

**Christine Duncan Heritage Academy
Financial Packet
For December 31st 2023 Finance Committee/Governing Council**

BARs

**001-118-2324-0009-I Preschool IDEA-B
001-118-2324-0010-IB NM Structured Literacy
001-118-2324-0011-IB ABC Community**

Financial Analysis Overview

FY24 Expenditures+Encumbrances vs FY24 Budget		FY24 Expenditures+Encumbrances vs FY24 Budget (Operational Only)	
FY24 Budget	\$ 11,252,306.00	FY24 Operational Budget	\$ 6,179,486.00
FY24 Expenditures and Encumbrances	\$ 10,233,344.43	FY24 Operational Expenditures and Encumbrances	\$ 5,712,019.98
Difference(\$)	\$ 1,018,961.57	Difference(\$)	\$ 467,466.02
Difference (%)	10%	Difference (%)	8%

FY24 Nov 30th Cash Liquidity

November 30th Statement Ending Balance	\$ 1,766,412.72
Operational Cash Ending Balance	\$ 1,042,711.76
Average Monthly Expenditures	\$ 456,092.69
Total Cash Liquidity	3.87
Operational Cash Liquidity	2.29

FY24 Projected Growth

FY23 40D Count	369.5
FY24 Projected 40D Count	367.5
FY24 40D Count	395
FY24 Projected Growth Units (*1.5)	0
FY24 Growth Units (*1.5)	38.25
FY24 Preliminary Unit Value	\$ 6,241.67
FY24 Estimated Growth	\$ 238,743.88

Supplemental Reports

Budget Graph

NCSC 2023 Cost Overview

Moody Rainey DWT	\$ 15,050.88	Registration and Hotels
Employee Reimbursements	\$ 5,845.52	Travel Reimbursements
	\$ 20,896.40	Total

Must submit backup for all BARs, except transfers of funds for SEG or direct grants

STATE OF NEW MEXICO
PUBLIC EDUCATION DEPARTMENT
300 Don Gaspar Santa Fe, NM 87501-2786
Budget Adjustment Request

Doc. ID: 001-118-2324-0009-1

Fund Type: Flowthrough

Adjustment Type: Increase

Fiscal Year: 2023-2024

Entity Name: Christine Duncan Heritage Academy

Adjustment Changes Intent/Scope of Program Yes or No?: No

Contact: Kyle Hunt, Business Manager

Total Approved Budget (Flowthrough):

Phone: 505-3205657

Email: khunt@lpehc.com

FLOWTHROUGH ONLY	
Budget Period: 07/01/2023	To: 06/30/2024
A. Approved Carryover:	
B. Total Current Year Allocation:	
D. Total Funding Available:	

Revenue 24109.0000.41924 \$200

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
24109 Preschool IDEA-B	1000 Instruction	55915 Other Contract Services	2000 Special Programs	001118 Christine Duncan Heritage Academy	0000 No Job Class	\$1,024	\$200	\$1,224	
Sub Total							\$200		
Indirect Cost									
DOC. TOTAL							\$200		

Justification:

To budget funds provided by APS.

Compliance with Sections 10-15-1 and 22-8-12, NMSA, 1978 Compilation:

A. The requested budget/changes were authorized at a scheduled Board of Education or Governance Council meeting open to the public on:

B. Justification for the transfer: Explanation such as "underbudgeted", "insufficient budget", or "needed to close out Project" ARE NOT ACCEPTABLE. Attach additional sheets if necessary.

ALL TRANSFER BARS MUST NET OUT TO ZERO ON THE DOC. TOTAL LINE.

Must submit backup for all BARs, except transfers of funds for SEG or direct grants

STATE OF NEW MEXICO
PUBLIC EDUCATION DEPARTMENT
300 Don Gaspar Santa Fe, NM 87501-2786
Budget Adjustment Request

Doc. ID: 001-118-2324-0010-IB

Fund Type: Flowthrough

Adjustment Type: Initial Budget

Fiscal Year: 2023-2024

Entity Name: Christine Duncan Heritage Academy

Adjustment Changes Intent/Scope of Program Yes or No?: No

Contact: Kyle Hunt, Business Manager

Total Approved Budget (Flowthrough):

Phone: 505-3205657

Email: khunt@pelc.com

FLOWTHROUGH ONLY	
Budget Period: 07/01/2023	To: 06/30/2024
A. Approved Carryover:	
B. Total Current Year Allocation:	
D. Total Funding Available:	

Revenue 27114.0000.43202 \$30,000

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
27114 Structure d Literacy and Early Literacy .	1000 Instruction	51300 Additional Compensation	1010 Regular Education (PreK-12) Programs	001118 Christine Duncan Heritage Academy	1411 Teachers- Grades 1-12		\$23,379	\$23,379	
27114 Structure d Literacy and Early Literacy .	1000 Instruction	52111 Educational Retirement	1010 Regular Education (PreK-12) Programs	001118 Christine Duncan Heritage Academy	1411 Teachers- Grades 1-12		\$4,300	\$4,300	
27114 Structure d Literacy and Early Literacy .	1000 Instruction	52112 ERA - Retiree Health	1010 Regular Education (PreK-12) Programs	001118 Christine Duncan Heritage Academy	1411 Teachers- Grades 1-12		\$500	\$500	
27114 Structure d Literacy and Early Literacy .	1000 Instruction	52210 FICA Payments	1010 Regular Education (PreK-12) Programs	001118 Christine Duncan Heritage Academy	1411 Teachers- Grades 1-12		\$1,470	\$1,470	
27114 Structure d Literacy and Early Literacy .	1000 Instruction	52220 Medicare Payments	1010 Regular Education (PreK-12) Programs	001118 Christine Duncan Heritage Academy	1411 Teachers- Grades 1-12		\$351	\$351	
Sub Total							\$30,000		
Indirect Cost									
DOC. TOTAL							\$30,000		

Justification:

To create a BAR based on NMPED award table provided.

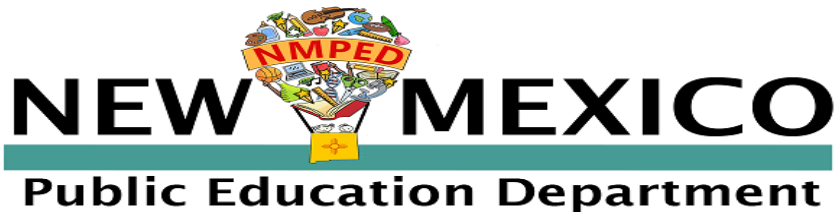
Compliance with Sections 10-15-1 and 22-8-12, NMSA, 1978 Compilation:

A. The requested budget/changes were authorized at a scheduled Board of Education or Governance Council meeting open to the public on:

B. Justification for the transfer: Explanation such as "underbudgeted", "insufficient budget", or "needed to close out Project" ARE NOT ACCEPTABLE. Attach additional sheets if necessary.

ALL TRANSFER BARS MUST NET OUT TO ZERO ON THE DOC. TOTAL LINE.

EXHIBIT A (27114 - FINAL FY23-24)



Award Name: Early Literacy and Humanities
 Laws: 2023
 HB/SB: 398
 Section: V
 Paragraph: 104

State of New Mexico Special Appropriation- Final State Grant/(27114) FINAL AWARD FY23-24

OBMS ENTITY CODE	LOCAL EDUCATION AGENCY	District/State Charter Allocation (Revenue Code 43202)
1	Albuquerque Public Schools	\$ 590,000
01015118	Christine Duncan Heritage Academy	\$ 30,000
508-001	International School at Mesa del Sol (The)	\$ 50,000
01015098	Mountain Mahogany Community School	\$ 50,000
545-001	William W. & Josephine Dorn Charter Community School	\$ 25,000
64	Aztec Municipal Schools	\$ 35,000
87	Belen Consolidated Schools	\$ 50,000
66	Bloomfield Schools	\$ 35,000
40	Capitan Municipal Schools	\$ 25,000
53	Chama Valley Independent Schools	\$ 50,000
48	Cloudcroft Municipal Schools	\$ 25,000
12	Clovis Municipal Schools	\$ 75,000
24	Cobre Consolidated Schools	\$ 100,000
62	Cuba Independent Schools	\$ 25,000
55	Española Public Schools	\$ 155,000
80	Estancia Municipal Schools	\$ 30,000
19	Gadsden Independent Schools	\$ 130,000
88	Grants/Cibola County Schools	\$ 30,000
5	Hagerman Municipal Schools	\$ 25,000
33	Hobbs Municipal Schools	\$ 30,000
63	Jemez Valley Public Schools	\$ 25,000
17	Las Cruces Public Schools	\$ 55,000
69	Las Vegas City Public Schools	\$ 50,000
29	Lordsburg Municipal Schools	\$ 25,000
41	Los Alamos Public Schools	\$ 25,000
81	Moriarty-Edgewood School District	\$ 30,000
82	Mountainair Public Schools	\$ 25,000
79	Questa Independent Schools	\$ 25,000
2	Reserve Independent Schools	\$ 25,000
52	San Jon Municipal Schools	\$ 25,000
25	Santa Rosa Consolidated Schools	\$ 25,000
74	Socorro Consolidated Schools	\$ 30,000
10	Springer Municipal Schools	\$ 25,000
73	Truth or Consequences Municipal Schools	\$ 100,000
26	Vaughn Municipal Schools	\$ 25,000
68475004	Rio Gallinas School for Ecology and the Arts	\$ 25,000
STATE CHARTERS		
577-001	Raices del Saber Xinachtli Community School	\$ 25,000
521-001	Taos Integrated School of the Arts	\$ 25,000
GRAND TOTAL		\$ 2,155,000



STATE OF NEW MEXICO
PUBLIC EDUCATION DEPARTMENT
300 DON GASPAR
SANTA FE, NEW MEXICO 87501-2786
Telephone (505) 827-5800
www.ped.state.nm.us

ARSENIO ROMERO, PH.D.
SECRETARY OF EDUCATION

MICHELLE LUJAN GRISHAM
GOVERNOR

October 18, 2023

MEMORANDUM

TO: Superintendents, Charter School Leaders and Business Managers

FROM: Amanda DeBell, Deputy Secretary, Teaching Learning & Assessment DS
ADB

RE: New Mexico State Appropriation-Early Literacy and Reading Support (27114)

During the 2023 legislative session, the state appropriated funding for Early Literacy and Reading Support). The New Mexico Public Education Department (PED) has determined its final FY 23-24 award for the Structured Literacy Model Schools and Structured Literacy Support Schools which is illustrated on Exhibit A. This funding is to be used specifically for public elementary school districts and state charter schools, to leverage federal programming and improve literacy rates, as identified beginning in the supplement section on page three of this award letter. This award is based upon reimbursable expenditures. Adherence to the requirements as detailed in the supplement and documentation supporting expenditures is required.

Please note the following New Mexico State Legislation appropriation information and compliance requirements specific to this award:

Award Name: Early Literacy and Reading Support

Funding Agency: NM Public Education Department, Special Appropriation Fund; Literacy and Humanities Bureau, NM Laws of 2023, Section V, Item (104)

Compliance Requirements: NM Procurement Code (1.4.1 NMAC),
Procurement Code (13-1-28 through 13-1-99) NMSA 1978

NM Department of Finance Administration Rules and Regulations
<https://www.nmdfa.state.nm.us/financial-control/resource-information>

Please submit a Budget Adjustment Request (BAR) for the award amount indicated on Exhibit A using **Fund Code 27114** and **Revenue Code 43202** within the Operating Budget Management System (OBMS) located on the PED OBMS website. Please attach a copy of this award memo including the Supplement and Exhibit A to the Bar.

FY23-24 Early Literacy and Reading Support Award

October 18, 2023

Page 2 of 2

This award is effective for the fiscal year period July 1, 2023, through June 30, 2024 upon receiving PED approved budget authority in OBMS. The award amount must be fully expended by June 30, 2024. The last day to submit requests for reimbursement for FY24 will be **July 7, 2024**.

If you have fiscal questions, please contact Valerie Padilla, Fiscal Grants Management Bureau at valerie.padilla@ped.nm.gov, (505) 827-7353. If you have programmatic questions, please contact Christine Quesada, Assistant Director of Literacy and Humanities, at christine.quesada@ped.nm.gov, (505) 412-7304.

Enc. (2): Supplement
Exhibit A

Must submit backup for all BARs, except transfers of funds for SEG or direct grants

STATE OF NEW MEXICO
PUBLIC EDUCATION DEPARTMENT
300 Don Gaspar Santa Fe, NM 87501-2786
Budget Adjustment Request

Doc. ID: 001-118-2324-0011-IB

Fund Type: Direct Grant

Adjustment Type: Initial Budget

Fiscal Year: 2023-2024

Entity Name: Christine Duncan Heritage Academy

Adjustment Changes Intent/Scope of Program Yes or No?: No

Contact: Kyle Hunt, Business Manager

Total Approved Budget (Flowthrough):

Phone: 505-3205657

Email: khunt@pelc.com

FLOWTHROUGH ONLY	
Budget Period: 2023-07-01	To: 2024-06-30
A. Approved Carryover:	
B. Total Current Year Allocation:	
D. Total Funding Available:	

Revenue 26186.0000.41922 \$6,960

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
26186 ABC Community Schools Partnership	1000 Instruction	51300 Additional Compensation	9000 Co-Curricular and Extra-Curricular Activities	001118 Christine Duncan Heritage Academy	1621 Summer School/After School		\$5,400	\$5,400	
26186 ABC Community Schools Partnership	1000 Instruction	52111 Educational Retirement	9000 Co-Curricular and Extra-Curricular Activities	001118 Christine Duncan Heritage Academy	1621 Summer School/After School		\$980	\$980	
26186 ABC Community Schools Partnership	1000 Instruction	52112 ERA - Retiree Health	9000 Co-Curricular and Extra-Curricular Activities	001118 Christine Duncan Heritage Academy	1621 Summer School/After School		\$115	\$115	
26186 ABC Community Schools Partnership	1000 Instruction	52210 FICA Payments	9000 Co-Curricular and Extra-Curricular Activities	001118 Christine Duncan Heritage Academy	1621 Summer School/After School		\$370	\$370	
26186 ABC Community Schools Partnership	1000 Instruction	52220 Medicare Payments	9000 Co-Curricular and Extra-Curricular Activities	001118 Christine Duncan Heritage Academy	1621 Summer School/After School		\$95	\$95	
Sub Total							\$6,960		
Indirect Cost									
DOC. TOTAL							\$6,960		

Justification:

To create budget matched on ABC Contract provided.

Compliance with Sections 10-15-1 and 22-8-12, NMSA, 1978 Compilation:

A. The requested budget/changes were authorized at a scheduled Board of Education or Governance Council meeting open to the public on:

B. Justification for the transfer: Explanation such as "underbudgeted", "insufficient budget", or "needed to close out Project" ARE NOT ACCEPTABLE. Attach additional sheets if necessary.

ALL TRANSFER BARS MUST NET OUT TO ZERO ON THE DOC. TOTAL LINE.

**COUNTY OF BERNALILLO
PROFESSIONAL SERVICES AGREEMENT**

THIS AGREEMENT is made and entered into this 1st day of July 2023, by and between the County of Bernalillo, a political subdivision of the State of New Mexico, hereinafter referred to as “**COUNTY**” and Christine Duncan Heritage Academy hereinafter referred to as “**CONTRACTOR**”.

IT IS MUTUALLY AGREED TO BY THE PARTIES:

I. SCOPE OF WORK:

The Contractor will provide the following (refer to as an Exhibit if required):

[ABC \(Christine Duncan Heritage Academy\) SY24 OST Program Proposal & Budget](#)

II. COMPENSATION:

The County will pay to the Contractor in full payment for services rendered, the sum of **\$6,960** including any applicable New Mexico Gross Receipts Tax, which shall constitute full and complete compensation for the Contractor's services under this Agreement, including all expenditures made and expenses incurred by the Contractor in performing such services. Requests for payment must have proper documentation of services performed for the ABC per the Agreement.

III. TERM:

This Agreement shall not become effective until approved in writing by the County Manager and shall terminate on June 30, 2024, unless terminated pursuant to paragraph IV.

IV. TERMINATION:

This Agreement may be terminated prior to the date set for termination by either party hereto, upon written notice delivered to the other party at least 3 days prior to the intended date of termination. If such termination is accomplished, both parties shall continue to honor obligations pursuant to this Agreement until the date of termination. Termination pursuant to this paragraph by either party shall be considered final with no remedy or appeal.

V. STATUS OF CONTRACTOR:

The Contractor is an Independent Contractor performing professional services for the County and is not an employee of the County. The Contractor shall not accrue leave, retirement, workers compensation benefits, insurance, bonding, use of County vehicles, or any other benefits afforded to employees of the County, as a result of this Agreement. The County provides no liability coverage to the Contractor. The Contractor acknowledges that all sums received hereunder are reportable by it for income tax purposes as self-employment or business income, and are reportable for self-employment tax and New Mexico Gross Receipts Tax.

VI. 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.

VII. SUBCONTRACTING:

The Contractor shall not subcontract any portion of the services to be performed under this Agreement without the written permission of the County.

VIII. INVOICES:

Invoices must be submitted on a monthly basis to the Accounts Payable Office, One Civic Plaza NW, Albuquerque, New Mexico 87102. Invoices may also be E-mailed: gschneller@bernco.gov.

IX. RECORDS AND AUDIT:

The Contractor shall maintain detailed time records, which indicate the date, time and nature of services rendered. These records shall be subject to inspection by the County. 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 payment.

X. APPROPRIATIONS:

The terms of this Agreement are contingent upon sufficient appropriations and authorization being made by the Bernalillo County Commission for the performance of this Agreement. If sufficient appropriations and authorization are not made by the Bernalillo County Commission, this Agreement shall terminate upon written notice being given by the County to the Contractor. The County decision as to whether sufficient appropriations are available shall be accepted by the Contractor and shall be final.

XI. RELEASE:

The Contractor, upon final payment of the amount due under this Agreement, releases the County, its elected officials and employees from all liabilities, claims and obligations whatsoever arising from or under this Agreement. The Contractor agrees not to purport to bind the County to any obligation not assumed herein by the County, unless the Contractor has express written authority to do so, and then only within the strict limits of that authority.

XII. 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.

XIII. CONFLICT OF INTEREST:

The Contractor 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 of services required under this Agreement.

XIV. CODE OF CONDUCT:

The Contractor agrees to abide by the Code of Conduct (www.bernco.gov/code_of_conduct) of the County as it applies to Contractor's interactions with the County. Any violation of the Code of Conduct shall be considered a breach of this Agreement.

XV. AMENDMENT:

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

XVI. SCOPE OF AGREEMENT:

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 understandings, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Agreement.

XVII. PENALTIES:

The County Procurement Ordinance, §2-356 through 2-402, imposes civil and criminal penalties for its violation. In addition, the New Mexico criminal statutes impose felony penalties for illegal bribes, gratuities and kickbacks.

XVIII. INDEMNIFICATION:

Contractor shall defend, indemnify and forever hold and save the County, its elected officials and employees harmless against any and all suits, causes of action, claims, liabilities, damages, losses and reasonable attorneys' fees and all other expenses of any kind from any source which may arise out of this Agreement or any amendment hereto, if caused by the negligent act, error, or omission, or intentional act, error, or omission of the Contractor, its officers, employees, servants or agents.

XIX. APPLICABLE LAW:

The Agreement shall be governed by the laws of the State of New Mexico.

XX. UNFAIR BUSINESS PRACTICES:

- A. "Unfair Business Practices" shall mean a system or pattern of acts or practices that a relevant federal or enforcement agency has made a formal finding within the last three years to be discriminatory, deceptive, fraudulent, or abusive (or similar terms) under the New Mexico Unfair Practices Act, NMSA 1978, § 57-12-1 et seq, or an applicable federal or other state consumer protection law relating to the subject matter of the procurement) or that has violated a relevant criminal statute, as evidenced by a public enforcement order or judgment, settlement with the enforcement agency or other formal finding by the relevant enforcement agency with regulatory enforcement authority under the applicable consumer protection law, or criminal conviction.
- B. Bernalillo County finds that it is a priority to protect its interests and the public's trust by conducting its business with partners that are committed to and consistently demonstrate engaging in fair and responsible business practices. The general purpose and intent of the New Mexico Unfair Practices Act is to ensure to the maximum extent practicable that contracting practices support conducting government business with partners who are committed to and consistently demonstrate engaging in fair and responsible business practices and avoid conducting its business with partners that engage in criminal or systematic deceptive, fraudulent or abusive business practices.

Pursuant to the New Mexico Unfair Practices Act, NMSA 1978, § 57-12-1 et seq and in accordance with the County Procurement Ordinance §2-376, the Contractor by executing this Agreement agrees to the following:

- C. It has not participated in Unfair Business Practices as defined in XX.A above.
- D. That during the term of this Agreement, the Contractor shall report all Unfair Business Practices violations to the Procurement and Business Services Department.
- E. This Agreement may be terminated as a result of its engaging in Unfair Business Practices.

XXI. WAIVER:

No waiver of any breach of any of the terms or conditions of this Agreement shall be held to be a waiver of any other or subsequent breach; nor shall any waiver be valid or binding unless the same shall be in writing and signed by the party alleged to have granted the waiver.

XXII. EQUAL OPPORTUNITY COMPLIANCE:

The Contractor agrees to abide by all federal and state laws pertaining to equal employment opportunity. If Contractor is found to be not in compliance with these requirements during the life of this Agreement, Contractor agrees to take appropriate steps to correct these deficiencies.

XXIII. INSURANCE REQUIREMENTS:

(Check One)

- No insurance is required.
- Insurance is required as indicated below.

The Contractor shall procure and maintain during the life of this Agreement insurance coverage of the kinds and in the amounts listed herein. The Certificates of Insurance must be issued by insurance companies authorized to do business in the State of New Mexico and shall cover all performance under this Agreement whether completed by the Contractor, the Contractor's employees, or by subcontractors. The policies shall include a provision for thirty (30) calendar days written notification to the Bernalillo County Purchasing Department, One Civic Plaza N.W., 10th Floor, Room 10010, Albuquerque, New Mexico, 87102 in the event a policy has been materially changed or canceled. An Additional Insured Endorsement Form is required.

A. Workers Compensation

- Part I. Workers Compensation – Statutory
- Part II. Employers' Liability - \$1,000,000

The Contractor shall comply with the provisions of the Workers Compensation Act of the State of New Mexico, (the "Act"). If the Contractor has determined that it is not subject to the Act, it will certify, in a signed statement, that it is not subject to the Act. The Contractor will notify the Contracting Agency (Bernalillo County) and comply with the Act should it employ three or more persons during the term in providing services to the County. If the Contractor fails to comply with the Workers Compensation Act and applicable rules when required to do so, the services provided by the Contractor may be terminated effective immediately.

B Commercial General Liability on ISO form CG 0001 0798 or equivalent.

Bodily Injury/Property Damage: \$1,000,000 Each Occurrence
\$2,000,000 General Aggregate

Property Damage Liability Insurance shall not exclude Explosion – Collapse – Underground Coverage (XCU)

Products/Completed Operations: \$1,000,000 Each Occurrence
\$2,000,000 General Aggregate

C. Business Automobile Liability

Combined Single Limit - \$1,000,000 Each Occurrence on ISO CA0001 1001 or equivalent.

Pollution Liability for Transportation exposure (if applicable)- \$1,000,000 Each Occurrence (form MCS90)

Business Automobile Liability Insurance shall include coverage for the use of all owned, non-owned and hired automobiles and vehicles.

D. Independent Contractors: Included

E. Contractual Liability: Included in Commercial General Liability

F. Professional Liability: (if applicable) \$1,000,000 Each Occurrence
\$2,000,000 General Aggregate

The Contractor shall furnish one copy each of Certificates of Insurance herein required for each copy of the Agreement, which shall specifically set forth evidence of all coverage required. If such limits are higher than the minimum limits required by the County, such limits shall be certified and shall apply to the coverage afforded the County under the terms and conditions of the Agreement as though required and set forth in the Agreement. The Contractor shall furnish to the County copies of any endorsements that are subsequently issued amending coverage or limits.

Approval of Insurance

The Contractor or subcontractor(s) shall not begin work under the Agreement until the required insurance has been obtained and the proper Certificates of Insurance (or insurance policies) have been filed with the County, adding the County as an additional insured as applicable. Neither approval nor failure to approve certificates, policies or insurance by the County shall relieve the Contractor or subcontractor(s) of full responsibility to maintain the required insurance in full force and effect.

Increased Limits

If, during the life of this the Agreement, the legislature of the State of New Mexico increases the maximum limits of the liability under the Tort Claims Act, the County may require the successful Contractor to increase the maximum limits of any insurance required herein. In the event that the successful Contractor is required to increase the limits of such insurance, an appropriate adjustment in the Agreement amount will be made.

XXIV. PAY EQUITY REPORTING REQUIREMENT:

By signing this Agreement, the Contractor agrees to comply with the Pay Equity Reporting Requirements provided herein and agrees to complete and submit to the Purchasing Section of the Procurement and Business Services Department, the required Pay Equity Reporting Form prior to the award of this Agreement or issuance of a Purchase Order. Access to the form, or related information, can be obtained at www.berncogov/general-services/pay-equity.aspx and click on the "Pay Equity" link.

A. If the Contractor has ten (10) or more employees OR eight (8) or more employees in the same job classification, the Contractor must complete and submit the required reporting form. If neither of these conditions apply, the Contractor shall provide its initials on the line provided below:

_____ (Contractor initials)

B. Should the Contractor not meet the size requirement for reporting at contract award but subsequently grows such that they meet or exceed the size requirement for reporting, Contractor must agree to provide the required report within ninety (90) calendar days of meeting or exceeding the size requirement.

C. The Contractor must also agree to levy these reporting requirements on any subcontractor(s) performing more than 10% of the dollar value of the contract if said subcontractor(s) meets, or grows to meet, the stated employee size thresholds during the term of the contract. The Contractor must further agree that, should one or more subcontractor not meet the size requirement for reporting at contract award but subsequently grows such that they meet or exceed the size requirement for reporting, offer will submit the required report, for each such subcontractor, within ninety (90) calendar days of that subcontractor meeting or exceeding the size requirement."

D. For contracts that extend beyond one (1) calendar year, or are extended beyond one (1) calendar year, the Contractor must also agree to complete and submit the required form "annually" within thirty (30) calendar days of the anniversary date of the execution of this Agreement.

XXV. FACSIMILE/ELECTRONIC SIGNATURE:

A signature sent via facsimile/electronic shall have the same legal effect as if the Original has been signed in person.

IN WITNESS WHEREOF, the County and the Contractor have executed this Agreement as of the last date of execution shown below.

APPROVED AS TO FORM

New Mexico Foundation

Date

Date

CONTRACTOR

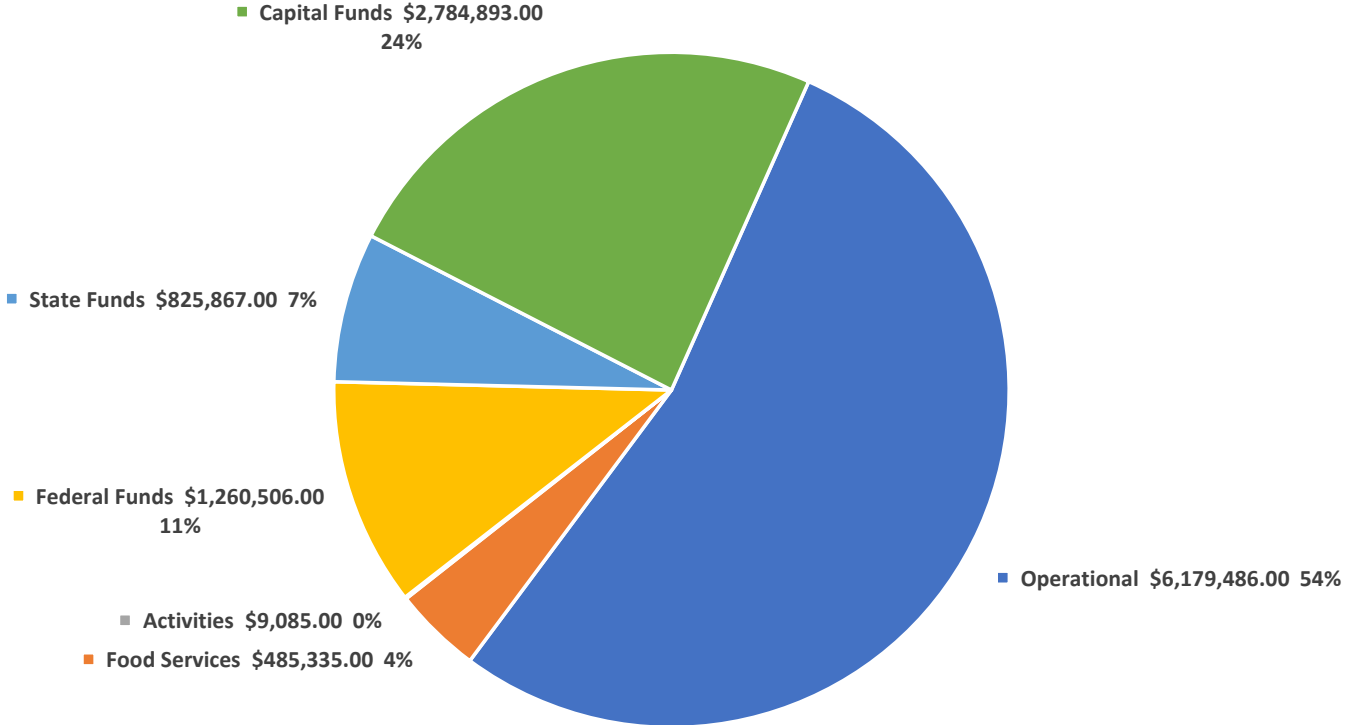
By: Jesús A. Moncada 7/1/23
Date

Jesús A. Moncada
Printed Name

03-078798000
New Mexico Gross Receipts Tax Number

20-5009183
Federal Tax Number

Budget Distribution



C. D. HERITAGE ACADEMY

CHA - SRP Code

NKJ- Studio Suite with one King Bed

NQJ - Studio Suite with two Queen Beds

Parking Nightly Rate per vehicle \$45+tax (\$48.71 per night)

Name/Confirmation #	Room Type	Rate	Arrival Date	Departure Date	Total for Stay (Includes tax)
RUIZ/ALEX 80069103	NKJ	\$268.00	6/17/2023	6/21/2023	\$1,254.24
TORRES/ROXANNA 80333167	NQJ	\$284.00	6/17/2023	6/21/2023	\$1,329.12
MONCADA/JESUS 80851151	NKJ	\$268.00	6/17/2023	6/21/2023	\$1,254.24
BRAMBILLA/SAYRA 81120239	NQJ	\$284.00	6/17/2023	6/21/2023	\$1,329.12
FRAIRE NINO/SYLVA 82431375	NQJ	\$284.00	6/17/2023	6/21/2023	\$1,329.12
WEEKS/JULIE 82683759	NKJ	\$268.00	6/17/2023	6/21/2023	\$1,254.24
GAMBOA/RACHEL 82694031	NQJ	\$284.00	6/17/2023	6/21/2023	\$1,329.12
MAESTAS/MELISSA 83212047	NKJ	\$268.00	6/17/2023	6/21/2023	\$1,254.24
HERNANDEZ/GINGER 83478127	NQJ	\$284.00	6/17/2023	6/21/2023	\$1,329.12
SANDOVAL/JOEL 86885327	NKJ	\$268.00	6/17/2023	6/21/2023	\$1,254.24
MONAGHAN/EDWARD 87145839	NKJ	\$268.00	6/18/2023	6/21/2023	\$940.68
RODRIGUEZ/YOANA 54584630	NKJ	\$268.00	6/17/2023	6/21/2023	\$1,254.24