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Department of Administration
Division of Purchasing

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EMERGENCY DECLARATION **EFFECTIVE March 13, 2020**

On March 11, 2020, the World Health Organization (WHO) declared the novel coronavirus (COVID-19) a worldwide pandemic. Subsequently, on March 13, 2020, Governor Brad Little declared a state of emergency for the state of Idaho related to the COVID-19 pandemic. Pursuant to Idaho Code Section 67-9221 and IDAPA 38.05.01.043, the Administrator of the Division of Purchasing hereby declares that an emergency exists, and immediate delivery of the following service may be required:

Cleaning services to sanitize a state-owned or operated facility following confirmation that one (1) or more persons present in the facility have tested positive for COVID-19

Pursuant to this Emergency Declaration, and subject to the conditions below, agencies are granted temporary Delegated Purchasing Authority to acquire the identified property with any funds legally available therefore; and are hereby exempt from all formal requirements for competition. The following conditions apply to purchases made pursuant to this Emergency Declaration:

- Purchases limited to the property identified above and to amounts that are reasonably anticipated to be required to meet the public need during the COVID-19 pandemic.
- Property must be directly related to COVID-19 sanitation, and must follow recommendations from the Centers for Disease Control (CDC) or similar sources for sanitizing after a COVID-19 infection (see <https://www.cdc.gov/coronavirus/2019-ncov/prepare/disinfecting-building-facility.html>); and must be provided by a vendor with experience providing services related to infection control, sanitation, etc.
- Agencies should seek informal quotes from qualified vendors to the extent that time and circumstances allow and award business to a vendor that will provide the property to the state at a fair and reasonable price.
- Agencies must ensure that any agreement entered pursuant to this Emergency Declaration is documented in writing and is consistent with the laws and policies of the state of Idaho and standard contracting processes.
- Agencies must keep a record of all purchases made under this Emergency Declaration and report this information back to the Division of Purchasing at the end of the Emergency.
- Agencies needing guidance on standards for cleaning will consult their local Idaho health district.

This Emergency Declaration will remain in effect until rescinded by the Administrator or until the Governor's Emergency Declaration expires, whichever occurs first.


Steve Bailey, DOP Administrator