



**CITY OF AZTEC  
EMERGENCY DETERMINATION FORM**

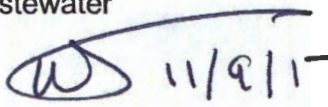
**Notification Number:** EM 2018-639

**Post Date:** 11.9.17

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.

Emergency procurement must be posted within three business days of awarding an emergency procurement.

- I. Name of Department: **Public Works / Wastewater**  
Department Head: **William Watson**   
Telephone Number: **334-7660**
- II. Prospective Contractors (Name & Address):  
**All American Technical Team (AATT)**  
**3515 La Plata Hwy**  
**Farmington, NM 87401**  
**505-326-1778**

- III. Amount of prospective contract: **\$11,000**  
IV. Term of prospective contract: **1 week**

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

AATT is to remove the motor from the blower housing, take it to their shop and tear it down to see what the failure is.

- IV. Provide an explanation for the justification of the procurement including a description of the practicable competition utilized. (Do not use “technical jargon;” use plain English. Do not tailor the criteria simply to exclude other contractors if it is not rationally related to the purpose of the contract.)

2 of 3 blowers have malfunctioned at the waste water plant. The plant aeromod unit requires 2 blowers to function properly.

Certified by:

Date: \_\_\_\_\_

\_\_\_\_\_  
City Purchasing Agent

Internal Review by:

Date: 11.9.17

Kawant  
\_\_\_\_\_  
City Finance Director

APPROVED:

Date: 11/9/17

[Signature]  
\_\_\_\_\_  
City of Aztec City Manager