

Santa Fe County Purchasing Process Request Form

Date Submitted:	5/21/2026	Requesting User Agency:	CDD/Sustainability
Name & Phone of Contact Person:	Will Donahoo – (505) 992-9862		
Contract Tracking #/Buyer (Purchasing)	CDD-2025-0357	BCC Approval? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please indicate date	

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 Sustainability Division requests to process amendment #1 to agreement 2025-0357-CDD to increase compensation by \$22,150 for additional upgrades needed and to extend term for one additional year to June 30, 2027. Amendment is needed to facilitate the completion of urgent and necessary electrical service upgrades at the Valle Vista Boys and Girls Club located at 8 Las Lomas Drive, Santa Fe NM 87508. On June 3rd, 2025, a purchase order was created to facilitate the installation of a 13.57 kW PV system at the Boys and Girls Club. Following a facility inspection, it was determined that major electrical service upgrades were required to ensure safety and compliance with current electrical codes. Cross reference PO254353 funding source 318-1930-487-8003

Does this request require IT approval? Yes 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.)

<u>Grants</u>	<u>Capital, Fund & Cost Center Approval</u>	<u>Budget Approval:</u>
Is this grant related? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Is this a capital project? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes: provide fund(s) #25-J4343 _____	Capital approval: _____	
Grant approval: _____	Fund/Cost Center approval: _____	

Please provide account number(s) for this request:

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)

COUNTY MANAGER APPROVAL: (sign and date)

 Gregory S. Shaffer, County Manager 6/2/2026

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.))

Service Upgrade Quote – Sol Luna Solar

PO #254353

**AMENDMENT NO. 1
TO AGREEMENT NO. 2025-0357 WITH
SOL LUNA SOLAR**

THIS AMENDMENT is made and entered into this 2nd day of June, 2026, between **Santa Fe County** (the “County”), and **Los Ebanistas, LLC dba Sol Luna Solar** (the “Contractor”).

WHEREAS, on July 3, 2025, the County and Contractor entered into Agreement No. 2025-0357-CDD/APS (the “Agreement”) utilizing Statewide Price Agreement No. 50-00000-25-00049, to provide for the Contractor’s installation of two photovoltaic solar electric systems as the Valle Vista Boys and Girls Club, and the County’s Housing Authority Office; and

WHEREAS, Article 14 (Amendment) of the Agreement allows the parties to amend the Agreement by an instrument in writing signed by the parties; and

WHEREAS, by this Amendment No. 1 the parties agree to amend the Agreement to expand the Contractor’s services to include additional electrical upgrades, increase the compensation payable to the Contractor for the additional work and extend the term to June 30, 2027.

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

1. Article 1 (Contractor’s Services), insert the following paragraph:

Pursuant to Article 2.B (Additional Services) below, the Contractor’s Services are amended to include additional electrical upgrades for a cost of \$22,150.

2. Article 3.A.1 (Compensation, Invoicing and Set Off), insert a subparagraph a to read:

a. By Amendment No. 1 the compensation payable to the Contractor is increased by the sum of \$22,150. The total amount payable to the Contractor for the term of this Agreement will not exceed **\$98,839.68**, *inclusive* of NM GRT.

3. Article 4 (Effective Date and Term) insert a subparagraph A to read:

A. By Amendment No. 1 the term is extended to June 30, 2027.

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

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

SANTA FE COUNTY



Gregory S. Shaffer
Santa Fe County Manager

6/2/2025

Date

Approved as to form:

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

5/29/2026

Date

CONTRACTOR – LOS EBANISTAS, LLC dba SOL LUNA SOLAR

Zach Johnson 

Owner/Project Manager

06/01/2026

Date

**SERVICE AGREEMENT
BETWEEN SANTA FE COUNTY AND
LOS EBANISTAS, LLC, dba SOL LUNA SOLAR**

This Agreement is entered into this 3rd day of July 2025, between **Santa Fe County** (the “County”), and **Los Ebanistas, LLC dba Sol Luna Solar**, P.O. Box 10, Dixon, NM 87527 (the “Contractor”).

Background

WHEREAS, the County requires the installation of two photovoltaic solar electric systems at the Valle Vista Boys and Girls Club 8B Las Lomas Drive, and the County’s Housing Authority Office, 52 Camino de Jacobo, Santa Fe; and

WHEREAS, pursuant to NMSA 1978, Section 13-1-129 (Procurement under existing contracts) the Procurement Manager determines that these services by the Contractor may be procured without a competitive solicitation using Statewide Price Agreement No. 50-00000-25-00049; and

WHEREAS, pursuant to Resolution No. 2023-074 adopting the County’s Climate Action Plan Phase 1, and Resolution No. 2017-68 in support of 2015 Paris Agreement net zero goals, this project is consistent with the Energy Efficiency and Conservation Block Grant requirements; and

WHEREAS, the County requires the services of the Contractor and the Contractor is qualified and willing to provide these services and both parties wish to enter into this Agreement.

NOW, THEREFORE, the parties agree as follows:

Agreement

1. CONTRACTOR’S SERVICES

Design, engineer and complete all required permitting to install a 13.57 kW PV system at the Valle Vista Boys and Girls Club, and a 7.1 kW PV system at the County Housing Authority Office. Installation of the PV systems include HD wave inverter, power optimizers, roof mount package, permitting, the interconnection fee, and other cable and connector components necessary to for the systems to operate. Contractor’s Services will be performed and completed as proposed by the Contractor in Exhibit A.

2. ADDITIONAL SERVICES

A. The parties agree that all tasks in section 1 (Contractor’s Services) will be completed to the County’s satisfaction and for the amount stated section 3 (Compensation, Invoicing and Set-off).

B. The County may request changes in the Contractor’s Services. Any changes to the Contractor’s services must be made by written amendment.

3. COMPENSATION, INVOICING AND SET-OFF

A. The total compensation payable to the Contractor for the term of this Agreement will not exceed **\$76,689.68**, *inclusive of NM GRT*.

B. The Contractor must submit a written request for payment to the County when payment is due. Upon the County's receipt of the written request, the County will issue a written certification of complete or partial acceptance or rejection of the services for which payment is sought. The County will not make a payment until the County issues a written certification accepting the services.

- 1) The County's representative for certification of acceptance or rejection of contractual items and services is William S. Donahoo, Sustainability Specialist, Community Development Department, wdonahoo@santafecountynm.gov or other individual as may be designated by the County.
- 2) Within 30 days of the issuance of the certification accepting the services, the County will make payment for the services. If the County does not issue payment for accepted services within 30 days of the certification by the County, the County will pay a late payment fee of 1.5% per month until the amount due is paid in full.

C. If the Contractor breaches this Agreement, the County may, without penalty, withhold payments due the Contractor for the purpose of set-off until the County determines the exact amount of damages it suffered as a result of the breach.

D. The County's payment to Contractor will not foreclose the County's right to recover excessive or illegal payment.

4. EFFECTIVE DATE AND TERM

This Agreement will become effective on the date of last signature by the parties and will terminate one year from that date, unless earlier terminated under section 5 (Termination) or 6 (Appropriations and Authorizations).

5. TERMINATION

A. Termination for Cause. Either party may terminate this Agreement based upon a breach by the other party. The non-breaching party must give the breaching party written notice of termination stating the specific grounds for the termination. The termination will be effective 30 days from the breaching party's receipt of the notice, during which time the breaching party may cure the breach. If the breach cannot with due diligence be cured within 30 days, the breaching party will have a reasonable time to cure the breach, provided that, within the 30-day period, the breaching party began to cure the breach and advised the non-breaching party in writing that it intended to cure.

B. Termination for Convenience of the County. The County may terminate this Agreement at any time for any reason or no reason, by giving the Contractor written notice of

termination. The notice must state the effective date of termination, which must not be less than 15 days from the Contractor's receipt of the notice. The County will pay the Contractor for acceptable services performed before the effective date of termination. The County will not be liable for any services performed by the Contractor after the date of termination.

6. APPROPRIATIONS AND AUTHORIZATIONS

The County's performance of the obligations under this Agreement is contingent upon sufficient appropriations and authorizations by the Board of County Commissioners of Santa Fe County, and if state funds are involved, the Legislature of the State of New Mexico. If sufficient appropriations and/ or authorizations are not made in this or future fiscal years, this Agreement must terminate upon written notice by the County to the Contractor. A termination for non-appropriations or lack of authority will be without penalty to the County, and the County will not be required to reimburse the Contractor for expenditures made in the performance of this Agreement. The County is not committed to the expenditure of any funds until such time as they are programmed, budgeted, encumbered and approved for expenditure by the County. The County's decision regarding appropriations and authorization will be final and will not be subject to challenge by the Contractor in any way, or forum, including a lawsuit.

7. INDEPENDENT CONTRACTOR

The parties intend that the Contractor and its agents and employees will be independent contractors and not employees or agents of the County. Accordingly, the Contractor and its agents and employees will not accrue leave, participate in retirement plans, insurance plans, or liability bonding, use County vehicles, or participate in any other benefits afforded to County employees. Except as may be authorized in this Agreement, the Contractor has no authority to bind, represent, or otherwise act on behalf of the County.

8. ASSIGNMENT AND SUBCONTRACTING BY THE CONTRACTOR

A. The Contractor must not assign or transfer any interest in this Agreement or assign any claims for money due under this Agreement without the advance written approval of the County. Any attempted assignment or transfer in violation of this Agreement will be void.

B. The Contractor must not subcontract or delegate any portion of the services without the advance written approval of the County. Any attempted subcontract or delegation by the Contractor to a non-party in violation of this Agreement will be void.

9. CONTRACTOR'S PERSONNEL

A. The services in section 1 (Contractor's Services) must be performed by the Contractor or under its supervision.

B. The Contractor states that it has, or will secure at the Contractor's expense, all personnel required to perform the services and obligations under this Agreement. Such personnel must not be employees of or have any contractual relationship with the County, and must be qualified and licensed by federal, state and local law to perform the services.

10. RELEASE

The Contractor's receipt of payments due under this Agreement serves as a release of the County, its elected officials, officers, agents and employees from all liabilities, claims, and obligations arising from this Agreement.

11. CONFIDENTIALITY

Any confidential information provided to or developed by the Contractor in the performance of this Agreement will be kept confidential and will not be made available to any individual or organization by the Contractor without the prior written approval of the County.

12. PUBLICATION, REPRODUCTION, AND USE OF MATERIAL; COPYRIGHT

A. The County has the unrestricted right to publish, disclose, distribute and otherwise use, in whole or in part, any reports, data, or other material prepared under or pursuant to this Agreement.

B. The Contractor acknowledges and agrees that any material produced in whole or in part under or pursuant to this Agreement is a work for hire. Accordingly, to the extent that any such material is copyrightable in the United States or in any other country, the County will own any such copyright.

13. CONFLICT OF INTEREST

The Contractor states that it does not have any interest that would conflict in any manner with the performance of the services and obligations under this Agreement.

14. AMENDMENT

This Agreement may not be modified, altered, changed, or amended orally. To be valid any amendment to this Agreement must be in writing signed by the parties.

15. ENTIRE AGREEMENT; INTEGRATION

This Agreement incorporates all the agreements and understandings between the parties and all agreements and understandings are merged into this Agreement. No prior or contemporaneous agreements or understandings, verbal or otherwise, of the parties will be valid or enforceable unless embodied in this Agreement.

16. NOTICE OF PENALTIES

The Procurement Code, NMSA 1978, Sections 13-1-28, imposes civil and criminal penalties for its violation. In addition, New Mexico criminal statutes impose felony penalties for bribes, gratuities, and kickbacks.

17. EQUAL EMPLOYMENT OPPORTUNITY COMPLIANCE

A. The Contractor agrees to abide by federal, state, local laws, ordinances, and rules and regulations pertaining to equal employment opportunity and unlawful discrimination. The Contractor must not discriminate against any person with regard to employment with the Contractor or participation in any program or activity offered pursuant to this Agreement on the grounds of race, age, religion, color, national origin, ancestry, sex, physical or mental handicap, serious medical condition, spousal affiliation, sexual orientation, or gender identity.

B. The Contractor acknowledges that failure to comply with this section will constitute a breach of this Agreement.

18. GOVERNING LAW

A. The Contractor will comply with all applicable laws, ordinances, and regulations, including Santa Fe County Ordinance 2014-1 (Establishing a Living Wage).

B. This Agreement will be construed in accordance the laws of the State of New Mexico without regard to its choice of law rules. The Contractor acknowledges that the exclusive forum for any litigation related to this Agreement will be state district courts of New Mexico, located in Santa Fe County.

19. RECORDS AND INSPECTIONS

A. To the extent its books and records relate to (i) its performance of this Agreement or any subcontract entered into pursuant to it or (ii) cost or pricing data (if any) set forth in this Agreement or that was required to be submitted to the County as part of the procurement process, the Contractor agrees to (i) maintain such books and records for a period of six years from the date of final payment under this Agreement; (ii) allow the County or its designee to audit such books and records at reasonable times and upon reasonable notice; and (iii) to keep such books and records in accordance with generally accepted accounting principles (GAAP).

B. To the extent its books and records relate to (i) its performance of this Agreement or any subcontract entered into pursuant to it or (ii) cost or pricing data (if any) set forth in this Agreement or that was required to be submitted to County as part of the procurement process, the Contractor also agrees to require any subcontractor it may hire to perform its obligations under this Agreement to (i) maintain such books and records during the term of this Agreement and for a period of six years from the date of final payment under the subcontract; (ii) to allow the County or its designee to audit such books and records at reasonable times and upon reasonable notice; and (iii) to keep such books and records in accordance with GAAP.

20. INDEMNIFICATION

A. The Contractor shall indemnify the County and its elected officials, agents, and employees from any liabilities, damages, demands, suits, costs or expenses, including court costs and legal fees, resulting from the Contractor's performance or non-performance of its obligations under this Agreement.

B. The County may control and participate in the defense of any demand, suit, or cause of action that relate to the County. No matter will be settled without the County's consent. Consent must not be unreasonably withheld.

C. The Contractor's obligations under this indemnification section will not be limited by the terms of the insurance policy the Contractor is required to maintain under this Agreement.

21. SEVERABILITY

If any provision of this Agreement is held invalid or non-enforceable by a court of competent jurisdiction, other provisions will not be affected and will remain valid and enforceable.

22. NOTICE

Notice required to be given to either party must be in writing and delivered in person, by courier service or by U.S. mail, either first class or certified, return receipt requested, postage prepaid, to:

The County: Santa Fe County
Community Development Department
Attn: William S. Donahoo, Sustainability Specialist
Sustainability Division
240 Grant Ave.
Santa Fe, NM 87501
(505) 992-9862
wdonahoo@santafecountynm.gov

The Contractor: Los Ebanistas, LLC dba Sol Luna Solar
Attn: Zach Johnson
P.O. Box 10
56 C County Road 65
Dixon, NM 87527
(505) 455-8875
ZACH@SOLLUNASOLAR.COM

23. CONTRACTOR REPRESENTATIONS

The Contractor represents that:

A. This Agreement is duly authorized by the Contractor, the person signing this Agreement has authority to do so, and, once signed by the Contractor, this Agreement will constitute a binding obligation of the Contractor.

B. The terms of this Agreement do not conflict with Contractor's corporate agreement or any statement that may be filed with the New Mexico Secretary of State.

C. The Contractor is legally registered and is properly licensed by the State of New Mexico to provide the services and will maintain such registration and licensure for the term of this Agreement.

24. FAX OR ELECTRONIC SIGNATURE

A fax or electronic signature will have the same force and effect as an original signature.

25. NO THIRD PARTY BENEFICIARIES

The parties do not intend by this Agreement to create any rights in any non-parties.

26. CONTRACTOR'S INSURANCE

A. General. The Contractor must submit evidence of insurance as is required in this section. The Contractor's policies of insurance must be written by a company authorized to provide insurance in the state of New Mexico.

B. Liability Insurance, Including Automobile. The Contractor must maintain a comprehensive general liability and automobile insurance policy with liability limits in amounts not less than \$1,000,000.00 combined single limits of liability for bodily injury, including death, and property damage for any one occurrence. Contractor's insurance must include coverage for all services and work performed for the County under this Agreement; coverage for the use of all owned, non-owned, hired automobiles, vehicles and other equipment, both on and off work; and contractual liability coverage under which this Agreement is an insured contract. Santa Fe County must be a named an additional insured on the Contractor's policy.

C. Increased Limits. If the Legislature of the State of New Mexico increases the maximum limits of liability under the New Mexico Tort Claims Act, NMSA 1978, Section 41-4-1, as amended, the Contractor must increase the maximum limits of any insurance required under this Agreement.

27. PERMITS AND FEES

Contractor will procure all permits, licenses, and pay all fees associated with the performance of the services and the Contractor's obligations under this Agreement.

28. NEW MEXICO TORT CLAIMS ACT

No provision of this Agreement will modify or waive the sovereign immunity or limitation of liability enjoyed by County or its public employees at common law or under the New Mexico Tort Claims Act.

29. CAMPAIGN CONTRIBUTION DISCLOSURE

The Contractor must complete and submit simultaneous with signing this Agreement, the Santa Fe County Campaign Contribution Disclosure form.


31. SURVIVAL

The provisions of the following paragraphs will survive termination of this Agreement: Indemnification, Records and Inspection; Release; Confidentiality; and Choice of Law.

The parties execute this Agreement as of the date of last signature by the parties.

SANTA FE COUNTY

7/7/2025



Gregory S. Shaffer
Santa Fe County Manager

Date

Approved as to form:

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

June 26, 2025
Date

CONTRACTOR - LOS EBANISTAS, LLC, dba SOL LUNA SOLAR

Mark Johnson
Signature

7/3/25
Date

Mark Johnson
Print name

Simplified Interconnection Application No. INT-58958
Certified Inverter-Based Generating Facilities
With an Export Capacity up to and including 25 kW AC
And a Nameplate Rating not exceeding 50 kW

This Application is considered complete when it provides all applicable and correct information requested below. Additional information to evaluate the Application may be request.

Processing Fee

A fee of \$150 must accompany this Application.

Interconnection Customer Name:

Name: Santa Fe County Boys and Girls Club HOUSING AUTHORITY		
Contact Person: Santa Fe County Boys and Girls Club HOUSING AUTHORITY		
Address: 8 LAS LOMAS DR		
City: SANTA FE	State: NM	Zip: 87508
Telephone (Day): (505) 992-9862	(Evening):	Fax:
E-Mail Address: wdonahoo@santafecountynm.gov		

Engineering Firm (If Applicable):

Name: Los Ebanistas Inc DBA Sol Luna Solar		
Contact Person: Mark Johnson		
Address: PO Box 10		
City: Dixon	State: NM	Zip: 87527
Telephone (Day): (505) 455-8875	(Evening):	Fax:
E-Mail Address: mark@sollunasolar.com		

Contact (if different from Interconnection Customer):

Name:		
Contact Person:		
Address:		
City:	State:	Zip:
Telephone (Day):	(Evening):	Fax:
E-Mail Address:		

Owner of the facility (include % ownership by any electric utility):

Interconnection Customer:	100%
3 rd Party:	0%
Utility:	0%

Generating Facility Information:

Location (if different from above):

Address: 8 LAS LOMAS DR		
City: SANTA FE	State: NM	Zip: 87508
X-Y Coordinates:		

Electric Service Company: **Public Service Company of New Mexico**Account Number: **036978901 - 0417654**

Inverter Information:

<p>Inverter: 1 x SolarEdge Technologies 10.0 kW (Model SE10000H-US {240V} [SI1]) Inverter Rating (ea): 9.994 kW AC Efficiency: 99% PV Module Array: 23 x Jinko Solar 580W (Model JKM580N-72HL4-BDV) Module Rating (ea): 580 W DC, 548.2 W PTC Tilt: 10 Azimuth: 180 Tracking: Fixed Nameplate Rating: 13.34 kW DC Inverter Nameplate Rating: 10 kW AC AC Rating: 12.483 kW CEC-AC Estimated Annual Production: 24425 kWh Design Factor: 96.1 %</p> <p>Nameplate Rating: 10.00 (kW) 10.00 (KVA) 240 (L-L) (AC Volts)</p> <p>Export Capacity Value (in kW): 10.00 (if Export Capacity is less than Nameplate Rating, denote export controls below): No</p> <p>Single or Three Phase: Single Phase</p>

Prime Mover: **Photovoltaic**Energy Source: **Solar**Is the equipment UL1741 Listed? **Yes**

If Yes, attach manufacturer's cut-sheet showing UL1741 listing

Estimated Installation Date: **9/1/2025**Estimated In-Service Date: **9/2/2025**

Limited Export and Non-Export Controls Information	
Manufacturer:	
Model Number:	
Limited Export or Non-Export:	
Control Type:	
<input type="checkbox"/> Reverse Power Protection <input type="checkbox"/> Relative Distributed Energy Resource Rating <input type="checkbox"/> Power Control System <input type="checkbox"/> Directional Power Protection <input type="checkbox"/> Minimum Power Protection <input type="checkbox"/> Configured Power Rating <input type="checkbox"/> Export Control using mutually agreed-upon means	
Control Power Setting: 10.00 kW	
Control Power Time Delay (if any): n/a seconds	
Power Control System Open-Loop Response Time:	
Maximum: n/a seconds	
Average: n/a seconds	
When grid-connected, will the PCS employ any of the following? [Select all that apply]	
<input type="checkbox"/> Unrestricted mode <input type="checkbox"/> Export only mode <input type="checkbox"/> Import only mode <input type="checkbox"/> No exchange mode <input type="checkbox"/> Export-limiting from all sources <input type="checkbox"/> Export limiting from ESS <input type="checkbox"/> Import limiting to ESS	

Battery Storage Facility Information (if Applicable)	
Do the batteries share an inverter with a renewable energy system?	n/a
Does the applicant intend to have the batteries charge by the distribution grid?	n/a
Battery System Charge Rating (kW-AC):	n/a

Battery Operation Information:	
Backup – allows for partial or whole home transition to off-grid during a grid outage	n/a
Solar self-Powered – the battery will charge from the renewable energy source during normal operation and discharge to serve loads behind your meter	n/a
Solar Non-Export – limits the export of energy to the grid to zero for both the battery and solar inverter, even if the battery system is fully charged and there is excess renewable source energy	n/a
Time-Based Control (sometimes called time-of-use or TOU mode) – the battery charges during off-peak hours and discharges to serve onsite loads during on-peak hours	n/a
Describe any other intended operation of the battery:	

Reference Point of Applicability (RPA) Designation
<p>Where is the desired RPA location? [Check one]</p> <p><input checked="" type="checkbox"/> Point of DER connection (PoC)</p> <p><input type="checkbox"/> Point of interconnection / point of common coupling (PCC)</p> <p><input type="checkbox"/> Another point between PcC and PCC</p> <p><input type="checkbox"/> Different RPAs for different DER units</p> <p>Is the RPA location the same as above for detection of abnormal voltage, faults and open-phase conditions?</p> <p><input checked="" type="checkbox"/> Yes</p> <p><input type="checkbox"/> No (detection location must be denoted in the one-line diagram)</p> <p>Why does this DER fit the chosen RPA? [Check all that apply]</p> <p><input type="checkbox"/> Zero-sequence continuity between PCC and PcC is maintained</p> <p><input checked="" type="checkbox"/> The DER aggregate Nameplate Rating is less than 500 kVA</p> <p><input type="checkbox"/> Annual average load demand is greater than 10% of the aggregate DER Nameplate Rating, and it is not capable of, or is prevented from, exporting more than 500 kVA for longer than 30 seconds.</p>

General Information

Enclose copy of site electrical one-line diagram showing the configuration of all Generating Facility equipment, Reference Point of Applicability, current and potential circuits, and protection and control schemes.

Enclose copy of any site documentation that indicates the precise physical location of the proposed Generating Facility (e.g. USGS topographic map or other diagram or documentation).

Enclose a copy of specification sheets for all applicable interface and control equipment, e.g., inverters, energy storage system, gateway, plant controller, automatic transfer switch and power control system. Are specification sheets enclosed? X Yes No

The Simplified Process is available only for inverter-based Generating Facilities that have a nameplate rating that does not exceed 50 kilowatts (kW) and an export capacity that does not exceed 25 kilowatts (kW) and that meet the codes, standards, and certification requirements of Title 17.9.568.12, or the QRU has reviewed the design or tested the proposed Generating Facility and is satisfied that it is safe to operate.

List components of the Generating Facility equipment package that are currently certified:

Equipment Type Certifying Entity

1. INVERTER(s): UL-1741

2.

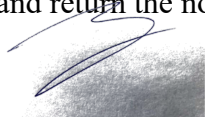
3.

4.

5.

Interconnection Customer Signature

I hereby certify that, to the best of my knowledge, the information provided in this Application is true. I agree to abide by the Terms and Conditions for Interconnecting an Inverter-Based Generating Facility with a nameplate rating that does not exceed 50 kilowatts (kW) and an export capacity that does not exceed 25 kilowatts (kW) and return the notice of completion when the Generating Facility has been installed.



Signed: _____

Title: Gregory S. Shaffer, County Manager

Date: 9/11/2025

Utility Signature

Signed: _____

Title: _____

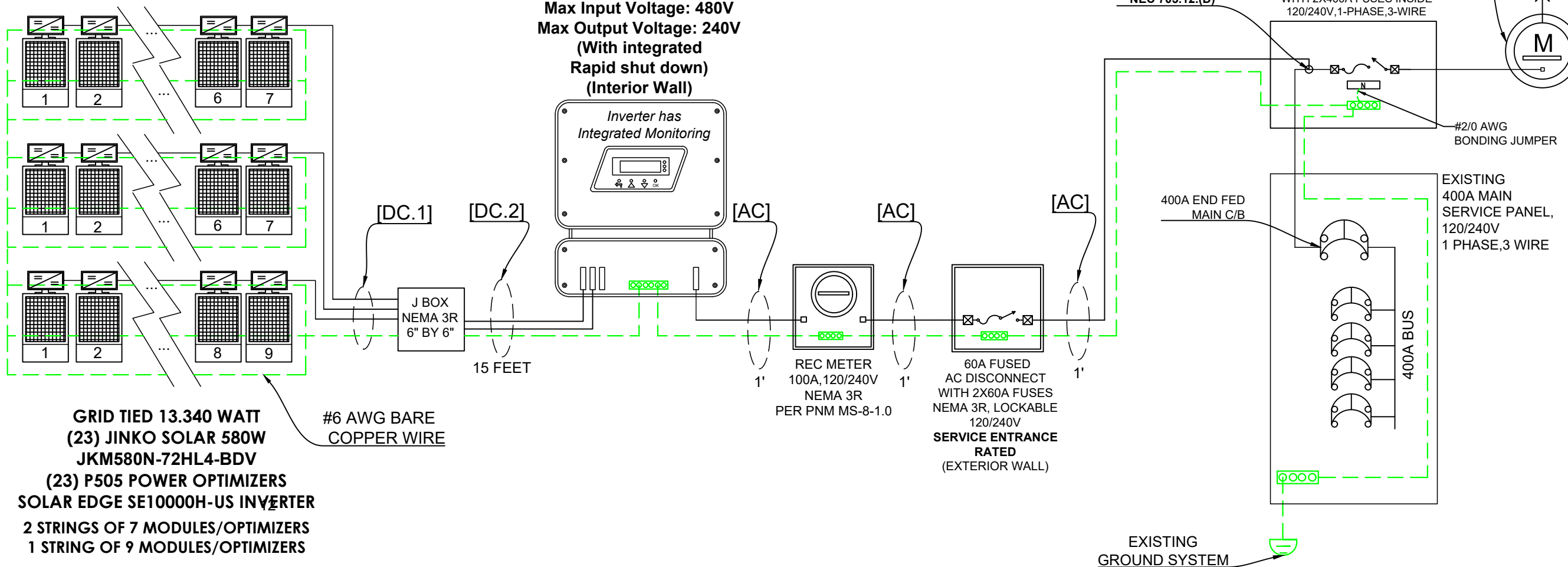
Date: _____

Approved as to form by Roberta D. Joe, Assistant County Attorney for W.B.,
Santa Fe County Attorney 9/10/2025

PV system is rapid shutdown ready by NEC 690.12

PV MODULES: 23x 580 = 13,340W STC-DC
INVERTER: 10.0 KW (AC)

SFC Agreement No. 2025-0357-CDD



GRID TIED 13.340 WATT
(23) JINKO SOLAR 580W
JKM580N-72HL4-BDV
(23) P505 POWER OPTIMIZERS
SOLAR EDGE SE10000H-US INVERTER
2 STRINGS OF 7 MODULES/OPTIMIZERS
1 STRING OF 9 MODULES/OPTIMIZERS

#6 AWG BARE COPPER WIRE

15 FEET

REC METER
 100A, 120/240V
 NEMA 3R
 PER PNM MS-8-1.0

60A FUSED
 AC DISCONNECT
 WITH 2X60A FUSES
 NEMA 3R, LOCKABLE
 120/240V
**SERVICE ENTRANCE
 RATED**
 (EXTERIOR WALL)

EXISTING
 400A MAIN
 SERVICE PANEL,
 120/240V
 1 PHASE, 3 WIRE

EXISTING
 GROUND SYSTEM

**SINGLE LINE
 DIAGRAM**

Designer : Narek Y.

No.	Revision/Issue	Date

CONTRACTOR

**Los Ebanistas,
 Inc./Sol Luna Solar**

Address:
 56C County Road 65
 Dixon, NM 87527
Phone Number:
 Tel: (505) 455-8875
 Lic.# 33662

X
 Contractor: Mark Johnson



**Housing Authority
 Boys and Girls Club**
 8 Las Lomas Dr,
 Santa Fe, NM 87508

Date	July 11, 2025
Scale	AS INDICATED
Project	PV SYSTEM

4

PV ARRAY INFORMATION

23 JINKO SOLAR 580WATT SOLAR MODULES
 MODEL #:JKM580N-72HL4-BDV
 23 SOLAR EDGE P505 POWER OPTIMIZERS
 1 SOLAR EDGE 10.0 INVERTER
 MODEL #: SE10000H-US
 NUMBER OF STRINGS PER INVERTER: 3
 NUMBER OF SERIES IN STRING a: 7
 NUMBER OF SERIES IN STRING b: 7
 NUMBER OF SERIES IN STRING c: 9
 MAX DC WATTAGE: 9 * 580W = 5,220W <= 6000W
 MAX DC VOLTAGE: 480V

PV MODULE RATINGS # STC

SHORT CIRCUIT CURRENT I-SC = 13.95A
 MAXIMUM POWER CURRENT I-MP = 13.22A
 OPEN CIRCUIT VOLTAGE V-OC = 52.50V
 MAXIMUM POWER VOLTAGE V-MP = 43.88V

INVERTER RATING

PEAK PWR TRACKING VOLTAGE = 400 V
 CEC EFFICIENCY = 99.0 %
 ENCLOSURE : NEMA 3R
 MAXIMUM INPUT CURRENT = 20.0 A
 MAXIMUM OUTPUT CURRENT = 32.0 A
 MAXIMUM INPUT POWER = 11800 W
 MAXIMUM OUTPUT POWER = 7600 W

[DC.1] FROM PV MODULES TO J-BOX

(6) #10 AWG PV WIRE + (1) #6 AWG BARE CU EGC
 FREE IN THE AIR, 3/4" EMT TYPE CONDUIT BETWEEN
 MODULES/ARRAYS

[DC.2] FROM EACH J-BOX TO EACH INVERTER

(6)#10 AWG THWN-2 + (1) #8 AWG CU EGC
 3/4" EMT TYPE CONDUIT

 OPTIMIZER OUTPUT CURRENT : 15A
 CONSIDERS CONTINUOUS: 15A * 1.25 = 18.75A
 RACEWAY HEIGHT FROM THE ROOF OVER 1 1/2"
 (TEMP = 45 DEG C)
 TEMP.DERATE FACTOR - 18.75 A / 0.91 = 20.60A
 MORE THAN 3 CCC ADJUST. FACTOR (6 WIRES) - 0.8
 ADJUSTED CONDUCTOR AMPACITY - 20.60A / 0.8 = 25.75A
 WIRE SIZE FROM NEC TABLE 310.15(B)16 - **10 AWG**
 AMBIENT TEM FACTOR 0.91 PER NEC 310.15(B)(2)(A)

[AC] FROM INVERTER TO POI

(3)#6 AWG THWN-2 + (1) #8 AWG CU EGC, 3/4" EMT CONDUIT

 MAXIMUM INVERTER OUTPUT CURRENT : 42.0 A
CONSIDERS CONTINUOUS: 42.0A * 1.25 = 52.5 A
 TEMPERATURE ADJUSTMENT - 52.5 A / 0.91 = 57.7A
 CONDUCTOR SIZE FROM NEC TABLE 310.16 - **#6 AWG**
 AMBIENT TEM FACTOR 0.91 PER NEC 310.15(b)(2)(a)

NOTES

Grounding specs: A continuity of equipment grounding shall be made with UL Listed Grounding Lugs.
 All the photovoltaic systems wires that on the roof and side of the building shall be protected against physical damage

OUTPUT CALCULATIONS

PV SYSTEM MAX DC OUTPUT:
 23 * 580W = 13,340W
 PV SYSTEM MAX AC OUTPUT:
 (23) - (JKM580N-72HL4-BDV)
 (1) SOLAR EDGE - SE10000H-US
 Pmax (PTC Rating) PER MODULE: 548.2W
 548.2W * 23 = 12.61 KW
 12.61KW * 99% CEC INVERTER = 12.48 KW

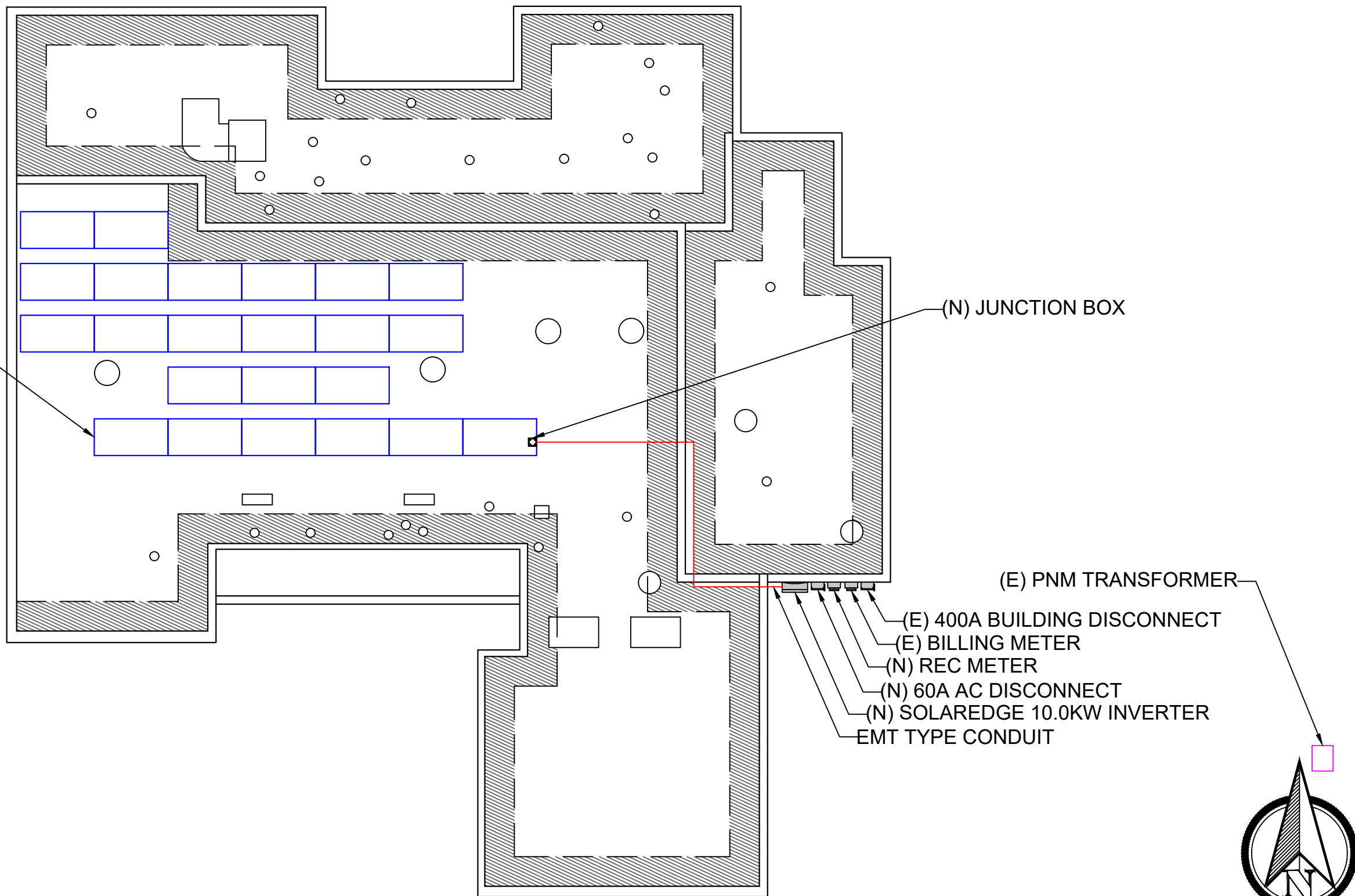
PHOTOVOLTAIC ARRAY

SFC Agreement No. 2025-0357-CDD

FROM JUNCTION BOX TO SOLAR INVERTER EMT TYPE CONDUIT WILL RUN OVER THE ROOF AT 1 1/2" HEIGHT.

- (23) Jinko Solar 580W Modules (JKM580N-72HL4-BDV)
 - (1) Solar Edge 10.0 KW Inverter (SE10000H-US)
 - (23) Solar Edge P505 Power Optimizers
- PV MODULES: 23 x 580= 13,340W STC-DC**
INVERTER: 10.0 KW (AC)

Las Lomas Dr



General Notes

SITE PLAN

Designer : Narek Y.

No.	Revision/Issue	Date

CONTRACTOR

Los Ebanistas, Inc./Sol Luna Solar

Address:
 56C County Road 65
 Dixon, NM 87527
Phone Number:
 Tel: (505) 455-8875
 Lic.# 33662

X
 Contractor: Mark Johnson



**Housing Authority
 Boys and Girls Club**
 8 Las Lomas Dr,
 Santa Fe, NM 87508

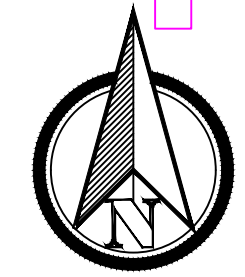
Date July 11, 2025

Scale AS INDICATED

Project PV SYSTEM

1

ACCESS NOTES:
ACCESSIBLE AT ALL TIMES WITHOUT ESCORT



Santa Fe County Purchasing Process Request Form

Date Submitted:	8/5/2025	Requesting User Agency:	CDD/Sustainability
Name & Phone of Contact Person:	Will Donahoo (505) 992-9862		
Contract Tracking #/Buyer (Purchasing)	2025-0357-CDD Kenneth Smith Ext. 6375	BCC Approval? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please indicate date	

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 Sustainability Division is requesting Legal review and approval and County Manager signature on the attached Interconnection agreements with PNM relating to the installation of a 13.57 kW PV system at the Valle Vista Boys and Girls Club and a 7.1 kW PV system Santa Fe County Housing Authority office (as detailed in P.O. #254353). Per PNM procedures, PV systems with a capacity up to or less than 25 kW undergo a simplified fast track interconnection agreement process where the interconnection agreement is completed prior to PNM technical review or system installation.

In contrast to previous County interconnection agreements a net metering agreement is not required due to the size of the systems. Per the fast-track interconnection process, PV installation and associated activities cannot commence until interconnection and net metering agreements are signed.

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

PURCHASING STATUS: A purchase order for both PV systems was completed on 7/7/2025.

CM to sign both interconnection applications on page 5 of each application (pages 7 and 14 in packet)

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.)

<u>Grants</u>	<u>Capital, Fund & Cost Center Approval</u>	<u>Budget Approval:</u>
Is this grant related? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Is this a capital project? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If yes: provide fund(s) <u>EECBG</u>	Capital approval: _____	
Grant approval: _____	Fund/Cost Center approval: _____	

Please provide account number(s) for this request:

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)

COUNTY MANAGER APPROVAL: (sign and date)


Gregory S. Shaffer, County Manager 9/11/2025

PURCHASE REQUISITION NBR: 0000264807

STATUS: REQ-APRVL >\$10000

REASON: PV SOLAR SYSTEM

SUGGESTED VENDOR: 24932 LOS EBANISTAS INC.

DATE: 5/20/26

DELIVER BY DATE: 6/30/26

REQUISITION BY: KQUINTANA

SHIP TO LOCATION: COMMUNITY DEVELOPMENT

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

1	REQUESTED BY: JACQUELINE BEAM Installation of 13.57 kw PV System at the Santa Fe Boys and Girls Club to include upgrades. Cross Reference Purchase order 254353. COMMODITY: SUBCOMMOD: MISC	22150.00	EA	1.0000	22150.00	
---	---	----------	----	--------	----------	--

REQUISITION TOTAL: 22150.00

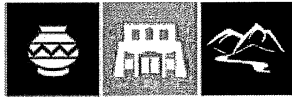
ACCOUNT INFORMATION

LINE #	ACCOUNT	PROJECT	%	AMOUNT
1	31819304878003	CAPITAL PURCHASES EQUIPMENT & MACHINERY	100.00	22150.00
				22150.00

REQUISITION IS IN THE CURRENT FISCAL YEAR.

Aerise Benav
5/20/26

Sol Luna Solar
 56 C CNTY RD 65
 Dixon NM 87527



SANTA FE COUNTY

102 Grant Ave
 Santa Fe, NM 87501

Santa Fe Boys and Girls Club

Electrical Service Upgrade

05/14/2026

Item	Description	Unit Price	Quantity	Amount
	42" Trench from PNM Ground mounted Transformer to 320 Meter main Combo For Service entrance			\$22,150.00
	Install 3" Schedule 40 PVC underground			
	Repair Drive as needed from Trenching			
	320-amp Meter Main combo 20/40 space load center			
	3" Schedule 80 Service entrance above Ground			
	2- 5/8 "10ft grounding electrodes			
	# THHN CU grounding Electrode Conductor			
	3- 500 XHHW Alum service entrance conductor			
	Cold Water Grounding			
	#4 THHN CU			
	Extend Current Sub Panel Raceway to new service entrance Gear. 200-amp sub panel breaker			
	Whole structure Surge Protection			
	Electrical Engineering State Electrical permit			
Subtotal				\$22,150.00
Total				\$22,150.00
Amount Paid				0.00
Estimate				\$22,150.00

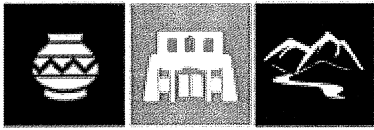
Kenneth Quintana

From: Yvonne S. Herrera
Sent: Thursday, May 14, 2026 3:17 PM
To: Jacqueline Y. Beam; William S. Donahoo; Kenneth Quintana
Cc: Gabriella Trujillo
Subject: RE: PPR/IPR Request to Increase PO 254353 - Service Upgrade at Valle Vista B&G Club

Hi everyone. Will your correct. While a BAR is being prepared, the budget override is approved. Please provide Gabby with a copy of the PO and submit this email with your change order request.

YVONNE HERRERA

Finance Division Director
Manager's Office
(505) 995-2781



SANTA FE COUNTY

From: Jacqueline Y. Beam <jybeam@santafecountynm.gov>
Sent: Thursday, May 14, 2026 2:51 PM
To: William S. Donahoo <wdonahoo@santafecountynm.gov>; Kenneth Quintana <kquintana@santafecountynm.gov>
Cc: Yvonne S. Herrera <ysherrera@santafecountynm.gov>
Subject: Re: PPR/IPR Request to Increase PO 254353 - Service Upgrade at Valle Vista B&G Club

Hello Everyone,

Pulling in Yvonne as she is the one who provided the override permission.

Best,

Jacqueline

From: William S. Donahoo <wdonahoo@santafecountynm.gov>
Sent: Thursday, May 14, 2026 2:49 PM
To: Jacqueline Y. Beam <jybeam@santafecountynm.gov>; Kenneth Quintana <kquintana@santafecountynm.gov>
Subject: RE: PPR/IPR Request to Increase PO 254353 - Service Upgrade at Valle Vista B&G Club

Hi Jacqueline,

I pulled up the resolution from Tuesday and it is showing that the state grant was budgeted under 50.03 professional services however for all of the PV projects (and the existing PO) we have it under 80.03 Equipment and Machinery.

BUDGETED EXPENDITURES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/ DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/ OBJECT XXXX	LINE DESCRIPTION
318	2351	446	50-03	Professional Services
Total				

Requesting Department Approval: Jacqueline Beam Title: Sustainability Manager I
 Capital/Grants Approval: Elena Tercero Date: 4/20/2026 E
 Finance Dept Approval: *Yvonne S. Huen* Date: 4/29/2026 E
 County Mgr Approval: _____ Date: _____ I

It looks like we will need to BAR it to the 80.03 line. Kenny, do I understand correct that we can request another budget override to issue the PO (pending BAR.) Does this allow us to begin work sooner or do we need to wait until the BAR is complete?

Thanks,
 • Will

From: Jacqueline Y. Beam <jybeam@santafecountynm.gov>
Sent: Thursday, May 14, 2026 2:34 PM
To: William S. Donahoo <wdonahoo@santafecountynm.gov>; Kenneth Quintana <kquintana@santafecountynm.gov>
Subject: Re: PPR/IPR Request to Increase PO 254353 - Service Upgrade at Valle Vista B&G Club

Also, of note: This grant was budgeted but if it isn't showing up in Naviline yet, we were given the go ahead from Yvonne to request a budget override!

We have a deadline date for the associated EECBG project of the end of the year for installation so need to move on this as quickly as possible.

Best regards,

Jacqueline

From: William S. Donahoo <wdonahoo@santafecountynm.gov>
Sent: Thursday, May 14, 2026 2:27 PM
To: Kenneth Quintana <kquintana@santafecountynm.gov>



**State of New Mexico
General Services Department
Purchasing Division**

Price Agreement Amendment

Awarded Vendor:
7 Vendors

Number: 50-00000-25-00049

Amendment No.: One

Term: May 1, 2025 – April 30, 2027

Ship To:
All State of New Mexico agencies, commissions, institutions, political subdivisions and local public bodies allowed by law.

Procurement Specialist: James Ortega

Telephone No.: (505) 795-2516

Invoice:
As Requested at Time of Order

Email: James.Ortega@gsd.nm.gov

Title: **Photovoltaic (Solar Electric) Systems**

This amendment is to be attached to the respective Price Agreement and become a part thereof.

In accordance with Price Agreement provisions, and by mutual agreement of all parties, this Price Agreement is extended from May 1, 2026 to April 30, 2027 at the same price, terms and conditions.

Except as modified by this amendment, the provisions of the Price Agreement shall remain in full force and effect.

Accepted for the State of New Mexico

Dorothy Mendonca

Date: 2/13/2026

Dorothy Mendonca
New Mexico State Purchasing Agent

State of New Mexico
General Services Department
Purchasing Division
Price Agreement #: 50-00000-25-00049

Awarded Vendors:

(AA) 0000117314

Affordable Solar Group, LLC
dba: Affordable Solar Installations Inc.
4401 McLeod Rd NE
Albuquerque, NM 87109
Wayne Stansfield 505-944-4220
wayne.stansfield@affordable-solar.com

Payment Term: Net 30
FOB: Destination
Delivery: As requested,

(AB) 0000059705

EverGuard Roofing
512 Veranda Rd NW
Albuquerque, NM 87107
Jordan Barry 505-821-9543
jordan@everguardsolar.com
jamie@everguardroofing.com

Payment Term: Net 30
FOB: Destination
Delivery: As requested,

(AC) 0000134788

Los Ebanistas, Inc.
PO Box 10
Dixon, NM 87527
Mark Johnson 505-455-8875
mark@sollunasolar.com

Payment Term: Net 30
FOB: Destination
Delivery: As requested,

(AD) 0000092230

Osceola Inc.
dba OE Solar
1300 1st Street NW
Albuquerque, NM 87102
Galina Kofchock 505-850-8863
LaikaD@OESolarNM.com or GalinaK@OESolarNM.com

Payment Term: Net 30
FOB: Destination
Delivery: As requested,

(AE) 0000081451

Paradise Power Company Inc.
dba: PPC Solar
245 Paseo Del Canon East
Taos, NM 87571
Charlie McGarity, (575)737-5896
x2001
charlie@ppcsolar.com or dan@ppcsolar.com

Payment Term: Net 30
FOB: Destination
Delivery: As requested,

State of New Mexico
General Services Department
Purchasing Division
Price Agreement #: 50-00000-25-00049

Page-8

Specifications:

Establish a Statewide Price Agreement for Photovoltaic (Solar Electric) Systems. This Price Agreement may be utilized by all New Mexico State Agencies, commissions, political subdivisions and local public bodies applicable by law.

The term of this Price Agreement shall be for one (1) year from date of award with the option to extend for a period of two (2) additional years, on a year-to-year basis, by mutual agreement of all parties and approval of the New Mexico State Purchasing Agent at the same price, terms and conditions. This Price Agreement shall not exceed three (3) years.

Compensation Caps:

The total cost of **each project**, excluding applicable gross receipts tax, shall not exceed Four Million Dollars (**\$4,000,000.00**). **This cap includes all change orders associated with the project.** NM Gross Receipts Taxes is not included on the Compensation Cap, however it is billed on the pay application/invoice.

The total cap for **this Statewide Price Agreement** is **Twelve Million Five Hundred Thousand Dollars (\$12,500,000) per awarded Contractor** for the whole term of the Statewide Price Agreement.

MANDATORY REPORTING FOR AGENCIES AND LOCAL PUBLIC BODIES

The Agency or Local Public Body **MUST** report all work issued under this Price Agreement to the State Purchasing Division so that the cap thresholds can be monitored.

When the total cap of **Twelve Million Five Hundred Thousand Dollars (\$12,500,000)** for this Statewide Price Agreement has been reached, the Contractor will be terminated from the Price Agreement.

Overview

The intent of the Invitation to Bid is to obtain bids for photovoltaic (PV) systems with system output power and support structure combinations that may be acquired for use by State and Local Government Facilities. Each PV system includes, but is not limited to, PV modules, inverter, wiring, conduit, display devices, disconnects, and support structure. System installation services shall include performing electrical system and structural system design, obtaining necessary permits, collaborating with utility and procuring agency staff, performing system installation including maintenance and related work. Additional system features are available through a variety of additive alternates.

Every six (6) months, an escalation/de-escalation clause may be incorporated into this Price Agreement based upon changes in retail or wholesale module prices as presented and compared by manufacturer/supplier quotes. Please be aware this measure is not intended to allow any increase in profit margin, only to compensate for an actual cost increase. Price decreases as well as increases shall apply. If vendor's prices are reduced for any reason, users shall receive the benefit of such reductions. Price increases will not be retroactive to orders already in house or backorders. Orders will be filled at the price in effect on the date of receipt of the order by the vendor.

It is requested that price information be provided for each base bid item and each additive alternate bid item below. The bid item descriptions and the attached specifications shall be the basis for bid item prices. Do not include Local and State taxes in prices for solar equipment, installation and labor due to the New Mexico Gross Receipts Exemption; they will be included after the vendor selection process for specific project sites, if applicable.

The Contractor shall provide all the equipment, materials and labor for a complete operable system that meets the attached specifications. The Contractor shall also provide the system design for review and approval by the using State or Local Governmental organization. After the vendor selection process is completed and project sites are selected, the Contractor shall meet with the Owner at a site audit meeting and final acceptance inspection, at a minimum, for each project site. On a project by project basis, if unforeseen or unusual conditions are found, the contractor may be allowed to add for additional costs to overcome these issues. Some examples could be: Rocky underground conditions or hidden underground utilities.

State of New Mexico
General Services Department
Purchasing Division
Price Agreement #: 50-00000-25-00049

Page-9

The PV systems will offset electricity consumption used in lighting, heating, cooling, and other facility energy needs of State and Local Government Facilities. It is the intent that each PV system installed will be interconnected with the utility grid and an interconnection agreement will be established, enabling the facility to receive reimbursement and/or credit from the utility company for electricity generated. It is also the intent to utilize the PV systems for educational purposes, related to the benefits of renewable energy, in the communities where the systems are located. Since installation of power storage (battery) systems is also included, there may be cases where the PV system is not interconnected with the utility grid.

In order to provide flexibility to the purchasing Agency in selecting PV systems for a variety of sites with different conditions, the bid form is subdivided into ten (10) parts. Two (2) base bid items are provided with eight (8) additive alternates. Once the Price Agreement is established, purchasing Agencies will select systems to install at specific sites. Both Owner and Contractor will be encouraged to collaborate during the design and installation process, understanding that an experienced vendor is likely to suggest design and installation options that will benefit overall performance and longevity of the proposed system installation.

Where discrepancies exist between the bid form and the specifications, the specifications shall govern.

Data Communications and Monitoring

The Bid Form includes price quote requests for data communications and monitoring devices. The intention is to provide Owners with options in addition to the inverter for enhancing their understanding of the systems, to offer troubleshooting assistance to facility managers, and to support renewable energy education. Many modem data communication and monitoring systems allow remote access by internet, such that data monitoring also allows the installation vendor to monitor and troubleshoot each system as well as the facilities' manager.

Method of Award

The State of New Mexico reserves the right to make vendor selection decisions that are in the best interests of the State. This Invitation to Bid is intended to solicit bids from qualified bidders and could result in multiple awards. Bidders who at least meet the minimum qualifications and experience will have their bids tabulated for inclusion in the award. Once the Invitation to Bid results in a Statewide Price Agreement; purchasing Agencies may make their selection decisions based on cost-effectiveness over the twenty (20) year life of the system. The following subsections describe how the State of New Mexico plans to conduct the selection process.

Bidder Experience and Qualifications. This subsection describes information required for purposes of validating Bidder experience and qualifications. Multiple vendors may be selected for each zone and each system size class based on the information submitted. In order to verify that a bidder meets the minimum qualifications, each bidder shall provide:

- A brief statement of the number of years of experience the company has installing grid-connected and/or standalone PV systems;
- Experience in demand reduction technology- give any examples with savings;
- Information on each PV system that has been installed in the format of the table below. Enter details on at least twenty-five (25) systems for the smallest system size class, enter details on at least five (5) systems for the fifty (50)kW and over size class, etc. (note that a bidder may be qualified for one (1) or more of the system size classes based upon the experience information provided in this table).

Santa Fe County Purchasing Process Request Form

Date Submitted:	5/15/2026	Requesting User Agency:	CDD/Sustainability
Name & Phone of Contact Person:	Will Donahoo – (505) 992-9862		
Contract Tracking #/Buyer (Purchasing)		BCC Approval? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please indicate date	

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 Sustainability Division requests to increase the value of PO # 254353 by \$22,150 to facilitate the completion of urgent and necessary electrical service upgrades at the Valle Vista Boys and Girls Club located at 8 Las Lomas Drive, Santa Fe NM 87508. On June 3rd, 2025, a purchase order was created to facilitate the installation of a 13.57 kW PV system at the Boys and Girls Club. Following a facility inspection, it was determined that major electrical service upgrades were required to ensure safety and compliance with current electrical codes. Increasing the value of PO #254353 will facilitate vital safety improvements at the Boys and Girls Club and the successful installation of PV at the complex. Service upgrades will utilize state solar grant 25-J4343 and will be procured using State Price Agreement #50-00000-25-00049. Per page 8 of the SPA "On a project by project basis, if unforeseen or unusual conditions are found, the contractor may be allowed to add for additional costs to overcome these issues. Some examples could be: Rocky underground conditions or hidden underground utilities." Grant funding has been assigned to cost center 318-2351-446, a budget override is approved to increase the PO while a BAR is being prepared.

Does this request require IT approval? Yes 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.)

<u>Grants</u>	<u>Capital, Fund & Cost Center Approval</u>	<u>Budget Approval:</u>
Is this grant related? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Is this a capital project? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If yes: provide fund(s) #25-J4343 _____	Capital approval: _____	
Grant approval: _____	Fund/Cost Center approval: _____	

Please provide account number(s) for this request:

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)

COUNTY MANAGER APPROVAL: (sign and date)

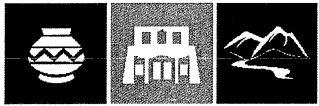
ATTACH NEEDED DOCUMENTS (Purchase Requisition, Justification Memo & Documentation (sole source, emergency or other procurement exemption), W-9 for new vendor, draft BCC memorandum, Price Agreement used (SPA, GSA, etc.))

Service Upgrade Quote – Sol Luna Solar

PO #254353

SPA #50-00000-25-00049

Email Communication regarding Budget Override



SANTA FE COUNTY

SANTA FE, NEW MEXICO

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.: 254353
DATE: 06/03/2025
C.O.NO.: 2
C.O.DATE: 06/26/2025

TO: LOS EBANISTAS INC.
DBA SOL LUNA SOLAR
DIXON, NM 87527

SHIP TO/
INVOICE TO:

COMMUNITY DEVELOPMENT
100 CATRON, 2ND FLOOR
SANTA FE, NM 87501

VENDOR NO.	NOTES				
24932	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.				
DELIVERY BY	SHIP VIA	F.O.B.		TERMS	
06/30/2025				NET 30	
CONFIRM BY		CONFIRM TO		REQUISITIONED BY	
JOHNSON, MARK (VP)		MARTINEZ, BRANDON		KQUINTANA	
FREIGHT	CONTRACT NO.	ACCOUNT NO.	PROJECT	REQ. NO.	REQ. DATE
	25357CDD	31819304878003		0000254842	05/06/2025
LINE NO.	QUANTITY	UOM	ITEM NO. AND DESCRIPTION	UNIT COST	EXTENDED COST

1 52,100.43 EA REQUESTED BY: WILLIAM DONAHOE 1.0000 52,100.43
000 004

INSTALLATION OF A 13.57 KW PV SYSTEM AT THE VALLE
VISTA BOYS AND GIRLS CLUB. CONTRACT NOT SUBJECT
TO GRT.

Per NMSWPA: 50-00000-25-00049. (BM updated)

2 24,589.25 EA INSTALLATION OF A 7.1 KW PV SYSTEM AT THE HOUSING 1.0000 24,589.25
000 004

AUTHORITY OFFICE. CONTRACT NOT SUBJECT TO GRT.

Per NMSWPA: 50-00000-25-00049. (BM updated)



SANTA FE COUNTY

SANTA FE, NEW MEXICO

PURCHASE ORDER

IMPORTANT

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

PAGE: 2
P.O. NO.: 254353
DATE: 06/03/2025
C.O.NO.: 2
C.O.DATE: 06/26/2025

TO: LOS EBANISTAS INC.
DBA SOL LUNA SOLAR
DIXON, NM 87527

SHIP TO/
INVOICE TO:

COMMUNITY DEVELOPMENT
100 CATRON, 2ND FLOOR
SANTA FE, NM 87501

VENDOR NO.	NOTES				
24932	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.				
DELIVERY BY	SHIP VIA	F.O.B.		TERMS	
06/30/2025				NET 30	
CONFIRM BY		CONFIRM TO		REQUISITIONED BY	
JOHNSON, MARK (VP)		MARTINEZ, BRANDON		KQUINTANA	
FREIGHT	CONTRACT NO.	ACCOUNT NO.	PROJECT	REQ. NO.	REQ. DATE
	25357CDD	31819304878003		0000254842	05/06/2025
LINE NO.	QUANTITY	UOM	ITEM NO. AND DESCRIPTION	UNIT COST	EXTENDED COST

06/26/25:CO 1 updated NMSWPA number due to prior
NMSWPA expiring. Decreased PO by \$274.35 due to
new agreement pricing. Pursuant to SFC Agreement
No. 2025-0357-CDD. Line items and Budget approved
by Finance. BM

TOTAL PURCHASE AMOUNT **\$76,689.68**

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



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: 3
P.O. NO.: 254353
DATE: 06/03/2025
C.O.NO.: 2
C.O.DATE: 06/26/2025

TO: LOS EBANISTAS INC.
DBA SOL LUNA SOLAR
DIXON, NM 87527

SHIP TO/
INVOICE TO:

COMMUNITY DEVELOPMENT
100 CATRON, 2ND FLOOR
SANTA FE, NM 87501

VENDOR NO.		NOTES			
24932		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.			
DELIVERY BY	SHIP VIA	F.O.B.		TERMS	
06/30/2025				NET 30	
CONFIRM BY		CONFIRM TO		REQUISITIONED BY	
JOHNSON, MARK (VP)		MARTINEZ, BRANDON		KQUINTANA	
FREIGHT	CONTRACT NO.	ACCOUNT NO.	PROJECT	REQ. NO.	REQ. DATE
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LINE NO.	QUANTITY	UOM	ITEM NO. AND DESCRIPTION	UNIT COST	EXTENDED COST

Gregory S. Shaffer, County Manager 7/7/2025

AUTHORIZED SIGNATURE & TITLE

County of Santa Fe Purchase Order for Services – General Terms and Conditions

Interpretation: This PO represents the entire agreement between both parties, notwithstanding any Vendor's form. This Agreement shall be the sole and exclusive statement of the purchase of goods or services between the County and Vendor. Unless there is a separate written contract for the provision of goods or services, these terms and conditions shall be the sole and exclusive statement of the contract between the County and Vendor. In the event of a conflict between the terms and conditions of this PO and the terms of the written contract, the terms of the written contract or agreement shall govern.

Acceptance: Vendor shall accept the offer in writing, or by beginning to fill the order or perform the services requested by County. Acceptance is limited to the terms stated herein. The terms and conditions attached hereto shall apply to all orders placed under a County contract, subcontract or agreement.

Assignment: None of the sums due or to become due nor any of the work to be performed under this PO shall be assigned nor shall Vendor subcontract for completed or substantially completed work called for by this PO without County's prior written consent.

Modification/Changes: This PO constitutes the entire agreement between County and Vendor, and no modification hereof shall be effective unless agreed to in writing by authorized representatives of County. County's employees have no authority to direct any change except by a written change order or amendment signed by County's authorized representative.

Audit: The County may, subject to written notification to Vendor, conduct inspection at Vendor's facilities. Vendor shall, without charge, provide facilities for County's personnel and provide all requested data necessary for County's adequate inspection.

Governing Law: This PO shall be governed by the New Mexico Procurement Code, NMSA 1978, § 13-1-28 et seq.; NMSA 1978, § 6-6-11 (Bateman Act); Art. IX, Sec. 10 (County indebtedness) and Art. IX, Sec. 14 (Anti-donation) of the state constitution; and NMSA 1978, § 41-4-1 (Tort Claims Act), including the New Mexico Uniform Commercial Code, if applicable.

Compliance with Law and County Policies and Procedures: The County is exempt from payment of gross receipts tax on materials but may be subject to such tax on services, including "construction" as that term is defined in NMSA 1978, § 7-9-3.4. The taxable status of any sale of materials must be determined by the Vendor's legal counsel or tax consultant. Invoices rendered for additional taxes after bid award will not be honored. The Procurement Code, NMSA 1978, §§ 13-1-28 thru 13-1-199, imposes civil and criminal penalties for its violation. In addition, the New Mexico criminal statutes impose felony penalties for bribes, gratuities and kickbacks. If this PO shall require the presence on County's premises of Vendor's employees, subcontractors or others under Vendor's control, Vendor shall comply with all applicable governmental regulations and rules of County's premises, encompassing without limitation those relative to environmental quality including safety, fire prevention and security requirements of the County Adult Detention Facility. Vendor shall at all times provide all equipment that is used in the performance of this PO, including all equipment to ensure the safety of all employees, subcontractors or others under Vendor's control.

Waiver: The failure of County to insist, in any one or more instances, upon the performance of any of the terms, or conditions or to exercise any right hereunder shall not be construed as a waiver or relinquishment of the future performance of any such term or condition or the future exercise of such right. The obligations of Vendor with respect to such future performance shall continue in full force and effect.

Delivery: Time is of the essence in this PO. If delivery of conforming goods or performance of conforming services is not complete by the time(s) promised, the County has the right, in addition to its other rights and remedies, to cancel this PO, to reject such goods or services in whole or in part, or to purchase substitute or goods or services elsewhere and charge Vendor with any loss incurred. Any provisions herein for delivery of goods or performance of services by installments shall not be construed as making the obligations of Vendor severable. Shipments sent C.O.D. without County's written consent will not be accepted and will be at Vendor's risk.

Loss in Transit and Environmental Responsibility: Title and risk of loss in transit shall not pass to County until delivery to County (or to carrier designated by County in cases where shipment is made F.O.B. Vendor's Shipping Point) in accordance with all applicable federal, state, or local laws or regulations, including but not be liable for any discharge, spill or other incident, including but not limited to expenses for any clean-up costs, involving any materials transported hereunder until completion of such delivery.

Dangerous and Hazardous Material: Packaging, packing, marking, labeling, documentation, handling and movement of any materials ordered shall be in accordance with applicable NM Department of Transportation (DOT) regulations or other applicable state laws. All packing sheets, bill of lading, or other shipping documents shall specify what the materials are and carry a certificate that the shipment is in proper condition for transportation as prescribed in DOT regulations or other applicable state laws.

Inspection: Notwithstanding any prior inspections or payments, all goods are subject to County's final inspection and acceptance at the destination which shall be conclusive except as to latent defects, fraud, mistakes and Vendor's warranty obligations. County may reject and return defective or nonconforming goods at Vendor's expense for credit, refund or replacement, at County's option. Vendor shall pay County's cost of inspecting, handling, removing, and/or revoking nonconforming goods.

Shipment: Shipment must be made in the quantity specified and over shipments may be rejected at County's discretion.

Shipping: Vendor shall enclose a packing sheet in each separate container and a master packing sheet in duplicate shall accompany each shipment. Packing sheets shall not show any prices. County's counter weight shall be accepted as final and conclusive on shipments not accompanied by packing sheets. Material shall be packed and marked for shipment as reasonably prescribed by, and at no additional cost to the County. Each shipping container shall contain the part number, date of shipment, bill of lading number, packing slip number, shipping container number of lot and number of containers in the lot.

Invoicing: Invoice in duplicate to the "Invoice To" address on the PO. All invoices must show the PO number.

Price: County shall not be billed at prices higher than stated herein unless authorized in writing by County. Vendor represents that the prices charged for the goods or services covered by this PO are the lowest prices charged by Vendor and that such prices comply with all applicable laws and government regulations in effect at time of quotations, sale, delivery and performance.

Payment: Payment is net 30 days upon receipt of acceptable invoice or receipt of goods, whichever is later. Inquiries regarding payment should be directed to Finance at (505) 986-6375.

Discounts: Cash discounts will be calculated from date of receipt of acceptable invoice.

Warranties: All goods and services covered by this PO shall conform to the specifications, drawings, samples or other descriptions furnished or adopted by the County, and shall be merchantable, fit for the purpose intended, of best quality and workmanship and free from all defects. All goods delivered pursuant to this PO and manner of delivery thereof shall conform to standards established for such goods and delivery in accordance with any applicable federal, state or local laws and regulations.

Insurance: Vendor warrants that Vendor shall comply with all existing financial capability, responsibility, security or like laws, regulations and requirements of local, state and federal governments with respect to oil pollution or any other pollution damage whatsoever. Vendor agrees to protect, defend, indemnify, exonerate and hold Santa Fe County harmless from and against any and all suits, claims, liabilities, losses, liens and demands, fines, costs, criminal and civil penalties, causes of action or any obligations arising out of or in any manner connected with, incidents involving bodily injury, death, property or any violation or alleged violation of any federal, state or local law or regulation. Vendor is and undertakes performance thereof as an independent contractor, with sole responsibility for all persons employed in connection therewith, including without limitation exclusive liability for the payment of all federal, state, and local unemployment and disability insurance and all social security and other taxes and contributions payable in respect to such persons from and against which liability Vendor agrees to indemnify, exonerate and hold harmless the County. Vendor shall provide to County upon request certificates of insurance evidence that the Vendor has purchased the following insurance: General Comprehensive Liability Insurance. Vendor's Comprehensive Automobile Liability Insurance limits established by New Mexico Tort Claims Act: Worker's Compensation, limits established by applicable statutes; Employee liability coverage, the greater of the limits of liability established by the New Mexico Tort Claims Act or \$1,000,000. Vendor's protective liability insurance limits shall be the same as specified for Vendor's Commercial General Liability Insurance. All such persons shall be subject to all applicable rules of County's premises, including those for safety and fire protection.

Confidentiality: No disclosure, description or other communication of any sort shall be made by Vendor to any third party of the fact of County's purchase of goods or services hereunder, or of the details and characteristics thereof, without County's prior written consent. Any items furnished to Vendor by County pursuant to this PO, including without limitation samples, drawings, patterns and materials, shall remain the property of the County, shall be held at Vendor's risk and shall be returned upon completion of the work or termination of this PO; no disclosure or reproduction thereof in any form shall be made without County's written consent. Vendor shall be liable to County for any unauthorized disclosure or use of the items furnished to Vendor by the County.

Patent/Copyright Infringement: Vendor represents and warrants that the sale or used of the goods supplied under this PO shall not infringe upon any United States or foreign patent, copyright or trademark, industrial design right or other proprietary right. Vendor shall indemnify, defend and hold County, its successors, assigns, officers, employees and agents harmless from and against any damage, liability, claim, loss, costs, expenses and fees which may be incurred on account of infringement or alleged infringement under this PO.

Force Majeure: Failure by either party to perform hereunder, in whole or in part, occasioned by act of God or public enemy, fire explosion, perils of the sea, flood, drought, war, riot, sabotage, accident, embargo, government priority, requisition or allocation, or any circumstances of like or different character beyond the reasonable control of the party so failing to perform, or by interruption of or delay in transportation, labor trouble from whatever cause arising and whether or not the demands of the employees involved are reasonable and within the affected party's power to concede shall not subject said party to any liability to the other party. At County's option, this PO may be modified, or changed or terminated for the above such circumstances.

Termination/Cancellation: County reserves the right to terminate this PO at any time with respect to undelivered goods or services by written notification or oral notice confirmed in writing.