



NOTICE OF DETERMINATION
for
EMERGENCY PROCUREMENT

5/8/23

The City is making the determination to proceed with this purchase as an Emergency Procurement as defined in (Section 1.4.1.58-64) of the New Mexico State Procurement Code.

1.4.1.59 DEFINITION OF EMERGENCY CONDITIONS: An emergency condition is a situation which creates a threat to public health, welfare, safety or property such as may arise by reason of floods, epidemics, riots, equipment failures or similar events. 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:

- A. the functioning of government;
- B. the preservation or protection of property; or
- C. the health or safety of any person.

The CPO opinion is that the emergency procurement is justified by meeting condition A. of Section 1.4.1.59.

Description of Emergency Condition(s):

On May 8, 2023, the City of Carlsbad discovered that a 16 inch water supply line that feeds a 3 million gallon water reservoir in Carlsbad from our Double Eagle water well field had developed a major leak. Due to this leak, the line has to be shut down until repaired in order to prevent a major loss to the City water supply. In addition, this leak, until repaired, will greatly reduce the water supply to City residents and businesses.

The City is able to secure the necessary parts and equipment to make these repairs from two different vendors:

Benmark Supply Company \$4,869.20

The Chief Procurement Officer looked into alternate means of procurement, including possible contracts with CES and State of New Mexico Pricing Agreements. However, this was not an option, because the vendor did not have any existing cooperative contracts for this service.

A handwritten signature in black ink, appearing to read "Matthew Fletcher".

Matthew Fletcher, CPO
City of Carlsbad



Bill To

City of Carlsbad
PO Box 1569
Carlsbad, NM 88221-1569
or
Email to invoices@cityofcarlsbadnm.com
A/P Phone 575-234-7961

PHONE

(575) 887-1191
FAX
(575) 887-7559

HOURS

Monday - Friday
8:00 a.m. - 5:00 p.m.
(Mountain Time)
www.cityofcarlsbadnm.com

Purchase Order

Fiscal Year 2023

Page: 1 of 1

**THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKAGES AND SHIPPING PAPERS.**

Purchase Order #

22306534

Delivery must be made within doors of specified destination.

Vendor

BENCHMARK SUPPLY CO., INC.
PO BOX 198
MIDLAND, TX 79702

Ship To

W&S Warehouse
City of Carlsbad, NM
209 N Cypress
Carlsbad, NM 88220
Email: vmking@cityofcarlsbadnm.com
Phone: 575-885-2541

VENDOR PHONE NUMBER	VENDOR FAX NUMBER	REQUISITION NUMBER	DELIVERY REFERENCE	
432-682-6584		12307454		
DATE ORDERED	VENDOR NUMBER	DATE REQUIRED	FREIGHT METHOD/TERMS	DEPARTMENT/LOCATION
05/08/2023	458			Water
NOTES				

DE Waterline failure/Vendor has in stock NEED ASAP

The Above Purchase Order Number Must Appear On All Correspondence - Packing Sheets And Bills Of Lading

ITEM #	DESCRIPTION / PART #	QTY	UOM	UNIT PRICE	EXTENDED PRICE
1	16" C-900 PIPE IN STOCK GL Account: 700-50-7000-702-0000-65350-	40.0	FT	\$121.73	\$4,869.20
GL SUMMARY					
	700-50-7000-702-0000-65350-				\$4,869.20

Authorized Signature

Authorized Signature

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NEXT PAGE**