

**TOWN OF VIENNA, VIRGINIA
NOTICE OF EMERGENCY PROCUREMENT
IN EXCESS OF \$20,000
WAIVER OF PURCHASING PROCEDURES**


DESCRIPTION: HD Supply is our supplier of residential water meters and associated supplies. Riding City of Suffolk, Virginia contract #2014-00065-AT the Department of Public Works, Meter Division, requests an emergency waiver to increase FY15 spending by \$15,000.00.

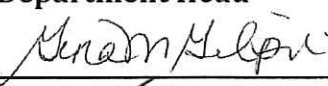
BASIS: To date, DPW has issued a blanket purchase order in the amount of \$50,000.00 for purchase of residential water meters and associated supplies. We now have a critically low inventory supply. This time of year brings an increase in requests for meter sets for addresses to receive a Certificate of Occupancy. As these meters are prepaid for, we cannot ask homeowners to delay receipt of a CO because we are out of meters. DPW requests to increase our blanket purchase order by \$15,000.00.


The FY15 total spending is estimated not to exceed \$65,000.00.

DATE COUNCIL WILL CONSIDER AWARD: April 27, 2015

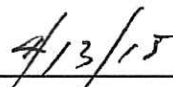
POSTING OF NOTICE: Town Hall Public Notice Bulletin Board

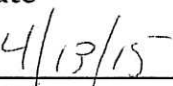


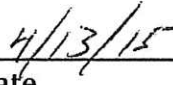
Department Head


Purchasing Agent


Town Attorney



Date


Date


Date

NOTICE OF AWARD: Pursuant to Virginia Code, paragraph 2.2-4301, the Vienna Town Council awarded the above referenced contract on _____. Council has made such determination on the basis of the facts described herein.

Mayor

Date