



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

Requesting Department: Facilities Management

Department Contact Person: Josh Padgett Telephone: (770) 522301
Email: jpadgett@dekalbcountyga.gov

Requisition Number: _____ Suggested Supplier: Full Circle Restoration
Estimated Amount of Purchase: ~~\$ 64,888.45~~ 91,723.17
Detailed Description of the Goods or Services to be purchased: Mold abatement

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

1. Date and Time of Emergency Occurrence: 7/26/17

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

Active mold growth has been identified in the Porter Sanford Performing Arts Center. Mold is present in the "black room" and in the HVAC system. Mold particles are currently being circulated throughout the building through the HVAC duct work. Same situation at the Voter Registration office. CFA

Amortized price reflects added quote for restoration of voter registration.

3. State how the Estimated Amount was determined to be Fair and Reasonable (attach supporting documentation): There will be an election soon, so facility must be repaired after remodel.

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.):

Full Circle Restoration can perform the work quicker than any other vendor. I contacted the two other restoration companies on our vendor list and they can't perform the work until 3-4 weeks. Most restoration companies are backlogged because of heavy rains over the past few months.

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.

No

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

Public and County employees will be exposed to airborne mold particles. Immediate health risk to all individuals working at and visiting these sites. Individuals with weakened immune systems are especially at high risk of life threatening illness. County could be held liable.

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

Department Director (Typed/Printed Name): Clyde Stovall Signature: Clyde Stovall Date: 8/10/17

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

Recommendation and Comments

Facilities has been attempting to obtain competitive bids but vendors did not respond in a timely fashion or at all (including vendor w/a county contract). This is an immediate threat to public and employees health. See attached emails.

Approved Not Approved

Signature: Cherise Joe, Director, Department of Purchasing and Contracting Date: 8/10/17
Melisa Clark



2017 SEP 5 PM 3:57

Department of Purchasing and Contracting NON-COMPETITIVE PROCUREMENT REQUEST FORM

Requesting Department: Facilities Management

Department Contact Person: Josh Padgett

Telephone: (7) 522301

Email: jpadgett@dekalbcountyga.gov

Requisition Number: _____

Suggested Supplier: Full Circle Restoration

Estimated Amount of Purchase: \$ 19,581.44

Detailed Description of the Goods or Services to be purchased: HVAC mold remediation

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

1. Date and Time of Emergency Occurrence: 7/26/17

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

Active mold growth has been identified in the air handling unit and ductwork at the Porter Sanford Performing Arts Center.

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

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.):

The subcontractor that will be performing the work also subs out for Bell Restoration, ServePro, and American Property Restoration. He will only perform the work for whoever solicited his services first (Full Circle). I explained the situation in detail to Phyllis Head.

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.

No

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

Public and County employees will be exposed to airborne mold particles. Immediate health risk to all individuals working at and visiting these sights. Individuals with weakened immune systems are especially at high risk of life threatening illness. County could be held liable.

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): Joe Beckwith

Signature:

Date: 9/5/17

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

Recommendation and Comments

Vendor will have the HVAC work done by a sub. All vendors that was contacted uses the same sub. Sub would only provide quote to

Approved Not Approved

Full Circle P.O 10715030 does not include the removal of mold from HVAC system.

Signature: Dan Clark

Director, Department of Purchasing and Contracting

Date: 9/6/17





Full Circle Restoration

Full Circle Restoration
4325 River Green Parkway
Duluth, Ga 30096

Client: Porter Sanford Performing Arts Center
Property: 3181 Rainbow Dr
Decatur, GA 30034

Operator: JEFFHILL

Estimator: Jeff Hill

Cellular: (678) 209-3946
E-mail: jeffhill@fullcircularrestoration.com

Type of Estimate: MOLD

Date Entered: 8/7/2017

Date Assigned:

Price List: GAAT8X_AUG17

Labor Efficiency: Restoration/Service/Remodel

Estimate: 111500_PORTERSANFO-2

Full Circle Restoration and Construction Services, Inc. is pleased to provide the following estimate for the services described on the estimate. The purpose of this document is to provide information on the restoration or emergency work, that is a scope and a rough draft cost for those services.

Full Circle Restoration and Construction Services, Inc. maintains the right to adjust pricing due to a change in the original scope, additional material cost, and or additional services to complete each task.

PLEASE REVIEW ROUGH Estimate every scope is different and therefore Full Circle Restoration and Construction Services, Inc. reserves the right to adjust our prices based on Labor per scope, activity per scope, and material used per activity. **This estimate reflects the scope of work based on the certified hygienists testing stating the elevated spore counts in these areas and the protocol deemed necessary to restore levels below outside spore levels.**



Full Circle Restoration

Full Circle Restoration
 4325 River Green Parkway
 Duluth, Ga 30096

111500_PORTERSANFO-2

Main Level

Main Level

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
17. Commercial Supervision / Project Management - per hour	16.00 HR	0.00	57.17	0.00	914.72
18. Boom lift - 30'-45' reach	5.00 DA	0.00	335.00	0.00	1,675.00
Total: Main Level				0.00	2,589.72

Air Handler and Ductwork

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
OPEN BID ITEM AT THIS TIME, PRICING WILL REFLECT SCOPE OF WORK ONCE AFFECTED AREA IS SCOPED AND WORD DETERMINED AND COORDINATED.					
15. Clean ductwork -Commercial including air handler	1.00 LF	0.00	16,921.00	0.00	16,921.00
Totals: Air Handler and Ductwork				0.00	16,921.00
Total: Main Level				0.00	19,510.72

Labor Minimums Applied

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
16. Cleaning labor minimum	1.00 EA	0.00	70.72	0.00	70.72
Totals: Labor Minimums Applied				0.00	70.72
Line Item Totals: 111500_PORTERSANFO-2				0.00	19,581.44

Grand Total Areas:

5,303.00 SF Walls	1,966.14 SF Ceiling	7,269.14 SF Walls and Ceiling
1,966.14 SF Floor	218.46 SY Flooring	209.17 LF Floor Perimeter
0.00 SF Long Wall	0.00 SF Short Wall	209.17 LF Ceil. Perimeter
1,966.14 Floor Area	2,031.25 Total Area	5,303.00 Interior Wall Area
4,439.50 Exterior Wall Area	180.83 Exterior Perimeter of Walls	
0.00 Surface Area	0.00 Number of Squares	0.00 Total Perimeter Length
0.00 Total Ridge Length	0.00 Total Hip Length	



Full Circle Restoration

Full Circle Restoration
4325 River Green Parkway
Duluth, Ga 30096

Summary

Line Item Total	19,581.44
Replacement Cost Value	<u>\$19,581.44</u>
Net Claim	<u><u>\$19,581.44</u></u>

Jeff Hill



Full Circle Restoration

Full Circle Restoration
4325 River Green Parkway
Duluth, Ga 30096

Recap of Taxes

	Material Sales Tax (7%)	Storage Rental Tax (7%)	Local Food Tax (3%)
Line Items	0.00	0.00	0.00
Total	0.00	0.00	0.00



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Recap by Room

Estimate: 111500_PORTERSANFO-2

Area: Main Level	2,589.72	13.23%
Air Handler and Ductwork	16,921.00	86.41%
<hr/>		
Area Subtotal: Main Level	19,510.72	99.64%
Labor Minimums Applied	70.72	0.36%
<hr/>		
Subtotal of Areas	19,581.44	100.00%
<hr/>		
Total	19,581.44	100.00%



Full Circle Restoration

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Recap by Category

Items	Total	%
CLEANING	16,991.72	86.77%
HEAVY EQUIPMENT	1,675.00	8.55%
LABOR ONLY	914.72	4.67%
Subtotal	19,581.44	100.00%



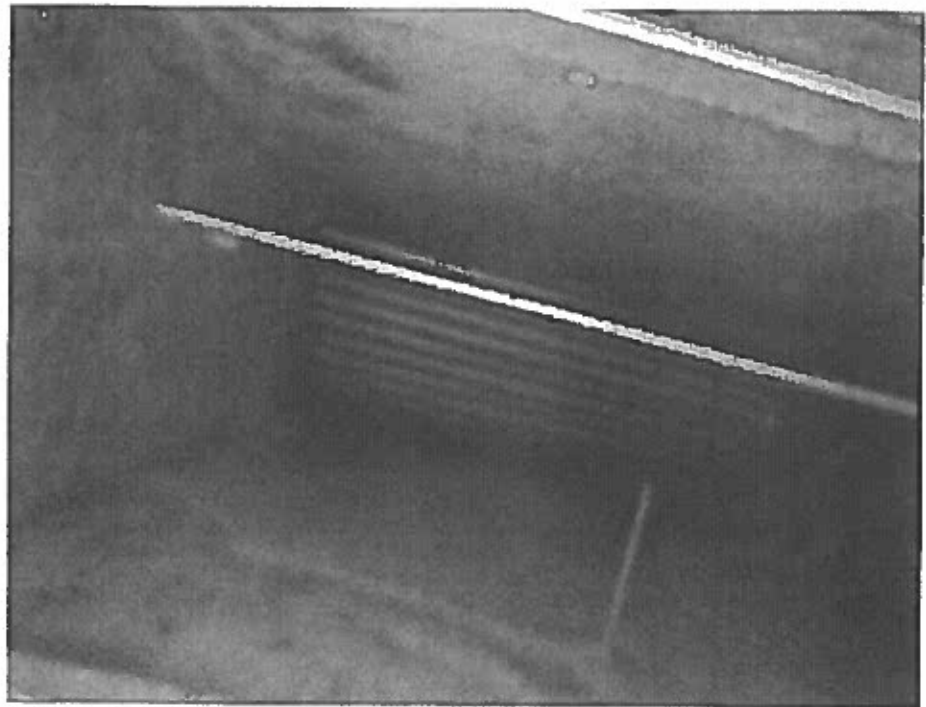
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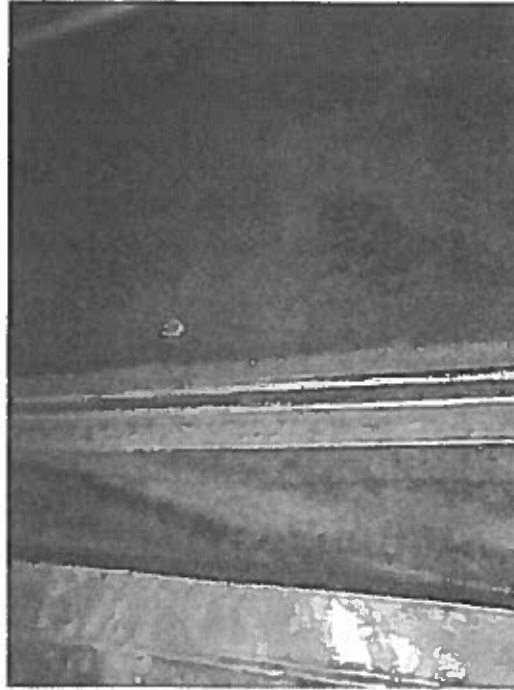




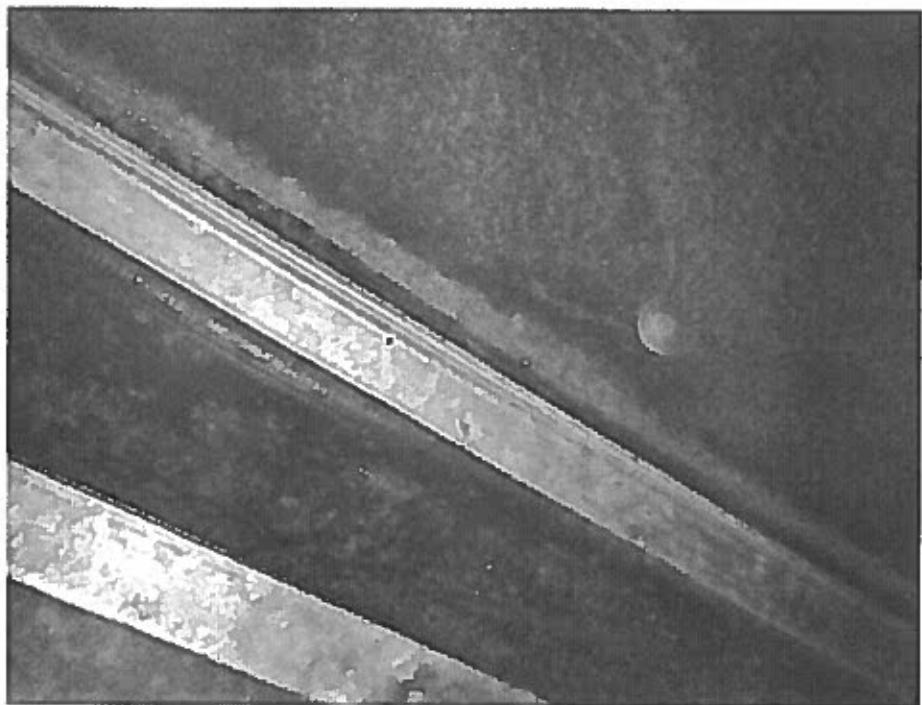
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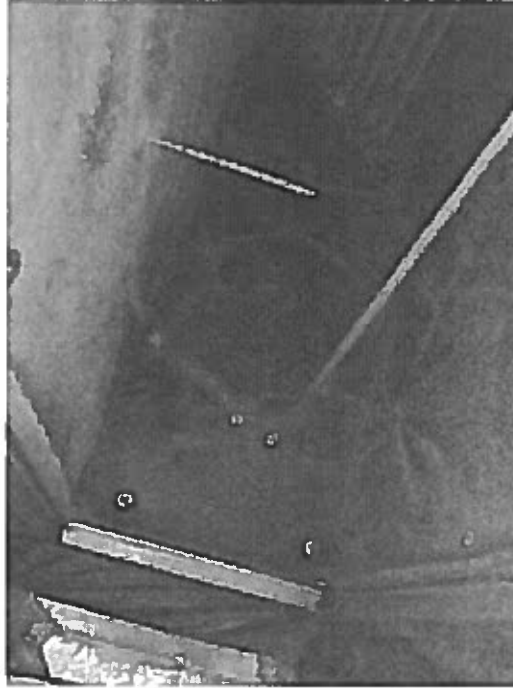




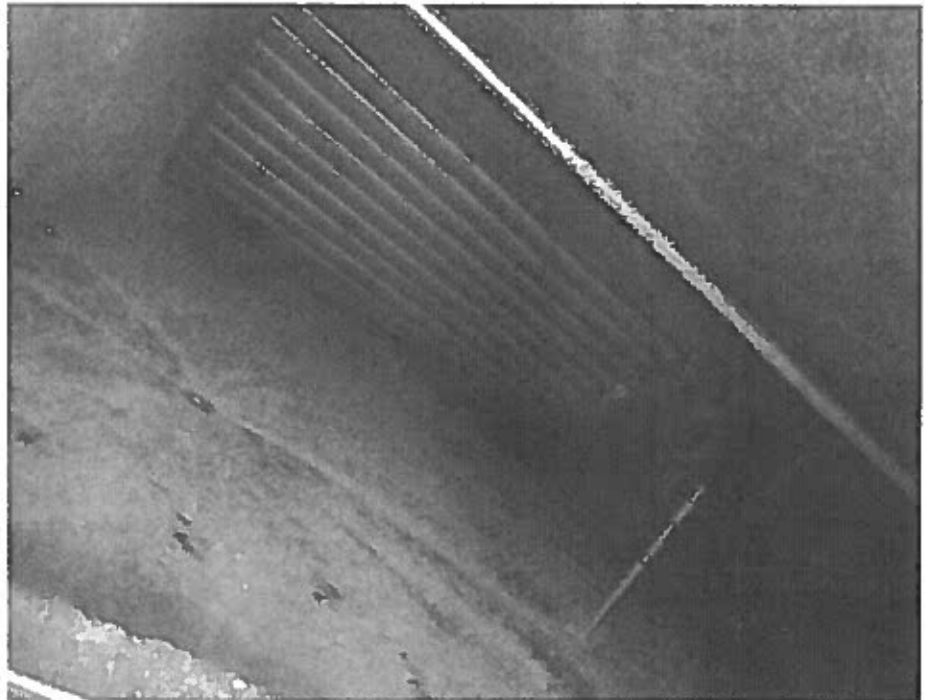
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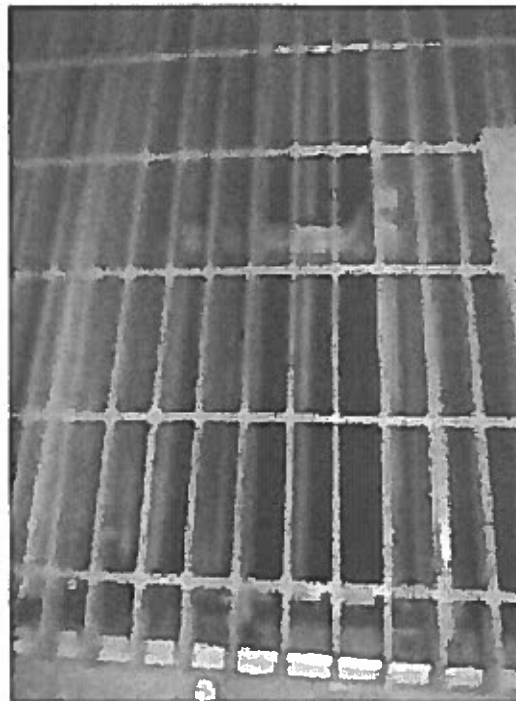
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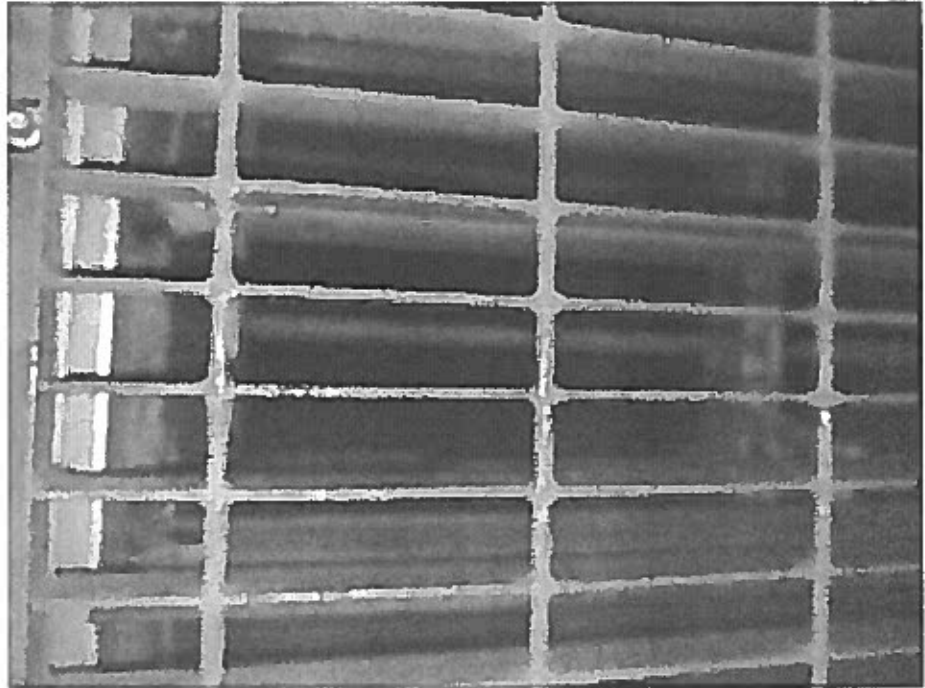




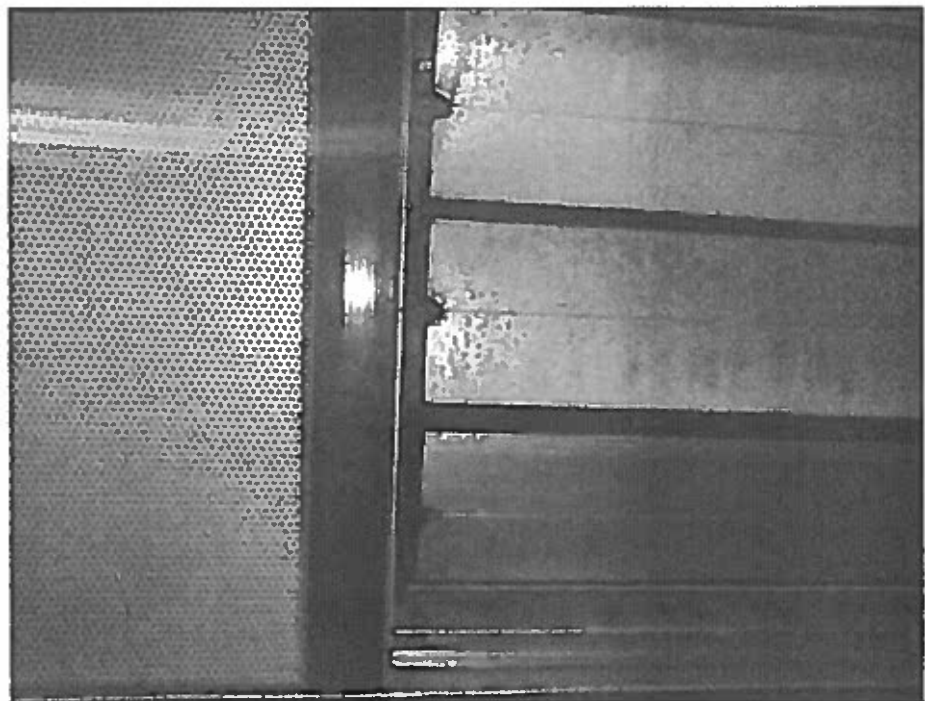
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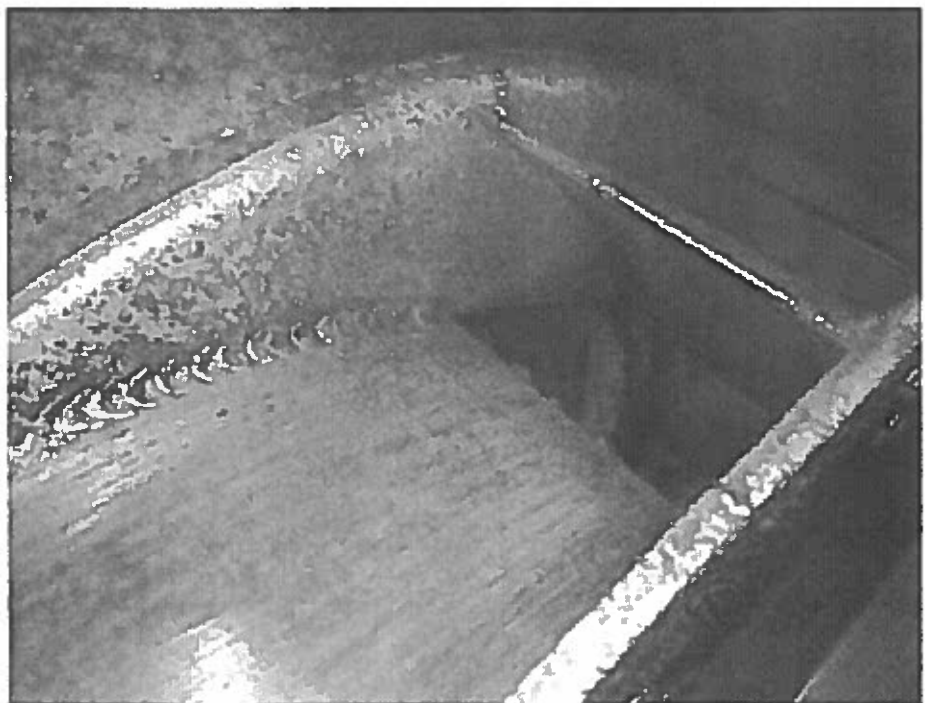
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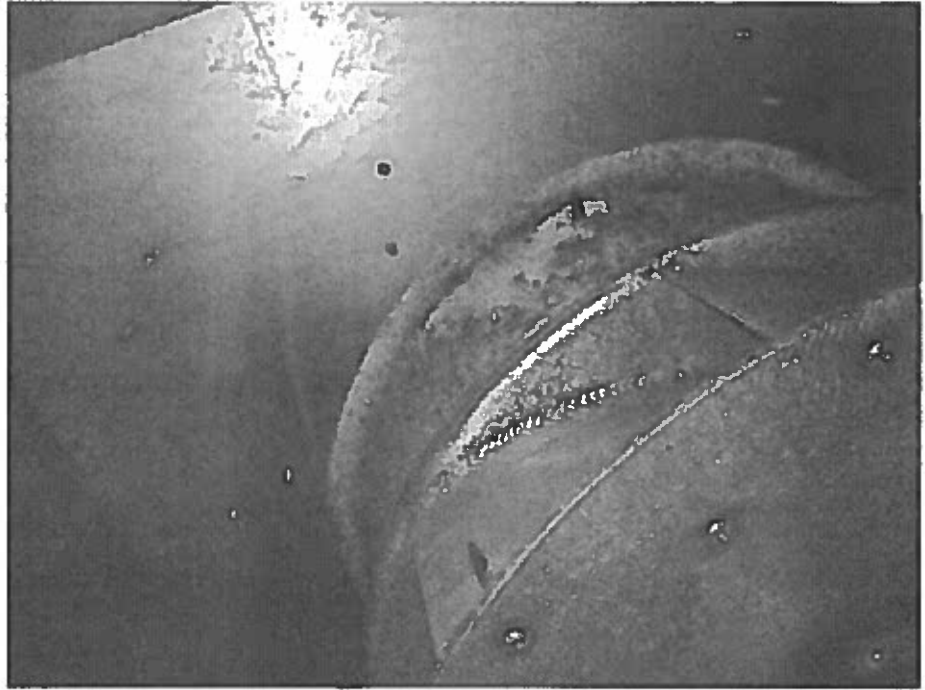




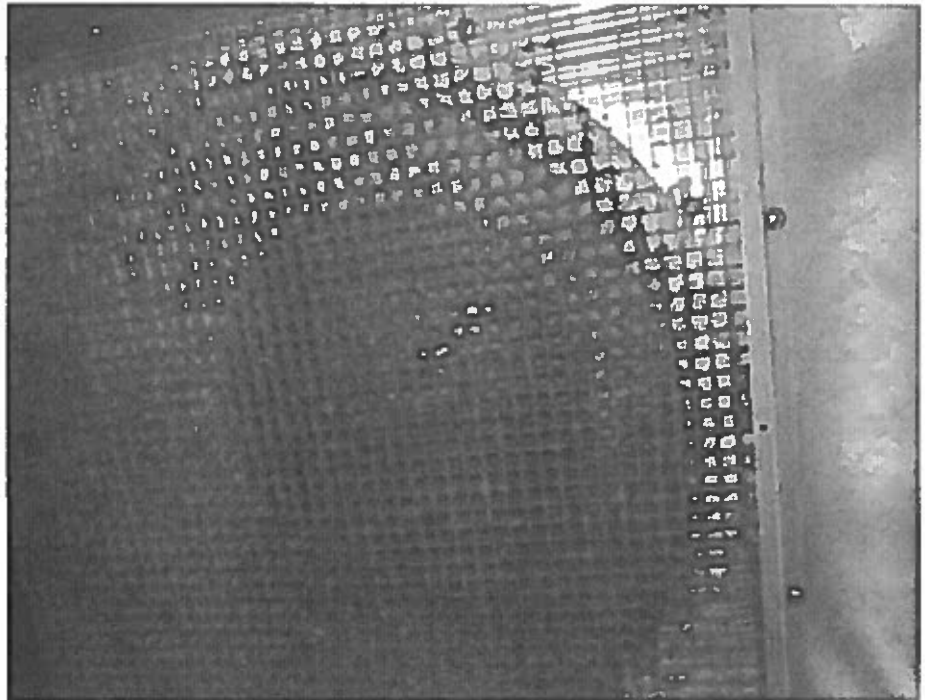
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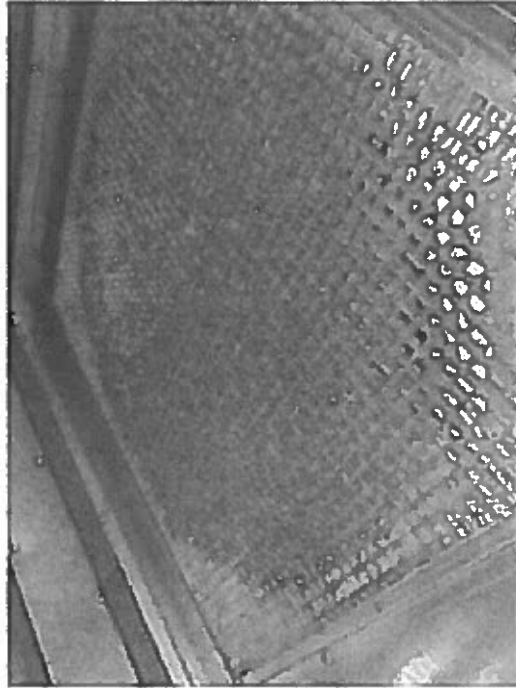


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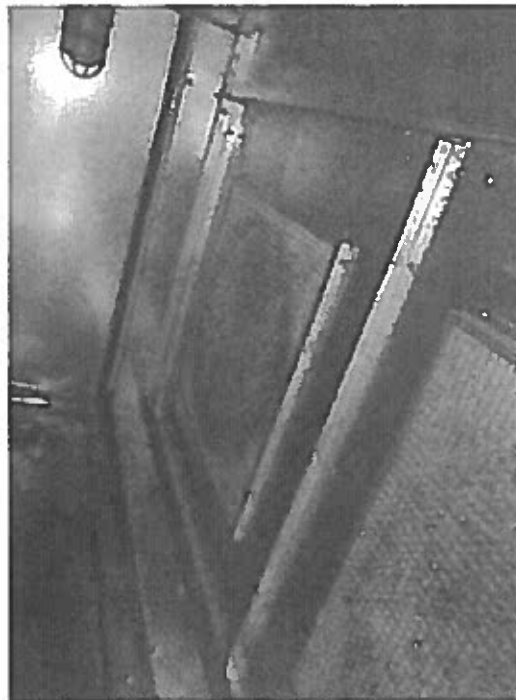
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