



Director of Operations
2308 N. Governor Williams Highway
Darlington, SC 29540
(843) 398-2311

MEMORANDUM

TO: Renee Douglas, Chief Financial Officer *RD*
Laurie Lane, Procurement *LL*

FROM: Brad Jordan, Director of Operations and Maintenance

SUBJECT: Emergency Explanation
Mayo High School - Gym Floor Replacement

Date: March 6, 2023

On Friday, February 3rd a student at Mayo High School attempted to shoot the basketball from one end of the court to the other goal, in doing so the ball struck a sprinkler head, breaking it off and flooding the gym floor. It took approximately 20 minutes to have the fire sprinkler water to the gym shut off. The water was removed from the floor as quickly as possible, however, the damage had already been done. The existing floor has a foam underlayment that will hold moisture, creating mold, and as the weather warms this growth will be accelerated. Because of the health risks associated with mold, this creates the necessity to quickly remedy this situation. Southern Flooring has given us a quote of \$106,000 to complete this work. Material is available and work can begin right away so that we can reduce or eliminate mold growth as we move into warmer weather. With these considerations in mind, we are requesting to use emergency procurement procedures and processes to procure a contract for this work.

If you have any questions, please contact Brad Jordan in the Operations office.



JUSTIFICATION FOR EMERGENCY PROCUREMENT

Based upon the following determination, the proposed procurement action described below is being procured pursuant to the authority of SC Code § 11-35-1570; SC Reg. § 19-445-2110 and according to the Darlington County Procurement Code § 1570 .

Darlington County School District proposes to procure a new gymnasium floor.
as an emergency procurement from Southern Flooring.

The basis for this emergency determination and the reason no other vendor is suitable is:

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School/Department Mayo High School / Maintenance

Fund Manager Approval

Date

3/6/23

Procurement Approval  Date 3/6/2023

NOTE: Determination and basis of emergency is required information; additional information may be requested as deemed necessary by the Procurement Department.