

Chapter 11

GOVERNOR DECLARED EMERGENCY PURCHASES

When a state of emergency is declared by an **Executive Order** or a **Proclamation of the Governor**, and the Secretary of the Department executes an **Emergency Order** suspending procurement procedures as necessary to cope with the emergency, purchases of commodities and contractual services may be acquired in accordance with **Procedure No. 375-040-130, Emergency Procurement During Governor Declared Emergencies**.

Pre-event Contracts - The Department may formally procure and execute term contracts for commodities and contractual services that may be utilized before, during, and after a **Governor Declared Emergency** to support the Department in the emergency situation. These pre-event term contracts for commodities and contractual services must be acquired in accordance with law, rule, and this manual. The Contract Funds Management System (CFM) will assign a "X" contract number to pre-event contracts acquired under **Chapter 287, F.S.**, to facilitate tracking, reporting, records retention and federal reimbursement requirements

Existing contracts for commodities and contractual services may be used to provide for emergency services and the purchase of commodities during a **Governor Declared Emergency**, if the required emergency service or commodity falls within the original intent of the contract, or the scope of services/specification specifically addressed providing for emergency situations.

An H-Contract must be used to authorize services and purchases of commodities from existing contracts if federal reimbursement is to be requested in order to facilitate tracking, reporting, records retention and federal reimbursement requirements. See **Procedure No. 375-040-130, Emergency Procurement During Governor Declared Emergencies** for additional requirements which may apply.