



State Of New Mexico
Request To Obligate Funds Form
(Non-Construction/Construction ≤ \$200,000)

Submit Original Request to:

Public Education Department
Jerry Apodaca Education Building
Capital Outlay Bureau
300 Don Gaspar, Room G6
Santa Fe, New Mexico 87501-2786

Each school district and charter school shall secure the approval of the Director of the PED's Public School Capital Outlay Bureau or his/her designee on those non-construction projects and construction projects ≤ \$200,000 appropriated by the legislature of the State of New Mexico. This shall occur prior to requesting disbursement and/or reimbursement from the Public Education Department.

NOTE: For field help, click on the field and press F1, or click on the field and refer to the status bar below. Use Tab to move from field to field; do not use the Enter key. Fields will size automatically to text entered.

To: Director of the PED's Public School Capital Outlay Bureau

From: New Mexico School for the Arts

Contact Person: Name: Cindy Montoya Title: Director

Phone: 505-310-4194 E-Mail: cmontoya@schoolforthearts.com

Project Number: 14-1575

Year Appropriated by the Legislature: 2015 Session: Regular

Chapter: 147 Section: 67 Paragraph: Amount: \$210,000

Funding Source (Select One): STB General Fund GOB

Description of Project: Plan, design, and construct facilities for NMSA.

Estimated Completion Date of Project: December 15, 2015

Grade Levels Affected: 9th-12th

Number of Students Affected: 215

If Project is not Fully Funded by Appropriation, Other Funds to be Used:

School Name:	New Mexico School for the Arts
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Item Description	Supplier	Anticipated Cost
Educational Specifications	DeJong	\$38,186
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
(If necessary, attach additional pages.)		\$0
ITEM TOTAL (Calculated field, right click to update, must equal appropriation)		\$ 38,186

2. Describe how the item(s) to be purchased will be used:

Develop educational specifications that will involve stakeholders and developing reports and educational specification documents per PSFA requirements. See attached scope of work for details.

Authorized Signature:

Approved:

9/17/2015

Date

Cindy Muthya
School District
Superintendent/Charter School
Principal

Approved:

Date

Director, Public School Capital
Outlay