



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: 241350

Date: 02/14/2024

Request #: 401742

Vendor #: 07742

ISSUED TO: AGM ENVIRONMENTAL SERVICES
 1570 PACHECO STREET STE E6
 SANTA FE, NM 87505-

SHIP TO: City of Las Vegas
 Attn:Purchasing Department
 1700 N. Grand Avenue
 Las Vegas, NM 87701

Vendor Fax #:

ITEM	UNITS	DESCRIPTION	PRICE	PROJ	GL ACCOUNT NUMBER	AMOUNT
1	1	TAX ON LABOR 13-1-127	150.76		101-5400-700-7401	150.76
2	1	MOLD TESTING @ CITY HALL FIRST 3 SAMPLES	275.00		101-5400-700-7401	275.00
3	13	ADDITIONAL ASBESTOS TESTING @ CITY HALL	50.00		101-5400-700-7401	650.00
4	11	ADDITIONAL MOLD TESTING @ CITY HALL	50.00		101-5400-700-7401	550.00
5	1	ASBESTOS TESTING @ CITY HALL FIRST 3 SAMPLES	375.00		101-5400-700-7401	375.00

DEPARTMENT ORDER

Approved By: _____

Date: 2/14/2024

SUBTOTAL:	2,000.76
TAX:	0.00
SHIPPING:	0.00
TOTAL	2,000.76

- 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

401742

PURCHASE ORDER NO.: _____

REQUIREMENTS

CHECK APPROPRIATE BOX

DATE:

2/14/24

PURCHASES INDER RESOLUTION #14-18 STATE PROCUREMENT CODE:

- \$0 TO \$19,999.99 Best Obtainable Price; Requires 3 telephoned, written, faxed or e-mailed 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.: _____ EXPIRES: ____/____/____
(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.
- OTHER CITY CONTRACT: NO: _____ EXPIRES: ____/____/____
- EMERGENCY; _____ SECTIONS 13-1-127 STATE PRODUREMENT CODE

STATEMENT OF NEED: (Must Complete)

Asbestos and Mold Testing at City Hall Offices

* 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
	1.00	oa	Asbestos Testing - LV City Hall - First 3 Samples	375.00 375.00	375.00
	13.00	oa	Asbestos Testing - City Hall	50.00	650.00
	1.00	oa	Mold Testing - LV City Hall - First 3 Samples	275.00	275.00
	11.00	oa	Mold Testing	50.00	550.00
	1.00	oa	LV labor tax @ 8.1485%	150.76	150.76

VENDOR: AGM Construction TOTAL: \$ 2,000.76

ADDRESS: 1570 Pacheco St., Santa Fe, NM 87505

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 \$ 219,765.00
 EXPENDED TO DATE \$?
 CURRENT EXPENSE \$ 2000.76
 BALANCE \$ _____

SIGNATURE OF PERSON REQUESTING

101-5400-760-7401

FUND _____ DEPARTMENT _____ ACTIVITY _____

APPROVED BY: [Signature] 2/14/24 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:

AGM Konstruction

III. Address of Contractor:

1570 Pacheco Street, Santa Fe, NM 87505

Amount of prospective contract:

\$1,108.53

Term of prospective contract:

One (1) week

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

Environmental testing, abatement and sampling in City Hall Offices.

- V. 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.

Employees complained of illness due to possible mold in the building/offices.

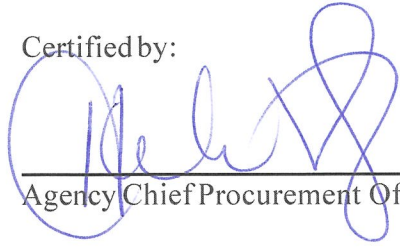
- VI. Please describe what measures are being taken to minimize the duration and effect of this particular emergency procurement (for example: is the emergency only in place until a competitive process can be completed, etc.).

City Personnel has been relocated to other City Buildings until an abatement/remediation can be conducted by the Contractor. Other alternatives are being sought at this time for a possible other permanent location/building to house employees.

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

Abatement/remediation and proper maintenance and/or destruction of building.

Certified by:



Agency Chief Procurement Officer


Date: 2/14/2024

Agency Approval by:



Finance Director

Date: 2/12/24


City Manager

Date: 02/13/2024



INVOICE

1570 Pacheco St. STE E6 Santa Fe, NM 87505

AGM Konstruction
1570 Pacheco Street
Santa Fe, New Mexico 87505
United States

505-365-2922
agmkonstruction.com

BILL TO
City of Las Vegas
Adrian Jaramillo
1700 North Grand Avenue
Las Vegas, New Mexico 87701
United States

505-454-1401
ajaramillo@lasvegasnm.gov

Invoice Number: 9242

Invoice Date: February 13, 2024

Payment Due: February 28, 2024

Amount Due (USD): \$2,000.76

 [Pay Securely Online](#)

Items	Quantity	Price	Amount
Asbestos Testing Las Vegas City Hall - First 3 Samples \$375 additional samples \$50 each	1	\$375.00	\$375.00
Asbestos Testing Las Vegas City Hall	13	\$50.00	\$650.00
Mold Testing Las Vegas City Hall - First 3 Samples \$275 additional samples \$50 each	1	\$275.00	\$275.00
Mold Testing	11	\$50.00	\$550.00



INVOICE

1570 Pacheco St. STE E6 Santa Fe, NM 87505

AGM Konstruction
1570 Pacheco Street
Santa Fe, New Mexico 87505
United States

505-365-2922
agmkonstruction.com

Subtotal:	\$1,850.00
Las Vegas 8.1485%:	\$150.76
Total:	\$2,000.76
Amount Due (USD):	\$2,000.76

Pay Securely Online



link.waveapps.com/mrxn88-pbsg4j

Make all checks payable to AGM KONSTRUCTION and ENVIRONMENTAL SERVICES, LLC. Total due in 15 days. Overdue accounts subject to a service charge of 1.9% per day.



City of Las Vegas

1700 N. Grand Avenue | Las Vegas, NM 87701 | T 505.454.1401 | lasvegasnm.gov

Mayor David Romero

TO: Whom it may concern

FROM:

Helen Vigil, Certified Procurement Officer

DATE: February 13, 2024

SUBJECT: Emergency Determination

This memo is to inform that the City of Las Vegas inadvertently did not do the proper paperwork for the mold testing that was done at City Hall on Friday February 2, 2024.

The Safety Officer had been given a directive by the Interim City Manager to get the building tested for mold and other environmental issues ASAP. With the City Manager being fairly new in the position he was unaware of the proper procurement process of 3 days for Emergency Procurement.

The Safety Officer in the urgency of getting the testing done ASAP because several employees were getting sick (or had been sick) he inadvertently forgot the paperwork. The other reason he forgot is that when the City received the test results and they were not good he had to move quickly and get 35 to 40 employees relocated in a matter of only a few hours and at the same time inform the public.

During these past few days the City has been struggling with the relocation process but has focused on getting it done for the safety of its employees and to better serve the public.

I, as the City's CPO assure you that there was no ill intention on behalf of the City. It was merely an unintentional oversight with everything that was going on.

Please call me @ extension 1106 if you have any questions.

Your attention in this matter is greatly appreciated.

David Ulibarri
Councilor Ward I

Michael Montoya
Councilor Ward 2

Barbara Casey
Councilor Ward 3

Marvin Martinez
Councilor Ward 4

1.1.7. Emergency procurements.

A. The state purchasing agent or a central purchasing office may make emergency procurements when there exists a threat to public health, welfare, safety or property requiring procurement under emergency conditions; provided that emergency procurements shall be made with competition as is practicable under the circumstances.

B. An emergency condition is a situation that creates a threat to public health, welfare or safety such as may arise by reason of floods, fires, epidemics, riots, acts of terrorism, equipment failures or similar events and includes the planning and preparing for an emergency response. 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.

C. Emergency procurements shall not include the purchase or lease purchase of heavy road equipment.

D. The state purchasing agent or a central purchasing office shall use due diligence in determining the basis for the emergency procurement and for the selection of the particular contractor. The determination shall be in writing and included in the procurement file.

E. Money expended for planning and preparing for an emergency response shall be accounted for and reported to the legislative finance committee and the department of finance and administration within sixty days after the end of each fiscal year.

History: Laws 1984, ch. 65, § 100; 1987, ch. 348, § 10; 2002, ch. 84, § 1; 2013, ch. 40, § 3.

B. Within three business days of awarding an emergency procurement contract, the awarding central purchasing office within a state agency shall:

(1) provide the information described in Subsection E of this section to the department of information technology for posting on the sunshine portal; and

C. forward the same information to the legislative finance committee business days of awarding an emergency procurement contract, the local public body central purchasing office shall post the information described in Subsection E of this section on the local public body web site, if one exists.

E. All central purchasing offices shall maintain, for a minimum of three years, records of sole source and emergency procurements. The record of each such procurement shall be public record and shall contain:

- (1) the contractor's name and address;
- (2) the amount and term of the contract;
- (3) a listing of the services, construction or items of tangible personal property procured under

the contract;

- (4) whether the contract was a sole source or emergency procurement contract; and
- (5) the justification for the procurement method.

History: Laws 1984, ch. 65, § 101; 1987, ch. 348, § 11; 2013, ch. 40, § 4.