

TO: Dr. Randy McCoy  
FROM: Nancy Williams McReynolds  
RE: Emergency Purchase Approval  
DATE: November 13, 2007

Please request approval from the Board to release payment on November 13, 2007 for the following emergency purchase invoices:

**Emergency Purchase:** EMER#2 2007-2008 Milam Boiler  
**Purchase Order:** PO#813599  
**Vendor:** Kline Mechanical Systems, Inc.  
**Invoice #/Date/Amt:** Invoice #8588-1 11/6/07 \$21,760  
**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 will be paid upon Board Approval. The remaining cost will be paid after Board approval in January when all work is completed. The portion to be considered and paid now is \$21,760, on invoice 8588-1, dated 11/6/07.

**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."

TO: Randy McCoy, Ed.D.

DATE: November 2, 2007

RE: Emergency Purchase for  
Milam Elementary School  
Boiler Replacement

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The boiler serving the northwest corner of the Milam campus must be replaced immediately. When the maintenance staff started the existing boiler for the season they found it rusted and leaking fluid. The heat exchanger tubes inside the tank are rusted and corroded and a hole has rusted in the tank. For safety reasons, the building code does not allow welding or other modifications to repair a boiler. It is not possible to run the boiler in its existing condition. The boiler was installed 25 years ago. The typical life of a boiler is 20 – 25 years.

The expected cost of this boiler is \$50,000. The project will be paid out of the District Construction Fund account. We are proceeding with this project as an emergency purchase. The boiler has been ordered and will be installed this week at which time the heat will be operational. The piping and pumps need to be replaced as well, and this will be accomplished during the winter break.

Sincerely,

Julie G. Hinds  
Facilities Project Manager