

**AMENDMENT NO. 1  
TO AGREEMENT BETWEEN  
SANTA FE COUNTY AND WORDSWORK**

This Amendment is entered into this 19<sup>th</sup> day of October, 2017, by and between **Santa Fe County** (hereinafter "County"), a political subdivision of the state of New Mexico and **Wordswork** (hereinafter "Contractor").

**WHEREAS**, on March 31, 2014, the County and Contractor entered into Price Agreement No. 2014-0262-A-CL/MS (Price Agreement) for Contractor to provide stenography and transcription services for County meetings; and

**WHEREAS**, according to Article 7 (Amendment) the parties may amend the Price Agreement by an instrument in writing signed by the parties; and

**WHEREAS**, by a separate written Addendum to the Price Agreement dated September 16, 2015, the parties agreed that Contractor's services would be extended to providing transcription services to the Santa Fe County Sheriff's Office at the hourly rate as stated in the Price Agreement; and

**WHEREAS**, the parties agree to amend the Price Agreement to increase the Contractor's hourly rate from \$42.00/hour to \$50.00/hour.

**NOW, THEREFORE**, the parties agree to amend the Price Agreement (including the Addendum) as follows:

1. Attachment A referenced in the Price Agreement is deleted in its entirety and replaced with the attached revised list of meetings and Contractor's hourly rate labeled Attachment B. All references to Attachment A in the Price Agreement are to be read as references to Attachment B.
2. All other provisions of the Price Agreement including the Addendum, not specifically amended or modified by this Amendment No. 1 shall remain in full force and effect.


**IN WITNESS WHEREOF**, the parties have executed this Amendment as of the date of last signature by the parties.

**SANTA FE COUNTY:**

  
\_\_\_\_\_  
Katherine Miller  
Santa Fe County Manager


10.13.17  
Date

Approved as to form:

  
Gregory S. Shaffer  
Santa Fe County Attorney

10-17-17  
Date

Finance Department:


  
Don D. Moya  
Finance Director

10-17-17  
Date

**CONTRACTOR**

  
(Signature)

10-19-17  
Date

 Karen Ferrell owner/operator  
(Print name and title)

## Attachment B

### MEETINGS AND RATES FOR STENOGRAPHY AND TRANSCRIPTION SERVICES

CONTRACTOR: **Wordwork**

For informational purposes, the County meetings that Contractor will be requested to provide services for are as follows, without limitation:

- The **Fire Chiefs Association** for the County Fire Department meets the 4th Thursday of the month. There are approximately 12 meetings per year. Each meeting may last up to 2 hours and the transcription time is estimated at 7 hours.
- The **Board of County Commissioners of Santa Fe County** meetings held twice a month the 2<sup>nd</sup> and 4<sup>th</sup> Tuesday of every month. The duration of time for these meetings varies from 2 to 10 hours.
- **Health Policy & Planning Commission** meetings held once a month the 1<sup>st</sup> Friday of the month. The duration of time for these meetings may be 3 to 3 ½ hours.
- **DWI Planning Council** meetings are held once a month the 2<sup>nd</sup> Thursday of the month. The duration of the meetings 2 hours.
- **Housing Authority Board of Commissioners** meetings held once a month on Tuesdays. The duration of the meetings is 1/2 hour.
- **County Planning Commissioner** meetings held once a month on Thursdays. The duration of the meeting varies and may last be up to six (6) hours.
- **Water Policy Advisory Board** -Meets every 2 months -2 1/2 hours.
- **Ethics Board** -Currently meeting monthly but Contractor will be notified when needed.
- **County Hearing Officer** -monthly 1 hour.
- **Santa Fe Sheriff's Office** – Contractor will be notified when needed. Transcripts as needed

Contractor's hourly rate shall include all labor costs, tools, equipment, materials, overhead, profit, insurance and any fees necessary to perform the services required in the scope of work (Goods to be Provided) in this Price Agreement. The County reserves the right to acquire stenography and transcriptions services from the Contractor for other County meetings that are not identified above.

In accordance with all terms, conditions, specifications, and requirements, the Contractor offers the following hourly rate for stenography and transcription services for Santa Fe County.

**Hourly Rate: \$50.00**

Written in words: Fifty dollars.

