

## **FOR PASSAGE**

### **MAYOR'S OFFICE OF CAPITAL PROJECTS EMERGENCY PURCHASE OF EQUIPMENT**

**Description:** To authorize the appropriate Director to enter into one or more requirement or standard contracts for the immediate purchase of labor, equipment and materials for various shields, screens, dividers, work space attachments and other similar items and necessary hardware to mitigate the spread of COVID-19 for the various departments, offices, and other items, and branches of the City.

**Purpose:** For the emergency need to purchase and install various desk, table and counter shields, panel screens, dividers, work surface attachments and other similar items and related hardware to ensure the safety of City employees and members of the public to mitigate the spread of COVID-19. Due to an increase in demand for these products, it is necessary to provide emergency procurement procedures.