



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: 181021

Date: 11/27/2017

Request #: 251363

Vendor #: 05573

ISSUED TO: MANUEL R PINO
 302 HARRIS RD.
 LAS VEGAS, NM 87701-

SHIP TO: City of Las Vegas
 Attn:Utilities Department
 905 12th Street
 Las Vegas, NM 87701

Vendor Fax #:

ITEM	UNITS	DESCRIPTION	PRICE	PROJ	GL ACCOUNT NUMBER	AMOUNT
1	1	Steel plate & materials on Bay area SW	15,000.00		630-0000-650-8003	15,000.00
2	1	Labor	8,500.00		630-0000-650-8003	8,500.00
3	0	tax	0.00		630-0000-650-8003	1,974.00

DEPARTMENT ORDER

Approved By: *Am M. Allee* **Date:** 11/29/17

SUBTOTAL:	25,474.00
TAX:	0.00
SHIPPING:	0.00
TOTAL	25,474.00

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

TONITA GURULE-GIRON
Mayor

MEMORANDUM

TO: Anna Marie Gallegos, Finance Director
Helen Vigil, Purchasing Supervisor

From: 
Maria Gilvarry, Utilities Director

Date: November 21, 2017

RE: Determination - Emergency - M.R. Pino Construction

The Solid Waste Transfer Station is in need of an emergency repair to the steel plate at the top of the bay area, this plate has become unattached and could become a safety hazard if this falls to the bottom of the bay, three vendors have been called and only 1 vendor has responded at this time, at this time we are requesting a purchase order be issued to M.R. Construction in the amount of \$25,474.00 line item to utilize ~~633-0000-650-8003~~ ⁶³⁰⁻⁰⁰⁰⁰⁻⁶¹⁰⁻⁷⁴⁰¹

Should you have any questions feel free to contact me at 429-0214.

DAVID ULIBARRI
Councilor, Ward 1

VINCE HOWELL
Councilor, Ward 2

BARBARA CASEY
Councilor, Ward 3

DAVID L. ROMERO
Councilor, Ward 4