



State of New Mexico
County of Otero
Purchasing Department

OTERO COUNTY EMERGENCY DETERMINATION FORM

- I. Otero County
Chief Procurement Officer: Wendy Robinson
Email: wrobinson@co.tero.nm.us
- II. **Name of Contractor:** Lanes Plumbing
Address: 1229 Oregon Ave
Alamogordo, NM 88310

Amount of prospective contract: \$5,000.00
- III. **List the services (scope of work), construction or items of tangible personal property being procured:** Repair of Boilers
- IV. **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:** The kitchen runs off of two separate boilers due to the temperature of the hot water. Both boilers went down on the same day and the kitchen is required to have hot water. The control panels are out on both which is costly but the facility cannot be without hot water in the kitchen.
- V. **What measures are being taken to minimize the duration and effect of this particular emergency procurement:** The emergency purchase is only in place until a competitive process can be completed.
- VI. **What measures will be taken in the future to prevent/mitigate use of an emergency procurement under similar circumstances:** This was an unforeseen circumstance and should not happen again in the future.

Wendy Robinson

Chief Procurement Officer



Otero County Manager

Date: 11/13/25

Date: 11/17/25

Wendy Robinson

From: Director Nena Sisler
Sent: Thursday, November 13, 2025 9:30 AM
To: Wendy Robinson
Subject: Boilers

Good morning, Wendy,

Initially, the facility called General Hydronics who wanted the facilities maintenance specialist to trouble shoot via text because he didn't have staff to send out to the facility. The facilities maintenance is not familiar with boilers and the kitchen did not have hot water so it was emergent to have a plumber come site. Due to the urgency and nature, I authorized him to call Lanes plumbing who was able to come on site Monday November 10th, 2025, due to it being after hours parts were unavailable so he came on site Tuesday morning, November 11th, 2025.

Lanes Plumbing was able to get one operational temporarily until the part arrives kitchen. The kitchen runs off of two separate boilers due to the temperature of the hot water. Both boilers went down on the same day and the kitchen is required to have hot water. The control panels are out on both which is costly but the facility cannot be without hot water in the kitchen. The repair is costly (over \$5,000) until I can get quotes on these two boilers, I will have to due this emergency repair until I can get quotes on two new boilers for the kitchen which will be over \$58,000.00.

If you have any questions, please contact me. Thank you

Nena Sisler
Correctional Services Director

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