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MEMORANDUM

Date: December 10, 2019
To: All Agency CPOs and CFOs
From: Mark Hayden, State Purchasing Agent
Subject: Information Technology Professional Services Statewide Price Agreements

Sixty-eight (68) Information Technology Professional Services Statewide Price Agreements ("ITPS SWPAs") have been fully executed and will be and will be uploaded to Share and posted on the State Purchasing Website:

https://www.generalservices.state.nm.us/statepurchasing/Statewide_Price_Agreements.aspx.

The ITPS SWPAs will be available to all agencies for use by the end of this week (December 13, 2019). Please remember to use the new Department of Information Technology ("DoIT") templates for your ITPS agreements. They can be found on DoIT's Website: <https://www.doit.state.nm.us/contracts.html>.

Agencies utilizing the IT statewide price agreement 90000001900065 must enter into their own agency IT contract, ensuring that the correct template is used. The respective SWPA number including suffix letters, must be referenced in the agency contract (this will usually appear in the contract "whereas clauses"). In the contract module, agencies must select the contract type of "PSC PR AGR" and the SWPA number including the suffix letters, must be in the description field of the PO and shall be in front of the actual description of the contract. This will allow SPD to track the spend on these contracts.

CRRNT	Maximum Amount
	Line Item Released Amount
	Category Released Amount
	Open Item Released Amount
	Total Released Amount
*Contract Type <input checked="" type="checkbox"/> PSC-21	
Exempt	Remaining Amount
	Remaining Percent

If you have any questions, please call Natalie Martinez at (505) 827-0251. We appreciate your patience in this matter.