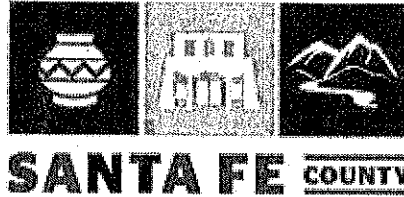


**Henry Roybal**  
Commissioner, District 1

**Anna Hansen**  
Commissioner, District 2

**Rudy N. Garcia**  
Commissioner, District 3



**Anna T. Hamilton**  
Commissioner, District 4

**Hank Hughes**  
Commissioner, District 5

**Katherine Miller**  
County Manager

DATE: June 3, 2021

TO: File

FROM: Bill Taylor, Procurement Manager *BT*

Via: Yvonne S. Herrera, Finance Director

RE: **Declaration of Emergency – Procure Plumbing Repair Services to Restore Water at the Ken & Patty Adams Senior Center and The Public Works Wash Bay Facility Located at 16 Avenida Torreon and 424 Frontage Rd, Respectively in Santa Fe New Mexico in the Amount of \$1,150.00, Exclusive of NM GRT**

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**Issue:**

On Tuesday February 17, 2021 the Property Control Division of the Public Works Department was contacted by the Cook at the Ken & Patty Adams Senior Center that a water leak was seen in the ceiling of the kitchen that was discovered to be from the fire suppression lines.

In addition, on the same day the fire suppression alarm was set off at the Public Works Wash Bay Facility due to a frozen line in the fire suppression service.

The Division Supervisor called the Procurement Manager to discuss the situation at both facilities and requested permission to contact American Fire Protection Group, Inc. to perform emergency repairs to both systems. The Procurement Manager verbally approved the request to request the services and to submit a Declaration of Emergency Request and supporting documentation.

Although the repairs were completed at both facilities within a 24 hour period, the Division staff failed to submit the documentation in a timely manner to make a timely DOE Determination.

The system was repaired and water was resupplied to the facilities on Wednesday February 17, 2021 by the contractor.

**Determination:**

Due to the failure of the fire suppression systems at both the Ken & Patty Adams Senior Center and the Wash Bay Facility at the Public Works Complex, created a public health, welfare and safety concern, as an emergency condition.

It is therefore the determination of the County Procurement Manager, CPO that the services needed for the repairs located at the Senior Center and the Wash Bay Facility met the requirements of an emergency procurement, pursuant to NMSA 1978, 13-1-127.

All work and costs associated with this determination is limited to the services required for the repairs located at 16 Avenida Torreon and 424 Frontage Rd, NM 599 in Santa Fe, New Mexico.

**Emergency Project Description:**

Contractor: American Fire Protection Group, Inc.  
8904 Adams St. NE  
Albuquerque, NM 87113-2700  
(505) 298-8024

Scope of Work:

Locations- 424 Frontage Rd. NM 599

Risers closed by fire department due to high pressure in systems. Contractor placed all risers back into service and checked system. PRV may be need replacing.  
Panel cleared and back in service.

Recommend survey by engineer to determine cause of excessive pressure and provide solutions.

Sprinkler Service Labor	5 hrs @ \$ 110.00/hr.	\$ 550.00
NM GRT 8.4375%		<u>\$ 46.41</u>
TOTAL, inclusive of NM GRT		<u>\$ 596.41</u>

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Location- 16 Avenida Torreon

Emergency Call – Broken 1 ¼ Tee

Replaced 1” tee that froze. Checked system for other leaks and put system back into service.

Labor		\$ 550.00
Materials		\$ 50.00
NM GRT @ 7.875%		<u>\$ 47.25</u>
TOTAL, inclusive of NM GRT		<u>\$ 647.25</u>

**Grand TOTAL DOE EXPENDITURE, inclusive of tax** **\$1,243.66**