

APR 21 2020

**CITY OF SPOKANE
SPOKANE COUNTY, WASHINGTON**

CITY CLERK'S OFFICE

**EXECUTIVE ORDER FOR WRITTEN FINDING OF EMERGENCY
TO AWARD NECESSARY CONTRACT FOR TEMPORARILY STAFFING
THE REGIONAL EMERGENCY ISOLATION CENTER**

Factual Background Information to Finding of Emergency to Support Execution of Contract:

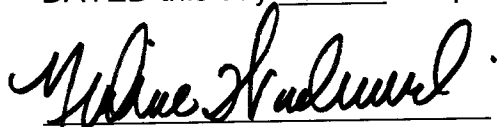
- 1) Washington Governor Jay Inslee issued a proclamation declaring a State of Emergency ("Proclamation") for the entire State of Washington ("State") on February 29, 2020. Spokane Mayor Nadine Woodward issued an Executive Declaration of Civil Emergency or Disaster ("Declaration") in the City of Spokane ("City") on March 16, 2020, which Declaration was ratified and amended by the Spokane City Council ("Council") by Resolution No. 2020-20 on March 16, 2020.
- 2) An important focus of the actions taken by State and City Authorities was to emphasize the public safety and health requirements of the response to the COVID-19 crisis. A very important part of this response has been both the separation and social distancing of individuals, as well as the preparation of additional facilities where individuals who have or may have the COVID virus can be safely housed and provided for. In order to provide for the appropriate distancing in Homeless Shelters operated by the City, additional shelter space had to be identified and put into operation. Separately, the City, Spokane County ("County") and other agencies, most notably the Spokane Regional Health District ("SRHD") have set up an Emergency Operations Center ("EOC") to coordinate the regional approach to the COVID Crisis. One of the assignments from the EOC to the City was to set up an "isolation facility" ("Facility") to provide 24/7 managed care space. It was recognized by the EOC that the emergency contract capabilities needed for this project were best provided by the City. (Exhibit "A"). The addition of the Facility, along with the increased staffing needs for the existing facilities now in multiple locations has presented a challenge for the CHHS Department of the City charged with administering the regional homelessness programs.
- 3) The Washington State Department of Commerce awarded Spokane County a grant of \$1,474,636 to pay a portion of the cost of programs assisting those who are experiencing homelessness. The County entered into a sub-grant agreement with the City to apply those funds to meet the needs of this entire region in this area. CHHS, in consultation with its regional partners and the SRHD, assessed the available resources to immediately open and operate the isolation facility. This consultation process also identified the need to have paid employees and not volunteers to perform services, which reduced to a single potential operator for the facility.

- 4) The SRHD Medical Director wanted the facility opened as quickly as possible, so the Facility was opened on April 8, 2020. In order to satisfy contractual and other obligations of Guardians to provide this necessary service, the contract with the City needs to be executed and filed on or before April 13, 2020.
- 5) On April 6, 2020, CHHS did issue an RFP to operate the isolation facility on a longer term basis. The decision for the longer term operator will be made collectively by the City, County and other regional partners. It is expected that this process will be concluded on or before May 1, 2020.

Finding of Emergency:

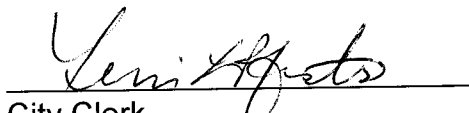
The Proclamation by the Governor grants entities like the City the authority under RCW 38.52.070 to execute contracts without the time consuming procedures and formalities prescribed by law. Additionally, Section 7.06.180 of the Spokane Municipal Code provides that if an emergency requires procurement prior to City Council Action, the Mayor may declare an emergency, waive public bidding requirements and award necessary contracts to address the emergency situation. This provision further provides that the Mayor enter a written finding of the existence of this emergency within two weeks. The public health and safety of the community necessitated the execution of an Agreement between the City of Spokane and the Guardians Foundation, Incorporated ("Agreement") in conjunction with the Washington State COVID-19 Outbreak Emergency Housing Grant. The Finding of an Emergency Situation which necessitates the execution of the Agreement is based upon the records and files of the City, including this written Finding and the Exhibit thereto.

DATED this day 31st of April, 2020.



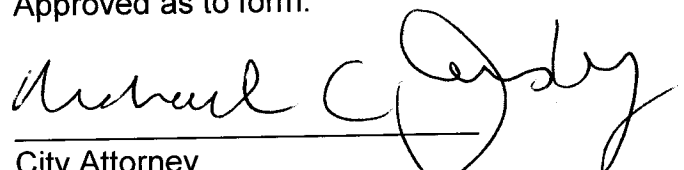
Mayor Nadine Woodward

Attest:



City Clerk

Approved as to form:



City Attorney

Date of Publication: April 29, 2020

Effective Date: April 21, 2020

April 13, 2020



To: Wes Crago, City Administrator, City of Spokane
From: Amelia Clark, Administrator, Spokane Regional Health District
Subject: Approval for City of Spokane to execute contracts for regional isolation facility as part of the overall incident response to COVID-19

Background:

In early March, 2020 The City of Spokane was assigned to lead the Community Care>Vulnerable Populations branch of the EOC. This included: Identifying location for Isolation Facility, Identifying needs to operate the facility, identifying an operator(s) to support the needs of the facility, identifying team members to support execution of this task, and seeking approval from the EOC and SRHD as required by Commerce.

March 31, 2020 stakeholders from the Inland COVID-19 Response Team incident command and the Isolation Facility Operators participated in a final walk-through of the identified isolation facility and approved the plan. Spokane Regional Health District approved the multi-agency plan to establish a 100 bed isolation facility to provide 24/7 managed care space for those with COVID-19 like symptoms or tested positive. This critical need required immediate effort and emergency contract capabilities which are best served by the City of Spokane.

Recommendation: The Spokane Regional Health District recommends that the City of Spokane act as initial financial agent to establish the necessary operations and contracts to implement this isolation facility on behalf of the regional COVID-19 response. It is recommended that the one available Vulnerable Populations vendor be contracted for the initial April period and a Request for Proposal process be done for sustained resources at this isolation facility and/or future requirements to serve the public and vulnerable populations. Future efforts will be coordinated with all involved agencies to ensure this isolation requirement is sustained.

Signatory Authority: Lyndia C Wilson, Director, on behalf of Amelia Clark

Lyndia C Wilson 4/13/2020