

A banner image at the top of the page features a close-up of several tulips with yellow and red variegated petals. In the background, a laptop screen is visible, showing some blurred text. Overlaid on the left side of the banner is a dark grey rounded rectangle containing the text "ACES Insights" in a large, bold, green sans-serif font, and "February 2025" in a smaller, white sans-serif font below it.

ACES Insights

February 2025

Christy Takacs, Executive Director

ACES just completed a solicitation for **Facilities Management** and we are excited to announce that we awarded a contract to **Thunderbird Property Management**. Learn more about them below! Their services are available immediately. Remember as you are budget planning for next year, Thunderbird Property Management can assist in regular upkeep and maintenance of your facilities. We have begun the evaluation of proposals for **Marketing and Data Analytics**. We will announce those contract awards in mid-March. Our next solicitation is a RFP for **Digital Core Curriculum**. We are hopeful to have several quality options available for your use as you plan for your 2025-26 school year! Mark your calendars for the brief demo from **Talk Path Live** that is scheduled for **March 6th at 1:00**. Talk Path Live is successfully providing on-line ancillary services to many of our member schools. Come join us if you would like to learn more about how they can support your students. As always, we are here to support you and help find solutions for your school needs. Reach out ANYTIME!

TalkPath™ Live

NEW MEXICO ASSOCIATION FOR CHARTER SCHOOL EDUCATIONAL SERVICES PREFERRED VENDOR

Are you interested in learning more about the delivery of related services to your school via online teletherapy?

Would you like to see how easy it is to set up and use?

Are you looking for a new service provider for the 2025–2026 school year – either as your primary provider or to supplement your existing provider during times of leave or case overload?

If so, please join us for a quick and succinct intro to what TalkPath Live can do for you and your students!

FREE DEMO INVITE & INFO

Thursday
March 6, 2025



1:00–1:30 p.m.
Mountain Time

25-Person Capacity

Second Demo Session Will Be Added If Maximum Attendance Is Exceeded

TalkPath Live Services Offered

- Speech-Language Therapy (plus Case Management)
- Occupational Therapy & Physical Therapy
- Early Intervention Services
- Behavioral & Mental Health Counseling
- Social Work Services
- Psychoeducational Assessments
- Any Many Others!

Presentation Outline

- Introduction to TalkPath Live
- Benefits of TPL Teletherapy for Your School
- Overview of Cost Structure
- Online Demo of All Services
- Service Highlights
- Closing Comments
- Q&A Session

REGISTER TODAY TO SAVE YOUR SPOT!

RSVP TO:

Theresa Grant, Chief Program Development Officer

CALL OR EMAIL:

916-296-1772 • tgrant@talkpathlive.com



Link to Videoconference Will Be Sent
to All Attendees Upon RSVP

www.talkpathlive.com

TalkPath™
The Evolution
of Therapy **Live**



Thunderbird Property Management

Thunderbird Property Management has over 15 years of experience in property management, focusing on exceptional maintenance and prompt work order resolution. Jill Glissman, Roberta Martinez and our team is dedicated to proactive care to guarantee client satisfaction. With a trusted network of reliable vendors, including certified HVAC specialists, licensed handymen, licensed electricians, licensed plumbers, and landscapers, we ensure top-quality service every time. Our commitment to excellence and reliability defines our approach to property management.

Roberta Martinez

Property Manager/Associate Broker

Office: (505) 369.6807

Cell: (505) 803.8624

[2301 San Pedro NE Suite A Albuquerque, NM 87110](mailto:2301_San_Pedro_NE_Suite_A_Albuquerque_NM_87110@thunderbirdpropertymanagement.com)

www.thunderbirdpropertymanagement.com

Procurement Corner

Spring is in the air ☀️ and the bees are starting to buzz. As we prepare to dust off winter and welcome returning and new things, I thought I'd follow suit in this issue and blow the dust off a few basic ACES purchase order (PO) and payment procedures, both for Participating Agencies and Contractors, and share some new things too. There's also information regarding how ACES can provide support for procurement audits (including how to prepare procurement files for audit), and how Contractors can use their ACES contract for marketing purposes.

Author and ACES Procurement Program Manager

Tammy West

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Email – procurement1@nmaces.org

PURCHASE ORDER AND PAYMENT PROCEEDURES FOR BOTH PARTICIPATING AGENCIES AND CONTRACTORS

As the number of ACES contracts grows, usage of those contracts is also steadily increasing. To support things running as smoothly as possible with POs and payments, it is important to know the basic procedures. Following proper procedures can help the achievement of compliance for all involved, and with tracking, transparency and planning, among other things. WE ENCOURAGE YOU TO SHARE THIS INFORMATION WITH YOUR PURCHASING, ACCOUNTS PAYABLE/RECEIVABLE, OR STAFF/COMPANY REPRESENTATIVES WHO WORK DIRECTLY WITH PARTICIPATING AGENCIES OR CONTRACTORS.

FOR AGENCIES:

- A valid purchase order is required for every order and must be received by the ACES business office at businessoffice@nmaces.org prior to the delivery of items and/or commencement of services by the Contractor.

- The purchase order must contain the following information at a minimum:

- o Contract number and title

- o Name of the Contractor

- o A very brief description of scope and/or items being procured

- o Any other information the Participating Agency requires

If the contractor has received authorization from ACES for direct billing (*not common*) the ACES business office shall be emailed a copy of any PO issued directly to ACES Contractor.

- The standard payment timeframe for Participating Agencies to pay ACES is 15 days. This is because ACES is responsible for making payment to the contractor within 30 days. Payment must be received from the Participating Agency in order for ACES to render payment to the Contractor. Although ACES and ACES Contractors are often flexible and can work with payments made after 15 days, if payment is not rendered within 30 days after the invoice date, late charges may be assessed.

FOR CONTRACTORS:

- A PO must be received from ACES ***prior to any items being shipped or services performed*** for a Participating Agency. If the Contractor has been granted a direct billing waiver, the Participating Agency shall send the PO directly to the Contractor and a copy of the PO to ACES. Failure to ensure a PO has been issued may result in payment issues or project delays.

- Once an ACES PO is received by the Contractor (or from the Participating Agency under a direct billing waiver) the Contractor may proceed to deliver items and/or perform services.

- **For most ACES Contractors:** Invoice shall be sent to the ACES business office at businessoffice@nmaces.org and shall reference both the ACES PO Number and Name of the Participating Agency being billed. ACES will invoice the Participating Agency upon receipt of a Contractor invoice. Once ACES receives payment from the Participating Agency, a check will be sent to the Contractor with the 1.5% ACES fee withheld.

For direct bill ACES Contractors: Payments in the amount of 1.5% of all sales under ACES contract, and any required reports, shall be submitted to ACES for the time period specified on the direct billing waiver.

AUDITS AND ACES

ACES is available to support Participating Agencies regarding procurement audit compliance. If you need assistance with providing documentation or justification for use of any ACES contract, or if you or an auditor have questions regarding use of our contracts or any other concerns, please let us know. In 2024 several Participating Agencies were audited by an external audit firm regarding their food service contracts. ACES assisted several of those agencies in responding to the auditor's findings, which in turn helped support future compliance for both the Participating Agencies involved and ACES. If you have audit questions or issues regarding procurement, please reach out to Tammy West at procurement1@nmaces.org or by phone at 575-468-2237 Ext. 3.

FOR CONTRACTORS: HOW TO USE ACES CONTRACTS FOR MARKETING

As an ACES Contractor, you can utilize your Agency Agreement and Incorporating Contract (AAIC) as a marketing mechanism to inform any public agency in New Mexico (i.e. school districts, schools, cities, counties, villages, towns) that they have the option of contracting with your company without having to obtain multiple quotes or conduct a formal competitive solicitation. ACES has already met all procurement requirements on their behalf. Established Participating Agencies need only to issue a purchase order to ACES once the scope of work and cost has been agreed to. Using an ACES contract to purchase can save agencies a lot of time and effort spent on procurement processes and helps with procurement and audit compliance. As a public agency, ACES conducts a formal solicitation process usually through a Request for Proposals, done on behalf of its Participating Agencies in compliance with NM State Procurement Code. This allows Participating Agencies to simply issue a purchase order to utilize a contract. Use of existing contracts to purchase is especially helpful when amounts exceed state procurement thresholds, as ACES procurements meet requirements for contracting above all procurement thresholds. If the agency is not a Participating Agency with ACES already, it is very easy for them to become one. They just need to be connected to Christy Takacs at ed@nmaces.org or by phone at 575-468-2237 Ext. 1, and a participating agreement can be forwarded for approval and signature. The participating agreement will need to be on file with ACES prior to being able to order under any ACES contract. ACES kindly requests that all Contractors respect the tight schedules and unique hours of most Participating Agency personnel as well as any applicable security, check-in or soliciting requirements when marketing. It is also highly recommended that a brief appointment be scheduled ahead of time when soliciting new customers or clients. For a list of ACES Participating Agencies go to the ACES website and select the "About" tab and "Participating Agencies" or contact ACES directly.

FUTURE UPCOMING TOPICS:

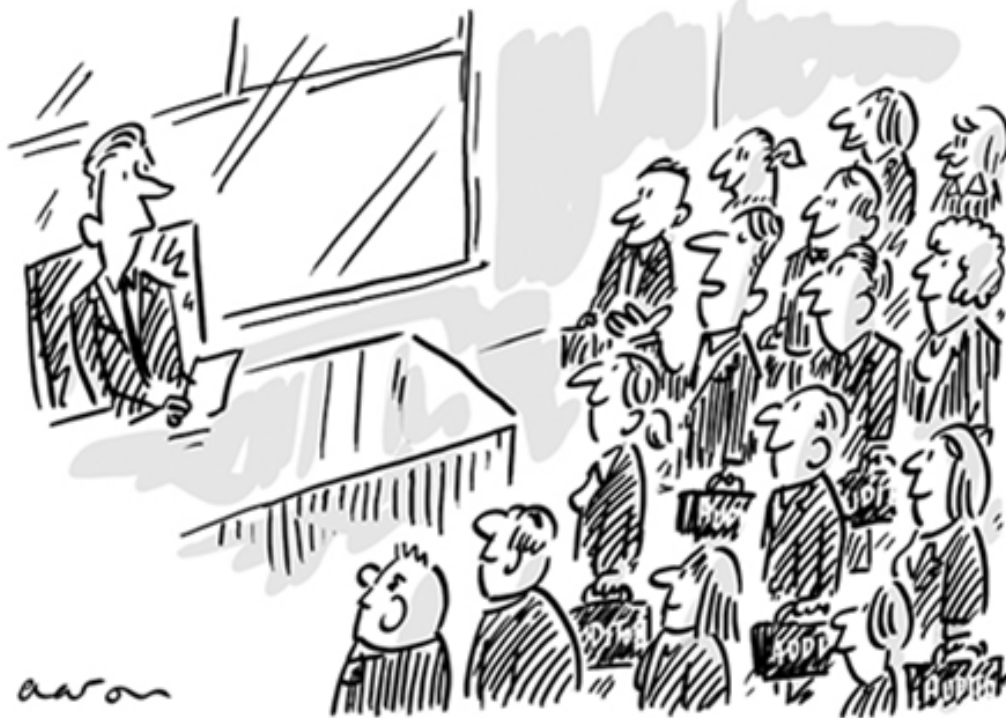
ACES upcoming Procurement Zooms

ACES website and contract navigation

Budgeting and ACES Contracts

Contractor Bonds and Insurance

Let me know if you have a topic you would like to see addressed!



“Following our thorough and extensive cost savings audit, our recommendation is that you spend less on auditors.”



Sharon Myers

Sharon is using Smore to create beautiful newsletters