



**Aztec Municipal School District**  
Finance Department  
Consent Agenda

---

March 2025 - AMENDED

The items below are being presented for school board approval. As a courtesy, please telephone ahead of the meeting should you have particular questions concerning the content of the reports provided.

**A. Approve March 2025 payments.**

The following reports contain summarized and detailed financial information.

- A.1 Financial Narrative
- A.2 Financial Summary
- A.3 Enrollment by Site
- A.4 Revenue and Expense percentage components
- A.5 Accounts Payable Summary
- A.6 Budget Balance by Fund and Function

**B. Approve March 2025 Budget Adjustments**

- B.1 NMPED Budget Adjustment Requests (BARs)
- B.2 NMPED Budget Journal Adjustments

**C. Acknowledgement and Declaration of Surplus Property**

- C.1 Surplus Property Miscellaneous
- C.2 None to report

**D. Request for Proposals**

- D.1 RFP2025-01 FSMC (Food Services Management Company Award)
- D.2 None to report

**E. Activity Fund Transfers**

- E.1 PAE Activity Fund Transfer

If there are any questions, Ms. Garcia and/or the administrator in charge will be happy to discuss them with you at this time.

I recommend that you approve all Consent Agenda items as presented. This is an action item and a motion and a second are required for this agenda item.

\*Suggested motion: I move that we approve the Consent Agenda as presented.



# Aztec Municipal School District

INSPIRED | SAFE | FULFILLED

FINANCE DEPARTMENT

1118 W. Aztec Blvd | Aztec, NM 87410  
(505) 334-9474 | FAX (505) 334-9861

---

## **D.1 RFP2025-01 FSMC - REQUEST FOR PROPOSAL AWARD**

Dear Board Members,

I am pleased to inform you that a Request for Proposal (RFP) was conducted to select a (FSMC) Food Services Management Company. This process was carried out in full compliance with the New Mexico Procurement Code and in conjunction with the New Mexico Public Education Department (NMPED) to ensure adherence to all applicable regulations.

An evaluation committee was established to review and assess the proposals, ensuring a fair and thorough selection process. Throughout the RFP process, all requirements were carefully followed and monitored by the district's Certified Procurement Officer (CPO) to maintain transparency and compliance.

As a result of this process, the successful food service company selected is K-12 by Elior.