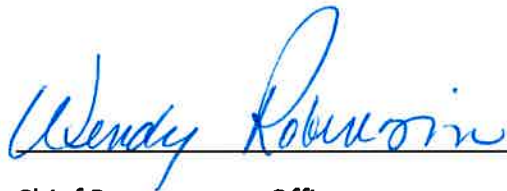




State of New Mexico  
**County of Otero**  
Purchasing Department

**OTERO COUNTY EMERGENCY DETERMINATION FORM**

- I. **Otero County**  
Chief Procurement Officer: Wendy Robinson  
Email: wrobinson@co.otero.nm.us
- II. **Name of Contractor:** Lane Plumbing  
**Address:** 1229 Oregon Ave  
Alamogordo, NM 88310  
  
**Amount of prospective contract:** \$9,000.00 (may increase due to damage)
- III. **List the services (scope of work), construction or items of tangible personal property being procured:** Replace collapsed sewer line in the C-3 Unit
- 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:**  
Potential serious health and welfare concerns, protect the property, and resolve critical sanitation issues affecting inmate population.
- V. **What measures are being taken to minimize the duration and effect of this particular emergency procurement:** The emergency purchase is a one-time only purchase due to health issues.
- 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.

  
\_\_\_\_\_

Chief Procurement Officer

Date: 1/28/26

  
\_\_\_\_\_

Otero County Manager

Date: 2/2/26

January 28, 2026

Wendy Robinson  
Chief Procurement Officer  
1101 New York Ave.  
Alamogordo, NM

RE: Emergency Plumbing Services-Collapsed Drain

Dear Ms. Robinson,

Emergent plumbing repairs are required at a large housing unit due to a collapsed drain pipe. I am requesting approval to exceed the \$5,000.00 limit and increase the current purchase order because of the emergent nature of this situation.

This work is necessary to address and prevent potential serious health and welfare concerns, protect facility property, and resolve critical sanitation issues affecting the inmate population.

Thank you,

Respectfully,

Nena Sisler  
Correctional Services Director  
Otero County Detention Center