



*Innovation • Inspiration • Excellence for All*

**DATE:** February 9, 2020  
**TO:** Edwin M. Quezada  
**FROM:** Lee Pavone  
**RE:** **REQUEST FOR EMERGENCY DECLARATION  
PROCUREMENT OF GOODS & SERVICES FOR  
NY STATE CORONA VIRUS OUTBRAKE**

One Larkin Center  
Yonkers, New York 10701  
Tel. 914 376-8008  
[jcarr@yonkerspublicschools.org](mailto:jcarr@yonkerspublicschools.org)

**Dr. Edwin M. Quezada**  
Superintendent of Schools

**Dr. Andrea Coddett**  
Deputy Superintendent of Schools

**John P. Carr, P.E.**  
Executive Director  
School Facilities Management

On Saturday February 7, 2020 the NY State Governor declared a state of emergency over the corona virus outbreak.

This emergency declaration is being recommended so the District can quickly procure cleaning equipment, supplies and potential sanitizing services. Since the Corona virus outbreak there has been an increase in demand for goods & services of sanitizing materials, equipment and services.

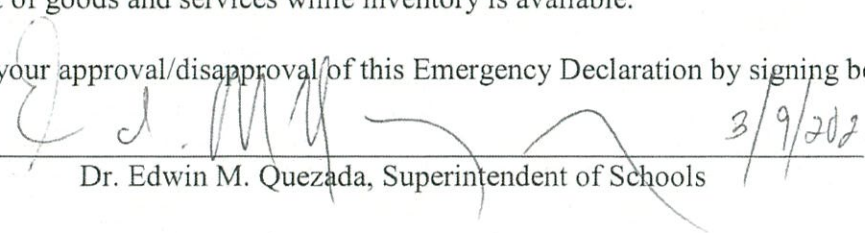
School Facilities is in need to procure disinfectant sprays, cleaners and electrostatic sprayers. School Facilities Management is also recommending retaining the services of firms who specialize in the sanitizing of facilities in the event the District should require assistance in handling the added sanitizing work load and or in preparation of a YPS deciding not to self-perform the sanitizing of its facilities.

The cost for this is anticipated to be in the \$50,000.00 to \$250,000 range depending on the extent of goods & services to be provided.

Due to the time constraints and the length of time typically involved in the procurement of good & services under GML 104b it is required that an Emergency Declaration be issued to expedite the procurement of goods and services while inventory is available.

Please indicate your approval/disapproval of this Emergency Declaration by signing below:

APPROVED:

  
\_\_\_\_\_  
Dr. Edwin M. Quezada, Superintendent of Schools

DENIED:

\_\_\_\_\_  
Dr. Edwin M. Quezada, Superintendent of Schools

LP/lp

cc: Dr. A. Coddett, J. Liszewski, J. Carr, T. Collich, B. Gorson, C. Dimaggio, A. DiLello



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**MEMORANDUM**

**Dr. Edwin M. Quezada**  
Superintendent of Schools

**John P. Carr, P.E.**  
Executive Director  
School Facilities Management

**DATE:** July 27, 2020

**TO:** Edwin M. Quezada

**FROM:** John P. Carr 

**RE: REQUEST FOR EMERGENCY DECLARATION  
PROCUREMENT OF GOODS AND SERVICES FOR COVID19 RESPONSE**

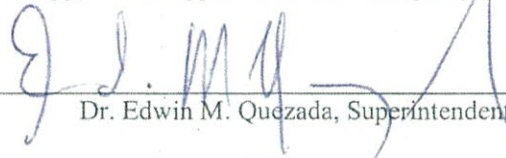
In order to meet requirements and/or recommendations being made by the NYSED, NYSDOH and the Governor's Office promulgated in mid-July the District has to be able to procure goods and services at an accelerated rate to meet the COVID19 health crisis. These requirements are being made to protect the health and welfare of all Yonkers Public School stakeholders.

The time frame for procurement to needs to be shortened, therefor it is hereby recommend and requested that an Emergency Declaration be issued to provide a blanket means of procuring such goods and services.

At this time an upper limit of \$1,000,000 is being recommended to be used for procurement under GML104b to meet this emergency. This is not an ask for \$1,000,000. It is to allow procurement of the goods and services required to meet this emergency using GML104b in lieu of GML103.

Please indicate your approval/disapproval of this Emergency Declaration by signing below:

APPROVED:

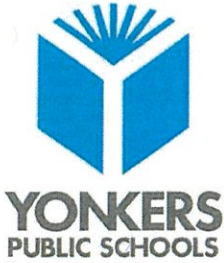
  
\_\_\_\_\_  
Dr. Edwin M. Quezada, Superintendent of Schools

DENIED:

\_\_\_\_\_  
Dr. Edwin M. Quezada, Superintendent of Schools

JPC/lp


cc: J. Liszewski, L. Pavone, T. Collich, B. Gorson



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One Larkin Center  
Yonkers, New York 10701  
Tel. 914 376-8100  
Fax 914 376-8584  
equezada@yonkerspublicschools.org

Dr. Edwin M. Quezada  
Superintendent of Schools

**DATE:** August 26, 2020  
**TO:** Rev. Steve Lopez, President  
and Members of the Board of Education  
**FROM:** Dr. Edwin M. Quezada   
**RE:** Request for Emergency Declaration  
Procurement of Goods and Services for COVID-19 Response

I have approved the amended Request for Emergency Declaration from Executive Director John P. Carr to increase the total amount from \$1M to \$2M, which was in response to meet requirements and/or recommendations made by NYSED, NYSDOH and the Governor's office promulgated in mid-July that the district must be able to procure goods and services at an accelerated rate to meet the COVID-19 health crisis.

On July 27, 2020, I originally approved the upper limit of \$1M recommended to be used for the procurement of goods and services under GML104b to meet this emergency. The new anticipated expenses to date are approaching \$1,350,000. Therefore, at this time the upper limit is asked to be increased to \$2M to be used for procurement under GML104b in lieu of GML103 to continue to meet this emergency.

Thank you for your cooperation and consideration of this request.

EMQ:md  
Encl.

C: Dr. Fenix Arias, Mr. John Carr, Mr. John Liszewski, Mr. Brad Gorson, Mr. Tom Collich,  
Mr. Lee Pavone, Ms. Elizabeth Janocha



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MEMORANDUM

Dr. Edwin M. Quezada  
Superintendent of Schools

John P. Carr  
Executive Director  
School Facilities Management

DATE: August 24, 2021  
TO: Edwin M. Quezada  
FROM: John P. Carr  
RE: REQUEST TO AMEND THE EMERGENCY DECLARATION FOR  
PROCUREMENT OF GOODS AND SERVICES FOR COVID19 RESPONSE

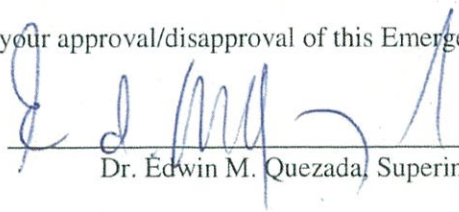
This is to request that the Emergency Declaration with the subject title dated July 27, 2020 be amended increase the total amount from \$1 million to \$2 million.

Anticipated expenses to date are approaching \$1,350,000 f(in rough numbers):

- Architects/engineers: \$150,000
- HVAC contractors \$775,000
- Plumbing contractors \$210,000
- Electrical contractors \$50,000
- Hardware \$165,000

At this time the upper limit is asked to be increased to \$2,000,000 to be used to for procurement under GML104b in lieu of GML103 to continue to meet this emergency.

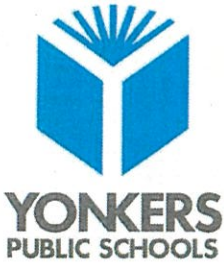
Please indicate your approval/disapproval of this Emergency Declaration by signing below:

APPROVED:  8/26/2020  
Dr. Edwin M. Quezada, Superintendent of Schools

DENIED: \_\_\_\_\_  
Dr. Edwin M. Quezada, Superintendent of Schools

JPC/jc

cc: J. Liszewski, T. Collich, L. Pavone, B. Gorson, A. Cociola




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Dr. Edwin M. Quezada  
Superintendent of Schools

**DATE:** August 26, 2020

**TO:** Rev. Steve Lopez, President  
and Members of the Board of Education

**FROM:** Dr. Edwin M. Quezada 

**RE:** Request for Emergency Declaration  
Procurement of Goods and Services for COVID-19 Response

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On July 27, 2020, I originally approved the upper limit of \$1M recommended to be used for the procurement of goods and services under GML104b to meet this emergency. The new anticipated expenses to date are approaching \$1,350,000. Therefore, at this time the upper limit is asked to be increased to \$2M to be used for procurement under GML104b in lieu of GML103 to continue to meet this emergency.

Thank you for your cooperation and consideration of this request.

EMQ:md  
Encl.

C: Dr. Fenix Arias, Mr. John Carr, Mr. John Liszewski, Mr. Brad Gorson, Mr. Tom Collich,  
Mr. Lee Pavone, Ms. Elizabeth Janocha