

TOWN OF VIENNA**Request For Waiver**

Dept DPW	Date 2021-09-15T12:00:00-04:00	Dept Head Signature 09/15/21 10:30 AM EDT Michael Gallagher 808F50854DA743B	Proposed Vendor Kone Inc # 6713	Amount \$ 48,314.00
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 checked="" type="checkbox"/>	Waive Purchase Procedures

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)
- X ___ 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 procurement procedures to utilize Koney Inc for an emergency elevator repair - to install a sump pump and water proofing in the Town Hall Elevator pit. The contractor started work last Tuesday morning, 9/7/21, to replace the rusted components to address an elevator inspection violation. This violation was recently categorized as a life safety one by Fairfax County during a regular elevator inspection. Fairfax ordered us to fix immediately or face a shut down, but have been allowing us a time extension since we have been working with a elevator contractor to address the violation. We had planned to address the violation with replacement of the components and address permanent dewatering at a later date when we did a full modernization of the elevator. However, the contractor saw evidence that water would continue to build up and rust the new components, so the permanent dewatering needs to be done now.

Funds to come from account # 300-000-0000-39420-48803 - Project Acct # 120THRN024.

Going to Council 10/11/21.

Reviewed by: Gina Gilpin Date: 09/15/21 | 10:32 AM EDT Reviewed by: Steven D. Briglia Date: 09/15/21 | 11:56 AM EDT
Purchasing Agent Town Attorney

Reviewed and Approved by: Marion Surfass Date: 09/15/21 | 7:46 AM PDT
Finance Director

Reviewed and Approved by: Mercy Payton Date: 09/16/21 | 8:28 AM EDT
Town Manager

