



Legislation Text

File #: 20-2105, **Version:** 1

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: November 11, 2020

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize an increase in funds for the City Manager to purchase additional personal protective equipment and disinfectant items in response to the COVID-19 pandemic with various suppliers - Not to exceed \$2,000,000, from \$5,000,000 to \$7,000,000 - Financing: U.S. Department of Treasury - Coronavirus Relief Funds

BACKGROUND

This action will authorize an increase in funds for the City Manager to purchase additional personal protective equipment (PPE) and disinfectant items in response to the COVID-19 pandemic. The City has had to purchase unusual amounts of PPE and disinfectant items due to the COVID-19 pandemic. The City's need, along with other entities around the world, has strained the supply chain for PPE and disinfectant items, creating extraordinary market conditions. This global supply chain disruption requires the City's procurement process to be increasingly agile to protect public health and safety. In attempts to project public health and safety needs of the residents of the City, staff has developed data to support bona fide estimated quantities for PPE and disinfectant items. Due to the prolonged effects of the COVID-19 pandemic the City is in need of additional PPE. Therefore, this agenda item will increase amount of funds authorized for the City Manager to make efficient purchases of PPE and disinfectants through individual purchase that are both price conscious and time sensitive. Items to be purchased through this action include but are not limited to:

- N95, KN95, surgical, and cloth masks
- Nitrile, latex, and non-latex gloves
- Head and boot covers
- Face shields and goggles
- Disinfecting sprays and wipes

Goods purchased through this authorization will be procured utilizing applicable procurement guidelines pursuant to State law, the City Charter, the City Code, and all applicable City rules, policies, and regulations. The Office of Procurement Services will verify the authenticity of all goods to be purchased and will ensure, to the greatest extent possible, that all goods are purchased at the lowest responsible price.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On April 22, 2020, City Council authorized the acceptance of the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) Coronavirus Relief Funds to aid the Coronavirus Disease 2019 (COVID-19) response throughout the city by Resolution No. 20-0644.

On May 13, 2020, City Council authorized a one-year master agreement for personal protective equipment in response to COVID-19 with Vira Insight LLC and Karla Alvarado dba Decoraciones Maldonado; and a resolution ratifying the City Manager’s emergency purchase of personal protective equipment in response to COVID-19 with Office Depot, Vira Insight LLC, Karla Alvarado dba Decoraciones Maldonado, 3South, LLC, Don Morphy, and Restaurant Equipment Parts Supply by Resolution No. 20-0740.

On May 27, 2020, City Council authorized the City Manager to purchase personal protective equipment and disinfectants items in response to the COVID-19 pandemic with various suppliers by Resolution No. 20-0840.

City Council was briefed on the proposed uses of Coronavirus Aid, Relief and Economic Security Act, Coronavirus Relief Funds to facilitate assistance to eligible communities and households economically impacted by COVID-19 on June 17, 2020.

FISCAL INFORMATION

Fund	FY 2021	FY 2022	Future Years
U.S. Department of Treasury - Coronavirus Relief Funds	\$2,000,000.00	\$0.00	\$0.00

M/WBE INFORMATION

In accordance with the City’s Business Inclusion and Development Policy adopted on September 23, 2020, by Resolution No. 20-1430, as amended, the M/WBE participation on this contract is as follows:

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$2,000,000.00	Emergency Services	N/A	N/A	N/A
• The Business Inclusion and Development Policy does not apply to Emergency Service contracts				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Procurement	<ul style="list-style-type: none">• Goods purchased through this authorization will be procured utilizing applicable procurement guidelines pursuant to State law, the City Charter, the City Code, and all applicable City rules, policies, and regulations. The Office of Procurement Services will verify the authenticity of all goods to be purchased and will ensure, to the greatest extent possible, that all goods are purchased at the lowest responsible price.
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