



## Legislation Text

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**File #:** 21-194, **Version:** 1

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**STRATEGIC PRIORITY:** Government Performance and Financial Management  
**AGENDA DATE:** February 10, 2021  
**COUNCIL DISTRICT(S):** All  
**DEPARTMENT:** Office of Procurement Services  
**EXECUTIVE:** Elizabeth Reich

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### **SUBJECT**

Authorize the City Manager to execute agreements related to vaccination administration services for residents, employees, and others as directed in response to the COVID-19 pandemic with various suppliers - Estimated Amount of \$20,000,000 - Financing: COVID Vaccination Admin Fund (see Fiscal Information)

### **BACKGROUND**

This action will authorize the City Manager to execute agreements related to vaccination administration services in response to the COVID-19 pandemic. This action does not encumber funds; the purpose of a service agreement is to establish firm pricing for services, 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.

The City intends to implement COVID-19 vaccination administration services for residents, employees, and others as directed, contingent upon vaccine allocation. The City of Dallas will provide vaccination kits and contractors will be responsible for providing the safe administration of the vaccine beyond what is provided in the vaccine kits. Vaccination administration services includes full management of various vaccination sites.

- Contractors will have the capacity to provide various vaccination site models, including drive-up model in a covered parking garage, drive-up model in a surface level parking lot, and walk-up model in a facility similar to a recreation center or gymnasium
- Reporting will capture the age, gender, ethnicity, race, and zip code of each person vaccinated
- Contractors will provide appointment scheduling electronically and by telephone

Services through this authorization will be procured utilizing applicable emergency procurement guidelines pursuant to State law, the City Charter, the City Code, and all applicable City rules,

policies, and regulations.

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

This item has no prior action.

**FISCAL INFORMATION**

Fund	FY 2021	FY 2022	Future Years
COVID Vaccination Admin Fund	\$20,000,000.00	\$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	Procurement Category	M/WBE Goal	M/WBE %	M/WBE \$
\$20,000,000.00	Other Services	N/A	N/A	N/A
• The Business Inclusion and Development Policy does not apply to Other Service contracts.				

**PROCUREMENT INFORMATION**

Method of Evaluation for Award Type:

Emergency Procurement	Services through this authorization utilize applicable emergency procurement guidelines pursuant to State law, the City Charter, the City Code, and all applicable City rules, policies, and regulations.
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