



# **SCHOOL BOARD ACTION REPORT**

**DATE:** June 17, 2021  
**FROM:** Dr. Brent C. Jones, Interim Superintendent  
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**For Introduction:** July 7, 2021  
**Action:** July 7, 2021

## **1. TITLE**

Approval to Procure HEPA units, replacement filters, and UV lights for In-Person Instruction for Fall 2021

## **2. PURPOSE**

Approval to procure HEPA units, replacement filters, and ultraviolet (UV) lights to meet Centers for Disease Control and Prevention (CDC) guidelines and safely provide in-person instruction for Fall 2021.

## **3. RECOMMENDED MOTION**

I move that the School Board approve the procurement of HEPA units, replacement filters, and UV lights for an estimated cost of \$3,552,000 plus freight cost and tax, with any modifications deemed necessary by the Superintendent to complete the procurement. Immediate action is in the best interest of the district.

## **4. BACKGROUND INFORMATION**

### **a. Background**

SARS-CoV-2, the virus that causes COVID-19, particles spread between people more readily indoors than outdoors. Protective ventilation practices and interventions, such as portable HEPA air cleaners, can reduce the airborne concentration, which reduces the overall viral dose to occupants.

In early 2021, the district deployed 1,450 HEPA filters to improve air quality in support of a hybrid educational model that included in-person learning.

In support for a safe return in fall 2021 to 100% in-person instruction, additional improvements will be needed to accommodate the increased building occupancy. An additional 4,000 units for \$2.6 million, plus freight cost and tax, will be needed to meet safety recommendations.

In addition to the purchase of HEPA units, Board approval is needed for replacement filters and UV lights. An anticipated 12,500 replacement filters for \$925,000 plus freight and tax, will be needed for the 2021-22 school year. This will allow for filter

replacements three times per school year. UV lights will be replaced on an as needed basis with an anticipated purchase of 500 lights for \$27,000 plus tax.

The HEPA filters will be procured through the State of Washington's contract with vendor Grainger. The manufacturer is Field Control.

**b. Alternatives**

Do not approve these purchases. This is not recommended because the HEPA filters are needed to safely provide in-person instruction.

**c. Research**

CDC guidelines

**5. FISCAL IMPACT/REVENUE SOURCE**

The estimated total cost of the procurement is \$3,552,000 plus freight cost and tax:

- 4,000 HEPA units for \$2,600,000
- 12,500 replacement filters for \$925,000
- 500 replacement UV lights for \$27,000

The revenue source is federal Elementary and Secondary School Emergency Relief (ESSER) funding.

Expenditure:  One-time  Annual  Multi-Year  N/A

Revenue:  One-time  Annual  Multi-Year  N/A

**6. COMMUNITY ENGAGEMENT**

With guidance from the District's Community Engagement tool, this action was determined to merit the following tier of community engagement:

Not applicable

Tier 1: Inform

Tier 2: Consult/Involve

Tier 3: Collaborate

Community engagement is not applicable in the specific action of providing ventilation mitigation strategies to schools.

**7. EQUITY ANALYSIS**

This procurement of HEPA filters was prepared under a compressed time frame. However, the procurement will benefit those communities who have been severely impacted by the COVID-19 pandemic.

**8. STUDENT BENEFIT**

This action will benefit students by lowering the concentration and providing less risk of exposure to viral particles inside school buildings.

**9. WHY BOARD ACTION IS NECESSARY**

Contract initial value or amendment value exceeds applicable threshold (Policy No. 6220)

Amount of grant exceeds \$250,000 in a single fiscal year (Policy No. 6114)

Adopting, amending, or repealing a Board policy

Formally accepting the completion of a public works project and closing out the contract

Legal requirement for the School Board to take action on this matter

Board Policy No. \_\_\_\_\_, [TITLE], provides the Board shall approve this item

Other: \_\_\_\_\_

**10. POLICY IMPLICATION**

Per Board Policy No. 6220, Procurement, contracts for the procurement of goods unrelated to capital construction and valued at more than \$1,000,000 initial value, excluding sales tax and contingencies, must be brought before the Board for approval.

This motion supports Board Policy No. 6800, Safety, Operations and Maintenance of School Property, by ensuring school grounds are maintained in a safe and sanitary manner.

**11. BOARD COMMITTEE RECOMMENDATION**

This motion was not discussed at a Board Committee meeting.

**12. TIMELINE FOR IMPLEMENTATION**

Upon approval of this motion, HEPA units, replacement filters, and UV lights will be procured.

**13. ATTACHMENTS**

N/A