

**Purchase Request #11**  
**Regular Board Meeting June 23, 2020**  
**Consideration of Approval to Purchase**  
**Disinfectant, Paper Towels, Additional Labor, Supplies, and Equipment**

**ADMINISTRATION RECOMMENDATION/REPORT**

The District President recommends the Board of Trustees approve the purchase of disinfectant, paper towels, additional labor, supplies, and equipment from UBM Enterprise, Inc. [UBM] and D&A Building Services, Inc. [D&A], for the District.

**BACKGROUND**

The District has custodial contracts in place with both UBM and D&A. As part of these custodial contracts, UBM and D&A are required to provide cleaning supplies, paper products, and equipment to provide daily cleaning at the campuses. Additional Personal Protective Equipment (PPE) supplies will be purchased through the Emergency Management Department for various departments to ensure the safety of students, faculty, staff, and community members.

Reference (REF) Number 4335, has been issued to track the volume of spend for disinfectant, paper towels, additional labor and equipment procured on behalf of the District.

**IMPACT OF THIS ACTION**

Approval of these purchases will ensure that the supplies and services are in place to ensure a safe environment for students, faculty, staff, and community members at all campuses and will allow for quick deployment of additional cleaning staff should the need arise for emergency disinfection.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

This purchasing request is for spend authorization of \$200,000, which is budgeted in the Emergency Management departments' FY20 operating budget and subsequent year's budgets subject to Board approval.

**RESOURCE PERSONNEL**

Toni Jenkins

SVP Campus Operations Officer

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