


# Memo

**To:** City Council  
**From:** Amy E. Gilson, P.E., Director of Public Works   
**Date:** April 4, 2016  
**Re:** Emergency Purchase

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In accordance with Section 2-182 of the City Ordinances, this memo is to advise you of an emergency purchase for a contractor to fix a broken watermain on Lansing Road.

On Saturday, April 2, 2016 I was notified by staff that we had a 1 million gallon per day water loss, and they brought in staff to look for it. The leak was found between Rally's and the creek. Given the soil, amount of water and possible depth of the main, I contacted Mackenzie Companies to perform the work when our first contractor backed out after seeing the site. The work was scheduled for Tuesday, April 5, 2016 and affected businesses were notified. Given the nature of the work, I signed a work order for Mackenzie to bill the City based on actual time, equipment and labor.

Please let me know if you have any questions.

cc: Gregg Guetschow, City Manager