

May 13, 2020

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:**

**SECTION 1.** That **(1)** a master agreement for the purchase of personal protective equipment in response to COVID-19 is authorized with Vira Insight LLC (VC21359) in the estimated amount of \$1,872,000 and Karla Alvarado dba Decoraciones Maldonado (VC21386) in the estimated amount of \$40,000, for a term of one year, approved as to form by the City Attorney; and **(2)** the emergency ratification for the purchase of personal protective equipment in response to COVID-19 is authorized with Office Depot in the amount of \$679,500, Vira Insight LLC (VC21359) in the amount of \$663,000, Karla Alvarado dba Decoraciones Maldonado (VC21386) in the amount of \$20,000, 3South, LLC (VS0000065585) in the amount of \$179,100, Don Morphy (VC21383) in the amount of \$178,180, and Restaurant Equipment Parts Supply (VC21438) in the amount of \$37,800 in a total estimated amount of \$3,669,580. The amount payable pursuant to this master agreement may exceed the estimated amount, but may not exceed the amount of budgetary appropriations for this master agreement during its term. The City Manager is further authorized, in the City Manager's sole discretion, to exercise an option to extend the contract for six months by filing a notice of extension with the City Secretary's Office.

**SECTION 2.** That the Purchasing Agent is authorized, upon appropriate request and documented need by a user department, to issue a purchase order for personal protective equipment in response to COVID-19. If a written contract is required or requested for any or all purchases of personal protective equipment in response to COVID-19 under the master agreement instead of individual purchase orders, the City Manager is hereby authorized to execute a contract, approved as to form by the City Attorney.

**SECTION 3.** That the Chief Financial Officer is hereby authorized to disburse funds in an estimated amount of at least \$1,872,000, but not more than the amount of budgetary appropriations for this master agreement during its term to Vira Insight LLC from Master Agreement Contract No. POM-2020-00013471.

**SECTION 4.** That the Chief Financial Officer is hereby authorized to disburse funds in an estimated amount of at least \$40,000, but not more than the amount of budgetary appropriations for this master agreement during its term to Karla Alvarado dba Decoraciones Maldonado from Master Agreement Contract No. POM-2020-00013471.

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**SECTION 5.** That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$679,800 to Office Depot, in an amount not to exceed \$663,000 to Vira Insight LLC, in an amount not to exceed \$20,000 to Karla Alvarado dba Decoraciones Maldonado, in an amount not to exceed \$179,100 to 3South LLC, in an amount not to exceed \$178,180 to Don Morphy, and in an amount not to exceed \$37,800 to Restaurant Equipment Parts Supply from the Express Business Center Fund, Fund 0199, Department POM, Unit 1236, Object 2999, Purchase Order Nos. POM-2020-00000153215, POM-2020-00000153217, POM-2020-00000153112, POM-2020-00000153009, POM-2020-00000153176, POM-2020-00000153190, and POM-2020-00000153207.

**SECTION 6.** That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.