



**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:** 240210

**Date:** 07/13/2023

**Request #:** 400240

**Vendor #:** 07932

**ISSUED TO:** VCA INC  
 12401 W OLYMPIC BOULEVARD  
 LOS ANGELES, CA 90064-

**SHIP TO:** CITY OF LAS VEGAS  
 Attn:ANIMAL CARE CENTER  
 1700 N GRAND AVE.  
 LAS VEGAS, NM 87701

**Vendor Fax #:**

ITEM	UNITS	DESCRIPTION	PRICE	PROJ	GL ACCOUNT NUMBER	AMOUNT
1	1	SPAY SURGERY INVOICE 57040609916	182.95		101-4900-710-7305	182.95
2	1	NEUTER SURGERY INVOICE 57040609799	329.16		101-4900-710-7305	329.16
3	1	EMERGENCY PURCHASE 13-1-127 RABIES VACCINE INVOICE 57040609918	10.82		101-4900-710-7305	10.82

**DEPARTMENT ORDER**

**Approved By:**

**Date:**

7/14/2023

<b>SUBTOTAL:</b>	522.93
<b>TAX:</b>	0.00
<b>SHIPPING:</b>	0.00
<b>TOTAL</b>	522.93

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

Open PO

400240

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

REQUIREMENTS

CHECK APPROPRIATE BOX

DATE:

7/13/2023

**PURCHASES UNDER 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 PROCEDURE CODE

**STATEMENT OF NEED: (Must Complete)**

2 EMERGENCY DETERMINATIONS FOR ACC FY24

\* 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	EACH	EMERGENCY ACC INVOICE 57040609799	329.1600	329.16
2	1	EACH	EMERGENCY ACC INVOICE 57040609916	182.95	182.95
3	1	EACH	EMERGENCY ACC INVOICE 57040609918	10.82	10.82
4					-
5					-
6					-
7					-
8					-
					-
					-
					-

**VENDOR:** VCA ARRIGHETTI ANIMAL HOSPITAL **TOTAL: \$** 522.93

**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 \$ 60,000.00  
 EXPENDED TO DATE \$ 64.80  
 CURRENT EXPENSE \$ 522.93  
 BALANCE \$ 59,412.27

  
 SIGNATURE OF PERSON REQUESTING  
 101.4900.710.7305

APPROVED BY: D. Chang 7/14/23 FUND \_\_\_\_\_ DEPARTMENT \_\_\_\_\_ ACTIVITY \_\_\_\_\_  
 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 conditions 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: VCA Arrighetti Animal Hospital  
Address of Contractor: 1882 Plaza del Sur Dr. Santa Fe, NM 87505  
Amount of prospective contract: \$329.16  
Term of prospective contract: Payment of invoice

III. Please thoroughly list the services (scope of work), construction or items of tangible personal property of the contract: A dog needed to be neutered prior to transferring to another shelter.

IV. 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 completion utilized in compliance with NMSA 1978, Section 13-1-127. The veterinarian performed a neuter surgery.

V. 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.). We will only utilize this form of procurement when the situation deems it to be urgent. The ACC Manager deemed this situation urgent because we have not yet obtained quotes from all veterinary clinics in order to get a PO.

VI. Describe what measures the Agency will take in the future to prevent/mitigate use of an emergency procurement under similar circumstances. The ACC is working on obtaining new POs for numerous veterinary clinics for the new fiscal year and will primarily utilize those clinics, unless they are unable to accommodate these urgent situations.





VCA Arrighetti Animal Hospital  
 1882 Plaza del Sur Drive | Santa Fe, NM 87505 | (505) 471 - 2888

Armendariz DVM, Esteban | Date: 7/10/2023 at 11:17 | Invoice: 5740609799 | Cashier: Linda M

**Client**

ACC The Animal Care Center 2022 (#30141)  
 Bea Gallegos  
 1680 N Grand Ave  
 Las Vegas, NM 87701

**Patient**

Elvis (#74826)  
 Species: Canine (Aussie Cross)  
 Sex: Male Neutered | Color: Tri  
 Birth: 07/05/2022 | Age: 1y | Weight: 40 lb

**Detailed Visit Information**

Date	Description	Qty	Price	Discount	Tax	Total Price
7/7/2023	- TrazODone HCl (gen) 100mg Tab This medication is being dispensed to reduce your pet's anxiety prior to your visit at our hospital.	1.00	\$10.21	-\$2.04	\$0.67	\$8.84
	Chem(11) CBC	1.00	\$199.00	-\$99.00	\$8.19	\$108.19
	Anesthesia EP Includes: The veterinarian's assessment of the patient to determine the anesthetic protocol for the procedure about to be performed Pre-anesthetic Medications Anesthesia Induction Anesthesia Maintenance Anesthesia Monitoring Recovery Monitoring and Care	1.00	\$132.15	-\$132.15	\$0.00	\$0.00
	Fluids EP Includes fluid support of the anesthetized patient	1.00	\$135.05	-\$135.05	\$0.00	\$0.00
	Hospitalization Includes patient care while at the hospital	1.00	\$0.00		\$0.00	\$0.00
	Pain Management EP Includes the oral and injected pain medications administered to the patient to control pain while in the hospital.	1.00	\$58.60	-\$11.72	\$3.84	\$50.72
	Neuter	1.00	\$253.15	-\$153.15	\$8.19	\$108.19
	Carprofen (Rovera) 75mg CwTab	7.00	\$40.63	-\$8.13	\$2.66	\$35.16
	Elizabethan Collar Clear 20cm	1.00	\$8.36	-\$1.67	\$0.55	\$7.24
	Doctor Directed Visit (no Exam)	1.00	\$0.00		\$0.00	\$0.00
	Rabies Vaccine 1yr Canine	1.00	\$46.90	-\$36.90	\$0.82	\$10.82

Subtotal: **\$329.16**

Discounts	Shelters/PetStore	-\$579.81
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For information on how we collect and use information about you and your pet, and how you may opt-out of some uses, please see our Privacy Policy at [vcahospitals.com/privacy-policy](http://vcahospitals.com/privacy-policy).

Thank you for trusting us with your pet's care. Your friends at VCA Arrighetti Animal Hospital.



**VCA Arrighetti Animal Hospital**  
 1882 Plaza del Sur Drive | Santa Fe, NM 87505 | (505) 471 - 2888

**Armendariz DVM, Esteban | Date: 7/10/2023 at 11:17 | Invoice: 5740609799 | Cashier: Linda M**

**A Message from VCA**

Some fun and new information on our Facebook page, so don't forget to "Like" us . . . AND ask us about our new CareClub program today to experience the value of having your pet on the path to ideal wellness, as well as enjoying access to our healthcare team all year-round.

Have your medications mailed to you by visiting our online store at [store.vcaarrighetti.com](http://store.vcaarrighetti.com)

We offer a Preventive Care Clinic on Tuesdays and Thursdays from 8:00am to 6:00pm. Vaccines are discounted with exam only during our PCC hours!

We offer VCA CareClub wellness plans to help your pet live a happy, healthy life. Offered with convenient monthly payments, they are an affordable way to protect your pet's health and help prevent illness. By offering you greater peace of mind, it allows you to focus on what really matters in your pet's life: their Happiness. Ask us about VCA CareClub and to learn more go to [VCACareClub.com](http://VCACareClub.com).

**Invoice Summary**

Patient Name	Total Price	Total Discount	Total Tax	Total Due
Elvis	\$884.05	-\$579.81	\$24.92	\$329.16

Prev Balance:	\$2,028.51
Total Due:	\$329.16
Amount Paid:	\$0.00
Amount Due:	\$2,357.67

**Patsy has an appointment on 7/12/2023. Drop off from 8:00 AM to 8:30 AM**  
**Bagel has an appointment on 7/13/2023. Drop off from 8:00 AM to 8:30 AM**

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Thank you for trusting us with your pet's care. Your friends at VCA Arrighetti Animal Hospital.

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**Fwd: Scanned AWC - Las Vegas, NM**

1 message

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**Beatriz Gallegos** <bgallegos@lasvegasnm.gov>  
To: June Tafoya <jtafoya@lasvegasnm.gov>

Mon, Jul 10, 2023 at 11:48 AM

Emergency Determination Form attached

----- Forwarded message -----

From: <copier.clvnm@ci.las-vegas.nm.us>  
Date: Mon, Jul 10, 2023 at 11:39 AM  
Subject: Scanned AWC - Las Vegas, NM  
To: <bgallegos@lasvegasnm.gov>

Please open the attached scan from AWC - Las Vegas, NM

Number of Images: 4  
Attachment File Type: pdf, Multi-Page

Multifunction Printer Location:  
Multifunction Printer Name: XRX9C934E996A0C

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\*The City of Las Vegas values responsiveness and commits to respond to all email and phone calls within 24 hours\*

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STATE OF NEW MEXICO  
EMERGENCY DETERMINATION FORM

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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: VCA Arrighetti Animal Hospital

Address of Contractor: 1882 Plaza del Sur Dr. Santa Fe, NM 87505

Amount of prospective contract: \$172.13

Term of prospective contract: Payment of invoices

III. Please thoroughly list the services (scope of work), construction or items of tangible personal property of the contract: A cat needed to be spayed prior to adoption and needed a rabies vaccine.

IV. 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 completion utilized in compliance with NMSA 1978, Section 13-1-127. The veterinarian performed a spay surgery and administered a rabies vaccine.

V. 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.). We will only utilize this form of procurement when the situation deems it to be urgent. The ACC Manager deemed this situation urgent because we have not yet obtained quotes from all veterinary clinics in order to get a PO, but service was required for shelter operations.

VI. Describe what measures the Agency will take in the future to prevent/mitigate use of an emergency procurement under similar circumstances. The ACC is working on obtaining new POs for numerous veterinary clinics for the new fiscal





VCA Arrighetti Animal Hospital  
 1882 Plaza del Sur Drive | Santa Fe, NM 87505 | (505) 471 - 2888

Armendariz DVM, Esteban | Date: 7/12/2023 at 16:23 | Invoice: 5740609916 | Cashier: Linda M

**Client**

ACC The Animal Care Center 2022 (#30141)  
 Bea Gallegos  
 1680 N Grand Ave  
 Las Vegas, NM 87701

**Patient**

Patsy (#74836)  
 Species: Feline (Domestic Medium Hair)  
 Sex: Female Spayed | Color: Black  
 Birth: 02/07/2023 | Age: 22w | Weight:

**Detailed Visit Information**

Date	Description	Qty	Price	Discount	Tax	Total Price
7/12/2023	Anesthesia EP Includes: The veterinarian's assessment of the patient to determine the anesthetic protocol for the procedure about to be performed Pre-anesthetic Medications Anesthesia Induction Anesthesia Maintenance Anesthesia Monitoring Recovery Monitoring and Care	1.00	\$132.15	-\$132.15	\$0.00	\$0.00
	Fluids EP Includes fluid support of the anesthetized patient	1.00	\$135.05	-\$135.05	\$0.00	\$0.00
	Hospitalization Includes patient care while at the hospital	1.00	\$0.00		\$0.00	\$0.00
	Pain Management EP Includes the oral and injected pain medications administered to the patient to control pain while in the hospital.	1.00	\$58.60	-\$11.72	\$3.84	\$50.72
	Spay	1.00	\$182.50	-\$82.50	\$8.19	\$108.19
	Robenacoxib (Onsior) 6mg Fel 3ct	1.00	\$27.78	-\$5.56	\$1.82	\$24.04
	Doctor Directed Visit (no Exam)	1.00	\$0.00		\$0.00	\$0.00

Subtotal: **\$182.95**

Discounts	Shelters/PetStore	-\$366.98
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**Armendariz DVM, Esteban | Date: 7/12/2023 at 16:23 | Invoice: 5740609916 | Cashier: Linda M**

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**Invoice Summary**

Patient Name	Total Price	Total Discount	Total Tax	Total Due
Patsy	\$536.08	-\$366.98	\$13.85	\$182.95

Prev Balance:	\$2,357.67
Total Due:	\$182.95
Amount Paid:	\$0.00
Amount Due:	\$2,540.62

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VCA Arrighetti Animal Hospital  
 1882 Plaza del Sur Drive | Santa Fe, NM 87505 | (505) 471 - 2888

Armendariz DVM, Esteban | Date: 7/12/2023 at 16:28 | Invoice: 5740609918 | Cashier: Linda M

**Client**

ACC The Animal Care Center 2022 (#30141)  
 Bea Gallegos  
 1680 N Grand Ave  
 Las Vegas, NM 87701

**Patient**

Patsy (#74836)  
 Species: Feline (Domestic Medium Hair)  
 Sex: Female Spayed | Color: Black  
 Birth: 02/07/2023 | Age: 22w | Weight:

**Detailed Visit Information**

Date	Description	Qty	Price	Discount	Tax	Total Price
7/12/2023	Rabies Vaccine Purevax 1yr Feline	1.00	\$65.05	-\$55.05	\$0.82	\$10.82
	Doctor Directed Visit (no Exam)	1.00	\$0.00		\$0.00	\$0.00

**Subtotal:** \$10.82

Discounts	Shelters/PetStore	-\$55.05
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**Invoice Summary**

Patient Name	Total Price	Total Discount	Total Tax	Total Due
Patsy	\$65.05	-\$55.05	\$0.82	\$10.82

Prev Balance:	\$2,540.62
Total Due:	\$10.82
Amount Paid:	\$0.00
Amount Due:	\$2,551.44

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