



**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:** 190834

**Date:** 11/27/2018

**Request #:** 261041

**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	1	WATTS 6 INCH BACKFLOW REBUILD KIT	1,249.43		220-0000-720-8003	1,249.43
2	1	LABOR TAX	113.22		220-0000-720-8003	113.22
		EMERGENCY REPAIRS TO BACKFLOW PREVENTER				
3	1	15 % MATERIAL DISCOUNT	-187.41		220-0000-720-8003	-187.41
4	24	TECHNICIAN LABOR	64.00		220-0000-720-8003	1,536.00
		SPD 50-000-14-00024				

**DEPARTMENT ORDER**  
 TVLga  
 11/27/18

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

Date: \_\_\_\_\_

11/27/2018

<b>SUBTOTAL:</b>	2,711.24
<b>TAX:</b>	0.00
<b>SHIPPING:</b>	0.00
<b>TOTAL</b>	2,711.24

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**

261041

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

261041  
11/27/2018

**BID REQUIREMENTS**

**CHECK APPROPRIATE BOX**

**DATE:** 11/27/2018

**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)**

*Emergency Plumbing Repair to Backflow Preventer*

**\*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		Watts (each) Backflow Rebuild Kit	1249.43	1249.43
2	1		15% material Discount	187.41	-187.41
3	24		Technician Labor	44.00	1536.00
4			Labor tax	113.22	113.22

**VENDOR:** JD Zentz

**TOTAL:** \$ 2711.24

**ADDRESS:** 2006 Southern Blvd Suite 106 Las Rancho

**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]*  
 SIGNATURE OF PERSON REQUESTING  
 220-6000-720-8003

FUND \_\_\_\_\_ DEPARTMENT \_\_\_\_\_ ACTIVITY \_\_\_\_\_

**APPROVED BY:** *[Signature]* 11/27/18 BUDGET AVAILABLE YES: \_\_\_\_\_ NO: \_\_\_\_\_

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

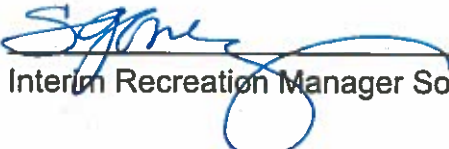
VINCE HOWELL  
COUNCILOR, WARD 2

BARBARA PEREA-CASEY  
COUNCILOR, WARD 3

DAVID L. ROMERO  
COUNCILOR, WARD 4

261041

# MEMORANDUM

**TO:** Interim Finance Director Tana Vega  
**FROM:**   
Interim Recreation Manager Sonia Gomez  
**DATE:** November 26, 2018  
**RE:** Purchase Order for Emergency Repairs

The Abe Montoya Recreation Center is requesting a Purchase Order to JD Zentz for emergency parts and repairs to the backflow preventer. The emergency took place in August; I just received the quote for parts and repairs November 21, 2018. The backflow preventer is to prevent drinking water from being contaminated due to backflow an issue to this piece of equipment is a safety hazard to staff and patrons. This is the reason these repairs needed to be taken care of as soon as possible, which they were. Please make the PO in the amount of \$2711.24 for labor, parts and repair.

Your consideration to this matter is greatly appreciated.

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

SG  
xc: File



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

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

# QUOTATION

Quote Number: CLV-9417-1  
 Quote Date: Aug 31, 2018  
 Page: 1

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

ABE MONTOYA REC CENTER  
 1751 NORTH GRAND AVENUE  
 LAS VEGAS, NM 87701

*Price Agreement # 50-000-14-00024*

Customer ID	Good Thru	Payment Terms	Sales Rep
CLV	9/30/18	Net 30 Days	ZENTZ,JD

Quantity	Item	Description	Unit Price	Amount
1.00		Provide labor and materials required to rebuild one 6 inch reduced pressure back flow preventer which is installed on fire suppression line.		
1.00		Watts 6 inch backflow rebuild kit	1,249.43000	1,249.43
24.00		15% material discount	187.41000	-187.41
		Technician labor	64.00000	1,536.00

Subtotal	2,598.02
Sales Tax	113.22
<b>TOTAL</b>	<b>2,711.24</b>