



Village of Questa
EMERGENCY DETERMINATION FORM

13-1-127. Emergency procurements.

A. The state purchasing agent, a central purchasing office or a designee of either may make or authorize others to 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. A written determination of the basis for the emergency procurement and for the selection of the particular contractor or vendor shall be included in the procurement file. Emergency procurements shall not include the purchase or lease purchase of heavy road equipment.

B. An emergency condition is a situation which 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.

C. Emergency procurements shall not include the purchase or lease of heavy road equipment.

D. The state purchasing agent or 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 include in the procurement file.

E. Money expended for planning and preparing for an emergency response shall be accounted for and reported to the legislative Finance Committee and to the Department of Finance and administration within 60 days after the end of each fiscal year.

Emergency procurement must be posted within three business days of awarding an emergency procurement.

I. Name of Agency: The Village of Questa

Agency Chief Procurement Officer: Dina Coleman

Telephone Number: 575-586-0694

II. Name of Contractor:

Multiple vendors to be used during the COVID 19 pandemic emergency declaration

Address of Contractor: NONE SPECIFIC

Amount of prospective contract: UP TO \$50,000.00

Term of prospective contract: APRIL 24, 2020 – THROUGH COVID 19 PANDEMIC EMERGENCY DECLARATION

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

Various goods and services being procured under this emergency determination are personal protective equipment and supplies, temporary labor and supplies, decontamination equipment and services, medical supplies, food, informational technology goods and services and other goods and services to stay in a state of readiness to mitigate COVID 19 within the Village of Questa.

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.

Governor Michelle Lujan Grisham declared a state of emergency across the state of New Mexico on March 11th 2020. The Village of Questa New Mexico declared a public health emergency on March 18th 2020. Emergency procurement will be done with attention and due diligence of the procurement process as practicable during this time.

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.).

The Village of Questa is attentively following and supporting the Governors orders during the COVID 19 state of emergency and would like to practice preparedness throughout this uncertain time. In this request it is the Villages intent to make purchase that align with emergency needs.

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

N/A

Certified by:

Date: 4/24/2020



Dina Coleman / Village of Questa Chief Procurement Officer

Agency Approval by:

Date: 4/24/2020



Renee Martinez / Village of Questa Interim Administrator



AGENDA

VILLAGE OF QUESTA EMERGENCY COUNCIL MEETING WEDNESDAY, MARCH 18, 2020

**VILLAGE OF QUESTA COUNCIL CHAMBERS
2500 Old State Road 3
Questa, NM
6:00 P.M**

~ NOTICE TO THE PUBLIC ~

Mayor Mark L. Gallegos
Mayor Pro-Tem Charlie I. Gonzales
Councilmember Brent P. Jaramillo | Councilmember John A. Ortega | Councilmember Louise T. Gallegos

- I. **CALL TO ORDER BY MAYOR MARK L. GALLEGOS**

- II. **ROLL CALL**

- III. **PLEDGE OF ALLEGIANCE**

- IV. **APPROVAL OF AGENDA**

- V. **ACTION ITEMS**
 - A) Discussion, Consideration & Decision - Approval of Resolution 2020-07 - A Resolution for the Declaration of Health Emergency for the Village of Questa

- VI. **ADJOURNMENT**

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid of service to attend or participate in the hearing or meeting, please contact the Village Clerk at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the Village Clerk at 575-586-0694 if a summary or other type of accessible format is needed.



VILLAGE OF QUESTA
RESOLUTION NO. 2020-07

CORONAVIRUS EMERGENCY/DISASTER DECLARATION

WHEREAS, the World Health Organization (WHO) has officially declared there to be a global pandemic of COVID-19 (Coronavirus); and

WHEREAS, the Governor of the State of New Mexico has declared a State of Health Emergency in order to contain and combat the virus; and

WHEREAS, the New Mexico Health Secretary has issued a Public Health Order suspending mass gatherings in New Mexico effective immediately in order to prevent the spread of the virus; and

WHEREAS, the CDC has advised that local governments should take immediate action to limit the spread of the virus through social distancing, cancellation of public meetings, limiting public gatherings and events, and implementing additional public health and education measures to prevent, contain and mitigate the virus; and

WHEREAS, the Village of Questa has responded to the Federal and State Public Health Emergency regarding a change in internal operations effective March 18, 2020; and

WHEREAS, All Village public events, trainings and meetings and all such events, trainings and meetings planned to be held in or on Village property are hereby cancelled until further notice, with the status to be reviewed periodically.

WHEREAS, the Village's EMS Team and Human Resources Department may set such safeguards for the public and employees regarding employees that travel out of the area or that become ill as are reasonable to protect the health and safety of staff and the public, consistent with the most current public health guidelines.

WHEREAS, that all non-essential facilities of the Village that involve significant interaction with residents or groups from outside the state or region that might increase staff or local residents to an increased threat of exposure to the virus shall be cancelled, to be reviewed periodically, with any requests for exceptions for public health, welfare and safety to be reviewed by the Village Administrator and the EMS Team.

WHEREAS, public meetings will be cancelled delaying the progress of internal work operations; and

WHEREAS, the Public Education Department has closed New Mexico Schools for 3 weeks which affects the ability for parents to continue their normal work routing while children are at school; and

WHEREAS, Village of Questa will experience the workforce staying home due to illness themselves or to family members and the need to provide compensation for Paid Emergency Administrative Leave; and

WHEREAS, the Village of Questa, with its reduced staff has had to close facilities and create alternatives to many of its programs, and

WHEREAS, the need to address the decrease in Village of Questa staff in order to comply and accommodate families will cause an increased probability of undue human suffering and hardship and threaten the safety, health, welfare and well-being of citizens, and economic function of the Village, and

WHEREAS, without assistance the Village will not have the resources to completely and effectively address continued response to the needs associated with the Coronavirus, and

NOW THEREFORE, the Village of Questa governing body, by virtue of the authority provided by New Mexico Civil Emergency Preparedness Act (NMSA 1978, 12-10-01, et. seq.) hereby declares the Village of Questa to be an emergency area for the purpose of exercising applicable emergency powers and expenditure of available resources, and requesting aid, assistance, and relief programs and funds available from the State of New Mexico and the Federal Government beginning on the 18th day of March 2020, ending on the 30th day of June 2020 or upon further order of the Village of Questa Governing Body.

APPROVED AND ADOPTED by the governing body at its emergency meeting on the 18th of March, 2020.

Village of Questa Governing Body:



Mark Gallegos, Mayor



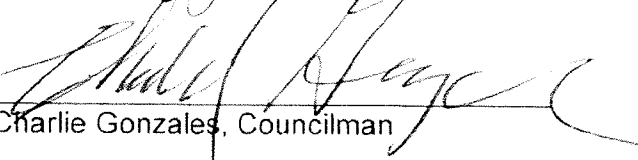
Brent Jaramillo, Councilman



John Anthony Ortega, Councilman




Louise Gallegos, Councilwoman



Charlie Gonzales, Councilman


ATTEST:





Renee Martinez, Village Clerk

APPROVED AS TO FORM:



Village Attorney



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Updated: Governor, Department of Health announce first positive COVID-19 cases in New Mexico

Mar 11, 2020 | Press Releases

Governor declares a state of emergency to maximize resources; issues enhanced public health advisory steps for New Mexicans to take to help prevent spread

SANTA FE – Gov. Michelle Lujan Grisham and the New Mexico Department of Health on Wednesday announced that three New Mexico residents tested presumptive positive for COVID-19, the first confirmed cases in the state.

Per the state Department of Health, two of the cases are a Socorro County husband and wife, both in their 60s, with known recent international travel to Egypt. Both are at home in isolation. The third case is a woman in her 70s in Bernalillo County with known recent travel to the New York City area. She is also isolated at home.

The governor on Wednesday **issued a public health emergency**, as other states have, in order to maximize the resources available to the state in order to fight the potential spread of the virus and minimize public health risks for New Mexicans.

The governor, in consultation with leadership at the New Mexico Department of Health, on Wednesday issued enhanced public health advisory steps that New