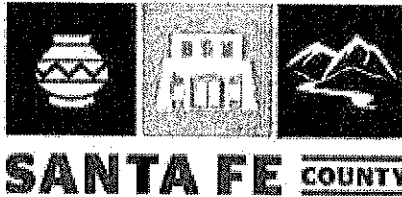


Henry Roybal
Commissioner, District 1

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: March 2, 2021

TO: File

FROM: Bill Taylor, Procurement Manager *BT*

Via: Gary L.J. Giron, Public Works Director
Yvonne S. Herrera, Finance Director
LeRoy Alvarado, Utilities Infrastructure Manager

RE: **Declaration of Emergency – Procure Repair Services to the Control Panel
Located at the Abajo/Thorneburg Lift Station in Santa Fe, New Mexico, in the
Amount of \$4,254.90, Exclusive of NM GRT**

Issue:

On March 1, 2021 at approximately 8:00 AM, the Utilities Division of Public Works Department was conducting their daily inspection of the Abajo/Thorneburg lift station and discovered that there was an electrical failure in the control panel and the system was not pumping waste water that would result in overflow from the collection system. Staff determined that an electrical contractor would need to be called to trouble shoot the problem. James Cooke & Hobson (JCH), who installed the control panel at this location was contacted to find the cause of the failure and complete repairs.

The Utilities Infrastructure Manager, LeRoy Alvarado contacted the Chief Procurement Officer (CPO) for the County requesting a declaration of emergency in order to take all action necessary with calling James Cooke & Hobson.

JCH identified the problem and replaced the auxiliary contact block that shorted out the “soft” start operation of the system. The system was back on line by the afternoon of March 1, 2021.

Determination:

Due to the possible exposure of contaminated water to the public, as well as further damage to the subsurface infrastructure and above ground contamination, it is the determination of the County Procurement Manager, CPO that the services needed for repair of the electrical panel located at the Abajo/Thorneburg Lift Station met the requirements of an emergency procurement, pursuant to NMSA 1978, 13-1-127. Mr. Alvarado was directed to proceed with all action necessary to correct the immediate emergency condition.

All work and costs associated with this determination was limited to the services required for the immediate removal of the emergency conditions at Abajo/Thorneburg Lift Station in Santa Fe, New Mexico.

Emergency Project Description:

Contractor: James Cooke & Hobson,
4210 Hawkins St. NE
Albuquerque, New Mexico 87109

Scope of Work:

5 hours labor/drive time	\$ 475.00
120 portal to portal	\$ 120.00
1 New Soft start	\$ 3,549.46
1 New Auxiliary contact block for new soft starter	<u>\$ 60.24</u>
Subtotal	\$ 4,204.70
NM GRT 8.4375%	<u>\$ 50.20</u>
TOTAL, inclusive of NM GRT	<u>\$ 4,254.90</u>