



# City of Yakima

#

## Emergency Purchase Order Justification

<b>Requestor Name:</b> David Brown	<b>Your Department/Division:</b> Public Works - Water/Irrigation
<b>Requestor Phone:</b> 509.575.6204	<b>Requisition (PR) Number:</b>
<b>Requested Vendor:</b> Interwest Construction Inc.	<b>Cost Estimate (incl. TAX):</b> \$150,000
<b>Vendor's Address:</b> 609 N Hill Blvd. Burlington, WA 98233	<b>Vendor E-Mail :</b> torrm@interwest.biz
<b>Vendor Contact Name:</b> Torr Martin	<b>Vendor Phone:</b> 360.757.7574

1. What is the emergency situation? Describe damages or loss of property or essential services that are/may be a result of this emergency. (Attach extra sheet if necessary.)  
The 48" water transmission main is exposed to the Naches River due to erosion, when the river flow increases in September the pipeline will be damaged. This in main water supply to Yakima
2. What labor and/or materials are required? Attach a copy of your quote or estimate.  
Labor to run equipment and rock. No quote will be time and materials
3. Did vendor quote prevailing wages, if applicable (e.g. repairs, construction, maintenance)?  
Yes ☒ No ☐
4. Was vendor informed of the Intent and Affidavit filing requirements with L&I?  
Yes ☒ No ☐
5. Does vendor have a current certificate of insurance on file with the City? Check ICE:  
<http://cityice/purchasing/contractor-list/>  
Yes ☒ No ☐
6. Are federal funds being used? If federal funds are being used, a cost price analysis must be done at earliest opportunity and a copy sent to Purchasing.  
Yes ☐ No ☒

### STATEMENT OF NEED:

*My division's recommendation for an emergency purchase order and waiver of the quote or bid requirements is based upon an objective review of the emergency situation and appears to be in the best interest of the City.*

*I understand that if this purchase is over \$50,000, or if any change orders to this purchase increase the amount to \$50,000 or over, that our division must initiate and prepare necessary information (Resolution) to advise City Council that there has been an emergency situation requiring immediate action.*

1. **David Brown** Digitally signed by David Brown  
Date: 2022.08.04 09:24:04 -07'00'  
Signature of Division Manager  
Date: 8/4/22
2. **Scott Schafer** Digitally signed by Scott Schafer  
Date: 2022.08.04 09:36:22 -07'00'  
Signature of Department Head  
Date: 8/4/22
3. \_\_\_\_\_  
Recommendation of Approval by Purchasing Manager  
Date: \_\_\_\_\_
4. \_\_\_\_\_  
Approval by City Manager  
Date: \_\_\_\_\_

**Please complete entire form and forward to Purchasing.**  
**Purchasing will forward to the City Manager for final approval.**