



Meeting Type and Date: Board of Education Meeting on October 2, 2024

Item recommended for approval by the Finance Committee on September 25, 2024.

Agenda Item: Consider Approval of District Purchase or Expenditure that Equals or Exceeds \$500,000 for Payroll Fiscal Services – Student Internship

Presenters: Dr. Antonio Gonzales, Deputy Superintendent, Leadership and Learning; Charlotte Gensler, Executive Director, Procurement, Tori Stephens, Director, Career Connected Learning/Career and Technical Education

Background: Career Connected Learning/Career and Technical Education uses grant funding to pay student interns throughout the district. Payday HCM is the payroll processing vendor used to pay the student interns. The board approved Request for Proposal 24-020 RR on October 25, 2023, for an award estimated at \$330,000 annually for Payday Inc., dba Payday HCM covering a period of four years.

This year Career Connected Learning/Career and Technical Education has been awarded \$1.3 million dollars to pay student interns from Innovation Zone grant funding. This additional award means that we would need to obtain approval for the new amount. The Career Connected Learning/Career and Technical Education department anticipates that these grants will continue to be awarded for this purpose and this amount through the length of the multi-year contract.

The CCL/CTE department is asking for board approval to approve the purchases estimated award of \$1.6 million dollars annually to account for the original amount plus the new funding amount. The contract term extends through November 13, 2027. This purchase is in accordance with State of New Mexico Procurement Code, Federal Uniform Guidance and APS Budget Policy. Purchase of Payroll Fiscal Services – Student Internship are aligned to APS Board of Education Goal 3: Post-Secondary Readiness.

Approved by the APS Board of Education:

Danielle M. Gonzales, Board President

Janelle Astorga, Board Secretary