DOÑA ANA COUNTY PURCHASING DEPARTMENT
MEMORANDUM

TO: Procurement File	**DATE: 10/18/2022**
FROM: Donald E. Bullard, Purchasing Manager	DB
SUBJECT: Emergency Procurement Determination	

CRRUA informed Purchasing that their generator unit at the North Wastewater Treatment Plant is in need of repairs and is not in working order. If El Paso Electric was to have another power shortage the Plant would not have backup electricity and untreated wastewater will flow into the Rio Grande River causing health and safety issues for the general public.

Section 13-1-127 NMSA 1978 states in pertinent part "An emergency condition is a situation that creates a threat to public health, welfare or safety such as may arise by reason of floods, epidemics, riots, equipment failures or similar events. 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.

The Purchasing Department has determined that not immediately repairing the generator would cause a serious threat to the health of County residences during an El Paso Electric power outage. This memo confirms that an emergency condition existed. The emergency purchase form Eaton Corporation is hereby approved.

CAMINO REAL REGIONAL

CRRUA

UTILITY AUTHORITY

TO: DAC PURCHASING DEPT.

FROM: BRENT WESTMORELAND

SUBJECT: EATON CORPORATION

DATE: 10-18-22

To whom it may concern,

CRRUA is in need of these items from Eaton Corporation, as Eaton is the replacement supplier for our generator unit at the North Wastewater Treatment Plant. The original supplier, Rock Mountain New Mexico has been sold with no local representation available.

These repairs are needed ASAP. If El Paso Electric has another power outage, raw untreated wastewater will flow directly into the river which puts CRRUA in violation of EPA standards with CRRUA facing up to $20,000 per day fines. as well as being in violation of New Mexico Environmental standards.

Is it possible for us to follow through with the purchase if we include my signature authority of $25,000 with the $20,000?

Brent Westmoreland _____ Date 10-18-22

Eaton Corporation
Electrical Services & Systems Division
12305 Mercantile Ave ,Suite D
El Paso, TX 79928
Cell (M)915-356-4175
Email: CarlosSantoyo@Eaton.com

10/12/2022

PROPOSAL

TO: Eric R. Lopez
Camino Real Regional Utility Authority

RE: **Negotiation Number: ELK1-210823-01-CS-R3**
Subject: CRRUA - GE Swbd Transfer Issues
Jobsite Location: 4950 McNutt Rd., Sunland Park, NM 88063

Eaton's Electrical Services & Systems (EESS) is pleased to provide the following proposal for the work scope described herein.

SCOPE OF WORK

Eaton's Electrical Services & Systems will provide the necessary field service personnel, tools, materials and approved test equipment to perform the following:

- Item 001
  - CRRUA North WW Treatment Plant
    - Provide two FSR's to Assess & Trouble Shoot a GE Switchboard that is not transferring as intended
    - Correct issues that are repairable at the time of the Service Call
    - Provide a report and plan/path moving forward to repair/correct issues found to get the GE Switchboard Transfer Scheme operating correctly, in closed and open transition.
- Item 002
  - Procure new GE 15" HMI to replace the existing failed unit
  - Program existing application provided by CRRUA off-site
    - No application program changes have been included
  - Remove/Replace the HMI

***Note –Commissioning of the whole transfer scheme from my Power Systems Control/Automation division is not included.

PRICING

To provide the services as described above, Eaton Corporation would charge:

- **Item 001 – Price: $16,230.00**
- **Item 002 – Price: $12,525.00**

- **Grand Total: $28,755.00**

Price for the above scope of work is based on performing site work after-hours and/or on weekends or holidays, you must contact us to adjust the price accordingly.

DELIVERY

Schedule: The scheduling of work will be mutually agreed upon between the customer and Eaton's Electrical Engineering Services & Systems. Three weeks advance notice is required for scheduling.

Equipment: Equipment shipment will be F.O.B. point of origin and is estimated (as of the date of this proposal) at (to be provided within a week of order)weeks after receipt of an order and all necessary technical information. Estimated shipment dates subject to change.

CLARIFICATIONS AND EXCEPTIONS

- **Seller shall not be responsible for any failure to perform, or delay in performance of, its obligations resulting from the COVID-19 pandemic or any future epidemic, and Buyer shall not be entitled to any damages resulting thereof.**
- EESS will initiate minor corrective actions to equipment to facilitate repairs to the equipment; however, any parts/materials identified during the inspection requiring replacement, such as control power module, fuses, etc., will be submitted on a separate proposal with cost.
- Eaton has not included any applicable sales tax in this proposal

SAFETY CLARIFICATIONS

- Eaton will not perform work activities in situations where the proper level of PPE is not practical. At no time will work be performed when the arc-flash exposure levels are above 40 cal/cm2.
- To establish an electrically safe work condition, the customer is to provide an up-to-date site electrical one-line diagram(s) for lockout/tagout purposes showing all sources of power.
- For electrical outages requiring utility isolation, the customer and utility shall coordinate lockout/tagout requirements with Eaton in a written plan of execution.
- Customer shall be responsible to perform all switching. Any requirement of Eaton for perform switching will require customer signature and a minimum of two EESS personnel present. Additional charges will apply.
- The customer supplied Arc-Flash study along with their labeled equipment to meet NFPA requirements will be used to determine the Personal Protective Equipment (PPE) required to perform the work required for this proposal. When a current study and labeling is not available, the time required to determine the proper PPE will be at the current rate per hour, unless included within the Eaton scope of work. Eaton will not perform work activities in situations where the proper level of PPE is not practical. At no time will work be performed when the arc-flash exposure levels are above 40 cal/cm2.

CUSTOMER-REQUIRED SUPPORT

- The owner/contractor shall make all equipment available upon arrival of EESS personnel, including removal from service, to permit continuous progression of work. Stand by or delays that are out of the control of EESS will be charged at published services rates plus applicable expenses.
- The owner/contractor shall be responsible for maintaining power to vital or necessary plant equipment and processes.
- The owner/contractor will coordinate all outages and perform all switching to de-energize/isolate equipment to be serviced.
- The owner/contractor shall supply a suitable and stable source of power for operation of test equipment at each test site when normal power is removed. EESS shall specify requirements.
- The owner/engineer will supply a complete set of electrical plans, including the plant single-line diagram, specifications and any pertinent change orders EESS prior to commencement of work.
- Customer shall ensure copies of Operations and Maintenance Manuals and related literature for equipment being serviced is available on site for use by EESS personnel.
- The owner / contractor shall provide the assistance of a qualified electrician / individual from a contractor or the facility familiar with the electrical system to provide access to electrical equipment and assistance to Eaton field service personnel, as required during the time that service is performed, per NFPA70E and OSHA 1910.269.
- The owner / contractor shall be responsible for proper waste disposal of all waste by-products produced in the performance of this work.

SAFETY TRAINING OF EESS FIELD PERSONNEL

- All EESS field personnel received training to comply with OSHA CFR1910.269 Electrical Safety Standard, which sets minimum safety rules and practices for the design, operation, and maintenance of high-voltage systems (over 600 volts).

PROCESS ADJUSTMENTS

- This proposal was prepared based upon EESS understanding of the documentation and discussions listed in EESS Scope of Work. If a change to the system functionality, hardware and/or software is to be used, or work scope is