



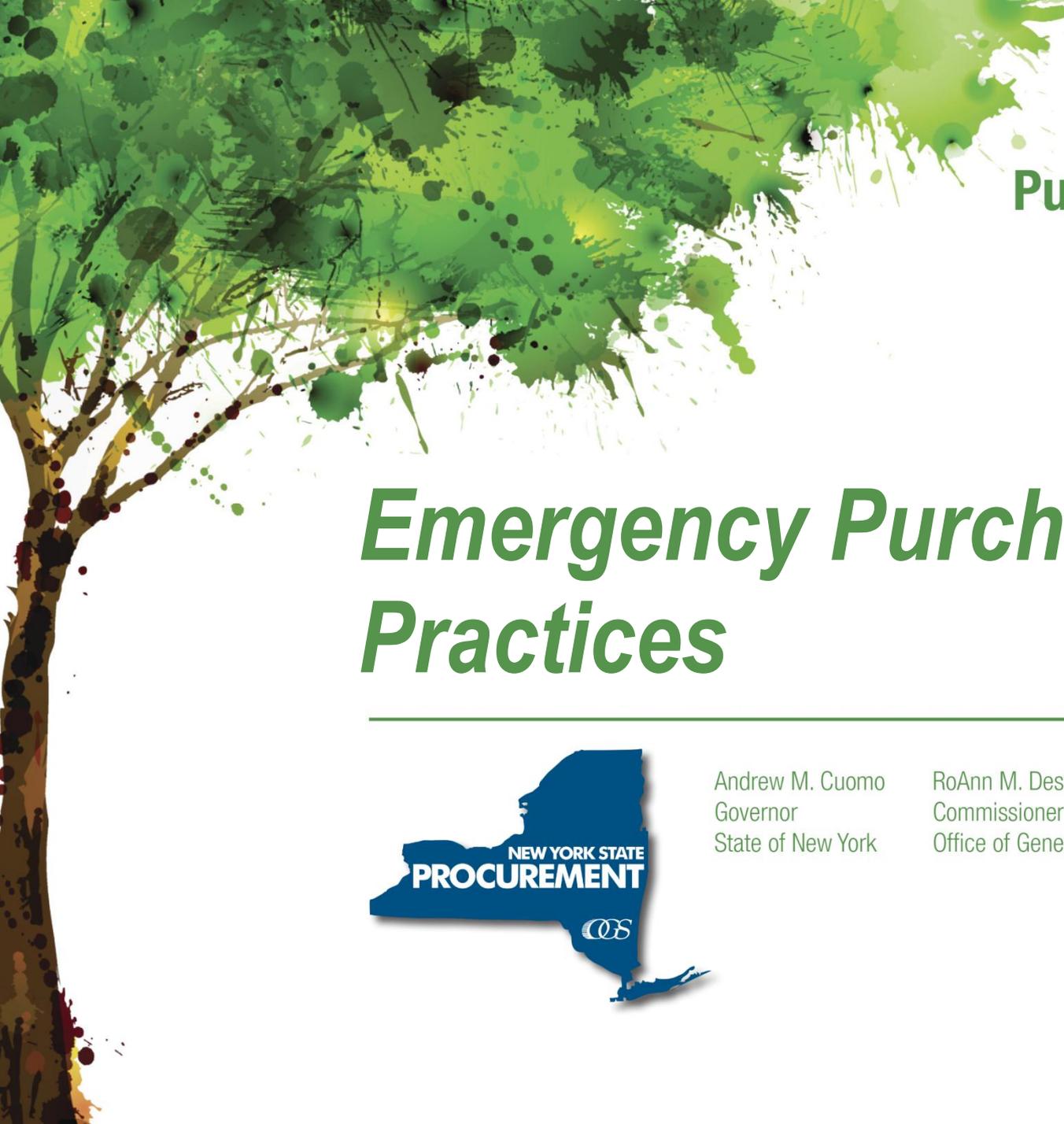
2014

Purchasing Forum & Trade Show *Planting Seeds Today for Tomorrow's Success*



Andrew M. Cuomo
Governor
State of New York

RoAnn M. Destito
Commissioner
Office of General Services



2014
**Purchasing Forum
& Trade Show**
May 14 & 15

Emergency Purchasing Practices



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Emergency Purchasing Practices - Introduction

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Emergency Purchasing Practices

The purpose of today's class:

- Describe enhancements in New York's emergency purchasing processes
- Define what constitutes an emergency
- Discuss the Importance of maintaining procurement records
- General overview of where the work over the last year fits into:
The New York State Homeland Security Strategy 2014-2016

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Emergency Purchasing Practices

1 year ago...

Several major storm events over the last two years have triggered an “after action” evaluation of purchasing needs during an emergency.

- Need to identify pain points in the process and make improvements
- Need for better advanced planning for critical purchases
 - What should we buy and stockpile?
 - What do we need on standby lease/purchase agreements?
 - What do we need on backdrop contracts?
- Need to create and train a wider procurement team to handle purchasing “surge” during an emergency

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The Division of Homeland Security and Emergency Services' (DHSES') Office of Emergency Management (OEM) manages the State Emergency Operations Center (EOC), which is responsible for coordinating the State response and support to emergencies and disasters.

Under Governor Andrew M. Cuomo's leadership, DHSES has taken great strides in enhancing the State's readiness and response capabilities. From terrorist threats to natural weather disasters, the demands for public health and safety continue to increase as they simultaneously become more complex. As we face these challenges, it is critical that we remain focused on strengthening our partnerships through increased communication and coordination.

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What Constitutes an Emergency?

NYS Executive Law Article 2-B

State Disaster Emergency : A period beginning with a declaration by the governor that a disaster exists and ending upon the termination thereof.

Disaster : Definition of Disaster - An occurrence or imminent threat of widespread or severe damage, injury, or loss of life or property resulting from any natural or man-made causes.

National Response Framework Emergency: Any incident, whether natural or manmade, that requires responsive action to protect life or property. Under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, an emergency means any occasion or instance for which Federal assistance is needed to supplement State and local efforts and capabilities to save lives, and to protect property and public health and safety, or to lessen or avert the threat of a catastrophe in any part of the United States.

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State Finance Law:

§ 160. Definitions

b. *"Emergency" means an urgent and unexpected requirement where health and public safety or the conservation of public resources is at risk.*

§ 163 10 b.

b. *(i) Single or sole source procurements for services or commodities, or procurements made to meet emergencies arising from unforeseen causes, may be made without a formal competitive process and shall only be made under unusual circumstances and shall include a determination by the commissioner or the state agency that the specifications or requirements for said purchase have been designed in a fair and equitable manner. The purchasing agency shall document in the procurement record, subject to review by the state comptroller, the basis for a determination to purchase from a single source or sole source, or the nature of the emergency giving rise to the procurement.*

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Emergency Purchasing Practices

Today...

Many actions have occurred on multiple fronts

This includes a comprehensive coordinated approach detailed in:

*The New York State Homeland Security Strategy 2014-2016**

[*http://www.dhSES.ny.gov/media/documents/NYS-Homeland-Security-Strategy.pdf](http://www.dhSES.ny.gov/media/documents/NYS-Homeland-Security-Strategy.pdf)

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*The New York State Homeland Security Strategy 2014-2016**

- **Goal 1: Strengthen CBRNE Preparedness and Response Capabilities** by acquiring the necessary equipment, training, and other resources needed by first responders.....
- **Goal 5: Enhance Emergency Management and Response Capabilities** through the implementation of a proactive posture to prepare for worst case/catastrophic scenarios at all levels of government.
- **Goal 7: Promote Citizen and Community Preparedness** by better preparing New York State's citizens and communities to be ready for disasters and other emergencies, including the ability to sustain themselves for seven to ten days after an event and to assist their neighborhoods in the aftermath of a disaster.

Emergency Purchasing Practices

Today... The New York State Homeland Security Strategy 2014-2016

Goal 1: Strengthen CBRNE Preparedness and Response Capabilities by **acquiring the necessary equipment**, training, and other resources needed by first responders.....

- **Objective 1.2 Based on capability analyses, identify, purchase, and maintain equipment for responders to safely detect, identify, and respond to CBRNE events**
 - Identified items, acquired and placed in Stockpile
 - inventory system developed to track and maintain assets
 - What do we need on standby lease/purchase agreements?
 - Existing contracts and new contracting efforts underway for standby services
 - What do we need on backdrop contracts?
 - Existing OGS contracts – some amended
 - New contracts being developed (HIRE being rebid)

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Today... The New York State Homeland Security Strategy 2014-2016

Goal 5: Enhance Emergency Management and Response Capabilities through the implementation of a proactive posture to prepare for worst case/catastrophic scenarios at all levels of government.

- **Objective 5.3 Develop disaster logistics support and regional stockpiles to enhance commodity distribution capabilities**
 - State Logistic Centers (stockpiles)
 - Identified items, acquired and placed in stockpile
 - Inventory system developed to track and maintain assets

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Emergency Purchasing Practices

Today... The New York State Homeland Security Strategy 2014-2016

Goal 5: Enhance Emergency Management and Response Capabilities through the implementation of a proactive posture to prepare for worst case/catastrophic scenarios at all levels of government.

- **Objective 5.5 Enhance and maintain State and local Emergency Operations Center (EOC) capabilities through targeted equipment purchases and EOC training efforts**
 - created and training a procurement team to handle purchasing “surge” during an emergency
 - Emergency Purchasing Surge team (40-50 staff)
 - Training and exercises are required (intervals will vary).
 - Operating Guidelines and Roles and Responsibilities Developed

Examples of training:

- State Emergency Operations Center(SEOC)/DisaterLan (DLAN)
- EOC Logistics
- OGS Purchasing
- Federal Emergency Management Agency (FEMA)/National Incident Management System (NIMS)

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Numerous enhancements put in place towards this goal

- Proper Accounts Set Up:
 - EOC (Emergency Operations Center)
 - DisasterLan (DLAN) System
 - SFS (State Financial System)
 - P-cards (purchasing card)
 - Inventory System
- Information manuals

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Maintaining Procurement Records

Federal Reimbursement and good procurement practices requires proper records be maintained:

- Hardcopy files of P-Card Transactions
- DLAN Ticket
- List of Vendor Quotes
- Purchasing Decision
- Vendor Information
- Purchase Orders
- Requestor/Delivery Information
- Receipts

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Today... The New York State Homeland Security Strategy 2014-2016

Goal 5: Enhance Emergency Management and Response Capabilities

through the implementation of a proactive posture to prepare for worst case/catastrophic scenarios at all levels of government.

- **Objective 5.9 Identify and build disaster response capabilities needed to save lives, reduce suffering, and protect property during the first 72 hours of a disaster**

New York State DOH launched a statewide emergency location tracking system to ensure the safety of patients and residents when healthcare and human services facilities are forced to evacuate as a result of a natural disaster



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Emergency Purchasing Practices

Today... The New York State Homeland Security Strategy 2014-2016

- **Goal 7: Promote Citizen and Community Preparedness** by better preparing New York State's citizens and communities to be ready for disasters and other emergencies, including the ability to sustain themselves for seven to ten days after an event and to assist their neighborhoods in the aftermath of a disaster.
- **Objective 7.1 Establish a statewide citizen preparedness training program to educate New Yorkers on how to prepare themselves, their families, and their neighbors for disasters**

To that end...

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Training Events

New York State is offering two hour training sessions for residents to have the tools and resources to prepare for any type of disaster, respond accordingly and recover as quickly as possible to pre-disaster conditions. Each family participating will receive a free Citizen Preparedness Corps Response Starter Kit.



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Great advancements have been made,
more are coming.

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Q&A

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