



Central Consolidated School District

Administration Complex

PO Box 1199, Shiprock, NM 87420

US Hwy 64 Old High School Rd

Business Office · 505-598-5834/598-9684 · Fax 598-6626

Personnel · 505-598-1018/368-4963 · Fax 598-1019

Administration · 505-368-4984 · Fax 505-368-5232

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 Department or School: Maintenance
- Contact Person: DevinVerhulst
- Telephone Number: 505-598-4561 Cell Number: 505-608-0087
- Email Address: verhd@centralschools.org
- II. Name of Prospective Contractor: Farmington Heating & Metal
- Address of Contractor: 703 West Broadway
- City, State, ZIP Code: Farmington, NM 87401
- Telephone No.: (505) 325-4505
- Amount of prospective contract: \$7,136.00
- Term of prospective contract: Purchase Order

- III. Please thoroughly list the services (scope of work), construction or items of tangible personal property of the contract:

Install one (1) RUDD #RGEA14036AJT101AB furnace in the furnace closet to include tie to existing gas and electric lines. Digital thermostat and Carbon Monoxide detector. Remove and dispose of existing furnace. All necessary start up equipment, permitting, and inspections.

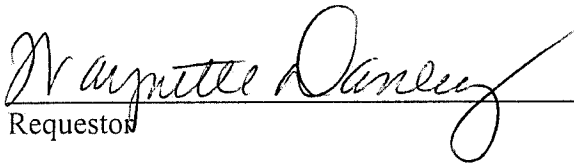
IV. Provide an explanation for the justification of the procurement including a description of the practicable competition utilized.

On December 17, 2020 at approximately 8:32 pm Devin Verhulst was notified that the Carbon Monoxide detector was going off at Mesa Housing Unit #430. On-call staff arrived and observed the Carbon Monoxide levels inside the residence were very high and proceeded to identify the source of the problem.

The heating unit was shut off to ensure that no more carbon monoxide was being released into the residence. The source of the problem was a crack in the firebox of the heater. Due to this we need to order a new heater immediately and get it installed for the tenants. Temperatures at this time were at 12 to 16 degrees. Our on-call staff were able to obtain 4 electric heaters to help with the coldness inside the residence until a new heater unit can be installed.

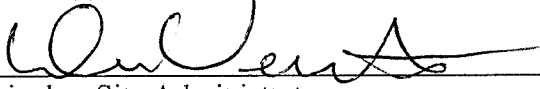
We have been able to locate a new heater unit in Farmington, NM and need to purchase the heater and install it immediately so the tenants have a warm house for this winter. Due to the holiday week we need to make this happen now before everything and everyone is off. Without a heater it poses an immediate health risk to our tenants.

CERTIFIED BY:


Requestor

12.21.2020
Date

DEPARTMENT OR SCHOOL APPROVAL


Principal or Site Administrator

12-21-20
Date

CHIEF PROCUREMENT OFFICER APPROVAL

Christi Walter
Chief Procurement Office Signature

01/04/2021
Date

DISTRICT SUPERINTENDENT APPROVAL


Superintendent of Schools Signature

4 JAN 21
Date