

Emergency Justification Form

Requisition #: REQ2100762

Date: 2/10/21

Amount of Purchase: \$1500.00

EMG: FY2021042

Department: Detention Center

Vendor: TLC Plumbing & Utility

Departmental Responsibilities:

1. State the reason for the emergency purchase by explaining what the emergency is and/or what caused the emergency situation. **Sewage station pumps inoperable due to inmates flushing clothing down drains, causing binding of pumps.**
2. State the financial or operational damage/risk that will occur if needs are not satisfied immediately (do not simply say there will be a loss or some damage): **Sewage backed up throughout all facility in all areas.**
3. State why the needs were not or could not be anticipated so that goods/services could not have been purchased following standard procedures: **Situation needing to be addressed and corrected as soon as possible due to potential safety hazard and damage to critical equipment.**
4. State the reason and process used for selecting vendor (Attach all quotes/proposals received from other sources, if applicable): **Vendor selected was quickest to respond and address the needs of the facility.**

I certify that the above statements are true and correct, and that no other material fact or consideration offered or given has influenced this recommendation for an emergency procurement.

Submitted by: _____

Elected Official/Department Supervisor

2/10/21
Date

County Manager

2/10/21
Date

Approved By: _____
Finance Department

FINANCE DEPARTMENT USE ONLY:

Date: 2/11/21

Emergency #: FY 2021-042