



San Miguel County

Finance Department

Chairman: Harold Garcia, District 1 | Vice-Chair: Martin Sena, District 4
Max Trujillo, District 3 | Kenny Medina, District 5 | Janice Varela, District 2
County Manager: Joy Ansley | Deputy County Manager: Jesus Romero

SOLE SOURCE JUSTIFICATION FORM

This Form Must Be Completed & Forwarded to Purchasing with the Purchase Requisition.

Date: 7-15-2024

Requisition #: REQ2500109

Prepared by: STEPHANIE LEGER

Cost (\$): \$130,000.00

Vendor: ARTHUR REGIONAL LANDFILL, INC

Below is a summary of information regarding this request for a Sole Source Procurement.

1. Explain why this is the only product or service that can meet the needs of your Department.
Arthur Regional Landfill, Inc is the only New Mexico State approved solid waste landfill within a 50 mile radius of Las Vegas, NM

2. Explain why this vendor is the only available source from which to obtain this product or service.

The vendor has affirmed (memo from vendor is attached) that there is no other source for this item.

Our search for possible vendors provided futile; or

Other reason, please explain in full: The cost of transportation of Solid Waste to other Landfills would not be cost effective.

3. Explain why the price is considered fair and reasonable. Price is compared to past history of utilization of Arthur Regional Landfill.

4. Describe the efforts made to obtain the best possible price from this Sole Source Vendor for the taxpayers? What (if any) is the total cost savings from the original quote? Arthur Regional Landfill was contacted on 7-15-2024 in regards to best price obtained.

Signatory Approvals:

Department Supervisor

7-16-24

Date

Purchasing Department

7-16-24

Date

County Manager
(Over \$5,000.00)

7/16/24

Date