



CITY OF LAS VEGAS
 1700 North Grand Avenue
 Las Vegas, New Mexico 87701
 Phone: (505) 454-1401 Fax: (505) 454-8027

PURCHASE ORDER

PO Number: 190872

Date: 11/30/2018

Request #: 261104

Vendor #: 01348

ISSUED TO: THE ELECTRIC HORSEMAN
 1330 6TH ST.
 LAS VEGAS, NM 87701

SHIP TO: City of Las Vegas
 Attn:Utilities Department
 905 12th Street
 Las Vegas, NM 87701

Vendor Fax #: (505) 454-4707

ITEM	UNITS	DESCRIPTION	PRICE	PROJ	GL ACCOUNT NUMBER	AMOUNT
1	0	WTP emergency repairs to rewire amd replace corroded wire and conduit	0.00		640-5700-610-7407	16,085.94

DEPARTMENT ORDER
T Vega
12/5/18

Approved By:

Date: *12/5/2018*

SUBTOTAL:	16,085.94
TAX:	0.00
SHIPPING:	0.00
TOTAL	16,085.94

1. Original invoice plus one copy must be sent to: City of Las Vegas, 1700 North Grand Avenue, Las Vegas, NM 87701.
2. Payment may be expected within 30 days of receipt of goods, unless otherwise stated.
3. C.O.D. shipment will not be accepted.
4. Purchase Order numbers must appear on all shipping containers, packing slips and invoices. Failure to comply with the above request may delay payment.
5. All goods are to be shipped F.O.B. Destination unless otherwise stated.
6. All materials and services are subject to approval based on the description on the face of the purchase order or appendages thereof. Substitutions are not permitted without approval of the Requesting Department. Material not approved will be returned at no cost to the City.
7. All goods and equipment must meet or exceed all necessary city, state and federal standards and regulations.
8. Vendor or manufacturer bears risk of loss or damage until property received and/or installed.
9. Seller acknowledges that the buyer is an equal opportunity employer. Seller will comply with all equal opportunity laws and regulations that are applicable to it as a supplier of the buyer.
10. The City is exempt from all federal excise and state tax - ID# 85-6000149



CITY OF LAS VEGAS

1700 N. GRAND AVE. • LAS VEGAS, NEW MEXICO 87701-4731 • 505-454-1401 • FAX: 505-425-7335

TONITA GURULÉ-GIRÓN
Mayor

MEMORANDUM

TO: Helen Vigil, Purchasing Agent
FROM: 
Maria Gilvarry, Utilities Director
DATE: November 30, 2018
RE: Water Treatment Plant Corrective Measures

Following recent issues at the water treatment plant immediate corrective measures were determined to be needed to avoid another plant shutdown.

These measures include replacement of actuators, replacement of corroded electrical lines including conduit and insulation, repair or replacement of damaged electrical parts including contactors, replacement of chemical pump switches, installation of communication process controls between the filter and raw water PLC's to avoid flooding the filter building, addressing of bottleneck in clear well drain line, installation of equipment to address pressure loss and freezing of chemical feed and repair of pressure reducing valve in the Clearwell.

Estimates are provided by quality contractors in the electrical and plumbing field and need to be completed immediately to avoid another potential shutdown of the plant resulting in customers being without water for extended periods of time.

This requisition is being submitted as an emergency due to the likelihood of a loss of water production due to the issues presented.

DAVID ULIBARRI
Councillor, Ward 1

VINCE HOWELL
Councillor, Ward 2

BARBARA CASEY
Councillor, Ward 3

DAVID G. ROMERO
Councillor, Ward 4



**STATE OF NEW MEXICO
EMERGENCY DETERMINATION FORM**

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.

I. Name of Agency: City of Las Vegas

Agency Chief Procurement Officer: Helen Vigil

Telephone Number: 505-454-1401

II. Name of Contractor: Electric Horseman Inc.

Address of Contractor:

14B Rudolph Dr.
Las Vegas, NM 87701

Amount of prospective contract: \$16,085.94

Term of prospective contract:

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

Water Treatment Plant emergency repairs to rewire and replace corroded wire and conduit.

- IV. Provide an explanation for the justification of the procurement including a description of the emergency condition(s) requiring use of emergency procurement and the practicable competition utilized in compliance with NMSA 1978, Section 13-1-127.**

Electrical wire and conduit was in disrepair and needed to be replaced so actuating valve would work as designed.

- V. Please describe what measures are being taken to minimize the duration and effect of this particular emergency procurement (for example: is the emergency only in place until a competitive process can be completed, etc.).**

Temporary wire was installed so operations could continue and services could be restored. Until completion of this repair.

- VI. Describe what measures the Agency will take in the future to prevent/mitigate use of an emergency procurement under similar circumstances.**

Prevention maintenance will be reported so that similar problems could be identified prior to complete failure of equipment. RFP similar on call service.

Certified by:

Date: 12/4/2018



Agency Chief Procurement Officer

Agency Approval by:

Date: 12/5/18



Cabinet Secretary/Governmental Entity Head or Designee