

**EMERGENCY JUSTIFICATION
DETERMINATION AND FINDINGS**

Description: Construction Site Cleaning at Flint Hill Elementary School

Date: November 6, 2023

Department: Office of Facilities Management
Infrastructure & Environmental
Engineering Section (IEE)

Vendor Number:

Dollar Value: \$13,970.00

Work Order #: not yet assigned

STATEMENT OF REQUIREMENT:

Scheduled to be completed between mid-June and early August 2023, the \$3.1 million Flint Hill ES HVAC upgrade was a major construction project. Due to unforeseen conditions and issues, the construction schedule was extended thereby preventing school custodial staff from cleaning large areas of the school in preparation for the return of teachers and staff. This resulted in the need for last minute cleaning help to assist the school's custodial staff. It was determined by Office of Facilities Management staff that Opey's Inc. was able to provide the required manpower to perform the needed cleaning and help to the school's custodial staff in getting the school ready for the return of teachers, staff and students.

FINDINGS:

Opey's Inc. had the manpower and experience for the cleaning that is needed. In addition, Opey's Inc. has previously performed similar services for the Office of Facilities Management.

DETERMINATION:

It is recommended that a contract be issued to Opey's Inc. for the cleaning of Flint Hill Elementary School in the amount of \$13,970. The proposal cost is in line with past projects with a similar scope of work.

APPROVED:

Program Manager:



David M. Bennett

Date:

12/7/2023

Executive Director:



Justin R. Moss

Date:

12/7/23

**Chief, Facilities Services
and Capital Program:**



Janice Szymanski

Date:

12/7/23