

STATE OF NEW MEXICO
COUNTY OF GRANT

RESOLUTION No. R-05-38

STATE OF NM, GRANT COUNTY
200503184
I hereby certify that this instrument was filed for record on
08/02/2005 at 02:22:39 PM & duly
recorded in book 267 page 3184
Pages 1 of 2
Witness my hand & seal of office
HOWIE MORALES, COUNTY CLERK
DEPUTY- CONNIE

AMENDMENT No. 2
to the
PURCHASING RULES AND REGULATIONS

The Board of Commissioners of the County of Grant wishes to amend its Purchasing Rules and Regulations to reflect recent changes to the New Mexico State Statutes, NMSA 1978.

A. This amendment authorized the following changes to the original paragraphs found on pages 14 and 15 of the Purchasing Rules and Regulations:

6. Small Purchases

6.1 Bid Requirements

c) A single purchase involving the expenditure of \$1,000 or less may be made without bids, but at the best obtainable price. Record of such price comparison shall be maintained for auditor inspection.

Separate purchases of the same or similar materials or services from the same or different suppliers at the same time or about the same time, where each purchase does not exceed \$1,000, but the aggregate of such purchases exceeds \$1,000, shall be considered a single purchase involving more than \$1,000.

d) A single purchase involving the expenditure of more than \$1,000, but less than \$7,500, may be made after requesting three oral, telephone or written quotes. The oral or telephoned bids must be recorded for auditor inspection.

If three quotes cannot be secured, a purchase may be made without three written quotes, but such purchases must be made at the best documented obtainable price, with documentation recorded for auditor inspection.

Separate purchases of the same or similar materials or services from the same or different suppliers at the same time or about the same time, where each purchase does not exceed \$7,499.99, but the aggregate of such purchases exceeds \$7,499.99, shall be considered a single purchase involving \$7,500 or more.

B. This amendment also authorizes the following changes to the original paragraphs found on pages 14 and 15 of the Purchasing Results and Regulations, as amended on August 12, 1999:

6. Small Purchases

6.1 Bid Requirements

(e) A single purchase involving the expenditure of \$7,500 or more, but less than \$20,000 shall be made only after attempting to secure at least three bona-fide, written, responsible quotes. If less than three responsible quotes are secured, a purchase may be made without three written quotes, but such purchases must be made at the best documented obtainable price, with documentation recorded for auditor inspection.

Separate purchases of the same or similar materials or services from the same or different suppliers at the same time or about the same time, where each purchase does not exceed \$19,999.99, but the aggregate of such purchases exceeds \$19,999.99, shall be considered a single purchased involving \$20,000 or more.

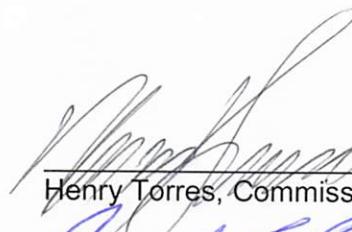
(f) A single purchase of services, construction or items of tangible personal property involving the expenditure of \$20,000 or more shall be done through the competitive Sealed Bid process. Professional services having a value of \$30,000 or more must be procured through the Competitive Sealed Proposals process.

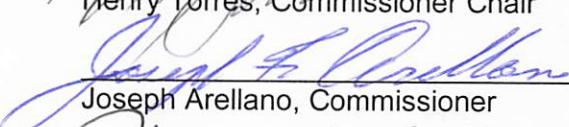
(g) A single purchase of professional services involving the expenditure of less than \$30,000 will be considered a small purchase. A determination shall be made by the department involved in the procurement stating the service of services required, the criteria use for selection, the persons, partnerships, corporations or associations considered, and the basis for the final selection."

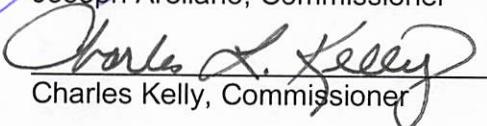
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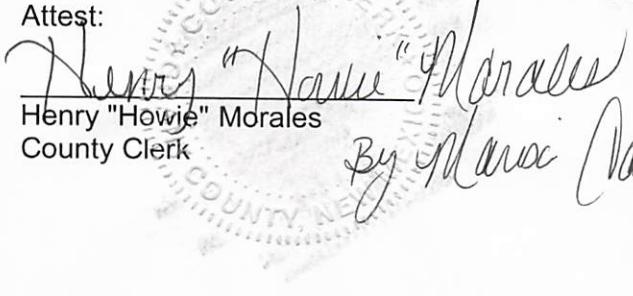
Approved this 28th day of July 2005.

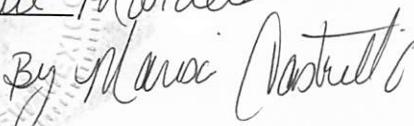

Henry Torres, Commissioner Chair


Joseph Arellano, Commissioner


Charles Kelly, Commissioner

Attest:


Henry "Howie" Morales
County Clerk


Marcie Ostrell