



**Department of Purchasing and Contracting
NON-COMPETITIVE PROCUREMENT REQUEST FORM**

Requesting Department: Watershed Management

Department Contact Person: Arre Kennedy

Telephone: 678 428-6194

Email: amkenedy@dekalbcountyga.gov

Requisition Number: _____

Suggested Supplier: Ruby Collins

Estimated Amount of Purchase: \$ 984,760.00

Detailed Description of the Goods or Services to be purchased: _____

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

1. Date and Time of Emergency Occurrence: 2/1/17

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

A 48" transmission main at Henderson Mill Road is leaking excessively. If the entire main was to break, the southern half of the County will be without water.

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

Requested quotes from 3 vendors (only received quotes back from 2 vendors)

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

1. Provide an 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): Scott Towler

Signature: [Signature] Date: 2/8/17

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

Recommendation and Comments

Complete Ratification Asnda Item T.C.

Approved Not Approved

Signature: [Signature], Director, Department of Purchasing and Contracting

Date: 2/13/17

Print Form

Proj Nm: Henderson Mill Road
 Locat'n: 23-Jan
 Bid Dte: 1
 Total L.F.:

48" Water Main Rep:
 Henderson Mill Road
 23-Jan

11:00 AM
 1/27/2017

RC#	ITM #	ITEM DESCRIPTION	QUANTITY	UM	UNIT	TOTAL
1	1	Mobilization	1	LS	\$14,950.00	\$14,950.00
2	2	Traffic Control	1	LS	\$10,000.00	\$10,000.00
3	3	Traffic Control - Police Officers	100	Hours	\$70.00	\$7,000.00
4	4	Exploration	10	Days	\$7,000.00	\$70,000.00
5	5	48x8 Tapping Sleeve and Valve (for Dewatering & Perm. BO)	1	LS	\$54,110.00	\$54,110.00
6	6	48" Water Main Point Repair	1	LS	\$304,700.00	\$304,700.00
7	7	Restoration	1	LS	\$15,000.00	\$15,000.00
8	8	Remove and Replace Asphalt	100	SY	\$130.00	\$13,000.00
9	9	Additional 48" Pipe	60	LF	\$2,500.00	\$150,000.00
10	10	48" Line Stops (DIP Only)	2	EA	\$92,500.00	\$185,000.00
11	11	Adder for Line Stops on Steel	1	LS	\$36,000.00	\$36,000.00
12	12	Adder for 24" Water Bypass Using Flow Through Line Stops	1	LS	\$125,000.00	\$125,000.00
		TOTAL BID				\$984,760.00



(Additional information, attach pages if required):

DWM requested quotes from 3 vendors for the emergency repair: Renee Group, Ruby Collins, and Reeves-Young Contractors. The department only received quotes from 2 vendors; Renee Group and Ruby Collins.

DWM is recommending the work to be performed by Ruby Collins. Ruby Collins has over 65 years of experience for various type of construction work including large diameter utility work. The actual scope of work is unknown. The recommended contractor quote is based on worst case scenario for the repair. If in the event the contractor is unable to close the valves on the transmission main to isolate the water, the quote provides estimated cost for the installation of 2 each 48" line stops. This will enable the system to remain active and provide continuous water to the southern half of the County.

The quote is an amount not to exceed and the contractor will only be paid for actual line items completed.



The Renee Group, Inc.

QUOTE

Dekalb Co. Dept of Watershed Mgmt
Attention: Arre Kennedy
1641 Roadhaven Dr
STONE MOUNTAIN GA 30083
USA

Date
Jan 20, 2017

Expiry
Feb 19, 2017

Quote Number
JCE-17-2002

Reference
Henderson Mill Water Main

The Renee Group, Inc.
3440 Oakcliff Road
Suite 112
DORAVILLE GA 30340
USA

Description	Quantity	Unit Price	Tax	Amount USD
Mobilization, Traffic Control, Roadway Saw Cut, Asphalt Removal & Replacement, Water Main Piping & Fittings, and Install Erosion Control - (LS)	1.00	1,267,000.00	Tax Exempt	1,267,000.00
			Subtotal	1,267,000.00
			TOTAL USD	1,267,000.00

Terms

Not Included In Scope of Work for 48in. Water Main: Site Permits, Notifications & Valve Operations

Quotes are good for 30 Days

1st quote - need more details



The Renee Group, Inc.

QUOTE

Dekalb Co. Dept of Watershed Mgmt
Attention: Arre Kennedy
1641 Roadhaven Dr
STONE MOUNTAIN GA 30083
USA

Date
Jan 24, 2017

Expiry
Feb 19, 2017

Quote Number
JCE-17-2002

Reference
Henderson Mill Water Main

The Renee Group, Inc.
3440 Oakcliff Road
Suite 112
DORAVILLE GA 30340
USA

Description	Quantity	Unit Price	Tax	Amount USD
Mobilization - (LS)	1.00	15,000.00	Tax Exempt	15,000.00
Traffic Control - (LS)	1.00	9,500.00	Tax Exempt	9,500.00
Site Exploration - (Days)	5.00	8,000.00	Tax Exempt	40,000.00
48In. Water Main Point Repair - (LS)	1.00	300,000.00	Tax Exempt	300,000.00
Site Restoration - (LS)	1.00	45,000.00	Tax Exempt	45,000.00
Pipe Contingency - (LS) (*See Line Item Note Below)	1.00	60,000.00	Tax Exempt	60,000.00
			Subtotal	469,500.00
			TOTAL USD	469,500.00

*Revised Scope - doesn't include
worst case*

Terms

Pipe Contingency Line Item for Additional Water Main Pipe beyond 40ft if required.

Not Included In Scope of Work for 48In. Water Main: Site Permits, Notifications & Valve Operations

Quotes are good for 30 Days

Clark, Talisa R

From: Sams, Warrick
Sent: Monday, February 13, 2017 8:28 AM
To: Marshall, Cassandra M.; Clark, Talisa R
Subject: RE: Henderson Road Emergency Repair Request
Attachments: Scanned from a Xerox Multifunction Printer.pdf

Good Morning Team,

We concur with DWM's recommended vendor, Ruby Collins, because their initial quote appears to be more comprehensive and definitive. We recommend approval of this request.

Best Regards,



Warrick L. Sams, CPPO | Procurement Manager – Team CIP
DeKalb County Government | Purchasing & Contracting Department
1300 Commerce Drive, 2nd Floor | Decatur, GA | 30030
Office: (404) 371-6330 | Cell: (678) 472-8507
wsams@dekalbcountyga.gov | www.dekalbcountyga.gov
Productivity, Accountability, Customer Service, Teamwork
“One County: Believing In Ethical Leadership”

From: Sams, Warrick
Sent: Friday, February 10, 2017 4:39 PM
To: Marshall, Cassandra M.; Clark, Talisa R
Subject: Re: Henderson Road Emergency Repair

Talisa,

We recommend approval for this item based on the provided information from DWM. It appears that the rupture has increased the rate of water loss since the discovery.

Thanks,

Warrick L. Sams, CPPO | Procurement Manager - Team CIP
DeKalb County Government | Purchasing & Contracting Department
[1300 Commerce Drive, 2nd Floor | Decatur, GA](#) | 30030
Office: [\(404\) 371-6330](tel:4043716330) | Cell: [\(678\) 472-8507](tel:6784728507)
wsams@dekalbcountyga.gov | www.dekalbcountyga.gov
Productivity, Accountability, Customer Service, Teamwork
“One County: Believing In Ethical Leadership”

On Feb 10, 2017, at 4:05 PM, Marshall, Cassandra M. <cmmarshall@dekalbcountyga.gov> wrote:

Yes.

Thanks,

Cassandra M. Marshall

4572 Memorial Drive
Decatur, Georgia 30032
cmmarshall@dekalbcountyga.gov
<image003.png>

<image001.png><image002.png> 770-724-1450
678-614-9060
DeKalbCountyGA.gov

<image004.png>
<image005.png>

From: Sams, Warrick
Sent: Friday, February 10, 2017 4:04 PM
To: Clark, Talisa R
Cc: Marshall, Cassandra M.
Subject: Re: Henderson Road Emergency Repair

Talisa,

They are working on it. Right Ms. Marshall.

Talisa, can you call me for a better understanding, I'm in training.

Warrick L. Sams, CPPO | Procurement Manager - Team CIP
DeKalb County Government | Purchasing & Contracting Department
[1300 Commerce Drive, 2nd Floor | Decatur, GA](https://www.dekalbcountyga.gov) | 30030
Office: [\(404\) 371-6330](tel:4043716330) | Cell: [\(678\) 472-8507](tel:6784728507)
wsams@dekalbcountyga.gov | www.dekalbcountyga.gov
Productivity, Accountability, Customer Service, Teamwork
"One County: Believing In Ethical Leadership"

On Feb 10, 2017, at 3:58 PM, Clark, Talisa R <trclark@dekalbcountyga.gov> wrote:

Warrick,

Please conduct due diligence and obtain needed information from DWM and/or vendors to complete your comparison and determination of emergency, which will have to be ratified.

Thanks,

<image001.jpg>

Talisa R Clark, MBA, CPPO | Interim Chief Procurement Officer
DeKalb County Government | Purchasing & Contracting Department
1300 Commerce Drive, 2nd Floor | Decatur, GA | 30030
Office: (404) 687-2797 | Cell: (404) 840-1344
trclark@dekalbcountyga.gov | www.dekalbcountyga.gov
Productivity, Accountability, Customer Service, Teamwork

From: Sams, Warrick
Sent: Friday, February 10, 2017 3:56 PM
To: Clark, Talisa R

Cc: Marshall, Cassandra M.
Subject: Re: Henderson Road Emergency Repair

It appears to be an emergency, but the cost and selection process is an issue.

Warrick L. Sams, CPPO | Procurement Manager - Team CIP
DeKalb County Government | Purchasing & Contracting Department
[1300 Commerce Drive, 2nd Floor | Decatur, GA](#) | 30030
Office: [\(404\) 371-6330](#) | Cell: [\(678\) 472-8507](#)
wsams@dekalbcountyga.gov | www.dekalbcountyga.gov
Productivity, Accountability, Customer Service, Teamwork
“One County: Believing In Ethical Leadership”

On Feb 10, 2017, at 3:46 PM, Clark, Talisa R <trclark@dekalbcountyga.gov> wrote:

Warrick,

Please obtain the necessary information from the user department that's needed to determine if this is an emergency, so approval can be provided expeditiously.

Thanks,

<image001.jpg>

Talisa R Clark, MBA, CPPO | Interim Chief Procurement Officer
DeKalb County Government | Purchasing & Contracting Department
1300 Commerce Drive, 2nd Floor | Decatur, GA | 30030
Office: (404) 687-2797 | Cell: (404) 840-1344
trclark@dekalbcountyga.gov | www.dekalbcountyga.gov
Productivity, Accountability, Customer Service, Teamwork

From: Sams, Warrick
Sent: Friday, February 10, 2017 2:50 PM
To: Clark, Talisa R
Subject: RE: Henderson Road Emergency Repair

Talisa,

We cannot approved this due to the fact that it's difficult for me to compare the two firm because they were allowed to dictate their line items to us to deliver their estimate. I recommend that we provide known line item(s), so that we can compare the firms equitably—it's our facility we should know what's there with the exception of adding a 15-30% contingency for the unknown.

Thanks,

<image006.jpg>Warrick L. Sams, CPPO |
Procurement Manager – Team CIP

DeKalb County Government | Purchasing &
Contracting Department
1300 Commerce Drive, 2nd Floor | Decatur, GA |
30030
Office: (404) 371-6330 | Cell: (678) 472-8507
wsams@dekalbcountyga.gov |
www.dekalbcountyga.gov
Productivity, Accountability, Customer Service,
Teamwork
"One County: Believing In Ethical
Leadership"

From: Clark, Talisa R
Sent: Friday, February 10, 2017 2:12 PM
To: Sams, Warrick
Subject: FW: Henderson Road Emergency Repair
Importance: High

Warrick,

Please vet and provide for my approval.

Thanks,

<image006.jpg>

Talisa R Clark, MBA, CPPO | Interim Chief Procurement Officer
DeKalb County Government | Purchasing & Contracting Department
1300 Commerce Drive, 2nd Floor | Decatur, GA | 30030
Office: (404) 687-2797 | Cell: (404) 840-1344
trclark@dekalbcountyga.gov | www.dekalbcountyga.gov
Productivity, Accountability, Customer Service, Teamwork

From: Marshall, Cassandra M.
Sent: Friday, February 10, 2017 2:11 PM
To: Clark, Talisa R
Cc: Kennedy, Arre M.
Subject: Henderson Road Emergency Repair
Importance: High

For you approval. See attached documents.

Thanks,

Cassandra M. Marshall

*Interim CIP Program Administrator
DeKalb County Department of Watershed Management*

4572 Memorial Drive
Decatur, Georgia 30032
cmmarshall@dekalbcountyga.gov
<image009.png>

<image007.png><image008.png> 770-724-1450
678-614-9060
DeKalbCountyGA.gov

<image010.png>
<image011.png>

<Scanned from a Xerox Multifunction Printer.pdf>