



**Master Agreement No. 20-00000-22-00051AD  
Amendment No. 4**

THIS AMENDMENT for On-Line Auction Services is entered into by and between the **State of New Mexico, General Services Department** (hereinafter the “Lead State” or a “Participating Entity” and **PropertyRoom.com, Inc.** (hereinafter the “Contractor”).

IT IS MUTUALLY AGREED BETWEEN THE PARTIES THAT THE FOLLOWING PROVISIONS OF THE ABOVE-REFERENCED CONTRACT ARE AMENDED AS FOLLOWS:

**1. Term of Master Agreement**

1.1. The initial term of the Contract will be two (2) years with the option, upon mutual written agreement, for four (4) additional renewal periods of two (2) years each. **This Master Agreement is extended from September 2, 2024 through September 1, 2026.** The State reserves the right to implement renewal periods of other duration if the State finds it advantageous to do so. In no way shall this agreement exceed ten (10) years. Upon mutual agreement, the contract may be extended or amended.

All remaining clauses under this section remain the same.

**All other Articles and Deliverables of the original contract and all subsequent Amendments remain the same.**

IN WITNESS WHEREOF, the Parties hereby execute this Agreement, which will take effect on the last signature date of the required approval authorities below. Each of the signatories, below, may execute this Agreement by hard copy original, facsimile, digital or electronic signature, any of which shall be deemed to be a true and original signature hereunder.

By: *Robert Doucette*  
Robert Doucette, Cabinet Secretary  
General Services Department

Date: 7/25/2024

By: *Aaron Thompson*  
Aaron Thompson, CEO  
PropertyRoom.com, Inc.

Date: 7/25/2024

Approved for legal sufficiency:

By: *Brian Fitzgerald*  
Brian Fitzgerald, General Counsel  
General Services Department, State Purchasing Division

Date: 7/25/2024

The records of the Taxation and Revenue Department reflect that Contractor is registered with the Taxation and Revenue Department of the State to pay gross receipts and compensating taxes:

BTIN: 03-298115-00-5

**NOTE: Taxation and Revenue is only verifying the registration and will not confirm or deny taxability statements contained in this contract.**

By: *Irene Marie Lucero*  
Taxation & Revenue Department

Date: 7/25/2024

This Agreement has been approved by the State Purchasing Agent of New Mexico:

By: *Dorothy Mendonca*  
State Purchasing Agent

Date: 7/25/2024

This Amendment was signed on behalf of the State Purchasing Agent

*ms yw*

**Certificate Of Completion**

Envelope Id: 63972C837984441586EFD126A5FE354A

Status: Completed

Subject: NASPO Master Agreement No. 20-00000-22-00051AD Amendment No. 4 - Online Auction Services

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Signatures: 5

Envelope Originator:

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Initials: 2

Yuliastuti Wulandari

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Envelopeld Stamping: Enabled

Santa Fe, NM 87502

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Pool: General Services Department

Location: DocuSign

**Signer Events****Signature****Timestamp**

Michael Saavedra

*MS*

Sent: 7/25/2024 8:32:57 AM

Michael.Saavedra@gsd.nm.gov

Viewed: 7/25/2024 8:49:13 AM

IT and Const. Bureau Chief

Signed: 7/25/2024 8:51:43 AM

New Mexico General Services

Signature Adoption: Pre-selected Style

Security Level: Email, Account Authentication  
(None)

Using IP Address: 164.64.62.10

**Electronic Record and Signature Disclosure:**

Accepted: 6/4/2020 11:04:51 AM

ID: 9cac1b3e-4279-4c8f-b2b4-c607ea9821d8

Aaron Thompson

*Aaron Thompson*

Sent: 7/25/2024 8:51:44 AM

AaronThompson@PropertyRoom.com

Viewed: 7/25/2024 10:56:20 AM

CEO

Signed: 7/25/2024 10:58:04 AM

Security Level: Email, Account Authentication  
(None)

Signature Adoption: Pre-selected Style

Using IP Address: 71.163.80.78

**Electronic Record and Signature Disclosure:**

Accepted: 7/25/2024 10:56:20 AM

ID: 868e4ce2-a0b1-4b6f-916f-97c56fe03fb6

Ann Marie Lucero

*Ann Marie Lucero*

Sent: 7/25/2024 10:58:06 AM

annmarie.lucero@tax.nm.gov

Viewed: 7/25/2024 11:03:03 AM

District Mgr.

Signed: 7/25/2024 11:05:16 AM

State of New Mexico Taxation and Revenue

Signature Adoption: Pre-selected Style

Signing Group: 33300 - CRS Verification

Using IP Address: 164.64.133.192

Security Level: Email, Account Authentication  
(None)**Electronic Record and Signature Disclosure:**

Accepted: 6/2/2020 2:28:54 PM

ID: 4e14c1ed-cee7-47c4-9f77-dc41a9cef910

Brian Fitzgerald

*Brian Fitzgerald*

Sent: 7/25/2024 11:05:17 AM

brian.fitzgerald@gsd.nm.gov

Viewed: 7/25/2024 12:19:56 PM

SPD Attorney

Signed: 7/25/2024 1:30:16 PM

New Mexico General Services

Signature Adoption: Pre-selected Style

Security Level: Email, Account Authentication  
(None)

Using IP Address: 98.249.111.21

**Electronic Record and Signature Disclosure:**

| Signer Events                                                                                                                                                                                                                                                                                                                                                                 | Signature                                                                                                                                                                                   | Timestamp                                                                                  |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------|
| Accepted: 11/10/2022 2:20:03 PM<br>ID: 13d2333a-0cb1-4ca7-8071-f912306f24a1                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                             |                                                                                            |
| Robert Doucette<br>robert.doucette@gsd.nm.gov<br>Cabinet Secretary<br>New Mexico General Services<br>Signing Group: 35000 - Cabinet Secretary<br>Security Level: Email, Account Authentication (None)<br><b>Electronic Record and Signature Disclosure:</b><br>Not Offered via DocuSign                                                                                       | <br><br>Signature Adoption: Pre-selected Style<br>Using IP Address: 174.205.164.113<br>Signed using mobile | Sent: 7/25/2024 1:30:18 PM<br>Viewed: 7/25/2024 1:31:00 PM<br>Signed: 7/25/2024 1:31:05 PM |
| Dorothy Mendonca<br>dorothy.mendonca@gsd.nm.gov<br>SPD Division Director / State Purchasing Agent<br>General Services Department<br>Signing Group: 35000 - State Purchasing Agent<br>Security Level: Email, Account Authentication (None)<br><b>Electronic Record and Signature Disclosure:</b><br>Accepted: 4/14/2023 7:24:59 AM<br>ID: 51f6380f-50f7-4227-afb5-572b373dfb7c | <br><br>Signature Adoption: Pre-selected Style<br>Using IP Address: 164.64.62.10                           | Sent: 7/25/2024 1:31:07 PM<br>Viewed: 7/25/2024 2:08:01 PM<br>Signed: 7/25/2024 2:08:06 PM |
| Yuliasuti Wulandari<br>yuliasuti.wulandari@gsd.nm.gov<br>Procurement Specialist<br>New Mexico General Services<br>Security Level: Email, Account Authentication (None)<br><b>Electronic Record and Signature Disclosure:</b><br>Not Offered via DocuSign                                                                                                                      | <br><br>Signature Adoption: Pre-selected Style<br>Using IP Address: 164.64.62.10                           | Sent: 7/25/2024 2:08:07 PM<br>Viewed: 7/25/2024 2:19:32 PM<br>Signed: 7/25/2024 2:19:40 PM |
| In Person Signer Events                                                                                                                                                                                                                                                                                                                                                       | Signature                                                                                                                                                                                   | Timestamp                                                                                  |
| Editor Delivery Events                                                                                                                                                                                                                                                                                                                                                        | Status                                                                                                                                                                                      | Timestamp                                                                                  |
| Agent Delivery Events                                                                                                                                                                                                                                                                                                                                                         | Status                                                                                                                                                                                      | Timestamp                                                                                  |
| Intermediary Delivery Events                                                                                                                                                                                                                                                                                                                                                  | Status                                                                                                                                                                                      | Timestamp                                                                                  |
| Certified Delivery Events                                                                                                                                                                                                                                                                                                                                                     | Status                                                                                                                                                                                      | Timestamp                                                                                  |
| Carbon Copy Events                                                                                                                                                                                                                                                                                                                                                            | Status                                                                                                                                                                                      | Timestamp                                                                                  |
| Witness Events                                                                                                                                                                                                                                                                                                                                                                | Signature                                                                                                                                                                                   | Timestamp                                                                                  |
| Notary Events                                                                                                                                                                                                                                                                                                                                                                 | Signature                                                                                                                                                                                   | Timestamp                                                                                  |
| Envelope Summary Events                                                                                                                                                                                                                                                                                                                                                       | Status                                                                                                                                                                                      | Timestamps                                                                                 |
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| Certified Delivered                                                                                                                                                                                                                                                                                                                                                           | Security Checked                                                                                                                                                                            | 7/25/2024 2:19:32 PM                                                                       |
| Signing Complete                                                                                                                                                                                                                                                                                                                                                              | Security Checked                                                                                                                                                                            | 7/25/2024 2:19:40 PM                                                                       |
| Completed                                                                                                                                                                                                                                                                                                                                                                     | Security Checked                                                                                                                                                                            | 7/25/2024 2:19:40 PM                                                                       |
| Payment Events                                                                                                                                                                                                                                                                                                                                                                | Status                                                                                                                                                                                      | Timestamps                                                                                 |
| Electronic Record and Signature Disclosure                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                             |                                                                                            |

## **ELECTRONIC RECORD AND SIGNATURE DISCLOSURE**

### **A. ELECTRONIC RECORD AND SIGNATURE DISCLOSURE (ERSD)**

From time to time, New Mexico General Services Department (GSD), on behalf of the State of New Mexico (SONM), may be required by law to provide you with certain written notices or disclosures. Stated below are the terms and conditions for GSD's providing you such notices and disclosures electronically through the DocuSign system. Please read this information carefully. If you are able to access this information electronically and agree to **this Electronic Record and Signature Disclosure (ERSD)**, please confirm your agreement by selecting the check-box next to "I agree to use electronic records and signatures" before clicking "CONTINUE" within the DocuSign system.

## **B. Obtaining paper copies**

At any time up to twenty (20) calendar days following your use of DocuSign to electronically sign a document, you may request a paper copy of any record provided or made available electronically to you by GSD. You will have the ability to download and print documents SONM sends you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a twenty (20) calendar day period after such documents are first sent to you. Following the twenty (20) day period, if you want GSD to send you paper copies of any such documents from GSD's office, you will be charged a \$1.00 per-page fee plus postage. You may request delivery of such paper copies from GSD by following the procedure stated in Section H, below.

## **C. Withdrawing your consent**

If you decide to receive notices and disclosures from GSD electronically, you may at any time change your mind and inform GSD you want to receive required notices and disclosures only in paper format. The procedure concerning how you may inform GSD of your decision to receive future notices and disclosures in paper format as well as withdraw your consent to receive notices and disclosures electronically is stated in Section D, immediately below.

## **D. Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed with which GSD will be able to complete certain steps in specific transactions and deliver paper copies to you. GSD will need: (1) to send the required notices or disclosures to you in paper format; and (2) wait until GSD receives your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from SONM or to electronically sign documents generated and sent to you from SONM.

## **E. All notices and disclosures will be sent to you electronically**

Unless you inform GSD otherwise according to these procedures, GSD will electronically provide you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements and other documents that are required to be provided or made available to you during the course of your electronic signature relationship with SONM. To reduce the possibility of inadvertent non-receipt, GSD prefers to provide all required notices and disclosures by the same method and to the same email or physical address that you furnish to GSD. Thus, you may receive the disclosures and notices electronically or in paper form. If you do not agree with this procedure, please inform GSD according to the procedures stated in Section I, below. Please also refer to Section D, immediately above, which states the consequences resulting from your declination of electronic delivery of notices and disclosures.

## **F. How to contact GSD:**

You may inform General Services Department (GSD) of any changes you select regarding State Purchasing Division's (SPD) electronic communications with you, to request paper copies of certain information from SPD, and to withdraw your prior consent to receive notices and disclosures electronically by emailing your request(s) to SPD at: [GSD.SPInfo@state.nm.us](mailto:GSD.SPInfo@state.nm.us)

## **G. To advise SPD of your new email address**

To inform SPD of a change in the email address to which SPD sends you notices and disclosures electronically, you must send an email to SPD at [GSD.SPInfo@state.nm.us](mailto:GSD.SPInfo@state.nm.us) and in the body of such request you must include your previous and new email addresses.

## **H. To request paper copies from SPD**

To request delivery of paper copies of electronic notices and disclosures that DocuSign and/or SPD have previously provided to you, you must send an email to SPD at [GSD.SPInfo@state.nm.us](mailto:GSD.SPInfo@state.nm.us) and in the body of your email request state your email address, full name, mailing address, and telephone number. SPD will charge you a \$1.00 per page copy fee plus postage.

## **I. To withdraw your consent with SPD**

To inform SPD that you no longer wish to receive notices and disclosures in electronic format you may:

(1) Decline to sign a document from within a signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may:

(2) Send SPD an email to [GSD.SPDinfo@state.nm.us](mailto:GSD.SPDinfo@state.nm.us) and in the body of your request state your email address, full name, mailing address, and telephone number.

## **J. Required hardware and software**

The minimum system requirements for using the DocuSign system may change over time. The current DocuSign system requirements may be found at:

<https://support.docusign.com/guides/signer-guide-signing-system-requirements>

## **K. Acknowledging your access and consent to receive and sign documents electronically**

To confirm that you are able to electronically access the information contained in this Electronic Record and Signature Disclosure (ERSD), please confirm that you have: (1) read this ERSD, and either: (2) you are able to print on paper or electronically save this ERSD for your future reference and access; or (3) you are able to email this ERSD to an email address where you will be able to print this ERSD on paper and/or save this ERSD for your future reference and access. Further, if you consent to receiving notices and disclosures from DocuSign and/or SPD exclusively in electronic format, then select the check-box next to “I agree to use electronic records and signatures,” before you click “CONTINUE” within the DocuSign system.

By selecting the check-box next to “I agree to use electronic records and signatures,” you confirm that:

- You have read this Electronic Record and Signature Disclosure (ERSD); and
- You can print this ERSD on paper, or you can save and/ or send this ERSD to a location where you can print this ERSD, for your future reference and access; and
- Until or unless you notify SPD as stated in this ERSD, you consent to exclusively receive through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by SPD during the course of your electronic signature relationship with SPD.