AMENDMENT NO. 1
TO MEMORANDUM OF UNDERSTANDING BETWEEN SANTA FE COUNTY AND THE CITY OF ESPANOLA

THIS AMENDMENT is made on the 28 day of Decemeber, 2023, between **Santa Fe County** (the "County") and the **City of Espanola** (the "City").

WHEREAS, the County and the City entered into Memorandum of Understanding ("MOU") No. 2022-0178-CSD/APS on December 19, 2022, to provide for the City's provision of services to promote reading, literacy, and the commitment to improving opportunities for community members to enhance their culture and leisure activities; and

WHEREAS, Article 11 (Amendment) of the MOU allows the parties to amend the MOU by an instrument in writing signed by the parties; and

WHEREAS, by this Amendment No.1 the parties agree to extend the term to December 19, 2024, and increase the compensation payable to the City by the sum of $25,000.

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

1. Article 2 (Compensation), delete subpart A in its entirety and replace with:

   A. The total compensation payable to the City for the initial one-year term of this Agreement will not exceed $**25,000.00**, inclusive of NM GRT.

2. Article 2 (Compensation), subpart A, insert subpart (i) to read:

   (i) By Amendment No. 1 the compensation payable to the City for services performed and expenses insured is increased by the sum of $25,000.00. The total compensation payable to the City for the term of this Agreement will not exceed $**50,000.00**, *inclusive* of NM GRT.

3. Article 3 (Effective Date and Term) insert a subparagraph a to read:

   a. By Amendment No. 1 the term of this MOU is extended to December 19, 2024.

4. All other provisions of the MOU not amended or modified by this Amendment No. 1 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

12/28/2023
Date

Approved as to form:

Roberta D. Joe for J.Y.
Jeff Young
Santa Fe County Attorney

November 3, 2023
Date

Finance Division:

Yvonne S. Herrera
Finance Director

12/27/2023
Date

CITY OF ESPANOLA:

Eric Lujan
City Manager

11/7/23
Date

April Marie Moya
FINANCE DIRECTOR

11/28/2023

Approved as to form:
Charles Kennick
City Attorney

12/18/2023

Santa Fe County Purchasing Process Request Form

Date Submitted:	10/27/23	**Requesting User Agency:**	CSD
Name & Phone of Contact Person:	Patricia Boies 505 995-9538 or Gina Capener 992-9830		
Contract Tracking #/Buyer (Purchasing)	2022-0178-CSD Amend. 1	**BCC Approval? Yes No X**	

AGENCY REQUEST: (Lease, MOU, Grant, Professional Services Agreement, Construction, Application, etc.) Describe the County, Public and/or Agency need. Describe what you are attempting to purchase, obtain or accomplish. Attach additional information relating to your request (scope of work, specifications, bid items on etc.)

The Community Services Department (CSD) requests an amendment to the MOU between Santa Fe County and City of Espanola for the Public Library (No. 2022-0178-CSD/APS), which expires December 19, 2023. This Amendment #1 would extend the MOU for another year and increase the compensation by the amount of $25,000, for a total amount of $50,000.00, inclusive of NMGRT.

CSD also requests that the agreement and compensation sections be clarified as follows:

- In Section 1, add a subsection F. to read: "Invoice the County by June 30, 2024."
- In Section 2A, strike existing language and replace with "The compensation under this Agreement shall not exceed $25,000.00, inclusive of NMGRT."

Also, Espanola signatory should be Eric Lujan, City Manager; leave blank the names for Finance Director and City Attorney.

Does this request require IT approval? □ Yes X No If yes, is the approved work order attached? □ Yes □ No

PURCHASING STATUS:

FINANCIAL / BUDGETARY INFORMATION: (If applicable, include a breakdown of project cost estimates; is funding already appropriated? If this action will result in revenue to the County, include the total compensation and timetable. Include funding information (GF, GRT, Grant, Grant Match, In Kind requirements, etc.)

Grants	**Capital, Fund & Cost Center Approval**	**Budget Approval:**
Is this grant related? **Yes □x No** If yes: provide fund(s) Grant approval: _____	Is this a capital project? □ **Yes X No** Capital approval: _____ Fund/Cost Center approval: _____	

Please provide account number(s) for this request: 101-2233-4350-50-03

LEGAL FORM: (Is this a new contract or an amendment or change of a previously submitted procurement or contract? Identify any known liabilities and/or risks to the County.

LEGAL APPROVAL: (sign and date)

FINANCE DIRECTOR APPROVAL: (sign and date)

12/27/2023

COUNTY MANAGER APPROVAL: (sign and date)

Gregory S. Shafffer, County Manager 12/28/2023

ATTACH NEEDED DOCUMENTS (Purchase Requisition, Justification Memo & Documentation (sole source, emergency or other procurement exemption), W-9 for new vendor, draft BCC memorandum, Price Agreement used (SPA, GSA, etc.))