



WATCH OUT FOR
THE FLAMBEAUX:
PREPARING FOR A NATURAL
DISASTER

TYPES OF ENTITIES

- ▶ STATE ENTITY VS NON STATE ENTITY
- ▶ STATE ENTITY - ANY U S STATE ENTITY OR TERRITORY AS WELL AS ANY STATE AGENCY OR INSTRUMENTALITY OF THAT STATE OR TERRITORY
- ▶ NON-STATE ENTITY - LOCAL GOVERNMENTS, TRIBAL GOVERNMENTS, INSTITUTIONS OF HIGHER EDUCATION, HOSPITALS, HOUSES OF WORSHIP AND PRIVATE NONPROFIT ORGANIZATIONS

TYPES OF FEMA REIMBURSEMENTS

- ▶ REIMBURSEMENTS AS A RESULT OF DAMAGES OR LOSSES SUFFERED FROM THE DISASTER
- ▶ PROVIDING TRANSPORTATION EVACUATION PRIOR TO OR AFTER THE DISASTER
- ▶ PROVIDING SHELTER FOR EVACUEES INCLUDING HOUSING & FOOD

NON STATE ENTITY PREPARATION BEFORE A DISASTER

- ▶ KNOW THE RULES - NON-STATE ENTITIES MUST FOLLOW ALL APPLICABLE LOCAL AND STATE LAW AS WELL AS FEDERAL RULES FOR PROCURING GOODS & SERVICES TO BE REIMBURSED
- ▶ WRITTEN PROCUREMENT PROCEDURES WHICH COMPLY WITH ALL THE RULES
- ▶ WRITTEN OVERTIME POLICIES

NON STATE ENTITY PREPARATION BEFORE A DISASTER

- ▶ CREATE PRE-QUALIFIED LISTS OF VENDORS THAT MAY BE USED TO SATISFY PROCUREMENT NEEDS BEFORE, DURING, AND AFTER THE DISASTER
 - ▶ THESE VENDORS WILL HAVE
 - ▶ REASONABLE PRICES
 - ▶ QUALITY GOODS & SERVICES
 - ▶ NECESSARY QUALIFICATIONS AND TECHNICAL & FINANCIAL ABILITIES
 - ▶ A RECORD OF INTEGRITY AND GOOD STANDING

NON STATE ENTITY PREPARATION BEFORE A DISASTER

- ▶ AWARD PREPOSITIONED CONTRACTS OR ADVANCED CONTRACTS BEFORE A DISASTER OR INCIDENT
 - ▶ ALLOWS A DELIBERATE PROCUREMENT PROCESS OUTSIDE OF PRESSURE & IMMEDIATE DEMANDS OF DISASTER
 - ▶ ENSURES THAT ENTITY HAS CONTRACTORS READY TO PERFORM WORK

NON STATE ENTITY PREPARATION BEFORE A DISASTER

- ▶ SELECT YOUR PROCUREMENT METHOD AND CONTRACT TYPE
- ▶ INCLUDE REQUIRED CONTRACT PROVISIONS AND DETERMINE IF BONDING IS REQUIRED
- ▶ EVALUATE BIDS OR PROPOSALS
- ▶ VERIFY CONTRACTOR SELECTED AT WWW.SAM.GOV
- ▶ MAINTAIN OVERSIGHT OF CONTRACTOR OR VENDOR THRU THE ENTIRE PROCESS



Top 10 Procurement under Grants Mistakes

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- 1** Restricting **full & open** competition
 - 2** Not performing detailed **price or cost analysis** for procurements above \$250,000
 - 3** Engaging in a **sole-sourcing** procurement without documenting emergency or exigent situation
 - 4** Continuing work under a sole-source contract **after the urgent need has ended**
 - 5** Not making and documenting efforts to take **all “affirmative steps”**
 - 6** Awarding a **“time-and-materials”** contract without a **ceiling price** and **documenting why no other contract type is suitable**
 - 7** Not including the **required contract clauses**
 - 8** Awarding a **“cost-plus-percentage-of-cost”** or **“percentage-of-construction-cost”** contract
 - 9** Awarding a contract to **contractors that are suspended or debarred**
 - 10** Not **documenting all steps of a procurement** to answer questions that could arise months or years later

Avoiding these obstacles can speed up your road to recovery

The background is a vibrant purple with a repeating diamond-shaped pattern. It is decorated with various festive elements: a large purple and gold mask with gold leaf-like protrusions in the top left; a gold and purple mask with a feathered top in the bottom right; two colorful patterned balls in the top center; and several colorful party hats (yellow, purple, and gold) scattered around. Strands of gold and purple beads are draped across the scene. The overall theme is celebratory and festive.

QUESTIONS???