

**TAXATION**  
**REVENUE**   
N E W M E X I C O

**APPROPRIATION REQUEST**  
**2027 Fiscal Year**  
**2026 – 2027**

**Stephanie Schardin Clarke**  
**Cabinet Secretary**

# Cover Letter



**Michelle Lujan Grisham**  
Governor

**Stephanie Schardin Clarke**  
Cabinet Secretary

To: Wayne Propst, Secretary of Finance and Administration  
Charles Sallee, Director, Legislative Finance Committee

From: Stephanie Schardin Clarke, Secretary of Taxation and Revenue

RE: Taxation and Revenue Department FY2027 Appropriation Request

Date: September 2, 2025

Below is a summary of the Taxation and Revenue Department’s base budget with justifications.

**BASE BUDGET:**

The Department requests a \$4,864.2 thousand or 5.5% General Fund increase in FY2027. The requested increase is as follows:

Program	Requested General Fund Change vs. FY2026 Operating Budget
P572 - Program Support (OOS, ASD & ITD)	\$1,859.7
P573 – Tax Administration (ACD, RPD)	\$1,757.2
P574 – Motor Vehicle Division (MVD)	\$1,154.9
P575 – Property Tax Division (PTD)	\$0.00
P579 - Compliance & Enforcement (TFID)	\$92.4
<b>Total</b>	<b>\$4,864.2</b>

The general fund increase includes \$2,253.9 thousand for state employee health benefit contributions.

**P572 – Program Support (Office of the Secretary, Administrative Services Division, and Information Technology Division):**

Program Support request is increased \$1,859.7 thousand, of which the General Fund represents the full increase amount.

The Information Technology Division base increase includes \$1,310.7 thousand in General Fund. The 200-category remains flat to FY26 except for GSD rate increases and Senate Bill 376 State Employee Health Benefit Contribution. The 300-category increased by \$950.0 thousand in line with discussions between the Department and the State Budget Division in prior years, for IT contract expenditures that had been approved as a nonrecurring special appropriation in prior years. The 400-category increase of \$123.4 thousand is for IT maintenance and software license increases, needed hardware replacements, increased GSD and DOIT rates, and escalation of subscriptions and dues.

The Administrative Services Division and Office of the Secretary combined are requesting a \$549.0 thousand increase in General Fund. In the 200-category, the requested \$416.0 thousand increase is due to increased GSD rates and 1.0 FTE transfer from P573 Tax Administration, Audit and Compliance Division. The 300-category contractual services increased by \$60.2 thousand for economic forecasting and external. The remaining \$72.8 thousand is for increased costs of training, subscriptions and dues, and GSD and DOIT rate increases in the 400-category.

**P573 – Tax Administration Act Program (Audit & Compliance Division and Revenue Processing Division):**

ACD’s request is increased by \$1,203.2 thousand, of which the General Fund represents \$918.9 thousand. The request includes a reduction of (\$94.6) thousand to move 1.0 FTE to the Administrative Services Division and an increase of \$766.5 thousand for GSD rate increases and Senate Bill 376 State Employee Health Benefit Contribution. ACD federal revenue increased by \$320.1 thousand for adjustments in employee salary and benefits to align with legislation. OSF revenue increased by \$7.2 thousand for weight distance tax salaries. Contractual

**DIVISIONS**

- Office of the Secretary**  
(505) 827-0341
- Administrative Services**  
(505) 827-0369
- Audit and Compliance**  
(505) 827-0900
- Motor Vehicle**  
(505) 827-2296
- Property Tax**  
(505) 827-0870
- Revenue Processing**  
(505) 827-0800
- Tax Fraud Investigation**  
(505) 841-5578



**DIVISIONS**

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- Administrative Services**  
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services request remains flat. The 400-category increase of \$204.0 thousand contains a General Fund increase of \$247.0 thousand for escalation of IT services and licenses, building leases, subscriptions and dues, GSD and DOIT rates, and a decrease of federal revenue of (\$43.0) thousand to fund legislative increases in employee salary and benefits.

RPD's request is increased by \$838.3 thousand, of which General Fund represents the full amount. Other revenue remains budgeted flat to FY26. The 200-category includes \$336.7 thousand for anticipated leave payouts for planned employee retirements and GSD rate increases, and Senate Bill 376 Employee Health Benefit Contribution. Contractual services decreased by (\$169.2) thousand from a category change on certain contracts to the 400-category. The remaining \$671.2 thousand increase in the 400-category is for GSD and DOIT rate increases, escalation of software maintenance and licenses, supplies, leased equipment, and postage.

**P574 – Motor Vehicle Division:**

MVD's request is decreased by (\$5,728.3) thousand, of which the General Fund request increased by \$1,154.9 thousand. Other State Funds decreased (\$6,791.8) thousand to more accurately reflect anticipated revenue for funds 17200 and 99400 while use of Fund Balance decreased by \$354.8 thousand for a net decrease of (\$7,346.6) thousand. Federal revenue request increased by \$263.4 thousand. The 200-category increase of \$826.6 thousand plans for annual leave buyouts for planned employee retirements, GSD rate increases, Senate Bill 376 Employee Health Benefit Contribution, and ensures weight distance tax and federal employee salaries and benefits are in alignment with legislative increase totaling \$43.2 thousand. Contractual Services decreased by (\$2,974.4) thousand due to reductions made to ensure fund balance solvency. The 400-category decrease of (\$2,280.5) thousand is due to reductions in printing services to align with current needs, supplies, negotiations and efficiency improvements for IT maintenance, while increasing DOIT and GSD rates. The weight distance transfer to DOT decreased by (\$1,300.0) thousand per fund balance calculations.

**P575- Property Tax Division:**


The Property Tax Division is funded by other state funds consisting of state cost, penalty and interest collected on delinquent properties and retained by PTD. The request represents an increase in Other State Funds of \$568.5 thousand. The 200-category increased \$179.1 thousand to align with legislative changes to employee salary and benefits, annual leave buyouts for planned employee retirements, reducing the vacancy rate from 5.1% to 2.4%, and GSD rate increases. The 300-category increased by \$157.7 thousand for escalation of existing contracts and file digitization. The 400-category increased by \$105.6 thousand for travel rate increases, postage escalation, training, and GSD and DOIT rate increases.

**P579 – Compliance Enforcement Program:**

Tax Fraud Investigations Division's request is increased by \$92.4 thousand in General Fund. The division requests a vacancy rate increase from 13.6% to 18.2% due to difficulty filling specialized positions, while also increasing the 200-category request for GSD rate increases, Senate Bill 376 State Employee Health Benefit Contribution, and anticipated increases in employee overtime. The 300-category increased \$8.0 thousand for employee training and prerequisite psychological evaluations for law enforcement agent attending the Law Enforcement Academy. The remaining \$19.9 thousand increase is for required clothing for Law Enforcement Academy attendees, and GSD and DOIT rate increases.

The Department's base budget request will allow the Department to continue to improve customer service and support fair and consistent administration of New Mexico's tax and motor vehicle codes. Should you have any questions or concerns, please contact me at 505-690-8919 or Denise A. Irion, ASD Director (505) 819-8823.

Your support and consideration of the Department's request is much appreciated.

Signed by:  
Sincerely,  
  
Stephanie Schardin Clarke  
Secretary of Taxation & Revenue

**S-1**

**FORM S-1  
CERTIFICATION**

**AGENCY NAME:** New Mexico Taxation and Revenue Department

**BUSINESS UNIT:** 33300

***FY27 BUDGET REQUEST CERTIFICATION***

*I hereby certify that the accompanying summary and detailed statements are true and correct to the best of my knowledge and belief and that the arithmetic accuracy of all numeric information has been verified.*

Yes, department-level budgets will be used this fiscal year

No, department-level budgets will not be used this fiscal year

Signed by:

Stephanie Schardin Clarke  
25CC8B2A707E441...  
**AGENCY HEAD - Stephanie Schardin Clarke**

Cabinet Secretary  
**TITLE**

DocuSigned by:

Denise Irion 9/2/2025  
499C198AD90248B...  
**AGENCY CONTACT - Denise Irion**

**ASD Director/CFO**  
**TITLE**

Signed by:

Annette Reynolds 9/2/2025  
D2B373CA744E413...  
**AGENCY CONTACT - Annette Reynolds**

**ASD Deputy Director/CFO**  
**TITLE**

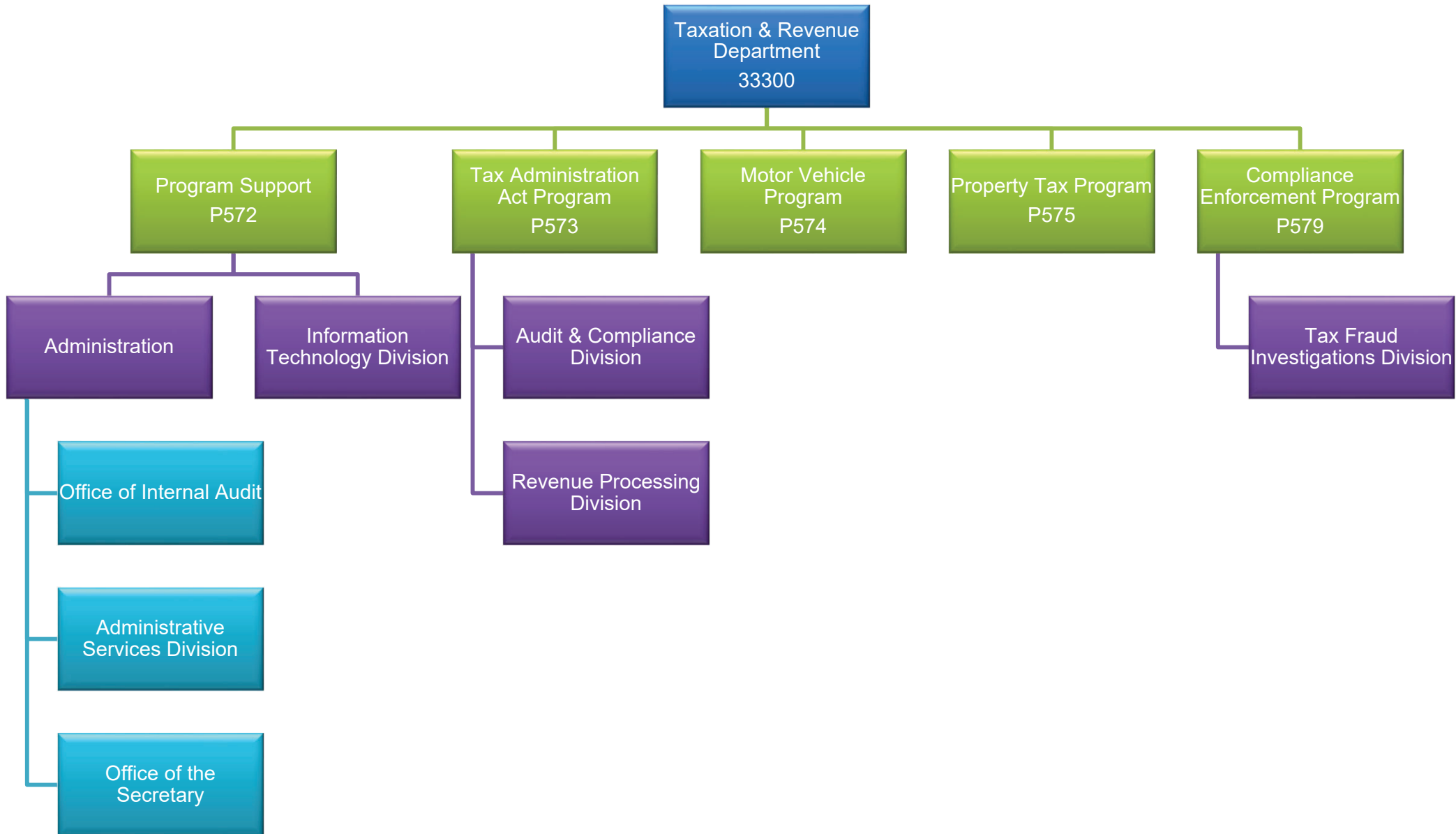
Joseph Montoya Bldg, 1100 S. St. Francis Dr., Santa Fe, NM 87505  
**ADDRESS**

(505) 551-2987  
**PHONE NUMBER**

*Note: Operating Budgets of agencies headed by a board or commission must be approved by the board or commission by official action and signed by the chairperson. Operating Budgets of other agencies must be signed by the director or secretary. Operating Budgets not properly signed will be returned.*

# Agency Rollup

# Taxation & Revenue Department



Taxation and Revenue Department

State of New Mexico

S-8 Financial Summary

(Dollars in Thousands)

BU PCode Department  
33300 0000 0000000000

	2024-25 Opbud	2024-25 Actuals	2025-26 Opbud	2026-27 PCF Proj	Base	----- FY 2027 Agency Request -----		Total
						Expansion		
<b>REVENUE</b>								
111 General Fund Transfers	83,613.6	81,803.2	89,105.7	0.0	93,969.9	0.0		93,969.9
112 Other Transfers	0.0	3,541.4	0.0	0.0	0.0	0.0		0.0
120 Federal Revenues	2,550.4	2,094.3	2,738.6	0.0	3,279.1	0.0		3,279.1
130 Other Revenues	46,074.8	39,018.6	46,239.9	0.0	40,023.8	0.0		40,023.8
150 Fund Balance	0.0	5,190.2	5,503.1	0.0	5,148.3	0.0		5,148.3
<b>REVENUE, TRANSFERS</b>	<b>132,238.8</b>	<b>131,647.7</b>	<b>143,587.3</b>	<b>0</b>	<b>142,421.1</b>	<b>0.0</b>		<b>142,421.1</b>
<b>REVENUE</b>	<b>132,238.8</b>	<b>131,647.7</b>	<b>143,587.3</b>	<b>0</b>	<b>142,421.1</b>	<b>0.0</b>		<b>142,421.1</b>
<b>EXPENSE</b>								
200 Personal services and employee benefits	79,331.1	79,587.2	84,868.8	106,829.4	88,054.3	0.0		88,054.3
300 Contractual services	18,582.3	15,334.0	20,080.5	0.0	18,112.4	0.0		18,112.4
400 Other	24,730.9	23,618.1	28,543.5	0.0	27,459.9	0.0		27,459.9
<b>EXPENDITURES</b>	<b>122,644.3</b>	<b>118,539.3</b>	<b>133,492.8</b>	<b>106,829.4</b>	<b>133,626.6</b>	<b>0.0</b>		<b>133,626.6</b>
500 Other financing uses	9,594.5	9,594.5	10,094.5	0.0	8,794.5	0.0		8,794.5
<b>OTHER FINANCING USES</b>	<b>9,594.5</b>	<b>9,594.5</b>	<b>10,094.5</b>	<b>0</b>	<b>8,794.5</b>	<b>0.0</b>		<b>8,794.5</b>
<b>EXPENSE</b>	<b>132,238.8</b>	<b>128,133.8</b>	<b>143,587.3</b>	<b>106,829.4</b>	<b>142,421.1</b>	<b>0.0</b>		<b>142,421.1</b>
<b>FTE POSITIONS</b>								
810 Permanent	1,007.49	0.00	1,009.49	1,062.00	1,009.49	0.00		1,009.49
820 Term	28.17	0.00	28.17	0.00	28.17	0.00		28.17
830 Temporary	5.78	0.00	5.78	0.00	5.78	0.00		5.78
<b>FTEs</b>	<b>1,041.44</b>	<b>0.00</b>	<b>1,043.44</b>	<b>1,062.00</b>	<b>1,043.44</b>	<b>0.00</b>		<b>1,043.44</b>
<b>FTE POSITIONS</b>	<b>1,041.44</b>	<b>0.00</b>	<b>1,043.44</b>	<b>1,062.00</b>	<b>1,043.44</b>	<b>0.00</b>		<b>1,043.44</b>

Taxation and Revenue Department

State of New Mexico

BU PCode Department  
33300 0000 0000000000

S-9 Account Code Revenue/Expenditure Summary  
(Dollars in Thousands)

		2024-25	2024-25	2025-26	2026-27	----- FY 2027 Agency Request -----		
		Opbud	Actuals	Opbud	PCF Proj	Base	Expansion	Total
499105	General Fd. Appropriation	83,613.6	81,803.2	89,105.7	0.0	93,969.9	0.0	93,969.9
<b>111</b>	<b>General Fund Transfers</b>	<b>83,613.6</b>	<b>81,803.2</b>	<b>89,105.7</b>	<b>0.0</b>	<b>93,969.9</b>	<b>0.0</b>	<b>93,969.9</b>
425909	Other Services - Interagency	0.0	1,731.0	0.0	0.0	0.0	0.0	0.0
499880	O/F Sources - Lease Financing	0.0	(0.0)	0.0	0.0	0.0	0.0	0.0
499905	Other Financing Sources	0.0	1,810.4	0.0	0.0	0.0	0.0	0.0
<b>112</b>	<b>Other Transfers</b>	<b>0.0</b>	<b>3,541.4</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
451903	Federal Direct - Operating	2,550.4	2,094.3	2,738.6	0.0	3,279.1	0.0	3,279.1
<b>120</b>	<b>Federal Revenues</b>	<b>2,550.4</b>	<b>2,094.3</b>	<b>2,738.6</b>	<b>0.0</b>	<b>3,279.1</b>	<b>0.0</b>	<b>3,279.1</b>
401901	Special Levy - Other	6,491.4	7,259.2	7,376.7	0.0	7,945.2	0.0	7,945.2
405801	Unclaimed Property (GRT)	421.9	421.9	421.9	0.0	421.9	0.0	421.9
406101	Alcoholic Beverages	75.5	61.2	75.5	0.0	75.5	0.0	75.5
406401	Cannabis Admin Fee	0.0	443.6	0.0	0.0	417.7	0.0	417.7
411102	Registrations & Certificates	5,054.1	4,246.2	5,274.0	0.0	4,100.0	0.0	4,100.0
411702	Weight-Distance Admin Fee	10,147.5	9,335.9	10,673.4	0.0	9,394.5	0.0	9,394.5
411802	Motor Vehicle Admin Fees	5,054.1	3,572.9	5,274.0	0.0	3,500.0	0.0	3,500.0
411902	Other M. V. Licenses	3,841.1	3,068.4	3,456.7	0.0	3,000.0	0.0	3,000.0
422902	Other Fees	3,537.8	1,690.4	3,651.8	0.0	1,600.0	0.0	1,600.0
429902	Other Current Services	9,939.2	8,036.3	8,445.5	0.0	8,500.0	0.0	8,500.0
433102	License Plates	252.7	186.7	303.7	0.0	200.0	0.0	200.0
441201	Interest On Investments	0.0	16.5	0.0	0.0	0.0	0.0	0.0
442209	Rent of Land/Buildings Interag	0.0	7.1	0.0	0.0	0.0	0.0	0.0
496302	Workers' Comp. Assessment	494.5	520.4	566.0	0.0	566.0	0.0	566.0
496901	Miscellaneous Revenue	0.0	13.6	0.0	0.0	0.0	0.0	0.0
496902	Miscellaneous Revenue	765.0	138.4	720.7	0.0	303.0	0.0	303.0
<b>130</b>	<b>Other Revenues</b>	<b>46,074.8</b>	<b>39,018.6</b>	<b>46,239.9</b>	<b>0.0</b>	<b>40,023.8</b>	<b>0.0</b>	<b>40,023.8</b>
325900	Restricted FB - Gov	0.0	5,190.2	0.0	0.0	0.0	0.0	0.0
328900	Unassigned FB - Gov	0.0	0.0	5,503.1	0.0	5,148.3	0.0	5,148.3
<b>150</b>	<b>Fund Balance</b>	<b>0.0</b>	<b>5,190.2</b>	<b>5,503.1</b>	<b>0.0</b>	<b>5,148.3</b>	<b>0.0</b>	<b>5,148.3</b>
<b>TOTAL REVENUE</b>		<b>132,238.8</b>	<b>131,647.7</b>	<b>143,587.3</b>	<b>0</b>	<b>142,421.1</b>	<b>0.0</b>	<b>142,421.1</b>
520100	Exempt Perm Positions P/T&F/T	1,516.1	1,616.1	1,486.8	1,837.0	1,486.8	0.0	1,486.8
520200	Term Positions	2,056.0	1,728.9	2,076.9	12.6	2,478.2	0.0	2,478.2
520300	Classified Perm Positions F/T	53,639.7	52,811.2	57,769.4	72,509.7	57,433.1	0.0	57,433.1
520400	Classified Perm Positions P/T	133.9	112.9	134.0	0.8	134.0	0.0	134.0

Taxation and Revenue Department

State of New Mexico

**S-9 Account Code Revenue/Expenditure Summary**  
(Dollars in Thousands)

**BU PCode Department**  
33300 0000 0000000000

		2024-25	2024-25	2025-26	2026-27	----- FY 2027 Agency Request -----		
		Opbud	Actuals	Opbud	PCF Proj	Base	Expansion	Total
520500	Temporary Positions F/T & P/T	94.2	80.7	92.0	1.7	96.8	0.0	96.8
520600	Paid Unused Sick Leave	39.7	52.6	38.9	0.0	60.5	0.0	60.5
520700	Overtime & Other Premium Pay	704.4	129.2	118.2	0.0	554.7	0.0	554.7
520800	Annl & Comp Paid At Separation	122.3	208.5	134.7	0.0	160.3	0.0	160.3
520900	Differential Pay	2.4	0.0	2.4	0.0	2.4	0.0	2.4
521100	Group Insurance Premium	7,553.6	6,490.2	7,632.4	11,637.2	10,035.2	0.0	10,035.2
521200	Retirement Contributions	8,630.5	10,815.9	10,030.9	14,668.5	9,981.4	0.0	9,981.4
521300	F I C A	3,574.4	4,096.4	3,757.0	4,559.1	3,737.0	0.0	3,737.0
521400	Workers' Comp Assessment Fee	9.7	7.9	10.8	0.0	10.8	0.0	10.8
521410	GSD Work Comp Insur Premium	87.6	87.6	186.7	0.0	100.8	0.0	100.8
521500	Unemployment Comp Premium	33.8	33.8	11.8	0.0	92.0	0.0	92.0
521600	Employee Liability Ins Premium	190.9	190.9	290.3	0.0	603.6	0.0	603.6
521700	RHC Act Contributions	941.9	1,124.3	1,095.6	1,602.8	1,086.7	0.0	1,086.7
<b>200</b>	<b>Personal services and employee benef</b>	<b>79,331.1</b>	<b>79,587.2</b>	<b>84,868.8</b>	<b>106,829.4</b>	<b>88,054.3</b>	<b>0.0</b>	<b>88,054.3</b>
535100	Medical Services	20.6	0.1	2.6	0.0	4.6	0.0	4.6
535200	Professional Services	2,040.3	1,109.9	2,239.9	0.0	1,858.3	0.0	1,858.3
535300	Other Services	1,231.7	1,960.5	1,794.8	0.0	1,488.6	0.0	1,488.6
535400	Audit Services	344.7	277.6	354.9	0.0	389.9	0.0	389.9
535500	Attorney Services	198.9	93.9	207.9	0.0	222.9	0.0	222.9
535600	IT Services	14,746.1	11,892.0	15,480.4	0.0	14,148.1	0.0	14,148.1
<b>300</b>	<b>Contractual services</b>	<b>18,582.3</b>	<b>15,334.0</b>	<b>20,080.5</b>	<b>0.0</b>	<b>18,112.4</b>	<b>0.0</b>	<b>18,112.4</b>
542100	Employee I/S Mileage & Fares	110.5	8.6	111.3	0.0	47.6	0.0	47.6
542200	Employee I/S Meals & Lodging	416.6	211.5	409.6	0.0	412.5	0.0	412.5
542300	Brd & Comm Mbr Meals & Lodging	25.4	13.3	25.0	0.0	36.0	0.0	36.0
542310	Brd & Comm Mbr Mileage & Fares	0.0	1.3	0.0	0.0	0.0	0.0	0.0
542500	Transp - Fuel & Oil	92.1	39.5	104.2	0.0	104.9	0.0	104.9
542600	Transp - Parts & Supplies	23.8	13.0	25.2	0.0	12.0	0.0	12.0
542700	Transp - Transp Insurance	0.6	0.5	0.6	0.0	0.6	0.0	0.6
542800	State Transp Pool Charges	286.6	221.3	309.2	0.0	378.4	0.0	378.4
543100	Maint - Grounds & Roadways	1.0	0.0	1.0	0.0	1.0	0.0	1.0
543200	Maint - Furn, Fixt, Equipment	364.1	228.6	647.4	0.0	316.3	0.0	316.3
543300	Maint - Buildings & Structures	17.1	12.0	17.1	0.0	12.1	0.0	12.1
543400	Maint - Property Insurance	0.1	0.0	0.1	0.0	0.1	0.0	0.1

Taxation and Revenue Department

State of New Mexico

**S-9 Account Code Revenue/Expenditure Summary**  
(Dollars in Thousands)

**BU** 33300 **PCode** 0000 **Department** 0000000000

		2024-25	2024-25	2025-26	2026-27	----- FY 2027 Agency Request -----		
		Opbud	Actuals	Opbud	PCF Proj	Base	Expansion	Total
543500	Maint - Supplies	0.0	0.1	0.0	0.0	0.0	0.0	0.0
543820	Maintenance IT	341.6	0.0	38.5	0.0	38.5	0.0	38.5
543830	IT HW/SW Agreements	2,712.2	2,785.6	3,535.8	0.0	3,445.0	0.0	3,445.0
544000	Supply Inventory IT	955.2	624.3	1,412.2	0.0	452.3	0.0	452.3
544100	Supplies-Office Supplies	184.3	155.2	184.0	0.0	162.8	0.0	162.8
544200	Supplies-Medical, Lab, Personal	1.0	1.2	1.0	0.0	1.0	0.0	1.0
544400	Supplies-Field Supplies	2.2	7.6	9.0	0.0	9.0	0.0	9.0
544600	Supplies-Kitchen Supplies	0.0	0.4	0.0	0.0	0.0	0.0	0.0
544700	Supplies-Clothing, Unifrms, Linen	2.0	0.0	2.0	0.0	8.5	0.0	8.5
544900	Supplies-Inventory Exempt	159.1	197.2	159.1	0.0	35.0	0.0	35.0
545600	Reporting & Recording	42.8	18.4	44.8	0.0	84.5	0.0	84.5
545700	ISD Services	569.3	534.5	593.7	0.0	886.8	0.0	886.8
545710	DOIT HCM Assessment Fees	380.0	341.6	373.3	0.0	392.2	0.0	392.2
545810	GCD Radio Communications Svcs	18.9	21.5	21.5	0.0	23.2	0.0	23.2
545900	Printing & Photo Services	5,427.9	5,463.2	7,807.5	0.0	6,540.1	0.0	6,540.1
546100	Postage & Mail Services	2,524.8	2,618.6	2,168.8	0.0	2,808.9	0.0	2,808.9
546310	Utilities - Sewer/Garbage	0.0	0.6	0.0	0.0	0.0	0.0	0.0
546400	Rent Of Land & Buildings	5,282.4	4,777.4	5,705.5	0.0	5,947.8	0.0	5,947.8
546409	Rent Expense - Interagency	33.0	22.9	33.0	0.0	39.6	0.0	39.6
546500	Rent Of Equipment	509.7	571.9	533.8	0.0	563.3	0.0	563.3
546600	Communications	156.0	283.9	158.5	0.0	325.5	0.0	325.5
546610	DOIT Telecommunications	1,688.9	1,537.3	1,560.5	0.0	1,657.4	0.0	1,657.4
546700	Subscriptions/Dues/License Fee	1,317.8	1,079.6	1,468.3	0.0	1,525.3	0.0	1,525.3
546709	Subscription & Due Interagency	0.0	0.0	1.0	0.0	1.0	0.0	1.0
546800	Employee Training & Education	192.3	175.7	246.9	0.0	296.7	0.0	296.7
546900	Advertising	190.5	226.5	327.0	0.0	289.3	0.0	289.3
547000	Legal Settlements	0.0	116.9	0.0	0.0	0.0	0.0	0.0
547730	Lease Principal Payment	0.0	0.0	0.0	0.0	0.0	0.0	0.0
547900	Miscellaneous Expense	5.3	24.9	10.1	0.0	14.7	0.0	14.7
547999	Request to Pay Prior Year	0.0	70.6	0.0	0.0	0.0	0.0	0.0
548200	Furniture & Fixtures	400.0	(0.0)	0.0	0.0	0.0	0.0	0.0
548300	Information Tech Equipment	99.7	1,095.5	158.9	0.0	160.9	0.0	160.9
548400	Other Equipment	0.0	15.2	0.0	0.0	0.0	0.0	0.0

Taxation and Revenue Department

State of New Mexico

**S-9 Account Code Revenue/Expenditure Summary**  
(Dollars in Thousands)

**BU PCode Department**  
33300 0000 0000000000

		2024-25	2024-25	2025-26	2026-27	----- FY 2027 Agency Request -----		
		Opbud	Actuals	Opbud	PCF Proj	Base	Expansion	Total
548800	Automotive & Aircraft	0.0	0.0	100.0	0.0	184.0	0.0	184.0
548882	Lease Interest	0.0	0.0	0.0	0.0	0.0	0.0	0.0
549600	Employee O/S Mileage & Fares	98.2	38.2	140.2	0.0	148.7	0.0	148.7
549700	Employee O/S Meals & Lodging	97.9	61.7	97.9	0.0	96.4	0.0	96.4
<b>400</b>	<b>Other</b>	<b>24,730.9</b>	<b>23,618.1</b>	<b>28,543.5</b>	<b>0.0</b>	<b>27,459.9</b>	<b>0.0</b>	<b>27,459.9</b>
555100	Other Financing Uses	9,594.5	9,594.5	10,094.5	0.0	8,794.5	0.0	8,794.5
<b>500</b>	<b>Other financing uses</b>	<b>9,594.5</b>	<b>9,594.5</b>	<b>10,094.5</b>	<b>0.0</b>	<b>8,794.5</b>	<b>0.0</b>	<b>8,794.5</b>
<b>TOTAL EXPENSE</b>		<b>132,238.8</b>	<b>128,133.8</b>	<b>143,587.3</b>	<b>106,829.4</b>	<b>142,421.1</b>	<b>0.0</b>	<b>142,421.1</b>
810	Permanent	1,007.49	0.00	1,009.49	1,062.00	1,009.49	0.00	1,009.49
<b>810</b>	<b>Permanent</b>	<b>1,007.49</b>	<b>0.00</b>	<b>1,009.49</b>	<b>1,062.00</b>	<b>1,009.49</b>	<b>0.00</b>	<b>1,009.49</b>
820	Term	28.17	0.00	28.17	0.00	28.17	0.00	28.17
<b>820</b>	<b>Term</b>	<b>28.17</b>	<b>0.00</b>	<b>28.17</b>	<b>0.00</b>	<b>28.17</b>	<b>0.00</b>	<b>28.17</b>
830	Temporary	5.78	0.00	5.78	0.00	5.78	0.00	5.78
<b>830</b>	<b>Temporary</b>	<b>5.78</b>	<b>0.00</b>	<b>5.78</b>	<b>0.00</b>	<b>5.78</b>	<b>0.00</b>	<b>5.78</b>
<b>TOTAL FTE POSITIONS</b>		<b>1,041.44</b>	<b>0.00</b>	<b>1,043.44</b>	<b>1,062.00</b>	<b>1,043.44</b>	<b>0.00</b>	<b>1,043.44</b>

## REV EXP COMPARISON

(Dollars in Thousands)

**33300 - Taxation and Revenue Department**

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	General Fund	Other Funds	Other Transfers	Federal Funds	Total
<b>SOURCES</b>	<b>93,969.9</b>	<b>45,172.1</b>	<b>0.0</b>	<b>3,279.1</b>	<b>142,421.1</b>
Personal services and employee benefits	72,063.6	13,492.6	0.0	2,498.1	88,054.3
Contractual services	10,386.5	7,267.5	0.0	458.4	18,112.4
Other	11,519.8	15,617.5	0.0	322.6	27,459.9
Other financing uses	0.0	8,794.5	0.0	0.0	8,794.5
<b>USES Total:</b>	<b>93,969.9</b>	<b>45,172.1</b>	<b>0.0</b>	<b>3,279.1</b>	<b>142,421.1</b>
<b>Net:</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

Taxation and Revenue Department

BU  
33300

State of New Mexico  
**R-2 Transfers**

(Dollars in Thousands)

Prov PCode	Prov Fund	Prov Account	Prov Account Name	Rec PCode	Rec Fund	Rec Account	Rec Account Name	2024-25	2025-26	2026-27	2026-27	2026-27	2026-27	2026-27	Total Request	Justification
								Actual Transfers	Adopted Transfers	Agency GF Request	Agency OSF Request	Agency ISF/IAT Request	Agency FF Request			
P574	99400	555100	Other Financing Uses	P504	12800	499905	Other Financing Sources	94.5	0	0	94.5	0	0	0	94.5	Transfer from MVD Weight Distance Fund to DPS
P574	99400	555100	Other Financing Uses	P565	20100	499905	Other Financing Sources	9500	0	0	8700	0	0	0	8700	Transfer from MVD Weight Distance Fund to DOT
Sum:								0	0	0	8794.5	0	0	0	8794.5	

**S-10**

# APPROPRIATION REQUEST

## FORM S-10 FUND BALANCE PROJECTION

*(In Whole Dollars)*

Agency: Taxation and Revenue Department	Business Unit: 33300
Fund Name: TRD - Operating Fund	Fund Number: 17200
Legal Auth. NMSA 1978 7-38-62; Laws 2009, Chapter 156, Section 1 through 7	

**BEGINNING BALANCE**

Unreserved, undesignated fund balance (not cash balance) from SHARE NMS006GL Balance Sheet Report at close of FY25	32,937,600
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**ADJUSTMENTS**

**Add:**

Interfund receivables, accounts receivables, and other assets not reflected in fund balance from FCD Reports at close of FY25	0
Other (explain in detail)	0

**Deduct:**

Liabilities not reflected in FCD Reports at close of FY25	0
Fund balance designated by law for future expenditure (non-reverting funds)	0
Amount due to State General Fund or other fund designated by statute	0
Other (explain in detail)	0
FY25 revision not reflected in liabilities	0

<b>Total Adjustments</b>	0
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<b>ADJUSTED UNRESERVED, UNDESIGNATED FUND BALANCE at close of FY25</b>	32,937,600
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**Add:**

Projected revenue/sources (less fund balance budgeted) for FY26	22,722,300
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**Deduct:**

Projected total expenditures for FY26	(28,440,000)
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<b>ADJUSTED UNRESERVED/UNDESIGNATED FUND BALANCE at close of FY26</b>	27,219,900
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**Add:**

Projected revenue/sources (less fund balance requested) for FY27	22,673,200
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**Deduct:**

Total expenditures budgeted in appropriation request	(28,845,200)
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<b>ADJUSTED UNRESERVED/UNDESIGNATED FUND BALANCE at close of FY27</b>	21,047,900
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## APPROPRIATION REQUEST FORM S-10 FUND BALANCE PROJECTION

(In Whole Dollars)

Agency: <u>Taxation and Revenue Department</u>	Business Unit: <u>33300</u>
Fund Name: <u>TRD Operating Fund-(Motor Vehicle Division)</u>	Fund Number: <u>17200</u>
Legal Auth. <u>Laws of 2009, Chapter 156, Section 1 through 7</u>	

**BEGINNING BALANCE**

1. Unreserved, undesignated fund balance ( <b>not cash balance</b> ) from <i>SHARE NMS006GL Balance Sheet Report at close of prior fiscal year</i>	<u>11,587,062</u>
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**ADJUSTMENTS**

**Add:**

2. Interfund receivables, accounts receivables, and other assets not reflected in fund balance from FCD Reports at close of prior fiscal year	_____
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Other (explain in detail)	_____
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**Deduct:**

3. Liabilities at close of prior fiscal year not reflected in FCD Reports	( _____ )
Fund balance designated by law for future expenditure (non-reverting funds)	( _____ )
Amount due to State General Fund or other fund designated by statute	( _____ )

Other (explain in detail)	( _____ )
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4. Prior fiscal year reversion not reflected in liabilities	( _____ )
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<b>Total Adjustments</b>	<u>0</u>
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<b>ADJUSTED UNRESERVED, UNDESIGNATED FUND BALANCE at close of prior fiscal year</b>	<u><u>11,587,062</u></u>
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**Add:**

5. Projected revenue/sources for current fiscal year (less fund balance budgeted)	<u>15,396,900</u>
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**Deduct:**

6. Projected total expenditures for current fiscal year	( <u>20,970,245</u> )
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<b>PROJECTED UNRESERVED/UNDESIGNATED FUND BALANCE at close of current fiscal year</b>	<u>6,013,717</u>
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**Add:**

7. Projected revenue/sources for next fiscal year (less fund balance requested)	<u>15,751,700</u>
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**Deduct:**

8. Total expenditures budgeted in appropriation request	( <u>20,900,000</u> )
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<b>PROJECTED UNRESERVED/UNDESIGNATED FUND BALANCE at close of next fiscal year</b>	<u><u>865,417</u></u>
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## APPROPRIATION REQUEST FORM S-10 FUND BALANCE PROJECTION

(In Whole Dollars)

Agency: <u>Taxation and Revenue Department</u>	Business Unit: <u>33300</u>
Fund Name: <u>TRD Operating fund-(Property Tax Division)</u>	Fund Number: <u>17200</u>
Legal Auth. <u>NMSA 1978 7-38-62</u>	

**BEGINNING BALANCE**

1. Unreserved, undesignated fund balance ( <b>not cash balance</b> ) from <i>SHARE NMS006GL Balance Sheet Report at close of prior fiscal year</i>	<u>21,350,521</u>
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**ADJUSTMENTS**

**Add:**

2. Interfund receivables, accounts receivables, and other assets not reflected in fund balance from FCD Reports at close of prior fiscal year	_____
Other (explain in detail)	_____

**Deduct:**

3. Liabilities at close of prior fiscal year not reflected in FCD Reports	( _____ )
Fund balance designated by law for future expenditure (non-reverting fund)	( _____ )
Amount due to State General Fund or other fund designated by statute	( _____ )
Other (explain in detail)	( _____ )
4. Prior fiscal year reversion not reflected in liabilities	( _____ )

**Total Adjustments** 0

**ADJUSTED UNRESERVED, UNDESIGNATED FUND BALANCE at close of prior fiscal year** 21,350,521

**Add:**

5. Projected revenue/sources for current fiscal year (less fund balance budgeted)	7,325,429
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**Deduct:**

6. Projected total expenditures for current fiscal year	( 7,469,800 )
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**PROJECTED UNRESERVED/UNDESIGNATED FUND BALANCE at close of current fiscal** 21,206,150

**Add:**

7. Projected revenue/sources for next fiscal year (less fund balance requested)	7,325,429
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**Deduct:**

8. Total expenditures budgeted in appropriation request	( 7,945,200 )
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**PROJECTED UNRESERVED/UNDESIGNATED FUND BALANCE at close of next fiscal year** 20,586,379

# APPROPRIATION REQUEST

## FORM S-10 FUND BALANCE PROJECTION

*(In Whole Dollars)*

Agency: <u>Taxation and Revenue Department</u>	Business Unit: <u>33300</u>
Fund Name: <u>Weight Distance Tax Permit Fee</u>	Fund Number: <u>99400</u>
Legal Auth. <u>NMSA 1978 7-15A-14</u>	

**BEGINNING BALANCE**

Unreserved, undesignated fund balance (not cash balance) from SHARE NMS006GL Balance Sheet Report at close of FY25	1,903,700
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**ADJUSTMENTS**

**Add:**

Interfund receivables, accounts receivables, and other assets not reflected in fund balance from FCD Reports at close of FY25	0
Other (explain in detail)	0

**Deduct:**

Liabilities not reflected in FCD Reports at close of FY25	0
Fund balance designated by law for future expenditure (non-reverting funds)	0
Amount due to State General Fund or other fund designated by statute	0
Other (explain in detail)	0
FY25 revision not reflected in liabilities	0

<b>Total Adjustments</b>	0
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<b>ADJUSTED UNRESERVED, UNDESIGNATED FUND BALANCE at close of FY25</b>	1,903,700
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**Add:**

Projected revenue/sources (less fund balance budgeted) for FY26	9,346,300
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**Deduct:**

Projected total expenditures for FY26	(10,673,400)
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<b>ADJUSTED UNRESERVED/UNDESIGNATED FUND BALANCE at close of FY26</b>	576,600
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**Add:**

Projected revenue/sources (less fund balance requested) for FY27	9,346,300
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**Deduct:**

Total expenditures budgeted in appropriation request	(9,394,500)
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<b>ADJUSTED UNRESERVED/UNDESIGNATED FUND BALANCE at close of FY27</b>	528,400
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## APPROPRIATION REQUEST FORM S-10 FUND BALANCE PROJECTION

(In Whole Dollars)

Agency: <u>Taxation and Revenue Department</u>	Business Unit: <u>33300</u>
Fund Name: <u>Weight Distance Tax Permit Fee</u>	Fund Number: <u>99400</u>
Legal Auth. <u>NMSA 1978 7-15A-14</u>	

**BEGINNING BALANCE**

1. Unreserved, undesignated fund balance (**not cash balance**) from 1,903,737  
*SHARE NMS006GL Balance Sheet Report at close of prior fiscal year*

**ADJUSTMENTS**

**Add:**

2. Interfund receivables, accounts receivables, and other assets not reflected in fund balance from FCD Reports at close of prior fiscal year 0  
0  
 Other (explain in detail) \_\_\_\_\_

**Deduct:**

3. Liabilities at close of prior fiscal year not reflected in FCD Reports ( 0 )  
 Fund balance designated by law for future expenditure (non-reverting fund) ( 0 )  
 Amount due to State General Fund or other fund designated by statute ( 0 )  
 Other (explain in detail) ( 0 )  
 4. Prior fiscal year reversion not reflected in liabilities ( \_\_\_\_\_ )

**Total Adjustments** 0

**ADJUSTED UNRESERVED, UNDESIGNATED FUND BALANCE at close of prior fiscal year** 1,903,737

**Add:**

5. Projected revenue/sources for current fiscal year (less fund balance budgeted) 9,346,319

**Deduct:**

6. Projected total expenditures for current fiscal year ( 10,673,400 )

**PROJECTED UNRESERVED/UNDESIGNATED FUND BALANCE at close of current fiscal** 576,656

**Add:**

7. Projected revenue/sources for next fiscal year (less fund balance requested) 9,346,319

**Deduct:**

8. Total expenditures budgeted in appropriation request ( 9,394,500 )

**PROJECTED UNRESERVED/UNDESIGNATED FUND BALANCE at close of next fiscal year** 528,475

**S-13**

State of New Mexico

S-13 Line Items by Business Unit Expenditures

(Dollars in Thousands)

BusUnit	Line Item	2024-25	2025-26	Request		Recommendation		Opbud
		Actuals	Opbud	Base	Expansion	Base	Expansion	
33300	P572-R Program Support							
	520100 Exempt Perm Positions P/T&F/T	969.24	880.5	880.5	0	0	0	0.0
	520300 Classified Perm Positions F/T	11,732.04	13,766.6	13,769.5	0	0	0	0.0
	520600 Paid Unused Sick Leave	25.3	23.5	23.5	0	0	0	0.0
	520700 Overtime & Other Premium Pay	22.36	22.1	113.5	0	0	0	0.0
	520800 Annl & Comp Paid At Separation	81.67	28.6	28.6	0	0	0	0.0
	521100 Group Insurance Premium	1,004.22	1,229.6	1,735.8	0	0	0	0.0
	521200 Retirement Contributions	2,465.12	2,045	2,045	0	0	0	0.0
	521300 F I C A	939.58	935.8	935.8	0	0	0	0.0
	521400 Workers' Comp Assessment Fee	1.28	1.6	1.6	0	0	0	0.0
	521410 GSD Work Comp Insur Premium	14.81	31.5	17.1	0	0	0	0.0
	521500 Unemployment Comp Premium	5.72	2	15.6	0	0	0	0.0
	521600 Employee Liability Ins Premium	32.26	49	102.4	0	0	0	0.0
	521700 RHC Act Contributions	256.25	237.2	237.2	0	0	0	0.0
	535200 Professional Services	305.05	406.1	431.3	0	0	0	0.0
	535300 Other Services	60.14	68.3	68.5	0	0	0	0.0
	535400 Audit Services	277.64	298.3	333.3	0	0	0	0.0
	535500 Attorney Services	18.61	79.3	94.3	0	0	0	0.0
	535600 IT Services	6,764.41	7,347.2	8,282	0	0	0	0.0
	542100 Employee I/S Mileage & Fares	3.19	2	2	0	0	0	0.0
	542200 Employee I/S Meals & Lodging	3.08	13.1	13.1	0	0	0	0.0
	542500 Transp - Fuel & Oil	4.75	3.5	3.5	0	0	0	0.0
	542600 Transp - Parts & Supplies	3.55	0.4	0.4	0	0	0	0.0
	542700 Transp - Transp Insurance	0.09	0.1	0.1	0	0	0	0.0
	542800 State Transp Pool Charges	28.92	42	53.2	0	0	0	0.0
	543200 Maint - Furn, Fixt, Equipment	3.4	22.3	22.3	0	0	0	0.0
	543300 Maint - Buildings & Structures	3.06	2.1	2.1	0	0	0	0.0
	543400 Maint - Property Insurance	0	0.1	0.1	0	0	0	0.0
	543500 Maint - Supplies	0.05	0	0	0	0	0	0.0
	543820 Maintenance IT	0	38.5	38.5	0	0	0	0.0
	543830 IT HW/SW Agreements	1,192.79	1,360.6	1,371.6	0	0	0	0.0
	544000 Supply Inventory IT	296.24	151.4	192	0	0	0	0.0
	544100 Supplies-Office Supplies	78.67	49.8	49.8	0	0	0	0.0

State of New Mexico

**S-13 Line Items by Business Unit Expenditures**

(Dollars in Thousands)

544200	Supplies-Medical,Lab,Personal	0.26	0	0	0	0	0	0.0
544700	Supplies-Clothing,Uniforms,Linen	0	0.5	0.5	0	0	0	0.0
544900	Supplies-Inventory Exempt	168.44	3	3	0	0	0	0.0
545600	Reporting & Recording	1.95	0.5	0.5	0	0	0	0.0
545700	ISD Services	192.17	100.1	150.4	0	0	0	0.0
545710	DOIT HCM Assessment Fees	57.73	63	66.5	0	0	0	0.0
545900	Printing & Photo Services	157.21	143.2	143.2	0	0	0	0.0
546100	Postage & Mail Services	155	0	0	0	0	0	0.0
546310	Utilities - Sewer/Garbage	0.58	0	0	0	0	0	0.0
546400	Rent Of Land & Buildings	336.95	204.4	204.4	0	0	0	0.0
546500	Rent Of Equipment	64.89	38.1	38.1	0	0	0	0.0
546600	Communications	25.75	12.8	12.8	0	0	0	0.0
546610	DOIT Telecommunications	213.7	263.2	280.8	0	0	0	0.0
546700	Subscriptions/Dues/License Fee	344.6	459.6	501.5	0	0	0	0.0
546709	Subscription & Due Interagency	0	1	1	0	0	0	0.0
546800	Employee Training & Education	51.32	50.7	65.2	0	0	0	0.0
546900	Advertising	12.99	1	1	0	0	0	0.0
547000	Legal Settlements	116.93	0	0	0	0	0	0.0
547730	Lease Principal Payment	-173.27	0	0	0	0	0	0.0
547900	Miscellaneous Expense	1.08	3	3	0	0	0	0.0
548200	Furniture & Fixtures	-57.98	0	0	0	0	0	0.0
548300	Information Tech Equipment	209.3	158.9	160.9	0	0	0	0.0
548882	Lease Interest	-5.94	0	0	0	0	0	0.0
549600	Employee O/S Mileage & Fares	17.24	36	39.6	0	0	0	0.0
549700	Employee O/S Meals & Lodging	26.13	21.5	21.5	0	0	0	0.0
<b>Subtotal for:</b>	<b>33300 P572-R Program Support</b>	<b>28,510.53</b>	<b>30,698.6</b>	<b>32,558.1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>

BusUnit	Line Item	2024-25	2025-26	Request		Recommendation		Opbud
		Actuals	Opbud	Base	Expansion	Base	Expansion	
<b>33300 P573-R Tax Administration</b>	520100 Exempt Perm Positions P/T&F/T	266.8	273.4	273.4	0	0	0	0.0
	520200 Term Positions	1,598.38	1,766.9	2,156.9	0	0	0	0.0
	520300 Classified Perm Positions F/T	21,488.36	22,624.6	22,348.8	0	0	0	0.0
	520400 Classified Perm Positions P/T	112.89	134	134	0	0	0	0.0
	520500 Temporary Positions F/T & P/T	80.69	92	96.8	0	0	0	0.0
	520600 Paid Unused Sick Leave	15.37	7.3	29.7	0	0	0	0.0

State of New Mexico

**S-13 Line Items by Business Unit Expenditures**

(Dollars in Thousands)

520700	Overtime & Other Premium Pay	58.99	46.6	258	0	0	0	0.0
520800	Annl & Comp Paid At Separation	59.98	61.2	70.5	0	0	0	0.0
520900	Differential Pay	0	2.4	2.4	0	0	0	0.0
521100	Group Insurance Premium	2,826.87	2,798.3	3,686.5	0	0	0	0.0
521200	Retirement Contributions	4,492.53	3,859.2	3,822.5	0	0	0	0.0
521300	F I C A	1,690.51	1,462.7	1,452.3	0	0	0	0.0
521400	Workers' Comp Assessment Fee	3.36	5.6	5.6	0	0	0	0.0
521410	GSD Work Comp Insur Premium	39.83	84.8	45.6	0	0	0	0.0
521500	Unemployment Comp Premium	15.38	5.4	41.7	0	0	0	0.0
521600	Employee Liability Ins Premium	86.79	131.7	273.3	0	0	0	0.0
521700	RHC Act Contributions	467	408.9	403.1	0	0	0	0.0
535200	Professional Services	439.48	930	930	0	0	0	0.0
535300	Other Services	10.04	81.3	75.7	0	0	0	0.0
535400	Audit Services	0	16.6	16.6	0	0	0	0.0
535500	Attorney Services	0	1.8	1.8	0	0	0	0.0
535600	IT Services	84.01	308	144	0	0	0	0.0
542100	Employee I/S Mileage & Fares	1.73	3.1	4.5	0	0	0	0.0
542200	Employee I/S Meals & Lodging	1.17	14.3	12.5	0	0	0	0.0
542500	Transp - Fuel & Oil	2.72	9.7	8.8	0	0	0	0.0
542600	Transp - Parts & Supplies	3.37	4.3	4.1	0	0	0	0.0
542700	Transp - Transp Insurance	0.24	0.3	0.3	0	0	0	0.0
542800	State Transp Pool Charges	44.68	64.1	82.9	0	0	0	0.0
543200	Maint - Furn, Fixt, Equipment	84.2	160.1	92.5	0	0	0	0.0
543300	Maint - Buildings & Structures	1.09	0	0	0	0	0	0.0
543830	IT HW/SW Agreements	578.3	983.6	1,220.7	0	0	0	0.0
544000	Supply Inventory IT	21.17	140	137.4	0	0	0	0.0
544100	Supplies-Office Supplies	33.28	17.8	49.1	0	0	0	0.0
544200	Supplies-Medical,Lab,Personal	0.74	0	0	0	0	0	0.0
544400	Supplies-Field Supplies	0.45	0	0	0	0	0	0.0
544600	Supplies-Kitchen Supplies	0.38	0	0	0	0	0	0.0
544900	Supplies-Inventory Exempt	21.59	12	12	0	0	0	0.0
545600	Reporting & Recording	5.72	8.3	13	0	0	0	0.0
545700	ISD Services	191.05	269.4	401.6	0	0	0	0.0
545710	DOIT HCM Assessment Fees	155.29	169.3	177.6	0	0	0	0.0
545900	Printing & Photo Services	39.56	121.1	105.2	0	0	0	0.0

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**S-13 Line Items by Business Unit Expenditures**

(Dollars in Thousands)

546100	Postage & Mail Services	1,848.85	2,056.7	2,456.7	0	0	0	0.0
546400	Rent Of Land & Buildings	3,334.38	1,973.6	2,033.8	0	0	0	0.0
546500	Rent Of Equipment	630.46	230	245.5	0	0	0	0.0
546600	Communications	28.03	51.4	51.4	0	0	0	0.0
546610	DOIT Telecommunications	356.96	708.1	749.6	0	0	0	0.0
546700	Subscriptions/Dues/License Fee	217.44	260	269.7	0	0	0	0.0
546800	Employee Training & Education	37.04	80.6	95.7	0	0	0	0.0
546900	Advertising	1.56	83.3	83.3	0	0	0	0.0
547730	Lease Principal Payment	-1,780.75	0	0	0	0	0	0.0
547900	Miscellaneous Expense	7.83	1.7	1.7	0	0	0	0.0
547999	Request to Pay Prior Year	21.76	0	0	0	0	0	0.0
548300	Information Tech Equipment	5.77	0	0	0	0	0	0.0
548400	Other Equipment	15.25	0	0	0	0	0	0.0
548882	Lease Interest	-105.01	0	0	0	0	0	0.0
549600	Employee O/S Mileage & Fares	12.52	55	44.9	0	0	0	0.0
549700	Employee O/S Meals & Lodging	18.5	58	56.5	0	0	0	0.0
<b>Subtotal for:</b>	<b>33300 P573-R Tax Administration</b>	<b>39,674.58</b>	<b>42,638.5</b>	<b>44,680.2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>

BusUnit	Line Item	2024-25	2025-26	Request		Recommendation		Opbud
		Actuals	Opbud	Base	Expansion	Base	Expansion	
<b>33300</b>	<b>P574-R Motor Vehicle Division</b>							
	520100 Exempt Perm Positions P/T&F/T	138.14	136.5	136.5	0	0	0	0.0
	520200 Term Positions	132.55	310	321.3	0	0	0	0.0
	520300 Classified Perm Positions F/T	15,985.54	17,148.3	17,037.3	0	0	0	0.0
	520600 Paid Unused Sick Leave	8.76	6.2	5.4	0	0	0	0.0
	520700 Overtime & Other Premium Pay	36.74	30.4	151.1	0	0	0	0.0
	520800 Annl & Comp Paid At Separation	45.65	35	42	0	0	0	0.0
	521100 Group Insurance Premium	2,306.4	2,582.4	3,309.2	0	0	0	0.0
	521200 Retirement Contributions	3,117.86	3,335.5	3,322.7	0	0	0	0.0
	521300 F I C A	1,184.67	1,061.6	1,052	0	0	0	0.0
	521400 Workers' Comp Assessment Fee	2.78	3	3	0	0	0	0.0
	521410 GSD Work Comp Insur Premium	27.93	59.2	32	0	0	0	0.0
	521500 Unemployment Comp Premium	10.79	3.7	29.2	0	0	0	0.0
	521600 Employee Liability Ins Premium	60.86	92.1	191.5	0	0	0	0.0
	521700 RHC Act Contributions	324.1	346.7	343.6	0	0	0	0.0
	535200 Professional Services	146.93	413.8	61	0	0	0	0.0

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**S-13 Line Items by Business Unit Expenditures**

(Dollars in Thousands)

535300	Other Services	1,888.48	1,456.6	1,155.8	0	0	0	0.0
535400	Audit Services	0	40	40	0	0	0	0.0
535500	Attorney Services	0	1	1	0	0	0	0.0
535600	IT Services	4,614.19	7,463.2	5,142.4	0	0	0	0.0
542100	Employee I/S Mileage & Fares	0.88	97.8	32.7	0	0	0	0.0
542200	Employee I/S Meals & Lodging	10.35	89.1	40	0	0	0	0.0
542500	Transp - Fuel & Oil	8.86	26.4	28	0	0	0	0.0
542600	Transp - Parts & Supplies	0.09	16	3	0	0	0	0.0
542700	Transp - Transp Insurance	0.17	0.2	0.2	0	0	0	0.0
542800	State Transp Pool Charges	63.01	106.1	115.1	0	0	0	0.0
543100	Maint - Grounds & Roadways	0	1	1	0	0	0	0.0
543200	Maint - Furn, Fixt, Equipment	140.76	463	200	0	0	0	0.0
543300	Maint - Buildings & Structures	7.87	15	10	0	0	0	0.0
543500	Maint - Supplies	0.07	0	0	0	0	0	0.0
543830	IT HW/SW Agreements	1,399.3	1,016.6	802.7	0	0	0	0.0
544000	Supply Inventory IT	219.69	1,023.7	25.8	0	0	0	0.0
544100	Supplies-Office Supplies	29.93	93.2	40.7	0	0	0	0.0
544200	Supplies-Medical,Lab,Personal	0.23	1	1	0	0	0	0.0
544400	Supplies-Field Supplies	1.72	1	1	0	0	0	0.0
544900	Supplies-Inventory Exempt	48.62	144.1	20	0	0	0	0.0
545600	Reporting & Recording	7.61	9	10	0	0	0	0.0
545700	ISD Services	117.86	188.3	281.3	0	0	0	0.0
545710	DOIT HCM Assessment Fees	108.9	118.4	124.4	0	0	0	0.0
545900	Printing & Photo Services	5,262.27	7,536.9	6,285.4	0	0	0	0.0
546100	Postage & Mail Services	443.52	41.2	201.3	0	0	0	0.0
546400	Rent Of Land & Buildings	4,775.54	3,317.5	3,499.6	0	0	0	0.0
546409	Rent Expense - Interagency	22.92	33	39.6	0	0	0	0.0
546500	Rent Of Equipment	214.35	195	205	0	0	0	0.0
546600	Communications	279.76	93	260	0	0	0	0.0
546610	DOIT Telecommunications	920.24	495	527	0	0	0	0.0
546700	Subscriptions/Dues/License Fee	408.88	546.9	622.3	0	0	0	0.0
546800	Employee Training & Education	10.09	45.5	55.4	0	0	0	0.0
546900	Advertising	0.29	92.7	5	0	0	0	0.0
547730	Lease Principal Payment	-1,799.68	0	0	0	0	0	0.0
547900	Miscellaneous Expense	14.9	5.4	10	0	0	0	0.0

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S-13 Line Items by Business Unit Expenditures

(Dollars in Thousands)

	548300	Information Tech Equipment	438.07	0	0	0	0	0	0.0
	548800	Automotive & Aircraft	0	0	84	0	0	0	0.0
	548882	Lease Interest	-358.69	0	0	0	0	0	0.0
	549600	Employee O/S Mileage & Fares	6.24	24.2	24.2	0	0	0	0.0
	549700	Employee O/S Meals & Lodging	11.34	18.4	18.4	0	0	0	0.0
	555100	Other Financing Uses	9,594.5	10,094.5	8,794.5	0	0	0	0.0
<b>Subtotal for:</b>	<b>33300</b>	<b>P574-R Motor Vehicle Division</b>	<b>52,442.81</b>	<b>60,474.3</b>	<b>54,745.6</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>

BusUnit	Line Item	2024-25		2025-26		Request		Recommendation		Opbud
		Actuals	Opbud	Base	Expansion	Base	Expansion			
<b>33300</b>	<b>P575-R Property Tax Division</b>									
	520100	Exempt Perm Positions P/T&F/T	122.84	102.4	102.4	0	0	0	0.0	
	520300	Classified Perm Positions F/T	2,489.31	2,753.9	2,811.1	0	0	0	0.0	
	520600	Paid Unused Sick Leave	3.21	1.9	1.9	0	0	0	0.0	
	520700	Overtime & Other Premium Pay	4.04	17.1	17.1	0	0	0	0.0	
	520800	Annl & Comp Paid At Separation	4.59	5.7	15	0	0	0	0.0	
	521100	Group Insurance Premium	272.22	879.4	1,106	0	0	0	0.0	
	521200	Retirement Contributions	502.65	568.6	568.6	0	0	0	0.0	
	521300	F I C A	189.66	204.4	204.4	0	0	0	0.0	
	521400	Workers' Comp Assessment Fee	0.33	0.4	0.4	0	0	0	0.0	
	521410	GSD Work Comp Insur Premium	3.28	7.3	4	0	0	0	0.0	
	521500	Unemployment Comp Premium	1.27	0.5	3.6	0	0	0	0.0	
	521600	Employee Liability Ins Premium	7.15	11.4	23.7	0	0	0	0.0	
	521700	RHC Act Contributions	52.25	79.3	79.3	0	0	0	0.0	
	535200	Professional Services	261.08	490	430	0	0	0	0.0	
	535300	Other Services	0.86	183.8	183.8	0	0	0	0.0	
	535500	Attorney Services	75.3	125.8	125.8	0	0	0	0.0	
	535600	IT Services	429.42	360	577.7	0	0	0	0.0	
	542100	Employee I/S Mileage & Fares	2.9	8	8	0	0	0	0.0	
	542200	Employee I/S Meals & Lodging	195.34	280.1	333.9	0	0	0	0.0	
	542300	Brd & Comm Mbr Meals & Lodgin	13.3	25	36	0	0	0	0.0	
	542310	Brd & Comm Mbr Mileage & Fares	1.34	0	0	0	0	0	0.0	
	542500	Transp - Fuel & Oil	21.06	53.3	53.3	0	0	0	0.0	
	542600	Transp - Parts & Supplies	5.96	2.5	2.5	0	0	0	0.0	
	542700	Transp - Transp Insurance	0.02	0	0	0	0	0	0.0	
	542800	State Transp Pool Charges	70.95	83.2	110.3	0	0	0	0.0	

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**S-13 Line Items by Business Unit Expenditures**

(Dollars in Thousands)

543200	Maint - Furn, Fixt, Equipment	0.05	0.5	0	0	0	0	0.0
543830	IT HW/SW Agreements	38.8	175	50	0	0	0	0.0
544000	Supply Inventory IT	77.19	68.7	68.7	0	0	0	0.0
544100	Supplies-Office Supplies	10.95	22.7	22.7	0	0	0	0.0
544400	Supplies-Field Supplies	0.19	0	0	0	0	0	0.0
544900	Supplies-Inventory Exempt	14.55	0	0	0	0	0	0.0
545600	Reporting & Recording	0.76	26	60	0	0	0	0.0
545700	ISD Services	21.76	23.4	34.8	0	0	0	0.0
545710	DOIT HCM Assessment Fees	12.79	14.7	15.4	0	0	0	0.0
545900	Printing & Photo Services	8.61	5	5	0	0	0	0.0
546100	Postage & Mail Services	169.71	70	150	0	0	0	0.0
546400	Rent Of Land & Buildings	107.52	70	70	0	0	0	0.0
546500	Rent Of Equipment	50.53	66	70	0	0	0	0.0
546600	Communications	0.37	0	0	0	0	0	0.0
546610	DOIT Telecommunications	31.35	61.3	65.1	0	0	0	0.0
546700	Subscriptions/Dues/License Fee	103.94	194.7	124.7	0	0	0	0.0
546800	Employee Training & Education	67.05	59.7	70	0	0	0	0.0
546900	Advertising	211.7	150	200	0	0	0	0.0
547730	Lease Principal Payment	-52.9	0	0	0	0	0	0.0
547900	Miscellaneous Expense	0.51	0	0	0	0	0	0.0
547999	Request to Pay Prior Year	48.89	0	0	0	0	0	0.0
548800	Automotive & Aircraft	-89.08	100	100	0	0	0	0.0
548882	Lease Interest	-2.1	0	0	0	0	0	0.0
549600	Employee O/S Mileage & Fares	2.28	25	40	0	0	0	0.0
549700	Employee O/S Meals & Lodging	6.93	0	0	0	0	0	0.0
<b>Subtotal for:</b>	<b>33300 P575-R Property Tax Division</b>	<b>5,572.67</b>	<b>7,376.7</b>	<b>7,945.2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>

BusUnit	Line Item	2024-25	2025-26	Request		Recommendation		Opbud
		Actuals	Opbud	Base	Expansion	Base	Expansion	
<b>33300</b>	<b>P579-R Compliance Enforcement</b>							
	520100 Exempt Perm Positions P/T&F/T	119.12	94	94	0	0	0	0.0
	520300 Classified Perm Positions F/T	1,115.96	1,476	1,466.4	0	0	0	0.0
	520700 Overtime & Other Premium Pay	7.09	2	15	0	0	0	0.0
	520800 Annl & Comp Paid At Separation	16.61	4.2	4.2	0	0	0	0.0
	521100 Group Insurance Premium	80.46	142.7	197.7	0	0	0	0.0
	521200 Retirement Contributions	237.72	222.6	222.6	0	0	0	0.0

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**S-13 Line Items by Business Unit Expenditures**

(Dollars in Thousands)

521300	F I C A	92	92.5	92.5	0	0	0	0.0
521400	Workers' Comp Assessment Fee	0.14	0.2	0.2	0	0	0	0.0
521410	GSD Work Comp Insur Premium	1.77	3.9	2.1	0	0	0	0.0
521500	Unemployment Comp Premium	0.68	0.2	1.9	0	0	0	0.0
521600	Employee Liability Ins Premium	3.85	6.1	12.7	0	0	0	0.0
521700	RHC Act Contributions	24.71	23.5	23.5	0	0	0	0.0
535100	Medical Services	0.1	2.6	4.6	0	0	0	0.0
535200	Professional Services	6	0	6	0	0	0	0.0
535300	Other Services	0.93	4.8	4.8	0	0	0	0.0
535600	IT Services	0	2	2	0	0	0	0.0
542100	Employee I/S Mileage & Fares	0	0.4	0.4	0	0	0	0.0
542200	Employee I/S Meals & Lodging	1.52	13	13	0	0	0	0.0
542500	Transp - Fuel & Oil	2.1	11.3	11.3	0	0	0	0.0
542600	Transp - Parts & Supplies	0	2	2	0	0	0	0.0
542700	Transp - Transp Insurance	0.01	0	0	0	0	0	0.0
542800	State Transp Pool Charges	13.79	13.8	16.9	0	0	0	0.0
543200	Maint - Furn, Fixt, Equipment	0.19	1.5	1.5	0	0	0	0.0
543830	IT HW/SW Agreements	22.11	0	0	0	0	0	0.0
544000	Supply Inventory IT	6.93	28.4	28.4	0	0	0	0.0
544100	Supplies-Office Supplies	3.47	0.5	0.5	0	0	0	0.0
544400	Supplies-Field Supplies	5.27	8	8	0	0	0	0.0
544700	Supplies-Clothng,Unifrms,Linen	0	1.5	8	0	0	0	0.0
544900	Supplies-Inventory Exempt	2.02	0	0	0	0	0	0.0
545600	Reporting & Recording	2.35	1	1	0	0	0	0.0
545700	ISD Services	11.61	12.5	18.7	0	0	0	0.0
545710	DOIT HCM Assessment Fees	6.89	7.9	8.3	0	0	0	0.0
545810	GCD Radio Communications Svcs	21.52	21.5	23.2	0	0	0	0.0
545900	Printing & Photo Services	0.49	1.3	1.3	0	0	0	0.0
546100	Postage & Mail Services	1.55	0.9	0.9	0	0	0	0.0
546400	Rent Of Land & Buildings	222.57	140	140	0	0	0	0.0
546500	Rent Of Equipment	6.16	4.7	4.7	0	0	0	0.0
546600	Communications	1.4	1.3	1.3	0	0	0	0.0
546610	DOIT Telecommunications	15.06	32.9	34.9	0	0	0	0.0
546700	Subscriptions/Dues/License Fee	4.72	7.1	7.1	0	0	0	0.0
546800	Employee Training & Education	10.19	10.4	10.4	0	0	0	0.0

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**S-13 Line Items by Business Unit Expenditures**

(Dollars in Thousands)

	547730	Lease Principal Payment	-109.41	0	0	0	0	0	0.0
	547900	Miscellaneous Expense	0.67	0	0	0	0	0	0.0
	548882	Lease Interest	-4.96	0	0	0	0	0	0.0
<b>Subtotal for:</b>	<b>33300</b>	<b>P579-R Compliance Enforcement</b>	<b>1,955.36</b>	<b>2,399.2</b>	<b>2,492</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>
<b>33300</b>			<b>128,155.95</b>	<b>143,587.3</b>	<b>142,421.1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>

**Totals by Line Item**

BusUnit	Line Item	2024-25	2025-26	Request		Recommendation		Opbud
		Actuals	Opbud	Base	Expansion	Base	Expansion	
33300	520100 Exempt Perm Positions P/T&F/T	1,616.13	1,486.8	1,486.8	0	0	0	0.0
	520200 Term Positions	1,730.93	2,076.9	2,478.2	0	0	0	0.0
	520300 Classified Perm Positions F/T	52,811.21	57,769.4	57,433.1	0	0	0	0.0
	520400 Classified Perm Positions P/T	112.89	134	134	0	0	0	0.0
	520500 Temporary Positions F/T & P/T	80.69	92	96.8	0	0	0	0.0
	520600 Paid Unused Sick Leave	52.64	38.9	60.5	0	0	0	0.0
	520700 Overtime & Other Premium Pay	129.21	118.2	554.7	0	0	0	0.0
	520800 Annl & Comp Paid At Separation	208.5	134.7	160.3	0	0	0	0.0
	520900 Differential Pay	0	2.4	2.4	0	0	0	0.0
	521100 Group Insurance Premium	6,490.17	7,632.4	10,035.2	0	0	0	0.0
	521200 Retirement Contributions	10,815.87	10,030.9	9,981.4	0	0	0	0.0
	521300 F I C A	4,096.41	3,757	3,737	0	0	0	0.0
	521400 Workers' Comp Assessment Fee	7.9	10.8	10.8	0	0	0	0.0
	521410 GSD Work Comp Insur Premium	87.62	186.7	100.8	0	0	0	0.0
	521500 Unemployment Comp Premium	33.83	11.8	92	0	0	0	0.0
	521600 Employee Liability Ins Premium	190.9	290.3	603.6	0	0	0	0.0
	521700 RHC Act Contributions	1,124.31	1,095.6	1,086.7	0	0	0	0.0
	535100 Medical Services	0.1	2.6	4.6	0	0	0	0.0
	535200 Professional Services	1,158.55	2,239.9	1,858.3	0	0	0	0.0
	535300 Other Services	1,960.45	1,794.8	1,488.6	0	0	0	0.0

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**S-13 Line Items by Business Unit Expenditures**

(Dollars in Thousands)

535400	Audit Services	277.64	354.9	389.9	0	0	0	0.0
535500	Attorney Services	93.91	207.9	222.9	0	0	0	0.0
535600	IT Services	11,892.03	15,480.4	14,148.1	0	0	0	0.0
542100	Employee I/S Mileage & Fares	8.71	111.3	47.6	0	0	0	0.0
542200	Employee I/S Meals & Lodging	211.46	409.6	412.5	0	0	0	0.0
542300	Brd & Comm Mbr Meals & Lodging	13.3	25	36	0	0	0	0.0
542310	Brd & Comm Mbr Mileage & Fares	1.34	0	0	0	0	0	0.0
542500	Transp - Fuel & Oil	39.49	104.2	104.9	0	0	0	0.0
542600	Transp - Parts & Supplies	12.97	25.2	12	0	0	0	0.0
542700	Transp - Transp Insurance	0.53	0.6	0.6	0	0	0	0.0
542800	State Transp Pool Charges	221.34	309.2	378.4	0	0	0	0.0
543100	Maint - Grounds & Roadways	0	1	1	0	0	0	0.0
543200	Maint - Furn, Fixt, Equipment	228.6	647.4	316.3	0	0	0	0.0
543300	Maint - Buildings & Structures	12.02	17.1	12.1	0	0	0	0.0
543400	Maint - Property Insurance	0	0.1	0.1	0	0	0	0.0
543500	Maint - Supplies	0.13	0	0	0	0	0	0.0
543820	Maintenance IT	0	38.5	38.5	0	0	0	0.0
543830	IT HW/SW Agreements	3,231.3	3,535.8	3,445	0	0	0	0.0
544000	Supply Inventory IT	621.21	1,412.2	452.3	0	0	0	0.0
544100	Supplies-Office Supplies	156.3	184	162.8	0	0	0	0.0
544200	Supplies-Medical,Lab,Personal	1.23	1	1	0	0	0	0.0
544400	Supplies-Field Supplies	7.63	9	9	0	0	0	0.0
544600	Supplies-Kitchen Supplies	0.38	0	0	0	0	0	0.0
544700	Supplies-Clothng,Unifrms,Linen	0	2	8.5	0	0	0	0.0
544900	Supplies-Inventory Exempt	255.22	159.1	35	0	0	0	0.0
545600	Reporting & Recording	18.39	44.8	84.5	0	0	0	0.0
545700	ISD Services	534.46	593.7	886.8	0	0	0	0.0
545710	DOIT HCM Assessment Fees	341.59	373.3	392.2	0	0	0	0.0
545810	GCD Radio Communications Svcs	21.52	21.5	23.2	0	0	0	0.0
545900	Printing & Photo Services	5,468.14	7,807.5	6,540.1	0	0	0	0.0
546100	Postage & Mail Services	2,618.63	2,168.8	2,808.9	0	0	0	0.0
546310	Utilities - Sewer/Garbage	0.58	0	0	0	0	0	0.0

State of New Mexico

**S-13 Line Items by Business Unit Expenditures**

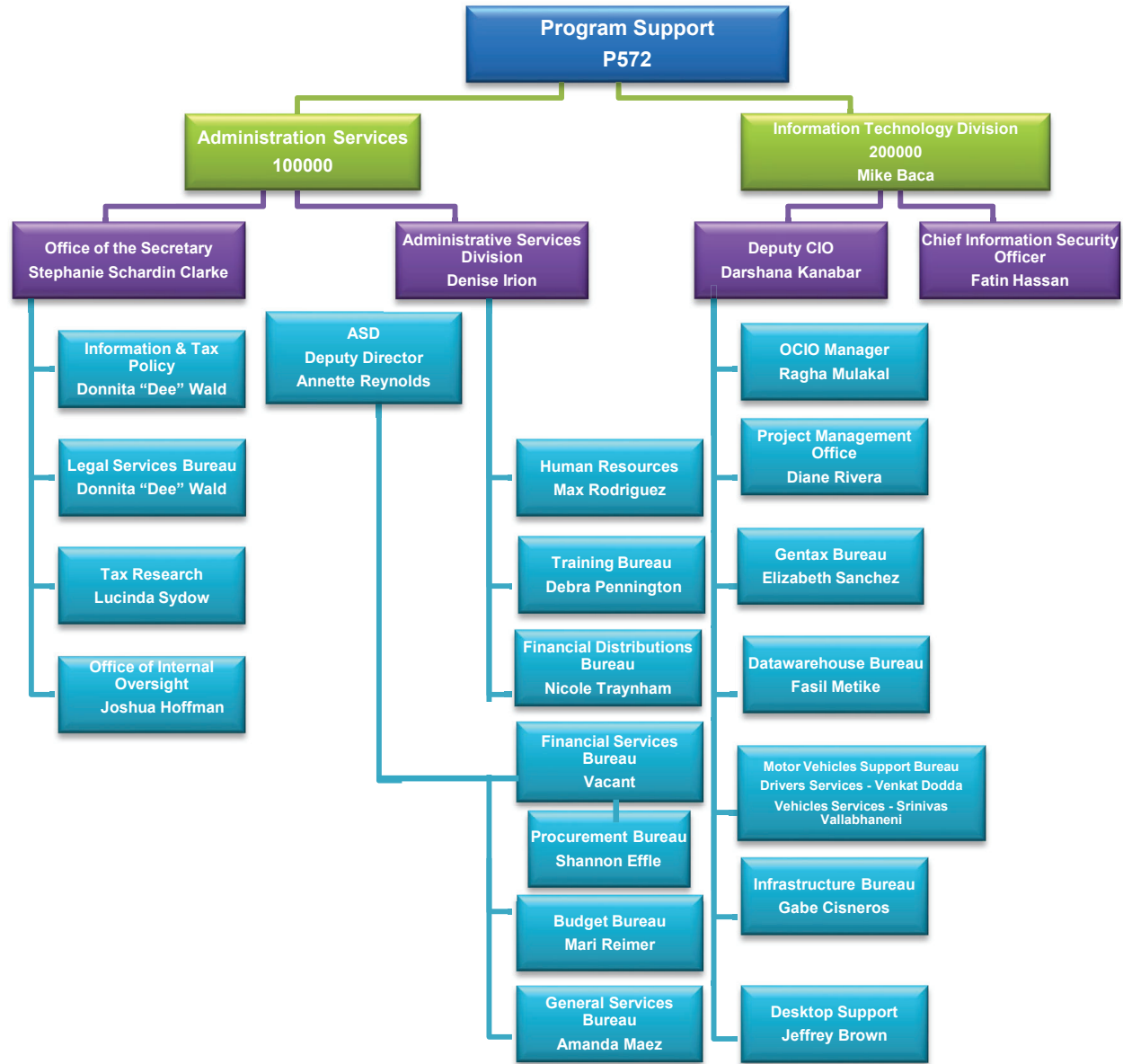
(Dollars in Thousands)

<b>546400</b>	<b>Rent Of Land &amp; Buildings</b>	8,776.96	5,705.5	5,947.8	0	0	0	0.0
<b>546409</b>	<b>Rent Expense - Interagency</b>	22.92	33	39.6	0	0	0	0.0
<b>546500</b>	<b>Rent Of Equipment</b>	966.39	533.8	563.3	0	0	0	0.0
<b>546600</b>	<b>Communications</b>	335.33	158.5	325.5	0	0	0	0.0
<b>546610</b>	<b>DOIT Telecommunications</b>	1,537.32	1,560.5	1,657.4	0	0	0	0.0
<b>546700</b>	<b>Subscriptions/Dues/License Fee</b>	1,079.57	1,468.3	1,525.3	0	0	0	0.0
<b>546709</b>	<b>Subscription &amp; Due Interagency</b>	0	1	1	0	0	0	0.0
<b>546800</b>	<b>Employee Training &amp; Education</b>	175.7	246.9	296.7	0	0	0	0.0
<b>546900</b>	<b>Advertising</b>	226.54	327	289.3	0	0	0	0.0
<b>547000</b>	<b>Legal Settlements</b>	116.93	0	0	0	0	0	0.0
<b>547730</b>	<b>Lease Principal Payment</b>	-3,916.01	0	0	0	0	0	0.0
<b>547900</b>	<b>Miscellaneous Expense</b>	25	10.1	14.7	0	0	0	0.0
<b>547999</b>	<b>Request to Pay Prior Year</b>	70.65	0	0	0	0	0	0.0
<b>548200</b>	<b>Furniture &amp; Fixtures</b>	-57.98	0	0	0	0	0	0.0
<b>548300</b>	<b>Information Tech Equipment</b>	653.14	158.9	160.9	0	0	0	0.0
<b>548400</b>	<b>Other Equipment</b>	15.25	0	0	0	0	0	0.0
<b>548800</b>	<b>Automotive &amp; Aircraft</b>	-89.08	100	184	0	0	0	0.0
<b>548882</b>	<b>Lease Interest</b>	-476.7	0	0	0	0	0	0.0
<b>549600</b>	<b>Employee O/S Mileage &amp; Fares</b>	38.29	140.2	148.7	0	0	0	0.0
<b>549700</b>	<b>Employee O/S Meals &amp; Lodging</b>	62.9	97.9	96.4	0	0	0	0.0
<b>555100</b>	<b>Other Financing Uses</b>	9,594.5	10,094.5	8,794.5	0	0	0	0.0
<b>Grand Total</b>		<b>128,155.95</b>	<b>143,587.3</b>	<b>142,421.1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>

# **P572**

# **Program Support**

# Taxation & Revenue Department Program Support



**Program Support**BU PCode  
33300 P572**State of New Mexico  
P-1 Program Overview****Program Description:**

The purpose of Program Support is to provide internal services including information system resources, human resources (including training), finance and accounting, internal audit, revenue forecasting, tax policy and legal to equip agency personnel with the resources needed to meet departmental objectives. For the general public, the program participates in hearings about resolving taxpayer protests and provides stakeholders with reliable information regarding the state's tax programs. Program Support consists of the Office of the Secretary, Administrative Services and Information Technology (includes the GenTax and Tapestry support for various tax programs and motor vehicle programs).

**Primary Services:**

Program Support assures the Department meets its vision, mission and objectives by providing Department management and guidance; sound tax policy and accurate information; administrative and fiscal management support; and taxpayer customer service. This program ensures the Department meets statutory/regulatory and internal administrative requirements by performing effectively, efficiently and in a positive fashion. Program Support assists the four other programs of the Taxation and Revenue Department to meet their respective goals and objectives. Customer service and retaining FTE levels are important to meet performance measures not only for Program Support but for Tax & Rev as a whole.

The Information Technology Division (ITD) supports the mission, strategic goals, strategic actions, and project initiatives necessary for effective management of Tax & Rev. ITD supports all technology and systems collecting revenues and distributing over \$19 billion of state, local and tribal revenue annually; and supports Motor Vehicle Systems & services with over \$400 million in annual revenues. These systems provide technology-based solutions for the collection of taxes and for processing transactions related to the Motor Vehicle Department. Additionally, the Property Tax system supports the local government with administration of ad valorem taxes in the state.

ITD provides technology services, project management, resources and tools that assist Tax & Rev in meeting its operational goals, objectives, and performance measures.

**Major Issues and Accomplishments:**

- Successful implementation of legislative changes, version upgrades, service packs, and mandated security requirements
- Successful implementation of Mobile Driver's License (MDL) and Non-Traditional Communication Registry
- Millions of fraud prevented with Fast Identity Verification Services (FIVS)
- Multiple improvements with federal partners in MVD systems
- Implementation of voter rights act changes including new point of sale devices that streamlined voter registration and improved payment channels by replacing signature pads.
- Improved Managed Detection and Response (MDR) that provides 24x7 monitoring of IT systems to detect, respond, and recover from cyber-attacks.
- Increased website accessibility
- Resolved IT outstanding findings in IRS safeguard report, continued payment card industry data security (PCI-DSS) compliance, and met all deadlines in response to 2024 IRS IT audits with minimal findings.
- Met all statutory interagency data sharing requirements including the Family Income Index, Easy Enrollment, and Health Care Quality Surcharge.

**Program Support**

State of New Mexico

**P-1 Program Overview**

**BU**    **PCode**  
33300   P572

**Overview of Request:**

Program Support budget has an increase of 4.5% in general fund. This percentage includes the final transition amount of \$950,000 IT costs from non-recurring to recurring (licensing for Fast collection and fraud prevention services implemented). Excluding the base budget increase of \$950,000, the general fund increase is 1.3% to prioritize staffing and increased costs associated with contracts, GSD rates, DOIT rates, audit rates and purchase of small IT hardware and equipment to maintain status quo operations.

Program Support ITD request is increased by \$1,462.4 thousand, of which the General Fund represents the total increase. The base increase for the Information Technology Division represents \$1,462.4 thousand. The increases in all categories will allow daily operations to meet all statutorily mandated initiatives for tax programs and addresses budget shortfall that was covered in Special appropriation in the last two years to meet licensing and services costs associated with FIVS and Fast Compliance Services (FCS).

**Programmatic Changes:**

Program Support will continue to support related priorities, policies, mandates, and programmatic changes related to revenue generation.

The department continues to require additional technology growth and support due to legislative mandates. ITD will continue to achieve these through staff, contractual support, and infrastructure.

**Base Budget Justification:**

The most significant increase is the final transition amount for IT costs from nonrecurring to recurring (licensing for Fast Collection Services (FCS) and Fast Identity Verification System (FIVS)) in the amount of \$950,000.

Program Support

BU PCode Department  
 33300 P572 000000

State of New Mexico  
**S-8 Financial Summary**  
 (Dollars in Thousands)

	2024-25 Opbud	2024-25 Actuals	2025-26 Opbud	2026-27 PCF Proj	Base	----- FY 2027 Agency Request ----- Expansion	Total
<b>REVENUE</b>							
111 General Fund Transfers	27,392.4	26,767.4	29,747.6	0.0	31,607.1	0.0	31,607.1
112 Other Transfers	0.0	2,356.0	0.0	0.0	0.0	0.0	0.0
130 Other Revenues	939.0	767.4	951.0	0.0	951.0	0.0	951.0
150 Fund Balance	0.0	(0.0)	0.0	0.0	0.0	0.0	0.0
<b>REVENUE, TRANSFERS</b>	<b>28,331.4</b>	<b>29,890.8</b>	<b>30,698.6</b>	<b>0.0</b>	<b>32,558.1</b>	<b>0.0</b>	<b>32,558.1</b>
<b>REVENUE</b>	<b>28,331.4</b>	<b>29,890.8</b>	<b>30,698.6</b>	<b>0.0</b>	<b>32,558.1</b>	<b>0.0</b>	<b>32,558.1</b>
<b>EXPENSE</b>							
200 Personal services and employee benefits	17,902.6	17,549.8	19,253.0	23,749.8	19,906.1	0.0	19,906.1
300 Contractual services	7,473.9	7,425.8	8,199.2	0.0	9,209.4	0.0	9,209.4
400 Other	2,954.9	3,533.2	3,246.4	0.0	3,442.6	0.0	3,442.6
<b>EXPENDITURES</b>	<b>28,331.4</b>	<b>28,508.8</b>	<b>30,698.6</b>	<b>23,749.79</b>	<b>32,558.1</b>	<b>0.0</b>	<b>32,558.1</b>
<b>EXPENSE</b>	<b>28,331.4</b>	<b>28,508.8</b>	<b>30,698.6</b>	<b>23,749.79</b>	<b>32,558.1</b>	<b>0.0</b>	<b>32,558.1</b>
<b>FTE POSITIONS</b>							
810 Permanent	176.00	0.00	176.00	175.95	177.00	0.00	177.00
<b>FTEs</b>	<b>176.00</b>	<b>0.00</b>	<b>176.00</b>	<b>175.95</b>	<b>177.00</b>	<b>0.00</b>	<b>177.00</b>
<b>FTE POSITIONS</b>	<b>176.00</b>	<b>0.00</b>	<b>176.00</b>	<b>175.95</b>	<b>177.00</b>	<b>0.00</b>	<b>177.00</b>

Program Support

State of New Mexico  
S-9 Account Code Revenue/Expenditure Summary

BU PCode Department  
33300 P572 000000

(Dollars in Thousands)

		2024-25	2024-25	2025-26	2026-27	----- FY 2027 Agency Request -----		
		Opbud	Actuals	Opbud	PCF Proj	Base	Expansion	Total
499105	General Fd. Appropriation	27,392.4	26,767.4	29,747.6	0.0	31,607.1	0.0	31,607.1
111	General Fund Transfers	27,392.4	26,767.4	29,747.6	0.0	31,607.1	0.0	31,607.1
425909	Other Services - Interagency	0.0	1,731.0	0.0	0.0	0.0	0.0	0.0
499905	Other Financing Sources	0.0	625.0	0.0	0.0	0.0	0.0	0.0
112	Other Transfers	0.0	2,356.0	0.0	0.0	0.0	0.0	0.0
406401	Cannabis Admin Fee	0.0	443.6	0.0	0.0	417.7	0.0	417.7
496302	Workers' Comp. Assessment	174.0	185.3	230.3	0.0	230.3	0.0	230.3
496901	Miscellaneous Revenue	0.0	0.2	0.0	0.0	0.0	0.0	0.0
496902	Miscellaneous Revenue	765.0	138.4	720.7	0.0	303.0	0.0	303.0
130	Other Revenues	939.0	767.4	951.0	0.0	951.0	0.0	951.0
325900	Restricted FB - Gov	0.0	(0.0)	0.0	0.0	0.0	0.0	0.0
150	Fund Balance	0.0	(0.0)	0.0	0.0	0.0	0.0	0.0
<b>TOTAL REVENUE</b>		<b>28,331.4</b>	<b>29,890.8</b>	<b>30,698.6</b>	<b>0.0</b>	<b>32,558.1</b>	<b>0.0</b>	<b>32,558.1</b>
520100	Exempt Perm Positions P/T&F/T	941.2	969.2	880.5	1,075.9	880.5	0.0	880.5
520300	Classified Perm Positions F/T	12,619.1	11,732.0	13,766.6	16,132.2	13,769.5	0.0	13,769.5
520600	Paid Unused Sick Leave	23.5	25.3	23.5	0.0	23.5	0.0	23.5
520700	Overtime & Other Premium Pay	22.1	22.4	22.1	0.0	113.5	0.0	113.5
520800	Annl & Comp Paid At Separation	28.6	81.7	28.6	0.0	28.6	0.0	28.6
521100	Group Insurance Premium	1,295.3	1,004.2	1,229.6	1,829.4	1,735.8	0.0	1,735.8
521200	Retirement Contributions	1,838.6	2,465.1	2,045.0	3,295.7	2,045.0	0.0	2,045.0
521300	F I C A	867.6	939.6	935.8	1,055.2	935.8	0.0	935.8
521400	Workers' Comp Assessment Fee	1.6	1.3	1.6	0.0	1.6	0.0	1.6
521410	GSD Work Comp Insur Premium	14.8	14.8	31.5	0.0	17.1	0.0	17.1
521500	Unemployment Comp Premium	5.7	5.7	2.0	0.0	15.6	0.0	15.6
521600	Employee Liability Ins Premium	32.3	32.3	49.0	0.0	102.4	0.0	102.4
521700	RHC Act Contributions	212.2	256.2	237.2	361.3	237.2	0.0	237.2
200	Personal services and employee benefits	17,902.6	17,549.8	19,253.0	23,749.8	19,906.1	0.0	19,906.1
535200	Professional Services	385.1	305.1	406.1	0.0	431.3	0.0	431.3
535300	Other Services	81.9	60.1	68.3	0.0	68.5	0.0	68.5
535400	Audit Services	287.2	277.6	298.3	0.0	333.3	0.0	333.3

535500	Attorney Services	70.3	18.6	79.3	0.0	94.3	0.0	94.3
535600	IT Services	6,649.4	6,764.4	7,347.2	0.0	8,282.0	0.0	8,282.0
<b>300</b>	<b>Contractual services</b>	<b>7,473.9</b>	<b>7,425.8</b>	<b>8,199.2</b>	<b>0.0</b>	<b>9,209.4</b>	<b>0.0</b>	<b>9,209.4</b>
542100	Employee I/S Mileage & Fares	2.0	3.1	2.0	0.0	2.0	0.0	2.0
542200	Employee I/S Meals & Lodging	12.1	3.1	13.1	0.0	13.1	0.0	13.1
542500	Transp - Fuel & Oil	3.5	4.8	3.5	0.0	3.5	0.0	3.5
542600	Transp - Parts & Supplies	0.4	3.6	0.4	0.0	0.4	0.0	0.4
542700	Transp - Transp Insurance	0.1	0.1	0.1	0.0	0.1	0.0	0.1
542800	State Transp Pool Charges	29.7	28.9	42.0	0.0	53.2	0.0	53.2
543200	Maint - Furn, Fixt, Equipment	22.3	3.4	22.3	0.0	22.3	0.0	22.3
543300	Maint - Buildings & Structures	2.1	3.1	2.1	0.0	2.1	0.0	2.1
543400	Maint - Property Insurance	0.1	0.0	0.1	0.0	0.1	0.0	0.1
543500	Maint - Supplies	0.0	0.1	0.0	0.0	0.0	0.0	0.0
543820	Maintenance IT	38.5	0.0	38.5	0.0	38.5	0.0	38.5
543830	IT HW/SW Agreements	1,159.6	1,189.6	1,360.6	0.0	1,371.6	0.0	1,371.6
544000	Supply Inventory IT	148.5	299.5	151.4	0.0	192.0	0.0	192.0
544100	Supplies-Office Supplies	62.1	78.7	49.8	0.0	49.8	0.0	49.8
544200	Supplies-Medical,Lab,Personal	0.0	0.3	0.0	0.0	0.0	0.0	0.0
544700	Supplies-Clothng,Unifrms,Linen	0.5	0.0	0.5	0.0	0.5	0.0	0.5
544900	Supplies-Inventory Exempt	3.0	110.5	3.0	0.0	3.0	0.0	3.0
545600	Reporting & Recording	0.5	1.9	0.5	0.0	0.5	0.0	0.5
545700	ISD Services	171.0	192.2	100.1	0.0	150.4	0.0	150.4
545710	DOIT HCM Assessment Fees	64.2	57.7	63.0	0.0	66.5	0.0	66.5
545900	Printing & Photo Services	143.2	157.2	143.2	0.0	143.2	0.0	143.2
546100	Postage & Mail Services	0.0	155.0	0.0	0.0	0.0	0.0	0.0
546310	Utilities - Sewer/Garbage	0.0	0.6	0.0	0.0	0.0	0.0	0.0
546400	Rent Of Land & Buildings	204.4	171.3	204.4	0.0	204.4	0.0	204.4
546500	Rent Of Equipment	38.1	51.3	38.1	0.0	38.1	0.0	38.1
546600	Communications	11.7	25.8	12.8	0.0	12.8	0.0	12.8
546610	DOIT Telecommunications	285.4	213.7	263.2	0.0	280.8	0.0	280.8
546700	Subscriptions/Dues/License Fee	366.0	344.6	459.6	0.0	501.5	0.0	501.5
546709	Subscription & Due Interagency	0.0	0.0	1.0	0.0	1.0	0.0	1.0
546800	Employee Training & Education	42.7	51.3	50.7	0.0	65.2	0.0	65.2
546900	Advertising	1.0	13.0	1.0	0.0	1.0	0.0	1.0
547000	Legal Settlements	0.0	116.9	0.0	0.0	0.0	0.0	0.0
547730	Lease Principal Payment	0.0	0.0	0.0	0.0	0.0	0.0	0.0
547900	Miscellaneous Expense	3.0	1.0	3.0	0.0	3.0	0.0	3.0

548200	Furniture & Fixtures	0.0	(0.0)	0.0	0.0	0.0	0.0	0.0
548300	Information Tech Equipment	99.7	209.1	158.9	0.0	160.9	0.0	160.9
548800	Automotive & Aircraft	0.0	0.0	0.0	0.0	0.0	0.0	0.0
548882	Lease Interest	0.0	0.0	0.0	0.0	0.0	0.0	0.0
549600	Employee O/S Mileage & Fares	19.0	17.1	36.0	0.0	39.6	0.0	39.6
549700	Employee O/S Meals & Lodging	20.5	24.9	21.5	0.0	21.5	0.0	21.5
400	Other	2,954.9	3,533.2	3,246.4	0.0	3,442.6	0.0	3,442.6
<b>TOTAL EXPENSE</b>		<b>28,331.4</b>	<b>28,508.8</b>	<b>30,698.6</b>	<b>23,749.8</b>	<b>32,558.1</b>	<b>0.0</b>	<b>32,558.1</b>
810	Permanent	176.00	0.00	176.00	175.95	177.00	0.00	177.00
810	Permanent	176.00	0.00	176.00	175.95	177.00	0.00	177.00
<b>TOTAL FTE POSITIONS</b>		<b>176.00</b>	<b>0.00</b>	<b>176.00</b>	<b>175.95</b>	<b>177.00</b>	<b>0.00</b>	<b>177.00</b>

## REV EXP COMPARISON

(Dollars in Thousands)

**33300 - Taxation and Revenue Department**

**P572 - Program Support**

	General Fund	Other Funds	Other Transfers	Federal Funds	Total
<b>SOURCES Totals</b>	<b>31,607.1</b>	<b>951.0</b>	<b>0.0</b>	<b>0.0</b>	<b>32,558.1</b>
Personal services and employee benefits	18,955.1	951.0	0.0	0.0	19906.1
Contractual services	9,209.4	0.0	0.0	0.0	9209.4
Other	3,442.6	0.0	0.0	0.0	3442.6
<b>USES Total:</b>	<b>31,607.1</b>	<b>951.0</b>	<b>0.0</b>	<b>0.0</b>	<b>32,558.1</b>
<b>Net:</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

**Program Support**

**BU PCode Department**  
 33300 P572 000000

State of New Mexico

**E4/E5 Summary**

(Dollars in Thousands)

	2024-25	2025-26	FY 2027 Agency Request				Total
	Actuals	Opbud	GF	OSF	ISF/IAT	FF	
520100 Exempt Perm Positions P/T&F/T	969.2	880.5	880.5	0.0	0.0	0.0	880.5
520300 Classified Perm Positions F/T	11,732.0	13,766.6	13,088.0	681.5	0.0	0.0	13,769.5
520600 Paid Unused Sick Leave	25.3	23.5	23.5	0.0	0.0	0.0	23.5
520700 Overtime & Other Premium Pay	22.4	22.1	113.5	0.0	0.0	0.0	113.5
520800 Annl & Comp Paid At Separation	81.7	28.6	28.6	0.0	0.0	0.0	28.6
521100 Group Insurance Premium	1,004.2	1,229.6	1,656.6	79.2	0.0	0.0	1,735.8
521200 Retirement Contributions	2,465.1	2,045.0	1,922.7	122.3	0.0	0.0	2,045.0
521300 F I C A	939.6	935.8	883.7	52.1	0.0	0.0	935.8
521400 Workers' Comp Assessment Fee	1.3	1.6	1.6	0.0	0.0	0.0	1.6
521410 GSD Work Comp Insur Premium	14.8	31.5	17.1	0.0	0.0	0.0	17.1
521500 Unemployment Comp Premium	5.7	2.0	15.6	0.0	0.0	0.0	15.6
521600 Employee Liability Ins Premium	32.3	49.0	102.4	0.0	0.0	0.0	102.4
521700 RHC Act Contributions	256.2	237.2	221.3	15.9	0.0	0.0	237.2
<b>200 Personal services and employee benefits</b>	<b>17,549.8</b>	<b>19,253.0</b>	<b>18,955.1</b>	<b>951.0</b>	<b>0.0</b>	<b>0.0</b>	<b>19,906.1</b>
535200 Professional Services	305.1	406.1	431.3	0.0	0.0	0.0	431.3
535300 Other Services	60.1	68.3	68.5	0.0	0.0	0.0	68.5
535400 Audit Services	277.6	298.3	333.3	0.0	0.0	0.0	333.3
535500 Attorney Services	18.6	79.3	94.3	0.0	0.0	0.0	94.3
535600 IT Services	6,764.4	7,347.2	8,282.0	0.0	0.0	0.0	8,282.0
<b>300 Contractual services</b>	<b>7,425.8</b>	<b>8,199.2</b>	<b>9,209.4</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>9,209.4</b>
542100 Employee I/S Mileage & Fares	3.1	2.0	2.0	0.0	0.0	0.0	2.0
542200 Employee I/S Meals & Lodging	3.1	13.1	13.1	0.0	0.0	0.0	13.1
542500 Transp - Fuel & Oil	4.8	3.5	3.5	0.0	0.0	0.0	3.5
542600 Transp - Parts & Supplies	3.6	0.4	0.4	0.0	0.0	0.0	0.4
542700 Transp - Transp Insurance	0.1	0.1	0.1	0.0	0.0	0.0	0.1
542800 State Transp Pool Charges	28.9	42.0	53.2	0.0	0.0	0.0	53.2
543200 Maint - Furn, Fixt, Equipment	3.4	22.3	22.3	0.0	0.0	0.0	22.3
543300 Maint - Buildings & Structures	3.1	2.1	2.1	0.0	0.0	0.0	2.1
543400 Maint - Property Insurance	0.0	0.1	0.1	0.0	0.0	0.0	0.1
543500 Maint - Supplies	0.1	0.0	0.0	0.0	0.0	0.0	0.0
543820 Maintenance IT	0.0	38.5	38.5	0.0	0.0	0.0	38.5

543830	IT HW/SW Agreements	1,189.6	1,360.6	1,371.6	0.0	0.0	0.0	1,371.6
544000	Supply Inventory IT	299.5	151.4	192.0	0.0	0.0	0.0	192.0
544100	Supplies-Office Supplies	78.7	49.8	49.8	0.0	0.0	0.0	49.8
544200	Supplies-Medical,Lab,Personal	0.3	0.0	0.0	0.0	0.0	0.0	0.0
544700	Supplies-Clothng,Unifrms,Linen	0.0	0.5	0.5	0.0	0.0	0.0	0.5
544900	Supplies-Inventory Exempt	110.5	3.0	3.0	0.0	0.0	0.0	3.0
545600	Reporting & Recording	1.9	0.5	0.5	0.0	0.0	0.0	0.5
545700	ISD Services	192.2	100.1	150.4	0.0	0.0	0.0	150.4
545710	DOIT HCM Assessment Fees	57.7	63.0	66.5	0.0	0.0	0.0	66.5
545900	Printing & Photo Services	157.2	143.2	143.2	0.0	0.0	0.0	143.2
546100	Postage & Mail Services	155.0	0.0	0.0	0.0	0.0	0.0	0.0
546310	Utilities - Sewer/Garbage	0.6	0.0	0.0	0.0	0.0	0.0	0.0
546400	Rent Of Land & Buildings	171.3	204.4	204.4	0.0	0.0	0.0	204.4
546500	Rent Of Equipment	51.3	38.1	38.1	0.0	0.0	0.0	38.1
546600	Communications	25.8	12.8	12.8	0.0	0.0	0.0	12.8
546610	DOIT Telecommunications	213.7	263.2	280.8	0.0	0.0	0.0	280.8
546700	Subscriptions/Dues/License Fee	344.6	459.6	501.5	0.0	0.0	0.0	501.5
546709	Subscription & Due Interagency	0.0	1.0	1.0	0.0	0.0	0.0	1.0
546800	Employee Training & Education	51.3	50.7	65.2	0.0	0.0	0.0	65.2
546900	Advertising	13.0	1.0	1.0	0.0	0.0	0.0	1.0
547000	Legal Settlements	116.9	0.0	0.0	0.0	0.0	0.0	0.0
547730	Lease Principal Payment	0.0	0.0	0.0	0.0	0.0	0.0	0.0
547900	Miscellaneous Expense	1.0	3.0	3.0	0.0	0.0	0.0	3.0
548200	Furniture & Fixtures	(0.0)	0.0	0.0	0.0	0.0	0.0	0.0
548300	Information Tech Equipment	209.1	158.9	160.9	0.0	0.0	0.0	160.9
548800	Automotive & Aircraft	0.0	0.0	0.0	0.0	0.0	0.0	0.0
548882	Lease Interest	0.0	0.0	0.0	0.0	0.0	0.0	0.0
549600	Employee O/S Mileage & Fares	17.1	36.0	39.6	0.0	0.0	0.0	39.6
549700	Employee O/S Meals & Lodging	24.9	21.5	21.5	0.0	0.0	0.0	21.5
400	Other	3,533.2	3,246.4	3,442.6	0.0	0.0	0.0	3,442.6
<b>TOTAL EXPENSE</b>		<b>28,508.8</b>	<b>30,698.6</b>	<b>31,607.1</b>	<b>951.0</b>	<b>0.0</b>	<b>0.0</b>	<b>32,558.1</b>

**P572**

**Administrative Services Division**

Program Support

State of New Mexico  
S-8 Financial Summary

BU PCode Department  
33300 P572 1000000000-33300

(Dollars in Thousands)

		2024-25	2024-25	2025-26	2026-27	----- FY 2027 Agency Request -----		
		Opbud	Actuals	Opbud	PCF Proj	Base	Expansion	Total
		0.0	0.0	0.0	0.0	0.0	0.0	0.0
<b>EXPENSE</b>								
200	Personal services and employee benefits	10,150.6	9,614.2	10,801.8	12,997.6	11,343.1	0.0	11,343.1
300	Contractual services	824.1	498.2	862.8	0.0	923.0	0.0	923.0
400	Other	1,120.9	1,476.0	1,225.1	0.0	1,297.9	0.0	1,297.9
<b>EXPENDITURES</b>		<b>12,095.6</b>	<b>11,588.4</b>	<b>12,889.7</b>	<b>12,997.6</b>	<b>13,564.0</b>	<b>0.0</b>	<b>13,564.0</b>
<b>EXPENSE</b>		<b>12,095.6</b>	<b>11,588.4</b>	<b>12,889.7</b>	<b>12,997.6</b>	<b>13,564.0</b>	<b>0.0</b>	<b>13,564.0</b>
<b>FTE POSITIONS</b>								
810	Permanent	102.00	0.00	102.00	102.75	103.00	0.00	103.00
<b>FTEs</b>		<b>102.00</b>	<b>0.00</b>	<b>102.00</b>	<b>102.75</b>	<b>103.00</b>	<b>0.00</b>	<b>103.00</b>
<b>FTE POSITIONS</b>		<b>102.00</b>	<b>0.00</b>	<b>102.00</b>	<b>102.75</b>	<b>103.00</b>	<b>0.00</b>	<b>103.00</b>

Program Support

State of New Mexico  
S-9 Account Code Revenue/Expenditure Summary

BU PCode Department  
33300 P572 1000000000-33300

(Dollars in Thousands)

		2024-25	2024-25	2025-26	2026-27	----- FY 2027 Agency Request -----		
		Opbud	Actuals	Opbud	PCF Proj	Base	Expansion	Total
520100	Exempt Perm Positions P/T&F/T	941.2	969.2	880.5	1,075.9	880.5	0.0	880.5
520300	Classified Perm Positions F/T	6,729.6	5,904.9	7,296.6	8,209.1	7,467.0	0.0	7,467.0
520600	Paid Unused Sick Leave	3.5	7.6	3.5	0.0	3.5	0.0	3.5
520700	Overtime & Other Premium Pay	0.0	14.3	0.0	0.0	49.4	0.0	49.4
520800	Annl & Comp Paid At Separation	15.0	56.9	15.0	0.0	15.0	0.0	15.0
521100	Group Insurance Premium	675.6	642.5	609.9	1,158.2	900.6	0.0	900.6
521200	Retirement Contributions	1,093.8	1,340.1	1,229.4	1,788.7	1,229.4	0.0	1,229.4
521300	F I C A	529.2	508.0	569.3	569.6	569.3	0.0	569.3
521400	Workers' Comp Assessment Fee	0.9	0.8	0.9	0.0	0.9	0.0	0.9
521410	GSD Work Comp Insur Premium	8.6	8.6	18.3	0.0	10.0	0.0	10.0
521500	Unemployment Comp Premium	3.3	3.3	1.2	0.0	9.1	0.0	9.1
521600	Employee Liability Ins Premium	18.7	18.7	28.4	0.0	59.6	0.0	59.6
521700	RHC Act Contributions	131.2	139.3	148.8	196.0	148.8	0.0	148.8
<b>200</b>	<b>Personal services and employee benefits</b>	<b>10,150.6</b>	<b>9,614.2</b>	<b>10,801.8</b>	<b>12,997.6</b>	<b>11,343.1</b>	<b>0.0</b>	<b>11,343.1</b>
535200	Professional Services	320.0	113.2	341.0	0.0	366.2	0.0	366.2
535300	Other Services	76.7	60.1	65.6	0.0	65.6	0.0	65.6
535400	Audit Services	287.2	277.6	298.3	0.0	333.3	0.0	333.3
535500	Attorney Services	57.3	18.6	66.3	0.0	66.3	0.0	66.3
535600	IT Services	82.9	28.6	91.6	0.0	91.6	0.0	91.6
<b>300</b>	<b>Contractual services</b>	<b>824.1</b>	<b>498.2</b>	<b>862.8</b>	<b>0.0</b>	<b>923.0</b>	<b>0.0</b>	<b>923.0</b>
542100	Employee I/S Mileage & Fares	2.0	1.6	2.0	0.0	2.0	0.0	2.0
542200	Employee I/S Meals & Lodging	9.0	2.0	10.0	0.0	10.0	0.0	10.0
542500	Transp - Fuel & Oil	3.5	3.4	3.5	0.0	3.5	0.0	3.5
542600	Transp - Parts & Supplies	0.4	3.6	0.4	0.0	0.4	0.0	0.4
542700	Transp - Transp Insurance	0.1	0.1	0.1	0.0	0.1	0.0	0.1
542800	State Transp Pool Charges	19.0	22.0	31.3	0.0	41.2	0.0	41.2
543200	Maint - Furn, Fixt, Equipment	19.0	3.4	19.0	0.0	19.0	0.0	19.0
543300	Maint - Buildings & Structures	0.0	3.0	0.0	0.0	0.0	0.0	0.0
543400	Maint - Property Insurance	0.1	0.0	0.1	0.0	0.1	0.0	0.1
543500	Maint - Supplies	0.0	0.1	0.0	0.0	0.0	0.0	0.0

543820	Maintenance IT	38.5	0.0	38.5	0.0	38.5	0.0	38.5
543830	IT HW/SW Agreements	159.5	203.7	159.5	0.0	159.5	0.0	159.5
544000	Supply Inventory IT	73.4	142.9	76.3	0.0	76.3	0.0	76.3
544100	Supplies-Office Supplies	52.0	73.6	39.7	0.0	39.7	0.0	39.7
544200	Supplies-Medical,Lab,Personal	0.0	0.3	0.0	0.0	0.0	0.0	0.0
544700	Supplies-Clothng,Unifrms,Linen	0.5	0.0	0.5	0.0	0.5	0.0	0.5
544900	Supplies-Inventory Exempt	3.0	44.9	3.0	0.0	3.0	0.0	3.0
545600	Reporting & Recording	0.5	1.2	0.5	0.0	0.5	0.0	0.5
545700	ISD Services	46.9	61.6	58.0	0.0	87.5	0.0	87.5
545710	DOIT HCM Assessment Fees	37.2	33.5	36.5	0.0	38.7	0.0	38.7
545900	Printing & Photo Services	143.2	156.8	143.2	0.0	143.2	0.0	143.2
546100	Postage & Mail Services	0.0	155.0	0.0	0.0	0.0	0.0	0.0
546310	Utilities - Sewer/Garbage	0.0	0.6	0.0	0.0	0.0	0.0	0.0
546400	Rent Of Land & Buildings	144.3	119.2	144.3	0.0	144.3	0.0	144.3
546500	Rent Of Equipment	30.1	43.8	30.1	0.0	30.1	0.0	30.1
546600	Communications	10.0	11.1	10.0	0.0	10.0	0.0	10.0
546610	DOIT Telecommunications	165.4	95.3	152.5	0.0	163.4	0.0	163.4
546700	Subscriptions/Dues/License Fee	117.1	65.3	193.9	0.0	199.7	0.0	199.7
546800	Employee Training & Education	22.7	42.5	30.7	0.0	45.2	0.0	45.2
546900	Advertising	1.0	13.0	1.0	0.0	1.0	0.0	1.0
547000	Legal Settlements	0.0	116.9	0.0	0.0	0.0	0.0	0.0
547730	Lease Principal Payment	0.0	0.0	0.0	0.0	0.0	0.0	0.0
547900	Miscellaneous Expense	3.0	1.0	3.0	0.0	3.0	0.0	3.0
548200	Furniture & Fixtures	0.0	0.0	0.0	0.0	0.0	0.0	0.0
548300	Information Tech Equipment	0.0	33.5	0.0	0.0	0.0	0.0	0.0
548800	Automotive & Aircraft	0.0	0.0	0.0	0.0	0.0	0.0	0.0
548882	Lease Interest	0.0	(0.0)	0.0	0.0	0.0	0.0	0.0
549600	Employee O/S Mileage & Fares	9.0	9.6	26.0	0.0	26.0	0.0	26.0
549700	Employee O/S Meals & Lodging	10.5	11.8	11.5	0.0	11.5	0.0	11.5
400	Other	1,120.9	1,476.0	1,225.1	0.0	1,297.9	0.0	1,297.9
<b>TOTAL EXPENSE</b>		<b>12,095.6</b>	<b>11,588.4</b>	<b>12,889.7</b>	<b>12,997.6</b>	<b>13,564.0</b>	<b>0.0</b>	<b>13,564.0</b>
810	Permanent	102.00	0.00	0.00	102.75	103.00	0.00	103.00
810	Permanent	102.00	0.00	0.00	102.75	103.00	0.00	103.00
<b>TOTAL FTE POSITIONS</b>		<b>102.00</b>	<b>0.00</b>	<b>0.00</b>	<b>102.75</b>	<b>103.00</b>	<b>0.00</b>	<b>103.00</b>

Program Support

State of New Mexico  
E4 DeptID Detail

BU PCode Department  
33300 P572 1000000000-33300

(Dollars in Thousands)

Fund	Account		2024-25	2025-26	2026-27	FY 2027 Agency Request				Justification	
			Actuals	Opbud	PCF Proj	GF	OSF	ISF/IAT	FF		Total
00000	520300	Classified Perm Positions F/T	0.0	0.0	288.982	0.0	0.0	0.0	0.0	0.0	
00000	521100	Group Insurance Premium	0.0	0.0	22.492	0.0	0.0	0.0	0.0	0.0	
00000	521200	Retirement Contributions	0.0	0.0	54.965	0.0	0.0	0.0	0.0	0.0	
00000	521300	F I C A	0.0	0.0	17.712	0.0	0.0	0.0	0.0	0.0	
00000	521700	RHC Act Contributions	0.0	0.0	7.142	0.0	0.0	0.0	0.0	0.0	
17200	520100	Exempt Perm Positions P/T&F/T	969.2	880.5	1075.943	880.5	0.0	0.0	0.0	880.5	
17200	520300	Classified Perm Positions F/T	5,904.9	7,296.6	7920.145	7,076.0	391.0	0.0	0.0	7,467.0	Includes transfer of 1 FTE from P573
17200	520600	Paid Unused Sick Leave	7.6	3.5	0	3.5	0.0	0.0	0.0	3.5	
17200	520700	Overtime & Other Premium Pay	14.3	0.0	0	49.4	0.0	0.0	0.0	49.4	Longevity Pay
17200	520800	Annl & Comp Paid At Separation	56.9	15.0	0	15.0	0.0	0.0	0.0	15.0	
17200	521100	Group Insurance Premium	642.5	609.9	1135.718	862.6	38.0	0.0	0.0	900.6	
17200	521200	Retirement Contributions	1,340.1	1,229.4	1733.726	1,157.4	72.0	0.0	0.0	1,229.4	
17200	521300	F I C A	508.0	569.3	551.901	538.8	30.5	0.0	0.0	569.3	
17200	521400	Workers' Comp Assessment Fee	0.8	0.9	0	0.9	0.0	0.0	0.0	0.9	
17200	521410	GSD Work Comp Insur Premium	8.6	18.3	0	10.0	0.0	0.0	0.0	10.0	
17200	521500	Unemployment Comp Premium	3.3	1.2	0	9.1	0.0	0.0	0.0	9.1	
17200	521600	Employee Liability Ins Premium	18.7	28.4	0	59.6	0.0	0.0	0.0	59.6	
17200	521700	RHC Act Contributions	139.3	148.8	188.832	138.8	10.0	0.0	0.0	148.8	
	<b>200</b>	<b>Personal services and employee benefits</b>	<b>9,614.2</b>	<b>10,801.8</b>	<b>12997.558</b>	<b>10,801.6</b>	<b>541.5</b>	<b>0.0</b>	<b>0.0</b>	<b>11,343.1</b>	
17200	542100	Employee I/S Mileage & Fares	1.6	2.0	0	2.0	0.0	0.0	0.0	2.0	
17200	542200	Employee I/S Meals & Lodging	2.0	10.0	0	10.0	0.0	0.0	0.0	10.0	
17200	542500	Transp - Fuel & Oil	3.4	3.5	0	3.5	0.0	0.0	0.0	3.5	
17200	542600	Transp - Parts & Supplies	3.6	0.4	0	0.4	0.0	0.0	0.0	0.4	
17200	542700	Transp - Transp Insurance	0.1	0.1	0	0.1	0.0	0.0	0.0	0.1	
17200	542800	State Transp Pool Charges	22.0	31.3	0	41.2	0.0	0.0	0.0	41.2	
17200	543200	Maint - Furn, Fixt, Equipment	3.4	19.0	0	19.0	0.0	0.0	0.0	19.0	
17200	543300	Maint - Buildings & Structures	3.0	0.0	0	0.0	0.0	0.0	0.0	0.0	
17200	543400	Maint - Property Insurance	0.0	0.1	0	0.1	0.0	0.0	0.0	0.1	
17200	543500	Maint - Supplies	0.1	0.0	0	0.0	0.0	0.0	0.0	0.0	
17200	543820	Maintenance IT	0.0	38.5	0	38.5	0.0	0.0	0.0	38.5	
17200	543830	IT HW/SW Agreements	203.7	159.5	0	159.5	0.0	0.0	0.0	159.5	
17200	544000	Supply Inventory IT	142.9	76.3	0	76.3	0.0	0.0	0.0	76.3	
17200	544100	Supplies-Office Supplies	73.6	39.7	0	39.7	0.0	0.0	0.0	39.7	
17200	544200	Supplies-Medical, Lab, Personal	0.3	0.0	0	0.0	0.0	0.0	0.0	0.0	
17200	544700	Supplies-Clothng, Unifrms, Linen	0.0	0.5	0	0.5	0.0	0.0	0.0	0.5	

17200	544900	Supplies-Inventory Exempt	44.9	3.0	0	3.0	0.0	0.0	0.0	3.0
17200	545600	Reporting & Recording	1.2	0.5	0	0.5	0.0	0.0	0.0	0.5
17200	545700	ISD Services	61.6	58.0	0	87.5	0.0	0.0	0.0	87.5
17200	545710	DOIT HCM Assessment Fees	33.5	36.5	0	38.7	0.0	0.0	0.0	38.7
17200	545900	Printing & Photo Services	156.8	143.2	0	143.2	0.0	0.0	0.0	143.2
17200	546100	Postage & Mail Services	155.0	0.0	0	0.0	0.0	0.0	0.0	0.0
17200	546310	Utilities - Sewer/Garbage	0.6	0.0	0	0.0	0.0	0.0	0.0	0.0
17200	546400	Rent Of Land & Buildings	119.2	144.3	0	144.3	0.0	0.0	0.0	144.3
17200	546500	Rent Of Equipment	43.8	30.1	0	30.1	0.0	0.0	0.0	30.1
17200	546600	Communications	11.1	10.0	0	10.0	0.0	0.0	0.0	10.0
17200	546610	DOIT Telecommunications	95.3	152.5	0	163.4	0.0	0.0	0.0	163.4
17200	546700	Subscriptions/Dues/License Fee	65.3	193.9	0	199.7	0.0	0.0	0.0	199.7
17200	546800	Employee Training & Education	42.5	30.7	0	45.2	0.0	0.0	0.0	45.2 Increase for HR training
17200	546900	Advertising	13.0	1.0	0	1.0	0.0	0.0	0.0	1.0
17200	547000	Legal Settlements	116.9	0.0	0	0.0	0.0	0.0	0.0	0.0
17200	547730	Lease Principal Payment	0.0	0.0	0	0.0	0.0	0.0	0.0	0.0
17200	547900	Miscellaneous Expense	1.0	3.0	0	3.0	0.0	0.0	0.0	3.0
17200	548200	Furniture & Fixtures	0.0	0.0	0	0.0	0.0	0.0	0.0	0.0
17200	548300	Information Tech Equipment	33.5	0.0	0	0.0	0.0	0.0	0.0	0.0
17200	548800	Automotive & Aircraft	0.0	0.0	0	0.0	0.0	0.0	0.0	0.0
17200	548882	Lease Interest	(0.0)	0.0	0	0.0	0.0	0.0	0.0	0.0
17200	549600	Employee O/S Mileage & Fares	9.6	26.0	0	26.0	0.0	0.0	0.0	26.0
17200	549700	Employee O/S Meals & Lodging	11.8	11.5	0	11.5	0.0	0.0	0.0	11.5
	400	Other	1,476.0	1,225.1	0	1,297.9	0.0	0.0	0.0	1,297.9
<b>TOTAL EXPENSE</b>			<b>11,090.2</b>	<b>12,026.9</b>	<b>12997.558</b>	<b>12,099.5</b>	<b>541.5</b>	<b>0.0</b>	<b>0.0</b>	<b>12,641.0</b>



17200	535400	Audit Services	1004 CLIFTON LARSON ALLEN LLP	0.0	65.0	0.0	0.0	0.0	65.0	FY25 GASB 87 & 96. Lease/Contract Analysis and Updates 60-80 hours estimated.
17200	535500	Attorney Services	1000	18.6	0.0	0.0	0.0	0.0	0.0	
17200	535500	Attorney Services	1001 MANEY & GORDON PA	0.0	10.0	0.0	0.0	0.0	10.0	Legal services to represent with hiring foreign nationals and Visa sponsorship.
17200	535500	Attorney Services	1002 MILLER STRATVERT PA	0.0	10.0	0.0	0.0	0.0	10.0	Legal advice and services related to labor & employment law for the New Mexico Taxation and Revenue Department on a case by case basis as needed.
17200	535500	Attorney Services	1003 PEIFER HANSON MULLINS & BAKER PA	0.0	9.0	0.0	0.0	0.0	9.0	To provide legal services to represent and advise TRD at administrative hearings
17200	535500	Attorney Services	1004 PLANET DEPOS LLC	0.0	0.0	0.0	0.0	0.0	0.0	
17200	535500	Attorney Services	1005 BJV PROFESSIONAL SERVICES LLC	0.0	0.0	0.0	0.0	0.0	0.0	
17200	535500	Attorney Services	1006 Tax protests hearings under the Tax Administrative Act	0.0	37.3	0.0	0.0	0.0	37.3	
17200	535600	IT Services	1000	28.6	0.0	0.0	0.0	0.0	0.0	
17200	535600	IT Services	1001 ADVANCED NETWORK MANAGEMENT	0.0	0.0	0.0	0.0	0.0	0.0	
17200	535600	IT Services	1002 REAL TIME SOLUTIONS INC	0.0	1.6	0.0	0.0	0.0	1.6	Deliverable 5:Realtime Messaging services monthly fee Del 5 SPA 90-00000-19-00065BX
17200	535600	IT Services	1003 Subscription for development and modification of TRD Learn	0.0	10.0	0.0	0.0	0.0	10.0	
17200	535600	IT Services	1004 Annual Security Assessment	0.0	80.0	0.0	0.0	0.0	80.0	
<b>TOTAL EXPENSE</b>				<b>498.2</b>	<b>923.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>923.0</b>	

**FY27 APPROPRIATION REQUEST  
FORM E-6B LEASED PASSENGER-RELATED VEHICLES**  
**Account code 542800**  
LEASED VEHICLE INFORMATION @ 7/1/25

Agency Name: Taxation and Revenue Department  
Program Name: Program Support/Administrative Services Division

Business Unit: 33300  
Program Code: P572/10000

Item No.	LONG TERM LEASES ONLY						Lease Type Operational (O) or Standard (S)	Long Term Only			SHORT TERM ONLY			Put (x) if Fed \$
	Year	Make/Model	Vehicle Type	A** R C	License Plate Number	Mileage As of 7/1/25		A	B	A x B = C	D	E	D x E = F	
								FY27 Monthly Rate S= Rate Schedule	Number of months to lease	Total cost Rate FY27	Daily Rate Based On Vehicle Type	No. of Days	Total Lease Rate	
1	2020	Chevy Bolt	02B	C	008062SG	1816	Operational (O)	512.00	12	6,144.00				
2		Honda Accord		R		0		739.12	12	8,869.44				
3	2024	Nissan Altima	02BA	C	009949SG	5783	Comercial	704.00	12	8,448.00			-	
4	2024	Nissan Rogue	06AM	C	010449SG	9886	Comercial	773.00	12	9,276.00			-	
5	TBD	3/4 Ton 4x4 Crew Cab Pickup	04J	A	TBD	TBD	Standard (S)	702.00	12	8,424.0			-	
7										-			-	
8										-			-	
9										-			-	
10										-			-	
11										-			-	
12										-			-	
13										-			-	
14										-			-	
15										-			-	
16										-			-	
17										-			-	
18										-			-	
19										-			-	
20										-			-	
21										-			-	
								<b>TOTAL LONG TERM: 41,161.44</b>			<b>TOTAL SHORT TERM:</b>			-

\*\* Code A = additional leased vehicle request C = vehicle currently leased R = request to replace previously purchased vehicle

**P572**

**Information Technology Division**

Program Support

BU PCode Department  
 33300 P572 2100000000-33300

State of New Mexico  
**S-8 Financial Summary**

(Dollars in Thousands)

		2024-25	2024-25	2025-26	2026-27	----- FY 2027 Agency Request -----		
		Opbud	Actuals	Opbud	PCF Proj	Base	Expansion	Total
		0.0	0.0	0.0	0.0	0.0	0.0	0.0
<b>EXPENSE</b>								
200	Personal services and employee benefits	7,752.0	7,935.6	8,226.2	10,752.2	8,563.0	0.0	8,563.0
300	Contractual services	6,649.8	6,927.7	7,336.4	0.0	8,286.4	0.0	8,286.4
400	Other	1,834.0	2,057.2	2,021.3	0.0	2,144.7	0.0	2,144.7
<b>EXPENDITURES</b>		<b>16,235.8</b>	<b>16,920.4</b>	<b>17,583.9</b>	<b>10,752.2</b>	<b>18,994.1</b>	<b>0.0</b>	<b>18,994.1</b>
<b>EXPENSE</b>		<b>16,235.8</b>	<b>16,920.4</b>	<b>17,583.9</b>	<b>10,752.2</b>	<b>18,994.1</b>	<b>0.0</b>	<b>18,994.1</b>
<b>FTE POSITIONS</b>								
810	Permanent	74.00	0.00	74.00	73.20	74.00	0.00	74.00
<b>FTEs</b>		<b>74.00</b>	<b>0.00</b>	<b>74.00</b>	<b>73.20</b>	<b>74.00</b>	<b>0.00</b>	<b>74.00</b>
<b>FTE POSITIONS</b>		<b>74.00</b>	<b>0.00</b>	<b>74.00</b>	<b>73.20</b>	<b>74.00</b>	<b>0.00</b>	<b>74.00</b>

Program Support

State of New Mexico  
S-9 Account Code Revenue/Expenditure Summary

BU PCode Department  
33300 P572 2100000000-33300

(Dollars in Thousands)

		2024-25	2024-25	2025-26	2026-27	----- FY 2027 Agency Request -----		
		Opbud	Actuals	Opbud	PCF Proj	Base	Expansion	Total
520300	Classified Perm Positions F/T	5,889.5	5,827.1	6,245.0	7,923.0	6,302.5	0.0	6,302.5
520600	Paid Unused Sick Leave	20.0	17.7	20.0	0.0	20.0	0.0	20.0
520700	Overtime & Other Premium Pay	22.1	8.1	22.1	0.0	64.1	0.0	64.1
520800	Annl & Comp Paid At Separation	13.6	24.7	13.6	0.0	13.6	0.0	13.6
521100	Group Insurance Premium	619.7	361.7	619.7	671.2	835.2	0.0	835.2
521200	Retirement Contributions	744.8	1,125.0	815.6	1,507.0	815.6	0.0	815.6
521300	F I C A	338.4	431.6	366.5	485.6	366.5	0.0	366.5
521400	Workers' Comp Assessment Fee	0.7	0.5	0.7	0.0	0.7	0.0	0.7
521410	GSD Work Comp Insur Premium	6.2	6.2	13.2	0.0	7.1	0.0	7.1
521500	Unemployment Comp Premium	2.4	2.4	0.8	0.0	6.5	0.0	6.5
521600	Employee Liability Ins Premium	13.6	13.6	20.6	0.0	42.8	0.0	42.8
521700	RHC Act Contributions	81.0	116.9	88.4	165.4	88.4	0.0	88.4
<b>200</b>	<b>Personal services and employee benefits</b>	<b>7,752.0</b>	<b>7,935.6</b>	<b>8,226.2</b>	<b>10,752.2</b>	<b>8,563.0</b>	<b>0.0</b>	<b>8,563.0</b>
535200	Professional Services	65.1	191.9	65.1	0.0	65.1	0.0	65.1
535300	Other Services	5.2	0.0	2.7	0.0	2.9	0.0	2.9
535500	Attorney Services	13.0	0.0	13.0	0.0	28.0	0.0	28.0
535600	IT Services	6,566.5	6,735.8	7,255.6	0.0	8,190.4	0.0	8,190.4
<b>300</b>	<b>Contractual services</b>	<b>6,649.8</b>	<b>6,927.7</b>	<b>7,336.4</b>	<b>0.0</b>	<b>8,286.4</b>	<b>0.0</b>	<b>8,286.4</b>
542100	Employee I/S Mileage & Fares	0.0	1.5	0.0	0.0	0.0	0.0	0.0
542200	Employee I/S Meals & Lodging	3.1	1.1	3.1	0.0	3.1	0.0	3.1
542500	Transp - Fuel & Oil	0.0	1.3	0.0	0.0	0.0	0.0	0.0
542700	Transp - Transp Insurance	0.0	0.0	0.0	0.0	0.0	0.0	0.0
542800	State Transp Pool Charges	10.7	7.0	10.7	0.0	12.0	0.0	12.0
543200	Maint - Furn, Fixt, Equipment	3.3	0.0	3.3	0.0	3.3	0.0	3.3
543300	Maint - Buildings & Structures	2.1	0.1	2.1	0.0	2.1	0.0	2.1
543830	IT HW/SW Agreements	1,000.1	986.0	1,201.1	0.0	1,212.1	0.0	1,212.1
544000	Supply Inventory IT	75.1	156.6	75.1	0.0	115.7	0.0	115.7
544100	Supplies-Office Supplies	10.1	5.1	10.1	0.0	10.1	0.0	10.1
544900	Supplies-Inventory Exempt	0.0	65.6	0.0	0.0	0.0	0.0	0.0
545600	Reporting & Recording	0.0	0.7	0.0	0.0	0.0	0.0	0.0

545700	ISD Services	124.1	130.6	42.1	0.0	62.9	0.0	62.9
545710	DOIT HCM Assessment Fees	27.0	24.3	26.5	0.0	27.8	0.0	27.8
545900	Printing & Photo Services	0.0	0.4	0.0	0.0	0.0	0.0	0.0
546400	Rent Of Land & Buildings	60.1	52.0	60.1	0.0	60.1	0.0	60.1
546500	Rent Of Equipment	8.0	7.5	8.0	0.0	8.0	0.0	8.0
546600	Communications	1.7	14.7	2.8	0.0	2.8	0.0	2.8
546610	DOIT Telecommunications	120.0	118.4	110.7	0.0	117.4	0.0	117.4
546700	Subscriptions/Dues/License Fee	248.9	279.3	265.7	0.0	301.8	0.0	301.8
546709	Subscription & Due Interagency	0.0	0.0	1.0	0.0	1.0	0.0	1.0
546800	Employee Training & Education	20.0	8.8	20.0	0.0	20.0	0.0	20.0
547730	Lease Principal Payment	0.0	0.0	0.0	0.0	0.0	0.0	0.0
548200	Furniture & Fixtures	0.0	(0.0)	0.0	0.0	0.0	0.0	0.0
548300	Information Tech Equipment	99.7	175.6	158.9	0.0	160.9	0.0	160.9
548882	Lease Interest	0.0	0.0	0.0	0.0	0.0	0.0	0.0
549600	Employee O/S Mileage & Fares	10.0	7.5	10.0	0.0	13.6	0.0	13.6
549700	Employee O/S Meals & Lodging	10.0	13.1	10.0	0.0	10.0	0.0	10.0
400	Other	1,834.0	2,057.2	2,021.3	0.0	2,144.7	0.0	2,144.7
<b>TOTAL EXPENSE</b>		<b>16,235.8</b>	<b>16,920.4</b>	<b>17,583.9</b>	<b>10,752.2</b>	<b>18,994.1</b>	<b>0.0</b>	<b>18,994.1</b>
810	Permanent	74.00	0.00	0.00	73.20	74.00	0.00	74.00
810	Permanent	74.00	0.00	0.00	73.20	74.00	0.00	74.00
<b>TOTAL FTE POSITIONS</b>		<b>74.00</b>	<b>0.00</b>	<b>0.00</b>	<b>73.20</b>	<b>74.00</b>	<b>0.00</b>	<b>74.00</b>

Program Support

State of New Mexico  
E4 DeptID Detail

BU PCode Department  
33300 P572 2100000000-33300

(Dollars in Thousands)

Fund	Account		2024-25	2025-26	2026-27	FY 2027 Agency Request				Justification	
			Actuals	Opbud	PCF Proj	GF	OSF	ISF/IAT	FF		Total
00000	520300	Classified Perm Positions F/T	0.0	0.0	588.288	0.0	0.0	0.0	0.0	0.0	
00000	521100	Group Insurance Premium	0.0	0.0	33.738	0.0	0.0	0.0	0.0	0.0	
00000	521200	Retirement Contributions	0.0	0.0	111.894	0.0	0.0	0.0	0.0	0.0	
00000	521300	F I C A	0.0	0.0	36.056	0.0	0.0	0.0	0.0	0.0	
00000	521700	RHC Act Contributions	0.0	0.0	14.54	0.0	0.0	0.0	0.0	0.0	
17200	520300	Classified Perm Positions F/T	5,827.1	6,245.0	7334.744	6,012.0	290.5	0.0	0.0	6,302.5	
17200	520600	Paid Unused Sick Leave	17.7	20.0	0	20.0	0.0	0.0	0.0	20.0	
17200	520700	Overtime & Other Premium Pay	8.1	22.1	0	64.1	0.0	0.0	0.0	64.1	Longevity Pay
17200	520800	Annl & Comp Paid At Separation	24.7	13.6	0	13.6	0.0	0.0	0.0	13.6	
17200	521100	Group Insurance Premium	361.7	619.7	637.492	794.0	41.2	0.0	0.0	835.2	
17200	521200	Retirement Contributions	1,125.0	815.6	1395.103	765.3	50.3	0.0	0.0	815.6	
17200	521300	F I C A	431.6	366.5	449.563	344.9	21.6	0.0	0.0	366.5	
17200	521400	Workers' Comp Assessment Fee	0.5	0.7	0	0.7	0.0	0.0	0.0	0.7	
17200	521410	GSD Work Comp Insur Premium	6.2	13.2	0	7.1	0.0	0.0	0.0	7.1	
17200	521500	Unemployment Comp Premium	2.4	0.8	0	6.5	0.0	0.0	0.0	6.5	
17200	521600	Employee Liability Ins Premium	13.6	20.6	0	42.8	0.0	0.0	0.0	42.8	
17200	521700	RHC Act Contributions	116.9	88.4	150.816	82.5	5.9	0.0	0.0	88.4	
	<b>200</b>	<b>Personal services and employee benefits</b>	<b>7,935.6</b>	<b>8,226.2</b>	<b>10752.234</b>	<b>8,153.5</b>	<b>409.5</b>	<b>0.0</b>	<b>0.0</b>	<b>8,563.0</b>	
17200	542100	Employee I/S Mileage & Fares	1.5	0.0	0	0.0	0.0	0.0	0.0	0.0	
17200	542200	Employee I/S Meals & Lodging	1.1	3.1	0	3.1	0.0	0.0	0.0	3.1	
17200	542500	Transp - Fuel & Oil	1.3	0.0	0	0.0	0.0	0.0	0.0	0.0	
17200	542700	Transp - Transp Insurance	0.0	0.0	0	0.0	0.0	0.0	0.0	0.0	
17200	542800	State Transp Pool Charges	7.0	10.7	0	12.0	0.0	0.0	0.0	12.0	
17200	543200	Maint - Furn, Fixt, Equipment	0.0	3.3	0	3.3	0.0	0.0	0.0	3.3	
17200	543300	Maint - Buildings & Structures	0.1	2.1	0	2.1	0.0	0.0	0.0	2.1	
17200	543830	IT HW/SW Agreements	986.0	1,201.1	0	1,212.1	0.0	0.0	0.0	1,212.1	Escalation of recurring IT maintenance
17200	544000	Supply Inventory IT	156.6	75.1	0	115.7	0.0	0.0	0.0	115.7	Increased to match FY27 planned replacement schedule based on original purchase date of computers
17200	544100	Supplies-Office Supplies	5.1	10.1	0	10.1	0.0	0.0	0.0	10.1	
17200	544900	Supplies-Inventory Exempt	65.6	0.0	0	0.0	0.0	0.0	0.0	0.0	
17200	545600	Reporting & Recording	0.7	0.0	0	0.0	0.0	0.0	0.0	0.0	
17200	545700	ISD Services	130.6	42.1	0	62.9	0.0	0.0	0.0	62.9	
17200	545710	DOIT HCM Assessment Fees	24.3	26.5	0	27.8	0.0	0.0	0.0	27.8	
17200	545900	Printing & Photo Services	0.4	0.0	0	0.0	0.0	0.0	0.0	0.0	
17200	546400	Rent Of Land & Buildings	52.0	60.1	0	60.1	0.0	0.0	0.0	60.1	Building Lease Escalation

17200	546500	Rent Of Equipment	7.5	8.0	0	8.0	0.0	0.0	0.0	8.0
17200	546600	Communications	14.7	2.8	0	2.8	0.0	0.0	0.0	2.8
17200	546610	DOIT Telecommunications	118.4	110.7	0	117.4	0.0	0.0	0.0	117.4
17200	546700	Subscriptions/Dues/License Fee	279.3	265.7	0	301.8	0.0	0.0	0.0	301.8 Escalation of Subs and Dues expenditures from vendors
17200	546709	Subscription & Due Interagency	0.0	1.0	0	1.0	0.0	0.0	0.0	1.0
17200	546800	Employee Training & Education	8.8	20.0	0	20.0	0.0	0.0	0.0	20.0
17200	547730	Lease Principal Payment	0.0	0.0	0	0.0	0.0	0.0	0.0	0.0
17200	548200	Furniture & Fixtures	(0.0)	0.0	0	0.0	0.0	0.0	0.0	0.0
17200	548300	Information Tech Equipment	175.6	158.9	0	160.9	0.0	0.0	0.0	160.9
17200	548882	Lease Interest	0.0	0.0	0	0.0	0.0	0.0	0.0	0.0
17200	549600	Employee O/S Mileage & Fares	7.5	10.0	0	13.6	0.0	0.0	0.0	13.6 Increased due to approved per diem rates
17200	549700	Employee O/S Meals & Lodging	13.1	10.0	0	10.0	0.0	0.0	0.0	10.0
	400	Other	2,057.2	2,021.3	0	2,144.7	0.0	0.0	0.0	2,144.7
<b>TOTAL EXPENSE</b>			<b>9,992.8</b>	<b>10,247.5</b>	<b>10752.234</b>	<b>10,298.2</b>	<b>409.5</b>	<b>0.0</b>	<b>0.0</b>	<b>10,707.7</b>

Program Support

BU PCode Department  
 33300 P572 2100000000-33300

E5 Contract by DeptID Detail

(Dollars in Thousands)

Fund	Account		#	Contract Purpose	Actuals	----- FY 2027 Agency Request -----				Total	Justification
						GF	OSF	ISF/IAT	FF		
17200	535200	Professional Services	1000		191.9	0.0	0.0	0.0	0.0	0.0	
17200	535200	Professional Services	1001	FRANK J ARMIJO	0.0	65.1	0.0	0.0	0.0	65.1	Provide testing and training support to the GenTax Bureau of the Taxation & Revenue Department in accordance with the deliverables detailed in the contract.
17200	535200	Professional Services	1002	BVM TECHNOLOGY ASSOCIATES INC	0.0	0.0	0.0	0.0	0.0	0.0	
17200	535300	Other Services	1001	3M Cogent Inc.	0.0	1.2	0.0	0.0	0.0	1.2	Fingerprinting of new employees
17200	535300	Other Services	1002	THE UNIVERSITY OF NEW MEXICO	0.0	1.7	0.0	0.0	0.0	1.7	Access to database with appended road centerline and address point data sets
17200	535500	Attorney Services	1001	MANEY & GORDON PA	0.0	25.0	0.0	0.0	0.0	25.0	Attorney services for H1-B employees
17200	535500	Attorney Services	1002	THE UNIVERSITY OF NEW MEXICO	0.0	3.0	0.0	0.0	0.0	3.0	for recurring costs, for core inputs, GRT schedule and GIS layer related to destination based sourcing
17200	535600	IT Services	1000		6,735.8	0.0	0.0	0.0	0.0	0.0	
17200	535600	IT Services	1001	ABBA TECHNOLOGIES INC	0.0	0.0	0.0	0.0	0.0	0.0	Contractor to provide Infrastructure and Systems Administration Support Services
17200	535600	IT Services	1002	ADVANCED NETWORK MANAGEMENT	0.0	0.0	0.0	0.0	0.0	0.0	SWPA 30-00000-23-00080_AF 30-00000-23-00080 Digital forensics
17200	535600	IT Services	1003	FAST ENTERPRISES LLC	0.0	6,753.4	0.0	0.0	0.0	6,753.4	Deliverable 2: Additional Onsite Support for Other Changes & Legislative Implementations (Legislative Updates & Other Changes); Deliverable 1: GenTax Maintenance & Support
17200	535600	IT Services	1004	ADVANCED NETWORK MANAGEMENT	0.0	0.0	0.0	0.0	0.0	0.0	Network Managed Services Part Number: MS-Network
17200	535600	IT Services	1005	BVM TECHNOLOGY ASSOCIATES INC	0.0	219.9	0.0	0.0	0.0	219.9	Deliverable 1: Software application development, maintenance, and support of GenTax; Business Analyst Services, Implementation coordinator to help on collecting requirements, test scenarios and testing.
17200	535600	IT Services	1006	REAL TIME SOLUTIONS INC	0.0	20.0	0.0	0.0	0.0	20.0	Deliverable 1: TRD Website Management; Deliverable 3: Real File Document Management Services; Deliverable 4: Additional technical support services (as needed)
17200	535600	IT Services	1007	IMAGING BUSINESS MACHINES LLC	0.0	0.0	0.0	0.0	0.0	0.0	Creation of Image Index File

17200	535600	IT Services	1008 FAST ENTERPRISES LLC	0.0	1,047.1	0.0	0.0	0.0	1,047.1	Change in Gentax System pricing model from flat charges to charging clients for hourly time and materials for maintenance. This includes the ongoing going costs to be operationalized.
17200	535600	IT Services	1009 ANM, Abba, TekSystems	0.0	100.0	0.0	0.0	0.0	100.0	Consulting services for network and system support for network and system support
17200	535600	IT Services	1010 RISKSENSE, INC	0.0	50.0	0.0	0.0	0.0	50.0	Security penetration services
<b>TOTAL EXPENSE</b>				<b>6,927.7</b>	<b>8,286.4</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>8,286.4</b>	

**FY27 APPROPRIATION REQUEST  
FORM E-6B LEASED PASSENGER-RELATED VEHICLES**  
Account code 542800  
LEASED VEHICLE INFORMATION @ 7/1/25

Agency Name: Taxation and Revenue Department  
Program Name: Program Support/Information Technology Division

Business Unit: 33300  
Program Code: P572/20000

Item No.	LONG TERM LEASES ONLY						Lease Type Operational (O) or Standard (S)	Long Term Only			SHORT TERM ONLY			Put (x) if Fed \$
	Year	Make/Model	Vehicle Type	A** R C	License Plate Number	Mileage As of 7/1/2025		A	B	A x B = C	D	E	D x E = F	
								FY27 Monthly Rate S= Rate Schedule	Number of months to lease	Total cost Rate FY27	Daily Rate Based On Vehicle Type	No. of Days	Total Lease Rate	
1	2005	Ford F150	06AT	C	G59096	109,652	Operational (O)	293.22	12	3,518.64			-	
2	2024	DODGE DURANGO	06AM	C	010733SG	15,102	Standard (S)	707.00	12	8,484.00			-	
3										-			-	
4										-			-	
5										-			-	
6										-			-	
7										-			-	
8										-			-	
9										-			-	
10										-			-	
11										-			-	
12										-			-	
13										-			-	
14										-			-	
15										-			-	
16										-			-	
17										-			-	
18										-			-	
<b>TOTAL LONG TERM:</b>								<b>12,002.64</b>	<b>TOTAL SHORT TERM:</b>			<b>-</b>		

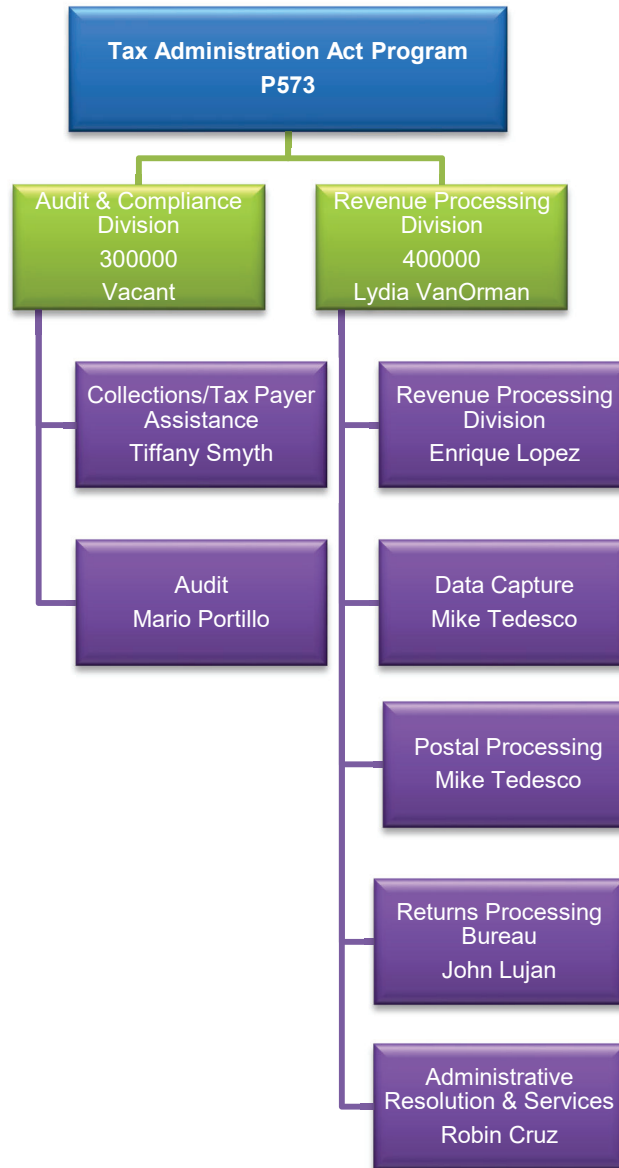
\*\* Code A = additional leased vehicle request C = vehicle currently leased R = request to replace previously purchased vehicle

**P573**

**Tax Administration Act**

# Taxation & Revenue Department

## Tax Administration Act Program



## Tax Administration

BU PCode  
33300 P573State of New Mexico  
P-1 Program Overview**Program Description:**

The mission of the Tax Administration (TAA) Program is to collect revenues for the State of New Mexico. Through fair and consistent application of New Mexico tax laws and by implementing effective collection and auditing activities, the Department fulfills its mission to the highest standards. The TAA program consists of the Audit and Compliance Division (ACD) and the Revenue Processing Division (RPD). These divisions are responsible for return processing, deposits, data integrity, auditing, collecting, and taxpayer assistance.

ACD is responsible for auditing, collecting, and providing taxpayer assistance through five locations statewide. RPD is responsible for processing tax returns and MVD fees, depositing related revenue, and assisting taxpayers in their filing and payment of over 40 tax programs. RPD also services all TRD divisions with mail and document management.

Customers include taxpayers, businesses, and all New Mexico residents who rely on efficient, accurate tax administration to fund essential public services.

**Major Issues and Accomplishments:**

ACD collections increased from \$305.8 million in FY24 to \$335 million in FY25, exceeding the \$279 million goal. ACD's annual output measure is the average return on investment for every dollar invested in ACD. The goal for FY25 was 13:1, actual ratio collected was 15.6:1.

The first outcome measure for ACD is collections as a percent of collectible outstanding balances from the end of the prior fiscal year. The target was 20% for FY25, the actual was 21.1%.

The second outcome measure for ACD is collections as a percentage of collectible audit assessments generated in the prior year assessments. The target was 60% for FY25, the actual was 41.2%

ACD's auditors assessed \$194.1 million in FY25, above the goal of \$180.25 million. The goal of 30% of this revenue resulting from managed audits in FY25 was exceeded, the actual was 53.1%.

ACD's accounts receivables balance has grown steadily in recent years, as audit assessments historically exceed collections. While the audit goals of increasing managed audits and decreasing abatements have helped collections achieve most of their measures, the historical assessments continue to be a challenge to collect. ACD implemented FAST Collection Services (FCS) in FY24. This is a new data-driven collections analytics project that will assist in reducing the receivables balance by allowing collections to outpace assessments, and has been used to apply over 116,000 recommendations, of which 48% have been successful. ACD will continue to work on mitigation strategies to reduce the AR balance in FY26 and FY27.

In FY25, RPD achieved significant progress in operational efficiency and taxpayer service:

Dark Site Testing: Completed quarterly testing of the dark site located at the Copper Pointe Building in Albuquerque in the event of an outage at the Santa Fe Lujan Building.

Backlog Reduction: Cleared long-standing return processing backlogs, reducing taxpayer wait times for refunds.

Data Dashboard Development: Deployed dashboards for monitoring of returns in error, refund volumes, and processing performance enhancing RPD's ability to make data-driven decisions.

Outreach Initiatives: Completed several outreach activities, including job fairs, property tax auctions, film credit events, and most notably, the Cabinet in the Community events attended by the Unclaimed Property team.

Workforce Improvements: Reduced attrition rates and improved resiliency through cross-training across bureaus.

Capacity Expansion: Reclassed two positions to Data Analysts to strengthen data-driven decision-making and organizational support.

## Tax Administration

## State of New Mexico

BU PCode  
33300 P573

## P-1 Program Overview

**Overview of Request:** FY27 Request amounts were derived from a combination of FY25 actuals and known increases to recurring services and fees. Recurring services cost increases are building leases, GSD vehicle leases, GSD HCM rates, DOIT rates, other crucial software service subscriptions/licenses, and postage. Additionally, longevity pay and increased employer healthcare premiums have led to increases in budget request amounts for Weight Distance and federal funding. The FY26 projections were used to calculate the projected increases for these funding sources.

**Programmatic Changes:** There are no programmatic changes requested for FY27 for ACD.

For FY26, RPD anticipates several organizational and programmatic shifts:  
Bureau Consolidation: Returns Processing Bureau and the Postal Processing/Data Capture Bureau consolidation to streamline operations and reduce duplication.  
Customer Service Unit: Establish a centralized customer service unit to improve taxpayer assistance within Administrative Resolution Services Bureau.  
Technology Investment: \$2.6 million C2 request submitted to fully fund the replacement of GenKFI, a 13-year-old in-house software critical to processing paper returns. Replacement will reduce risk, improve compliance, and modernize operations.

**Base Budget Justification:** \$327.3K - Increases in Weight Distance and Federal funding due to employee longevity pay and increased healthcare premiums for employers  
\$400.0K - Postage Rising USPS rates and high-volume correspondence \$400K  
\$137.7K - Vendor Increases (5%): Escalation in contracts for software, licenses, building leases, and printer/scanner rental  
\$334.3K - GSD and DOIT Rate increases for vehicles, phone services, and DOIT software subscriptions

These increases are tied directly to maintaining service levels, strengthening program resiliency, and supporting the state's revenue collection mission.

Tax Administration

BU PCode Department  
 33300 P573 000000

State of New Mexico

S-8 Financial Summary

(Dollars in Thousands)

		2024-25 Opbud	2024-25 Actuals	2025-26 Opbud	2026-27 PCF Proj	Base	----- FY 2027 Agency Request ----- Expansion	Total
<b>REVENUE</b>								
111	General Fund Transfers	37,141.5	36,358.4	39,283.5	0.0	41,040.9	0.0	41,040.9
112	Other Transfers	0.0	783.1	0.0	0.0	0.0	0.0	0.0
120	Federal Revenues	1,860.9	2,023.0	2,149.1	0.0	2,426.2	0.0	2,426.2
130	Other Revenues	1,155.4	833.3	1,205.9	0.0	1,213.1	0.0	1,213.1
<b>REVENUE, TRANSFERS</b>		<b>40,157.8</b>	<b>39,997.8</b>	<b>42,638.5</b>	<b>0.0</b>	<b>44,680.2</b>	<b>0.0</b>	<b>44,680.2</b>
<b>REVENUE</b>		<b>40,157.8</b>	<b>39,997.8</b>	<b>42,638.5</b>	<b>0.0</b>	<b>44,680.2</b>	<b>0.0</b>	<b>44,680.2</b>
<b>EXPENSE</b>								
200	Personal services and employee benefits	31,741.8	33,301.6	33,765.0	47,830.0	35,101.1	0.0	35,101.1
300	Contractual services	1,221.7	484.8	1,337.7	0.0	1,168.1	0.0	1,168.1
400	Other	7,194.3	5,837.1	7,535.8	0.0	8,411.0	0.0	8,411.0
<b>EXPENDITURES</b>		<b>40,157.8</b>	<b>39,623.6</b>	<b>42,638.5</b>	<b>47,829.97</b>	<b>44,680.2</b>	<b>0.0</b>	<b>44,680.2</b>
<b>EXPENSE</b>		<b>40,157.8</b>	<b>39,623.6</b>	<b>42,638.5</b>	<b>47,829.97</b>	<b>44,680.2</b>	<b>0.0</b>	<b>44,680.2</b>
<b>FTE POSITIONS</b>								
810	Permanent	445.49	0.00	445.49	493.00	444.49	0.00	444.49
820	Term	22.17	0.00	22.17	0.00	22.17	0.00	22.17
830	Temporary	5.78	0.00	5.78	0.00	5.78	0.00	5.78
<b>FTEs</b>		<b>473.44</b>	<b>0.00</b>	<b>473.44</b>	<b>493.00</b>	<b>472.44</b>	<b>0.00</b>	<b>472.44</b>
<b>FTE POSITIONS</b>		<b>473.44</b>	<b>0.00</b>	<b>473.44</b>	<b>493.00</b>	<b>472.44</b>	<b>0.00</b>	<b>472.44</b>

**Tax Administration**

**BU PCode Department**  
 33300 P573 000000

**State of New Mexico**  
**S-9 Account Code Revenue/Expenditure Summary**  
 (Dollars in Thousands)

		2024-25	2024-25	2025-26	2026-27	----- FY 2027 Agency Request -----		
		Opbud	Actuals	Opbud	PCF Proj	Base	Expansion	Total
499105	General Fd. Appropriation	37,141.5	36,358.4	39,283.5	0.0	41,040.9	0.0	41,040.9
111	General Fund Transfers	37,141.5	36,358.4	39,283.5	0.0	41,040.9	0.0	41,040.9
499905	Other Financing Sources	0.0	783.1	0.0	0.0	0.0	0.0	0.0
112	Other Transfers	0.0	783.1	0.0	0.0	0.0	0.0	0.0
451903	Federal Direct - Operating	1,860.9	2,023.0	2,149.1	0.0	2,426.2	0.0	2,426.2
120	Federal Revenues	1,860.9	2,023.0	2,149.1	0.0	2,426.2	0.0	2,426.2
405801	Unclaimed Property (GRT)	421.9	421.9	421.9	0.0	421.9	0.0	421.9
406101	Alcoholic Beverages	75.5	61.2	75.5	0.0	75.5	0.0	75.5
411702	Weight-Distance Admin Fee	337.5	0.0	372.8	0.0	380.0	0.0	380.0
442209	Rent of Land/Buildings Interag	0.0	7.1	0.0	0.0	0.0	0.0	0.0
496302	Workers' Comp. Assessment	320.5	335.1	335.7	0.0	335.7	0.0	335.7
496901	Miscellaneous Revenue	0.0	7.9	0.0	0.0	0.0	0.0	0.0
130	Other Revenues	1,155.4	833.3	1,205.9	0.0	1,213.1	0.0	1,213.1
<b>TOTAL REVENUE</b>		<b>40,157.8</b>	<b>39,997.8</b>	<b>42,638.5</b>	<b>0.0</b>	<b>44,680.2</b>	<b>0.0</b>	<b>44,680.2</b>
520100	Exempt Perm Positions P/T&F/T	246.0	266.8	273.4	313.0	273.4	0.0	273.4
520200	Term Positions	1,517.7	1,596.3	1,766.9	11.5	2,156.9	0.0	2,156.9
520300	Classified Perm Positions F/T	21,247.4	21,488.4	22,624.6	32,547.9	22,348.8	0.0	22,348.8
520400	Classified Perm Positions P/T	133.9	112.9	134.0	0.8	134.0	0.0	134.0
520500	Temporary Positions F/T & P/T	94.2	80.7	92.0	1.7	96.8	0.0	96.8
520600	Paid Unused Sick Leave	7.2	15.4	7.3	0.0	29.7	0.0	29.7
520700	Overtime & Other Premium Pay	46.6	59.0	46.6	0.0	258.0	0.0	258.0
520800	Annl & Comp Paid At Separation	63.7	60.0	61.2	0.0	70.5	0.0	70.5
520900	Differential Pay	2.4	0.0	2.4	0.0	2.4	0.0	2.4
521100	Group Insurance Premium	2,726.2	2,826.9	2,798.3	5,448.8	3,686.5	0.0	3,686.5
521200	Retirement Contributions	3,680.6	4,492.5	3,859.2	6,743.9	3,822.5	0.0	3,822.5
521300	F I C A	1,427.3	1,690.5	1,462.7	2,015.5	1,452.3	0.0	1,452.3
521400	Workers' Comp Assessment Fee	4.4	3.4	5.6	0.0	5.6	0.0	5.6
521410	GSD Work Comp Insur Premium	39.8	39.8	84.8	0.0	45.6	0.0	45.6
521500	Unemployment Comp Premium	15.3	15.4	5.4	0.0	41.7	0.0	41.7
521600	Employee Liability Ins Premium	86.8	86.8	131.7	0.0	273.3	0.0	273.3

521700	RHC Act Contributions	402.3	467.0	408.9	746.9	403.1	0.0	403.1
<b>200</b>	<b>Personal services and employee benefits</b>	<b>31,741.8</b>	<b>33,301.6</b>	<b>33,765.0</b>	<b>47,830.0</b>	<b>35,101.1</b>	<b>0.0</b>	<b>35,101.1</b>
535200	Professional Services	794.9	390.8	930.0	0.0	930.0	0.0	930.0
535300	Other Services	30.3	10.0	81.3	0.0	75.7	0.0	75.7
535400	Audit Services	17.5	0.0	16.6	0.0	16.6	0.0	16.6
535500	Attorney Services	1.8	0.0	1.8	0.0	1.8	0.0	1.8
535600	IT Services	377.2	84.0	308.0	0.0	144.0	0.0	144.0
<b>300</b>	<b>Contractual services</b>	<b>1,221.7</b>	<b>484.8</b>	<b>1,337.7</b>	<b>0.0</b>	<b>1,168.1</b>	<b>0.0</b>	<b>1,168.1</b>
542100	Employee I/S Mileage & Fares	3.0	1.7	3.1	0.0	4.5	0.0	4.5
542200	Employee I/S Meals & Lodging	14.3	1.2	14.3	0.0	12.5	0.0	12.5
542500	Transp - Fuel & Oil	9.5	2.7	9.7	0.0	8.8	0.0	8.8
542600	Transp - Parts & Supplies	4.1	3.4	4.3	0.0	4.1	0.0	4.1
542700	Transp - Transp Insurance	0.3	0.2	0.3	0.0	0.3	0.0	0.3
542800	State Transp Pool Charges	64.1	44.7	64.1	0.0	82.9	0.0	82.9
543200	Maint - Furn, Fixt, Equipment	160.0	84.2	160.1	0.0	92.5	0.0	92.5
543300	Maint - Buildings & Structures	0.0	1.1	0.0	0.0	0.0	0.0	0.0
543820	Maintenance IT	303.1	0.0	0.0	0.0	0.0	0.0	0.0
543830	IT HW/SW Agreements	569.6	578.3	983.6	0.0	1,220.7	0.0	1,220.7
544000	Supply Inventory IT	36.4	21.2	140.0	0.0	137.4	0.0	137.4
544100	Supplies-Office Supplies	14.8	33.3	17.8	0.0	49.1	0.0	49.1
544200	Supplies-Medical,Lab,Personal	0.0	0.7	0.0	0.0	0.0	0.0	0.0
544400	Supplies-Field Supplies	0.0	0.4	0.0	0.0	0.0	0.0	0.0
544600	Supplies-Kitchen Supplies	0.0	0.4	0.0	0.0	0.0	0.0	0.0
544900	Supplies-Inventory Exempt	12.0	21.6	12.0	0.0	12.0	0.0	12.0
545600	Reporting & Recording	8.3	5.7	8.3	0.0	13.0	0.0	13.0
545700	ISD Services	217.9	191.1	269.4	0.0	401.6	0.0	401.6
545710	DOIT HCM Assessment Fees	172.8	155.3	169.3	0.0	177.6	0.0	177.6
545900	Printing & Photo Services	120.6	39.6	121.1	0.0	105.2	0.0	105.2
546100	Postage & Mail Services	2,087.9	1,848.8	2,056.7	0.0	2,456.7	0.0	2,456.7
546400	Rent Of Land & Buildings	1,815.1	1,765.2	1,973.6	0.0	2,033.8	0.0	2,033.8
546500	Rent Of Equipment	216.5	313.7	230.0	0.0	245.5	0.0	245.5
546600	Communications	51.7	28.0	51.4	0.0	51.4	0.0	51.4
546610	DOIT Telecommunications	767.8	357.0	708.1	0.0	749.6	0.0	749.6
546700	Subscriptions/Dues/License Fee	260.8	217.4	260.0	0.0	269.7	0.0	269.7
546800	Employee Training & Education	80.7	37.0	80.6	0.0	95.7	0.0	95.7
546900	Advertising	83.3	1.6	83.3	0.0	83.3	0.0	83.3
547730	Lease Principal Payment	0.0	(0.0)	0.0	0.0	0.0	0.0	0.0

547900	Miscellaneous Expense	1.7	7.8	1.7	0.0	1.7	0.0	1.7
547999	Request to Pay Prior Year	0.0	21.8	0.0	0.0	0.0	0.0	0.0
548300	Information Tech Equipment	0.0	5.8	0.0	0.0	0.0	0.0	0.0
548400	Other Equipment	0.0	15.2	0.0	0.0	0.0	0.0	0.0
548882	Lease Interest	0.0	0.0	0.0	0.0	0.0	0.0	0.0
549600	Employee O/S Mileage & Fares	59.0	12.5	55.0	0.0	44.9	0.0	44.9
549700	Employee O/S Meals & Lodging	59.0	18.5	58.0	0.0	56.5	0.0	56.5
<b>400</b>	<b>Other</b>	<b>7,194.3</b>	<b>5,837.1</b>	<b>7,535.8</b>	<b>0.0</b>	<b>8,411.0</b>	<b>0.0</b>	<b>8,411.0</b>
<b>TOTAL EXPENSE</b>		<b>40,157.8</b>	<b>39,623.6</b>	<b>42,638.5</b>	<b>47,830.0</b>	<b>44,680.2</b>	<b>0.0</b>	<b>44,680.2</b>
810	Permanent	445.49	0.00	445.49	493.00	444.49	0.00	444.49
810	Permanent	445.49	0.00	445.49	493.00	444.49	0.00	444.49
820	Term	22.17	0.00	22.17	0.00	22.17	0.00	22.17
820	Term	22.17	0.00	22.17	0.00	22.17	0.00	22.17
830	Temporary	5.78	0.00	5.78	0.00	5.78	0.00	5.78
830	Temporary	5.78	0.00	5.78	0.00	5.78	0.00	5.78
<b>TOTAL FTE POSITIONS</b>		<b>473.44</b>	<b>0.00</b>	<b>473.44</b>	<b>493.00</b>	<b>472.44</b>	<b>0.00</b>	<b>472.44</b>

## REV EXP COMPARISON

(Dollars in Thousands)

**33300 - Taxation and Revenue Department**

**P573 - Tax Administration**

	General Fund	Other Funds	Other Transfers	Federal Funds	Total
<b>SOURCES Totals</b>	<b>41,040.9</b>	<b>1,213.1</b>	<b>0.0</b>	<b>2,426.2</b>	<b>44,680.2</b>
Personal services and employee benefits	32,145.8	696.5	0.0	2,258.8	35101.1
Contractual services	1,159.7	0.0	0.0	8.4	1168.1
Other	7,735.4	516.6	0.0	159.0	8411
<b>USES Total:</b>	<b>41,040.9</b>	<b>1,213.1</b>	<b>0.0</b>	<b>2,426.2</b>	<b>44,680.2</b>
<b>Net:</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

**Tax Administration**

**State of New Mexico**

**E4/E5 Summary**

(Dollars in Thousands)

**BU PCode Department**  
33300 P573 000000

	2024-25	2025-26	FY 2027 Agency Request				Total
	Actuals	Opbud	GF	OSF	ISF/IAT	FF	
520100 Exempt Perm Positions P/T&F/T	266.8	273.4	273.4	0.0	0.0	0.0	273.4
520200 Term Positions	1,596.3	1,766.9	0.0	443.6	0.0	1,713.3	2,156.9
520300 Classified Perm Positions F/T	21,488.4	22,624.6	22,103.4	245.4	0.0	0.0	22,348.8
520400 Classified Perm Positions P/T	112.9	134.0	134.0	0.0	0.0	0.0	134.0
520500 Temporary Positions F/T & P/T	80.7	92.0	96.8	0.0	0.0	0.0	96.8
520600 Paid Unused Sick Leave	15.4	7.3	29.7	0.0	0.0	0.0	29.7
520700 Overtime & Other Premium Pay	59.0	46.6	258.0	0.0	0.0	0.0	258.0
520800 Annl & Comp Paid At Separation	60.0	61.2	70.5	0.0	0.0	0.0	70.5
520900 Differential Pay	0.0	2.4	2.4	0.0	0.0	0.0	2.4
521100 Group Insurance Premium	2,826.9	2,798.3	3,543.8	7.5	0.0	135.2	3,686.5
521200 Retirement Contributions	4,492.5	3,859.2	3,550.6	0.0	0.0	271.9	3,822.5
521300 F I C A	1,690.5	1,462.7	1,339.6	0.0	0.0	112.7	1,452.3
521400 Workers' Comp Assessment Fee	3.4	5.6	4.2	0.0	0.0	1.4	5.6
521410 GSD Work Comp Insur Premium	39.8	84.8	45.4	0.0	0.0	0.2	45.6
521500 Unemployment Comp Premium	15.4	5.4	41.1	0.0	0.0	0.6	41.7
521600 Employee Liability Ins Premium	86.8	131.7	270.2	0.0	0.0	3.1	273.3
521700 RHC Act Contributions	467.0	408.9	382.7	0.0	0.0	20.4	403.1
<b>200 Personal services and employee benefits</b>	<b>33,301.6</b>	<b>33,765.0</b>	<b>32,145.8</b>	<b>696.5</b>	<b>0.0</b>	<b>2,258.8</b>	<b>35,101.1</b>
535200 Professional Services	390.8	930.0	930.0	0.0	0.0	0.0	930.0
535300 Other Services	10.0	81.3	75.7	0.0	0.0	0.0	75.7
535400 Audit Services	0.0	16.6	8.2	0.0	0.0	8.4	16.6
535500 Attorney Services	0.0	1.8	1.8	0.0	0.0	0.0	1.8
535600 IT Services	84.0	308.0	144.0	0.0	0.0	0.0	144.0
<b>300 Contractual services</b>	<b>484.8</b>	<b>1,337.7</b>	<b>1,159.7</b>	<b>0.0</b>	<b>0.0</b>	<b>8.4</b>	<b>1,168.1</b>
542100 Employee I/S Mileage & Fares	1.7	3.1	4.5	0.0	0.0	0.0	4.5
542200 Employee I/S Meals & Lodging	1.2	14.3	12.5	0.0	0.0	0.0	12.5
542500 Transp - Fuel & Oil	2.7	9.7	8.5	0.0	0.0	0.3	8.8
542600 Transp - Parts & Supplies	3.4	4.3	3.5	0.0	0.0	0.6	4.1

542700	Transp - Transp Insurance	0.2	0.3	0.3	0.0	0.0	0.0	0.3
542800	State Transp Pool Charges	44.7	64.1	82.9	0.0	0.0	0.0	82.9
543200	Maint - Furn, Fixt, Equipment	84.2	160.1	27.8	64.5	0.0	0.2	92.5
543300	Maint - Buildings & Structures	1.1	0.0	0.0	0.0	0.0	0.0	0.0
543820	Maintenance IT	0.0	0.0	0.0	0.0	0.0	0.0	0.0
543830	IT HW/SW Agreements	578.3	983.6	1,060.2	160.5	0.0	0.0	1,220.7
544000	Supply Inventory IT	21.2	140.0	115.0	15.0	0.0	7.4	137.4
544100	Supplies-Office Supplies	33.3	17.8	26.5	20.0	0.0	2.6	49.1
544200	Supplies-Medical,Lab,Personal	0.7	0.0	0.0	0.0	0.0	0.0	0.0
544400	Supplies-Field Supplies	0.4	0.0	0.0	0.0	0.0	0.0	0.0
544600	Supplies-Kitchen Supplies	0.4	0.0	0.0	0.0	0.0	0.0	0.0
544900	Supplies-Inventory Exempt	21.6	12.0	12.0	0.0	0.0	0.0	12.0
545600	Reporting & Recording	5.7	8.3	13.0	0.0	0.0	0.0	13.0
545700	ISD Services	191.1	269.4	388.6	0.0	0.0	13.0	401.6
545710	DOIT HCM Assessment Fees	155.3	169.3	171.3	0.0	0.0	6.3	177.6
545900	Printing & Photo Services	39.6	121.1	77.0	27.3	0.0	0.9	105.2
546100	Postage & Mail Services	1,848.8	2,056.7	2,339.9	116.8	0.0	0.0	2,456.7
546400	Rent Of Land & Buildings	1,765.2	1,973.6	1,979.7	2.0	0.0	52.1	2,033.8
546500	Rent Of Equipment	313.7	230.0	217.1	25.2	0.0	3.2	245.5
546600	Communications	28.0	51.4	51.4	0.0	0.0	0.0	51.4
546610	DOIT Telecommunications	357.0	708.1	735.2	0.0	0.0	14.4	749.6
546700	Subscriptions/Dues/License Fee	217.4	260.0	265.2	4.5	0.0	0.0	269.7
546800	Employee Training & Education	37.0	80.6	71.0	0.0	0.0	24.7	95.7
546900	Advertising	1.6	83.3	2.5	80.8	0.0	0.0	83.3
547730	Lease Principal Payment	(0.0)	0.0	0.0	0.0	0.0	0.0	0.0
547900	Miscellaneous Expense	7.8	1.7	1.6	0.0	0.0	0.1	1.7
547999	Request to Pay Prior Year	21.8	0.0	0.0	0.0	0.0	0.0	0.0
548300	Information Tech Equipment	5.8	0.0	0.0	0.0	0.0	0.0	0.0
548400	Other Equipment	15.2	0.0	0.0	0.0	0.0	0.0	0.0
548882	Lease Interest	0.0	0.0	0.0	0.0	0.0	0.0	0.0
549600	Employee O/S Mileage & Fares	12.5	55.0	35.2	0.0	0.0	9.7	44.9
549700	Employee O/S Meals & Lodging	18.5	58.0	33.0	0.0	0.0	23.5	56.5
400	Other	5,837.1	7,535.8	7,735.4	516.6	0.0	159.0	8,411.0
<b>TOTAL EXPENSE</b>		<b>39,623.6</b>	<b>42,638.5</b>	<b>41,040.9</b>	<b>1,213.1</b>	<b>0.0</b>	<b>2,426.2</b>	<b>44,680.2</b>

**P573**

**Audit and Compliance Division**

Tax Administration

BU PCode Department  
 33300 P573 3000000000-33300

State of New Mexico  
**S-8 Financial Summary**

(Dollars in Thousands)

		2024-25	2024-25	2025-26	2026-27	----- FY 2027 Agency Request -----		
		Opbud	Actuals	Opbud	PCF Proj	Base	Expansion	Total
		0.0	0.0	0.0	0.0	0.0	0.0	0.0
<b>EXPENSE</b>								
200	Personal services and employee benefits	21,514.7	22,484.5	22,440.0	32,977.3	23,391.3	0.0	23,391.3
300	Contractual services	950.1	453.6	1,136.2	0.0	1,136.2	0.0	1,136.2
400	Other	3,800.6	2,860.1	4,061.2	0.0	4,308.2	0.0	4,308.2
<b>EXPENDITURES</b>		<b>26,265.4</b>	<b>25,798.2</b>	<b>27,637.4</b>	<b>32,977.3</b>	<b>28,835.7</b>	<b>0.0</b>	<b>28,835.7</b>
<b>EXPENSE</b>		<b>26,265.4</b>	<b>25,798.2</b>	<b>27,637.4</b>	<b>32,977.3</b>	<b>28,835.7</b>	<b>0.0</b>	<b>28,835.7</b>
<b>FTE POSITIONS</b>								
810	Permanent	0.00	0.00	318.49	321.83	317.49	0.00	317.49
<b>FTEs</b>		<b>0.00</b>	<b>0.00</b>	<b>318.49</b>	<b>321.83</b>	<b>317.49</b>	<b>0.00</b>	<b>317.49</b>
<b>FTE POSITIONS</b>		<b>0.00</b>	<b>0.00</b>	<b>318.49</b>	<b>321.83</b>	<b>317.49</b>	<b>0.00</b>	<b>317.49</b>

Tax Administration

State of New Mexico  
**S-9 Account Code Revenue/Expenditure Summary**

**BU PCode Department**  
 33300 P573 3000000000-33300

(Dollars in Thousands)

		2024-25	2024-25	2025-26	2026-27	----- FY 2027 Agency Request -----		
		Opbud	Actuals	Opbud	PCF Proj	Base	Expansion	Total
520100	Exempt Perm Positions P/T&F/T	122.5	138.1	142.4	163.8	142.4	0.0	142.4
520200	Term Positions	0.0	83.0	0.0	0.5	63.6	0.0	63.6
520300	Classified Perm Positions F/T	15,490.8	15,530.3	16,223.8	22,523.2	16,262.6	0.0	16,262.6
520400	Classified Perm Positions P/T	133.9	112.9	134.0	0.8	134.0	0.0	134.0
520500	Temporary Positions F/T & P/T	0.0	24.1	0.0	1.7	0.0	0.0	0.0
520600	Paid Unused Sick Leave	6.0	12.8	6.0	0.0	6.0	0.0	6.0
520700	Overtime & Other Premium Pay	16.6	28.9	16.6	0.0	162.6	0.0	162.6
520800	Annl & Comp Paid At Separation	53.0	45.6	50.5	0.0	50.5	0.0	50.5
520900	Differential Pay	2.4	0.0	2.4	0.0	2.4	0.0	2.4
521100	Group Insurance Premium	1,904.3	1,883.2	1,904.0	3,694.9	2,575.3	0.0	2,575.3
521200	Retirement Contributions	2,476.6	3,061.9	2,585.9	4,683.0	2,536.5	0.0	2,536.5
521300	F I C A	941.2	1,146.6	947.9	1,390.8	931.5	0.0	931.5
521400	Workers' Comp Assessment Fee	3.0	2.2	3.0	0.0	3.0	0.0	3.0
521410	GSD Work Comp Insur Premium	27.1	27.1	57.7	0.0	32.6	0.0	32.6
521500	Unemployment Comp Premium	10.4	10.5	3.7	0.0	29.4	0.0	29.4
521600	Employee Liability Ins Premium	59.2	59.1	89.7	0.0	193.4	0.0	193.4
521700	RHC Act Contributions	267.7	318.3	272.4	518.7	265.5	0.0	265.5
<b>200</b>	<b>Personal services and employee benefits</b>	<b>21,514.7</b>	<b>22,484.5</b>	<b>22,440.0</b>	<b>32,977.3</b>	<b>23,391.3</b>	<b>0.0</b>	<b>23,391.3</b>
535200	Professional Services	794.9	390.8	930.0	0.0	930.0	0.0	930.0
535300	Other Services	18.0	4.6	69.0	0.0	69.0	0.0	69.0
535400	Audit Services	8.2	0.0	8.2	0.0	8.2	0.0	8.2
535600	IT Services	129.0	58.2	129.0	0.0	129.0	0.0	129.0
<b>300</b>	<b>Contractual services</b>	<b>950.1</b>	<b>453.6</b>	<b>1,136.2</b>	<b>0.0</b>	<b>1,136.2</b>	<b>0.0</b>	<b>1,136.2</b>
542100	Employee I/S Mileage & Fares	0.5	1.0	0.5	0.0	0.5	0.0	0.5
542200	Employee I/S Meals & Lodging	2.0	0.4	2.0	0.0	2.0	0.0	2.0
542500	Transp - Fuel & Oil	4.0	1.0	4.0	0.0	4.0	0.0	4.0
542600	Transp - Parts & Supplies	1.0	3.2	1.0	0.0	1.0	0.0	1.0
542700	Transp - Transp Insurance	0.2	0.2	0.2	0.0	0.2	0.0	0.2
542800	State Transp Pool Charges	45.0	35.1	45.2	0.0	64.9	0.0	64.9
543200	Maint - Furn, Fixt, Equipment	0.0	2.6	0.0	0.0	0.0	0.0	0.0

543300	Maint - Buildings & Structures	0.0	1.1	0.0	0.0	0.0	0.0	0.0
543820	Maintenance IT	149.6	0.0	0.0	0.0	0.0	0.0	0.0
543830	IT HW/SW Agreements	543.1	190.6	702.9	0.0	724.0	0.0	724.0
544000	Supply Inventory IT	10.0	3.5	100.0	0.0	100.0	0.0	100.0
544100	Supplies-Office Supplies	7.0	2.0	10.0	0.0	10.0	0.0	10.0
544200	Supplies-Medical,Lab,Personal	0.0	0.7	0.0	0.0	0.0	0.0	0.0
544400	Supplies-Field Supplies	0.0	0.2	0.0	0.0	0.0	0.0	0.0
544600	Supplies-Kitchen Supplies	0.0	0.4	0.0	0.0	0.0	0.0	0.0
544900	Supplies-Inventory Exempt	12.0	6.1	12.0	0.0	12.0	0.0	12.0
545600	Reporting & Recording	5.0	3.7	5.0	0.0	5.0	0.0	5.0
545700	ISD Services	148.5	131.0	183.5	0.0	275.7	0.0	275.7
545710	DOIT HCM Assessment Fees	117.8	105.8	115.3	0.0	121.4	0.0	121.4
545900	Printing & Photo Services	14.0	13.1	14.0	0.0	14.0	0.0	14.0
546100	Postage & Mail Services	47.0	29.6	47.0	0.0	47.0	0.0	47.0
546400	Rent Of Land & Buildings	1,764.1	1,713.2	1,922.6	0.0	1,979.7	0.0	1,979.7
546500	Rent Of Equipment	45.4	48.8	45.4	0.0	46.7	0.0	46.7
546600	Communications	51.0	27.2	50.7	0.0	50.7	0.0	50.7
546610	DOIT Telecommunications	523.3	257.1	482.3	0.0	524.5	0.0	524.5
546700	Subscriptions/Dues/License Fee	248.5	214.4	251.0	0.0	258.2	0.0	258.2
546800	Employee Training & Education	34.1	25.2	36.0	0.0	36.0	0.0	36.0
546900	Advertising	2.5	0.0	2.5	0.0	2.5	0.0	2.5
547730	Lease Principal Payment	0.0	(0.0)	0.0	0.0	0.0	0.0	0.0
547900	Miscellaneous Expense	0.0	5.9	0.0	0.0	0.0	0.0	0.0
547999	Request to Pay Prior Year	0.0	21.8	0.0	0.0	0.0	0.0	0.0
548882	Lease Interest	0.0	(0.0)	0.0	0.0	0.0	0.0	0.0
549600	Employee O/S Mileage & Fares	15.0	5.3	15.1	0.0	15.2	0.0	15.2
549700	Employee O/S Meals & Lodging	10.0	10.1	13.0	0.0	13.0	0.0	13.0
400	Other	3,800.6	2,860.1	4,061.2	0.0	4,308.2	0.0	4,308.2
<b>TOTAL EXPENSE</b>		<b>26,265.4</b>	<b>25,798.2</b>	<b>27,637.4</b>	<b>32,977.3</b>	<b>28,835.7</b>	<b>0.0</b>	<b>28,835.7</b>
810	Permanent	0.00	0.00	0.00	321.83	317.49	0.00	317.49
810	Permanent	0.00	0.00	0.00	321.83	317.49	0.00	317.49
820	Term	0.00	0.00	0.00	0.00	0.00	0.00	0.00
820	Term	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL FTE POSITIONS</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>321.83</b>	<b>317.49</b>	<b>0.00</b>	<b>317.49</b>

Tax Administration

State of New Mexico  
E4 DeptID Detail

BU PCode Department  
33300 P573 3000000000-33300

(Dollars in Thousands)

Fund	Account		2024-25	2025-26	2026-27	FY 2027 Agency Request				Total	Justification
			Actuals	Opbud	PCF Proj	GF	OSF	ISF/IAT	FF		
00000	520300	Classified Perm Positions F/T	0.0	0.0	1271.405	0.0	0.0	0.0	0.0	0.0	
00000	521100	Group Insurance Premium	0.0	0.0	115.536	0.0	0.0	0.0	0.0	0.0	
00000	521200	Retirement Contributions	0.0	0.0	315.014	0.0	0.0	0.0	0.0	0.0	
00000	521300	F I C A	0.0	0.0	77.928	0.0	0.0	0.0	0.0	0.0	
00000	521700	RHC Act Contributions	0.0	0.0	39.029	0.0	0.0	0.0	0.0	0.0	
17200	520100	Exempt Perm Positions P/T&F/T	138.1	142.4	163.766	142.4	0.0	0.0	0.0	142.4	
17200	520200	Term Positions	83.0	0.0	0.483	0.0	63.6	0.0	0.0	63.6	Workers Comp
17200	520300	Classified Perm Positions F/T	15,530.3	16,223.8	21251.769	16,262.6	0.0	0.0	0.0	16,262.6	Includes transfer of 1.0 FTE to P572
17200	520400	Classified Perm Positions P/T	112.9	134.0	0.801	134.0	0.0	0.0	0.0	134.0	
17200	520500	Temporary Positions F/T & P/T	24.1	0.0	1.681	0.0	0.0	0.0	0.0	0.0	
17200	520600	Paid Unused Sick Leave	12.8	6.0	0	6.0	0.0	0.0	0.0	6.0	
17200	520700	Overtime & Other Premium Pay	28.9	16.6	0	162.6	0.0	0.0	0.0	162.6	
17200	520800	Annl & Comp Paid At Separation	45.6	50.5	0	50.5	0.0	0.0	0.0	50.5	
17200	520900	Differential Pay	0.0	2.4	0	2.4	0.0	0.0	0.0	2.4	
17200	521100	Group Insurance Premium	1,883.2	1,904.0	3579.333	2,575.3	0.0	0.0	0.0	2,575.3	
17200	521200	Retirement Contributions	3,061.9	2,585.9	4368.017	2,536.5	0.0	0.0	0.0	2,536.5	
17200	521300	F I C A	1,146.6	947.9	1312.854	931.5	0.0	0.0	0.0	931.5	
17200	521400	Workers' Comp Assessment Fee	2.2	3.0	0	3.0	0.0	0.0	0.0	3.0	
17200	521410	GSD Work Comp Insur Premium	27.1	57.7	0	32.6	0.0	0.0	0.0	32.6	
17200	521500	Unemployment Comp Premium	10.5	3.7	0	29.4	0.0	0.0	0.0	29.4	
17200	521600	Employee Liability Ins Premium	59.1	89.7	0	193.4	0.0	0.0	0.0	193.4	
17200	521700	RHC Act Contributions	318.3	272.4	479.653	265.5	0.0	0.0	0.0	265.5	
	200	Personal services and employee benefits	22,484.5	22,440.0	32977.269	23,327.7	63.6	0.0	0.0	23,391.3	
17200	542100	Employee I/S Mileage & Fares	1.0	0.5	0	0.5	0.0	0.0	0.0	0.5	
17200	542200	Employee I/S Meals & Lodging	0.4	2.0	0	2.0	0.0	0.0	0.0	2.0	
17200	542500	Transp - Fuel & Oil	1.0	4.0	0	4.0	0.0	0.0	0.0	4.0	
17200	542600	Transp - Parts & Supplies	3.2	1.0	0	1.0	0.0	0.0	0.0	1.0	
17200	542700	Transp - Transp Insurance	0.2	0.2	0	0.2	0.0	0.0	0.0	0.2	
17200	542800	State Transp Pool Charges	35.1	45.2	0	64.9	0.0	0.0	0.0	64.9	
17200	543200	Maint - Furn, Fixt, Equipment	2.6	0.0	0	0.0	0.0	0.0	0.0	0.0	
17200	543300	Maint - Buildings & Structures	1.1	0.0	0	0.0	0.0	0.0	0.0	0.0	
17200	543830	IT HW/SW Agreements	190.6	702.9	0	724.0	0.0	0.0	0.0	724.0	Escalation of IT maintenance vendor costs
17200	544000	Supply Inventory IT	3.5	100.0	0	100.0	0.0	0.0	0.0	100.0	
17200	544100	Supplies-Office Supplies	2.0	10.0	0	10.0	0.0	0.0	0.0	10.0	

17200	544200	Supplies-Medical,Lab,Personal	0.7	0.0	0	0.0	0.0	0.0	0.0	0.0
17200	544400	Supplies-Field Supplies	0.2	0.0	0	0.0	0.0	0.0	0.0	0.0
17200	544600	Supplies-Kitchen Supplies	0.4	0.0	0	0.0	0.0	0.0	0.0	0.0
17200	544900	Supplies-Inventory Exempt	6.1	12.0	0	12.0	0.0	0.0	0.0	12.0
17200	545600	Reporting & Recording	3.7	5.0	0	5.0	0.0	0.0	0.0	5.0
17200	545700	ISD Services	131.0	183.5	0	275.7	0.0	0.0	0.0	275.7
17200	545710	DOIT HCM Assessment Fees	105.8	115.3	0	121.4	0.0	0.0	0.0	121.4
17200	545900	Printing & Photo Services	13.1	14.0	0	14.0	0.0	0.0	0.0	14.0
17200	546100	Postage & Mail Services	29.6	47.0	0	47.0	0.0	0.0	0.0	47.0
17200	546400	Rent Of Land & Buildings	1,713.2	1,922.6	0	1,979.7	0.0	0.0	0.0	1,979.7 Building lease escalation
17200	546500	Rent Of Equipment	48.8	45.4	0	46.7	0.0	0.0	0.0	46.7 Escalation of equipment rentals
17200	546600	Communications	27.2	50.7	0	50.7	0.0	0.0	0.0	50.7
17200	546610	DOIT Telecommunications	257.1	482.3	0	524.5	0.0	0.0	0.0	524.5
17200	546700	Subscriptions/Dues/License Fee	214.4	251.0	0	258.2	0.0	0.0	0.0	258.2 Escalation of Subs and Dues from vendors
17200	546800	Employee Training & Education	25.2	36.0	0	36.0	0.0	0.0	0.0	36.0
17200	546900	Advertising	0.0	2.5	0	2.5	0.0	0.0	0.0	2.5
17200	547730	Lease Principal Payment	(0.0)	0.0	0	0.0	0.0	0.0	0.0	0.0
17200	547900	Miscellaneous Expense	5.9	0.0	0	0.0	0.0	0.0	0.0	0.0
17200	547999	Request to Pay Prior Year	21.8	0.0	0	0.0	0.0	0.0	0.0	0.0
17200	548882	Lease Interest	(0.0)	0.0	0	0.0	0.0	0.0	0.0	0.0
17200	549600	Employee O/S Mileage & Fares	5.3	15.1	0	15.2	0.0	0.0	0.0	15.2
17200	549700	Employee O/S Meals & Lodging	10.1	13.0	0	13.0	0.0	0.0	0.0	13.0
	400	Other	2,860.1	4,061.2	0	4,308.2	0.0	0.0	0.0	4,308.2
<b>TOTAL EXPENSE</b>			<b>25,344.6</b>	<b>26,501.2</b>	<b>32977.269</b>	<b>27,635.9</b>	<b>63.6</b>	<b>0.0</b>	<b>0.0</b>	<b>27,699.5</b>

**Tax Administration**

**BU PCode Department**  
 33300 P573 3000000000-33300

**E5 Contract by DeptID Detail**

(Dollars in Thousands)

Fund	Account		#	Contract Purpose	Actuals	----- FY 2027 Agency Request -----					Total	Justification
						GF	OSF	ISF/IAT	FF			
17200	535200	Professional Services	1000	Keen Consulting \$65K, Call Center Evaluation \$400K, David Markwardt \$65K for Leadership Training and RS21 \$400K	390.8	930.0	0.0	0.0	0.0	930.0		
17200	535300	Other Services	1000	Protection One \$700 for building security in Las Cruces, Work Quest \$ 6,000 shredding services, Furniture disposal \$970, Adelante Document Destruction Services \$1,300, and Click2Mail \$60K mail services	4.6	69.0	0.0	0.0	0.0	69.0		
17200	535400	Audit Services	1000	Portion of Department's annual financial audit allocated	0.0	8.2	0.0	0.0	0.0	8.2		
17200	535600	IT Services	1000	FAST Enterprises \$7K SMS Gateway, Executive Information Systems, LLC \$120K for Consultant Services for SAS Software and Insight Public Sector \$2K for translation in 25+ languages	58.2	129.0	0.0	0.0	0.0	129.0		
<b>TOTAL EXPENSE</b>					<b>453.6</b>	<b>1,136.2</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>1,136.2</b>		

Tax Administration

BU PCode Department  
 33300 P573 3026000000-33300

State of New Mexico  
**S-8 Financial Summary**

(Dollars in Thousands)

	2024-25 Opbud	2024-25 Actuals	2025-26 Opbud	2026-27 PCF Proj	----- FY 2027 Agency Request -----		
					Base	Expansion	Total
	0.0	0.0	0.0	0.0	0.0	0.0	0.0
<b>EXPENSE</b>							
200 Personal services and employee benefits	337.5	321.0	372.8	604.8	380.0	0.0	380.0
EXPENDITURES	337.5	321.0	372.8	604.812	380.0	0.0	380.0
EXPENSE	337.5	321.0	372.8	604.812	380.0	0.0	380.0
<b>FTE POSITIONS</b>							
810 Permanent	0.00	0.00	0.00	6.00	0.00	0.00	0.00
820 Term	0.00	0.00	4.00	0.00	4.00	0.00	4.00
FTEs	0.00	0.00	4.00	6.00	4.00	0.00	4.00
FTE POSITIONS	0.00	0.00	4.00	6.00	4.00	0.00	4.00

Tax Administration

State of New Mexico  
**S-9 Account Code Revenue/Expenditure Summary**

**BU PCode Department**  
 33300 P573 3026000000-33300

(Dollars in Thousands)

		2024-25	2024-25	2025-26	2026-27	----- FY 2027 Agency Request -----		
		Opbud	Actuals	Opbud	PCF Proj	Base	Expansion	Total
520200	Term Positions	337.5	230.0	372.8	1.7	380.0	0.0	380.0
520300	Classified Perm Positions F/T	0.0	0.0	0.0	420.7	0.0	0.0	0.0
521100	Group Insurance Premium	0.0	25.9	0.0	54.5	0.0	0.0	0.0
521200	Retirement Contributions	0.0	44.3	0.0	91.5	0.0	0.0	0.0
521300	F I C A	0.0	16.3	0.0	25.9	0.0	0.0	0.0
521400	Workers' Comp Assessment Fee	0.0	0.0	0.0	0.0	0.0	0.0	0.0
521700	RHC Act Contributions	0.0	4.6	0.0	10.5	0.0	0.0	0.0
<b>200</b>	<b>Personal services and employee benefits</b>	<b>337.5</b>	<b>321.0</b>	<b>372.8</b>	<b>604.8</b>	<b>380.0</b>	<b>0.0</b>	<b>380.0</b>
<b>TOTAL EXPENSE</b>		<b>337.5</b>	<b>321.0</b>	<b>372.8</b>	<b>604.8</b>	<b>380.0</b>	<b>0.0</b>	<b>380.0</b>
810	Permanent	0.00	0.00	0.00	6.00	0.00	0.00	0.00
810	Permanent	0.00	0.00	0.00	6.00	0.00	0.00	0.00
820	Term	0.00	0.00	0.00	0.00	4.00	0.00	4.00
820	Term	0.00	0.00	0.00	0.00	4.00	0.00	4.00
<b>TOTAL FTE POSITIONS</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>6.00</b>	<b>4.00</b>	<b>0.00</b>	<b>4.00</b>

Tax Administration

State of New Mexico  
E4 DeptID Detail

BU PCode Department  
33300 P573 3026000000-33300

(Dollars in Thousands)

Fund	Account		2024-25	2025-26	2026-27	FY 2027 Agency Request				Total	Justification
			Actuals	Opbud	PCF Proj	GF	OSF	ISF/IAT	FF		
00000	520300	Classified Perm Positions F/T	0.0	0.0	70.157	0.0	0.0	0.0	0.0	0.0	
00000	521100	Group Insurance Premium	0.0	0.0	5.623	0.0	0.0	0.0	0.0	0.0	
00000	521200	Retirement Contributions	0.0	0.0	13.344	0.0	0.0	0.0	0.0	0.0	
00000	521300	F I C A	0.0	0.0	4.3	0.0	0.0	0.0	0.0	0.0	
00000	521700	RHC Act Contributions	0.0	0.0	1.734	0.0	0.0	0.0	0.0	0.0	
99400	520200	Term Positions	230.0	372.8	1.656	0.0	380.0	0.0	0.0	380.0	Increase for OSF funded employees due to legislative increases and increased healthcare premiums for employers
99400	520300	Classified Perm Positions F/T	0.0	0.0	350.495	0.0	0.0	0.0	0.0	0.0	
99400	521100	Group Insurance Premium	25.9	0.0	48.908	0.0	0.0	0.0	0.0	0.0	
99400	521200	Retirement Contributions	44.3	0.0	78.167	0.0	0.0	0.0	0.0	0.0	
99400	521300	F I C A	16.3	0.0	21.635	0.0	0.0	0.0	0.0	0.0	
99400	521400	Workers' Comp Assessment Fee	0.0	0.0	0	0.0	0.0	0.0	0.0	0.0	
99400	521700	RHC Act Contributions	4.6	0.0	8.793	0.0	0.0	0.0	0.0	0.0	
	200	Personal services and employee benefits	321.0	372.8	604.812	0.0	380.0	0.0	0.0	380.0	
TOTAL EXPENSE			321.0	372.8	604.812	0.0	380.0	0.0	0.0	380.0	

Tax Administration

BU PCode Department  
 33300 P573 3099100000-33300

State of New Mexico  
**S-8 Financial Summary**

(Dollars in Thousands)

		2024-25	2024-25	2025-26	2026-27	----- FY 2027 Agency Request -----		
		Opbud	Actuals	Opbud	PCF Proj	Base	Expansion	Total
		0.0	0.0	0.0	0.0	0.0	0.0	0.0
<b>EXPENSE</b>								
200	Personal services and employee benefits	1,650.5	1,938.6	1,938.7	1,727.1	2,258.8	0.0	2,258.8
300	Contractual services	9.3	0.0	8.4	0.0	8.4	0.0	8.4
400	Other	201.1	84.4	202.0	0.0	159.0	0.0	159.0
<b>EXPENDITURES</b>		<b>1,860.9</b>	<b>2,023.0</b>	<b>2,149.1</b>	<b>1,727.1</b>	<b>2,426.2</b>	<b>0.0</b>	<b>2,426.2</b>
<b>EXPENSE</b>		<b>1,860.9</b>	<b>2,023.0</b>	<b>2,149.1</b>	<b>1,727.1</b>	<b>2,426.2</b>	<b>0.0</b>	<b>2,426.2</b>
<b>FTE POSITIONS</b>								
810	Permanent	0.00	0.00	0.00	15.17	0.00	0.00	0.00
820	Term	0.00	0.00	18.17	0.00	18.17	0.00	18.17
<b>FTEs</b>		<b>0.00</b>	<b>0.00</b>	<b>18.17</b>	<b>15.17</b>	<b>18.17</b>	<b>0.00</b>	<b>18.17</b>
<b>FTE POSITIONS</b>		<b>0.00</b>	<b>0.00</b>	<b>18.17</b>	<b>15.17</b>	<b>18.17</b>	<b>0.00</b>	<b>18.17</b>

Tax Administration

State of New Mexico  
S-9 Account Code Revenue/Expenditure Summary

BU PCode Department  
33300 P573 3099100000-33300

(Dollars in Thousands)

		2024-25	2024-25	2025-26	2026-27	----- FY 2027 Agency Request -----		
		Opbud	Actuals	Opbud	PCF Proj	Base	Expansion	Total
520200	Term Positions	1,180.2	1,283.3	1,394.1	9.4	1,713.3	0.0	1,713.3
520300	Classified Perm Positions F/T	0.0	166.5	0.0	1,220.0	0.0	0.0	0.0
521100	Group Insurance Premium	133.1	119.1	149.4	163.0	135.2	0.0	135.2
521200	Retirement Contributions	221.0	246.5	259.2	234.7	271.9	0.0	271.9
521300	F I C A	90.2	92.0	106.7	75.6	112.7	0.0	112.7
521400	Workers' Comp Assessment Fee	0.2	0.1	1.4	0.0	1.4	0.0	1.4
521410	GSD Work Comp Insur Premium	1.5	1.5	3.3	0.0	0.2	0.0	0.2
521500	Unemployment Comp Premium	0.6	0.6	0.2	0.0	0.6	0.0	0.6
521600	Employee Liability Ins Premium	3.3	3.3	5.1	0.0	3.1	0.0	3.1
521700	RHC Act Contributions	20.4	25.6	19.3	24.4	20.4	0.0	20.4
<b>200</b>	<b>Personal services and employee benefits</b>	<b>1,650.5</b>	<b>1,938.6</b>	<b>1,938.7</b>	<b>1,727.1</b>	<b>2,258.8</b>	<b>0.0</b>	<b>2,258.8</b>
535400	Audit Services	9.3	0.0	8.4	0.0	8.4	0.0	8.4
<b>300</b>	<b>Contractual services</b>	<b>9.3</b>	<b>0.0</b>	<b>8.4</b>	<b>0.0</b>	<b>8.4</b>	<b>0.0</b>	<b>8.4</b>
542100	Employee I/S Mileage & Fares	0.0	0.2	0.1	0.0	0.0	0.0	0.0
542200	Employee I/S Meals & Lodging	3.2	0.0	3.2	0.0	0.0	0.0	0.0
542500	Transp - Fuel & Oil	1.9	0.0	1.9	0.0	0.3	0.0	0.3
542600	Transp - Parts & Supplies	2.1	0.0	2.2	0.0	0.6	0.0	0.6
542700	Transp - Transp Insurance	0.0	0.0	0.0	0.0	0.0	0.0	0.0
542800	State Transp Pool Charges	5.8	0.0	5.6	0.0	0.0	0.0	0.0
543200	Maint - Furn, Fixt, Equipment	0.2	0.0	0.2	0.0	0.2	0.0	0.2
544000	Supply Inventory IT	11.9	0.0	22.4	0.0	7.4	0.0	7.4
544100	Supplies-Office Supplies	1.3	0.0	1.3	0.0	2.6	0.0	2.6
544900	Supplies-Inventory Exempt	0.0	0.0	0.0	0.0	0.0	0.0	0.0
545700	ISD Services	8.3	4.2	10.3	0.0	13.0	0.0	13.0
545710	DOIT HCM Assessment Fees	6.5	6.0	6.5	0.0	6.3	0.0	6.3
545900	Printing & Photo Services	0.0	0.0	0.5	0.0	0.9	0.0	0.9
546400	Rent Of Land & Buildings	49.0	52.0	49.0	0.0	52.1	0.0	52.1
546500	Rent Of Equipment	2.0	2.0	2.0	0.0	3.2	0.0	3.2
546610	DOIT Telecommunications	29.2	9.4	27.2	0.0	14.4	0.0	14.4
546800	Employee Training & Education	16.6	5.8	14.6	0.0	24.7	0.0	24.7

547730	Lease Principal Payment	0.0	(0.0)	0.0	0.0	0.0	0.0	0.0
547900	Miscellaneous Expense	0.1	0.0	0.1	0.0	0.1	0.0	0.1
548882	Lease Interest	0.0	0.0	0.0	0.0	0.0	0.0	0.0
549600	Employee O/S Mileage & Fares	29.0	1.4	24.9	0.0	9.7	0.0	9.7
549700	Employee O/S Meals & Lodging	34.0	3.3	30.0	0.0	23.5	0.0	23.5
400	Other	201.1	84.4	202.0	0.0	159.0	0.0	159.0
<b>TOTAL EXPENSE</b>		<b>1,860.9</b>	<b>2,023.0</b>	<b>2,149.1</b>	<b>1,727.1</b>	<b>2,426.2</b>	<b>0.0</b>	<b>2,426.2</b>
810	Permanent	0.00	0.00	0.00	15.17	0.00	0.00	0.00
810	Permanent	0.00	0.00	0.00	15.17	0.00	0.00	0.00
820	Term	0.00	0.00	0.00	0.00	18.17	0.00	18.17
820	Term	0.00	0.00	0.00	0.00	18.17	0.00	18.17
<b>TOTAL FTE POSITIONS</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>15.17</b>	<b>18.17</b>	<b>0.00</b>	<b>18.17</b>

Tax Administration

State of New Mexico  
E4 DeptID Detail

BU PCode Department  
33300 P573 3099100000-33300

(Dollars in Thousands)

Fund	Account		2024-25	2025-26	2026-27	FY 2027 Agency Request				Total	Justification
			Actuals	Opbud	PCF Proj	GF	OSF	ISF/IAT	FF		
17200	520200	Term Positions	1,283.3	1,394.1	9,385	0.0	0.0	0.0	1,713.3	1,713.3	Increased due to legislative increase and increased healthcare premiums for employers. Federal award amount increased.
17200	520300	Classified Perm Positions F/T	166.5	0.0	1220.018	0.0	0.0	0.0	0.0	0.0	
17200	521100	Group Insurance Premium	119.1	149.4	162.971	0.0	0.0	0.0	135.2	135.2	
17200	521200	Retirement Contributions	246.5	259.2	234.732	0.0	0.0	0.0	271.9	271.9	
17200	521300	F I C A	92.0	106.7	75.642	0.0	0.0	0.0	112.7	112.7	
17200	521400	Workers' Comp Assessment Fee	0.1	1.4	0	0.0	0.0	0.0	1.4	1.4	
17200	521410	GSD Work Comp Insur Premium	1.5	3.3	0	0.0	0.0	0.0	0.2	0.2	
17200	521500	Unemployment Comp Premium	0.6	0.2	0	0.0	0.0	0.0	0.6	0.6	
17200	521600	Employee Liability Ins Premium	3.3	5.1	0	0.0	0.0	0.0	3.1	3.1	
17200	521700	RHC Act Contributions	25.6	19.3	24.398	0.0	0.0	0.0	20.4	20.4	
	200	Personal services and employee benefits	1,938.6	1,938.7	1727.146	0.0	0.0	0.0	2,258.8	2,258.8	
17200	542100	Employee I/S Mileage & Fares	0.2	0.1	0	0.0	0.0	0.0	0.0	0.0	
17200	542200	Employee I/S Meals & Lodging	0.0	3.2	0	0.0	0.0	0.0	0.0	0.0	
17200	542500	Transp - Fuel & Oil	0.0	1.9	0	0.0	0.0	0.0	0.3	0.3	
17200	542600	Transp - Parts & Supplies	0.0	2.2	0	0.0	0.0	0.0	0.6	0.6	
17200	542700	Transp - Transp Insurance	0.0	0.0	0	0.0	0.0	0.0	0.0	0.0	
17200	542800	State Transp Pool Charges	0.0	5.6	0	0.0	0.0	0.0	0.0	0.0	
17200	543200	Maint - Furn, Fixt, Equipment	0.0	0.2	0	0.0	0.0	0.0	0.2	0.2	
17200	544000	Supply Inventory IT	0.0	22.4	0	0.0	0.0	0.0	7.4	7.4	Computers for employees funded through federal revenue scheduled to be replaced in FY26
17200	544100	Supplies-Office Supplies	0.0	1.3	0	0.0	0.0	0.0	2.6	2.6	
17200	545700	ISD Services	4.2	10.3	0	0.0	0.0	0.0	13.0	13.0	
17200	545710	DOIT HCM Assessment Fees	6.0	6.5	0	0.0	0.0	0.0	6.3	6.3	
17200	545900	Printing & Photo Services	0.0	0.5	0	0.0	0.0	0.0	0.9	0.9	
17200	546400	Rent Of Land & Buildings	52.0	49.0	0	0.0	0.0	0.0	52.1	52.1	Building Lease Escalation
17200	546500	Rent Of Equipment	2.0	2.0	0	0.0	0.0	0.0	3.2	3.2	Equipment Rental Escalation
17200	546610	DOIT Telecommunications	9.4	27.2	0	0.0	0.0	0.0	14.4	14.4	
17200	546800	Employee Training & Education	5.8	14.6	0	0.0	0.0	0.0	24.7	24.7	
17200	547730	Lease Principal Payment	(0.0)	0.0	0	0.0	0.0	0.0	0.0	0.0	
17200	547900	Miscellaneous Expense	0.0	0.1	0	0.0	0.0	0.0	0.1	0.1	
17200	548882	Lease Interest	0.0	0.0	0	0.0	0.0	0.0	0.0	0.0	
17200	549600	Employee O/S Mileage & Fares	1.4	24.9	0	0.0	0.0	0.0	9.7	9.7	Reduced planned trips for employees

17200	549700	Employee O/S Meals & Lodging	3.3	30.0	0	0.0	0.0	0.0	23.5	23.5
	400	Other	84.4	202.0	0	0.0	0.0	0.0	159.0	159.0
<b>TOTAL EXPENSE</b>			<b>2,023.0</b>	<b>2,140.7</b>	<b>1727.146</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>2,417.8</b>	<b>2,417.8</b>

**Tax Administration**

**E5 Contract by DeptID Detail**

**BU PCode Department**  
 33300 P573 3099100000-33300

(Dollars in Thousands)

Fund	Account	#	Contract Purpose	Actuals	----- FY 2027 Agency Request -----					Total	Justification
					GF	OSF	ISF/IAT	FF			
17200	535400	Audit Services	1000 Audit Services - Clifton Larson Allen, LLP \$8,400	0.0	0.0	0.0	0.0	8.4	8.4		
<b>TOTAL EXPENSE</b>				<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>8.4</b>	<b>8.4</b>		

**FY27 APPROPRIATION REQUEST  
FORM E-6B LEASED PASSENGER-RELATED VEHICLES**

**Account code 542800**

LEASED VEHICLE INFORMATION @ 7/1/25

Agency Name: Taxation and Revenue Department

Program Name: Taxation Administration Act - Audit and Compliance Division

Business Unit: 33300

Program Code: P573/3000

Item No.	LONG TERM LEASES ONLY						Lease Type Operational (O) or Standard (S)	Long Term Only			SHORT TERM ONLY			Put (x) if Fed \$
	Year	Make/Model	Vehicle Type	A** R C	License Plate Number	Mileage As of 7/1/2025		A	B	A x B = C	D	E	D x E = F	
								FY27 Monthly Rate S= Rate Schedule	Number of months to lease	Total cost Rate FY27	Daily Rate Based On Vehicle Type	No. of Days	Total Lease Rate	
1	2021	Nissan Altima	02BA	C	008463SG	8,273	Standard (S)	742.92	12	8,915.0			-	
2	2021	Nissan Altima	02BA	C	008748SG	5,185	Standard (S)	742.92	12	8,915.0			-	
3	2024	Nissan Altima	02BA	C	009950SG	566	Standard (S)	704.00	12	8,448.0			-	
4	2021	Nissan Altima	02BA	C	008499SG	20,192	Standard (S)	742.92	12	8,915.0			-	
5	2021	Nissan Altima	02BA	C	008494SG	34,457	Standard (S)	742.92	12	8,915.0			-	
6	2020	Nissan LEAF	02B	C	008214SG	30,759	Standard (S)	512.00	12	6,144.0			-	
7	2020	Chevy Volt	02B	C	007796SG	2,504	Standard (S)	512.00	12	6,144.0			-	
8	2024	Dodge Durango	06A	C	011022SG	107	Standard (S)	707.00	12	8,484.0			-	
9													-	
10								-	-	-			-	
11								-	-	-			-	
12										-			-	
13										-			-	
14										-			-	
15										-			-	
16										-			-	
17										-			-	
18										-			-	
19										-			-	
								<b>TOTAL LONG TERM:</b>	64,880.2	<b>TOTAL SHORT TERM:</b>	-			

Operational(O) rate for FY24 will be

\*\* Code A = additional leased vehicle request C = vehicle currently leased R = request to replace previously purchased vehicle

**P573**

**Revenue Processing Division**

Tax Administration

BU PCode Department  
 33300 P573 4000000000-33300

State of New Mexico  
**S-8 Financial Summary**

(Dollars in Thousands)

		2024-25	2024-25	2025-26	2026-27	----- FY 2027 Agency Request -----		
		Opbud	Actuals	Opbud	PCF Proj	Base	Expansion	Total
		0.0	0.0	0.0	0.0	0.0	0.0	0.0
<b>EXPENSE</b>								
200	Personal services and employee benefits	8,239.1	8,557.4	8,634.5	12,520.7	9,071.0	0.0	9,071.0
300	Contractual services	262.3	31.3	193.1	0.0	23.5	0.0	23.5
400	Other	3,192.6	2,892.7	3,272.6	0.0	3,943.8	0.0	3,943.8
<b>EXPENDITURES</b>		<b>11,694.0</b>	<b>11,481.4</b>	<b>12,100.2</b>	<b>12,520.7</b>	<b>13,038.3</b>	<b>0.0</b>	<b>13,038.3</b>
<b>EXPENSE</b>		<b>11,694.0</b>	<b>11,481.4</b>	<b>12,100.2</b>	<b>12,520.7</b>	<b>13,038.3</b>	<b>0.0</b>	<b>13,038.3</b>
<b>FTE POSITIONS</b>								
810	Permanent	0.00	0.00	127.00	150.00	127.00	0.00	127.00
830	Temporary	0.00	0.00	5.78	0.00	5.78	0.00	5.78
<b>FTEs</b>		<b>0.00</b>	<b>0.00</b>	<b>132.78</b>	<b>150.00</b>	<b>132.78</b>	<b>0.00</b>	<b>132.78</b>
<b>FTE POSITIONS</b>		<b>0.00</b>	<b>0.00</b>	<b>132.78</b>	<b>150.00</b>	<b>132.78</b>	<b>0.00</b>	<b>132.78</b>

Tax Administration

State of New Mexico  
**S-9 Account Code Revenue/Expenditure Summary**

**BU PCode Department**  
 33300 P573 4000000000-33300

(Dollars in Thousands)

		2024-25	2024-25	2025-26	2026-27	----- FY 2027 Agency Request -----		
		Opbud	Actuals	Opbud	PCF Proj	Base	Expansion	Total
520100	Exempt Perm Positions P/T&F/T	123.5	128.7	131.0	149.3	131.0	0.0	131.0
520300	Classified Perm Positions F/T	5,756.6	5,791.5	6,021.8	8,384.1	6,086.2	0.0	6,086.2
520500	Temporary Positions F/T & P/T	94.2	56.6	92.0	0.0	96.8	0.0	96.8
520600	Paid Unused Sick Leave	1.2	2.6	1.3	0.0	23.7	0.0	23.7
520700	Overtime & Other Premium Pay	30.0	30.1	30.0	0.0	95.4	0.0	95.4
520800	Annl & Comp Paid At Separation	10.7	14.4	10.7	0.0	20.0	0.0	20.0
521100	Group Insurance Premium	688.8	798.7	744.9	1,536.4	976.0	0.0	976.0
521200	Retirement Contributions	983.0	1,139.9	1,014.1	1,734.6	1,014.1	0.0	1,014.1
521300	F I C A	395.9	435.7	408.1	523.1	408.1	0.0	408.1
521400	Workers' Comp Assessment Fee	1.2	1.0	1.2	0.0	1.2	0.0	1.2
521410	GSD Work Comp Insur Premium	11.2	11.2	23.8	0.0	12.8	0.0	12.8
521500	Unemployment Comp Premium	4.3	4.3	1.5	0.0	11.7	0.0	11.7
521600	Employee Liability Ins Premium	24.3	24.3	36.9	0.0	76.8	0.0	76.8
521700	RHC Act Contributions	114.2	118.5	117.2	193.3	117.2	0.0	117.2
<b>200</b>	<b>Personal services and employee benefits</b>	<b>8,239.1</b>	<b>8,557.4</b>	<b>8,634.5</b>	<b>12,520.7</b>	<b>9,071.0</b>	<b>0.0</b>	<b>9,071.0</b>
535300	Other Services	12.3	5.4	12.3	0.0	6.7	0.0	6.7
535500	Attorney Services	1.8	0.0	1.8	0.0	1.8	0.0	1.8
535600	IT Services	248.2	25.8	179.0	0.0	15.0	0.0	15.0
<b>300</b>	<b>Contractual services</b>	<b>262.3</b>	<b>31.3</b>	<b>193.1</b>	<b>0.0</b>	<b>23.5</b>	<b>0.0</b>	<b>23.5</b>
542100	Employee I/S Mileage & Fares	2.5	0.6	2.5	0.0	4.0	0.0	4.0
542200	Employee I/S Meals & Lodging	9.1	0.8	9.1	0.0	10.5	0.0	10.5
542500	Transp - Fuel & Oil	3.6	1.7	3.8	0.0	4.5	0.0	4.5
542600	Transp - Parts & Supplies	1.0	0.2	1.1	0.0	2.5	0.0	2.5
542700	Transp - Transp Insurance	0.1	0.1	0.1	0.0	0.1	0.0	0.1
542800	State Transp Pool Charges	13.3	9.5	13.3	0.0	18.0	0.0	18.0
543200	Maint - Furn, Fixt, Equipment	159.8	81.6	159.9	0.0	92.3	0.0	92.3
543820	Maintenance IT	153.5	0.0	0.0	0.0	0.0	0.0	0.0
543830	IT HW/SW Agreements	26.5	387.7	280.7	0.0	496.7	0.0	496.7
544000	Supply Inventory IT	14.5	17.7	17.6	0.0	30.0	0.0	30.0
544100	Supplies-Office Supplies	6.5	31.3	6.5	0.0	36.5	0.0	36.5

544200	Supplies-Medical,Lab,Personal	0.0	0.0	0.0	0.0	0.0	0.0	0.0
544400	Supplies-Field Supplies	0.0	0.2	0.0	0.0	0.0	0.0	0.0
544900	Supplies-Inventory Exempt	0.0	15.5	0.0	0.0	0.0	0.0	0.0
545600	Reporting & Recording	3.3	2.0	3.3	0.0	8.0	0.0	8.0
545700	ISD Services	61.1	55.9	75.6	0.0	112.9	0.0	112.9
545710	DOIT HCM Assessment Fees	48.5	43.6	47.5	0.0	49.9	0.0	49.9
545900	Printing & Photo Services	106.6	26.5	106.6	0.0	90.3	0.0	90.3
546100	Postage & Mail Services	2,040.9	1,819.3	2,009.7	0.0	2,409.7	0.0	2,409.7
546400	Rent Of Land & Buildings	2.0	0.0	2.0	0.0	2.0	0.0	2.0
546500	Rent Of Equipment	169.1	262.8	182.6	0.0	195.6	0.0	195.6
546600	Communications	0.7	0.9	0.7	0.0	0.7	0.0	0.7
546610	DOIT Telecommunications	215.3	90.4	198.6	0.0	210.7	0.0	210.7
546700	Subscriptions/Dues/License Fee	12.3	3.0	9.0	0.0	11.5	0.0	11.5
546800	Employee Training & Education	30.0	6.0	30.0	0.0	35.0	0.0	35.0
546900	Advertising	80.8	1.6	80.8	0.0	80.8	0.0	80.8
547730	Lease Principal Payment	0.0	0.0	0.0	0.0	0.0	0.0	0.0
547900	Miscellaneous Expense	1.6	1.9	1.6	0.0	1.6	0.0	1.6
548300	Information Tech Equipment	0.0	5.8	0.0	0.0	0.0	0.0	0.0
548400	Other Equipment	0.0	15.2	0.0	0.0	0.0	0.0	0.0
548882	Lease Interest	0.0	0.0	0.0	0.0	0.0	0.0	0.0
549600	Employee O/S Mileage & Fares	15.0	5.8	15.0	0.0	20.0	0.0	20.0
549700	Employee O/S Meals & Lodging	15.0	5.1	15.0	0.0	20.0	0.0	20.0
400	Other	3,192.6	2,892.7	3,272.6	0.0	3,943.8	0.0	3,943.8
<b>TOTAL EXPENSE</b>		<b>11,694.0</b>	<b>11,481.4</b>	<b>12,100.2</b>	<b>12,520.7</b>	<b>13,038.3</b>	<b>0.0</b>	<b>13,038.3</b>
810	Permanent	0.00	0.00	0.00	150.00	127.00	0.00	127.00
810	Permanent	0.00	0.00	0.00	150.00	127.00	0.00	127.00
830	Temporary	0.00	0.00	0.00	0.00	5.78	0.00	5.78
830	Temporary	0.00	0.00	0.00	0.00	5.78	0.00	5.78
<b>TOTAL FTE POSITIONS</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>150.00</b>	<b>132.78</b>	<b>0.00</b>	<b>132.78</b>

Tax Administration

State of New Mexico  
E4 DeptID Detail

BU PCode Department  
33300 P573 4000000000-33300

(Dollars in Thousands)

Fund	Account		2024-25	2025-26	2026-27	FY 2027 Agency Request				Total	Justification
			Actuals	Opbud	PCF Proj	GF	OSF	ISF/IAT	FF		
00000	520300	Classified Perm Positions F/T	0.0	0.0	362.324	0.0	0.0	0.0	0.0	0.0	
00000	521100	Group Insurance Premium	0.0	0.0	37.882	0.0	0.0	0.0	0.0	0.0	
00000	521200	Retirement Contributions	0.0	0.0	88.968	0.0	0.0	0.0	0.0	0.0	
00000	521300	F I C A	0.0	0.0	22.208	0.0	0.0	0.0	0.0	0.0	
00000	521700	RHC Act Contributions	0.0	0.0	11.04	0.0	0.0	0.0	0.0	0.0	
17200	520100	Exempt Perm Positions P/T&F/T	128.7	131.0	149.258	131.0	0.0	0.0	0.0	131.0	
17200	520300	Classified Perm Positions F/T	5,791.5	6,021.8	8021.763	5,840.8	245.4	0.0	0.0	6,086.2	
17200	520500	Temporary Positions F/T & P/T	56.6	92.0	0	96.8	0.0	0.0	0.0	96.8	
17200	520600	Paid Unused Sick Leave	2.6	1.3	0	23.7	0.0	0.0	0.0	23.7	
17200	520700	Overtime & Other Premium Pay	30.1	30.0	0	95.4	0.0	0.0	0.0	95.4	Longevity Pay
17200	520800	Annl & Comp Paid At Separation	14.4	10.7	0	20.0	0.0	0.0	0.0	20.0	
17200	521100	Group Insurance Premium	798.7	744.9	1498.503	968.5	7.5	0.0	0.0	976.0	
17200	521200	Retirement Contributions	1,139.9	1,014.1	1645.637	1,014.1	0.0	0.0	0.0	1,014.1	
17200	521300	F I C A	435.7	408.1	500.902	408.1	0.0	0.0	0.0	408.1	
17200	521400	Workers' Comp Assessment Fee	1.0	1.2	0	1.2	0.0	0.0	0.0	1.2	
17200	521410	GSD Work Comp Insur Premium	11.2	23.8	0	12.8	0.0	0.0	0.0	12.8	
17200	521500	Unemployment Comp Premium	4.3	1.5	0	11.7	0.0	0.0	0.0	11.7	
17200	521600	Employee Liability Ins Premium	24.3	36.9	0	76.8	0.0	0.0	0.0	76.8	
17200	521700	RHC Act Contributions	118.5	117.2	182.253	117.2	0.0	0.0	0.0	117.2	
	<b>200</b>	<b>Personal services and employee benefits</b>	<b>8,557.4</b>	<b>8,634.5</b>	<b>12520.738</b>	<b>8,818.1</b>	<b>252.9</b>	<b>0.0</b>	<b>0.0</b>	<b>9,071.0</b>	
17200	542100	Employee I/S Mileage & Fares	0.6	2.5	0	4.0	0.0	0.0	0.0	4.0	Increase due to approved per diem rates
17200	542200	Employee I/S Meals & Lodging	0.8	9.1	0	10.5	0.0	0.0	0.0	10.5	Increase due to approved per diem rates
17200	542500	Transp - Fuel & Oil	1.7	3.8	0	4.5	0.0	0.0	0.0	4.5	
17200	542600	Transp - Parts & Supplies	0.2	1.1	0	2.5	0.0	0.0	0.0	2.5	
17200	542700	Transp - Transp Insurance	0.1	0.1	0	0.1	0.0	0.0	0.0	0.1	
17200	542800	State Transp Pool Charges	9.5	13.3	0	18.0	0.0	0.0	0.0	18.0	
17200	543200	Maint - Furn, Fixt, Equipment	81.6	159.9	0	27.8	64.5	0.0	0.0	92.3	Removal of GMSS Maintenance for equipment
17200	543830	IT HW/SW Agreements	387.7	280.7	0	336.2	160.5	0.0	0.0	496.7	Escalation in IT maintenance from vendors for existing services
17200	544000	Supply Inventory IT	17.7	17.6	0	15.0	15.0	0.0	0.0	30.0	Increase due to scheduled replacement of employee computers
17200	544100	Supplies-Office Supplies	31.3	6.5	0	16.5	20.0	0.0	0.0	36.5	Increase due to planned replacement of office supplies
17200	544200	Supplies-Medical,Lab,Personal	0.0	0.0	0	0.0	0.0	0.0	0.0	0.0	
17200	544400	Supplies-Field Supplies	0.2	0.0	0	0.0	0.0	0.0	0.0	0.0	

17200	544900	Supplies-Inventory Exempt	15.5	0.0	0	0.0	0.0	0.0	0.0	0.0
17200	545600	Reporting & Recording	2.0	3.3	0	8.0	0.0	0.0	0.0	8.0
17200	545700	ISD Services	55.9	75.6	0	112.9	0.0	0.0	0.0	112.9
17200	545710	DOIT HCM Assessment Fees	43.6	47.5	0	49.9	0.0	0.0	0.0	49.9
17200	545900	Printing & Photo Services	26.5	106.6	0	63.0	27.3	0.0	0.0	90.3 Reduced to be more in line with planned expenditures
17200	546100	Postage & Mail Services	1,819.3	2,009.7	0	2,292.9	116.8	0.0	0.0	2,409.7 Federal postage rate increases
17200	546400	Rent Of Land & Buildings	0.0	2.0	0	0.0	2.0	0.0	0.0	2.0
17200	546500	Rent Of Equipment	262.8	182.6	0	170.4	25.2	0.0	0.0	195.6 Escalation of rent of equipment
17200	546600	Communications	0.9	0.7	0	0.7	0.0	0.0	0.0	0.7
17200	546610	DOIT Telecommunications	90.4	198.6	0	210.7	0.0	0.0	0.0	210.7
17200	546700	Subscriptions/Dues/License Fee	3.0	9.0	0	7.0	4.5	0.0	0.0	11.5 Escalation of existing Subs and Dues from vendors
17200	546800	Employee Training & Education	6.0	30.0	0	35.0	0.0	0.0	0.0	35.0
17200	546900	Advertising	1.6	80.8	0	0.0	80.8	0.0	0.0	80.8
17200	547730	Lease Principal Payment	0.0	0.0	0	0.0	0.0	0.0	0.0	0.0
17200	547900	Miscellaneous Expense	1.9	1.6	0	1.6	0.0	0.0	0.0	1.6
17200	548300	Information Tech Equipment	5.8	0.0	0	0.0	0.0	0.0	0.0	0.0
17200	548400	Other Equipment	15.2	0.0	0	0.0	0.0	0.0	0.0	0.0
17200	548882	Lease Interest	0.0	0.0	0	0.0	0.0	0.0	0.0	0.0
17200	549600	Employee O/S Mileage & Fares	5.8	15.0	0	20.0	0.0	0.0	0.0	20.0
17200	549700	Employee O/S Meals & Lodging	5.1	15.0	0	20.0	0.0	0.0	0.0	20.0
	400	Other	2,892.7	3,272.6	0	3,427.2	516.6	0.0	0.0	3,943.8
<b>TOTAL EXPENSE</b>			<b>11,450.1</b>	<b>11,907.1</b>	<b>12520.738</b>	<b>12,245.3</b>	<b>769.5</b>	<b>0.0</b>	<b>0.0</b>	<b>13,014.8</b>

Tax Administration

BU PCode Department  
 33300 P573 4000000000-33300

E5 Contract by DeptID Detail

(Dollars in Thousands)

Fund	Account	Department	#	Contract Purpose	Actuals	----- FY 2027 Agency Request -----				Total	Justification
						GF	OSF	ISF/IAT	FF		
17200	535300	Other Services	1000	Work Quest - Horizons of NM Adelante Weekly pick-up of shredding documents 7 bins \$5,500, Work Quest - Horizons of NM Adelante - bin rental \$800 and NM State Records Center and Archives monthly storage fees \$400	5.4	6.7	0.0	0.0	0.0	6.7	
17200	535300	Other Services	1001		0.0	0.0	0.0	0.0	0.0	0.0	
17200	535300	Other Services	1002		0.0	0.0	0.0	0.0	0.0	0.0	
17200	535500	Attorney Services	1000	Arbitration Costs	0.0	1.8	0.0	0.0	0.0	1.8	
17200	535600	IT Services	1000	FAST Enterprises LLC and Federation of Tax Administrators	25.8	15.0	0.0	0.0	0.0	15.0	Deliverable 3: FAST Short Message Service (SMS) Gateway ad. These expenses hit 543830 now.
17200	535600	IT Services	1001		0.0	0.0	0.0	0.0	0.0	0.0	
17200	535600	IT Services	1002		0.0	0.0	0.0	0.0	0.0	0.0	
<b>TOTAL EXPENSE</b>					<b>31.3</b>	<b>23.5</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>23.5</b>	

**FY27 APPROPRIATION REQUEST  
FORM E-6B LEASED PASSENGER-RELATED VEHICLES**

**Account code 542800**

LEASED VEHICLE INFORMATION @ 7/1/25

Agency Name: Taxation and Revenue Department

Business Unit: 33300

Program Name: Revenue Processing Division

Program Code: P573

Item No.	LONG TERM LEASES ONLY						Lease Type Operational (O) or Standard (S)	Long Term Only			SHORT TERM ONLY			Put (x) if Fed \$	
	Year	Make/Model	Vehicle Type	A** R C	License Plate Number	Mileage As of 7/1/25		A	B	A x B = C	D	E	D x E = F		
								FY27 Monthly Rate S= Rate Schedule	Number of months to lease	Total cost Rate FY27	Daily Rate Based On Vehicle Type	No. of Days	Total Lease Rate		
1	2024	DODGE DURNAGO	06A	C	011025SG	1,416	Operational (O)	707	12	8,484.0			-		
2	2024	FORD CARGO VAN	05D	C	011104SG	940	Operational (O)	500	12	6,000.0			-		
3	1999	CHEVY BOX TRUCK	07A	C	G40759	25,789	Operational (O)	293	12	3,518.6			-		
4										-			-		
5										-			-		
6										-			-		
7										-			-		
8										-			-		
9										-			-		
10										-			-		
11										-			-		
12										-			-		
13										-			-		
14										-			-		
15										-			-		
16										-			-		
17										-			-		
18										-			-		
19										-			-		
<b>TOTAL LONG TERM:</b>										18,002.6	<b>TOTAL SHORT TERM:</b>			-	

Operational(O) rate for FY23 will be

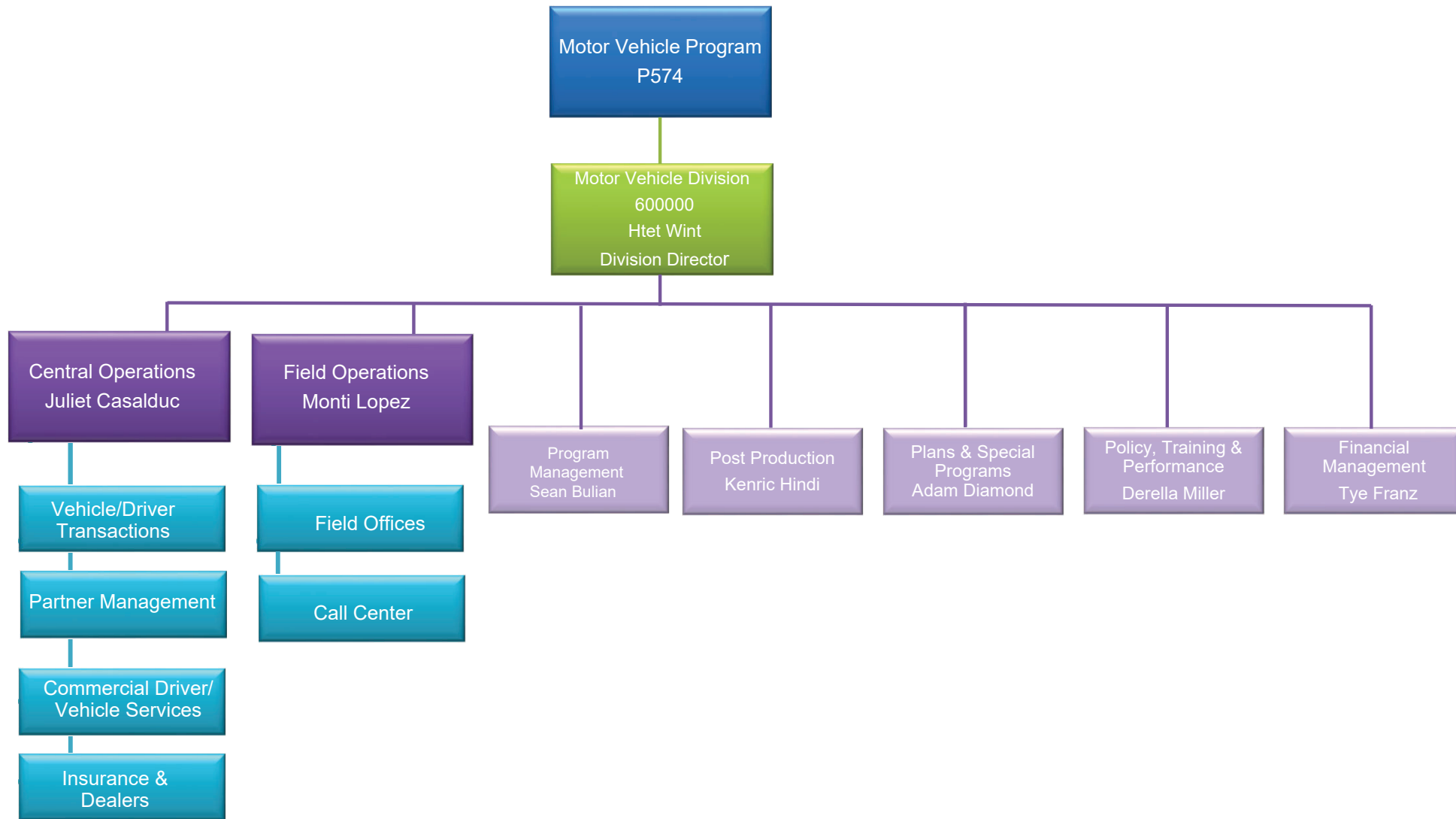
\*\* Code A = additional leased vehicle request C = vehicle currently leased R = request to replace previously purchased vehicle

# **P574**

## **Motor Vehicle**

# Taxation & Revenue Department

## Motor Vehicle Program



**Motor Vehicle Division**

**State of New Mexico**

**P-1 Program Overview**

**BU**    **PCode**  
33300   P574

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**Program Description:**

MVD serves New Mexico by providing efficient motor vehicle services that include issuing licenses for non-commercial and commercial drivers, including REAL ID-compliant credentials; registering and titling commercial and non-commercial vehicles and boats; licensing auto dealers, auto recyclers, and title service companies; and managing contracts with private partners. MVD also administers the Commercial Vehicle Weight Distance Tax, the International Fuel Tax Agreement (IFTA), and the International Registration Plan (IRP), including tax collection and disbursement to participating states and jurisdictions. In addition, MVD ensures that all operations are carried out in compliance with the Motor Vehicle Code (Chapter 66, NMSA 1978).

## Motor Vehicle Division

BU PCode  
33300 P574

## State of New Mexico

### P-1 Program Overview

#### Major Issues and Accomplishments:

##### Major Accomplishments -

##### 1. Service Modernization and Innovation

- **Mobile Driver License Implementation:** New Mexico launched its first Mobile Driver License, providing a secure, convenient, and contactless identification that integrates seamlessly with mobile devices. This modernization enhanced fraud prevention and customer flexibility, and it was nationally recognized with the 2025 State Scoop Award for Innovation in Government Technology.
- **Non-Traditional Communication Registry:** MVD designed and implemented a voluntary registry to improve communication between law enforcement and drivers with unique communication needs, such as individuals with autism or hearing impairments. This innovation strengthened community trust, officer preparedness, and driver safety, earning both the 2025 AAMVA Region 4 Award and the 2025 AAMVA International Award.
- **Reduced wait times and transaction times in field offices:** Through process modernization, office redesign, and expanded digital service options, MVD achieved average wait times of 7 minutes and transaction times of 6 minutes statewide.

##### 2. Technology and System Upgrades

- **Core21 System Upgrade:** MVD successfully transitioned from Version 12 to Core21 for both driver and vehicle services. The upgrade improved system stability expanded integration with partner agencies, and enhanced customer-facing capabilities. These improvements strengthened long-term operational reliability and reduced downtime, directly contributing to faster and more efficient customer service.

##### 3. Compliance with Federal and State Mandates

- **Automatic Voter Registration:** MVD implemented system enhancements to support automatic voter registration in compliance with state law. The initiative strengthens voter access and participation by making registration seamless during eligible MVD transactions, while also ensuring data security and accuracy in collaboration with election officials.
- **REAL ID Compliance:** MVD successfully met the federal REAL ID Act implementation deadline in May 2025, ensuring that all credentials issued comply with Department of Homeland Security standards. All legacy credentials were converted to either a REAL ID or a standard credential, completing the statewide transition. MVD managed the process effectively and delivered a smooth transition with minimal customer service disruption.
- **CDL Compliance Upgrades:** MVD deployed system improvements to meet federal U.S. Department of Transportation mandates, including compliance with the National Roadside Inspection Initiative (NRII). These upgrades are critical to maintaining federal CDL compliance, ensuring New Mexico avoids penalties and preserving interstate recognition of our CDL credentials. By supporting the safe operation of commercial vehicles, NRII compliance strengthens roadway safety while protecting the businesses and drivers who rely on efficient interstate commerce.

##### 4. Public Safety and Awareness

- **Special License Plate Programs –** Added new specialty plates, such as the Gila Monster plate, Acequia, and the Motorcycle Safety Awareness plate supporting public awareness campaigns and generating revenue for causes.

##### Major Issues-

- **Hiring and Staffing:** MVD continues to face challenges in recruiting and retaining qualified staff across field offices and specialized units.
- **Evolving Technology Needs:** The successful implementation of Core21 and other upgrades highlight the importance of continuous investment in technology. MVD must continue to upgrade systems to meet federal mandates, security standards, and customer expectations, often while working to mitigate costs and balance limited funding resources. This requires careful prioritization to ensure stability, compliance, and ongoing modernization.
- **Leased Space Challenges:** MVD has faced ongoing difficulties with efforts to secure new leased facilities.

## Motor Vehicle Division

BU PCode  
33300 P574State of New Mexico  
P-1 Program Overview

- 
- Overview of Request:** MVD's budget request balances critical modernization needs with the resources necessary to sustain daily operations. The centerpiece is a C2 request of \$4.1 million to complete the required AAMVA service cutover. AAMVA is retiring its legacy UniServices platform, and New Mexico must transition to REST-based web services to maintain access to essential national systems, including NMVTIS, CDLIS, and S2S. These systems underpin driver credential verification, vehicle titling and registration, and compliance with state and federal mandates. The requested funding reflects FAST Enterprises' projected development, testing, deployment, and programmatic adjustments needed to ensure uninterrupted functionality. The remainder of the budget maintains core operations and supports MVD staff to continue providing historically low wait times, while also meeting mandates.
- Programmatic Changes:** MVD is currently managing two major programmatic changes that are critical to long-term operations and customer service.
- AAMVA Systems Transition  
The decommissioning of AAMVA's legacy UniServices platform requires all states to transition to REST-based web services to maintain access to national systems such as NMVTIS, CDLIS, and S2S. To remain compliant and ensure uninterrupted functionality, MVD's Driver Services and Vehicle Services (DSVS) system must be updated to integrate with the new AAMVA platform.
  - Expanding Driver Services to Partners  
MVD is experiencing high demand from external partners who wish to expand their access to processing driver services. Partner agencies and businesses rely on this access to perform transactions efficiently and meet customer needs. While MVD is committed to supporting this expansion, it must do so while continuing to operate within existing staffing and resource constraints. Balancing the need for growth with the realities of limited capacity presents an ongoing challenge that will require strategic planning, technology investments, and sustained support to meet demand.
- Base Budget Justification:** For FY27, MVD's base budget request reflects a net decrease of (\$6,396.9) thousand to ensure solvency of the MVD (17200) and Weight Distance (99400) fund balances. The reduction in fund 17200 is the result of efficiencies in operations, adjustments to contract and project timelines, and the realignment of certain expenditures within existing resources. This approach strengthens the long-term health of the fund balance while ensuring that MVD continues delivering essential services. In the last few fiscal years, use of MVD fund balance has directly supported historically low wait times and transaction times, ensured compliance with federal and state mandates such as REAL ID and automatic voter registration, and sustained modernization initiatives that improve efficiency and customer service. Reducing MVD's budget request in FY27 prioritizes the need to ensure fund balance reserves and enhance fiscal stability while balancing increased costs such as building leases, IT subscriptions/licenses, postage, and GSD and DOIT rates (400s rate increases are planned to be absorbed with remaining fund balance reserves) for a total of \$611K for FY27.

Motor Vehicle Division

State of New Mexico

S-8 Financial Summary

(Dollars in Thousands)

BU PCode Department  
33300 P574 000000

	2024-25 Opbud	2024-25 Actuals	2025-26 Opbud	2026-27 PCF Proj	Base	----- FY 2027 Agency Request ----- Expansion	Total
<b>REVENUE</b>							
111 General Fund Transfers	16,982.6	16,624.5	17,675.4	0.0	18,829.9	0.0	18,829.9
112 Other Transfers	0.0	358.1	0.0	0.0	0.0	0.0	0.0
120 Federal Revenues	689.5	71.4	589.5	0.0	852.9	0.0	852.9
130 Other Revenues	37,489.0	30,142.2	36,706.3	0.0	29,914.5	0.0	29,914.5
150 Fund Balance	0.0	5,190.2	5,503.1	0.0	5,148.3	0.0	5,148.3
<b>REVENUE, TRANSFERS</b>	<b>55,161.1</b>	<b>52,386.3</b>	<b>60,474.3</b>	<b>0.0</b>	<b>54,745.6</b>	<b>0.0</b>	<b>54,745.6</b>
<b>REVENUE</b>	<b>55,161.1</b>	<b>52,386.3</b>	<b>60,474.3</b>	<b>0.0</b>	<b>54,745.6</b>	<b>0.0</b>	<b>54,745.6</b>
<b>EXPENSE</b>							
200 Personal services and employee benefits	24,014.6	23,382.8	25,150.6	28,165.3	25,976.8	0.0	25,976.8
300 Contractual services	8,657.9	6,649.6	9,374.6	0.0	6,400.2	0.0	6,400.2
400 Other	12,894.1	12,759.4	15,854.6	0.0	13,574.1	0.0	13,574.1
<b>EXPENDITURES</b>	<b>45,566.6</b>	<b>42,791.8</b>	<b>50,379.8</b>	<b>28,165.31</b>	<b>45,951.1</b>	<b>0.0</b>	<b>45,951.1</b>
500 Other financing uses	9,594.5	9,594.5	10,094.5	0.0	8,794.5	0.0	8,794.5
<b>OTHER FINANCING USES</b>	<b>9,594.5</b>	<b>9,594.5</b>	<b>10,094.5</b>	<b>0</b>	<b>8,794.5</b>	<b>0.0</b>	<b>8,794.5</b>
<b>EXPENSE</b>	<b>55,161.1</b>	<b>52,386.3</b>	<b>60,474.3</b>	<b>28,165.31</b>	<b>54,745.6</b>	<b>0.0</b>	<b>54,745.6</b>
<b>FTE POSITIONS</b>							
810 Permanent	326.00	0.00	325.00	330.00	325.00	0.00	325.00
820 Term	6.00	0.00	6.00	0.00	6.00	0.00	6.00
<b>FTEs</b>	<b>332.00</b>	<b>0.00</b>	<b>331.00</b>	<b>330.00</b>	<b>331.00</b>	<b>0.00</b>	<b>331.00</b>
<b>FTE POSITIONS</b>	<b>332.00</b>	<b>0.00</b>	<b>331.00</b>	<b>330.00</b>	<b>331.00</b>	<b>0.00</b>	<b>331.00</b>

Motor Vehicle Division

State of New Mexico  
S-9 Account Code Revenue/Expenditure Summary

BU PCode Department  
33300 P574 000000

(Dollars in Thousands)

		2024-25	2024-25	2025-26	2026-27	----- FY 2027 Agency Request -----		
		Opbud	Actuals	Opbud	PCF Proj	Base	Expansion	Total
499105	General Fd. Appropriation	16,982.6	16,624.5	17,675.4	0.0	18,829.9	0.0	18,829.9
111	General Fund Transfers	16,982.6	16,624.5	17,675.4	0.0	18,829.9	0.0	18,829.9
499880	O/F Sources - Lease Financing	0.0	(0.0)	0.0	0.0	0.0	0.0	0.0
499905	Other Financing Sources	0.0	358.1	0.0	0.0	0.0	0.0	0.0
112	Other Transfers	0.0	358.1	0.0	0.0	0.0	0.0	0.0
451903	Federal Direct - Operating	689.5	71.4	589.5	0.0	852.9	0.0	852.9
120	Federal Revenues	689.5	71.4	589.5	0.0	852.9	0.0	852.9
411102	Registrations & Certificates	5,054.1	4,246.2	5,274.0	0.0	4,100.0	0.0	4,100.0
411702	Weight-Distance Admin Fee	9,810.0	9,335.9	10,300.6	0.0	9,014.5	0.0	9,014.5
411802	Motor Vehicle Admin Fees	5,054.1	3,572.9	5,274.0	0.0	3,500.0	0.0	3,500.0
411902	Other M. V. Licenses	3,841.1	3,068.4	3,456.7	0.0	3,000.0	0.0	3,000.0
422902	Other Fees	3,537.8	1,690.4	3,651.8	0.0	1,600.0	0.0	1,600.0
429902	Other Current Services	9,939.2	8,036.3	8,445.5	0.0	8,500.0	0.0	8,500.0
433102	License Plates	252.7	186.7	303.7	0.0	200.0	0.0	200.0
496901	Miscellaneous Revenue	0.0	5.5	0.0	0.0	0.0	0.0	0.0
130	Other Revenues	37,489.0	30,142.2	36,706.3	0.0	29,914.5	0.0	29,914.5
325900	Restricted FB - Gov	0.0	5,190.2	0.0	0.0	0.0	0.0	0.0
328900	Unassigned FB - Gov	0.0	0.0	5,503.1	0.0	5,148.3	0.0	5,148.3
150	Fund Balance	0.0	5,190.2	5,503.1	0.0	5,148.3	0.0	5,148.3
<b>TOTAL REVENUE</b>		<b>55,161.1</b>	<b>52,386.3</b>	<b>60,474.3</b>	<b>0.0</b>	<b>54,745.6</b>	<b>0.0</b>	<b>54,745.6</b>
520100	Exempt Perm Positions P/T&F/T	132.5	138.1	136.5	163.8	136.5	0.0	136.5
520200	Term Positions	538.3	132.5	310.0	1.1	321.3	0.0	321.3
520300	Classified Perm Positions F/T	16,231.2	15,985.5	17,148.3	19,044.0	17,037.3	0.0	17,037.3
520600	Paid Unused Sick Leave	7.1	8.8	6.2	0.0	5.4	0.0	5.4
520700	Overtime & Other Premium Pay	616.6	36.7	30.4	0.0	151.1	0.0	151.1
520800	Annl & Comp Paid At Separation	20.1	45.6	35.0	0.0	42.0	0.0	42.0
521100	Group Insurance Premium	2,611.9	2,306.4	2,582.4	3,725.3	3,309.2	0.0	3,309.2
521200	Retirement Contributions	2,438.3	3,117.9	3,335.5	3,664.2	3,322.7	0.0	3,322.7
521300	F I C A	1,048.7	1,184.7	1,061.6	1,177.5	1,052.0	0.0	1,052.0
521400	Workers' Comp Assessment Fee	3.1	2.8	3.0	0.0	3.0	0.0	3.0

521410	GSD Work Comp Insur Premium	27.9	27.9	59.2	0.0	32.0	0.0	32.0
521500	Unemployment Comp Premium	10.8	10.8	3.7	0.0	29.2	0.0	29.2
521600	Employee Liability Ins Premium	60.9	60.9	92.1	0.0	191.5	0.0	191.5
521700	RHC Act Contributions	267.2	324.1	346.7	389.4	343.6	0.0	343.6
<b>200</b>	<b>Personal services and employee benefits</b>	<b>24,014.6</b>	<b>23,382.8</b>	<b>25,150.6</b>	<b>28,165.3</b>	<b>25,976.8</b>	<b>0.0</b>	<b>25,976.8</b>
535100	Medical Services	18.0	0.0	0.0	0.0	0.0	0.0	0.0
535200	Professional Services	386.8	146.9	413.8	0.0	61.0	0.0	61.0
535300	Other Services	849.8	1,888.5	1,456.6	0.0	1,155.8	0.0	1,155.8
535400	Audit Services	40.0	0.0	40.0	0.0	40.0	0.0	40.0
535500	Attorney Services	1.0	0.0	1.0	0.0	1.0	0.0	1.0
535600	IT Services	7,362.3	4,614.2	7,463.2	0.0	5,142.4	0.0	5,142.4
<b>300</b>	<b>Contractual services</b>	<b>8,657.9</b>	<b>6,649.6</b>	<b>9,374.6</b>	<b>0.0</b>	<b>6,400.2</b>	<b>0.0</b>	<b>6,400.2</b>
542100	Employee I/S Mileage & Fares	97.1	0.9	97.8	0.0	32.7	0.0	32.7
542200	Employee I/S Meals & Lodging	89.1	10.3	89.1	0.0	40.0	0.0	40.0
542500	Transp - Fuel & Oil	21.8	8.9	26.4	0.0	28.0	0.0	28.0
542600	Transp - Parts & Supplies	16.0	0.1	16.0	0.0	3.0	0.0	3.0
542700	Transp - Transp Insurance	0.2	0.2	0.2	0.0	0.2	0.0	0.2
542800	State Transp Pool Charges	95.6	63.0	106.1	0.0	115.1	0.0	115.1
543100	Maint - Grounds & Roadways	1.0	0.0	1.0	0.0	1.0	0.0	1.0
543200	Maint - Furn, Fixt, Equipment	172.0	140.8	463.0	0.0	200.0	0.0	200.0
543300	Maint - Buildings & Structures	15.0	7.9	15.0	0.0	10.0	0.0	10.0
543500	Maint - Supplies	0.0	0.1	0.0	0.0	0.0	0.0	0.0
543830	IT HW/SW Agreements	983.0	956.8	1,016.6	0.0	802.7	0.0	802.7
544000	Supply Inventory IT	727.5	219.7	1,023.7	0.0	25.8	0.0	25.8
544100	Supplies-Office Supplies	93.2	29.9	93.2	0.0	40.7	0.0	40.7
544200	Supplies-Medical,Lab,Personal	1.0	0.2	1.0	0.0	1.0	0.0	1.0
544400	Supplies-Field Supplies	0.2	1.7	1.0	0.0	1.0	0.0	1.0
544900	Supplies-Inventory Exempt	144.1	48.6	144.1	0.0	20.0	0.0	20.0
545600	Reporting & Recording	7.0	7.6	9.0	0.0	10.0	0.0	10.0
545700	ISD Services	152.8	117.9	188.3	0.0	281.3	0.0	281.3
545710	DOIT HCM Assessment Fees	121.2	108.9	118.4	0.0	124.4	0.0	124.4
545900	Printing & Photo Services	5,158.8	5,257.4	7,536.9	0.0	6,285.4	0.0	6,285.4
546100	Postage & Mail Services	436.2	443.5	41.2	0.0	201.3	0.0	201.3
546400	Rent Of Land & Buildings	3,103.3	2,675.8	3,317.5	0.0	3,499.6	0.0	3,499.6
546409	Rent Expense - Interagency	33.0	22.9	33.0	0.0	39.6	0.0	39.6
546500	Rent Of Equipment	185.0	155.5	195.0	0.0	205.0	0.0	205.0
546600	Communications	91.3	228.4	93.0	0.0	260.0	0.0	260.0

546610	DOIT Telecommunications	538.4	920.2	495.0	0.0	527.0	0.0	527.0
546700	Subscriptions/Dues/License Fee	494.8	408.9	546.9	0.0	622.3	0.0	622.3
546800	Employee Training & Education	43.6	10.1	45.5	0.0	55.4	0.0	55.4
546900	Advertising	32.7	0.3	92.7	0.0	5.0	0.0	5.0
547730	Lease Principal Payment	0.0	0.0	0.0	0.0	0.0	0.0	0.0
547900	Miscellaneous Expense	0.6	14.9	5.4	0.0	10.0	0.0	10.0
548300	Information Tech Equipment	0.0	880.6	0.0	0.0	0.0	0.0	0.0
548800	Automotive & Aircraft	0.0	0.0	0.0	0.0	84.0	0.0	84.0
548882	Lease Interest	0.0	0.0	0.0	0.0	0.0	0.0	0.0
549600	Employee O/S Mileage & Fares	20.2	6.2	24.2	0.0	24.2	0.0	24.2
549700	Employee O/S Meals & Lodging	18.4	11.3	18.4	0.0	18.4	0.0	18.4
400	Other	12,894.1	12,759.4	15,854.6	0.0	13,574.1	0.0	13,574.1
555100	Other Financing Uses	9,594.5	9,594.5	10,094.5	0.0	8,794.5	0.0	8,794.5
500	Other financing uses	9,594.5	9,594.5	10,094.5	0.0	8,794.5	0.0	8,794.5
<b>TOTAL EXPENSE</b>		<b>55,161.1</b>	<b>52,386.3</b>	<b>60,474.3</b>	<b>28,165.3</b>	<b>54,745.6</b>	<b>0.0</b>	<b>54,745.6</b>
810	Permanent	326.00	0.00	325.00	330.00	325.00	0.00	325.00
810	Permanent	326.00	0.00	325.00	330.00	325.00	0.00	325.00
820	Term	6.00	0.00	6.00	0.00	6.00	0.00	6.00
820	Term	6.00	0.00	6.00	0.00	6.00	0.00	6.00
<b>TOTAL FTE POSITIONS</b>		<b>332.00</b>	<b>0.00</b>	<b>331.00</b>	<b>330.00</b>	<b>331.00</b>	<b>0.00</b>	<b>331.00</b>

## REV EXP COMPARISON

(Dollars in Thousands)

**33300 - Taxation and Revenue Department**

<b>P574 - Motor Vehicle Division</b>					
	General Fund	Other Funds	Other Transfers	Federal Funds	Total
<b>SOURCES Totals</b>	<b>18,829.9</b>	<b>35,062.8</b>	<b>0.0</b>	<b>852.9</b>	<b>54,745.6</b>
Personal services and employee benefits	18,829.9	6,907.6	0.0	239.3	25976.8
Contractual services	0.0	5,950.2	0.0	450.0	6400.2
Other	0.0	13,410.5	0.0	163.6	13574.1
Other financing uses	0.0	8,794.5	0.0	0.0	8794.5
<b>USES Total:</b>	<b>18,829.9</b>	<b>35,062.8</b>	<b>0.0</b>	<b>852.9</b>	<b>54,745.6</b>
<b>Net:</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

**Motor Vehicle Division**

**State of New Mexico  
E4/E5 Summary**

**BU PCode Department**  
33300 P574 000000

(Dollars in Thousands)

	2024-25	2025-26	FY 2027 Agency Request				Total
	Actuals	Opbud	GF	OSF	ISF/IAT	FF	
520100 Exempt Perm Positions P/T&F/T	138.1	136.5	136.5	0.0	0.0	0.0	136.5
520200 Term Positions	132.5	310.0	0.0	152.8	0.0	168.5	321.3
520300 Classified Perm Positions F/T	15,985.5	17,148.3	11,652.1	5,385.2	0.0	0.0	17,037.3
520600 Paid Unused Sick Leave	8.8	6.2	5.4	0.0	0.0	0.0	5.4
520700 Overtime & Other Premium Pay	36.7	30.4	144.0	7.1	0.0	0.0	151.1
520800 Annl & Comp Paid At Separation	45.6	35.0	37.0	5.0	0.0	0.0	42.0
521100 Group Insurance Premium	2,306.4	2,582.4	2,694.8	543.6	0.0	70.8	3,309.2
521200 Retirement Contributions	3,117.9	3,335.5	2,780.2	542.5	0.0	0.0	3,322.7
521300 F I C A	1,184.7	1,061.6	836.2	215.8	0.0	0.0	1,052.0
521400 Workers' Comp Assessment Fee	2.8	3.0	2.7	0.3	0.0	0.0	3.0
521410 GSD Work Comp Insur Premium	27.9	59.2	31.7	0.3	0.0	0.0	32.0
521500 Unemployment Comp Premium	10.8	3.7	28.9	0.3	0.0	0.0	29.2
521600 Employee Liability Ins Premium	60.9	92.1	191.1	0.4	0.0	0.0	191.5
521700 RHC Act Contributions	324.1	346.7	289.3	54.3	0.0	0.0	343.6
<b>200 Personal services and employee benefits</b>	<b>23,382.8</b>	<b>25,150.6</b>	<b>18,829.9</b>	<b>6,907.6</b>	<b>0.0</b>	<b>239.3</b>	<b>25,976.8</b>
535100 Medical Services	0.0	0.0	0.0	0.0	0.0	0.0	0.0
535200 Professional Services	146.9	413.8	0.0	61.0	0.0	0.0	61.0
535300 Other Services	1,888.5	1,456.6	0.0	1,155.8	0.0	0.0	1,155.8
535400 Audit Services	0.0	40.0	0.0	40.0	0.0	0.0	40.0
535500 Attorney Services	0.0	1.0	0.0	1.0	0.0	0.0	1.0
535600 IT Services	4,614.2	7,463.2	0.0	4,692.4	0.0	450.0	5,142.4
<b>300 Contractual services</b>	<b>6,649.6</b>	<b>9,374.6</b>	<b>0.0</b>	<b>5,950.2</b>	<b>0.0</b>	<b>450.0</b>	<b>6,400.2</b>
542100 Employee I/S Mileage & Fares	0.9	97.8	0.0	27.6	0.0	5.1	32.7
542200 Employee I/S Meals & Lodging	10.3	89.1	0.0	3.6	0.0	36.4	40.0
542500 Transp - Fuel & Oil	8.9	26.4	0.0	12.0	0.0	16.0	28.0
542600 Transp - Parts & Supplies	0.1	16.0	0.0	3.0	0.0	0.0	3.0
542700 Transp - Transp Insurance	0.2	0.2	0.0	0.2	0.0	0.0	0.2
542800 State Transp Pool Charges	63.0	106.1	0.0	108.1	0.0	7.0	115.1
543100 Maint - Grounds & Roadways	0.0	1.0	0.0	1.0	0.0	0.0	1.0
543200 Maint - Furn, Fixt, Equipment	140.8	463.0	0.0	200.0	0.0	0.0	200.0

543300	Maint - Buildings & Structures	7.9	15.0	0.0	10.0	0.0	0.0	10.0
543500	Maint - Supplies	0.1	0.0	0.0	0.0	0.0	0.0	0.0
543830	IT HW/SW Agreements	956.8	1,016.6	0.0	802.7	0.0	0.0	802.7
544000	Supply Inventory IT	219.7	1,023.7	0.0	12.5	0.0	13.3	25.8
544100	Supplies-Office Supplies	29.9	93.2	0.0	40.7	0.0	0.0	40.7
544200	Supplies-Medical,Lab,Personal	0.2	1.0	0.0	1.0	0.0	0.0	1.0
544400	Supplies-Field Supplies	1.7	1.0	0.0	1.0	0.0	0.0	1.0
544900	Supplies-Inventory Exempt	48.6	144.1	0.0	20.0	0.0	0.0	20.0
545600	Reporting & Recording	7.6	9.0	0.0	10.0	0.0	0.0	10.0
545700	ISD Services	117.9	188.3	0.0	281.3	0.0	0.0	281.3
545710	DOIT HCM Assessment Fees	108.9	118.4	0.0	124.4	0.0	0.0	124.4
545900	Printing & Photo Services	5,257.4	7,536.9	0.0	6,285.4	0.0	0.0	6,285.4
546100	Postage & Mail Services	443.5	41.2	0.0	201.3	0.0	0.0	201.3
546400	Rent Of Land & Buildings	2,675.8	3,317.5	0.0	3,499.6	0.0	0.0	3,499.6
546409	Rent Expense - Interagency	22.9	33.0	0.0	39.6	0.0	0.0	39.6
546500	Rent Of Equipment	155.5	195.0	0.0	205.0	0.0	0.0	205.0
546600	Communications	228.4	93.0	0.0	260.0	0.0	0.0	260.0
546610	DOIT Telecommunications	920.2	495.0	0.0	525.2	0.0	1.8	527.0
546700	Subscriptions/Dues/License Fee	408.9	546.9	0.0	622.3	0.0	0.0	622.3
546800	Employee Training & Education	10.1	45.5	0.0	55.4	0.0	0.0	55.4
546900	Advertising	0.3	92.7	0.0	5.0	0.0	0.0	5.0
547730	Lease Principal Payment	0.0	0.0	0.0	0.0	0.0	0.0	0.0
547900	Miscellaneous Expense	14.9	5.4	0.0	10.0	0.0	0.0	10.0
548300	Information Tech Equipment	880.6	0.0	0.0	0.0	0.0	0.0	0.0
548800	Automotive & Aircraft	0.0	0.0	0.0	0.0	0.0	84.0	84.0
548882	Lease Interest	0.0	0.0	0.0	0.0	0.0	0.0	0.0
549600	Employee O/S Mileage & Fares	6.2	24.2	0.0	24.2	0.0	0.0	24.2
549700	Employee O/S Meals & Lodging	11.3	18.4	0.0	18.4	0.0	0.0	18.4
<b>400</b>	<b>Other</b>	<b>12,759.4</b>	<b>15,854.6</b>	<b>0.0</b>	<b>13,410.5</b>	<b>0.0</b>	<b>163.6</b>	<b>13,574.1</b>
555100	Other Financing Uses	9,594.5	10,094.5	0.0	0.0	0.0	0.0	0.0
<b>500</b>	<b>Other financing uses</b>	<b>9,594.5</b>	<b>10,094.5</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>TOTAL EXPENSE</b>		<b>52,386.3</b>	<b>60,474.3</b>	<b>18,829.9</b>	<b>26,268.3</b>	<b>0.0</b>	<b>852.9</b>	<b>45,951.1</b>

**FY27 APPROPRIATION REQUEST  
FORM E-6B LEASED PASSENGER-RELATED VEHICLES  
Account code 542800  
LEASED VEHICLE INFORMATION @ 7/1/25**

Agency Name: Taxation and Revenue Department  
Program Name: Motor Vehicle

Business Unit: 33300  
Program Code: P574

Item No.	LONG TERM LEASES ONLY						Lease Type Operational (O) or Standard (S)	Long Term Only			Comments:
	Year	Make/Model	Vehicle Type	A** R C	License Plate Number	Mileage As of 7/1/2025		A	B	A x B = C	
								FY27 Monthly Rate S= Rate Schedule	Number of months to lease	Total cost Rate FY27	
1	OWNED-2003	CHEVY IMPALA	02CO	C	002968SG	115,530	Operational (O)	293.22	12	3,518.64	MVD owned vehicle(monthly maint only)
2	2020	DODGE JOURNEY GREY	06A	C	007652SG	21,324	Standard (S)	707.00	12	8,484.00	
3	2005	FORD FOCUS	02BO	R	G61687	109,725	Operational (O)	293.22	12	3,518.64	
4	2019	DODGE JOURNEY GREY	06A	C	007499SG	69,887	Operational (O)	293.22	12	3,518.64	
5	2025	Toyota RAV 4	06A	R	0	0	Standard (S)	742.92	12	8,915.04	In FY26 - 2021 Nissan Altima will be replaced with Toyota RAV4 vehicles
6	2025	Toyota RAV 4	06A	R	0	0	Standard (S)	742.92	12	8,915.04	In FY26 - 2021 Nissan Altima will be replaced with Toyota RAV4 vehicles
7	2025	Toyota RAV 4	06A	R	0	0	Standard (S)	742.92	12	8,915.04	In FY26 - 2021 Nissan Altima will be replaced with Toyota RAV4 vehicles
8	2025	Toyota RAV 4	06A	R	0	0	Standard (S)	742.92	12	8,915.04	In FY26 - 2021 Nissan Altima will be replaced with Toyota RAV4 vehicles
9	2025	Toyota RAV 4	06A	R	0	0	Standard (S)	742.92	12	8,915.04	In FY26 - 2021 Nissan Altima will be replaced with Toyota RAV4 vehicles
10	2025	Toyota RAV 4	06A	R	0	0	Standard (S)	742.92	12	8,915.04	In FY26 - 2021 Nissan Altima will be replaced with Toyota RAV4 vehicles
11	2025	Toyota RAV 4	06A	R	0	0	Standard (S)	742.92	12	8,915.04	In FY26 - 2021 Nissan Altima will be replaced with Toyota RAV4 vehicles
12	2024	Dodge Durango	06A	C	011028SG	1,688	Standard (S)	707.00	12	8,484.00	
13	2025	FORD ESCAPE	06A	C	011166SG	427	Standard (S)	707.00	12	8,484.00	
14	2025	CHEVY MALIBU	02B	C	011148SG	22	Standard (S)	512.00	12	6,144.00	
15	OWNED-2024	Ford Edge	06AO	C	010551SG	4,134	Operational (O)	293.22	12	3,518.64	MVD owned vehicle(monthly maint only CDL -Fed Grant
16	OWNED-2025	Ford Explorer	06AP	A		0	Operational (O)	293.22	12	3,518.64	MVD Plans to purchase vehicle FY26 (monthly maint only CDL-Fed Grant
17	OWNED-2025	Ford Exploer	O6AP	A		0	Operational (O)	293.22	12	3,518.64	MVD Plans to purchase vehicle FY 26 (monthly maint only CDL-Fed Grant
<b>115,113.12</b>											

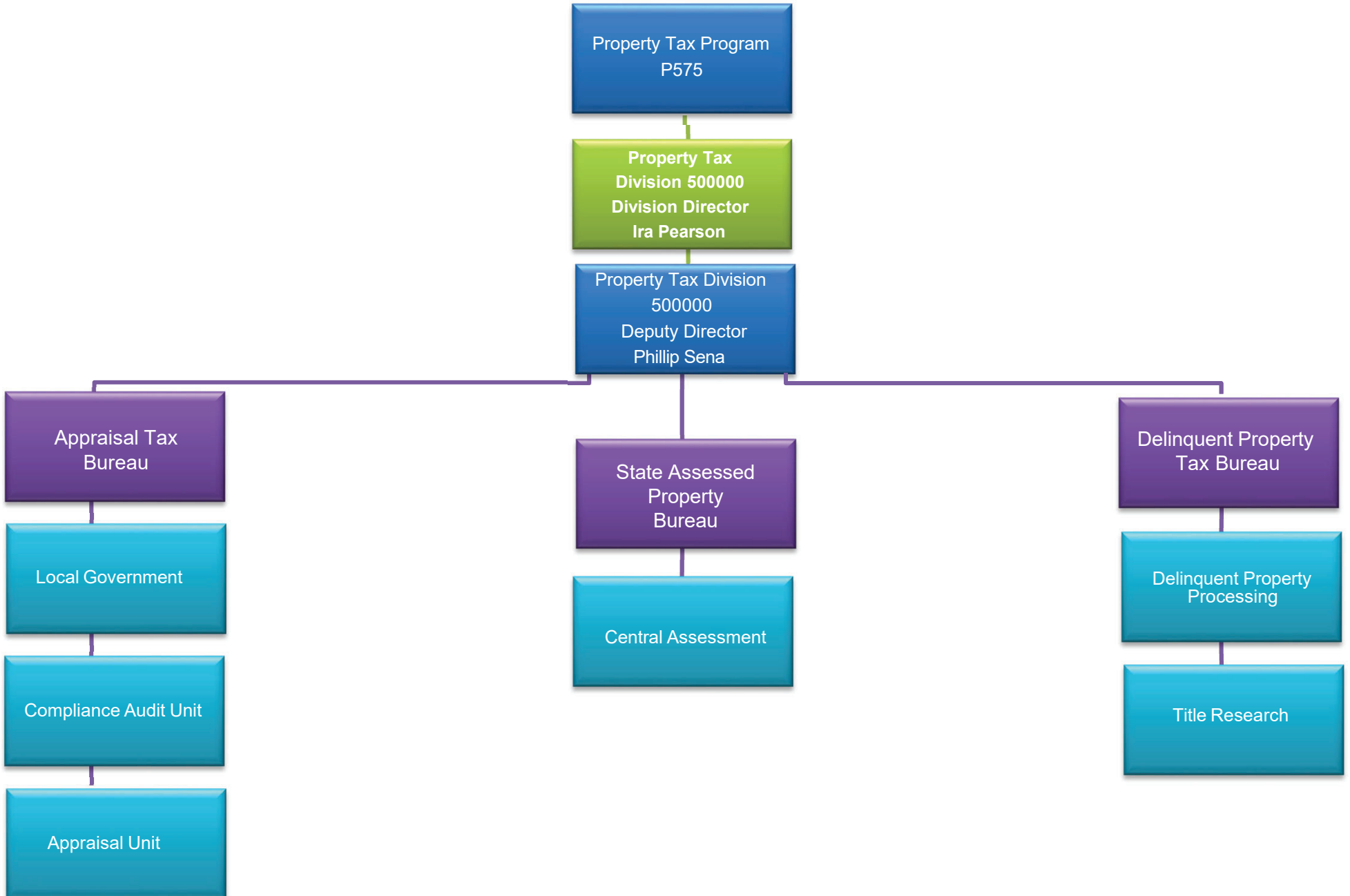
Submitted to ASD date: 8/18/2025

\*\* Code A = additional leased vehicle request C = vehicle currently leased R = request to replace previously purchased vehicle

# **P575**

# **Property Tax**

# Taxation & Revenue Department Property Tax Program



**Property Tax Division**

**BU**    **PCode**  
 33300   P575

**State of New Mexico**  
**P-1 Program Overview**

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**Program Description:**

The mission of the Property Tax Division (PTD) is to administer the Property Tax Code in a professional and efficient manner ensuring fair, equitable, current and correct valuation of all property in the state. PTD has three bureaus that ensure property valuation quality and equity, resolve delinquent taxes, and assess roughly 600 specialized properties that comprise more than half of New Mexico's nonresidential property value.

PTD provides technical assistance, instructions, and services to New Mexico's 33 counties and valuation services to state agencies and political subdivisions. PTD provides independent appraisal reviews, facilitates county protest board decisions, and issues orders, instructions and publications required by the Property Tax Code.

**Major Issues and Accomplishments:****Appraisal Bureau**

PTD's Appraisal Bureau provides technical and educational services to counties, appraisal reviews for the State Board of Finance and others, 33 annual assessor evaluations, International Association of Assessing Officers (IAAO) sponsorship, legal support, chairing and recording hearings for the County Valuation Protest Boards.

The Appraisal Bureau recently implemented revised procedures for county assessor evaluations. Through a new modernization, the Appraisal Bureau has developed web-based modules for both the assessors' application and PTD. Properties are reviewed through aerial photography, google earth, and PTD's Property Information Exchange. PTD conducted 75 appraisal reviews this calendar year and sponsored appraisal education. The Appraisal Bureau coordinates and implements multiple IAAO courses and has developed revised policy and procedures for tracking education level and certification for assessment officials statewide.

**State Assessed Property Bureau**

PTD's State Assessed Property Bureau values certain non-residential properties statewide, which total about 20% of the total State property tax base. These properties include mineral production and equipment, electrical generation and transmission, oil and gas properties, railroads, communications, and copper ad valorem. SAPB processes approximately 600 property tax valuations annually. The bureau works to resolve protests of these valuations through informal meetings or hearings through the Administrative Hearings Office, and to ensure compliance with all state-assessed property valuations.

In FY25, the State Assessed Property Bureau assessed \$12.7 billion of taxable value (full value divided by 3), a slight increase over FY24. The associated revenue will total \$301.1 million.

**Delinquent Bureau**

PTD's Delinquent Bureau collects property taxes that are delinquent for more than 2.5 years. The Delinquent Bureau recovers property tax obligations evidenced by each county's annual delinquency list. The delinquencies become statutorily collectable by PTD after the third full year of non-payment.

The Delinquent Bureau worked 28,535 delinquent accounts in the last year and exceeded the \$13 million collection target, earning \$14.8 million. All counties were worked for collections.

The Delinquent Bureau assists counties with support of title research of difficult properties. The Bureau assists counties with conducting auctions of mobile homes and assists the Department of Transportation and the State Land Office with assistance with tax deed information and title research. The bureau also assists title companies, real estate brokers, and county offices.

**Overview of Request:**

PTD is not supported by the General Fund. Its operations are funded through the penalty and interest earned through its collection efforts.

**Programmatic Changes:**

No programmatic changes are requested for FY27.

Property Tax Division

State of New Mexico

P-1 Program Overview

BU	PCode
33300	P575

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**Base Budget Justification:** The FY27 request is 5.9% higher than the FY26 request. The 200-category request provides \$179.1 thousand to incorporate legislative salary and benefit changes, an anticipated increase in health benefits premiums, GSD rate increases, and anticipated annual leave buyouts for employee retirements. In the 300-category, the request includes an increase of \$157.7 thousand due to existing contract escalation and file digitization needs. In the 400 category, the request provides \$105.6 thousand for increased rates for employee travel (a required activity for many of our employees), GSD vehicle leases, DOIT, equipment rental, advertising, employee training, postage, and fingerprinting and background checks.

Property Tax Division

BU PCode Department  
 33300 P575 000000

State of New Mexico

S-8 Financial Summary

(Dollars in Thousands)

	2024-25 Opbud	2024-25 Actuals	2025-26 Opbud	2026-27 PCF Proj	Base	----- FY 2027 Agency Request ----- Expansion	Total
<b>REVENUE</b>							
112 Other Transfers	0.0	0.0	0.0	0.0	0.0	0.0	0.0
130 Other Revenues	6,491.4	7,275.7	7,376.7	0.0	7,945.2	0.0	7,945.2
REVENUE, TRANSFERS	6,491.4	7,275.7	7,376.7	0.0	7,945.2	0.0	7,945.2
<b>REVENUE</b>	<b>6,491.4</b>	<b>7,275.7</b>	<b>7,376.7</b>	<b>0.0</b>	<b>7,945.2</b>	<b>0.0</b>	<b>7,945.2</b>
<b>EXPENSE</b>							
200 Personal services and employee benefits	3,880.0	3,652.8	4,632.3	4,676.7	4,937.5	0.0	4,937.5
300 Contractual services	1,219.4	766.7	1,159.6	0.0	1,317.3	0.0	1,317.3
400 Other	1,392.0	1,241.2	1,584.8	0.0	1,690.4	0.0	1,690.4
EXPENDITURES	6,491.4	5,660.7	7,376.7	4,676.73	7,945.2	0.0	7,945.2
<b>EXPENSE</b>	<b>6,491.4</b>	<b>5,660.7</b>	<b>7,376.7</b>	<b>4,676.73</b>	<b>7,945.2</b>	<b>0.0</b>	<b>7,945.2</b>
<b>FTE POSITIONS</b>							
810 Permanent	39.00	0.00	41.00	42.05	41.00	0.00	41.00
FTEs	39.00	0.00	41.00	42.05	41.00	0.00	41.00
<b>FTE POSITIONS</b>	<b>39.00</b>	<b>0.00</b>	<b>41.00</b>	<b>42.05</b>	<b>41.00</b>	<b>0.00</b>	<b>41.00</b>

Property Tax Division

BU PCode Department  
 33300 P575 000000

State of New Mexico  
**S-9 Account Code Revenue/Expenditure Summary**

(Dollars in Thousands)

		2024-25	2024-25	2025-26	2026-27	----- FY 2027 Agency Request -----		
		Opbud	Actuals	Opbud	PCF Proj	Base	Expansion	Total
499905	Other Financing Sources	0.0	0.0	0.0	0.0	0.0	0.0	0.0
112	Other Transfers	0.0	0.0	0.0	0.0	0.0	0.0	0.0
401901	Special Levy - Other	6,491.4	7,259.2	7,376.7	0.0	7,945.2	0.0	7,945.2
441201	Interest On Investments	0.0	16.5	0.0	0.0	0.0	0.0	0.0
130	Other Revenues	6,491.4	7,275.7	7,376.7	0.0	7,945.2	0.0	7,945.2
<b>TOTAL REVENUE</b>		<b>6,491.4</b>	<b>7,275.7</b>	<b>7,376.7</b>	<b>0.0</b>	<b>7,945.2</b>	<b>0.0</b>	<b>7,945.2</b>
520100	Exempt Perm Positions P/T&F/T	102.4	122.8	102.4	142.7	102.4	0.0	102.4
520300	Classified Perm Positions F/T	2,256.4	2,489.3	2,753.9	3,158.3	2,811.1	0.0	2,811.1
520600	Paid Unused Sick Leave	1.9	3.2	1.9	0.0	1.9	0.0	1.9
520700	Overtime & Other Premium Pay	17.1	4.0	17.1	0.0	17.1	0.0	17.1
520800	Annl & Comp Paid At Separation	5.7	4.6	5.7	0.0	15.0	0.0	15.0
521100	Group Insurance Premium	798.1	272.2	879.4	477.9	1,106.0	0.0	1,106.0
521200	Retirement Contributions	491.1	502.6	568.6	628.1	568.6	0.0	568.6
521300	F I C A	154.8	189.7	204.4	202.4	204.4	0.0	204.4
521400	Workers' Comp Assessment Fee	0.4	0.3	0.4	0.0	0.4	0.0	0.4
521410	GSD Work Comp Insur Premium	3.3	3.3	7.3	0.0	4.0	0.0	4.0
521500	Unemployment Comp Premium	1.3	1.3	0.5	0.0	3.6	0.0	3.6
521600	Employee Liability Ins Premium	7.1	7.1	11.4	0.0	23.7	0.0	23.7
521700	RHC Act Contributions	40.4	52.3	79.3	67.4	79.3	0.0	79.3
200	Personal services and employee benefits	3,880.0	3,652.8	4,632.3	4,676.7	4,937.5	0.0	4,937.5
535200	Professional Services	473.5	261.1	490.0	0.0	430.0	0.0	430.0
535300	Other Services	264.9	0.9	183.8	0.0	183.8	0.0	183.8
535500	Attorney Services	125.8	75.3	125.8	0.0	125.8	0.0	125.8
535600	IT Services	355.2	429.4	360.0	0.0	577.7	0.0	577.7
300	Contractual services	1,219.4	766.7	1,159.6	0.0	1,317.3	0.0	1,317.3
542100	Employee I/S Mileage & Fares	8.0	2.9	8.0	0.0	8.0	0.0	8.0
542200	Employee I/S Meals & Lodging	280.1	195.3	280.1	0.0	333.9	0.0	333.9
542300	Brd & Comm Mbr Meals & Lodging	25.4	13.3	25.0	0.0	36.0	0.0	36.0
542310	Brd & Comm Mbr Mileage & Fares	0.0	1.3	0.0	0.0	0.0	0.0	0.0
542500	Transp - Fuel & Oil	53.3	21.1	53.3	0.0	53.3	0.0	53.3

542600	Transp - Parts & Supplies	1.3	6.0	2.5	0.0	2.5	0.0	2.5
542700	Transp - Transp Insurance	0.0	0.0	0.0	0.0	0.0	0.0	0.0
542800	State Transp Pool Charges	83.9	70.9	83.2	0.0	110.3	0.0	110.3
543200	Maint - Furn, Fixt, Equipment	8.3	0.0	0.5	0.0	0.0	0.0	0.0
543830	IT HW/SW Agreements	0.0	38.8	175.0	0.0	50.0	0.0	50.0
544000	Supply Inventory IT	30.2	77.0	68.7	0.0	68.7	0.0	68.7
544100	Supplies-Office Supplies	13.7	10.9	22.7	0.0	22.7	0.0	22.7
544400	Supplies-Field Supplies	0.0	0.2	0.0	0.0	0.0	0.0	0.0
544900	Supplies-Inventory Exempt	0.0	14.5	0.0	0.0	0.0	0.0	0.0
545600	Reporting & Recording	26.0	0.8	26.0	0.0	60.0	0.0	60.0
545700	ISD Services	17.9	21.8	23.4	0.0	34.8	0.0	34.8
545710	DOIT HCM Assessment Fees	14.2	12.8	14.7	0.0	15.4	0.0	15.4
545900	Printing & Photo Services	4.0	8.6	5.0	0.0	5.0	0.0	5.0
546100	Postage & Mail Services	0.0	169.7	70.0	0.0	150.0	0.0	150.0
546400	Rent Of Land & Buildings	19.6	56.0	70.0	0.0	70.0	0.0	70.0
546500	Rent Of Equipment	65.4	46.2	66.0	0.0	70.0	0.0	70.0
546600	Communications	0.0	0.4	0.0	0.0	0.0	0.0	0.0
546610	DOIT Telecommunications	63.2	31.3	61.3	0.0	65.1	0.0	65.1
546700	Subscriptions/Dues/License Fee	189.1	103.9	194.7	0.0	124.7	0.0	124.7
546800	Employee Training & Education	14.9	67.1	59.7	0.0	70.0	0.0	70.0
546900	Advertising	73.5	211.7	150.0	0.0	200.0	0.0	200.0
547730	Lease Principal Payment	0.0	0.0	0.0	0.0	0.0	0.0	0.0
547900	Miscellaneous Expense	0.0	0.5	0.0	0.0	0.0	0.0	0.0
547999	Request to Pay Prior Year	0.0	48.9	0.0	0.0	0.0	0.0	0.0
548200	Furniture & Fixtures	400.0	0.0	0.0	0.0	0.0	0.0	0.0
548800	Automotive & Aircraft	0.0	0.0	100.0	0.0	100.0	0.0	100.0
548882	Lease Interest	0.0	(0.0)	0.0	0.0	0.0	0.0	0.0
549600	Employee O/S Mileage & Fares	0.0	2.3	25.0	0.0	40.0	0.0	40.0
549700	Employee O/S Meals & Lodging	0.0	6.9	0.0	0.0	0.0	0.0	0.0
400	Other	1,392.0	1,241.2	1,584.8	0.0	1,690.4	0.0	1,690.4
<b>TOTAL EXPENSE</b>		<b>6,491.4</b>	<b>5,660.7</b>	<b>7,376.7</b>	<b>4,676.7</b>	<b>7,945.2</b>	<b>0.0</b>	<b>7,945.2</b>
810	Permanent	39.00	0.00	41.00	42.05	41.00	0.00	41.00
810	Permanent	39.00	0.00	41.00	42.05	41.00	0.00	41.00
<b>TOTAL FTE POSITIONS</b>		<b>39.00</b>	<b>0.00</b>	<b>41.00</b>	<b>42.05</b>	<b>41.00</b>	<b>0.00</b>	<b>41.00</b>

## REV EXP COMPARISON

(Dollars in Thousands)

**33300 - Taxation and Revenue Department**

**P575 - Property Tax Division**

	General Fund	Other Funds	Other Transfers	Federal Funds	Total
<b>SOURCES Totals</b>	0.0	7,945.2	0.0	0.0	7,945.2
Personal services and employee benefits	0.0	4,937.5	0.0	0.0	4937.5
Contractual services	0.0	1,317.3	0.0	0.0	1317.3
Other	0.0	1,690.4	0.0	0.0	1690.4
<b>USES Total:</b>	0.0	7,945.2	0.0	0.0	7,945.2
<b>Net:</b>	0.0	0.0	0.0	0.0	0.0

Property Tax Division

State of New Mexico  
E4/E5 Summary

BU PCode Department  
33300 P575 000000

(Dollars in Thousands)

	2024-25	2025-26	----- FY 2027 Agency Request -----				Total
	Actuals	Opbud	GF	OSF	ISF/IAT	FF	
520100 Exempt Perm Positions P/T&F/T	122.8	102.4	0.0	102.4	0.0	0.0	102.4
520300 Classified Perm Positions F/T	2,489.3	2,753.9	0.0	2,811.1	0.0	0.0	2,811.1
520600 Paid Unused Sick Leave	3.2	1.9	0.0	1.9	0.0	0.0	1.9
520700 Overtime & Other Premium Pay	4.0	17.1	0.0	17.1	0.0	0.0	17.1
520800 Annl & Comp Paid At Separation	4.6	5.7	0.0	15.0	0.0	0.0	15.0
521100 Group Insurance Premium	272.2	879.4	0.0	1,106.0	0.0	0.0	1,106.0
521200 Retirement Contributions	502.6	568.6	0.0	568.6	0.0	0.0	568.6
521300 F I C A	189.7	204.4	0.0	204.4	0.0	0.0	204.4
521400 Workers' Comp Assessment Fee	0.3	0.4	0.0	0.4	0.0	0.0	0.4
521410 GSD Work Comp Insur Premium	3.3	7.3	0.0	4.0	0.0	0.0	4.0
521500 Unemployment Comp Premium	1.3	0.5	0.0	3.6	0.0	0.0	3.6
521600 Employee Liability Ins Premium	7.1	11.4	0.0	23.7	0.0	0.0	23.7
521700 RHC Act Contributions	52.3	79.3	0.0	79.3	0.0	0.0	79.3
<b>200 Personal services and employee benefits</b>	<b>3,652.8</b>	<b>4,632.3</b>	<b>0.0</b>	<b>4,937.5</b>	<b>0.0</b>	<b>0.0</b>	<b>4,937.5</b>
535200 Professional Services	261.1	490.0	0.0	430.0	0.0	0.0	430.0
535300 Other Services	0.9	183.8	0.0	183.8	0.0	0.0	183.8
535500 Attorney Services	75.3	125.8	0.0	125.8	0.0	0.0	125.8
535600 IT Services	429.4	360.0	0.0	577.7	0.0	0.0	577.7
<b>300 Contractual services</b>	<b>766.7</b>	<b>1,159.6</b>	<b>0.0</b>	<b>1,317.3</b>	<b>0.0</b>	<b>0.0</b>	<b>1,317.3</b>
542100 Employee I/S Mileage & Fares	2.9	8.0	0.0	8.0	0.0	0.0	8.0
542200 Employee I/S Meals & Lodging	195.3	280.1	0.0	333.9	0.0	0.0	333.9
542300 Brd & Comm Mbr Meals & Lodging	13.3	25.0	0.0	36.0	0.0	0.0	36.0
542310 Brd & Comm Mbr Mileage & Fares	1.3	0.0	0.0	0.0	0.0	0.0	0.0
542500 Transp - Fuel & Oil	21.1	53.3	0.0	53.3	0.0	0.0	53.3
542600 Transp - Parts & Supplies	6.0	2.5	0.0	2.5	0.0	0.0	2.5
542700 Transp - Transp Insurance	0.0	0.0	0.0	0.0	0.0	0.0	0.0
542800 State Transp Pool Charges	70.9	83.2	0.0	110.3	0.0	0.0	110.3
543200 Maint - Furn, Fixt, Equipment	0.0	0.5	0.0	0.0	0.0	0.0	0.0
543830 IT HW/SW Agreements	38.8	175.0	0.0	50.0	0.0	0.0	50.0
544000 Supply Inventory IT	77.0	68.7	0.0	68.7	0.0	0.0	68.7

544100	Supplies-Office Supplies	10.9	22.7	0.0	22.7	0.0	0.0	22.7
544400	Supplies-Field Supplies	0.2	0.0	0.0	0.0	0.0	0.0	0.0
544900	Supplies-Inventory Exempt	14.5	0.0	0.0	0.0	0.0	0.0	0.0
545600	Reporting & Recording	0.8	26.0	0.0	60.0	0.0	0.0	60.0
545700	ISD Services	21.8	23.4	0.0	34.8	0.0	0.0	34.8
545710	DOIT HCM Assessment Fees	12.8	14.7	0.0	15.4	0.0	0.0	15.4
545900	Printing & Photo Services	8.6	5.0	0.0	5.0	0.0	0.0	5.0
546100	Postage & Mail Services	169.7	70.0	0.0	150.0	0.0	0.0	150.0
546400	Rent Of Land & Buildings	56.0	70.0	0.0	70.0	0.0	0.0	70.0
546500	Rent Of Equipment	46.2	66.0	0.0	70.0	0.0	0.0	70.0
546600	Communications	0.4	0.0	0.0	0.0	0.0	0.0	0.0
546610	DOIT Telecommunications	31.3	61.3	0.0	65.1	0.0	0.0	65.1
546700	Subscriptions/Dues/License Fee	103.9	194.7	0.0	124.7	0.0	0.0	124.7
546800	Employee Training & Education	67.1	59.7	0.0	70.0	0.0	0.0	70.0
546900	Advertising	211.7	150.0	0.0	200.0	0.0	0.0	200.0
547730	Lease Principal Payment	0.0	0.0	0.0	0.0	0.0	0.0	0.0
547900	Miscellaneous Expense	0.5	0.0	0.0	0.0	0.0	0.0	0.0
547999	Request to Pay Prior Year	48.9	0.0	0.0	0.0	0.0	0.0	0.0
548200	Furniture & Fixtures	0.0	0.0	0.0	0.0	0.0	0.0	0.0
548800	Automotive & Aircraft	0.0	100.0	0.0	100.0	0.0	0.0	100.0
548882	Lease Interest	(0.0)	0.0	0.0	0.0	0.0	0.0	0.0
549600	Employee O/S Mileage & Fares	2.3	25.0	0.0	40.0	0.0	0.0	40.0
549700	Employee O/S Meals & Lodging	6.9	0.0	0.0	0.0	0.0	0.0	0.0
400	Other	1,241.2	1,584.8	0.0	1,690.4	0.0	0.0	1,690.4
<b>TOTAL EXPENSE</b>		<b>5,660.7</b>	<b>7,376.7</b>	<b>0.0</b>	<b>7,945.2</b>	<b>0.0</b>	<b>0.0</b>	<b>7,945.2</b>

**FY27 APPROPRIATION REQUEST  
FORM E-6B LEASED PASSENGER-RELATED VEHICLES**

**Account code 542800**  
LEASED VEHICLE INFORMATION @ 7/1/25

Agency Name: Taxation and Revenue Department  
Program Name: Property Tax

Business Unit: 33300  
Program Code: P575/5000

Item No.	Year	LONG TERM LEASES ONLY						Long Term Only			SHORT TERM ONLY			Put (x) if Fed \$	Comments
		Make/Model	Vehicle Type	A** R C	License Plate Number	Mileage As of 7/1/25	Lease Type Operational (O) or Standard (S)	A	B	A x B = C	D	E	D x E = F		
								FY27 Monthly Rate S= Rate Schedule	Number of months to lease	Total cost Rate FY27	Daily Rate Based On Vehicle Type	No. of Days	Total Lease Rate		
1	2010	Chevy Silverado	04EO	C	002109SG	138,388	Standard (S)	293.22	12	3,518.64			-	-	
2	2014	FORD F-150	04EO	C	0044075G	73,112	Standard (S)	293.22	12	3,518.64			-	-	
3	2014	FORD F-150	04EO	C	0044085G	93,636	Standard (S)	293.22	12	3,518.64			-	-	
4	2019	RAM 1500	04E	C	0069835G	51,990	Standard (S)	293.22	12	3,518.64			-	-	
5	2021	NISSAN ALTIMA	02BA	C	0084565G	72,512	Standard (S)	742.92	12	8,915.04			-	-	Altima will be replaced with a Toyota RAV4 per GSD
6	2021	NISSAN ALTIMA	02BA	C	0084655G	64,894	Standard (S)	742.92	12	8,915.04			-	-	Altima will be replaced with a Toyota RAV4 per GSD
7	2021	NISSAN ALTIMA	02BA	C	0087395G	71,398	Standard (S)	742.92	12	8,915.04			-	-	Altima will be replaced with a Toyota RAV4 per GSD
8	2021	NISSAN ALTIMA	02BA	C	0087465G	50,856	Standard (S)	742.92	12	8,915.04			-	-	Altima will be replaced with a Toyota RAV4 per GSD
9	2021	NISSAN ALTIMA	02BA	C	0087875G	20,350	Standard (S)	742.92	12	8,915.04			-	-	Altima will be replaced with a Toyota RAV4 per GSD
10	2023	FORD RANGER	04BO	C	0099315G	20,372	Standard (S)	293.22	12	3,518.64			-	-	
11	2023	FORD RANGER	04BO	C	0099325G	29,974	Standard (S)	293.22	12	3,518.64			-	-	
12	2023	FORD EXPLORER	06AO	C	0102115G	10,554	Standard (S)	293.22	12	3,518.64			-	-	
13	2024	NISSAN ROGUE	06AM	C	0104405G	24,773	Standard (S)	773.00	12	9,276.00			-	-	
14	2024	NISSAN ROGUE	06AM	C	0104425G	31,666	Standard (S)	773.00	12	9,276.00			-	-	
15	2024	DODGE DURANGO	04BO	C	010691SG	2,219	Standard (S)	707.00	12	8,484.00			-	-	
16	2025	FORD F-150	04EO	C	011183SG	70	Standard (S)	293.22	12	3,518.64			-	-	
17	2025	FORD RANGER	04EO	C	011301SG	72	Standard (S)	293.22	12	3,518.64			-	-	
18		TBD	04EO	A			Standard (S)	293.22	12	3,518.64			-	-	
19		TBD	04EO	A			Standard (S)	293.22	12	3,518.64			-	-	
						-				-			-	-	
													-	-	
							<b>TOTAL LONG TERM:</b>			<b>110,316.24</b>	<b>TOTAL SHORT TERM:</b>			-	

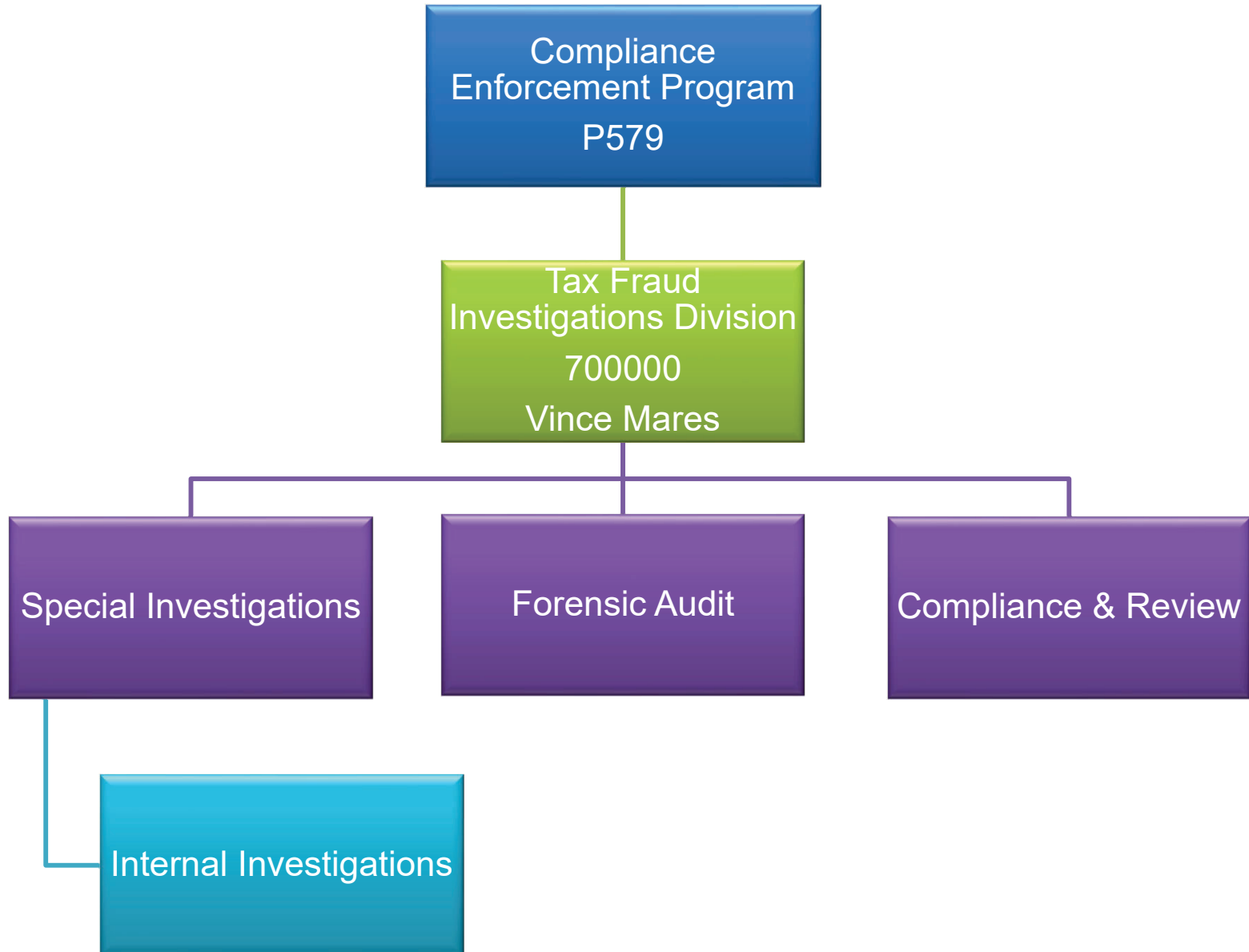
Operational(O) rate for FY27 will be

\*\* Code A = additional leased vehicle request C = vehicle currently leased R = request to replace previously purchased vehicle

**P579**

**Compliance Enforcement**

# Taxation & Revenue Department Compliance Enforcement Program



**Compliance Enforcement**BU PCode  
33300 P579**State of New Mexico  
P-1 Program Overview****Program Description:**

The mission of the Compliance Enforcement Program is to enforce criminal statutes in the Tax Administration Act and other related financial crimes, deterring criminal activity, and encouraging voluntary compliance with New Mexico tax laws.

The Tax Fraud Investigations Division (TFID) is frequently requested to assist in white-collar and economic crime investigations by external law enforcement agencies. TFID is the choice investigative agency when certain federal, state, and local agencies need forensic investigative assistance in investigating white-collar crimes, economic crimes, and other predicate crimes, which typically result in state tax fraud.

The Internal Investigations Bureau (IIB) investigates allegations of employee misconduct, as well as potential violations of the Motor Vehicle Code, such as misrepresentation of identity by the public in obtaining New Mexico driver's licenses via fraudulent means.

**Major Issues and Accomplishments:**

TFID opened 36 cases in FY25 with 16 cases being referred to prosecution. In FY26, TFID was able to fill the Special Agent Supervisor position along with bringing a seasoned Special Agent onboard. TFID expects an increase in criminal caseload by 15% in FY27.

Much IIB work was related to employee investigations, background checks, along with other external investigations of violations of MVD statutes. MVD referrals for investigation were primarily of individuals' misrepresentation of identity in obtaining New Mexico driver's licenses via fraudulent means. During FY25, IIB processed 224 background checks and 707 administrative investigations were opened resulting in a 95% increase over FY24. IIB saw a 402% increase in MVD misrepresentation cases over FY24. IIB was approved for the acquisition and reclassification of the MVD FTE within TFID.

**Overview of Request:**

FY27 request amounts were derived from a combination of FY25 actuals and FY26 projections. Increases within TFID's funding is attributed to required Special Agent training per State of New Mexico statutes. Additionally, uniform allocations requested require clothing to attend law enforcement training and related clothing for assigned Special Agents.

Requesting 4.6% increase in FY27 Budgeted Vacancy rate due to difficulty hiring investigator and special agent positions.

**Programmatic Changes:**

No programmatic changes are requested for FY27

**Base Budget Justification:**

FY27 Request increases are as follows:

\$19.9K - GSD and DOIT rate increases

\$14.5K - Special agent training and required clothing for training/academy

\$3.1K - Projected employee overtime increase

Compliance Enforcement

BU PCode Department  
 33300 P579 000000

State of New Mexico

S-8 Financial Summary

(Dollars in Thousands)

	2024-25 Opbud	2024-25 Actuals	2025-26 Opbud	2026-27 PCF Proj	Base	----- FY 2027 Agency Request ----- Expansion	Total
<b>REVENUE</b>							
111 General Fund Transfers	2,097.1	2,052.9	2,399.2	0.0	2,492.0	0.0	2,492.0
112 Other Transfers	0.0	44.2	0.0	0.0	0.0	0.0	0.0
REVENUE, TRANSFERS	<b>2,097.1</b>	<b>2,097.1</b>	<b>2,399.2</b>	<b>0.0</b>	<b>2,492.0</b>	<b>0.0</b>	<b>2,492.0</b>
<b>REVENUE</b>	<b>2,097.1</b>	<b>2,097.1</b>	<b>2,399.2</b>	<b>0.0</b>	<b>2,492.0</b>	<b>0.0</b>	<b>2,492.0</b>
<b>EXPENSE</b>							
200 Personal services and employee benefits	1,792.1	1,700.1	2,067.9	2,407.6	2,132.8	0.0	2,132.8
300 Contractual services	9.4	7.0	9.4	0.0	17.4	0.0	17.4
400 Other	295.6	247.2	321.9	0.0	341.8	0.0	341.8
EXPENDITURES	<b>2,097.1</b>	<b>1,954.3</b>	<b>2,399.2</b>	<b>2,407.6</b>	<b>2,492.0</b>	<b>0.0</b>	<b>2,492.0</b>
<b>EXPENSE</b>	<b>2,097.1</b>	<b>1,954.3</b>	<b>2,399.2</b>	<b>2,407.6</b>	<b>2,492.0</b>	<b>0.0</b>	<b>2,492.0</b>
<b>FTE POSITIONS</b>							
810 Permanent	21.00	0.00	22.00	21.00	22.00	0.00	22.00
FTEs	<b>21.00</b>	<b>0.00</b>	<b>22.00</b>	<b>21.00</b>	<b>22.00</b>	<b>0.00</b>	<b>22.00</b>
<b>FTE POSITIONS</b>	<b>21.00</b>	<b>0.00</b>	<b>22.00</b>	<b>21.00</b>	<b>22.00</b>	<b>0.00</b>	<b>22.00</b>

Compliance Enforcement

State of New Mexico  
**S-9 Account Code Revenue/Expenditure Summary**

BU PCode Department  
 33300 P579 000000

(Dollars in Thousands)

		2024-25	2024-25	2025-26	2026-27	----- FY 2027 Agency Request -----		
		Opbud	Actuals	Opbud	PCF Proj	Base	Expansion	Total
499105	General Fd. Appropriation	2,097.1	2,052.9	2,399.2	0.0	2,492.0	0.0	2,492.0
111	General Fund Transfers	2,097.1	2,052.9	2,399.2	0.0	2,492.0	0.0	2,492.0
499905	Other Financing Sources	0.0	44.2	0.0	0.0	0.0	0.0	0.0
112	Other Transfers	0.0	44.2	0.0	0.0	0.0	0.0	0.0
<b>TOTAL REVENUE</b>		<b>2,097.1</b>	<b>2,097.1</b>	<b>2,399.2</b>	<b>0.0</b>	<b>2,492.0</b>	<b>0.0</b>	<b>2,492.0</b>
520100	Exempt Perm Positions P/T&F/T	94.0	119.1	94.0	141.6	94.0	0.0	94.0
520300	Classified Perm Positions F/T	1,285.6	1,116.0	1,476.0	1,627.3	1,466.4	0.0	1,466.4
520700	Overtime & Other Premium Pay	2.0	7.1	2.0	0.0	15.0	0.0	15.0
520800	Annl & Comp Paid At Separation	4.2	16.6	4.2	0.0	4.2	0.0	4.2
521100	Group Insurance Premium	122.1	80.5	142.7	155.8	197.7	0.0	197.7
521200	Retirement Contributions	181.9	237.7	222.6	336.7	222.6	0.0	222.6
521300	F I C A	76.0	92.0	92.5	108.5	92.5	0.0	92.5
521400	Workers' Comp Assessment Fee	0.2	0.1	0.2	0.0	0.2	0.0	0.2
521410	GSD Work Comp Insur Premium	1.8	1.8	3.9	0.0	2.1	0.0	2.1
521500	Unemployment Comp Premium	0.7	0.7	0.2	0.0	1.9	0.0	1.9
521600	Employee Liability Ins Premium	3.8	3.8	6.1	0.0	12.7	0.0	12.7
521700	RHC Act Contributions	19.8	24.7	23.5	37.7	23.5	0.0	23.5
200	Personal services and employee benefits	1,792.1	1,700.1	2,067.9	2,407.6	2,132.8	0.0	2,132.8
535100	Medical Services	2.6	0.1	2.6	0.0	4.6	0.0	4.6
535200	Professional Services	0.0	6.0	0.0	0.0	6.0	0.0	6.0
535300	Other Services	4.8	0.9	4.8	0.0	4.8	0.0	4.8
535600	IT Services	2.0	0.0	2.0	0.0	2.0	0.0	2.0
300	Contractual services	9.4	7.0	9.4	0.0	17.4	0.0	17.4
542100	Employee I/S Mileage & Fares	0.4	0.0	0.4	0.0	0.4	0.0	0.4
542200	Employee I/S Meals & Lodging	21.0	1.5	13.0	0.0	13.0	0.0	13.0
542500	Transp - Fuel & Oil	4.0	2.1	11.3	0.0	11.3	0.0	11.3
542600	Transp - Parts & Supplies	2.0	0.0	2.0	0.0	2.0	0.0	2.0
542700	Transp - Transp Insurance	0.0	0.0	0.0	0.0	0.0	0.0	0.0
542800	State Transp Pool Charges	13.3	13.8	13.8	0.0	16.9	0.0	16.9
543200	Maint - Furn, Fixt, Equipment	1.5	0.2	1.5	0.0	1.5	0.0	1.5

543830	IT HW/SW Agreements	0.0	22.1	0.0	0.0	0.0	0.0	0.0
544000	Supply Inventory IT	12.6	6.9	28.4	0.0	28.4	0.0	28.4
544100	Supplies-Office Supplies	0.5	2.4	0.5	0.0	0.5	0.0	0.5
544400	Supplies-Field Supplies	2.0	5.3	8.0	0.0	8.0	0.0	8.0
544700	Supplies-Clothng,Unifrms,Linen	1.5	0.0	1.5	0.0	8.0	0.0	8.0
544900	Supplies-Inventory Exempt	0.0	2.0	0.0	0.0	0.0	0.0	0.0
545600	Reporting & Recording	1.0	2.4	1.0	0.0	1.0	0.0	1.0
545700	ISD Services	9.7	11.6	12.5	0.0	18.7	0.0	18.7
545710	DOIT HCM Assessment Fees	7.6	6.9	7.9	0.0	8.3	0.0	8.3
545810	GCD Radio Communications Svcs	18.9	21.5	21.5	0.0	23.2	0.0	23.2
545900	Printing & Photo Services	1.3	0.5	1.3	0.0	1.3	0.0	1.3
546100	Postage & Mail Services	0.7	1.6	0.9	0.0	0.9	0.0	0.9
546400	Rent Of Land & Buildings	140.0	109.1	140.0	0.0	140.0	0.0	140.0
546500	Rent Of Equipment	4.7	5.3	4.7	0.0	4.7	0.0	4.7
546600	Communications	1.3	1.4	1.3	0.0	1.3	0.0	1.3
546610	DOIT Telecommunications	34.1	15.1	32.9	0.0	34.9	0.0	34.9
546700	Subscriptions/Dues/License Fee	7.1	4.7	7.1	0.0	7.1	0.0	7.1
546800	Employee Training & Education	10.4	10.2	10.4	0.0	10.4	0.0	10.4
547730	Lease Principal Payment	0.0	0.0	0.0	0.0	0.0	0.0	0.0
547900	Miscellaneous Expense	0.0	0.7	0.0	0.0	0.0	0.0	0.0
548882	Lease Interest	0.0	0.0	0.0	0.0	0.0	0.0	0.0
<b>400</b>	<b>Other</b>	<b>295.6</b>	<b>247.2</b>	<b>321.9</b>	<b>0.0</b>	<b>341.8</b>	<b>0.0</b>	<b>341.8</b>
<b>TOTAL EXPENSE</b>		<b>2,097.1</b>	<b>1,954.3</b>	<b>2,399.2</b>	<b>2,407.6</b>	<b>2,492.0</b>	<b>0.0</b>	<b>2,492.0</b>
810	Permanent	21.00	0.00	22.00	21.00	22.00	0.00	22.00
810	Permanent	21.00	0.00	22.00	21.00	22.00	0.00	22.00
<b>TOTAL FTE POSITIONS</b>		<b>21.00</b>	<b>0.00</b>	<b>22.00</b>	<b>21.00</b>	<b>22.00</b>	<b>0.00</b>	<b>22.00</b>

## REV EXP COMPARISON

(Dollars in Thousands)

**33300 - Taxation and Revenue Department**

<b>P579 - Compliance Enforcement</b>					
	General Fund	Other Funds	Other Transfers	Federal Funds	Total
<b>SOURCES Totals</b>	<b>2,492.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>2,492.0</b>
Personal services and employee benefits	2,132.8	0.0	0.0	0.0	2132.8
Contractual services	17.4	0.0	0.0	0.0	17.4
Other	341.8	0.0	0.0	0.0	341.8
<b>USES Total:</b>	<b>2,492.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>2,492.0</b>
<b>Net:</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

**Compliance Enforcement**

**State of New Mexico  
E4/E5 Summary**

**BU PCode Department**  
33300 P579 000000

(Dollars in Thousands)

	2024-25	2025-26	FY 2027 Agency Request				Total
	Actuals	Opbud	GF	OSF	ISF/IAT	FF	
520100 Exempt Perm Positions P/T&F/T	119.1	94.0	94.0	0.0	0.0	0.0	94.0
520300 Classified Perm Positions F/T	1,116.0	1,476.0	1,466.4	0.0	0.0	0.0	1,466.4
520700 Overtime & Other Premium Pay	7.1	2.0	15.0	0.0	0.0	0.0	15.0
520800 Annl & Comp Paid At Separation	16.6	4.2	4.2	0.0	0.0	0.0	4.2
521100 Group Insurance Premium	80.5	142.7	197.7	0.0	0.0	0.0	197.7
521200 Retirement Contributions	237.7	222.6	222.6	0.0	0.0	0.0	222.6
521300 F I C A	92.0	92.5	92.5	0.0	0.0	0.0	92.5
521400 Workers' Comp Assessment Fee	0.1	0.2	0.2	0.0	0.0	0.0	0.2
521410 GSD Work Comp Insur Premium	1.8	3.9	2.1	0.0	0.0	0.0	2.1
521500 Unemployment Comp Premium	0.7	0.2	1.9	0.0	0.0	0.0	1.9
521600 Employee Liability Ins Premium	3.8	6.1	12.7	0.0	0.0	0.0	12.7
521700 RHC Act Contributions	24.7	23.5	23.5	0.0	0.0	0.0	23.5
<b>200 Personal services and employee benefits</b>	<b>1,700.1</b>	<b>2,067.9</b>	<b>2,132.8</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>2,132.8</b>
535100 Medical Services	0.1	2.6	4.6	0.0	0.0	0.0	4.6
535200 Professional Services	6.0	0.0	6.0	0.0	0.0	0.0	6.0
535300 Other Services	0.9	4.8	4.8	0.0	0.0	0.0	4.8
535600 IT Services	0.0	2.0	2.0	0.0	0.0	0.0	2.0
<b>300 Contractual services</b>	<b>7.0</b>	<b>9.4</b>	<b>17.4</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>17.4</b>
542100 Employee I/S Mileage & Fares	0.0	0.4	0.4	0.0	0.0	0.0	0.4
542200 Employee I/S Meals & Lodging	1.5	13.0	13.0	0.0	0.0	0.0	13.0
542500 Transp - Fuel & Oil	2.1	11.3	11.3	0.0	0.0	0.0	11.3
542600 Transp - Parts & Supplies	0.0	2.0	2.0	0.0	0.0	0.0	2.0
542700 Transp - Transp Insurance	0.0	0.0	0.0	0.0	0.0	0.0	0.0
542800 State Transp Pool Charges	13.8	13.8	16.9	0.0	0.0	0.0	16.9
543200 Maint - Furn, Fixt, Equipment	0.2	1.5	1.5	0.0	0.0	0.0	1.5
543830 IT HW/SW Agreements	22.1	0.0	0.0	0.0	0.0	0.0	0.0
544000 Supply Inventory IT	6.9	28.4	28.4	0.0	0.0	0.0	28.4
544100 Supplies-Office Supplies	2.4	0.5	0.5	0.0	0.0	0.0	0.5
544400 Supplies-Field Supplies	5.3	8.0	8.0	0.0	0.0	0.0	8.0
544700 Supplies-Clothng,Unifrms,Linen	0.0	1.5	8.0	0.0	0.0	0.0	8.0

544900	Supplies-Inventory Exempt	2.0	0.0	0.0	0.0	0.0	0.0	0.0
545600	Reporting & Recording	2.4	1.0	1.0	0.0	0.0	0.0	1.0
545700	ISD Services	11.6	12.5	18.7	0.0	0.0	0.0	18.7
545710	DOIT HCM Assessment Fees	6.9	7.9	8.3	0.0	0.0	0.0	8.3
545810	GCD Radio Communications Svcs	21.5	21.5	23.2	0.0	0.0	0.0	23.2
545900	Printing & Photo Services	0.5	1.3	1.3	0.0	0.0	0.0	1.3
546100	Postage & Mail Services	1.6	0.9	0.9	0.0	0.0	0.0	0.9
546400	Rent Of Land & Buildings	109.1	140.0	140.0	0.0	0.0	0.0	140.0
546500	Rent Of Equipment	5.3	4.7	4.7	0.0	0.0	0.0	4.7
546600	Communications	1.4	1.3	1.3	0.0	0.0	0.0	1.3
546610	DOIT Telecommunications	15.1	32.9	34.9	0.0	0.0	0.0	34.9
546700	Subscriptions/Dues/License Fee	4.7	7.1	7.1	0.0	0.0	0.0	7.1
546800	Employee Training & Education	10.2	10.4	10.4	0.0	0.0	0.0	10.4
547730	Lease Principal Payment	0.0	0.0	0.0	0.0	0.0	0.0	0.0
547900	Miscellaneous Expense	0.7	0.0	0.0	0.0	0.0	0.0	0.0
548882	Lease Interest	0.0	0.0	0.0	0.0	0.0	0.0	0.0
400	Other	247.2	321.9	341.8	0.0	0.0	0.0	341.8
<b>TOTAL EXPENSE</b>		<b>1,954.3</b>	<b>2,399.2</b>	<b>2,492.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>2,492.0</b>

**FY27 APPROPRIATION REQUEST  
FORM E-6B LEASED PASSENGER-RELATED VEHICLES**

**Account code 542800**

LEASED VEHICLE INFORMATION @ 7/1/25

Agency Name: Taxation and Revenue Department

Business Unit: 33300

Program Name: Compliance Enforcement/Tax Fraud Investigations Division

Program Code: P579/7000

LONG TERM LEASES ONLY							Long Term Only				SHORT TERM ONLY			
Item No.	Year	Make/Model	Vehicle Type	A** R C	License Plate Number	Mileage As of 7/1/25	Lease Type	A	B	A x B = C	D	E	D x E = F	Put (x) if Fed \$
							Operational (O) or Standard (S)	FY27 Monthly Rate S= Rate Schedule	Number of months to lease	Total cost Rate FY27	Daily Rate Based On Vehicle Type	No. of Days	Total Lease Rate	
1	2019	Dodge Charger	4door	C	7253SG	26,449	Standard (S)	529.00	12	6,348.00			-	
2	2022	Durango	SUV	C	9505SG	8,917	Operational (O)	293.22	12	3,518.64			-	
3	2022	Durango	SUV	C	9506SG	19,936	Operational (O)	293.22	12	3,518.64			-	
4	2022	Durango	SUV	C	9507SG	16,476	Operational (O)	293.22	12	3,518.64			-	
5										-			-	
6										-			-	
7										-			-	
8										-			-	
9										-			-	
10										-			-	
11										-			-	
12										-			-	
13										-	-		-	
14										-			-	
15										-			-	
16										-			-	
17										-			-	
18										-			-	
19										-			-	
									<b>TOTAL LONG TERM:</b>	<b>16,903.92</b>	<b>TOTAL SHORT TERM:</b>		-	

Operational(O) rate for FY27 will be

\*\* Code A = additional leased vehicle request C = vehicle currently leased R = request to replace previously purchased vehicle

# Strategic Plan



## Strategic Plan June 2023

**Mission: to proudly serve New Mexico with fair and efficient tax administration, revenue distribution, and motor vehicle services**

### Core Values

#### RESPECT

- Promote safety, empowerment and inclusion
- Treat others with civility, empathy, and dignity
- Actively listen and value the contributions of others
- Ensure accessibility to all

#### INTEGRITY

- Adhere to the highest ethical standards
- Honor our commitments
- Protect our financial and human resources
- Safeguard customer information and rights

#### INNOVATION

- Challenge conventional thinking and be open to change
- Practice continuous improvement in efficiency and service quality
- Encourage and recognize diverse perspectives and creativity

#### COMMUNICATION

- Ensure timely, thoughtful and effective connections
- Promote respectful, meaningful exchanges of ideas
- Demonstrate transparency

#### EXCELLENCE

- Ensure accountability
- Deliver an exceptional customer experience
- Provide timely and consistent guidance
- Support team growth and development

### 3-Year Vision Statement

- Exceed expectations for customer and employee satisfaction
- Inspire a skilled, knowledgeable, and service-oriented team
- Foster a culture of integrity, respect, and inclusion
- Earn the trust of our customers
- Empower customers through outreach and education
- Offer innovative and secure solutions to maximize customer experience

#### Goal 1: Customer Experience

- 1.1 Expand Customer Outreach and Education
- 1.2 Expand Customer Options and Accessibility
- 1.3 Simplify Processes to Improve Customer Service and Compliance
- 1.4 Serve Government Customers through Strong Enforcement and Collection

#### Goal 2: Team Excellence

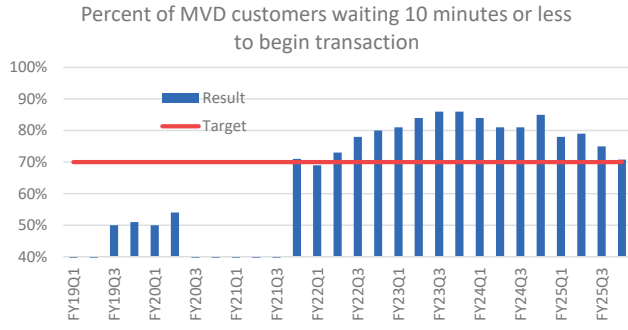
- 2.1 Grow and Develop Managers and Employees
- 2.2 Recruit and Retain Skilled, Qualified Employees
- 2.3 Create a Safe and Fair Workplace
- 2.4 Promote Internal Communication

#### Goal 3: Operational Excellence

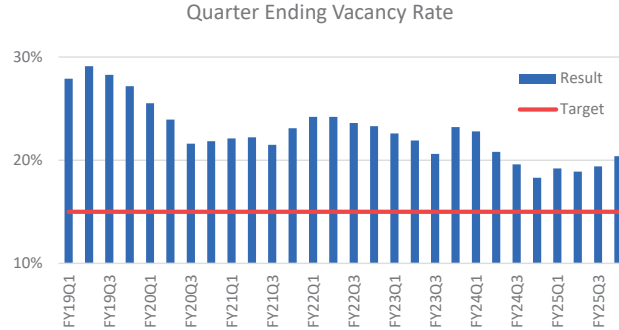
- 3.1 Expand Governance Framework
- 3.2 Review Processes for Efficiency and Internal Control
- 3.3 Ensure Regulations and Statutes are Comprehensive, Consistent, and Informative
- 3.4 Monitor Disaster Recovery and Business Continuity Plans
- 3.5 Ensure Robust Oversight of Contractual Expenditures

# Taxation and Revenue Department Strategic Plan Highlights

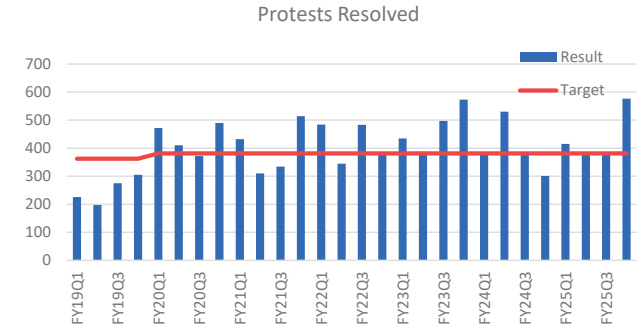
## Goal 1: Customer Experience



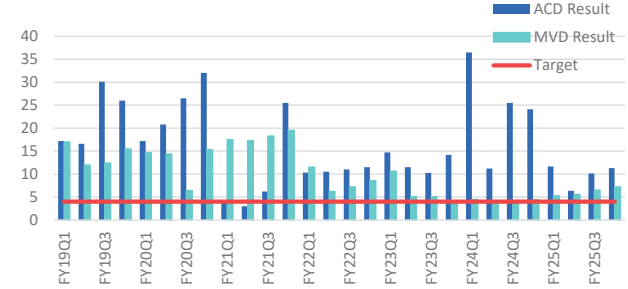
## Goal 2: Team Excellence



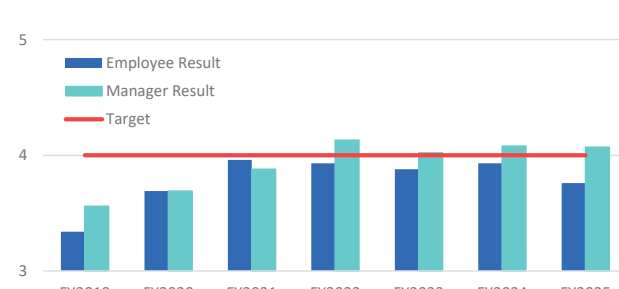
## Goal 3: Operational Excellence



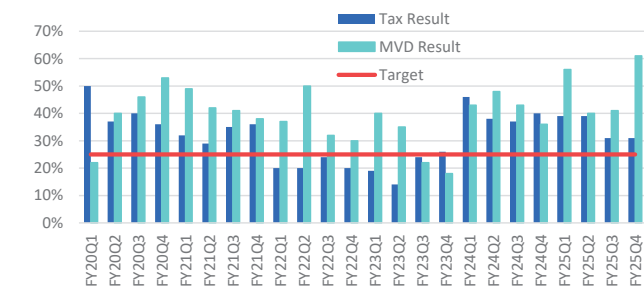
## MVD and ACD Call Center Minutes to Reach an Agent



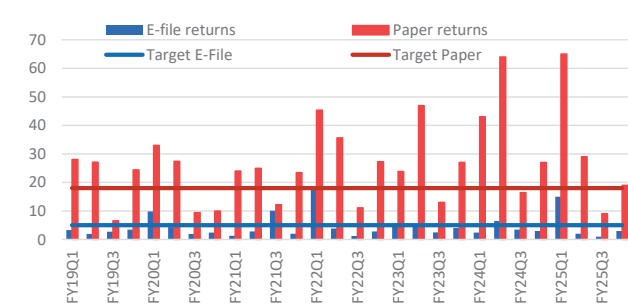
## Corporate Culture Survey Overall Satisfaction Rating (0-5)



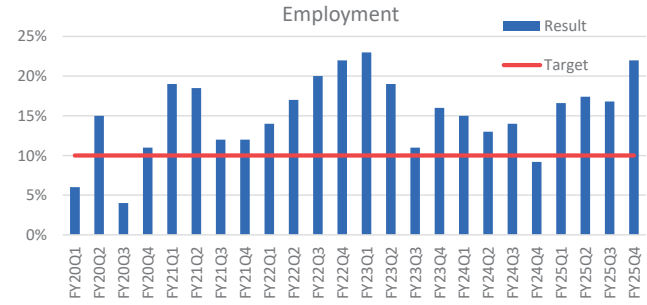
## IT Requests (SQRs) Closed Per Quarter



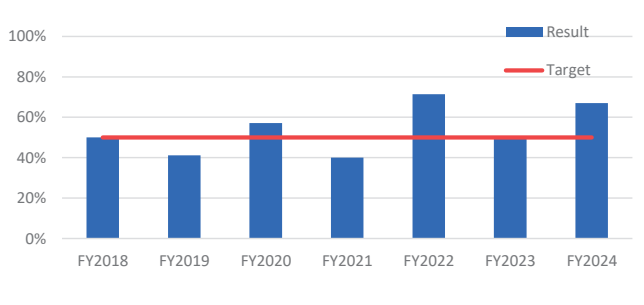
## Days to Process PIT Returns



## Employee Turnover Within First Year of TRD



## Percent Prior Year Audit Findings Resolved



TAXATION AND REVENUE DEPARTMENT STRATEGIC PLAN															
	Implementation Lead	FY2025				FY2026				FY2027				Notes	
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4		
<b>STRATEGIC GOAL 1 CUSTOMER EXPERIENCE</b>															
<b>Objective 1.1 Expand Customer Outreach and Education</b>															
Action 1.1.1 Create YouTube content for revenue distribution recipients	ASD Financial Distributions Chief														Local liaison and taxpayer advocate to assist in completing
Action 1.1.4 Identify opportunities to build education into customer interactions	Deputy Cabinet Secretary	X	X	X	X										Participated in 18 events in FY25Q2
Action 1.1.6 Improve content of taxpayer workshops and develop industry and program specific workshops	ACD Compliance Deputy	X	X	X	X										Reorg in works to create dedicated ACD outreach team
Action 1.1.7 Revise publications (FYIs, bulletins, brochures, and forms) and issue rulings to clarify positions and instructions	Tax Policy Director	X	X	X	X										Publications updated as needed
Action 1.1.8 Review outbound correspondence for efficiency	Deputy Cabinet Secretary	X	X	X	X										Pending CORE21 implementation, working on email communication and analyzing postage expenses
Action 1.1.9 Revise letters to standardize language and increase readability	Deputy Cabinet Secretary	X	X	X	X										Pending CORE21 implementation
Action 1.1.10 Publish unclaimed property YouTube content	RPD Director	X	X	X	X										Collaborating with PIO to develop YouTube content by August 2025
Action 1.1.11 Increase Take Up of Child Tax Credit	Cabinet Secretary				X										Preparing letter campaign for FY26Q1
Performance Measure 1.1.1.2 Number of substantive social media postings per quarter (including YouTube videos, tweets, Facebook posts). Target: 40 or more	Public Information Officer	40	84	175	350										<b>Followers:</b> LinkedIn 412, MVD: X 914, Instagram 87, Facebook 611, YouTube 96. <b>TAX:</b> X 39, Instagram 97, Facebook 494, YouTube 1978. Gain of 933 followers for all profiles.
Performance Measure 1.1.1.3 View count on YouTube customer education videos. Target 4,000 or more per quarter	Public Information Officer	6300	6466	10634	8122										Most popular: Request a letter of good standing, Mobile Driver's License and State ID's. Video of MVD appointment system is being worked on, had to be removed due to outdated information.
Performance Measure 1.1.1.4 Conduct outreach for unclaimed property. Target: 2 times per quarter	RPD Director	X	X	X	X										Attended the Governor's Spring Fling, the Cabinet in the Community event held in Hobbs on June 12, 2025, and the EDD Finance Fair. Planning on balloon fiesta, state fair
<b>Objective 1.2 Expand Customer Options and Accessibility</b>															
Action 1.2.1 Expand MVD kiosk technology in retail and other locations	MVD Director	X	X	X	X										MVD and ITD to scope cost of adding driver's license renewal to kiosks
Action 1.2.2 Expand Secure Messaging in Taxpayer Access Point (TAP)	RPD Director	X	X	X	X										Exploring with Core21 Gentax implementation - roll out October 2025
Action 1.2.3 Identify and address tax.newmexico.gov navigation, ADA compliance, and content issues	Public Information Officer	X	X	X	X										In FY25Q4, 552 duplicate webpages deleted, 46 old documents deleted/updated. Content Manager meetings monthly.
Action 1.2.6 Implement live chat and/or AI chatbot functionality	ACD Compliance Deputy	X	X	X											Researched other states, ready for ITD to help scope and estimate cost
Action 1.2.7 Expand MVD e-services (i.e. mobile driver's licenses, online knowledge testing, e-Title, etc.)	MVD Director	X	X	X	X										MDL Reader Loan Program lends businesses a secure, state-approved MDL reader. Pursuing sole source procurement to implement Online Knowledge Testing.

TAXATION AND REVENUE DEPARTMENT STRATEGIC PLAN														
	Implementation Lead	FY2025				FY2026				FY2027				Notes
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
Action 1.2.9 Relocate Los Alamos/White Rock MVD	MVD Director	X	X	X	X									GSD negotiating property purchase. Will request ICIP for tenant improvements if GSD funding not sufficient to complete.
Action 1.2.10 Achieve timely website ADA compliance	Public Information Officer			X	X									Federal deadline April 24, 2026 for website compliance with ADA. PIO and website managers removing duplicate and unnecessary content, making pages accessible
Action 1.2.11 Accept Credit Card Payments for Delinquent Property Auctions	PTD Director													In discussions with Grant Street and IT
Performance Measure 1.2.1.1 Percent of all audits initiated that are managed audits. Target: steady growth or 30%	ACD Audit Deputy	47%	59%	55%	53%									Calculated by dollar value (revised FY24 onward)
Performance Measure 1.2.1.2 Percentage of audits that are not abated within the 10 year collection period. Target 80% or more	ACD Audit Deputy	79%	78%	78%	82%									
Performance Measure 1.2.1.3 Average ACD call center wait time to reach an agent. Target: 4 minutes or less	ACD Call Center Manager	11.6	6.38	10.14	11.3									Reorg in the works to dedicate additional existing positions to ACD call center
Performance Measure 1.2.1.4 Average dropped call rate in ACD call center. Target: 15% or less	ACD Call Center Manager	19%	9%	17%	17%									
Performance Measure 1.2.1.5 Average MVD call center wait time to reach an agent in minutes. Target: 4 minutes or less (HB2 measure)	MVD Field Deputy	5.3	5.6	6.5	7.2									Call center had 29% vacancy rate through the quarter. MVD onboarded contract support at the end of the quarter to assist.
Performance Measure 1.2.1.6 Average dropped call rate in MVD call center. Target: 20% or less	MVD Field Deputy	35%	33%	39%	37									Call center had 29% vacancy rate through the quarter. MVD onboarded contract support at the end of the quarter to assist.
Performance Measure 1.2.1.7 Number of MVD transactions completed using kiosks in field offices or retail locations. Target: Continued steady growth	MVD Director	2972	2726	2754	3045									MVD continues to hold monthly discussions with the vendor to explore opportunities for improvement.
Performance Measure 1.2.1.8 Average number of days to process paper correspondence - general correspondence. Target: less than 10 days	RPD Director	13	17	4.9	8.9									In FY25Q4, the RPD processed 31,956 pieces of general correspondence
Performance Measure 1.2.1.9 Average number of days to process paper correspondence - tax refunds. Target: less than 10 days	RPD Director	16.9	12.7	5.4	10.8									In FY25Q4, RPD scanned 2,122 paper refund documents
Performance Measure 1.2.1.10 Average number of days to process paper correspondence - tax returns. Target: less than 10 days	RPD Director	8	4.5	2.5	14.8									In the current quarter, RPD successfully scanned 2,132 paper return documents
Performance Measure 1.2.1.11 Percentage of state MVD field offices with same day or next day appointment. Target: 95%+	MVD Field Deputy	100%	97%	100%	90%									Los Alamos, Santa Fe, and Espanola field offices struggling with high vacancies
Performance Measure 1.2.1.12 Number of MVD private partners trained and onboarded to provide driver services. Target: 1 partner office per quarter	MVD Central Deputy	5	6	6	13									Pace of new partner onboarding will slow to refocus on training and support











TAXATION AND REVENUE DEPARTMENT STRATEGIC PLAN														
		FY2025				FY2026				FY2027				
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Notes
	<b>Implementation Lead</b>													
Performance Measure 3.2.1.2 Percent of tax IT requests (SQRs) closed during the quarter. Target: 25%+	Chief Information Officer	39%	39%	31%	31%									Special funding helped improved results maintaining SQR workload. CORE21 upgrade currently underway.
Performance Measure 3.2.1.3 Percent of MVD IT requests (SQRs) closed during the quarter. Target: 25%+	Chief Information Officer	56%	40%	41%	61%									Core21 was successfully implemented in April 2025. Due to the version upgrade new SQRs were held in suspense and as anticipated there was a significant increase in SQR work. The team is doing their best to maintain a manageable backlog.
Performance Measure 3.2.1.4 Percent of prior year state audit findings resolved. Target:50%+	ASD Director	NA	NA	67%	NA	NA								FY24 resolved 2 of 3 FY23 findings
Performance Measure 3.2.1.5: Average number of business days to process DWI inquiries. Target: 3 business days	MVD Central Deputy	3	10	4.3	2									DWI Compliance Unit is working on approved Overtime to get this completed. Currently they are short staffed. We have also submitted an SQR to support interlock-related work items, to proactively inform customers about license reinstatement or continued interlock issuance.
Performance Measure 3.2.1.6: Average number of weeks to process surety bonds. Target: 2 weeks	MVD Central Deputy	0	0	0	1									MVD continues to process all Surety Bond requests promptly and efficiently. DLB unit has two vacancies
Performance Measure 3.2.1.7: Average weeks to complete technical appraisal review. Target: 3	PTD Director	4	3	2	4									
Performance Measure 3.2.8: Percent TFID internal investigations completed within 45 days. Target: 100%	TFID Director													Seeking historic data
Performance Measure 3.2.8: Percent HR internal investigations completed within 45 days. Target: 100%	HR Bureau Chief		100%	100%	100%									
<b>Objective 3.3 Ensure Regulations and Statutes are Comprehensive, Consistent, and Informative</b>														
Action 3.3.1 Propose clean up legislation every 60-day session	Cabinet Secretary	X	X	X	X									HB218 passed in 2025 session; HB198 did not pass (SJC)
Performance Measure 3.3.1.1 Rulemaking hearings/regulations addressed per quarter. Target: 1+ except 0 in Q3	Tax Policy Director	1	1	NA	0									
<b>Objective 3.4 Monitor Disaster Recovery and Business Continuity Plans</b>														
Action 3.4.5 Test business continuity plans for divisions quarterly	Chief Internal Auditor	X	X	X	X									RPD dark site testing quarterly.
<b>Objective 3.5 Ensure Robust Oversight of Contractual Expenditures</b>														
Performance Measure 3.5.1.1 Number of CPO certified employees. Target: 7 or more	ASD Director	9	10	10	9									Santiago Chavez, Kelly Adolph, Jessica Maes, Carmen Lujan, Santana Griego, Amanda Thomas, Annette Reynolds, Randall Rodriguez, Natasha Lucero

# **IT Plan/ C-1/C-2**



**Fiscal Year 2027**  
**Taxation and Revenue Department**  
**IT STRATEGIC PLAN**  
**September 2, 2025**

**Mike Baca,**  
**Chief Information Officer**

**Stephanie Schardin Clarke,**  
**Cabinet Secretary**

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## **EXECUTIVE SUMMARY**

The Taxation and Revenue Department (Tax & Rev) proudly serves New Mexico with fair and efficient tax administration, revenue distributions, and motor vehicle services. This includes collecting and distributing over \$19 billion of state, local and tribal revenue annually. Tax & Rev's technology systems support state and federal motor vehicle code compliance as well as revenue collection and distribution and support the Motor Vehicle Division (MVD). Technology is at the very core of the Department's operations. The Information Technology Division (ITD) is the hub for all things technological. From operational excellence to strategic initiatives, "We get IT done."

Tax and Rev's main priority is its customers, which includes every single individual and business filing taxes or utilizing motor vehicle services in New Mexico, all New Mexico local governments, tribes and political subdivisions, all State agencies, and all tax practitioners. ITD resources and projects provide technology services, resources and tools that assist Tax & Rev in meeting its mission. The Department strives to reduce taxpayer burden through clearer communication, statutes, regulations, forms, correspondence and instructions.

Tax & Rev priorities have remained constant. This IT plan provides a framework to deliver the mission, strategic goals, and project initiatives necessary for effective management of Tax & Rev systems in FY27 and beyond. With changing needs of customers, evolving security threats, new legislation, and rapid technological advancement, ITD continues to advance and rethink its approach to systems and technology. We invest in our systems to maintain them and have a strategic planning and prioritization process to ensure we support the key goals of the agency.

# I. AGENCY OVERVIEW

## A. AGENCY PURPOSE AND MISSION

Tax & Rev’s mission is to proudly serve New Mexico with fair and efficient tax administration, revenue distribution, and motor vehicle services. ITD’s mission supports the agency’s mission by enhancing delivery of services to our customers through technology, collaboration, and innovation.

## B. AGENCY BUSINESS GOALS

Goal 1: Customer Experience	Goal 2: Team Excellence	Goal 3: Operational Excellence
1.1 Expand Customer Outreach and Education	2.1 Grow and Develop Managers and Employees	3.1 Expand Governance Framework
1.2 Expand Customer Options and Accessibility	2.2 Recruit and Retain Skilled, Qualified Employees	3.2 Review Processes for Efficiency and Internal Control
1.3 Simplify Processes to Improve Customer Service and Compliance	2.3 Create a Safe and Fair Workplace	3.3 Ensure Regulations and Statutes are Comprehensive, Consistent, and Informative
1.4 Serve Government Customers through Strong Enforcement and Collection	2.4 Promote Internal Communication	3.4 Monitor Disaster Recovery and Business Continuity Plans
		3.5 Ensure Robust Oversight of Contractual Expenditures

ITD supports Tax and Rev’s goals by providing information technology resources and employees that maintain a stable, secure, and leading-edge environment, equipping staff to meet our customer’s tax and motor vehicle needs.

## C. AGENCY VISION

Tax & Rev’s three-year vision statement adopted June 2023:

- Exceed expectations for customer and employee satisfaction
- Inspire a skilled, knowledgeable, and service-oriented team
- Foster a culture of integrity, respect, and inclusion
- Earn the trust of our customers
- Empower customers through outreach and education
- Offer innovative and secure solutions to maximize customer experience

The ITD vision supports the agency’s vision by being a strategic partner providing exceptional service to customers with leading-edge technology and valued professionals.

## D. AGENCY BUSINESS PRIORITIES

Tax & Rev’s priority is our customers, which include every single individual and business filing taxes in New Mexico, all New Mexico local governments, tribes and political subdivisions, all State agencies, and all tax practitioners. We work proudly each day to serve all customers with integrity, fairness, consistency, respect, accuracy, and timeliness.

Tax & Rev ITD's priorities consist of the following focus areas:

- Foster workforce excellence by improvement of recruitment, training, retaining, and succession planning processes and practices.
- Provide excellent customer service, related to the systems supporting all Tax & Rev tax and vehicle service offerings.
- Deliver high-quality IT services\systems that are reliable, accessible, secure, efficient, and innovative.
- Provide safe, secure, state-of-the-art systems, compliant with appropriate standards; for internal and external customers.

## E. AGENCY DESCRIPTION AND ORGANIZATION STRUCTURE

The Department administers more than 45 tax programs and distributes revenue to the State and to local and tribal governments throughout New Mexico. MVD administers driver and motor vehicle licensing and registration laws. Tax & Rev is comprised of the following divisions:

- [Office of the Secretary](#)
- [Administrative Services Division](#) (ASD)
- [Information Technology Division](#) (ITD)
- [Property Tax Division](#) (PTD)
- [Tax Fraud Investigations Division](#) (TFID)
- [Revenue Processing Division](#) (RPD)
- [Audit and Compliance Division](#) (ACD)
- [Motor Vehicle Division](#) (MVD)

## II. IT ENVIRONMENT

ITD is comprised of production development and support teams responsible for systems that support the on-going Tax & Rev business operations. These systems provide technology-based solutions for the collection of taxes and for processing transactions related to the MVD.

### 1. Major Applications

Major applications currently supported are tax, driver services/vehicle services, property tax, unclaimed property and ancillary systems. Within these systems are functions to support Data Warehouse, Taxpayer Access Point, Property Information Exchange (PIE), MyMVD, Mobile Drivers License (mDL), MVD Appointment System (FASTQ), as well as cameras, signature pads, payment devices, and other peripheral systems and interfaces with Internal Revenue Service (IRS), American Association of Motor Vehicle Administrators (AAMVA), NM Interactive, Department of Public Safety, Secretary of State, and state, county, municipal, and other public and private partners.

### 2. Infrastructure

The Infrastructure and Operations Bureau supports major systems including Tapestry for Motor Vehicles service processing, GenTax for Tax and Data Warehouse for revenue initiatives and data loads. The Bureau is currently employing physical servers, virtual servers (VMware), a disaggregated hyperconverged infrastructure (HPE Nimble), storage solutions (HPE, Assureon, Pure), network suites (Cisco ISE, Cisco FMC) and other

technology platforms to support these major systems. This hardware equipment is located in the Simms Data Center and Oso Grande Data Center.

### 3. Security

Tax & Rev's security practices include the use of firewall, intrusion prevention, web proxy, Managed Detection and Response (MDR) and antivirus systems to protect our desktops, servers, network devices and users. We conduct regular independent external security assessments and meet internal and external audit and compliance requirements. We conduct table-top exercises that simulate real-world cyber events to enhance our incident response. Our security policies include the All-Employee Security IT Policy, which requires every employee to complete annual training on our Tax & Rev Learn platform, which is outlined in our Information Security Awareness and Training Program Policy. Our best practice guidelines are outlined in our Firewall Policy, Security Assessments and Authorization IT Systems Policy, Security Incident Response Policy, Security Risk Assessments Policy, and Wireless Security Policy. Our goal is to maintain and improve our security posture. This ensures that the latest software and firmware patches are installed on all firewalls, proxy servers, routers, switches, and network management appliances.

#### Security Overview

Tax & Rev maintains a comprehensive security strategy internally and externally. Tax & Rev must adhere to stringent security measures and is frequently audited by external organizations including the following:

- Securin/Ivanti scanning – monthly internal vulnerability scanning is scheduled with Securin to review Tax & Rev's physical and virtual servers, workstations, and network devices. Additional penetration testing is conducted annually.
- Securin/Ivanti scanning – weekly external Rev's vulnerability scanning is scheduled with Securin to review Tax & Rev's public facing production URLs.
- Artic Wolf – ongoing external ports and vulnerability scanning is scheduled with Artic Wolf to review Tax & Rev's public facing production URLs.
- Approved Scanning Vendor (ASV) – monthly scan with Cyber Security Works – monthly scanning is scheduled with Cyber Security Works to review Tax & Rev's public facing production URLs.
- PCI Audits – quarterly and annual audits are scheduled with Securin to review Tax & Rev's physical and virtual servers, workstations, and network devices.
- Internal Revenue Service (IRS) audits – every three years, IRS audits and scans Tax & Rev's physical and virtual servers, workstations, and network devices. Additionally, Tax & Rev responds to an annual IRS Safeguards Security Review (SSR) which follows up on previous findings throughout the IRS audits.
- Social Security Administration (SSA) audit – every three years, the SSA audits Tax & Rev's physical and virtual servers, workstations, and network devices.

- Other audits – in addition to the above, Tax & Rev also undergoes audits from Transportation Security Administration (TSA), independent financial auditors, Tax & Rev's internal audit group, and others.
- Continuous monitoring – Tax & Rev also follows a continuous monitoring plan.

### **Network**

Tax & Rev employs a suite of Cisco products managed with the Firepower Management Center to include firewall and intrusion prevention systems. Network access is severely restricted down to the network jack on the local area network (LAN), and down the IP/port/service/etc., at the wide area network (WAN). All remote offices exist in separate virtual local area networks (VLAN) as do Tax & Rev business units and other infrastructure. Inbound and outbound traffic is defined and monitored, including internet access/usage. External employee access is governed by virtual private network (VPN) and/or virtual desktop infrastructure (VDI) type infrastructure employing multi-factor authentication and access limitations.

### **Applications**

Exposed applications are frequently penetration tested by Securin and their partners. Nearly all Tax & Rev exposed applications are positioned behind reverse proxy server(s) (also load balanced) which aids in obfuscation. Application servers are hardened, and access is limited. Secure socket layer (SSL)/cipher suite communication protocols adhere to current best practice security levels. Communication with database servers is strictly controlled. Mission critical applications such as GenTax and Tapestry log all transactions at the application level down to the user account.

### **Application Interfaces**

External applications that interface with internal applications are strictly mapped by IP/URL/port/protocol/etc., to exact network locations. Inbound and outbound requirements are configured only as necessary with sources and destinations targeted specifically.

### **Servers**

Tax & Rev servers exist virtually for the most part with limited physical servers for specific applications. All Tax & Rev servers exist in specific VLAN environments and are scanned regularly by Securin along with internal tools such as OPManager, LAN Sweeper, and Artic Wolf. Tax & Rev server access is strictly limited. Tax & Rev servers are configured with least privilege principles both for accounts and services. All servers are protected with Trend Micro Vision One to include Runtime protection. Remote Desktop Protocol (RDP) access for servers and throughout the Tax & Rev network is strictly limited and controlled.

### **Desktops**

Desktops are controlled with Active Directory (AD) and Group Policy Object (GPO). This includes stale dating machines automatically relegated to a restricted area if not logged into for 30 days. Publicly accessible workstations for MVD and tax locations are locked down using software to limit access to specific applications. All are protected with Microsoft Defender and are encrypted with Bit Locker.

**Patching and Updates**

Tax & Rev desktop and server infrastructure is patched and updated regularly primarily using the Windows Server Update Services (WSUS) with development environments patched and tested first and production environments to follow. Network infrastructure is patched with other toolsets to include manual patching for critical devices. Time sensitive patching is done manually as soon as possible.

**Policies**

Tax & Rev maintains a comprehensive set of IT/security policies, which are reviewed and updated annually, governing procedures and specifications such as firewall changes, server builds, desktop builds, software approvals and others. Certain policies are requested by auditors for periodic review.

**4. Agency IT Certified Projects**

Tax & Rev received \$3 million in partial funding for one certified project in FY25, GenKFI Replacement. This project provides an electronic content management system for the Revenue Processing Division’s document processing and tracking of paper returns and correspondence. The system will improve cycle times, reduce human error and provide functionality to improve service for our customers and reduce operating costs.

<b>GenKFI Replacement</b>	
Project Description	To replace the legacy tax return software
Estimated Project Costs	\$5,841.0
Current Funding	Laws 2025, Chapter 160, Section 7 (2)
Certified Project Phase	Initiation Certification planned for November 2025
Completion	June 30, 2027
Strategic Priority	Simplify processes and improve efficiency and customer service

**TABLE II.1: Current Certified IT Projects**

Tax and Rev is requesting IT appropriation (C2) funds for 3 FY27 projects: GenKFI Replacement to provide full funding, Driver Control and American Association of Motor Vehicle Administration (AAMVA) Rest Services, and Fast Return Services.

**5. Workforce**

**A. Full Time IT Employees**

ITD currently has 74 full time employees (FTEs) augmented by contract resources to support operations, services and initiatives. The average vacancy rate in FY25 was 24%, which is roughly equal to ITD’s forced vacancy rate given budgetary constraints. For FY27, ITD must maintain a 24.3% forced vacancy rate.

The IT team supports over 45 tax programs, several drivers and vehicles services, and over 1,000 users statewide.

In addition to central operations in Santa Fe and Albuquerque, ITD supports five district tax field offices and 32 MVD field offices. ITD also supports 37 municipal MVD partner offices and 150 private MVD partner offices. Job classification changes are underway through the State Personnel Office. List will be updated once finalized.

<b>Classification</b>	<b>Positions Filled</b>	<b>Positions Vacant</b>
IT CIO V	1	0
IT CIO IV	1	0
IT Security Manager	1	0
IT Project Manager IV	1	0
IT Project Manager II	0	2
IT Business Analyst I	5	0
IT Business Analyst II	1	2
IT Bus Ops Spec A	0	1
IT Tech Manager I	1	1
IT Tech Manager II	2	0
IT Tech Manager III	2	0
IT App Dev Supervisor	2	0
IT App Dev Manager I	3	0
IT App Dev I	4	0
IT App Dev II	5	2
IT App Dev III	14	1
IT Architect I	0	1
IT Quality Assurance Analyst	1	0
IT End User Support Manager	1	0
IT End User Supp I	3	0
IT End User Supp II	2	0
IT End User Supp III	2	1
IT Network Admin Supervisor	1	0
IT Network Admin I	1	0
IT Network Admin II	0	2
IT Network Admin III	1	0
Database Admin II	2	0
IT Sys Admin I	2	0
IT Sys Admin II	1	0
IT Sys Admin III	1	0
<b>Total</b>	<b>61</b>	<b>13</b>

**B. Percentage of IT Full-Time Employees Teleworking, In the Office, or a Hybrid Schedule**

Teleworking (%)	Working in the Office (%)	Hybrid Schedule (%)
0%	100%	0%

**C. IT Professional Services Contractors**

Tax & Rev utilizes IT professional service contractors to maintain and support GenTax, Tapestry, Property Tax, Unclaimed Property and other ancillary systems. To meet high demands, contractor support is provided for infrastructure services, network services, and application development.

Service Category	Contract Vendor Name	Number of Contract Personnel
Application Service Provider	FAST Enterprises	42
Web Page Design, Management and Maintenance Services	Real Time Solutions	2
Consulting Services	Tauren Consulting	1
Consulting Services	FJA Consulting	1
Application Support	TEKsystems, Inc.	1
Application Support	BVM Technology Associates	1
Infrastructure Support	Abba Technologies	1

**6. Challenges**

Challenges facing ITD include:

No.	Agency IT Challenge Description	Potential Opportunities to Address the IT Challenge Description
1	Budget constraints continue while demands on IT resources rise. ITD’s main requested budget growth in FY27 is again to maintain license costs for FAST Identity Verification Services (FIVS)-FAST Collection Services (FCS) subscriptions.	ITD will request budget growth in FY27 to cover FIVS and FCS subscription costs.  ITD’s forced vacancy rate is requested to remain at 24.3% to help accommodate these costs.
2	Security concerns and a lack of dedicated resources within ITD operations support teams to monitor, maintain and meet security needs at all technical levels.	Continue risk assessments and software updates, monitor activity and implement strong access controls.
3	Ever changing technologies demand constant training and upkeep on IT skills.	Encourage ongoing education through courses, certification and knowledge-sharing.

4	ITD must compete to retain staff with other State agencies, national labs and elsewhere.	Prioritize career development, foster continuous learning, equip teams with modern hardware and software and employee retention pay.
5	Heavy demands to respond to audits without dedicated resources.	Leverage existing staff, prioritize findings, track and monitor remediation and develop a corrective action plan that includes root cause analysis, specific actions, responsible parties and timelines. Both the DoIT/OCS and TRD OIO are exploring the feasibility of GRC systems for improving some audit functions. TRD will participate as applicable.

### III. KEY ACCOMPLISHMENTS – PRIOR FISCAL YEAR

ITD’s key accomplishments for FY25 were founded on three key principles: deliver on strategic initiatives, stable and secure operations, and a solid foundation of top notch IT professionals all ensuring the agency meets its strategic goals. Tax & Rev successfully met statutory requirements, delivered necessary system enhancements, and contributed to overall State initiatives.

#### A. STRATEGIC IT ACCOMPLISHMENTS

<b>STRATEGIC PRIORITY 1 – Strategic Initiatives</b>	
Provide safe, secure, state-of-the-art systems, compliant with appropriate standards to implement agency and enterprise strategic initiatives for internal and external customers.	
<b>FY25 Strategy 1</b>	Support initiatives in systems improvements, customer satisfaction, and new or expanding technologies
Accomplishments	Implemented Mobile Drivers License including interfaces with Apple Wallet and Google Wallet.
Outcomes/Metrics	Enables residents to seamlessly and securely add and present their IDs using their mobile device. The project was recognized with IT Innovation of the year award by Statescoop and AAMVA International.
Accomplishments	Implemented the NM Verifier mobile driver’s license application.

Outcomes/Metrics	Provides NM businesses with an option to use the state approved app reader for age verification using mDLs.
Accomplishments	Implemented Nontraditional Communication Registry. Vehicle owners can register with MVD drivers or regular passengers have communication disorders. Registrations are made available to law enforcement in the event of a traffic stop or other encounter.
Outcomes/Metrics	Improves the safety and overall quality of interactions between law enforcement officers and the public by informing officers that the driver or vehicle occupants may have difficulty communicating in traditional fashion because of a medical condition or disability. The project was recognized with the AAMVA IT Innovation award.
Accomplishments	Implemented FASTQ for MVD appointment scheduling.
Outcomes/Metrics	Replacing an unstable queueing system has reduced wait times and improved customer service. FASTQ reported 632,029 visits scheduled with 28,855 no shows. The average visit was 2 minutes with an average wait time of 5 minutes.
Accomplishments	Implemented 2024 Legislation, SB-236. Metro Development Project GRT Increments.
Outcomes/Metrics	Added funding distributions for 8 locations statewide. Gross receipts tax distributions benefit metropolitan redevelopment area projects.
Accomplishments	Implemented IRS Direct File.
Outcomes/Metrics	Developed, integrated and deployed a Direct File import system between the IRS and Tax & Rev. The integration simplified the filing process, saving taxpayers time by eliminating repetitive tasks and allowing for quicker completion of their New Mexico income tax return. The import from the IRS return ensured higher accuracy by reducing the likelihood of manual input errors, leading to more accurate tax filings.
Accomplishments	Implemented 2024 Legislation, SB-17 Health Care Delivery and Access Assessment.
Outcomes/Metrics	The implementation of the new Health Care Delivery & Access Assessment in GenTax enables administration of the Health Care Delivery & Access Assessment paid by hospitals.
Accomplishments	Implemented the Business Credit Certificate Data Exchange interface with external agencies.
Outcomes/Metrics	Reduces work for the Business Credit unit by eliminating manual entry of business credit certificates into GenTax for: <ul style="list-style-type: none"> <li>• Home Fire Recovery Tax Credit</li> <li>• Clean Car Tax Credit</li> </ul>

	<ul style="list-style-type: none"> <li>• Clean Car Vehicle Charging Tax Credit</li> <li>• New Solar Market Tax Credit</li> <li>• 2021 Sustainable Building Tax Credit</li> </ul>
<b>STRATEGIC PRIORITY 2 – Operational Efficiency and Innovation</b>	
<b>Deliver high-quality IT services\systems that are reliable, accessible, secure, efficient, and innovative.</b>	
<b>FY25 Strategy 1</b>	Disaster recovery improvements to ensure Tax & Rev can recover from catastrophic events. Ensure continuous improvement, foster innovation and maintain highest levels of operations. Enhance information security posture.
Accomplishments	Maintained the following uptime for critical systems: Average Web Application Uptime: 99.66%; Average System Uptime: 99.35%; Average Router Uptime: 99.48%.
Outcomes/Metrics	Stable infrastructure components provide consistent and reliable performance to ensure resources can deliver a favorable customer experience.
Accomplishments	Increased warehouse data by over 100 million records, mainly IRS data.
Outcomes/Metrics	IRS data stores are being used to identify audit leads resulting in assessments of over \$23 million in PIT, over \$71 million in Schedule C, and over \$75 million in Managed Audit. Collections levy recoveries amount to over \$55 million.
Accomplishments	Implemented semi-annual gross receipts tax and compensating tax rate changes, and updated food and medical hold-harmless phaseout.
Outcomes/Metrics	Ensures accuracy of gross receipts/compensating tax rates and phase out percentage for accurate collection and distribution of revenue to the counties and municipalities.
Accomplishments	Implemented Tax Year 2024 (PIT, CIT, FID, S-Corp, PTE, OGP-D) (GenTax/TAP/MEF/GenKFI).
Outcomes/Metrics	Allows taxpayers to file New Mexico income taxes.
Accomplishments	Implemented Optimized Gift Tax and Equipment tax rate changes.
Outcomes/Metrics	Ensures accuracy of tax rates for collection and distribution of Oil and Gas revenue.
Accomplishments	Continued SQR Backlog Project.

Outcomes/Metrics	Tax & Rev’s GenTax and Tapestry systems were impacted by a large volume of legislative changes from 2019 through 2025. This resulted in a backlog of IT change requests (SQRs).
<b>STRATEGIC PRIORITY 3 – Workforce Excellence</b>	
<b>Foster workforce excellence by improvement of recruitment, training, retention, and succession planning processes and practices.</b>	
<b>FY25 Strategy 1</b>	Inventory and assess effectiveness of existing staff development efforts, incorporate new and modify as appropriate. Identify key IT resources and support\refresh\expand.
Accomplishments	Completed remodel of ITD staff workspaces.
Outcomes/Metrics	Creates a positive work environment, improves productivity and overall work experience and ensures employee safety.
Accomplishments	Participation of ITD application development staff in GenTax Core 21 version upgrade training.
Outcomes/Metrics	Preparation of IT staff to support upgrades for Tax & Rev’s systems of record.
Accomplishments	Attended valuable professional conferences.
Outcomes/Metrics	Improves retention and prepares employees for future leadership roles and succession planning.

**TABLE III.1: FY25 Strategic IT Accomplishments**

**B. OTHER KEY IT ACCOMPLISHMENTS – PRIOR FISCAL YEAR**

ITD had many key accomplishments in FY25. Upgrades and enhancements to Tax & Rev critical functions and services continued, and many innovative solutions were developed and implemented to continue serving Tax & Rev’s mission.

<b>APPLICATIONS</b>	
Accomplishments	<p>Implemented 2024 and certain 2025 legislative changes in GenTax and Tapestry.</p> <p>2024 included:</p> <p>SB17: Health Care Delivery and Access Act</p> <p>SB26: Emergency School Tax – Excess Extraction Taxes Suspense</p> <p>SB88: Electronic Driver's License Credentials</p> <p>SB148: Tax &amp; Admin Fees</p> <p>SB151: Premium Tax to Emergency Medical Services Fund</p>

	<p>HB007: Health Care Affordability Fund Distribution</p> <p>HB251: Special License Plate Procedures</p> <p>HB252: Omnibus tax bill included PIT rate changes, Home Fire Recovery Income Tax Credit, Child Care Assistance GRT deduction, PIT Deduction For-Profit Pre-Kindergarten Providers, GRT Credit Wildfire Compensation, GRT Sale of Dyed Special Fuel Credit, Special Needs Adopted Child Credit, PIT School Supply Deduction, Geothermal Credit, Clean Car Credit, Clean Car Charging Unit Credit, Geothermal Electricity Generation deduction</p> <p>2025 included:</p> <p>HB99: Nonrepairable Vehicle Certificates</p> <p>HB218: Tax code clean up included updated distributions, changes to certain payment intervals and deadlines, removing Attorney General approvals, and much more</p> <p>HB269: Implemented enhancements to State Pointer Exchange System (SPEXS), State to State Driver History Recors and Drug and Alcohol Clearing House interfaces to improve commercial driver’s safety related to drug testing.</p> <p>SB36: Sensitive Personal Information Nondisclosure</p> <p>SB236: Look Twice for Motorcycle License Plate</p> <p>SB383: Flood Recovery Bonds &amp; Gross Receipts</p> <p>SB535: State Fees &amp; Funds</p> <p>SB481: State Fairgrounds District Act</p>
Value or Impact	Updates ensure the systems of record and services are updated to reflect current statute.
Accomplishments	Added the ability to create a multidirectional payment vouchers.
Value or Impact	Provides the Cash Control unit with the ability to split a payment into multiple vouchers for improved processing.
Accomplishments	Updated Taxpayer Access Point (TAP) to prevent TAP access when an account is suspected of fraud.
Value or Impact	Provides additional security for online transactions.
Accomplishments	Completed SQR to update the generation time for return assessment letters.
Value or Impact	Improves process to ensure payments are posted prior to the assessment notice being generated.
Accomplishments	Updated task queue and rules for return work with refunds.

Value or Impact	Improves the return work items with refunds by period and tax program.
Accomplishments	Added a filter to the FCS Dashboard for taxpayer location.
Value or Impact	Reduces collection action against taxpayers affected natural disaster.
Accomplishments	Added email boxes to the Visits manager for Business and Personal income taxes.
Value or Impact	Improves taxpayer communication by providing the ability to associate taxpayer emails to accounts.
Accomplishments	Updated all customer level mailing addresses to the most recent account level mailing addresses
Value or Impact	Adjusts 353,000 customer addresses to match the most recent Personal Income Tax address and improved many outstanding issues with the account level address process.
Accomplishments	Implemented E-Levy Warrants process to remove the batch of generated levies.
Value or Impact	Updates Warrant of Levy letters to properly be distributed between E-Services and mail batching while still maintaining automation of the letter.
Accomplishments	Implemented the IBML Scan Job Reconfiguration
Value or Impact	Eliminates the requirement to update the IBML batch job ID number for each income tax program annually.
Accomplishments	Automated the Business Credit Certification and Distribution and Transfer process.
Value or Impact	Reduces the manual effort to approve business credit certificates and process fund transfers.
Accomplishments	Generated and uploaded 1099G and 1099INT files to IRS for refund year 2024.
Value or Impact	Updates GenTax, mail the 1099 files required by IRS.
Accomplishments	Implemented mobile driver's license and the New Mexico Verifier app used to verify ID in Apple Wallet and other Mobile IDs.
Value or Impact	Offers customers enhanced security, efficiency and convenience.
Accomplishments	Completed Grant Street Lane 8000 Signature Pad workflow for all Driver and Vehicle application questions.
Value or Impact	Enhances both security and convenience for in person transactions in the field offices.
Accomplishments	Implemented National Registry of Certified Medical Examiners – CDLIS 6.4.

Value or Impact	Allows for acceptance of electronic CDL medical certificates.
Accomplishments	Moved OPEX Scanner functionality to RPD.
Value or Impact	Increases efficiency for RPD.
<b>DATA</b>	
Accomplishments	Conducted federal poverty level analysis on state employees' adjusted gross income for Health Care Authority programs.
Value or Impact	Assists with determination of eligibility for the State employee premium assistance program (SEPA).
Accomplishments	Completed the State Reverse File Matching Initiative (SRFMI).
Value or Impact	Provides potential audit leads to IRS: 115,001 personal, 155,265 sales and 7,924 corporate.
Accomplishments	Delivered family income index data analysis to the Public Education Department.
Value or Impact	Targets education funding to students living in poverty.
Accomplishments	Provided audit, compliance and questionable return leads to ACD.
Value or Impact	Over 25,000 leads resulted in refund denial in the amounts of \$378,806 for fraud, \$7.9 million for no response by taxpayers, and \$1.6 million for not qualified refund requests.
<b>DOCUMENT MANAGEMENT SYSTEM</b>	
Accomplishments	DMS: Created new barcode sheet and cleaned up images for Driving While Intoxicated unit.  Provided scan support for 443 state and municipal employees and 311 MVD partners.  Successfully moved MVD citations scanning from MVD to RPD. Sunset of OPEX AS7200 scanner at Montoya building. Now scanning on OPEX Falcon at RPD.
Value or Impact	Captures, tracks, stores, retrieves and distributes information efficiently and results in less storage space and better work collaboration. It increases security, efficiency and convenience.
<b>GEOGRAPHIC INFORMATION SYSTEMS</b>	
Accomplishments	Published statewide Assessor GIS parcel files (July 2024, March 2025): Department of Information Technology, Department of Transportation, Energy, Minerals and Natural Resources Department, Public

	<p>Education Department, Game and Fish, Office of State Engineer, State Land Office, and UNM.</p> <p>Administered oil and gas production and distribution data subscriptions from S&amp;P Global in partnership with EMNRD and SLO.</p> <p>Published GRT location code and tax rate GIS data and respective web maps (July 2024, January 2025).</p> <p>Acquired and processed annexations for development and publication of GIS incorporated place map layers (October 2024, November 2024, March 2025, June 2025).</p> <p>Published 2025 House and Senate legislative maps.</p> <p>Fulfilled data request to US Geological Survey on behalf of Office of the State Engineer for water-level data collection program (March 2025).</p> <p>Fulfilled data request to Middle Rio Grande Conservancy District for fallowing program (October 2024).</p> <p>Fulfilled data request to Middle Rio Grande Council of Governments for land use modeling (July 2024).</p> <p>Ongoing web map updates for public parcel viewer, Sierra County Assessor's Office.</p>
<p>Value or Impact</p>	<p>Ongoing web map updates for public parcel viewer, Socorro County Assessor's Office.</p> <p>Acquired and integrated boundaries for eight new metropolitan redevelopment area effective July 1, 2025.</p> <p>Developed and deployed GRT Location Code and Rate finder for mobile devices.</p> <p>Developed and deployed Spanish language GRT Location Code and Rate Finder.</p> <p>Developed and deployed "high contrast" GRT Location Code and Rate web map.</p> <p>GIS maps and representations optimize planning and decision making and enhance emergency response and disaster management.</p>
<p><b>IT SUPPORT</b></p>	

Accomplishments	Resolved 15,056 IT support tickets within an average of five days.
Value or Impact	Supports efficient business operations through responsive and timely resolutions.
Accomplishments	Imaged 433 PCs, 197 kiosks, 26 laptops, for 32 MVD state and 39 municipality offices.
Value or Impact	Maintains data integrity, enhances operational efficiency and improves productivity.
Accomplishments	Replaced 97 MFP Sharp printers and 100 desktop printers.
Value or Impact	Guarantees staff ability to print on demand for internal and customer service needs.
Accomplishments	Managed move and return of computer equipment for hundreds of staff and contractors from ITD and Las Vegas MVD.
Value or Impact	Facilitates timely renovation, ensures IT hardware safety and connectivity and provides continuity of services.
Accomplishments	Installed computer equipment for Cabinet in the Community meetings in Clovis, Portales, Ruidoso, Farmington and Shiprock.
Value or Impact	Equips successful outreach efforts and services.
Accomplishments	Assisted with setup of a mobile unit in Ruidoso after the July 2024 fires and floods.
Value or Impact	Provides continuity of services for a community in need.

<b>IT INFRASTRUCTURE &amp; SECURITY</b>	
Accomplishments	Established new circuit and connectivity to AAMVA’s new Aruba software defined (SD) WAN technology. UNI services now operating through new circuit.
Value or Impact	Simplifies WAN management, enhances application performance, and improves security.
Accomplishments	Web application uptime, 99.9%
Value or Impact	Provides high availability information, improves customer trust, and business performance.
Accomplishments	Router Uptime Average 99.8%
Value or Impact	Reduces the amount of unplanned downtime by providing high reliability.
Accomplishments	Transferred domain controller roles to new Windows 2022 controller.

Value or Impact	Keeps domain control operations up to date, minimizes downtime and improves security, performance and scalability.
Accomplishments	Adjusted dependent services auto start function to avoid disruption during updates.
Value or Impact	SMTP2 relay server maintenance ensures reliable email delivery for mission critical applications.
Accomplishments	Participated in Securin authenticated security scan and finding remediation processes.
Value or Impact	Conducts critical issue detection and a comprehensive assessment of the security posture of the agency’s systems.
Accomplishments	Replaced faulty PURE Storage Array memory hardware.
Value or Impact	Provides unified block and file storage that ensures simple high efficiency performance for Tax and MVD environments.
Accomplishments	Replaced the Tax and Rev core firewall pair with new hardware, software and servers.
Value or Impact	Defends against emerging cyber threats and ensures regulatory compliance.
Accomplishments	Established circuit and connectivity to AAMVA’s new Aruba software defined (SD) Wan technology.
Value or Impact	Results in better connectivity and productivity, allowing better service to customers.
Accomplishments	Completed TFID case management environment upgrades.
Value or Impact	Improves performance, provides new features and enhances security.
Accomplishments	Upgraded 95% of Tax & Rev servers to Windows 2022.
Value or Impact	Enhances efficiency, security and support of Tax and Rev information systems.
Accomplishments	Completed Tax & Rev’s Mobile Driver’s License – Load Balancing configurations to include encryption and authentication support mechanisms between stakeholders such as Google, Apple and MVD applications.
Value or Impact	Provides the ability to obtain a State of NM mobile drivers license through Tax & Rev’s motor vehicle information systems.

Accomplishments	Participated in the New Mexico Office of Cyber Security’s Cyber Security Survey.
Value or Impact	Enables further security considerations and improves overall security posture.
Accomplishments	Implemented MVD’s Camino Entrada firewall.
Value or Impact	Provides enhanced perimeter protection and network segregation for the MVD call center and associated Cardholder Date Environment (CDE).
Accomplishments	Conducted SAS Environment Upgrades.
Value or Impact	Enhances performance, security and compliance of applications, databases and operating systems for Tax auditing business functions.
Accomplishments	Upgraded Property Tax application server environment to Windows 2022.
Value or Impact	Improves security, performance and scalability of application.
Accomplishments	Upgraded PFX Server from 2016 to 2022.
Value or Impact	Allows certificate renewals on Exchange server, allows two devices to establish a secure connection and can be used to encrypt data.
Accomplishments	Replaced and integrated new queueing system for MVD (FASTQ).
Value or Impact	Provides improved user experience and overall customer service for MVD customers.
Accomplishments	Implemented Arctic Wolf System.
Value or Impact	Provides continual computer and network surveillance and threat detection to protect from cyberattacks and data breaches.
Accomplishments	Created new environment for Keeper (Guacamole) and cut-over to the new environment.
Value or Impact	Improves performance, speed, reliability, stability, scalability and security, with no overtime required and no adverse network impact.
Accomplishments	Replaced network switches, routers and conducted other network maintenance in 40+ MVD offices statewide.
Value or Impact	Optimizes data transmission, increases security levels and improves reliability.
Accomplishments	Conducted DMS environment upgrades to include applications and server host operating systems.

Value or Impact	Boosts the efficiency and reliability of critical MVD information systems.
Accomplishments	Updated 100+ Cisco 9220 and 4331 IOS operating systems throughout the Tax and Rev local and wide area networks.
Value or Impact	Provides new features, improved security and performance enhancements for Tax & Rev network communications.
Accomplishments	Engaged in vigilant investigation of events, alerts, and penetration test outcomes and communicated with technical teams to ensure timely and informed security responses.
Value or Impact	Improves agency security response times to incidents and events.
Accomplishments	Conducted extensive reviews of security policies, procedures and audits.
Value or Impact	Demonstrates due diligence to stakeholders and auditors, ensures alignment with regulatory standards, encourages adoption of best practices and clarifies roles and responsibilities.
Accomplishments	Recognized Cybersecurity Awareness Month by developing and emailing circulars with tips on how to stay safe online.
Value or Impact	Encourages actions that Tax & Rev can practice to reduce online risk.
Accomplishments	Improved hardware and software evaluation and analysis process.
Value or Impact	Ensures that systems are secure against vulnerabilities, protecting sensitive data and maintaining compliance with regulations.
<b>WEBSITE</b>	
Accomplishments	Closed over 1,286 ServicePRO Tickets related to website.
Value or Impact	Ensures that Tax & Rev website needs are met.
Accomplishments	Simplified design and layout of agency websites by replacing calendars with lists of events and creating a dropdown with frequently asked questions.
Value or Impact	Makes information on the website more accessible and satisfies WCAG 2.1 Level AA and Americans with Disabilities Act (ADA) compliance requirements.
Accomplishments	Performed cleanup of agency websites by deleting outdated or redundant pages.
Value or Impact	Decreases ADA compliance remediation needs by eliminating unnecessary pages and ensures current and accurate content.

Accomplishments	Conducted MVD website and intranet enhancements.
Value or Impact	Ensures that the public can easily access information by providing consistent maintenance and upgrades.
Accomplishments	Uploaded current year tax files, backed up past year tax files and updated policies.
Value or Impact	Provides the public with electronic access to tax information.
Accomplishments	Uploaded bills, fiscal impact reports and passed legislation to the website.
Value or Impact	Informs the public of legislation that impacts Tax & Rev.
Accomplishments	Designed webpage about MVD kiosk locations.
Value or Impact	Improves public information, customer service and kiosk utilization.
Accomplishments	Posted Mentorship and Coffee Talk videos and holiday pictures and videos to the Intranet.
Value or Impact	Promotes employee engagement and morale.

**TABLE III.2: Other Key IT Accomplishments – FY25**

#### **IV. FY27 IT STRATEGIC GOALS AND STRATEGIES**

The FY27 IT Strategic Goals and Strategies are founded on three key principles: delivery on strategic initiatives, stable and secure operations, and a solid foundation of top notch IT professionals all ensuring the agency meets its strategic goals.

<b>STRATEGIC PRIORITY 1 – Strategic Initiatives</b>	
Provide safe, secure, state-of-the-art systems, compliant with appropriate standards to implement Agency and enterprise Strategic initiatives for internal and external customers.	
<b>FY27 Strategy 1</b>	Support initiatives in systems improvements, customer satisfaction, and new or expanding technologies.
Outcomes/Metrics	Successful implementation of new and ongoing initiatives. Successful implementation of new and prior legislations.
<b>STRATEGIC PRIORITY 2 – Operational Efficiency and Innovation</b>	
Deliver high-quality IT services/systems that are reliable, accessible, secure, efficient, and innovative.	

<b>FY27 Strategy 1</b>	Continuous improvement, foster innovation and maintain highest levels of operations. Enhance information security posture through continuous improvement, and enhanced security posture levels. Disaster recovery improvements to ensure Tax & Rev can recover from catastrophic impacts.
Outcomes/Metrics	Measured through systems performance and periodic testing
<b>STRATEGIC PRIORITY 3 – Workforce Excellence</b>	
Foster workforce excellence by improvement of recruitment, training, retention, and succession planning processes and practices.	
<b>FY27 Strategy 1</b>	Inventory and assess effectiveness of existing staff development efforts, incorporate new and modify as appropriate. Identify key IT resources and support\refresh\expand.
Outcomes/Metrics	Staff retention Surveys and assessments

**TABLE IV.1. FY27 IT Strategic Goals and Strategies**

## V. IT FISCAL AND BUDGET MANAGEMENT

### Information Technology (IT) Operating Budget (C1)

(To update this table, please double click on the embedded spreadsheet and add the required information. Before exiting the spreadsheet, please make sure to scroll up. Otherwise, the entries of this table will not be fully previewed.)

Agency Name		Agency Code			
Taxation and Revenue Department		33300			
Base Request Operational Support of IT. Check one of the options below:		Flat Budget	Expansion from previous year		
		Yes			
<b>Revenue IT Base Budget (dollars in thousands)</b>					
Appropriation Funding Type	FY24 Actual	FY25 Actual	FY26 OpBud	FY27 Request	FY28 Estimate
General Fund	12,216.7	15,805.4	17,389.9	18,584.6	19,142.1
Other State Funds	410.9	362.7	409.5	409.5	421.8
Federal Funds	0.0	0.0	0.0	0.0	0.0
Internal Svc Funds/Interagency Transfer	0.0	0.0	0.0	0.0	0.0
<b>Total</b>	<b>12,627.6</b>	<b>16,168.1</b>	<b>17,799.4</b>	<b>18,994.1</b>	<b>19,563.9</b>
<b>Expenditure Categories (dollars in thousands)</b>					
Category or Account Description	FY24 Actual	FY25 Actual	FY26 OpBud	FY27 Request	FY28 Estimate
Personnel Services & Employee Benefits	7,092.5	7,940.6	8,441.7	8,563.0	8,819.9
Contractual & Professional Services	3,607.2	5,724.5	7,336.4	8,286.4	8,535.0
IT Other Services	1,857.8	1,942.0	2,021.3	2,144.7	2,209.0
Other Financing Uses	0.0	0.0	0.0	0.0	0.0
<b>Total</b>	<b>12,557.5</b>	<b>15,607.1</b>	<b>17,799.4</b>	<b>18,994.1</b>	<b>19,563.9</b>
	<b>Print Name</b>	<b>Phone</b>	<b>Email Address</b>	<b>Date</b>	
Agency Cabinet Secretary/Director (Mandatory)	Stephanie Schardin Clark	505-827-0341	<a href="mailto:StephanieS.Clarke@tax.nm.gov">StephanieS.Clarke@tax.nm.gov</a>	8/29/2025	
Chief Information Officer or IT Lead (Mandatory)	Mike Baca	505-670-6535	<a href="mailto:Mike.Baca@tax.nm.gov">Mike.Baca@tax.nm.gov</a>	8/29/2025	
Chief Finance Officer (Mandatory)	Denise A. Irion	505-819-8823	<a href="mailto:Denise.Irion@tax.nm.gov">Denise.Irion@tax.nm.gov</a>	8/29/2025	

Agency Cabinet Secretary/Director Signature

Signed by:  
Stephanie Schardin Clark

Chief Information Officer/IT Lead Signature

DocuSigned by:  
Mike Baca

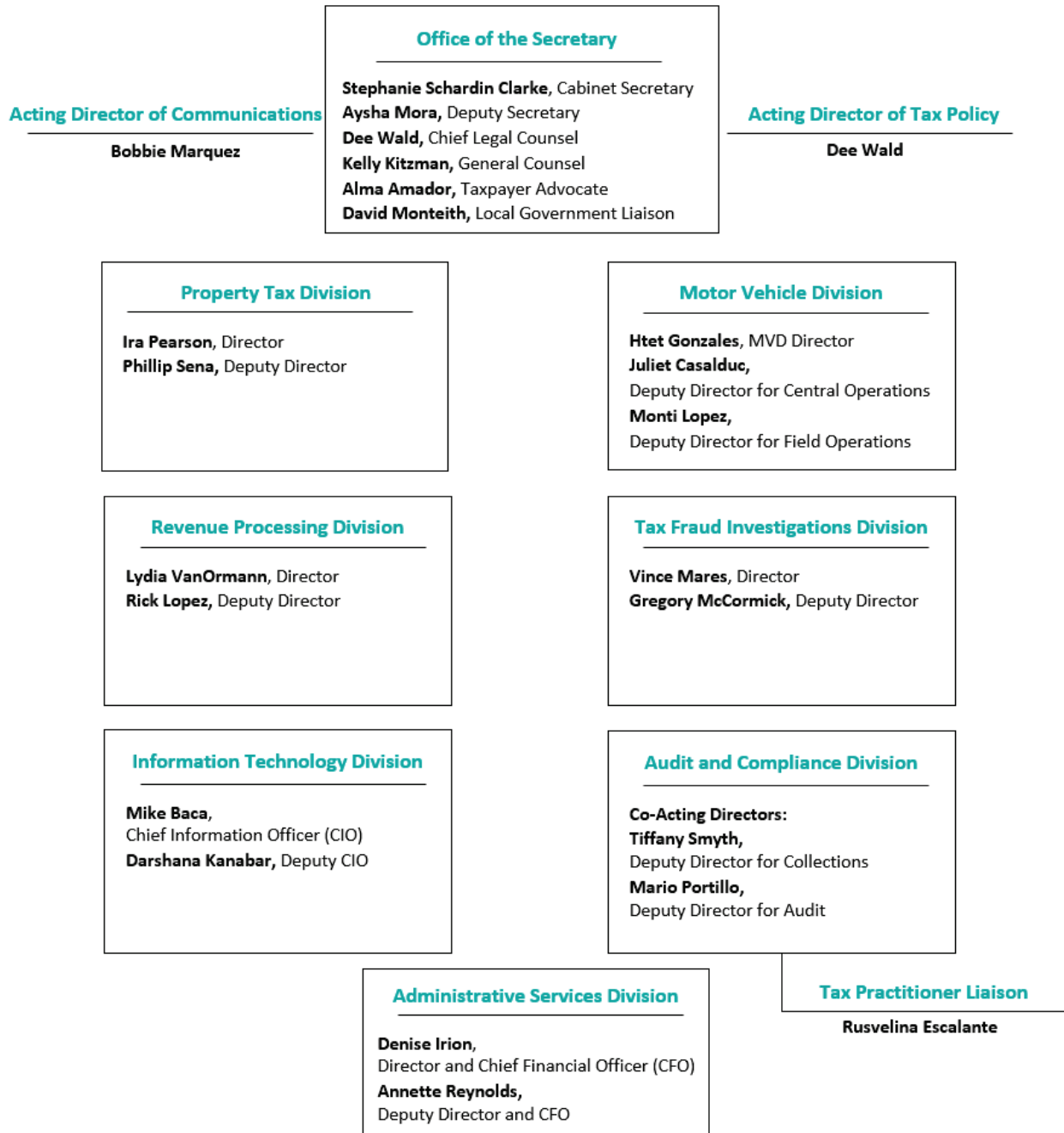
Chief Finance Officer/Budget Director Signature

DocuSigned by:  
Denise Irion

## **VI. SPECIAL FUNDING, SUPPLEMENTAL, COMPUTER SYSTEM ENHANCEMENT (C2) FUNDING AND REAUTHORIZATION OF C2 APPROPRIATIONS**

- A. Special Funding and Supplemental Request(s):** Support cost of recently implemented Fast Collection Services (FCS) and Fast Identity Verification Services (FIVS) may be requested as special, if not approved in the operating budget.
  
- B. Computer System Enhancement (C2) Funding:** Tax and Rev is requesting IT Appropriation (C2) funds for 3 FY27 projects: American Association of Motor Vehicle Administration (AAMVA) Service Cutover, remaining funding need of GenKFI Replacement and FAST Return Services. A Computer Enhancement Fund (CSEF) form for each request is included as Appendix A-III.
  
- C. Reauthorization of C2 Appropriations:** The agency is not requesting reauthorization of any prior C2 appropriations.

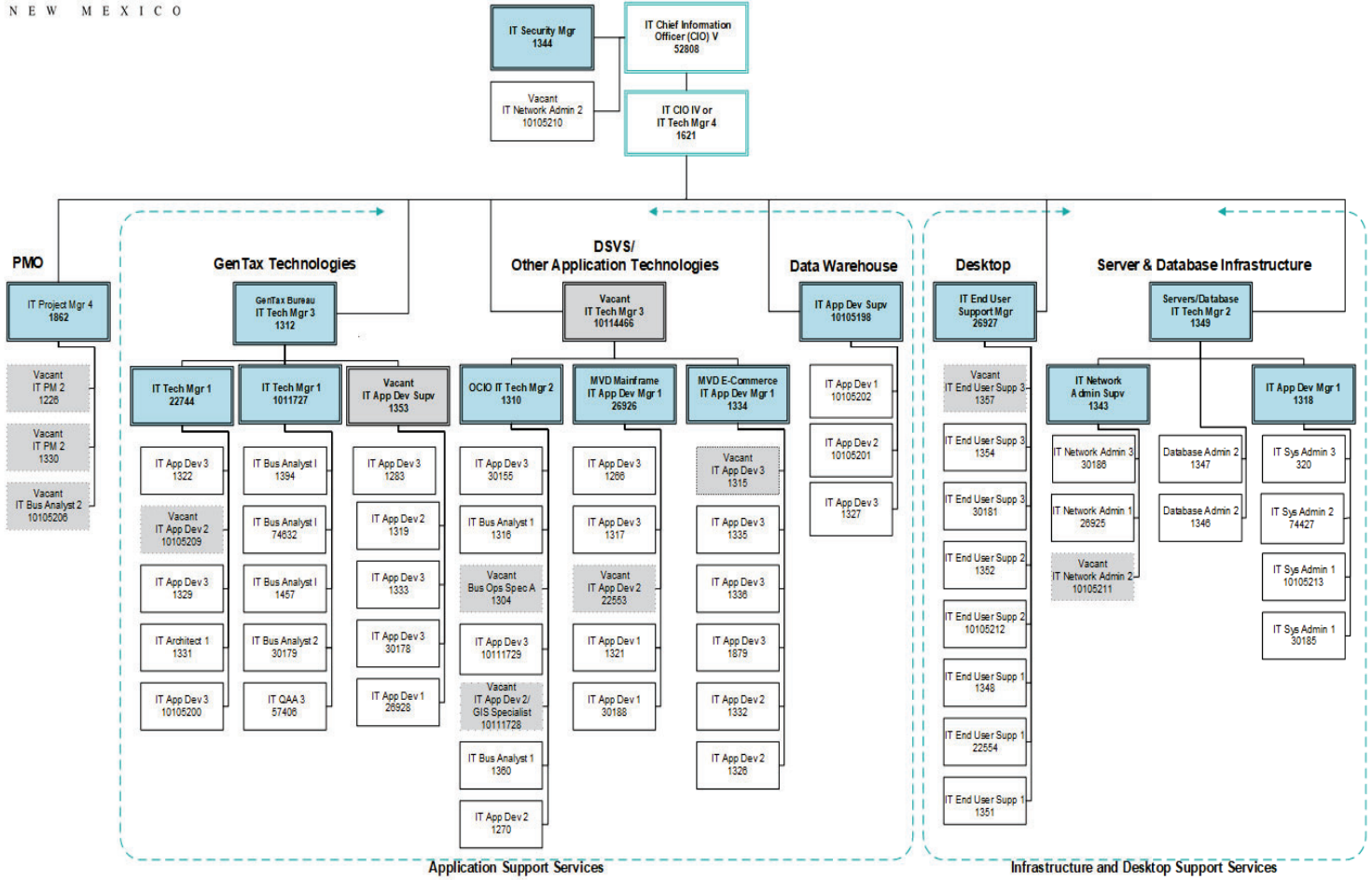
# APPENDIX A-I: AGENCY ORGANIZATION CHART



# APPENDIX A-II: IT ORGANIZATION CHART



## INFORMATION TECHNOLOGY DIVISION



September 2025

## APPENDIX A-III: C2 IT DATA PROCESSING CSEF

### C2: Information Technology Data Processing - Computer Systems Enhancement Fund (CSEF)

Agency Name	Agency Code	Project Name		
Taxation & Revenue Department	333	AAMVA Service Cutover		
Multi-Agency Project	Participating Agencies	Priority	Projected/Actual Start Date	Projected End Date
No		1	7/1/2026	9/30/2027

Revenue Project Cost (dollars in thousands)				
Category or Account Description	FY25 & Prev Actual	FY26 Budget	FY27 Request	Total
General Fund (CSEF)	0.0	0.0	4,086.6	4,086.6
Other State Funds (*specify funds below)	0.0	0.0	0.0	0.0
Federal Funds	0.0	0.0	0.0	0.0
Internal Svc Funds/Interagency Transfer	0.0	0.0	0.0	0.0
<b>Total</b>	<b>0.0</b>	<b>0.0</b>	<b>4,086.6</b>	<b>4,086.6</b>
*If Other State Funds, Specify Funding Source/Fund Name				

Expenditure Categories (dollars in thousands)				
Category	FY25 & Prev Actual	FY26 Budget	FY27 Request	Total
Personal Services & Employee Benefits	0.0	0.0	0.0	0.0
Professional Services	0.0	0.0	4,086.6	4,086.6
Travel/Lodging	0.0	0.0	0.0	0.0
IT Hardware	0.0	0.0	0.0	0.0
IT Software	0.0	0.0	0.0	0.0
Other	0.0	0.0	0.0	0.0
<b>Total</b>	<b>0.0</b>	<b>0.0</b>	<b>4,086.6</b>	<b>4,086.6</b>

	Print Name	Phone	Email Address	Date
Agency Cabinet Secretary/ Director (Mandatory)	Stephanie Schardin Clark	505-827-0341	<a href="mailto:Stephanie.S.Clark@tax.nm.gov">Stephanie.S.Clark@tax.nm.gov</a>	8/29/2025
Chief information Officer or IT Lead(Mandatory)	Mike Baca	505-670-6535	<a href="mailto:Mike.Baca@tax.nm.gov">Mike.Baca@tax.nm.gov</a>	8/29/2025
Chief Finance Officer / Budget Director (Mandatory)	Denise A. Irion	505-819-8823	<a href="mailto:Denise.Irion@tax.nm.gov">Denise.Irion@tax.nm.gov</a>	8/29/2025

Agency Cabinet Secretary/Director Signature

Signed by: Stephanie Schardin Clark

Chief Information Officer/IT Lead Signature

DocuSigned by: Mike Baca

Chief Finance Officer/Budget Director Signature

DocuSigned by: Denise Irion

**C2: Information Technology  
Data Processing - Computer Systems Enhancement Fund (CSEF)**

Agency Name	Agency Code	Project Name		
Taxation & Revenue Department	333	GenKFI Replacement		
Multi-Agency Project	Participating Agencies	Priority	Projected/Actual Start Date	Projected End Date
No		2	9/1/2025	6/30/2027

Revenue Project Cost (dollars in thousands)				
Category or Account Description	FY25 & Prev Actual	FY26 Budget	FY27 Request	Total
General Fund (CSEF)	0.0	3,000.0	2,841.0	5,841.0
Other State Funds (*specify funds below)	0.0	0.0	0.0	0.0
Federal Funds	0.0	0.0	0.0	0.0
Internal Svc Funds/Interagency Transfer	0.0	0.0	0.0	0.0
<b>Total</b>	<b>0.0</b>	<b>3,000.0</b>	<b>2,841.0</b>	<b>5,841.0</b>
*If Other State Funds, Specify Funding Source/Fund Name				

Expenditure Categories (dollars in thousands)				
	FY25 & Prev Actual	FY26 Budget	FY27 Request	Total
Personal Services & Employee Benefits	0.0	0.0	0.0	0.0
Professional Services	0.0	2,541.7	2,841.0	5,382.7
Travel/Lodging	0.0	0.0	0.0	0.0
IT Hardware	0.0	0.0	0.0	0.0
IT Software	0.0	458.3	0.0	458.3
Other	0.0	0.0	0.0	0.0
<b>Total</b>	<b>0.0</b>	<b>3,000.0</b>	<b>2,841.0</b>	<b>5,841.0</b>

	Print Name	Phone	Email Address	Date
Agency Cabinet Secretary/ Director (Mandatory)	Stephanie Schardin Clark	505-827-0341	<a href="mailto:StephanieS.Clarke@tax.nm.gov">StephanieS.Clarke@tax.nm.gov</a>	8/29/2025
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Agency Cabinet Secretary/Director Signature 

Chief Information Officer/IT Lead Signature 

Chief Finance Officer/Budget Director Signature 

**C2: Information Technology  
Data Processing - Computer Systems Enhancement Fund (CSEF)**

<b>Agency Name</b>	<b>Agency Code</b>	<b>Project Name</b>			
Taxation & Revenue Department	333	FAST Return Services			
<b>Multi-Agency Project</b>	<b>Participating Agencies</b>	<b>Priority</b>	<b>Projected/Actual Start Date</b>	<b>Projected End Date</b>	
No		3	7/1/2026	6/30/2027	

Revenue Project Cost (dollars in thousands)				
Category or Account Description	FY25 & Prev Actual	FY26 Budget	FY27 Request	Total
General Fund (CSEF)	0.0	0.0	2,933.1	2,933.1
Other State Funds (*specify funds below)	0.0	0.0	0.0	0.0
Federal Funds	0.0	0.0	0.0	0.0
Internal Svc Funds/Interagency Transfer	0.0	0.0	0.0	0.0
<b>Total</b>	<b>0.0</b>	<b>0.0</b>	<b>2,933.1</b>	<b>2,933.1</b>
*If Other State Funds, Specify Funding Source/Fund Name				

Expenditure Categories (dollars in thousands)				
	FY25 & Prev Actual	FY26 Budget	FY27 Request	Total
Personal Services & Employee Benefits	0.0	0.0	0.0	0.0
Professional Services	0.0	0.0	2,933.1	2,933.1
Travel/Lodging	0.0	0.0	0.0	0.0
IT Hardware	0.0	0.0	0.0	0.0
IT Software	0.0	0.0	0.0	0.0
Other	0.0	0.0	0.0	0.0
<b>Total</b>	<b>0.0</b>	<b>0.0</b>	<b>2,933.1</b>	<b>2,933.1</b>

	Print Name	Phone	Email Address	Date
Agency Cabinet Secretary/ Director (Mandatory)	Stephanie Schardin Clark	505-827-0341	<a href="mailto:StephanieS.Clark@tax.nm.gov">StephanieS.Clark@tax.nm.gov</a>	8/29/2025
Chief information Officer or IT Lead(Mandatory)	Mike Baca	505-670-6535	<a href="mailto:Mike.Baca@tax.nm.gov">Mike.Baca@tax.nm.gov</a>	8/29/2025
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Agency Cabinet Secretary/Director Signature

Signed by: Stephanie Schardin Clark

Chief Information Officer/IT Lead Signature

DocuSigned by: Mike Baca

Chief Finance Officer/ Budget Director Signature

DocuSigned by: Denise Irion



**Fiscal Year 27**  
**Information Technology Funding (C2) Request**  
**American Association of Motor Vehicle**  
**Administrators (AAMVA) Service Cutover**  
**Full Business Case**

**Stephanie Schardin Clarke**, Cabinet Secretary

**Htet Wint**, Motor Vehicle Division Director

**Mike Baca**, Chief Information Officer

Release Date: September 2, 2025

FY27 Information Technology Funding (C2) Request – Full Business Case

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## FY27 Information Technology Funding (C2) Request – Full Business Case

## I. Executive Summary

1. **Proposed Project Description:** The New Mexico Taxation and Revenue Department (Tax & Rev), through its Motor Vehicle Division (MVD), is requesting funding to enhance some components of its Driver Services and Vehicle Services system (DSVS), known as Tapestry. This investment is necessary to support the mandatory transition from the national American Association of Motor Vehicle Administrators (AAMVA) legacy UniServices platform to its modern representational state transfer (REST)-based web services.

AAMVA's legacy UniServices platform will be decommissioned in January 2028. Without this modernization, MVD will lose access to several critical national systems, including the Commercial Driver's License Information System (CDLIS) and the State-to-State Verification Service (S2S). These systems are vital in protecting public safety and supporting interstate commerce by enabling verification of driver credentials, enforcing commercial driver licensing standards, and preventing identity-related fraud across jurisdictions.

AAMVA services help prevent identity and vehicle fraud, enhance public safety enforcement efforts, including Driving While Intoxicated (DWI) programs, and indirectly support anti-human trafficking through improved data sharing and background verification. These systems enable states to detect stolen or fraudulently titled vehicles, prevent the issuance of multiple driver's licenses, ensure commercial driver safety and compliance, and support law enforcement investigations, including Amber and Silver Alerts.

Collectively, they provide the data backbone that strengthens identity integrity, vehicle security and public safety nationwide.

2. **Business Need/Problem:** Without full integration into AAMVA's REST-based environment, New Mexico will no longer be able to issue federally compliant credentials or fulfill its obligations under national commercial driver programs and interstate data-sharing agreements. Compliance with AAMVA systems, including CDLIS, is federally mandated and directly tied to U.S. Department of Transportation (DOT) programs and funding. Noncompliance may result in penalties, including the loss of federal highway funds and reduced eligibility for DOT and MVD safety and compliance grants. This would create widespread operational disruptions, expose the state to compliance risks, and negatively affect services for residents, law enforcement and commercial stakeholders.
3. **Value and Benefits:** This transition will enable New Mexico to maintain compliance with national motor vehicle regulations that ensure public safety, prevent costly service interruptions, and deliver secure, timely and customer-focused services to residents statewide.
4. **Project Objectives:** This project will implement REST-based web services within MVD's Tapestry system before the UniServices decommissioning deadline to ensure continuity of services. It will fund the development and deployment of new interfaces and business

## FY27 Information Technology Funding (C2) Request – Full Business Case

logic within MVD's existing Tapestry system to connect with AAMVA's REST-based web services. These updates will include secure web service integration, adjustments to core system workflows, and comprehensive testing to ensure seamless and uninterrupted operations.

Because Tapestry is the foundation of all driver and vehicle transactions in New Mexico, aligning it with AAMVA's new infrastructure is essential to preserving statewide service delivery and public confidence.

5. Alignment with the IT Strategic Plan: This initiative directly supports Tax & Rev's strategic goals of improving service efficiency, modernizing legacy systems, and enhancing the resilience of mission-critical technology. It also aligns with the State of New Mexico's IT Strategic Plan by advancing system interoperability, securing sensitive data, and ensuring that vital public-facing services remain functional and reliable through industry-standard modernization efforts.
6. Proposed Agency General Appropriation Act (GAA Language): To support the integration of the MVD's system with the American association of motor vehicle administrators' REST-based services to ensure continued access to national motor vehicle databases.

## II. Project Background

### Project Description:

1. Detailed Project Description: This project will implement the AAMVA REST-based web services within MVD's technology infrastructure. Integration will be achieved using FAST Enterprises' AAMVA Data Exchange Solution (ADES). This includes the development and deployment of new system interfaces, modification of business logic, data migration from legacy site-defined driver record structures into new core-defined formats, and updates to all MVD functions reliant on AAMVA data exchanges. Affected components include driver record management, commercial vehicle operations, credential issuance, task management, batching processes, MyMVD customer portal updates and reporting tools. It will also require end-to-end testing for accuracy and compliance, staff training, development of enhanced monitoring tools, and full stakeholder readiness.
2. Type of Project: This is an enhancement to an existing solution, leveraging and extending MVD's current Tapestry system to support new AAMVA requirements. It is not a replacement or standalone system, but a mission-critical upgrade to ensure continued connectivity, compliance, and service continuity across all driver and vehicle functions that rely on national systems.
3. Technology Type: The technology type is a commercial off-the-shelf (COTS) solution, with enhancements delivered by FAST Enterprises through licensed modules and customized implementation support, in alignment with AAMVA's RESTful interface requirements.

FY27 Information Technology Funding (C2) Request – Full Business Case

4. **Mission Critical Application:** This project directly supports Tax & Rev’s strategic goal to modernize core systems, ensure secure and reliable service delivery, and maintain compliance with state and federal mandates. It also aligns with the FY27 IT Strategic Plan’s priorities around modernizing legacy applications, improving interoperability, and strengthening critical infrastructure.
5. **Services Required (Non-Recurring Costs):** To complete this work, MVD estimates a total one-time cost of \$4,086.6. This investment is time-sensitive and mandatory due to AAMVA’s fixed decommissioning deadline of January 2028. Failure to act would result in the loss of access to national verification systems, prevent the issuance of compliant driver credentials, and trigger service interruptions affecting New Mexico residents, law enforcement, businesses, and partner agencies. Funding this initiative ensures uninterrupted operations, protects the state’s legal and regulatory standing, and preserves public trust in MVD’s services.

a. Is the system being considered a hosted solution? No

Hosted Solution Description
NA

b. Professional services:

Professional Services	Other Professional Services
Development, integration, testing, and deployment performed by FAST Enterprises	Project Management Services Independent Verification and Validation Services (IV&V)

c. Hardware Description: Will the Agency purchase hardware? No

Hardware Description
NA

d. Software Licenses Description: Will the Agency purchase Software Licenses? No

Software License Description
NA

e. Training Description:

Training Description
<p>Comprehensive staff training is needed for all affected functional areas. Train-the-trainer approach will be used. All business units that add, update, access and interpret Driver Record information will require training. This will include but is not limited to:</p> <ul style="list-style-type: none"> <li>• Call Center</li> <li>• Production Support</li> <li>• Field Operations</li> </ul>

FY27 Information Technology Funding (C2) Request – Full Business Case

- |   |
|---|
| <ul style="list-style-type: none"> <li>• Partner Offices</li> <li>• Municipal Offices</li> <li>• Driver Services</li> <li>• Records Management</li> <li>• Compliance Management</li> <li>• Vehicle Services - Error Resolution</li> <li>• Administrative Hearings Office</li> <li>• CDL Operations</li> <li>• Revenue and Processing Division</li> <li>• Data Capture Unit</li> </ul> |
|---|

f. Compliance and Security Description:

Compliance and Security Description
The ITD team along with the implementation contractor, will ensure all REST transactions meet regulatory and data protection standards.

g. Facilities Description : NA

Facilities Description
NA

h. Personnel Services Description: NA

Personnel Services Description
NA

6. Estimated Start Date: July 1, 2026
7. Estimate End Date: September 30, 2027; Deadline for Implementation, January 2028
8. Project be Phased: If full funding is not available, can the project be phased? No
9. Project be Phased: If the project can be phased, what can be accomplished with partial funding?  
NA

**Project History:**

1. Project Funding Request Category:  
This is a new project request for a system enhancement to a system that is in production.
2. Is this funding request a repeat request for funding that has been previously denied? No
3. Work To Be Performed with this Funding Request: This is not a previously funded request.

FY27 Information Technology Funding (C2) Request – Full Business Case

4. Is this funding a continuation request to complete an existing project? No

**Existing Project’s Reauthorization Information:** NA

**Existing Project’s Appropriation History:** NA

**Existing Project’s Certification History:** NA

**Project Key Milestones and Contract Deliverables:** NA

5. Is this funding a continuation request to complete an existing project and Independent Verification and Validation waiver has been approved by the Department of Information Technology? No

**Existing Project Independent Verification and Validation Last Update:** NA

[Ancillary appropriation/certification tables removed as non-applicable.]

### III. Risks

The following table provides a quick assessment of the proposed project’s inherent risks. If the agency does not move forward with this project, New Mexico will not be able to issue federally compliant credentials or fulfill its obligations under national commercial driver programs and interstate data-sharing agreements. This would create widespread operational disruptions, expose the state to compliance risks, and negatively affect services for residents, law enforcement and commercial stakeholders.

#### Risk Assessment for Proposed Solution

Criteria		Risk Score = 1	Risk Score = 2	Risk Score = 3	Score
1	Estimated project cost	Less than \$250K	\$250K - \$1M	Greater than \$1M	3
2	Estimated total calendar months before completion	6 or less	6 to 12	More than 12	2
3	Number of project team members	5 or less	6 to 10	More than 10	3
4	Number of subject matter experts required to execute the project	3 or less	4 or 5	6 or more	3
5	Project manager experience level	3 or more projects of similar scope	1 to 2 projects of similar scope	No prior projects of similar scope	3
6	Estimated total effort hours	Less than 500	500 - 1800	More than 1800	3
7	Number of sites/offices impacted by the project	1	2 to 5	More than 5	3
8	Uniqueness of project's technical requirements	Similar to others in the department	Similar to others, but complex	New and complex	3

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9	<b>Impact of noncompliance with applicable laws and regulations</b>	None or minimal	Moderate	Significant	3
10	<b>Impact of 12-month project postponement on existing systems</b>	Existing systems can compensate with minimal costs	Existing or new systems can compensate with substantial costs	Existing systems must be curtailed because of the lack of proposed project	1
11	<b>Number of interfaces to existing systems affected</b>	0	1 to 3	More than 3	3
12	<b>User requirements definition</b>	Clearly defined	Somewhat defined, but complex	Very vague and complex	1
				<b>Total Risk Score:</b>	<b>31</b>

**IV. Scope and Constraints**

The following are elements of the project which are in-scope and out-of-scope that are identified to manage trade-offs during execution.

**Scope:**

<b>In Scope</b>	<b>Description</b>
Update all current AAMVA UNI services to AAMVA RESTful services utilizing new FAST AAMVA Data Exchange Solution.	Includes AAMVA’s Social Security Online Verification, CDLIS – Commercial Driver License Information System, U.S. Passport Verification System and Verification of Lawful Status.
Update all related interfaces, functions and processes.	Includes interfaces that receive or send Driver Record information, MyMVD, Commercial Vehicle Bureau, RPD and MVD Keying Unit functions, Credential Issuance processes, and evaluation, review and adjustment of forms, letters, ad hoc queries, data cubes, reports and batch processes.
Testing and Training	Full business testing and training of all Driver Control business functions and AAMVA RESTful services.

<b>Out of Scope</b>	<b>Description</b>	<b>Reason Why</b>
National Motor Vehicle Title Information System (NMVTIS)	Federal program that verifies and exchanges title, brand, theft, and other data among authorized users.	Requires being worked independently as a different project and moving to the new NMVTIS data exchange model in FastCore.

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**Constraints:**

Constraints	
Category	Description
Resource availability	MVD staff to assist with defining requirements and conducting user acceptance testing.
Subject matter expertise	Subject matter experts to assist with defining requirements, conducting user acceptance testing, lead acceptance and training efforts.

**V. Alternative Approach Analysis**

**JUSTIFICATION FOR PROJECT SELECTION:**

Tapestry must be updated to integrate with AAMVA’s Rest-Based Web Services. The following table includes viable alternatives, including preliminary research and analysis:

Alternative Description (e.g. Status Quo, Enhancements, Replacement)	Reason Eliminated	Cost	Preliminary research and analysis conducted (Yes/No)
Status Quo	Inability to issue federally compliant credentials or fulfill obligations under national commercial driver programs and interstate data-sharing agreements.	\$0.00	Yes
Integrate Tapestry with AAMVA’s Rest-Based Web Services & Implementation	Selected Solution	\$4,086.6	Yes

**VI. Method(s) Used To Develop Accurate Cost Estimate**

The following method(s) were used to gather information and develop the C2 funding request by providing the information below:

No.	METHOD USED	PURPOSE	COST ESTIMATE AMOUNT (\$)
1	Request for Information (RFI)	Gather preliminary information from potential vendors on capabilities, pricing models, and feasibility	\$4,086.6

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No.	METHOD USED	PURPOSE	COST ESTIMATE AMOUNT (\$)
2	Request for Proposal (RFP)	To solicit comprehensive proposals that include technical solutions, cost breakdowns, and delivery schedules	
3	Market Surveys	Engage vendors through surveys to understand pricing capabilities	
4	Historical Cost Data Analysis	Review past expenditures on similar projects to predict future costs	
5	Interstate Collaboration and Networking	Contact other organizations such as National Association of State Procurement Officials (NASPO), the National Governors Association (NGA), and other industry specific organizations to gather cost data and procurement information. Attend conferences and webinars where states share project outcomes and cost data	
6	State Specific Agencies	Contact counterparts in other states (e.g. Department of Health, Department of Transportation) to obtain data on similar project initiatives	
7	Other Method:	Purpose Description:	

**VII. Key Stakeholders**

The following table identifies internal and external stakeholders, their project responsibilities and their expected impact on the project’s success.

**Project Impact Scale:**  
**1 = Low Impact; 2 = Medium Impact; 3 = High Impact**

Internal Stakeholders	Department or Agency	Project Responsibilities	Project Impact
Project Sponsor	Tax & Rev	Provides leadership, keeps project aligned with organization’s strategies, focuses on realization of benefits and provides continued sponsorship	3

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Business Owner	Tax & Rev	Provides vision and roadmap and has knowledge and authority to make decisions and resolve obstacles	3
Motor Vehicle Division Staff	Tax & Rev	Provides business and process expertise, contributes system requirements and conducts user acceptance testing	3
Project Team	Tax & Rev	Provides project guidance, develops and maintains project documentation, ensures objective, schedule and cost measures are met	3
ITD	Tax & Rev	Provides technical guidance, support during solution planning, implementation, deployment. Develop and maintain interface with system of record	3
Project Sponsor	Tax & Rev	Provides leadership, keeps project aligned with organization’s strategies, focuses on realization of benefits and provides continued sponsorship	3
Business Owner	Tax & Rev	Provides vision and roadmap and has knowledge and authority to make decisions and resolve obstacles	3
<b>External Stakeholders</b>	<b>Company or Organization</b>	<b>Project Responsibilities</b>	<b>Project Impact</b>
Tapestry Team	Fast Enterprises	Provides technical skill to ensure successful software implementation, performance and project integration	3

**VIII. Objectives, Outcomes, Key Performance Indicators**

The following are key project objectives with related deliverable outcomes and quantifiable Key Performance Indicators (KPIs).

Objectives	Outcomes/Deliverables	Benefits/KPIs (as applicable)
Implement the REST-based web services within MVD’s technology infrastructure before the UniServices decommissioning deadline.	Ensure New Mexico maintains compliance with national motor vehicle policies.	Prevent costly service interruptions; Uphold commitment to delivering secure, timely, and customer-focused services to residents and stakeholders statewide.

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**IX. Benefits**

The following is a list of tangible and intangible benefits anticipated from the project. These benefits will demonstrate the critical impact of this project on the continuity of credential issuance and real-time verification processes in New Mexico, highlight the impact on protecting the integrity of state-issued credentials and preventing fraud and demonstrate our commitment to roadway safety and public protection:

Tangible Benefits	Amount
Continuity of MVD operations and uninterrupted access to all AAMVA services.	100%
Continuity of daily drivers licenses issued.	N/A
Continuity of VLS (Verification of Lawful Status): daily inquiries are made to confirm lawful presence for applicants seeking REAL ID-compliant credentials, as required by federal law.	N/A
Continuity of SSOLV (Social Security Online Verification): daily transactions verify name, date of birth, and Social Security number across all new and updated applications.	N/A
Continuity of PDPS (Problem Driver Pointer System) Hits: These transactions prevent issuance to individuals whose driving privileges are suspended or revoked in other states, maintaining compliance with national driver record standards.	N/A
Continuity of SPEXS/CDLIS Queries: These queries are run on all Commercial Driver’s License (CDL) applicants to ensure one driver, one record, one license which is essential for commercial and interstate safety compliance.	N/A
Continuity of DACH (Drug and Alcohol Clearinghouse) Queries: These are daily checks identify commercial drivers prohibited from operating due to drug or alcohol violations.	N/A
Continuity of NRII (National Registry of Certified Medical Examiners): These are verifications are conducted to ensure drivers meet required medical qualifications before licensing.	N/A

Intangible Benefits	Metrics
Operational Efficiency for MVD Staff	REST integration with Tapestry reduces transaction failures, manual workarounds, and exception handling, freeing up staff to focus on customer service and improving processing speed across field and back-office operations.
Avoidance of Service Disruption and Rework	Without this integration, New Mexico would face operational outages and would need to implement

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	manual, temporary solutions. This would lead to rework, customer dissatisfaction, and increased operational costs, and risks avoided by this project.
Improved Public and Law Enforcement Trust	Reliable access to accurate, up-to-date driver and vehicle data builds trust with both the public and law enforcement. Continued participation in national databases strengthens confidence in the integrity of New Mexico credentials.
Strengthened Interagency Relationships	Maintaining seamless connectivity to AAMVA’s systems ensures New Mexico remains a strong and cooperative partner in the national driver data ecosystem. This supports collaboration with other states, federal agencies, and regulatory partners.
Modernization Mindset and Organizational Readiness	This initiative supports a forward-thinking organizational culture that embraces modernization and continuous improvement. It demonstrates Tax & Rev/MVD’s readiness to manage complex, statewide technology transitions.
Future-Proofing for Policy and System Changes	Migrating to AAMVA’s REST architecture ensures MVD is positioned to quickly adapt to future changes in federal policy, technical standards, or system requirement which reduces future development costs and implementation delays.
Improved Customer Experience	While the backend integration may be invisible to customers, the impact is clear: faster transactions, fewer delays, and more consistent service. This is especially important for first-time applicants, REAL ID conversions, and commercial driver processing.

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**X. Total Cost of Ownership**

The following table lists the total potential cost to develop or acquire, implement, operate and maintain the proposed project for its entire life cycle.

**X. Total Cost of Ownership  
AAMVA Service Cutover**

Category		Previous Actuals <sup>1</sup>	FY26	FY27	FY28	FY29	FY30	Total
<b>Non-Recurring Cost-Development &amp; Implementation</b>		<b>(in thousands)</b>						
200	Personal Services and Employee Benefits	\$0.0	\$0.0	\$0.0				\$0.0
300	Contractual Services							
	IT Professional Services: Project Management	\$0.0	\$0.0	\$200.0				\$200.0
	IT Professional Services: IV&V	\$0.0	\$0.0	\$100.0				\$100.0
	IT Professional Services: Dev./Imp./Training/UAT	\$0.0	\$0.0	\$3,786.6				\$3,786.6
	Other Professional Services	\$0.0	\$0.0	\$0.0				\$0.0
400	Other	\$0.0	\$0.0	\$0.0				\$0.0
	Travel/Lodging	\$0.0	\$0.0	\$0.0				\$0.0
	Hardware	\$0.0	\$0.0	\$0.0				\$0.0
	Software Licenses	\$0.0	\$0.0	\$0.0				\$0.0
	Facilities	\$0.0	\$0.0	\$0.0				\$0.0
<b>Subtotal Non-Recurring Cost</b>		<b>\$0.0</b>	<b>\$0.0</b>	<b>\$4,086.6</b>				<b>\$4,086.6</b>
<b>Recurring Maintenance and Operations (M&amp;O) Cost</b>		<b>(in thousands)</b>						
200	Personal Services and Employee Benefits	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
300	Contractual Services							
	IT Professional Services	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
	Training	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
400	Other	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
	Hardware	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
	Software Licenses	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
	Facilities	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
	Compliance and Security	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
<b>Subtotal Recurring M&amp;O Cost</b>		<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>
<i><sup>1</sup> Applicable for on-going or existing project.</i>								
<b>Total Cost</b>		<b>\$0.0</b>	<b>\$0.0</b>	<b>\$4,086.6</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$4,086.6</b>

FY27 Information Technology Funding (C2) Request – Full Business Case

**XI. C2 Form – Computer System Enhancement Fund (CSEF)**

**C2: Information Technology  
Data Processing - Computer Systems Enhancement Fund (CSEF)**

Agency Name	Agency Code	Project Name		
Taxation & Revenue Department	333	AAMVA Service Cutover		
Multi-Agency Project	Participating Agencies	Priority	Projected/Actual Start Date	Projected End Date
No		1	7/1/2026	9/30/2027

Revenue Project Cost (dollars in thousands)				
Category or Account Description	FY25 & Prev Actual	FY26 Budget	FY27 Request	Total
General Fund (CSEF)	0.0	0.0	4,086.6	4,086.6
Other State Funds (*specify funds below)	0.0	0.0	0.0	0.0
Federal Funds	0.0	0.0	0.0	0.0
Internal Svc Funds/Interagency Transfer	0.0	0.0	0.0	0.0
<b>Total</b>	<b>0.0</b>	<b>0.0</b>	<b>4,086.6</b>	<b>4,086.6</b>
*If Other State Funds, Specify Funding Source/Fund Name				

Expenditure Categories (dollars in thousands)				
	FY25 & Prev Actual	FY26 Budget	FY27 Request	Total
Personal Services & Employee Benefits	0.0	0.0	0.0	0.0
Professional Services	0.0	0.0	4,086.6	4,086.6
Travel/Lodging	0.0	0.0	0.0	0.0
IT Hardware	0.0	0.0	0.0	0.0
IT Software	0.0	0.0	0.0	0.0
Other	0.0	0.0	0.0	0.0
<b>Total</b>	<b>0.0</b>	<b>0.0</b>	<b>4,086.6</b>	<b>4,086.6</b>

	Print Name	Phone	Email Address	Date
Agency Cabinet Secretary/ Director (Mandatory)	Stephanie Schardin Clark	505-827-0341	<a href="mailto:Stephanie.S.Clark@tax.nm.gov">Stephanie.S.Clark@tax.nm.gov</a>	8/29/2025
Chief information Officer or IT Lead(Mandatory)	Mike Baca	505-670-6535	<a href="mailto:Mike.Baca@tax.nm.gov">Mike.Baca@tax.nm.gov</a>	8/29/2025
Chief Finance Officer / Budget Director (Mandatory)	Denise A. Itron	505-819-8823	<a href="mailto:Denise.Itron@tax.nm.gov">Denise.Itron@tax.nm.gov</a>	8/29/2025

Agency Cabinet Secretary/Director Signature

Signed by: Stephanie Schardin Clark

Chief Information Officer/IT Lead Signature

DocuSigned by: Mike Baca

Chief Finance Officer/Budget Director Signature

DocuSigned by: Denise Itron



**Fiscal Year 27**  
**Information Technology Funding (C2) Request**  
**GenKFI Replacement**  
**Full Business Case**

**Stephanie Schardin Clarke**, Cabinet Secretary

**Lydia VanOrman**, Revenue Processing Division Director

**Mike Baca**, Chief Information Officer

Release Date: September 2, 2025

FY27 Information Technology Funding (C2) Request – Full Business Case

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## FY27 Information Technology Funding (C2) Request – Full Business Case

## I. Executive Summary

1. **Proposed Project Description:** The Revenue Processing Division (RPD) of the Taxation and Revenue Department (Tax & Rev) is responsible for processing tax returns and payments, which contributes to \$18 billion per year to State, local, and tribal government operations. The proposed initiative is to replace RPD's 13-year-old legacy software for processing paper tax returns with a new system that integrates machine learning, Optical Character Recognition (OCR), and Intelligent Character Recognition (ICR). The project will introduce advanced technology for document processing, reducing the high error rate that currently requires manual correction and causes backlogs, thereby improving customer service and lowering the costs related to return and mail processing.
2. **Business Need / Problem:** For 13 years, RPD has used the GenKFI software to image and capture tax return data. GenKFI inputs paper tax returns into GenTax, the tax system of record. However, GenKFI fails to meet current industry standards and carries a risk of system failure. The current system hinders processing efficiency and relies heavily on manual intervention. Tax & Rev faces an annual labor cost of approximately \$326,480 solely for the intensive sorting process required by GenKFI. From January 2024 to July 2024, an additional 25 team members were recruited from other Tax & Rev divisions to address the backlog. This resource reallocation cost nearly \$850,000 in FY2024. While necessary to manage the backlog, this approach is unsustainable, as it diverts resources from other critical functions such as collections and audit.
3. **Value and Benefits:** The project will improve system reliability, cycle times, reduce human error, and provide new functionality to improve customer service and reduce operating costs. RPD will also benefit from improved process efficiency, stronger internal controls, and elimination of the backlog.
4. **Project Objectives:** The key objectives are automation, reduced errors, faster processing times, and increased staff flexibility to address bottlenecks using real-time data.
5. **Alignment with the IT Strategic Plan:** The project aligns with the agency's mission to provide fair and efficient tax administration and revenue distribution, the strategic plan goals to simplify processes to improve customer service, review processes for efficiency and internal control, and fulfills the vision of exceeding expectations for customers and employees by offering innovative and secure solutions that maximize the customer experience.
6. **Proposed Agency General Appropriation Act (GAA) Language:** To replace the legacy tax return software.

## II. Project Background

### **Project Description:**

1. **Detailed Project Description:** This project is a continuation request for a new solution that was partially funded with \$3,000.0 in the 2025 legislative session. The additional request of \$2,841.0 will complete all phases of the project in the estimated completion timeline.

FY27 Information Technology Funding (C2) Request – Full Business Case

The technology type is an electronic content management system that offers both functionality and flexibility for processing and tracking of paper returns and correspondence. In addition to the cost of the software solution, funding is included for interfaces between the electronic content management system and the tax system of record (GenTax), project management services, and independent verification and validation (IV&V) services.

2. Type of Project: GenKFI replacement is a continuation request for a new solution to update a 13-year-old software that does not meet industry standards for automation and/or quality requirements for processing paper documentation necessary for perfecting tax records. It was partially funded in the 2025 legislative session. Tax & Rev has begun drafting initiation documentation with an anticipated certification in September 2025.
3. Technology Type: The project includes third-party components, licensed software, and implementation services. RPD selected Fairfax’s Quick Modules platform for remittance and tax form processing, Agissar INFOPoll solution for inbound mail tracking and reporting. The Fairfax Software solution will fully utilize IBML and OPEX scanning hardware, including for the disaster recovery site in Albuquerque. FAST Enterprises will develop interfaces to replace the existing GenKFI process that receives and processes all return data and any related payments.
4. Mission Critical Application: The project supports the agency’s mission to provide fair and efficient tax administration and revenue distribution. It aligns with the strategic plan goals of simplifying processes to improve customer service, reviewing processes for efficiency and internal control, and fulfilling the vision of exceeding expectations for customers and employees by delivering innovative and secure solutions that maximize customer experience.
5. Services Required (Non-Recurring Costs):

a. Is the system being considered a hosted solution? No

Hosted Solution Description
NA

b. Professional services:

Professional Services	Other Professional Services
Fairfax Professional Implementation Services	
FAST Enterprises Services	
Information Technology Project Manager	
Independent Verification and Validation (IV&V) Services	

c. Hardware Description: Will the Agency purchase hardware? No

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Hardware Description
NA

d. Software Licenses Description: Will the Agency purchase Software Licenses? Yes

Software License Description
Quick Modules Licensed Software

e. Training Description: Yes

Training Description
Both vendors will provide training.

f. Compliance and Security Description:

Compliance and Security Description
Contracts will have the required security and compliance language. Contractors must adhere to all state and federal requirements. Compliance and Security will be managed by RPD and Information Technology Division’s security team.

g. Facilities Description : NA

Facilities Description
NA

h. Personnel Services Description: NA

Personnel Services Description
NA

- 6. Estimated Start Date: September 1, 2025
- 7. Estimate End Date: June 30, 2027
- 8. Project be Phased: If full funding is not available, can the project be phased? No
- 9. Project be Phased: If the project can be phased, what can be accomplished with partial funding? The project cannot be phased, this request is for funding not received in prior request.

**Project History:**

- 1. Project Funding Request Category:  
This is a continuation request for a new system.

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2. Is this funding request a repeat request for funding that has been previously denied? Yes, project was partially funded in GAA of 2025.
3. Work To Be Performed with this Funding Request: The \$2,841.0 funding, in addition to the funding received in 2025 will be used to complete the project.
4. Is this funding a continuation request to complete an existing project? Yes

**Existing Project’s Reauthorization Information:** NA, funding available through June 30, 2027.

**Existing Project’s Appropriation History:**

<b>Appropriation History</b> Include All Funding Sources, e.g. Federal, State, County, Municipal Laws or Grants.							
Fiscal Year	Funding Source Description	General Fund	Other State Funds	*Internal Serv Funds/ Inter Agency Transfer	Federal Funds	Other Funds	Total Amount
FY26- FY27	Laws 2025, Chapter 160, Section 7 (2)	\$3,000.0					\$3,000.0
<b>Total Appropriation:</b>		\$3,000.0					\$3,000.0
<b>Total Appropriation Amount Minus Total Certified Funds:</b>							\$3,000.0

**Existing Project’s Certification History:** The project will request Initiation Certification at the September 22, 2025, Project Certification Committee meeting.

**Project Key Milestones and Contract Deliverables:** NA

5. Is this funding a continuation request to complete an existing project and Independent Verification and Validation waiver has been approved by the Department of Information Technology? Yes, project was only partially funded in GAA of 2025, and no IVV waiver requested.

**Existing Project Independent Verification and Validation Last Update:** NA

[Ancillary certification/key milestone tables removed as non-applicable.]

### III. Risks

Tax and Rev, as demonstrated by the results of the following Risk Assessment, anticipates risks to be low. The identified risks are the availability of resources and technical challenges resulting from the integration of the new system with the existing GenTax infrastructure. Plans to mitigate and reduce the impact of these risks will be developed as part of the project’s Risk Management Plan and will include staff and workload assessment to ensure appropriate schedule planning and defined system requirements, software demonstrations, and extensive review of proposed solutions to ensure system compatibility. The following table provides a quick risk assessment of the proposed project’s inherent risks.

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**Risk Assessment for Proposed Solution**

Criteria		Risk Score = 1	Risk Score = 2	Risk Score = 3	Score
1	Estimated project cost	Less than \$250K	\$250K - \$1M	Greater than \$1M	3
2	Estimated total calendar months before completion	6 or less	6 to 12	More than 12	3
3	Number of project team members	5 or less	6 to 10	More than 10	2
4	Number of subject matter experts required to execute the project	3 or less	4 or 5	6 or more	2
5	Project manager experience level	3 or more projects of similar scope	1 to 2 projects of similar scope	No prior projects of similar scope	1
6	Estimated total effort hours	Less than 500	500 - 1800	More than 1800	3
7	Number of sites/offices impacted by the project	1	2 to 5	More than 5	3
8	Uniqueness of project's technical requirements	Similar to others in the department	Similar to others, but complex	New and complex	1
9	Impact of noncompliance with applicable laws and regulations	None or minimal	Moderate	Significant	1
10	Impact of 12-month project postponement on existing systems	Existing systems can compensate with minimal costs	Existing or new systems can compensate with substantial costs	Existing systems must be curtailed because of the lack of proposed project	1
11	Number of interfaces to existing systems affected	0	1 to 3	More than 3	2
12	User requirements definition	Clearly defined	Somewhat defined, but complex	Very vague and complex	1
				<b>Total Risk Score:</b>	<b>23</b>

**IV. Scope and Constraints**

The following are elements of the project which are in-scope and out-of-scope that are identified to manage trade-offs during execution.

**Scope:**

In Scope	Description
Revenue Processing Division	Primary users of the proposed solution
Utilization of Machine Learning, OCR, and ICR	Digital Logic to recognize forms, fields, and data

FY27 Information Technology Funding (C2) Request – Full Business Case

GenTax interfaces with keying vendor	Receive and process all return data for existing GenKFI returns, including integrating access to return images into GenTax
--------------------------------------	--

Out of Scope	Description	Reason Why
Enhancements to Tapestry	MVD system of record	The project does not involve MVD records
All incoming mail	Collecting all relevant information from the entire mail stream that comes into the RPD for Processing (Postmarked date, received date...) provides information in a digital and understandable format with searchable functionality from the time it is received to the time it is placed in the system of record GenTax	Priority and cost

**Constraints:**

Constraints	
Category	Description
Resource availability	RPD staff to assist with defining requirements and conducting user acceptance testing. Revenue Processing Bureau, Data Capture and Postal Processing, as well as Account Resolution Services Bureau
Subject matter expertise	Subject matter experts to assist with defining requirements, conducting user acceptance testing, lead acceptance and training efforts

**V. Alternative Approach Analysis**

**JUSTIFICATION FOR PROJECT SELECTION:** RPD participated in demonstrations by IBML and Ricoh Imaging. RPD also met with the state of Oklahoma’s Tax Commission’s Central Processing Division and their software vendors. Upon review of these options, the Fairfax/Aggasar solution utilized in Oklahoma and met the quality and operational needs of our department.

The following table includes viable alternatives, including preliminary research and analysis:

FY27 Information Technology Funding (C2) Request – Full Business Case

Alternative Description (e.g. Status Quo, Enhancements, Replacement)	Reason Eliminated	Cost	Preliminary research and analysis conducted (Yes/No)
Status Quo	No benefits realized, slow and failing system, workflow inefficiencies, errors and backlogs.	\$0.00	Yes
Software & Implementation	Utilizing software with OCR, ICR will improve our process efficiency. Requires corresponding changes in Gentax system.	\$5,841.0	Yes

**VI. Method(s) Used To Develop Accurate Cost Estimate**

The following method(s) were used to gather information and develop the C2 funding request by providing the information below:

No.	METHOD USED	PURPOSE	COST ESTIMATE AMOUNT (\$)
1	Request for Information (RFI)	Gather preliminary information from potential vendors on capabilities, pricing models, and feasibility	\$5,841.0
2	Request for Proposal (RFP)	To solicit comprehensive proposals that include technical solutions, cost breakdowns, and delivery schedules	
3	Market Surveys	Engage vendors through surveys to understand pricing capabilities	
4	Historical Cost Data Analysis	Review past expenditures on similar projects to predict future costs	
5	Interstate Collaboration and Networking	Contact other organizations such as National Association of State Procurement Officials (NASPO), the National Governors Association (NGA), and other industry specific organizations to gather cost data and procurement information. Attend conferences and webinars where states share project outcomes and cost data	
6	State Specific Agencies	Contact counterparts in other states (e.g. Department of Health, Department of Transportation) to	

FY27 Information Technology Funding (C2) Request – Full Business Case

No.	METHOD USED	PURPOSE	COST ESTIMATE AMOUNT (\$)
		obtain data on similar project initiatives	
7	Other Method:	Purpose Description:	

**VII. Key Stakeholders**

The following table identifies internal and external stakeholders, their project responsibilities and their expected impact on the project’s success.

Project Impact Scale: 1 = Low Impact; 2 = Medium Impact; 3 = High Impact			
Internal Stakeholders	Department or Agency	Project Responsibilities	Project Impact
Project Sponsor	Tax & Rev	Provides leadership, keeps project aligned with organization’s strategies, focuses on the realization of benefits, and provides continued sponsorship	3
Business Owner	Tax & Rev	Provides vision and roadmap and has knowledge and authority to make decisions and resolve obstacles	3
Revenue Processing Division Staff	Tax & Rev	Provides business and process expertise, contributes system requirements, and conducts user acceptance testing	3
Project Team	Tax & Rev	Provides project guidance, develops and maintains project documentation, and ensures objective, schedule, and cost measures are met	3
External Stakeholders	Company or Organization	Project Responsibilities	Project Impact
Contracted Solution Providers	TBD	Owners of solution ensures successful software implementation and performance	3
GenTax System interface	Fast Enterprises	Provides technical skill to ensure software interface with system of record	3
Customers filing taxes	General Public	Beneficiaries of successful project results	3

**VIII. Objectives, Outcomes, Key Performance Indicators**

The following are key project objectives with related deliverable outcomes and quantifiable Key Performance Indicators (KPIs).

FY27 Information Technology Funding (C2) Request – Full Business Case

Objectives	Outcomes/Deliverables	Benefits/KPIs (as applicable)
Replace 12-year-old GenKFI software with a new solution that uses machine learning, optical character recognition, and intelligent character recognition.	Automation of manual processes Reduced errors Timely returns	Improved decision making Improved efficiency Reduced operational costs Reduced processing times Decreased amount of interest paid on overpayments

**IX. Benefits**

The following is a list of tangible and intangible benefits anticipated from the project.

Tangible Benefits	Amount
Reduce percent of refund interest	25%
Reduce percentage of errors on paper return processing	10%

Intangible Benefits	Metrics
Decreased manual sorting and process inefficiencies	Improved internal and external customer satisfaction Increased accuracy and improved document research capabilities Reduced outgoing correspondence Reduced call volume, emails, protest cases and employee burnout
Improved real time reporting, visibility and tracking of documentation throughout the process	Staff flexibility to provide coverage where needed

FY27 Information Technology Funding (C2) Request – Full Business Case

**X. Total Cost of Ownership**

The following table lists the total potential cost to develop or acquire, implement, operate and maintain the proposed project for its entire life cycle.

**X. Total Cost of Ownership  
GENKFI Replacement**

Category		Previous Actuals <sup>1</sup>	FY26	FY27	FY28	FY29	FY30	Total
<b>Non-Recurring Cost-Development &amp; Implementation</b>		<b>(in thousands)</b>						
200	Personal Services and Employee Benefits	\$0.0	\$0.0	\$0.0				\$0.0
300	Contractual Services							
	IT Professional Services: Project Management	\$0.0	\$149.0	\$149.0				\$298.0
	IT Professional Services: IV&V	\$0.0	\$220.0	\$220.0				\$440.0
	IT Professional Services: Dev./Imp./Training/UAT	\$0.0	\$1,550.8	\$244.5				\$1,795.3
	Other Professional Services	\$0.0	\$621.9	\$2,227.5				\$2,849.4
400	Other	\$0.0	\$0.0	\$0.0				\$0.0
	Travel/Lodging	\$0.0	\$0.0	\$0.0				\$0.0
	Hardware	\$0.0	\$0.0	\$0.0				\$0.0
	Software Licenses	\$0.0	\$458.3	\$0.0				\$458.3
	Facilities	\$0.0	\$0.0	\$0.0				\$0.0
<b>Subtotal Non-Recurring Cost</b>		<b>\$0.0</b>	<b>\$3,000.0</b>	<b>\$2,841.0</b>				<b>\$5,841.0</b>
<b>Recurring Maintenance and Operations (M&amp;O) Cost</b>		<b>(in thousands)</b>						
200	Personal Services and Employee Benefits	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
300	Contractual Services							
	IT Professional Services	\$0.0	\$0.0	\$0.0	\$244.5	\$244.5	\$244.5	\$733.5
	Training	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
400	Other	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
	Hardware	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
	Software Licenses	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
	Facilities	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
	Compliance and Security	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
<b>Subtotal Recurring M&amp;O Cost</b>		<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$244.5</b>	<b>\$244.5</b>	<b>\$244.5</b>	<b>\$733.5</b>
<i><sup>1</sup> Applicable for on-going or existing project.</i>								
<b>Total Cost</b>		<b>\$0.0</b>	<b>\$3,000.0</b>	<b>\$2,841.0</b>	<b>\$244.5</b>	<b>\$244.5</b>	<b>\$244.5</b>	<b>\$6,574.5</b>

FY27 Information Technology Funding (C2) Request – Full Business Case

**XI. C2 Form – Computer System Enhancement Fund (CSEF)**

**C2: Information Technology  
Data Processing - Computer Systems Enhancement Fund (CSEF)**

Agency Name	Agency Code	Project Name		
Taxation & Revenue Department	333	GenKFI Replacement		
Multi-Agency Project	Participating Agencies	Priority	Projected/Actual Start Date	Projected End Date
No		2	9/1/2025	6/30/2027

Revenue Project Cost (dollars in thousands)				
Category or Account Description	FY25 & Prev Actual	FY26 Budget	FY27 Request	Total
General Fund (CSEF)	0.0	3,000.0	2,841.0	5,841.0
Other State Funds (*specify funds below)	0.0	0.0	0.0	0.0
Federal Funds	0.0	0.0	0.0	0.0
Internal Svc Funds/Interagency Transfer	0.0	0.0	0.0	0.0
<b>Total</b>	<b>0.0</b>	<b>3,000.0</b>	<b>2,841.0</b>	<b>5,841.0</b>
*If Other State Funds, Specify Funding Source/Fund Name				

Expenditure Categories (dollars in thousands)				
	FY25 & Prev Actual	FY26 Budget	FY27 Request	Total
Personal Services & Employee Benefits	0.0	0.0	0.0	0.0
Professional Services	0.0	2,541.7	2,841.0	5,382.7
Travel/Lodging	0.0	0.0	0.0	0.0
IT Hardware	0.0	0.0	0.0	0.0
IT Software	0.0	458.3	0.0	458.3
Other	0.0	0.0	0.0	0.0
<b>Total</b>	<b>0.0</b>	<b>3,000.0</b>	<b>2,841.0</b>	<b>5,841.0</b>

	Print Name	Phone	Email Address	Date
Agency Cabinet Secretary/ Director (Mandatory)	Stephanie Schardin Clark	505-827-0341	<a href="mailto:Stephanie.S.Clarke@tax.nm.gov">Stephanie.S.Clarke@tax.nm.gov</a>	8/29/2025
Chief information Officer or IT Lead (Mandatory)	Mike Baca	505-670-6535	<a href="mailto:Mike.Baca@tax.nm.gov">Mike.Baca@tax.nm.gov</a>	8/29/2025
Chief Finance Officer / Budget Director (Mandatory)	Denise A. Irion	505-819-8823	<a href="mailto:Denise.Irion@tax.nm.gov">Denise.Irion@tax.nm.gov</a>	8/29/2025

Agency Cabinet Secretary/Director Signature

Signed by: Stephanie Schardin Clark

Chief Information Officer/IT Lead Signature

DocuSigned by: Mike Baca

Chief Finance Officer/Budget Director Signature

DocuSigned by: Denise Irion



**Fiscal Year 27**  
**Information Technology Funding (C2) Request**  
**Fast Return Services**  
**Full Business Case**

**Stephanie Schardin Clarke**, Cabinet Secretary

**Aysha Mora**, Deputy Cabinet Secretary

**Lydia VanOrman**, Director, Revenue Processing Division

**Mike Baca**, Chief Information Officer

Release Date: September 2, 2025

FY27 Information Technology Funding (C2) Request – Full Business Case

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## FY27 Information Technology Funding (C2) Request – Full Business Case

## I. Executive Summary

1. **Proposed Project Description:** The New Mexico Taxation and Revenue (Tax & Rev) Department's Revenue Processing Division (RPD) is requesting funds to acquire a comprehensive analytics solution for return processing. The proposed tool, Fast Return Services (FRS), will transform RPD's approach to processing personal income tax (PIT) returns by leveraging advanced, analytics-driven capabilities that analyze returns in real-time, reducing dependence on static rules.

FRS incorporates learning capabilities based on customer behavior and the outcomes of processed PIT returns, enabling Tax & Rev to continually enhance compliance during return processing and reduce the effort required to address filing and compliance issues downstream in audits. FRS will integrate with the current system of record, GenTax, and enrich its data with information from various external sources.

RPD processes millions of tax returns annually across more than 40 tax programs. Insights from the combined data, comprehensive reporting, and sophisticated analytics within FRS will support more informed decision-making, ensuring greater resources are allocated to returns needing additional review. This approach aims to autonomously resolve filing issues, potentially eliminating unnecessary return stops and reviews that do not benefit the Tax & Rev or its customers, ultimately improving the experience for all parties involved. FRS will empower Tax & Rev to leverage the data in GenTax and the new external data accessed through FRS to enhance voluntary compliance and reduce fraud without the need for additional recurring resources.

2. **Business Need/Problem:** The current return processing system lacks the ability to efficiently distinguish between returns that require further review and those that do not, resulting in unnecessary stops that consume time and resources without adding value. This causes processing delays, increased operational costs, and reduced staff efficiency. The proposed data analytics solution will address this issue by providing real-time, data-driven insights that help prioritize returns, eliminate non-value-added stops and streamline the decision-making process.
3. **Value and Benefits:** RPD will gain the capability to analyze data to make well-informed decisions, resolve return issues, prevent backlogs, allocate resources effectively, and reduce the amount of interest on overpayments. This will eliminate unnecessary return stops and return reviews that add no value for the department or customers, enhancing the customer experience.
4. **Project Objectives:** The project will consolidate tax return data, reduce return processing time, enhance voluntary compliance, reduce fraud, lower interest paid, optimize RPD workflows, minimize operational costs, and decrease errors.
5. **Alignment with the IT Strategic Plan:** The project aligns with the agency's mission to provide fair and efficient tax administration and revenue distribution, the strategic plan goals of simplifying processes to improve customer service and reviewing processes for efficiency and

FY27 Information Technology Funding (C2) Request – Full Business Case

internal control, and the vision of exceeding expectations for customers and employee satisfaction and offering innovative and secure solutions to maximize customer experience.

- 6. Proposed Agency General Appropriation Act (GAA) Language: to acquire advanced analytics-driven capabilities that analyze tax returns in real-time.

## II. Project Background

### Project Description:

1. Detailed Project Description: FRS provides a fully managed analytics solution for return processing. FRS includes built-in, ready-to-go return line-item analytics. The functionality allows taxpayers to securely provide supporting information and documentation to support their tax return filing via an e-Services site. FRS will integrate with the existing system of record, GenTax, augmenting the available data with data from various external sources.
2. Type of Project: This project is a new solution.
3. Technology Type: The technology type is an analytics service solution that integrates with the commercial off the shelf, GenTax platform, which allows for streamlined functionality.
4. Mission Critical Application: This project supports the department’s mission to serve the state of New Mexico by providing fair and efficient tax and motor vehicle services. The core values of integrity, communication, innovation and excellence align with this project by improving the customer experience and reducing processing times by providing a more efficient mechanism to process returns.
5. Services Required (Non-Recurring Costs):

- a. Is the system being considered a hosted solution? No

Hosted Solution Description
NA

- b. Professional services:

Professional Services	Other Professional Services
FAST Enterprises – Implementation Service Provider Project Management Services Independent Verification and Validation Services (IV&V)	

- c. Hardware Description: Will the Agency purchase hardware? No

Hardware Description
NA

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d. Software Licenses Description: Will the Agency purchase Software Licenses? No

Software License Description
NA

e. Training Description:

Training Description
Information Technology Division staff will be trained to update and maintain the enhancements.

f. Compliance and Security Description:

Compliance and Security Description
The system of record, GenTax, is reviewed extensively by both internal and external audits as required by statute, regulation and standards that apply to processing state and federal tax information.

g. Facilities Description:

Facilities Description
NA

h. Personnel Services Description:

Personnel Services Description
NA

6. Estimated Start Date: July 1, 2026

7. Estimate End Date: June 30, 2027

8. Project be Phased: If full funding is not available, the project cannot be phased.

9. Project be Phased: If the project can be phased, what can be accomplished with partial funding? NA

**Project History:**

1. Project Funding Request Category:

This is a new project request for enhancement to a system that is in production.

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2. Is this funding request a repeat request for funding that has been previously denied? FRS is a new request that has not been previously funded. Although requested in FY25, it was not funded.
3. Work To Be Performed with this Funding Request: This is not a previously funded project.
4. Is this funding a continuation request to complete an existing project? No

**Existing Project’s Reauthorization Information:** NA

**Existing Project’s Certification History:** NA

**Project Key Milestones and Contract Deliverables:** NA

5. Is this funding a continuation request to complete an existing project and Independent Verification and Validation waiver has been approved by the Department of Information Technology? No

**Existing Project Independent Verification and Validation Last Update:** NA

[Ancillary appropriation/certification tables removed as non-applicable.]

### III. Risks

Tax & Rev, as demonstrated by the results of the Risk Assessment below, anticipate risks to be low. The identified risks are the availability of resources and technical challenges resulting from integrating the new system with the existing GenTax infrastructure. Plans to mitigate and reduce the impact of these risks will be developed as part of the project’s Risk Management Plan. They will include staff and workload assessment to ensure appropriate schedule planning, defined system requirements, and extensive review of and testing of the proposed solution to ensure system compatibility.

The following table provides a quick assessment of the proposed project’s inherent risks.

#### Risk Assessment for Proposed Solution

Criteria		Risk Score = 1	Risk Score = 2	Risk Score = 3	Score
1	Estimated project cost	Less than \$250K	\$250K - \$1M	Greater than \$1M	3
2	Estimated total calendar months before completion	6 or less	6 to 12	More than 12	3
3	Number of project team members	5 or less	6 to 10	More than 10	2
4	Number of subject matter experts required to execute the project	3 or less	4 or 5	6 or more	2
5	Project manager experience level	3 or more projects of similar scope	1 to 2 projects of similar scope	No prior projects of similar scope	1
6	Estimated total effort hours	Less than 500	500 - 1800	More than 1800	3

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7	Number of sites/offices impacted by the project	1	2 to 5	More than 5	3
8	Uniqueness of project's technical requirements	Similar to others in the department	Similar to others, but complex	New and complex	1
9	Impact of noncompliance with applicable laws and regulations	None or minimal	Moderate	Significant	1
10	Impact of 12-month project postponement on existing systems	Existing systems can compensate with minimal costs	Existing or new systems can compensate with substantial costs	Existing systems must be curtailed because of the lack of proposed project	1
11	Number of interfaces to existing systems affected	0	1 to 3	More than 3	1
12	User requirements definition	Clearly defined	Somewhat defined, but complex	Very vague and complex	1
				<b>Total Risk Score:</b>	<b>22</b>

**IV. Scope and Constraints**

The following are elements of the project which are in-scope and out-of-scope that are identified to manage trade-offs during execution.

**Scope:**

In Scope	Description
Revenue Processing Division	Primary users of the proposed solution
Integration with the system of record	Mandatory specification to enhance the system of record
Personal Income Tax (PIT) data	All data from PIT tax returns

Out of Scope	Description	Reason Why
All other Tax Programs	Tax programs that are not PIT	Pilot development with the highest volume and most impactful tax program (PIT)

**Constraints:**

Constraints	
Category	Description
Resource availability	RPD staff to assist with defining requirements and conducting user acceptance testing
Subject matter expertise	Subject matter experts to assist with defining requirements, conducting user acceptance testing, lead acceptance and training efforts

FY27 Information Technology Funding (C2) Request – Full Business Case

**V. Alternative Approach Analysis**

**JUSTIFICATION FOR PROJECT SELECTION:**

RPD received a presentation and a proposal from Fast Enterprises. The recommended solution is part of the Gentax system of record and provides direct access to the necessary data tables for performing the analytics. The following table includes viable alternatives, including preliminary research and analysis:

<b>Alternative Description (e.g., Status Quo, Enhancements, Replacement)</b>	<b>Reason Eliminated</b>	<b>Cost</b>	<b>Preliminary research and analysis conducted (Yes/No)</b>
Status Quo	No benefits realized, disparate data sources, workflow inefficiencies, errors, and interest paid on overpayments	\$0.00	Yes
FRS Analytics Tool & Implementation	Selected solution	\$2,933.1	Yes

**VI. Method(s) Used To Develop Accurate Cost Estimate**

The following method was used to gather information and develop the C2 funding request:

<b>No.</b>	<b>METHOD USED</b>	<b>PURPOSE</b>	<b>COST ESTIMATE AMOUNT (\$)</b>
1	Request for Information (RFI)	Gather preliminary information from potential vendors on capabilities, pricing models, and feasibility	
2	Request for Proposal (RFP)	To solicit comprehensive proposals that include technical solutions, cost breakdowns, and delivery schedules	
3	Market Surveys	Engage vendors through surveys to understand pricing capabilities	
4	Historical Cost Data Analysis	Review past expenditures on similar projects to predict future costs	
5	Interstate Collaboration and Networking	Contact other organizations such as National Association of State Procurement Officials (NASPO), the National Governors Association (NGA), and other industry specific organizations to gather cost data and procurement information. Attend conferences and webinars where	

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No.	METHOD USED	PURPOSE	COST ESTIMATE AMOUNT (\$)
		states share project outcomes and cost data.	
6	State Specific Agencies	Contact counterparts in other states (e.g. Department of Health, Department of Transportation) to obtain data on similar project initiatives	
7	Other Method: Service & Implementation	Purpose Description: Provided through Gentax system of record	\$2,933.1

**VII. Key Stakeholders**

The following table identifies internal and external stakeholders, their project responsibilities and their expected impact on the project’s success.

**Project Impact Scale:**  
**1 = Low Impact; 2 = Medium Impact; 3 = High Impact**

Internal Stakeholders	Department or Agency	Project Responsibilities	Project Impact
Project Sponsor	Tax & Rev	Provides leadership, keeps project aligned with organization’s strategies, focuses on the realization of benefits, and provides continued sponsorship	3
Business Owner	Tax & Rev	Provides vision and roadmap and has knowledge and authority to make decisions and resolve obstacles	3
Revenue Processing Division Staff	Tax & Rev	Provides business and process expertise, contributes system requirements, and conducts user acceptance testing	3
Project Team	Tax & Rev	Provides project guidance, develops, and maintains project documentation, and ensures objective, schedule, and cost measures are met	3
Information Technology Division	Tax & Rev	Provides technology expertise, planning, guidance and implementation and project management support.	3

FY27 Information Technology Funding (C2) Request – Full Business Case

External Stakeholders	Company or Organization	Project Responsibilities	Project Impact
Solution Provider	Fast Enterprises	Provides implementation services and technical skills for FRS to ensure integration with the system of record	3
Customers filing taxes	General Public	Beneficiaries of successful project results	3

**VIII. Objectives, Outcomes, Key Performance Indicators**

The following are key project objectives with related deliverable outcomes and quantifiable Key Performance Indicators (KPIs).

Objectives	Outcomes/Deliverables	Benefits/KPIs (as applicable)
Implement a state-of-the-art data analysis tool	Measured processing times Targeting of specific areas for improvements Optimized return processing workflow Timely tax returns	Improved decision making Improved efficiency Reduced operational costs Reduced processing times Decreased amount of interest paid on overpayments

**IX. Benefits**

The following is a list of tangible and intangible benefits anticipated from the project.

Tangible Benefits	Metrics
Decreased refund processing times	25% reduction
Decreased interest on overpayments	15% reduction

Intangible Benefits	Metrics
Decreased processing time	Improved customer satisfaction
Reduced errors in return processing	Improved operational efficiency and work morale
Elimination of non-value-added steps and automation of routine return data tasks	Increased productivity

FY27 Information Technology Funding (C2) Request – Full Business Case

**X. Total Cost of Ownership**

The following table lists the total potential cost to develop or acquire, implement, operate and maintain the proposed project for its entire life cycle.

**X. Total Cost of Ownership  
FAST Return Analytics**

Category		Previous Actuals <sup>1</sup>	FY26	FY27	FY28	FY29	FY30	Total
<b>Non-Recurring Cost-Development &amp; Implementation</b>		<b>(in thousands)</b>						
200	Personal Services and Employee Benefits	\$0.0	\$0.0	\$0.0				\$0.0
300	Contractual Services							
	IT Professional Services: Project Management	\$0.0	\$0.0	\$303.0				\$303.0
	IT Professional Services: IV&V	\$0.0	\$0.0	\$423.2				\$423.2
	IT Professional Services: Dev./Imp./Training/UAT/FRS	\$0.0	\$0.0	\$2,207.0				\$2,207.0
	Other Professional Services	\$0.0	\$0.0	\$0.0				\$0.0
400	Other	\$0.0	\$0.0	\$0.0				\$0.0
	Travel/Lodging	\$0.0	\$0.0	\$0.0				\$0.0
	Hardware	\$0.0	\$0.0	\$0.0				\$0.0
	Software Licenses	\$0.0	\$0.0	\$0.0				\$0.0
	Facilities	\$0.0	\$0.0	\$0.0				\$0.0
<b>Subtotal Non-Recurring Cost</b>		<b>\$0.0</b>	<b>\$0.0</b>	<b>\$2,933.1</b>				<b>\$2,933.1</b>
<b>Recurring Maintenance and Operations (M&amp;O) Cost</b>		<b>(in thousands)</b>						
200	Personal Services and Employee Benefits	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
300	Contractual Services							
	IT Professional Services including FRS	\$0.0	\$0.0	\$0.0	\$562.6	\$1,206.3	\$1,260.4	\$3,029.3
	Training	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
400	Other	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
	Hardware	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
	Software Licenses	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
	Facilities	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
	Compliance and Security	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
<b>Subtotal Recurring M&amp;O Cost</b>		<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$562.6</b>	<b>\$1,206.3</b>	<b>\$1,260.4</b>	<b>\$3,029.3</b>
<i><sup>1</sup> Applicable for on-going or existing project.</i>								
<b>Total Cost</b>		<b>\$0.0</b>	<b>\$0.0</b>	<b>\$2,933.1</b>	<b>\$562.6</b>	<b>\$1,206.3</b>	<b>\$1,260.4</b>	<b>\$5,962.4</b>

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**XI. C2 Form – Computer System Enhancement Fund (CSEF)**

**C2: Information Technology  
Data Processing - Computer Systems Enhancement Fund (CSEF)**

Agency Name	Agency Code	Project Name		
Taxation & Revenue Department	333	FAST Return Services		
Multi-Agency Project	Participating Agencies	Priority	Projected/Actual Start Date	Projected End Date
No		3	7/1/2026	6/30/2027

Revenue Project Cost (dollars in thousands)				
Category or Account Description	FY25 & Prev Actual	FY26 Budget	FY27 Request	Total
General Fund (CSEF)	0.0	0.0	2,933.1	2,933.1
Other State Funds (*specify funds below)	0.0	0.0	0.0	0.0
Federal Funds	0.0	0.0	0.0	0.0
Internal Svc Funds/Interagency Transfer	0.0	0.0	0.0	0.0
<b>Total</b>	<b>0.0</b>	<b>0.0</b>	<b>2,933.1</b>	<b>2,933.1</b>
*If Other State Funds, Specify Funding Source/Fund Name				

Expenditure Categories (dollars in thousands)				
	FY25 & Prev Actual	FY26 Budget	FY27 Request	Total
Personal Services & Employee Benefits	0.0	0.0	0.0	0.0
Professional Services	0.0	0.0	2,933.1	2,933.1
Travel/Lodging	0.0	0.0	0.0	0.0
IT Hardware	0.0	0.0	0.0	0.0
IT Software	0.0	0.0	0.0	0.0
Other	0.0	0.0	0.0	0.0
<b>Total</b>	<b>0.0</b>	<b>0.0</b>	<b>2,933.1</b>	<b>2,933.1</b>

	Print Name	Phone	Email Address	Date
Agency Cabinet Secretary/ Director (Mandatory)	Stephanie Schardin Clark	505-827-0341	<a href="mailto:StephanieS.Clarke@tax.nm.gov">StephanieS.Clarke@tax.nm.gov</a>	8/29/2025
Chief information Officer or IT Lead(Mandatory)	Mike Baca	505-670-6535	<a href="mailto:Mike.Baca@tax.nm.gov">Mike.Baca@tax.nm.gov</a>	8/29/2025
Chief Finance Officer/ Budget Director (Mandatory)	Denise A. Irion	505-819-8823	<a href="mailto:Denise.Irion@tax.nm.gov">Denise.Irion@tax.nm.gov</a>	8/29/2025

Agency Cabinet Secretary/Director Signature

Signed by: Stephanie Schardin Clark

Chief Information Officer/IT Lead Signature

DocuSigned by: Mike Baca

Chief Finance Officer/ Budget Director Signature

DocuSigned by: Denise Irion

# **Special Appropriation Requests/C-2**

State of New Mexico

**SPECIALS, SUPPLEMENTALS AND DEFICIENCIES DFA**

(Prepare separate forms for each request)

**BU:** 33300  
**Agency:** Taxation and Revenue Department  
**Program:**  
**Analyst:** Denise Irion  
**Phone:** 505-819-8823

**Request Type:** Special (FY 27)

**Rank:** 1

**TOTAL SOURCES MUST EQUAL TOTAL USES**

(Dollars in Thousands)

Sources		Uses	
Revenue Account	Amount	Uses Account	Amount
General Fund Transfers	5,000.0		0.0
<b>Total Sources</b>	<b>5,000.0</b>	<b>Total Uses</b>	<b>0.0</b>
Full Time Equivalents (FTE)			
Type	Amount of FTE	<b>Request is related to a recurring expense</b>	<b>No</b>
	0.00	<b>Request is related to a capital request</b>	<b>No</b>
<b>Total FTE</b>	<b>0.00</b>	<b>Request is related to proposed legislation</b>	<b>Yes</b>

**Language requested for inclusion in General Appropriations Act (Please Follow Legislative Bill Drafting Conventions - See Instructions)**

To implement tax and motor vehicle code changes mandated in legislation

**Justification Quantitative Data (Description)**

To implement tax and motor vehicle code changes mandated in legislation

**Request: Provide a brief description of what the request does, how the dollars will be spent and explain why it is a nonrecurring need.**

To implement tax and motor vehicle code changes mandated in legislation

**Request: How the dollars will be spent.**

The funding will be spent to implement tax and motor vehicle code changes mandated in legislation.

**Request: Explain why request is nonrecurring need.**

This request is a nonrecurring need as it is contingent on bill implementation during the legislative session.

**Consequences: Provide a brief description of consequences of not funding a performance and accountability task.**

Agency will not have sufficient funding to perform the required implementation of tax and motor vehicle code changes mandated in legislation which will negatively impact the ability to have regulations in place to serve the constituents of the state of New Mexico.

**Performance: How will agency performance be affected.**

Performance will be affected as the agency will not have funding to implement the tax and motor vehicle code changes mandated in legislation to ensure compliance of all regulations.

**Performance: How will agency performance will be improved.**

The agency will be appropriated the funding required to implement tax and motor vehicle code changes mandated in legislation to ensure compliance of all regulations to effectively serve the constituents of the state of New Mexico.

**Brief description of problem agency is addressing.**

The agency requires funding for the nonrecurring costs to implement tax and motor vehicle code changes mandated every year in legislation.

State of New Mexico

**SPECIALS, SUPPLEMENTALS AND DEFICIENCIES DFA**

(Prepare separate forms for each request)

**BU:** 33300  
**Agency:** Taxation and Revenue Department  
**Program:**  
**Analyst:** Mike Baca  
**Phone:** 505-670-6535

**Request Type:** C2 Section 7 Request

**Rank:** 1

**TOTAL SOURCES MUST EQUAL TOTAL USES**

(Dollars in Thousands)

Sources		Uses	
Revenue Account	Amount	Uses Account	Amount
General Fund Transfers	4,086.6		0.0
<b>Total Sources</b>	<b>4,086.6</b>	<b>Total Uses</b>	<b>0.0</b>
Full Time Equivalents (FTE)			
Type	Amount of FTE	<b>Request is related to a recurring expense</b>	<b>No</b>
	0.00	<b>Request is related to a capital request</b>	<b>No</b>
<b>Total FTE</b>	<b>0.00</b>	<b>Request is related to proposed legislation</b>	<b>No</b>

**Language requested for inclusion in General Appropriations Act (Please Follow Legislative Bill Drafting Conventions - See Instructions)**

To implement system changes to ensure compliance with required driver and vehicle interface mandates.

**Justification Quantitative Data (Description)**

MVD processes a significant volume of transactions each year that rely on uninterrupted connectivity to AAMVA systems. In the last year alone, this included 60,209 ID issuances, 479,558 non-commercial driver license transactions, and 16,088 commercial driver license issuances and renewals, all of which require CDLIS and S2S verification to meet federal compliance standards. In addition, there were 215,220 vehicle transfers and 1,801 vessel transfers, which depend on NMVTIS to ensure the validity of out-of-state titles and protect the integrity of New Mexico's records. Without this project, these critical functions would be halted, directly affecting hundreds of thousands of New Mexicans and increasing the risk of identity fraud, regulatory noncompliance, and costly service disruptions. By making this one-time investment now, MVD will safeguard the reliability of these transactions, avoid potential remediation costs, and ensure the continuity of secure and compliant services for the public.

**Request: Provide a brief description of what the request does, how the dollars will be spent and explain why it is a nonrecurring need.**

AAMVA systems provide critical connectivity to national driver and vehicle databases and underpin numerous Motor Vehicle Division (MVD) functions, including driver credential verification, vehicle titling and registration, and compliance with federal and state regulations. AAMVA formally announced the decommissioning of its legacy Unisys-based UniServices platform and the mandatory transition to its REST-based web services. New Mexico's MVD systems require the new platform to connect to essential national services, including the National Motor Vehicle Title Information System (NMVTIS), the Commercial Driver's License Information System (CDLIS), and the State-to-State Verification Service (S2S). MVD's current Driver Services and Vehicle Services (DSVS) system provided by FAST Enterprises must be updated to integrate with the REST-based services and ensure uninterrupted functionality across all dependent business processes. The appropriation to the Taxation and Revenue Department, Motor Vehicle Division, includes funding to modernize and maintain connectivity with the American Association of Motor Vehicle Administrators systems, including NMVTIS, CDLIS, and S2S, in order to ensure compliance with federal and state mandates, the continued issuance of secure titles and driver credentials, and uninterrupted delivery of motor vehicle services.

**Request: How the dollars will be spent.**

The funding will be used to implement full integration of AAMVA's REST web services into MVD's technology environment before the UniServices decommissioning deadline. This includes developing and deploying new interfaces to support all required transactions, updating workflows and user interfaces.

**Request: Explain why request is nonrecurring need.**

This request is a nonrecurring need because it funds a one-time modernization effort to transition MVD's connectivity to AAMVA systems from outdated services to modern, standards based REST services. Once implemented, the new services will provide reliable, secure, and scalable connectivity for all motor vehicle programs without the need for repeated funding. Ongoing operations and maintenance costs will be absorbed within MVD's existing budget, making this a limited, one-time investment necessary to ensure long term stability and compliance.

**Consequences: Provide a brief description of consequences of not funding a performance and accountability task.**

If this task is not funded, MVD operations and public services will face severe disruption. A loss of connectivity to NMVTIS, CDLIS, and S2S would halt the issuance of driver credentials and vehicle titles, effectively stopping core services statewide. Without these capabilities, the agency would be unable to comply with federal mandates, creating heightened risks of identity fraud, regulatory penalties, and legal challenges. The resulting service breakdowns would erode public trust and diminish accountability, undermining MVD's ability to perform its essential functions.

**Performance: How will agency performance be affected.**

Agency performance will be severely compromised if this project is delayed or not executed. A complete loss of connectivity to NMVTIS, CDLIS, and S2S would halt the issuance of titles and driver credentials, causing major disruptions to customer services statewide. This would expose the agency to additional risks, including heightened vulnerability to identity fraud, failure to comply with federal mandates, diminished public trust, and potential regulatory penalties. Collectively, these impacts would undermine MVD's ability to fulfill its core mission and maintain reliable, secure, and compliant operations.

**Performance: How will agency performance will be improved.**

Agency performance will be strengthened by ensuring continuity of operations and uninterrupted access to all AAMVA services. This project will preserve MVD's legal authority to issue titles and credentials while maintaining full compliance with federal and state regulations. It will also reinforce public confidence in MVD's ability to deliver secure, modern, and reliable services. In addition, enhanced collaboration with AAMVA and partner jurisdictions will improve data integrity and operational alignment. Ultimately, these improvements will provide a more responsive, customer-focused service experience that benefits all New Mexicans.

**Brief description of problem agency is addressing.**

MVD is addressing the critical risk of losing access to AAMVA services, which are essential for verifying out of state titles, issuing secure titles through NMVTIS, and maintaining the integrity of vehicle records. Without connectivity, the agency would be unable to process or renew commercial driver licenses, comply with REAL ID and other federal mandates, or effectively detect duplicate records and identity fraud, which would compromise both regulatory compliance and public safety. To resolve this, MVD seeks to modernize by implementing standards based REST services that will enhance system reliability, security, and scalability across all motor vehicle programs. Acting now will prevent service disruptions, reduce the need for costly emergency remediation, and position the state to take advantage of future AAMVA advancements.

State of New Mexico

**SPECIALS, SUPPLEMENTALS AND DEFICIENCIES DFA**

(Prepare separate forms for each request)

**BU:** 33300  
**Agency:** Taxation and Revenue Department  
**Program:**  
**Analyst:** Lydia VanOrman  
**Phone:** 505-695-4639

**Request Type:** Special (FY 27)

**Rank:** 2

**TOTAL SOURCES MUST EQUAL TOTAL USES**

(Dollars in Thousands)

Sources		Uses	
Revenue Account	Amount	Uses Account	Amount
General Fund Transfers	300.0		0.0
<b>Total Sources</b>	<b>300.0</b>	<b>Total Uses</b>	<b>0.0</b>
Full Time Equivalents (FTE)			
Type	Amount of FTE	<b>Request is related to a recurring expense</b>	<b>No</b>
	0.00	<b>Request is related to a capital request</b>	<b>No</b>
<b>Total FTE</b>	<b>0.00</b>	<b>Request is related to proposed legislation</b>	<b>No</b>

**Language requested for inclusion in General Appropriations Act (Please Follow Legislative Bill Drafting Conventions - See Instructions)**

For the purchase and installation of a Quadient DS1200 Production Inserter to replace existing end-of-life equipment to maintain operational continuity and efficiency in processing taxpayer and motor vehicle mailings.

**Justification Quantitative Data (Description)**

- Current inserter is 5+ years old and has increasing repair frequency, resulting in downtime that delays taxpayer notifications, refunds, statements, MVD registrations, MVD titles, and MVD placards.
- Over three million pieces of mail are processed annually by RPD. We rely on these inserters for assembly and envelope preparation.
- Repairs have increased in both cost and frequency, with downtime averaging 8 hours/month over the past year, impacting processing timelines and staff productivity.
- High-capacity feeding and on-the-fly reloading reduce interruptions and increase throughput.

**Request: Provide a brief description of what the request does, how the dollars will be spent and explain why it is a nonrecurring need.**

The Revenue Processing Division is requesting \$300,000 to purchase a Quadient DS1200 G5iQ Production Inserter to replace an aging inserter nearing the end of its useful life. This high-speed, fully automated system will maintain operational efficiency, reduce downtime, and ensure the timely processing of high-volume mailings, which is critical to taxpayer and MVD communications.

**Request: How the dollars will be spent.**

Funds will be used for the purchase, delivery, and installation of the Quadient DS1200 G5iQ Production Inserter, including associated accessories, software, training, and integration with existing systems.

**Request: Explain why request is nonrecurring need.**

This is a one-time equipment replacement. Once purchased, the DS1200 is expected to operate for 6+ years with routine maintenance, eliminating the need for recurring replacement costs in the near term.

**Consequences: Provide a brief description of consequences of not funding a performance and accountability task.**

If funding is not approved, RPD will continue to rely on outdated inserters that are increasingly prone to breakdowns. This will lead to delays in mailing taxpayer notices, refund checks, MVD mailings, and risking noncompliance with statutory deadlines, increased overtime costs, reduced staff productivity, and potential erosion of public trust in the Department's ability to process returns and communications timely.

**Performance: How will agency performance be affected.**

Replacing outdated inserters with the DS1200 will ensure continuous, high-volume mailing operations; cut processing delays; stay compliant with statutory notice deadlines; and enhance accuracy through automated job switches and integrity checks.

**Performance: How will agency performance will be improved.**

- Increased operational efficiency through faster changeovers (seconds vs. hours).
- Reduced risk of downtime and delayed mailings.
- Higher throughput, allowing RPD to meet statutory deadlines even during peak processing periods.
- Improved accuracy through automated integrity checks and camera systems.
- Flexible configuration for multiple job types without manual adjustments.

**Brief description of problem agency is addressing.**

The Revenue Processing Division's current inserters are at end-of-life, with increasing repair needs, frequent downtime, and limited production capacity. This puts timely processing of taxpayer correspondence, notices, refunds, and MVD mailings at risk.

State of New Mexico

**SPECIALS, SUPPLEMENTALS AND DEFICIENCIES DFA**

(Prepare separate forms for each request)

**BU:** 33300  
**Agency:** Taxation and Revenue Department  
**Program:**  
**Analyst:** Mike Baca  
**Phone:** 505-670-6535

**Request Type:** C2 Section 7 Request

**Rank:** 3

**TOTAL SOURCES MUST EQUAL TOTAL USES**

(Dollars in Thousands)

Sources		Uses	
Revenue Account	Amount	Uses Account	Amount
General Fund Transfers	2,933.1		0.0
<b>Total Sources</b>	<b>2,933.1</b>	<b>Total Uses</b>	<b>0.0</b>
Full Time Equivalents (FTE)			
Type	Amount of FTE	<b>Request is related to a recurring expense</b>	<b>No</b>
	0.00	<b>Request is related to a capital request</b>	<b>No</b>
<b>Total FTE</b>	<b>0.00</b>	<b>Request is related to proposed legislation</b>	<b>No</b>

**Language requested for inclusion in General Appropriations Act (Please Follow Legislative Bill Drafting Conventions - See Instructions)**

To implement system integrated analytics solution for return processing.

**Justification Quantitative Data (Description)**

GenTax is the department's system of record for tax and administers more than 50 tax programs and distributes revenue to the State and to local and tribal governments throughout New Mexico. It also supports the collection of billions in state revenue annually.

**Request: Provide a brief description of what the request does, how the dollars will be spent and explain why it is a nonrecurring need.**

Fast Return Services (FRS) is being implemented for Personal Income Tax (PIT) return processing. FRS is an integrated analytics tool that integrates with GenTax to analyze returns in real time using internal and external data, reducing reliance on static rules, improving compliance at the time of processing, and minimizing unnecessary reviews. Taxpayers can securely submit supporting documents online, helping resolve issues quickly and improving the overall customer experience. The appropriation is to implement Fast Return Services (FRS), a fully managed, integrated analytics solution for return processing. FRS will integrate with the department's existing GenTax system to provide advanced, data-driven capabilities for analyzing returns in real time, replacing reliance on static rules. It will leverage both internal and external data sources to deliver detailed reporting, predictive analytics, and actionable insights. Through its e-services interface, taxpayers will be able to securely submit supporting information and documentation to resolve filing issues. This proactive, analytics-based approach is expected to reduce unnecessary return stops, improve compliance at the time of processing, and optimize resource allocation for reviews. The goal is to enhance operational efficiency, reduce manual intervention, and improve customer experience for both internal staff and taxpayers.

**Request: How the dollars will be spent.**

The funding will be spent by paying FAST Enterprises LLC, to work on implementing Fast Return Services in Personal Income Tax return processing. FRS is an integrated analytics tool that integrates with GenTax to analyze returns in real time using internal and external data, reducing reliance on static rules, improving compliance at the time of processing, and minimizing unnecessary reviews. Taxpayers can securely submit supporting documents online, helping resolve issues quickly and improving the overall customer experience.

**Request: Explain why request is nonrecurring need.**

FRS One-time implementation fee will include the implementation of Individual/Personal Income Tax Return line items and recommendation level analytics into the return workflow, including e-Services functionality. This includes modifying existing workflow, add return staging, fraud manager, correspondence, and other items to carry out the action initiated by the FRS recommendation for of Individual/Personal Income Tax. Beginning in FY28 there will be annual recurring costs beginning at \$562,600. (See full C2 documents for additional details.)

**Consequences: Provide a brief description of consequences of not funding a performance and accountability task.**

If a performance and accountability task is not funded, the agency risks operating without the necessary oversight and measurement mechanisms to ensure programs and initiatives achieve their intended outcomes. A lack of accountability measures can result in unclear ownership of responsibilities, inconsistent adherence to policies, and diminished confidence from stakeholders, including taxpayers, and oversight entities.

**Performance: How will agency performance be affected.**

The agency's performance will improve across multiple dimensions with the implementation of Fast Return Services (FRS) for PIT. Processing efficiency will increase as real-time analytics reduce the number of unnecessary return stops, allowing staff to focus efforts on returns that require intervention. Compliance rates are expected to improve through earlier identification of potential issues at the time of filing, decreasing the need for post-filing corrections. Resource utilization will become more effective, with fewer staff hours spent on low-value manual reviews and more capacity directed toward activities that generate measurable compliance and revenue outcomes. Taxpayer satisfaction will also improve through faster resolution of issues and fewer delays in processing, supported by secure online submission of supporting documentation. Additionally, the scalability of the platform will allow the agency to handle increased return volumes without a proportional increase in operational costs, ensuring sustainable performance improvements over time.

**Performance: How will agency performance will be improved.**

The agency's performance will improve by moving from a rules-based, reactive processing model to an analytics-driven, proactive approach. With Fast Return Services (FRS) for PIT, returns will be evaluated in real time using both internal and external data, enabling more accurate identification of returns that truly require review. This will reduce unnecessary stops, shorten processing times, and allow staff to focus on higher-impact work. Compliance will improve because potential issues will be detected and addressed at the time of filing, decreasing the need for later amendments or corrective actions. Resource allocation will become more effective, as fewer staff hours are spent on low-value reviews and more are directed toward activities that drive compliance and revenue. Taxpayer satisfaction will also rise through faster issue resolution and fewer delays, supported by secure online submission of documentation. The integrated design ensures these improvements can be maintained and scaled as return volumes grow, without a proportional increase in staffing or costs.

**Brief description of problem agency is addressing.**

The agency currently faces inefficiencies in Personal Income Tax (PIT) return processing due to its dependence on static rules, which results in a high volume of unnecessary return stops and manual reviews. These inefficiencies increase processing times, place additional strain on staff resources, and negatively affect the taxpayer experience. To address these challenges, the agency is implementing Fast Return Services (FRS). This advanced approach will enable more accurate identification of returns requiring intervention, reduce unnecessary stops for review, and improve compliance at the time of filing. By incorporating secure online submission of supporting documentation, FRS will further streamline resolution processes thereby enhancing customer service.

State of New Mexico

**SPECIALS, SUPPLEMENTALS AND DEFICIENCIES DFA**

(Prepare separate forms for each request)

**BU:** 33300  
**Agency:** Taxation and Revenue Department  
**Program:**  
**Analyst:** Mike Baca  
**Phone:** 505-670-6535

**Request Type:** C2 Section 7 Request

**Rank:** 2

**TOTAL SOURCES MUST EQUAL TOTAL USES**

(Dollars in Thousands)

Sources		Uses	
Revenue Account	Amount	Uses Account	Amount
General Fund Transfers	2,841.0		0.0
<b>Total Sources</b>	<b>2,841.0</b>	<b>Total Uses</b>	<b>0.0</b>
Full Time Equivalents (FTE)			
Type	Amount of FTE	<b>Request is related to a recurring expense</b>	<b>No</b>
	0.00	<b>Request is related to a capital request</b>	<b>No</b>
<b>Total FTE</b>	<b>0.00</b>	<b>Request is related to proposed legislation</b>	<b>No</b>

**Language requested for inclusion in General Appropriations Act (Please Follow Legislative Bill Drafting Conventions - See Instructions)**

To continue the replacement of the legacy GenKFI tax processing software.

**Justification Quantitative Data (Description)**

- Current GenKFI system processes require significant manual intervention, contributing to longer turnaround times and reduced accuracy.
- Refund processing time can extend beyond department goals during peak periods; the new system is projected to reduce turnaround time by 20-30%.
- Data capture error rates are expected to decrease by at least 15%, improving compliance and reducing rework.
- Integration with GenTax and automation of payment deposits will improve funds availability by an estimated 1-2 business days. Prior funding covered partial project costs, however full funding is needed to complete the project. This request will provide the remaining funding needed to implement the project.

**Request: Provide a brief description of what the request does, how the dollars will be spent and explain why it is a nonrecurring need.**

The New Mexico Taxation & Revenue Department is requesting remaining funding to complete the replacement of the legacy GenKFI tax processing system with a modern, cloud-hosted document capture and remittance processing solution. The new system will integrate with GenTax, automate the document and payment processing, and improve accuracy, efficiency, and taxpayer service delivery. This appropriation is for the completion of the GenKFI legacy system replacement, including software licensing, system configuration, integration, testing, training, and implementation services. (continuation of last year's funding, GAA Section 7 (2)):

**Request: How the dollars will be spent.**

- Funds will be used to complete the second phase of GenKFI system replacement, including:
- Configuration of remittance transaction
  - Development and integration of interfaces with GenTax
  - User acceptance testing (UTA) and final production deployment
  - Technical and end-user training
  - AI module to improve form recognition and reduce human-in-the-loop processing.
  - Post-deployment support and optimization.

**Request: Explain why request is nonrecurring need.**

Explain why request is a nonrecurring need:

The system replacement is a one-time modernization initiative. Once the implementation is complete, ongoing costs will be limited to routine maintenance, and support, which will be absorbed into the Department's regular operating budget.

**Consequences: Provide a brief description of consequences of not funding a performance and accountability task.**

Failure to secure additional funding will result in an incomplete system replacement, forcing the department to continue to rely on the outdated GenKFI system. This will perpetuate processing delays, inefficiencies, higher error rates, and increased operational costs, while preventing the department from meeting taxpayer service and compliance goals.

**Performance: How will agency performance be affected.**

The new system will enable faster, more accurate processing of tax returns and payments, ensure timely deposits to the State's General Fund, and enhance compliance monitoring. Automation will free up staff to focus on high-value work, reduce overtime needs during peak periods, and improve taxpayer satisfaction.

**Performance: How will agency performance will be improved.**

- Refunds processed 20-30% faster.
- Reduced data capture errors by at least 15%.
- Enhanced compliance through improved data availability and tracking.
- Streamlined workflows and reduced manual processing will allow for better resource allocation.

**Brief description of problem agency is addressing.**

The current GenKFI system is outdated, inefficient, and lacks the automation and integration needed to handle modern tax processing requirements. It slows refund processing, delays deposits, increases manual workload, and increases the risk of data capture errors.

# **Annual Performance Report**

**Table 2**

**Taxation and Revenue Department  
Performance Measures Summary**

33300

**P572 Program Support**

**Purpose:** The purpose of program support is to provide information system resources, human resource services, finance and accounting services, revenue forecasting and legal services to give agency personnel the resources needed to meet departmental objectives. For the general public, the program conducts hearings for resolving taxpayer protests and provides stakeholders with reliable information regarding the state's tax programs.

Performance Measures:		2023-24 Actual	2024-25 Actual	2025-26 Budget	2026-27 Request	2026-27 Recomm
Output	Percent of internal audit recommendations implemented	92%	100%	92%	92%	
Output	Tax protest cases referred to the administrative hearings office	7%	1%	10%	10%	
Outcome	Number of tax protest cases resolved	1,593	1,763	1,738	1,738	
Outcome	Percent of matched combine reporting system taxes distributed timely	N/A	N/A	N/A	N/A	
Explanatory	Number of days after the close of a reporting period that financial reports are available	N/A	N/A	N/A	N/A	
Explanatory	Financial report error rate	N/A	N/A	N/A	N/A	

**P573 Tax Administration**

**Purpose:** The purpose of the tax administration program is to provide registration and licensure requirements for and compliance with tax programs and to ensure the administration and collection of state taxes and fees that provide funding for support services for the general public through appropriations.

Performance Measures:		2023-24 Actual	2024-25 Actual	2025-26 Budget	2026-27 Request	2026-27 Recomm
Output	Average return on investment (all funds) for every dollar invested in the audit and compliance division	11.80	15.59	13.10	13.10	
Output	Number of personal income tax returns flagged as questionable	54,424	42,582	50,000	50,000	
Outcome	Percent of collectible balances outstanding from the end of the prior fiscal year that are collected	23%	21%	23%	23%	
Outcome	Percent of processed and accepted returns by quarter	96%	99%	94%	94%	
Outcome	Percent of collectible audit assessments generation in the prior fiscal year that are collected	48%	41%	55%	50%	
Outcome	Collectable Assessments Goal	0   60,700,000   65,000,000   \$165,000,000				
Outcome	Managed audits as a percentage of tax assessments	0%	41%	40%	40%	
Explanatory	Percent of electronically filed returns for personal income tax and business tax	N/A	N/A	N/A	N/A	
Explanatory	Percent of personal income tax returns filed on time for last fully completed tax year	No Data	N/A	N/A	N/A	

**P574 Motor Vehicle Division**

**Purpose:** The purpose of the motor vehicle program is to register, title and license vehicles, boats and motor vehicle dealers and to enforce operator compliance with the Motor Vehicle Code and federal regulations by conducting tests, investigations and audits.

Performance Measures:		2023-24 Actual	2024-25 Actual	2025-26 Budget	2026-27 Request	2026-27 Recomm
Quality	Percent of customers rating customer service as good or higher	99%	94%	98%	98%	
Outcome	Percent of registered vehicles with liability insurance	90%	90%	95%	95%	
Explanatory	Percent of total transactions that are web transactions	N/A	N/A	N/A	N/A	
Efficiency	Average call center waiting time to reach an agent, in minutes	4	6	6	6	

**Table 2**

**Taxation and Revenue Department  
Performance Measures Summary**

**33300**

Performance Measures:		2023-24 Actual	2024-25 Actual	2025-26 Budget	2026-27 Request	2026-27 Recomm
Efficiency	Average waiting time in offices equipped with a smart queue management system, in minutes	5	7	7	7	
Efficiency	Average number of days to post court action driving-while-intoxicated citations to drivers' records on receipt	1	2	1	1	

**P575 Property Tax Division**

**Purpose:** The purpose of the property tax program is to administer the Property Tax Code, to ensure the fair appraisal of property and to assess property taxes within the state.

Performance Measures:		2023-24 Actual	2024-25 Actual	2025-26 Budget	2026-27 Request	2026-27 Recomm
Output	Amount of delinquent property tax collected and distributed to counties, in millions	\$10.80	\$11.70	\$11.00	\$11.00	
Output	Dollar value of all delinquent property tax sales held	,312,330.00	,600,000.00	400,000.00	\$400,000.00	
Outcome	Percent of total delinquent property taxes recovered	17%	15%	17%	17%	

**P579 Compliance Enforcement**

**Purpose:** The purpose of the compliance enforcement program is to support the overall mission of the taxation and revenue department by enforcing criminal statutes relative to the New Mexico Tax Administration Act and other related financial crimes, as they impact New Mexico state taxes, to encourage and achieve voluntary compliance with state tax laws.

Performance Measures:		2023-24 Actual	2024-25 Actual	2025-26 Budget	2026-27 Request	2026-27 Recomm
Outcome	Percent of tax investigations referred to prosecutors of total investigations assigned during the year	41%	30%	30%	30%	
Outcome	Percent of internal investigations completed within sixty days	100%	100%	100%	100%	
Explanatory	Successful tax fraud prosecutions as a percent of total cases prosecuted	100%	100%	N/A	N/A	

## DFA Performance Based Budgeting Data System Annual Performance Report

### Agency: 33300 Taxation and Revenue Department

**Program:** P572 Program Support

The purpose of program support is to provide information system resources, human resource services, finance and accounting services, revenue forecasting and legal services to give agency personnel the resources needed to meet departmental objectives. For the general public, the program conducts hearings for resolving taxpayer protests and provides stakeholders with reliable information regarding the state's tax programs.

Performance Measures:		2024-25 Target	2024-25 Result	Met Target	Year End Result Narrative
Explanatory	Financial report error rate	N/A	N/A	N/A	
Explanatory	Number of days after the close of a reporting period that financial reports are available	N/A	N/A	N/A	
Outcome	Number of tax protest cases resolved	1,525	1,763	Yes	For FY25, 1,763 protest cases were reviewed and resolved with 1% of the cases having a hearing (scheduling, merits, motion, continuous, etc.) at AHO
Outcome	Percent of matched combine reporting system taxes distributed timely	N/A	N/A	Yes	
Output	Percent of internal audit recommendations implemented	90%	100%	Yes	"FY25 Total Completions: 20 Internal Audits: Q1 = 1 / Q4 = 1 Special Projects: Q1 = 1 / Q2 = 1 / Q4 = 2 Procedures: Q1 = 6 / Q2 = 5 / Q3 = 3  FY25 Open Status: 3 Internal Audits: Q4 = 2 Procedures: Q4 = 1  FY25 Cancelled Status: Internal Audits: Q1 = 1"
Output	Tax protest cases referred to the administrative hearings office	10%	1%	Yes	During FY25, 21 Protest cases out of 3,163 went to a AHO Hearing. Number of cases closed 386.

**Program:** P573 Tax Administration

The purpose of the tax administration program is to provide registration and licensure requirements for and compliance with tax programs and to ensure the administration and collection of state taxes and fees that provide funding for support services for the general public through appropriations.

Performance Measures:		2024-25 Target	2024-25 Result	Met Target	Year End Result Narrative
Explanatory	Percent of electronically filed returns for personal income tax and business tax	N/A	N/A	N/A	
Explanatory	Percent of personal income tax returns filed on time for last fully completed tax year	N/A	N/A	N/A	

## DFA Performance Based Budgeting Data System Annual Performance Report

**Program:** P573 Tax Administration

Performance Measures:		2024-25 Target	2024-25 Result	Met Target	Year End Result Narrative
Outcome	Collectable Assessments Goal	0	\$160,700,000	Yes	By providing registration and reporting requirements, the target is to maintain collections as a percentage of collectable audit assessments at 50%. This will ensure the administration, collection, compliance and enforcement of state taxes and fees which provide funding for services to the public through fiscal appropriations. Excluded from the assessments tracked are those deemed as uncollectible by statute since they are in protest, bankruptcy, deactivated, or less than 91 days old. FY25 4th quarter assessments totaled \$179.4M; of which \$0 is less than 90 days old, \$1.4M is in protest, \$135.0k in bankruptcies, and \$17.4M has been abated. This leaves a collectible balance of \$160.7M, of which \$66.2M has been collected. This results in a collection percentage of 41.2%.
Outcome	Managed audits as a percentage of tax assessments	0	41%	Yes	By providing registration and reporting requirements, the target is to maintain collections as a percentage of collectable audit assessments at 50%. This will ensure the administration, collection, compliance and enforcement of state taxes and fees which provide funding for services to the public through fiscal appropriations. Excluded from the assessments tracked are those deemed as uncollectible by statute since they are in protest, bankruptcy, deactivated, or less than 91 days old. FY25 4th quarter assessments totaled \$179.4M; of which \$0 is less than 90 days old, \$1.4M is in protest, \$135.0k in bankruptcies, and \$17.4M has been abated. This leaves a collectible balance of \$160.7M, of which \$66.2M has been collected. This results in a collection percentage of 41.2%.

## DFA Performance Based Budgeting Data System Annual Performance Report

**Program:** P573 Tax Administration

Performance Measures:		2024-25 Target	2024-25 Result	Met Target	Year End Result Narrative
Outcome	Percent of collectible audit assessments generation in the prior fiscal year that are collected	60%	41%	No	By providing registration and reporting requirements, the target is to maintain collections as a percentage of collectable audit assessments at 50%. This will ensure the administration, collection, compliance and enforcement of state taxes and fees which provide funding for services to the public through fiscal appropriations. Excluded from the assessments tracked are those deemed as uncollectible by statute since they are in protest, bankruptcy, deactivated, or less than 91 days old. FY25 4th quarter assessments totaled \$179.4M; of which \$0 is less than 90 days old, \$1.4M is in protest, \$135.0k in bankruptcies, and \$17.4M has been abated. This leaves a collectible balance of \$160.7M, of which \$66.2M has been collected. This results in a collection percentage of 41.2%.
Outcome	Percent of collectible balances outstanding from the end of the prior fiscal year that are collected	20%	21%	Yes	"Collections toward the beginning of the fiscal year accounts receivable balance of \$1.9B, less internal reductions of \$715M leaves us a collectible balance of \$1.2B. Of the \$1.2B, we have collected \$252.1M, which is 21.1%. The beginning accounts receivable reductions are a result of amended returns, abatements, deactivations, bankruptcy, and reversals. The total FY25 reduction in the fiscal year beginning accounts receivable is \$967.3M or 50.6%, bringing the balance to \$943.6M"
Outcome	Percent of processed and accepted returns by quarter	90%	99%	Yes	As of the current date, a total of 1,011,860 Personal Income Tax (PIT) returns have been received for Tax Year 2024. Of these, only 8,584 returns have been identified as containing errors, yielding an end-of-fiscal-year processing accuracy rate of 99%
Output	Average return on investment (all funds) for every dollar invested in the audit and compliance division	13.10	15.59	Yes	As of June 30, ACD collected \$335,422,790 of the \$279,691,100 Collection goal for the ROI Measure. The budget for FY25 is \$21,514,700 with a collection goal of \$279,691,100 equates to the 13:1 ROI measure
Output	Number of personal income tax returns flagged as questionable	50,000	42,582	Yes	ACD closed 83.3% of all cases assigned. There remains 7,118 cases open at the end of FY 25.

**Program:** P574 Motor Vehicle Division

## DFA Performance Based Budgeting Data System Annual Performance Report

**Program:** P574 Motor Vehicle Division

The purpose of the motor vehicle program is to register, title and license vehicles, boats and motor vehicle dealers and to enforce operator compliance with the Motor Vehicle Code and federal regulations by conducting tests, investigations and audits.

Performance Measures:		2024-25 Target	2024-25 Result	Met Target	Year End Result Narrative
Efficiency	Average call center waiting time to reach an agent, in minutes	10	6	Yes	The MVD call center navigated persistent staffing challenges, including vacancy rates exceeding 30 percent. Despite these resource constraints and a significant surge in customer inquiries driven by the REAL ID deadline, the call center maintained operations through targeted process improvements and strategic planning. While high call abandonment rates reflected the impact of limited staffing, MVD advanced efforts to strengthen operations by securing vendor support, enhancing self-service tools, and improving call routing. Recruitment remained a top priority, though applicant pools continued to be limited, averaging only four applicants per job posting.
Efficiency	Average number of days to post court action driving-while-intoxicated citations to drivers' records on receipt	2	2	No	MVD's DWI staff were very close to meeting the target measure. Full staffing levels enabled timely and efficient completion of key responsibilities.
Efficiency	Average waiting time in offices equipped with a smart queue management system, in minutes	15	7	Yes	MVD focused on improving customer flow and managing wait times this fiscal year, serving 797,830 customers in office, even while navigating staffing challenges, increased customer volume from the REAL ID deadline, and the implementation of major system upgrades. We launched and expanded our new queuing system, FAST Q, which provided real-time updates, virtual queuing options, and improved transparency for customers. These enhancements allowed us to better manage resources, improve staffing efficiency, and set clear expectations for customers about wait times and service processes. Despite the surge in customers driven by the REAL ID deadline and the transition to the Core21 system, we successfully maintained relatively low wait times, with only minimal increases during peak periods.
Explanatory	Percent of total transactions that are web transactions	N/A	N/A	N/A	

## DFA Performance Based Budgeting Data System Annual Performance Report

**Program:** P574 Motor Vehicle Division

Performance Measures:		2024-25 Target	2024-25 Result	Met Target	Year End Result Narrative
Outcome	Percent of registered vehicles with liability insurance	92%	90%	Yes	Throughout the year, MVD focused on improving customer communications related to insurance coverage lapses. Working closely with our vendor, we refined the content and clarity of notices sent to customers, ensuring they are concise, transparent, and emphasize the serious consequences of driving uninsured. These improvements were designed to increase customer awareness and encourage compliance, recognizing that while MVD cannot control an individual's decision to maintain insurance, clear and actionable communication plays a critical role in supporting compliance efforts. By enhancing the effectiveness of these notifications, MVD aimed to increase insurance coverage rates across the state, promote public safety, and ensure more New Mexicans remain properly insured. These ongoing efforts underscore our commitment to customer-focused communication and compliance-driven outcomes.
Quality	Percent of customers rating customer service as good or higher	98%	94%	No	Customer service satisfaction across MVD field offices remained strong at 93.5 percent average for the year, though slightly lower than the target of 98 percent. This decline reflects temporary challenges from longer wait times and slower transaction processing as staff adapted to the new Core21 system and managed increased customer volume driven by the REAL ID deadline. Despite these impacts, the dedication and professionalism of our frontline teams continued to deliver positive customer experiences, supported by targeted training, refined workflows, and real-time response to customer concerns. As system familiarity grows and performance stabilizes, MVD remains committed to leveraging customer feedback, accelerating process improvements, and supporting staff to ensure every customer interaction remains timely, efficient, and positive.

**Program:** P575 Property Tax Division

The purpose of the property tax program is to administer the Property Tax Code, to ensure the fair appraisal of property and to assess property taxes within the state.

Performance Measures:		2024-25 Target	2024-25 Result	Met Target	Year End Result Narrative
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## DFA Performance Based Budgeting Data System Annual Performance Report

**Program:** P575 Property Tax Division

Performance Measures:		2024-25 Target	2024-25 Result	Met Target	Year End Result Narrative
Outcome	Percent of total delinquent property taxes recovered	15%	15%	Yes	Being on a delinquent list and enforced by PTD, helps increase the collection rate for county Treasurers.
Output	Amount of delinquent property tax collected and distributed to counties, in millions	\$10.00	\$11.70	Yes	Auctions and collection efforts have been successful in distributing property taxes back to the counties.
Output	Dollar value of all delinquent property tax sales held	\$400,000.00	\$2,600,000.00	Yes	Delinquent Property Sales tax.

**Program:** P579 Compliance Enforcement

The purpose of the compliance enforcement program is to support the overall mission of the taxation and revenue department by enforcing criminal statutes relative to the New Mexico Tax Administration Act and other related financial crimes, as they impact New Mexico state taxes, to encourage and achieve voluntary compliance with state tax laws.

Performance Measures:		2024-25 Target	2024-25 Result	Met Target	Year End Result Narrative
Explanatory	Successful tax fraud prosecutions as a percent of total cases prosecuted	N/A	100%	N/A	During FY 25, the courts handed down 05 Indictments and issued 05 criminal complaints on Tax Fraud /Tax Evasion on New Mexico Taxpayers investigated by the division. These cases are awaiting trial. Two (2) cases were successfully prosecuted as a result of accepted plea deals.
Outcome	Percent of internal investigations completed within sixty days	100%	100%	Yes	The Internal Investigations Bureau (IIB) opened one hundred fifty-three (153) cases and closed one hundred seventeen (117) with forty-five (45) cases pending for FY25. IIB continued to obtain a 100% closure rate during the fiscal year.
Outcome	Percent of tax investigations referred to prosecutors of total investigations assigned during the year	30%	30%	Yes	During FY 25, sixteen (16) cases were referred to prosecutors and fifty-four (54) were assigned throughout the year, yielding a 30% cumulative total for the year. TFID received eighteen (18) requests for assistance requiring detailed auditing and analysis for outside agencies. TFID closed ten (10) cases throughout FY25.

# **Federal Funds Revenue Worksheet**

Detail of Federal Funds Revenue (numbers in thousands)

Agency: Taxation and Revenue Department  
 BU: 33300  
 Program: Tax Administration  
 Program Code: P573

FUND	REVENUE ACCOUNT	GRANT NAME	MATCH RATIO	EXP. DATE	TOTAL GRANT AMOUNT	FY25 ACTUALS	FY26 OPBUD	FY27 REQUEST		TOTAL
								BASE	EXPANSION	
17200	451903	ONRR Federal Grant/D24AC00176-02	0	6/30/2027	4,515.2	2,023.0	2,149.1	2,426.2	0.0	2,426.2
										0.0
										0.0
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										0.0
										0.0
TOTALS						2,023.00	2,149.10	2,426.20	0.00	2,426.20

1. DATE ISSUED MM/DD/YYYY 06/23/2025		1a. SUPERSEDES AWARD NOTICE dated 02/27/2025 except that any additions or restrictions previously imposed remain in effect unless specifically rescinded	
2. ASSISTANCE LISTING NUMBER 15.427 - Federal Oil and Gas Royalty Management State and Tribal Coordination			
3. ASSISTANCE TYPE Cooperative Agreement			
4. GRANT NO. D24AC00176-02 Originating MCA #		5. TYPE OF AWARD Other	
4a. FAIN D24AC00176		5a. ACTION TYPE Post Award Amendment	
6. PROJECT PERIOD MM/DD/YYYY From 07/01/2024		Through MM/DD/YYYY 06/30/2027	
7. BUDGET PERIOD MM/DD/YYYY From 07/01/2024		Through MM/DD/YYYY 06/30/2026	
8. TITLE OF PROJECT (OR PROGRAM) ONRR STRAC FY24-25			

**NOTICE OF AWARD**



AUTHORIZATION (Legislation/Regulations)  
Federal Oil and Gas Royalty Management Act of 1982, P.L. 97-451, as amended.

9a. GRANTEE NAME AND ADDRESS TAXATION & REVENUE NEW MEXICO DEPARTMENT 1100 S Saint Francis Dr Santa Fe, NM, 87505-4147		9b. GRANTEE PROJECT DIRECTOR Mr. Jason A Padilla 10500 Copper Ave NE Suite C Albuquerque, NM, 87123 Phone: 505-670-2971	
10a. GRANTEE AUTHORIZING OFFICIAL Mr. Jason A Padilla 10500 Copper Ave NE Suite C Albuquerque, NM, 87123 Phone: 505-670-2971		10b. FEDERAL PROJECT OFFICER Mr. King Nwoha 381 Elden St Herndon, VA, 20170 Phone: 7039643632	

**ALL AMOUNTS ARE SHOWN IN USD**

11. APPROVED BUDGET (Excludes Direct Assistance)				12. AWARD COMPUTATION			
I Financial Assistance from the Federal Awarding Agency Only				a. Amount of Federal Financial Assistance (from item 11m) \$ 4,515,168.00			
II Total project costs including grant funds and all other financial participation				b. Less Unobligated Balance From Prior Budget Periods \$ 0.00			
a. Salaries and Wages	\$	0.00		c. Less Cumulative Prior Award(s) This Budget Period \$ 2,342,901.00			
b. Fringe Benefits	\$	0.00		<b>d. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION</b> \$ 2,172,267.00			
c. Total Personnel Costs	\$	0.00		<b>13. Total Federal Funds Awarded to Date for Project Period</b> \$ 4,515,168.00			
d. Equipment	\$	0.00		<b>14. RECOMMENDED FUTURE SUPPORT</b> (Subject to the availability of funds and satisfactory progress of the project):			
e. Supplies	\$	0.00		YEAR TOTAL DIRECT COSTS		YEAR TOTAL DIRECT COSTS	
f. Travel	\$	0.00		a. 2 \$		d. 5 \$	
g. Construction	\$	0.00		b. 3 \$		e. 6 \$	
h. Other	\$	4,080,272.80		c. 4 \$		f. 7 \$	
i. Contractual	\$	0.00		<b>15. PROGRAM INCOME SHALL BE USED IN ACCORD WITH ONE OF THE FOLLOWING ALTERNATIVES:</b>			
j. TOTAL DIRECT COSTS	\$	4,080,272.80		a. DEDUCTION			
k. INDIRECT COSTS	\$	434,895.20		b. ADDITIONAL COSTS			
<b>I. TOTAL APPROVED BUDGET</b>	\$	4,515,168.00		c. MATCHING			
m. Federal Share	\$	4,515,168.00		d. OTHER RESEARCH (Add / Deduct Option)			
n. Non-Federal Share	\$	0.00		e. OTHER (See REMARKS)			
<b>REMARKS</b> (Other Terms and Conditions Attached - <input checked="" type="radio"/> Yes <input type="radio"/> No) Annually Renewal FY26				<b>16. THIS AWARD IS BASED ON AN APPLICATION SUBMITTED TO, AND AS APPROVED BY, THE FEDERAL AWARING AGENCY ON THE ABOVE TITLED PROJECT AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE IN THE FOLLOWING:</b>			
				a. The grant program legislation			
				b. The grant program regulations.			
				c. This award notice including terms and conditions, if any, noted below under REMARKS.			
				d. Federal administrative requirements, cost principles and audit requirements applicable to this grant.			
				In the event there are conflicting or otherwise inconsistent policies applicable to the grant, the above order of precedence shall prevail. Acceptance of the grant terms and conditions is acknowledged by the grantee when funds are drawn or otherwise obtained from the grant payment system.			

**GRANTS MANAGEMENT OFFICIAL:**

King Nwoha, Agreements Officer  
381 Elden St  
Herndon, VA, 20170  
Phone: 7039643632

**KING  
NWOHA**

Digitally signed by KING NWOHA  
Date: 2025.06.23 15:10:30 -04'00'

17. VENDOR CODE 0070058438		18a. UEI H9YRS1EB78F6		18b. DUNS 808389233		19. CONG. DIST. 03	
LINE#	FINANCIAL ACCT	AMT OF FIN ASST	START DATE	END DATE	TAS ACCT	PO LINE DESCRIPTION	
1	0051047563-00010	\$0.00	07/01/2024	06/30/2026	1113	FY25 STATE OF NEW MEXICO COOP AGREEMENT	
2	0054002476-00010	\$2,172,267.00	07/01/2025	06/30/2026	1113	FY26 STATE OF NEW MEXICO COOP AGREEMENT	

## AWARD ATTACHMENTS

TAXATION & REVENUE NEW MEXICO DEPARTMENT

D24AC00176-02

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1. Continuation Pages

**COOPERATIVE AGREEMENT CONTINUATION PAGES**

**Identification Numbers: D24AC00176-02**

Employer Identification Number (EIN): **85-6000565**

Unique Entity ID: **H9YRS1EB78F6**

Assistance Listing **15.427 - Federal Oil and Gas Royalty Management State and Tribal Coordination.**

**Indirect Cost Rate: 15%\* de minimis indirect cost rate (first year)**

**\*It is the responsibility of the Recipient to notify the Agreements Officer of amendments to the negotiated indirect cost rate agreement.**

- 1) Amendment 02 of this Agreement updates Part 2 and Part 5 as follows (see changes in bold font):

PART 2

SERVICE AND ESTIMATED COST OF PERFORMANCE

ONRR will reimburse the State up to 100 percent of allowable and actual costs for audits and/or investigations of federal oil, gas, and solid minerals leases (when applicable) within the State’s approved budget for each fiscal year of this Agreement. Part 6 (Administration) of this Agreement addresses costs in more detail.

Total estimated cost of performance, including **Fiscal Year 2026** is located on Page 1, Block 13 of this Agreement.

Note: Funds will be added to the Agreement in accordance with the clause entitled, "Availability of Funds for Each Performance Year, Paragraph 6.3, subject to agreement on an updated budget and work plan for the State and contingent upon appropriation of funds by Congress. For more detailed information on costs, see Part 6.5 (Cost Understandings) of this Agreement.

PART 5

## PERFORMANCE AND DELIVERABLES

### 5.1. Performance Period

The budget period for this agreement is extended through **June 30, 2026**.  
The overall period of performance end date for the Agreement is June 30, 2027.

### 5.2. Deliverable Items

**The following documents shall be submitted via email to the FAO with a copy to the FAOR.**

#### A. Annual Renewal Package

The following forms must be submitted annually for a renewal funding request:

- 1. Application for Federal Assistance (SF-424 Mandatory, Form 4040-0020)**
- 2. Budget Information – Non-Construction Programs (SF424A, Form 4040-0006)**
- 3. Assurances – Non-Construction Programs (SF 424B, Form 4040-0007)**
- 4. Work Plan (Attached Form)**
- 5. Current Equipment Inventory**
- 6. Attestation – IT Security**
- 7. Key Contacts Form (OMB FORM 4040-0010)**
- 8. Disclosure of Lobbying Activities (SF-LLL)**

#### 5.2.C.4 Request for Reimbursement

Within 60 days after the end of each quarterly payment period, the State shall submit their quarterly progress report and Standard Form (SF) 270, or monthly if the State prefers, progress report and SF 270 (Request for Reimbursement) to the FAOR. If for any reason the State believes they cannot submit the required documents by the end of the 60-day period, they must contact the FAO to request an extension (with a copy to the FAOR) and include an explanation for the late submission.

The progress report shall summarize authorized activities performed by the State during the preceding reporting period. The progress reports and request for reimbursement documents shall include:

- a. A summary of activities (e.g., number of audits and/or investigations performed) and other actions taken in the format approved by the FAOR.
- b. A summary of costs incurred during the period for which the State has requested reimbursement. Summary schedules shall list direct labor hours, hourly rates, travel costs, and training costs by employee; as well as fringe benefit amounts, overhead rates and

amounts, and other expenditures agreed upon by the State and the FAO. Documentation is required for any change during the year of the fringe benefit or overhead rates. Copies of request for reimbursement for all equipment purchases shall be submitted and shall include description, serial number, and individual price of each equipment item.

**5.2.E has changed from Final Reporting Requirement to:**

**5.2.E Progress Reporting Requirements**

**Work plan progress reports shall be submitted on a quarterly basis in the prescribed format (electronic template) provided by the FAOR in accordance with Section 3.2 of the award. The progress reports shall reflect work described on the approved annual work plan. At the option of the State and upon written notification (including electronic mail) to the FAOR, progress reports may be submitted on a monthly rather than quarterly basis. The New Mexico has elected to submit on an annually basis.**

Description of Report	Format	Send To	Due
Annually Progress Report	Submitted via ONRR OMT with a PDF copy sent via email	FAO and FAOR	No later than 60 calendar days after the end of the reporting period ending 6/30 of each year

**5.2.F Final Reporting Requirement has been moved from 5.2.E and has changed to:**

Description of Report	Format	Send To	Due
Final Progress Report	Submitted via ONRR OMT with a PDF copy sent via email	FAO and FAOR	No later than 120 calendar days after the end of the award period of performance
Final SF-425 Federal Financial Report	Submitted via email	FAO and FAOR	No later than 120 calendar days after the end of the award period of performance

Final Property Report (SF 428)	Submitted via email	FAO and FAOR	No later than 120 calendar days after the end of the award period of performance
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2) BUDGET EXPLANATION

The New Mexico’s FY26 revised budget and work plan dated 5/14/2025 is approved in the amount of **\$2,426,212** and incorporated by reference into the State Cooperative Agreement. The State estimates there will be carryover amount of \$253,945 from FY25; therefore, funds in the amount of **\$2,172,267** will be obligated to fund the Agreement for FY26. The total obligated amount of this award is revised to **\$4,515,168**.

3) All other terms and conditions remain the same.

PART 1

COOPERATIVE AGREEMENT (AGREEMENT) AUTHORITY

1.1. Agreement with the State

A. This Agreement is awarded by the authority of the Federal Oil and Gas Royalty Management Act of 1982 (FOGRMA), (30 USC 1732) and Public Law 97-451, as amended by the Federal Oil and Gas Royalty Simplification and Fairness Act of 1996 (RSFA), Public Law 104-185. Through this Agreement the Secretary of the Interior, acting by and through the Financial Assistance Officer (FAO), delegates the following authority to the State of New Mexico, New Mexico Department of Taxation and Revenue (the State/Recipient).

(1) Pursuant to Section 205 of FOGRMA, as amended, conduct audits and investigations related to oil and gas revenues owed to the United States and shared with the State, which are attributable to leased Federal onshore property within the State.

(2) Pursuant to Public Law 102-154, conduct audits and investigations related to solid or geothermal resource revenues, which are attributable to Federal lands within the State's boundaries.

B. In accordance with 30 CFR 1227.110 the term of this Agreement is 3 years and may be extended for an additional 3 years with the concurrence of both parties.

C. Nothing in this Agreement will serve to abrogate the rights of either party under FOGRMA.

1.2. Office of Natural Resources Revenue (ONRR) Reserved Authorities and Responsibilities

The following authorities and responsibilities are specifically reserved to ONRR:

A. ONRR reserves to itself the performance of those functions set forth in 30 CFR 1227.102(a)-(f), provided that nothing in this Agreement or 30 CFR 1227.102 shall abrogate, hamper, or effect, directly or indirectly, the State's authority to pursue nonpayment of Federal mineral, oil, and/or gas revenues, interest thereon, and civil penalties under Section 204 of FOGRMA, the State's authority under Section 115(j) of FOGRMA, as amended, or the State's authority or rights under other provisions of FOGRMA and other Federal or State laws.

B. ONRR remains responsible for the performance of any function listed in Section 205(a) of FOGRMA but not delegated to the State under this Agreement.

1.3. Reports to Congress and Other Interested Parties

ONRR agrees to notify the State immediately of any reports to be prepared by ONRR or its duly authorized agents concerning the status of activities conducted by the State under this Agreement. ONRR shall provide the State a copy of the report in draft final form

and provide the State no less than 30 days to provide comments. The State may append its comments to the report prior to its issuance by ONRR. ONRR shall not disclose any report unless specifically required to do so under federal statutes or regulations.

## PART 2

### SERVICE AND ESTIMATED COST OF PERFORMANCE

ONRR will reimburse the State up to 100 percent of reasonable, allowable and allocable actual costs for audits and/or investigations of federal oil, gas, and solid minerals leases (when applicable) within the State's approved budget for each fiscal year of this Agreement. Part 6 of this Agreement addresses costs in more detail.

Total estimated cost of performance for Fiscal Year 2025 is located on Page 1, Block 13 of this Agreement, is based on the State's submitted Workplan (dated 03/27/2024) and Budget (dated 04/19/2024) and incorporated by reference and/or attachment to this Agreement.

Note: Funds will be added to the Agreement in accordance with the clause entitled, "Availability of Funds for Each Performance Year", Part 6.3, subject to agreement on an updated budget and work plan for the State and contingent upon appropriation of funds by Congress. For more detailed information on costs, see Part 6.5 of this Agreement.

## PART 3

### PERFORMANCE STATEMENT AND PERFORMANCE GOALS

3.1. The State agrees to conduct audits and/or investigations of oil and gas leases as follows:

A. In accordance with [30 CFR 1227.200\(c\)](#) the State will contribute to ONRR's Government Performance and Results Act (GPRA) goals and thereby the performance goals of this Agreement by performing audits, compliance reviews (CRs) and other investigations in coordination with ONRR. The yearly performance goals are listed on the State's annual work plan. The State agrees to complete the audits, CRs and other investigations listed on each fiscal year work plan in accordance with the estimated completion date listed on the work plan.

B. The State shall adhere to all applicable Federal laws, lease terms, the Code of Federal Regulations, Notices to Lessees, and duly promulgated rules and regulations of the Department of the Interior in the conduct of its audits and/or investigations on Federal leases.

C. All audits and/or investigations shall consist of an examination to ensure compliance with applicable Federal statutes, regulations, lease terms, and binding policies for leases. The examination may utilize any and all data, information, records, or reports submitted or available to, or generated by the Department of the Interior (DOI) relevant to the performance of the State's responsibilities under this Agreement. The State will retain the working papers applicable to the audits or investigations of any Federal lease in accordance with terms contained within Part 7 of this agreement.

D. When interpretation or guidance is necessary regarding conducting audits and/or investigations the State may submit a written request for guidance or interpretation to the Financial Assistance Officer's Representative (FAOR), as designated in Part 6 of this Agreement. The State may informally contact the FAOR and/or other ONRR offices for advice and assistance in day-to-day operations.

### 3.2. Workplan and Progress Reports

A. The State shall submit annually a draft audit and/or investigation work plan. At a minimum, the draft work plan shall specifically identify the type of work, leases and/or agreements covered, payors, scheduled starting and completion dates and performance goals for the work during the period. The work plan shall be supported by a cost proposal (detailed budget with budget category justifications) for the work to be performed and the resources to be devoted to this effort. Work plans shall be approved by the FAO through an annual funding modification to this agreement and revised work plans shall be approved by the FAO with a revised work plan approval letter.

B. Modifications to the annual work plan are allowable. Changes may include, but are not limited to adding work, removing work, and/or adjusting the scope and must be submitted in writing (including electronic mail) to the FAO and the FAOR. The FAO will consult with the State on any issues or concerns that ONRR may have related to the requested change in work plans. The FAO will provide written notification to the State of the approval/disapproval within 30 days of receipt of the State's proposed modification to its work plan.

C. Annual work plan **progress reports must be submitted on a quarterly basis** in the prescribed format (electronic template) provided by the FAOR. The progress reports must reflect work described on the approved annual work plan. At the option of the State and upon written notification (including electronic mail) to the FAOR, progress reports may be submitted on a monthly rather than quarterly basis.

**The State has elected to submit progress reports on a quarterly basis and financial reports (including vouchers for payment and backup documentation) on a monthly basis.**

D. When the ONRR Operations Management Tool (OMT) is available for use, the State is required at a minimum to:

- (1) Perform work-planning, also known as "Work Management," in OMT, which includes coordinating with ONRR to avoid overlaps and duplication of compliance work.
  - a. Revisions to work plans will be done in OMT for State and Tribal Support (STS) review and FAO approval.

(2) Provide Quarterly or Monthly Progress Reports in OMT for each audit and compliance case and update the cases in the Work Management Section of OMT.

- a. For each audit case, the State must select the phase reflecting the status.
- b. For each compliance review, the State must select the phase reflecting

the status.

E. The Generally Accepted Government Auditing Standards (GAGAS) cites quality control measures, and therefore, the State is required to reference it in the DRAFT Order Letters before submitting to ONRR for finalizing.

F. ONRR will provide training on the use of OMT.

G. Full use of the OMT electronic work papers section is optional.

### 3.3. Coordination of Activities

The State shall coordinate its audits and/or investigations with ONRR. Activities subject to coordination include, but are not limited to, issuance of engagement letters, arranging entrance conferences, submitting data requests, scheduling audit activities including site visits, issuance of issue letters, and conducting closeout conferences. The State shall have the same access to company records that ONRR has.

### 3.4. Standards for Activities

The State agrees to adhere to the following standards in conducting all activities under this Agreement:

A. General Audit Standards - The State must conduct audits in compliance with the Government Auditing Standards issued by the Comptroller General of the United States and the ONRR Audit Procedures Manual. Audit procedures that deviate from the policies identified in these documents must:

- (1) Comply with the policies for deviation as explained in each document, and
- (2) Be pre-approved by the ONRR FAOR.

B. General Investigation - The State shall conduct Compliance Reviews, a type of investigation, in compliance with the Minerals Revenue Management (MRM) Compliance Review Manual. Compliance Review procedures that deviate from the policies identified in this manual must comply with the policies for deviation as explained in the manual.

C. Examination and Evaluation Standards - Within 30 days after the effective date of this Agreement, ONRR will provide to the State, hard or electronic copies of all handbooks, guidelines, regulations, or procedures that govern or change the requirements for reporting or payment of revenues owed under Federal onshore and offshore oil and gas leases.

#### D. Enforcement Documents

(1) Issue Letters - Determinations of additional royalties due as a result of activities under this Agreement shall be formally communicated by an issue letter or Preliminary Determination Letter from the State to the companies or other payors prior to any ONRR action. A copy of the issue letter or Preliminary Determination Letter shall

be provided concurrently to the FAOR.

(2) Orders to Pay - If determinations identified in the issue letters or Preliminary Determination Letters are unresolved after evaluating the payor's response to the issue letter, Preliminary Determination Letter or if the company fails to respond, the State shall draft an order for payment which shall be submitted with supporting documentation to the FAOR for appropriate action. All draft orders to pay shall be rendered on a lease basis by month suitable for billing and collection by ONRR.

(3) Orders to Perform - Orders to Perform Restructured Accounting are used when it is determined that the payor has committed a systemic error(s) in reporting and/or paying royalties. The draft order shall be submitted, with supporting documentation, to the FAOR for the appropriate action. All draft Orders to Perform shall state the basis of the systemic error in accordance with ONRR policy and the performance required by the payor to correct the error and must be issued by ONRR.

(4) Subpoenas - After establishing that a company has not provided records that are essential to the performance of the audit and/or investigations, the State shall notify the FAOR to initiate action to subpoena records.

### 3.5. Appeals

A. If an order is appealed, the appellant submits the appeal and Statement of Reasons (SOR) to the ONRR Appeals Coordinator. ONRR shall provide the State with copies of both documents. At ONRR's request, the State shall prepare field reports responsive to the issues raised in the SOR. In the absence of an ONRR request, the State retains the option of preparing and submitting field reports responsive to any or all issues raised in the SOR.

B. ONRR shall provide the State with copies of all pleadings and correspondence relating to cases under administrative or judicial appeal.

C. ONRR shall provide the State notice of any settlement or other alternative dispute resolution meeting which involves oil and/or gas revenues distributable to the State under federal law. The State agrees to participate in settlement negotiations and alternative dispute resolution meetings. ONRR shall provide the State a copy of any settlement that impacts oil and/or gas revenues payable to the State.

### 3.6. ONRR Involvement Statement

A. Under this Agreement, the State is delegated the authority to conduct activities on federal oil, gas, and solid mineral (when applicable) producing properties as identified in the State's lease universe. The implementation, management, and completion of work under this Agreement is the responsibility of the State. ONRR agrees that the State is to have the authority necessary to carry out its responsibilities under this Agreement.

B. This Agreement does not preclude ONRR from conducting audits of companies or properties referred to it by the Bureau of Indian Affairs (BIA) or the Bureau of Land Management (BLM). ONRR shall notify and coordinate any referred audit with the State.

C. Substantial involvement by the Federal Government during the period of performance of this Agreement is anticipated as follows:

(1) ONRR shall not provide supervision of the work to be performed by the State under this Agreement unless the State requests such supervision. However, ONRR will, pursuant to Part 3.2, review and recommend approval or disapproval of the State's annual work plan and any revisions thereto. The FAO will approve or disapprove the annual workplans and any revisions thereto.

(2) ONRR shall provide the State with existing valuation decisions. The State may request ONRR to revisit an existing decision that affects oil and/or gas revenues from lands subject to this Agreement. The State's request shall be in writing and submitted to the FAOR.

(3) ONRR shall adhere to the following procedures and timeframes in initiating enforcement actions referred to it by the State under Part 3.4. Considerable coordination and consultation between the State and ONRR is anticipated prior to initiation of enforcement actions.

a. Within 14 calendar days of receipt, ONRR shall review all draft enforcement documents submitted to it by the State.

b. If ONRR has no proposed revisions, the State shall be notified of that fact and ONRR shall initiate the enforcement and/or collection action within 30 calendar days from the day ONRR first received the draft enforcement document.

c. In the event that ONRR has proposed revisions or requires a rewrite to a State drafted enforcement document, the State will be notified, and the enforcement document will be returned to the State with ONRR's proposed revisions highlighted or the requested rewrite. Should the State agree to the ONRR proposed revisions, ONRR shall initiate enforcement and/or collection action within 30 calendar days of its receipt from the State of a final corrected copy of the enforcement document. Should the State disagree with ONRR's proposed revisions, it may request a written explanation from ONRR supporting the revisions, and the ONRR explanation shall be provided to the State within 45 calendar days of the State's notice of disagreement.

d. ONRR shall contact the State via electronic mail if timeframes established in a. through c. above cannot be met.

e. Any departure from the timeframes established in a. through c. above requires the written consent of the State.

f. ONRR shall provide the State with a copy of all enforcement and/or collection action documents upon issuance to the company or payor.

(4) Employee Training – In order to provide for routine training on ONRR methods and techniques of accounting, ONRR will provide user accounts to the DOI's Online University (<https://doitalent.ibc.doi.gov/>) and make in-house training courses, those developed by ONRR, available to all State employees working under this Agreement.

## PART 4

### INSPECTION AND ACCEPTANCE

A. The inspection of all deliverable items listed in Part 5.2 A. through C. will be performed by ONRR, the Office of the Inspector General (OIG), the Government Accountability Office (GAO) or duly authorized agents. The Government's review will assure that results conform to the objectives and requirements of the Agreement listed herein. If any deliverable items are rejected, the State will have 45 calendar days after receipt of the rejection notice to submit corrections.

B. Inspections of corrected reports will be performed as stated in Part 4.A. above.

## PART 5

### PERFORMANCE AND DELIVERABLES

#### 5.1. Performance Period

The period of performance for this Agreement is 36 months from the effective date of award. The Agreement may be extended by the FAO for an additional 36 months for a total Agreement performance period of 72 months.

Note: Funds for performance for each fiscal year is contingent upon appropriation by Congress.

#### 5.2. Deliverable Items

The following documents shall be submitted to the FAO with a copy to the FAOR. Acceptable methods to send documents is via U.S. mail, Federal Express or other courier delivery or electronic mail. If documents contain proprietary information, they should be sent via U.S. mail, Federal Express or other courier delivery, or via secure electronic mail.

A. Proposed annual budget and requests for a revised budget. The following information must be submitted annually to request funding for the next year of the award:

- (1) Annual Workplan
- (2) Annual Budget with Detailed Justifications (for each cost category – written explanations of why required for the project and how costs were estimated)
- (3) Estimate/projection of any carryforward (unspent) funds expected at current year's end
- (4) Annual IT Inventory List (see 7.10 Property Management sample chart)
- (5) Annual IT Attestation (see 7.11 Information Technology Security)
- (6) SF 424B Assurances – Non-Construction Programs
- (7) Copy of the State's most recent Indirect Cost Rate Agreement
- (8) Copy of, or link to, the State's most recent Single Audit (see Part 7.4 for further details)

B. Financial Reporting Requirements: The State must submit financial reports as required by 2 CFR 200 using the SF-425 Federal Financial Report form. The purpose of

financial reports is to ensure that expenses are recorded in the proper period, and for de-obligating funds at the end of the Agreement period. The SF-425 Federal Financial Report form and instructions are available from the Grants.gov web site: [Post-Award Reporting Forms | GRANTS.GOV](#)

Description of Report	Due	Send To
Yearly SF-425 Federal Financial Report	Within 45 days of each annual anniversary date of the award	Send the original to the FAO, FAOR, and to <a href="mailto:aqd-fa.onrr@ibc.doi.gov">aqd-fa.onrr@ibc.doi.gov</a> by electronic mail or regular mail (as applicable)

C. Other Reporting Requirements:

(1) Audit reports and/or completion memorandums shall be sent to the FAOR.

(2) Should documentation be required for enforcement actions, the documentation developed by the State or by ONRR will be forwarded to the appropriate ONRR official. The documentation will be returned to the State upon completion of the enforcement activities.

(3) Request for Reimbursement—Within 60 days after the end of the established payment period, the State shall submit an original and two copies of a quarterly, or monthly if the State prefers, progress report and Standard Form 270, Request for Reimbursement, to the FAOR with a copy to [aqd-fa.onrr@ibc.doi.gov](mailto:aqd-fa.onrr@ibc.doi.gov). **If for any reason the State believes they cannot submit the required documents by the end of the 60-day period, they must contact the FAO to request an extension prior to the due date (with a copy to the FAOR) and include an explanation for the late submission.** The progress report shall summarize authorized activities performed by the State during the preceding reporting period. The progress reports and request for reimbursement documents shall include:

a. A summary of activities (e.g., number of audits and/or investigations performed) and other actions taken in the format approved by the FAOR.

b. A certified summary of costs incurred during the period for which the State has requested reimbursement. Summary schedules shall list direct labor hours, hourly rates, travel costs, and training costs by employee; as well as fringe benefit amounts, overhead rates and amounts, and other expenditures agreed upon by the State and the FAO. Documentation is required for any change during the year of the fringe benefit or overhead (indirect cost) rates. Copies of request for reimbursement for all equipment purchases shall be submitted and shall include description, serial number, and individual price of each equipment item.

D. The State shall register in the System for Award Management (SAM) system at [www.sam.gov](http://www.sam.gov). The State must update their SAM registration annually to maintain an active account status throughout the entire period of performance of the award.

E. Final Reporting Requirements:

Description of Report	Due	Send To
Final SF-425 Federal Financial Report (consolidating all years of the award)	Within 120 days end of the entire Agreement performance period	Send the original to the FAO, the FAOR, and to <a href="mailto:aqd-fa.onrr@ibc.doi.gov">aqd-fa.onrr@ibc.doi.gov</a> by electronic mail or regular mail
Final Property Report(s) – SF-428 series	Within 120 days end of the entire Agreement performance period	Send the original to the FAO, the FAOR, and to <a href="mailto:aqd-fa.onrr@ibc.doi.gov">aqd-fa.onrr@ibc.doi.gov</a> by electronic mail or regular mail
Final Progress Report (summarizing accomplishments of all years of the award)	Within 120 days end of the entire Agreement performance period	Send the original to the FAO, the FAOR, and to <a href="mailto:aqd-fa.onrr@ibc.doi.gov">aqd-fa.onrr@ibc.doi.gov</a> by electronic mail or regular mail

Note: Per 2 CFR 200.314 Supplies, recipients must notify the government if upon termination of the award a residual inventory of unused supplies (including supplies such as computers/laptops/etc. purchased with federal award funds) exceeding \$5,000 in total aggregate value remains.

### 5.3. Termination of Agreement

A. This Agreement may be terminated at any time by mutual agreement and under any terms and conditions agreed to by the State and ONRR. Termination of this Agreement shall not bar the State from subsequently requesting to regain an Agreement in accordance with FOGRMA.

B. The State may unilaterally terminate this Agreement by giving the FAO a written notice of intent to terminate 6 months prior to the desired termination date.

C. ONRR may initiate termination under the procedures set forth in 30 CFR 1227.801 to 1227.803.

### 5.4. Suspension of Agreement

The State shall have no obligations under this Agreement during any period when Federal funding is not authorized. However, in suspending its performance, the State need not elect to terminate this Agreement, but rather may treat the Agreement as suspended pending the availability of funds.

### 5.5. State Noncompliance

ONRR may withhold compensation and assume the State’s delegated functions if the State fails to complete the corrective actions detailed in an ONRR notice of noncompliance under 30 CFR 1227.801.

PART 6  
ADMINISTRATION

6.1. Agreement Administration

A. This Agreement will be administered by:

**Mr. King C. Nwoha,**  
**Financial Assistance Officer (FAO)**  
[King\\_Nwoha@ibc.doi.gov](mailto:King_Nwoha@ibc.doi.gov)  
Interior Business Center  
Acquisitions Services Directorate  
Division 5, Branch 4  
381 Elden St.  
Herndon VA. 20170

B. The designated Agreements Officer's Representative (FAOR) responsible for administering and participating in the technical aspects of this Agreement is:

**Mr. Bruce Rumburg,**  
**Financial Assistance Officer's Representative (FAOR)**  
[bruce.rumburg@onrr.gov](mailto:bruce.rumburg@onrr.gov)  
Office of Natural Resources Revenue,  
6th & Kipling Streets, Denver Federal Center,  
Building 85, Entrance N-1,  
Lakewood CO 80215

6.2. Consideration

Costs reimbursed here under shall not exceed the total annual amount obligated for the approved annual budget and work plan. Funds not exceeding 10% of the approved annual budget amount may be moved between direct cost categories within the budget without the prior written approval of the FAO; however, any moves of funds that effect either of the categories of indirect costs and/or capital equipment may not be transferred without written prior approval from the FAO. Also, the transfer of funds between direct cost categories which together exceed 10% of the approved annual budget amount require the prior written approval of the FAO, as further detailed within 2 CFR 200.308, Revision of Budget and Program Plans. The State agrees to promptly notify the FAO and the FAOR, in writing, of any changes the State makes pursuant to this clause (e-mail is acceptable for this notification).

6.3. Availability of Funds for Each Performance Year

Current and future funding is contingent upon appropriation of funds by Congress and availability of funds. Funds for each performance year, which will be based on negotiated budget associated with the State's annual work plans and budgets, shall be added incrementally by the FAO by a written unilateral modification to the Agreement when the funds are made available by Congress. No legal liability on the part of the

Government for any payment may arise until funds are made available to the FAO for this Agreement. Upon such funds being made available, the FAO shall provide prompt written notice of such availability to the State.

#### 6.4 Payment of Reimbursable Costs

A. Payment of reimbursable costs (actual costs spent) shall be made on a monthly or quarterly basis to the State upon receipt of properly completed vouchers. The FAO will notify the State by electronic mail that the voucher has been reviewed and inform them when they are authorized to draw down the funds from the U.S. Treasury's Automated Standard Application for Payment (ASAP) system.

B. ONRR will reimburse the State for approved costs incurred under this Agreement in accordance with 2 CFR 200 Subpart E – Cost Principles.

C. Subject to the availability of funds, the cost of providing expert witnesses required to testify concerning an appeal or litigation resulting from an appeal is reimbursable under this Agreement. Expert witness travel costs and per diem are reimbursable in accordance with federal travel regulations and per diem rates. Funds must be obligated prior to the costs being incurred.

D. Subject to the availability of funds, legal and other appropriate expenses associated with State involvement or participation in any litigation contemplated or initiated by the United States, including Qui Tam/False Claim Act and criminal cases, are authorized expenses. All costs submitted for reimbursement under this sub-paragraph must be supported and documented. Subject to legitimate assertions of the attorney/client and/or work product privileges, the requested amount of reimbursement will be documented to show the hourly rate, the number of hours, the source of the legal advice (e.g., private law firm, legal services contract, etc.), the task performed, and the case involved.

E. Subject to the availability of funds, this paragraph provides for cost reimbursement of expenses subject to 2 CFR 200 Subpart E – Cost Principles that have not otherwise been provided for in this Agreement. ONRR shall reimburse the State for costs associated with the State's participation in and assistance to ONRR on federal rulemakings, the Royalty Policy Committee, training and other ONRR sponsored activities relevant to policy development related to federal onshore and offshore oil and/or gas revenues. The State and ONRR shall cooperate in estimating an amount for these costs for inclusion in the State's annual work plan and budget.

#### 6.5 Cost Understanding

##### A. Travel and Transportation

(1) Travel and transportation expenses incurred in the performance of this Agreement (and approved within the annual budget) shall not exceed those amounts normally paid for individuals engaged by the State in comparable functions, the cost of which is not reimbursable under Federal, or State government regulations.

(2) The State shall be reimbursed for actual transportation costs and travel allowances (as approved within the annual budget) to employees in accordance with the State's established practice for travel directly referable to the Agreement. Such transportation costs shall not be reimbursed in an amount greater than the cost of, and time required for, economy class (tourist) commercially scheduled air or ground travel by the most expeditious route, unless economy air or ground travel space is not available, and the State certifies to this fact in the voucher or other documents retained as part of its Agreement records to support its claim or post-audit.

B. Salaries and Wages: Compensation to personnel which are charged as a direct cost under this Agreement, like other costs, will be reimbursable subject to the following additional understandings:

(1) Salaries and wages shall not exceed the State's established policy and practice including the established pay scale for equivalent classifications of employees whose salaries are financed from non-federal sources, which will be certified by the State, nor shall any individual salary or wage exceed the employee's annual rate of compensation for similar functions performed immediately prior to employment hereunder. Merit or promotion increases of employees performing hereunder shall not exceed those provided by the State's established policy and practice.

(2) Salaries and wages paid while in travel status will not be reimbursed for a period greater than the time required for travel by the most cost-effective means.

C. Fringe Benefits: Fringe benefits shall be allowed in accordance with 2 CFR 200 Subpart E – Cost Principles and may not exceed the actual costs incurred by the State.

D. Indirect Costs: Indirect cost expenses shall be allowed in accordance with 2 CFR 200 Subpart E – Cost Principles and may not exceed the State's federally approved indirect cost rate or a rate negotiated with the FAO for this agreement.

E. Equipment: Equipment purchases must be included and approved in the annual budget and workplan. If additional equipment purchases are needed, the State shall request prior FAO approval in writing, and e-mail is an acceptable form of request.

#### 6.6. Release of Claims

After completion of work, and prior to final payment, the State shall furnish to the FAO a release of claims against the United States relating to this Agreement, other than claims specifically excepted from the operation of the release.

### PART 7

#### SPECIAL CLAUSES

##### 7.1. Assurances

In addition to the assurances listed on the State's completed form SF-424B, the State further assures and certifies that:

A. The State will treat all files developed and reports delivered under this Agreement as the property of the Federal Government. The Federal Government shall have unlimited rights to use, dispose of, or disclose such data contained therein as it determines to be in the public interest and consistent with the Federal Government's trust responsibility. Should the Government decide to publish, reproduce, or use the technical data developed as a result of this Agreement, the item will carry the following notation: "Information developed by the State or its subcontractors."

B. The State shall maintain in a separate record or file maintenance system and in a safe and secure manner all records, work papers, documents, information, reports, and correspondence gained or developed as a consequence of audit or investigative activities conducted under the Agreement. All such records shall be made available for monitoring, review, and inspection upon request by the Comptroller General of the United States and representatives of the Department of the Interior during and upon completion of the audit and at the locations where the records are created or maintained as set forth in 30 CFR 1227. Any review or inspection shall occur only at a mutually agreeable date and time so that interference with the State's audit activities is minimized as much as possible. Nothing in this assurance shall preclude the transfer or transmittal of such records to a duly recognized official in the event they are needed in support of enforcement documents or administrative or judicial litigation. Documentation shall be returned to the State upon completion of enforcement activities.

C. All records shall be created, filed, identified, preserved, transferred, and disposed of in accordance with records management legislation codified in 44 U.S.C. chapters 21, 29, 31, and 33, and shall be scheduled for disposition in accordance with 36 CFR 1228 and ONRR Records Management Handbook 380.2.H. No disposition of documents will be allowed without the prior written consent of the FAOR. ONRR, and the State are responsible for preventing the alienation or unauthorized destruction of records, including all forms of mutilation. Willful and unlawful destruction, damage or alienation of Federal Records is subject to the fines and penalties imposed by 18 U.S.C. 2071. Records shall not be removed from the legal custody of Federal agencies or destroyed without regard to the provisions of agency record schedules as discussed in ONRR Records Management Handbook 380.2.H. Should the State receive a request for records under the Freedom of Information Act (5 U.S.C. 552) or the Privacy Act (5 U.S.C. 552a), the State shall forward the request to the FAOR for response. Upon termination of the Agreement the State shall, within 90 working days from the date of termination, assemble all records, complete all working paper files, and transfer such records to a place and location determined by ONRR.

D. The State will maintain complete cost records for the Agreement period in accordance with Generally Accepted Accounting Principles (GAAP). Such records shall be in sufficient detail to clearly demonstrate the total actual costs associated with the project and to permit a determination by ONRR whether Agreement funds were used for the intended purposes. All such records shall be made available at the location where the records are maintained during normal business hours for review and inspection upon request by ONRR or its authorized agents, the DOI Inspector General, and the GAO.

Any review or inspection shall occur only at a mutually agreeable date and time so that interference with the State's audit activities is minimized as much as possible.

#### 7.2. Procurements by States

When procuring property and services under a Federal award, a State must follow the same policies and procedures it uses for procurements from its non-Federal funds. The State will comply with 2 CFR 200.321, 200.322, and 200.323 and ensure that every purchase order or other contract includes any clauses required by 2 CFR 200.327. All other non-Federal entities, including subrecipients of a State, must follow the procurement standards in 2 CFR 200.318 through 200.327.

#### 7.3. Notice to ONRR of Delays

In the event the State encounters difficulty in meeting performance requirements, or when it anticipates difficulty in complying with the Agreement delivery schedule or date, or whenever the State has knowledge that any actual or potential situation is delaying or threatens to delay the timely performance of this Agreement, the State shall immediately notify the FAOR. The State will confirm oral communication with a written report (includes electronic mail correspondence).

#### 7.4. Single Audit Act of 1984 (Public Law 98-502) and Amendments of 1996

Examination of State activities under this Agreement shall be conducted in accordance with the Single Audit Act Amendments of 1996 (31 U.S.C. 7501-7507) and 2 CFR 200.500 subpart F Audit Requirements, which require an annual fiscal audit to determine that costs incurred by the State are allocable, allowable, and eligible for reimbursement by ONRR. A periodic management review to determine that activities performed by the State under this Agreement meet the standards established by the DOI and the provisions of 30 U.S.C. 1735 may be performed by the DOI. The State will provide the FAO with one copy of the audit report issued as a result of the audit conducted in accordance with the Single Audit Act of 1984.

#### 7.5. Key Personnel

A. The State will notify the FAO of changes in Key Personnel (Attachment 1) by written request (includes electronic mail).

B. Changes made to Key Personnel, as listed in Attachment 1, will be confirmed by the FAO in a letter/email and incorporated into the Agreement by an Amendment.

#### 7.6. Resolving Disputes

ONRR commits itself to working with the State in a harmonious manner to achieve the objectives of the project successfully. Disagreements between ONRR and the State over the interpretation of provisions or terms in this Agreement shall be resolved according to the procedures below.

A. ONRR shall attempt first to resolve disagreements with the State through informal discussion among the FAO, FAOR, and the State's PI.

B. If the disagreement is not resolved informally, the FAO, FAOR, and the PI shall document the nature of the disagreement and bring it to the attention of the Chief, Division 4, DOI Interior Business Center (IBC) Acquisitions Services Directorate, Lakewood, Colorado. The final agency action for DOI will be made by the Chief, Division 4, DOI IBC Acquisitions Services Directorate.

#### 7.7 Proprietary Information

The State agrees to adhere to the standards in Section 203 of FOGRMA for all work under this Agreement.

#### 7.8 Agreement Reviews

ONRR, or its duly authorized agents, will conduct reviews of State compliance with the terms and conditions of this Agreement. ONRR shall notify the State 30 days in advance of the review, which shall take place during normal business hours. The State agrees to cooperate with ONRR or its agents in the performance of these reviews.

#### 7.9 Security Requirements: Facility Access and Information Technology

A. All State employees (Employees) must have an "Enter on Duty" (EOD) approval issued by the Interior Business Center (IBC) Personnel Security Branch (PSB) before they begin performing work. The State must ensure that all employees requesting an EOD are citizens of the United States of America, or an alien who has been lawfully admitted for permanent residence or employment (indicated by immigration status) as evidenced by Department of Homeland Security documentation and the employee must have resided in the United States for a minimum of 3 years. The PI is responsible for ensuring that the employee requesting an EOD submits their information in a timely and organized manner to the FAOR and IBC PSB. The EOD may be issued in advance of a completed Background Investigation and may be rescinded by the PSB at any time.

B. Sponsoring Official - The FAOR will serve as the sponsoring official for employees when processing EOD and background investigation requests. The FAOR will initiate EOD approval with the PSB prior to the employees beginning work on the Agreement. The FAOR will inform the State when the EOD approval notification has been received from the PSB.

C. Starting Work - Employees with an approved EOD may begin performing unsupervised work on ONRR Agreements. To remain on the Agreement, Employees will need a completed favorable background investigation.

D. Rescission of EOD - The PSB may rescind the EOD at any time with proper cause. This may occur as the result of additional information obtained by the PSB or the final results of the background investigation.

E. Background Investigation - Employees who will have unsupervised access to ONRR facilities, access to the Department of the Interior (DOI) information technology (IT) systems, or will develop custom applications, must have a favorably adjudicated background investigation from the U.S. Office of Personnel Management (OPM). Existing clearances at the same or higher level are acceptable upon the PSB's

review and approval. If the Employee does not already have a complete investigation, they must apply for one. The Employee may begin work with an EOD but must receive a favorable background investigation to continue working on the Agreement. The background investigation includes obtaining fingerprints for an FBI criminal history check and for a credit report. Once the investigation has been scheduled by OPM, the PSB will receive advance reports. If those reports are favorable, the PSB will issue the EOD. The type of background investigation required is based on the risk/sensitivity level designation. Citizenship requirements and guidance for determining the appropriate type of background investigation required for the designated risk/sensitivity level are contained in DOI Departmental Manual (DM) Part 441. The DM is available on the Internet at

<https://search.usa.gov/search?query=Background+Investigation&op=Search&affiliate=doi.gov>

F. Electronic Questionnaire for Investigations Processing (e-QIP) The State uses the e-QIP for all background investigations or reinvestigations. To initiate an investigation, the State, in collaboration with the FAOR, will complete a "Request for e-QIP Initiation". This request form is available through the FAOR.

G. Generally, each Employee is required to complete the following forms:

- (1) e-QIP application (on-line)
- (2) Fair Credit Release
- (3) OF-306

The PSB shall determine if individuals meet the required background investigation standards and citizenship requirements, and then make a suitability determination. Minimum standards used in suitability determinations are contained in the DOI Departmental Manual Part 441. ONRR will pay for any background investigations required for Employees as well as the PIV cards, and the fingerprints.

H. Reinvestigation - Employees occupying high risk public trust positions must be reinvestigated every 5 years. A reinvestigation may be initiated prior to the normal periodic reinvestigation schedule when an Employee's continued ability to meet the minimum background investigation standards is in question. The PSB shall review the records and documentation and make the suitability determination.

I. Disputes - In the event of a disagreement between the State and the Government concerning the suitability of a particular Employee to perform work under this Agreement, the Government has the right of final determination. Determinations under this requirement are subject to the "Disputes" provisions listed in the Section 7.6 of the Agreement's terms and conditions. Failure of the State to comply with the requirements of this clause could constitute grounds for termination of the Agreement.

J. Physical Security Requirements - Identification Badge/Building Access Cards.

(1) Employees must have a DOI-issued photo identification badge before being given unsupervised access to an ONRR facility. The FAOR shall make the arrangements for issuing the badge and initiate the Personal Identification Verification (PIV) credentialing. The badges will be made by the Government utilizing supplies, materials

and equipment provided by the Government. The Personnel Security Branch (PSB) and State shall maintain a listing of all Employees who received a badge, the DOI Serial Number (SN), the date the badge was issued, and the date the badge expires. If the Employee's badge expires before the Agreement is completed, the State is responsible for ensuring that the Employee obtains a new badge. At least one month prior to the badge's expiration, the PSB (or designated individual) shall notify the State that the badge must be reissued. The PSB (or designated individual) and the State shall update its listing to reflect the new DOI SN, issue date, and expiration date.

(2) To gain unsupervised access to ONRR facilities, Employees must present their badge for examination by the security guard, as required. Employees must keep their badge visually displayed at all times while in the facility. Refusal or repeated neglect to display the badge may result in limiting Employee's access to ONRR facilities or revoking of authorized access.

(3) When an Employee is no longer working under this award, the State is responsible for returning all identification badges, access cards, keys, and other Government property issued to that employee. The State shall coordinate all returns with the FAOR. The FAOR is responsible for ensuring the State complies with these requirements. However, failure by the State to comply with these requirements may result in the State's liability for all costs associated with correcting any resultant breach in building security.

#### K. Information Technology Security Requirements.

(1) Training – If Employees require access to any DOI/IT systems, the State shall ensure its Employees complete all ONRR/DOI required IT security training. The Employees shall complete this training before being granted access to ONRR/DOI data or being issued a user account. The current training requirements are: (i) annual end-user IT Security Awareness, (ii) annual IT Resources Rules of Behavior, and (iii) annual Role-Based Security training for IT professionals (when applicable). The State shall comply with all ONRR/DOI IT security training requirements in effect during Agreement performance. The FAOR will notify the State of all ONRR mandatory IT training. Failure to meet this training requirement may result in removal of the Employee from the ONRR Agreement.

(2) Access to State's Facilities - The State shall afford ONRR and the Department of the Interior Office of Inspector General access to the State's facilities, installations, operations, documentation, databases, and personnel used in performance of the Agreement. Access shall be provided to the extent required to carry out a program of IT inspection, investigation, and audit that will safeguard against threats and hazards to the integrity, availability, and confidentiality of ONRR data or to the function of computer systems operated on behalf of ONRR, and to preserve evidence of computer crime. If the State questions the Government employee's right to access its facilities, it should contact the FAO for resolution.

(3) Incident Reporting - The State shall immediately report computer security incidents affecting ONRR data and systems in accordance with the ONRR Computer Incident Response Guide. The State shall request copies of the ONRR Computer Incident Response Guide by contacting the FAOR.

L. Personnel Changes - The State shall immediately notify the FAOR when an Employee working on an ONRR/DOI system is reassigned or leaves the State’s employment. Once the State notifies the AOR that an Employee is leaving the Agreement, the FAOR will then initiate the exit clearance process via electronic mail.

M. Personnel Removal, Government Request - The Government retains the right to direct the State to remove any Employee under this Agreement, regardless of prior clearance or background investigation adjudication status, whose actions, while assigned to this Agreement, clearly conflict with the security interests of the Government. The justification for the Government’s direction to remove State personnel will be documented and provided to the State by the FAO.

7.10 Property Management

A. Procedures prescribed in 2 CFR 200 Subpart D Post Federal Award Requirements, Property Standards, shall be applied to all property. The State will take title of all property acquired under this Agreement. An **inventory list of property** in use under this Agreement must be submitted annually with the budget proposal and must include the following:

Description	Make	Model	Serial No.	Purchase Date	Purchase Price	% Federal Participation	Location of Property	Disposition
For Example:								
Computer	Dell	12X5G	123123	6/01/10	\$1500	100	Office	

B. Property Disposal Steps: The PI must send a letter (electronic mail is acceptable) to the FAOR requesting approval for property disposal. The letter must include the items listed above including information on condition, estimated fair market value and disposition. For equipment that has a memory card or other data retention capability, the data must be cleared (removed) prior to disposal. The letter must certify that the equipment items were “cleared of all data” naming the type of software used. The statement must also include that the equipment will be disposed of in an environmentally safe manner. Contact the FAOR if guidance is needed regarding clearing memory or if disposal is needed.

7.11 Information Technology Security

State and Tribal Royalty Audit Committee (STRAC) stakeholders are responsible for ensuring the protection of data accessed, processed, downloaded, and consumed from the ONRR Minerals Revenue Management Support System (MRMSS). STRAC **stakeholders are responsible for ensuring controls identified in the following areas are addressed:**

- Access Control
- Security Awareness & Training

- Configuration Management
- Incident Response
- Media Protection
- Information System Planning
- Personnel Security
- Risk Assessment
- Secure Communications Protection
- System & Information Integrity
- Security Assessment & Authorization

Additionally, **an annual attestation is required** acknowledging and validating that the above controls are in place, operating as intended, and are monitored for effectiveness. ONRR will review each participating State and Indian Tribal program periodically to determine compliance to these requirements.

Please see Protecting Federal Information and Data - IT Security Requirements for State and Tribal Royalty Audit Committee (STRAC) Cooperative Agreements, [NIST 800-53 Recommended Security Controls for Federal Information Systems and Organizations](#), and [NIST 800-171 Requirements for Protecting Controlled Unclassified Information \(CUI\) in Non-Federal Information Systems](#) for additional information.

States and Tribes must be in compliance with:  
[NIST 800-53 Recommended Security Controls for Federal Information Systems and Organizations](#).

[NIST 800-171 Requirements for Protecting CUI in Non-Federal Information Systems](#).

## PART 8

### Other Award Terms and Conditions

Acceptance of a Federal Financial Assistance award from the Department of the Interior (DOI) carries with it the responsibility to be aware of and comply with the terms and conditions of award. Acceptance is defined as the start of work, drawing down funds, or accepting the award via electronic means. Awards are based on the application submitted to, and as approved by DOI, and are subject to the terms and conditions incorporated either directly or by reference in the following order of precedence:

- Program legislation/regulation.
- Special Terms and Conditions.
- Code of Federal Regulations (CFR)/ Regulatory Requirements, as applicable:

[2 CFR Part 200](#) Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards

[2 CFR Part 25](#) Central Contractor Registration and Data Universal Numbering System

[2 CFR Part 170](#) Reporting Subawards and Executive Compensation

[2 CFR Part 175](#) Trafficking Victims Protection Act of 2000

[2 CFR Part 1400](#) Government Debarment and Suspension (Non-procurement)

[30 CFR Part 1227](#) Delegation to States (applies to States only)

[30 CFR Part 1228](#) Cooperative Agreements with States and Indian Tribes (applies to Tribes only)

[43 CFR Part 17](#) Subpart A: Nondiscrimination on the Basis of Race, Color, or National Origin

[43 CFR Part 17](#) Subpart B: Nondiscrimination on the Basis of Handicap

[43 CFR Part 17](#) Subpart C: Nondiscrimination on the Basis of Age

[43 CFR Part 18](#) New Restrictions on Lobbying

[43 CFR Part 43](#) Government-wide Requirements for a Drug-Free Workplace

AWARD TERM #1

**Prohibition on Providing Funds to the Enemy**

1) The recipient must—

(a) Exercise due diligence to ensure that none of the funds, including supplies and services, received under this grant or cooperative agreement are provided directly or indirectly (including through subawards or contracts) to a person or entity who is actively opposing the United States or coalition forces involved in a contingency operation in which members of the Armed Forces are actively engaged in hostilities, which must be completed through [2 CFR §180.300](#) prior to issuing a subaward or contract and;

(b) Terminate or void in whole or in part any subaward or contract with a person or entity listed in SAM.gov system as a prohibited or restricted source pursuant to subtitle E of Title VIII of the National Defense Authorization Act (NDAA) for FY 2015, unless the Federal awarding agency provides written approval to continue the subaward or contract.

2) The recipient may include the substance of this clause, including paragraph (a) of this clause, in subawards under this grant or cooperative agreement that have an estimated value over \$500,000 and will be performed outside the United States, including its outlying areas.

3) The Federal awarding agency has the authority to terminate or void this grant or cooperative agreement, in whole or in part, if the Federal awarding agency becomes aware that the recipient failed to exercise due diligence as required by paragraph (a) of this clause or if the Federal

awarding agency becomes aware that any funds received under this grant or cooperative agreement have been provided directly or indirectly to a person or entity who is actively opposing coalition forces involved in a contingency operation in which members of the Armed Forces are actively engaged in hostilities.

AWARD TERM #2

**Additional Access to Recipient Records**

1) In addition to any other existing examinations-of-records authority, the Federal Government is authorized to examine any records of the recipient and its subawards or contracts to the extent necessary to ensure that funds, including supplies and services, available under this grant or cooperative agreement are not provided, directly or indirectly, to a person or entity that is actively opposing the United States or coalition forces involved in a contingency operation in which members of the Armed Forces are actively engaged in hostilities, except for awards awarded by the Department of Defense on or before Dec 19, 2017 that will be performed in the United States Central Command (USCENTCOM) theater of operations.

2) The substance of this clause, including this paragraph (b) is required to be included in subawards or contracts under this grant or cooperative agreement that have an estimated value over \$50,000 and will be performed outside the United States, including its outlying areas.

AWARD TERM #3

**Prohibition on certain telecommunication and video surveillance services or equipment**

Federal award recipients are prohibited from using government funds to enter contracts (or extend or renew contracts) with entities that use covered telecommunications equipment or services as described in section 889 of the 2019 National Defense Authorization Act. This prohibition applies even if the contract is not intended to procure or obtain, any equipment, system, or service that uses covered telecommunications equipment or services.

AWARD TERM #4

**Acceptance and Amendment of Cooperative Agreement:**

- 1) The only method by which this Cooperative Agreement can be amended is by a formal, written amendment signed by the Financial Assistance Officer (FAO). No other communications, whether oral or in writing, are valid.
- 2) The Recipient is not required to counter-sign the Cooperative Agreement document; however, the Recipient agrees to the conditions specified in the Cooperative Agreement Continuation Pages and the Articles herein unless notice of disagreement is furnished to the Agreements Officer within 15 calendar days after the date of the Financial Assistance Officer's signature.
- 3) In case of disagreement, the Recipient shall not assess the Cooperative Agreement of any costs of the work performed unless and until such disagreement(s) is/are resolved.

AWARD TERM #5

**Conflict of Interest**

- 1) Non-Federal entities, including applicants for financial assistance awards, must disclose in writing any conflict of interest to the Acquisition Services Directorate AQD awarding agency or pass-through entity in accordance with [2 CFR 200.112](#).
- 2) Recipients must establish internal controls that include, at a minimum, procedures to identify, disclose, and mitigate or eliminate identified conflicts of interest. The recipient is responsible for notifying the Financial Assistance Officer in writing of any conflicts of interest that may arise during the life of the award, including those that have been reported by subrecipients.
- 3) **Restrictions on lobbying.** Non-Federal entities are strictly prohibited from using funds under a grant or cooperative agreement for lobbying activities and must provide the required certifications and disclosures pursuant to [43 CFR part 18](#) and [31 U.S.C. 1352 \(within 3.800 subpart\)](#).
- 4) **Review procedures.** The Financial Assistance Officer will examine each conflict-of-interest disclosure on the basis of its particular facts and the nature of the proposed grant or cooperative agreement and will determine whether a significant potential conflict exists and, if it does, develop an appropriate means for resolving it.
- 5) **Enforcement.** Failure to resolve conflicts of interest in a manner that satisfies the government may be cause for termination of the award. Failure to make required disclosures may result in any of the remedies described in [2 CFR 200.338](#), Remedies for noncompliance, including suspension or debarment (see also [2 CFR part 180](#))

New Mexico Department of Taxation & Revenue

D24AC00176

Attachment 1

Key Personnel

*Name of Individual*

*Title/Position*

*Phone/E-Mail*

Ronald L. Storey

Principal Investigator

505.604.8595  
Ronald.Storey@tax.nm.gov

State of New Mexico  
 Taxation and Revenue Department  
 Audit & Compliance Division  
 Federal Royalty Audit Bureau  
 Work Plan

D18AC00004  
 Ronald Storey  
 July 1, 2024  
 June 30, 2025

WORKPLAN

Fiscal Year 2024-2025 Workplan

Project Number	Original Workplan # FYE	OMB/Project Identifier	Target Company	Payor No(s)	Company Location for field work Purposes	Compliance Type	Work Status	Product	Audit Period	Estimated Start Date	Estimated Complete Date	Budget Hours FTE	Sample Property Number	Reason Why Selected	Comments	Team/Leader
1464	2019	19-00166	Juniper Resources Exploration Co.	27394	Desk Audit	01- Company Audit	Carry Over	Oil & Gas	1/1/2017-12/31/2018	Jun-19	TBD	40	TBD	> 5 Years OR unaudited co.		Michelle
1471	2020	19-00194	Mewbourne Oil Co	38170	Tyler, TX - Field Audit	01- Company Audit	Carry Over	Oil & Gas	1/1/2017-12/31/2019	Jan-20	TBD	200	TBD	> 5 Years OR unaudited co.		Michelle
1474	2020	20-00096	Legacy Reserves Operating	28800	Desk Audit	01- Company Audit	Carry Over	Oil & Gas	1/1/2015-12/31/2017	Apr-20	TBD	40	TBD	> 5 Years OR unaudited co.		Randy
1475	2020	19-00196	Enduring Resources	75518	Denver, CO - Field Audit	01- Company Audit	Carry Over	Oil & Gas	1/1/2017-12/31/2018	Jul-19	TBD	300	TBD	> 5 Years OR unaudited co.		Michelle
1483	2020	21-00085	Chisholm Energy Operating	31624	Ft. Worth, TX	01- Company Audit	Carry Over	Oil & Gas	1/1/2017-12/31/2018	Feb-21	TBD	35	TBD	> 5 Years OR unaudited co.		Randy
1491	2021	OMT Light Case # 10111194	West Largo Corporation	76916	Desk Audit	01- Company Audit	Carry Over	Coalbed Methane	01/01/2016-12/31/2018	Nov-21	TBD	50	NM 86303 NM 86302 062-077123-0 029-004202-0	> 5 Years OR unaudited co.		Michelle
1492	2021	OMT Light Case # 10111195	Harvard Petroleum Company LLC	27905	Desk Audit	01- Company Audit	Carry Over	Oil & Gas	01/01/2016-12/31/2018	Oct-21	TBD	50	794-000889-0 029-559539-0 071-070341-0 029-860291-0	> 5 Years OR unaudited co.		Michelle
1493	2021	OMT Light Case # 10117203	BTA Oil Producers	14540	Desk Audit	01- Company Audit	Carry Over	Oil & Gas	01/01/2016-12/31/2018	May-22	TBD	75	NM 137181 NM 139195 030-014482-0 030-097153-0 030-015091-0 029-160973-0	> 5 Years OR unaudited co.		Michelle
1500	2021	20-00084	Energen Resolution Case	41256	N/A	N/A	Carry Over	N/A	N/A	N/A	TBD	5	N/A	N/A		Michelle
1503	2021	20-00738	Oxy Resolution Case	35383	N/A	N/A	Carry Over	N/A	N/A	N/A	TBD	5	N/A	N/A		Michelle
1512	2022	TBD	Mustang Energy Resources	93389	Desk Audit	01- Company Audit	Carry Over	Gas	2018-2019	1/12/2022	2022/2023	10	062-080245-B NM 85768 NM 85790	> 5 Years OR unaudited co.		Randy
1514	2022	OMT Light Case # 10114196	Ridge Runner Resources Operating LLC	11608	Desk Audit	01- Company Audit	Carry Over	Gas	2018-2020	Dec-21	2022/2023	40	NM 116548 030-014768-A	> 5 Years OR unaudited co.		Randy
1516	2022	10123961	LOGOS OPERATING LLC	43209	Farmington, NM	01- Company Audit	Carry Over	Oil, Gas	2017-2019	6/16/2022	2022/2023	350	NM 138467 892-000507-C 030-018463-0 062-078598-0	Closing and re-opening current audit		Michelle
1518	2022	10120476	Kaiser-Francis Oil Company	33010	Desk Audit	01- Company Audit	Carry Over	Oil, Gas	2017-2019	4/11/2022	2022/2023	75	891-001066-H 030-114978-0	> 5 Years OR unaudited co., unusual PC 2 reporting		Michelle
1519	2022	10124703	Sunoco Partners M&T LP	36555	Desk Audit	01- Company Audit	Carry Over	Oil	2017-2019	7/14/2022	2022/2023	75	071-068035-0 071-031621-B 891-011585-0	> 5 Years OR unaudited co.		Michelle
1520	2022	10124704	Armstrong Energy Corp	11417	Desk Audit	01- Company Audit	Carry Over	Oil, Gas	2018-2020	7/14/2022	2022/2023	100	030-118119-0 030-110843-0	> 5 Years OR unaudited co.		Michelle
1521	2022	10124242	Coert Agent 1 Co Inc	51864	Desk Audit	01- Company Audit	Carry Over	Oil, Gas	2018-2020	1/31/2024	2022/2023	350	738-851494-0 738851494-B	New Reporter, unaudited company		Michelle
1522	2022	10124705	Amerdev Operating LLC	27861	Desk Audit	01- Company Audit	Carry Over	Oil, Gas	2019-2020	7/14/2022	2022/2023	50	NM 139206 NM 140442	New Reporter, unaudited company		Michelle
1523	2022	10124243	Spur Energy Partners LLC	64102	Desk Audit	01- Company Audit	Carry Over	Oil, Gas	2019-2020	7/14/2022	2022/2023	75	030-014758-0 029-04364-B	New Reporter, unaudited company		Michelle
1524	2022	10124706	Novo Oil & Gas Northern Delaware	70009	Desk Audit	01- Company Audit	Carry Over	Oil, Gas	2019-2020	10/4/2022	2022/2023	75	NM 140395 NM 141829	New Reporter, unaudited company		Michelle
1526	2022	10119444	LH Operating LLC (CR)	51307	CR	Compliance Review	Carry Over	Oil, Gas	2019-2020	3/2/2022	2022/2023	50	071-029426-B	New Reporter, unaudited company		Michelle
1527	2023	10122446	Whiting Oil and Gas Corporation	33140	Desk Audit	01- Company Audit	Carry Over	Gas	2019-2020	1/14/2022	2022/2023	70	NM 100184 029-000786-0	> 5 years		Randy
1528	2023	10122194	Synergy Operating LLC	50239	Desk Audit	01- Company Audit	Carry Over	Gas	2019-2020	1/12/2023	2022/2023	300	030-016579-0 030-029168-0 NM112563 NM117367	unaudited company		Randy
1529	2023	10122694	R & R Royalty LTD Little Oil & Gas INC	35942	CR	Compliance Review	Carry Over	Gas	2019-2020	1/15/2023	2022/2023	150	NM 136328A	unaudited company		Randy
1531	2023	10122196		35671	Desk Audit	01- Company Audit	Carry Over	Gas	2019-2020	1/15/2023	2022/2023	200	029-000046-0 062-070354-0 891-006938-0	unaudited company		Randy
1532	2023	10122197	Abo Empire LLC	38132	Desk Audit	01- Company Audit	Carry Over	Gas	2019-2020	2/12/2024	2022/2023	300	030-019598-0 030-009542-A	unaudited company		Randy
1533	2023	10122198	Rover Operating LLC	43512	Desk Audit	01- Company Audit	Carry Over	Gas	2019-2020	2/12/2024	2022/2023	300	071-028446-A 030-026381-0	unaudited company		Randy
1536	2023	10122200	Mammoth Exploration LLC	71894	Desk Audit	01- Company Audit	Carry Over	Gas	2019-2020	2/12/2023	2022/2023	300	071-030132-A 030-081570-0 030-014629-0	unaudited company		Randy
1537	2023	10122201	Western Minerals & Oil LLC	77090	Desk Audit	01- Company Audit	Carry Over	Gas	2019-2020	1/15/2023	2022/2023	75	794-000483-0 029-003605-A	> 5 years		Randy
1538	2023	10122202	Fair Oil LC	23260	Desk Audit	01- Company Audit	Carry Over	Oil, Gas	2019-2020	12/15/2022	2022/2023	75	071-054508-0	> 5 years		Randy
1540	2023	10122204	Parallel Petroleum LLC	78348	Desk Audit	01- Company Audit	Carry Over	Gas	2018-2019	2/2/2023	2022/2023	200	NM 120554 NM 120636 030-0098791-0	unaudited company		Randy

Michelle  
 Randy  
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1541	2023	10122205	Ascent Energy LLC	62407	Desk Audit	01-Company Audit	Carry Over	Gas	2020-2020	1/5/2024	2022/2023	200	030-002187-0 029-164757-0	unaudited company		Randy	200
1545	2023	10122209	S & J Oil and Gas Company	23290	Desk Audit	01-Company Audit	Carry Over	Gas	2019-2020	1/15/2023	2022/2023	175	7340-08550 082-078144-0	unaudited company		Randy	175
1548	2023	10122210	Anderson Oil LTD	10982	CR	Compliance Review	Carry Over	Gas	2019-2020	1/22/2024	2023/2023	75	029-053788-0	unaudited company		Randy	75
1548	2023	10122697	Conoco Phillips Company	17555	Bartlesville, OK (if needed)	01-Company Audit	Carry Over	Oil, Gas	2019-2020	2/12/2024	2022/2023	750	071-062749-B 071-069515-0 071-068281-B 071-029405-B	Unaudited in Permian Basin		Michelle	750
1549	2023	10122448	Burnett Oil Co. Inc.	14705	Fl. Worth, TX (if Needed)	01-Company Audit	Carry Over	Oil, Gas	2019-2020	2022/2023	2022/2023	800	030-002148-0 071-029538-A 071-029339-A 071-029415-B	> 5 years		Michelle	800
1550	2023	10122212	Phillips 66 Company	44721	Desk	01-Company Audit	Carry Over	Oil	2019-2020	10/4/2023	2022/2023	300	071-029509-B 071-029405-B 071-032233-A	> 5 years		Michelle	300
1551	2023	10122449	Stephens & Johnson Operating	39596	Desk	01-Company Audit	Carry Over	Oil, Gas	2019-2020	7/19/2023	2022/2023	250	030-02167-0 030-022634-0 891-016924-0	> 5 years		Michelle	250
1552	2023	10122213	M&G Drilling Company Inc	25888	Desk	01-Company Audit	Carry Over	Gas	2019-2020	8/8/2023	2022/2023	200	082-078481-A 029-003605-0	> 5 years		Michelle	200
1554	2024	10131703	CHI OPERATING CO	16769	Desk	01-Company Audit	Carry Over	Gas	2019-2021	2/12/2024	2023/2024	300	NM 136196 NM 130779	> 5 years		Randy	300
1555	2024	10131456	COMSTOCK OIL & GAS, LLC	17442	Desk	01-Company Audit	Carry Over	Gas	2019-2021	2023/2024	2023/2024	450	082-078039-A 082-078940-A	Unaudited Company		Randy	450
1557	2024	10131704	KIMBELL OIL COMPANY	33550	Desk	01-Company Audit	Carry Over	Gas	2019-2021	2023/2024	2023/2024	300	029-011634-0 082-080136-0	> 5 years		Randy	300
1558	2024	10131705	PRIMA EXPLORATION INC	15533	Desk	01-Company Audit	Carry Over	Gas	2019-2021	2023/2024	2023/2024	450	NM 136644 NM 137685	Unaudited Company		Randy	450
1559	2024	10131723	HIGH RIVER RESOURCES OPERATING LLC	51072	Desk	01-Company Audit	Carry Over	Gas	2019-2021	2023/2024	2023/2024	450	029-001138-0 082-079318-0	Unaudited Company		Randy	450
1560	2024	10131706	Apache Corporation	11110	Field	01-Company Audit	Carry Over	Oil, Gas	2019-2021	2023/2024	2023/2024	800	NM 134086 NM 140687 030-060393-0 071-029395-B	> 5 years		Michelle	800
1561	2024	10131458	Fiskien Oil and Ranch LTD	23360	Desk	01-Company Audit	Carry Over	Oil, Gas	2019-2021	2023/2024	2023/2024	450	NM 134773 030-026692-0	> 5 years		Michelle	450
1562	2024	10131459	BXP Operating	13002	Desk	01-Company Audit	Carry Over	Oil, Gas	2019-2021	2023/2024	2023/2024	450	030-009019-0 030-108714-0	Unaudited Company		Michelle	450
1563	2024	10131724	EOG Resources	13370	Field	01-Company Audit	Carry Over	Oil, Gas	2019-2021	2023/2024	2023/2024	800	030-015317-0 030-122619-0 030-108833-0 030-110838-0	> 5 years		Michelle	800
1564	2024	10131460	Robert Bayless	13190	Desk	01-Company Audit	Carry Over	Gas	2019-2021	11/27/2023	2023/2024	300	029-005791-0 082-078476-0	> 5 years		Michelle	300
1565	2024	TBD	FAE I Operating LLC	46172	Desk	01-Company Audit	Carry Over	Gas	2020-2022	2023-2024	2023-2024	300	TBD	> 5 years		Randy	300
1566	2024	TBD	Spenditop D&G Co.	60211	Desk	01-Company Audit	Carry Over	Gas	2021-2022	2023-2024	2023-2024	300	TBD	> 5 years		Randy	300
1567	2024	TBD	J R Oil LTD Co.	71866	Desk	01-Company Audit	Carry Over	Gas	2021-2022	2023-2024	2023-2024	300	TBD	> 5 years		Randy	300
1568	2024	TBD	Bright Rock Partners LLC	16219	Desk	01-Company Audit	Carry Over	Gas	2021-2022	2023-2024	2023-2024	300	TBD	> 5 years		Randy	300
1569	2024	TBD	Earthstone Operating LLC	17380	Desk	01-Company Audit	Carry Over	Gas	2022	2023-2024	2023-2024	300	TBD	> 5 years		Randy	300
1570	2024	TBD	IACX Production	24339	Desk	01-Company Audit	Carry Over	Gas	2020-2022	2023-2024	2023-2024	300	TBD	> 5 years		Randy	300
1571	2024	TBD	Oral Operating Co, LLC	11239	Desk	01-Company Audit	Carry Over	Gas	2022	2023-2024	2023-2024	300	TBD	> 5 years		Randy	300
1572	2024	TBD	Petex	20571	Desk	01-Company Audit	Carry Over	Gas	2020-2022	2023-2024	2023-2024	300	TBD	> 5 years		Randy	300
1573	2024	TBD	Advanced Energy Partners Hat Messa LLC	30687	Desk	01-Company Audit	Carry Over	Gas	2019-2021	2023-2024	2023-2024	300	TBD	> 5 years		Randy	300
1574	2024	TBD	Amalomatated Stodge NM LLC	11354	Desk	01-Company Audit	Carry Over	Gas	2021-2022	2023-2024	2023-2024	300	TBD	> 5 years		Randy	300
1575	2024	TBD	Barn Operating LLC	24409	Desk	01-Company Audit	Carry Over	Gas	2021-2022	2023-2024	2023-2024	300	TBD	> 5 years		Randy	300
1576	2024	TBD	SFC Resources LLC	28104	Desk	01-Company Audit	Carry Over	Gas	2021-2022	2023-2024	2023-2024	300	TBD	> 5 years		Randy	300
1577	2024	TBD	Tascos Energy Partners LLC	28075	Desk	01-Company Audit	Carry Over	Gas	2020-2021	2023-2024	2023-2024	300	TBD	> 5 years		Randy	300
TBD	2025	TBD	Simcoe LLC	24319	Field	01-Company Audit	New Start	Oil & Gas	2020-2022	2024-2025	2024-2025	600	TBD	> 5 Years OR unaudited co.		Randy	600
TBD	2025	TBD	Redwood Operating LLC	24495	Field	01-Company Audit	New Start	Oil & Gas	2020-2022	2024-2025	2024-2025	600	TBD	> 5 Years OR unaudited co.		Michelle	600
TBD	2025	TBD	Rainbow Operating LLC	10874	Desk	01-Company Audit	New Start	Oil & Gas	2021-2022	2024-2025	2024-2025	350	TBD	> 5 Years OR unaudited co.		Randy	350
TBD	2025	TBD	Flat Creek Resources	70008	Desk	01-Company Audit	New Start	Oil & Gas	2021-2022	2024-2025	2024-2025	350	TBD	> 5 Years OR unaudited co.		Michelle	350
TBD	2025	TBD	Sols Partners LLC	24415	Desk	01-Company Audit	New Start	Oil & Gas	2020-2022	2024-2025	2024-2025	350	TBD	> 5 Years OR unaudited co.		Michelle	350
TBD	2025	TBD	Silverback Operating II LLC	11324	Desk	01-Company Audit	New Start	Oil & Gas	2021-2022	2024-2025	2024-2025	350	TBD	> 5 Years OR unaudited co.		Michelle	350
TBD	2025	TBD	Flat Creek Resources	70008	Compliance Review	01-Company Audit	New Start	Oil & Gas	2021	2024-2025	2024-2025	225	TBD	> 5 Years OR unaudited co.		Michelle	225
TBD	2025	TBD	Breck Operating Corporation	14564	Compliance Review	01-Company Audit	New Start	Gas	2019-2022	2024-2025	2024-2025	225	TBD	> 5 Years OR unaudited co.		Michelle	225
TBD	2025	TBD	Hudson Oil Company of Texas	28860	Compliance Review	01-Company Audit	New Start	Gas	2019-2022	2024-2025	2024-2025	225	TBD	> 5 years		Michelle	225
TBD	2025	TBD	Chisos LTD	70002	Compliance Review	01-Company Audit	New Start	Oil	2019-2022	2024-2025	2024-2025	225	TBD	> 5 years		Michelle	225
TBD	2025	TBD	Petro Mex LLC	60770	Compliance Review	01-Company Audit	New Start	Gas	2020-2022	2024-2025	2024-2025	225	TBD	> 5 Years OR unaudited co.		Michelle	225
TBD	2025	TBD	Londellow Energy LP	25173	Compliance Review	01-Company Audit	New Start	Oil & Gas	2019-2022	2024-2025	2024-2025	225	TBD	> 5 Years OR unaudited co.		Michelle	225
TBD	2025	TBD	Avant Operating LLC	11231	Compliance Review	01-Company Audit	New Start	Oil & Gas	2022	2024-2025	2024-2025	225	TBD	> 5 Years OR unaudited co.		Michelle	225
TBD	2025	TBD	Tus Oil and Gas LLC	42350	Compliance Review	01-Company Audit	New Start	Oil & Gas	2020-2022	2024-2025	2024-2025	225	TBD	> 5 Years OR unaudited co.		Michelle	225
TBD	2025	TBD	Acme Land Company	11348	Compliance Review	01-Company Audit	New Start	Oil & Gas	2020-2022	2024-2025	2024-2025	550	071-068281B	> 5 Years OR unaudited co.		Michelle	550
			Conoco Phillips Co.	17555													
			DCP Midstream	20182													
			Plains Marketings LP	44420													
													<b>Property-Specific Compliance Review</b>				
													4 payors reporting on this property (Permian Basin)				
													Royalties for 2020-2022: \$172,885.65 (Oil) and \$21,912.09 (Gas)				

range	Available annual auditor hours	available supervisor audit hours	Total available hours w/ 13 auditors	Total available hours w/ 15 auditors	Total available hours w/ 13 auditors + 2 supervisors	Total available hours w/ 15 auditors + 2 supervisors	FY25: 13 auditors: 2 supervisors 70%	Total Selected Assignment Hours	20,370	11,025	9,345
								Total Available Employee Hours	20,384	10,920	9,464
								Difference	(14)	105	(119)
lower range annual hours/auditor	60.00%	1248	624	16224	18720	17472	19968				
current - annual hours/auditor	64.76%	1347	681	17511	20205	18873	21567				
upper range annual hour/auditor	80.00%	1654	822	21632	24960	23296	26624				

MR 7 staff, RRS 1

Staff Hours Available to be used for FY25 WP	70.00%	1456	728	18928		20384
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\* PI hours are not part of available employee hours

\* The FY25 workplan has been developed utilizing input from experienced staff members and supervisors. Previous experience in developing staff workloads was relied upon to determine appropriate available annual employee hours.

Department of the Interior  
Financial Assistance Award General Terms and Conditions  
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I. ADMINISTRATIVE REQUIREMENTS

A. Acceptance of Terms and Conditions of Award

1. Recipients and subrecipients of the Department of the Interior (DOI) financial assistance (i.e., grant and cooperative agreement) awards (awards) must comply with the applicable terms and conditions incorporated into their Notice of Funding Opportunity or Notice of Award. These terms and conditions are in addition to the assurances and certifications made as part of the award application process through submission of the Standard Forms SF-424B Assurances for Non-Construction Programs and SF-424D Assurances for Construction Programs (see <https://www.grants.gov/forms/sf-424-family.html>), or through acceptance of certifications and representations in the System for Award Management (SAM.gov).
2. Acceptance of a financial assistance award from the DOI carries with it the responsibility to be aware of and comply with all terms and conditions applicable to the award. Acceptance of a Federal financial assistance award from the DOI means starting work, drawing down or requesting funds, or accepting the award via electronic means. Upon accepting the award, the recipient must comply with all terms and conditions imposed upon the award by the DOI and the recipient understands that acceptance of funds from the DOI constitutes a consent to fulfill and comply with all terms and conditions.

B. Recipient Responsibilities Regarding Subrecipients and Subcontractors

Recipients passing Federal funds through to subrecipients and contractors are responsible for ensuring their subrecipients and contractors are aware of and comply with applicable award statutes, regulations, and agency requirements. Recipients must review their official award document for additional administrative and programmatic requirements. Recipient and subrecipient failure to comply with the general terms and conditions outlined below and those directly reflected on the official financial assistance award document can result in the DOI taking one or more of “Remedies for Noncompliance” described in [Title 2 Code of Federal Regulations \(CFR\) Section 200.339 through Section 200.343](#).

C. No-Cost Extension Requests

A no-cost extension request, if granted, allows a recipient additional time to complete the overall goals and performance objectives of the award.

If the recipient determines additional time is required to complete the project's original scope with the funds already made available, an authorized official of the recipient entity may submit a request in writing to the awarding officer to extend the award if the awarding agency has not waived the prior approval provision set forth in [§200.308 Revision of Budget and Program Plans, \(e\)\(2\)](#). Extension requests must be made at least ten (10) calendar days before the

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original period of the performance end date explaining the reason for the request. Extensions are not automatic and must not be requested merely to use unobligated balances. The awarding official will inform the recipient in writing whether an extension request has been granted.

D. Payments

1. For domestic financial assistance awards. Payment will be made by electronic drawdown reimbursement through the [Department of the Treasury, Automated Standard Application for Payment \(ASAP\) System](#), unless there is an approved waiver in place. Drawdowns to a recipient must be limited to the minimum amounts needed and will be timed to be in accordance with the actual, immediate cash requirements of the recipient in carrying out the purposes of the approved program or project. The timing and amount of cash advances must be as close as is administratively feasible to the actual disbursements by the recipient for direct program or project costs and the proportionate share of any allowable indirect costs.
2. For foreign financial assistance awards. The preferred method of payment is with a United States based (US-based) financial institution. For foreign assistance awards where no such US-based banking relationship exists, payments may be made using the standard method established by the Department of the Treasury for International Treasury Services (ITS).

E. Department of the Interior Agency Regulations for Grants and Cooperative Agreements

Recipients are required to follow the applicable provisions of [Title 2 CFR, Subtitle B, Chapter XIV, Parts 1400-1499](#), the “Financial Assistance Interior Regulations.”

F. Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards

Recipients are required to follow the applicable provisions of the “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards” (‘Uniform Guidance’) located at [Title 2 CFR Part 200](#).

G. Institutions of Higher Education (IHE), State and Local Governments, Tribal Governments, and Non-Profit Organizations

In addition to Subparts A-F of the Uniform Guidance, IHEs, State and local government, tribal, and non-profit recipients are required to follow applicable Uniform Guidance (2 CFR Part 200) provisions, including:

[Special Consideration for States, Local Governments, and Indian Tribes](#)

§200.416, Cost allocation plans and indirect cost proposals

§200.417, Interagency service

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[Special Consideration for Institutions of Higher Education](#)

§200.418, Costs incurred by states and local governments

§200.419, Cost accounting standards and disclosure statement

[2 CFR Subpart F, Audit Requirements](#)

[Appendix III](#) - Indirect (F&A) Costs Identification and Assignment, and Rate Determination for Institutions of Higher Education (IHE)

[Appendix IV](#) - Indirect (F&A) Costs Identification and Assignment, and Rate Determination for Nonprofit Organizations

[Appendix V](#) - State/Local Government and Indian Tribe Wide Central Service Cost Allocation Plans

[Appendix VI](#) - Public Assistance Cost Allocation Plans

[Appendix VII](#) - States and Local Government and Indian Tribe Indirect Cost Proposals

[Appendix VIII](#) - Nonprofit Organizations Exempted from Subpart E of Part 200

H. [Foreign Entities](#)

1. [Foreign public entities](#) are also subject to the requirements specific to States, with the following exceptions in the Uniform Guidance:
  - a. The State payment procedures in Section 200.305(a) do not apply. Foreign public entities must follow the payment procedures in Section 200.305(b).
  - b. The requirements in Section 200.321, Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms, do not apply.
  - c. The requirements in Section 200.322, Procurement of recovered materials, do not apply.
2. [Foreign non-profit organizations](#) are subject to the requirements specific to non-profit organizations.
3. [Foreign Institutions of Higher Education \(IHE\)](#). Institutions located outside the United States that meet the definition in [20 United States Code \(U.S.C.\) Part 1001](#) are also subject to the requirements specific to IHEs.
4. [Foreign for-profit entities](#) are subject to the cost principles in [48 CFR 1, Subpart 31.2](#).

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5. All other foreign entities are subject to the requirements applicable to non-Federal entities in [2 CFR Part 200, Subpart E](#).
6. For-Profit Entities, Individuals, and Others. For-profit entities, individual and other not covered by provisions set forth in previous sections must follow applicability standards set forth in Section [2 CFR 200.101\(b\) \(2\), Table 1](#).

I. Remedies for Non-Compliance

A recipient or subrecipient's failure to comply with the terms and conditions outlined herein and those reflected on the official financial assistance award document can result in the DOI taking one or more of the "Remedies for Noncompliance" described in the Uniform Guidance at [Sections 200.339 through 200.343](#).

II. NATIONAL POLICY REQUIREMENTS

The following statutory, regulatory, and national policy requirements apply to individuals and non-Federal entities, including foreign public entities and foreign organizations, receiving, or performing under Federal awards, unless otherwise described in this section.

A. [2 CFR Part 200, §200.112, Conflict of Interest](#)

The recipient must disclose in writing any potential conflict of interest to the Federal awarding agency or pass-through entity in accordance with 2 CFR Part 1402, Financial Assistance Interior Regulation, [Section 1402.112 What are the conflict of interest policies?](#)

B. [43 U.S.C. Chapter 46, Geospatial Data, §2801–2811](#)

Recipient collection of geospatial data under a DOI-funded award requires a due diligence search at the [GeoPlatform.gov](#) list of datasets to discover whether the needed geospatial-related data, products, or services already exist. If the required data set already exists, the recipient must use it. If the required data is not already available, the recipient must produce the proposed geospatial data, products, or services in compliance with applicable proposed guidance and standards established by the Federal Geospatial Data Committee (FGDC) posted at [www.fgdc.gov](#). Recipients must submit a digital copy of all GIS data produced or collected as part of the award funds to the DOI bureau or office via email or data transfer. All GIS data files shall be in open format. All delineated GIS data (points, lines, or polygons) should be established in compliance with the approved open data standards with complete feature level metadata.

C. [2 CFR Section 1402.315, What are the requirements for availability of data?](#)

1. All data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, valuation products or other scientific assessments in any medium or form, including textual, numerical, graphic, cartographic, narrative, or audiovisual, resulting from a financial assistance agreement is available for use by the Department of the

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Interior, including being available in a manner that is sufficient for independent verification.

2. The Federal Government has the right to:
  - a. Obtain, reproduce, publish, or otherwise use the data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, or other scientific assessments, produced under a Federal award; and
  - b. Authorize others to receive, reproduce, publish, or otherwise use such data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, or other scientific assessments, for Federal purposes, including to allow for meaningful third-party evaluation.

D. [2 CFR Part 170, Reporting Subawards and Executive Compensation.](#)

1. Reporting of First Tier Subawards.
  - a. Applicability. Unless the recipient is exempt of this award term, the recipient must report each action that equals or exceeds \$30,000 in Federal funds for a subaward to a non-Federal entity or Federal agency (see definitions in paragraph e. of this award term).
  - b. Where and when to report.
    - i. The non-Federal entity or Federal agency must report each obligating action described in paragraph a.1. of this award term to <http://www.fsr.gov>.
    - ii. For subaward information, reports should be submitted no later than the end of the second month after the initial award date.
  - c. What to report. The recipient must report the information about each obligating action that the submission instructions posted at <http://www.fsr.gov> specify.
2. Reporting total compensation of recipient executives for non-Federal entities.
  - a. Applicability and what to report. The recipient must report total compensation for each of the recipient's five most highly compensated executives for the preceding completed fiscal year, if:
    - i. The total Federal funding authorized to date under this Federal award equals or exceeds \$30,000 as defined in [2 CFR 170.320](#);

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- ii. In the preceding fiscal year, the recipient received:
  - (a) 80 percent or more of the recipient's annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at [2 CFR 170.320](#) (and subawards);
  - (b) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at [2 CFR 170.320](#) (and subawards); and
  - (c) The public does not have access to information about the compensation of the executives through periodic reports filed under Section 13(a) or 15(d) of the Securities Exchange Act of 1934 ([15 U.S.C. 78m\(a\), 78o\(d\)](#)) or [Section 6104 of the Internal Revenue Code of 1986](#). (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/excomp.htm>.)
- b. Where and when to report. The recipient must report executive total compensation described in paragraph b.1. of this award term:
  - i. As part of the recipient's registration profile at [SAM.gov](#).
  - ii. No later than the end of the second month after the initial award data, and annually thereafter.
3. Reporting of Total Compensation of Subrecipient Executives.
  - a. Applicability and what to report. Unless the recipient is exempt as provided in paragraph 4. of this award term, for each first-tier non-Federal entity subrecipient under this award, the recipient shall report the names and total compensation of each of the subrecipient's five most highly compensated executives for the subrecipient's preceding completed fiscal year, if in the subrecipient's preceding fiscal year, the subrecipient received:
    - i. 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at [2 CFR 170.320](#) (and subawards);
    - ii. \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards); and
    - iii. The public does not have access to information about the compensation of the executives through periodic reports filed under Section 13(a) or 15(d) of the Securities Exchange Act of 1934 ([15 U.S.C. 78m\(a\), 78o\(d\)](#)) or [Section 6104 of the Internal Revenue Code of 1986](#). (To determine if the public has access to the

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compensation information, see the U.S. Security and Exchange Commission total compensation filings at <https://www.sec.gov/answers/execomp.htm>.)

- b. Where and when to report. The recipient must report subrecipient executive total compensation:
  - i. To the recipient.
  - ii. By the end of the month following the month during which the recipient makes the subaward. For example, if a subaward is obligated on any date during the month of October of a given year (i.e., between October 1 and 31), the recipient must report any required compensation information of the subrecipient by November 30 of that year.
4. Exemptions. If, in the previous tax year, the recipient had gross income, from all sources, under \$300,000, the recipient is exempt from the requirements to report:
  - a. Subawards, and
  - b. The total compensation of the five most highly compensated executives of any subrecipient.
5. Definitions. For the purposes of this award term:
  - a. “Federal Agency” means a Federal agency as defined at 5 U.S.C. 551(1) and further clarified by 5 U.S.C. 552(f).
  - b. “Non-Federal entity” means all the following, as defined in 2 C.F.R. Part 25:
    - i. A Governmental organization, which is a State, local government, or Indian tribe;
    - ii. A foreign public entity;
    - iii. A domestic or foreign nonprofit organization; and
    - iv. A domestic or foreign for-profit organization
  - c. “Executive” means officers, managing partners, or any other employees in management positions.
  - d. “Subaward” means a legal instrument to provide support for the performance of any portion of the substantive project or program for which the recipient received this award and that the recipient awards to an eligible subrecipient.



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- I. [42 U.S.C. Chapter 126 of The Americans with Disabilities Act of 1990, entitled “Equal Opportunity for Individuals with Disabilities”](#) prohibits discrimination based on disability under programs, activities, and services provided or made available by state and local governments or instrumentalities or agencies thereto, as well as public or private entities that provide public transportation. Further, [42 U.S.C. Chapter 60, Subtitle C Part 60-1.4\(b\)](#) is applicable in full enforcement by reference in these terms and conditions, including the equal opportunity clause and requirements for clauses in contracts for all construction projects receiving Federal financial assistance funding.
- J. [28 CFR Section 35, Non-discrimination on the Basis of Disability in State and Local Government Services](#) implements Subtitle A of Title II of the Americans with Disabilities Act of 1990 ([42 U.S.C. 12131-12134](#)), as amended by the ADA Amendments Act of 2008 ([Pub. L. 110-325](#), 122 Stat. 3553), which prohibits discrimination on the basis of disability by public entities.
- K. [Homeland Security Presidential Directive \(HSPD\) 12](#). The subrecipient or contractor must comply with personal identity verification procedures identified in the subaward or contract that implement Homeland Security Presidential Directive 12 (HSPD-12), Office of Management and Budget (OMB) Guidance M-05-24, as amended, and Federal Information Processing Standards Publication (FIPS PUB) Number 201, as amended, for all employees under a subaward or contract who require routine physical access to a Federally-controlled facility or routine access to a Federally-controlled information system.
- L. [Executive Order No. 13043, Section 1\(c\) and \(d\) \(1997\), Increasing Seat Belt Use in the United States](#) encourages recipients including tribal governments to adopt and enforce on-the-job seat belt policies and programs for their employees when operating company-owned, rented, or personally owned vehicles.
- M. [Executive Order No. 13513, Section 4 \(2009\), Federal Leadership on Reducing Text Messaging While Driving](#). DOI encourages recipients and subrecipients to adopt and enforce policies that ban text messaging while driving company-owned or rented vehicles or a Government Owned Vehicle, or while driving a Personal Owned Vehicle when on official Government business or when performing any work for or on behalf of the Government.
- N. [Executive Order No. 14026 \(2021\), Increasing the Minimum Wage for Federal Contractors](#) Establishes a minimum hourly wage paid by parties that contract with the Federal government of \$15.00. The Order applies to any contract or contract-like instrument, Contract-like instruments are defined in [29 CFR §23.20, Definitions](#).
- O. [35 U.S.C., Title 35, Part II, Chapter 18, Patent Rights in Inventions Made with Federal Assistance](#)). Formerly known as the Patent and Trademark Act Amendments, the Bayh-Dole Act is a federal law enacted in 1980 that enables universities, nonprofit research institutions and small businesses to own, patent and commercialize inventions developed under federally funded research programs within their organizations. The law creates a uniform patent policy among the federal agencies that fund research. The standard patent rights clause is set forth at [37 C.F.R, Chapter IV, Part 401](#) and included as needed at the program and award level.

### III. RECIPIENT INTEGRITY AND PERFORMANCE

#### A. Reporting of Matters Related to Recipient Integrity and Performance

1. General Reporting Requirement. If the total value of the recipient's currently active grants, cooperative agreements, and procurement contracts from all Federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this Federal award, then the recipient during that period of time must maintain the currency of information reported to SAM.gov, the designated integrity and performance system) about civil, criminal, or administrative proceedings described in paragraph 2 of this award term and condition.<sup>1</sup> This is a statutory requirement under Section 872 of Public Law 110-417, as amended (41 U.S.C. 2313). As required by [Section 3010 of Public Law 111-212](#), all information posted in the designated integrity and performance system on or after April 15, 2011, except past performance reviews required for Federal procurement contracts, will be publicly available.
2. Proceedings About Which the Recipient Must Report. Submit the required information for each proceeding that:
  - a. Is in connection with the award or performance of a grant, cooperative agreement, or procurement contract from the Federal Government;
  - b. Reached its final disposition during the most recent five-year period; and
  - c. Is one of the following:
    - i. A criminal proceeding that resulted in a conviction, as defined in paragraph 5 of this award term and condition;
    - ii. A civil proceeding that resulted in a finding of fault and liability and payment of a monetary fine, penalty, reimbursement, restitution, or damages of \$5,000 or more;
    - iii. An administrative proceeding, as defined in paragraph 5. of this award term and condition, that resulted in a finding of fault and liability and the recipient's payment of either a monetary fine or penalty of \$5,000 or more or reimbursement, restitution, or damages in excess of \$100,000; or
    - iv. Any other criminal, civil, or administrative proceeding if:
      - (a) It could have led to an outcome described in paragraph 2.c.(1), (2), or (3) of this award term and condition;

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<sup>1</sup> Please note that in FY 2023 the former Federal Awardee Performance and Integrity Information System (FAPIIS) is now integrated into the SAM.gov system.

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- (b) It had a different disposition arrived at by consent or compromise with an acknowledgment of fault on the recipient's part; and
  - (c) The requirement in this award term and condition to disclose information about the proceeding does not conflict with applicable laws and regulations.
- 3. Reporting Procedures. Enter in the SAM Entity Management area the information that SAM requires about each proceeding described in paragraph 2 of this award term and condition. The recipient does not need to submit the information a second time under assistance awards received if the recipient already provided the information through SAM because the recipient was required to do so under Federal procurement contracts that the recipient was awarded.
- 4. Reporting Frequency. During any period of time when the recipient is subject to the requirement in paragraph 1 of this award term and condition, the recipient must report proceedings information through SAM for the most recent five-year period, either to report new information about any proceeding(s) that the recipient has not reported previously or affirm that there is no new information to report. Recipients that have Federal contract, grant, and cooperative agreement awards with a cumulative total value greater than \$10,000,000 must disclose semiannually any information about the criminal, civil, and administrative proceedings.
- 5. Definitions. For purposes of this award term and condition:
  - a. "Administrative proceeding" means a non-judicial process that is adjudicatory in nature in order to make a determination of fault or liability (e.g., Securities and Exchange Commission Administrative proceedings, Civilian Board of Contract Appeals proceedings, and Armed Services Board of Contract Appeals proceedings). This includes proceedings at the Federal and State level but only in connection with performance of a Federal contract or grant. It does not include audits, site visits, corrective plans, or inspection of deliverables.
  - b. "Conviction" for purposes of this award term and condition, means a judgment or conviction of a criminal offense by any court of competent jurisdiction, whether entered upon a verdict or a plea, and includes a conviction entered upon a plea of nolo contendere.
  - c. "Total value of currently active grants, cooperative agreements, and procurement contracts" includes:
    - i. Only the Federal share of the funding under any Federal award with a recipient cost share or match; and
    - ii. The value of all expected funding increments under a Federal award and options, even if not yet exercised.

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#### IV. FUTURE BUDGET PERIODS

If it is anticipated that the period of performance will include multiple budget periods, funding for the subsequent budget periods that are subject to the availability of funds, program authority, satisfactory performance, and compliance with the terms and conditions of the initial Federal award.

#### V. TERMINATION PROVISIONS

A. Per [§200.340 Termination](#), the Federal award may be terminated in whole or in part as follows:

1. By the Federal awarding agency or pass-through entity, if the recipient entity fails to comply with the terms and conditions of the award;
2. By the Federal awarding agency or pass-through entity, to the greatest extent authorized by law, if an award no longer effectuates the program goals or agency priorities;
3. By the Federal awarding agency or pass-through entity with the consent of the recipient entity, in which case the two parties must agree upon the termination conditions, including the effective date and, in the case of partial termination, the portion to be terminated;
4. By the recipient entity upon sending to the Federal awarding agency or pass-through entity written notification setting forth the reasons for such termination, the effective date, and, in the case of partial termination, the portion to be terminated. However, if the Federal awarding agency or passthrough entity determines in the case of partial termination that the reduced or modified portion of the Federal award or subaward will not accomplish the purposes for which the Federal award was made, the Federal awarding agency or pass-through entity may terminate the Federal award in its entirety; or
5. By the Federal awarding agency or pass-through entity pursuant to termination provisions included in the Federal award.

#### VI. FEDERAL AWARDING AGENCY, PROGRAM SPECIFIC TERMS AND CONDITIONS

- A. The Federal awarding agency must include with each Federal award any terms and conditions necessary to communicate requirements that are in addition to the requirements outlined in these general terms and conditions.
- B. Refer to the terms and conditions of the award issued by the DOI sub-agency providing direct funding for the project for performance goals, indicators, targets, and baseline data. The DOI sub-agency awarding project specific funding will specify in terms and conditions additional to those set forth in this document on how performance will be assessed, including the timing and scope of expected performance ([2 C.F.R §200.202](#) and [§200.301](#)).





# WORKSPACE FORM

1-800-518-4726  
SUPPORT@GRANTS.GOV

This Workspace form is one of the forms you need to complete prior to submitting your Application Package. This form can be completed in its entirety offline using Adobe Reader. You can save your form by clicking the "Save" button and see any errors by clicking the "Check For Errors" button. In-progress and completed forms can be uploaded at any time to Grants.gov using the Workspace feature.

When you open a form, required fields are highlighted in yellow with a red border. Optional fields and completed fields are displayed in white. If you enter invalid or incomplete information in a field, you will receive an error message. Additional instructions and FAQs about the Application Package can be found in the Grants.gov Applicants tab.

## OPPORTUNITY & PACKAGE DETAILS:

Opportunity Number:	FM-CDL-25-003
Opportunity Title:	FY2025 Commercial Driver's License Program Implementation (CDLPI)
Opportunity Package ID:	PKG00290931
Assistance Listing Number:	20.232
Assistance Listing Title:	Commercial Driver's License Program Implementation Grant
Competition ID:	FM-CDL-25-003-116996
Competition Title:	FY2025 Commercial Driver's License Program Implementation (CDLPI)
Opening Date:	06/06/2025
Closing Date:	07/07/2025
Agency:	DOT-Federal Motor Carrier Safety Administration
Contact Information:	Montika Brooks Grants Management Specialist E-mail: montika.brooks@dot.gov

## APPLICANT & WORKSPACE DETAILS:

Workspace ID:	WS01543434
Application Filing Name:	FY2025 Commercial Driver's License Program Implementation (CDLPI)
UEI:	H9YRS1EB78F6
Organization:	TAXATION & REVENUE NEW MEXICO DEPARTMENT
Form Name:	Application for Federal Assistance (SF-424)
Form Version:	4.0
Requirement:	Mandatory
Download Date/Time:	Jul 02, 2025 11:58:16 AM EDT
Form State:	No Errors

## FORM ACTIONS:

<b>Application for Federal Assistance SF-424</b>		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input style="width: 100%;" type="text"/> * Other (Specify): <input style="width: 100%;" type="text"/>
* 3. Date Received: <input style="width: 100%;" type="text"/> Completed by Grants.gov upon submission.	4. Applicant Identifier: <input style="width: 100%;" type="text"/>	
5a. Federal Entity Identifier: <input style="width: 100%;" type="text"/>	5b. Federal Award Identifier: <input style="width: 100%;" type="text"/>	
<b>State Use Only:</b>		
6. Date Received by State: <input style="width: 100%;" type="text"/>	7. State Application Identifier: <input style="width: 100%;" type="text"/>	
<b>8. APPLICANT INFORMATION:</b>		
* a. Legal Name: <input style="width: 100%;" type="text"/> New Mexico Taxation & Revenue Dept./Motor Vehicle Division		
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input style="width: 100%;" type="text"/> 85-0478248	* c. UEI: <input style="width: 100%;" type="text"/> H9YRS1EB78F6	
<b>d. Address:</b>		
* Street1: <input style="width: 100%;" type="text"/> 1100 S. St. Francis		
Street2: <input style="width: 100%;" type="text"/>		
* City: <input style="width: 100%;" type="text"/> Santa Fe		
County/Parish: <input style="width: 100%;" type="text"/>		
* State: <input style="width: 100%;" type="text"/> NM: New Mexico		
Province: <input style="width: 100%;" type="text"/>		
* Country: <input style="width: 100%;" type="text"/> USA: UNITED STATES		
* Zip / Postal Code: <input style="width: 100%;" type="text"/> 87505-4147		
<b>e. Organizational Unit:</b>		
Department Name: <input style="width: 100%;" type="text"/>	Division Name: <input style="width: 100%;" type="text"/>	
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>		
Prefix: <input style="width: 100%;" type="text"/>	* First Name: <input style="width: 100%;" type="text"/> Htet	
Middle Name: <input style="width: 100%;" type="text"/>		
* Last Name: <input style="width: 100%;" type="text"/> Wint		
Suffix: <input style="width: 100%;" type="text"/>		
Title: <input style="width: 100%;" type="text"/>		
Organizational Affiliation: <input style="width: 100%;" type="text"/>		
* Telephone Number: <input style="width: 100%;" type="text"/> 505-470-9149	Fax Number: <input style="width: 100%;" type="text"/>	
* Email: <input style="width: 100%;" type="text"/> htet.wint@tax.nm.gov		

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

A: State Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

DOT-Federal Motor Carrier Safety Administration

**11. Assistance Listing Number:**

20.232

Assistance Listing Title:

Commercial Driver's License Program Implementation Grant

**\* 12. Funding Opportunity Number:**

FM-CDL-25-003

\* Title:

FY2025 Commercial Driver's License Program Implementation (CDLPI)

**13. Competition Identification Number:**

FM-CDL-25-003-116996

Title:

FY2025 Commercial Driver's License Program Implementation (CDLPI)

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

FY2025 Commercial Driver's License Program Implementation (CDLPI)

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**  
 \* a. Applicant  \* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

**17. Proposed Project:**  
 \* a. Start Date:  \* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="6,609,533.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="6,609,533.00"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**  
 a. This application was made available to the State under the Executive Order 12372 Process for review on .  
 b. Program is subject to E.O. 12372 but has not been selected by the State for review.  
 c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**  
 Yes  No  
 If "Yes", provide explanation and attach

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)**  
 \*\* I AGREE  
 \*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:   
 Middle Name:   
 \* Last Name:   
 Suffix:   
 \* Title:   
 \* Telephone Number:  Fax Number:   
 \* Email:   
 \* Signature of Authorized Representative:  \* Date Signed:

<b>Application for Federal Assistance SF-424</b>		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input type="checkbox"/> Application <input checked="" type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input type="checkbox"/> New <input type="checkbox"/> Continuation <input checked="" type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <div style="border: 1px solid black; padding: 2px; text-align: center;">B: Decrease Award</div> * Other (Specify): <div style="border: 1px solid black; height: 20px;"></div>
* 3. Date Received: <div style="border: 1px solid black; padding: 2px;">07/29/2025</div>	4. Applicant Identifier: <div style="border: 1px solid black; height: 20px;"></div>	
5a. Federal Entity Identifier: <div style="border: 1px solid black; height: 20px;"></div>	5b. Federal Award Identifier: <div style="border: 1px solid black; background-color: yellow; height: 20px;"></div>	
<b>State Use Only:</b>		
6. Date Received by State: <div style="border: 1px solid black; width: 100px; height: 20px;"></div>	7. State Application Identifier: <div style="border: 1px solid black; width: 200px; height: 20px;"></div>	
<b>8. APPLICANT INFORMATION:</b>		
* a. Legal Name: <div style="border: 1px solid black; padding: 2px;">New Mexico Taxation &amp; Revenue Dept./Motor Vehicle Division</div>		
* b. Employer/Taxpayer Identification Number (EIN/TIN): <div style="border: 1px solid black; padding: 2px;">85-0478248</div>	* c. UEI: <div style="border: 1px solid black; padding: 2px;">H9YRS1EB78F6</div>	
<b>d. Address:</b>		
* Street1: <div style="border: 1px solid black; padding: 2px;">1100 S. St. Francis Drive</div>	Street2: <div style="border: 1px solid black; height: 20px;"></div>	
* City: <div style="border: 1px solid black; padding: 2px;">Santa Fe</div>	County/Parish: <div style="border: 1px solid black; height: 20px;"></div>	
* State: <div style="border: 1px solid black; padding: 2px;">NM: New Mexico</div>	Province: <div style="border: 1px solid black; height: 20px;"></div>	
* Country: <div style="border: 1px solid black; padding: 2px;">USA: UNITED STATES</div>	* Zip / Postal Code: <div style="border: 1px solid black; padding: 2px;">87505-4147</div>	
<b>e. Organizational Unit:</b>		
Department Name: <div style="border: 1px solid black; height: 20px;"></div>	Division Name: <div style="border: 1px solid black; height: 20px;"></div>	
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>		
Prefix: <div style="border: 1px solid black; padding: 2px;">Ms.</div>	* First Name: <div style="border: 1px solid black; padding: 2px;">Htet</div>	
Middle Name: <div style="border: 1px solid black; height: 20px;"></div>		
* Last Name: <div style="border: 1px solid black; padding: 2px;">Wint</div>		
Suffix: <div style="border: 1px solid black; height: 20px;"></div>		
Title: <div style="border: 1px solid black; padding: 2px;">New Mexico Motor Vehicle Division Director</div>		
Organizational Affiliation: <div style="border: 1px solid black; height: 20px;"></div>		
* Telephone Number: <div style="border: 1px solid black; padding: 2px;">505-470-9149</div>	Fax Number: <div style="border: 1px solid black; height: 20px;"></div>	
* Email: <div style="border: 1px solid black; padding: 2px;">Htet.Wint@tax.nm.gov</div>		

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

A: State Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

DOT-Federal Motor Carrier Safety Administration

**11. Assistance Listing Number:**

20.232

Assistance Listing Title:

Commercial Driver's License Program Implementation Grant

**\* 12. Funding Opportunity Number:**

FM-CDL-25-003

\* Title:

FY2025 Commercial Driver's License Program Implementation (CDLPI)

**13. Competition Identification Number:**

FM-CDL-25-003-116996

Title:

FY2025 Commercial Driver's License Program Implementation (CDLPI)

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

FY2025 Commercial Driver's License Program Implementation (CDLPI)

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="3,984,533.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="3,984,533.00"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

a. This application was made available to the State under the Executive Order 12372 Process for review on

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes  No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)**

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title:

\* Telephone Number:

Fax Number:

\* Email:

\* Signature of Authorized Representative:

**Tye Franz**

Digitally signed by Tye Franz  
Date: 2025.07.29 09:32:28 -06'00'

\* Date Signed:

**Application**  
**for**  
**FM-CDL-25-003**  
**revised Competition ID Number: FM-CDL-25-003-116996.**

**Taxation and Revenue Department**  
**New Mexico Motor Vehicle Division**

**July 7<sup>th</sup>, 2025**

## **I. Brief Introduction**

The New Mexico Motor Vehicle Division remains committed to enhancing the safe operation of commercial vehicles by ensuring accurate and proper commercial license and permit issuances. In addition, it remains a priority for MVD to identify and automate functions of emerging FMCSA regulations, as well as CDL licensing and CLP Permit processes that enhance the safety and security of CDL license and CLP Permit issuance and tracking.

## **II. CDL Program Self-Assessment (Program Overview)**

### **a. Open Findings/Issues**

FMCSA found the New Mexico Motor Vehicle Division (MVD) to be deficient in meeting mandated time limits for notifying other states of New Mexico convictions for out-of-state drivers. The identified deficiency was in taking more than 30-days from the date of court conviction for MVD to report conviction information through the Commercial Driver License Information System (CDLIS) to other states. Although MVD sends this information through CDLIS within a 10-day time frame from receipt of the conviction information from the courts, MVD continuously pursues improvement of timely receipt of information in this area by conducting outreach with the courts across the state, as well as communicating with the Administrative Office of the Courts (AOC.)

All magistrate courts and the Bernalillo County Metro court receive data directly from TRACS. They all use the Odyssey Case Management System which has a direct interface with TRACS. We have an interface built between AOC and Tapestry so that we receive all relevant data from TRACS that is sent to the courts. This has been in operation since 2016.

Starting 11/1/2020, DPS started to send MVD citations electronically within 24-46 hours. Currently, only DPS is sending MVD citations in this manner.

**b. Open CDLPI Grant Awards**

At the current time, NM MVD has one open grant. It is the 2021 CDL Grant FM-CDL-0467 in the amount of \$899,515.00. The purpose of the grant is to decrease possibilities of fraud and ensure accurate and proper CDL issuances by enhancing the CDL unit in staffing, training and compliance. Funding will expire in September 2025 (Grant Expiration.)

**c. Recent Program Improvements**

It remains a priority for MVD to identify and automate functions of emerging FMCSA regulations, as well as CDL licensing and CLP Permit processes that enhance the safety and security of CDL license and CLP Permit issuance and tracking.

New Mexico added legislation 66-5-68e the disqualification of a person from driving a commercial motor vehicle if that person is convicted of using a commercial motor vehicle in the commission of a felony involving:

- The manufacture, distribution, or dispensing of a controlled substance.
- An act or practice of severe forms of trafficking in persons, as defined in federal law.

New Mexico upgraded State-to-state Driver History record (S2S DHR 6.2) and Exclusive Electronic Exchange (EEE)

New Mexico implemented Drug and Alcohol Clearinghouse (DACH-II)

Drug and Alcohol Clearinghouse (DACH) implementation. The State must query the clearinghouse prior to issuing, renewing, transferring, or upgrading a CDL/CLP. The Clearinghouse is a secure online database that gives employers, FMCSA, State Driver Licensing Agencies, and State law enforcement personnel real-time information about CDL driver drug and alcohol program violations, thereby enhancing safety on our Nation's roadways.

New Mexico has implemented NRII

Under NRII, medical certification information is transmitted electronically from the National Registry of Certified Medical Examiners (NRCME) directly to State Driver Licensing Agencies (SDLAs). This integration ensures that the driver's medical status is accurately reflected in the Commercial Driver's License Information System (CDLIS), helping to maintain up-to-date and reliable records for CDL drivers nationwide.

#### **d. MVD Initiatives**

To improve commercial knowledge exam testing and oversight

Convert from UNI to REST for the following applications for implementation prior to 2028:

SPEXS-CDLIS

Improve CD31 results to address missing and broken pointers

Conviction posting that results in disqualifications

Improve conviction and withdrawal reporting timeliness

Improve conviction and withdrawal reporting data quality

Improve conviction and withdrawal reporting quality and process for FCWD

PDPS

USPVS

SSOLV

Transition from VLS to SAVE  
Improvements to commercial medical examiner certificate  
reporting and control involving NRII

### **III. Problem Statement**

The ever-changing environment of FMCSA regulations necessitates an aggressive identification of emerging issues. TRD's IT Division has been instrumental to the success of MVD's CDL Program. Sometimes identification of an emerging issue comes after the CDL Program grant application timeline has passed, making it difficult for SDLAs to comply with requirements by the required compliance date. In addition, unconsidered obstacles to achieving compliance can be realized when implementation is pursued by SDLAs. Having input in the rule making process at the national level can mitigate those obstacles during implementation efforts by SDLAs.

Efforts to work with New Mexico Courts to improve turn-around time for placement of citation conviction and withdrawal information on driver records for transmission to COLIS is ongoing and continues to be addressed. There is little to no jurisdiction authority between two separate branches of state government; however, MVD continues to foster positive relationships with the courts and AOC to advocate for improved information transmission timelines.

There remains a continued customer demand for commercial information that typically requires increased subject matter knowledge provided by subject matter experts. This involves specific CDL-trained staff that are familiar with not only individual state statute and regulations, but FMCSA Regulations, as well. This also requires a more in-depth knowledge of MVD system

capabilities to know how to achieve stakeholder requirements for commercial issuance processes.

Lastly, fraud detection efforts remain a valuable avenue to determine and ensure that State CDL Examiners continue to follow State and FMCSA guidelines and regulations when administering CDL/CLP knowledge and skills testing efforts.

#### **IV. Performance Objectives**

The objective of the NM CDL Program is to automate individual functions of the commercial issuance process and decrease manual processes to refocus staff efforts while enhancing the accuracy and integrity of the transaction. This is achieved through an ongoing analysis of system performance to determine where efficiencies can be added.

Another primary objective is to decrease possibilities of fraud by preventing the issuance of CDL privileges and credentials, when possible, fraud is detected.

The way intended objectives will be achieved is to remain committed to enhancing the safe operation of commercial vehicles by identifying emerging regulations and issues ensuring accurate and proper commercial license and permit issuances. This includes efforts to ensure that accurate information is being communicated to customers and other stakeholders by communicating effectively with CDL Unit staff, as well as other MVD staff in the call center and field offices around the state.

MVD stays committed to the best practice of review and approval of each commercial transaction the next business day following the initiation of the activity.

## **V. Program Activity Plan**

1. MVD seeks continued CDL Help Desk support to maintain adequate and efficient response ability to inquiries in commercial licensing areas, such as medical certification, FMCSA medical exemption and waiver processes and procedures, commercial license endorsements (Hazmat), Problem Driver Pointer System (PDPS) status, Commercial Driver's License Information System (CDLIS), exam and testing requirements and citation penalties.

Historically, FMCSA has awarded funds to four clerks to provide these services. In 2013, MVD's CDL Unit absorbed a grant funded position as a state funded full-time position. Thus, one of the grants funded positions was eliminated.

The advent of the new Driver/Vehicle System (Tapestry) has created further efficiencies to allow the elimination of another grant funded position.

This request for continued CDL Help Desk support is made for two positions.

2. Continued support of an audit and fraud detection function through travel expenses for conducting audits. Currently, staff members in the CDL Program are conducting all of the MVD field office audits, third party tester audits, as well as covert and overt monitoring and co-scoring exams. The CDL Program includes five help desk agents and two auditors/trainers, one of which holds Class A CDL. FMCSA assistance would allow the improvement of prevention and detection of fraudulent activities, as well as consistency of training and information across the state through the implementation of CDL Program management control and oversight practices.

3. MVD would like to participate in the emerging project involving a State perspective to national CDL decision-making and policy development. Enhanced policy and procedure pitfalls for State Driver License

Authorities (SDLAs) can be more thoroughly identified and discussed for final implementation requirements resulting in a more attainable compliance status for the SDLAs.

## VI. Performance Measurement Plan (Monitoring and Reporting)

### Work Plan/Proposed Tasks

<u>Timeframe</u>	<u>Proposed Activity</u>	<u>Activity</u>	<u>Responsible Party</u>
Award + 48 months	Maintenance of two (2) CDL helpdesk agents		CDL Leadership MVD Budget
Award + 48 months	Support Audit Efforts travel for covert/overt Audits and training	Schedule audits and trainings to maintain FMCSA Requirements	CDL Auditors
Award + 48 months	Convert/update from UNI to Rest prior to 2028	SPEXS-CDLIS CD31, PDPS USPVS, SSOLV Transition VLS to SAVE	CDL Leadership ITD MVD Budget
Award+ 24 months	Programmatic and Customer records Management	creating/updating and enhancing system functionality	CDL Leadership Fast IT MVD Budget

**From:** [Marra, Isabella \(FMCSA\)](#)  
**To:** [Franz, Tye, TAX](#); [Gonzales, Bernadette, TAX](#)  
**Cc:** [CDLGrants \(FMCSA\)](#)  
**Subject:** Re: [EXTERNAL] FY25 CDLPI Application Number CDL2025001839 Clarification Request  
**Date:** Monday, August 18, 2025 8:50:45 AM  
**Attachments:** [image001.png](#)

---

Good Morning Tye,

Thanks for reaching out. There is no further request for clarification or reduction at this time.

Thanks,

Isabella

---

**From:** Franz, Tye, TAX <Tye.Franz1@tax.nm.gov>  
**Sent:** Monday, August 18, 2025 7:37:44 AM  
**To:** Marra, Isabella (FMCSA) <isabella.marra@dot.gov>; Gonzales, Bernadette, TAX <bernadette.gonzales@tax.nm.gov>  
**Cc:** CDLGrants (FMCSA) <CDLGrants@dot.gov>  
**Subject:** RE: [EXTERNAL] FY25 CDLPI Application Number CDL2025001839 Clarification Request

**CAUTION:** This email originated from outside of the Department of Transportation (DOT). Do not click on links or open attachments unless you recognize the sender and know the content is safe.

Good morning, Ms. Marra,

I am following up to ensure that the edits were received and accepted. May you please provide an update on the status of our application?

Thank you,

Tye



**Tye C Franz**  
*Finance Manager*  
NM Motor Vehicle Division  
1100 South Saint Francis Drive  
Santa Fe, NM 87505  
PH: (505)490-2834  
[mvdonline.com](http://mvdonline.com)

**MVD's Mission:** Outstanding service to the motoring public - every customer, every transaction, every time

---

**From:** Franz, Tye, TAX

**Sent:** Thursday, August 7, 2025 2:10 PM

**To:** Marra, Isabella (FMCSA) <isabella.marra@dot.gov>; Wint, Htet, TAX <htet.wint@tax.nm.gov>; Casalduc, Juliet, TAX <Juliet.Casalduc@tax.nm.gov>; Schardin Clarke, Stephanie, TAX <StephanieS.Clarke@tax.nm.gov>; Gonzales, Bernadette, TAX <bernadette.gonzales@tax.nm.gov>

**Cc:** CDLGrants (FMCSA) <CDLGrants@dot.gov>

**Subject:** RE: [EXTERNAL] FY25 CDLPI Application Number CDL2025001839 Clarification Request

Good afternoon, Ms. Marra,

I apologize for the delay in our response.

The New Mexico Taxation and Revenue Department – Motor Vehicle Division appreciates the opportunity to revise the budget narrative based on the instructions provided by Ms. Brooks.

Please do not hesitate to reach out if there are any additional questions or we need to make additional revisions.

Sincerely,



**Tye C Franz**

*Finance Manager*

NM Motor Vehicle Division  
1100 South Saint Francis Drive  
Santa Fe, NM 87505  
PH: (505)490-2834  
mvdonline.com

**MVD's Mission:** Outstanding service to the motoring public - every customer, every transaction, every time

---

**From:** Marra, Isabella (FMCSA) <[isabella.marra@dot.gov](mailto:isabella.marra@dot.gov)>

**Sent:** Tuesday, August 5, 2025 8:43 AM

**To:** Franz, Tye, TAX <[Tye.Franz1@tax.nm.gov](mailto:Tye.Franz1@tax.nm.gov)>; Wint, Htet, TAX <[htet.wint@tax.nm.gov](mailto:htet.wint@tax.nm.gov)>; Casalduc, Juliet, TAX <[Juliet.Casalduc@tax.nm.gov](mailto:Juliet.Casalduc@tax.nm.gov)>; Schardin Clarke, Stephanie, TAX <[StephanieS.Clarke@tax.nm.gov](mailto:StephanieS.Clarke@tax.nm.gov)>; Gonzales, Bernadette, TAX <[bernadette.gonzales@tax.nm.gov](mailto:bernadette.gonzales@tax.nm.gov)>

**Cc:** CDLGrants (FMCSA) <[CDLGrants@dot.gov](mailto:CDLGrants@dot.gov)>

**Subject:** FW: [EXTERNAL] FY25 CDLPI Application Number CDL2025001839 Clarification Request

Some people who received this message don't often get email from [isabella.marra@dot.gov](mailto:isabella.marra@dot.gov). [Learn why this is important](#)

Hi Tye,

I hope you're doing well. Can you please submit an updated budget narrative with Montika's requested changes below? If you could get the updated document to me by August 13, I'd greatly

appreciate it.  
Thanks,  
Isabella

---

**From:** Brooks, Montika (FMCSA) <[montika.brooks@dot.gov](mailto:montika.brooks@dot.gov)>  
**Sent:** Tuesday, July 29, 2025 1:35 PM  
**To:** Marra, Isabella (FMCSA) <[isabella.marra@dot.gov](mailto:isabella.marra@dot.gov)>  
**Subject:** RE: [EXTERNAL] FY25 CDLPI Application Number CDL2025001839 Clarification Request

Hi Isabella,

Hope your day is going well. The applicant needs to break out the travel expenses in the budget narrative. They currently have all proposed travel costs listed under per diem.

Montika

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**From:** Marra, Isabella (FMCSA) <[isabella.marra@dot.gov](mailto:isabella.marra@dot.gov)>  
**Sent:** Tuesday, July 29, 2025 11:45 AM  
**To:** Brooks, Montika (FMCSA) <[montika.brooks@dot.gov](mailto:montika.brooks@dot.gov)>  
**Subject:** FW: [EXTERNAL] FY25 CDLPI Application Number CDL2025001839 Clarification Request

Hi Montika,  
Please see the attached. I've reviewed and the documents look good to me.  
Thanks  
Isabella

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**From:** Franz, Tye, TAX <[Tye.Franz1@tax.nm.gov](mailto:Tye.Franz1@tax.nm.gov)>  
**Sent:** Tuesday, July 29, 2025 8:34 AM  
**To:** Marra, Isabella (FMCSA) <[isabella.marra@dot.gov](mailto:isabella.marra@dot.gov)>; Wint, Htet, TAX <[htet.wint@tax.nm.gov](mailto:htet.wint@tax.nm.gov)>; Casalduc, Juliet, TAX <[Juliet.Casalduc@tax.nm.gov](mailto:Juliet.Casalduc@tax.nm.gov)>; Schardin Clarke, Stephanie, TAX <[StephanieS.Clarke@tax.nm.gov](mailto:StephanieS.Clarke@tax.nm.gov)>  
**Cc:** CDLGrants (FMCSA) <[CDLGrants@dot.gov](mailto:CDLGrants@dot.gov)>; Gonzales, Bernadette, TAX <[bernadette.gonzales@tax.nm.gov](mailto:bernadette.gonzales@tax.nm.gov)>  
**Subject:** RE: [EXTERNAL] FY25 CDLPI Application Number CDL2025001839 Clarification Request

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Good morning, Ms. Marra,

I have made the requested revisions to the SF-424.

Thank you for the opportunity to make revisions and submit for further review.

Respectfully,



**Tye C Franz**

Finance Manager  
NM Motor Vehicle Division  
1100 South Saint Francis Drive  
Santa Fe, NM 87505  
PH: (505)490-2834  
mvdonline.com

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**From:** Marra, Isabella (FMCSA) <[isabella.marra@dot.gov](mailto:isabella.marra@dot.gov)>

**Sent:** Tuesday, July 29, 2025 9:22 AM

**To:** Franz, Tye, TAX <[Tye.Franz1@tax.nm.gov](mailto:Tye.Franz1@tax.nm.gov)>; Wint, Htet, TAX <[htet.wint@tax.nm.gov](mailto:htet.wint@tax.nm.gov)>; Casalduc, Juliet, TAX <[Juliet.Casalduc@tax.nm.gov](mailto:Juliet.Casalduc@tax.nm.gov)>; Schardin Clarke, Stephanie, TAX <[StephanieS.Clarke@tax.nm.gov](mailto:StephanieS.Clarke@tax.nm.gov)>

**Cc:** CDLGrants (FMCSA) <[CDLGrants@dot.gov](mailto:CDLGrants@dot.gov)>; Gonzales, Bernadette, TAX <[bernadette.gonzales@tax.nm.gov](mailto:bernadette.gonzales@tax.nm.gov)>

**Subject:** RE: [EXTERNAL] FY25 CDLPI Application Number CDL2025001839 Clarification Request

Some people who received this message don't often get email from [isabella.marra@dot.gov](mailto:isabella.marra@dot.gov). [Learn why this is important](#)

Good Morning Tye,

Thank you for submitting the updated documents. It looks like there may have been some confusion on how to complete the SF-424. I've updated the instructions below.

Please ensure you provide a wet signature or a verified electronic signature. FMCSA cannot accept the document otherwise.

1. **Revised SF-424**

- a. Field 1: Type of Submission = "Changed/Corrected Application"
- b. Field 2: Type of Application = "Revision". Next select "Letter B: Decrease Award" from the drop-down menu.
- c. Field 3: Date Received= date completing the revised SF-424
- d. **Field 17a: Start date= September 30, 2025**
- e. Field 17b: End date= September 30, 2029
- f. **Field 18: Estimated Funding = revise federal share (should be \$3,984,533), applicant share (leave blank), & overall total to reflect reduced funding (should be \$3,984,533)**
- g. All other fields are required to completed

**h. FMCSA will only accept a verified electronic signature or wet signature.**

Please have this document to me no later than August 11.

Thanks,  
Isabella

Isabella Marra, Transportation Specialist  
*Our Roads, Our Safety* Campaign  
Federal Motor Carrier Safety Administration  
1200 New Jersey Avenue, SE | Washington, DC 20590  
P: (202)843-2454  
E: [Isabella.marra@dot.gov](mailto:Isabella.marra@dot.gov)

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**From:** Franz, Tye, TAX <[Tye.Franz1@tax.nm.gov](mailto:Tye.Franz1@tax.nm.gov)>  
**Sent:** Thursday, July 24, 2025 10:04 AM  
**To:** Marra, Isabella (FMCSA) <[isabella.marra@dot.gov](mailto:isabella.marra@dot.gov)>; Wint, Htet, TAX <[htet.wint@tax.nm.gov](mailto:htet.wint@tax.nm.gov)>; Casalduc, Juliet, TAX <[Juliet.Casalduc@tax.nm.gov](mailto:Juliet.Casalduc@tax.nm.gov)>; Schardin Clarke, Stephanie, TAX <[StephanieS.Clarke@tax.nm.gov](mailto:StephanieS.Clarke@tax.nm.gov)>  
**Cc:** CDLGrants (FMCSA) <[CDLGrants@dot.gov](mailto:CDLGrants@dot.gov)>; Gonzales, Bernadette, TAX <[bernadette.gonzales@tax.nm.gov](mailto:bernadette.gonzales@tax.nm.gov)>  
**Subject:** RE: [EXTERNAL] FY25 CDLPI Application Number CDL2025001839 Clarification Request

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Good morning, Ms. Marra,

Once again, thank you for the opportunity to submit revised application documents for a decrease in award, and for your direction on completing the revision.

Attached are the requested revised forms:

- Revised Application SF-424
- Revised SF-424A
- Revised Budget Narrative
- Revised Project Plan

Please feel free to reach out with any questions you may have. We also welcome corrections if needed.

Thank you,

Tye



**Tye C Franz**

*Finance Manager*  
NM Motor Vehicle Division  
1100 South Saint Francis Drive  
Santa Fe, NM 87505  
PH: (505)490-2834  
mvdonline.com

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**From:** Marra, Isabella (FMCSA) <[isabella.marra@dot.gov](mailto:isabella.marra@dot.gov)>  
**Sent:** Tuesday, July 22, 2025 10:02 AM  
**To:** Franz, Tye, TAX <[Tye.Franz1@tax.nm.gov](mailto:Tye.Franz1@tax.nm.gov)>; Wint, Htet, TAX <[htet.wint@tax.nm.gov](mailto:htet.wint@tax.nm.gov)>; Casalduc, Juliet, TAX <[Juliet.Casalduc@tax.nm.gov](mailto:Juliet.Casalduc@tax.nm.gov)>; Schardin Clarke, Stephanie, TAX <[StephanieS.Clarke@tax.nm.gov](mailto:StephanieS.Clarke@tax.nm.gov)>  
**Cc:** CDLGrants (FMCSA) <[CDLGrants@dot.gov](mailto:CDLGrants@dot.gov)>; Gonzales, Bernadette, TAX <[bernadette.gonzales@tax.nm.gov](mailto:bernadette.gonzales@tax.nm.gov)>  
**Subject:** RE: [EXTERNAL] FY25 CDLPI Application Number CDL2025001839 Clarification Request

Hi Tye,  
Thank you for submitting this information.

FMCSA anticipates reducing your application by \$2,625,000. Information on the reductions are explained below.

**Contractual Costs:**

- FMCSA is reducing the costs associated with *“Upgrade to New Driver Control & AAMVA Rest Services Migration”* by 75%. *This reduction is because the services rendered under this contract would impact all driver licenses transactions and not only CDL/CLP transactions.*

The final application budget should be \$3,984,533.

In accordance with Section E, 2. *Review and Selection Process* of the NOFO, FMCSA requests you submit the following four (4) revised documents to all those on this email chain.

1. **Revised SF-424**

- a. Field 1: Type of Submission = “Changed/Corrected Application”
- b. Field 2: Type of Application = “Revision”. Next select “Letter B: Decrease Award” from the drop-down menu.
- c. Field 3: Date Received= date completing the revised SF-424
- d. Field 17a: Start date= September 1, 2025

- e. Field 17b: End date= September 30, 2029
- f. Field 18: Estimated Funding = revise federal share, applicant share (if applicable), & overall total to reflect reduced funding (See above)
- g. All other fields are required to completed

**h. FMCSA will only accepts a verified electronic signature or wet signature.**

**2. Revised SF-424a**

- a. Section A-C and F: All fields are required to be completed
- b. Section D & E: All fields *optional* to be completed
- c. Ensure all cost category totals mirror budget narrative totals

**3. Revised Budget Narrative for all projects**

- a. Ensure all disallowed line items are removed from the budget narrative
- b. Ensure all projects that are not funded have been removed from the budget narrative
- c. Ensure all reductions are accounted for properly within the budget narrative
- d. Ensure all budget narrative cost category totals mirror SF-424a cost category totals

**4. Revised Project Plan for all projects**

- a. Ensure the projects plan reflects the budget reduction to specific projects as appropriate

**Please note this is NOT an indication that your application has been approved for funding. The merit review process is ongoing, and NO funding decisions have been made at this time.**

In order for FMCSA to provide a thorough review to all applications, please forward the requested revised documentation **by COB, Thursday, July 24.** FMCSA receipt of the documentation will confirm your interest in continuing to have your application considered for award. Failure to submit any documentation or communicate otherwise to FMCSA by the requested date, will be confirmation that you **would not accept** a reduced award and your application will no longer to be considered for funding.

Thank You,  
FMCSA CDL Grants Team

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**From:** Franz, Tye, TAX <[Tye.Franz1@tax.nm.gov](mailto:Tye.Franz1@tax.nm.gov)>

**Sent:** Tuesday, July 22, 2025 7:28 AM

**To:** Marra, Isabella (FMCSA) <[isabella.marra@dot.gov](mailto:isabella.marra@dot.gov)>; Wint, Htet, TAX <[htet.wint@tax.nm.gov](mailto:htet.wint@tax.nm.gov)>; Casalduc, Juliet, TAX <[Juliet.Casalduc@tax.nm.gov](mailto:Juliet.Casalduc@tax.nm.gov)>; Schardin Clarke, Stephanie, TAX <[StephanieS.Clarke@tax.nm.gov](mailto:StephanieS.Clarke@tax.nm.gov)>

**Cc:** CDLGrants (FMCSA) <[CDLGrants@dot.gov](mailto:CDLGrants@dot.gov)>; Gonzales, Bernadette, TAX <[bernadette.gonzales@tax.nm.gov](mailto:bernadette.gonzales@tax.nm.gov)>

**Subject:** RE: [EXTERNAL] FY25 CDLPI Application Number CDL2025001839 Clarification Request

You don't often get email from [tye.franz1@tax.nm.gov](mailto:tye.franz1@tax.nm.gov). [Learn why this is important](#)

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Good morning, Ms. Marra,

Thank you for your request for additional information for application number CDL2025001878. The Taxation and Revenue Department – Motor Vehicle Division is happy to provide additional information.

Under Contractual Costs:

- Line 1 - “1 FAST Enterprises - CDL Customer Experience Improvements” apply solely to the Commercial Driver Program.
- Line 2 - “American Association of Motor Vehicle (AAMVA) migration from Unified Network Interface (UNI) to AAMVA Representational state transfer (REST)-ful Services” will affect Non-Commercial Driver transactions as well. That stated, the CDL Program currently utilizes the Unified Network Interface in which AAMVA will cease in 2026 with full support ending in 2028. Without full migration, The Taxation and Revenue Department – Motor Vehicle Division, will no longer be able to effectively support the Commercial Driver Program.

The New Mexico Taxation and Revenue Department – Motor Vehicle Division appreciates the opportunity to clarify the request. Please feel free to reach out with any additional questions you may have. We are happy to clarify or provide additional information.

Thank you,



**Tye C Franz**

Finance Manager

NM Motor Vehicle Division

1100 South Saint Francis Drive

Santa Fe, NM 87505

PH: (505)490-2834

[mvdonline.com](http://mvdonline.com)

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**From:** Marra, Isabella (FMCSA) <[isabella.marra@dot.gov](mailto:isabella.marra@dot.gov)>

**Sent:** Monday, July 21, 2025 2:10 PM

**To:** Wint, Htet, TAX <[htet.wint@tax.nm.gov](mailto:htet.wint@tax.nm.gov)>; Franz, Tye, TAX <[Tye.Franz1@tax.nm.gov](mailto:Tye.Franz1@tax.nm.gov)>; Casalduc, Juliet, TAX <[Juliet.Casalduc@tax.nm.gov](mailto:Juliet.Casalduc@tax.nm.gov)>; Schardin Clarke, Stephanie, TAX <[StephanieS.Clarke@tax.nm.gov](mailto:StephanieS.Clarke@tax.nm.gov)>

**Cc:** CDLGrants (FMCSA) <[CDLGrants@dot.gov](mailto:CDLGrants@dot.gov)>

**Subject:** [EXTERNAL] FY25 CDLPI Application Number CDL2025001839 Clarification Request

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Hello,

Thank you for your application, application number CDL2025001878, in response to the **FY25 Commercial Driver's License Program Implementation Grant Program Notice of Funding Opportunity (NOFO)**. The merit review process is ongoing and as part of the that review, and in accordance with Section F. 1 *Federal Award Notices* and E. 2. *Additional Applicant Information*, FMCSA requests additional information or, in some cases, the reduction of certain expenses on the below part(s) of your CDLPI grant application:

Please provide the following information:

- Please clarify if the services rendered under the contractual costs will impact all DLs or only CDL/CLP transactions.

**Please note this is NOT an indication that your application has been approved for funding. The merit review process is ongoing, and NO funding decisions have been made at this time.**

In order for FMCSA to provide a thorough review to all applications, please forward the requested information **by COB, Tuesday, July 22**. FMCSA receipt of the information will confirm your interest in continuing to have your application considered for award. Failure to submit any documentation or communicate otherwise to FMCSA by the requested date, will be confirmation that you **would not accept** a reduced award and your application will no longer to be considered for funding.

Thank You,

FMCSA CDL Grants Team