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Executive Director
Harvey Hilderbran

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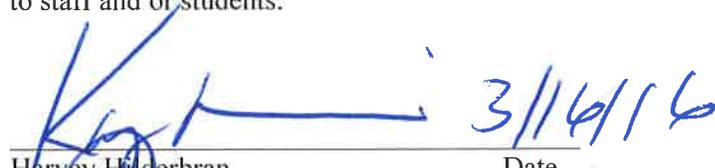
Internal Correspondence

Date: 03/16/2016
To: *Harvey Hilderbran*
From:
Subject: Emergency Purchase Justification

Dear *Harvey Hilderbran*:

The attached purchase for the TSD Kleberg Building roof repair from Chamberlin Austin, LLC with a cost of \$6,520.00 is being requested to be acquired in accordance with Texas Government Code: Title 10, Subtitle D, Section 2155.137 (Emergency Purchase). This letter of justification is required because the roof leak created health and safety hazards which resulted in students and staff temporarily relocated. The temporary relocation is sufficient for only a short period of time, and if the needed repairs are not completed as soon as possible, further damage to the structure and additional costs for relocation and repair will result.

This letter of justification is required in order to have the roof leak repaired right away and is classified as an Emergency Purchase due to the roof leak could possibly cause a safety, fire, and or electrical shock hazard to staff and or students.

for 

Harvey Hilderbran
Executive Director

3/16/16

Date



Richard D. Ehlert
Procurement Director

3/16/2016

Date