



# City of Santa Fe, New Mexico

## Memorandum



**DATE:** October 22, 2020

**TO:** Jarel LaPan Hill, City Manager

**VIA:** Mary McCoy, Finance Department Director  
Fran Dunaway, Chief Procurement Officer  
Shirlene E. Sitton, Environmental Service Division Director

**FROM:** Carol J. Branch, KSFB Executive Director

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### ITEM AND ISSUE:

Request approval of the adopter listed on the Adopt-a-Median Service Contract.

### BACKGROUND AND SUMMARY:

The adopter is entering into a contract with the City of Santa Fe and Keep Santa Fe Beautiful Committee Inc. (KSFB) to adopt a median listed on the Adopt-a-Median Services Agreement. The contract provides a scope of work including the responsibility of the adopter and KSFB.

### PROCUREMENT METHOD:

The Agreement is of no cost to the City and the adopter is required to pay KSFB \$100.00 (current) or \$500.00 (new) to enter into the new agreement. The new adopter's initial fee will include a maximum of two signs. All adopters are responsible to pay a yearly maintenance fee of \$100.00 each subsequent year. There is no money exchange between the adopter and the City of Santa Fe. Fees will be paid directly to the 501C3 non-profit organization Keep Santa Fe Beautiful Committee, Inc.

### CONTRACT NUMBER:

A Munis contract number is not required. There will be no money exchange between the adopter and the City of Santa Fe.

### FUNDING SOURCE:

This contract does not require a funding source. The adopter's fee will be paid directly to the non-profit, Keep Santa Fe Beautiful. There is no money exchange between the adopter and the City of Santa Fe.

### ACTION REQUESTED:

Staff is respectfully requesting review and approval to enter into a contract with the adopter listed on the Adopt-a-Median Services agreement.

### Attachments

Adopt-A-Median Service Agreement (approved as to form)  
Insurance Certificate  
City of Santa Fe Volunteer Waiver Form

**CITY OF SANTA FE and KEEP SANTA FE BEAUTIFUL, INC.****ADOPT-A-MEDIAN SERVICES AGREEMENT**

THIS AGREEMENT is made and entered into by and between the City of Santa Fe, New Mexico, hereinafter referred to as the "City of Santa Fe," in association with Keep Santa Fe Beautiful, hereinafter referred to as "KSFB," and Cassidy's Landscaping  
Name of business cont., hereinafter referred to as the "Adopter," and is effective as of the date set forth below upon which it is executed by the Parties.

KSFB has instituted an Adopt-a-Median program to support and supplement the City's efforts to beautify and maintain medians by obtaining volunteer support from civic-minded entities and individuals; and Adopter desires to "adopt" a street median by voluntarily providing certain services.

**IT IS AGREED BETWEEN THE PARTIES:****1. SCOPE OF WORK.**

A. The Adopter shall perform the following work:

1) Adopter shall provide the following prescribed services at the following median location(s):

1.) N Guadalupe St / Paseo de Peralta

Street Name and closest cross street

2.) Zafranco Rd / Zadeo Rd

Street Name and closest cross street

3.) \_\_\_\_\_

Street Name and closest cross street

2) Before commencing any work on the intended median, Adopter must complete the following trainings and plans, contingent on approval by the City:

- a. Attend and complete an approved Work Zone Safety Training class, and submit an associated Work Zone Safety Plan;
- b. Attend required program orientation as scheduled by the City and KSFB;
- c. Accept an approved landscape design plan provided by the City; or submit an alternate landscape design plan.

3) Adopter shall install or maintain approved median elements as prescribed in the approved median design plan within 30 days of completion of all safety and design prerequisites as described in #2 within this scope of work;

4) KSFB will install a sign acknowledging the Adopter after the median elements have been installed and/or upon commencement of median maintenance for those with pre-existing landscape elements;

5) Adopter will provide ongoing monthly and quarterly maintenance as described in the Performance Measures section. Adopter will adhere to approved

landscaping plan for installation and maintenance. *The approved median design plan will be considered the standard to which the median is maintained.*

**B. Performance Measures.**

Contractor shall substantially perform the following Performance Measures:

1) Adopter shall perform the following basic median maintenance tasks at least once per month:

- a. removal of litter and debris;
- b. eliminate weeds and overgrown vegetation;
- c. sweeping of slab-type median.

2) The adopter shall conduct a minimum of four (4) landscape maintenance work days per year to address major seasonal or occasional maintenance needs to ensure the landscape elements adhere to the approved median design plan, including but not limited to:

- a. seasonal clearing of dead leaves and pruning perennials and grasses;
- b. trimming and pruning of vegetation as the Adopter or City deems is necessary;
- b. replacement of dead or damaged shrubs or vegetation when needed.

3) Adopter shall submit a prescribed performance report within seven days after each maintenance event;

4) Adopter's Work Zone Safety trained designee must be present at each maintenance event, and ensure that all work complies with the approved Work Zone Safety Plan as appropriate for the specific median location.

Keep Santa Fe Beautiful will perform the following Performance Measures:

- 1) KSFB will administer the Adopt-a-Median program on behalf of the City, and as directed by City-designated staff;
- 2) KSFB will purchase and install a median sign acknowledging the adopter;
- 3) KSFB will plan and conduct a program orientation for new adopters at least once per year and develop and supply informational materials for all adopters;
- 4) KSFB will review submitted reports from adopters to ensure maintenance compliance;
- 5) Adopted medians will be observed at least once per month by KSFB, and a report of compliance issues will be remitted to the City;
- 6) KSFB will send notifications of non-compliance to adopters when medians do not meet performance measures as listed above, and as specified in the Scope of Work;
- 7) Adopters will be acknowledged and promoted by KSFB through public outreach and information programs; and at its yearly volunteer thank-you banquet event.

The receipt of the deliverables contemplated under this Agreement shall assist the City in obtaining its goal of being a clean, beautiful and welcoming city.

**2. CONDITIONS AND REQUIREMENTS**

- A. The Adopter, sub volunteers, and any of Adopter's agents shall sign the attached City of Santa Fe Volunteer Waiver Form before performance of any median maintenance. No volunteer shall be allowed to work without the Waiver Form on file with the City.
- B. The Adopter shall sign the attached Statement of Responsibility and Waiver of Liability upon execution of this Agreement.
- C. All Volunteers working with Adopter must be a minimum of 16 years of age.
- D. Adopter will ensure compliance with its' Work Zone Safety Plan, which includes (but is not limited to) safety vests for all workers and appropriate traffic cone placement during job detail. Area must have traffic cones and any other required equipment as prescribed by the Work zone Safety Plan.

**3. COMPENSATION**

- A. Adopter shall pay City \$500.00 for each Adopt-a-Median sign at the time of contract submittal. A yearly maintenance fee of \$100.00 will be due within 30 days of the annual contract renewal date. If Adopter maintains more than one median, the renewal fees are \$100.00 for the first median, and \$25.00 for each additional median due within 30 days of the renewal date.
- B. Adopter agrees to receive no fee, money, remuneration or reimbursement of any kind whatsoever from the City for the services and responsibilities set forth in this Agreement. The Adopter shall bear all costs of the installation of the approved median design plan.
- C. Adopter acknowledges that the City owns the medians and all vegetation, hardscape materials, or any other items the Adopter installs on the median; and this material may be maintained or removed at the sole discretion of the City either during the contract term, or upon its termination.

**4. TERM**

The term of this agreement shall be five (5) years, renewed annually upon completion of annual training and payment of annual maintenance fee.

**5. TERMINATION**

A. Non-compliance of any of the requirements in the Scope of Work or the Conditions and Requirements, or breach of this Agreement by the Adopter, or its agents of any other kind, shall result in the immediate termination of this Agreement and forfeiture of the



adopted median and any rights or responsibilities of the Adopter and the City under this Agreement.

B. This Agreement may be terminated by either of the parties hereto upon written notice delivered to the other party at least 15 days prior to the intended date of termination. By such termination, neither party may nullify obligations already incurred for performance or failure to perform prior to the date of termination.

**6. STATUS OF ADOPTER**

The Adopter and its authorized agents, sub volunteers and/or Adopter's employees, are independent volunteers performing professional services for the City and are not employees of the City. The Adopter, and its' agents and employees, shall not accrue leave, retirement, insurance, bonding, use of City vehicles, or any other benefits afforded to employees of the City as a result of this Agreement.

**7. 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 City and the Adopter. 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.

**8. INSURANCE**

The Adopter, at its own cost and expense, is requested to buy and maintain in full force and effect during the term of this Agreement, comprehensive general liability insurance covering bodily injury and property damage liability, in a form and with an insurance company acceptable to the City, with limits of coverage in the MAXIMUM amount which the city could be held liable under the New Mexico Tort Claims Act for the each person injured and for each accident resulting in damage to property. Such insurance shall provide that the City is named as an additional insured and that the City is notified no less than 30 days in advance of cancellation for any reason. The Adopter shall furnish the City with a Copy of a Certificate of Insurance or other evidence of Adopter's compliance with the provisions of this section as a condition prior to performing services under this Agreement. Adopter is requested to also obtain and maintain Workers Compensation insurance, required by law, to provide coverage for Adopter's employees throughout the term of this Agreement. Adopter shall provide the City with evidence of its compliance with such requirements.

**9. INDEMNIFICATION**

The Adopter, sub volunteers and/or its Adopter's authorized agents shall indemnify, hold harmless and defend the City 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 Adopter's performance under this Agreement as well as the performance of Adopter's employees, agents, representatives and sub volunteers.

**10. SUBCONTRACTING OR ASSIGNMENT**

The Adopter shall not subcontract or assign any portion of the services to be performed under this Agreement without the prior written approval of the City.

**11. CONFLICT OF INTEREST**

The Adopter warrants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance or services required under this Agreement.

**12. AMENDMENT**

This Agreement shall not be altered, changed or modified except by an amendment in writing executed by the parties hereto.

**13. SCOPE OF AGREEMENT**

This Agreement incorporates all the agreements, covenants, and understandings between the parties hereto concerning the services to be performed hereunder, and all such agreements, covenants and understanding have been merged into this Agreement. This Agreement expresses the entire Agreement and understanding between the parties with respect to said services. No prior agreement or understanding, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Agreement.

**14. REPRESENTATIONS AND WARRANTIES**

The Adopter hereby warrants that it is in compliance with the Americans with Disabilities Act, 29 CFR 1630.

**15. APPLICABLE LAW**

This Agreement shall be governed by the ordinances of the city of Santa Fe and the laws of the state of New Mexico.

CITY OF SANTA FE:


Jarel LaPan Hill

Jarel LaPan Hill (Nov 2, 2020 15:14 MST)

JAREL LA PAN HILL, CITY MANAGER

DATE: Nov 2, 2020

ADOPTER:

  
SIGNATURE  
Bill Cassady  
ADOPTER'S NAME  
DATE: 8/20/20

ATTEST:

*Yolanda Y. Vigil*

YOLANDA Y. VIGIL, CITYCLERK

CITY ATTORNEY'S OFFICE:

*XIV*  
XIV

*Marcos Martinez*

Marcos Martinez (Sep 14, 2020 10:55 MDT)

SENIOR ASSISTANT CITY ATTORNEY

APPROVED FOR FINANCES:

*Mary McCoy*

MARY MCCOY, FINANCE DIRECTOR



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

08/10/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Daniels Insurance, Inc.-Santa Fe 805 St. Michaels Drive  Santa Fe NM 87505	<b>CONTACT NAME:</b> George Segura <b>PHONE:</b> (505) 982-4302 <b>[A/C, No, Ext]:</b> (505) 982-4302 <b>E-MAIL ADDRESS:</b> mlatting@danielsinsuranceinc.com <b>FAX [A/C, No]:</b> (505) 989-9186
<b>INSURED</b> Cassidys Landscaping, Inc.  3901 Agua Fria Rd  Santa Fe NM 875079202	<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Cincinnati Insurance Companies <b>INSURER B:</b> New Mexico Employers Assurance <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>

**COVERAGES**

CERTIFICATE NUMBER: Cert ID 28543

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	Y	EPP1508613	06/01/2020	06/01/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		EPP1508613	06/01/2020	06/01/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$		EPP1508613	06/01/2020	06/01/2021	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	0099197.102	01/01/2020	01/01/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Leased/Rented Equipment		EPP1508613	06/01/2020	06/01/2021	Deductible/\$1000 \$ 100,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

GL & Auto liability policies contain an Automatic Add'l Insd granted to the Cert Holder, on-going and completed operations, and Waiver of Subrogation are included per written contract. General Liability policy will pay for a covered loss on a primary basis and the Company will not seek contribution from the Certificate Holder for such loss until the Company's primary limits of liability have been exhausted when required by written contract. Umbrella Liability follows form over the General Liability/Auto Liability/Employers Liability. Re: Medians on both sides of DeVargas Center Mall - Guadalupe & Paseo de Peralta

**CERTIFICATE HOLDER****CANCELLATION**

City of Santa Fe & Keep Santa Fe Beautiful  P O Box 909  Santa Fe NM 875040909	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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## CITY OF SANTA FE VOLUNTEER WAIVER FORM

Department/Division Parks Date 8/20/20

Bill Cassidy 09/11/53 Under 18?             
Name of Volunteer (print) Date of Birth (Complete Parental Consent)

3901 Agua Fria Santa Fe, NM 87507  
Address City, State Zip Code

505 930 2358 505 994 4500 Rick Cassidy 505 699 6778  
Home Phone Work Phone Emergency Contact & Phone Number

### General Volunteer Waiver

In consideration of the opportunity to engage in volunteer work through the City of Santa Fe I, the undersigned, my heirs and assigns, hereby waive all claims for injuries, damages or losses to my person or property which may be caused directly or indirectly, by any act, omission or negligence arising from or related to the activities of the City of Santa Fe. I, the undersigned, understand that by participating in this volunteer activity I will be exposed to the risks of accident and injury and that I will follow the City of Santa Fe safety requirements and instructions. I hereby release and hold harmless the City of Santa Fe and their officers, agents, and employees from any and all claims, including bodily injury, death or property damage which may occur due to my or my child's participation in these volunteer activities. I, the undersigned, my heirs and assigns, hereby covenant and agree to indemnify and hold harmless the City of Santa Fe, their officers, agents and employees from any and all costs, charges, claims, demands, losses, damages, causes of action, suits and liabilities of any kind, including the expenses of litigation, court costs and attorney's fees, for injuries to, or the death or illness of any person, or for damage to any property, arising out of or in connection with my involvement in the volunteer activities. I, the undersigned, my heirs and assigns, hereby further covenant the City of Santa Fe, their officers, agents, and employees for any matter which arises from the execution of the volunteer work.

[Signature] 8/20/2020  
Signature of Volunteer Date

### Parental Consent required if Volunteer is under age 18:

Has my permission to participate in this City of Santa Fe event. If I cannot be reached in the event of an emergency, the following person is authorized to act on my behalf:

Name (print) Relationship to child Phone Number

Signature of Parent/Legal Guardian Date

**EACH VOLUNTEER MUST SIGN AND RETURN THIS RELEASE FORM TO THE  
DEPT COORDINATOR PRIOR TO PARTICIPATION IN VOLUNTEER ACTIVITY**



## ADOPT A MEDIAN CONTACT DOCUMENTATION

Adopter's Name: Cassidy's Landscaping

Individual/Business Name: Bill Cassidy

Mail address & zip code: 3901 Agua Fria

Contact Number(s): 505-474-4500 505-930-2358

E-mail Address: bill@cassidyslandscaping.com

Location of Median(s) (1) W Guadalupe St across from  
Rosario Cemetery and The Market Place  
(2) Zafra Dr / Rodeo Rd to Cerrillos Rd

Adopt a Median sign to read as:

Sample:

18"



# 2020 09 14 Cassidys Landscaping Adopt a Median Packet

Final Audit Report

2020-09-14

Created:	2020-09-14
By:	Irene Romero (ikromero@ci.santa-fe.nm.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAAZHO2_MQLNfJOAcTo2slsir9t5BZsSAkF

## "2020 09 14 Cassidys Landscaping Adopt a Median Packet" History



Document created by Irene Romero (ikromero@ci.santa-fe.nm.us)

2020-09-14 - 4:37:59 PM GMT- IP address: 63.232.20.2



Document emailed to Marcos Martinez (mdmartinez@santafenm.gov) for signature

2020-09-14 - 4:43:21 PM GMT



Email viewed by Marcos Martinez (mdmartinez@santafenm.gov)

2020-09-14 - 4:55:21 PM GMT- IP address: 174.56.49.116



Document e-signed by Marcos Martinez (mdmartinez@santafenm.gov)

Signature Date: 2020-09-14 - 4:55:33 PM GMT - Time Source: server- IP address: 174.56.49.116



Signed document emailed to Michelle Romero-Babcock (mjromero@santafenm.gov), Marcos Martinez (mdmartinez@santafenm.gov) and Irene Romero (ikromero@ci.santa-fe.nm.us)

2020-09-14 - 4:55:33 PM GMT



# City of Santa Fe

## Real Estate Summary of Contracts, Agreements, Amendments & Leases

### Section to be completed by department

1. Munis Contract # N/A

Contractor: Cassidy's Landscaping

Description: Adopt-a-Median Service Contract adopter

Contract ☐ Agreement ☒ Lease / Rent ☐ Amendment ☐

Term Start Date: 08/08/20 Term End Date: 08/08/25

☐ Approved by Council Date: \_\_\_\_\_

### Contract / Lease:

Amendment # \_\_\_\_\_ to the Original Contract / Lease # \_\_\_\_\_

Increase/(Decrease) Amount \$ \_\_\_\_\_

Extend Termination Date to: \_\_\_\_\_

☐ Approved by Council Date: \_\_\_\_\_

### Amendment is for:

2. **HISTORY of Contract, Amendments & Lease / Rent - Please Elaborate** (option: attach spreadsheet if multiple amendments)  
N/A

3. Procurement History: N/A

Frank Lunsbury  
Frank Lunsbury (Nov 2, 2020 07:34 MST)

Nov 2, 2020

Purchasing Officer Review:

Date:

Comment & Exceptions: No Procurement -Adopt a median- contractor maintenances

4. Funding Source: N/A

Alexis Lotero  
Alexis Lotero (Oct 30, 2020 16:29 MDT)

Org / Object:

Oct 30, 2020

Budget Officer Approval:

Date:

Comment & Exceptions: \_\_\_\_\_

Staff Contact who completed this form: Maya Martinez Phone # 4271

Email: mfmartinez@santafenm.gov

### To be recorded by City Clerk:

Clerk # \_\_\_\_\_

Date of Execution: \_\_\_\_\_



**Signature:** Xavier Vigil  
Xavier Vigil (Nov 2, 2020 15:11 MST)

**Email:** xivigil@santafenm.gov


# CM ESD ADOPT A MEDIAN KSFB CASSIDYS


Final Audit Report


2020-11-02


Created:	2020-10-28
By:	YODEL CATANACH (yocatanach@ci.santa-fe.nm.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAAyjqhO9KQJ5pnT9LYv6swjdYbdZ2AAsYH


## "CM ESD ADOPT A MEDIAN KSFB CASSIDYS" History


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2020-10-28 - 10:01:42 PM GMT- IP address: 63.232.20.2


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2020-10-28 - 10:05:51 PM GMT


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2020-10-30 - 10:28:58 PM GMT- IP address: 104.47.65.254


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Signature Date: 2020-10-30 - 10:29:20 PM GMT - Time Source: server- IP address: 63.232.20.2


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2020-10-30 - 10:29:24 PM GMT


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2020-11-02 - 2:53:35 PM GMT- IP address: 104.47.65.254

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Signature Date: 2020-11-02 - 2:54:38 PM GMT - Time Source: server- IP address: 63.232.20.2

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2020-11-02 - 2:54:43 PM GMT

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2020-11-02 - 4:48:14 PM GMT- IP address: 104.47.65.254

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2020-11-02 - 4:49:00 PM GMT

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2020-11-02 - 9:43:16 PM GMT- IP address: 104.47.65.254

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Signature Date: 2020-11-02 - 10:11:56 PM GMT - Time Source: server- IP address: 63.232.20.2

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2020-11-02 - 10:12:03 PM GMT

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2020-11-02 - 10:13:49 PM GMT- IP address: 104.47.65.254

 Document e-signed by Jarel LaPan Hill (jlapanhill@santafenm.gov)

Signature Date: 2020-11-02 - 10:14:04 PM GMT - Time Source: server- IP address: 63.232.20.2

 Document emailed to Yolanda Vigil (yyvigil@santafenm.gov) for signature

2020-11-02 - 10:14:09 PM GMT

 Email viewed by Yolanda Vigil (yyvigil@santafenm.gov)

2020-11-02 - 10:42:14 PM GMT- IP address: 104.47.65.254

 Document e-signed by Yolanda Vigil (yyvigil@santafenm.gov)

Signature Date: 2020-11-02 - 10:42:25 PM GMT - Time Source: server- IP address: 63.232.20.2

 Agreement completed.

2020-11-02 - 10:42:25 PM GMT