




MAYOR'S DECLARATION OF EMERGENCY

All emergency procurements shall follow the City of Everett Standard Procurement Policy & Federal Emergency Contracting Policy Section 9.6.	
Emergency Date: October 12, 2023	
Location of Emergency: Clare's Place	
Proposed contractor name and address: PALLET PBC	Estimated cost of goods or services: \$ Unknown
<p>This is an emergency because (Check all that apply):</p> <p><input checked="" type="checkbox"/> Unforeseen circumstances beyond the control of City of Everett.</p> <p><input checked="" type="checkbox"/> Represents a real, immediate threat to the proper performance of essential functions.</p>	
Describe the emergency.	Contamination of Clare's Place requires immediate re-housing of resident in Pallet shelters to be provided by Pallet PBC.
MAYOR'S DECLARATION UNDER PROCUREMENT POLICY SECTION 9.6.4	
I find and declare an emergency to exist as set forth above, waive competitive requirements, and direct the award of contracts on behalf of the City to address the emergency situation, including without limitation the issuance of a statement of work to PALLET PBC to commence delivery and assembly of shelters.	
 <hr/> Cassie Franklin, Mayor	
<p>PROCUREMENT POLICY</p> <p>9.6.4 DECLARATION OF EMERGENCY BY MAYOR</p> <p>A. If an emergency exists and time does not permit seeking a City Council resolution under 9.6.2 above, the Mayor may declare an emergency situation to exist, waive competitive requirements, and award contracts on behalf of the City to address the emergency situation. Employees are encouraged to use the Emergency Justification Form to request the Mayor's declaration.</p> <p>B. If a contract is awarded by the Mayor without competitive bidding due to an emergency, a written finding of the existence of an emergency must be made by the Mayor, and that finding must be posted on the City's website and reported to City Council no later than two weeks following the award of the contract.</p>	