

**Santa Fe County  
Purchasing Process Request Form**

<b>Date Submitted:</b>	January 27, 2017	<b>Requesting User Agency:</b>	Public Safety/Corrections
<b>Name &amp; Phone of Contact Person:</b>	Tila Rendon-Varela 992-3080		
<b>Contract Tracking #/Buyer (Purchasing)</b>	BIA #A11PC00174 (Old Contract)  2016-0088-CORR/BT	<b>BCC Approval?</b> (Y/N) IF YES INDICATE DATE	<b>BCC meeting Date:</b> MO/DAY/YEAR

**AGENCY REQUEST:** (Lease, MOU, Grant, Professional Services Agreement, Construction, Application, etc.) Describe the County, Public and/or Agency needs and the scope of work. Describe what you are attempting to purchase, obtain or accomplish. Attach additional sheets if necessary.

Request processing of Release of Claims to the contract with the Bureau of Indian Affairs (BIA) for the housing of adult prisoners. The contract for this Release of Claims expired on February 29, 2016 and all revenues have been received for this contract/time frame.

As per BIA

**REVENUE CONTRACT**

**PURCHASING STATUS:**

**PURCHASING DIVISION MANAGER APPROVAL:** BT

**FINANCIAL / BUDGETARY INFORMATION:** (If applicable, include a breakdown of project cost estimates; is funding already appropriated? If this action will result in revenue to the County, include the total compensation and timetable. Include funding information (GF, GRT, Grant, Grant Match, In Kind requirements, etc.)

**LEGAL FORM:** (Is this a new contract or an amendment or change of a previously submitted procurement or contract? Identify any known liabilities and/or risks to the County.

2-6-17 RDG made changes to form pursuant to 48 CFR 1452.204-70 Release of Claims. Approved as to form. Return to Purchasing

**LEGAL APPROVAL:** (sign and date)

2-6-17 RDG approved as to form revised release. Attached memo to Tila to inform the BIA that the form has been revised —

**FINANCE DIRECTOR APPROVAL:** (sign and date)

**BCC MEETING DATE**

**COUNTY MANAGER APPROVAL:** (sign and date)

**ATTACH NEEDED DOCUMENTS** (Purchase Requisition, Justification Memo & Documentation (sole source, emergency or other procurement exemption), W-9 for new vendor, draft BCC memorandum, Price Agreement used (SPA, GSA, etc.))

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DEPARTMENT OF THE INTERIOR  
**DEPARTMENT MANUAL**

Department of the Interior Acquisition Regulation System

401 DM Addition to FAR

PART 1453-Forms

UNITED STATES  
DEPARTMENT OF THE INTERIOR  
**RELEASE OF CLAIMS**

Contract Number

A1IPC00174

Date

01/25/2017

WHEREAS, by the terms of the above contract for detention services required by the Bureau of Indian Affairs, Office of Justice Services, Division of Corrections, entered into by the United States of America, hereinafter also referred to as the United States, and the Contractor County of Santa Fe, Santa Fe Adult Detention Center, it is provided that after completion of all work, and prior to final payment, the contractor will furnish the United States with a release of all claims;

NOW, THEREFORE, in consideration of the above premises and the payment by the United States to the contractor of the amount now due under the contract, to wit, the sum of Zero dollars (\$ 0.00 ), the contractor hereby remises, releases, and forever discharges the United States, its officers, agents, and employees, of and from all manner of debts, dues, liabilities, obligations, accounts, claims, and demands whatsoever, in law and equity, under or by virtue of the said contract, except: claims by third parties against Contractor arising from the actions of the BIA OJS.

IN WITNESS WHEREOF, the contractor has executed this release this

day of , 2017

Santa Fe County Adult Det. Fac.  
(Contractor)

By

Katherine Miller  
(Signature)

☐ Corporation

☐ Joint Venture

☐ Partnership

☐ Individual

**Katherine Miller**

(Name)

[X] County, a governmental entity

102 Grant Avenue

(Street Number or R.F.D.)

**Santa Fe County Manager**

(Title)

Reviewed and Approved  
for SIGNATURE  
Don Moye Date 2/9/17  
JFC France

Santa Fe, NM 87504

(City)

(State)

(Zip Code)

Approved as to form  
Santa Fe County Attorney

By:

Date: 2/9/17

COMPLETE ONLY IF CONTRACTOR IS A CORPORATION

I, \_\_\_\_\_ CERTIFY That I am the  
of the corporation named as contractor herein; that  
signed this release on behalf of the corporation, was then  
said release was duly signed for and on behalf of said corporation by authority of its governing body.

\_\_\_\_\_, who  
of said corporation, and that


[SEAL]

(Signature)

DI-137  
Rev. 8/96

Memo

To: Tila Rendon-Varela, Corrections Dept.  
Bill Taylor, Procurement Manager

Fr: Roberta Joe   
Assistant County Attorney

Date: February 6, 2017

Re: Release from BIA for BIA contract A11PC00174

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The attached Release requested by the BIA is approved as to form. When you return this to the BIA please inform them that the County has made revisions pursuant to 48 CFR 1452.204-70 (Release of Claims) to the DI-137 release form. It is recommended that you obtain the signature of Finance on this form so Finance can confirm that the BIA has paid the County in full for any detention costs associated with this contract.