



# Brevard County Board of County Commissioners

2725 Judge Fran Jamieson  
Way  
Viera, FL 32940

## Legislation Text

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**File #:** 1563, **Version:** 1

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### **Subject:**

Personal Protective Equipment Procurement Approvals

### **Fiscal Impact:**

To Be Determined

### **Dept/Office:**

Central Services / Purchasing Services

### **Requested Action:**

It is requested that the Board of County Commissioners authorize the County Manager to approve the procurements of Personal Protective Equipment in response to COVID-19 in amounts that exceed \$100,000.00

### **Summary Explanation and Background:**

On April 23, 2020 the Brevard County Board of County Commissioners received \$105,034,237 from the U.S. Department of Treasury as the County's allocation of Coronavirus Relief fund to local governments. These funds may be used for necessary expenditures incurred due to the public health emergency of COVID-19, budget costs not accounted for in the Board's most recent adopted budget, costs incurred from March 1, 2020 through December 20, 2020.

Per the Coronavirus Relief Fund Guidance for State, Territorial, Local, and Tribal Governments Document dated April 22, 2020; A cost is "incurred" when the responsible unit of Government has expended funds to cover this cost. Eligible expenditures include, but are not limited to, payment for Medical and Public Health Expenses such as:

- Emergency medical response expenses, including emergency medical transportation, related to COVID-19;
- Expenses for acquisition and distribution of medical and protective supplies, including sanitizing products and personal protective equipment, for medical personnel, police officers, social workers, child protective services, and child welfare officers, direct service providers for older adults and individuals with disabilities in community settings, and other public health or safety workers in connection with the COVID-19 public health emergency;
- Expenses for public safety measures undertaken in response to COVID-19;

The County intends to use these funds to continue to purchase large amounts of Personal Protective Equipment for distribution throughout the County between now and December 20, 2020. Due to the large amounts of Personal Protective Equipment the County intends to purchase, the majority of single transaction purchases will exceed the County Manager's procurement threshold of \$100,000.00. In an effort to continue

to procure these items in the most efficient manner, it requested that the Board authorize the County Manager to approve procurements specifically for Personal Protective Equipment in response to COVID-19 in excess of \$100,000.00.

It is expected as with previous procurements of Personal Protective Equipment, vendors will continue to require down payments to place the orders. As previously approved by the Board, any pre-payment required to place an order will not exceed 60% at the time of order with the balance 40% being paid upon shipping and receiving of the commodities. Purchasing Services will attempt to procure all items with full payment due upon receipt, however, it should be expected that vendors will require a deposit at time of order.

Purchasing Services will continue to order Personal Protective Equipment from vendors the County has worked with in the past when possible. When new companies are found to be able to supply Personal Protective Equipment in a cost-effective manner and within a reasonable time frame, Purchasing Services will continue to perform due diligence and research of the products being offered and the companies, to include checking references before placing any orders for Personal Protective Equipment.

**Clerk to the Board Instructions:**

None