

Justin S. Greene
Commissioner, District 1

Anna Hansen
Commissioner, District 2

Camilla Bustamante
Commissioner, District 3



Anna T. Hamilton
Commissioner, District 4

Hank Hughes
Commissioner, District 5

Gregory S. Shaffer
County Manager

MEMORANDUM

DATE: April 22, 2024

TO: File

FROM: Bill Taylor, Procurement Manager, CPO *BT*

Via: Mathew Martinez, Project Manager III

RE: **Declaration of Emergency to Procure the Necessary Repairs to the Traffic Signal Lights at Intersection of Richards Road and Dinosaur Trial Locations in Santa Fe County, for a Total Amount of \$1,994.88, Exclusive of NMGRT**

ISSUE:

On the afternoon of April 17, 2024, the Santa Fe Public Works Department received calls reporting that the traffic lights located at the intersection of Richards Road and Dinosaur Road were not functioning. The Public Works Traffic Manager contacted the Chief Procurement Officer (CPO) for the County and requested to contact an electrical contractor to mobilize to the location to assess the trouble and initiate repairs. Upon approval from the CPO the Traffic Manager contacted Bixby Electric, who was able to mobilize their team immediately to the location.

Bixby July 5th, 15th and 24th, the traffic signal lights were reported to be malfunctioning that created a safety concern reported by the County Sheriff's Office. Upon notification of the safety concern, the County Public Works Department contacted Bixby Electric to respond to the traffic light location and make repairs.

The repairs were completed by 3:30 PM the afternoon of April 17, 2024.

DETERMINATION:

Pursuant to 13-1-127 Emergency Procurements, it is the determination of the Santa Fe County Procurement Manager that there exists a threat to the public health, welfare, safety and property that require the procurement of services, construction or tangible items under emergency procurement in order to address and eliminate the immediate emergency condition as described above, pursuant to NMSA 1978, 13-1-127.

All work related to this determination will be limited to the repairs of the traffic signal indicators located at the above mentioned intersections.

Emergency Project Description:

Contractor: Bixby Electric
521 Wheeler Ave. SE
Albuquerque, NM 87102

Scope of Work: See attached cost breakdown for repairs.

TOTAL: \$ 1,994.88. exclusive of NMGRT

REQUEST FOR PAYMENT

From: *Bixby Electric, Inc.*
 521 Wheeler Ave. SE
 Albuquerque, NM 87102

To: *Santa Fe County*
 PO Box 276
 Santa Fe, NM 87504

Invoice: *ST24058-01*
Draw: *1*
Invoice date: *4.18.24*
Period ending date: *4.18.24*

Matthew Martinez 505-490-3418

Request for payment:

Project: Dinosaur Trail and Richard

Original contract amount	\$	1,994.88
Approved changes	\$	-
Revised contract amount	\$	1,994.88
Contract completed to date	\$	1,994.88
Add-ons to date	\$	-
Taxes to date	\$	137.15
Less retainage	\$	-
Total completed less retainage		
Less previous requests	\$	-
Current request for payment	\$	1,994.88
Current billing	\$	1,994.88
Current additional charges	\$	-
Current tax	\$	137.15
Less current retainage	\$	-
Current amount due	\$	2,132.03
Remaining contract to bill	\$	-

Contract date:
Arch / Engineer:
Owner:

General Contractor:

APPROVALS	Name	Signature
<i>General Contractor:</i>		
<i>A / E</i>		
<i>Owner</i>		

CHANGE ORDER SUMMARY	Additions	Deductions
	\$ -	\$ -
	\$ -	\$ -
	\$ -	\$ -
	\$ -	\$ -
	\$ -	\$ -
	\$ -	\$ -
TOTALS	\$ -	\$ -
NET CHANGE by Change Order	\$ -	\$ -

I hereby certify that the work performed and the materials supplied to date, as shown on the above represent the actual value of the accomplishment under the terms of the Contract (and all authorized changes thereof) between the undersigned and the general contractor/owner relating to the above referenced project. I also certify that the contractor has paid all amounts previously billed and paid by the owner.

CONTRACTOR:

By: Bob Arto

Date: 4/18/24

State Of New Mexico

Subscribed and sworn to before me this 18th day of April, 2024

Notary Public
 My commission expires:

R

 10/13/2026

STATE OF NEW MEXICO
 NOTARY PUBLIC
 BRENDA SUE PINO
 COMMISSION NUMBER 1025974
 EXPIRATION DATE 10-13-2026

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