

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: MRCOG

Chief Procurement Officer: Kim Monjaras

Telephone Number: 505-247-1750

II. Name of Contractor: **Maid Brigade**

Address of Contractor: **111 Alameda Blvd. NW
Albuquerque, NM 87114 Suite C**

Amount of prospective contract: **\$200.00**

Term of prospective contract: **One time**

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

Contractor will disinfect/spray building due to COVID-19 concerns.

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.

Employee tested positive for COVID-19; Facility will be disinfected/sprayed as a precautionary measure.

- 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.).

Facility will be closed for 48 hours per the disinfecting/spraying and a final cleaning.

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

MRCOG will continue to monitor COVID-19 precautions and prepare Purchase Orders in advance with various companies to assist in disinfecting/spraying and cleaning the facility to maintain a safe environment.

Certified by:

Date: 10/15/20

Kim Monjaras
Chief Procurement Officer

Agency Approval by:

Date: 10-15-2020

Dewey V. Cave
Executive Director, Dewey V. Cave