



**CITY OF AZTEC
EMERGENCY DETERMINATION FORM**

Notification Number: ~~SA~~ ^{FAA} 2019-706 9D-KA0005-19-EM301

Post Date: 06/13/2019

NIGP Code: 936

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: **Aztec Public Works**
Department Head: **Stephen Morse**
Telephone Number: **505-334-7660**
- II. Prospective Contractors (Name & Address):
All American Technical Team
3515 La Plata Hwy, #B
Farmington NM 87401
- III. Amount of prospective contract: **\$5330.00**
- IV. Term of prospective contract: **Approximately 2 to 3 weeks depending on delivery of the parts**

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

Dismantle an Aurora pump evaluate the damages, clean up the parts order the new repair kit , install new repair kit including new mechanical seals and bearings. If machine work is necessary it will be added to the estimated cost.

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.)

This pump moves treated water up the hill to the airport tank, without this pump the tank may run dry and citizens may not have any drinking water available to them and will not have fire protection.

Certified by:

City Purchasing Specialist

Date: _____

Procurement Compliance Review by:



Chief Procurement Officer

Date: 6.13.19

Budgetary Review:



Finance Director

Date: 6.13.19

APPROVED:



City Manager

Date: 6/13/19