**Board of Public Works**

**Sample Emergency Agenda Item**

**Secretary’s Action Agenda**

**APPENDIX**

**Marcy 4, 2015**

*Contact: Name & Phone Number*

*email address*

**A1. DEPARTMENT OF TRANSPORTATION**

*Maryland Aviation Administration*

*Baltimore/Washington International Airport*

***Contract Title:*** BWI West Tenant Parking Lot - Emergency Erosion Repairs

ADPICS NO. MAACO06006

***Contract Type:*** Construction

***Description****:* Repair the southwest corner of the west tenant parking lot, including furnishing and installing slope drains, installing temporary asphalt berms, and removing unsuitable materials from an adjacent area.

***Procurement Method****:* Emergency

***Date Emergency Declared:*** July 3, 2005

***Bids:*** LEMS Contracting Company, Inc. $78,750.00

Abingdon, MD

***Award:*** LEMS Contracting Company, Inc.

***Amount:*** $78,750.00

***Contract Award Date:*** August 5, 2005

***Term:*** 8/5/05 – 12/31/05

***MBE Participation****:* 27%

***Fund Source:*** 100% Special Funds Budgeted to MAA

Appropriation Code: 29.09.00.03

**A1. DEPARTMENT OF TRANSPORTATION** *(cont’d)*

*Maryland Aviation Administration*

*Baltimore/Washington International Airport*

***Remarks:***

*Nature of Emergency:* An embankment partially collapsed at the southwest corner of the west tenant parking lot. This area of the parking lot had encountered a previous drainage/erosion problem in 2004 and was to be permanently repaired as part of a new construction contract awarded to LEMS in September 2005 (DOT Agenda Item 2-C, 08/31/05). Excessive runoff and build-up of ground water in the diversion channel during the past year placed undue stress on the embankment causing its failure before the construction contract could be started. The emergency repairs are being supplemented by permanent repairs to be performed as part of recently awarded construction contract. The MAA in coordination with its design team and the environmental review agencies will further reevaluate the proposed upgrades to ensure the drainage volumes and runoff are properly channeled to avoid any further problems at this site.

*Basis for Selection:* MAA selected LEMS for the repair work as, at the time of the emergency, LEMS had already submitted the winning bid for the work referred to above.

***Tax Compliance No.:*** 05-XXXX-XXXX

***Resident Business:*** Yes

**Board of Public Works Action: This Report was:**

**Accepted remanded**

**With Discussion Without Discussion**