



NON-COMPETITIVE PROCUREMENT REQUEST

Please Check the Type of Procurement Request:

- Emergency
- Sole or Single Source

DATE: 3/27/2024

FROM: Department: Planning and Community Development
Director/Department Head: James Shelby

TO: John Wiggins, Director of Finance
Department of Finance – Procurement
745 Forest Parkway, Forest Park, Georgia 30296

Requisition Number: _____
Suggested Supplier: Site Mix Pressure Grouting LLC
Description of Product/Services: Soil Stabilization and Bulk-In-Filling Grouting
Estimate Amount of Purchase: \$ 15,700.00

1. Explain why the product/service requested is the only product/service that can satisfy your requirements and explain alternatives that are unacceptable. Be specific with regard to specification, features, characteristics, requirements, capabilities and compatibility. Describe what steps have been undertaken.

Due to the nature of the request for sole source and emergency is in response to a geotechnical investigation of the appearance of subsidence / sinkholes on the property in areas that were outside the limits of construction and disturbance for the project. Site Mix Pressure Grouting LLC

2. Will this purchase obligate the City of Forest Park to a particular vendor for future purchases? (Either in terms of maintenance that only this vendor will be able to perform and/or if we purchase this item, will we need more “like” items in the future to match this one?)

No. This is a service.

3. Explain the impact to the City or Public if this Sole, Single or Emergency Source is not approved.

The emergency source will prevent the city from spending additional public funds on a concrete garbage dumpster if it damaged/destroyed by falling into a sinkhole.

Department contact for additional information: NAME: James Shelby Phone#: 404 - 201 - 1099

I hereby request that this non-competitive procurement request be approved for the procurement of the above statement of work, material, equipment, commodity, or service.

Signature: [Signature]
(Department Head)

Date: 03/27/2024

Do Not Write Below – Department of Finance – Procurement Only

Procurement Officer Comments:

This procurement meets the standard for an emergency.

Approved

Disapproved

Signed: [Signature]
Director of Finance – Procurement
[Signature]

Date: 3/28/2024