


Dept DPW	Date 9/13/2019	Dept Head Signature 	Proposed Vendor Broad Run Recycling	Amount \$49,675.05
A Request For Waiver is required by the Town's Procurement Policies and Procedures. Check the box below that best applies.				
Sole Source/Proprietary	<input type="checkbox"/>	Emergency Procurement	<input type="checkbox"/>	Waive Purchase Procedures <input checked="" type="checkbox"/>

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 submitting this waiver to request to pay Broad Run for Construction & Demolition Debris. The previous contract with Broad Run at a unit price of \$47.50 was cancelled and rebid because the requested price increase to \$55 ton was greater than the CPI-U of 1.6% allowed under the contract. This item was sent out for bid, however, in the interim Public Works continued to haul construction and demolition debris to Broad Run Recycling which has resulted in \$49,675.05 in charges from 07/01/19 to date.

IFB 20-03 – New Contract for Construcion & Demo Debris is going to Council 09/30/19

The funds will come from account #100-104-1041-14230-43802

Reviewed by:  Date: 9/13/19 Reviewed by:  Date: 9/13/19
Purchasing Agent Town Attorney

Reviewed and Approved by:  Date: 9/13/19
Finance Director

Reviewed and Approved by:  Date: 09/23/19
Town Manager

** This is for retroactive approval*