

Emergency Justification Form

Requisition #: REQ2100767

Date: 2/11/21

Amount of Purchase: \$1100.22

EMG: FY2021047

Department: Detention Center

Vendor: American Fire Protection Group

Departmental Responsibilities:

1. State the reason for the emergency purchase by explaining what the emergency is and/or what caused the emergency situation. **Broken sprinkler head in cell.**
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): **Situation is an emergency and needs to be corrected immediately for safety of staff and inmates.**
3. State why the needs were not or could not be anticipated so that goods/services could not have been purchased following standard procedures: **Emergency situation created by inmates and not anticipated and needs to be resolved immediately for safety concerns.**
4. State the reason and process used for selecting vendor (Attach all quotes/proposals received from other sources, if applicable): **Vendor is on contract with county and responds immediately to facility needs.**

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

2/17/21  
Date

\_\_\_\_\_  
County Manager

3/1/21  
Date

Approved By: \_\_\_\_\_ FINANCE DEPARTMENT USE ONLY:

Finance Department

Date: 3/1/21

Emergency #: FY 2021-047