



Application for Determination of Sole Source Procurement

This form, with one or more categories completed, must accompany a purchase requisition for equipment, supplies or services exceeding \$20,000. Select the category or categories appropriate for this procurement. Attach all documentation necessary to support the application. Procurements of \$20,000 and greater shall be posted to the NM Tech Purchasing website for the mandatory thirty (30) day period per NMSA 13-1-126.1

Requesting Department:	Facilities Management	End User's Name:	Robby Montgomery
Proposed Contractor:	Park n shade	Estimated Cost:	35,192.28
Product Description:	Solar Panel repair/replacement	Date:	

I am requesting a sole source procurement based on the following reasons:

- Compatibility of existing equipment or supplies; provide details in *Explanation*. Include manufacturer, model number and NMT PCN of existing equipment.
- Item specifically required for use in conjunction with grant or contract. Attach applicable grant or contract page and provide justification of why it is required for grant / contract and why other substitutes are not acceptable.
- Requirement is of a proprietary / copyright / licensing nature which is explained below.
- The requested product has unique design / performance specifications or quality requirements which are essential to my work, research protocol or teaching needs, and are not available in comparable products. Please discuss this uniqueness / performance below.
- NMT Staff has specialized training and / or extensive experience. Retraining would incur substantial cost in money / time as explained below.
- I have contacted other suppliers or service providers identified below and have considered their product, however, their products / services are not acceptable because they are lacking one or more technical capabilities as discussed below.
- The requested product is essential in maintaining / continuing experiments. Other investigators have used this product in similar research and for comparability of results, I require it.
- Contractor is the sole manufacturer and sole distributor and has unique features / characteristics not available from other sources (provide explanation and attach applicable documents).
- Product is a prototype; contractor offers a trade-in allowance; availability of service, parts or maintenance as discussed below.

Explanation: The original PO (P0019786) was issued to Ameresco. The Solar PV carpet was subcontracted to Park n shade.

By signing below, requestor certifies that the information provided is accurate to the best of their knowledge.

Robby Montgomery
 End User Signature (actual signature required)

Robby Montgomery
 Printed Name

3-22-23
 Date

Chief Procurement Officer (signature required)

Date

For use by Purchasing:

Date application received in purchasing: 3/22/2023 NMT Web Posting date: 3/22/2023 Expiration date: 4/21/2023



March 1st, 2023

NMT

Attn: Alex Garcia

Re: Solar Support Canopies: Macey Center – New Mexico Tech, Socorro NM

We are pleased to propose the following:

Demolition of Damaged Section of Canopy A and Re-Installation of Old/New Materials and Modules

Labor/Materials	\$	32,680.00
Total\$	32,680.00
		<i>2512.28 tax</i>
		<i>35,192.28 total</i>

The above includes: Mobilization of crew to secure damaged canopy and assess damage. Remobilization of crew and equipment needed to take down damaged steel beam #5 and 6 purlins. Re-installation of the following NEW materials – 1 W14x34 fabricated/painted beam @ 38’ 5”, 6 Top and 6 Bottom Purlins for Bay 6, Angle Irons for straight bracing, 2 Angle Iron for diagonal bracing, 2 beams straps, and all new stainless mounting hardware for the modules removed in Bays 5 and 6. Removal of solar modules and reinstallation of solar modules included in pricing. Haul off of all damaged steel materials included. Touch up paint as needed to damaged areas. ****No wiring or electrical work included****

Not included in the above are: New replacement materials other than items listed above, re-installation of materials or solar modules other than items listed above, demolition of any other items beyond the 2 damaged bays on Array A. No lighting removal, electrical work, or stringing included.

Terms of Payment: ½ Down Prior to Ordering of Materials
Balance Due Upon Receipt at Completion of Repair

Sincerely,

Travis Bailey
Phone: 520-730-9948
Park n’ Shade Structures Inc.

Accepted by _____

Date: _____

Park 'N Shade • 8359 W. Tangerine Road, Marana, Arizona 85658
Tucson: 520-531-9224 • Phoenix: 480-575-1680 • Fresno: 520-668-9345 • Fax : 520-682-1276
License Numbers : AZ - 185180 • CA - 965404 • NM - 378612 • NV - 0079988

J 0060531 11-17-20 check 00374930 Final payment on line 3
 Solar PV Carport Project

CONTINUATION SHEET		New Mexico Institute of Mining and Technology PROJECT # 73663-20			APPLICATION NO : 7		APPLICATION DATE : 11/3/2020		PERIOD TO : 10/31/2020		PURCHASE ORDER NO : N/A	
SCHEDULE OF VALUES												
ITEM NO.	DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIAL STORED (NOT IN D or E)	G TOTAL COMPLETED & STORED TO DATE		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF APPLICABLE) N/A			
			D FROM PREVIOUS APPLICATIONS	E THIS PERIOD		D + E	(%)					
1	Investment Grade Audit (IGA) Fee	\$ 266,000.00	\$ 266,000.00	\$ -		\$ 266,000.00	100%	\$ -	\$ -			
2	ECM 1.0 - Solar PV Carport	\$ 2,306,302.00	\$ 2,190,986.90	\$ 115,315.10		\$ 2,306,302.00	100%	\$ -	\$ -			
3	ECM 2.0 - Interior Lighting Retrofits	\$ 3,133,110.00	\$ 3,101,778.90	\$ -		\$ 3,101,778.90	99%	\$ 31,331.10	\$ -			
4	ECM 3.0 - Exterior Lighting Retrofits	\$ 788,542.00	\$ 780,656.58	\$ 7,885.42		\$ 788,542.00	100%	\$ -	\$ -			
5	ECM 4.1 - Equipment Level DDC Upgrade	\$ 941,560.00	\$ -	\$ 94,156.00		\$ 94,156.00	10%	\$ 847,404.00	\$ -			
6	ECM 4.3 - Scheduling and Controls Optimization	\$ 76,421.00	\$ -	\$ -		\$ -		\$ 76,421.00	\$ -			
7	ECM 5.1 - Lab Air System Rebalancing	\$ 28,028.00	\$ -	\$ 2,802.80		\$ 2,802.80	10%	\$ 25,225.20	\$ -			
8	ECM 6.1 - Chiller Plant Controls Optimization	\$ 37,644.00	\$ -	\$ 3,764.40		\$ 3,764.40	10%	\$ 33,879.60	\$ -			
9	ECM 6.2 - Water Side Economizer	\$ 331,541.00	\$ -	\$ -		\$ -		\$ 331,541.00	\$ -			
10	ECM 6.3 - Variable Flow CHW Pumping	\$ 279,652.00	\$ -	\$ 27,965.20		\$ 27,965.20	10%	\$ 251,686.80	\$ -			
11	ECM 7.1 - Aerator and Showerhead Retrofits	\$ 35,222.00	\$ 35,222.00	\$ -		\$ 35,222.00	100%	\$ -	\$ -			
12	State and Local Taxes (i) New Mexico Gross Receipt Tax (5.125%) (ii) City of Socorro, NM - Sales Tax (2.3125%) (iii) ECM 1.0 - Solar PV Carport is tax exempt	\$ 440,130.00	\$ 321,294.90	\$ 118,835.10		\$ 440,130.00	76%	\$ 105,631.20	\$ -			
13	Project Closing (5% of Total Project Cost) (i) Completion of the work listed on the Punch List (ii) Completion and submission of all project close-out documentation after a Certificate of Substantial Completion has been issued	\$ 456,008.00	\$ -	\$ -		\$ -		\$ 456,008.00	\$ -			
ORIGINAL CONTRACT TOTAL:		\$ 9,120,160.00	\$ 6,695,939.28	\$ 265,092.82	\$ -	\$ 6,961,032.10	76.33%	\$ 2,159,127.90	\$ -			



**Fwd: Macey Center Repairs**

3 messages

Mon, Mar 20, 2023 at 12:01 PM

Bunning, Scott <scott.bunning@nmt.edu>

To: Debbie Martinez <debbie.martinez@nmt.edu>

Cc: Jessica Dennis <jessica.dennis@nmt.edu>, Alexander Garcia <alex.garcia@nmt.edu>, Robby Montgomery <robby.montgomery@nmt.edu>

----- Forwarded message -----

From: **Alex Garcia** <alex.garcia@nmt.edu>

Date: Fri, Mar 3, 2023, 8:50 AM

Subject: Fwd: Macey Center Repairs

To: Montgomery, Robby <robby.montgomery@nmt.edu>, Bunning, Scott <scott.bunning@nmt.edu>

Morning guys,

Attached is the repair quote for the solar panels

----- Forwarded message -----

From: **Travis Bailey** <travis@parkshade.com>

Date: Thu, Mar 2, 2023 at 10:52 AM

Subject: Macey Center Repairs

To: <alex.garcia@nmt.edu>

Hi Alex,

Attached is our proposal for the repair at Macey Center.

Please give me a call with any questions.

Thanks,

Travis Bailey

C: (520) 730-9948



Park N Shade Inc.
 8359 W Tangerine Rd.
 Marana, AZ 85658
 Parkshade.com

2 attachments

IMG_1350.heic
 1623K

NMT - Macey Center Canopy Repair.pdf
 199K

Martinez, Debbie <debbie.martinez@nmt.edu>

Mon, Mar 20, 2023 at 2:39 PM

To: Kimela Miller <kimela.miller@nmt.edu>

Cc: Robby Montgomery <robby.montgomery@nmt.edu>, "Bunning, Scott" <scott.bunning@nmt.edu>, Alexander Garcia <alex.garcia@nmt.edu>

Hi Kimela,

I sent the quote from Park n Shade for the repairs on the solar panels that were damaged by the wind at Macey Center. The repairs will be on an insurance claim. The original PO (P0019786) was issued to Ameresco and was subcontracted to Park N Shade when it was installed. What back-up paperwork is needed to issue a purchase order for the repair? Can this be a sole-source since Park N Shade was the original installer or should it be treated as an emergency? I have another quote from Midstate Electric for the conduit and other electrical parts but that is only \$2000.00.

Thanks,
 Debbie

Debbie,

Can we Po.s issued for the repairs of the solar panels? One for Park and Shade and one for Midstate. See attached estimates. Never mind I can't attach them on my phone. I'll forward them.

Thank you!
 Scott

On Mon, Mar 20, 2023, 11:45 AM Dennis, Jessica <jessica.dennis@nmt.edu> wrote:

Ok, thanks. You have been approved to begin repairs. I will just need for you to give me final invoices and proof of payment when the project is complete.

Jessica Dennis
 Human Resources Coordinator
 New Mexico Tech
 801 Leroy Place
 Socorro, NM 87801
 Phone: 575-835-5370
 Fax: 575-835-5337
 Email: Jessica.Dennis@nmt.edu

On Mon, Mar 20, 2023 at 11:41 AM Bunning, Scott <scott.bunning@nmt.edu> wrote:

They will not warrant as it was struck by a vehicle.

On Mon, Mar 20, 2023, 11:07 AM Alex Garcia <alex.garcia@nmt.edu> wrote:

So Ameresco was the contractor and they subcontracted Park N Shade to do the installation.

On Mon, Mar 20, 2023 at 11:06 AM Dennis, Jessica <jessica.dennis@nmt.edu> wrote:

I have already started the claim. The adjuster had some questions. Please see below.

Was the original install done by Ameresco? Have you anticipated securing a bid from them?

This way they can also review if any Warranty is applicable, so far I don't see any warranty under JA solar, but CPS not sure.

Jessica Dennis
Human Resources Coordinator
New Mexico Tech
801 Leroy Place
Socorro, NM 87801
Phone: 575-835-5370
Fax: 575-835-5337
Email: Jessica.Dennis@nmt.edu

On Mon, Mar 20, 2023 at 11:00 AM Alex Garcia <alex.garcia@nmt.edu> wrote:
Hi Jessica,

Do you need anything else to start the insurance claim process? Can we get started with the repairs?

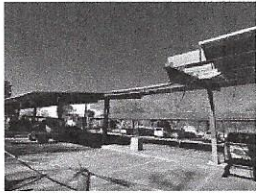
On Thu, Mar 16, 2023 at 11:03 AM Bunning, Scott <scott.bunning@nmt.edu> wrote:

----- Forwarded message -----
From: **Mike** <Mike@msenm.com>
Date: Thu, Mar 16, 2023, 10:14 AM
Subject: Estimate 3823 from Midstate Electric
To: scott.bunning@nmt.edu <scott.bunning@nmt.edu>

Dear Customer :
Please review the estimate below. Feel free to contact us if you have any questions.
We look forward to working with you.
Sincerely,
Midstate Electric

[Quoted text hidden]

3 attachments



IMG_1350.heic
1623K

NMT - Macey Center Canopy Repair.pdf
199K

Est_3823_from_Midstate_Electric_11132.pdf
69K

Miller, Kimela <kimela.miller@nmt.edu>
To: "Martinez, Debbie" <debbie.martinez@nmt.edu>
Cc: Robby Montgomery <robbymontgomery@nmt.edu>, "Bunning, Scott" <scott.bunning@nmt.edu>, Alexander Garcia <alex.garcia@nmt.edu>

Mon, Mar 20, 2023 at 5:10 PM

Send me a sole source so I can get it on our website for the 30 day count.

Thanks,

K

Kimela Miller
Chief Procurement Officer
New Mexico Institute of Mining and Technology
801 Leroy Place
Brown Hall, Rm 100
Socorro, NM 87801
purchasing@nmt.edu
575-835-5881 (v)
575-835-5887 (f)
<http://www.nmt.edu/finance/purchasing/index.php>

[Quoted text hidden]