

CITY OF HOBBS  
SOLE SOURCE/EMERGENCY

TO: CPO

FROM: Todd Randall

DATE: 4/3/2024

CHECK ONE: SOLE SOURCE  EMERGENCY PURCHASE

ITEM(S)/SERVICE(S) TO BE PURCHASED: Rent crane to lift light pole on Turner and Broadway

Award To (If new vendor make sure address is on this form): Valuable A/C & Heating LLC

318 E. Taylor

Hobbs, NM 88240

575-964-7959

Phone/Fax No.

Jerome

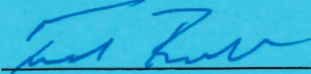
Point of Contact

COST: \$ 479.53

JUSTIFICATION FOR SOLE SOURCE OR EMERGENCY PURCHASE: \_\_\_\_\_

The traffic light arm is hanging and needs to be fixed immediately

Account No. 010412-42404 Prepared By: April Hargrove

Department Approval: 

CPO: \_\_\_\_\_

See back of form for further information.

#### City of Hobbs Sole Source Procurement Policy

SOLE SOURCE: If, after conducting a good-faith review of available sources, the using department or office make the determination that there is only one source for the required goods, services, or construction, then it is to submit a completed sole source approval form to Purchasing. If approved by the Purchasing Office, a sole-source procurement may be made in accordance with Sec. 13-1-126.

#### New Mexico State Statutes 1978 - Annotated Chapter 13 Public Purchases and Property

Section 13-1-126: A contract may be awarded without competitive bids or competitive sealed proposals regardless of the estimated cost when the state purchasing agent or a central purchasing office make a determination, after conducting a good-faith review of available sources and consulting the using agency, that there is only one source for the required service, construction or item of tangible personal property. The state purchasing agent or a central purchasing office shall conduct negotiations, as appropriate, as to price, delivery and quantity in order to obtain the price most advantageous to the state agency or a local public body. A contract for the purchase of research consultant services by institutions of higher learning constitutes a sole source procurement.

#### City of Hobbs Emergency Procurement Policy

If the using department of office makes a determination that there exists a threat to public health, welfare, safety or property requiring procurement under emergency conditions, the appropriate officer in the purchasing office is to be contacted for verbal authorization. If so approved, the emergency procurement may be made as directed by said officer, but is to be limited to those items of the duty of the using department or office to document emergency purchase approval and maximize such competition as is practicable in the circumstances, and comply with section 13-1-127.

#### New Mexico State Statutes 1978 - Annotated Chapter 13 Public Purchases and Property

#### 13-1-127 Emergency Procurements:

- A. The state purchasing agent, a central purchasing office or a designee of either may make or authorize others to make emergency procurements when there exists a threat to public health, welfare, safety or property requiring procurement under emergency conditions; provided that emergency procurement shall be made with competition as is practicable under the circumstances. A written determination of the basis for the emergency procurement and for the selection of the particular contractor shall be submitted with requisition requesting payment of the related services, etc. Emergency procurements shall not include the purchase or lease purchase of heavy road equipment.
- B. An emergency condition is a situation which creates a threat to public health, welfare or safety such as may arise by reason of floods, epidemics, riots, equipment failures or similar events. 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:

# Proposal

## Valuable AC & Heating, LLC

318 E. Taylor Hobbs, NM 88240

NM License # 385047

575-964-7959

ValuableACHeating@outlook.com

April 03, 2024

Summary: ESTIMATE

Reference #: 1960-7869

SP: JEROME

Due Date: 5/3/24

City of Hobbs  
200 E. Broadway  
Hobbs, NM 88240

**Job Name:**

Estimate

575-441-1287 DUSTIN

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### We Hereby Submit Specifications And Estimates For:

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THIS IS AN ESTIMATE TO USE CRANE TO LIFT LIGHT POLE ON TURNER AND BROADWAY PER THE FOLLOWING:

OPTION #1: CRANE \*

PRICE.....\$450.00  
TAX.....\$ 29.53  
TOTAL.....\$479.53

We propose hereby to furnish material and labor - complete in accordance with the above specifications, for the sum of: \$0.00

### Payment to be made as follows:

DUE UPON COMPLETION.

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon delays beyond our control. Purchaser agrees to pay all costs of collection, including attorney's fees. This proposal may be withdrawn by us if not accepted by the above due date .

Authorized  
Signature \_\_\_\_\_

Acceptance  
Signature \_\_\_\_\_

Date \_\_\_\_\_

