



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

MEMORANDUM

TO: Dr. Timothy Newman, Superintendent, Darlington County Schools
Laurie Lane, Procurement *YJC*

FROM: Brad Jordan, Director of Operations and Maintenance

SUBJECT: Emergency Explanation
Mobile Classroom Purchase

Date: April 27, 2023

Last week it was determined that Carolina Elementary will need two additional classrooms for the upcoming (2023 – 2024) school year. In order for this to be completed in the time frame required it is necessary to utilize Emergency Procurement Procedures for the purpose of purchasing a two-classroom, OSF-approved modular building. This will be approximately \$177,000 for the purchase, delivery, and set up of the building. This does not include any plumbing, electrical, site, or engineering work that is required to move this through the OSF process, these items will be handled according to standard procurement procedures.

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 Mobile Classrooms as an emergency procurement from Boxx Modular.

The basis for this emergency determination and the reason no other vendor is suitable is: Last week it was determined that Carolina Elementary will need two additional classrooms for the upcoming (2023 – 2024) school year. In order for this to be completed in the time frame required it is necessary to utilize Emergency Procurement Procedures for the purpose of purchasing a two-classroom, OSF-approved modular building. This will be approximately \$177,000 for the purchase, delivery, and set up of the building. This does not include any plumbing, electrical, site, or engineering work that is required to move this through the OSF process, these items will be handled according to standard procurement procedures..

School/Department Carolina Elementary / Maintenance

Fund Manager Approval  Date 4/27/23

Procurement Approval  Date 5/13/23

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