

Susana Martinez
New Mexico Governor

Ed Burckle
Cabinet Secretary

Lawrence O. Maxwell
State Purchasing Agent



STATE OF NEW MEXICO
GENERAL SERVICES DEPARTMENT
PURCHASING DIVISION

Administrative Services Division
(505) 827-2000

Building Services Division
(505) 476-2425

Property Control Division
(505) 827-2141

Purchasing Division
(505) 827-0472

Risk Management Division
(505) 827-2036

State Printing & Graphic Services Bureau
(505) 476-1950

Transportation Services Division
(505) 827-1958

July 23, 2013

SPD POLICY MEMO #FY13-005

Chief Procurement Officer Registry

Laws of New Mexico 2013, Chapter 70 was passed in the most recent legislative session and becomes effective as of July 1, 2013. As many of you are already aware, this law requires that all state agencies and public bodies name a "Chief Procurement Officer" and register that person with the General Services Department/State Purchasing Division ("GSD/SPD") on or before January 1, 2014. Further, this law requires that every time a new Chief Procurement Officer is hired by a state agency or local public body thereafter, that person's name is also forwarded to GSD/SPD.

Under the new statute, a Chief Procurement Officer "means that person within a state agency's or local public body's central purchasing office who is responsible for the control of procurement of items of tangible personal property, services or construction." Please note that, in this context, "services" includes "professional services" as well.

In order to facilitate this process, GSD/SPD has created an on-line registry for this purpose. This registry contains all the information required by law and can easily be filled in by every agency and local public body. The information will then be compiled by the State Purchasing Agent on a searchable database.

The on-line registry can be found on the State Purchasing website with easy-to-follow instructions at the following address: <http://www.generalservices.state.nm.us/statepurchasing/chief-procurement-officer-registration.aspx>

All state agencies and local public bodies shall register their Chief Procurement Officers using this system. Further information regarding the certification process for Chief Procurement Officers will be forthcoming in later correspondence.

Thank you for your prompt attention to this matter.

A handwritten signature in black ink, appearing to be "Lawrence O. Maxwell".

Lawrence O. Maxwell
State Purchasing Agent