

Henry Roybal
Commissioner, District 1

Anna Hansen
Commissioner, District 2

Rudy N. Garcia
Commissioner, District 3



Anna T. Hamilton
Commissioner, District 4

Hank Hughes
Commissioner, District 5

Katherine Miller
County Manager

DATE: November 13, 2020

TO: File

FROM: Bill Taylor, Procurement Manager BT 11/13/2020

Via: Gary L.J. Giron, Public Works Director
Yvonne S. Herrera, Finance Director
Phillip Montano, Public Works Facilities and Projects Director

RE: **Declaration of Emergency to Disinfect and Sanitize the District Attorney's
Offices located at 327 Sandoval St. in Santa Fe New Mexico Due to COVID 19
Contamination for the Amount Not to Exceed \$7,000.00, Inclusive of NM GRT**

Issue:

In the afternoon of Tuesday November 10, 2020, the Phillip Montano was notified by the District Attorney that a staff member tested positive of COVID 19 and that the staff member had come into contact with other staff in the District Attorney's Office located at 327 Sandoval St. in Santa Fe New Mexico. The Offices have been vacated of all staff until the facility can be cleaned, disinfected and sanitized, as advised by the State Department of Health.

Determination:

Due to the threat to the health and safety of the public and staff, as well as the function of government, it is the determination of the County Procurement Manager that the services for disinfecting and sanitizing the Adult Detention Facility meets the requirements of an emergency procurement, pursuant to NMSA 1978, 13-1-127.

All work and costs associated with this determination will be limited to the services required for the immediate removal of the emergency conditions at the District Attorney's Office located at 327 Sandoval St. in Santa Fe New Mexico.

Emergency Project Description:

Contractor: AAA Restoration & Construction Services

Scope of Work: Fogging and disinfecting common areas, restrooms and breakrooms

For an amount not to exceed \$ 7,000.00, inclusive of NM GRT.