

**PUBLIC
EDUCATION
COMMISSION**

Business Manager or Procurement Officer Amendment Form

The Charter Contract was entered into by and between the New Mexico Public Education Commission [Southwest Secondary Learning Center], hereafter "the School", effective [01] [July], [2019]
The School was approved for a [5 year] Charter Contract.

The School requests consideration from the Public Education Commission (PEC) to change the terms of its Contract as follows:

CHANGE OF: BUSINESS MANAGER CPO BOTH

Charter Contract currently states:

CURRENT BUSINESS MANAGER OR PROCUREMENT OFFICER:

Heather Riley

Requests the Public Education Commission approve Section xi of the School's contract to read

EFFECTIVE DATE OF CHANGE: November 1, 2022

REQUESTED CHANGE TO BUSINESS MANAGER OR PROCUREMENT OFFICER AND CONTACT INFORMATION :

CPO: Lisa Mora

Submit this form and all supporting documents to charter.schools@state.nm.us

The School's Business Manager or Procurement Officer Amendment is hereby submitted by [Christine Lutz] on [02/22/2023], and affirms the school meets the following eligibility criteria:

- Amendment must be submitted to the PEC within 30 days of the change being communicated or implemented; and
- The school's governing board is in compliance with all reporting requirements.

Christine B. Lutz
Charter School Representative Signature

2-22-23
Date

The School's Business Manager or Procurement Officer Amendment was:

Approved Denied

Chair, Public Education Commission

Date



NEW MEXICO
GENERAL SERVICES DEPARTMENT

Lisa Mora

*Who has satisfactorily pursued the certification training program and
passed the required examination*

in accordance with the requirements established pursuant to

NMSA 13-1-95.2

is hereby awarded on this 24th day of October 2022

Chief Procurement Officer Certification

Certificate No. **CPO-2022-00000-04163**



Valerie Pavek

State Purchasing Agent



MICHELLE LUJAN GRISHAM
GOVERNOR

JOHN GARCIA
CABINET SECRETARY DESIGNATE

MARK HAYDEN
DIRECTOR
STATE PURCHASING DIVISION

State of New Mexico
General Services Department

ADMINISTRATIVE SERVICES DIVISION
(505) 476-1857

FACILITIES MANAGEMENT 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 12, 2022

Sent Via email: chris@k12accounting.com
Southwest Secondary Learning Center
10301 Candelaria NE
Albuquerque, New Mexico 87112
Attn: Lisa Mora

Re: Southwest Secondary Learning Center
CPO Waiver Request

Dear Mr. Gilman,

Thank you for your July 12, 2022 correspondence to the State Purchasing Division (SPD) requesting an extension of time for the Southwest Secondary Learning Center to certify its Chief Procurement Officer (CPO). According to your letter your agency has hired a new chief procurement officer, Assistant Principal Lisa Mora. Ms. Mora has registered and will be attending the next available CPO certification classes offered by the NMEdge which will be in October 2022.

Under 1.4.1.94 (C), (D), (E) and (G) NMAC, your request for an extension of time for the Southwest Secondary Learning Center to conduct procurements with Ms. Mora's oversight is hereby granted. It is my determination your CPO waiver shall be effective through October 2022. During this time period, you may continue procurement operations and coordinate with State Purchasing Division as needed. Upon successful completion of the CPO certification classes in October 2022, please notify me when you have updated your CPO information on SPD's website.

If you have any questions regarding this correspondence, please do not hesitate to contact me.

Sincerely,


Mark R. Hayden

Director and State Purchasing Agent

Cc: Francine Wagner, State Purchasing Division