofessional Services**), subparagraph B (**Quotations to be obtained**) is amended to delete the terms “five thousand dollars (\$5,000)” and “twenty thousand dollars (\$20,000)” and replace them with “twenty thousand dollars (\$20,000)” and “sixty thousand dollars \$60,000)”, respectively.

4. Section 41 (**Small Purchases of Professional Services**) is amended to delete the terms “fifty thousand dollars (\$50,000)” and replace it with “sixty thousand dollars (\$60,000.)”

5. This Amendment supersedes and replaces the waiver approved on May 10, 2022, which was effective for the remainder of Fiscal Year 2022.

SFC CLERK RECORDED 06/29/2022

² This amendment includes correction of the typo in the word “Department”.

PASSED, APPROVED, AND ADOPTED THIS 28th DAY OF JUNE, 2022.

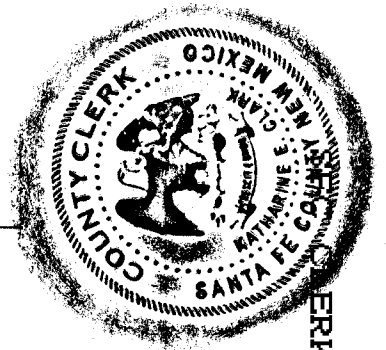
BOARD OF COUNTY COMMISSIONERS
OF SANTA FE COUNTY

Anna T. Hamilton
Anna T. Hamilton, Chair
Santa Fe County Board of County Commissioners

ATTESTATION:

Katharine E. Clark
Katharine E. Clark
Santa Fe County Clerk

6/29/22
Date



Approved as to form:

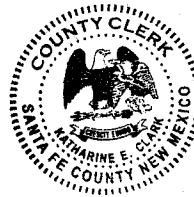
Rachel A. Brown
Rachel A. Brown
Interim Santa Fe County Attorney

June 17, 2022
Date

COUNTY OF SANTA FE) BCC RESOLUTIONS
STATE OF NEW MEXICO) ss PAGES: 3

I Hereby Certify That This Instrument Was Filed for
Record On The 29TH Day Of June, 2022 at 01:57:26 PM
And Was Duly Recorded as Instrument # 1991938
Of The Records Of Santa Fe County

Witness My Hand And Seal Of Office
Katharine E. Clark
Deputy Destiny Romero County Clerk, Santa Fe, NM



CLERK RECORDED 06/29/2022