

Procurement Summary Memorandum

Date: February 16, 2023

Subject: Procurement Justification of TSC Jacobs for Clarifier Repairs

Rationale for the Method of Procurement: This procurement was needed to provide emergency restoration of the clarifier at Southwest Water Reclamation Facility. This was to restore full service of the city's Southwest Water Reclamation Facility, a critical component of public health and safety. They were the only provider with the exact replacement parts.

Contractor Selected: TSC Jacobs was retained because they are the only direct provider of this equipment. As such, they would have direct access to parts and equipment needed to ensure efficient replacement of damages. Also, they are a trusted industry provider.

Contract Type: Purchase order with fixed fee, required FEMA clauses appended. They provided a quote for the needed work to restore service. They were instructed to not exceed the quoted amount and to only provide the work required to restore the storm damaged equipment.

Explanation of Contract Price: TSC Jacobs contract was limited in scope and expenditure and will be continuously monitored by onsite staff to ensure the quote was adhered.