




Interoffice Memorandum

September 16, 2020

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

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

CONTACT: John Westmoreland, Acting Division Chief, Fire Rescue Department
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SUBJECT: Ratification of Purchase Order M101913, Level Three Gowns

ACTION REQUESTED:

Ratification of Purchase Order M101913, Level Three Gowns, with Stran Promotional Solution, in a not-to-exceed amount of \$349,200.

PROCUREMENT:

The purchase order provided 90,000 level three gowns to support the County's response to COVID-19.

FUNDING:

Funding is available in account number 5895-019-8019-4143.

APPROVALS:

The Fire Rescue Department concurs with this recommendation.

REMARKS:

In response to COVID-19, the Fire Rescue Department requested level three gowns in an effort to assist in preventing, preparing, and responding to the pandemic.

As a result of a prior emergency quote process, emergency field purchase order, EFPO-0081 was issued on June 30, 2020, and ratified by the Board on August 11, 2020. Upon delivery, the gowns were deemed to be non-conforming and are scheduled for return at the vendor's expense. The vendor was able to provide a gown that meets the requirements at the same price. Emergency purchase order EFPO-0112 was issued to procure the conforming gowns.

In light of the COVID-19 pandemic, it was critical to expedite this purchase due to the urgent need of level three gowns and lack of availability in the market. Failure to issue this purchase order would have resulted in a longer delivery timeframe and increased safety risk.