



NOTICE OF DETERMINATION
for
EMERGENCY PROCUREMENT

12/4/20

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 and C of Section 1.4.1.59.

Description of Emergency Condition(s):

On December 4, 2020 the Double Eagle Water Line, the primary distribution line for water service to the City of Carlsbad developed a severe leak that required immediate repairs in order to preserve water and prevent a shortage to the water supply to the City of Carlsbad.

Although other companies sell the repairs parts needed, the only company able to expedite the parts needed to complete the repairs immediately is Benchmark Supply in Midland, Texas.

The City is able to acquire the needed repair parts for immediate shipping at a cost of \$ 2,880.06 including shipping. This is only slightly more than the City's small purchase limit of \$2,500.

Do to the facts stated above, the CPO has approved this purchase under emergency conditions in order to repair the damage to the water pipeline and prevent the reduction of the City's water supply.

Purchase Amount \$ 2,880.06

PO # 22103575

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 2021

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

Purchase Order #

22103575

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		12104287		
DATE ORDERED	VENDOR NUMBER	DATE REQUIRED	FREIGHT METHOD/TERMS	DEPARTMENT/LOCATION
12/04/2020	458			Double Eagle
NOTES				

EMERGENCY LEAK @ DE

The Above Purchase Order Number Must Appear On All Correspondence - Packing Sheets And Bills Of Lading
 Quote 1293998

ITEM #	DESCRIPTION / PART #	QTY	UOM	UNIT PRICE	EXTENDED PRICE
1	14" Hymax coupling GL Account: 700-00-0000-000-0000-18100-	2.0	EACH	\$1,348.18	\$2,696.37
2	Est tax GL Account: 700-00-0000-000-0000-18100-	1.0	EACH	\$183.69	\$183.69
GL SUMMARY					
	700-00-0000-000-0000-18100-				\$2,880.06

Authorized Signature

Authorized Signature

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