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Commissioner, District 1

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Commissioner, District 2

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Commissioner, District 3

Kathy Holian
Commissioner, District 4

Liz Stefanics
Commissioner, District 5

Katherine Miller
County Manager

MEMORANDUM

Date: January 9, 2015

To: Procurement File

From: Bill Taylor, Procurement Manager

Subject: Emergency Declaration for Water Leak at Esperanza Shelter

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Background:

On January 8, 2015 a water leak was discovered under the Esperanza Shelter located at 3031 Rufina St. in Santa Fe, NM by maintenance staff. It was determined that the source of the leak was from the water heater line in the crawl space for several weeks which created a flooding situation in an area of approximately 4,000 square feet of space. Further investigations found mold growth located on the joists and plywood flooring.

Issue:

The Risk Management Director contacted the Purchasing Office at approximately 2:45 PM on January 8th to request approval to call in a remediation company to further assess the situation and provide a quote to the County to repair, remediate and correct the problem. The Director requested that a Declaration of Emergency be determined due to the unsafe condition apparent with the presence of mold caused by the water leak.

Determination:

Pursuant to the State of New Mexico State Statute, Sections 13-1-127 and 13-1-128, NMSA 1978, an emergency condition is apparent that threatens the health and safety of the Public and must be remedied expeditiously. Therefore the Santa Fe County Purchasing Division has determined a Declaration of Emergency and allows the procurement of all goods and services necessary to correct the emergency condition.

Contractor: Paul Davis Restoration
12 Bisbee Court
Santa Fe, New Mexico 87508

Scope of work:	Repair water leak from the Facility's water heater Remove and remediate all mold growth Repair plywood flooring as needed
Approximate Cost:	$10,000.00
Delivery:	2 weeks.