

Justin S. Greene
Commissioner, District 1

Anna Hansen
Commissioner, District 2

Camilla Bustamante
Commissioner, District 3



Anna T. Hamilton
Commissioner, District 4

Hank Hughes
Commissioner, District 5

Gregory S. Shaffer
County Manager

MEMORANDUM

DATE: July 24, 2024

TO: File

FROM: Bill Taylor, Procurement Manager, CPO *BT*

Via: Mathew Martinez, Project Manager III

RE: **Declaration of Emergency to Procure the Necessary Repairs to the Blower Fans at the County Waste Water Treatment Facility in Santa Fe County, for a Total Amount of \$70,593.39, Exclusive of NMGRT**

ISSUE:

On the afternoon of April 24, 2024, the County Utilities Foreman at the County Waste Water Treatment Facility (WWTF) reported that the failure of a main blower at the plant. It was discovered that the drive mechanism powering the rotation of the blower fan had suffered a failure. This system requires specialized experienced contractors with the appropriate tools and gauges to make the repairs.

The County Utilities Director contacted the County Procurement Manager and was authorized to proceed with taking all action necessary to repair the blower fans at the facility. The County then contacted All American Technical Team, Inc., and were scheduled to arrive at the site at 7:00AM to access the problem and make any necessary repairs.

The County salvaged parts from the facility to maintain one of the fans in the Blower Room until repairs could be completed.

The repairs were completed by 3:30 PM the afternoon of April 17, 2024.

DETERMINATION:

Due to the loss of air supply to the aerobic process requirements of the waste water treat system, jeopardizes compliance by the County to maintain the certification requirements of the State Environment Department, and could affect the entire customer base of the County Utility services.

Pursuant to 13-1-127 Emergency Procurements, it is the determination of the Santa Fe County Procurement Manager that there exists a threat to the public health, welfare, safety and property that

102 Grant Avenue · P.O. Box 276 · Santa Fe, New Mexico 87504-0276 · 505-986-6200 · FAX:
505-995-2740 www.santafecountynm.gov

require the procurement of services, construction or tangible items under emergency procurement in order to address and eliminate the immediate emergency condition as described above, pursuant to NMSA 1978, 13-1-127.

All work related to this determination will be limited to the repairs of the blower fans located at the County Waste Water Treatment Facility.

Emergency Project Description:

Contractor: All American Technical Team Inc.

Scope of Work: See attached cost breakdown for repairs.

TOTAL: \$ 70,593.39 exclusive of NMGRT



All American Technical Team, Inc.

3515 B. La Plata Hwy.
Farmington, NM 87401
United States
Phone: (505) 326-1778
Fax: (505) 326-4899

Invoice

Sold Santa Fe County
To: Public Works / Utilities Division
PO Box 276
Santa Fe, NM 87504-0276
United States

Ship Santa Fe County
To: Water Reclamation Facility / NM State Penitentiary
Santa Fe, NM 87507
United States

Invoice Number: 257	Salesman: AATT
Invoice Date: 07/15/2024	Terms: Due On Receipt
Customer: SANTFE COUNT	

Re: Supply and install Aerzen blowers

<u>Item</u>	<u>Quantity</u>	<u>Description</u>	<u>Revision</u>	<u>Unit Price</u>	<u>Amount</u>
1	1	SERVICE - Emergency call out to troubleshoot Aerzen blowers 04/24/24 Realign and tighten bolts on blower. Setup portable fan so that blower can run for a temporary fix. Travel to Albuquerque to pickup materials. Remove piping and install flange for air compressor to run in an emergency. Order No: 710		\$5,988.000/ EA	\$5,988.00
2	1	SERVICE - Travel to site 05/16,17/24 Remove old equipment. Install new equipment. Clean up area. Travel to AATT. Order No: 738 Packing List: 268		\$14,949.700/ EA	\$14,949.70
3	1	MATERIAL - New Aerzen Equipment Including: V-Belt Quick-acting fasteners Blind Rivet - Sealing Protective screen Stud bolts Hexagonal nuts Fan GM30L, 35S, 50L Sound Enclosure Cooling Fan with Hub Running at 2000-3000 RPM Order No: 738 Packing List: 268		\$48,285.720/ EA	\$48,285.72

<u>Item</u>	<u>Quantity</u>	<u>Description</u>	<u>Revision</u>	<u>Unit Price</u>	<u>Amount</u>
4	1	FREIGHT - Freight		\$1,369.920/ EA	\$1,369.92
		Order No: 738			
		Packing List: 268			

Sub-total:	\$70,593.34
Sales Tax:	\$4,853.29
Shipped Via AATT:	\$0.00
<hr/>	
Invoice Total:	\$75,446.63
Paid To Date:	\$0.00
<hr/>	
Balance Due:	\$75,446.63

Santa Fe County / Purchasing Division

102 Grant Ave.
Santa Fe, NM 87501
(505) 986-6373

REQUEST FOR DECLARATION OF EMERGENCY PROCUREMENT

To facilitate the process and obtain a complete request for emergency assistance, please provide the following: *completed form and detailed memo of justification to: Bill Taylor, Procurement Manager, SFC, (505) 986-6373, or mail original to above address, or e-mail to wtaylor@santafecountynm.gov.*

Pursuant to 13-1-127, NMSA 1978. Emergency Procurements:

- A. The state purchasing agent or a central purchasing office may make emergency procurements when there exists a threat to public health, welfare, safety or property requiring procurement under emergency conditions; provided that emergency procurements shall be made with competition as is practicable under the circumstances.
- B. An emergency condition is a situation that creates a threat to public health, welfare or safety such as may arise by reason of floods, fires, epidemics, riots, acts of terrorism, equipment failures or similar events and includes the planning and preparing for an emergency response. 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 and safety of any person.
- C. Emergency procurements shall not include the purchase or lease purchase of heavy road equipment.
- D. The state purchasing agent or central purchasing office shall use due diligence in determining the basis for the emergency procurement and for the selection of the particular contractor. The determination shall be in writing and included in the procurement file.
- E. Money expended for planning and preparing for an emergency response shall be accounted for and reported to the Legislative finance committee and the department of finance and administration within sixty days after the end of each fiscal year.

Submittal of DOE request does not constitute an emergency situation. Request will be reviewed and verified by the County Procurement Manager, and a determination will be made on the merits of the request.

Date of Request 4/24/2024

Person Making Request & Title Paul Choman, Utilities Division Director

Department & Agency Public Works / Utilities

Ph. (505) 992-9872 Cell (505) 470-3441 Fax (505) 992-3028

Location SFC Water Reclamation Facility (WRF)

Physical Address 4311 NM 14 (on grounds of NM State Penitentiary)

City & Zip Code Santa Fe, NM 87504

Residents or tenants affected by the emergency situation:

Entire 1,100+/- wastewater customer base of SFC Utilities.

Information surrounding the emergency situation (include the following: *describe the problem in detail*; indicate times, dates and extent of damages; has any action been taken? any other information which will help determine this request qualifies as an emergency)

On 4/24/2024 @ approx. 12:45 PM Carlos Casias, Utilities Foreman, while performing routine maintenance inside the Blower Room at the WRF, observed the failure of a main blower at the plant. Upon inspection, it was found that the drive mechanism powering the rotation of the blower fan had suffered a catastrophic failure. The required repairs are very specialized, and unable to be performed by Utilities staff, due to the need for specialized tools, equipment and repair parts. All American Technical Team Inc. was contacted, and is scheduled to be on-site at 7 am on 4/25/2024 to perform the repair work.

Describe the emergency condition that exists as it relates to the health, safety and welfare of the public; protection of property; or function of government:

Due to the loss of air supply to the aerobic process at the Plant, the required processing of wastewater has ceased. Attempts are being made to provide some air to the system in order to maintain a base level of aerobic water treatment.

Explain what effort, if any was made to complete the work needed:

At approx. 12:55 pm the determination was made that the blower damage was catastrophic, and immediate calls were made to contractors specializing in emergency blower repairs. All American Technical Team Inc. has agreed to be on-site at the Plant by 7 am on Thursday 4/25/2024 to perform the required repairs.


Efforts are currently underway to provide air to the waste processing system on a temporary basis.


Note:

Emergency declaration from SFC-Procurement Division requires meeting criteria for emergency accordance of New Mexico State Statue (Sections 13-1-127 and 13-1-128 NMSA 1978). Prior to SFC- Purchasing Division authorization of funds for any emergency, the department must certify to SFC-Purchasing availability of funds to cover the emergency services. Please have your authorized person verify the following and sign with attached requisition and back-up.

(None)

1. the department will pay for the entire cost of the emergency
2. the department can participate with \$ _____
3. the department does not have any funds to cover the cost of the emergency
4. other arrangements (specify) _____

Printed Name Paul Choman
Signature  Date 4/24/2024

Title Utilities Division Director
Department Director or Division Manager:
Signature  Date: 07/22/2024

(Include additional sheets, other substantiating documents or pictures related to your request- include requisition and justification memo)