



Department of Purchasing and Contracting NON-COMPETITIVE PROCUREMENT REQUEST FORM

Requesting Department: Fire Rescue Services

Department Contact Person: Deputy Chief Jason Smith Telephone: 404 655-8496

Email: jgsmith@dekalbcountyga.gov

2017 OCT 10 AM 10 42

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Requisition Number: 731042 Suggested Supplier: Belfor Property Restorat

Estimated Amount of Purchase: \$ 18,161.24

Detailed Description of the Goods or Services to be purchased: Fire Station 24 Restoration From Mold Remediaton Required Change Orders

Emergency (For Emergency Requests, Please check this box and answer all questions below.)

1. Date and Time of Emergency Occurrence: 7/14/17 and presently ongoing

2. Please state the nature of the emergency posing a risk to public health, welfare, safety or resources:

Due to unforeseen circumstances additional mold was discovered during demolition. These changes orders are required to restore the station back to accepted living standards. Emergency procurement is required to reduce the amount of time service will be impacted.

3. State how the Estimated Amount was determined to be Fair and Reasonable (attach supporting documentation):

See Belfor Property Restoration proposal and cost for services

Sole Source (Please check box and answer all of the following completely.)

1. Provide and explanation why the product, service or supplier requested is the only method that can satisfy the requirements. Please explain why alternatives are unacceptable. Be specific with regard to specification, features, characteristics, requirements, capabilities and compatibility. (Attach additional documents, if necessary):

2. Will this purchase obligate us to a particular vendor for future purchases? (Either in terms of maintenance that only this vendor will be able to perform and/or if we purchase this item, will we need more "like" items in the future to match this one?) Explain in detail.

3. Explain the impact to the County or Public if this request is not approved.

I hereby request that this non-competitive procurement request be approved for the purchase of the above stated work, material, equipment, commodity, or service.

Department Director (Typed/Printed Name) Dorell Fullon

Signature: [Signature] Date: 10-10-17

Do Not Write Below – for the Department of Purchasing and Contracting Use Only

Procurement Agent (Typed/Printed Name) Beverly D. Williams

Signature: [Signature] Date: 10/10/17

Procurement Manager (Typed/Printed Name) Phyllis A. Head

Signature: [Signature] Date: 10/10/17

Approved Not Approved

Complete RA agenda item

Signature: [Signature], Director, Department of Purchasing and Contracting Date: 10/10/17

(Additional information, attach pages if required):

Requesting Department: Fire Rescue Services
Requisition Number: 731042
Estimated Amount of Purchase: \$18,161.24
Suggested Supplier: Belfor Property Restoration

PO 1078126 in the amount of \$93,073.35 was approved on 09/07/17. Additional mold was discovered while repairs were being made, resulting in an additional request for \$18,161.24. That will bring the total for the repairs to \$111,234.59. A BOC agenda item will be submitted to ratify the purchases.