

## **Emergency Procurement Request**

Doña Ana County is requesting the Purchasing Department for an emergency procurement of **goods and services for Detention Center Medical Services.**

### **Written authorization from Executive Director:**

Approved via email, June 3, 2024 at 4:21 AM MST, revised June 21, 2024, and revised September 18, 2024 attached.

### **Written justification of the basis for the emergency:**

13-1-127. Emergency procurement; required conditions; limitations; notice.

A. The state purchasing agent or a central purchasing office may only make an emergency procurement when the service, construction or item of tangible personal property procured:

(1) is needed immediately to:

(a) control a serious threat to public health, welfare, safety or property caused by a flood, fire, epidemic, riot, act of terrorism, equipment failure or similar event; or

(b) plan or prepare for the response to a serious threat to public health, welfare, safety or property caused by a flood, fire, epidemic, riot, act of terrorism, equipment failure or similar event; and

(2) cannot be acquired through normal procurement methods

Emergency order for Doña Ana County Detention, the emergency directly impacts Inmates and staff of the Doña Ana County Detention located at 1850 Cooper Loop, Las Cruces, NM 88005. The Current contract between Doña Ana County and CHS TX, Inc dba YesCare is set to expire on 6/30/24 and is not eligible for renewal. Medical services are available as required for the health and safety of inmates at the facility.

### **Selection of the particular vendor:**

The Doña Ana County Detention Center is requesting the procurement of services provided by CHS TX INC as an emergency procurement. These services must be provided by licensed medical services provider. The County has completed a new solicitation (RFP 24-0033) for Detention Medical Services and CHS TX INC was selected once again for these services. The purpose of the emergency procurement is to allow the County to extend the current contract for two additional months in order to give the County and Contractor time to finalize the new agreement under RFP 24-0033. Attached is a copy of the award summary, there were two proposals provided CHS TX inc (2,744) and Roadrunner Health Services (2,175).

To: Procurement File

Date: 9/26/2024

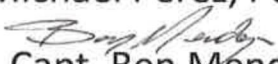

From: Michael Perez, Purchasing Manager *MP*

Subject: Emergency Procurement Determination



## Dona Ana County Detention Memorandum

To: Michael Perez, Purchasing Manager

From:  Capt. Ben Mendoza (for Dir. Bryan Baker) &  Thomas Anderson,  
Contract Monitor

Date: 6.3.2024

Subject: Emergency Procurement

Good afternoon. We are seeking approval for an emergency procurement of medical services from YesCare. We are looking to extend the current contract by three months / 90 days. We are asking for this extension due to the length of time required to ratify the new contract in process with YesCare. Our current contract will expire June 30th. We would like to run the existing contract until the end of September to ensure we have adequate time to ratify the new contract. Due to Director Baker's absence, I have obtained the approval of Captain Ben Mendoza as noted above. Please let us know if anything else is required.

**From:** [Thomas Anderson](#)  
**To:** [Michael Perez](#)  
**Subject:** RE: 24-0033 CHS TX Inc dba Yes Care\_dfa\_mp.jm (002)  
**Date:** Wednesday, September 18, 2024 4:46:11 PM

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Are we going to need an extension on the agreement? It feels like it...

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**From:** Michael Perez <michaelpe@donaanacounty.org>  
**Sent:** Friday, September 6, 2024 5:49 PM  
**To:** Thomas Anderson <thomasa@donaanacounty.org>  
**Cc:** Hilda Gonzalez <hildag@donaanacounty.org>  
**Subject:** 24-0033 CHS TX Inc dba Yes Care\_dfa\_mp.jm (002)

Hi will you please look at this

**From:** [Thomas Anderson](#)  
**To:** [Michael Perez](#)  
**Subject:** Emergency Procurement  
**Date:** Monday, June 3, 2024 4:17:25 PM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image004.png](#)  
[image005.png](#)  
[image006.png](#)

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Michael,

Good afternoon. We are seeking approval for an emergency procurement of medical services from YesCare. We are looking to extend the current contract by three months / 90 days. We are asking for this extension due to the length of time required to ratify the new contract in process with YesCare. Our current contract will expire June 30th. We would like to run the existing contract until the end of March to ensure we have adequate time to ratify the new contract. Due to Director Baker's absence, I have obtained the approval of Captain Ben Mendoza. Please let me know specifically what needs to follow to make this an official request. Not sure if he needs an actual signature on a form, or if a version of this letter is sufficient. Sorry for the late notice, I was under the impression this was handled already.

Thanks as always,



***Tom Anderson***  
Contract Monitor  
Detention Center  
Doña Ana County  
Phone: 575-527-3164  
Cell: 218-390-0666  
[thomasa@donaanacounty.org](mailto:thomasa@donaanacounty.org)  
[www.donaanacounty.org](http://www.donaanacounty.org)



**From:** [Thomas Anderson](#)  
**To:** [Michael Perez](#)  
**Subject:** Emergency Procurement  
**Date:** Friday, June 21, 2024 3:11:22 PM  
**Attachments:** [2024.6.3 SIGNED EMERGENCY PROCUREMENT.pdf](#)  
[image001.png](#)  
[image002.png](#)  
[image004.png](#)  
[image005.png](#)  
[image006.png](#)

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Mike,

Good afternoon. Please see the attached Emergency Procurement Letter. I know we agreed we were “good”. But I want to make sure. So here is a copy. Please just let me know when you have a moment.

Thanks a lot,



***Tom Anderson***

**Contract Monitor  
Detention Center**  
Doña Ana County  
Phone: 575-527-3164  
Cell: 218-390-0666  
[thomasa@donaanacounty.org](mailto:thomasa@donaanacounty.org)  
[www.donaanacounty.org](http://www.donaanacounty.org)



Offeror Name	Evaluation Criteria Scores (out of 1,000 points)									Overall Scores	
	Evaluator	Professional Qualification	Experience	Knowledge and Proposal	Past Record of Performance	Cost Proposal	NM Resident Business Preference	NM Veteran Business Preference	Total Score	Overall Score	Rank
CHS TX INC	Elco Ortega	150	250	175	75	198		-	848	2,744	1
	Thomas Anderson	175	300	200	100	198			973		
	Jamie Michael	175	275	175	100	198			923		
								-	-		
								-	-		
Roadrunner Health Services	Elco Ortega	100	200	100	50	200			650	2,175	2
	Thomas Anderson	125	250	150	75	200			800		
	Jamie Michael	100	225	100	100	200			725		
									-		
									-		
		200	300	200	100	200	80	100			
CHS TX INC	Cost Proposal										
Roadrunner	7,336,620.00	0.990259722	Max Points	Score	Rounding						
	7,265,159.28	1	200	198.0519444	198						
			200	200	200						

Thank you for your submission.  
The procurement will be reviewed by one of our buyers.

In the future, any amendment to a sole source contract that adds to or changes or impacts in any way any of the terms and conditions listed below (which are set forth in statute, see Section 13-1-126.1. NMSA 1978), the sole source must be reposted for a new, additional 30 day period.

- if the parties to the proposed contract change;
- if the nature and quantity of the service, construction or item of tangible personal property being contracted for, changes; and
- if the contract amount changes.

Print

Agency :	C0009 - DONA ANA COUNTY
Procurement	40-C0009-24-EM051
Number :	
Next Step :	REVIEW
Uploaded Files :	Emergency Determination: Emergency Procurement Request - DAC CHS TX INC.pdf
Completed date :	Friday, June 21, 2024 6:19 PM
Completed by :	Michael Perez



**From:** [GSD.SPDInfo@state.nm.us](mailto:GSD.SPDInfo@state.nm.us)  
**To:** [Michael Perez](#)  
**Subject:** State of New Mexico :: Sole Source / Emergency Submission  
**Date:** Friday, June 21, 2024 6:19:47 PM

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Greetings,

Your Sole Source/Emergency Procurement request has been SUCCESSFULLY SUBMITTED and is pending State Purchasing Division approval for posting to the GSD Website. Once approved, you will receive an email notification advising that your request has been posted. Please keep the document number referenced below in a convenient place. You will need this number to search the Sole Source/Emergency website for status updates to your request.

Document Number ID: 40-C0009-24-EM051

For Sole Sources:

In the future, any amendment to a sole source contract that adds to or changes or impacts in any way any of the terms and conditions listed below (which are set forth in statute, see Section 13-1-126.1. NMSA 1978), the sole source must be reposted for a new, additional 30 day period.

- (1) If the parties to the proposed contract change;
- (2) if the nature and quantity of the service, construction or item of tangible personal property being contracted for, changes; and
- (3) if the contract amount changes.

Please email all inquiries to: [GSD.SPDInfo@state.nm.us](mailto:GSD.SPDInfo@state.nm.us).

Sincerely,

General Services Department

State Purchasing Division



Thank you for your submission.  
The procurement will be reviewed by one of our buyers.

In the future, any amendment to a sole source contract that adds to or changes or impacts in any way any of the terms and conditions listed below (which are set forth in statute, see Section 13-1-126.1. NMSA 1978), the sole source must be reposted for a new, additional 30 day period.

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- if the contract amount changes.

Print

Agency :	C0009 - DONA ANA COUNTY
Procurement Number :	50-C0009-24-EM140
Next Step :	REVIEW
Uploaded Files :	Emergency Determination: Emergency Procurement Request - DAC CHS TX INC.pdf
Completed date :	Thursday, September 26, 2024 12:05 PM
Completed by :	Michael Perez



**From:** [GSD.SPDInfo@state.nm.us](mailto:GSD.SPDInfo@state.nm.us)  
**To:** [Michael Perez](#)  
**Subject:** State of New Mexico :: Sole Source / Emergency Submission  
**Date:** Thursday, September 26, 2024 12:05:46 PM

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Greetings,

Your Sole Source/Emergency Procurement request has been SUCCESSFULLY SUBMITTED and is pending State Purchasing Division approval for posting to the GSD Website. Once approved, you will receive an email notification advising that your request has been posted. Please keep the document number referenced below in a convenient place. You will need this number to search the Sole Source/Emergency website for status updates to your request.

Document Number ID: 50-C0009-24-EM140

For Sole Sources:

In the future, any amendment to a sole source contract that adds to or changes or impacts in any way any of the terms and conditions listed below (which are set forth in statute, see Section 13-1-126.1. NMSA 1978), the sole source must be reposted for a new, additional 30 day period.

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- (3) if the contract amount changes.

Please email all inquiries to: [GSD.SPDInfo@state.nm.us](mailto:GSD.SPDInfo@state.nm.us).

Sincerely,

General Services Department

State Purchasing Division