



CITY OF RATON
EMERGENCY PROCUREMENT JUSTIFICATION FORM

The emergency procurement methods (NMSA 1978, Section 13-1-127) may only be used when there exists a threat to public health, welfare, safety or property requiring procurement under emergency conditions. This existence of the emergency condition creates an immediate and serious need for services, construction or items of tangible personal property that cannot be met through normal procurement methods and the lack of which would seriously threaten:

1. The functioning of government;
2. The preservation or protection of property; or
3. The health or safety of any person

A. Department: Parks and Recreation (Aquatic Center)
Requestor: Jared Chatterley
Telephone Number: 575-445-2413
Email: jchatterley@cityofraton.com

B. Name of Contractor: IAB Mechanical
Address of Contractor: Albuquerque, NM 87190
Proposed Contract Amount: 5043.69 (Attach copy of estimate/quote)
Term of Prospective Contract: Net 30

C. Please thoroughly list the services (scope of work), construction or items of tangible personal property of the contract: IAB will order the necessary parts and once received will travel to

the Raton Regional Aquatic Center where they will dismantle the downed boiler, replace the leaking heating coils, reassemble the boiler and verify that the boiler is functioning properly.

D. Provide an explanation for the justification of the procurement including a description of the practicable competition utilized. With no boiler the water temperature in the pool drops to
a low that it adversely effects the other pool equipment and becomes dangerous for the public to use.

E. Describe what measure are being taken to minimize the duration and effect of this particular emergency procurement. This one repair will be accomplished in a timely manner which
prevent additional damage and bring the Aquatic Center back into operation. The contractor is aware
this is an emergency and is making the ordering of parts and the repair a priority to lessen down time.

F. Describe what measure the Agency will take in the future to prevent/mitigate use of an emergency procurement under similar circumstances. It will make its best efforts to continue with its timely maintenance schedule to do as much as possible to prevent critical equipment failure.

Certified by:

Jared Chatterley
Department Representative/Requestor

Date: 12/27/2016

Michael Anne Antonucci
Agency Chief Procurement Officer

Date: 12/27/2016

Agency Approval by:

[Signature]
City Manager

Date: 12/27/2016

No later than three business days after an emergency procurement, the City Treasurer/CPO or designee will post notice of an emergency procurement to this section of the City website. The notice will remain posted for no less than 72 hours.

P U R C H A S E O R D E R

CITY OF RATON

PURCHASE ORDER # 17-02362

12/28/2016

ISSUED TO: VEND #: 01-2360
I. A. B. Mechanical LLC
P. O. Box 3160
Albuquerque, NM 87190

SHIP TO:
CITY OF RATON
PO BOX 910
224 SAVAGE AVE
CITY CLERK

| UNITS | DESCRIPTION | G/L ACCOUNT | PRICE | AMOUNT | |
|-------|--|--------------|--------------------|--------|----------|
| 0.00 | Emergency Boiler Repair Emergency Repairs to Swimming Pool Boiler ie. Tube Bundle A.S.M.E, Pressure Relief Valve & Eight Burners Estimated cost 5,043.69 + freight | 203-00-44040 | Equip Maint/Repair | 0.00 | 5,300.00 |

*** TOTAL *** 5,300.00

ORDERED BY: Jared Chatterly

APPROVED BY: Michael Antonucci

RECEIVED BY: _____