

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: November 30, 2020

TO: File

FROM: Bill Taylor, Procurement Manager BT - 11/30/2020

Via: Gary L.J. Giron, Public Works Director
Yvonne S. Herrera, Finance Director
Phillip Montano, Public Works Facilities and Projects Director

RE: **Declaration of Emergency to Disinfect and Sanitize the Pojoaque Fire Station Located in Pojoaque Within the Boundaries of Santa Fe County New Mexico, for an Amount Not to Exceed \$2,027.43, Inclusive of NM GRT**

Issue:

On Tuesday, November 10, 2020 at approximately 3:00 Phillip Montano, Public Works Projects Director was notified by the Director of the Human Resources Division that a positive Covid 19 case was reported at the Pojoaque Fire Station at 17919 US 84/285 in Santa Fe County. Mr. Montano contact the Procurement Manager to report the case and request that a Contractor be contacted to disinfect and sanitize the Fire Station. Approval was granted, and Mr. Montano contacted AAA Restoration to dispatch a cleaning crew to perform the cleaning services.

The Fire Station was vacated of all staff and the facility was cleaned, disinfected and sanitized, as advised by the State Department of Health.

Determination:

Due to the threat to the health and safety of the public and staff, as well as the function of government, it is the determination of the County Procurement Manager that the services for disinfecting and sanitizing the Pojoaque Fire Station meets the requirements of an emergency procurement, pursuant to NMSA 1978, 13-1-127.

All work and costs associated with this determination will be limited to the services required for the immediate removal of the emergency conditions at the Fire Station located at 17919 US 84/285 in Santa Fe New Mexico.

Emergency Project Description:

Contractor: AAA Restoration & Construction Services
8536 Calle Alameda NE
Albuquerque, NM 87113

102 Grant Avenue · P.O. Box 276 · Santa Fe, New Mexico 87504-0276 · 505-986-6200 · FAX:
505-995-2740 www.santafecountynm.gov

(505) 221-3400

Scope of Work: Cold Fog open areas Bedrooms; Bathrooms; Kitchen; Dining; Gym-\$1,876.79
Wipe down all surfaces, doors, and door knobs \$ 150.64

For an amount not to exceed..... **\$ 2,027.43, inclusive of NM GRT**