




## CHIEF PROCUREMENT OFFICE

Ellen H. Daley, General Services

# Notice 2020.07 General Services

To: Agency Procurement Staff  
Central Management Services Bureau of Strategic Sourcing  
State Purchasing Officers

From: Ellen H. Daley 

Date: April 10, 2020

Subject: Extension of Exempt Procurements Under Disaster

CC: Proclamation  
Procurement Compliance Monitors  
Procurement Policy Board

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This notice is in effect immediately and covers the duration of the Governor's April 1, 2020 Proclamation and any subsequent and continuous proclamations that declare all counties in the State of Illinois as disaster areas.

On March 9, 2020, Governor Pritzker proclaimed that a disaster exists in the State of Illinois due to the spread of the Coronavirus Disease 2019 (COVID-19). On April 1, 2020, Governor Pritzker found that the COVID-19 outbreak causes a continuing disaster and declared that all counties in the State of Illinois remain a disaster area.

If strict compliance with the Procurement Code or Joint Purchasing Act by any other agency would prevent, hinder, or delay IEMA's necessary action in coping with the disaster, then the affected agency may determine which purchases are exempt from the Procurement Code or Joint Purchasing Act. An agency's determination that their purchases are necessary for IEMA to respond to the disaster and therefore are exempt from the Procurement Code or Joint Purchasing Act, may be made without the State Purchasing Officer's (SPO) involvement. If the SPO's opinion is sought and provided, then the SPO's determination is binding.

Agencies purchasing exempt items pursuant to a Gubernatorial Disaster Proclamation resulting from the COVID-19 pandemic may use either or both Requisition or Purchase Order documents in BidBuy to manage and store information. If an agency chooses to use BidBuy, then the agency shall enter the following sentence into the Notes tab of the document being created:



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“This purchase is being made pursuant to the Disaster Proclamation.”

This CPO Notice is effective immediately.

If there are any questions regarding this notice, please ask your State Purchasing Officer or contact the Chief Procurement Office at (217) 622-1857.

- End -