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*Commissioner, District 4*

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*Commissioner, District 5*

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

## MEMORANDUM

DATE: March 9, 2026

TO: File

FROM: Bill Taylor, Procurement Manager, CPO *BT*

SUBJECT: **Sole Source Determination, Purchase of Target Solutions Learning, LLC Pursuant to NMSA 1978, 13-1-126. Sole Source Procurement, for a Total Annual Cost of \$24,774.26, Exclusive of NM GRT.**

### **ISSUE:**

The Santa Fe County Fire Department has utilized the Target Solutions Training platform in previous years pursuant 13-1-125, small purchase. The Department is requesting to continue utilizing the training platform provided by Target Solutions Learning, LLC and have requested that a sole source determination be made based on the unique aspects of the program that is all inclusive for training and certifications required by industry standards among Fire Departments across the country.

The unique capability of the Target Solutions Training platform to promote the exchange of data between various Agencies and Counties, is a critical ability within the realm of Fire and Public Safety. The sharing of information can result in vastly improving the effectiveness of this important public service. Within the State of New Mexico, tracking and monitoring of required trainings and daily activities are reported to the New Mexico State Fire Marshal's Office, as well as the Insurance Service Organization (ISO), of which both Offices review performance by the Department for future funding opportunities for the Department.

### **DETERMINATION:**

Target Solutions provides a comprehensive suite of proprietary web-based solutions for Fire and EMS Departments. The online training management system features exclusive fire department software applications and best-in-class training courses. The system delivers these tools through one, integrated web-based platform that is used by multiple Counties and Fire Departments across the State, using the same uniform training to the crews and volunteers.

These unique training features provide for managing fire department training, recordkeeping, and compliance tasks including activities builder, credentials manager, ISO training tracker, community resources, file center, test builder, generate reports and events manager. These features are all inclusive and standard, that no other training platform offers.

It is therefore the determination of this central purchasing office of Santa Fe County, that the purchase of Target Solutions Learning, LLC platform be made pursuant to NMSA 1978, 13-1.126, as a sole source procurement, due to the uniqueness that is substantially related to the intended purpose of the scope of services.