

**ALBUQUERQUE PUBLIC SCHOOLS
EMERGENCY DETERMINATION FORM**

The emergency procurement method (NMSA 1978, Section 13-1-127) may only be used when there exists a threat to public health, welfare, safety or property requiring procurement under emergency conditions. 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.

I. Name of Department or School: Maintenance & Operations
 Contact Person: John Dufay
 Telephone No.: 505-765-5950
 E-Mail Address: dufay@aps.edu

II. Name of prospective contractor: Gardenswartz Team Sales
 Address: 2437 Menaul Blvd. NE
 City, State, ZIP Code: Albuquerque, NM 87107

Amount of prospective contract: \$67,000

Term of prospective contract: July 1, 2020 to October 1, 2020

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

In order to comply with State of New Mexico Health Order, APS will provide reusable polyester masks for APS staff that is customized with APS and/or APS location.

The reusable masks meet the CDC and State of New Mexico Health Order and can be clearly customized with APS and/or APS location to assist with security and identifying staff.

IV. Provide an explanation for the justification of the procurement including a description of the practicable competition utilized.

The need to purchase reusable masks assist in health and safety of any person, by following CDC and State of New Mexico Health Order regarding the COVID-19 pandemic. These masks are customizable with APS and/or Location which assist with the security and identifying staff.

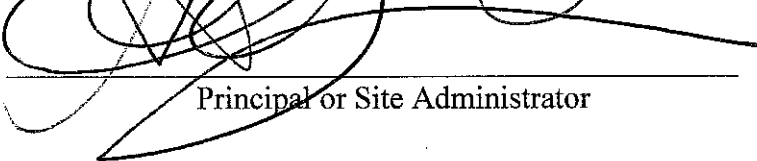
Gardenswartz Team Sales has an awarded contract that was awarded through ITB 19-055 RR-TL to provide "cloth" items that can be screen printed that is based on a discount off manufacturer's suggested retail price list. Two additional quotes were obtained from Quality Logo Products and Apparel Bags. Gardenswartz Team Sales price per mask is fair and reasonable by comparison of market for the same or similar items.

CERTIFIED BY


Requestor

8/10/20
Date

DEPARTMENT OR SCHOOL APPROVAL


Principal or Site Administrator

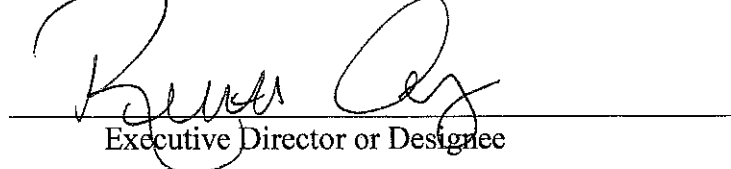
8/10/20
Date

APPROVED


Buyer

8/11/20
Date

FINAL APPROVAL


Executive Director or Designee

8/11/2020
Date