

# TOWN OF VIENNA

# Request For Waiver

Dept	Date	Dept Head Signature	Proposed Vendor	Amount
DPW	06/24/2022	DocuSigned by: Michael Gallagher <small>808F50854DA7438...</small> 06/24/22   4:21 PM EDT	ATLANTIC MACHINERY - 317	\$ 3,730.96

A Request For Waiver is required by the Town's Procurement Policies and Procedures. Check the box below that best applies.

<b>Sole Source/Proprietary</b>	<input checked="" type="checkbox"/>	<b>Emergency Procurement</b>	<input checked="" type="checkbox"/>	<b>Waive Purchase Procedures</b>	<input type="checkbox"/>
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**CHECK JUSTIFICATION(S) BELOW THAT APPLY TO THE PROPOSED PURCHASE AND SUPPLY DOCUMENTATION/EXPLANATION AS REQUIRED**

- 1. Commodity/Service is from the original manufacturer or provider. There are no other distributors. (Findings must be documented below or attached)
- 2. The product is an integral part of existing equipment. Other brands not interchangeable. (State manufacturer and model number of existing equipment below.)
- 3. Only known product that meets the specialized needs of the department to bring about continuity of results. (Explain in detail below or attached)
- 4. Staff has had extensive training and/or experience with the product. Purchase of other than proposed product would incur substantial cost in re-training. (Explain in detail below or attached)
- 5. Purchase of this item/service is of an urgent nature because it is essential to public health & safety. (Describe in detail below)
- 6. Unable to obtain 3 or more quotes for item/service (Explain in detail below or attached)
- 7. Competitive negotiation (or quotes) is either not practicable or not fiscally advantageous, as described below.
- 8. Confirming Purchase Order (Explain reason for expenditure without issuance of PO below)

**Explanation:**

DPW is requesting to waive purchase procedures to issue a confirming emergency PO for the purchase of a Bulldog Antiblaster Nozzle. Without this nozzle the water & sewer Division is unable to properly clean the sewer mains, which can result in sewer backups. The purchase of this nozzle is vital to the success of the water & sewer Department and helps Vienna maintain an environmentally sustainable community.

Invoice # 99553. Invoice dated 06/24/2022. Invoice Total: \$3,730.96

A second quote was obtained through eVA Quick Quote from PKJ International, LLC. with a total price of \$4,628.00. A third quote was not obtained.

Funds to come from account: 500-501-0000-50114-46015

Reviewed by: Gerald W. Amacker Date: 06/24/22 | 4:42 PM EDT Purchasing Agent  
 Reviewed by: Steven D. Briglia Date: 06/27/22 | 12:10 PM EDT Town Attorney

Reviewed and Approved by: Marion Surfass Date: 06/24/22 | 4:53 PM EDT  
 Finance Director

Reviewed and Approved by: Mercury Peyton Date: 06/27/22 | 4:17 PM EDT  
 Town Manager

