



## TOWN OF TAOS 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: Public Works/Taos Regional Airport  
John Thompson, Airport Manager

II. Name of Contractor: Bixby Electric  
Address of Contractor: 521 Wheeler Ave. SE  
Albuquerque, NM 87102

Amount of prospective contract: \$1,000.00

Term of prospective contract: February 29, 2016

III. Please thoroughly list the services (scope of work), construction or items of tangible personal property of the contract: Diagnose and repair airport runway lighting system.

IV. Provide an explanation for the justification of the procurement including a description of the practicable competition utilized: Airport runway lighting system is out of service due to snowplow coming in contact with a high-voltage wire, causing an unsafe condition for aircraft needing to land after dark, including medivac aircraft. Due to the emergency nature of the needed repairs, Bixby Electric was chosen because of their expertise in airport lighting systems and their knowledge of our

airport systems as they had previously completed work at Taos Regional Airport. Bixby was also chosen for their ability to mobilize on short notice.

Bob Nolan of Bixby Electric was contacted on January 7, 2016 at 1:25 PM, stating his workers could be in Taos the same afternoon, with repairs possibly being completed the same day.

Certified by:

\_\_\_\_\_  
Town of Taos Procurement Officer

\_\_\_\_\_  
Date

# Memorandum

**To:** Town of Taos Procurement Officer  
**From:** John Thompson, Airport Manager  
**Date:** 1/19/2016  
**Through:** French Espinoza, Public Works Director  
**Re:** Airport Lighting Emergency Repairs

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On the morning of January 7, 2016, a snowplow being operated on Runway 4/22 at Taos Regional Airport came in contact with a high-voltage wire that supplies power to the runway light system, separating the wire and disabling the runway lights. Eric Cortez, Airport Maintenance Specialist, called Juli Skansi, who informed him that Elias Padilla, electrician for the Town of Taos, was out on personal leave. Ms. Skansi suggested calling Phoenix Mechanical to perform the repairs, but they had no experience working with the 5,000 volt airport lighting system.

Mr. Cortez contacted the Public Works Director and received permission to have Bixby Electric perform the repairs. Bixby was contacted at 11:25 AM on January 7, 2016, with electricians arriving at 4:30 PM. Repairs were completed and the airport lighting system was tested before 5:00 PM the same day.

The airfield lighting system is critical for all operations after dark. Most air traffic through the night is aircraft used for medical flights, which, other than helicopters, cannot land in Taos after dark without operational airfield lighting.

Thank you for your consideration.