



# City Council Memorandum

City of Arts & Innovation

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: MAY 18, 2021

FROM: FIRE DEPARTMENT WARDS: ALL

SUBJECT: AWARD BID NO. 7798 FOR PERSONAL PROTECTIVE EQUIPMENT THROUGH THE ASSISTANCE TO FIREFIGHTERS GRANT COVID-19 SUPPLEMENTAL PROGRAM IN THE AMOUNT OF \$72,708 AND AUTHORIZE A 10% NON-FEDERAL FUNDING MATCH IN THE AMOUNT OF \$7,270.80 FOR A TOTAL COST OF \$79,978.80 – SUPPLEMENTAL APPROPRIATION

**ISSUE:**

Award Bid No. 7798 for Personal Protective Equipment PPE through the Assistance to Firefighters Grant COVID-19 Supplemental Program in the amount of \$72,708 and authorize a 10% non-federal funding match in the amount of \$7,270.80 for a total cost of \$79,978.80.

**RECOMMENDATIONS:**

That the City Council:

1. Award for Bid No. 7798 for Personal Protective Equipment to multiple vendors for a total cost of \$79,978.80;
2. With at least five affirmative votes, authorize a transfer in the amount of \$7,270.80 from Special Deposits Fund to Grants and Restricted Programs Fund;
3. With at least five affirmative votes, authorize increase in revenue and appropriate expenditures in an equal amount of \$79,978.80 in the Grants and Restricted Programs Fund AFG Program-COVID-19; and
4. Authorize the City Manager, or his designee, to execute the purchase orders, change orders, including making minor and non-substantive changes.

**BACKGROUND:**

In 2020, the Fire Department began to respond and treat confirmed and suspected COVID-19 patients within the community. The Assistance to Firefighter Grant Program will provide funding to assist the Fire Department with needed Personal Protective Equipment. The supplies range from gloves, N95 mask, respirators, biohazard bags, professional grade wipes and spray, sanitizer, and procedure masks. Personal protective equipment is used daily by the Fire personnel to protect themselves and others when providing care. The PPE will protect personnel from potentially infectious patients experiencing COVID -19 symptoms.

On October 6, 2020, the Fire Department was awarded \$72,708 from the Department of Homeland Security, Assistance to Firefighters Grant Program COVID-19 Supplemental for the period of August 20, 2020 to August 19, 2021.

**DISCUSSION:**

On November 10, 2020, the City posted Bid No. 7798, COVID-19 PPE for First Responders on the City’s bidding system. There were 109 prospective bidders, and 50 bids were received. The Purchasing Division reviewed the bids and determined the award was to be made to the following companies based on evaluation and responsiveness. The vendors listed are the anticipated awarded vendors for each of the goods and material, but not may be the actual vendor due to product availability.

<b>Vendors</b>
Vizocom ICT, LLC
Medical Shipment
Boundtree Medical Supply
Invi Bridge Company Limited
Cintas Corporation No 2
American Mask Alliance
Spectrum Medical X-Ray

The Purchasing Manager concurs that the recommended actions are in compliance with Purchasing Resolution No. 23256.

**FISCAL IMPACT:**

The total fiscal impact of this action is \$79,978.80. Funding sources include \$72,708 in grant funding from the Department of Homeland Security, Assistance to Firefighters Grant Program and a required 10% local funding match in the amount of \$7,270.80 from the Special Deposits Fund, Equipment Refresh-Fire Account No. 0000720-225891. Upon Council approval, record an increase of \$79,978.80 to Grants and Restricted Programs Fund, revenue account 9170800-331100 and expenditure account 9170800-440110.

Prepared by: Michael D. Moore, Fire Chief  
Certified as to  
availability of funds: Edward Enriquez, Chief Financial Officer/Treasurer  
Approved by: Lea Deesing, Assistant City Manager  
Approved as to form: Kristi J. Smith, City Attorney

Attachments:  
1. Bid No. 7798 Award Recommendation