



Department of Purchasing and Contracting NON-COMPETITIVE PROCUREMENT REQUEST FORM

Requesting Department: PW-Sanitation
Department Contact Person: Tina Phan Telephone: 404-294-2708
Email: tphan@dekalbcountyga.gov

Requisition Number: 949794 Suggested Supplier: Bestech Environmental Resources, Inc.
Estimated Amount of Purchase: \$137,221.00
Detailed Description of the Goods or Services to be purchased: To replace dead animal incinerator.

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

1. Date and Time of Emergency Occurrence: February 24, 2022

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

The Sanitation Animal Crematory needs a replacement crematory incinerator to burn dead animals. The current incinerator is a 14 years old burner. It is no longer operates efficiently. An immediately replacement is necessary. Further using of this salvaged burner will pose a risk to public health and safety.

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

See Price Quote

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) Tracy A. Hutchinson Signature: [Signature] Date: 2/24/22

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

Procurement Agent (Typed/Printed Name) L. Deneen Walters Signature: _____ Date: _____

Procurement Manager (Typed/Printed Name) Phyllis A. Head Signature: _____ Date: _____

Approved Not Approved

Signature: _____, Director, Department of Purchasing and Contracting Date: _____