CITY OF AZTEC
EMERGENCY DETERMINATION FORM

Notification Number: 70-M0005-26-EM125
Post Date: 11-23-26
NIGP Code:

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 Plant
Department Head: Andrew DiCamillo
Telephone Number: 505-334-7660

II. Prospective Contractors (Name & Address):

Sychar
70 Road 4980
Bloomfield, NM 87413

III. Amount of prospective contract: $41652.39

IV. Term of prospective contract: <30 days

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

Repair an underground air line(blower line) that feeds the aeromod. a 16 in and 12 in ductile iron pipe rusted and blew underground. Sychar had to excavated the area, and replace the rusted lines, Elbow and Tee to the 12 in line. this line is required for treated sewer. If the line is down raw sewer run to the river.

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 was an emergency repair. All American Technical team was contacted but was not able to come and do the job in a timely manner. The only contractor available was Sychar.

Certified by:

Blake Date: 11-18-26

City Purchasing Specialist

Procurement Compliance Review by:

Jennie Achee Date: 11/18/2026

Chief Procurement Officer

Budgetary Review:

Jennie Achee Date: 11/18/2026

Finance Director

APPROVED:

Date: 11/18/26

City Manager

Thank you for your submission.
The procurement will be reviewed by one of our buyers.
In the future, any amendment to a sole source contract that adds to or changes or impacts in any way any of the terms and conditions listed below (which are set forth in statute, see Section 13-1-126.1. NMSA 1978), the sole source must be reposted for a new, additional 30 day period.

- if the parties to the proposed contract change;
- if the nature and quantity of the service, construction or item of tangible personal property being contracted for, changes; and
- if the contract amount changes.

Print

Agency :	M0005 - CITY OF AZTEC
Procurement Number :	70-M0005-26-EM125
Next Step :	REVIEW
Uploaded Files :	Emergency Determination: SYCHAR EMERGENCY FORM COA SIGNED.pdf
Completed date :	Monday, November 23, 2026 9:30 AM
Completed by :	BRENDA BLAKE

