



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: 230575
Request #: 300774

Date: 08/30/2022
Vendor #: 07955

ISSUED TO: JBRE CTEX LLC
 112 TOWNPARK DRIVE SUITE 300
 KENNESAW, GA 30144-

SHIP TO: CITY OF LAS VEGAS
 Attn:COMMUNITY DEVELOPMENT
 1700 N GRAND AVE
 LAS VEGAS, NM 87701

Vendor Fax #:

ITEM	UNITS	DESCRIPTION	PRICE	PROJ	GL ACCOUNT NUMBER	AMOUNT
1	1	LABOR	193.52		101-4700-780-7408	193.52
2	1	TAX EMERGENCY 13-1-127	26.53		101-4700-780-7408	26.53
3	1	PARTS INCLUDES: COOLANT SYSTEM EVALUATION, COOLANT EXCHANGE, REMOVE THERMOSTAT & ANTI-FREEZE	125.66		101-4700-780-7408	125.66

DEPARTMENT ORDER

Approved By:

Date:

8/30/2022

SUBTOTAL:	345.71
TAX:	0.00
SHIPPING:	0.00
TOTAL	345.71

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

*Dept: Order

Entered 8/30/22

CITY OF LAS VEGAS REQUISITION FOR PURCHASE

PURCHASE ORDER NO.: 300774

REQUIREMENTS

CHECK APPROPRIATE BOX

DATE: 8/30/22

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)

Repair of 2003 Dodge Durango

* IN COMPLIANCE WITH THE PROCUREMENT CODE # 14-18 THE FOLLOWING QUOTES WERE OBTAINED*

DATE	NAME OF VENDOR	PHONE NUMBER	PERSON CONTACTED	PRICE QUOTED
8/30/22	Pep Boys	(505) 473-3463	Reynald Varela	345.71

(If needed, attach additional quote documentation to this requisition)

LINE	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	SUB TOTAL
1	1	ea	Parts - Coolant System Evaluation, Coolant Exchange, Replace/Remove Thermostat/Anti freeze	125.66	125.66
2	1	ea	Labor	193.52	193.52
3	1	ea	Tax	26.53	26.53

VENDOR: Pep Boys

TOTAL: \$ 345.71

ADDRESS:

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 \$ 444.00
 EXPENDED TO DATE \$ _____
 CURRENT EXPENSE \$ 345.71
 BALANCE \$ 298.31

Ay Uk
 SIGNATURE OF PERSON REQUESTING
 101-4700-780-7408
 FUND DEPARTMENT ACTIVITY

APPROVED BY: Dominic Chavez by dm 8/30/22 BUDGET AVAILABLE YES: _____ NO: _____



SANTA FE
2710 CERRILLOS ROAD
2710 CERRILLOS RD
SANTA FE, NM 87501
(505) 473-3463

Service Manager: REYNALD VARELA

TRACKING ID# *
Store ID # Service Work Order #

0707 2176114

Insurance :
Policy Number :

If you have any questions
or concerns, please call:
(505) 261-1634

Table with customer and vehicle information including Name, Address, City, State, Zip, Home Phone, Contact Phone, Year, Make, Model, Engine, Vin No., License No., Mileage In / Out, Color, Date, Entered By, Time In, Date/Time Promised, Old Parts Returned.

Customer Waiting

I HEREBY AUTHORIZE PEP BOYS TO PERFORM THE REPAIRS ON THIS WORK ORDER AND TO FURNISH THE NECESSARY MATERIALS AND ITS EMPLOYEES TO OPERATE THE VEHICLE FOR PURPOSES OF INSPECTION, TESTING AND DELIVERY. I UNDERSTAND THAT ANY COST QUOTED IS AN ESTIMATE. I UNDERSTAND THAT UNLESS DIRECTLY CAUSED BY PEP BOYS, IT IS NOT RESPONSIBLE FOR ANY LOSS OR DAMAGE TO THE VEHICLE OR ITS CONTENTS; THAT THE VEHICLE MAY BE PARKED IN THE PEP BOYS' PARKING LOT AND THAT VEHICLES ARE LEFT OVERNIGHT AT OWNER'S RISK.

Summary table with columns: Initial Estimate, Parts \$, Labor \$, Total \$, Date and Time.

Main service items table with columns: TYPE, PART, DESCRIPTION, CODE, MECHANIC, HRLY RATE, HRS, QTY, SOURCE, EACH, TOTAL.

Package SubTotal :35.99

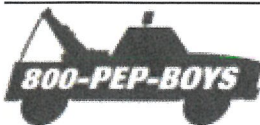
Package SubTotal :94.49

Parts: 125.66 Labor : 193.52 Other : 0.00 Tax : 26.53 Total : 345.71

Payment Due From Driver : 345.71

* You can now track your Vehicle's Status online. Just go to www.pepboys.com and enter your Tracking ID number (0707 - 2176114), in the E-Service Center

Store ID - Service Work Order



NEED A TOW? CALL 1-800-PEP-BOYS or
1-800-737-2697



Charge Fleet Acct(80244631) : 0.00

FLEET TRANSACTION

Fleet Invoice: 07072176114

WEX

Fleet Acct: 80244631

PO NUMBER:

Code Descriptions

N:New

Service Information

Tire Tread Depth (32nds) LF:: 6

Tire Tread Depth (32nds) LR:: 6

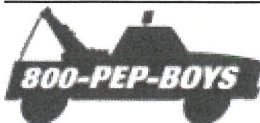
Tire Tread Depth (32nds) RR:: 6

Tire Tread Depth (32nds) RF:: 6

State Inspection Expiration Date:: 23

* You can now track your Vehicle's Status online. Just go to www.pepboys.com and enter your Tracking ID number (0707 - 2176114), in the E-Service Center

Store ID - Service Work Order



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1-800-737-2697

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: *Pep Boys*

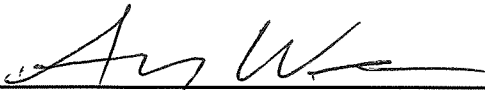
Address of Contractor:

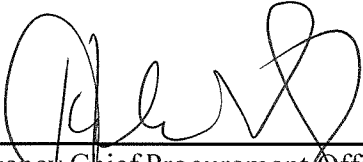
Amount of prospective contract: *\$ 345.71*

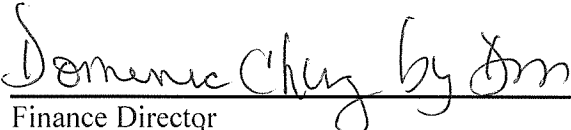
Term of prospective contract: *7 Days*

III. Please thoroughly list the services (scope of work), construction or items of tangible personal property of the contract: *Repair of 2003 Dodge Durango*

Agency Approval:


Department Director
Date: 8/30/22


Agency Chief Procurement Officer
Date: 8/30/2022


Finance Director
Date: 8/30/22