



## Legislation Text

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**File #:** 20-910, **Version:** 2

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**STRATEGIC PRIORITY:** Public Safety  
**AGENDA DATE:** May 27, 2020  
**COUNCIL DISTRICT(S):** All  
**DEPARTMENT:** Office of Procurement Services  
**EXECUTIVE:** Elizabeth Reich

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### **SUBJECT**

Authorize **(1)** a one-year service price agreement for tent rental in response to COVID-19 with Leverage One Event Services LLC in an estimated amount of \$198,750; and **(2)** a resolution ratifying the City Manager's emergency purchase of tent rental in response to COVID-19 with Leverage One Event Services LLC in an amount not to exceed \$50,954 - Total estimated amount of \$249,704 - Financing: U.S. Department of Treasury - Coronavirus Relief Funds

### **BACKGROUND**

This action does not encumber funds; the purpose of a service price agreement is to establish firm pricing for goods, for a specific term, which are ordered on an as needed basis according to annual budgetary appropriations. The estimated amount is intended as guidance rather than a cap on spending under the agreement, so that actual need combined with the amount budgeted will determine the amount spent under this agreement.

This item allows for the emergency purchase of tent rentals and establishes a service price agreement for the continued use of these tents for the next year or until the tents are no longer required in response to COVID-19. At the onset of the COVID-19 pandemic the City, in conjunction with federal agencies, established two testing sites for residents of the City. These testing sites required the use of large, event style, tents for personnel and equipment at the sites.

This service was procured utilizing emergency procurement guidelines which allow for the procurement of goods and services where routine bidding requirements cannot be followed. Emergency procurements are exempt from competitive bidding under the City Charter and State Law.

### **PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

This item has no prior action.

**FISCAL INFORMATION**

| Fund  | FY 2020      | FY 2021 | Future Years |
|---|--------------|---------|--------------|
| U.S. Department of Treasury -<br>Coronavirus Relief Funds | \$249,704.00 | \$0.00  | \$0.00       |

**M/WBE INFORMATION**

In accordance with the City's Business Inclusion and Development Plan adopted on October 22, 2008, by Resolution No. 08-2826, as amended, the M/WBE participation on this contract is as follows:

| Contract Amount  | Category              | M/WBE Goal | M/WBE % | M/WBE \$ |
|--|-----------------------|------------|---------|----------|
| \$249,704.00   | Emergency Procurement | N/A        | N/A     | N/A      |
| • The Business Inclusion and Development Plan does not apply to Emergency procurements |                       |            |         |          |
| • Leverage One Event Services LLC - Non-local  |                       |            |         |          |

**PROCUREMENT INFORMATION**

Method of Evaluation for Award Type:

|                       |  |
|-----------------------|--|
| Emergency Procurement | <ul style="list-style-type: none"><li>• Procurement utilizing emergency procurement guidelines</li><li>• Where routine bidding requirements cannot be followed</li><li>• Emergency procurements are exempt from competitive bidding under the City Charter and State Law</li></ul> |
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**OWNER**

**Leverage One Event Services LLC**

7310 Cresson Drive  
Frisco, TX 75035

Cynthia Stokes, Owner