



# **CIBOLA COUNTY BOARD OF COMMISSIONERS**

Robert Armijo  
Chairman

Daniel Torrez  
1<sup>st</sup> Vice Chairman

Jack Molerres  
2<sup>nd</sup> Vice Chairman

Robert Windhorst  
Commissioner

Martha Garcia  
Commissioner

**Regular Meeting  
May 24th, 2018  
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 on any subject during the public comment period. Speaker's 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 April 26<sup>th</sup> Regular Meeting
- b. Minutes from April 30<sup>th</sup>, Special Meeting

9. **Reports**

- a. Monthly Financial/Treasurer Activity Report
- b. Procurement Activity Report-Wendy Self
- c. Human Resources Activity Report-Debi Gomez
- d. Manager's Report

10. **Presentations**

#### **11. New Business – Action May Be Take**

- a. Consideration of Resolution 18-33 2017-2018 Quarter Ending Financial Report Quarter Ending 033118
- b. Consideration of Resolution 18-34 FY18 Budget Amendment No. 6
- c. Consideration of Vector Control-/Roadrunner Public Health, Inc. Contract
- d. Consideration for Approval of Quote for Pest Control, Invoice for San Juan County Juvenile Detention Center, and Requisition for PDS-Laserfiche Upgrade Services
- e. Consideration for Approval of Sole Source RFP for Innocorp, ITD for DWI Department
- f. Consideration of Resolution 18-35 Appointment of Members to the Cibola County DWI Advisory Board
- g. Consideration of Resolution 18-36 In Support of the Construction and Operation of a Petroleum Refinery in the Village of Milan, City of Grants, and Throughout Cibola County.

#### **12. Manager's Report**

#### **13. Executive Session**

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

- Motion and roll call vote to go into executive session and that, pursuant to New Mexico State Statute Section 10-15-1, only the following matters will be discussed in closed session:

#### **14. New Business – Action May Be Take**

#### **15. Announcements**

The next Regular Commission Meeting will be held on Thursday, June 28<sup>th</sup>, 2018 at 5:00p.m. immediately following the Board of Finance Meeting in the Cibola County Commission Chambers.

Cibola County will be closed on Monday, May 28<sup>th</sup>, in Observance of Memorial Day.

#### **16. 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 document 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.



# MINUTES

***Cibola County Commission***  
**Regular Meeting**  
**Thursday April 26th, 2018**

The Cibola County Commission held a Regular Meeting on Thursday April 26<sup>th</sup>, 2018 at 5:00 pm in the Cibola County Commission Center

**Elected Officials Present Staff**

**Robert Armijo, Chairman**  
**Daniel Torrez, 1<sup>st</sup> Vice Chairman**  
**Jack Moleres, 2<sup>nd</sup> Vice Chairman**  
**Martha Garcia, Commissioner**  
**Robert Windhorst, Commissioner**

**Kate Fletcher, County Manager**  
**Michelle Dominguez, County Clerk**  
**Natalie Grine, Chief Deputy Clerk**

**A. CALL TO ORDER**

Chairman Armijo, called the meeting to Order at 5:00 pm.

**B. ROLL CALL**

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

**C. Pledge of Allegiance** Recited by all.

**D. Prayer** Commissioner Moleres led us in prayer.

**E. Approval of Agenda**

Motion to approve the agenda made by Commissioner Moleres with item J moved to item A under New Business, second by Commissioner Windhorst 5-0 affirmative.

**F. Approval of Minute**

March 29<sup>th</sup>, 2018 Special Meeting  
April 13<sup>th</sup>, 2018 Special Meeting

Commissioner Windhorst made a motion to approve the minutes for the Special Meeting meet of March 29<sup>th</sup>, 2018 and the Special Meeting of April 23<sup>th</sup>, 2018 second by Commissioner Torrez 5-0 affirmative.

#### **G. Commissioners Report**

Commissioner Armijo stated that the Transfer Station in Seboyeta needs to be repaired as soon as possible, Chairman Armijo thanked the community for coming together, and for their donations to the firefighters who were battling the fires in the Zuni Mountains.

Commissioner Windhorst stated that he was asked to speak at the American Legion about the Death March. Commissioner Windhorst also stated that now with these fires burning in different areas of the County he went door to door in Bluewater to inform the residents to be prepared in case of an evacuation. On April 14<sup>th</sup> there was a cleanup on San Jose Drive which the volunteers collected a total of 150 tons of trash. Also mentioned there will be a cleanup on May 5<sup>th</sup> in Bluewater, and also in Cubero.

Commissioner Garcia stated that Mr. Harper from Fence Lake thanked her and the commissioners for the Fire Truck, Commissioner Garcia also mentioned that she received a call from Gail Harper about County Road 31A or 35A she mentioned that the grader has been out there blading the road, but it is still not properly maintained. Commissioner Garcia also met with Manager Fletcher and went over the Budget. Garcia will also be attended the NMCOG Quarterly Meeting.

Commissioner Moleres stated that NMSU is having their Graduation Ceremony on May 11, 2018 at 6:00 P.M. Commissioner Moleres stated that the commissioners would have to RSVP by April 27, 2018 if they would like to attend.

Commissioner Torrez No report at this time.

#### **H. Public Comment**

Ronnie Pynes thanked the Assessor's office for reevaluating core civic to reduce its value. Mr. Pynes also thanked Keith Holbrook with assisting the Assessor's office.

Jessie Gomez thanked the commission for their quick response on the Bluewater Fire, he also mentioned that where he lives he is awoken by dogs that are running loose around his neighborhood, and asked if the animal control agents could go out there and see if they will round them up.



**I. Presentations**

No presentations at this time.

**J. Reports**

**a. Monthly Treasures Report**

Kathy Gonzales gave a brief report on daily balances.

Report on file.

**b. Monthly Clerk's Report**

Michelle Dominguez gave a brief report on all the work that has been done in the Clerk's office. Candidate filing day was March 3<sup>rd</sup>, 2018, March 6, 2018 we had our 60 day radio announcements done. April 11, 2018 was our deadline to appoint poll workers, on April 12, 2018 we had a VRC meeting. In May we have a full schedule with certifying machines, training, and absentee/early in person voting begins.

**c. Monthly DWI Report**

Michael Dodds reported that the Cibola County DWI Program has successfully created a DWI Task Force, comprised of GPD, MPD, CCSO, NMSP, LPD, and APD. We received the interest and support of the community throughout the entire county and the schools in reaching out to our youths in preventing underage drinking, substance abuse, and driving while intoxicated. We are all working diligently to provide fun and exciting opportunities. Programs like Community Health Fair, Tribal Feasts/Gatherings, Proms Graduations, etc. are our targets for successful making positive change in our community.

**d. Monthly Assessor's Report**

Geraldine Rael gave a brief summary of all things that have been going on in the Assessor's office.

**e. Managers' Report**

Manager Kate Fletcher presented Dustin Middleton with an award of appreciation for all his hard work during the Bluewater Fires, she also thanked the community for coming together with donations from Domino's Pizza, Kentucky fried Chicken, water, granola bars, and for everything that was donated. Manager Fletcher also mentioned she has been very busy with getting the audits in on time.

**K. Public Hearing for Comment Only**

- a. Ordinance 2018-001 the Cibola County Film Ordinance.**
- b. Emergency Ordinance 2018-02 and Proclamation Limiting Open Burning and Restricting the Sale and Use of Fireworks in the Un-Incorporated Areas of Cibola County.**

Motion made by Commissioner Torrez to go into Public Hearing, second by Commissioner Windhorst 5-0 affirmative

**L. New Business-Action May Be Taken**

- a. Consideration of DWI Bylaws**

Motion approve DWI Bylaws made by Commissioner Torrez, second by Commissioner Windhorst 5-0 affirmative.

- b. Consideration of Ordinance 2018-001 the Cibola County Film Ordinance**

Motion was made to accept Ordinance 2018-001 by Commissioner Windhorst, second by Commissioner Garcia 5-0 affirmative.

- c. Consideration of Emergency Ordinance 2018-02 and Proclamation Limiting Open Burning and Restricting the Sale and Use of Fireworks in the Un-Incorporated Areas of Cibola County**

Motion to approve Ordinance 2018-02 made by Commissioner Windhorst, second by Commissioner Torrez, 5-0 affirmative.

d. **Consideration of Preliminary Coop Agreement with the USFS Regarding Maintenance of roads in the Forrest Service**

Motion to approve Preliminary Coop Agreement with the USFS was made by Commissioner Torrez, second by Commissioner Windhorst all Commissioners agree 5-0 affirmative.

e. **Consideration of Flood Plain Development Permits**

Motion to approve Flood Plain Development Permits made by Commissioner Moleres, second by Commissioner Windhorst all Commissioners agree 5-0 affirmative.

f. **Consideration of Resolution 18-26 FY18 Budget Adjustment No.3**

g. **Consideration of Resolution 18-27 FY18 Budget Adjustment No.4**

h. **Consideration of Resolution 18-31 FY18 Budget Adjustment No. 5**

Motion to approve Resolution 18-26 FY18, 18-27 FY18, and 18-31 FY18 Budget Adjustments were made by Commissioner Garcia, second by Commissioner Windhorst all Commissioner agree 5-0 affirmative

i. **Consideration to approve a resolution to oppose the USFS plan to add new wilderness areas-need resolution and resolution number is 18-30**

Motion to oppose Resolution 18-30, was made by Commissioner Torrez, second by Commissioner Moleres, Commissioner Garcia voting no 4-1 affirmative

j. **Consideration of Contracts for The Housing of Inmates Between**

a. Cibola County and the City of Grants

b. Cibola County and Village of Milan

Motion to approve contracts for the Housing of Inmates with City of Grants and the Village of Milan was made by Commissioner Windhorst, second by Commissioner Torrez all commissioners agree 5-0 affirmative.



k. **Consideration of approval of Laguna Fire Department Purchase of Equipment from Vendor Code 3**

Motion to approve Laguna Fire Department to purchase Equipment from Vendor Code 3 was made by Commissioner Windhorst, second by Commissioner Torrez all commissioners agree 5-0 affirmative.

l. **Consideration to approve proclamation for motorcycle awareness month in May**

Motion to approve proclamation Motorcycle awareness month in May was made by Commissioner Torrez, second by Commissioner Windhorst all commissioner agree 5-0 affirmative

**M. Executive Closed Session**

Motion and roll call vote to go into Executive Session and that , pursuant to New Mexico State Statute Section§10-15-1 and only the following matters will be discussed in closed session made by Commissioner Torrez, second by Commissioner Garcia 5-0 affirmative at 7:10 p.m.

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

- a. Cibola County v. Prisoner Transport

Motion and roll call vote to return to Regular Session and that matters discussed in Closed Session were limited to those specified in motion for closure, and that no final action was taken, as per NM Statute's Section §10-15-1 was made by Commissioner Windhorst, second by Commissioner Torrez all commissioners agree 5-0 affirmative at 7:27 p.m.

**N. New Business- Action May Be Taken**

- a. Consideration of Cibola County v. Prisoner Transport  
No action was taken

**P. Announcements**

The next Regular Commission Meeting will be held on Thursday, May 24<sup>th</sup>, 2018 at 5:00 p.m. immediately following the Board of Finance Meeting in the Cibola County Commission Chambers. A Special Meeting will be held on Monday April 30<sup>th</sup>, 2018 at 9:30 a.m. in the Cibola County Commission Chambers.

**Q. Adjournment**

Motion to adjourn made by Commissioner Windhorst, second by Commissioner Molerres 5-0 7:28 P.M.

**PASSED, APPROVED, and ADOPTED** this 24<sup>th</sup> day of May 2018

BOARD OF COUNTY COMMISSIONERS

\_\_\_\_\_  
**Robert Armijo**, Chairman

\_\_\_\_\_  
**Daniel Torrez**, 1<sup>st</sup> Vice Chairman

\_\_\_\_\_  
**Jack Moleres**, 2<sup>nd</sup> Vice Chairman

\_\_\_\_\_  
**Martha Garcia**, Commissioner

\_\_\_\_\_  
**Robert Windhorst**, Commissioner

**ATTEST:**

\_\_\_\_\_  
**Michelle E. Dominguez**, Cibola County Clerk

**Date:** \_\_\_\_\_

**SEAL**



***Cibola County Commission***  
**Special Meeting**  
**April 30<sup>th</sup>, 2018**

The Cibola County Commission held a Special Meeting on Monday April 30<sup>th</sup>, 2018 at 9:30 am in the Cibola County Commission Room

**I) Commission Convenes**

**A. CALL TO ORDER**

Commissioner Windhorst called the meeting to Order at 9:37 am.

**B. ROLL CALL**

Commissioner Windhorst does roll call- 3-5 Commissioners in attendance

Commissioner Moleres attended by phone

Commissioner Torrez and Chairman Armijo were absent

**C. Pledge of Allegiance**

Led by Commissioner Windhorst, recited by all

**D. Prayer**

Led by Commissioner Garcia

**E. Approval of Agenda**

Commissioner Moleres made a motion to approve the agenda, second by Commissioner Garcia 3-0 affirmative

**Elected Officials Present Staff**

Jack Moleres 2<sup>nd</sup> Vice Chairman  
Martha Garcia, Commissioner  
Robert Windhorst, Commissioner

Michelle Dominguez, County Clerk  
Natalie Grine, Chief Deputy Clerk

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

**a.) Consideration of Resolution 18-32-A Resolution Amending Resolution 17-28 as to Mesita Precinct 21 (and Paraje Precinct 24)**

Commissioner Garcia made a motion to approve Resolution 18-32-A Resolution Amending Resolution 17-28 as to Mesita Precinct 21 (and Paraje Precinct 24) second by Commissioner Moleres 3-0 affirmative.

**III. Announcements**

The next Regular Commission Meeting will be held Thursday, May 24<sup>th</sup>, 2018 at 5:00 p.m. In the Cibola County Commission Chambers.

**IV. Adjournment Meeting**

Motion to adjourn was made by Commissioner Garcia at 9:43 p.m. second by Commissioner Moleres 3-0 affirmative

**PASSED, APPROVED, and ADOPTED** this 24<sup>th</sup> day of May 2018

BOARD OF COUNTY COMMISSIONERS

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**Robert Armijo**, Chairman

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**Daniel Torrez**, 1<sup>st</sup> Vice Chairman

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**Jack Moleres**, 2<sup>nd</sup> Vice Chairman

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**Martha Garcia**, Commissioner

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**Robert Windhorst**, Commissioner

**ATTEST:**

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**Michelle E. Dominguez**, Cibola County Clerk

**Date:** \_\_\_\_\_

**SEAL**

# REPORTS



# DISTRIBUTION FOR APRIL - 2018

PREPARED BY: Dolores Vallejos

	TOTALS			1%	TOTALS	CK. AMOUNT
	CURRENT	DELINQUENT				
<b>STATE -</b>						43,424.23
Debt Service	41,937.06	1,383.88		433.20	43,320.94	
Cattle	526.80			5.26	526.80	
Horse	15.10			0.15	15.10	
Sheep						
Buffalo						
<b>COUNTY -</b>						342,478.09
Operational	335,799.93	10,137.53		3,459.37	345,937.46	
Debt Service						
<b>SCHOOLS -</b>						387,535.54
Operational	13,707.97	420.48		141.28	14,128.45	
Debt Service	268,642.12	8,710.53		2,773.52	277,352.65	
Debt Tech Service	33,393.92	1,030.99		344.24	34,424.91	
Capital Improv.	59,632.00	1,997.53		616.29	61,629.53	
<b>COLLEGE -</b>						79,995.30
Operational	27,471.75	831.77		283.03	28,303.52	
Debt Service	50,687.19	1,004.59		516.91	51,691.78	
<b>CITY OF GRANTS -</b>						53,314.82
Operational	52,371.03	943.79		533.14	53,314.82	
Debt Service						
Judgment						
<b>VILLAGE OF MILAN -</b>						81,696.25
Operational	\$ 80,364.13	1,308.05		816.72	81,672.18	
Debt Service		24.07		0.24	24.07	
<b>QUEMADO SCHOOL DIST. -</b>						4,884.57
Operational	460.29	6.97		4.67	467.26	
Debt Service	2,317.62	31.64		23.49	2,349.26	
Capital Improv.	2,040.17	27.88		20.68	2,068.05	
<b>Cibola General Hospital</b>						134,886.45
	130,616.23	4,270.22		1,348.86	134,886.45	
<b>TOTALS</b>	1,099,983.31	32,129.92			1,132,113.23	1,128,215.25
		FLOOD		310.62		
		LAVA		39.49		
		<b>TOTAL</b>		11,671.16		

## FLOOD -

CURRENT 9,293.44  
DELINQUENT \$ 310.62

## LAVA -

CURRENT \$ 3,626.63  
DELINQUENT \$ 323.25

**TOTAL \$ 3,949.88**  
1% \$ 39.49  
**TOTAL \$ 3,910.39**

**NM State Penalty & Int. \$ 3,669.48**  
**County Penalty & Int. \$ 11,760.68**  
**TOTAL \$ 15,430.16**

**Rendition Fee \$ 145.26**  
**County Admin. Fee \$ 29.37**  
**1% Reappraisal Fee \$ 3,497.98**

**TOTAL COUNTY PORTION \$357,911.38**

**TOTAL NM STATE P & I 3,669.48**  
**TOTAL COUNTY P & I 11,760.68**  
**TOTAL CURRENT TAXES 1,112,903.38**  
**TOTAL DELINQUENT TAXES 32,763.79**  
**TOTAL 1,161,097.33**



# DISTRIBUTION FOR THE MONTH OF APRIL - 2018

DATE	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008	P&I	ADMIN	RENDITIO	P/P	TATE CO.	O/S	OVERPMT	TOTAL
04/01/18	\$ 101.34										12.02							\$ 113.36
04/02/18	\$ 12,808.03	1,219.36	969.49	301.65							518.02	3.84	17.24		125.00	5.70		\$ 15,968.33
04/03/18	\$ 10,499.85	619.30	511.61	23.62	23.85	201.38					621.73			1,754.59		0.97		\$ 14,256.90
04/04/18	\$ 18,145.67	429.42	403.97	512.70	15.06	45.34					706.73			853.81	125.00	5.08		\$ 21,242.78
04/05/18	\$ 19,078.56	909.32	56.96	57.32	5.71		18.70				831.93	4.28		80.42		2.14	1,586.32	\$ 22,631.66
04/06/18	\$ 34,669.76	1,164.56	390.11	125.68	45.39	196.39			196.62		526.81	10.73					209.19	\$ 37,535.24
04/07/18	\$ 91.67																	\$ 91.67
04/08/18	\$ 127.32																	\$ 127.32
04/09/18	\$ 36,534.99	1,292.65	2,274.30	23.14	21.92	19.56	20.64	19.00			1,761.05		5.26	18.32	250.00	0.06		\$ 42,240.89
04/10/18	\$ 20,197.69	309.48					29.82				275.66	4.32		1,152.68			5,287.62	\$ 27,257.27
04/11/18	\$ 10,014.41	649.36			246.22		20.78				338.28			46.54				\$ 11,315.59
04/12/18	\$ 582,007.36	411.60	225.16	3.88	4.69		54.63				571.05		1.14	100.34		0.13	50,568.71	\$ 633,948.69
04/13/18	\$ 4,112.34	739.92	424.88	426.52							584.16				125.00			\$ 6,412.82
04/14/18	\$ 1,878.56										72.22							\$ 1,950.78
04/15/18	\$ 233.37																	\$ 233.37
04/16/18	\$ 30,059.90	1,651.56	296.83								690.96		111.06			0.01		\$ 32,810.32
04/17/18	\$ 24,763.71	890.04									323.12	3.84		506.38			379.97	\$ 26,867.06
04/18/18	\$ 9,052.23	132.50									202.42		0.18					\$ 9,387.33
04/19/18	\$ 9,245.66	2,462.45	2,719.87	19.88							1,701.31			161.62				\$ 16,310.79
04/20/18	\$ 18,196.63	1,064.58	295.54	202.94	49.43	42.70	49.00				1,167.00		1.44	1,317.74	250.00	7.92		\$ 22,644.92
04/21/18	\$ 9.94										5.25							\$ 15.19
04/23/18	\$ 11,300.24	70.84	78.63	17.86							398.88	0.10		77.56		0.30		\$ 11,944.41
04/24/18	\$ 125,590.59	235.48	231.78								339.31		0.64			0.72	519.29	\$ 126,917.81
04/25/18	\$ 9,826.75	626.04	592.70	592.21	465.79			0.05			927.97		0.40				46.23	\$ 13,078.14
04/26/18	\$ 15,063.05	902.88		461.54	143.24						360.31			509.96	40.00			\$ 17,480.98
04/27/18	\$ 64,246.27	261.83	58.60	59.30	56.24						1,527.20		3.03	56.22	10.00			\$ 66,278.69
04/28/18	\$ 70.76	22.72	22.42								34.84							\$ 150.74
04/30/18	\$ 44,976.73	1,572.84	523.57	78.75	59.42					90.08	931.93	2.26	14.87			1.37		\$ 48,251.82
																		\$ -
																		\$ -
<b>TOTAL</b>	<b>1112903.38</b>	<b>\$ 17,638.73</b>	<b>\$ 10,076.42</b>	<b>\$ 2,906.99</b>	<b>\$ 1,136.96</b>	<b>\$ 505.37</b>	<b>\$ 193.57</b>	<b>\$ 19.05</b>	<b>\$ 186.62</b>	<b>\$ 90.08</b>	<b>\$ 15,430.16</b>	<b>\$ 29.37</b>	<b>\$ 155.26</b>	<b>\$ 6,636.18</b>	<b>\$ 925.00</b>	<b>\$ 24.40</b>	<b>\$ 58,597.33</b>	<b>\$ 1,227,464.87</b>

TAX TOTAL \$ 1,145,667.17

TAXES	CARDS	\$1,145,667.17
	COMP	1,145,667.17
	TOTAL	\$ 0.00
P&I	CARDS	\$ 15,430.16
	COMP	15,430.16
	TOTAL	\$ (0.00)
ADMIN	CARDS	\$ 29.37
	COMP	29.37
	TOTAL	\$ 0.00



# Cibola County Sheriff's Office

*Sheriff Tony Mace*

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

*Undersheriff P. Michael Munk*  
tnymace@yahoo.com  
mmunk@co.cibola.nm.us

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 APRIL 1, 2018 through APRIL 30, 2018.

		PREVIOUS YR APRIL 2017
Accidents	8	11
Arrests	61	65
Transports	22	24
Warrant Transports	14	25
Calls	1,317	1533
Citations/Warnings	16	88
Civil Papers Received	79	50
Incidents	34	65

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

04/01/2018 to 04/30/2018

Accident Complaint No.	Date/Time	No. Vehicles Involved	No. Injured	No. Fatalities	Reporting Officer ID / Name	Offense Complaint No.	Investigating Dept.
30141244	04/02/2018 1529	2	0	0	118 - J. CASTANEDA	18-000322 ✓	
30141246	04/06/2018 0319	1	0	0	111 - Dep. T. Archuleta	18-0341 ✓	
30141247	04/08/2018 1159	2	0	0	109 - E. Augustine	18-000333 ✓	
30141248	04/11/2018 0201	1	1	0	115 - Dep. A. Roane	18-000305 ✓	
30141245	04/16/2018 1614	0	0	0	104 - N. WADFORD	18-000338 ✓	
30141250	04/24/2018 1038	2	0	0	115 - Dep. A. Roane	18-0359 ✓	
30141249	04/26/2018 2044	1	0	0	115 - Dep. A. Roane	18-000306 ✓	
30141251	04/26/2018 2129	1	1	0	115 - Dep. A. Roane	18-0382 ✓	

Total Accidents : 8

**Cibola County Sheriff's Office**

**Arrests - by Officer**

**Arrest Date: 04/01/2018 - 04/30/2018**

Officer	Arrests	SEX			RACE					ETHNIC	
		Male	Female	UNK	White	Black	Indian	Asian	UNK	Hispanic	NonHisp
B. Gardner	5	4	1	0	4	1	0	0	0	1	2
Dep. A. Kemp	7	5	2	0	1	0	0	0	2	3	2
Dep. A. Roane	13	9	3	0	0	0	0	0	4	0	0
Dep. J. McCowen	4	4	0	0	4	0	0	0	0	3	1
Dep. R. Veloz	7	7	0	0	4	1	0	0	1	2	3
Dep. T. Archuleta	1	1	0	0	0	0	0	0	1	0	0
E. Augustine	3	2	0	0	0	0	0	0	2	0	1
J. CASTANEDA	11	7	4	0	2	0	4	0	1	3	4
K. Ward	1	1	0	0	0	0	0	0	1	0	1
M. Hawkins	8	4	4	0	3	0	2	0	1	1	3
Sgt. D. Chavez	1	1	0	0	0	0	0	0	0	0	0

<b>TOTAL</b>	<b>61</b>	<b>45</b>	<b>14</b>	<b>0</b>	<b>18</b>	<b>2</b>	<b>6</b>	<b>0</b>	<b>13</b>	<b>13</b>	<b>17</b>
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**Cibola County Sheriff's Office**

**Arrests - by Officer for TRANSPORT**

Arrest Date: 04/01/2018 - 04/30/2018

Officer	Arrests	SEX			RACE					ETHNIC	
		Male	Female	UNK	White	Black	Indian	Asian	UNK	Hispanic	NonHisp
B. Gardner	5	4	1	0	4	1	0	0	0	1	2
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. J. McCowen	0	0	0	0	0	0	0	0	0	0	0
Dep. R. Veloz	3	3	0	0	3	0	0	0	0	1	0
Dep. T. Archuleta	0	0	0	0	0	0	0	0	0	0	0
E. Augustine	3	2	0	0	0	0	0	0	2	0	1
J. CASTANEDA	4	3	1	0	1	0	2	0	1	1	0
K. Ward	1	1	0	0	0	0	0	0	1	0	1
M. Hawkins	6	2	4	0	2	0	2	0	0	1	3
Sgt. D. Chavez	0	0	0	0	0	0	0	0	0	0	0

<b>TOTAL</b>	<b>22</b>	<b>15</b>	<b>6</b>	<b>0</b>	<b>10</b>	<b>1</b>	<b>4</b>	<b>0</b>	<b>4</b>	<b>4</b>	<b>7</b>
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**Cibola County Sheriff's Office**

**Arrests - by Officer For WARRANTS**

Arrest Date: 04/01/2018 - 04/30/2018

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
Dep. A. Kemp	5	3	2	0	0	0	0	0	1	3	0
Dep. A. Roane	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	2	2	0	0	0	1	0	0	0	1	1
Dep. T. Archuleta	1	1	0	0	0	0	0	0	1	0	0
E. Augustine	0	0	0	0	0	0	0	0	0	0	0
J. CASTANEDA	3	1	2	0	0	0	1	0	1	0	2
K. Ward	0	0	0	0	0	0	0	0	0	0	0
M. Hawkins	2	2	0	0	1	0	0	0	1	0	0
Sgt. D. Chavez	0	0	0	0	0	0	0	0	0	0	0

<b>TOTAL</b>	14	10	4	0	2	1	1	0	4	4	4
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**Cibola County Sheriff's Office**  
**DISPATCH ARRIVED BY DSN AND DATE RANGE**  
**04/01/2018 00:00 through 04/30/2018 00:00**

<b>DSN</b>	<b>User</b>	<b># of Times Arrived on Call</b>
127	B. Gardner	13
114	Dep. A. Kemp	119
115	Dep. A. Roane	117
108	Dep. J. McCowen	220
117	Dep. M. Monte	4
107	Dep. R. Veloz	92
111	Dep. T. Archuleta	125
106	Det. S. Chavez	20
109	E. Augustine	65
131	E. Sanchez	54
112	J. Hocker	14
118	J. CASTANEDA	42
119	K. Ward	123
129	M. Hawkins	14
104	N. WADFORD	49
130	P. Lucero	121
105	Sgt. D. Chavez	112
101	Sheriff T. Mace	5
102	Undersheriff M. Munk	8

# Cibola County Sheriff's Office

114 McBride Rd, Grants, NM 87020

## Summons Issued Report

04/01/2018 to 04/30/2018

Summons No.	Name	Issue Date/Time	Violation	Officer ID / Name	Complaint No.	Fine
10556165	[REDACTED]	04/02/2018 1404	SPEEDING	119 - K. Ward		72.00
10556173	[REDACTED]	04/02/2018 1416	SPEEDING	119 - K. Ward		72.00
105542529	[REDACTED]	04/05/2018 1930	LICENSE PLATE EXPRIED	111 - Dep. T. Archuleta		0.00
10551851	[REDACTED]	04/16/2018 1303	SPEEDING	114 - Dep. A. Kemp		87.00
10556207	[REDACTED]	04/17/2018 0857	SPEEDING	104 - N. WADFORD		0.00
10556694	[REDACTED]	04/18/2018 1127	RECKLESS DRIVING	109 - E. Augustine		0.00
	[REDACTED]			[REDACTED]		0.00

Total Summons : 7

\* 119 - 2 + 5 = 7

111 - 1

114 - 1 + 3 = 4

104 - 1

109 - 1

115 - 2

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16 TOTAL



# Cibola County Sheriff's Office

114 McBride Rd, Grants, NM 87020

## Civil Process Total Attempts by User ID

Date From: 04/01/2018 To: 04/30/2018

Name:	Service Attempts:
106 - Det. S. Chavez	1
107 - Dep. R. Veloz	7
108 - Dep. J. McCowen	2
109 - E. Augustine	12
111 - Dep. T. Archuleta	7
114 - Dep. A. Kemp	20
115 - Dep. A. Roane	1
118 - J. CASTANEDA	3
1232 - A. Lopez	1
132 - RO R. Sabroe	17
152 - A. Lopez	5
alopez - A. Lopez	3
Total Service Attempts: 79	



# Cibola County Sheriff's Office

114 McBride Rd, Grants, NM 87020

## Offense Summary Report

From 04/01/2018 to 04/30/2018

Case No.	Date	Complainant	Status	Method Received
18-0351	04/09/2018			
18-0411	04/30/2018			
Total	2			
<b><u>BATTERY AGGRAVATED</u></b>				
18-0372	04/17/2018		CBA	DISPATCHER
Total	1			
<b><u>BATTERY SIMPLE</u></b>				
18-0354	04/10/2018		INFO REPORT ONLY	OTHER
18-0354	04/10/2018		INFO REPORT ONLY	OTHER
18-0410	04/29/2018		INFO REPORT ONLY	DISPATCHER
Total	2			
<b><u>CRASH REPORT</u></b>				
18-000333	04/03/2018		INFO REPORT ONLY	DISPATCHER
18-000338	04/04/2018		CLOSED	
18-0341	04/05/2018		INFO REPORT ONLY	DISPATCHER
18-0359	04/13/2018		INFO REPORT ONLY	DISPATCHER
18-0382	04/21/2018		INFO REPORT ONLY	DISPATCHER
Total	5			
<b><u>CRIMINAL DAMAGE</u></b>				
18-0378	04/20/2018		INFO REPORT ONLY	DISPATCHER
Total	1			
<b><u>DRUG</u></b>				
18-0412	04/30/2018		ACTIVE/PE NDING	DISPATCHER
Total	1			

# Cibola County Sheriff's Office

114 McBride Rd, Grants, NM 87020

## Offense Summary Report

From 04/01/2018 to 04/30/2018

Case No.	Date	Complainant	Status	Method Received
<b><u>DRUGS POSSESSION</u></b>				
18-0375	04/19/2018		JUV CLEARED	OTHER
18-0375	04/19/2018		JUV CLEARED	OTHER
Total	1			
<b><u>DUI/DWI</u></b>				
18-0349	04/09/2018		CBA	DISPATCHER
Total	1			
<b><u>LARCENY</u></b>				
18-0360	04/14/2018		ACTIVE/PE NDING	DISPATCHER
Total	1			
<b><u>MISSING PERSONS</u></b>				
18-0403	04/24/2018		NCIC ENTRY	WALK-IN
Total	1			
<b><u>RUNAWAYS</u></b>				
18-0370	04/16/2018		NCIC ENTRY	ON VIEW
18-0370	04/16/2018		NCIC ENTRY	ON VIEW
Total	1			
<b><u>SUICIDE ATTEMPT OR</u></b>				
18-0377	04/19/2018		INFO REPORT ONLY	DISPATCHER
Total	1			
<b><u>TRESSPASSING</u></b>				
18-0387	04/23/2018		CLOSED	DISPATCHER
Total	1			
<b><u>WARRANT - APPO</u></b>				
18-0339	04/05/2018		CBA	DISPATCHER
18-0361	04/14/2018		CBA	DISPATCHER
18-0388	04/20/2018		CBA	DISPATCHER
18-0389	04/20/2018		CBA	DISPATCHER
18-0390	04/20/2018		CBA	DISPATCHER
Total	5			

# Cibola County Sheriff's Office

114 McBride Rd, Grants, NM 87020

## Offense Summary Report

From 04/01/2018 to 04/30/2018

Case No.	Date	Complainant	Status	Method Received
<b><u>WARRANT - DISTRICT</u></b>				
18-000329	04/02/2018		CBA	OTHER AGENCY
18-000330	04/02/2018		CBA	OTHER AGENCY
18-000331	04/02/2018		CBA	OTHER AGENCY
18-0348	04/08/2018		CBA	OTHER
18-0357	04/11/2018		CBA	DISPATCHER
18-0366	04/11/2018		CBA	OTHER AGENCY
18-0376	04/19/2018		CBA	OTHER
18-0381	04/21/2018		CBA	OTHER
18-0394	04/24/2018		CBA	DISPATCHER
18-0394	04/24/2018		CBA	DISPATCHER
18-0406	04/26/2018		CBA	DISPATCHER
Total	10			
<b><u>WARRANT - MAGISTRATE</u></b>				
18-000328	04/02/2018		CBA	DISPATCHER
18-000332	04/03/2018		CBA	COURT ORDER
18-0347	04/07/2018		CBA	OTHER
18-0352	04/09/2018		CBA	ON VIEW
18-0373	04/17/2018		CBA	DISPATCHER
18-0383	04/21/2018		CBA	ON VIEW
18-0385	04/22/2018		CBA	ON VIEW
18-0395	04/24/2018		CBA	COURT ORDER
18-0402	04/25/2018		CBA	COURT ORDER
18-0405	04/26/2018		CBA	DISPATCHER
Total	10			
<b><u>WARRANT - OTHER</u></b>				
18-0396	04/24/2018		CBA	DISPATCHER
18-0423	04/30/2018		CBA	OTHER AGENCY
Total	2			
<b><u>WARRANT - TRANSPORT</u></b>				
18-000319	04/02/2018		CBA	COURT ORDER
18-000327	04/02/2018		CBA	DISPATCHER
18-000336	04/04/2018		CBA	COURT ORDER
18-0340	04/05/2018		CBA	COURT ORDER
18-0345	04/03/2018		CBA	COURT ORDER
18-0355	04/10/2018		CBA	COURT ORDER



# Cibola County Sheriff's Office

114 McBride Rd, Grants, NM 87020

## Offense Summary Report

From 04/01/2018 to 04/30/2018

Case No.	Date	Complainant	Status	Method Received
18-0356	04/11/2018		INFO REPORT ONLY	
18-0362	04/04/2018		CBA	COURT ORDER
18-0363	04/06/2018		CBA	COURT ORDER
18-0364	04/12/2018		CBA	COURT ORDER
18-0365	04/10/2018		CBA	COURT ORDER
18-0367	04/11/2018		CBA	OTHER AGENCY
18-0368	04/12/2018		CBA	COURT ORDER
18-0369	04/18/2018		CBA	OTHER AGENCY
18-0399	04/23/2018		CBA	COURT ORDER
18-0400	04/19/2018		CBA	COURT ORDER
18-0401	04/19/2018		CBA	COURT ORDER
18-0404	04/25/2018		CBA	COURT ORDER
18-0407	04/27/2018		CBA	COURT ORDER
18-0408	04/27/2018		CBA	COURT ORDER
18-0413	04/30/2018		CBA	OTHER
18-0420	04/30/2018		CBA	COURT ORDER
18-0421	04/30/2018		CBA	COURT ORDER
18-0424	04/30/2018		CBA	COURT ORDER
18-0430	04/30/2018		CBA	COURT ORDER

Total 25

### AGGRAVATED FLEEING LE

18-0393	04/24/2018	CBA	ON VIEW
Total	1		

### ASSAULT AGG HHM

18-0371	04/17/2018	WARRANT	OTHER
Total	1		

### CRIMINAL SEXUAL

18-0392	04/24/2018	ACTIVE/PE NDING	OTHER
Total	1		

### KIDNAPPING

18-0409	04/29/2018	WARRANT	DISPATCHER
Total	1		

### SEX OFFEDNER REG

18-0350	04/09/2018	ACTIVE/PE NDING	DISPATCHER
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# Cibola County Sheriff's Office

114 McBride Rd, Grants, NM 87020

## Offense Summary Report

From 04/01/2018 to 04/30/2018

Case No.	Date	Complainant	Status	Method Received
Total	1			
<b><u>SHOOT AT DEWLLING OR</u></b>				
18-0384	04/22/2018		INACTIVE	DISPATCHER
Total	1			
<b><u>STOLEN VEHICLE</u></b>				
18-0346	04/06/2018		INACTIVE	DISPATCHER
Total	1			
<b><u>STOLEN VEHICLE</u></b>				
18-0358	04/13/2018		INACTIVE	OTHER
Total	1			
<b><u>STOLEN VEHLCE</u></b>				
18-0353	04/10/2018		INFO REPORT ONLY	OTHER
Total	1			
<b><u>DEATH REPORT</u></b>				
18-000334	04/03/2018		INFO REPORT ONLY	
Total	1			
<b><u>DISORDERLY CONDUCT</u></b>				
18-000335	04/03/2018		CBA	DISPATCHER
18-0391	04/23/2018		CBA	DISPATCHER
18-0398	04/24/2018		CBA	DISPATCHER
Total	3			
<b><u>DRIVING REVOKED OR</u></b>				
18-0386	04/22/2018		CBA	ON VIEW
Total	1			
<b><u>PUBLIC NUISANCE</u></b>				
18-000325	04/01/2018		CBA	
Total	1			
<b><u>RESISTING OBSRUCTING</u></b>				
18-000326	04/01/2018		CBA	COURT ORDER
Total	1			
<b><u>RESTRAINING ORDER</u></b>				



# Cibola County Sheriff's Office

114 McBride Rd, Grants, NM 87020


## Offense Summary Report

From 04/01/2018 to 04/30/2018

Case No.	Date	Complainant	Status	Method Received
18-0397	04/24/2018		INFO REPORT ONLY	DISPATCHER

Total 1

### INFORMATION REPORT

18-000337	04/04/2018		INFO REPORT ONLY	DISPATCHER
18-0374	04/18/2018		INFO REPORT ONLY	DISPATCHER
18-0379	04/20/2018		INFO REPORT ONLY	DISPATCHER
18-0380	04/21/2018		INFO REPORT ONLY	DISPATCHER
18-0414	04/30/2018		INFO REPORT ONLY	DISPATCHER

Total 5

Total Offenses = 93

# ***Cibola County Road Dept.***

***700 E. Roosevelt Suite 50***

***Grants NM 87020***

***505-285-2570 Phone 505-285 3656 Fax***



***Thursday, May 10, 2018***

***To: Kate Fletcher - County Manager***  
***Fr: Gary Porter - Public Works Director***  
***Re: Monthly Report: 4/2/18 - 4/30/18 (April)***

## ***Regular Maintenance***

### ***Blade & Shape***

<b><u><i>Road</i></u></b>	<b><u><i>Description</i></u></b>	<b><u><i>Miles</i></u></b>
<b><i>C35</i></b>	<b><i>Fencelake Community Roads</i></b>	<b><i>9.064</i></b>
<b><i>C29</i></b>	<b><i>Plano Colorado</i></b>	<b><i>2.482</i></b>
<b><i>C29A</i></b>	<b><i>Old Bluewater Lake Road</i></b>	<b><i>1.700</i></b>
<b><i>C32</i></b>	<b><i>Zuni Trail</i></b>	<b><i>27.111</i></b>
<b><i>C48A</i></b>	<b><i>Timberlake Road</i></b>	<b><i>16.400</i></b>
<b><i>C6</i></b>	<b><i>Seboyeta-Bibo Roads</i></b>	<b><i>4.834</i></b>
<b><i>C1</i></b>	<b><i>Marquez Road</i></b>	<b><i>17.208</i></b>
<b><i>C33</i></b>	<b><i>Candy Kitchen Road</i></b>	<b><i>15.125</i></b>
<b><i>C49</i></b>	<b><i>Zuni Canyon Road</i></b>	<b><i>13.427</i></b>
<b><i>C48</i></b>	<b><i>Mallery Road</i></b>	<b><i>13.229</i></b>
<b><i>Total Miles</i></b>		<b><i>120.580</i></b>

## ***Special Projects***

<b><i>C32</i></b>	<b><i>Zuni Trail - Bring back culverts to yard, work on cattle guard.</i></b>
<b><i>C5</i></b>	<b><i>Moquino-LaJoya Loop - Paint speed humps.</i></b>
<b><i>C6</i></b>	<b><i>Seboyeta-Bibo Rds. - Paint speed humps, Haul base course.</i></b>
<b><i>C58</i></b>	<b><i>San Rafael - Paint speed humps, put up signs, shoulder work.</i></b>
<b><i>C21</i></b>	<b><i>Murray Acres - Paint speed humps.</i></b>
<b><i>C27</i></b>	<b><i>Vida Buena Rd. - Paint speed humps.</i></b>
<b><i>C24</i></b>	<b><i>Elkins Rd. - Paint speed humps.</i></b>
<b><i>C8</i></b>	<b><i>Encinal Rd. - Cut trees.</i></b>
<b><i>C9</i></b>	<b><i>Water Canyon Rd. - Cut trees.</i></b>

<b>C17A</b>	<b><i>Walter Rd. - Cut trees.</i></b>
<b>C34</b>	<b><i>Pine Hill Rd. - Install culverts, clean cattle guards, put up signs.</i></b>
<b>C20</b>	<b><i>San Mateo Rd. - Shoulder work.</i></b>
<b>C35</b>	<b><i>Fencelake Community Rds. - Clean cattle guards.</i></b>
<b>C23</b>	<b><i>Ralph Card Rd. - Put up signs.</i></b>
<b>C19</b>	<b><i>Cantina Rd. - Cut trees.</i></b>
<b>C42</b>	<b><i>Back Country Byway - Clean cattle guards.</i></b>
<b>C28C</b>	<b><i>Cemetery Rd. - Put up signs.</i></b>
<b>C48</b>	<b><i>Mallery Rd. - Put up signs.</i></b>
<b>C33</b>	<b><i>Candy Kitchen Rd. - Put up downed signs, clean culverts &amp; cattle guards.</i></b>
<b>C48A</b>	<b><i>Timberlake Rd. - Put up downed signs.</i></b>
<b>C45</b>	<b><i>Camino de Turquesa - Put up signs.</i></b>
<b>C47</b>	<b><i>Mesa Ridge Rd. - Put up signs.</i></b>
<b>C56B</b>	<b><i>Vista Del Monte Rd. - Stock pile dirt.</i></b>
<b>C49</b>	<b><i>Zuni Canyon Rd. - Put up signs.</i></b>
<b>C41</b>	<b><i>Pie Town Rd. - Put up signs.</i></b>
<b>C54A</b>	<b><i>Ft. Wingate Rd. - Put up signs.</i></b>
<b>C56</b>	<b><i>Otero Acres - Put up signs.</i></b>
<b>C30</b>	<b><i>Bluewater South - Clean culverts.</i></b>
<b>C59</b>	<b><i>Dwight Small Rd. - Shoulder work.</i></b>

# Cibola County Road Dept.

700 E. Roosevelt Suite 50  
Grants NM 87020  
505-285-2570 Phone Fax 505-287-3656



## MAINTENANCE REPORT

**April 2018**

<u>Department</u>	<u>Unit Number</u>	<u>Total Parts &amp; Oil</u>	<u>Hours Worked</u>	<u>Mechanic Rate</u>	<u>Total on Repair Order</u>
Road Dept.	135	\$15.19	0.5	\$ 17.50	\$ 23.94
Road Dept.	153	\$1.65	1	\$ 17.50	\$ 19.15
Road Dept.	154	\$203.37	3	\$ 17.50	\$ 255.87
Road Dept.	155	\$15.96	0.75	\$ 17.50	\$ 29.09
Road Dept.	Stihl Chain Saw	\$17.23	1	\$ 17.50	\$ 34.73
Road Dept.	Tire Machine	\$694.35	16	\$ 17.50	\$ 974.35
				<b>TOTAL</b>	<b>\$ 1,337.13</b>
Sheriff's	G85514	\$8.55	0.75	\$ 17.50	\$ 21.68
Sheriff's	G-88607	\$17.98	2.5	\$ 17.50	\$ 61.73
Sheriff's	G-90204	\$23.23	0.75	\$ 17.50	\$ 36.36
Sheriff's	G-92101	\$35.58	1.5	\$ 17.50	\$ 61.83
Sheriff's	G-92102	\$183.15	8	\$ 17.50	\$ 323.15
Sheriff's	G-96110	\$35.58	1	\$ 17.50	\$ 53.08
Sheriff's	G-96442	\$8.00	5	\$ 17.50	\$ 95.50
				<b>TOTAL</b>	<b>\$ 653.33</b>
Maintenance	G-67587	\$22.62	1	\$ 17.50	\$ 40.12
					<b>\$ 40.12</b>
Managers	G68922	\$65.45	3	\$ 17.50	\$ 117.95
Managers	G-81964	\$59.07	3	\$ 17.50	\$ 111.57
				<b>TOTAL</b>	<b>\$ 229.52</b>



# 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

**April 2018**

UNLEADED					
VEHICLE #	COST/MILE	MPG	MILES	TOTAL GAL.	TOTAL COST
G-18473	0.24	10.70	183	17.100	\$ 43.88
G-18464	#VALUE!	#VALUE!	N/U	0.000	\$ -
G-15638	#VALUE!	#VALUE!	N/U	0.000	\$ -
G-29800	0.24	10.78	443	41.100	\$ 104.80
G-29091	0.83	3.00	57	19.000	\$ 47.42
G-23696	0.00	#DIV/0!	3	0.000	\$ -
G-23697	0.18	13.91	1,643	118.100	\$ 301.53
G-39980	0.14	17.58	211	12.000	\$ 29.94
G-39988	0.18	13.83	401	29.000	\$ 73.76
G-95862	0.16	16.64	1,987	119.400	\$ 322.03
G-57384	0.17	15.37	939	61.100	\$ 157.21
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	#VALUE!	#VALUE!	N/U	0.000	\$ -
G-66165	0.26	9.75	N/U	28.000	\$ 71.48
G-70482	0.11	22.21	582	26.200	\$ 65.37
G-78718	0.30	8.64	121	14.000	\$ 36.43
G-64239	#VALUE!	#VALUE!	N/U	0.000	\$ -
G-86952	0.12	20.00	782	39.100	\$ 96.51
G-86953	0.10	25.37	1,459	57.500	\$ 146.33
G-86954	0.13	18.89	2,787	147.500	\$ 369.77
G-91750	0.29	9.00	117	13.000	\$ 33.83
Extra card	#DIV/0!	0.00	0	5.100	\$ 16.80
<b>TOTAL GAS</b>				<b>747.200</b>	<b>\$ 1,917.09</b>

DIESEL FUEL					
VEHICLE #	COST/MILE	MPG	MILES	TOTAL GAL.	TOTAL COST
G-50237	0.05	50.58	263	5.200	\$ 13.82
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	0.45	5.97	275	46.100	\$ 122.45
G-30549	#VALUE!	#VALUE!	N/U	0.000	\$ -
G-38441	#VALUE!	#VALUE!	N/U	0.000	\$ -
G-67372	0.44	6.10	1,144	187.500	\$ 503.29
G-67371	#VALUE!	#VALUE!	N/U	0.000	\$ -
G-70782	0.49	5.51	1,098	199.200	\$ 536.56
Distributor	#VALUE!	#VALUE!	N/U	0.000	\$ -
Water Truck	#VALUE!	#VALUE!	N/U	0.000	\$ -
New Transport	0.66	4.36	1,518	348.200	\$ 1,003.24
305	10.39	0.25	9	35.500	\$ 93.49
306	#VALUE!	#VALUE!	N/U	0.000	\$ -
307	4.36	0.61	7	11.500	\$ 30.54
308	4.41	0.62	34	55.200	\$ 149.99
309	5.58	0.50	7	14.100	\$ 39.09
310	#VALUE!	#VALUE!	N/U	0.000	\$ -
311	#VALUE!	#VALUE!	N/U	0.000	\$ -
312	#VALUE!	#VALUE!	N/U	0.000	\$ -
313	#VALUE!	#VALUE!	N/U	0.000	\$ -
314	4.71	0.57	21	36.600	\$ 98.98
416	12.66	0.22	44	204.000	\$ 556.94
417	7.53	0.36	88	244.300	\$ 662.47
418	9.66	0.28	79	286.600	\$ 763.15
501	#VALUE!	#VALUE!	N/U	0.000	\$ -
Extra card	#VALUE!	#VALUE!	N/U	0.000	\$ -
<b>TOTAL DIESEL</b>				<b>1674.000</b>	<b>\$ 4,574.01</b>

\*N/U = NOT USED



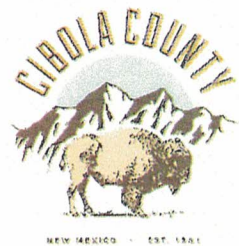
# NEW ITEMS

11 a.

**Cibola County Commission**

Robert J. Armijo, Chairman  
Daniel J. Torrez, 1<sup>st</sup> Vice-Chair  
Jack P. Moleres, 2<sup>nd</sup> Vice-Chair  
Robert Windhorst, Commissioner  
Martha Garcia, Commissioner

**Cibola County**  
**700 E. Roosevelt Ave., Suite 50**  
Grants, New Mexico 87020  
Phone (505) 287-9431 – Fax (505) 285-5434



Kate Fletcher  
County Manager

**Resolution No. 18-33**

**2017-2018 Quarter Financial Report  
Quarter Ending March 31, 2018**

**Whereas,** the Board of Commissioners of County of Cibola of the State of New Mexico, has developed a budget for fiscal year 2017-2018; and

**Whereas,** it is hereby certified that the contents in this report are true and correct to the best of our knowledge and that this report depicts all funds for fiscal year 2018.

**Now, therefore, be it resolved** that the Board of Commissioners of Cibola County of the State of New Mexico, hereby approves the quarterly report for March 31, 2018 hereinafter described as Attachment "A".

**RESOLVED** this 24<sup>th</sup> day of May, 2018 in Grants, New Mexico.

**THE BOARD OF COUNTY COMMISSIONERS:**

\_\_\_\_\_  
Robert J. Armijo, Chairman

\_\_\_\_\_  
Daniel J. Torrez, 1<sup>st</sup> Vice-Chair

\_\_\_\_\_  
Jack P. Moleres, 2<sup>nd</sup> Vice-Chair

\_\_\_\_\_  
Robert S. Windhorst, Commissioner

\_\_\_\_\_  
Martha Garcia, Commissioner

**ATTEST:**

\_\_\_\_\_  
Michelle E Dominguez, County Clerk



DEPARTMENT OF FINANCE AND ADMINISTRATION  
LOCAL GOVERNMENT DIVISIONSUBMIT TO LOCAL GOVERNMENT DIVISION NO LATER THAN 30 DAYS  
AFTER THE CLOSE OF EACH QUARTER.I HEREBY CERTIFY THAT THE CONTENTS IN THIS REPORT ARE TRUE AND CORRECT TO THE BEST OF  
MY KNOWLEDGE AND THAT THIS REPORT DEPICTS ALL FUNDS.

04/30/2018

Date

Wendy Self

Signature

## YEAR-TO-DATE TRANSACTIONS

Fund #	FUND NAME	BEGINNING CASH BALANCE CURRENT FY (1)	REVENUES TO DATE (2)	TRANSFERS TO DATE (3)	EXPENDITURES TO DATE (4)	ADJUSTMENTS (5)	QTR ENDING CASH BALANCE (1)+(2)-(3)+(4)+(5) (6)	INVESTMENTS (7)	CASH + INVESTMENTS (8)	REQUIRED RESERVES (9)	AVAILABLE CASH (8) - (9)
101	GENERAL FUND (GF)	\$2,351,071	3,960,571	(1,776,844)	4,088,545	(1,209,512)	(\$763,259)	6,000,799	\$5,237,540	1,022,136	\$4,215,404
201	CORRECTION	\$0	0	0	0	0	\$0	0	\$0		\$0
202	ENVIRONMENTAL GRT	\$0	0	0	0	0	\$0	0	\$0		\$0
203	County Property Valuation	\$382,199	56,444	0	50,507	0	\$388,136	0	\$388,136		\$388,136
204	COUNTY ROAD	\$144,102	656,229	574,700	1,247,911	(126,519)	\$602	0	\$602	103,993	(\$103,391)
206	EMS	\$71,732	37,052	0	51,035	13,622	\$71,371	0	\$71,371		\$71,371
207	ENHANCED 911	\$0	501,908	144,386	660,538	14,114	(\$130)	0	(\$130)		(\$130)
208	Farm & Range Improvement	\$0	5,000	993	5,993	0	\$0	0	\$0		\$0
209	FIRE PROTECTION FUND	\$1,251,250	629,653	(13,860)	1,004,222	(9,697)	\$853,124	0	\$853,124		\$853,124
211	LEPF	\$47,685	32,100	0	64,575	(1)	\$15,209	0	\$15,209		\$15,209
214	LODGERS' TAX	\$0	0	0	0	0	\$0	0	\$0		\$0
217	RECREATION	\$0	0	0	0	0	\$0	0	\$0		\$0
218	INTERGOVERNMENTAL GRANTS	\$3,038	19,823,765	(3,493)	19,696,645	(106,662)	\$20,003	69,163	\$89,166		\$89,166
219	SENIOR CITIZEN	\$0	0	0	0	0	\$0	0	\$0		\$0
220	COUNTY INDIGENT FUND	\$789,370	306,198	0	487,737	0	\$607,831	0	\$607,831		\$607,831
221	COUNTY HOSPITAL FUND	\$0	0	0	0	0	\$0	0	\$0		\$0
222	COUNTY FIRE PROTECTION	\$387,654	207,060	(41,000)	37,778	1	\$443,766	0	\$443,766		\$443,766
223	DWI PROGRAM	\$31,046	207,060	27,831	192,637	41,868	\$115,168	0	\$115,168		\$115,168
225	Clerk Recording & Filing	\$139,655	22,786	0	80,238	162	\$82,365	0	\$82,365		\$82,365
226	JAIL - DETENTION FUND	\$0	849,794	1,888,240	2,820,871	82,836	\$0	7,628	\$7,628		\$7,628
299	OTHER	\$0	16,081	65,402	113,442	53	(\$31,906)	0	(\$31,906)		(\$31,906)
300	CAPITAL PROJECT FUNDS	\$421,320	23,175	(6,216)	16,958	(421,320)	\$0	0	\$0		\$0
401	G. O. BONDS	\$0	0	0	0	0	\$0	0	\$0		\$0
402	REVENUE BONDS	\$2,267,052	1,586,412	(915,000)	391,509	(879,200)	\$1,667,755	0	\$1,667,755		\$1,667,755
403	DEBT SERVICE OTHER	\$0	467,116	54,860	9,315	(512,661)	\$0	552,768	\$552,768		\$552,768
500	ENTERPRISE FUNDS										
	Water Fund	\$0	#REF!	#REF!	#REF!	0	#REF!	0	#REF!		#REF!
	Solid Waste	\$0	#REF!	#REF!	#REF!	0	#REF!	0	#REF!		#REF!
	Waste Water	\$0	#REF!	#REF!	#REF!	0	#REF!	0	#REF!		#REF!
	Airport	\$0	#REF!	#REF!	#REF!	0	#REF!	0	#REF!		#REF!
	Ambulance	\$0	#REF!	#REF!	#REF!	0	#REF!	0	#REF!		#REF!
	Cemetery	\$0	#REF!	#REF!	#REF!	0	#REF!	0	#REF!		#REF!
	Housing	\$0	#REF!	#REF!	#REF!	0	#REF!	0	#REF!		#REF!
	Parking	\$0	#REF!	#REF!	#REF!	0	#REF!	0	#REF!		#REF!
	#REF!	\$0	#REF!	#REF!	#REF!	0	#REF!	0	#REF!		#REF!
	#REF!	\$0	#REF!	#REF!	#REF!	0	#REF!	0	#REF!		#REF!
	#REF!	\$0	#REF!	#REF!	#REF!	0	#REF!	0	#REF!		#REF!
	#REF!	\$0	#REF!	#REF!	#REF!	0	#REF!	0	#REF!		#REF!
600	INTERNAL SERVICE FUNDS	\$0	#REF!	#REF!	#REF!	0	#REF!	0	#REF!		#REF!
700	TRUST AND AGENCY FUNDS	\$0	#REF!	#REF!	#REF!	0	#REF!	0	#REF!		#REF!
GRAND TOTAL		\$8,287,174	#REF!	#REF!	#REF!	(\$3,112,916)	#REF!	\$6,630,358	#REF!	\$1,126,129	#REF!



GENERAL FUND - COUNTY

COMPARATIVE STATEMENT OF REVENUES AND EXPENDITURES	BUDGETED AMOUNTS			ACTUALS Y-T-D	ENCUMBRAN CES Y-T-D	Variance With Adjusted Budget Positive (Negative)	
	Approved Budget	Budget Adjustments	Adjusted Budget			\$	%
<b>REVENUES</b>							
<b>Taxes:</b>							
Property Tax - Current Year	\$3,127,359	\$0	\$3,127,359	\$2,138,266		(\$989,093)	68.37%
Property Tax - Delinquent	\$240,000	\$0	\$240,000	\$283,050		\$43,050	117.94%
Property Tax - Penalty & Interest	\$50,000	\$0	\$50,000	\$127,314		\$77,314	254.63%
Oil and Gas - Equipment	\$0	\$0	\$0	\$0		\$0	n/a
Oil and Gas - Production	\$0	\$0	\$0	\$0		\$0	n/a
Franchise Fees	\$0	\$0	\$0	\$0		\$0	n/a
Gross receipts - Local Option	\$450,000	\$0	\$450,000	\$306,116		(\$143,884)	68.03%
Gross Receipts - Infrastructure	\$70,000	\$0	\$70,000	\$67,124		(\$2,876)	95.89%
Gross Receipts - Environment	\$73,034	\$0	\$73,034	\$97,681		\$24,647	133.75%
Gross Receipts - Hold Harmless	\$0	\$0	\$0	\$0		\$0	n/a
Gross Receipts - Other Dedication	\$0	\$0	\$0	\$34,989		\$34,989	n/a
PILT	\$1,600,000	\$0	\$1,600,000	\$0		(\$1,600,000)	0.00%
<b>Intergovernmental - State Shared:</b>							
Gross receipts	\$0	\$0	\$0	\$0		\$0	n/a
Cigarette Tax	\$0	\$0	\$0	\$0		\$0	n/a
Gas Tax	\$0	\$0	\$0	\$0		\$0	n/a
Motor Vehicle	\$40,000	\$0	\$40,000	\$48,269		\$8,269	120.67%
Other	\$0	\$0	\$0	\$0		\$0	n/a
Grants - Federal	\$0	\$0	\$0	\$0		\$0	n/a
Grants - State	\$0	\$0	\$0	\$0		\$0	n/a
Grants - Local	\$0	\$0	\$0	\$0		\$0	n/a
Legislative Appropriations	\$0	\$0	\$0	\$0		\$0	n/a
Small Counties Assistance	\$0	\$0	\$0	\$278,000		\$278,000	n/a
<b>Licenses and Permits</b>	\$3,700	\$0	\$3,700	\$3,560		(\$140)	96.22%
<b>Charges for Services</b>	\$466,754	\$0	\$466,754	\$418,512		(\$48,242)	89.66%
<b>Fines and Forfeits</b>	\$4,000	\$0	\$4,000	\$6,030		\$2,030	150.75%
<b>Interest on Investments</b>	\$3,000	\$0	\$3,000	\$25,709		\$22,709	856.96%
<b>Miscellaneous</b>	\$322,500	\$0	\$322,500	\$125,950		(\$196,550)	39.05%
<b>TOTAL GENERAL FUND REVENUES</b>	\$6,450,347	\$0	\$6,450,347	\$3,960,571		(\$2,489,776)	61.40%
<b>EXPENDITURES</b>							
Executive-Legislative	\$759,473	\$0	\$759,473	\$519,467	\$0	\$240,006	68.40%
Judicial	\$29,775	\$0	\$29,775	\$20,137	\$0	\$9,638	67.63%
Elections	\$215,399	\$0	\$215,399	\$98,936	\$0	\$116,463	45.93%
Finance & Administration	\$1,907,462	\$0	\$1,907,462	\$1,458,442	\$0	\$449,020	76.46%
Public Safety	\$1,673,035	\$0	\$1,673,035	\$1,518,869	\$0	\$154,166	90.79%
Highways & Streets	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Senior Citizens	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Sanitation	\$187,000	\$0	\$187,000	\$143,146	\$0	\$43,854	76.55%
Health and Welfare	\$38,520	\$0	\$38,520	\$29,025	\$0	\$9,495	75.35%
Culture and Recreation	\$55,905	\$0	\$55,905	\$27,953	\$0	\$27,953	50.00%
Economic Development & Housing	\$20,000	\$0	\$20,000	\$13,333	\$0	\$6,667	66.67%
Other - Miscellaneous	\$363,561	\$0	\$363,561	\$259,237	\$0	\$104,324	71.30%
<b>TOTAL GENERAL FUND EXPENDITURES</b>	\$5,250,130	\$0	\$5,250,130	\$4,088,545	\$0	\$1,161,585	77.88%
<b>OTHER FINANCING SOURCES</b>							
Transfers In	\$908,413	\$0	\$908,413	\$5,146,090		\$4,237,677	566.49%
Transfers (Out)	(\$3,139,616)	(\$145,000)	(\$3,284,616)	(\$6,922,933)		(\$3,638,317)	210.77%
<b>TOTAL - OTHER FINANCING SOURCES</b>	(\$2,231,203)	(\$145,000)	(\$2,376,203)	(\$1,776,844)		\$599,359	74.78%
<b>Excess (deficiency) of revenues over expenditures</b>				(\$1,904,818)			



SPECIAL REVENUES - COUNTY FUNDS - QUARTERLY REPORT

SPECIAL REVENUES - RESOURCES	Fund	BUDGET			ACTUALS		Budget Balance	Budget Variance%
		Approved Budget	Resolutions Adj. Budget	Adjusted Budget	Year to Date Total	Encumbrances (expend line only)		
<b>CORRECTIONS REVENUES</b>	<b>201</b>							
Correction Fees	201	0	0	0	0		0	n/a
Miscellaneous	201	0	0	0	0		0	n/a
<b>TOTAL Revenues</b>		0	0	0	0		0	n/a
<b>EXPENDITURES</b>	201	0	0	0	0	0	0	n/a
<b>OTHER FINANCING SOURCES</b>								
Transfers In	201	0	0	0	0		0	n/a
Transfers (Out)	201	0	0	0	0		0	n/a
<b>TOTAL - OTHER FINANCING SOURCES</b>		0	0	0	0		0	n/a
Excess (deficiency) of revenues over expen	201				0			
<b>ENVIRONMENTAL REVENUES</b>	<b>202</b>							
GRT - Environmental	202	0	0	0	0		0	n/a
Miscellaneous	202	0	0	0	0		0	n/a
<b>TOTAL Revenues</b>		0	0	0	0		0	n/a
<b>EXPENDITURES</b>	202	0	0	0	0	0	0	n/a
<b>OTHER FINANCING SOURCES</b>								
Transfers In	202	0	0	0	0		0	n/a
Transfers (Out)	202	0	0	0	0		0	n/a
<b>TOTAL - OTHER FINANCING SOURCES</b>		0	0	0	0		0	n/a
Excess (deficiency) of revenues over expen	202				0			
<b>PROPERTY VALUATION REVENUES</b>	<b>203</b>							
Administrative Fee	203	55,000	0	55,000	56,444		1,444	102.62%
Miscellaneous	203	0	0	0	0		0	n/a
<b>TOTAL Revenues</b>		55,000	0	55,000	56,444		1,444	102.62%
<b>EXPENDITURES</b>	203	144,118	0	144,118	50,507	0	93,611	35.05%
<b>OTHER FINANCING SOURCES</b>								
Transfers In	203	0	0	0	0		0	n/a
Transfers (Out)	203	0	0	0	0		0	n/a
<b>TOTAL - OTHER FINANCING SOURCES</b>		0	0	0	0		0	n/a
Excess (deficiency) of revenues over expen	203				5,937			
<b>EMS REVENUES</b>	<b>206</b>							
State EMS Grant	206	28,180	0	28,180	37,052		8,872	131.48%
Miscellaneous	206	0	0	0	0		0	n/a
<b>TOTAL Revenues</b>		28,180	0	28,180	37,052		8,872	131.48%
<b>EXPENDITURES</b>	206	80,334	0	80,334	51,035	0	29,299	63.53%
<b>OTHER FINANCING SOURCES</b>								
Transfers In	206	0	0	0	0		0	n/a
Transfers (Out)	206	0	0	0	0		0	n/a
<b>TOTAL - OTHER FINANCING SOURCES</b>		0	0	0	0		0	n/a
Excess (deficiency) of revenues over expen	206				(13,983)			



SPECIAL REVENUES - COUNTY FUNDS - QUARTERLY REPORT

SPECIAL REVENUES - RESOURCES	Fund	BUDGET			ACTUALS			
		Approved Budget	Resolutions Adj. Budget	Adjusted Budget	Year to Date Total	Encumbrances (expend line only)	Budget Balance	Budget Variance%
<b>E911 REVENUES</b>	<b>207</b>							
State-E-911 Enhancement	207	0	0	0	0		0	n/a
Network & Data Base Grant	207	0	0	0	0		0	n/a
Miscellaneous	207	0	827,244	827,244	501,908		(325,336)	60.67%
<b>TOTAL Revenues</b>		0	827,244	827,244	501,908		(325,336)	60.67%
<b>EXPENDITURES</b>	207	0	860,616	860,616	660,538	0	200,078	76.75%
<b>OTHER FINANCING SOURCES</b>								
Transfers In	207	0	33,372	33,372	144,386		111,014	432.66%
Transfers (Out)	207	0	0	0	0		0	n/a
<b>TOTAL - OTHER FINANCING SOURCES</b>		0	33,372	33,372	144,386		111,014	432.66%
Excess (deficiency) of revenues over expen	207				(14,244)			
<b>FARM &amp; RANGE REVENUES</b>	<b>208</b>							
Federal - Taylor Grazing	208	5,525	0	5,525	0		(5,525)	0.00%
Miscellaneous	208	5,000	0	5,000	5,000		0	100.00%
<b>TOTAL Revenues</b>		10,525	0	10,525	5,000		(5,525)	47.51%
<b>EXPENDITURES</b>	208	22,000	0	22,000	5,993	0	16,007	27.24%
<b>OTHER FINANCING SOURCES</b>								
Transfers In	208	11,475	0	11,475	993		(10,482)	8.66%
Transfers (Out)	208	0	0	0	0		0	n/a
<b>TOTAL - OTHER FINANCING SOURCES</b>		11,475	0	11,475	993		(10,482)	8.66%
Excess (deficiency) of revenues over expen	208				0			
<b>COUNTY FIRE PROTECTION REVENUES</b>	<b>209</b>							
State - Fire Marshall Allotment	209	747,862	0	747,862	602,581		(145,281)	80.57%
Miscellaneous	209	0	0	0	27,072		27,072	n/a
<b>TOTAL Revenues</b>		747,862	0	747,862	629,653		(118,209)	84.19%
<b>EXPENDITURES</b>	209	1,967,240	(20,000)	1,947,240	1,004,222	0	943,018	51.57%
<b>OTHER FINANCING SOURCES</b>								
Transfers In	209	41,000	0	41,000	41,000		0	100.00%
Transfers (Out)	209	(54,925)	0	(54,925)	(54,860)		65	99.88%
<b>TOTAL - OTHER FINANCING SOURCES</b>		(13,925)	0	(13,925)	(13,860)		65	99.53%
Excess (deficiency) of revenues over expen	209				(388,429)			
<b>LAW ENFORCEMENT PROTECTION REVENUES</b>	<b>211</b>							
State-Law Enforcement Protection	211	29,600	0	29,600	29,600		0	100.00%
Miscellaneous	211	0	0	0	2,500		2,500	n/a
<b>TOTAL Revenues</b>		29,600	0	29,600	32,100		2,500	108.45%
<b>EXPENDITURES</b>	211	60,400	0	60,400	64,575	0	(4,175)	106.91%
<b>OTHER FINANCING SOURCES</b>								
Transfers In	211	0	0	0	0		0	n/a
Transfers (Out)	211	0	0	0	0		0	n/a
<b>TOTAL - OTHER FINANCING SOURCES</b>		0	0	0	0		0	n/a
Excess (deficiency) of revenues over expen	211				(32,475)			



SPECIAL REVENUES - COUNTY FUNDS - QUARTERLY REPORT

SPECIAL REVENUES - RESOURCES	Fund	BUDGET			ACTUALS		Budget Balance	Budget Variance%
		Approved Budget	Resolutions Adj. Budget	Adjusted Budget	Year to Date Total	Encumbrances (expend line only)		
<b>LODGERS' TAX REVENUES</b>	<b>214</b>							
Lodgers' Tax	214	0	0	0	0		0	n/a
Miscellaneous	214	0	0	0	0		0	n/a
<b>TOTAL Revenues</b>		0	0	0	0		0	n/a
<b>EXPENDITURES</b>	214	0	0	0	0	0	0	n/a
<b>OTHER FINANCING SOURCES</b>								
Transfers In	214	0	0	0	0		0	n/a
Transfers (Out)	214	0	0	0	0		0	n/a
<b>TOTAL - OTHER FINANCING SOURCES</b>		0	0	0	0		0	n/a
Excess (deficiency) of revenues over expen	214				0			
<b>RECREATION REVENUES</b>	<b>217</b>							
Cigarette Tax - (1 cent)	217	0	0	0	0		0	n/a
Miscellaneous	217	0	0	0	0		0	n/a
<b>TOTAL Revenues</b>		0	0	0	0		0	n/a
<b>EXPENDITURES</b>	217	0	0	0	0	0	0	n/a
<b>OTHER FINANCING SOURCES</b>								
Transfers In	217	0	0	0	0		0	n/a
Transfers (Out)	217	0	0	0	0		0	n/a
<b>TOTAL - OTHER FINANCING SOURCES</b>		0	0	0	0		0	n/a
Excess (deficiency) of revenues over expen	217				0			
<b>INTERGOVERNMENTAL GRANTS REVENUES</b>	<b>218</b>							
State Grants	218	140,616	0	140,616	3,493		(137,123)	2.48%
Federal Grants	218	0	0	0	19,790,634		19,790,634	n/a
Miscellaneous	218	30,566,155	0	30,566,155	29,638		(30,536,517)	0.10%
<b>TOTAL Revenues</b>		30,706,771	0	30,706,771	19,823,765		(10,883,006)	64.56%
<b>EXPENDITURES</b>	218	30,620,641	0	30,620,641	19,696,645	0	10,923,996	64.32%
<b>OTHER FINANCING SOURCES</b>								
Transfers In	218	30,832	0	30,832	0		(30,832)	0.00%
Transfers (Out)	218	(120,000)	0	(120,000)	(3,493)		116,507	2.91%
<b>TOTAL - OTHER FINANCING SOURCES</b>		(89,168)	0	(89,168)	(3,493)		85,675	3.92%
Excess (deficiency) of revenues over expen	218				123,627			
<b>SENIOR CITIZENS REVENUES</b>	<b>219</b>							
State Grants	219	0	0	0	0		0	n/a
Federal Grants	219	0	0	0	0		0	n/a
Miscellaneous	219	0	0	0	0		0	n/a
<b>TOTAL Revenues</b>		0	0	0	0		0	n/a
<b>EXPENDITURES</b>	219	0	0	0	0	0	0	n/a
<b>OTHER FINANCING SOURCES</b>								
Transfers In	219	0	0	0	0		0	n/a
Transfers (Out)	219	0	0	0	0		0	n/a
<b>TOTAL - OTHER FINANCING SOURCES</b>		0	0	0	0		0	n/a
Excess (deficiency) of revenues over expen	219				0			



SPECIAL REVENUES - COUNTY FUNDS - QUARTERLY REPORT

SPECIAL REVENUES - RESOURCES	Fund	BUDGET			ACTUALS		Budget Balance	Budget Variance%
		Approved Budget	Resolutions Adj. Budget	Adjusted Budget	Year to Date Total	Encumbrances (expend line only)		
<b>INDIGENT REVENUES</b>	<b>220</b>							
GRT - County Indigent	220	450,000	0	450,000	306,116		(143,884)	68.03%
Miscellaneous	220	3,100	0	3,100	81		(3,019)	2.62%
<b>TOTAL Revenues</b>		453,100	0	453,100	306,198		(146,902)	67.58%
<b>EXPENDITURES</b>	220	755,000	0	755,000	487,737	0	267,263	64.60%
OTHER FINANCING SOURCES								
Transfers In	220	0	0	0	0		0	n/a
Transfers (Out)	200	0	0	0	0		0	n/a
<b>TOTAL - OTHER FINANCING SOURCES</b>		0	0	0	0		0	n/a
Excess (deficiency) of revenues over expen	220				(181,539)			
<b>HOSPITAL REVENUES</b>	<b>221</b>							
GRT - Special/Local Hospital	221	0	0	0	0		0	n/a
GRT - Hospital Emergency	221	0	0	0	0		0	n/a
GRT - County Health Care	221	0	0	0	0		0	n/a
Miscellaneous	221	0	0	0	0		0	n/a
<b>TOTAL Revenues</b>		0	0	0	0		0	n/a
<b>EXPENDITURES</b>	221	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES								
Transfers In	221	0	0	0	0		0	n/a
Transfers (Out)	221	0	0	0	0		0	n/a
<b>TOTAL - OTHER FINANCING SOURCES</b>		0	0	0	0		0	n/a
Excess (deficiency) of revenues over expen	221				0			
<b>COUNTY FIRE PROTECTION REVENUES</b>	<b>222</b>							
GRT - Fire Excise Tax (1/4 or 1/8 cent)	222	130,000	0	130,000	134,342		4,342	103.34%
Miscellaneous	222	0	0	0	548		548	n/a
<b>TOTAL Revenues</b>		130,000	0	130,000	134,890		4,890	103.76%
<b>EXPENDITURES</b>	222	65,500	0	65,500	37,778	0	27,722	57.68%
OTHER FINANCING SOURCES								
Transfers In	222	0	0	0	0		0	n/a
Transfers (Out)	222	(41,000)	0	(41,000)	(41,000)		0	100.00%
<b>TOTAL - OTHER FINANCING SOURCES</b>		(41,000)	0	(41,000)	(41,000)		0	100.00%
Excess (deficiency) of revenues over expen	222				56,111			
<b>DWI REVENUES</b>	<b>223</b>							
State - Formula Distribution (DFA)	223	206,837	0	206,837	144,636		(62,201)	69.93%
State - Local Grant (DFA)	223	50,000	0	50,000	19,315		(30,685)	38.63%
State Other	223	0	0	0	0		0	n/a
Federal Grants	223	0	0	0	0		0	n/a
Miscellaneous	223	28,100	27,300	55,400	43,109		(12,292)	77.81%
<b>TOTAL Revenues</b>		284,937	27,300	312,237	207,060		(105,177)	66.32%
<b>EXPENDITURES</b>	223	302,647	23,431	326,078	192,637	0	133,441	59.08%
OTHER FINANCING SOURCES								
Transfers In	223	0	17,363	17,363	27,831		10,468	160.29%
Transfers (Out)	223	0	0	0	0		0	n/a
<b>TOTAL - OTHER FINANCING SOURCES</b>		0	17,363	17,363	27,831		10,468	160.29%
Excess (deficiency) of revenues over expen	223				42,254			



SPECIAL REVENUES - COUNTY FUNDS - QUARTERLY REPORT

SPECIAL REVENUES - RESOURCES		BUDGET			ACTUALS		Budget Balance	Budget Variance%
		Approved Budget	Resolutions Adj. Budget	Adjusted Budget	Year to Date Total	Encumbrances (expend line only)		
<b>CLERKS RECORDING AND FILING FUND</b>	<b>225</b>							
REVENUES								
Clerk Equipment Fees	225	27,000	0	27,000	22,786		(4,214)	84.39%
Miscellaneous	225	0	0	0	0		0	n/a
<b>TOTAL Revenues</b>		27,000	0	27,000	22,786		(4,214)	84.39%
<b>EXPENDITURES</b>	225	81,000	0	81,000	80,238	0	762	99.06%
OTHER FINANCING SOURCES								
Transfers In	225	0	0	0	0		0	n/a
Transfers (Out)	225	0	0	0	0		0	n/a
<b>TOTAL - OTHER FINANCING SOURCES</b>		0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenses	225				(57,452)			
<b>JAIL - DETENTION</b>	<b>226</b>							
REVENUES								
GRT - County Correctional Dedication	226	0	457,500	457,500	306,083		(151,417)	66.90%
Care of Prisoners	226	0	55,358	55,358	209,488		154,130	378.42%
Work Release	226	0	0	0	0		0	n/a
State - Care of Prisoners	226	0	0	0	128,146		128,146	n/a
Federal - Care of Prisoners	226	0	0	0	120,838		120,838	n/a
Miscellaneous	226	0	26,766	26,766	85,240		58,474	318.46%
<b>TOTAL Revenues</b>		0	539,624	539,624	849,794		310,170	157.48%
<b>EXPENDITURES</b>	226	0	3,164,618	3,164,618	2,820,871	0	343,747	89.14%
OTHER FINANCING SOURCES								
Transfers In	226	0	2,624,994	2,624,994	1,888,240		(736,754)	71.93%
Transfers (Out)	226	0	0	0	0		0	n/a
<b>TOTAL - OTHER FINANCING SOURCES</b>		0	2,624,994	2,624,994	1,888,240		(736,754)	71.93%
Excess (deficiency) of revenues over expenses	226				(82,836)			
<b>OTHER - SPECIAL</b>	<b>299</b>							
REVENUES	299	873,747	(854,544)	19,203	16,081		(3,122)	83.74%
EXPENDITURES	299	996,848	(884,047)	112,801	113,442	0	(641)	100.57%
<b>TOTAL -OTHER FINANCING SOURCES</b>	299	144,333	(50,735)	93,598	65,402		(28,196)	69.88%
Excess (deficiency) of revenues over expenses	299				(31,958)			



OTHER MISC. (FUND 299) DETAIL LIST

SPECIAL REVENUES	BUDGET			ACTUALS			
	Approved Budget	Resolutions Adj. Budget	Adjusted Budget	Year to Date Total	Encumbrances (expend line only)	Budget Balance	Budget Variance %
<b>Consolidated Dispatch (Fund 435)</b>							
REVENUES	827,244	(827,244)	0	0		0	n/a
EXPENDITURES	860,616	(860,616)	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	33,372	(33,372)	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	33,372	(33,372)	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
<b>Emergency Management (Fund 603)</b>							
REVENUES	19,203	0	19,203	16,081		(3,122)	83.74%
EXPENDITURES	112,801	0	112,801	113,442	0	(641)	100.57%
OTHER FINANCING SOURCES							
Transfers In	93,598	0	93,598	65,402		(28,196)	69.88%
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	93,598	0	93,598	65,402		(28,196)	69.88%
Excess (deficiency) of revenues over expenditures				(31,958)			
<b>Full Compliance (Fund 615)</b>							
REVENUES	27,300	(27,300)	0	0		0	n/a
EXPENDITURES	23,431	(23,431)	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	17,363	(17,363)	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	17,363	(17,363)	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
<b>(enter fund name here)</b>							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
<b>(enter fund name here)</b>							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
<b>(enter fund name here)</b>							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
<b>(enter fund name here)</b>							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			



ROAD FUND - COUNTY

COMPARATIVE STATEMENT OF REVENUES AND EXPENDITURES	BUDGETED AMOUNTS			ACTUALS Y-T-D	ENCUMBRAN CES Y-T-D	Variance With Adjusted Budget	
	Approved Budget	Budget Adjustments	Adjusted Budget			Positive (Negative)	
						\$	%
REVENUES							
Taxes:							
Gross receipts - County	\$0	\$0	\$0	\$0		\$0	n/a
Gross Receipts - Infrastructure	\$0	\$0	\$0	\$0		\$0	n/a
Gross Receipts - Hold Harmless	\$450,000	\$0	\$450,000	\$288,876		(\$161,124)	64.19%
Gross Receipts - Other Dedication	\$0	\$0	\$0	\$0		\$0	n/a
Intergovernmental-State Shared:							
Gas Tax	\$125,000	\$0	\$125,000	\$143,206		\$18,206	114.56%
Motor Vehicle Registration	\$225,000	\$0	\$225,000	\$204,296		(\$20,704)	90.80%
Grants - Federal	\$0	\$0	\$0	\$0		\$0	n/a
Grants - State	\$0	\$0	\$0	\$0		\$0	n/a
Grants - Local	\$0	\$0	\$0	\$0		\$0	n/a
Federal - Bankhead Jones	\$0	\$0	\$0	\$0		\$0	n/a
Federal - Forest Reserve	\$0	\$0	\$0	\$19,100		\$19,100	n/a
Legislative Appropriations	\$0	\$0	\$0	\$0		\$0	n/a
Interest Income	\$0	\$0	\$0	\$0		\$0	n/a
Investment Income	\$0	\$0	\$0	\$0		\$0	n/a
Miscellaneous	\$0	\$0	\$0	\$752		\$752	n/a
TOTAL ROAD FUND REVENUES	\$800,000	\$0	\$800,000	\$656,229		(\$143,771)	82.03%
EXPENDITURES							
Current:							
General Government	\$761,625	\$0	\$761,625	\$699,728	\$0	\$61,897	91.87%
Public Works	\$412,606	\$0	\$412,606	\$548,183	\$0	(\$135,577)	132.86%
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Debt Service:							
Principal	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Interest	\$0	\$0	\$0	\$0	\$0	\$0	n/a
TOTAL ROAD FUND EXPENDITURES	\$1,174,231	\$0	\$1,174,231	\$1,247,911	\$0	(\$73,680)	106.27%
OTHER FINANCING SOURCES							
Transfers In	\$327,982	\$145,000	\$472,982	\$574,700		\$101,718	121.51%
Transfers (Out)	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL - OTHER FINANCING SOURCES	\$327,982	\$145,000	\$472,982	\$574,700		\$101,718	121.51%
Excess (deficiency) of revenues over expenditures				(\$16,981)			

CAPITAL PROJECTS

COMPARATIVE STATEMENT OF REVENUES AND EXPENDITURES	BUDGETED AMOUNTS			ACTUALS Y-T-D	ENCUMBRAN CES Y-T-D	Variance With Adjusted Budget	
	Approved Budget	Budget Adjustments	Adjusted Budget			Positive (Negative)	
						\$	%
REVENUES							
GRT- Dedication	\$0	\$0	\$0	\$0		\$0	n/a
GRT- Hold Harmless	\$0	\$0	\$0	\$0		\$0	n/a
GRT- Infrastructure	\$0	\$0	\$0	\$0		\$0	n/a
Bond Proceeds	\$0	\$0	\$0	\$0		\$0	n/a
Local Grants	\$0	\$0	\$0	\$0		\$0	n/a
CDBG funding	\$0	\$0	\$0	\$0		\$0	n/a
State Grants	\$0	\$0	\$0	\$0		\$0	n/a
Federal Grants (other)	\$0	\$0	\$0	\$0		\$0	n/a
Legislative Appropriations	\$0	\$0	\$0	\$23,175		\$23,175	n/a
Investment Income	\$0	\$0	\$0	\$0		\$0	n/a
Miscellaneous	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL CAPITAL PROJECTS REVENUES	\$0	\$0	\$0	\$23,175		\$23,175	n/a
EXPENDITURES							
Parks/Recreation	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Housing	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Equipment & Buildings	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Facilities	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Transit	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Utilities	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Airports	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Infrastructure	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Debt Service Payments (P&I)-GO Bonds	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Debt Service Payments (P&I)-Rev. Bonds	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Other	\$23,918	(\$23,918)	\$0	\$16,958	\$0	(\$16,958)	n/a
TOTAL CAPITAL PROJECTS EXPENDITURES	\$23,918	(\$23,918)	\$0	\$16,958	\$0	(\$16,958)	n/a
OTHER FINANCING SOURCES							
Transfers In	\$0	\$0	\$0	\$0		\$0	n/a
Transfers (Out)	\$0	\$0	\$0	(\$6,216)		(\$6,216)	n/a
TOTAL - OTHER FINANCING SOURCES	\$0	\$0	\$0	(\$6,216)		(\$6,216)	n/a
Excess (deficiency) of revenues over expenditures				\$0			



DEBT SERVICE

COMPARATIVE STATEMENT OF REVENUES AND EXPENDITURES	BUDGETED AMOUNTS			ACTUALS Y-T-D	ENCUMBRAN CES Y-T-D	Variance With Adjusted Budget	
	Approved Budget	Budget Adjustments	Adjusted Budget			Positive (Negative)	
						\$	%
GENERAL OBLIGATION BONDS [FUND 401]							
REVENUES:							
General Obligation - (Property tax)	\$0	\$0	\$0	\$0		\$0	n/a
Investment Income	\$0	\$0	\$0	\$0		\$0	n/a
Other - Misc	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL REVENUES	\$0	\$0	\$0	\$0		\$0	n/a
EXPENDITURES							
General Obligation - Principal	\$0	\$0	\$0	\$0	\$0	\$0	n/a
General Obligation - Interest	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Other Costs (Fiscal Agent Fees/Other Fees/Misc)	\$0	\$0	\$0	\$0	\$0	\$0	n/a
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0	\$0	\$0	n/a
OTHER FINANCING SOURCES							
Transfers In	\$0	\$0	\$0	\$0		\$0	n/a
Transfers (Out)	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL - OTHER FINANCING SOURCES	\$0	\$0	\$0	\$0		\$0	n/a
Excess (deficiency) of revenues over expenditures [401]				\$0			
REVENUE BONDS [FUND 402]							
REVENUES:							
Bond Proceeds	\$0	\$0	\$0	\$0		\$0	n/a
Revenue Bonds - GRT	\$2,075,000	\$0	\$2,075,000	\$1,586,412		\$488,588	76.45%
Investment Income	\$0	\$0	\$0	\$0		\$0	n/a
Revenue Bonds - Other	\$0	\$0	\$0	\$0		\$0	n/a
REVENUE BOND REVENUE - TOTAL	\$2,075,000	\$0	\$2,075,000	\$1,586,412		\$488,588	76.45%
EXPENDITURES							
Revenue Bonds - Principal	\$565,000	\$0	\$565,000	\$0	\$0	\$565,000	0.00%
Revenue Bonds - Interest	\$1,139,793	\$0	\$1,139,793	\$348,294	\$0	\$791,499	30.56%
Other Revenue Bond Payments	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Other Costs (Fiscal Agent Fees/Other Fees/Misc)	\$25,000	\$0	\$25,000	\$43,215	\$0	(\$18,215)	172.86%
TOTAL DEBT SERVICE FUND EXPENDITURES	\$1,729,793	\$0	\$1,729,793	\$391,509	\$0	\$1,338,284	22.63%
OTHER FINANCING SOURCES							
Transfers In	\$0	\$0	\$0	\$0		\$0	n/a
Transfers (Out)	(\$788,413)	\$0	(\$788,413)	(\$915,000)		(\$126,587)	116.06%
TOTAL - OTHER FINANCING SOURCES	(\$788,413)	\$0	(\$788,413)	(\$915,000)		(\$126,587)	116.06%
Excess (deficiency) of revenues over expenditures [402]				\$279,903			
OTHER DEBT SERVICE [FUND 403]							
REVENUES:							
Investment Income	\$0	\$0	\$0	\$3,639		\$3,639	n/a
Loan Revenue	\$0	\$0	\$0	\$463,477		\$463,477	n/a
OTHER DEBT SERVICE REVENUE - TOTAL	\$0	\$0	\$0	\$467,116		\$467,116	n/a
EXPENDITURES							
NMFA Loan Payments	\$54,925	\$0	\$54,925	\$5,839	\$0	\$49,086	10.63%
Board of Finance Loan Payments	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Other Debt Service - Misc	\$0	\$0	\$0	\$3,476	\$0	(\$3,476)	n/a
TOTAL DEBT SERVICE FUND EXPENDITURES	\$54,925	\$0	\$54,925	\$9,315	\$0	\$45,610	16.96%
OTHER FINANCING SOURCES							
Transfers In	\$54,925	\$0	\$54,925	\$54,860		(\$65)	99.88%
Transfers (Out)	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL - OTHER FINANCING SOURCES	\$54,925	\$0	\$54,925	\$54,860		(\$65)	99.88%
Excess (deficiency) of revenues over expenditures [403]				\$512,661			

DEPARTMENT OF FINANCE AND ADMINISTRATION  
LOCAL GOVERNMENT DIVISION  
COUNTY: Cibola County  
Period Ending: 3/31/2018  
QUARTERLY REPORT

**Schedule of Investments:**  
(Includes all Cash Accounts)

(Includes all Cash Accounts)						
Type of Investment	Fund Number DFA - CTY	Investment Date	Maturity Date	Source (Bank or Fiscal Agent)	Book Value	Market Value
OPERATING ACCOUNTS						
Operating Account	2374151609			Wells Fargo Bank	\$3,470,036	\$3,470,036
					\$0	\$0
					TOTAL 3,470,036	
PROJECT ACCOUNTS						
CDBG	352543	101 - 101		Bank of New Mexico	\$1	\$1
					TOTAL 1	
RESERVE ACCOUNTS						
CD - 12 Month	10023580	0.45%	1/8/2018	1/8/2019	Bank of New Mexico	\$533,273
CD - 24 Month	10023961	0.50%	5/24/2016	5/24/2018	Bank of New Mexico	\$251,250
CD - 36 Month	10023962	0.75%	5/24/2016	5/24/2019	Bank of New Mexico	\$215,248
LGIP	7549-2511	1.50%			State of New Mexico, State Treasurer	\$760,412
CD - 12 Month	355957562026				US Bank	\$170,187
CD - 7 Month	355957562455				US Bank	\$154,032
CDARS	1021073438	12.90%	2/5/2018	5/17/2018	US Bank	\$1,906,095
Brokerage	1AB34323	1.33%			Wells Fargo Bank	\$1,736,642
Treasury Note	912828Q94	0.75%	4/27/2016	4/30/2018	Wells Fargo Bank	\$273,659
Savings - ICE/US Marshal	5664508263	0.15%			Wells Fargo Bank	\$69,163
Checking - Inmate	6190				Bank of New Mexico	\$7,628
Bluewater Fire Station	CIBOLA16				New Mexico Finance Authority	\$0
Bluewater Fire Station	CIBOLA16				New Mexico Finance Authority	\$402,700
Candy Kitchen Fire Station	CIBOLA12				New Mexico Finance Authority	\$35,502
Candy Kitchen Fire Station	CIBOLA12				New Mexico Finance Authority	\$38,226
Cubero Fire Station	CIBOLA11				New Mexico Finance Authority	\$13,175
Fence Lake Fire Station	CIBOLA17				New Mexico Finance Authority	\$1
Fence Lake Fire Station	CIBOLA17				New Mexico Finance Authority	\$60,405
Lobo Canyon Wildland	CIBOLA15				New Mexico Finance Authority	\$2,759
					\$0	\$0
					TOTAL 6,630,358	
TRUST ACCOUNTS						
					\$0	\$0
					TOTAL 0	
						\$10,100,395
GRAND TOTAL						





Identify detail on all adjustments listed on budget recap page. Please identify each transaction separately.

**CIBOLA COUNTY - QUARTERLY REPORT ADJUSTMENT SCHEDULE - MARCH 31, 2018**

FUND	TOTAL Adjustment AMOUNT	Detailed adjustment	Explanation
GENERAL FUND - Operating (GF)	(1,209,512)	(4,482,172)	Correct 7/1/2017 Beginning Cash Balance - \$(2,131,101) Actual vs. \$2,351,071 Reported
		3,247,384	Fund 101, Year-To-Date Expenditures/Transfers From Investment Fund to Other Funds
		(25,709)	Fund 101, Year-To-Date Interest Income In Investment Fund
		50,985	Fund 401, Increase in Total Liabilities - 6/30/2017 \$213,754.14 vs 3/31/2018 \$264,738.96
CORRECTION			
ENVIRONMENTAL GRT			
County Property Valuation			
COUNTY ROAD	(126,519)	(144,102)	Correct 7/1/2017 Beginning Cash Balance - \$-0- Actual vs. \$144,102 Reported
		17,583	Fund 402, Increase in Total Liabilities - 6/30/2017 \$561.52 vs 3/31/2018 \$18,144.54
EMS	13,622	13,621	Correct 7/1/2017 Beginning Cash Balance - \$85,353 Actual vs. \$71,732 Reported
		1	Rounding Difference
ENHANCED 911	14,114	14,114	Fund 435, Increase in Total Liabilities - 6/30/2017 \$-0- vs 3/31/2018 \$14,114.39
Farm & Range Improvement			
FIRE PROTECTION FUND	(9,697)	(37,036)	Correct 7/1/2017 Beginning Cash Balance - \$1,214,214 Actual vs. \$1,251,250 Reported
		2,280	Fund 407, Increase in Total Liabilities - 6/30/2017 \$654.09 vs 3/31/2018 \$2,934.25
		4,391	Fund 408, Increase in Total Liabilities - 6/30/2017 \$84.30 vs 3/31/2018 \$4,474.80
		3,296	Fund 409, Increase in Total Liabilities - 6/30/2017 \$58.46 vs 3/31/2018 \$3,354.65
		2,475	Fund 416, Increase in Total Liabilities - 6/30/2017 \$-0- vs 3/31/2018 \$2,474.65
		8,350	Fund 418, Increase in Total Liabilities - 6/30/2017 \$(67.27) vs 3/31/2018 \$8,282.81
		2,708	Fund 419, Increase in Total Liabilities - 6/30/2017 \$193.96 vs 3/31/2018 \$2,901.87
		4,318	Fund 424, Increase in Total Liabilities - 6/30/2017 \$-0- vs 3/31/2018 \$4,317.87
		(169)	Fund 427, Decrease in Total Liabilities - 6/30/2017 \$168.78 vs 3/31/2018 \$-0-
		(309)	Fund 604, Decrease in Total Liabilities - 6/30/2017 \$328.16 vs 3/31/2018 \$19.22
		(1)	Rounding Difference
LEPF	(1)	(1)	Rounding Difference
LODGERS' TAX			
RECREATION			
INTERGOVERNMENTAL GRANTS	(106,662)	(69,163)	Fund 504, Transfer Bank Account From Investment Fund to ICE/USMS Fund
		(37,500)	Fund 633, Decrease in Total Liabilities - 6/30/2017 \$37,500.00 vs 3/31/2018 \$-0-
		1	Rounding Difference
SENIOR CITIZEN			
COUNTY INDIGENT FUND			
COUNTY HOSPITAL FUND			
COUNTY FIRE PROTECTION	1	1	Rounding Difference
DWI PROGRAM	41,868	32,617	Correct 7/1/2017 Beginning Cash Balance - \$63,663 Actual vs. \$31,046 Reported
		9,250	Fund 439, Increase in Total Liabilities - 6/30/2017 \$187.06 vs 3/31/2018 \$9,437.28
		1	Rounding Difference
Clerk Recording & Filing	162	102	Correct 7/1/2017 Beginning Cash Balance - \$139,757 Actual vs. \$139,655 Reported
		61	Fund 500, Increase in Total Liabilities - 6/30/2017 \$101.75 vs 3/31/2018 \$162.99
		(1)	Rounding Difference
JAIL - DETENTION FUND	82,836	(203,712)	Fund 614, Increase in Total Receivables - 6/30/2017 \$-0- vs 3/31/2018 \$203,712.23
		36,496	Fund 614, Decrease in Inmate Trust Account - 6/30/2017 \$44,125.16 vs. 3/31/2018 \$7,628.23
		250,051	Fund 614, Increase in Total Liabilities - 6/30/2017 \$25,332.68 vs 3/31/2018 \$275,383.63
		1	Rounding Difference
OTHER	53	53	Fund 603, Increase in Total Liabilities - 6/30/2017 \$-0- vs 3/31/2018 \$52.88
CAPITAL PROJECT FUNDS	(421,320)	(421,320)	Correct 7/1/2017 Beginning Cash Balance - \$-0- Actual vs. \$421,320 Reported
G. O. BONDS			
REVENUE BONDS	(879,200)	(879,200)	Correct 7/1/2017 Beginning Cash Balance - \$1,387,852 Actual vs. \$2,267,052 Reported
DEBT SERVICE OTHER	(512,661)	(512,661)	Fund 575, Net Increase in NMFA Cash Balance - 6/30/2017 \$40,107.04 vs. 3/31/2018 \$552,768.44
ENTERPRISE FUNDS			
Water Fund			
Solid Waste			
Waste Water			
Airport			
Ambulance			
Cemetery			
Housing			
Parking			
Other Enterprise - Care of Prisoners			
Other Enterprise			
Other Enterprise			
Other Enterprise			
INTERNAL SERVICE FUNDS			
TRUST AND AGENCY FUNDS			
			These amounts won't change during FY2017-2018
	(3,112,916)	(3,112,916)	



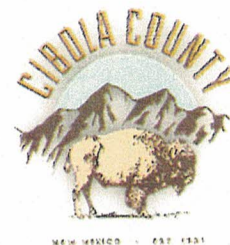
# NEW ITEMS

11 b.

**Cibola County Commission**

Robert J. Armijo, Chairman  
Daniel J. Torrez, 1<sup>st</sup> Vice-Chair  
Jack P. Molerres, 2<sup>nd</sup> Vice-Chair  
Robert S. Windhorst, Commissioner  
Martha Garcia, Commissioner

**Cibola County**  
**700 E. Roosevelt Ave., Suite 50**  
Grants, New Mexico 87020  
Phone (505) 287-9431 – Fax (505) 285-5434



Kate Fletcher  
County Manager

**Resolution No. 18-34**

**Fiscal Year 2018  
BUDGET ADJUSTMENT No. 6**

**WHEREAS,** the Board of County Commissioners of the County of Cibola is the duly constituted governing body of the County and serves *ex officio* as the County Board of Finance with authority for establishing, monitoring, and adjusting the County's budget; and

**WHEREAS,** budget adjustments are required to establish correct beginning cash balances; allow for new transfers; to allow for budget increases and decreases to revenues and expenditures to offset any unanticipated revenues and/or expenditures; and to correct amounts when required; and

**WHEREAS,** the budget adjustments and the associated line items with amounts stated on the attached, *Schedule of Budget Adjustments* is essential.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS of the COUNTY OF CIBOLA, STATE OF NEW MEXICO, *ex officio* COUNTY BOARD OF FINANCE** that the adjustments included in this document are deemed necessary to the operations of the County for the 2018 fiscal year ending June 30, 2018.

**PASSED, APPROVED and ADOPTED** by the governing body at its regular meeting on the 24<sup>th</sup> day of May 2018.

**THE BOARD OF COUNTY COMMISSIONERS:**

\_\_\_\_\_  
Robert J. Armijo, Chairman

\_\_\_\_\_  
Daniel J. Torrez, 1<sup>st</sup> Vice-Chair

\_\_\_\_\_  
Jack P. Molerres, 2<sup>nd</sup> Vice-Chair

\_\_\_\_\_  
Robert S. Windhorst, Commissioner

\_\_\_\_\_  
Martha Garcia, Commissioner

**ATTEST:**

\_\_\_\_\_  
Michelle E Dominguez, County Clerk



Department of Finance and Administration  
Local Government Division  
Financial Management Bureau  
SCHEDULE OF BUDGET ADJUSTMENTS

REVISED 12/08/06

ENTITY NAME: Cibola County  
FISCAL YEAR: FY2017-2018 BAR #6  
DFA Resolution Number:

REVISED 12/08/06

ENTITY NAME: Cibola County

FISCAL YEAR: FY2017-2018

DFA Resolution Number: BAR #6

For Local Government Division use only:

(A) ENTITY RESOLUTION NUMBER	(B) FUND (DFA) County	(C) REVENUE EXPENDITURE TRANSFER (TO or FROM)	(D) APPROVED BUDGET	(E) ADJUSTMENT	(F) ADJUSTED BUDGET	(G) PURPOSE
18-34	(204) 402-014-416-00013	Expense - Rental of Equipment	\$8,000	(\$500)	\$7,500	Renewal of ALLDATA on-line data service
	(204) 402-015-416-00023	Expense - Repair to Buildings	\$9,435	(\$1,000)	\$8,435	Renewal of ALLDATA on-line data service
	(204) 402-014-416-00076	Expense - Equip Oper Expense	\$100,000	\$1,500	\$101,500	Renewal of ALLDATA on-line data service
	(204) 402-015-416-00009	Expense - Office Equip and Supplies	\$5,000	(\$1,000)	\$4,000	Close budget - need to buy oil, anti-freeze, safety supplies, etc.
	(204) 402-014-416-00013	Expense - Rental of Equipment	\$7,500	(\$1,000)	\$6,500	Close budget - need to buy oil, anti-freeze, safety supplies, etc.
	(204) 402-014-416-00024	Expense - Grounds Maint & Improve	\$4,136	(\$1,000)	\$3,136	Close budget - need to buy oil, anti-freeze, safety supplies, etc.
	(204) 402-015-416-00044	Expense - Sign Shop Maintenance	\$5,000	(\$2,000)	\$3,000	Close budget - need to buy oil, anti-freeze, safety supplies, etc.
	(204) 402-015-416-00080	Expense - Road Const & Maint Other	\$3,636	(\$1,500)	\$2,136	Close budget - need to buy oil, anti-freeze, safety supplies, etc.
	(204) 402-015-416-00098	Expense - Training & Staff Develop	\$2,000	(\$1,000)	\$1,000	Close budget - need to buy oil, anti-freeze, safety supplies, etc.
	(204) 402-015-416-00012	Expense - Equip Maint & Repair	\$11,429	\$4,000	\$15,429	Close budget - need to buy oil, anti-freeze, safety supplies, etc.
	(204) 402-014-416-00076	Expense - Equip Oper Expense	\$101,500	\$3,500	\$105,000	Close budget - need to buy oil, anti-freeze, safety supplies, etc.
	(207) 435-070-435-00008	Expense - Printing and Publishing	\$1,500	(\$400)	\$1,100	No reason stated on request
	(207) 435-070-435-00009	Expense - Office Equip and Supplies	\$6,500	\$400	\$6,900	No reason stated on request
	(101) 401-011-499-09435	Transfer - From 401 to 435	\$34,000	\$146,000	\$180,000	Update Cash Subsidy Transfers to Projected 6/30/2018 Actual Amount
	(207) 435-071-499-09401	Transfer - From 401 to 435	(\$34,000)	(\$146,000)	(\$180,000)	Update Cash Subsidy Transfers to Projected 6/30/2018 Actual Amount
	(101) 405-012-499-09503	Transfer - From 405 to 503	\$0	\$80,000	\$80,000	Estimated County Loss on JJAC Program
	(218) 503-010-499-09405	Transfer - From 405 to 503	\$0	(\$80,000)	(\$80,000)	Estimated County Loss on JJAC Program
	(101) 405-012-499-09612	Transfer - From 405 to 612	\$0	(\$3,500)	(\$3,500)	Correct 7/1/2017 Beginning Cash Balances in Fund
	(218) 612-047-499-09405	Transfer - From 405 to 612	\$0	\$3,500	\$3,500	Correct 7/1/2017 Beginning Cash Balances in Fund
	(101) 405-012-499-09651	Transfer - From 405 to 651	\$0	(\$6,250)	(\$6,250)	Correct 7/1/2017 Beginning Cash Balances in Fund
	(300) 651-087-499-09405	Transfer - From 405 to 651	\$0	\$6,250	\$6,250	Correct 7/1/2017 Beginning Cash Balances in Fund
	(101) 405-999-499-99438	Transfer - From 405 to 438	\$0	\$10,350	\$10,350	Correct 7/1/2017 Beginning Cash Balances in Fund
	(223) 438-999-499-99405	Transfer - From 405 to 438	\$0	(\$10,350)	(\$10,350)	Correct 7/1/2017 Beginning Cash Balances in Fund
	(101) 401-011-499-09633	Transfer - From 401 to 633	\$0	\$9,375	\$9,375	Estimated County Loss On Solo Works Program
	(218) 633-110-499-09401	Transfer - From 401 to 633	\$0	(\$9,375)	(\$9,375)	Estimated County Loss On Solo Works Program
	(218) 611-18-385-65001	Revenue - Forest Grant Revenue	\$0	\$48,000	\$48,000	Forest Service NWNMRSWA Contract and PO approved but not budgeted
	(218) 611-045-466-07140	Expense - Operating Costs	\$0	\$48,000	\$48,000	Forest Service NWNMRSWA Contract and PO approved but not budgeted
	(206) 413-021-425-00082	Expense - Safety Equipment	\$50,371	(\$11,000)	\$39,371	Reduce Expense Budget to Cash Balance
	(211) 605-035-455-00098	Expense - Training & Staff Develop	\$5,000	(\$5,000)	\$0	Reduce Expense Budget to Cash Balance
	(300) 651-75-300-20000	Revenue - Other Funding	\$0	\$6,250	\$6,250	Establish a Budget for this revenue item
	(218) 504-001-401-11261	Expense - Service & Admin Charges	\$0	\$1,000	\$1,000	Establish a Budget for this expense item
	(223) 615-080-458-00004	Expense - Temporary Salaries	\$0	\$33,700	\$33,700	Establish a Budget for this expense item
			\$321,007	\$120,950	\$441,957	

ATTEST:

Michelle E. Dominguez, County Clerk

Robert J. Armijo, Chairman, Board of County Commissioners

(Date)

(Date)

ATTEST:

Michelle E. Dominguez, County Clerk

(Date)

Robert J. Armijo, Chairman, Board of County Commissioners

(Date)



# NEW ITEMS

11 c.

## SERVICES CONTRACT

## CIBOLA COUNTY



THIS AGREEMENT is made and entered into by and between the County of Cibola, hereinafter referred to as the "County" and Roadrunner Public Health, Inc. hereinafter referred to as the "Contractor", and is effective as of the date set forth below upon which it is executed by the Purchasing Agent and the Board of County Commissioners.

IT IS AGREED BETWEEN THE PARTIES:

**1. Scope of Work.**

The Contractor shall perform the work outlined in the Scope of Work attached hereto as **Attachment 1** and incorporated herein by reference.

**2. Compensation.**

A. The County shall pay to the Contractor in full payment for services satisfactorily performed Thirty-Six Thousand Dollars and no cents (\$36,000.00) annually, to be invoiced in equal monthly amounts after performance of the services. The New Mexico gross receipts tax levied on the amounts payable under this Agreement totaling \$2,362.50 shall be paid by the County to the Contractor in equal monthly amounts. The total amount payable to the Contractor under this Agreement, including gross receipts tax and expenses, shall not exceed \$38,362.50. In the event the Contractor provides additional services not included in the Scope of Work, mutually agreed to by the County in writing, such additional services shall not exceed \$60,000.00 inclusive of GRT.

B. Payment is subject to availability of funds pursuant to the Appropriations Paragraph set forth below and to any negotiations between the parties from year to year pursuant to Paragraph 1, Scope of Work. All invoices MUST BE received by the County no later than fifteen (15) days after the termination of the Fiscal Year in which the services were delivered. Invoices received after such date WILL NOT BE PAID.

C. Contractor must submit a detailed statement accounting for all services performed, specified on a minimum of a quarter hour basis, and expenses incurred. 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.





D. 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 is for one (1) year from the date of approval by the Cibola County Board of County Commissioners. This Contract will automatically renew on an annual basis, for up to three (3) additional one (1) year terms unless terminated pursuant to paragraph 4 (Termination), or paragraph 5 (Appropriations).

**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 thirty (30) 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. The Contractor shall submit an invoice for such work within thirty (30) days of receiving or sending the notice of termination. 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.

**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:

1) 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;

2) 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;

3) 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;

4) 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

5) 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 12 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 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.

**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. Approval of Contractor Personnel.**

Personnel proposed in the Contractor's written proposal to the County are considered material to any work performed under this Agreement. No changes of personnel will be made by the Contractor without prior written consent of the procuring agency of the County. Replacement of any Contractor personnel, if approved, shall be with personnel of equal ability, experience and qualifications. The Contractor will be responsible for any expenses incurred in familiarizing the replacement personnel to insure their being productive to the project immediately upon receiving assignments. Approval of replacement personnel shall not be unreasonably withheld. The procuring agency of the County shall retain the right to request the removal of any of the Contractor's personnel at any time.

**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.

**31. Notice to Proceed.**

It is expressly understood that this Agreement is not binding upon the County until it is executed by the Board of County Commissioners after voting on the contract at a public meeting or unless it is executed by the Cibola County Manager, pursuant to the Manager's delegated authority. 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.**

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.**

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

**34. Incorporation and Order of Precedence.**

The contractor's proposal is incorporated by reference into this agreement and are made a part of this agreement. In the event of any conflict among these documents, the following order of precedence shall apply:

1. Any contract amendment(s), in reverse chronological order; then
2. this contract itself; then
3. the Request for Proposals; then
4. the Contractors Best and Final Offer(s), in reverse chronological order; then
5. the contractor's proposal; then
6. the contractor's standard agreement terms and conditions (which may or may not have been submitted as part of the contractor's proposal).

**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. Liability Insurance.**

Contractor agrees to maintain in full force throughout the duration of the Agreement a liability insurance policy with a minimum coverage of: Comprehensive General Liability - \$1,000,000 per occurrence, \$2,000,000 General Aggregate, Occurrence type, if available; if not "Claims Made" type with a minimum of a six (6) year tail. The County will be named as an additional insured on said policy, and will be provided an updated certificate of insurance on an annual basis.

**37. Notices.**

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: Tony Boyd, County Manager // 515 West High Street // Grants, NM 87020

To the Contractor: Dr. Paul Sandoval, NMDA //7825 American Heritage Dr. NE //Albuquerque. NM 87109.

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

By:

Paul Sandoval  
Contractor

Date:

6-13-16

Printed Name: Dr. Paul Sandoval, NMDA License # 54564

Address: 7825 American Heritage Dr. NE, Albuquerque, NM 87109

By:

Tony M Boyd  
Cibola County Manager

Date:

6-1-16

Printed Name: Tony Boyd

Address: 515 West High Street  
Grants, NM 87020

By:

Frances Medina  
Cibola County Purchasing Agent

Date:

May 27, 2016


Printed Name: Frances Medina

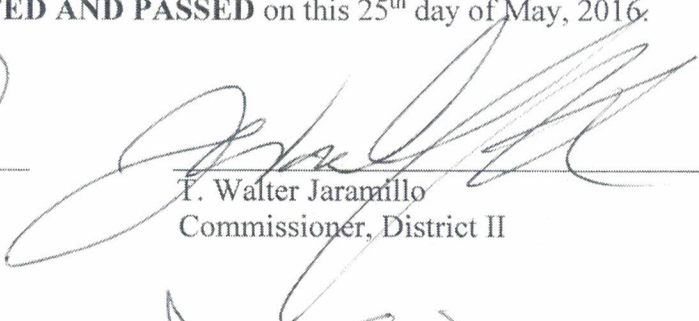
Address: 515 West High Street  
Grants, NM 87020




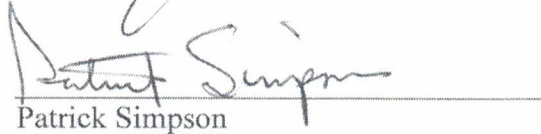
BOARD OF COUNTY COMMISSIONERS

APPROVED, ADOPTED AND PASSED on this 25<sup>th</sup> day of May, 2016.

  
Robert Armijo  
Commissioner, District I


  
T. Walter Jaramillo  
Commissioner, District II

  
Jack Moleres  
Commissioner, District III

  
Patrick Simpson  
Commissioner, District IV

  
Lloyd F. Felipe  
Commissioner, District V

Attest:

  
Elisa Bro  
Cibola County Clerk





## Attachment 1

### Scope of Work

Required activities include, but are not necessarily limited to, the following:

- A. -4 ATV's Loaded with hand, gas and electric applicators for water and air.
- B. -2-person ATV – Gas applicator for ornamental, turf and water.
- C. -2 motorcycle field investigation units.
- D. -1 Mobile laboratory.
- E. -5 Trucks Larvacide and for applicator equipped.
- F. -4ULV ground foggers all electric.
- G. -Airplane duster available for fogging (emergency use only, Additional price)

Work to be accomplished in meeting this Agreement will include: Public Health Infectious Disease vectors will be managed and reduced using the following methods. Mosquito Management as primary vectors, while cats, birds, horses, bats, and other vectors as secondary of Human virus transmission. June 1 through September 30. During this time frame, management will be focused, increased or decreased according to human population activity, virus load, and weather conditions.

To meet the scope of work focusing efforts in the following populated areas:  
City of Grants, Village of Milan and unincorporated areas of the County as identified through Vector control records.

To begin Mosquito Management, monitoring the mosquito load every month of mosquito season. Depending on the environmental conditions, begin spring flood planting in June. Monitor water sites and begin control as appropriate for the site. Introducing fish, bacteria and or surface tension treatment. Second, treatment will be to eliminate the water source if possible, and lastly introduce a growth inhibitor. These sites are monitored weekly, due to the fact that the water sites change as the weather pattern changes through the vector season. Focusing 70% of efforts on water control.

Mid-June begins the first fogging applications. Apply adulticide to kill mosquitoes in flight. Foggers using Ultra Low Volume electric foggers and are very quiet compared to a gas fogger. Fogging trucks are used in areas of the county that have a large mosquito and human population. Fogging application is weather dependent and usually takes place between 4:00 PM and 5:00 AM.

Attend public events, and meetings as requested to educate the community.

Due to weather conditions beyond our control, we may be required to continue two weeks beyond the contract if conditions are warmer than normal. This will be at no additional cost to the County.

# NEW ITEMS

11 d.

Cibola County  
Quote for Pest Control Services  
July 1, 2018-December 30, 2018- July 01, 2018 -June 30, 2019

Account Name	Location/Address	Base Price	Tax	Total	Semi-Annual Cost	Annual
Cibola County Jail	114 McBride Grants, NM 87020	100.00	8.13	108.13	\$648.78	1297.56
Cibola County Sheriff Dept.	114 McBride Grants, NM 87020	100.00	8.13	108.13	\$648.78	1297.56
Cibola County Magistrate Court	114 McBride Grants, NM 87020	100.00	8.13	108.13	\$648.78	1297.56
Cibola County Public Health Office	700 E. Roosevelt Suite 19 Grants, NM 87020	45.00	3.66	48.66	\$291.96	583.92
Cibola County Administrative & Justice Complex	700 E. Roosevelt Grants, NM 87020	325.00	26.41	351.41	\$2108.46	4216.92
Cibola County Road Dept	1129 Motel Dr. Milan, NM 87021	50.00	4.06	54.06	\$324.36	648.72
Cibola County High Street Complex	515 W. High Street Suite A, B, & C Grants, NM 87020	175.00	14.22	189.22	\$1135.32	2270.64
Total		895.00	72.74	967.74	5806.44	11612.88



**San Juan County**

Finance Department

100 S. Oliver Drive

Aztec, NM 87410

Phone (505) 334-4287 Fax (505) 334-1633

**INVOICE**

INVOICE

DATE: MAY 1, 2018

**TO:**

Cibola County Detention Center

114 McBride Road, Suite A

Grants, NM 87020

Attn: Wendy Self

**FOR:**

Cibola County Monthly Housing Service Fee for

San Juan County Juvenile Detention Center,

Farmington, NM

**Billing for: 04/01/2018 to 04/30/2018**

DESCRIPTION	Date of Intake	Billing Length of Stay (Days)	RATE	AMOUNT
TOLEDO, DARRELL	03/23/2018 17:10 To Current	30	\$185.00	\$5,550.00
CARBAJAL, DOMINIC EUGENE	03/21/2018 18:49 To 04-11-2018 08:27	10.35	\$185.00	\$1,914.75
CONTRERAS-RODRIGUEZ, MIRANDA	03/21/2018 17:51 To Current	30	\$185.00	\$5,550.00
<b>TOTAL</b>				<b>\$13,014.75</b>

**Remit payment to:****San Juan County****Finance Department****100 S. Oliver Drive,****Aztec, NM 87410**

**Mr. Kim J. Carpenter**  
County Executive Officer

**Mike Stark**  
County Operations Officer



**Traci M. Neff**  
Administrator

**Bowen M. Belt**  
Deputy Administrator


**JUVENILE SERVICES**

851 Andrea Drive, Suite 1  
Farmington, New Mexico 87401  
Phone: (505) 324-5800 Fax: (505) 324-5880  
[www.sjcounty.net](http://www.sjcounty.net)

**M e m o r a n d u m**

Date: May 1, 2018

To: Wendy Self  
Cibola County Detention

From: Traci M. Neff, Administrator   
San Juan County Juvenile Services

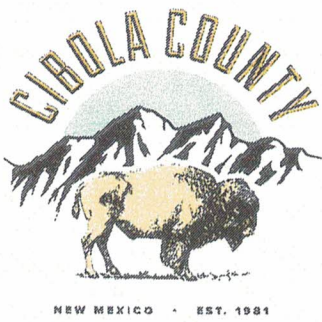
Re: Monthly Housing Invoice

---

Attached is the housing service invoice for Cibola County for three (3) residents for the month of April.

If you should have any questions, please call me at 324-5809. Thank you.

*Attachment: Housing Invoice*



## Confirmation of Receipt of Goods or Services

An invoice/Receipt was received on : 5/2/2018 for(select one below)

- ☐ Purchase order number: \_\_\_\_\_
- ☒ An invoice where no PO was issued or a PCARD was used  
(please fill in fund number and amount below)

Vendor: San Juan County

Description	Fund Dep. Line Item	Amount
COP - Juvenile	614-100-457-00305	13,014.75
	Apr-18	
Total:		\$ 13,014.75

Please confirm below by selecting the appropriate line that all goods or services have been recieved and are in good condition so that we may process the invoice for payment.

- ☒ All Goods have been received and or services completed
- ☐ A partial shipment has been received
- ☐ All items were received but the following were damaged and should not be paid for:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- ☒ Verify all invoices have been attached

Signature: \_\_\_\_\_

Department: \_\_\_\_\_

Cibola County Detentiuon Center

Date: \_\_\_\_\_

5/2/2018





# **LASERFICHE UPGRADE AND DATA MIGRATION SYSTEM PROPOSAL**

**Presented To**

**Cibola County, New Mexico**

**2/2/18**



## **Company Overview - Corporate Experience**

Since 1995, PDS has provided records management, electronic imaging, Automated Forms and custom software solutions to government, education, business, financial and healthcare organizations throughout the West Texas and New Mexico.

We have encountered and solved a wide variety of document management challenges. Our solutions are customer focused and specifically designed to meet the varying needs of a diverse client base.

As a full service document and records management provider PDS develops and supports solutions in five areas:

1. Document Imaging and Records Management
2. Canon Scanners and capture systems
3. Electronic / Automated Forms
4. Custom Software Applications integrated with Electronic Imaging
5. Document / Data Conversion including Paper to digital format

We believe this strategy will best serve our clients over the long term as we are positioned to recommend the most cost effective solution based on the customers document/record characteristics (i.e.. volume, retention, retrieval rates etc.).

As members of the Association of Information and Image Management (AIIM) and the Association of Records managers and Administrators (ARMA) PDS actively participates in the organizations informational marketing program and is therefore abreast with changes, modifications and new technologies within this fast paced environment.

In addition, PDS has two (2) CERTIFIED DOCUMENT IMAGING ARCHITECTS (CDIA) on staff that are responsible for industry standards and proper design and implementation of imaging systems. CDIA is an industry accreditation program designed and implemented by the Computing Technology Industry Association in conjunction with several large imaging software and hardware vendors.





## **PROJECT OVERVIEW AND OBJECTIVES**

The County currently has 2 installations of Laserfiche version 8.3. One server and client install is at the Detention Center on McBride Road, and the other is at County Headquarters on Roosevelt Avenue, both in Grants.

The county has made changes to their network and all county locations are now on a single network so the need to have two separate Laserfiche servers no longer exists.

The objectives of the project are to upgrade the county to the newest Laserfiche version and licensing configuration, install and configure the new version on a new server provided by the county, migrate all existing folder structure, data and images to the new server and ensure county users are fully functional on the new system.

## Components of the Solution - Software Configuration

### **Laserfiche Avante**

**Laserfiche Avante** is an agile enterprise content management (ECM) system that can be quickly and easily configured to meet any organization's needs. In addition to industry-leading content management to help you store, retrieve and secure your information, Laserfiche Avante includes sophisticated workflow tools to automate content-centric business processes while enabling increased visibility into performance.

- **DOCUMENT IMAGING** Converts paper documents into an electronic or digital format
- **DOCUMENT MANAGEMENT** - Manages all organizational content throughout its Life cycle, including acquisition, filing, access control, routing (using BPM) and archiving.

Paper and electronic documents and forms  
E-mail and Fax  
Third-party databases and applications

- **BUSINESS PROCESS MANAGEMENT** - Applies workflow technology to content-related processes in order to standardize and optimize them

Route a document to a specific user  
Populate a field  
Send an e-mail  
Instruct users on next steps in the process  
Exchange information with other business-critical applications

- **INSTANTLY SEARCH AND RETRIEVE INFORMATION USING:**

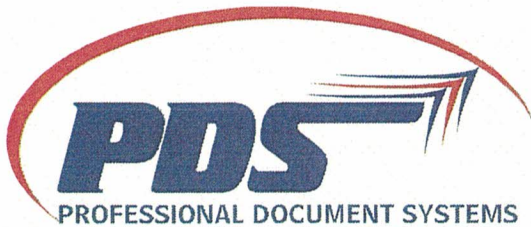
Indexing  
Property/metadata search  
Full text search  
Advanced search

## **Laserfiche Workflow**

With powerful business process management tools, Laserfiche Avante integrates both structured and unstructured content into the flow of your business processes, so you **enhance productivity, improve efficiency and minimize overhead.**

- Increase productivity by automating manual repetitive tasks.
- Model, execute and manage business processes without writing code.
- Trigger workflows based on actions taken in third-party applications like customer relationship management (CRM), geographic information system (GIS), enterprise resource planning (ERP) and more.
- More than 60 built-in activities help you create workflows quickly, or you can create and run custom Laserfiche Workflow activities with VB.NET or C# scripts.
- A graphical Workflow Designer enables you to create workflows by mapping your business process with an intuitive interface for testing, modifying and supporting Workflow activities.
- Laserfiche Workflow builds on the capabilities of Windows Workflow Foundation so you can extend its functionality to all your line-of-business applications.





Components of the Solution - Hardware Configuration

**OPERATING SYSTEM AND DATABASE**

Operating System: **Windows Server** Provided by CIBOLA COUNTY

Data Base: MS SQL Server - Provider BY CIBOLA COUNTY

**IMAGE APPLICATION & DATABASE SERVER** – Provided by CIBOLA COUNTY

**WORK STATIONS** - Supplied by CIBOLA COUNTY

**DATA AND IMAGE BACK UP** – Provided by CIBOLA COUNTY

## **SCANNING AND INPUT PROCESSING - OPTION**

Professional Document Systems is an authorized reseller and service center for the Canon high performance scanner line. We are not a copier dealer but instead represent a special division of Canon known as "Imaging Filing Systems Division".

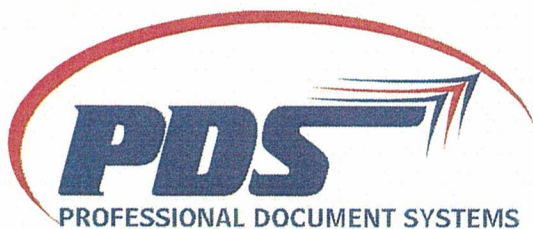
Our team of factory trained technicians is ready to serve the needs of the company. We stock high mortality parts in our Albuquerque office and can offer service response times as low 4 hours. We would recommend the following scanner:

### **Canon imageFORMULA DR-M160 Scanner**



With a combination of performance, convenience, and flexibility, the Canon imageFORMULA DR-M160 color scanner is a compact document imaging solution for office environments. Its user-friendly design, high-quality image processing, reliable item handling, and intelligent software offer end-to-end options for capturing, converting, communicating, and controlling business information.

- Scans up to 60 pages per minute , Single-pass duplex scanning
- 60 sheet ADF
- Large roller – increases feeding traction, Support roller – Stabilizes documents at the feeder
- Document Stopper – Aligns document edges
- Plastic card scanning capable



### **Services Offered – PDS Comprehensive Implementation**

The following section serves to provide the Company with an overview of the basic components of successful imaging implementation services from PDS.

The “Scope of Service” outline provides basic process and procedures for the installation of the imaging system. Actual services may vary depending on the final negotiated scope of the project.

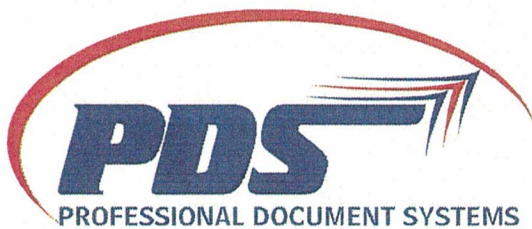
### **Scope of SeLaserfichece - Configuration**

1. Advise on and review current computing infrastructure to ensure imaging compatibility and growth capabilities.
2. Review and plan Laserfiche software environments to ensure optimal server performance, prompt data retrieval and adequate data storage and archiving.
3. In conjunction with Cibola user group review document retrieval characteristics and assist in database index configuration.

### **Scope of SeLaserfichece - Installation and Setup – LF Database Applications**

1. Install and configure LF Software on server.
2. Link LF software to MS SQL on Server.
3. Configure initialization files and create appropriate data/image directories.
4. Configure data retrieval paths for on-line storage.
5. Customize the LF software for agreed upon departmental folders.
6. In conjunction with the system administration department, assign group and individual user identifications.
7. Test all parameters of the Server and DB.





**Scope of Service - Installation and Set Up – LF - Client**

1. Install LF on 11 **stations** as directed. (If required, additional stations can be installed by PDS or local technicians)
2. Test all parameters of the LF System.

**Scope of Service - Installation and Setup - LF - Scan Station**

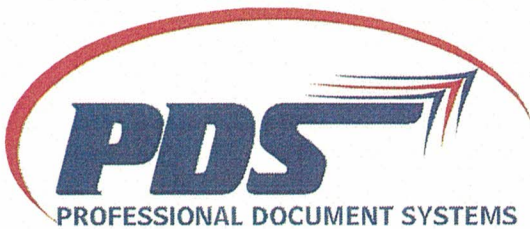
1. Install LF Scan Connect modules on all scanner stations.
2. Test all parameters of the Laserfiche scanning system

**Scope of Service – Work Flow Implementation – File Auto-naming and Folder Placement**

1. In conjunction with the user group, review current folder structure, templates and manual file naming convention.
2. Recommend best practice for automating the folder placement and file naming process.
3. Design final folder placement and naming convention.
4. Configure LF Workflow module based on the “map” created above.
5. Create appropriate Email correspondence for approval and routing (if required).
6. Install and test the WF process.

### **Scope of Service – Data Conversion and Migration**

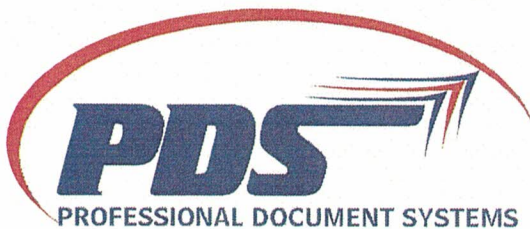
1. In conjunction with CIBOLA's administration group, review current Laserfiche folders and data structure.
2. Run inventory report to identify storage locations for all documents in the system.
3. In conjunction with CIBOLA administrators divide the data migration into multiple phases to facilitate a smooth data migration process (i.e. Pilot - 1 folder, Phase 1 - 5 folders, phase 2 - 10 folders, Phase 3 - 20 folders etc.)
4. Upon receipt of the exported information, a custom PDS index/image conversion utility will convert the data to industry standard specifications and place into pre-defined pre mastering directories.
5. A custom PDS image / index import utility will then import the data and images into the appropriate Laserfiche folder and template.
6. Upon importation, data will be randomly tested in the Laserfiche system and compared to legacy LASERFICHE queries to ensure proper query functionality and viewing.
7. Repeat the process outlined in steps 4 thru 6 for each phase.
8. If a LASERFICHE image file is found but cannot be converted (i.e. corrupt image, bad disk sector etc.) the image will be substituted with a "substitute. If" which states "This page failed TIFF conversion. This file has been substituted in its place." NOTE: PDS IS NOT RESPONSIBLE FOR IMAGES THAT CAN NOT BE CONVERTED DUE TO CORRUPTION.
9. Provide a log file to CIBOLA on those image files that were interpreted as corrupt.
10. Expunged or missing images will not be imported and a log will be provided detailing those records where images were not found. NOTE: PDS IS NOT RESPONSIBLE FOR IMAGES THAT CAN NOT BE FOUND WITHIN THE LEGACY LASERFICHE SYSTEM.



## **Cibola County Laserfiche Upgrade and Migration Proposal**

11. Provide a log file to CIBOLA on those image files that were interpreted as missing or expunged.
12. All imported data will be immediately accessible from Laserfiche clients with folder permissions.
13. Daily reports will be provided detailing PDS activities, export and import status and project timeline updates.
14. All labor to complete the project will be provided by Professional Document Systems
15. Professional Document Systems will utilize trained supervisory staff including a CERTIFIED DOCUMENT IMAGING ARCHITECT to manage the data conversion project.





## Training

### **System Administrators – One Two 2 Hour Session (Inclusive)**

The PDS Administrator training program is tailored for 2-5 individuals. Within the course of the 2 hours, administrators will be trained in all basic functions of LF / ViewPoint suite. Specific emphasis will be placed on the following areas:

- System Security / Group and user permission/privilege set up.
- User Defined Lists
- Application generation (database set up).
- Configuring the write paths of individual applications.
- Client software Installation.
- Database table overview and functions
- Auto Index and Index / Image imports

### **Departmental Scan Operators– Two 3.5 Hour Sessions (optional)**

The PDS user Scan operator training program is tailored to two (2) sessions of 5 -10 individuals per session. Within the course of the 7 hours, users will be trained in all basic functions of the LF system with specific emphasis in the following areas:

- Creating new documents or records.
- Scanning new documents or records.
- Adding pages to existing records.
- Scanner set up options and configuration.
- Batch Scanning
- Batch Indexing
- Document searches.
- Reading the search "hit list".
- Viewing scanned documents.
- Creating document annotations.
- E- Mail and options for sending documents or pages.

**Note:** User training guides and software manuals provided for easy reference

## **Annual Maintenance and On Going Support**

### **Software**

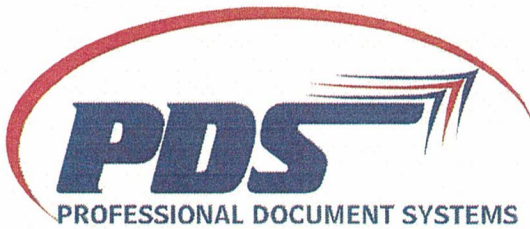
<u>Item</u>	<u>Description</u>
LF Suite	<b>Priority Plus</b> <b>Ensures all software upgrades</b> <b>800 # technical support</b> <b>Minimum 1 hour Phone support response</b> <b>Minimum 4 hour on-site response</b> <b>Mon. - Fri. 8 am - 5 pm</b>

### **Hardware**

<u>Item</u>	<u>Description</u>
Canon Scanner	<b>Priority Plus</b> <b>800 # Technical Phone support</b> <b>Minimum 1 hour Phone support response</b> <b>Minimum 4 hour on-site response</b> <b>Mon. - Fri. 8 am - 5 pm</b> <b>Parts &amp; labor by PDS</b>

### **Maintenance Procedures:**

1. User to identify problem to the best of their ability.
2. Phone 800-708-8485 and ask for Technical Support - Imaging Systems.
3. Explain to PDS Tech support the problem.
4. PDS tech to log the call and assign an SPR #
5. PDS Tech will either provide technical assistance while client is on line or will return call with proposed solution.
6. Should Phone support fail to correct the problem, PDS will dispatch a service technician to the site.



## **Summary and Guarantees and Warranties**

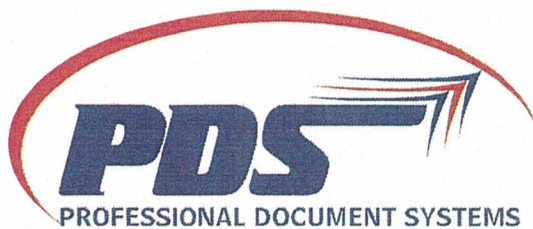
### Project Summary

The system agreed upon will be specifically designed to meet the document management needs of CIBOLA COUNTY. The components outlined are high quality, proven performers that provide "big system" benefits such as speed and flexibility, at reasonable costs. Additionally, this system can grow, as your requirements grow, thereby ensuring long term stability and uniformity for your document imaging system.

### Guarantees and Warranties

Professional Document Systems guarantees that this turnkey imaging system will perform as indicated to the full satisfaction of CIBOLA COUNTY. Further, we warrant that following the completion of our training program, users and MIS personnel will be fully functional in operating and troubleshooting all components of the system.





## **COST SUMMARY – TURN KEY SYSTEM**

The following page, list the costs for hardware, software and services as described in the Proposal Summary section

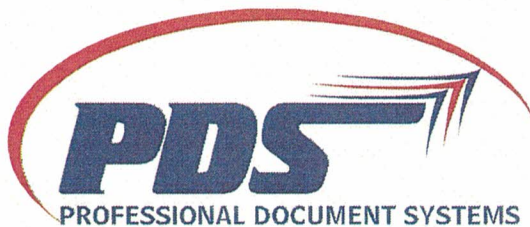
As many components are “modular” in nature and some thought to be “optional”, we have included a recommended turnkey systems that includes total costs for software, scanners, implementation and training.. The cost summary for the “base” system includes:

1. Laserfiche Avante Server for MS SQL Server
2. 14 named licenses of Laserfiche Avante
3. OCR and Full Text Retrieval (inclusive in Laserfiche)
4. Automated Workflow (inclusive in Laserfiche)
5. Data Migration
6. Comprehensive Implementation
7. Annual Maintenance and support
8. Administrator Training
9. Laserfiche base system license credits

## **COST SUMMARY NEXT PAGE**

### **OPTIONS**

- 1) End User Training
- 2) Canon Scanner



## Cibola County Laserfiche Upgrade and Migration Proposal

### COST SUMMARY

GSA Contract #: GS-35F-0118V  
CES Contract #: 2015-005 204-005 PSY

GSA Part Number	Description	Qty	Cost Per Unit	Total Cost
<b>SOFTWARE</b>				
PDS-MSE30	Laserfiche Avante Server for SQL Server with Workflow	1	\$4,836.00	\$4,836.00
PDS-MNF05	Laserfiche Named Full User with Snapshot and Email	14	\$580.32	\$8,124.48
PDS-MCS01	Laserfiche Avante ScanConnect	5	\$159.59	\$797.95
PDS-MSA30	Laserfiche Avante Additional Repository	1	\$967.20	\$967.20
	<b>TOTAL SOFTWARE</b>			<b>\$14,725.63</b>
<b>HARDWARE</b>				
Open Market	Server provided by Cibola	1	\$0.00	\$0.00
PDS-M180PPM-SC	Scanners Provided by Client (Options Listed)	0	\$0.00	\$0.00
	<b>TOTAL HARDWARE</b>			<b>\$0.00</b>
<b>IMPLEMENTATION &amp; TRAINING</b>				
PDS-LF-SVINSTALL	Laserfiche Avante Installation (Server)	1	\$870.48	\$870.48
PDS-LF-WEBINSTALL	Laserfiche WEB Access Installation (Server)	1	\$870.48	\$870.48
PDS-LF-SCANS	Laserfiche Client and Scan Connect Installation	11	\$107.50	\$1,182.50
PDS-LF-SVINSTALL	Workflow Server Installation	1	\$870.48	\$870.48
PDS-LF-LFBPMPROCESS	Work Flow Process Programming for Auto file naming and folder placement based on Template Selected (Per Hour)	8	\$145.08	\$1,160.64
PDS-CI-PS	Professional Services - Data Migration from Legacy Laserfiche system to new Avante Repositories	16	107.50	\$1,720.00
PDS-EIM-TRAINING	Laserfiche Admin Training as outlined for Administrator	1	\$0.00	\$0.00
OPEN MARKET	Travel and Per Diem	1	\$795.00	\$795.00
PDS-CI-PS	Project Management	8	\$107.50	\$860.00
	<b>TOTAL IMPLEMENTATION</b>			<b>\$8,329.58</b>





## Cibola County Laserfiche Upgrade and Migration Proposal

ANNUAL MAINTENANCE AND SUPPORT				
PDS-MSE10-BMA	Laserfiche Avante Server for MS SQL with Workflow - Annual Maint BASIC	1	\$967.20	\$967.20
PDS-MNF05-BMA	Laserfiche Avante Named Full User with Snapshot and Email -Annual Maint BASIC	14	\$127.67	\$1,787.39
PDS-MCS01-BMA	Laserfiche Avante ScanConnect -Annual Maint BASIC	5	\$31.92	\$159.60
PDS-MSA30-BMA	Laserfiche Avante Additional Repository - Annual Maint Basic	1	\$193.44	\$193.44
TOTAL ANNUAL SUPPORT				\$3,107.63
TOTAL TURN KEY SYSTEM COST				\$26,162.84
Legacy Laserfiche Team System Credit (Software)				-\$13,252.50
Legacy Laserfiche Team System Credit (LSAP)				-\$2,796.30
SYSTEM NET COST				\$10,114.04
NM GRT per NM Tax and Revenue			7.50%	\$758.55
TOTAL TURN KEY SYSTEM COST				\$10,872.59

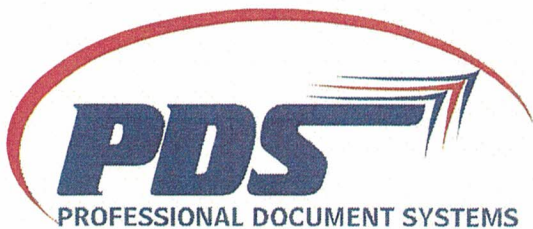
OPTIONAL TRAINING SERVICES				
PDS-EIM-TRAINING	Laserfiche Training as outlined or End Users	1	\$1,213.41	\$1,213.41
OPEN MARKET	Travel and Per Diem	1	\$670.00	\$670.00
TOTAL TRAINING				\$1,883.41
NM GRT per NM Tax and Revenue			7.50%	\$141.26
TOTAL TURN KEY SYSTEM COST				\$2,024.67





## Cibola County Laserfiche Upgrade and Migration Proposal

OPTIONAL CANON DR M160 SCANNER				
Part Number	Description	Qty	Cost Per Unit	Total Cost
PDS-M160PPM-SC	Canon DR-M160 Color Scanner	1	\$1,108.90	\$1,108.90
PDS-M160PPMSCN-MA	Annual Full Service Maintenance DR-M160	1	\$188.91	\$188.91
	<b>TOTAL TURN KEY SYSTEM COST</b>			<b>\$1,489.32</b>
	NM GRT per NM Tax and Revenue		7.50%	\$28.53
	<b>TOTAL TURN KEY SYSTEM COST</b>			<b>\$1,517.85</b>



**Cibola County Laserfiche Upgrade and Migration Proposal**

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized officers effective as of the date first set forth above.

**Professional Document Systems**

**CIBOLA COUNTY**

*Matt Bowman*

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Signature)

**Matt Bowman**  
\_\_\_\_\_  
(Typed or Printed Name)

\_\_\_\_\_  
(Typed or Printed Name)

**President**  
\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Title)

**Date:** 2-2-18

**Date:** \_\_\_\_\_

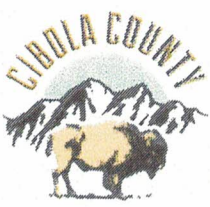
**Dealer Address and Support Number:**

**Professional Document Systems**

1414 Common Dr.  
El Paso, Texas 79936

6565 Americas Pkwy Suite 200  
Albuquerque, NM 87110

800-644-7112 General Inquiries  
800-708-8584 Technical Service



**CIBOLA COUNTY**  
700 E. Roosevelt Ave  
Suite 50  
Grants, NM 87020  
PH: (505) 287-9431  
FAX: (505) 285-5434

# PURCHASE ORDER

**PO Number:** 41868

**Date:** 02/20/2018

**Requisition #:** REQ02584

**Vendor #:** 28962

**ISSUED TO:** PROFESSIONAL DOCUMENT SYSTEMS, INC.  
1414 COMMON DRIVE  
EL PASO, TX 79936-

**SHIP TO:** CIBOLA COUNTY  
Attn: PURCHASING DEPARTMENT (DATA PI  
700 E. ROOSEVELT, SUITE # 50  
GRANTS, NM 87020

ITEM	UNITS DESCRIPTION	GL ACCT #	VENDOR PART #	PRICE	AMOUNT
1	1 Turn Key System Cost	401-004-412-00012		26,162.84	26,162.84
2	1 Legacy Laserfiche SW - Credit	401-004-412-00012		-13,252.50	-13,252.50
3	1 Legacy Laserfiche LSAP - Credit	401-004-412-00012		-2,796.30	-2,796.30
4	1 Optional Training Service	401-004-412-00012		1,883.41	1,883.41
5	4 Optional Canon DR M160 Scanner	401-004-412-00012		1,108.90	4,435.60
6	4 Annual Service Support on scanners	401-004-412-00012		188.91	1,628.31

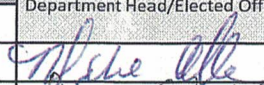
Authorized by: Wendy Self

<b>SUBTOTAL:</b>	17,188.69
<b>TOTAL TAX:</b>	872.67
<b>SHIPPING:</b>	0.00
<b>TOTAL</b>	18,061.36

It is forbidden for any employee of Cibola County to obtain, purchase, acquire or otherwise contract for any product or service without first having obtained proper authorization in the form of a purchase order or P-Card Authorization form or other document of permission to acquire such product or service prior to such acquisition. Violators may be subject to sanctions as determined by the Cibola County Commission and the Cibola County Manager. CIBOLA COUNTY IS NOT RESPONSIBLE FOR ANY PURCHASES MADE WITHOUT PRIOR APPROVAL.



No.	Description	Unit Cost	Extension	Unit Cost	Extension	Unit Cost	Extension
			-		-		-
	Upgrade Laserfiche from Legacy 8.3		-		-		-
	to Avante 10.2 with Workflow per		-		-		-
	attached proposal from PDS		-		-		-
			-		-		-
1	Turn Key System Cost	26,162.84	26,162.84		-		-
	SW/HW/Implementation & training		-		-		-
	and 1yr annual maint & support included		-		-		-
	Per Pages 16 & 17 of proposal		-		-		-
1	Legacy Laserfiche SW - credit	(13,252.50)	(13,252.50)		-		-
	Per page 17		-		-		-
1	Legacy Laserfiche LSAP - credit	(2,796.30)	(2,796.30)		-		-
1	NM GRTax	758.55	758.55		-		-
1	OPTIONAL TRAINING SERVICE	1,883.41	1,883.41		-		-
	NM GRTax on training	141.26	141.26		-		-
4	OPTIONAL CANON DR M160 SCANNER	1,108.90	4,435.60		-		-
4	Annual Service Support on Scanners	188.91	755.64		-		-
4	NM GRTax on scanners	28.53	114.12		-		-
			-		-		-
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			-		-		-
Subtotal for Selected Items			18,061.36		-		-
Total Labor/Service Costs			-		-		-
Total Gross Receipts Tax			-		-		-
Total Shipping/Freight Costs			-		-		-
TOTAL FOR SELECTED			18,061.36		-		-

Selected Vendor	Professional Document Systems	Reason Selected	State Contract	
		Contract/Bid/RFP #	40-000-14-00106CQ	
Address	1414 Common Dr	Estimated Delivery	4/15/2018	
	El Paso, TX 79936	Purchase Order Number		
Purchasing Agent	CERTIFICATION	Fund Dept. Line Item	Amount	Signature: Authorized Party & Department Head/Elected Official
Endorsement	With my signature, I hereby certify that all goods/services requested are necessary to properly conduct the operations of this department, and that all procurement has been conducted according to purchasing policies approved by the Cibola County Board of Commissioners.	401-004-412-00012	\$18061.36	

**Cibola County Commission**

Robert J. Armijo, Chairman  
Daniel J. Torrez, 1<sup>st</sup> Vice-Chair  
Jack P. Moler, 2<sup>nd</sup> Vice-Chair  
Robert Windhorst, 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

## MEMO

To: Wendy, Valerie

RE: Laserfiche Upgrade

I have finally gotten the proposal for upgrading Laserfiche, see attached document. The proposal includes more than \$16,000 in credits – almost 4x the amount Laserfiche normally offers in credits, making our final cost about half-price. This new version of Laserfiche, called Avante, includes many new features that will benefit the county by improving document archiving and retrieval.

I **STRONGLY** recommend that this upgrade is approved asap. The county's current archiving system is a legacy version of Laserfiche that has not been upgraded in more than 10 years and is at its capacity to grow. The county's document archives are dependent on this system. I cannot stress the importance of keeping our document archival system up to date strongly enough and we are **WAY overdue** for an upgrade to this system.

Respectfully,

Michael Allen

Technical Services Director

2/16/2018

*Michael Allen*

# NEW ITEMS

11 e.



**Cibola County Commission**

Robert J. Armijo, Chairman  
Daniel J. Torrez, 1<sup>st</sup> Vice-Chair  
Robert S. Windhorst, Commissioner  
Jack Moleres, Commissioner  
Martha Garcia, Commissioner

**Cibola County**  
**700 E. Roosevelt Ave., Suite 50**  
Grants, New Mexico 87020  
Phone (505) 287-9431 – Fax (505) 285-5434



Kate Fletcher  
County Manager

**05-08\*-2019 Brand Name or Sole Source Justification**

This form *must* be completed for procurements where the basis for the vendor selection is:

- 1) There is only one *specific* product or service that can reasonably meet your need.
- 2) There is only one vendor who can reasonably provide that product or service.

You **MUST** meet criteria #1 above to have a *brand name* procurement.

You **MUST** meet BOTH criteria 1 & 2 above to have a sole-source procurement.

Date of Request: Requestor: \_\_\_\_\_ 05-08-2018  
Requesting Division or Department: \_\_\_\_\_ DWI Program  
Contact Name: \_\_\_\_\_ Michael Dodds  
Phone: 505-285-2585 \_\_\_\_\_ FAX: 505-287-5581  
E-Mail: mdodds@co.cibola.nm.us \_\_\_\_\_

Before a decision can be made to approve your request for a Sole Source procurement, the following information is needed. Please provide all of the requested information on this form and submit it to the appropriate Purchasing Agent responsible for the procurement.

Vendor Name: \_\_\_\_\_ Innocorp, Ltd  
Vendor Contact: \_\_\_\_\_ Jamie Stebbeds  
Phone: \_\_\_\_\_ 1-800-272-5023 \_\_\_\_\_ FAX: 1-608-848-5558  
Check one: \_\_\_\_\_ This is a recurring procurement from \_\_\_\_\_ (mm/yy) to \_\_\_\_\_ (mm/yy) (cannot exceed 4 yrs);

OR ☒ This is a one-time procurement for this product or service.

Estimated cost breakdown for term of Sole Source/Brand Name (attach proposal, if applicable):

Products \$ 16,674.50 and/or Services \$ \_\_\_\_\_

**Note: If more space is required, use additional sheets of paper and submit with this completed form.**

1) **BACKGROUND STATEMENT –**

Provide information that would assist the reader in understanding the history (e.g., funding source, constraints, contractor's business, development of the product or service, ownership of product or service) of this purchase.

This funding is through the Local DWI, Local Govt' Division of the Department of Finance and Administration. The funding is to provide for the education and prevention of alcohol related drinking and driving, use and misuse, and reduction of vehicle accident related injuries and deaths for adults and minor children.

**Cibola County Commission**

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Daniel J. Torrez, 1<sup>st</sup> Vice-Chair  
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Martha Garcia, Commissioner

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Kate Fletcher  
County Manager

**2) NEEDS STATEMENT –**

Describe in detail the product(s) and/or service(s) to be procured and how they meet your needs.

This tool, and the training provided, will help our DWI Council and Task Force to properly and holistically get the attention of our community. All in an effort to help people understand the effects of alcohol on the brain/body, and how it directly impacts the ability to safely/responsibly operate a motor vehicle.

**3) FEATURES REQUIREMENTS –**

What unique design or performance features does this product or service have that are functionally essential or unique to your requirements? Please provide a brief yet technical explanation as to why these features are essential. Provide the manufacturer and model of your existing equipment. Please do not tailor the criteria simply to exclude other contractors if it is not rationally related to the purpose of the goods or services. List the major features/capabilities of the product/service that are required:

The Sidney Cart 7.0 is an electric cart (rechargeable) that can be used indoors or outdoors. It has many built in safety features that limit liability and risk to any persons involved in an exercise/event. It is upgradeable and has training specific to the platform of distracted/drunk driving.

**4) COMPETING BRANDS INVESTIGATED –**

What other suppliers did you contact? (Please include names of all sales representatives contacted and their telephone numbers.) Did you consider other products or services with similar capabilities? Indicate the specific brands/models of competitors' products that were investigated and describe why, specifically, they do not meet some, or all, of the FEATURES REQUIREMENTS listed in Item #3. **Requestor needs to state that to the best of his/her knowledge, these are the only companies that make this type of equipment or Services.**

To the best of our ability to locate, and with the knowledge of many other counties in the State of New Mexico, there are not any other vendors who provide these tools for prevention and education regarding alcohol and driving.

**5) SOLE BRAND NAME –**

- a. Is the specific brand/model of product being recommended for procurement available from more than one source (i.e., dealers, distributors). If not, why is this vendor being utilized? ☐ Yes ☒ No

If "Yes," this will be processed as a sole brand name. Please provide the company names of known sources:

- b. If not available from more than one source, why is this vendor being utilized?

This has been the only known vendor of this product to this program



**Cibola County Commission**

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Daniel J. Torrez, 1<sup>st</sup> Vice-Chair  
Robert S. Windhorst, Commissioner  
Jack Moleres, Commissioner  
Martha Garcia, Commissioner

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Kate Fletcher  
County Manager

6) **CONFLICT OF INTEREST STATEMENT -**

The Requestor agrees that there is no real or potential Conflict of Interest in recommending this product and/or service as a Sole Source or Brand specific procurement. (NOTE: If you do have a real or potential conflict of interest, please contact the Purchasing Agent.)

**CERTIFICATION:**

By signing below, you are certifying that the information submitted on this form is accurate. PROCUREMENT DEPARTMENT will make the final determination of Sole Source or Sole Brand Name.

*M. Dedeley* 5-26-2018  
Signature (Department) Date

**FOR PROCUREMENT SERVICES USE ONLY**

**DETERMINATION:**

- \_\_\_\_\_ Sole Source or Brand Name approved – purchase as requested.  
\_\_\_\_\_ Sole Brand Name approved – issue bid on a “no substitutes” basis.  
\_\_\_\_\_ Sole Source not approved – issue bid using performance specifications.

\_\_\_\_\_  
Procurement Manager (or delegate) Date

This approval is valid until \_\_\_\_\_ (month/year).



No.	Description	Unit Cost	Extension	Unit Cost	Extension	Unit Cost	Extension
1	Sidney Version 7.0	14,390.00	14,390.00	14,390.00	14,390.00		-
1	Set of Spare Batteries with Adapter	725.00	725.00	725.00	725.00		-
1	freight	1,559.50	1,559.50	1,559.50	1,559.50		-
1	Set of Course Figures (Pede. Cutout)	-	-	540.00	540.00		-
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5/8/2018

**To:** Michael Dodds  
Cibola Co DWI Compliance & Prevention  
700 E Roosevelt Ave Ste 40  
Grants NM 87020  
Phone: 505-285-2585      Fax:      Email: [mdodds@co.cibola.nm.us](mailto:mdodds@co.cibola.nm.us)

**From:** Mr. Jamie Stebbeds  
Innocorp, Ltd.  
Phone: (800) 272-5023      Fax: (608) 848-5558      Email: [jamie.stebbeds@fatalvision.com](mailto:jamie.stebbeds@fatalvision.com)

**RE:** Price Quote and Proposal for Purchase of SIDNE® (Simulated Impaired DrivIng Experience)

Dear Michael:

Thank you for your interest in SIDNE® and requesting a SIDNE® quote. This quote package includes the following:

**SIDNE® QUOTE AND PACKAGE DETAILS** - The quote confirms pricing for your selected SIDNE® (s) package.

**SIDNE® FREIGHT (Estimate)** - This Freight Quote is only valid for 30 days. A final Freight Quote will be done prior to your ship date to verify charges. Freight will be prepaid and added to your invoice. If the above address is not correct, please notify us ASAP for a re-quote.

**WARRANTY ACKNOWLEDGEMENT** - You must sign, date and return the SIDNE® Warranty Acknowledgement. This document shows your acceptance of the SIDNE® Warranty terms. Return a copy of the signed SIDNE® Warranty Acknowledgement by faxing to (608) 848-5558 or mailing to Innocorp, Ltd., PO Box 930064, Verona, WI 53593. *Return this document.*

**SIDNE® OPERATION AND SAFETY TRAINING OVERVIEW** - This document is for your information only and shows the training outline we use to teach the SIDNE® Operation and Safety Training Course. This document also explains the training options and related costs.

**SIDNE® COURSE REQUIRMENTS** - This is an overview of the facility and space requirements necessary to conduct an effective SIDNE® program.

If you have any questions regarding this quote, please call me at 800-272-5023 or my direct line at (608)848-5570.

# SIDNE® QUOTE 1

The following price quote and proposal is based upon the following:

- The purchase of the below listed items with delivery to: Cibola Co DWI Compliance & Prevention, 700 E Roosevelt Ave Ste 40, Grants, NM 87020
- A \$2,500.00 deposit, purchase order or payment in full per SIDNE® vehicle is required prior to initializing production. A deposit can be made by credit card or check. This deposit is applicable toward your final invoice or refundable upon your written notice of order cancellation. Upon receiving the deposit, Innocorp, Ltd. will schedule the production of your SIDNE® and give you an estimated delivery date.
- Payment in full or a purchase order for the full amount upon completion of credit approval is required prior to shipment.
- Payment is due in full upon receipt.
- **This price quote expires 6/8/2018**
- Allow 4-6 weeks ARO for delivery.

SIDNE®	Qty.	Total Extended Price
<b>SIDNE® Version 7.0 Basic Package</b> (Price includes operation and safety training at your location)	<b>1</b>	<b>\$14,390.00</b>
<b>SIDNE® Spare Battery Set with External Adapter</b>	<b>1</b>	<b>\$725.00</b>
<b><i>Estimated</i> Freight and Handling</b> Quote valid for 30 days; Actual charges will be determined within 30 days of delivery and added to your invoice	<b>1</b>	<b>\$1,559.50</b>
<b>TOTAL</b>		<b>\$16,674.50</b>
<b>Consider Adding an Extended Warranty to your purchase.</b> The Extended Warranty is available only at time of purchase and includes an <b>additional coverage of 12 months or 300 hours of use added to the original warranty.</b> To order the extended warranty, call your Innocorp, Ltd representative for further details.		<b>\$1,600.00</b>
<b>Consider Adding a Second Extended Warranty to your purchase.</b> The Second Extended Warranty is available only at time of purchase and includes an <b>additional coverage of 12 months or 300 hours of use added to the extended warranty, totaling 30 months or 750 hours of run time.</b> To order the second extended warranty, call your Innocorp, Ltd representative for further details.		<b>\$3,000.00</b>

THIS QUOTATION IS SUBJECT TO THE TERMS AND CONDITIONS OF SALE ATTACHED. ACCEPTANCE OF BUYER'S ORDER IS CONDITIONAL UPON THE BUYER'S ASSENT TO THESE TERMS AND CONDITIONS. ANY PROVISION OF ANY OTHER FORM OR OTHER WRITING INCONSISTENT WITH THESE TERMS AND CONDITIONS OF SALE WILL NOT CONSTITUTE A PART OF THE CONTRACT OF SALE AND IS OF NO EFFECT. UNLESS OTHERWISE SPECIFIED ABOVE, ALL QUOTATIONS EXPIRE AUTOMATICALLY, WITHOUT NOTICE, THIRTY (30) DAYS AFTER THE DATE ISSUED. ANY ORDER SUBMITTED UNDER THIS QUOTATION WILL NOT RESULT IN A CONTRACT UNTIL IT IS ACCEPTED AND ACKNOWLEDGED IN WRITING BY INNOCORP, LTD. AT ITS HOME OFFICE.

**Please note:** All freight carriers are solely responsible for delivering their shipment and are not responsible for opening the crate. The driver can help move the crate out of the truck and move to storage. To make the delivery of SIDNE as efficient and timely as possible, Innocorp needs to know in advance of any special assistance you may need to get SIDNE® off the truck and moved to storage. If freight carrier has to make a re-delivery, there may be additional charges which will be invoiced to the customer. If additional delivery services are necessary at the time of delivery, the freight carrier will invoice Innocorp for these additional delivery services which may incur additional freight charges and invoiced to the customer.



# SIDNE® QUOTE 2

The following price quote and proposal is based upon the following:

- The purchase of the below listed items with delivery to: Cibola Co DWI Compliance & Prevention, 700 E Roosevelt Ave Ste 40, Grants, NM 87020
- A \$2,500.00 deposit, purchase order or payment in full per SIDNE® vehicle is required prior to initializing production. A deposit can be made by credit card or check. This deposit is applicable toward your final invoice or refundable upon your written notice of order cancellation. Upon receiving the deposit, Innocorp, Ltd. will schedule the production of your SIDNE® and give you an estimated delivery date.
- Payment in full or a purchase order for the full amount upon completion of credit approval is required prior to shipment.
- Payment is due in full upon receipt.
- **This price quote expires 6/8/2018**
- Allow 4-6 weeks ARO for delivery.

SIDNE®	Qty.	Total Extended Price
<b>SIDNE® Version 7.0 Basic Package</b> (Price includes operation and safety training at your location)	<b>1</b>	<b>\$14,390.00</b>
<b>SIDNE® Spare Battery Set with External Adapter</b>	<b>1</b>	<b>\$725.00</b>
<b>Course Figures (set of 3)</b>	<b>1</b>	<b>\$540.00</b>
<b><u>Estimated</u> Freight and Handling</b> Quote valid for 30 days; Actual charges will be determined within 30 days of delivery and added to your invoice	<b>1</b>	<b>\$1,559.50</b>
<b>TOTAL</b>		<b>\$17,214.50</b>
<b>Consider Adding an Extended Warranty to your purchase.</b> The Extended Warranty is available only at time of purchase and includes an <b>additional coverage of 12 months or 300 hours of use added to the original warranty.</b> To order the extended warranty, call your Innocorp, Ltd representative for further details.		<b>\$1,600.00</b>
<b>Consider Adding a Second Extended Warranty to your purchase.</b> The Second Extended Warranty is available only at time of purchase and includes an <b>additional coverage of 12 months or 300 hours of use added to the extended warranty, totaling 30 months or 750 hours of run time.</b> To order the second extended warranty, call your Innocorp, Ltd representative for further details.		<b>\$3,000.00</b>

THIS QUOTATION IS SUBJECT TO THE TERMS AND CONDITIONS OF SALE ATTACHED. ACCEPTANCE OF BUYER'S ORDER IS CONDITIONAL UPON THE BUYER'S ASSENT TO THESE TERMS AND CONDITIONS. ANY PROVISION OF ANY OTHER FORM OR OTHER WRITING INCONSISTENT WITH THESE TERMS AND CONDITIONS OF SALE WILL NOT CONSTITUTE A PART OF THE CONTRACT OF SALE AND IS OF NO EFFECT. UNLESS OTHERWISE SPECIFIED ABOVE, ALL QUOTATIONS EXPIRE AUTOMATICALLY, WITHOUT NOTICE, THIRTY (30) DAYS AFTER THE DATE ISSUED. ANY ORDER SUBMITTED UNDER THIS QUOTATION WILL NOT RESULT IN A CONTRACT UNTIL IT IS ACCEPTED AND ACKNOWLEDGED IN WRITING BY INNOCORP, LTD. AT ITS HOME OFFICE.

**Please note:** All freight carriers are solely responsible for delivering their shipment and are not responsible for opening the crate. The driver can help move the crate out of the truck and move to storage. To make the delivery of SIDNE as efficient and timely as possible, Innocorp needs to know in advance of any special assistance you may need to get SIDNE® off the truck and moved to storage. If freight carrier has to make a re-delivery, there may be additional charges which will be invoiced to the customer. If additional delivery services are necessary at the time of delivery, the freight carrier will invoice Innocorp for these additional delivery services which may incur additional freight charges and invoiced to the customer.

Please return to Innocorp, Ltd. via fax at 608-848-5558 or by mail: Innocorp, Ltd., PO Box 930064, Verona, WI 53593

**Innocorp, Ltd.  
P.O. Box 930064  
Verona, WI 53593-0064**

**1.800.272.5023**

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**ACCEPTANCE:**

The undersigned Buyer hereby accepts this Quotation and the attached Terms and Conditions and agrees to be bound thereto.

**BUYER**

By: \_\_\_\_\_  
Signature of Buyer Representative

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**ACCEPTANCE:**

The undersigned Innocorp, Ltd. hereby accepts this Quotation and the attached Terms and Conditions and agrees to be bound thereto.

**INNOCORP, LTD.**

By: \_\_\_\_\_

\_\_\_\_\_  
Date

# SIDNE® OPERATION AND SAFETY TRAINING OVERVIEW

SIDNE® Operation & Safety Training	Descriptions
<b>Training</b>  (See Course Agenda Outline below)	Training includes all aspects covered in the overview. Attendance is limited to 4 persons per SIDNE vehicle purchased. <b>Pricing includes the training cost and our travel expenses.</b> Consecutive training days may be added at a reduced rate.

## COURSE AGENDA:

4-6 Hours per class

1. Introduction
2. Loading/Unloading SIDNE®
3. SIDNE® Features
4. Program Guide
5. Course Set-Up
6. Instructor Training
7. Emergency Procedures/Scenarios
8. Maintenance/Troubleshooting
9. Practice Session
10. Summary/Closing

**Innocorp, Ltd must be notified three (3) weeks in advance of your proposed training date(s) to allow for ample time to schedule for the travel itinerary.**



# SIDNE® COURSE REQUIREMENTS

REQUIREMENTS	NOT ACCEPTABLE	POSSIBLE COURSE SITES
<ul style="list-style-type: none"> <li>Area <i>recommended</i> is 100 ft x 130 ft. Courses can be revised to operate SIDNE® in smaller areas – call for details.</li> <li>Area must be a hard surface such as concrete, asphalt or gym floors</li> <li>Area must be free from landscaping, parking barriers, light poles, telephone poles, and parked cars.</li> <li>Area must be a flat level surface</li> <li>Area must be free from deep puddles or snow and program run in dry weather conditions</li> <li>SIDNE® may be used indoors provided the facility meets the requirements listed above.</li> </ul>	<p>SIDNE® <b>CANNOT</b> Operate on the following surfaces:</p> <ul style="list-style-type: none"> <li>Grass</li> <li>Gravel</li> <li>Astroturf</li> <li>Rubber</li> <li>Carpet</li> </ul>	<p>Successful SIDNE® Course Sites include but are not limited to the following:</p> <ul style="list-style-type: none"> <li>School parking lots</li> <li>Local mall or shopping center parking lots</li> <li>Airplane hangars</li> <li>Gymnasiums</li> <li>Basketball and Tennis Courts</li> <li>Storage Warehouse</li> </ul>

Please use the above information to verify that you have adequate facilities to run a SIDNE® program. You may contact Innocorp, Ltd directly at (800) 272-5023 if you have any questions or concerns about your potential course site(s).



# WARRANTY AND ACKNOWLEDGEMENT

INNOCORP, LTD.

LIMITED WARRANTY FOR SIDNE® VEHICLE SERIAL # \_\_\_\_\_

Innocorp, Ltd. (the "Company") warrants to the original purchaser that the Company's SIDNE® battery-powered vehicle (the "Vehicle") will be free from defects in material and workmanship for a period of six (6) months following the date of delivery, or 150 hours of use, as determined by SINDE's meter on the LCD panel, whichever occurs first. The Company will, at its option, repair or replace any part or component covered by this limited warranty which, following examination by the Company or its authorized representatives, is found to be defective under normal use and service. The Company's replacement parts and components will be warranted for 30 days from the date of purchase, or the remainder of the original equipment warranty period, whichever is longer, and may be new or remanufactured parts. No claim under this warranty will be valid unless the Company is notified in writing of the warranty claim prior to the expiration of the warranty period. This warranty is not transferable.

This warranty does not apply to Vehicles or parts or components thereof which the Company determines in its sole discretion to have been subjected to accident, improper storage, extremes of temperature, misuse or abuse (including but not limited to damage caused by operator error such as impacting objects that bend the Vehicle's frame and over-speeding the engine), unauthorized modifications, or which have been repaired with parts or components which are not of a quality equivalent to those provided by the Company, or to normal wear and tear of Vehicles or parts or components thereof. IN ADDITION, THIS WARRANTY SHALL BE VOID IF THE CUSTOMER FAILS TO FOLLOW THE COMPANY'S WRITTEN INSTRUCTIONS OR INSTRUCTIONS PROVIDED IN THE "SIDNE SAFETY TRAINING VIDEO" REGARDING SET-UP, OPERATING AND/OR MAINTENANCE OF THE VEHICLE, including without limitation failure to lubricate components as directed, maintain appropriate tire pressure or adequately inspect and maintain brake pads and bands. It is the customer's responsibility to keep adequate records to show that the Vehicle has been properly maintained. THIS WARRANTY IS VOID WITH RESPECT TO ANY SEALED PARTS OR COMPONENTS IF THE SEAL IS BROKEN.

This warranty does not cover batteries, tires, brake pads, or cosmetic accessories (such as foam covers). However, the Company warrants such items to the extent of any warranty extended to the Company by the suppliers of such items. This warranty also does not cover scratches, nicks, dents, fading paint or trim, seats, backrest, seat spacer, or normal corrosion. This warranty does not cover damage caused by the customer in the course of repair or replacement of any parts or components.

The Company's obligation under this warranty is limited to repairing or replacing, free of charge to the original purchaser, any part or component that does not conform to this limited warranty; however, the customer shall be responsible, at the customer's expense, for the installation of any replacement part or component provided by the Company pursuant to this warranty. Prior to returning any part or component, customer must obtain a return authorization from the Company and must issue a purchase order covering the replacement part or component. The Company will then ship the replacement part or component to customer, ground freight prepaid, and shall prepay return freight. Expedited shipping shall be at customer's sole expense. In order to receive credit against the invoice for the replacement part or component, the customer shall return to the Company (or such other destination as it shall designate) the defective part or component within thirty (30) days from the date of discovery of the defect. If the part or component is verified to be defective, the invoice price of the replacement for the defective part or component will be credited to customer or the invoice will be cancelled.

The foregoing warranty is the sole warranty provided, whether implied or express. THERE ARE NO IMPLIED WARRANTIES, INCLUDING WITHOUT LIMITATION THE IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. IN NO EVENT SHALL THE COMPANY BE LIABLE FOR ANY INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES (including without limitation injury or damages of any kind or nature to person or property, loss of profit or use, or labor or rental costs) ARISING FROM THE SALE OR USE OF THE VEHICLES OR FROM ANY OTHER CAUSE WHATSOEVER, WHETHER BASED ON WARRANTY (EXPRESSED OR IMPLIED) OR OTHERWISE BASED ON CONTRACT, OR ON TORT, OR REGARDLESS OF ANY ADVICE OR REPRESENTATIONS THAT MAY HAVE BEEN RENDERED BY THE COMPANY. IN NO EVENT SHALL THE COMPANY'S LIABILITY TO THE CUSTOMER EXCEED THE PURCHASE PRICE OF THE VEHICLES(S).

## Warranty and Acknowledgement Cont'd

Neither this warranty nor the exclusions, limitations and reservations contained herein may be modified or enlarged, except in writing signed by a duly authorized officer of the Company.

No terms contained in any existing or future proposals, quotations, purchase orders, confirmations, acknowledgments, acceptances, invoices or similar documents used by the Company and/or the customer to facilitate the purchase and sale of the Vehicles shall apply to the extent that they conflict with the terms of this limited warranty or the exclusions, limitations or reservations contained herein.

For warranty service contact Innocorp, Ltd. at the following address or phone number shown below. At the time of requesting warranty service, evidence of original purchase date may be required.

Please return to Innocorp, Ltd. via fax at 608-848-5558 or by mail: Innocorp, Ltd., P.O. Box 930064, Verona, WI 53593

**Innocorp, Ltd.  
P.O. Box 930064  
Verona, WI 53593-0064**

**1.800.272.5023**

**THIS WARRANTY IS NOT VALID UNLESS IT IS SIGNED BY THE CUSTOMER  
BELOW AND RETURNED TO INNOCORP, LTD.**

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### **CUSTOMER ACKNOWLEDGEMENT**

**The undersigned customer acknowledges the above warranty and accepts its terms.**

Name of Customer: \_\_\_\_\_

By: \_\_\_\_\_

**(Print Name of authorized representative of Customer)**

\_\_\_\_\_  
**(Signature of authorized representative of Customer)**

Title: \_\_\_\_\_

Date: \_\_\_\_\_



Please read these terms and conditions carefully. They materially affect the parties' obligations. Innocorp, Ltd. ("Seller") will accept orders and do business only on the terms and conditions on this form.

## TERMS AND CONDITIONS OF SALE

1. **ENTIRE AGREEMENT.** This document contains all of the terms and conditions of the agreement between Seller and the buyer ("Buyer") of the goods and any related services (collectively, "Products") to be sold to Buyer, to the exclusion of any other statements and agreements, and to the exclusion of any terms and conditions incorporated in Buyer's order or other documents of Buyer. Seller's acceptance of Buyer's order is expressly conditioned on Buyer's acceptance of the terms and conditions contained herein, and Buyer, upon placing an order, is presumed to have accepted all the terms and conditions without modification. No alteration, waiver, modification of or addition to the terms and conditions herein shall be binding on Seller unless set forth in writing and specifically agreed to by an officer of Seller. No course of dealing, usage of trade or course of performance will be relevant to supplement or explain any terms used in this agreement.
2. **SHIPMENT.** Shipment is FOB Seller's plant or other place of manufacture, unless otherwise specified. The risk of loss or damage to the Products passes to Buyer upon shipment.
3. **DELIVERY.** Seller will make every effort to fill orders within the time stated, but the stated delivery date is approximate only, and Seller reserves the right to readjust shipment schedules without liability. Acceptance by Buyer of the Products waives any claim for loss or damage resulting from a delay, regardless of the cause of the delay. If shipment is delayed or suspended by Buyer, Buyer will pay the invoice price for the Products as per payment terms, together with Seller's handling and storage charges then in effect, if any.
4. **CANCELLATION.** Buyer may not cancel orders placed with Seller, except with Seller's written consent. If Seller consents in its sole discretion, Buyer shall indemnify Seller against loss, including loss from commitments to third parties.
5. **PAYMENT TERMS; TAXES.** Unless otherwise specified, payment terms are net due upon receipt, no cash discount, with eighteen percent (18%) per annum finance charge on overdue amounts (but not to exceed the maximum contract rate permitted by law). However, Seller may in its discretion, depending on Buyer's creditworthiness, require cash in advance or other security for payment. Buyer shall pay all present and future sales, excise, privilege, use or other taxes, customs duties, and all other fees or other costs, imposed by any federal, state, foreign, or local authorities arising from the sale, purchase, transportation, delivery, storage, use or consumption of the Products or will, if applicable, provide Seller with an appropriate exemption certificate.
6. **RETURN POLICY.** SIDNE may be returned within 30 days of the delivery date and only with 10 or fewer hours on SIDNE's meter and no damage to SIDNE (normal wear is acceptable). Customer is responsible for return freight charges. Upon receipt, inspection, and acceptance of SIDNE, Innocorp will refund the purchase price less a 20% restocking fee and less the original delivery freight charges. Innocorp, Ltd. reserves the right to refuse the return of SIDNE and to make changes to our return policy at any time.
7. **WARRANTY.** Seller warrants to the original purchaser that the Products will be free from manufacture defects for a period of six (6) months following the date of delivery, or, in the case of Seller's battery operated carts, for 150 hours of use, if earlier. Seller will, at its option, repair or replace any part or component covered by this limited warranty which, following examination by Seller or its authorized representatives, is found to be defective under normal use and service. Seller's replacement parts and components will be warranted for 30 days from the date of purchase, or the remainder of the original equipment warranty period, whichever is longer. No claim under this warranty will be valid unless Seller is notified in writing of the warranty claim prior to the expiration of the warranty period. This warranty is not transferable.  
This warranty does not apply to Products or parts or components thereof which have been subjected to normal wear and tear, accident, misuse, abuse or unauthorized modifications, or which have been repaired with parts or components which are not of a quality equivalent to those provided by Seller. IN ADDITION, THE FAILURE OF BUYER TO FOLLOW SELLER'S WRITTEN INSTRUCTIONS REGARDING THE SET-UP, OPERATION AND/OR MAINTENANCE OF THE PRODUCTS VOIDS THIS WARRANTY. It is Buyer's responsibility to keep adequate records to show that the Products have been properly maintained.  
This warranty does not cover batteries, tires, brake pads, or cosmetic accessories (such as foam covers). However, that Seller warrants such items to the extent of any warranty extended to Seller by the suppliers of such items. This warranty also does not cover scratches, nicks, dents, fading paint or trim or normal corrosion.  
Seller's obligation under this warranty is limited to repairing or replacing, free of charge to the original purchaser, any part or component that does not conform to this limited warranty. Such obligation shall be conditioned on the customer returning to Seller (or such other destination as it shall designate) the defective part or component within thirty (30) days from the date of discovery of the defect, with transportation charges prepaid. If the part or component is verified to be defective, such transportation charges incurred by the customer to return the defective part or component will be credited or refunded to customer, and Seller will pay the freight costs to ship to the customer any replacement parts or components.  
There is no express warranty other than the foregoing warranty. THERE ARE NO IMPLIED WARRANTIES, INCLUDING WITHOUT LIMITATION THE IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.  
Neither this warranty nor the exclusions, limitations and reservations contained herein may be modified or enlarged, except in writing signed by a duly authorized officer of Seller.
8. **LIMITATION OF LIABILITY.** IN NO EVENT SHALL SELLER BE LIABLE FOR ANY INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES (including without limitation injury or damages of any kind or nature to person or property, loss of profit or use, or labor or rental costs) ARISING FROM THE SALE OR USE OF THE PRODUCTS OR FROM ANY OTHER CAUSE WHATSOEVER, WHETHER BASED ON WARRANTY (EXPRESSED OR IMPLIED) OR OTHERWISE BASED ON CONTRACT, OR ON TORT, OR REGARDLESS OF ANY ADVICE OR REPRESENTATIONS THAT MAY HAVE BEEN RENDERED BY SELLER. IN NO EVENT SHALL SELLER'S LIABILITY TO THE CUSTOMER EXCEED THE PURCHASE PRICE OF THE PRODUCTS.
9. **PRICE CHANGES.** If Buyer alters the quantities of scheduled shipments or shortens or extends the shipping schedule, Seller reserves the right to revise prices on any unshipped balance of Buyer's order by giving Buyer prompt written notice of the revision in price. The revision will be effective upon notice to the Buyer unless Buyer by written notice refuses such price revision within ten (10) days of receipt of notice of revision. If Buyer refuses Seller's price revision, Seller shall have the option of canceling that portion of Buyer's order to which the price revision is applicable, or of completing Buyer's order at the original price quoted for the order.
10. **SHORTAGES; DAMAGE OR LOSS IN TRANSIT.** No shortage in the Products shipped by Seller to Buyer shall entitle Buyer to withhold payment for those Products which are received by Buyer or to rescind any remaining installments of Products. Seller shall have no liability to Buyer for shortage, loss or damage occurring after the Products are delivered by Seller to the freight carrier, and any claim by Buyer with respect thereto shall be made directly to such freight carrier. Any claim by Buyer that a shortage has occurred in the Products shipped by Seller to Buyer shall be given within seven (7) days following the date of receipt by Buyer of the Products. The failure of Buyer to give such notice shall result in a waiver of all claims which Buyer may otherwise have against Seller for the shortage.
11. **SPECIFICATIONS.** Seller may, at its option, make changes in the design, arrangement or components of the Products to improve the safety of the Products or if, in Seller's judgment, such changes will be beneficial to the operation of the Products.
12. **DESCRIPTIONS.** All weights, measurements, dimensions, drawings, capacities, specifications and other particulars of the Products provided by Seller, whether contained in plans, photographs, catalogs, price lists or advertising material or otherwise, are only approximate and are included solely for Buyer's guidance. Such particulars do not form part of the contract, and deviations there from or subsequent changes in design are not grounds for non-acceptance of the Products and do not constitute a breach of this agreement.
13. **INFRINGEMENT.** Seller at its own expense will defend and hold Buyer harmless from and against all damages, costs and expenses arising from any valid claim of infringement by a third party with respect to any patent or other intellectual property rights (collectively, the "Intellectual Property Rights") caused by Products originally manufactured by Seller, provided Buyer (i) has not modified such Products, (ii) gives Seller immediate notice in writing of any claim or commencement or threat of suit, and (iii) permits Seller to defend or settle the same, and gives all immediate information, assistance and authority to enable Seller to do so. In the event any such originally manufactured Products are held to infringe an Intellectual Property Right and if Buyer's use thereof is enjoined, Seller will, at its expense and option: (i) obtain for Buyer the right to continue using the Products, (ii) supply non-infringing Products, (iii) modify the Products so that they become non-infringing, or (iv) refund the then market value of such Products. In no event shall Seller's liability exceed the sale price of the infringing Products. THE FOREGOING REPRESENTS SELLER'S ENTIRE AND EXCLUSIVE OBLIGATION WITH RESPECT TO ANY CHARGE OF INFRINGEMENT OF ANY INTELLECTUAL PROPERTY RIGHT AND IS IN LIEU OF ANY STATUTORY WARRANTY RELATING TO INFRINGEMENT. Notwithstanding the foregoing, Seller shall have no liability as to any Products or parts thereof that are manufactured or modified by Buyer or a third party, or that are manufactured or modified by Seller in accordance with Buyer's specifications. Buyer will defend and hold Seller harmless from and against all damages costs and expenses whatsoever arising from any claim for infringement of any Intellectual Property Rights relating to Products that have been manufactured or modified by Seller according to specifications provided by Buyer.
14. **LOSS, DAMAGE OR DELAY.** Seller will not be liable for loss, damage or delay resulting from causes beyond its reasonable control, including, without limitation, strikes or labor difficulties, lockouts, acts or omissions of any governmental authority or Buyer, insurrection or riot, war, fires, floods, Acts of God, breakdown of essential machinery, accidents, embargoes, cargo or material shortages, delays in transportation, lack of production capacity or inability to obtain labor, materials or parts from usual sources. In the event of any such delay, performance will be postponed by such length of time as may be reasonably necessary to compensate for the delay. In the event performance by Seller under this agreement cannot be accomplished by Seller due to any action of governmental agencies, or any laws, rules or regulations, Seller may, at its option, cancel this agreement without liability.
15. **GENERAL.** (a) No modification or waiver of this agreement or any of its provisions is valid unless expressly agreed to by Seller in writing; (b) no waiver by Seller of any default under this agreement is a waiver of any other or subsequent default; (c) the unenforceability or invalidity of one or more of the provisions of this agreement will not affect the enforceability or validity of any other provision of this agreement; (d) Buyer may not assign any of its rights, duties or obligations under this Agreement without Seller's prior written consent and any attempted assignment without such consent, even if by operation of law, will be void; and (e) the contract between Buyer and Seller is governed by and shall be construed in accordance with the laws of the State of Wisconsin, including the Uniform Commercial Code as enacted by such state, without giving effect to its conflict of laws principles.





Valid thru 12/31/2018

To: Whom It May Concern

From: Innocorp, Ltd. – Michael Aguilar, President

Re: Sole Source Statement for SIDNE® Version 7.0

Innocorp, Ltd., FEIN 39-1851710, is the sole source manufacturer and provider of the Simulated Impaired Driving Experience (SIDNE®) Version 7.0 in the United States. There are no authorized domestic dealers, wholesalers, distributors, or purchase outlets for SIDNE® Version 7.0. All associated trademarks and names are owned solely by Innocorp, Ltd.

Any questions regarding this statement can be directed to Innocorp, Ltd. – 800-272-5023.

Creating New Perspectives To Promote Healthy Choices™

Phone: 800-272-5023 | 608-845-5558 | Fax: 608-848-5558 | P.O. Box 930064 | Verona, WI 53593-0064 | fatalvision.com

# Request for Taxpayer Identification Number and Certification

► Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Give Form to the  
requester. Do not  
send to the IRS.

Print or type.  
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. <b>Innocorp Ltd</b>		
2 Business name/disregarded entity name, if different from above		
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only <b>one</b> of the following seven boxes.  <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► <b>Note:</b> Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is <b>not</b> disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ►	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3).  Exempt payee code (if any) _____  Exemption from FATCA reporting code (if any) _____  <small>(Applies to accounts maintained outside the U.S.)</small>	
5 Address (number, street, and apt. or suite no.) See instructions. <b>PO Box 930064</b>		Requester's name and address (optional)
6 City, state, and ZIP code <b>Verona WI 53593</b>		
7 List account number(s) here (optional)		

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number								
			-				-	
or								
Employer identification number								
3	9	-	1	8	5	1	7	1 0

## Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ► 	Date ► 1/1/2018
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## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

## Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien) to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.



Document Number	Procurement Type	Date Posted	Service Type	Justification	Agency Name	Contractor Name	Quantity	Amount	View Doc	Email
80-33300-18-CP029	SOLE SOURCE	5/15/2018	MAINTENANCE AND SUPPORT	PATENTED ITEMS OR COPYRIGHTED MATERIALS	33300 - TAXATION & REVENUE DEPARTMENT	IMAGING BUSINESS MACHINES, LLC	12 MONTHS	\$101,314.00		
80-46100-18-NS019	SOLE SOURCE	5/15/2018	MAINTENANCE AND SUPPORT	PROPRIETARY	06100 - NEW MEXICO MILITARY INSTITUTE	ELUCIAN	12 MONTHS	\$79,061.00		
80-92400-18-CP040	SOLE SOURCE	5/14/2018	PROFESSIONAL SERVICES	SOLE VENDOR	92400 - PUBLIC EDUCATION DEPARTMENT	KELEHER & MCLEOD	12 MONTHS	\$20,000.00		
80-92400-18-CP042	SOLE SOURCE	5/14/2018	PROFESSIONAL SERVICES	SOLE VENDOR	92400 - PUBLIC EDUCATION DEPARTMENT	SUTIN THAYER BROOME	12 MONTHS	\$49,000.00		
80-92400-18-CP044	SOLE SOURCE	5/14/2018	PROFESSIONAL SERVICES	SOLE VENDOR	92400 - PUBLIC EDUCATION DEPARTMENT	WAGNER VALUATION AND FINANCIAL FORENSICS, LLC	12 MONTHS	\$20,000.00		
80-92400-18-CP046	SOLE SOURCE	5/14/2018	PROFESSIONAL SERVICES	SOLE VENDOR	92400 - PUBLIC EDUCATION DEPARTMENT	BRIUSTEIN AND AMASSEVIT, LLC	12 MONTHS	\$20,000.00		
80-53900-18-00066	SOLE SOURCE	5/9/2018	SERVICES	SOLE VENDOR	53900 - STATE LAND OFFICE	INTERSTATE OIL & GAS COMPACT COMMISSION	12 MONTHS	\$21,250.00		
80-C0005-18-NS018	SOLE SOURCE	5/9/2018	TANGIBLE PERSONAL PROPERTY	SOLE VENDOR	C0005 - CIBOLA COUNTY	INNOCORE, LTD	N/A	\$16,674.50		
80-41900-18-CP035	SOLE SOURCE	5/7/2018	PROFESSIONAL SERVICES	SOLE VENDOR	41900 - ECONOMIC DEVELOPMENT DEPARTMENT	NEW MEXICO ECONOMIC DEVELOPMENT CORPORATION	12 MONTHS	\$1,000,000.00		
80-42000-18-CP036	SOLE SOURCE	5/7/2018	PROFESSIONAL SERVICES	SOLE VENDOR	42000 - REGULATION & LICENSING DEPARTMENT	SYSTEM AUTOMATION	12 MONTHS	\$190,933.75		

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# NEW ITEMS

11 f.



**BOARD OF COUNTY COMMISSIONERS  
RESOLUTION 18-35**

**APPOINTMENT OF MEMBERS TO THE CIBOLA COUNTY DWI ADVISORY  
BOARD**

**WHEREAS**, the Cibola County Board of Commissioners met upon notice of meeting duly published at the Cibola County Administration Building, 700 East Roosevelt Ave., Suite 50, Grants, NM 87020, on May 24, 2018, at 5:00 p.m. as required by law; and,

**WHEREAS**, the County Board of Commissioners is tasked with appointing members to the Advisory Board pursuant to the Cibola County DWI Advisory Board Bylaws, Article III, Section (C)(2); and,

**WHEREAS**, the Advisory Board has made its recommendations for appointment according to its Bylaws.

**NOW, THEREFORE, BE IT RESOLVED**, the County Commission appoints and names as Officers/Members of the DWI Advisory Board as follows:

Dr. Mickey Best, Chairperson  
Lori Vigil, Vice Chairperson  
Lt. Steven Shutiva, (Grants PD) Member  
Tasia Martinez (District Court), Member  
Sonia Wright (Mental Health), Member  
Chief Pat Salazar (Milan PD), Member  
Eric Poncho (DA Office), Member

Dr. Renee Wilkins (Mental Health), Member  
Thomas McGaghie, Member  
Christina Martinez, Member  
Judge Elise Larsen, Member  
Dustin Middleton, Member  
Lt. Art Gamboa, (Laguna PD) Member



**APPROVED, ADOPTED, AND PASSED** on this 24th day of May, 2018.

**BOARD OF COUNTY COMMISSIONERS**

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Robert Armijo, Chairman

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Daniel Torrez, 1<sup>st</sup> Vice Chairman

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Jack Moleres, 2<sup>nd</sup> Vice Chairman

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Robert Windhorst, Member

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Martha Garcia, Member

ATTEST:

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Michelle e. Dominguez  
Cibola County Clerk

# NEW ITEMS

11 g.



**BOARD OF COUNTY COMMISSIONERS  
RESOLUTION 18-36**

**A RESOLUTION OF THE COUNTY OF CIBOLA, IN THE STATE OF NEW MEXICO TO SUPPORT THE CONSTRUCTION AND OPERATION OF A PETROLUM REFINERY IN THE VILLAGE OF MILAN, CITY OF GRANTS, CIBOLA COUNTY REGION.**

**WHEREAS**, the Cibola County Commissioners are the duly elected and governing body of the Cibola County, New Mexico;

**WHEREAS**, the Cibola County Commissioners supports a refinery of petroleum related products in the Milan, Grants, Cibola Country region;

**WHEREAS**, the Cibola County Commissioners supports the construction of an environmentally sound, modern, efficient petroleum refining process center;

**WHEREAS**, the Cibola County Commissioners supports a petroleum refinery as it is conducted in a respectful, safe and environmentally friendly way as a viable means to improve the economic development of our communities;

**WHEREAS**, the Cibola County Commissioners supports the petroleum refinery for the purpose of a sound creation of new, viable and high paying jobs for the citizens of Cibola County;

**WHEREAS**, there has not been a new, modern, environmentally friendly petroleum refinery built in the United States in generations;

**WHEREAS**, the Cibola County Commissioners supports the cooperation with the Village of Milan and Cibola County in the development of a state of the art refining facility;

**NOW, THEREFORE, BE IT RESOLVED**, the Cibola County Commissioners wholeheartedly supports a petroleum refinery facility in the Cibola County region.



**APPROVED, ADOPTED, AND PASSED** on this 24th day of May, 2018.

**BOARD OF COUNTY COMMISSIONERS**

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Robert Armijo, Chairman

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Daniel Torrez, 1<sup>st</sup> Vice Chairman

---

Jack Moleres, 2<sup>nd</sup> Vice Chairman

---

Robert Windhorst, Member

---

Martha Garcia, Member

ATTEST:

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Michelle E. Dominguez  
Cibola County Clerk