

**AMENDMENT NO. 5 TO AGREEMENT NO. 2021-0186-CSD/KE
BETWEEN SANTA FE COUNTY AND ASPEN SOLUTIONS**

This Amendment is made this 21st day of November 2025, between **Santa Fe County** (the “County”) and **Aspen Solutions** (the “Contractor”).

WHEREAS, the County and Contractor entered into Agreement No. 2021-0186-CSD/KE (the “Agreement”) on June 4, 2021, to provide for the emergency services of an evaluator to perform data collection and analytic responsibilities related to the County’s implementation of COSSAP; and

WHEREAS, Amendments Nos. 1 through 4 increased the compensation payable to the Contractor and extended the term to June 4, 2026; and

WHEREAS, according to Article 15 (No Oral Modifications, Written Amendments Required) of the Agreement, the Agreement may be amended by an instrument in writing signed by the parties; and

WHEREAS, by this Amendment No. 5 the parties agree to amend the Agreement to increase the compensation payable to the Contractor and extend the Contractor’s service to include an evaluation of the County’s engage program, a law enforcement assisted diversion program.

NOW, THEREFORE, the parties agree to amend the Agreement as follows:

1. Article 1 (Scope of Services) insert a subparagraph p to read:

p. By Amendment No. 5 the Contractor’s services are extended to include an evaluation of the County’s engage program with the goal of identifying outcomes of engage participants and the overall success of the program (see Attachment A).

2. Article 3.B (Compensation, Invoicing, and Set Off) insert a subparagraph e to read:

e. By Amendment No. 5 compensation payable to the Contractor is increased by the sum of \$27,590. The total amount payable to the Contractor for the term of this Agreement will not exceed \$147,590.00, *inclusive* of NM GRT.

3. All other provisions of the Agreement not specifically amended or modified by Amendment Nos. 1 through 4 and this Amendment No. 5 will remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Amendment as of the date of last signature by the parties.

SANTA FE COUNTY:



Gregory S. Shaffer
Santa Fe County Manager


11/21/2025
Date

Approved as to form:

Roberta D. Joe for W.B.
Walker Boyd
Santa Fe County Attorney

11/20/2025
Date

CONTRACTOR – ASPEN SOLUTIONS



Signature

November 20, 2025
Date



**Quotation for Services
For Santa Fe County Case Analysis of engage Participants**

Contact Information

Aspen Solutions, LLC	Natalie Skogerboe, Owner & Director
	4029 Painted Pony Circle, Santa Fe, NM 87507
	#505-239-0613
	natalie@aspensolutions.consulting

I. PURPOSE, GOALS AND OBJECTIVES

PURPOSE: Aspen Solutions will design, conduct, and compile results from a study involving current and past participants of the engage program. Data requests for secondary data will include but may not be limited to jail and emergency utilization, and primary data may include case notes, monthly forms, and enrollment and follow-up assessments.

GOAL: Identify outcomes among engage participants related to improvement in public safety, reduced recidivism, or reduced burden of substance use and/or related consequences.

II. SPECIFIC PERFORMANCE BY ASPEN SOLUTIONS

Study Design

1. Participate actively in meetings and maintain regular communication to foster the development of the contract goals, objectives, and activities.
2. Connect with state and local partners as needed to discuss the study’s purpose and obtain data and relevant information.
3. Research best practices for designing a study on recidivism, arrests, and emergency utilization with small sample sizes.
4. Clearly define the study population and parameters and determine sampling methods.

Data Mining and Compilation

1. Establish clear data sharing agreements as necessary. Develop and submit necessary data requests and protocols.
2. Draw sample form existing client data sets, determine baseline measures.
3. Establish system to link primary data with secondary data.

Analysis and Reporting

1. Compile, review, and analyze primary and secondary data.

2. Conduct analysis of data gathered, identify findings, and provide a report and/or an overview of findings, containing methodology, key findings, outcomes, study limitations, and recommendations (as appropriate).
3. Research best practices, policies, and programs to inform the development of recommendations for county programs.

III. CONSIDERATION

Therefore, in consideration for the sum of \$25,500 plus GRT, Aspen Solutions LLC will provide the services as described.

Category	Description	Estimated Hours	Amount
Study Design	Participation in meetings, maintaining communication, providing technical assistance, and coordinating on study design.	75	\$7,500
Data Mining and Compilation	Document review, inventory development, research, and compilation.	100	\$9,000
Analysis and Reporting	Analyze data gathered throughout the process and develop report(s) as needed, and recommendations.	100	\$9,000
	Subtotal		\$25,500.00
	GRT (8.1875%)		\$2,087.81
	TOTAL		\$27,587.81

IV. TERM OF AGREEMENT

This Agreement shall become effective on October 1, 2025 and shall remain in effect until June 30, 2026.