



1 SECTION 3. COMPILATION. SECTION 1 of this Ordinance amend, are  
2 incorporated in, and are to be compiled as part of the Revised Ordinances of  
3 Albuquerque, New Mexico 1994.

4 SECTION 4. EFFECTIVE DATE. This Ordinance takes effect five days after  
5 publication by title and general summary.

6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33

[Bracketed/Underscored Material] - New  
[Bracketed/Strikethrough Material] - Deletion



# CITY OF ALBUQUERQUE

## Albuquerque, New Mexico

### Office of the Mayor

Mayor Timothy M. Keller

#### INTER-OFFICE MEMORANDUM

November 18, 2024

**TO:** Dan Lewis, President, City Council

**FROM:** Timothy M. Keller, Mayor



**SUBJECT:** Revision to Purchasing Ordinance – Section 5-5-20 Exemptions

The change in the exemptions section of the Purchasing Ordinance will allow the Animal Welfare Department (AWD) to be included in the exemption from the competitive requirements in the Purchasing Ordinance. Specifically, section 5-5-20 (G) as shown below.

- (1) Animals for the BioPark/Zoo, APD, AFR and Animal Welfare Department;
- (2) Food, medications, medical testing, or medical supplies for BioPark/Zoo animals and animals at the Animal Welfare Department; and

If AWD is included in the exemption for the purchase of animal food, it will save the city and estimated \$135,000 annually.

Approved:

Approved as to Legal Form:

*Samantha Sengel* 11/25/24  
 Samantha Sengel, EdD Date  
 Chief Administrative Officer

DocuSigned by:  
*Lauren Keefe* 11/19/2024 | 9:53 AM MST  
 1A21D96D32C74EE...  
 Date  
 City Attorney

Recommended:

DocuSigned by:  
*Donna Sandona* 11/18/2024 | 4:28 PM MST  
 08F4D667C9CA4E2...  
 Director Date

## **Cover Analysis**

- 1. What is it?**  
**A change to the Public Purchasing Ordinance section 5-5-20 (G).**
- 2. What will this piece of legislation do?**  
**It will include animal food purchased by the Animal Welfare Department (AWD) in the exemption to competitive requirements.**
- 3. Why is this project needed?**  
**It will save the city approximately \$135,000 annually**
- 4. How much will it cost and what is the funding source?**  
**N/A**
- 5. Is there a revenue source associated with this contract? If so, what level of income is projected?**  
**N/A**
- 6. What will happen if the project is not approved?**  
**The AWD will have to continue using the same vendor that has a high mark up on animal food.**
- 7. Is this service already provided by another entity?**  
**N/A**

### FISCAL IMPACT ANALYSIS

TITLE: Purchasing Ordinance exemptions change to include animal food for Animal Welfare Dept.

R: O: xx  
 FUND: 110  
 DEPT: 1000000

- No measurable fiscal impact is anticipated, i.e., no impact on fund balance over and above existing appropriations.
- (If Applicable) The estimated fiscal impact (defined as impact over and above existing appropriations) of this legislation is as follows:

	2025	Fiscal Years		Total
		2026	2027	
Base Salary/Wages				-
Fringe Benefits at				-
Subtotal Personnel	-	-	-	-
Operating Expenses				-
Property				-
Indirect Costs	-	-	-	-
Total Expenses	\$ -	\$ -	\$ -	\$ -
[ x ] Estimated revenues not affected				
[ ] Estimated revenue impact				
Revenue from program				0
Amount of Grant		-	-	
City Cash Match				
City Inkind Match				
City IDOH				
Total Revenue	\$ -	\$ -	\$ -	\$ -

These estimates do not include any adjustment for inflation.

\* Range if not easily quantifiable.

Number of Positions created

COMMENTS: Change will save AWD approximately \$135,000 annually.

COMMENTS ON NON-MONETARY IMPACTS TO COMMUNITY/CITY GOVERNMENT:

PREPARED BY:

DocuSigned by:  
*Donna Sandoval* 11/18/2024 | 4:04 PM MST  
 FISCAL ANALYST

APPROVED:

DocuSigned by:  
*Donna Sandoval* 11/18/2024 | 4:28 PM MST  
 DIRECTOR

REVIEWED BY:

Signed by: *Evelyn Torres* 11/19/2024 | 8:49 AM MST  
 EXECUTIVE BUDGET ANALYST

DocuSigned by: *Donna Sandoval* 11/19/2024 | 9:29 AM MST  
 BUDGET OFFICER

Signed by: *Christina Bourner* 11/19/2024 | 9:32 AM MST  
 CITY ECONOMIST