



Meeting Type and Date: Finance Committee Meeting, October 25, 2023

Items Approved by the Finance Committee will be included on a consent agenda for final approval at the October 25, 2023, Special Board of Education meeting.

Agenda Item: Consider Approval of District Purchase or Expenditure that Equals or Exceeds \$250,000-Payroll Fiscal Services for Student Internships

Presenter: Charlotte Gensler, Executive Director, Procurement

Background: In accordance with APS Board of Education [Purchase and Project Approval Procedural Directive](#), approval is requested for the purchase of payroll fiscal services for student internships

This purchase is in accordance with State of New Mexico Procurement Code, Federal Uniform Guidance and APS Procurement Policy. The vendor Payday Inc., dba Payday HCM is recommended through RFP 24-020RR for the procurement method. The estimated cost is \$330,000 annually or \$1.3 million for a four-year term contract utilizing federal funds. Actual cost is dependent on need, funding and budget.

Action	Name	Title	Department	Signature
Prepared by:	Charlotte Gensler	Executive Director	Procurement	
Recommended by:	Tori Stephens	Director	Career Connected Learning/Career and Technical Education	
Approved by:	Dr. Antonio Gonzales	Chief Academic Officer	Albuquerque Public Schools	
Approved by:	Rennette Apodaca	Chief Financial Officer	Albuquerque Public Schools	
Approved by:	Scott Elder	Superintendent	Albuquerque Public Schools	
Approved by the APS Board of Education October 25, 2023:	Yolanda Montoya-Cordova	President	APS Board of Education	
	Courtney I. Jackson	Secretary	APS Board of Education	