

EMERGENCY JUSTIFICATION FORM

Department FACILITIES & OPERATIONS (1) Account No. 217002 (2)

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Nature of Emergency (Provide brief description of problem and explain why an immediate response was necessary).

(3)  
Power outage at eastern portion of campus effecting a loss of power in a number of buildings on Upper and Lower College Road - due to high voltage lines damaged as a result of excavating work on Upper College Road.

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Describe Response to Problem (What vendor did) (4)

Called in the MPA vendor, Smith Electric Co., for emergency electrical work immediately, and they repaired the damaged cable within a four hour period minimizing the loss of power to the campus.

===== Time and Date of the following: (5)

Emergency Occurred 10 A.M.-2/8 Purchasing Contacted 10:10 A.M. - 2/8  
Vendor Contacted 10:20 A.M.-2/8 Vendor Responded 11 A.M. - 2/8

===== Was vendor from emergency response Master Price Agreement or otherwise provided by the Office of Purchases? YES If not,

Explain why. (Not available, no trade appropriate, etc.) (6)

Provide names of vendors contacted, names of individuals who provided quotes, and amounts quoted.

If selected vendor was not the low bidder, explain why the decision was made to utilize another vendor.

===== I hereby certify that the response to the emergency was valid and did not exceed what was necessary to correct the immediate problem and that the information provided above is true and accurate.

Harry Hall *Harry Hall* (7) 2/8/94  
Signed. Department Emergency Official Date