



Lawrence A. Dame  
Director of Public Utilities  
7051 Poindexter Road  
New Kent, VA 23124  
Phone 804-966-9678  
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## DETERMINATION OF EMERGENCY PROCUREMENT

**Date:** June 14, 2018

**To:** Rodney Hathaway, County Administrator

**cc:** Brendan Hefty, Hefty, Wiley & Gore, PC  
Mary Altemus, Director of Financial Services

**From:** Larry Dame, Director of Public Utilities

**Ref:** Wastewater Sludge Pumping & Hauling  
Parham Landing WWTP

Attached are documents supporting the need for emergency procurement at the Parham Landing WWTP. The contracted vendor is no longer able to dispose of the sludge in accordance with the contract. They have requested release from the contract. Approximately 60,000 gallons of digester sludge is generated & hauled from the Parham Landing WWTP on a weekly basis to the Henrico Water Reclamation Facility. Two vendors have been selected because of their immediate availability, familiarity with the work, hauling capabilities, and licensure with the receiving facility.

In accordance with Section 9.3 of the Procurement Policy Manual, please provide your signature below to acknowledge the emergency.

Do not hesitate to contact me if you need more information about the procurement.

**Signed:**

A handwritten signature in black ink, appearing to read "L. Dame", written over a horizontal line.

**Date:**

A handwritten date "6/15/18" in black ink, written over a horizontal line.

**APPENDIX 9A**  
**COUNTY OF NEW KENT**  
**NOTICE OF EMERGENCY AWARD**

Date: June 14, 2018

Commodity: Sludge Pumping & Hauling

Purchase Order or Contract Number(s): \_\_\_\_\_  
\_\_\_\_\_

Contractor(s)/Vendor(s): Brockwell's Septic & Service Inc  
Capital City Services

**This Contractor(s)/Vendor(s) was selected because:**

These vendors were selected because they are familiar with the requirements of the work, and are immediately equipped with the licensure & tankers to haul the waste. Due to the volume, Brockwell's will be the primary hauler with Capital City as a back up vendor.


**The Nature of the Emergency:**

Digester sludge is hauled from the Parham WWTP to the Henrico Water Reclamation Facility under contract. The contracted hauler has been suspended from the facility, and has requested to be released from the contract. With no other practical outlets for the waste, a new hauler must be procured immediately.

RECORDS FOR THIS PROCUREMENT ARE NOW AVAILABLE FOR INSPECTION.

Department Head:   
(Signature of Agency Head or Authorized Designee)

Name Typed or Printed: Lawrence A. Dame

 6/18/2018

Wanda F. Watkins

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**Subject:** FW: Brockwell's Septic Digester Hauling Pricing

**From:** Brockwell James [<mailto:brockwellseptic@gmail.com>]

**Sent:** Tuesday, June 19, 2018 8:20 AM

**To:** Harold R. Jones

**Subject:** Brockwell's Septic Digester Hauling Pricing

Harold,

In support of your efforts in hauling digester sludge from Parham Landing to Henrico County, Brockwell's will charge the following rates:

Tech and Vac Truck: \$125.00 per hour

Disposal: \$0.12 per gallon

The hourly rate is the same for all other customers including New Kent County and the disposal is a discounted rate because of the volume.

Let me know if you have questions,

James N. Brockwell

Brockwell's Septic and Service, Inc.

PO Box 647

Quinton, VA 23141

O-(804)-932-8289

F-(804)-932-5047

[www.brockwellseptic.com](http://www.brockwellseptic.com)