

Management Committee

For the Metropolitan Council meeting of August 12, 2020

Subject: Ratification of Declaration of Emergency for COVID-19

Proposed Action

That the Metropolitan Council ratify the attached Emergency Declaration (#52) for COVID-19.

Summary of Committee Discussion/Questions

Marie Henderson, Deputy CFO, and Jody Jacoby, Director, Contractors and Procurement, presented business item 202-207

Mrs. Henderson and Mrs. Jacoby gave the following background and information: The Council's Expenditure Policy (Policy 3-3) states the Regional Administrator may authorize appropriate contracts and payments necessary to meet the emergency situation provided that, if the cost to correct the emergency situation totals \$175,000 or more, the emergency declaration shall also be presented to the appropriate committee for formal ratification at its next regular meeting.

The World Health Organization (WHO) has declared COVID-19 a world-wide 'pandemic'. Governor Tim Walz has activated a Joint Information Center (JIC) in response to the COVID-19 situation in MN, and the MN Departments of Health and Public Safety have both declared emergencies and activated emergency response processes. The Metropolitan Council has declared COVID-19 an emergency for purposes of planning for the safety and well-being of its work force and planning for continuity of its most critical services that impact the health and safety of the citizens of the 7-county metropolitan region.

Emergency materials and resources were needed to protect the health and welfare of Council employees and the general public. The Regional Administrator signed the emergency declaration form on March 12, 2020.

As defined by state statute, an emergency may be declared when it threatens the health, safety and welfare of the general public. When an emergency is declared, it means the full and open competitive process has been temporarily suspended to help purchase goods and services to quickly respond. This action to declare an emergency and to suspend the competitive process was essential for purchasing staff to quickly respond and place orders for scarce pandemic supplies. There was great partnership and collaboration with Council staff and our suppliers during this time - which led to creative solutions and efficiency in getting the businesses units what they needed to protect Council staff and our customers.

There was one question from Committee Member Johnson, on clarification that the vote was for the ratifying of Emergency Declaration which also ended suspension of the competitive procurement process.

Motioned by Gonzalez and seconded by Lilligren; Motion Carried

Management Committee

Meeting date: July 22, 2020

For the Metropolitan Council meeting of August 12, 2020

Subject: Ratification of Declaration of Emergency for COVID-19

District(s), Member(s): All

Policy/Legal Reference: Council Expenditure Policy 3-3, Emergency Expenditures

Staff Prepared/Presented: Marie Henderson, Deputy CFO (651-602-1387), Jody Jacoby, Director, Contracts and Procurement (651-602-1144)

Division/Department: Finance/Procurement

Proposed Action

That the Metropolitan Council ratify the attached Emergency Declaration (#52) for COVID-19.

Background

The World Health Organization (WHO) has declared COVID-19 a world-wide 'pandemic'. Governor Tim Walz has activated a Joint Information Center (JIC) in response to the COVID-19 situation in MN, and the MN Departments of Health and Public Safety have both declared emergencies and activated emergency response processes. The Metropolitan Council has declared COVID-19 an emergency for purposes of planning for the safety and well-being of its work force and planning for continuity of its most critical services that impact the health and safety of the citizens of the 7-county metropolitan region.

Emergency materials and resources were needed to protect the health and welfare of Council employees and the general public.

Rationale

The Metropolitan Council has delegated authority to the Regional Administrator to declare emergencies on behalf of the Council when the health, safety or welfare of the public is compromised, or potentially compromised, and immediate action is required to address the emergency. The emergency declaration is presented to the appropriate implementation committee for approval and placed on a following Council consent list for formal ratification.

Thrive Lens Analysis

Stewardship – Public financial resources will be invested efficiently and effectively to maintain proper operations across the Council.

Accountability – Following policy 3-3, The Regional Administrator may authorize appropriate contracts and payments necessary to meet the emergency situation provided that, if the cost to correct the emergency situation totals \$175,000 or more, the emergency declaration shall also be presented to the appropriate committee for formal ratification at its next regular meeting.

Funding

The full cost of COVID-19 is still being estimated. The year to date spending for purchases is \$1,120,741 (as of 7.15.2020) broken out as the following:

Emergency Purchases

Computer Equipment	\$	403,054
Computer Software	\$	197,692
Maintenance/ Contracted Services	\$	68,274
Printing	\$	49,919
Supplies/Materials	\$	401,802
	\$	<u>1,120,741</u>

Calendar Year 2020 budget impacts continue to be monitored. Some COVID-19 related costs will be offset by Federal Cares Act revenues or can be handled within our existing operation budget. Budget impacts will be considered for amendment in the 3rd quarter.

Known Support / Opposition

No known opposition