



## CITY OF HOUSTON - CITY COUNCIL

Meeting Date:

Item Creation Date:

DR4523 (COVID-19) - MULTI-VENDOR EPO AWARDS - MOTION

Agenda Item#:

### **Summary:**

APPROVE spending authority for Emergency Purchase of Various Goods and Services related to the City's response to the COVID-19 Pandemic

### **Background:**

**DR4523(COVID-19) - Approve spending authority for the emergency purchase of various goods and services related to the City's response to the COVID-19 pandemic.**

### **Specific Explanation:**

The Chief Procurement Officer recommends that City Council approve spending authority in an amount not to exceed **\$4,381,405.74** for the emergency purchase of various goods and services related to the City's response to the COVID-19 pandemic. Additionally, it is also requested that authorization be given to issue purchase orders to the vendors listed on the attached spreadsheet for the provision of such goods and services.

In response to the Mayor's initial proclamation issued on March 11, 2020 declaring a Local State of Disaster Due to a Public Health Emergency, and the indefinite extension of the declaration issued on March 17, 2020, the City has engaged numerous vendors to assist with responding to the public health emergency resulting from the COVID-19 pandemic. The goods and services provided by these various vendors include, but are not limited to, the following:

- Office furniture to support Health Department in expanding operational venues and allow the return of rental furniture;
- Upgrade and advance the City's telecommuting capabilities by enhancing the functionality and resilience of the telecommunications operations;
- Engagement of communications and outreach services to complete the Census 2020 project;
- Purchase laptop and desktop computers and accessories to provide technology access to the City's at-risk and vulnerable populations and in neighborhoods that are historically underinvested in;
- Purchase laptop computers to support the Library computer loaner program;
- Purchase and install plexiglass shields at library facilities to provide additional protection to employees;
- Purchase assorted PPE items for multiple City departments;
- Purchase and install a modular building at the Fire Academy to support training operations;
- Purchase a software database to capture employee health data such as vaccines certain other datapoints to ensure employees are safe in their work environment
- To perform a study and make recommendations related to the communications infrastructure in City parks
- To perform a security and privacy risk assessment on the Maven web application used by HHD
- To extend electrical and telecom services at the GRB for HHD staff currently on assignment in that facility

The attached spreadsheet represents a summary of emergency purchase orders that have been approved to-date by the Chief Procurement Officer in response to the COVID-19 pandemic since October 19, 2020 and have not yet come before City Council for approval. A more complete explanation of these items can be found in the back-p material provided. This consolidated request for City Council approval is hereby made in an effort to streamline the procurement process and allow the City to be agile and timely in responding to the ever-changing needs of both the City's residents and the demands of the pandemic.

This recommendation is made pursuant to section 252.022(a)(2) of the Texas Local Government Code, which provides that "a procurement necessary to preserve or protect the public health or safety of the municipality's residents" is exempt from the competitive bidding process.

### **M/WBE Participation:**

These Emergency Purchase Orders have been reviewed for possible MWBE participation. In cases where participation is possible, appropriation OBO documentation will be provided.

### **Hire Houston First:**

The proposed procurements are exempt from the City's Hire Houston First ordinance. Bids/ proposals were not solicited because the departments are utilizing emergency purchase orders for these procurements.

**Disaster Note:**

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

**Fiscal Note:**

No Fiscal Note is required on grant items.

DocuSigned by:  
*Jerry Adams*  
0DD350139A6F4C8...

10/23/2020

---

**Jerry Adams, Chief Procurement Officer**  
**Finance/Strategic Procurement Division**

Estimated Spending Authority			
Department	FY2021	Out years	Total
Finance	\$4,381,405.74	\$0.00	\$4,381,405.74

**Amount of Funding:**

**\$4,381,405.74**

CARES Act 2020 Fund  
Fund 5307

**Contact Information:**

Name	Department	Phone
Candice M. Gambrell	FIN/ SPD	832.393.9129
Jerry Adams	FIN/ SPD	832.393.9126