

Emergency Justification Form

Requisition #: REQ17000197 Date: 08/03/2016 Amount of Purchase: \$715.86 EMG: FY16/17-014

Department: ROWE VFD Vendor: SIDDONS-MARTIN EMERGENCY GROUP

This form has been designed to assist all San Miguel County employees in providing information necessary in the processing of an emergency requisition of products and/or services. Please complete and forward to the Finance Department along with your Purchase Requisition.

Departmental Responsibilities:

1. State the reason for the emergency purchase by explaining what the emergency is and/or what caused the emergency situation. **On Monday, August 1, 2016, the Rowe Fire Department was going to use the initial attack pumper and vehicle did not start. G-81918 2008 International.**
2. State the financial or operational damage/risk that will occur if needs are not satisfied immediately (do not simply say there will be a loss or some damage): **The Attack truck is their primary attack truck and they need to have the vehicle in operable condition.**
3. State why the needs were not or could not be anticipated so that goods/services could not have been purchased following standard procedures: **The vehicle needs immediate repair, Las Vegas Diesel had previously installed starter. They went and checked on it Monday 8-1-16 and starter was fine. It looks like it could be an electrical problem and Las Vegas Diesel is not equipped to do electrical work on the truck.**
4. State the reason and process used for selecting vendor (Attach all quotes/proposals received from other sources, if applicable): **Siddons-Martin has the technology to work on the vehicle and is also NFPA Certified to work on Fire Apparatus.**

I certify that the above statements are true and correct, and that no other material fact or consideration offered or given has influenced this recommendation for an emergency procurement.

Submitted by:

Elected Official/Department Supervisor

08/03/2016

Date

County Manager

08/08/2016

Date

FINANCE DEPARTMENT USE ONLY:

Approved By: _____

Finance Department

Date: 08/09/2016