



FY25 2023/2024 Annual Report

The New Mexico Racing Commission is accepting proposal for a contract to provide Annual Report for the FY25 Fiscal Year.

If interested in submitting a proposal on this position, please submit a proposal, letter of interest, and résumé.

Deadline to submit a proposal for these services is Friday, December 6, 2024 no later than 4:00 PM.

All proposals **MUST** be sealed and mailed, hand delivered, or sent via email to:

Attn: Hector Lopez
New Mexico Racing Commission
4900 Alameda Blvd. NE-Suite A
Albuquerque, NM 87113
Hector.Lopez@rc.nm.gov

If you have any questions regarding this position, please contact the New Mexico Racing Commission at (505) 220-8971.

IT IS AGREED BETWEEN THE PARTIES:

1. Scope of Work

This is a FY25 single-year Professional Service Contract for the following listed services. Services for this contract will not begin until the execution of this contract.

Contractor does hereby agree to and shall perform the duties relating to the New Mexico Racing Commission's Annual Report to include, but not be limited to, the following.

- A. Contractor shall provide to the Commission a compilation report of the 2023/2024 race season data for the period of December 21, 2023, through December 18, 2024, those dates being the 2023/2024 race season, (as designated by the Commission).

- B. The Annual Report shall provide quantitative data regarding race season data using ITW reports, racetrack financial reports and track audit reports of all financial data for each of the five (5) licensed racetracks and six (6) live race meets in the State of New Mexico.
- C. Contractor shall compile statistics from all racing entities for use in the Annual Report for New Mexico Racing Commission with comparison analysis of all five (5) racetracks and six (6) live race meets for the two previous race years, based on racetrack financial reports, year-to-date racing summaries and year end ITW reports.
- D. Contractor shall provide to the New Mexico Racing Commission an electronic copy of statistical information compiled through ITW reports, financials and external/internal audit reports provided.
- E. Contractor agrees to and shall act on directives and instruction, as may be issued from time to time by the New Mexico Racing Commission Executive Director, designee of the Commission.

Performance Measures:

Contractor shall substantially perform the Performance Measures as listed in the Scope of Work. In the event the Contractor fails to obtain the results described, the Agency may provide written notice to Contractor of the default and specify a reasonable period of time in which Contractor shall advise the Agency of specific steps that it will take to achieve these results in the future and the suggested timetable for implementation. Nothing in this subparagraph shall be construed to prevent the Agency from exercising its right pursuant to Paragraph 4 below.

The receipt of the deliverables contemplated under this Agreement shall assist the Agency in obtaining its goal(s) as set forth in its Strategic Plan.