

CITY OF LAS VEGAS REQUISITION FOR PURCHASE

400315

PURCHASE ORDER NO.: _____

REQUIREMENTS

CHECK APPROPRIATE BOX

DATE:

07-11-2003

PURCHASES INDER RESOLUTION #14-18 STATE PROCUREMENT CODE:

- ☐ \$0 TO \$19,999.99 Best Obtainable Price; Requires 3 telephoned, written, faxed or e-mailed quotes;
- ☐ \$20,000.00 TO \$59,999.99 Requires 3 written and signed quotes; (Goods or services)
- ☐ \$60,000.00 AND OVER Formal Process (Requires RFQ, RFP, RFB, etc.)
- ☐ BID NO.: _____ - _____ AWARDED: _____ / _____ / _____; CONTRACT NO.: _____ EXPIRES: _____ / _____ / _____
(RECORD BID NUMBER, AWARDED DATE, AND CONTRACT NUMBER ABOVE)
- ☐ SPD CONTRACT; SPD NO.: _____ EXPIRES: _____ / _____ / _____
- ☐ EXEMPT PURCHASE; Provide Section No.: _____
- ☐ GSA CONTRACT; GSA NO.: _____ - _____ EXPIRES: _____ / _____ / _____
- ☐ PROFESSIONAL SERVICES; _____
- ☐ SOLE SOURCE: REQUIRES DETERMINATION AND MUST BE POSTED ON CLV WEBSITE FOR 30 DAYS
PRIOR TO PROCURING GOODS AND/OR SERVICES.
- ☐ OTHER CITY CONTRACT: NO: _____ EXPIRES: _____ / _____ / _____
- ☒ EMERGENCY; 1 SECTIONS 13-1-127 STATE PRODUREMENT CODE

STATEMENT OF NEED: (Must Complete)

Legion Dr. Reconstruction Project

Old PO# 230261

* IN COMPLIANCE WITH THE PROCUREMENT CODE # 14-18 THE FOLLOWING QUOTES WERE OBTAINED*

DATE	NAME OF VENDOR	PHONE NUMBER	PERSON CONTACTED	PRICE QUOTED
	Miller Engineering			76,166.02

(If needed, attach additional quote documentation to this requisition)

LINE	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	SUB TOTAL
			Legion Dr. Reconst.		76,166.02
			Project		
			Old P.O.# 230261		
			Ref PO		

VENDOR: Miller Engineering

TOTAL: \$ 76,166.02

ADDRESS:

NM CRS NO.:

FEDERAL TAX NO.:

I CERTIFY THAT THIS PURCHASE IS NECESSARY AND THAT THE REQUESTED ITEMS WILL BE PURCHASED AT THE LOWEST BID OR BEST OBTAINABLE PRICE.

BUDGET \$ 3,654,936.00

EXPENDED TO DATE \$ 3,530,528.57

CURRENT EXPENSE \$ 76,166.02

BALANCE \$ 48,241.41

SIGNATURE OF PERSON REQUESTING

214-0000-720-2139

FUND DEPARTMENT ACTIVITY

APPROVED BY: [Signature] 7/22/24 BUDGET AVAILABLE YES: _____ NO: _____

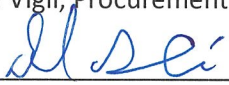


City of Las Vegas

1700 N. Grand Avenue | Las Vegas, NM 87701 | T 505.454.1401 | lasvegasnm.gov

Mayor Louie A. Trujillo

MEMORANDUM

TO: Helen Vigil, Procurement Officer
From: 
Daniel Gurule, Public Works Manager
DATE: July 17, 2023
RE: Emergency Determination

I am requesting a purchase order be issued to Miller Engineering in the amount of \$76,166.02 for the ongoing Legion Drive Project. This purchase order will be in place until a competitive RFP process is completed.

If you should have any questions please feel free to contact me at your convenience.

David Ulibarri
Councilor Ward I

Michael Montoya
Councilor Ward 2

Barbara Casey
Councilor Ward 3

David G. Romero
Councilor Ward 4

STATE OF NEW MEXICO
EMERGENCY DETERMINATION FORM

The emergency procurement method (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. The 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.

I. Name of Agency: **City of Las Vegas**

Agency Chief Procurement Officer: *Helen Vigil*

Telephone Number: **505-454-1401**

II. Name of Contractor: **Miller Engineering Consultants, Inc**

Address of Contractor: **3500 Comanche NE, Bldg. F
Albuquerque, NM 87107**

Amount of prospective contract: **City of Las Vegas Legion Drive Reconstruction
Project \$76,166.02**

Term of prospective contract: **3 Months**

III. Please thoroughly list the services (scope of work), construction or items of tangible personal property of the contract: **Basic engineering services, project management, project development, civil engineering, environmental engineering, structural engineering, mechanical engineering.**


IV. Provide an explanation for the justification of the procurement including a description of the emergency condition(s) requiring use of emergency procurement and the practicable competition utilized in compliance with NMSA 1978, Section 13-1-127. **Contract # 3808-21 expired on October 29, 2022. City of Las Vegas Legion Drive Reconstruction Project**

V. Please describe what measures are being taken to minimize the duration and effect of this particular emergency procurement (for example: is the emergency only in place until a competitive process can be completed, etc.).

Emergency is only in place until a competitive RFP process can be completed

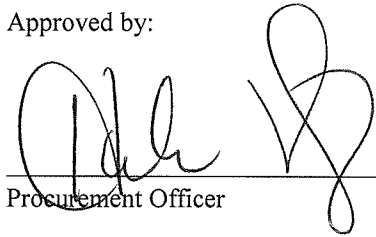
VI. Describe what measures the Agency will take in the future to prevent/mitigate use of an emergency procurement under similar circumstances. **Will advertise a Will Advertise a Request for Proposal sooner than expiration date.**

Certified by:


Department Director

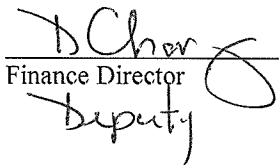
Date: 7-17-23

Approved by:


Procurement Officer

Date: 7/19/23

Approved:


Finance Director
Deputy

Date: 7/19/23