



CIBOLA COUNTY BOARD OF COMMISSIONERS

Jack Moleres
Chairman

Robert Armijo
1st Vice Chairman

Robert Windhorst
2nd Vice Chairman

Daniel Torrez
Commissioner

Martha Garcia
Commissioner

**Regular Meeting
November 30, 2017
5:00 p.m.**

**Cibola County Commission Chambers
700 E. Roosevelt Ave., Suite 50**

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Prayer**
5. **Approval of Agenda**
6. **Commissioner's Report**

Each Commissioner will have the opportunity to report feedback to the community regarding the district they represent.

7. **Public Comment**

The Public has the opportunity to provide comment at this time regarding any agenda item only. Your comments will be limited to three minutes unless the Board of County Commissioners requests more information. The time limit is given in an effort to allow public input but also to move the agenda forward in a prompt yet efficient manner.

8. **Minutes**

- a. Minutes from October 19, 2017 Emergency Meeting
- b. Minutes from October 26, 2017 Regular Meeting
- c. Minutes from November 14, 2017 Special Meeting

9. **Reports**

- a. Monthly Sheriff's Department Activity Report
- b. Monthly Road Department Report

10. **Presentations**

- a. Presentation on the Opioid Epidemic

11. **New Business – Action May Be Taken**

- a. Northwest New Mexico Council of Governments Membership Agreement with Cibola County for Fiscal Year 2018

- b. Survey Approval for 700 E. Roosevelt Ave.
- c. Approval to authorize Interim County Manager to Approve Disbursement of Signed Vendor Checks.
- d. Approval for Professional Services Contract between Cibola County and Trust Pharmacy

12. Manager's Report

- a. Update from Michael Steininger, Special Director from NM Department of Finance and Administration

13. Executive Session

Pursuant to Section 10-15-1 (H) (2) (5) (7) & (8) the following matter may be discussed in closed session:

- a. Real Property
 - a) Smiths
- b. Legal
 - a) Edmundson
 - b) Rodriguez
- c. Personal
 - a) County Manager

14. Announcements

- a. On November 13, 2017, the New Mexico Office of the State Auditor (OSA) released Cibola County's FY2016 audit report. The audit report is now a public document and may be obtained from the OSA's website at: https://www.saonm.org/audit_reports/detail/11086.

Per NMAC 2.2.2.10.M.4 - Once the audit report is officially released to the agency by the state auditor and the required waiting period of five calendar days has passed, unless waived by the agency in writing, the audit report shall be presented by the IPA, to a quorum of the governing authority of the agency at a meeting held in accordance with the Open Meeting Act. This presentation is currently being scheduled.

- b. The next Regular Commission Meeting will be held on Thursday, December 28, 2017 at 5:00p.m. immediately following the Board of Finance Meeting in the Cibola County Commission Chambers.

15. Adjournment

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting please contact the Cibola County Administration Building, 700 East Roosevelt Ave., Suite 50, Grants, NM 87020, phone (505) 287-9431 at least one (1) week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the Cibola County Administration if a summary or other type of accessible format is needed.

Cibola County Commission
Emergency Meeting
Thursday, October 19th, 2017

The Cibola County Commission held an Emergency Meeting on Thursday October 19th, 2017 at 9:30 am in the Cibola County Commission Room

Elected Officials Present Staff

Jack Moleres, Chairman
Robert Windhorst, Commissioner
Danny Torrez, Commissioner
Martha Garcia, Commissioner

Valeri Taylor Interim Manager
Michelle Dominguez, County Clerk
Natalie Grine, Chief Deputy Clerk
Adrian Nance, Cibola County Attorney

I. Commission Convenes

A. CALL TO ORDER

Commissioner Moleres called the meeting to Order at **9:36 am**.

B. ROLL CALL

Commissioner Moleres does roll call 4-5 Commissioners in attendance.
Commissioners Robert Armijo was absent.

C. Pledge of Allegiance

Led by Commissioner Torrez/ Recited by all.

D. Prayer

Led by Commissioner Windhorst.

E. Approval of Agenda

Motion to approve agenda as an Emergency Meeting was made by Commissioner Windhorst, second by Commissioner Torrez, 4-0 affirmative.

F. New Business

- a. Approval of Intergovernmental Agreement for Detention Services between Cibola County and US Marshals.

Motion to approve Intergovernmental Agreement for Detention Services between Cibola County and US Marshals made by Commissioner Windhorst second by Commissioner Torrez. 4-0 affirmative.

G. ANNOUNCEMENTS

The next Regular Commission Meeting will be held Thursday October 26th, 2017 at 5:00 p.m. immediately following the Board of Finance Meeting in the Cibola County Commission Chambers.

H. Adjournment

Motion to adjourn made by Commissioner Torrez, seconded by Commissioner Garcia at **10:12** a.m. 4-0 affirmative.

Cibola County Commission
Regular Meeting
Thursday October 26th, 2017

The Cibola County Commission held a Regular Meeting on Wednesday October 26th, 2017 at 5:00 pm in the Cibola County Commission Center

Elected Officials Present Staff

Jack Moleres, Chairman
Robert Armijo, 1st Vice Chairman
Robert Windhorst, 2nd Vice Chairman
Martha Garcia, Commissioner
Daniel Torrez, Commissioner

Valerie Taylor, County Manager
Michelle Dominguez, County Clerk
Natalie Grine, Chief Deputy Clerk

A. CALL TO ORDER

Chairman Moleres, called the meeting to Order at 5:05 pm.

B. ROLL CALL

Chairman Moleres does roll call-5-5 Commissioners in attendance.

C. Pledge of Allegiance Recited by all.

D. Prayer Commissioner Martha Garcia led us in prayer.

E. Approval of Agenda

Motion to approve the agenda made by Commissioner Armijo, Commissioner Armijo requested that Staff comments be put back on the agenda, second by Commissioner Torrez 5-0 affirmative.

F. Approval of Minutes

September 28, 2017 Regular Commission Meeting.

Commissioner Armijo made a motion to approve the minutes for the Regular Commission meeting of September 28th, 2017 second by Commissioner Torrez 5-0 affirmative.

October 12th, 2017 Workshop/ Special Meeting.

Commissioner Windhorst made a motion to approve the minutes for the Workshop/ Special meeting of October 12th, 2017 second by Commissioner Garcia 3-0 affirmative. 1st Chairman Armijo and Commissioner Daniel Torrez abstained from voting.

October 19th, 2017 Emergency Meeting

Commissioner Windhorst made a motion to approve the minutes for the Emergency Meeting of October 19th, 2017, second by Commissioner Torrez 4-0 affirmative. 1st Vice Chairman Armijo abstained.

G. Commissioners Report

Commissioner Torrez mentioned that he had worked the weekend picking up trash for the City of Grants working along various roads. Commissioner Torrez asked if there were any questions from the audience.

Commissioner Armijo thanked Gary Porter for his hard work on maintain the roads throughout the County, especially working on the bridge in Seboyeta when the heavy rains came and washed it out, and working on the lift station.

Commissioner Windhorst mentioned that on October 14th they cleaned up the Village of Milan, and picked up 43.5 tons of trash. Commissioner Windhorst also mentioned that there was an illegal dump site in Bluewater Village that has to be cleaned up. Commissioner Windhorst also thanked County Manger Taylor for completing the Core Civic Contract.

Commissioner Garcia mentioned that she would like to see the County, Laguna, Acoma and Ramah work together on fixing the roads and share the cost. Commissioner Garcia also mentioned she is working on getting fiber optic and broad band for better internet service in Ramah.

Commissioner Moleres stated that the New Mexico State Branch had 8-10 events This month, which included Grant Writing, 505 writing center workshop. Manuel Gonzales from Albuquerque gave a performance on poetry. Commissioner Moleres also mentioned that they held a Native American Leadership Club that helps children to get a secondary education. Grants Library also held an event which was directed by Dr. D Frances on creating novels.

H. Public Comment

Rony Pynes mentioned he has been concerned about the financial situation of the County for the last 8-9 years it has come to hard times, and is happy with the current Commissioners. Mr. Pynes also stated that he is happy to see that Core Civic is on board, and that the County has gotten an Independent Auditor Keith Holbrook to look at the books and see where we are financially. Mr. Pynes mentioned he is happy to see that the County is looking into the Smiths lease that has never changed in the last 40 years thank you for doing that.

Kathy Gonzales stated to the commissioners that if they were aware of the staff comments being taken off the agenda. Kathy also gave a brief report on the tax roll that was pulled on October 11th, 2017, and all taxes were sent out on November 1st, 2017 of the 23,167, 14,009 taxes were sent out. Kathy also mentioned that the reason they have not given a Finance Report, Local Distribution Report, or an Investment Report is because Dolores Vallejos is still locked out of her computer.

I. Reports

- a. Monthly Sheriff's Report Tony Mace gave a brief report on all accidents, calls, arrest, etc. for the month of October. Tony Mace also mentioned that the units are in bad shape they are in need of new ones, out of the 13 units only 6 are running the other ones are sitting with blown motors, two are sitting at the Malloy Dodge Dealership, which we are trying to negotiate on the warranty. My unit has 192,000 miles on it.
- b. Monthly Road Department Report Gary Porter gave a brief report on all the work the Road Department has completed in the month of October, from tree trimming patching roads, digging culverts, and helping with some roads that were washed out during the heavy rain season, they did a total of 43.851 miles of work. Gary also mentioned that his heavy equipment is just barely hanging on by a thread. The Road Department is also in need of equipment.
- c. Monthly Detention Report. Report on File

J. Old Business-Action May Be Taken

a. Ratification for Intergovernmental Agreement and Amendments for Detention Services Between Cibola County and US Marshals

Motion to approve Ratification for Intergovernmental Agreement and Amendments for Detention Services between Cibola County and US Marshals made by Commissioner Armijo, second by Commissioner Torrez 5-0 affirmative.

b. A Resolution for Participation in the Municipal Transit System 17-46

Motion to approve Resolution 17-46 for Participation in the Municipal Transit System for \$26,000.00 made by Commissioner Torrez, second by Commissioner Armijo. 5-0 affirmative.

K. New Business-Action May Be Taken

a. Planning Grant Agreement Approval Resolution 17-44

Motion to approve Planning Grant Agreement Approval Resolution 17-44 made by Commissioner Torrez, second by Commissioner Armijo. 5-0 affirmative.

b. Support for the 2018 Legislative Priorities of the NM Association of Counties Resolution 17-45

Motion to approve Resolution 17-45 Support for the 2018 Legislative Priorities of the NM Association of Counties, made by Commissioner Armijo, second by Commissioner Windhorst. 5-0 affirmative.

c. Intergovernmental Services Agreement with Cibola County and the NWNM Council of Governments: "House Memorial 72 Economic Development Plan

Motion to approve Intergovernmental Services Agreement with Cibola County and the NWNM Council of Governments: "House Memorial 72 Economic Development Plan, made by Commissioner Garcia, second by Commissioner Torrez. 5-0 affirmative.

L. Managers' Report

Manager Taylor gave a brief report, she stated that they have put a desk in front of the lobby so that when customers come in they will be directed to the correct office they are needing. Mrs. Taylor also mentioned that there is a new email link on the website for citizens to post their comment and or questions if any, these questions will be forwarded to the correct offices. The parking in front of the county will be marked with new sections, one for Law enforcement, one for employees and the other for citizens.

M. Executive Closed Session

To discuss limited personnel matters pursuant to Section 10-15-1(H)(2) (8), NMSA 1978 Comp. the following matters may be discussed in closed session:

a. Real Property

1. Smiths
2. Cibola General Hospital
3. Administration

b. Personnel

1. County Manager

Motion and roll call vote to go into Executive Session was made by Commissioner Torrez, second by Commissioner Armijo 5-0 affirmative. 7:15 p.m.

Board meets in closed session

Motion and vote to go back into regular session

Summary of items discussed in closed session

Motion and roll call vote that matters discussed in closed session were limited to those specified in Motion. For closure and that no final action was taken, pursuant to the authority in §10-15-1 NMSA 1978

Motion to come out of executive session made by commissioner Torrez, second by Commissioner Windhorst at 10:18.

N. Action Items-Action May Be Taken

- a. Consideration of County Manager Contract
No Action Taken

O. ANNOUNCEMENTS

The next Regular Commission Meeting will be held Thursday, November 30, 2017 at 5:00 pm immediately following the Board of Finance Meeting in the Cibola County Commission Room.

P. ADJOURNMENT

A motion to adjourn the meeting made by Commissioner Armijo, second by Commissioner Torrez 5-0 affirmative at 10:19 pm.

PASSED, APPROVED, and ADOPTED this 26th day of October, 2017

BOARD OF COUNTY COMMISSIONERS

Jack Moleres, Chairman

Robert Armijo, 1st Vice Chairman

Robert Windhorst, 2nd Vice Chairman

Martha Garcia, Commissioner

Daniel Torrez, Commissioner

ATTEST:

Michelle E. Dominguez, Cibola County Clerk

Date: _____

SEAL

Cibola County Commission
Special Meeting
November, 14th, 2017

The Cibola County Commission held a Board of Finance Meeting on Tuesday, November, 14th, 2017 at 5:00 pm in the Cibola County Commission Room

I) Commission Convenes

A. CALL TO ORDER

Commissioner Chairman Jack Moleres called the meeting to Order at **5:07 pm.**

B. ROLL CALL

Commissioner Chairman Moleres does roll call- 4-5 Commissioners in attendance, Commissioner Armijo was absent.

Elected Officials Present Staff

Jack Moleres, Chairman
Robert Windhorst, 2nd Vice Chairman
Martha Garcia, Commissioner
Daniel Torrez, Commissioner

Valerie Taylor, County Interim Manager
Michelle Dominguez, County Clerk
Natalie Grine, Chief Deputy Clerk

II. Administration

1. Review of DFA Quarterly Report for the Period Ending September 30, 2017

Mr. Steiniger gave a review of the DFA Quarterly Report, and reported on where the county is financially.

2. Presentation on Initial Review of Budget and Financial Records

Report on File

III. Announcements

The next Regular Meeting will be held on Thursday, November 30th, 2017 at 5:00p.m. Immediately following the Board of Finance Meeting in the Cibola County Commission Chambers.

IV. Adjournment

Meeting adjourned at 8:09p.m.



Cibola County Sheriff's Office

Sheriff Tony Mace

tnymace@yahoo.com

Undersheriff P. Michael Munk

mmunk@co.cibola.nm.us

Office: 505-876-2040
Dispatch: 505-287-9476
Fax: 505-876-2090

Physical: 114 McBride Road
Grants, NM 87020
Mailing: 515 W. High St.
Grants, NM 87020

The following are statistics for the Cibola County Sheriff's Department for OCTOBER 1, 2017 through OCTOBER 31, 2017.

		PREVIOUS YR
Accidents	17	7
Arrests	61	47
Transports	25	16
Warrant Transports	13	25
Calls	1,838	555
Citations/Warnings	36	36
Civil Papers Received	80	45
Incidents	42	39

Please note the above information will change as deputies do all above duties as it occurs.

Cibola County Sheriff's Office

114 McBride Rd, Grants, NM 87020

Accident List

10/01/2017 to 10/31/2017

Accident Complaint No.	Date/Time	No. Vehicles Involved	No. Injured	No. Fatalities	Reporting Officer ID / Name	Offense Complaint No.	Investigating Dept.
30141183	10/01/2017 2020	1	0	0	111 - Dep. T. Archuleta	17-001109	
30141184	10/05/2017 1836	1	0	0	119 - K. Ward	17-001125	
30141180	10/11/2017 0014	1	1	0	116 - Dep. A. Romero	17-001077	
30141186	10/12/2017 2027	2	0	0	119 - K. Ward	17-001141	
30141187	10/12/2017 2140	1	0	0	107 - Dep. R. Veloz	17-001143	
30141189	10/15/2017 2259	2	1	0	107 - Dep. R. Veloz	17-001147	
30141190	10/15/2017 2328	1	3	0	108 - Dep. J. McCowen	17-001148	CIBOLA COUNTY SO
30141191	10/19/2017 1303	2	0	0	103 - Lt. H. Hall	17-001169	
30141192	10/21/2017 1633	1	0	0	107 - Dep. R. Veloz	17-001176	
30141194	10/24/2017 1526	1	0	0	103 - Lt. H. Hall	17-000856	
30141193	10/24/2017 1851	2	0	0	119 - K. Ward	17-001192	
30141194	10/26/2017 0903	1	0	0	109 - N. WADFORD	17-001198	
30141195	10/28/2017 1124	1	0	0	114 - Dep. A. Kemp	17-001209	
30141196	10/29/2017 0159	1	2	0	108 - Dep. J. McCowen	17-001193	CIBOLA COUNTY SO
N/A	10/31/2017 1447	3	0	0	112 - B. Gardner	17-001208	
N/A	10/31/2017 1633	0	0	0	103 - Lt. H. Hall	17-000769	
N/A	10/31/2017 1633	0	0	0	103 - Lt. H. Hall	17-000790	

Total Accidents : 17

Cibola County Sheriff's Office

Arrests - by Officer

Arrest Date: 10/01/2017 - 10/31/2017

Officer	Arrests	SEX			RACE					ETHNIC	
		Male	Female	UNK	White	Black	Indian	Asian	UNK	Hispanic	NonHisp
B. Gardner	6	6	0	0	6	0	0	0	0	2	2
B. Pena	6	5	1	0	4	0	1	0	0	3	2
Dep. A. Kemp	2	1	1	0	1	0	1	0	0	0	2
Dep. A. Roane	3	3	0	0	0	0	0	0	0	0	0
Dep. A. Romero	3	2	1	0	0	0	3	0	0	0	3
Dep. J. McCowen	4	2	2	0	1	0	3	0	0	1	3
Dep. R. Veloz	4	4	0	0	3	0	1	0	0	1	3
Dep. S. Nunez	1	0	1	0	1	0	0	0	0	0	1
Dep. T. Archuleta	3	2	1	0	0	0	2	0	1	0	2
J. Hocker	6	3	3	0	3	0	3	0	0	2	3
K. Ward	3	2	1	0	3	0	0	0	0	0	3
Lt. H. Hall	3	3	0	0	3	0	0	0	0	1	2
M. Hawkins	16	12	4	0	11	1	2	0	1	4	7
N. WADFORD	1	1	0	0	0	0	1	0	0	0	1

TOTAL	61	46	15	0	36	1	17	0	2	14	34
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Cibola County Sheriff's Office

Arrests - by Officer for TRANSPORT

Arrest Date: 10/01/2017 - 10/31/2017

Officer	Arrests	SEX			RACE					ETHNIC	
		Male	Female	UNK	White	Black	Indian	Asian	UNK	Hispanic	NonHisp
B. Gardner	3	3	0	0	3	0	0	0	0	0	1
B. Pena	4	3	1	0	2	0	1	0	0	3	1
Dep. A. Kemp	0	0	0	0	0	0	0	0	0	0	0
Dep. A. Roane	0	0	0	0	0	0	0	0	0	0	0
Dep. A. Romero	0	0	0	0	0	0	0	0	0	0	0
Dep. J. McCowen	0	0	0	0	0	0	0	0	0	0	0
Dep. R. Veloz	0	0	0	0	0	0	0	0	0	0	0
Dep. S. Nunez	0	0	0	0	0	0	0	0	0	0	0
Dep. T. Archuleta	0	0	0	0	0	0	0	0	0	0	0
J. Hocker	6	3	3	0	3	0	3	0	0	2	3
K. Ward	1	1	0	0	1	0	0	0	0	0	1
Lt. H. Hall	0	0	0	0	0	0	0	0	0	0	0
M. Hawkins	11	8	3	0	8	1	1	0	0	4	3
N. WADFORD	0	0	0	0	0	0	0	0	0	0	0

TOTAL	25	18	7	0	17	1	5	0	0	9	9
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Cibola County Sheriff's Office

Arrests - by Officer For WARRANTS

Arrest Date: 10/01/2017 - 10/31/2017

Officer	Arrests	SEX			RACE					ETHNIC	
		Male	Female	UNK	White	Black	Indian	Asian	UNK	Hispanic	NonHisp
B. Gardner	1	1	0	0	1	0	0	0	0	0	1
B. Pena	1	1	0	0	1	0	0	0	0	0	0
Dep. A. Kemp	1	0	1	0	1	0	0	0	0	0	1
Dep. A. Roane	0	0	0	0	0	0	0	0	0	0	0
Dep. A. Romero	1	0	1	0	0	0	1	0	0	0	1
Dep. J. McCowen	1	1	0	0	0	0	1	0	0	0	1
Dep. R. Veloz	1	1	0	0	1	0	0	0	0	0	1
Dep. S. Nunez	0	0	0	0	0	0	0	0	0	0	0
Dep. T. Archuleta	3	2	1	0	0	0	2	0	1	0	2
J. Hocker	0	0	0	0	0	0	0	0	0	0	0
K. Ward	1	1	0	0	1	0	0	0	0	0	1
Lt. H. Hall	1	1	0	0	1	0	0	0	0	0	1
M. Hawkins	2	2	0	0	1	0	1	0	0	0	2
N. WADFORD	0	0	0	0	0	0	0	0	0	0	0

TOTAL	13	10	3	0	7	0	5	0	1	0	11
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Cibola County Sheriff's Office
DISPATCH ARRIVED BY DSN AND DATE RANGE
10/01/2017 00:00 through 10/31/2017 00:00

DSN	User	# of Times Arrived on Call
112	B. Gardner	95
128	B. Pena	18
114	Dep. A. Kemp	76
115	Dep. A. Roane	98
116	Dep. A. Romero	121
108	Dep. J. McCowen	202
117	Dep. M. Monte	5
107	Dep. R. Veloz	229
110	Dep. S. Nunez	87
111	Dep. T. Archuleta	178
106	Det. S. Chavez	15
131	E. Sanchez	75
127	J. Hocker	25
119	K. Ward	172
103	Lt. H. Hall	49
129	M. Hawkins	20
109	N. WADFORD	71
130	P. Lucero	96
105	Sgt. D. Chavez	189
101	Sheriff T. Mace	11
102	Undersheriff M. Munk	6

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Cibola County Sheriff's Office

114 McBride Rd, Grants, NM 87020

Civil Process Total Attempts by User ID

Date From: 10/01/2017 To: 10/31/2017

Name:	Service Attempts:
103 - Lt. H. Hall	2
105 - Sgt. D. Chavez	6
107 - Dep. R. Veloz	27
109 - N. WADFORD	9
110 - Dep. S. Nunez	11
112 - B. Gardner	5
114 - Dep. A. Kemp	11
128 - B. Pena	4
132 - RO R. Sabroe	1
alopez - A. Lopez	4
Total Service Attempts: 80	

Cibola County Road Dept.

700 E. Roosevelt Suite 50

Grants NM 87020

505-285-2570 Phone 505-285 3656 Fax



Tuesday, November 16, 2017

To: Valerie Taylor - Interim County Manager

Fr: Gary Porter - Public Works Director

Re: Monthly Report: 10/1/17 - 10/31/17 (September)

Regular Maintenance

Blade & Shape

<u>Road</u>	<u>Description</u>	<u>Miles</u>
C15	Rinconada Road	5.053
C29A	Old Bluewater Acres Road	1.700
C11	Bibo Ranch Road	0.636
C12	DeArmond Springs Road	0.698
C32	Zuni Trail	8.000
C33	Candy Kitchen Road	15.125
C34	Pine Hill Road	9.744
C52	El Gallo Road	0.840
C47	Mesa Ridge Road	7.148
C1	Marquez Road	1.000
C35	Fencelake Community Roads	9.064
Total Miles		59.008

Special Projects

C20	San Mateo Rds. - Sweep, Clean Roadway.
C21	Murray Acres - Cutting trees.
C29A	Old Bluewater Acres Rd. - Cut Trees.
C33	Candy kitchen Rd. - Clean culverts, catttle guards and put up signs.
C22	Broadview Acres Rd. - Put up signs.
C30	Bluewater South - Putting up signs.
C31N	Bluewater North - Put up signs, check culvert on Jeffrey.
C25A	Chapman Rd. - Clean culvert.

C28 *Bluewater Village - Cut trees.*
C23 *Ralph Card Rd. - Cut trees.*
C49 *Zuni Canyon Rd. - Clean cattle guards and culverts.*
C6 *Seboyeta - Bibo - Moquino Rds. - Working on floods.*
C1 *Marquez Rd. - Clean cattle guards and culverts.*
C13 *San Jose Loop - Working on washouts.*
C17 *Mt. Taylor Addition - Put up signs.*
C5 *Moquino - Bibo Loop - Working on washouts, transport equip. back to yard.*
C47 *Mesa Ridge Rd. - Clean culverts and cattle guards.*
C7 *Cubero Loop and Village Rds. - Put up signs.*
C10 *Nth Castillo Rd. - put up signs.*
C34 *Pine Hill Rd. - Clean culverts and cattleguards.*

Cibola County Road Dept.

700 E. Roosevelt Suite 50

Grants NM 87020

505-285-2570 Phone Fax 505-287-3656



MAINTENANCE REPORT

October 2017

<u>Department</u>	<u>Unit Number</u>	<u>Total Parts & Oil</u>	<u>Hours Worked</u>	<u>Mechanic Rate</u>	<u>Total on Repair Order</u>
Road Dept.	128	\$102.05	10	\$ 17.50	\$ 277.05
Road Dept.	150	\$28.02	1.5	\$ 17.50	\$ 54.27
Road Dept.	151	\$33.14	0.5	\$ 17.50	\$ 41.89
Road Dept.	153	\$0.55	0.75	\$ 17.50	\$ 13.68
Road Dept.	155	\$35.79	1.5	\$ 17.50	\$ 62.04
				TOTAL	\$ 448.93
Sheriff's	G-78720	\$8.00	0.5	\$ 17.50	\$ 16.75
Sheriff's	G-88606	\$22.97	4	\$ 17.50	\$ 92.97
Sheriff's	G-90204	\$131.29	7	\$ 17.50	\$ 253.79
Sheriff's	G-92101	\$44.77	8	\$ 17.50	\$ 184.77
Sheriff's	G-92102	\$40.39	6	\$ 17.50	\$ 145.39
Sheriff's	G-96110	\$32.25	16	\$ 17.50	\$ 312.25
Sheriff's	G-99164	\$253.62	10	\$ 17.50	\$ 428.62
				TOTAL	\$ 1,434.54

MONTHLY FUEL USAGE

October 2017

UNIT #	DEPT.	UNIT NO.	Mid Mo. Gal.	Mid Mo. \$	End Mo. Gal.	End Mo. \$	Other Gal.	Other \$	Total Gal.	Total \$	Total Miles	Cost/Mile	MFG	UNIT #
<u>127</u>	Road	G-18473	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	N/U	#VALUE!	#VALUE!	<u>127</u>
<u>128</u>	Road	G-18464	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	N/U	#VALUE!	#VALUE!	<u>128</u>
<u>130</u>	Road	G-15638	34.000	\$78.56	0.000	\$0.00	0.000	\$0.00	34.000	\$78.56	1	78.56	0.03	<u>130</u>
<u>131</u>	Road	G-29800	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	23	0.00	#DIV/0!	<u>131</u>
<u>132</u>	Road	G-29901	39.000	\$90.37	22.000	\$50.13	0.000	\$0.00	61.000	\$140.50	677	0.21	11.10	<u>132</u>
<u>133</u>	Road	G-23696	2.700	\$6.28	27.100	\$62.43	0.000	\$0.00	29.800	\$68.71	420	0.16	14.09	<u>133</u>
<u>134</u>	Road	G-23697	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	N/U	#VALUE!	#VALUE!	<u>134</u>
<u>135</u>	Road	G-39980	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	N/U	#VALUE!	#VALUE!	<u>135</u>
<u>136</u>	Road	G-39988	11.000	\$25.42	13.000	\$30.24	0.000	\$0.00	24.000	\$55.66	283	0.20	11.79	<u>136</u>
<u>137</u>	Road	G-50237	24.100	\$58.15	19.100	\$46.09	0.000	\$0.00	43.200	\$104.24	523	0.20	12.11	<u>137</u>
<u>139</u>	Road	G-57384	20.500	\$47.71	43.000	\$98.86	0.000	\$0.00	63.500	\$146.57	1,232	0.12	19.40	<u>139</u>
<u>140</u>	Road	G-57619	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	N/U	#VALUE!	#VALUE!	<u>140</u>
<u>141</u>	Road	G-57618	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	N/U	#VALUE!	#VALUE!	<u>141</u>
<u>146</u>	Road	146	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	N/U	#VALUE!	#VALUE!	<u>146 Welder</u>
<u>147</u>	Road	G-66164	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	20	0.00	#DIV/0!	<u>147</u>
<u>148</u>	Road	G-66165	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	148	0.00	#DIV/0!	<u>148</u>
<u>150</u>	Road	G-70482	46.100	\$106.78	0.000	\$0.00	0.000	\$0.00	46.100	\$106.78	570	0.19	12.36	<u>150</u>
<u>151</u>	Road	G-78718	57.600	\$134.01	112.300	\$258.04	0.000	\$0.00	169.900	\$392.05	2,996	0.13	17.63	<u>151</u>
<u>152</u>	Road	G-64239	0.000	\$0.00	26.000	\$59.64	0.000	\$0.00	26.000	\$59.64	483	0.12	18.58	<u>152</u>
<u>153</u>	Road	G-86952	13.000	\$30.24	59.600	\$137.24	0.000	\$0.00	72.600	\$167.48	1,453	0.12	20.01	<u>153</u>
<u>154</u>	Road	G-86953	15.600	\$36.04	17.500	\$40.21	0.000	\$0.00	33.100	\$76.25	677	0.11	20.45	<u>154</u>
<u>155</u>	Road	G-86954	46.000	\$106.93	74.800	\$171.58	0.000	\$0.00	120.800	\$278.51	2,989	0.09	24.74	<u>155</u>
<u>157</u>	Road	G-91750	56.500	\$131.20	64.300	\$147.66	0.000	\$0.00	120.800	\$278.86	2,303	0.12	19.06	<u>157</u>
<u>202</u>	Road	G-18484	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	N/U	#VALUE!	#VALUE!	<u>202</u>
<u>209</u>	Road	G-18476	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	N/U	#VALUE!	#VALUE!	<u>209</u>
<u>211</u>	Road	G-18795	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	N/U	#VALUE!	#VALUE!	<u>211</u>
<u>212</u>	Road	G-30550	42.100	\$101.59	18.100	\$43.47	0.000	\$0.00	60.200	\$145.06	442	0.33	7.34	<u>212</u>
<u>213</u>	Road	G-30549	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	N/U	#VALUE!	#VALUE!	<u>213</u>
<u>214</u>	Road	G-38441	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	N/U	#VALUE!	#VALUE!	<u>214</u>
<u>215</u>	Road	G-67372	89.200	\$215.24	20.100	\$48.51	0.000	\$0.00	109.300	\$263.75	540	0.49	4.94	<u>215</u>
<u>216</u>	Road	G-37371	65.100	\$157.09	131.500	\$316.10	0.000	\$0.00	196.600	\$473.19	1,001	0.47	5.09	<u>216</u>
<u>217</u>	Road	G-70782	0.000	\$0.00	53.600	\$128.70	0.000	\$0.00	53.600	\$128.70	147	0.88	2.74	<u>217</u>
<u>218</u>	Road	218	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	N/U	#VALUE!	#VALUE!	<u>218</u>
<u>219</u>	Road	219	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	N/U	#VALUE!	#VALUE!	<u>219</u>
<u>220</u>	Road	220	159.200	\$417.58	220.000	\$575.74	0.000	\$0.00	379.200	\$993.32	1,435	0.69	3.78	<u>220</u>
<u>305</u>	Road	305	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	6	0.00	#DIV/0!	<u>305</u>
<u>306</u>	Road	306	0.000	\$0.00	55.300	\$133.15	0.000	\$0.00	55.300	\$133.15	15	8.88	0.27	<u>306</u>

Service Truck

Welding Truck

Fuel Truck

Richard Cerno

Welder

John Hobbs

Gary Porter

International

Mack

Water Truck

Dump Truck

Dump Truck

Dump Truck

Dump Truck

Distributor

Water Truck

New Mack Transport

Backhoe

Roller

<u>307</u>	Road	307	0.000	\$0.00	149.900	\$360.65	0.000	\$0.00	149.900	\$360.65	43	8.39	0.29	307	Loader
<u>308</u>	Road	308	23.200	\$55.99	34.200	\$82.31	0.000	\$0.00	57.400	\$138.30	37	3.74	0.64	308	Backhoe
<u>309</u>	Road	309	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	N/U	#VALUE!	#VALUE!	309	Bobcat
<u>UNIT #</u>	<u>DEPT.</u>	<u>UNIT NO.</u>	<u>Mid Mo. Gal.</u>	<u>Mid Mo. \$</u>	<u>End Mo. Gal.</u>	<u>End Mo. \$</u>	<u>Other Gal.</u>	<u>Other \$</u>	<u>Total Gal.</u>	<u>Total \$</u>	<u>Total miles</u>	<u>Cost/Mile</u>	<u>MPG</u>	<u>UNIT #</u>	
<u>310</u>	Road	310	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	N/U	#VALUE!	#VALUE!	310	Mower
<u>311</u>	Road	311	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	1	0.00	#DIV/0!	311	Sweeper
<u>312</u>	Road	312	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	N/U	#VALUE!	#VALUE!	312	Chip Spreader
<u>313</u>	Road	313	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	N/U	#VALUE!	#VALUE!	313	New Roller
<u>314</u>	Road	314	57.000	\$137.55	0.000	\$0.00	0.000	\$0.00	57.000	\$137.55	26	5.29	0.46	314	New Loader
<u>416</u>	Road	416	0.000	\$0.00	91.200	\$218.99	0.000	\$0.00	91.200	\$218.99	27	8.11	0.30	416	CAT Blade
<u>417</u>	Road	417	47.200	\$113.91	175.200	\$421.68	0.000	\$0.00	222.400	\$535.59	81	6.61	0.36	417	Volvo Blade
<u>418</u>	Road	418	82.100	\$198.12	214.700	\$516.55	0.000	\$0.00	296.800	\$714.67	77	9.28	0.26	418	Volvo Blade
<u>501</u>	Road	501	0.000	\$0.00	120.400	\$289.57	0.000	\$0.00	120.400	\$289.57	43	6.73	0.36	501	Dozer
	Road	x-gas	5.100	\$17.06	0.000	\$0.00	0.000	\$0.00	5.100	\$17.06	0	#DIV/0!	0.00	x-gas	
	Road	x-diesel	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00	N/U	#VALUE!	#VALUE!	x-diesel	

Cibola County Road Dept.

515 W. High Street

Grants NM 87020

505-285-2570 Phone 505-287-3656 Fax



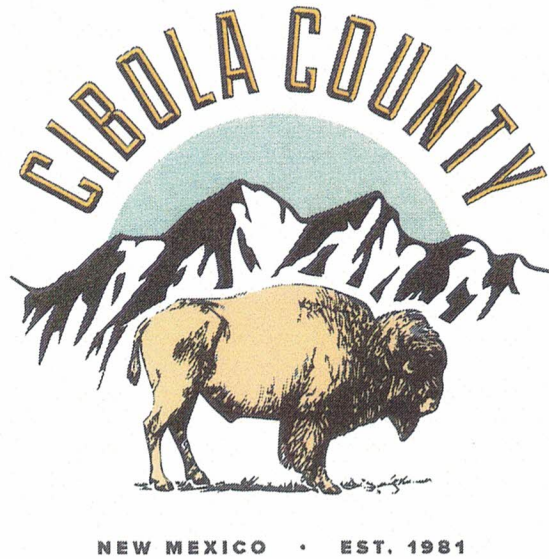
FUEL REPORT - CIBOLA COUNTY ROAD DEPARTMENT

October 2017

UNLEADED					
VEHICLE #	COST/MILE	MPG	MILES	TOTAL GAL.	TOTAL COST
G-18473	#VALUE!	#VALUE!	N/U	0.000	\$ -
G-18464	#VALUE!	#VALUE!	N/U	0.000	\$ -
G-15638	78.56	0.03	1	34.000	\$ 78.56
G-29800	0.00	#DIV/0!	23	0.000	\$ -
G-29091	0.21	11.10	677	61.000	\$ 140.50
G-23696	0.16	14.09	420	29.800	\$ 68.71
G-23697	#VALUE!	#VALUE!	N/U	0.000	\$ -
G-39980	#VALUE!	#VALUE!	N/U	0.000	\$ -
G-39988	0.20	11.79	283	24.000	\$ 55.66
G-57384	0.12	19.40	1,232	63.500	\$ 146.57
G-57619	#VALUE!	#VALUE!	N/U	0.000	\$ -
G-57618	#VALUE!	#VALUE!	N/U	0.000	\$ -
146	#VALUE!	#VALUE!	N/U	0.000	\$ -
G-66164	0.00	#DIV/0!	N/U	0.000	\$ -
G-66165	0.00	#DIV/0!	N/U	0.000	\$ -
G-70482	0.19	12.36	570	46.100	\$ 106.78
G-78718	0.13	17.63	2,996	169.900	\$ 392.05
G-64239	0.12	18.58	483	26.000	\$ 59.64
G-86952	0.12	20.01	1,453	72.600	\$ 167.48
G-86953	0.11	20.45	677	33.100	\$ 76.25
G-86954	0.09	24.74	2,989	120.800	\$ 278.51
G-91750	0.12	19.06	2,303	120.800	\$ 278.86
Extra card	#DIV/0!	0.00	0	5.100	\$ 17.06
TOTAL GAS				806.700	\$ 1,866.63

DIESEL FUEL					
VEHICLE #	COST/MILE	MPG	MILES	TOTAL GAL.	TOTAL COST
G-50237	0.20	12.11	523	43.200	\$ 104.24
G-18484	#VALUE!	#VALUE!	N/U	0.000	\$ -
G-18476	#VALUE!	#VALUE!	N/U	0.000	\$ -
G-18795	#VALUE!	#VALUE!	N/U	0.000	\$ -
G-30550	0.33	7.34	442	60.200	\$ 145.06
G-30549	#VALUE!	#VALUE!	N/U	0.000	\$ -
G-38441	#VALUE!	#VALUE!	N/U	0.000	\$ -
G-67372	0.49	4.94	540	109.300	\$ 263.75
G-67371	0.47	5.09	1,001	196.600	\$ 473.19
G-70782	0.88	2.74	147	53.600	\$ 128.70
Distributor	#VALUE!	#VALUE!	N/U	0.000	\$ -
Water Truck	#VALUE!	#VALUE!	N/U	0.000	\$ -
New Transport	0.69	3.78	1,435	379.200	\$ 993.32
305	0.00	#DIV/0!	6	0.000	\$ -
306	8.88	0.27	15	55.300	\$ 133.15
307	8.39	0.29	43	149.900	\$ 360.65
308	3.74	0.64	37	57.400	\$ 138.30
309	#VALUE!	#VALUE!	N/U	0.000	\$ -
310	#VALUE!	#VALUE!	N/U	0.000	\$ -
311	0.00	#DIV/0!	1	0.000	\$ -
312	#VALUE!	#VALUE!	N/U	0.000	\$ -
313	#VALUE!	#VALUE!	N/U	0.000	\$ -
314	5.29	0.46	26	57.000	\$ 137.55
416	8.11	0.30	27	91.200	\$ 218.99
417	6.61	0.36	81	222.400	\$ 535.59
418	9.28	0.26	77	296.800	\$ 714.67
501	6.73	0.36	43	120.400	\$ 289.57
Extra card	#VALUE!	#VALUE!	N/U	0.000	\$ -
TOTAL DIESEL				1892.500	\$ 4,636.73

***N/U = NOT USED**



**NO
DOCUMENTATION
TO
REVIEW**

NORTHWEST NEW MEXICO COUNCIL OF GOVERNMENTS

MEMBERSHIP AGREEMENT

with

CIBOLA COUNTY

Fiscal Year 2018

This Agreement is entered into by and between Northwest New Mexico Council of Governments (hereinafter "COG") and Cibola County (hereinafter "MEMBER"), pursuant to the following conditions and terms:

1. COG agrees to provide for the following:
 - a. Performance of professional work in service to the MEMBER, including specific assignments as requested and mutually concurred by the MEMBER and COG throughout the course of this Agreement, drawn from the COG's Menu of Services (attached hereto); such service to include assignment of professional staff to direct Member Services, in alignment with the Member Dues & Services policy adopted by the COG Board of Directors (attached hereto).
 - b. Continued leadership and performance in local and regional development activities, as supported by local, state, federal and philanthropic grants and contracts.
 - c. Competent management and stewardship of the COG's resources and responsibilities, on behalf of its Members.
2. MEMBER agrees to provide for the following:
 - a. To remain a voting member on the COG's Board of Directors, to consist of up to two (2) representatives to the Board and up to two (2) alternates, and to participate in the COG's governance, policy development and administrative oversight.
 - b. To pay annual dues into the treasury of the COG in the amount of **\$20,000** per annum, such payment to be rendered in quarterly increments for the annual period July 1, 2017 through June 30, 2018.
3. It is mutually understood and agreed that:
 - a. A portion of the Membership dues shall be committed to the support of the COG organization as a whole and to its general operating and overhead expenses, including matching funds as required for certain state and federal grants;
 - b. A portion of the dues shall be available for direct communications with and services to the MEMBER, including specific assignments as requested and mutually concurred by the MEMBER and the COG; and
 - c. For significant tasks and assignments requiring staffing above and beyond the levels specified herein, the COG may negotiate for and/or assist in securing additional funds to supplement this agreement.

NORTHWEST NEW MEXICO COUNCIL OF GOVERNMENTS

CIBOLA COUNTY

Date: _____
Glojean Todacheene, Board Chair

Date: _____
Jack Moleres, Commission Chair

ATTEST: _____
Jeff Kiely, Executive Director

ATTEST: _____
Michelle Dominguez, County Clerk



Professional Land Surveying Services

P.O. Box 770, Ramah, NM, 87321-0770, Ph: 505-783-4020,
Cell: 505-870-6901, HEISurveys@Yahoo.com

Date: November 9, 2017

Name: Cibola County
Address: 515 W. High St.
City & State: Grants, NM 87020

Phone: 505-285-2555
Contact: Anna Larson
Email: alarson@co.cibola.nm.us

Dear Ms. Larson,

Thank you for your request for proposal for surveying services situated in Valencia Subd., Unit 5, Block 1 (R18158), City of Grants, Cibola County, New Mexico.
(Property address: 700 Roosevelt Ave.)

We are pleased to submit this estimate as shown below:

Survey & Land Division	\$1,600.00
New Mexico Gross Receipts Tax (6.6875%):	<u>\$ 109.00</u>
<u>Total:</u>	\$1,709.00

Accepted: _____

Date: _____

All work in New Mexico will be supervised by Clyde J. King, NMPS #13979.

We will begin document research immediately upon receipt of this signed and dated proposal. Make check(s) payable to Hammon Enterprises, Inc. (**NOTE:** Above amount does not include City/County Application Fees or filing fees).

Please be advised this quote is only good for thirty days unless otherwise agreed upon.

Sincerely,

Albert B. Hammon

Anna Larson

From: Mike Daly <arrowengineering1@gmail.com>
Sent: Tuesday, November 07, 2017 10:03 AM
To: 'Anna Larson'
Subject: RE: Request for Quote

Anna,

Thanks for thinking of me. I'm only doing a minimum of work. I suggest you contact Albert Hammon or DePauli Engineering & Surveying
Mike

Michael Daly
Arrow Engineering
1408 Linda Drive
Gallup, NM 87301-5616
Cell: 505-870-3430
e-mail: arrowengineering1@gmail.com

From: Anna Larson [mailto:alarson@co.cibola.nm.us]
Sent: Tuesday, November 07, 2017 9:54 AM
To: arrowengineering1@gmail.com
Cc: 'Valerie Taylor' <vtaylor@co.cibola.nm.us>
Subject: Request for Quote

Hello,
Cibola County would like to request a quote for a parcel split of property located at 700 Roosevelt Ave. Please see the attached maps that show general location and the general area to be split from the larger parcel. The plat will need to meet the requirements for approvals through the City of Grants Planning and Zoning Process for a split of property. We would like the survey to be completed as soon as possible. Please include an estimate of time required to complete the process.

Please contact me if you need further instructions.

Thank you.

Anna Larson
Cibola County GIS
515 W. High St
Grants, NM 87020
Office (505) 285-2555



Precision Surveys, Inc.
9200 San Mateo Bl NE
Albuquerque, NM 87113 US
(505) 856-5700
larry@presurv.com

PROPOSAL

ADDRESS

Cibola County
ATTN: Anna Larson
515 W. High St.
Grants, New Mexico 87020

PROPOSAL # 2640

DATE 11/07/2017

ACTIVITY	QTY	RATE	AMOUNT
Subdivision Survey for a certain of land situate within Section 19, Township 11N. Range 9W., located at 700 Roosevelt Ave, Cibola County, Grants, NM			
Clerical-Open Job Clerical-Assign JN, order documents, input in database, print label. Order bluestakes and as-built drawings.	1.50	42.00	63.00T
Research Technician Research Technician-Search for plats, deeds, easements and other documents.	2	78.00	156.00T
Crew-Subdivision 2 Person Field Crew-Perform property corner search and locate improvements, set corners.	13	120.00	1,560.00T
Field Tech-Subdivision Field Technician Perform property corner search and locate improvements, set corners.	4	120.00	480.00T
Cadd-Subdivision Cad Technician-Prepare Subdivision Plat	8	78.00	624.00T
Office Tech-Calculations Office Tech-Perform Calculations for property corner search	1	78.00	78.00T
Office Tech-Checking Office Technician-Office Tech-Perform Math Closures, spell check and other quality control tasks.	1	78.00	78.00T
Crew-Travel 2 Person Field Crew-Trip to site more than one hour from office	5	180.00	900.00T
Lodging Reimbursable Expense - Lodging at 2017 Federal rate of \$93 per night per person	2	93.00	186.00
Meals and Incidentals Reimbursable Expense - Meals and Incidentals at 2017 Federal rate of \$51.00 per day per person	4	51.00	204.00
Mileage Reimbursable Expense - Mileage at 2017 Federal rate of \$0.535 per mile	340	0.535	181.90
Public Liaison Services Public Liaison-Make submittals, get signatures from utilities, attend meetings.	12	78.00	936.00T
NMPS New Mexico Professional Surveyor	1.50	150.00	225.00T
All work can be completed within 10-15 full working days from notice to proceed.			
NOTE: Fee does not include application/recording fees which are reimbursable items that will be invoiced seperately. Estimated fees are from \$300.00 - \$500.00 +/-			

We look forward to working with you.

SUBTOTAL	5,671.90
TAX (8.125%)	414.38
TOTAL	\$6,086.28

Thank you for the opportunity to work with you.

Anna Larson

From: Russell Elliott <rusty@elliottsurveying.net>
Sent: Friday, November 10, 2017 9:07 AM
To: Anna Larson
Subject: Re: Request for quote

Thank you for your request for proposal. We estimate the cost to be \$9500 plus sales tax. We can usually start within 10 work days of your acceptance. We can complete the survey within 10 business days. County approvals and changes normay add 30 to 60 days. Of course this will depend on your county regulatory members.

Thanks,
Rusty

On Tue, Nov 7, 2017 at 9:56 AM, Anna Larson <alarson@co.cibola.nm.us> wrote:

Hello,

Cibola County would like to request a quote for a parcel split of property located at 700 Roosevelt Ave. Please see the attached maps that show general location and the general area to be split from the larger parcel. The plat will need to meet the requirements for approvals through the City of Grants Planning and Zoning Process for a split of property. We would like the survey to be completed as soon as possible. Please include an estimate of time required to complete the process.

Please contact me if you need further instructions.

Thank you.

Anna Larson

Cibola County GIS

515 W. High St

Grants, NM 87020

Office (505) 285-2555

--

Russell D. Elliott

NM Professional Surveyor

New Mexico Tech Adjunct Professor (Engineering Surveying)

Elliott Land Surveying- New Mexico

cell- 505-280-6729

email- rusty@elliottsurveying.net

web- <http://www.elliottsurveying.net>

This transmission is intended only for the addressee. It may contain privileged or confidential information.
Any unauthorized disclosure is prohibited.

Valerie Taylor

From: Steininger, Michael, DFA <Michael.Steininger@state.nm.us>
Sent: Tuesday, October 24, 2017 10:53 AM
To: Valerie Taylor
Subject: Commission authorizations

WHEREAS, the Board of County Commissioners has determined that it is in the best financial interest of the County to authorize the Cibola County Manager to approve disbursement of signed vendor checks for monthly re-occurring utility and lease payments for County facilities and equipment, that may otherwise incur late charges if said payments are not made in a timely manner; and,

WHEREAS, the Board of County Commissioners has determined that it is in the best financial interest of the County to authorize the Cibola County Manager to approve disbursement of signed vendor checks for re-occurring (semi-annual, annual, or other regularly schedule cycle) debt service payment (principal, interest, and fees) that must be made in a timely manner; and,

WHEREAS, the Board of County Commissioners has determined that it is in the best financial interest of the County to authorize the Cibola County Manager to authorize and sign for purchases and contracts up to \$20,000 as regular operating procedures (this does not include purchases and contracts procured via a formal Invitation-to-bid (ITB) or Request-for-Proposal (RFP) process; and,

WHEREAS, the vendor checks for utilities, leases, debt service payments, and state agency disbursements, along with all other vendor checks, shall be brought before the Board of County Commissioners at a regularly scheduled meeting for review.

Michael P. Steininger, CMO, CPS, CPO, CTO
NM DFA-LGD, Special Director
Michael.Steininger@state.nm.us
Cell: 505-629-3449



CIBOLA COUNTY
PROFESSIONAL SERVICES CONTRACT

#17-11-01

THIS AGREEMENT is made and entered into by and between the Board of County Commissioners of Cibola County and the County Manager, to the extent of her financial authority, hereinafter referred to as the "COUNTY" and PARKHURST PHARMACY hereinafter referred to as the "CONTRACTOR" for the purpose of providing certain pharmacy services to the inmates held in the custody of the County and currently housed at CoreCivic, hereinafter referred to as the "FACILITY".

IT IS AGREED BETWEEN THE PARTIES:

1. Scope of Work

Contractor will serve as a pharmacy for the Facility. The services provided will include, but are not limited to:

- A) The provision of pharmacy services for inmates or detainees at the Facility.
- B) Accept ordering of any prescriptive, generic, or over the counter (OTC) drugs over fax or email.
- C) Complete all necessary written documentation regarding assessment, prescriptions, orders and treatment provided under this Agreement. This includes cooperation with any audit of the pharmacy services being provided to assess efficiency and/or compliance with all state and federal laws.
- D) Consult as necessary with the Facility's staff and designated administrative personnel during normal business hours or in the event of an emergency.
- E) Cooperate fully with the Facility to evaluate the quality of pharmacy services being delivered to detainees or inmates and/or the effectiveness of the services.
- F) Represent the Facility as the alternate pharmacy for the purposes of auditing and compliance.
- G) Cooperate with the County in preparing necessary documentation in order to procure third-party payments when available, although, billing

- F) Represent the Facility as the alternate pharmacy for the purposes of auditing and compliance.
- G) Cooperate with the County in preparing necessary documentation in order to procure third-party payments when available, although, billing to third party payers will be the responsibility of the County or the Facility.
- H) Provide pharmacy services in a timely manner; no later than the next business day following the order from the Facility, except in the case of emergency.
- I) Upon notification by the Facility of an emergent need, time will be of the essence.
- J) Coordinate with the Facility for pick-up.
- K) Assist the Facility in developing pharmacy policies, procedures, and protocols if required.
- L) Provide and maintain sufficient information to properly track all orders from the Facility to the pharmacy and prescriptions and orders from the pharmacy to the Facility.
- M) Perform, as required, any drug utilization reviews and/or reports deemed necessary by the State, County, Facility, Correctional Medical Services, and any professional pharmacy board.
- N) Be available for ordering of medication at least five (5) days per week.
- O) Fill all orders for generic prescription and OTC drugs and medications through Blister Pack Medications wherever feasible.
- P) Cooperate and assist with inspections and participation in monthly Pharmacy and Therapeutics committee meetings as requested.
- Q) Provide and be responsible for pharmacy services and maintenance of appropriate supervision of any pharmacists, staff, or administrative personnel that may be required in fulfilling this Agreement.
- R) Require that personnel assisting in fulfilling responsibilities to the Facility possess the appropriate credentials and licensure for the services offered.

2. Compensation

- a. The Contractor will charge Average Wholesale Price (AWP) as be established and maintained by First Data Bank.
 - i. Brand Pharmaceuticals: priced at AWP minus 13% + \$7.00 fee.
 - ii. Generic Pharmaceuticals: priced at AWP minus 22% + \$7.00 fee.
 - iii. Unit Dose Packaging on request.
- b. The County shall pay to the Contractor in full payment for services satisfactorily performed based upon deliverables, milestones, and performance measures as delineated, such compensation not to exceed \$60,000 over the course of this Agreement inclusive of gross receipts tax, if applicable.
- c. Payment is subject to availability of funds pursuant to the Appropriations Paragraph set forth below. All invoices must be submitted to the County's Indigent Department no later than two weeks prior to the monthly Cibola County Commission Meeting. All indigent payments must be approved by

the Commission, which typically meets the fourth Thursday of each month. It is expected that payment will be made within one week following Commission approval.

- d. Contractor must submit a detailed statement accounting for all services performed with each invoice. If the County finds that the services are not acceptable, within thirty days after the date of receipt of written notice from the Contractor that payment is requested, it shall provide the Contractor a letter of exception explaining the defect or objection to the services, and outlining steps the Contractor may take to provide remedial action. Upon certification by the County that the services have been received and accepted, payment shall be tendered to the Contractor within thirty days after the date of acceptance. If payment is made by mail, the payment shall be deemed tendered on the date it is postmarked. However, the County shall not incur late charges, interest, or penalties for failure to make payment within the time specified herein.
- e. The payment of taxes due for any money received under this Agreement shall be the Contractor's sole responsibility and shall be reported under the Contractor's Federal and State tax identification number(s).

3. Term.

This Agreement shall terminate one (1) year from the date of execution or until services exceed \$60,000, which is not expected. In accordance with Section 13-1-150 NMSA 1978, no contract term for a professional services contract, including extensions and renewals, shall exceed four years, except as set forth in Section 13-1-150 NMSA 1978.

4. Termination.

- a. Termination. This Agreement may be terminated by either of the parties hereto upon written notice delivered to the other party at least ninety (90) days prior to the intended date of termination. Except as otherwise allowed or provided under this Agreement, the County's sole liability upon such termination shall be to pay for acceptable work performed prior to the Contractor's receipt of the notice of termination, if the County is the terminating party, or the Contractor's sending of the notice of termination, if the Contractor is the terminating party; provided, however, that a notice of termination shall not nullify or otherwise affect either party's liability for pre-termination defaults under or breaches of this Agreement. Notwithstanding the foregoing, this Agreement may be terminated immediately upon written notice to the Contractor if the Contractor becomes unable to perform the services contracted for, as determined by the County or if, during the term of this Agreement, the Contractor or any of its officers, employees or agents is indicted for fraud, embezzlement or other crime due to misuse of government funds or due to the Appropriations paragraph herein. THIS PROVISION IS NOT EXCLUSIVE AND DOES NOT WAIVE THE

COUNTY'S OTHER LEGAL RIGHTS AND REMEDIES CAUSED BY THE CONTRACTOR'S DEFAULT/BREACH OF THIS AGREEMENT.

- b. Termination Management. Immediately upon receipt by either the County or the Contractor of notice of termination of this Agreement, the Contractor shall: 1) not incur any further obligations for salaries, services or any other expenditure of funds under this Agreement without written approval of the County; 2) comply with all directives issued by the County in the notice of termination as to the performance of work under this Agreement; and 3) take such action as the County shall direct for the protection, preservation, retention or transfer of all property titled to the County and records generated under this Agreement. Any non-expendable personal property or equipment provided to or purchased by the Contractor with contract funds shall become property of the County upon termination and shall be submitted to the County as soon as practicable.

5. Appropriations.

The terms of this Agreement are contingent upon sufficient appropriations and authorization being made by the Board of County Commissioners for the performance of this Agreement. If sufficient appropriations and authorization are not made by the Board of County Commissioners, this Agreement shall terminate immediately upon written notice being given by the County to the Contractor. The County's decision as to whether sufficient appropriations are available shall be accepted by the Contractor and shall be final. If the County proposes an amendment to the Agreement to unilaterally reduce funding, the Contractor shall have the option to terminate the Agreement or to agree to the reduced funding, within thirty (30) days of receipt of the proposed amendment.

6. Status of Contractor.

The Contractor and its agents and employees are independent contractors performing professional services for the County and are not employees of the County of Cibola. The Contractor and its agents and employees shall not accrue leave, retirement, insurance, bonding, use of county vehicles, or any other benefits afforded to employees of the County of Cibola as a result of this Agreement. The Contractor acknowledges that all sums received hereunder are reportable by the Contractor for tax purposes, including without limitation, self-employment and business income tax. The Contractor agrees not to purport to bind the County of Cibola unless the Contractor has express written authority to do so, and then only within the strict limits of that authority.

7. Assignment.

The Contractor shall not assign or transfer any interest in this Agreement or assign any claims for money due or to become due under this Agreement without the prior written approval of the County.

8. Subcontracting.

The Contractor shall not subcontract any portion of the services to be performed under this Agreement without the prior written approval of the County. No such subcontract shall relieve the primary Contractor from its obligations and liabilities under this Agreement, nor shall any subcontract obligate direct payment from the County. In all cases, the contractor is solely responsible for fulfillment of this Agreement.

9. Release.

Final payment of the amounts due under this Agreement shall operate as a release of the procuring agency of the County, its officers and employees, and the County of Cibola from all liabilities, claims and obligations whatsoever arising from or under this Agreement.

10. Confidentiality.

Any confidential information provided to or developed by the Contractor in the performance of this Agreement shall be kept confidential and shall not be made available to any individual or organization by the Contractor without the prior written approval of the County. Further, the Contractor will abide by all state and federal laws regarding the maintenance of patient confidentiality and medical records.

11. Product of Service -- Copyright.

All materials developed or acquired by the Contractor under this Agreement shall become the property of the County of Cibola and shall be delivered to the County no later than the termination date of this Agreement. Nothing developed or produced, in whole or in part, by the Contractor under this Agreement shall be the subject of an application for copyright or other claim of ownership by or on behalf of the Contractor.

12. Conflict of Interest; Governmental Conduct Act

- a. The Contractor represents and warrants that it presently has no interest and, during the term of this Agreement, shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance or services required under the Agreement.
- b. The Contractor further represents and warrants that it has complied with, and, during the term of this Agreement, will continue to comply with, and that this Agreement complies with all applicable provisions of the Governmental Conduct Act, Chapter 10, Article 16 NMSA 1978. Without in anyway limiting the generality of the foregoing, the Contractor specifically represents and warrants that:
 - i. in accordance with Section 10-16-4.3 NMSA 1978, the Contractor does not employ, has not employed, and will not employ during the term of this Agreement any County employee while such employee was or is

- employed by the County and participating directly or indirectly in the County's contracting process;
- ii. this Agreement complies with Section 10-16-7(B) NMSA 1978 because (i) the Contractor is not a public officer or employee of the County; (ii) the Contractor is not a member of the family of a public officer or employee of the County; (iii) the Contractor is not a business in which a public officer or employee or the family of a public officer or employee has a substantial interest; or (iv) if the Contractor is a public officer or employee of the County, a member of the family of a public officer or employee of the County, or a business in which a public officer or employee of the County or the family of a public officer or employee of the County has a substantial interest, public notice was given as required by Section 10-16-7(B) NMSA 1978 and this Agreement was awarded pursuant to a competitive process;
 - iii. in accordance with Section 10-16-8(C) NMSA 1978, (i) the Contractor is not, and has not been represented by, a person who has been a public officer or employee of the County within the preceding year and whose official act directly resulted in this Agreement and (ii) the Contractor is not, and has not been assisted in any way regarding this transaction by, a former public officer or employee of the County whose official act, while in County employment, directly resulted in the County's making this Agreement;
 - iv. in accordance with Section 10-16-13 NMSA 1978, the Contractor has not directly participated in the preparation of specifications, qualifications or evaluation criteria for this Agreement or any procurement related to this Agreement; and
 - v. in accordance with Section 10-16-3 and Section 10-16-13.3 NMSA 1978, the Contractor has not contributed, and during the term of this Agreement shall not contribute, anything of value to a public officer or employee of the County.
- c. Contractor's representations and warranties in Paragraphs A and B of this Article 12 are material representations of fact upon which the County relied when this Agreement was entered into by the parties. Contractor shall provide immediate written notice to the County if, at any time during the term of this Agreement, Contractor learns that Contractor's representations and warranties in Paragraphs A and B of this Article 12 were erroneous on the effective date of this Agreement or have become erroneous by reason of new or changed circumstances. If it is later determined that Contractor's representations and warranties in Paragraphs A and B of this Article VII were erroneous on the effective date of this Agreement or have become erroneous by reason of new or changed circumstances, in addition to other remedies available to the County and notwithstanding anything in the Agreement to the contrary, the County may immediately terminate the Agreement.
- d. All terms defined in the Governmental Conduct Act have the same meaning in this Article 12(B).

13. Amendment.

This Agreement shall not be altered, changed or amended except by instrument in writing executed by the parties hereto and all other required signatories.

14. Merger.

This Agreement incorporates all the Agreements, covenants and understandings between the parties hereto concerning the subject matter hereof, and all such covenants, Agreements and understandings have been merged into this written Agreement. No prior Agreement or understanding, oral or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Agreement.

15. Penalties for violation of law.

The Procurement Code, Sections 13-1-28 through 13-1-199, NMSA 1978, imposes civil and criminal penalties for its violation. In addition, the New Mexico criminal statutes impose felony penalties for illegal bribes, gratuities and kickbacks.

16. Equal Opportunity Compliance.

The Contractor agrees to abide by all federal, state and county laws and rules and regulations, pertaining to equal employment opportunity. In accordance with all such laws, the Contractor assures that no person in the United States shall, on the grounds of race, religion, color, national origin, ancestry, sex, age, physical or mental handicap, or serious medical condition, spousal affiliation, sexual orientation or gender identity, be excluded from employment with or participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity performed under this Agreement. If Contractor is found not to be in compliance with these requirements during the life of this Agreement, Contractor agrees to take appropriate steps to correct these deficiencies.

17. Applicable Law.

In any action, suit or legal dispute arising from this Agreement, the Contractor agrees that the laws of the State of New Mexico shall govern and that venue will lie in the Thirteenth Judicial District Court in Cibola County. By execution of this Agreement, Contractor acknowledges and agrees to the jurisdiction of the courts of the State of New Mexico over any and all lawsuits arising under or out of any term of this Agreement.

18. Workers Compensation.

The Contractor agrees to comply with state laws and rules applicable to workers compensation benefits for its employees. If the Contractor fails to comply with the Workers Compensation Act and applicable rules when required to do so, this Agreement may be terminated by the County.

19. Records and Financial Audit.

The Contractor shall maintain detailed time and expenditure records that indicate the date; time, nature and cost of services rendered during the Agreement's term and effect and retain them for a period of three (3) years from the date of final payment under this Agreement. The records shall be subject to inspection by the County, the Department of Finance and Administration and the State Auditor. The County shall have the right to audit billings both before and after payment. Payment under this Agreement shall not foreclose the right of the County to recover excessive or illegal payments.

20. Disclaimer and Hold Harmless.

Cibola County shall not be liable to the Contractor, or the Contractor's successors, heirs, administrators, or assigns, for any loss, damage, or injury, whether to Contractor's person or property, occurring in connection with Contractor's performance of Contractor's duties according to this Agreement. Contractor shall hold the Cibola County harmless from all loss, damage, and injury, including court costs and attorney fees, incurred by Cibola County in connection with the performance by Contractor of Contractor's duties according to this Agreement.

21. Indemnification.

The Contractor shall defend, indemnify and hold harmless the County of Cibola from all actions, proceeding, claims, demands, costs, damages, attorneys' fees and all other liabilities and expenses of any kind from any source which may arise out of the performance of this Agreement, caused by the negligent act or failure to act of the Contractor, its officers, employees, servants, subcontractors or agents, or if caused by the actions of any client of the Contractor resulting in injury or damage to persons or property during the time when the Contractor or any officer, agent, employee, servant or subcontractor thereof has or is performing services pursuant to this Agreement. In the event that any action, suit or proceeding related to the services performed by the Contractor or any officer, agent, employee, servant or subcontractor under this Agreement is brought against the Contractor, the Contractor shall, as soon as practicable but no later than two (2) days after it receives notice thereof, notify the legal counsel of the County of Cibola and the New Mexico Association of Counties by certified mail.

The Contractor shall maintain liability and malpractice insurance in the amounts required by the State of New Mexico. This insurance will be fully applicable to all services rendered by the Contractor and any of its employees under this Agreement, subject to the terms and exclusion of the policy. If occurrence coverage is not available, claims-made coverage with a three-year trail is to be provided for the same amounts and aggregates as detailed above. The Contractor will provide the County with a certificate evidencing such insurance coverage upon execution of the Agreement. The

Contractor agrees to provide the County with any notice of cancellation or alteration of insurance coverage.

22. Invalid Term or Condition.

If any term or condition of this Agreement shall be held invalid or unenforceable, the remainder of this Agreement shall not be affected and shall be valid and enforceable.

23. Enforcement of Agreement.

A party's failure to require strict performance of any provision of this Agreement shall not waive or diminish that party's right thereafter to demand strict compliance with that or any other provision. No waiver by a party of any of its rights under this Agreement shall be effective unless express and in writing, and no effective waiver by a party of any of its rights shall be effective to waive any other rights.

24. Authority.

If Contractor is other than a natural person, the individual(s) signing this Agreement on behalf of Contractor represents and warrants that he or she has the power and authority to bind Contractor, and that no further action, resolution, or approval from Contractor is necessary to enter into a binding contract.

25. Lobbying.

No federal appropriated funds can be paid or will be paid, by or on behalf of the CONTRACTOR, or any person for influencing or attempting to influence an officer or employee of any County, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, or the making of any Federal grant, the making of any federal loan, the entering into of any cooperative agreement, or modification of any Federal contract, grant, loan, or cooperative agreement. If any funds other than federal appropriated funds have been paid or will be paid to any person influencing or attempting to influence an officer or employee of any County, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection of this federal contract, grant, loan, or cooperative agreement, the CONTRACTOR shall complete and submit Standard Form LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

26. Standard of Care.

All services provided by Contractor under this Agreement shall be consistent with accepted professional standards of pharmacy care and all applicable correctional facility standards.

27. Survival.

The agreement paragraphs titled "Patent, Copyright, Trademark, and Trade Secret Indemnification" and "Indemnification" shall survive the expiration of this agreement. Software licenses, leases, maintenance and any other unexpired agreements that were entered into under the terms and conditions of this agreement shall survive this agreement

28. Succession.

This agreement shall extend to and be binding upon the successors and assigns of the parties.

29. Force Majeure.

A party shall be excused from performance under this agreement for any period that the party is prevented from performing as a result of an act of God, strike, war, civil disturbance, epidemic, or court order, provided that the party has prudently and promptly acted to take any and all steps that are within the party's control to ensure performance. Subject to this provision, such non-performance shall not be deemed a default or a ground for termination.

30. Mediation.

In the event a dispute arises as to the rights and obligations among the parties hereto, the parties agree to attempt to resolve the dispute through mediation as a condition precedent to seeking legal and equitable remedies. The parties agree to evenly split the costs of any such mediation services. The parties shall mutually agree upon the choice of mediator. In the event the parties have not agreed upon a mediator within twenty (20) days of written notice to the other regarding the dispute, then a list of seven potential mediators will be obtained from the New Mexico Association of Counties and the parties shall utilize a striking process until a mediator is agreed upon; recognizing that each side bears its own deposition, witness, expert and attorneys' fees and other expenses to the same extent as if the matter were being heard in court. Nothing in this paragraph shall affect either party's ability to seek from a court injunctive or equitable relief at any time to the extent same is not precluded by another provision of this Agreement.

31. Notice to Proceed.

- a. It is expressly understood that this Agreement is not binding upon the County until it is executed by the Authorized Signatories. Further, the Contractor is not to proceed with its obligations under the Agreement until the Contractor has received a fully signed copy of the Agreement.

32. Attorney's Fees.

- a. In the event this Agreement results in dispute, mediation, litigation, or settlement between the parties to this Agreement, the prevailing party of

such action shall NOT be entitled to an award of attorneys' fees and court costs.

33. Cooperation.

- a. All parties hereto will fully cooperate with the other and their respective counsel, accountants, and agents in connection with any steps required to be taken under this Agreement.

34. Order of Precedence.

- a. In the event of any conflict among contract documents, the following order of precedence shall apply:
 - 1. Any contract amendment(s), in reverse chronological order; then
 - 2. this contract itself.

35. Patent, Copyright, Trademark and Trade Secret Indemnification.

- a. The contractor shall defend, at its own expense, the County of Cibola against any claim that any product or service provided under this agreement infringes any patent, copyright or trademark in the United States or Puerto Rico, and shall pay all costs, damages and attorneys' fees that a court finally awards as a result of any such claim. In addition, if any third party obtains a judgment against the County of Cibola based upon the contractor's trade secret infringement relating to any product or service provided under this agreement, the contractor agrees to reimburse the County of Cibola for all costs, attorneys' fees and the amount of the judgment. To qualify for such defense and/or payment, the County of Cibola shall:
 - i. give the contractor prompt written notice of any claim;
 - ii. allow the contractor to control the defense or settlement of the claim; and
 - iii. cooperate with the contractor in a reasonable way to facilitate the defense or settlement of the claim.
- b. If any product or service becomes, or in the contractor's opinion is likely to become the subject of a claim of infringement, the contractor shall at its option and expense:
 - i. provide a procuring agency of the County the right to continue using the product or service;
 - ii. replace or modify the product or service so that it becomes non-infringing; or
 - iii. accept the return of the product or service and refund an amount equal to the depreciated value of the returned product or service, less

the unpaid portion of the purchase price and any other amounts which are due to the contractor. The contractor's obligation will be void as to any product or service modified by the procuring agency of the County to the extent such modification is the cause of the claim.

36. Notices.

- a. Any notice required to be given to either party by this Agreement shall be in writing and shall be delivered in person, by courier service or by U.S. mail, either first class or certified, return receipt requested, postage prepaid, as follows:

To the County: Valerie Taylor, Interim County Manager
700 E. Roosevelt Ave., Suite 50
Grants, NM 87020

To the Contractor: Trust Pharmacy
1000 Roosevelt
Grants, NM 87020

37. Certification Regarding Debarment

Contractor, by signing this Agreement, provides certification to the County the Contractor is not debarred, suspended, or proposed for debarment by any Federal or New Mexico State Department or agency.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date of signature by the Board of County Commissioners below.

PASSED, APPROVED and ADOPTED this _____ day of _____, 2017.

Jack Moler, Chairman

Robert Armijo, Vice Chair

Robert Windhorst, Member

Martha Garcia, Member

Daniel Torrez, Member

ATTEST:

Michelle Dominguez
County Clerk

By:  Date: 11-15-17
Contractor

Printed Name: Eugene L Gafierrez

By: _____ Date: _____
Interim Cibola County Manager, to the extent of financial authority

Printed Name: Valerie Taylor

Trust Pharmacy
1000 Roosevelt
Grants, NM 87020

505-287-3913

October 5, 2017

Cibola County

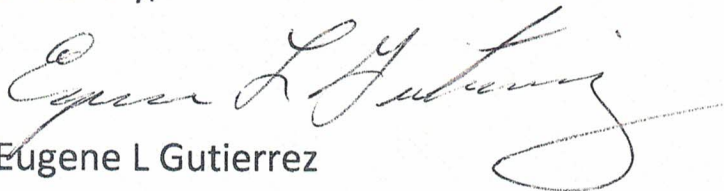
Professional Services Contract

Trust Pharmacy agrees to abide to Cibola Contract presented.

Our bid is;

- i. Brand Pharmaceuticals: priced a AWP minus 13% + \$7.00
- ii. Generic Pharmaceuticals: priced at AWP minus 22% + \$7.00
- iii. Unit Dose Packaging on request.
- iv. We will deliver if needed.

Sincerely,

A handwritten signature in black ink, appearing to read "Eugene L. Gutierrez", with a long, sweeping underline that extends to the right.

Eugene L Gutierrez
(Owner)



1208 Bonita St
Grants, NM 87020
(505)287-4641

Cibola County Manager
Pharmaceutical Services for Inmates Contract

Valerie Taylor,

Parkhurst Pharmacy would be delighted to continue our past relationship concerning fulfillment of prescriptions for Cibola County inmates. In order to continue our services, Parkhurst Pharmacy will commit to the following terms:

1. Price Brand Pharmaceuticals*: priced at AWP minus 13% + \$7.00 fee
2. Price Generic Pharmaceuticals*: priced at AWP minus 22% + \$7.00 fee
*AWP = Average Wholesale Price as established by First Data Bank or other independent 3rd party.
3. Provide unit dose packaging for inmate specific prescriptions.
4. Would prefer pickup by facility but will deliver as necessary.
5. Matt Munson will act as consultant pharmacist if one is not available from CoreCivic.
6. Advise onsite medical staff if a cheaper pharmaceutical option is available.

Parkhurst Pharmacy looks forward to continuing our established record of great service for Cibola County.

Thanks,

Matt Munson, Pharm D., RPh.

Cibola County Commission

Jack P. Moleres, Chairman

Robert J. Armijo, 1st Vice-Chair

Robert S. Windhorst, 2nd Vice-Chair

Daniel J. Torrez, Commissioner

Martha Garcia, Commissioner

Cibola County
700 E. Roosevelt Ave., Suite 50

Grants, New Mexico 87020

Phone (505) 287-9431 – Fax (505) 285-5434



Valerie Taylor
Interim County Manager

November 1, 2017

To: Walmart Pharmacy

Cibola County is seeking pharmacy services for Cibola County Inmates currently being housed at Corecivic in Milan, NM. Attached you will find the agreement and scope of work for what the county requires for such services. If you feel that you can meet these requirements please submit your quote to Cibola County no later than Wednesday November 8, 2017. Your quote if you so choose to submit one will need to be on company letter head. Please feel free to contact me should you have any questions, 505-285-2513. Thank you for your time.

Sincerely,

A handwritten signature in blue ink that reads "Wendy Self".

Wendy Self

Cibola County Procurement Agent

Cibola County Commission

Jack P. Moler, Chairman

Robert J. Armijo, 1st Vice-Chair

Robert S. Windhorst, 2nd Vice-Chair

Daniel J. Torrez, Commissioner

Martha Garcia, Commissioner

Cibola County
700 E. Roosevelt Ave., Suite 50

Grants, New Mexico 87020

Phone (505) 287-9431 – Fax (505) 285-5434



Valerie Taylor
Interim County Manager

November 1, 2017

To: Walgreens Pharmacy

Cibola County is seeking pharmacy services for Cibola County Inmates currently being housed at Corecivic in Milan, NM. Attached you will find the agreement and scope of work for what the county requires for such services. If you feel that you can meet these requirements please submit your quote to Cibola County no later than Wednesday November 8, 2017. Your quote if you so choose to submit one will need to be on company letter head. Please feel free to contact me should you have any questions, 505-285-2513. Thank you for your time.

Sincerely,

A handwritten signature in blue ink that reads "Wendy Self".

Wendy Self

Cibola County Procurement Agent