



**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:** 180973

**Date:** 11/14/2017

**Request #:** 251304

**Vendor #:** 06359

**ISSUED TO:** PROFESSIONAL AUTOMOTIVE REPAIR & SERVICE  
 231 MILLS AVE.  
 LAS VEGAS, NM 87701-

**SHIP TO:** City of Las Vegas  
 Attn: Fire Department  
 604 legion Drive  
 Las Vegas, NM 87701

**Vendor Fax #:** (505) 434-0028

ITEM	UNITS	DESCRIPTION	PRICE	PROJ	GL ACCOUNT NUMBER	AMOUNT
1	1	Labor for Hydraulic Hose fitting	10.00		203-0000-710-7408	10.00
2	2	Hydraulic Hose (71061)	4.07		203-0000-710-7408	6.11
3	1	Qty AW Hydraulic Fluid ISO 68 5G REPAIRS TO ENGINE # 3	73.84		203-0000-710-7408	73.84
4	1	Hydraulic Hose Fittings G25170-0404	5.35		203-0000-710-7408	5.35
5	1	Hydraulic Hose Fittings G25180-0404	14.85		203-0000-710-7408	14.85
SPD 60-000-16-00050 AW exp 6/30/20						

**DEPARTMENT ORDER**

**Approved By:** Ann M. Alley **Date:** 11/14/17

<b>SUBTOTAL:</b>	110.15
<b>TAX:</b>	0.00
<b>SHIPPING:</b>	0.00
<b>TOTAL</b>	110.15

- 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  
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

MEMORANDUM

TO: Helen Vigil, Purchasing Supervisor

FROM:   
Fire Chief Billy Montoya

DATE: November 14, 2017

RE: Emergency Purchase Order

The Las Vegas Fire Department is asking that you please issue a purchase order to Professional Auto Parts dba Napa, in the amount of \$110.15 from line item 203-0000-710-7408 to repair the hydraulic line from engine three. Engine three has been pulled from use and has left the Fire Department short one unit.

Should you have any questions, please feel free to contact me. Thank you.

xc: file

  
OK  


