



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: 200777

Date: 10/29/2019

Request #: 270990

Vendor #: 05443

ISSUED TO: DIEGO A GRIEGO
 Attn:C/O D.A.G. ENTERPRISES
 258 A MONTEZUMA RT
 LAS VEGAS, NM 87701-

SHIP TO: City of Las Vegas
 Attn:Solid Waste Department
 35 Aragon Road
 Las Vegas, NM 87701

Vendor Fax #: (505) 425-9516

ITEM	UNITS	DESCRIPTION	PRICE	PROJ	GL ACCOUNT NUMBER	AMOUNT
1	1	TAX	9.45		630-0000-610-7408	9.45
2	1.5	SERVICE CALL DOOR LATCH REPAIRS WILKENS TRAILER	75.00		630-0000-610-7408	112.50

DEPARTMENT ORDER
Tvega
 10/30/19

Approved By:

Date:

10/30/2019

SUBTOTAL:	121.95
TAX:	0.00
SHIPPING:	0.00
TOTAL	121.95

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 REQUISITION FOR PURCHASE

PURCHASE ORDER NO.: 270 990

BID REQUIREMENTS

CHECK APPROPRIATE BOX

DATE: 10/28/19

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)

Door latch repair on semi Wilkens trailer

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
	1.5		Service Call	75.00	112.50
			Tax	9.45	9.45

VENDOR: D.A.G. TOTAL: \$ 121.95

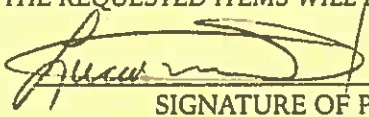
ADDRESS: _____

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 \$ 210,000.00
 EXPENDED TO DATE \$ 125,824.51
 CURRENT EXPENSE \$ 121.95
 BALANCE \$ 124,147.00


main authority by
V. J. [Signature]

SIGNATURE OF PERSON REQUESTING

630 - 0600 - 610 - 7408
 FUND DEPARTMENT ACTIVITY

APPROVED BY: [Signature] 10/30/19 BUDGET AVAILABLE YES: _____ NO: _____



CITY OF LAS VEGAS

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

TONITA GURULE-GIRON
Mayor

MEMORANDUM

TO: Helen Vigil, Purchasing Supervisor

From:  10/30/19
Lucas Marquez, Solid Waste Manager

Date:

RE: Determination - Emergency - D.A.G.

The Solid Waste Department was hauling waste to the landfill in Wagon Mound, New Mexico on October 25, 2019 the safety devise on the door handle opened on the semi trailer while in route to the landfill, the driver pulled over on I-25 on the side of the road. The driver called to the office to inform on the safety issue. Alvin Jiron and Pablo Sandoval went to inspect the situation and I (Lucas) made the call to call D.A.G to do repairs, to avoid a DOT, NMED fine and for operation to continue. It was a misunderstanding on my part that PO #200463, could be utilize, therefore the Emergency Determination paper work was not done in time. For future emergency issues the Solid Waste will contact procurement for advice on how to proceed before any repairs are done.

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: 505-426-1106

II. Name of Contractor: D.A.G.

Address of Contractor: P.O. Box 2084

LAS VEGAS, NEW MEXICO 87701

Amount of prospective contract \$121.95

Term of prospective contract: DOOR LATCH REPAIR

III. Please thoroughly list the services (scope of work), construction or items of tangible personal property of the contract: Transport driver was in route to the landfill in Wagon Mound due to wear and tear the door latch opened, the safety chain prevented the door from opening and spreading debris all over the highway.

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.

The door latch is used to prevent the door handle from opening

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.).

Quotes are being obtained for future repairs and maintenance

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

Making sure latch is well maintained and in working order, also requisitions is in process to have an open P.O. for future repairs.

Certified by:

Manning
Department Director

Date: 10/30/2019

Approved by:

[Signature]
Procurement Officer

Date 10/30/2019

APPROVED

Date 10/30/2019

Nena Vega
Finance Director

D.A.G. Enterprises of NM, LLC

P O Box 2084
Las Vegas, NM 87701

Date	Invoice #
10/25/2019	12534

Bill To
City of Las Vegas 1700 N. Grand Avenue Las Vegas NM 87701

APPROVED FOR PAYMENT

P.O. # _____

Signature _____

Date _____

P.O. No.	Terms	Project
200463		

Item	Description	Hours / Quantity	Rate	Amount
Service Call	08/2011 Wilkens Trailer, VIN: 1W91S4820BM288435, G-88862. Went on service call to repair rear door lock on trailer then check for proper operation.	1.5	75.00	112.50T
	Note: Prior invoice was dated wrong due to computer complications. 2017 City		8.396%	9.45

ORIGINAL
JCM 10/25/19

Thank you for your business.

Total \$121.95

Tax

Payments/Credits \$0.00

Balance Due \$121.95