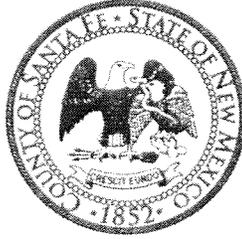


Daniel "Danny" Mayfield
Commissioner, District 1

Miguel M. Chavez
Commissioner, District 2

Robert A. Anaya
Commissioner, District 3



Kathy Holian
Commissioner, District 4

Liz Stefanics
Commissioner, District 5

Katherine Miller
County Manager

MEMORANDUM

Date: September 23, 2013
To: Diego Gomez, Road Maintenance Manager
Cc: Robert Martinez, Transportation-SW Division Director
From: Bill Taylor, ASD/Purchasing *BT a/lz*
Subject: Declaration of Emergency Determination

On Thursday, September 19, 2013, it was discovered that there was a large sink hole under Camino los Abuelos (County Road 42) due to the heavy rainfall in that area of Santa Fe County. The dirt was washed away from supporting a culvert under County Road 42 and was susceptible to the road sinking.

On September 19, 2013, Purchasing Division received the attached Declaration of Emergency Request form from Diego Gomez from the Roads Division. The attached memorandum declares that the emergency condition exists pursuant to Section 13-1-127 NMSA 1978 and the immediate threat to the health and safety of the public and residents near County Road 42. Therefore an emergency Purchase Order was processed with the following information:

Contractor Name: Cisneros Concrete
P.O. Box 1394
Santa Fe, NM 87544

Scope of Work: Concrete pumping, forming, and placement under culvert on CR42

Estimated Cost: \$2,665.63 (inclusive of GRT)

Determination:

Pursuant to Section 13-1-127 NMSA 1978, Santa Fe County Purchasing Division determined that an emergency condition exists and justifies the procurement of pumping, forming, and placement of concrete for the Roads Division for County Road 42.

Santa Fe County / Purchasing Division

142 W. Palace Ave.
Santa Fe, NM 87501
(505) 986-6354

**REQUEST FOR DECLARATION OF EMERGENCY
PROCUREMENT**

To facilitate the process and obtain a complete request for emergency assistance, please provide the following: *completed form and detailed memo of justification to: Bill Taylor, Procurement Manager, SFC, (505) 986-6373, or mail original to above address, or e-mail to wtaylor@santafecounty.org*

Submittal of DOE request does not constitute an emergency situation. Request will be reviewed and verified by the Procurement Manager, if possible, and determination made on options, which best suits your needs.

Date of Request 9/19/13

Person Making Request & Title Diego Gomez Road Maintenance Manager

Department & Agency Public Works Road Maintenance

Ph. (505) 992-3016 Cell (505) 490-2825 Fax (505) 992-3028

Building Name _____

Physical Address _____

City & Zip Code _____

Other Tenant(s) in Building _____

Information surrounding the emergency situation (include the following: *describe the problem in detail*; indicate times, dates and extent of damages; has any action been taken? any other information which will help determine this request qualifies as an emergency)

A culvert located under CR 42 has been undermined due to the flooding recently. It is critical that we place concrete under the pipe immediately to support the pipe and the road before we get a large sinkhole under CR 42.

DOE Request Continued

