



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: 190829
Request #: 261033

Date: 11/21/2018
Vendor #: 04553

ISSUED TO: JD Zentz, Inc.
 Attn:Jon Zentz
 2006 Southern Blvd Ste 106
 Rio Rancho, NM 87124-

SHIP TO: City of Las Vegas
 Attn:Purchasing Department
 1700 N. Grand Avenue
 Las Vegas, NM 87701

Vendor Fax #: (505) 891-1774

ITEM	UNITS	DESCRIPTION	PRICE	PROJ	GL ACCOUNT NUMBER	AMOUNT
1	35	TECHNICIAN LABOR	64.00		220-0000-720-8003	2,240.00
2	28	HEAT EXCHANGER BAFFLES	10.96		220-0000-720-8003	306.88
3	24	HELPER LABOR	36.00		220-0000-720-8003	846.00
4	1	MATERIAL DISCOUNT 15%	-660.65		220-0000-720-8003	-660.65
5	1	COMPLETE BURNER TRAY ORFICED FOR 6500 FEET ELEVATION	4,097.48		220-0000-720-8003	4,097.48
6	1	LABOR TAX	303.17		220-0000-720-8003	303.17
7	1	FREIGHT	525.00		220-0000-720-8003	525.00

DEPARTMENT ORDER

*T Vega
11/26/18*

Approved By:

Date:

11/21/18

SUBTOTAL:	7,657.88
TAX:	0.00
SHIPPING:	0.00
TOTAL	7,657.88

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 NORTH GRAND AVE.
LAS VEGAS, NM 87701

T 505.454.1401
F 505.425.7335
LASVEGASNM.GOV
VISITLASVEGASNM.COM

TONITA GURULÉ-GIRÓN
MAYOR

DAVID ULIBARRI
COUNCILOR, WARD 1

VINCE HOWELL
COUNCILOR, WARD 2


BARBARA PEREA-CASEY
COUNCILOR, WARD 3

DAVID L. ROMERO
COUNCILOR, WARD 4

26/1033

MEMORANDUM

TO: Interim Finance Director Tana Vega

FROM: 
Interim Recreation Manager Sonia Gomez

DATE: November 21, 2018

RE: Emergency Purchase Order

The Abe Montoya Recreation Center is requesting an Emergency Purchase Order made to JD Zentz for parts and repairs to the Pool's boiler. The boiler is essential to the pool's operation; without it the pool will have to remain closed. With the boiler down the pool can not be heated to its required temperature which poses a safety issue for swimmers. Please make the PO in the amount of \$7657.88.

Your consideration to this matter is greatly appreciated.

If you have any questions, please feel free to contact me

SG



CITY OF LAS VEGAS REQUISITION FOR PURCHASE

261033

PURCHASE ORDER NO.: _____

BID REQUIREMENTS

CHECK APPROPRIATE BOX

DATE: 11/21/2018

PURCHASES UNDER RESOLUTION #14-18 STATE PROCUREMENT CODE:

- \$0 TO \$19,999.99 Best Obtainable Price; Requires 3 telephoned or written quotes;
- \$20,000.00 TO \$59,999.99 Requires 3 written and signed quotes; (Goods or services)
- \$60,000.00 AND OVER Formal Process (Requires RFQ, RFP, RFB, etc.)

BID NO.: _____ - _____ AWARDED: ____/____/____; CONTRACT NO.: _____

(RECORD BID NUMBER, AWARDED DATE, AND CONTRACT NUMBER ABOVE)

- SPD CONTRACT; SPD NO.: _____ EXPIRES: ____/____/____.
- EXEMPT PURCHASE; Provide Section No. _____.
- GSA CONTRACT; GSA NO.: _____ EXPIRES: ____/____/____.
- PROFESSIONAL SERVICES; _____
- SOLE SOURCE: REQUIRES DETERMINATION AND MUST BE POSTED ON CLV WEBSITE FOR 30 DAYS PRIOR TO PROCURING GOODS AND/OR SERVICES.

EMERGENCY; _____ SECTIONS 13-1-127 STATE PROCUREMENT CODE

STATEMENT OF NEED: (Must Complete)

Repair Boiler for Pool

IN COMPLIANCE WITH THE PROCUREMENT CODE #14-18 THE FOLLOWING QUOTES WERE OBTAINED

DATE	NAME OF VENDOR	PHONE NUMBER	PERSON CONTACTED	PRICE QUOTED

(If needed, attach additional quote documentation to this requisition)

LINE	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	SUB TOTAL
1	1		Complete Boiler - repaired for constant elevation	4,097.48	4,097.48
2	28		Heat Exchange Boilers	10.96	306.88
3	1		Freight	525.00	525.00
4	1		15% Material Discount	-640.65	-640.65
5	3.5		Technician Labor	164.00	574.00
6	23.50		Helper Labor	26.00	611.00
7			Labor tax	202.17	202.17

VENDOR: *ID Zentz*

TOTAL: \$ *7157.88*

ADDRESS: *2006 Southern Blvd Suite 106 Rio Rancho 87124*

NM CRS NO.:

FEDERAL TAX NO.:

I CERTIFY THAT THIS PURCHASE IS NECESSARY AND THAT THE REQUESTED ITEMS WILL BE PURCHASED AT THE LOWEST BID OR BEST OBTAINABLE PRICE.

BUDGET \$ _____
 EXPENDED TO DATE \$ _____
 CURRENT EXPENSE \$ _____
 BALANCE \$ _____

Salma *A. M. Alge*
 SIGNATURE OF PERSON REQUESTING

200-0000-20-8003
 FUND DEPARTMENT ACTIVITY

APPROVED BY: _____ BUDGET AVAILABLE YES: _____ NO: _____

J. D. ZENTZ, INC.
 2006 SOUTHERN BOULEVARD, SE.
 SUITE 106
 RIO RANCHO, NM 87124
 LIC #053247

QUOTATION

Quote Number: CLV-9529
 Quote Date: Nov 19, 2018
 Page: 1

Voice: (505) 891-0551
 Fax: (505) 891-1774

Quoted To:
CITY OF LAS VEGAS ATTN: PURCHASING DEPARTMENT 1700 NORTH GRAND AVENUE LAS VEGAS, NM 87701

ATTN: PURCHASING DEPARTMENT
 1700 NORTH GRAND AVENUE
 LAS VEGAS, NM 87701

Customer ID	Good Thru	Payment Terms	Sales Rep
CLV	12/19/18	Net 30 Days	ZENTZ,JD

Quantity	Item	Description	Unit Price	Amount
1.00		This quote is based on New Mexico Statewide Agreement #50-000-14-00024. Provide labor and materials required to diagnose and repair pool water heating boiler. Emergency service calls are included in this quote. Once the boiler is repaired additional diagnosis is included to determine cause of failure.		
		Complete burner tray orficed for 6500 feet elevation.	4,097.48000	4,097.48
28.00		Heat exchanger baffles	10.96000	306.88
1.00		Freight	525.00000	525.00
1.00		15% material discount	660.65000	-660.65
35.00		Technician labor	64.00000	2,240.00
23.50		Helper labor	36.00000	846.00

Subtotal	7,354.71
Sales Tax	303.17
TOTAL	7,657.88