



RIO RANCHO PUBLIC SCHOOLS PURCHASING DEPARTMENT

NOTICE OF EMERGENCY PROCUREMENT

August 9, 2016

Chief Procurement Officer: Tom Weeks
Telephone Number: (505) 962-1143

Contractor: CenturyLink

Amount of contracts: \$171,400.00 (3 months)

Proposed Contract Term: 3 Months

Summary:

In accordance with Section 13-1-126 NMSA the Rio Rancho Public Schools Purchasing Department is hereby making an emergency procurement determination regarding the continuance of telecommunication services from CenturyLink. Reference PO numbers 17000465, 17000464, 17000463, 17000461 and 17000077. These PO have been issued to cover Voice PRI, internet data link, phone lines, and long distance telecommunication services while the District explores its' contracting opportunities (i.e. piggybacking off of existing price agreements or soliciting formal bids).

Rationale for Emergency Procurement:

RRPS ability to deliver educational services and provide a safe learning environment is dependent upon the availability of uninterrupted telecommunication and internet services.

13-1-127. 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 or safety of any person.*

D. The state purchasing agent or a 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.

3-1-128. Sole source and emergency procurements; publication of award to agency web site and sunshine portal; content and submission of record.

D. Within three business days of awarding an emergency procurement contract, the local public body central purchasing office shall post the information described in Subsection E of this section on the local public body web site, if one exists.

E. All central purchasing offices shall maintain, for a minimum of three years, records of sole source and emergency procurements. The record of each such procurement shall be public record and shall contain:

- (1) the contractor's name and address;
- (2) the amount and term of the contract;
- (3) a listing of the services, construction or items of tangible personal property procured under the contract;
- (4) whether the contract was a sole source or emergency procurement contract; and
- (5) the justification for the procurement method.