

Santa Fe County Purchasing Process Request Form

Date Submitted:	2/26/26	Requesting User Agency:	PSD/RECC
Name & Phone of Contact Person:	Jennifer Horta 505-992-3091		
Contract Tracking #/Buyer (Purchasing)	2022-0266-RECC	BCC Approval? X Yes <input 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.)

RECC is requesting BCC Approval and routing of the attached agreement and quote for the purchase of Motorola Solutions ORNI Consoles. This is being procured off the NM State Price Agreement No. 10-00000-20-00048 exp. 11/17/26.

The purpose of the Motorola MCC7500E laptops is to provide redundant radio communications for RECC in the event of an evacuation of the RECC building and to provide reliable communications at public events and any special assignments that require remote work for RECC staff. This purchase would provide our current desktop radio communications software on a compact laptop which would enable RECC staff to communicate with first responders at any time. This purchase would provide RECC six (6) full mobile dispatch consoles (CAD, VESTA and Radio) which would provide continuity of 9-1-1 operations for all of Santa Fe County's residents and responders.

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 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) _____	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.))