

EMERGENCY PROCUREMENT FORM

April 5, 2022



An emergency procurement must be approved by the County Manager, Finance Director or a designee thereof. Purchases made without such approval shall be deemed an unauthorized purchase per the Lea County Procurement code. Emergency Purchases valued at \$20,000 or less require only departmental approval and can be made without the use of this form. Verbal approval maybe given for emergency procurements by the County Manager or Finance Director; however, this form must be filled out, signed and submitted to the Finance Department no later than 48 hours after making the purchase(s).

I. Name of Department: Lea County Emergency Management

Contact Person: Lorenzo Velasquez

Telephone Number: 575-391-2983

II. Name of contractor: Watson Chevrolet

Address of contractor: 1501 N. Grimes  
Hobbs, NM 88240

Descriptive Title: Monument FD International 7500 repairs

Estimated cost: 39,734.60

Line Item: 410-17-2076

III. Specifications – An explanation of the criteria developed and specified by the department as necessary to perform the contract and upon which the County department reviewed available sources. (Please do not use “technical jargon;” use plain English. Also, please do not tailor the criteria simply to exclude other contractors if it is not rationally related to the purpose of the contract.)

Unit 695 will need these parts with labor to be operational following catastrophic engine failure.

-Long Block Engine, Engine Oil, Air Filter, Coolant, Misc Belts Hoses and Gaskets, Clean and Inspect Cooling Package, Thermostat, Water Pump, Turbo, Oil Filter, Seal, Oil Cooler, Gasket Kit x 5, Injectors, Fuel Filter, Seal Kit, Labor.

IV. Contractor Selection – An explanation as to why the contractor named above was selected to provide the good or service. Please reference cost as compared to competitors and/or the ability of the contractor to provide the good or service promptly. (Please attach copies of quotes furnished by as many companies as is practical given time constraints.)

Watson Truck and Supply serves Lea County and the surrounding area as an International Dealer and is located in Hobbs making it the most direct location for this work.

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I. WATSON TRUCK & SUPPLY, INC. 176 mi  
1501 N. Grimes, Hobbs, NM 88240

Sales/Service (575) 397-2411

Closes 5pm Parts Specials



[Dealer Locator - Find a Dealer | International® Trucks | International® Trucks \(internationaltrucks.com\)](#)

V. Emergency – Specify the nature of the emergency. Examples may include, but are not limited to, floods, fires, epidemics, riots, acts of terrorism, equipment failures or other events that create a threat to the functioning of government, the preservation or protection of property, or the health or safety of any person.

During fire operations, Monument Fire experienced catastrophic engine failure of their only Water Tender (Water Supply Truck) while it was parked on a fire scene to supply water to multiple fire units. A rod was thrown through the driver side of the engine causing complete failure and this unit was towed directly to Watson Truck and Supply for repair. This procurement is approved in accordance with Lea County Procurement Policy 2.5 Emergency Purchases A.ii. to plan or prepare for the response to a serious threat to public health, welfare, safety, or property caused by a flood, fire, epidemic, riot, act of terrorism, equipment failure or similar event;

Submitted by:  Department Head or Designee 04-05-2022 Date

Approved:  County Manager or Finance Director 4/5/2022 Date

\*Emergency procurements cannot include the purchase of heavy road equipment. A fully executed copy of this form, as well as any additional supporting documentation, must be furnished to the Finance Department before or within 48 hours an emergency purchase. This form and all supporting documentation will posted to the Lea County website no later than 72 hours after an emergency procurement for a period of at least 72 hours. This form, proof that the form was posted, and any additional supporting documentation shall be retained by the County for at least three years.