



## Legislation Text

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**File #:** 20-629, **Version:** 2

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**STRATEGIC PRIORITY:** Government Performance and Financial Management  
**AGENDA DATE:** April 8, 2020  
**COUNCIL DISTRICT(S):** All  
**DEPARTMENT:** Office of Procurement Services  
**EXECUTIVE:** Elizabeth Reich

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### **SUBJECT**

Authorize **(1)** a two-year master agreement for personal protective equipment in response to COVID-19 in an estimated amount of \$634,386.64; and **(2)** the emergency ratification in response to COVID-19 of \$567,169.76 for personal protective equipment with Safeware, Inc. through the U.S. Communities cooperative agreement - Total estimated amount of \$1,201,556.40 - Financing: General Fund

### **BACKGROUND**

This action does not encumber funds; the purpose of a master 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 master agreement will allow for the purchase of personal protective equipment for all City departments in response to COVID-19. Personal protective equipment is a main source of protection for emergency responders and public facing City staff. Measures for protecting City staff from exposure to, and infection with, COVID-19 depend on the type of work being performed and exposure risk, including potential for interaction with infectious people and contamination of the work environment. The City is adapting infection control strategies through administrative controls, safe work practices, and the purchase of personal protective equipment to decrease the risk of City staff exposures.

The U.S. Communities cooperative agreement is authorized by Chapter 791 of the Texas Government Code and Subchapter F, Chapter 271, Texas Local Government Code. Section 271.102 of the Texas Local Government Code authorizes a local government to participate in a Cooperative Purchasing Program with another local government or a local cooperative organization.

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

This item has no prior action.

**FISCAL INFORMATION**

| Fund         | FY 2020        | FY 2021 | Future Years |
|--------------|----------------|---------|--------------|
| General Fund | \$1,201,556.40 | \$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 \$ |
|---|----------|------------|---------|----------|
| \$1,201,556.40  | CO-OP    | N/A        | N/A     | N/A      |
| • The Business Inclusion and Development Plan does not apply to Cooperative Purchasing Agreements (CO-OPs). |          |            |         |          |

**PROCUREMENT INFORMATION**

|                                  |   |
|----------------------------------|---|
| Cooperative Purchasing Agreement | • Cooperative purchasing agreements enable the City to associate with State agencies, other local governments, or local cooperative organizations comprised of other state and local governments, to leverage market buying power and enable the City to purchase goods or services at lower prices |
|                                  | • The cooperative purchasing agreement is an alternative method of meeting the requirements for competitive bidding or competitive sealed proposals, not an exception from that requirement   |

**OWNER**

**Safeware, Inc.**

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