



CITY OF AZTEC
EMERGENCY DETERMINATION FORM
Notice #15-0424

The emergency procurement method (NMSA 1978, Section 13-1-127) may only be used when there exists a threat to public health, welfare, safety or property requiring procurement under emergency conditions. The existence of the emergency condition creates an immediate and serious need for services, construction or items of tangible personal property that cannot be met through normal procurement methods and the lack of which would seriously threaten:

1. the functioning of government;
2. the preservation or protection of property; or
3. the health or safety of any person.

Emergency procurement must be posted within three business days of awarding an emergency procurement.

I. Name of Department: Public Works
Department Head: Bill Watson
Telephone Number: 505-334-7660

II. Name of prospective Contractor: HD Supply Waterworks
Address of prospective Contractor: PO Box 840700
Dallas, TX 75284
Amount of prospective contract: Estimated \$1,500.00
Term of prospective contract: Parts

III. Please thoroughly list the services (scope of work), construction or items of tangible personal property of the prospective contract:

Install water valve to at the intersection of Lightplant Rd and Hwy 516 in order to shut water completely off for the crew replacing the main water line. An unknown waterline was found during construction that was not equipped with the necessary valving to shut water off to the work site. The result was a flooding of the crews workspace at the intersection. Purchase of the necessary valve materials was necessary to control water flow into the work site to complete the work.

Residents were affected by the issue and were without water for a prolonged period of time.

- IV. Provide an explanation for the justification of the procurement including a description of the practicable competition utilized. (Do not use “technical jargon;” use plain English. Do not tailor the criteria simply to exclude other contractors if it is not rationally related to the purpose of the contract.)

Waterline running across the main water pipe at the intersection of Lightplant Rd and Hwy 516.
Crews were on scene to tie into the main waterline when the other waterline was discovered.
Had to pickup parts to place a valve in order to turn the water off completely for the tie in.

Certified by:

Date: 7.7.14

Kayamb
City Purchasing Agent

Internal Review by:

Date: 7.7.14

Kayamb
City Finance Director

APPROVED:

Date: 7/7/14

[Signature]
City of Aztec City Manager