



ITEM # 20-0291
QUOTE FOR PRODUCTS/SERVICES

Date: 06Apr2020

Prepared For:

Corrine Jones
Santa Fe Police Department
Santa Fe, NM 87507
505-955-5236
cdjones@santafenm.gov

Item	Quantity	Unit Cost	Amount
PO-EL 204-NC Test & TIP	100	\$ 15.00	\$1500.00
Administrator's Copy (Test & TIP)	1	\$ 0.00	\$ 0.00
Answer Sheets	100	\$ 0.00	\$ 0.00
Free Scoring Stencil	1	\$ 0.00	\$ 0.00
Administration Fee	1	\$ 97.00	\$ 97.00

Subtotal

\$1597.00

Shipping UPS Ground

\$ 0.00

IPMA-HR, 1617 DUKE ST, ALEXANDRIA, VA 22314

Total Amount: \$ 1597.00



Purchase Order

Fiscal Year 2020

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PURCHASING OFFICE
PO BOX 909
SANTA FE, NM 87504-0909
www.santafenm.gov

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES AND SHIPPING PAPERS.

Purchase Order # **22004500**

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IPMA
1617 DUKE STREET
ALEXANDRIA, VA 22314

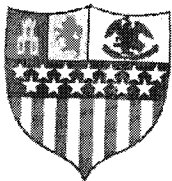
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POLICE HEADQUARTERS
2515 Camino Entrada
SANTA FE, NM 87507
Email: asesquibel@santafenm.gov

Vendor Phone Number		Vendor Fax Number		Requisition Number		Delivery Reference			
				12006459		ATTN. CORRINE JONES, SFPD			
Date Ordered		Vendor Number		Date Required		Freight Method/Terms		Department/Location	
04/15/2020		1400						Police	
Item#	Description/PartNo					QTY	UOM	Unit Price	Net Price
	DATA PROCESSING CARDS AND PAPE The Above Purchase Order Number Must Appear On All Correspondence - Packing Sheets And Bills Of Lading								
1	PO-EL 204-NC test & TIP Commodity Code: 25080 Tests, Answer Sheets, Scoring Keys, etc., Electronic Data Processing (EDP) Systems					100.0	EACH	\$15.00	\$1,500.00
2	Administrator's Copy (Test & TIP) Commodity Code: 25080 Tests, Answer Sheets, Scoring Keys, etc., Electronic Data Processing (EDP) Systems					1.0	EACH	\$0.00	\$0.00
3	Answer Sheets Commodity Code: 25080 Tests, Answer Sheets, Scoring Keys, etc., Electronic Data Processing (EDP) Systems					100.0	EACH	\$0.00	\$0.00
4	Free Scoring Stencil Commodity Code: 25080 Tests, Answer Sheets, Scoring Keys, etc., Electronic Data Processing (EDP) Systems					1.0	EACH	\$0.00	\$0.00
5	Administration Fee Commodity Code: 92066 System, Network, Database, DBA Administration Services					1.0	EACH	\$97.00	\$97.00
***** GL SUMMARY *****									
2230310 - 530200									\$1,597.00

By: *Fran Dunaway*
Fran Dunaway, Chief Procurement Officer

Total Ext. Price	\$1,597.00
PO Total	\$1,597.00



City of Santa Fe
Purchasing Office
P.O. Box 909
Santa Fe, NM 87504-0909
www.santafenm.gov

PURCHASE ORDER

Terms and Conditions

INSTRUCTIONS TO VENDORS:

- ACCEPTANCE OF THIS PURCHASE ORDER WITH THE TERMS, CONDITIONS AND PRICES STATED IS A LEGAL CONTRACT. NO CHANGES, SUBSTITUTIONS, OR PRICE VARIANCE WILL BE ALLOWED WITHOUT PRIOR AUTHORIZATION FROM THE PURCHASING OFFICE.
- THE PURCHASE ORDER IS SUBJECT TO ALL TERMS AND CONDITIONS AS STATED ON THE REVERSE SIDE OF THIS DOCUMENT.
- THE PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES, PACKING SLIPS, BILLS OF LADING, ETC.
- DELIVERY OF MATERIALS OR SERVICES WILL NOT BE RECOGNIZED UNLESS SUPPORTED BY A PURCHASE ORDER.
- PURCHASE ORDER VALID FOR 90 DAYS ONLY, UNLESS OTHERWISE SPECIFIED.
- SUBMIT ALL INVOICES, STATEMENTS AND BILLINGS TO: CITY OF SANTA FE, ACCOUNTS PAYABLE, P.O. 909, SANTA FE, NEW MEXICO 87504-0909.

TERMS AND CONDITIONS:

General. This Agreement shall be governed by laws of the State of New Mexico. It constitutes the entire Agreement between Buyer and Supplier unless a separate written and signed contract exists. In cases of discrepancy between the purchase order and a contract, terms and conditions of a written and signed contract shall prevail. The terms and conditions herein shall prevail notwithstanding any variance with the terms and conditions of any order submitted by the Buyer.

Either party may terminate the Agreement at any time for failure of the other to comply with any of its terms and conditions. Customer represents that he has authority to enter this Agreement. Supplier shall not be responsible for failure to provide materials or render services due to strikes, flood, fire, and other causes beyond its control. Buyer shall be notified in writing upon occurrence of such conditions. The term "with Agreement" as used herein includes any future written amendments, modifications, or supplements made in accordance herewith.

Cash Discounts. In the event that Buyer is entitled to a cash discount, the period of computations will commence on the date of delivery, or receipt of a correctly completed invoice, whichever is later. If an adjustment in payment is necessary due to damage, the cash discount period shall commence on the date final approval for payment is authorized. If a discount is part of the contract, but the invoice does not reflect the existence of a cash discount, Buyer is entitled to a cash discount with the period commencing on the date it is determined by Buyer that a cash discount applies.

Changes. Supplier will accept no changes to the specifications of this purchase order such as verbal instructions or red line drawings unless authorized in advance by Buyer's Purchasing Department. Buyer may make changes in the drawings and specifications on any item at any time. If such changes result in delay or additional expense to Supplier, an equitable adjustment of price and delivery schedules will be made.

Complete Agreement. The conditions of purchase stated herein and all statements on the reverse side hereof, including all insertions thereon by the Buyer constitute the complete agreement between the Buyer and Supplier concerning this purchase and any prior negotiations between the Buyer and Supplier or terms or conditions of sale set forth in the Supplier's quotation or order or sales acknowledgment shall not constitute a part of the agreement between the Buyer and Supplier concerning this purchase.

Compliance With Laws. Supplier represents and warrants that the performance of this order and the furnishing of goods called for shall be in accordance with the applicable standards, provisions, and stipulations of all pertinent Federal, State, or local laws, rules, regulations and ordinances.

Equal Employment Opportunity. The Equal Employment Opportunity clauses of Executive Order 11246 including all amendments thereto, relative to Equal Employment Opportunity and the implementing rules and regulations of the Department of Labor on Equal Employment Opportunity are incorporated herein by specific reference.

Liens, Claims, and Encumbrances. Supplier warrants and represents that all the goods and materials ordered herein are free and clear of all liens, claims, or encumbrances of any kind.

Non-Discrimination. In accordance with Executive Order 11246 as amended, Supplier agrees not to discriminate against any client, employee, or applicant for services because of race, creed, color, national origin, sex, sexual orientation, or age with regard to, but not limited to, the following: employment upgrading, demotion or transfer, recruitment or recruitment advertising, lay-offs or terminations, rates of pay or other forms of compensation, selection for training. It is further understood that any Supplier who is in violation of this clause may be barred from receiving awards of any purchase order from Buyer unless a satisfactory showing is made that discriminatory practices have terminated and that a recurrence of such acts is unlikely.

Packing. No charges will be allowed for special handling, packing, wrapping, bags, containers, reels, etc., unless otherwise specified.

Price Protection Period. Unless otherwise provided, the equipment and materials stated herein will not be subject to any price increase from the date on which this order is accepted by Supplier to the requested delivery date of the Buyer. If the Supplier's established price for any item upon the date of delivery shall be lower than the price shown on this order, then the Buyer shall have the benefit of such lower price.

Rejection. All goods or materials purchased herein are subject to approval by Buyer. Any rejection of goods or materials resulting because of nonconformity to the terms and specifications of the contract, whether held by Buyer or returned, will be at Supplier's risk and expense.

Shipping Instructions. Unless otherwise specified, all goods are to be shipped prepaid, F.O.B. destination. Where specific authorization is granted to shipping goods F.O.B. shipping point, Supplier agrees to repay all shipping charges and route by cheapest common carrier. The Buyer reserves the right to refuse any C.O.D. shipments.

City of Santa Fe (Agency) and
International Public Management Association for Human Resources (IPMA-HR)

ADDENDUM

TERMINATION

This Agreement may be terminated by the Agency upon 30 days written notice to IPMA-HR.

INDEMNIFICATION

IPMA-HR shall indemnify, hold harmless and defend the AGENCY from all losses, damages, claims or judgments, including payments of all attorneys' fees and costs on account of any suit, judgment, execution, claim, action or demand whatsoever arising from IPMA-HR's performance under this Agreement as well as the performance of IPMA-HR's employees, agents, representatives and subcontractor.

NEW MEXICO TORT CLAIMS ACT

Any liability incurred by the AGENCY in connection with this Agreement is subject to the immunities and limitations of the New Mexico Tort Claims Act, Section 41-4-1, et. seq. NMSA 1978, as amended. The AGENCY and its "public employees" as defined in the New Mexico Tort Claims Act, do not waive sovereign immunity, do not waive any defense and do not waive any limitation of liability pursuant to law. No provision in this Agreement modifies or waives any provision of the New Mexico Tort Claims Act.

APPLICABLE LAW; CHOICE OF LAW; VENUE

IPMA-HR shall abide by all applicable federal and state laws and regulations, and all ordinances, rules and regulations of the AGENCY of Santa Fe. In any action, suit or legal dispute arising from this Agreement, the IPMA-HR agrees that the laws of the State of New Mexico shall govern. The parties agree that any action or suit arising from this Agreement shall be commenced in a federal or state court of competent jurisdiction in New Mexico. Any action or suit commenced in the courts of the State of New Mexico shall be brought in the First Judicial District Court.

THIRD PARTY BENEFICIARIES

By entering into this Agreement, the parties do not intend to create any right, title or interest in or for the benefit of any person other than the AGENCY and the IPMA-HR. No person shall claim any right, title or interest under this Agreement or seek to enforce this Agreement as a third-party beneficiary of this Agreement.

SEVERABILITY

In case any one or more of the provisions contained in this Agreement or any application thereof shall be invalid, illegal or unenforceable in any respect, the validity, legality, and enforceability of the remaining provisions contained herein and any other application thereof shall not in any way be affected or impaired thereby.

Signature Lines required:

City of Santa Fe:

IPMA-HR:

Jarel LaPan Hill

Jarel LaPan Hill (Jun 29, 2020 21:31 MDT)

Jarel Lapan Hill, City Manager

Sima Hassassian

Sima Hassassian, Deputy Executive Director

Date: _____

Date: 04-29-20

Attest:

Yolanda Y. Vigil
Yolanda Y. Vigil, City Clerk

City Attorney's Office:

Marcos Martinez

Marcos Martinez (May 7, 2020)

Senior Assistant City Attorney

Approved as to Finances:

Mary McCoy

Mary McCoy, Finance Director