

TO: Michelle Butler, NIGP-CPP, CPPO, CPCM, Procurement Manager

FROM: Jennifer Schofield, NIGP-CPP, Senior Procurement Agent *Jennifer Schofield*

THROUGH: Delois Robinson, MBA, Procurement Manager

SUBJECT: Emergency – Judicial Tower – Belfor USA Group

DATE: January 9, 2023

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On December 25, 2022, a pipe burst in the Penthouse of the Judicial Tower which leaked down 9 Floors and caused extensive damage to ceilings, floors, carpet, interior walls in courtrooms and throughout the building. DeKalb does have a contract, CPA 1252356 which is in place until June 30, 2023. However, there are insufficient funds on the contract to cover the scope of work for the remediation of the damage done at the Judicial Tower. This request is for approval of the emergency in the amount of \$1,200,000.00 and will seek ratification at the next BOC meeting.

CPA 1252356,  
Agreed Amount                    \$320,014.89  
Amount Spent To Date:        \$229,236.10



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

Requesting Department: Facilities Management

Department Contact Person: Kevin Buford

Telephone: 470-372-8775

Email: klbuford@dekalbcountyga.gov

Requisition Number: \_\_\_\_\_ Suggested Supplier: Belfor USA Group Inc.

Estimated Amount of Purchase: \$ 1,200,000.00

Detailed Description of the Goods or Services to be purchased: \_\_\_\_\_

Judicial Tower Flood Restoration Project Utilizing Belfor USA Group - Contract# 1252356

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

1. Date and Time of Emergency Occurrence: December 25, 2022

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

SEE Attachment

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

Documentation submitted by vendor.

**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) Clyde Stovall

Signature: *Clyde Stovall* Date: 1/9/22

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

Procurement Agent (Typed/Printed Name) Jennifer Schofield

Signature: *Jennifer Schofield* Date: 1.9.2023

Procurement Manager (Typed/Printed Name) Delois Robinson

Signature: *Delois Robinson* Date: 1/11/23

Digitally signed by Delois Robinson  
Date: 2023.01.11 13:22:18 -0500

Approved  Not Approved

*Michelle Butler*

Signature: \_\_\_\_\_, Director, Department of Purchasing and Contracting Date: \_\_\_\_\_

P&C Rev. 12/13/2018

Zachary Williams

Approved  Not Approved Signature: \_\_\_\_\_, Zachary L. Williams, COO

Signed by: Zachary L. Williams  
Date & Time: 19 Jan, 2023 17:21:12 EST

**Print Form**

(Additional information, attach pages if required):

2. Nature of Emergency: On December 25, 2022, A pipe burst in the Penthouse which leaked down 9 floors in the DeKalb Judicial Tower. The flooding caused extensive damage to ceilings, floors, carpet, interior walls in courtrooms and throughout the building. Belfor, our on-call contractor was contacted for an emergency response to extract the water and assess the damage to the building. We received the attached estimate from Belfor in the amount of \$1,158,311.47 for restoration and repairs. The Belfor contract (1252356) doesn't have enough to cover the damages. We are requesting an additional \$1,200,000.00 be added to the Belfor contract.



**Belfor\_Atlanta**

2300 4th Street Tucker, GA 30084  
(770) 939-0128 Tel. - (770) 939-4571 Fax  
GA License # RLCO002099 - Fed ID # 84-1309171

Insured: Dekalb County - Judicial Tower Projection- Kevin Buford

Home: (470) 372-8775

Property: 556 N McDonough St  
Decatur, GA 30030

E-mail: klbuford@dekalbcountyga.gov

Estimator: Jay Cummings  
Position: Senior Estimator  
Company: Belfor Property Restoration

Cellular: (678) 362-1405  
E-mail: jay.cummings@us.belfor.com

**Claim Number:**

**Policy Number:**

**Type of Loss: Water Damage**

Date of Loss: 12/24/2022 2:00 PM

Date Received:

Date Inspected:

Date Entered: 12/30/2022 12:00 AM

Price List: R\_N\_M22\_JAN22\_C3  
Restoration/Service/Remodel

Estimate: 22-14-DEKALBJUDICIAL

We would like to thank you for the opportunity to provide you with this **PROJECTION**. The estimated cost for the repairs detailed in the Proposal is **\$1,158,311.47**.

All work both mitigation and reconstruction will ultimately be billed on a time and material basis. This projection is for cost estimation only.

Unless noted otherwise, the customer is required to provide heat, water and electricity on-site for the duration of this project. The customer is responsible for providing continuous access to the project area during normal business hours, Monday - Friday, 8:00 am - 5:00 pm. Where an item is being replaced, we will be matching the existing item's quality, color, finish, texture or material as close as possible where applicable unless noted otherwise, there is no guaranty either specified or implied on exact matches. This estimate does not include hazardous material testing or abatement unless specifically detailed in the following estimate.

This Proposal is valid for 30 days from 12/30/2022. If you have any questions about this Proposal, please contact Jay Cummings to discuss those questions.

I/we agree to the terms and conditions of this Proposal.

\_\_\_\_\_  
Owner/Authorized signature

Date \_\_\_\_\_

\_\_\_\_\_  
BELFOR Representative

Date \_\_\_\_\_