



CITY OF HOUSTON - CITY COUNCIL

Meeting Date:

Item Creation Date:

LGL/SPD COVID-19 Delegation of Authority

Agenda Item#:

Summary:

ORDINANCE approving and authorizing execution of amendments and other changes to contracts and leases to assist the City and residents of Houston, Texas, in responding to the public health emergency caused by COVID-19

Background:

The Chief Procurement Officer (“CPO”) and City Attorney recommend that City Council approve an ordinance authorizing the CPO and certain designees to negotiate and execute amendments, change orders and similar documents to add, delete or modify existing contracts and leases related to COVID-19.

The authority granted under the ordinance expires on December 30, 2020, at 11:59 PM and is limited to amendments, change orders, and other changes funded exclusively by CRF dollars in connection with the procurement, purchase, and acquisition of goods, equipment, supplies, services, shelter or housing, and any other resources reasonably related to the COVID-19 disaster and public health emergency.

When negotiating the amendments or change orders, designated individuals must follow the process set out in the ordinance. City Council approval will be sought for any changes that are expected to exceed a maximum contract amount by more than 25%.

This item, including exemplary CRF purchases that may be made pursuant to the proposed ordinance, was presented to the City Council Committee on Budget & Fiscal Affairs at a specially called meeting on July 9, 2020.

MWSBE Participation:

These procurements will be subject to review by OBO and will utilize the appropriate MWSBE participation goal whenever possible.

Hire Houston First:

This item is exempt from the City’s Hire Houston First Ordinance. Bids/proposals were not solicited because the department is utilizing an Emergency Purchase Order process for this purchase.

Disaster Note:

This item is related to the impact of COVID-19 and it is the City’s intent to use other federal funding source for eligible expenditures, namely the Coronavirus Relief Fund dollars.

Fiscal Note:

No Fiscal Note is required on grant items.

DocuSigned by:
Jerry Adams
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Jerry Adams, Chief Procurement Officer
Finance/Strategic Procurement Division

DocuSigned by:
Ronald C. Lewis
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Ronald C. Lewis
City Attorney

Estimated Spending Authority			
DEPARTMENT/COMPONENT UNIT	FY2021	OUT YEARS	TOTAL
Various	\$190,000,000	\$0.00	\$190,000,000

Amount of Funding:

\$190,000,000
CARES Act 2020
Fund 5307

Contact Information:

Contact Information:

Martin Buzak
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ATTACHMENTS:

Description

Ordinance

Type

Ordinance/Resolution/Motion