



## 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: Miners' Colfax Medical Center

Agency Chief Procurement Officer: Valorie Garcia

Telephone Number: 575-445-7791

II. Name of Contractor: TruDegree

Address of Contractor: 223 Bacon St  
Raton, NM 87740

Amount of prospective contract: \$1,310.00

Term of prospective contract: 5 days

III. Please thoroughly list the services (scope of work), construction or items of tangible personal property of the contract: Evaluate, troubleshoot and repair Lab refrigerator to include parts and labor.

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. The Lab refrigerator contains over \$40,000 of reagents necessary to administer lab tests critical to the lives of the patients at Miners' Colfax Medical Center.

- 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.).

Maintenance supervisor called repair companies to see who could come out and service the refrigerator immediately.

- VI. Describe what measures the Agency will take in the future to prevent/mitigate use of an emergency procurement under similar circumstances.

We will include lab refrigerators on our encumbrance PO for annual preventive maintenance and repair.

Certified by:

Date: 11-30-18

Valorie C. Garcia

Agency Chief Procurement Officer

Agency Approval by:

Date: 11/30/18

Amy Medina

Cabinet Secretary/Governmental Entity Head or Designee