

Mayor and Council Communication

DATE: 06/27/23

M&C FILE NUMBER: M&C 23-0548

LOG NAME: 13P DONATE PPE AND HAND SANITIZER CC FMS

SUBJECT

(ALL) Authorize the City of Fort Worth to Donate Excess Personal Protective Equipment and Hand Sanitizer to Local Non-Profit Organizations and Find that the Donation Serves a Public Purpose

RECOMMENDATION:

It is recommended that the City Council:

1. Authorize the City of Fort Worth to donate excess personal protective equipment and hand sanitizer to local non-profit organizations that receive funding from the City for one or more programs; and
 2. Find that the donation carries out the public purpose of preventing the spread of Covid-19 and other illnesses and that adequate controls are in place to carry out such public purpose.
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DISCUSSION:

In response to the Coronavirus Pandemic, the City purchased various types of personal protective equipment (PPE) including masks, hand sanitizer, and shoe covers to use for City staff and at City functions. As regulations and practices changed, the demand for certain PPE changed dramatically. While the majority of all items purchased in response to the pandemic have been used, the City has a significant amount of hand sanitizer and masks on hand that are not in high demand by City staff. The excess PPE includes over 9,000 50-count boxes of disposable surgical masks; over eighty 36-count boxes of 1 oz hand sanitizers; over 340 12-count packages of 2 oz hand sanitizers; over 350 33.8 oz sanitizer refill bags, and over 100 12-count boxes of 8 oz hand sanitizers. Additionally, due to the unanticipated drop in demand for these items, many are approaching or have surpassed their listed expiration date.

The excess PPE is currently being stored by the Purchasing Division, which has facilitated the distribution of PPE to City departments over the past three years. Since the City's demand for masks, shoe covers, and hand sanitizer has decreased significantly since the beginning of the pandemic, the City will not use existing inventory before the listed expiration dates. The City's Office of Emergency Management has confirmed that it has an inventory of PPE sufficient for the City's initial response to another similar emergency.

Currently, the City provides a significant amount of funding to local non-profit organizations to provide various programs to children, adults, and elderly Fort Worth residents, including after-school programs, homeless sheltering services, summer programs, career development, and other similar programs. The majority of these programs are funded using federal and state grants through the Neighborhood Services Department and Crime Control and Prevention District funds through the Police Department; however, approval of this Mayor & Council Communication would allow the City to provide PPE to any nonprofit organization that is currently receiving funds from the City for one or more programs in order to ensure the safety of the program participants and staff and provide cost savings for the organization. Purchasing will collect donation requests and then distribute items on an equal basis until all items have been given out.

The PPE was purchased using federal grant funds provided through Coronavirus Aid, Relief, and Economic Security (CARES) Act. The City has conferred with the City's federal grant consultant and confirmed that this donation is allowable under the CARES Act.

The City will ensure adequate controls are in place to carry out such public purpose throughout the donation process.

A Form 1295 is not required because: This M&C does not request approval of a contract with a business entity.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that approval of these recommendations will have no material effect on City funds.

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