

# Memorandum



CITY OF DALLAS

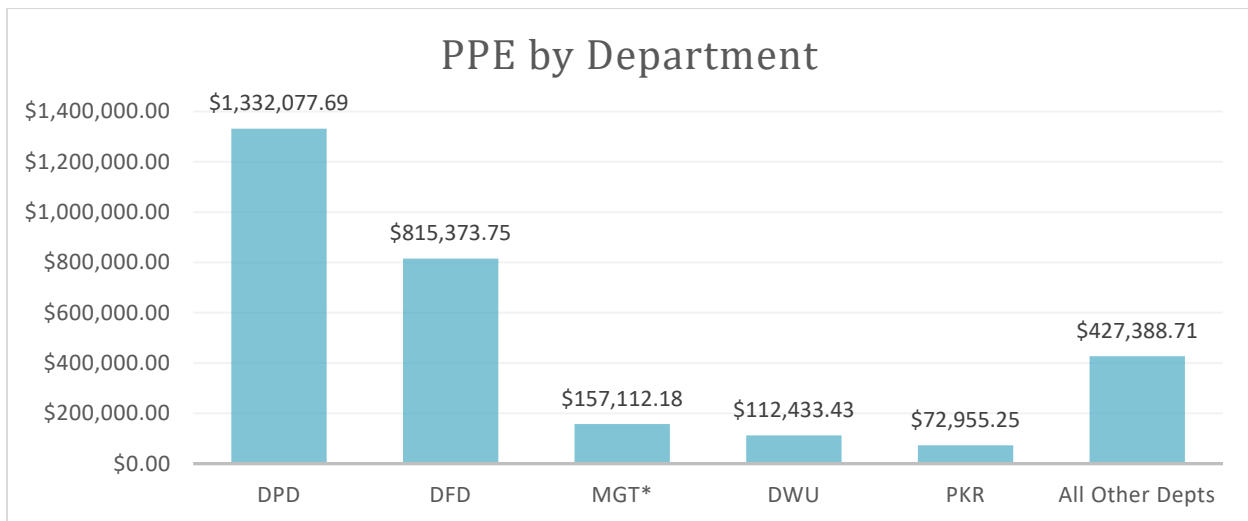
DATE November 13, 2020

TO Honorable Mayor and Members of the City Council

SUBJECT **PPE Distribution by Department**

At the November 11, 2020, City Council meeting, Deputy Mayor Pro Tem Adam McGough requested more information about PPE usage at the department level. Below is a graph depicting the highest volume users from March through September 2020 (the total for all departments in that period is approximately \$3 million). PPE items are continuously picked up, and staff is still compiling distribution data for October and November.

As a reminder, Procurement Services has been allocated \$10 million in Coronavirus Relief Funds to purchase PPE for city purposes and is on track to utilize the entire allocation based on bona fide estimates of the City's needs. If you have additional questions, please contact Chhunny Chhean, Director of Procurement Services.



\*MGT includes Communications, Outreach, and Marketing; the Office of Community Care; the Office of Homeless Solutions; and the Office of Governmental Affairs.

M. Elizabeth Reich  
Chief Financial Officer

c: T.C. Broadnax, City Manager  
Chris Caso, City Attorney  
Mark Swann, City Auditor  
Biliera Johnson, City Secretary  
Preston Robinson, Administrative Judge  
Kimberly Bizzor Tolbert, Chief of Staff to the City Manager

Majed A. Al-Ghafry, Assistant City Manager  
Jon Fortune, Assistant City Manager  
Joey Zapata, Assistant City Manager  
Dr. Eric A. Johnson, Chief of Economic Development and Neighborhood Services  
M. Elizabeth (Liz) Cedillo-Pereira, Chief of Equity and Inclusion  
Directors and Assistant Directors