

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF THE COUNTY OF SAN BERNARDINO  
AND RECORD OF ACTION**

June 2, 2020

**FROM**

**LAURIE ROZKO, Director, Purchasing Department**

**SUBJECT**

Ratify Emergency Purchases Due To Novel Coronavirus/COVID-19

**RECOMMENDATION(S)**

Ratify action taken by the Director of Purchasing to make emergency purchases over \$200,000 as shown in the table in the Financial Impact section, in response to COVID-19 for the period of March 19, 2020 through May 12, 2020.

(Presenter: Laurie Rozko, Director, 387-2074)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Operate in a Fiscally-Responsible and Business-Like Manner.**

**Provide for the Safety, Health and Social Service Needs of County Residents.**

**Pursue County Goals and Objectives by Working with Other Agencies.**

**FINANCIAL IMPACT**

Approval of this item will ratify the following purchases, and will not result in the use of additional Discretionary General Funding (Net County Cost).

Date	Item Name	Supplier Name	Total Value
3/19/2020	EARLOOP MASKS AND ISOLATION GOWNS	TRI COUNTY DENTAL SUPPLY	\$221,965
3/23/2020	LAPTOPS	DELL MARKETING LP	\$215,762
3/24/2020	KN95 MASKS	ADVANCED SHELTER SYSTEMS INC	\$305,581
4/2/2020	FACE MASKS	MEDLINE INDUSTRIES INC	\$432,832
4/2/2020	N95 MASKS	INNOVATIONS SPECIALTY INC	\$385,099
4/4/2020	COVID TEST KITS	HENRY SCHEIN INC	\$712,806
4/7/2020	RESTROOM & SHOWER TRAILER RENTAL	UNITED SITE SERVICES OF CA INC	\$446,914
4/7/2020	RESTROOM & SHOWER TRAILER RENTAL	UNITED SITE SERVICES OF CA INC	\$712,029
4/8/2020	VMWARE LICENSES	SIDEPATH INC	\$363,875
4/10/2020	GENEXPERT MODULE	CEPHEID	\$322,201
4/14/2020	SURGICAL GOWNS	TACTICAL & SURVIVAL SPECIALTIES INC	\$587,271
4/16/2020	DEFIBRILLATORS	ZOLL MEDICAL CORP	\$247,168
4/17/2020	N95 MASKS	JIE SHA	\$540,000
4/21/2020	PHARMACEUTICALS	CARDINAL HEALTH	\$311,066

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4/22/2020	FACE SHIELDS	ZVERSE INC	\$273,500
4/28/2020	THERMOMETERS	WIMPLUS INC	\$233,280
4/28/2020	KN95 MASKS	MAYFLOWER INTERNATIONAL LLC	\$255,300
5/1/2020	KN95 MASKS	VPL MEDICAL INC	\$353,200
5/11/2020	HAND SANITIZER	STAPLES	\$202,300
5/12/2020	LYSOL DISINFECTANT SPRAY	WIMPLUS INC.	\$540,000
5/12/2020	SANITIZER WIPES	GRAINGER	\$1,632,960
		TOTAL	9,295,109

Listed expenditures include emergency purchases by County departments where the expense is charged to the department account codes and purchases of Personal Protective Equipment (PPE) where Purchasing incurs the initial expenditure, distributes the needed products, and then seeks reimbursement from ordering County departments or impacted businesses. Departments track and report these costs for the purpose of seeking FEMA and Coronavirus Aid, Relief, and Economic Security (CARES) Act reimbursement.

**BACKGROUND INFORMATION**

On March 4, 2020, the State of California declared a state of emergency as a result of the COVID-19 outbreak. On March 10, 2020, the San Bernardino County (County) Public Health Officer declared a local health emergency to help ensure County government and the public were prepared for a COVID-19 outbreak. On this date, the Board of Supervisors (Board) authorized the Purchasing Agent to make necessary emergency purchases of goods, services, equipment and personnel in response to the COVID-19 pandemic.

As of April 7, 2020, expenditures totaled approximately \$1.4 million when the Board approved a \$4.0 million increase to Purchasing’s appropriation, with the understanding that the bulk of the emergency expenditures would be reimbursed by departments. On May 7, 2020, the Board approved a \$7.5 million increase in appropriation for Purchasing to make purchases of safety guards at workstations, protective clothing, face coverings, disinfecting supplies, hand sanitizers and gloves to assist businesses in reopening while maintaining sanitary protocols and social distancing guidelines. These businesses are to reimburse the County for costs related to these supplies. On May 19, 2020, the Board approved an additional \$6.0 million for Purchasing to continue to purchase personal protective equipment (PPE) for County departments and local cities who may require supplies.

Under County Policy 11-04, emergency purchases exceeding \$200,000 are to be presented to the Board for ratification following the emergency. Due to the anticipated duration of this emergency, Purchasing plans to present emergency purchases each quarter.

**PROCUREMENT**

N/A

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Suzanne Bryant, Deputy County Counsel, 387-5455) on May 15, 2020; Finance (Joon Cho, Administrative Analyst, 387-5402) on May 15, 2020; and County Finance and Administration (Kelly Welty, Deputy Executive Officer, 387-4376) on May 18, 2020.

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Record of Action of the Board of Supervisors  
County of San Bernardino

**APPROVED (CONSENT CALENDAR)**

Moved: Dawn Rowe   Seconded: Robert A. Lovingood  
Ayes: Robert A. Lovingood, Janice Rutherford, Dawn Rowe, Curt Hagman, Josie Gonzales

Lynna Monell, CLERK OF THE BOARD

BY  \_\_\_\_\_  
DATED: June 2, 2020



cc:     File- Emergency Covid-19  
la     06/9/2020