Facilities & Parks Department  
Andy Segovia, Manager  
(575) 525-6182  
andyse@donaanacounty.org

Memo

To: Fernando Macias, County Manager  
From: Andy Segovia, Manager Facilities/Parks & Vector Control  
Date: June 3, 2021  
Re: Emergency PO Justification

I have drafted this letter on behalf of the Facilities & Parks Manager, Andy Segovia. The Facilities & Parks Department is respectfully requesting an Emergency Purchase Order to Fulcrum Contracting. I was informed about this emergency 6/1/2021 and understand that the roof was blown off by a gust of wind at the Sheriff Office in Chaparral. The roof is in bad shape and is in need of repairs immediately to avoid any further damage to the building and adjacent properties. We do not have an estimate of the total cost but Fulcrum is ready to respond to our emergency needs. May we get approve for an emergency purchase order? Requisition R0155697 for this service is currently in process. Q: $55,171.00

Sincerely,

Bobbi Sanchez  
Doña Ana County Facilities & Parks

[Signature]

Fernando Macias  
Doña Ana County Manager  

[Signature]  
Date  
6/3/21

RECEIVED JUN 08 2021
Fulcrum Contracting LLC  
5400 Sanban Dr  
Las Cruces, NM  88005 US  
ron@fulcrum-contracting.com  
www.fulcrum-contracting.com

ADDRESS  
DAC Facilities  
845 N Motel Blvd  
Las Cruces, New Mexico  88007  
USA

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<td>Demo of R-Panel</td>
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<td>Install Runners, and fortifying existing trusses</td>
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<td>Trim Trees</td>
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Exclusions would be removal and replacement of fascia, and Soffit. Painting.

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<td>$55,171.06</td>
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Accepted By  

Accepted Date
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**Total:**
- LAS CRUCES NM 88007: 1,000
- 55171.06 x $17776.49 = $17776.49
- 17776.49 x 0.06 = $1066.58

**Taxes:**
- 1066.58

**Total Charges:**
- 0.00

**Net:**
- 1,000

**Amount Due:**
- 0.00

**Terms:**
- Net 30 Days

**Bill To:**
- Las Cruces NM 88007
- 45 N. Hotel Blvd.
- Facilities & Parks
- Bodel

**Ship Via:**
- By $55/BBL/70 C/O LOG # 21-913, 6/8/21
- C/O TO INCREASE ON PER REC # 201358349
- EMERGENCY POOL REPAIR & CHAUVENET SHERIFFS OFFICE

**Authorized Procurement Officer's Signature:**
- [Signature]

**Purchase Order:**
- [Number] 2103824

**Page:**
- 1