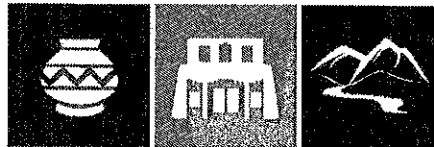


**Henry P. Roybal**  
*Commissioner, District 1*

**Anna Hansen**  
*Commissioner, District 2*

**Rudy N. Garcia**  
*Commissioner, District 3*



**SANTA FE COUNTY**

**Anna T. Hamilton**  
*Commissioner, District 4*

**Hank Hughes**  
*Commissioner, District 5*

**Gregory S. Shaffer**  
*County Manager*

**MEMORANDUM FOR FILE**

DATE: May 19, 2022

TO: File

FROM: Bill Taylor, Procurement Manager

*BT*

RE: **Sole Source Determination Pursuant to NMSA 1978, 13-1-126; for Architectural Design Services Regarding the Madrid Fire Station Expansion Project.**

**BACKGROUND**

In March 2018, Santa Fe County entered into Agreement No. 2018-0101-FD/IC with NCA Architects to provide full design services for expansion and improvements to the Madrid Fire Station located in Madrid New Mexico, as a result of a competitive sealed proposal solicitation.

The Architect completed the design specifications and provided bidding and negotiations services for the subject project. The bidding phase of the project was unsuccessful, due to overbidding and lack of response. The County wishes to complete the project and request the services of NCA Architects.

**ISSUE**

Pursuant to NMSA 1978, 13-1-150. B. Multi-term contracts; specified period. *"A contract for professional services may not exceed four years, including all extensions and renewals..."*

The subject Agreement with NCA Architect expired in May of 2021, as the maximum allowable term for a contract for professional services. The County Public Works Department request to maintain the services necessary from the Architect of Record to finalize and complete the subject project.

**DETERMINATION**

In reviewing the merits of the sole source request, it is apparent that there are other Architectural design professionals that are capable of providing the same design services that are needed for the subject project. However, by contracting with another Architectural Firm, would result in the County releasing the Architect of Record of all obligations and liabilities of the original design, and

would not meet the original purpose of the contract. Further, other Architectural firm's liability insurance carriers would not allow or cover the design obligations and liabilities, i.e. Errors and Omissions of the Architect of Record.

Due to the specific and technical intent of the original procurement and Agreement for Architectural Design Services, including the aforementioned liability issues, the County Procurement Manager, has determined that a new Agreement between Santa Fe County and NCA Architect may be executed as a sole source procurement, pursuant to 13-1-126, NMSA 1978.

**Contract Information:**

**Vendor:** NCA Architect  
Robert M. Calvani, Principal  
1306 Rio Grande Blvd., NW  
Albuquerque, New Mexico, 87104  
(505) 255-6400

**Scope of Work:**

Bidding and Negotiation Phase	\$ 151.00
Construction Administration Phase	\$ 6,000.00
11 Month Warranty Phase	<u>\$ 806.00</u>

Delivery:	Though project completion
<b>Total Compensation-</b>	<b><u>\$ 6,957.00, excluding NMGRT</u></b>