



MEMORANDUM

TO: LONZY WOOD, DIRECTOR OF FINANCE AND ADMINISTRATION

FROM: JENNIFER WHITAKER, DIRECTOR OF ENGINEERING AND MAINTENANCE

SUBJECT: EMERGENCY PROCUREMENT

DATE: JULY 16, 2020

This memorandum serves as official notice of Emergency Procurement as required by the Rivanna Water and Sewer Authority procurement manual and Section 2.2-4303 of the Virginia Public Procurement Act.

On July 14, 2020 Bill Mawyer, the RWSA Executive Director, at the request of staff, provided an emergency declaration concerning the need to repair Valve 205 at the Moores Creek Pump Station. Upon investigation it has been determined that Valve 205 is broken in a half open position, thereby restricting influent flow to the Moores Creek AWRRF. Due to the location of the valve 18-feet above the floor of the pump station on a header pipe and the complexity of replacing the valve, in-house staff are not able to perform the work without significant impact to other needed work efforts.

On July 16, 2020, RWSA procured the emergency services of Waco, Inc. a general contractor that specializes in heavy mechanical process piping construction. Waco will provide all material and labor associated with the successful replacement of the broken valve(s) in the Moores Creek Pump Station.