

Procurement Helpful Tips

What does a Federal Declaration of Emergency mean?

Emergency. Any occurrence or threat thereof whether natural, manmade, or technological, in war or in peace, which results or may result in substantial injury or harm to public health, safety, or welfare; substantial damage to or loss of property; or those situations where the operation of an essential Department would be seriously impaired if immediate action was not taken.

When the Board declares a State of Local Emergency, and/or there is a declaration of a National Emergency by the President of the United States, we must following FEMA rules for all purchases made in order to be reimbursed by the Federal Grant.

The purchase limits are as follows:

- \$0.01 to \$9,999.99 require one written quote.
- \$10,000.00 to \$99,999.99 requires three written quotes.
- \$100,000.00 plus requires a formal solicitation. An independent cost estimate will also be required prior to solicitation.
- Architect and Engineering services \$35,000.00 plus require a formal solicitation.

If we don't follow the steps above, these mistakes can result in Lee County not being reimbursed for the expenses.