



City Council Report

Date: November 2, 2020
To: City Council
Through: Michael Kennington, Deputy City Manager/Chief Financial Officer
From: Edward Quedens, Business Services Director
Matt Bauer, Procurement Administrator
Subject: One-Year Term Contract with Month to Month Renewal Options for Leasing of Hotel Rooms as requested by the City Manager's Office (Sole Source) (Funded by Emergency Solutions Grant - Coronavirus Federal Funding) (Citywide)

Recommendation

Council is requested to approve the award as recommended.

The City Manager's Office and Purchasing recommend awarding the contract at \$750,000 annually, with an annual increase allowance of up to 5%, or the adjusted Consumer Price Index.

Background / Discussion

This contract will provide leasing of hotel rooms for the City's "Operation Off the Streets" program which provides emergency/immediate shelter to people in the health-vulnerable homeless community during COVID-19 pandemic.

Purchase Information

Action: Award

Procurement Type: Competition Exemption (Sole Source- The recommended hotel is the only hotel that can meet the City's needs for this emergency shelter program)

Contract Number: 2021059

Local Consideration: Policy did not apply to this procurement method

Protests Received: None

Initial Contract Term: One Year

Possible Renewals: Month-to-Month renewal options as funding is available subject to Administrative review and approval

Funding Source: Emergency Solutions Grant - Coronavirus Federal Funding