

TO: Dr. Randy McCoy  
FROM: Nancy Williams McReynolds  
RE: Emergency Purchase Approval  
DATE: April 8, 2008

Please request approval from the Board to release payment on April 8, 2008 for the following emergency purchase invoice:

**Emergency Purchase:** EMER#2 2007-2008 Milam Boiler  
**Purchase Order:** PO#813599  
**Vendor:** Kline Mechanical Systems, Inc.  
**Invoice #/Date/Amt:** Invoice #8588-2 3/13/08 \$27,990  
(Inv. 8588-1 was paid by 11/13/07 Board)  
**Persons Responsible:** Julie Hinds  
**Funding Source:** District Construction Funds  
**Total Estimated Cost:** \$50,000

In October of 2007, Julie Hinds became aware of a safety risk involving the boiler in one section of Milam School. When the TPSD staff tried to start the boiler for this school year they found that the boiler was leaking fluid. A closer investigation showed rusted and decayed pipes inside and in use connecting to the school from this 25 year old boiler. This situation posed a threat to the students and staff of that school and caused that portion of the building to be without heat. Julie Hinds recommended to the Superintendent that as a safety issue and due to the effect on students and staff, this work should be completed as soon as possible as an "emergency purchase." A purchase order was issued and a portion of the work has now been completed and we are ready for payment to be issued. Julie Hinds negotiated with Kline Mechanical Systems, Inc. to install a new boiler with a temporary hookup as quickly as possible. The other necessary connection work will be provided by Kline over the December holidays. A portion of the total cost estimated to be \$50,000 was paid in November 2007, upon Board Approval. The remaining amount to be considered and paid now is \$27,990 on invoice # 8588-2, dated 3/13/08. The work is now complete for the Milam boiler.

**MS Code** directs us to consider this an emergency situation since the safety of the students, the public, and the school district is involved. We ask that the Board approve this emergency purchase invoice and partial payment in the amount above.

The documents and descriptions available for viewing satisfy the MS Code 31-7-1 (i) in which an emergency is defined as "when the immediate preservation of order or of public health is necessary by reason of unforeseen emergency or when the immediate restoration of a condition of usefulness of a public building . . .," or "when the delay incident to obtaining competitive bids could cause adverse impact upon the governing authorities . . ." And also in this section 31-7-13 (j) regarding "head of agency shall authorize purchases and repairs ... at the meeting next following the emergency purchase, documentation of the purchase, including a description of the commodity purchased, the purchase price thereof and nature of the emergency shall be presented to the board and placed on the minutes of the board of such agency."