

BA2020019

STATE OF GEORGIA
COUNTY OF DEKALB
CITY OF BROOKHAVEN

AN ORDINANCE TO ESTABLISH AND APPROPRIATE A GRANT FUND TO RECEIVE CARES ACT REVENUE AND EXECUTE ELIGIBLE EXPENDITURES AS A SUBRECIPIENT OF DEKALB COUNTY FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2020 AND ENDING DECEMBER 31, 2020 FOR THE CITY OF BROOKHAVEN PURSUANT TO ARTICLE V OF THE CITY OF BROOKHAVEN CHARTER, DECLARING THE EXPENDITURES AS A NECESSARY RESPONSE TO THE COVID 19 PANDEMIC, AUTHORIZING THE CITY MANAGER TO USE EMERGENCY PURCHASING AUTHORITY IN ORDER TO COMPLY WITH THE FISCAL SPENDING REQUIREMENTS OF THE GRANT, APPROPRIATING AN AMOUNT OF \$6,300,934 TO BE EXPENDED AS DOCUMENTED IN EXHIBIT "A", AUTHORIZING THE FINANCE DEPARTMENT TO MAKE TECHNICAL CHANGES AS NECESSARY, AND PROHIBITING EXPENDITURES FROM EXCEEDING ACTUAL FUNDING SOURCES, AND FOR OTHER PURPOSES

WHEREAS, the Official Code of Georgia Annotated, Chapter 36, Section 81, Subsection 3, requires that each local government adopt a balanced budget for all required funds; and

WHEREAS, the Official Code of Georgia Annotated, Chapter 36, Section 81, Subsection 3, Paragraph (d) allows a local government to amend its budget to adapt to changing governmental needs during the budget period; and

WHEREAS, the City of Brookhaven has entered into an Intergovernmental Agreement (IGA) with DeKalb County as a subrecipient for expenditure of Federal CARES Act funds; and

WHEREAS, as part of the IGA, the City of Brookhaven is required to expend the grant funds by December 20, 2020, based on eligible items as documented in U. S. Treasury Department guidance; and

WHEREAS, the City of Brookhaven recognizes the COVID 19 pandemic as a public emergency; and

WHEREAS, in order to meet the strict deadlines required in the IGA and U.S. Treasury guidance, the City will utilize its emergency purchasing authority as documented in its purchasing policy; and

WHEREAS, the City of Brookhaven maintains balanced budgets, such that anticipated funding sources equal or exceed the proposed expenditures.


NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BROOKHAVEN HEREBY ORDAINS, AS FOLLOWS:

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BA2020019

1. The amendment of the FY 2020 budget of the City of Brookhaven for the appropriation of \$6,300,924 in revenue and expenditures in a CARES Act Fund is hereby approved. The expenditures are identified and attached hereto as Exhibit A and incorporated within this Ordinance as though fully restated here.
2. The City Council authorizes the City Manager, or his designee, to use emergency purchasing authority to complete the expenditure of this grant according to established deadlines.
3. The City Manager will provide weekly updates on the disbursement of CARES Act funding to the City Council.
4. The City Council authorizes the City Manager or his designee to take any action necessary, including authority to enter into contractual arrangements with outside parties, to complete the intent of this ordinance.
5. Should any section of this ordinance be declared invalid or unconstitutional by any court of competent jurisdiction, such declaration shall not affect the validity of the resolution as a whole or any part thereof which is not specifically declared to be invalid or unconstitutional.

SO, ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF
BROOKHAVEN, THIS 22nd DAY OF SEPTEMBER 2020.



John A. Ernst, Jr., Mayor

Attest: 

Susan Hiott, City Clerk

{City Seal}



Approved as to form:



Christopher D. Balch City Attorney

EXHIBIT A - AMENDED

Susan Hiott
City Clerk

City of Brookhaven - Cares Act Funding Plan - \$6,300,934

*Amended at 9/22/2020 Meeting.
was sent to Council.
sh*

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| CAES Category Program | Appropriation | Note |
|--|-----------------------------------|---|
| Category 1: Medical Expenses | \$ 998,556 | Support for the expenses incurred by CHOA. US Treasury Guidance Item 1 Bullet Point 1 |
| Category 2: Public Health | \$ 550,000 | Sanitizing Buildings, Public Areas, and PPE. Upgrade HVAC systems in City Buildings. US Treasury Guidance Item 2 Bullet Points 2 and 3 |
| Category 3: Payroll Expense | \$ 1,845,946 | Salaries and benefits for the Police Department during the period of the Governor's Emergency Declaration. (03/14/2020-09/25/2020) Support for this is in the 07/08/2020 FAQ guidance from the US Treasury Page 1 and US Treasury Guidance Item 3 |
| Category 4: Activities | \$ 700,000 | Information Technology expenses related to Telework and IT infrastructure. US Treasury Guidance Item 4 Bullet Point 3 |
| Category 5: Economic Support/Development | \$ 2,106,392 2,106,392 | Program to support residents affected as victims of secondary effects of the virus. This will be rent/judiciary payments. Support for this is in the 07/08/2020 FAQ guidance from the US Treasury Page 5 |
| | \$ 100,000 | Program to support commercial businesses due to the requirements of closures. US Treasury Guidance Item 5 Bullet Point 1 |
| Category 6: Other | \$ 2,106,392 0 | Program to support the publication and resumption of business activities through the BCVB. Support for this is in the 07/08/2020 FAQ guidance from the US Treasury Page 6-7 |
| Total | \$ 6,300,934 | |

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EXHIBIT A



Children'sSM
Healthcare of Atlanta

Brookhaven Funding Opportunities

July 15, 2020

| Description/Testing Location | Number of Units | Cost Per Unit | Total Cost |
|--|-----------------|---------------|------------|
| Brookhaven Urgent Care | | | |
| 4-module Cepheid Instrument | 2 | \$35,000 \$ | 70,000.00 |
| Interface with LIS | 2 | \$9,000 \$ | 18,000.00 |
| Supplies | | | |
| Test cartridges for Quality Control + Validation | 200 | \$70 \$ | 14,000.00 |
| Swabs for test cartridges | 1,500 | \$6 \$ | 9,000.00 |
| Sub Total | | \$ | 111,000.00 |
| Center of Advanced Pediatrics | | | |
| 4-module Cepheid Instrument | 4 | \$35,000 \$ | 140,000.00 |
| Interface with LIS | 4 | \$9,000 \$ | 36,000.00 |
| Supplies | | | |
| Test cartridges for Quality Control + Validation | 600 | \$70 \$ | 42,000.00 |
| Swabs for test cartridges | 6,000 | \$6 \$ | 36,000.00 |
| Sub Total | | \$ | 254,000.00 |
| Egleston Hospital | | | |
| 2 TORCH analyzers with 12 modules | 1 | 252000 \$ | 252,000.00 |
| BCID, GI, ME, RVP Verification Panels | 2 | 5000 \$ | 10,000.00 |

| | | |
|-------------|---------|------------|
| Interface | 900C \$ | 9,000.00 |
| Sub Total | \$ | 271,000.00 |
| Grand Total | \$ | 636,000.00 |

Request to make instrumentation testing available at three sites: Brookhaven: testing of pediatric population at the Brookhaven Urgent Care; Center of Advanced Pediatrics: testing of clinic and pre surgery patients; Egleston Hospital: testing of ED and hospitalized patients.

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- Request 1 – in order to be better prepared to handle the fall volumes and ensure we have enough of the critical PPE needed we are requesting to pre-buy TWO month’s volume of the following items that are historically one time use

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| Item Category | Vendor item# | Hospital System Annual Qty | % volume for Dekalb | Average Monthly Qty | UOM | Pre-COVID | | ORD 2020-09-10 | | Alternative Vendor Cost | |
|-------------------|--------------|----------------------------|---------------------|---------------------|-----|-------------------|------------------|----------------|----------------|-------------------------|------------------|
| | | | | | | Average Unit cost | Avg Monthly Cost | Pre-COVID | ORD 2020-09-10 | Vendor Cost | Avg Monthly Cost |
| AF3 Wipes | P63884 | 57,521 | 23,008 | 1,917 | EA | \$ 4.85 | \$ 9,298 | \$ 15.00 | \$ 28,761 | | |
| Nitrile glove S | 88LC02S | 56,686 | 22,674 | 1,890 | BX | \$ 7.74 | \$ 14,623 | \$ 25.00 | \$ 47,238 | | |
| Nitrile glove M | 88LC03M | 53,157 | 21,263 | 1,772 | BX | \$ 7.78 | \$ 13,780 | \$ 25.00 | \$ 44,298 | | |
| Nitrile glove L | 88LC04L | 24,381 | 9,752 | 813 | BX | \$ 8.14 | \$ 6,613 | \$ 25.00 | \$ 20,318 | | |
| Nitrile glove XL | 88LC05XL | 7,449 | 2,980 | 248 | BX | \$ 8.87 | \$ 2,203 | \$ 25.00 | \$ 6,208 | | |
| ISO Gown Cardinal | 2111PG | 119,490 | 47,796 | 3,983 | PK | \$ 5.02 | \$ 20,006 | \$ 11.00 | \$ 43,813 | | |
| 3M 1860 N95 mask | M1860A | 2,688 | 1,075 | 90 | BX | \$ 14.24 | \$ 1,276 | \$ 70.00 | \$ 6,272 | | |
| 3M 1860S N95 mask | M1860SA | 4,368 | 1,747 | 146 | BX | \$ 14.88 | \$ 2,166 | \$ 70.00 | \$ 10,192 | | |
| 3M 1870+ N95 mask | MM1870 | 1,944 | 778 | 65 | BX | \$ 14.61 | \$ 947 | \$ 70.00 | \$ 4,536 | | |
| Halvard ISO Mask | 47117-010 | 96,985 | 38,794 | 3,233 | | \$ 2.66 | \$ 8,612 | \$ 12.50 | \$ 40,410 | | |
| | | | | | | \$ | \$ 79,523 | | \$ 252,045 | | |
| | | | | | | | | 2 month ask | \$ | \$ | \$ 504,090 |

- This should not be a recurring monthly ask but a one time “stock up” expenditure – note due to shortages prices have increased dramatically
- We will attempt to purchase gowns and N95 masks that can be sanitized for potential re-use to make product last longer

Justification for UV Toasters

- Request 2 – this is for critical items that we are currently needing to do the following tasks
 - Screening of staff and families entering our facility
 - Cleaning and disinfecting of N95 masks that are currently still in short supply – historically one time use
 - Provide temp control for surge tents that have already been purchased under a state grant at both main campuses

| Minor Equipment/Capital Equipment | Purpose | Quantity needed | Cost per EA | Total Cost |
|---|-------------|-----------------|-------------|-------------------|
| Screening kiosk for temp measuring (see page 6) | screening | 25 | \$ 3,500 | \$ 87,500 |
| UV "toasters" germicidal enclosure | sanitize | 25 | \$ 2,500 | \$ 62,500 |
| Tru-D machines (ultra-violet machines currently in use) | sanitize | 2 | \$ 90,500 | \$ 181,000 |
| Portable AC units for surge tents | surge event | 1 | \$ 15,000 | \$ 15,000 |
| | | | | \$ 346,000 |

Justification for UV Toasters

- COVID-19 has created national shortages of personal protective equipment (PPE), which includes N-95 masks. Although N-95 masks are not intended for long-term use or reuse, CDC and OSHA have issued guidance and approval for cleaning/disinfection and reuse of these items during this pandemic due to worldwide shortages.
- To conserve supplies of N-95 masks Children's implemented disinfection of N-95 masks on April 7th. Children's uses ultraviolet light germicidal irradiation (UVGI) to disinfect masks through AUVS boxes ("UV toasters"). The "UV toasters" allow us to disinfect each N-95 mask allowing for reuse up to 7 times. These conservation efforts will allow us to maintain a supply of N95 masks if we can procure "UV toasters" for all our clinical areas.

Screening Equipment (staff and patients)

- Thermal Screening Kiosks for Brookhaven and Dekalb County locations.

| LOCATION | ADDRESS | QUANTITY | ENTRANCES | PRICE PER UNIT | TOTAL PRICE | Estimated Screenings / Year |
|---------------------------------|---|-----------|--|----------------|-----------------|--|
| Center for Advanced Pediatrics | 1400 Tullie Rd NE, Atlanta 30329 | 5 | 2 Main, 1 Employee, 1 Loading Dock/Vendor, 1 backup | \$3,500 | \$17,500 | Patient visits - 78,299 Visitors - 117,449 |
| Egleston Hospital | 1405 E Clifton Rd NE, Atlanta 30322 | 7 | 2 Main, 1 Surgery, 1 ED, 1 Loading Dock/Vendor, 1 ECC Building, 1 backup | \$3,500 | \$24,500 | Patient visits OP/IP - 166,752 Visitors - 250,130 |
| Chamblee-Brookhaven Urgent Care | 5080 Peachtree Blvd., Suite 100, Chamblee 30341 | 3 | 1 Main, 1 Employee, 1 backup | \$3,500 | \$10,500 | Patient visits UC/RAD - 21,711 Visitors - 32,567 |
| Marcus Autism Center | 1920 Briarcliff Rd NE, Atlanta 30329 | 5 | 1 Main, 1 Employee/Garage, 1 Preschool, 1 Loading Dock/Vendor, 1 backup | \$3,500 | \$17,500 | Patient Visits 31,722 Visitors - 47,583 |
| Children's Support Centers | 1575 Northeast Expy, Atlanta 30329 | 5 | 2 Main, 2 Loading Dock/Vendor, 1 backup | \$3,500 | \$17,500 | ~400,000 |
| TOTAL | | 25 | | \$3,500 | \$87,500 | 1,146,213 / Year |

COVID Staffing Costs - Screening & Cleaning

- To protect our patients, families and staff during the COVID crisis, CHOA has implemented shifts of screening teams and cleaning teams to ensure our clinics and employee workspaces are compliant with Federal and State safety guidelines.
- CHOA implemented a COVID hotline as an information service to families regarding COVID symptoms and resources available in the community.
- The total cost staff these functions for Brookhaven and DeKalb County facilities has been:

| Location | Total Salaries & Fringe |
|--------------------------------|-------------------------|
| Center for Advanced Pediatrics | 99,552 |
| Brookhaven Urgent Care | 18,166 |
| COVID Hotline | 87,752 |
| Total Staffing Costs | \$ 205,470 |

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EXHIBIT A - CONTINUED

CHOA - CARES ACT REQUEST - TOTAL

| Area | Sub Total | Total by Area |
|----------------|--------------------|---------------------|
| Testing | | |
| Brookhaven | \$ 111,000 | |
| CAP | \$ 254,000 | |
| Egleston | \$ 271,000 | \$ 636,000 |
| PPE | | |
| Supplies | \$ 504,090 | |
| Equipment | \$ 346,000 | \$ 850,090 |
| Covid Staffing | | \$ 205,470 |
| | Grand Total | \$ 1,486,090 |

EXHIBIT A - CONTINUED
COVID KITS FOR BROOKHAVEN CHAMBER
RESTAURANTS AND RETAIL

In a bold effort to bring confidence back to patrons of Brookhaven member establishments, the Brookhaven Chamber of Commerce proposes an educational combined with a functional response. The following activities and supplies will be distributed or made available to the approximately 250 businesses most impacted:

| Activity | Cost |
|--|------------------|
| a. 6"x6" Window Clings: (message) "Facial Covering Worn Here" with picture of mask and BCC & City logos at Bottom. | \$5,000 |
| b. Hand Sanitizer 2 oz bottle or credit card size with said logo | \$10,000 |
| c. 12"x24" poster (Georgia Law regarding non liability for establishments) | \$2,000 |
| d. Disposable mask (100 per business/container with logos | \$2,000 |
| e. Handled Gift Bags-9"x7" with logos | \$15,000 |
| f. Professionally Certified Deep Sanitizing Cleaning (certificate displayed at business) | \$50,000 |
| g. 1 Temperature gauge per business used by employees /customers | \$12,500 |
| h. Need to allow for storage and distribution and design/assembly/printing and supplies | \$1,500 |
| i. Digital Media/PR to announce and update | \$2,000 |
| Total | \$100,000 |

These amounts are estimated and may be higher or lower according to final invoicing. It is understood that the funding will be completed on a reimbursement basis.

EXHIBIT A - CONTINUED

| Explore Brookhaven - CARES ACT REQUEST | | | | | | | | | | | |
|---|-----------|--------|--------|--------|--------|--------|---------|---------|--------|--------|--|
| 2020 Explore Brookhaven Covid Dollars | Mar | Apr | May | June | July | Aug | Sept | Oct | Nov | Dec | |
| Zehnder Interim Fee | | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | |
| Website Maintenance | 4,856 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | |
| Gather Page on web | | | | | | | | 10,000 | | | |
| Photoshoot of partners | | | | | | | 10,000 | | | | |
| Content Marketing | 1,799 | | | | | | | | | | |
| Video Production | 3,338 | | | | | | | | | | |
| ClearChannel Outdoor | 2,600 | 5,200 | | | | | 5,200 | 5,200 | 5,200 | 5,200 | |
| Magnets | | 7,900 | | | | | | | | | |
| Facebook Paid Ads | | 499 | | | | | 500 | 500 | 500 | 500 | |
| Instagram Paid Ads | | | | | | | | 500 | 500 | 600 | |
| Brand Promise initiative | | | | | | | | 20,000 | | | |
| AJC Gotta Getaway promo | | | | | | | | 20,000 | | | |
| AJC digital ads- premium article | | | | | | | 4,000 | 4,000 | 4,000 | 4,000 | |
| digital ad creative | | | | | | | 2,000 | | | | |
| Programatic Digital Ads | | | | | | | | | 2,000 | 2,000 | |
| Atlanta Eats promotion | | | | | | | 30,000 | | | | |
| Coffee Table Book remaining creative | | | | | | | 25,000 | | | | |
| Coffee Table Book printing (100,000) | | | | | | | 225,000 | | | | |
| Updated Map printing (1500) | | | | | | 500 | | | | | |
| Outdoor additional boards | | | | | | | 14,000 | 14,000 | | | |
| AJC inclusion of coffee table book | | | | | | | | 20,000 | | | |
| Outer Market newspaper incl coffee table book | | | | | | | 100,000 | | | | |
| Picnic Baskets for restaurants (2500) | | | | | | | 50,000 | | | | |
| Falcons yearbook | | | | | | 15,000 | | | | | |
| Street banners- Dine, Shop, Stay | | | | | | | 10,000 | | | | |
| Holiday Banners | | | | | | | | | 10,000 | | |
| Outdoor vinyl board on N Druid | | | | | | | | | 3,000 | | |
| Giveaway for Dining Under the Stars (250) | | | | | | | | 4,500 | | | |
| Presenting Sponsor of Dining Under event | | | | | | | | 20,000 | | | |
| QR code cards for hotels | | | | | | | 500 | | | | |
| lanyards for meetings (300) | | | | | 500 | | | | | | |
| Local Palatte Magazine FP | | | | | | | | 3,300 | | | |
| Atlanta Magazine opportunities | | | | | | | | 4,500 | | | |
| Monuments (2) | | | | | | | | 88,000 | | | |
| Umbrellas (500) | | | | | | 11,000 | | | | | |
| Monthly Totals | 12,593 | 38,599 | 25,000 | 25,000 | 25,500 | 52,000 | 500,700 | 239,500 | 50,200 | 37,300 | |
| Overall Total | 1,006,392 | | | | | | | | | | |

EXHIBIT A - CONTINUED

Information Technology Request

| | |
|---|-------------|
| CineMassive Video Displays-EOC and 2 conference rooms | \$350,000 |
| Toughbook refresh (78x\$2500) | 195,000 |
| 3 servers | 30,000 |
| Car printers (78x\$280) | 22,000 |
| Courtroom A/V | 40,000 |
| Network Storage (SAN) | 54,000 |
| Plotter | <u>9000</u> |
| Total | \$700,000 |