

**CLEVELAND PUBLIC LIBRARY**

**Board Meeting**  
May 21, 2020

**RESOLUTION TO RATIFY THE PURCHASE OF SURGICAL MASKS FROM  
WINZER**

WHEREAS, In preparation for reopening the Library Facilities, and in accordance with the recommendations of the Ohio Department of Health, the Library Administration have determined that it is in the best interests of the Library that staff be provided with surgical masks to reduce the risk of exposure to COVID-19; and

WHEREAS, Due to the high demand and low supply of personal protective equipment such as masks as a result of the COVID-19 pandemic, the Library Administration determined that the masks should be purchased as soon as possible to ensure that they arrive in time for when staff return to work; and

WHEREAS, The Property Management Department sought quotes from two separate suppliers, Winzer (\$1.20 per mask) and Digitalight Systems (\$1.55 per mask); and

WHEREAS, On April 17, 2020, the Library ordered 60,000 masks from Winzer for a total cost of \$72,156.71, including shipping, which the Property Management Department estimates that this supply of masks will be sufficient for approximately four months; now therefore be it

RESOLVED, That the Board of Library Trustees hereby ratifies the purchase of surgical masks made by the Library on April 17, 2020 from Winzer in the amount of \$72,156.71.



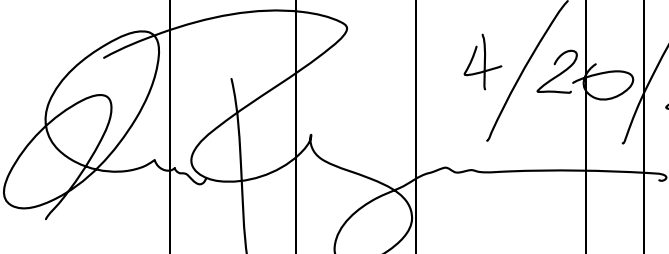
**WINZER**  
 P.O. Box 671482  
 DALLAS, TEXAS 75267-1482  
 (214) 341-2122 • (800) 527-4126  
 Email: AR@winzerusa.com

INVOICE			
CUST NO.	INVOICE NO.	INVOICE DATE	CUST P.O. NO.
331702	6604919	4/17/20	200591
ORDER NO.	ORDER DATE	SALESPERSON	TERMS
26260/00 (116512)	4/17/20	665	Net 30
			PAGE
			1
			DUE DATE
			5/17/20

AUTHORIZED FRANCHISE  
**WINZER-MAC**

BILL TO:  
 CLEVELAND PUBLIC LIBRARY  
 525 SUPERIOR AVE  
 CLEVELAND OH 44114-1220

SHIP TO:  
 Oliver Reyes  
 CLEVELAND PUBLIC LIBRARY  
 17109 LAKE SHORE BLVD  
 LAKE SHORE FACILITY  
 CLEVELAND OH 44110-4006

PRODUCT NUMBER	DESCRIPTION	QTY ORDERED	QTY SHIPPED	QTY B/O	TAX	EXTENDED PRICE
865.1015.1200 ACH payment will be made on May 1st Pro# 78748454-7	1200/BX SURGICAL MASK PALLET	1	1		N	72,000.00
				4/20/20		
		<b>SUB TOTAL</b>	<b>TRANSIT</b>	<b>TAX</b>	<b>PAY THIS AMOUNT</b>	
		72,000.00	156.71	.00	72,156.71	

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 Please Return This Portion With Payment

Please Make Check Payable And Remit To:



**WINZER**  
 P.O. Box 671482  
 DALLAS, TEXAS 75267-1482  
 (214) 341-2122 • (800) 527-4126  
 Email: AR@winzerusa.com

INVOICE  
 CUSTOMER NO.  
 AMOUNT DUE  
 AMOUNT PAID

6604919
331702
72,156.71

To Ensure Proper Credit, Please Include Account Number On Your Check