***~~ EXAMPLE ~~***

Emergency Resolution

Award of Contract without Bidding and Advertising

Oak Valley Union High School District

The governing board, at a meeting held February 28, 2016, pursuant to the Public Contract Code §20113 unanimously resolved, by vote of members present, and constituting a quorum, that an emergency exists wherein certain repairs, alterations, work, or improvements are necessary to permit the continuation of existing school classes, or to avoid danger to life or property, as described in detail below:

On February 23, 2016, a severe rain and windstorm swept over the community causing significant damage to district’s facility. Ten buildings sustained substantial roof damage and required emergency, temporary repair. The temporary repair measures are not adequate, and we must take immediate action to prevent further damage to avoid danger to life and property. The damaged roofs have allowed water into classrooms rendering them unusable and unsafe for staff and students. There is falling debris from the damaged roofs and ceilings and it is not safe to use the specialty electronic equipment housed in the classrooms. The computer, photography, and driver education classrooms are very specific in use and duplicate equipment and network connections cannot be provided elsewhere on campus; no other classrooms are available. In order to continue classes and to avoid danger to staff and students, it is essential to begin work immediately to repair damaged roofs, ceilings, walls, and electrical lighting fixtures.

The board, therefore, with the approval of the county superintendent, declares an emergency and authorizes the district business manager to enter into a contract for repairs and any other work local and state agencies may require to avoid danger to life and property and to permit the continuation of existing school classes.

The estimated cost is expected to exceed $15,000. This resolution does not set aside any bonding or security otherwise required by law.

Passed and adopted February 28, 2016, by the following vote: Ayes 6, Noes 0, Absent 0.

Certification of the Secretary/Clerk of the Board Approved by the County Superintendent of Schools

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature Signature

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Date

***~~ EXAMPLE ~~***

Emergency Resolution

Award of Contract without Bidding and Advertising

Pacific Coast Community College District

The governing board, at a meeting held July 6, 2016, pursuant to the Public Contract Code §20654 unanimously resolved, by vote of members present, and constituting a quorum, that an emergency exists wherein certain repairs, alterations, work, or improvements are necessary to permit the continuation of existing school classes, or to avoid danger to life or property, as described in detail below:

The Science Building air conditioning unit has ceased working. Estimates to repair the unit are higher than replacement costs. All rooms, including classrooms, in the building rely solely on the air conditioning unit for ventilation and circulation. Some of the classrooms do not have windows or have sealed windows that cannot be opened. Lack of adequate ventilation will cause a safety issue for staff and students as temperatures within the building will exceed 100 degrees in the upcoming weeks. Because the science classrooms are specific in use and due to the lack of other available classrooms in which to move the students, the air conditioning unit must be replaced in order for classes to continue without interruption during summer session. Following the standard bid process will seriously impact the district’s ability to conduct summer school classes in Science Building would mean that the air conditioning unit would not be installed until late summer. The bid process takes at least 3-4 weeks to advertise and award a contract, plus the additional time of six or more weeks for a vendor to deliver and install the air conditioning unit.

The board, therefore declares an emergency and with the approval of the county superintendent of schools authorizes the district business manager to enter into a contract to replace the air conditioning unit and all work required by local and state agencies to avoid an unsafe respiratory environment and to permit the continuation of classes.

This resolution does not set aside any bonding or security otherwise required by law. The estimated cost is expected to exceed $15,000.

Passed and adopted July 6, 2016 by the following vote: Ayes 6, Noes 0, Absent 0.

Certification of the Secretary/Clerk of the Board Approved by the County Superintendent of Schools

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature Signature

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Date