



**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:** 200993

**Date:** 12/18/2019

**Request #:** 271306

**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:Utilities Department  
 905 12th Street  
 Las Vegas, NM 87701

**Vendor Fax #:** (505) 425-9516

ITEM	UNITS	DESCRIPTION	PRICE	PROJ	GL ACCOUNT NUMBER	AMOUNT
1	1	Metal Material	178.26		630-0000-610-7408	178.26
2	4	Pigtail	3.01		630-0000-610-7408	12.04
3	1	Welding Supplies	15.00		630-0000-610-7408	15.00
4	4	Red Light	21.60		630-0000-610-7408	86.40
5	2	Rubber Metal Clamp Emergency	1.41		630-0000-610-7408	2.82
6	1	Tax	88.16		630-0000-610-7408	88.16
7	14	Labor	75.00		630-0000-610-7408	1,050.00
8	4	4" Grommet	2.33		630-0000-610-7408	9.32
9	1	Wiring Supplies	5.00		630-0000-610-7408	5.00

**DEPARTMENT ORDER**  
*D. Chang*  
 12/19/19

Approved By: \_\_\_\_\_

Date: 12/19/19

<b>SUBTOTAL:</b>	1,447.00
<b>TAX:</b>	0.00
<b>SHIPPING:</b>	0.00
<b>TOTAL</b>	1,447.00

- Original invoice plus one copy must be sent to: City of Las Vegas, 1700 North Grand Avenue, Las Vegas, NM 87701.
- Payment may be expected within 30 days of receipt of goods, unless otherwise stated.
- C.O.D. shipment will not be accepted.
- Purchase Order numbers must appear on all shipping containers, packing slips and invoices. Failure to comply with the above request may delay payment.
- All goods are to be shipped F.O.B. Destination unless otherwise stated.
- 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.
- All goods and equipment must meet or exceed all necessary city, state and federal standards and regulations.
- Vendor or manufacturer bears risk of loss or damage until property received and/or installed.
- 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.
- The City is exempt from all federal excise and state tax - ID# 85-6000149

# CITY OF LAS VEGAS REQUISITION FOR PURCHASE

PURCHASE ORDER NO.: \_\_\_\_\_

**BID REQUIREMENTS**

CHECK APPROPRIATE BOX

DATE: 12/16/19

**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)**

Repair to Commercial truck

\*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		Metal material	178.26	178.26
	1		Welding supplies	15.00	15.00
	4		Red light	21.60	86.40
	4		4 gripmat	2.33	9.32
	4		Protect	3.1	12.04
	1		Welding supply	5.00	5.00
	2		Rubber metal clamp	1.11	2.22
	14		Labor	75.00	1,050.00
			Tax	88.16	88.16


VENDOR: D.H.B.      TOTAL: \$ 1497.00

ADDRESS: P.O. Box 2084

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 \$ \_\_\_\_\_

  
 SIGNATURE OF PERSON REQUESTING  
 630 - 0000 - 610 - 7408  
 FUND      DEPARTMENT      ACTIVITY

APPROVED BY: Dana Vega 12/18/19      BUDGET AVAILABLE YES: \_\_\_\_\_ NO: \_\_\_\_\_



## 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: *Diego A Griego dba D.A.G.*

Address of Contractor: *258 A Montezuma RT  
Las Vegas, NM 87701*

Amount of prospective contract: *\$1,447.00*

Term of prospective contract:

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

*Repair bumper and lighting system.*

- 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.

*Refuge collection truck used for commercial route was damaged and required repairs safety procedures.*

- 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.).

*Equipment will be inspected daily and employees will be required to follow all safety procedures.*

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

*The city will request for competitive bids and will implement a maintenance contract for these types of repairs.*

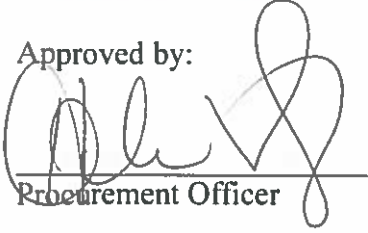
Certified by:



Department Director

Date: 12-18-19

Approved by:



Procurement Officer

Date 12/18/19

APPROVED

Date 12/18/19

  
Finance Director - Interim

D.A.G. Enterprises of NM, LLC

P O Box 2084

Las Vegas, NM 87701

# Estimate

Date	Estimate #
12/17/2019	1980

Name / Address
City of Las Vegas 1700 N. Grand Avenue Las Vegas NM 87701

Project

Item	Description	Qty	Cost	Total
Repairs	Unit: 329, 10/2006 AutoCar Expeditor, VIN: 5VCDC6MF97H204532, Engine: Cummins ISL5 8.9L, Engine S/N: 46638532, Mileage: 5,590, Hours: 10,480. Fabricate rear bumper and light boxes, patch tailgate, then install new brake and signal lights with all new pigtails and grommets.	14	75.00	1,050.00T
Part	Metal Material	1	178.26	178.26
Part	Welding Supplies	1	15.00	15.00
Part	Red" Light	4	21.60	86.40
Part	4" Grommet	4	2.33	9.32
Part	Pigtail	4	3.01	12.04
Part	Wiring Supplies	1	5.00	5.00
Part	Rubber Metal Clamp	2	1.41	2.82
<p>Note: Repairs need to be done in order for unit to be operable.</p> <p><b>ORIGINAL</b> JLM 12/18/19</p>				

Thank you for your business.

<b>Subtotal</b>	\$1,358.84
<b>Sales Tax (8.396%)</b>	\$88.16
<b>Total</b>	\$1,447.00