



## Interoffice Memorandum

April 17, 2020

TO: Mayor Jerry L. Demings  
and the Board of County Commissioners

~~FROM:~~ Carrie Mathes, CFCM, CPPO, C.P.M., Manager, Procurement Division

CONTACT: Donna Wyche, Manager, Mental Health and Homelessness  
(407) 836-7608

SUBJECT: Ratification of Emergency Purchase Order M100541, Emergency Temporary  
Occupancy Agreement

### ACTION REQUESTED:

Ratification of Emergency Purchase Order M100541, Emergency Temporary Occupancy Agreement, with AD1 Orlando Hotels, LLC, in the amount of \$199,898.

### PROCUREMENT:

The County is providing hotel accommodations for homeless individuals who have tested positive or have reported COVID symptoms, pursuant to the Governor's State of Emergency Executive Order Number 20-52, dated March 9, 2020.

### FUNDING:

Funding is available in account number 0001-062-2504-4902.

### APPROVALS:

The Community and Family Services Department concurs with this request.

### REMARKS:

A Temporary Occupancy Agreement was made and entered into on April 7, 2020, between AD1 Orlando Hotels, LLC and Orange County, Florida, after the Governor's State of Emergency Executive Order Number 20-52, dated March 9, 2020, in response to COVID-19, and Section 252.36(1)(a), Florida Statute. This agreement is directly related to the pandemic and necessary for the preservation of public health and safety.

Homeless individuals that have tested positive or have reported COVID like symptoms and are not currently needing hospitalization will be assessed and prioritized by Health Care Center for the Homeless to occupy these rooms. This purchase order was issued to encumber funding for 50 rooms to be occupied by individuals experiencing homelessness and meeting the criteria in the agreement. Homeless Services Network of Central Florida is responsible for all on site operations as stated in the sub-agreement between Orange County, Florida and Homeless Services Network of Central Florida, Inc. related to sublet and assignment of County's Emergency Temporary Occupancy Agreement To Homeless Services Network Of Central Florida, Inc. for homeless isolation and recovery shelter project. The price quoted for each occupied room is reasonable compared to government per diem rates.