

Understanding Emergency Procurements

Courtesy of the Commonwealth of Pennsylvania, Department of General Services
Bureau of Diversity, Inclusion and Small Business Opportunities

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Commonwealth Procurement Process

Critical Medical Supplies Procurement Portal
PA Manufacturing Call to Action Portal
eMarketplace Disaster & Emergency Procurements

Critical Medical Supplies Procurement Portal

- Pennsylvania needs critical medical supplies.
- To fulfill this need, the departments of Community and Economic Development, Health, General Services, and the Pennsylvania Emergency Management Agency have developed the **Commonwealth of Pennsylvania Critical Medical Supplies Procurement Portal** (the “Portal”) to source the most needed medical supplies.
- The Portal is for manufacturers, distributors and other suppliers to inform us of supplies available for purchase and will allow us to more quickly and efficiently procure these supplies for hospitals and medical facilities across Pennsylvania.
- [Critical Medical Supplies Procurement Portal](#)

PA Manufacturing Call to Action Portal

The Pennsylvania Manufacturing Call to Action Portal allows us to:

- **Match** manufacturers and distributors to fill specific supply chain needs to meet increasing demands for medical supplies and related products.
- **Assist** manufacturers that have workforce needs or gaps and aid them in identifying skilled workers.
- **Identify** manufacturers that can pivot or innovate to fulfill the demand for medical supplies and related products.
- [PA Manufacturing Call to Action Portal](#).

eMarketplace Disaster & Emergency Procurements

- The DGS Bureau of Procurement has developed a [process](#) for use by local governments, school districts, universities, and state agencies in the event of a Governor-declared state of emergency. Information and resources for the procurement of emergency-related supplies, equipment, and services are provided below.
- Please utilize the [Quick Reference User Guide](#) for assistance with using the resources provided on this website. [DGS Bureau of Procurement staff](#) is available to assist Commonwealth EPLOs and those with User IDs identified by PEMA or DGS in the event you are unable to find a supplier to fulfill your requirements.
- [eMarketplace Disaster & Emergency Procurement](#)
 - Contact Awardees to inquire/solicit sub-contracting opportunities

Federal Sourcing

FEMA - Federal Emergency Management Agency
USACE- United States Army Corps of Engineer
Other Resources – DOD, PEMA

FEMA

Industry Liaison Program

The Industry Liaison Program (ILP) establishes strategic relationships with suppliers and stakeholders; serves as an information provider for suppliers seeking to do business with FEMA; and connects suppliers with program offices in support of FEMA's mission.

**If you are interested in supporting the response to COVID- 19 with your company's goods and/or services, please submit your inquiry to the Department of Homeland Security (DHS) Procurement Action Innovative Response Team (PAIR) team at DHSIndustryLiaison@hq.dhs.gov.

- [How to do Business with FEMA](#)

USACE

From the Director of Contracting

- **USACE COVID-19 Market Research Request:**
- Vendors with the ability to perform or supply items 1, 2 and 3 below are requested to send capabilities statements to our dedicated COVID-19 Contracting mailbox: COVIDContracting@usace.army.mil.
 1. ["Build-out" or retrofit of existing space \(arenas, convention centers, dormitories, hotels, or other facilities\) into alternate care facilities](#)
 2. [Field Medical Units](#)
 3. [Temporary Medical Enclosures](#)
- ***Vendors of other supplies and services are welcome to submit capability or interest statements regarding support of the USACE COVID-19 Response.***
- ***All interested parties are requested to register at the [SAM.gov](https://sam.gov) website under the "Disaster Registry" tab. Visit [Disaster Registry](#) to learn more.***
- ***Due to the volume of submissions, individual responses are not possible.***

USACE

Interested in doing business with the Corps?

- Register in the [System for Award Management database](#). It is MANDATORY that all vendors be registered under the SAM program.
- Find information on available USACE opportunities through the [Federal Business Opportunities \(FedBizOpps\) website](#).
- Complete the appropriate forms stated in or provided in the synopsis or solicitation.
- Visit the website for the division, district, center or laboratory with which you desire to do business in order to learn about the missions and the types of services/supplies each procures.
- If you are a small or small disadvantaged business, call, write or visit the Corps of Engineers, Deputy for Small Business in the location of interest to you to discuss your firm's capabilities, interest and capacities to perform.
- <https://www.businessdefense.gov/coronavirus/>

Other Resources

- The Dept of Defense via The Industrial Policy office supports the Under Secretary of Defense for Acquisition and Sustainment by providing detailed analyses and in-depth understanding of the increasingly global, commercial, and financially complex industrial supply chain essential to our national defense.
- Resources for companies and other stakeholders in response to COVID-19: [Resources in Response to the Novel Coronavirus](#)
- [The Pennsylvania Emergency Management Agency \(PEMA\)](#)

Summary of Federal/State Agency Areas of Focus

- FEMA: Provides direction and materials related to emergency sites
- PEMA: Provides emergency related goods and services, most purchases at this time are made via P-card
- Dept. of Health: running point on this emergency pandemic utilizing existing vendors and contracts
- Dept. of Health: vetting businesses through newly established portals
- Dept of General Services Bureau of Procurement: centralized emergency procurement facilitator
- BDISBO: proactively encouraging known selected vendors to utilize small, diverse and veteran businesses
- BDISBO provides supplier search lists of small, diverse and veteran businesses to prime contractors for any services or materials related to pandemic emergency purchases by the commonwealth

Federal and State COVID-19 Stimulus Resources

Economic Injury Disaster Loans (EIDL) – Federally funded

COVID-19 Working Capital Access (CWCA) - PA Industrial Development Authority (PIDA) funded

Paycheck Protection Program – Federally funded via SBA

Economic Injury Disaster Loans (EIDL)

- Funded by SBA - Small Business Administration
- Administered through Local Economic Development Centers. For the list of CEDO's operating within Pennsylvania, please refer to the [CEDO webpage](#).
- SBA's Economic Injury Disaster Loans offer up to \$2 million in assistance and can provide vital economic support to small businesses to help overcome the temporary loss of revenue they are experiencing. These loans may be used to pay fixed debts, payroll, accounts payable and other bills that can't be paid because of the disaster's impact.
- Apply online at the SBA's secure website disasterloan.sba.gov/ela.

For assistance call or email at the following:

- disastercustomerservice@sba.gov
- 1.800.659.2955 (1.800.877.8339 for the hearing impaired)
- **SBA is unable to accept new applications at this time for the Economic Injury Disaster Loan (EIDL)-COVID-19 related assistance program (including EIDL Advances) based on available appropriations funding.**
- **Applicants who have already submitted their applications will continue to be processed on a first-come, first-served basis.**

Economic Injury Disaster Loans (EIDL)

Loan Eligibility Restrictions

- Noncompliance – Applicants who have not complied with the terms of previous SBA loans may not be eligible. This includes borrowers who did not maintain required flood insurance and/or hazard insurance on previous SBA loans.
- Note: Loan applicants should check with agencies/organizations administering any grant or other assistance program under this declaration to determine how an approval of SBA disaster loan might affect their eligibility.
- Economic injury disaster loans cannot be used to refinance long term debts.
- **SBA is unable to accept new applications at this time for the Economic Injury Disaster Loan (EIDL)-COVID-19 related assistance program (including EIDL Advances) based on available appropriations funding.**
- **Applicants who have already submitted their applications will continue to be processed on a first-come, first-served basis.**

Economic Injury Disaster Loans (EIDL)

Interest Rates and Terms

- The interest rate is 3.75% for small businesses. The interest rate for non-profits is 2.75%. SBA offers loans with long-term repayments in order to keep payments affordable, up to a maximum of 30 years. Terms are determined on a case-by-case basis, based upon each borrower's ability to repay.
- The law authorizes loan terms up to a maximum of 30 years. SBA will determine an appropriate installment payment based on the financial condition of each borrower, which in turn will determine the loan term.
- **SBA is unable to accept new applications at this time for the Economic Injury Disaster Loan (EIDL)-COVID-19 related assistance program (including EIDL Advances) based on available appropriations funding.**
- **Applicants who have already submitted their applications will continue to be processed on a first-come, first-served basis.**

COVID-19 Working Capital Access (CWCA)

- The COVID-19 Working Capital Access Program (CWCA) provides critical working capital financing to small businesses located within the commonwealth that are adversely impacted by the COVID-19 outbreak.
- Administered by the Pennsylvania Industrial Development Authority (PIDA).
- Process initiated via Local Economic Development Centers <https://dced.pa.gov/cedo>
- Web page dced.pa.gov/CWCA
- [CWCA Fact Sheet](#)

The COVID-19 Working Capital Access Program is now closed 4/7/20 but please keep checking the website in case it reopens.

COVID-19 Working Capital Access (CWCA)

Eligibility

- The maximum loan amount is \$100,000.
- An eligible small business enterprise is a for-profit corporation, limited liability company, partnership, proprietorship or other legal business entity located in the Commonwealth of Pennsylvania and having 100 or fewer full-time employees worldwide at the time of submission of the application.

The COVID-19 Working Capital Access Program is now closed 4/7/20 but please keep checking the website in case it reopens.

COVID-19 Working Capital Access (CWCA)

Interest Rates and Terms

- The interest rate for the program is 0% except for agricultural producers in which case the interest rate is 2% fixed for the life of the loan.
- Loan terms are three years with a 12-year amortization. In addition, 1) No payments will be due and payable during the first year, 2) Principal and if applicable, interest payments will be due monthly for years two and three, and 3) A balloon payment will be due and payable at the end of the third year.

The COVID-19 Working Capital Access Program is now closed 4/7/20 but please keep checking the website in case it reopens.

COVID-19 Working Capital Access (CWCA)

How to Apply

Loan applications are packaged and underwritten by a network of certified economic development organizations (CEDOs) that partner with PIDA to administer the program.

- Loan applications are packaged by a CEDO that services the county your business is located in. The CEDO will work with you to determine if the CWCA loan program can assist with financing the needs of your business and will discuss with you in detail how the application process works. Visit the [Certified Economic Development Organization webpage](#) or <https://dced.pa.gov/CEDO> for a complete listing by county.
- Questions about the program can also be directed to 717.783.5046.

The COVID-19 Working Capital Access Program is now closed 4/7/20 but please keep checking the website in case it reopens.

Paycheck Protection Program

- The Paycheck Protection Program is a loan designed to provide a direct incentive for small businesses to keep their workers on the payroll.
- SBA will forgive loans if all employees are kept on the payroll for eight weeks and the money is used for payroll, rent, mortgage interest, or utilities.
- You can apply through any existing SBA 7(a) lender or through any federally insured depository institution, federally insured credit union, and Farm Credit System institution that is participating. Other regulated lenders will be available to make these loans once they are approved and enrolled in the program. You should consult with your local lender as to whether it is participating in the program.
- Lenders may begin processing loan applications as soon as April 3, 2020. The Paycheck Protection Program will be available through June 30, 2020.
- Website [Paycheck Protection Program](#).
- [Affiliation rules](#) applicable for the Paycheck Protection Program
- **The SBA is currently unable to accept new applications for the Paycheck Protection Program based on available appropriations funding.**

Paycheck Protection Program

Who Can Apply

- The following entities affected by Coronavirus (COVID-19) may be eligible:
- Any small business concern that meets SBA's size standards (either the industry based sized standard or the alternative size standard)
- Any business, 501(c)(3) non-profit organization, 501(c)(19) veteran's organization, or Tribal business concern (sec. 31(b)(2)(C) of the Small Business Act) with the greater of:
 - 500 employees, or
 - That meets the SBA industry size standard if more than 500
- Any business with a NAICS Code that begins with 72 (Accommodations and Food Services) that has more than one physical location and employs less than 500 per location
- Sole proprietors, independent contractors, and self-employed persons
- **The SBA is currently unable to accept new applications for the Paycheck Protection Program based on available appropriations funding.**

Paycheck Protection Program

Loan Details and Forgiveness

- The loan will be fully forgiven if the funds are used for payroll costs, interest on mortgages, rent, and utilities (due to likely high subscription, at least 75% of the forgiven amount must have been used for payroll). Loan payments will also be deferred for six months. No collateral or personal guarantees are required. Neither the government nor lenders will charge small businesses any fees.
- Forgiveness is based on the employer maintaining or quickly rehiring employees and maintaining salary levels. Forgiveness will be reduced if full-time headcount declines, or if salaries and wages decrease.
- This loan has a maturity of 2 years and an interest rate of 1%.
- If you wish to begin preparing your application, you can download a copy of the [PPP borrower application form](#) to see the information that will be requested from you when you apply with a lender.
- **The SBA is currently unable to accept new applications for the Paycheck Protection Program based on available appropriations funding.**

Media
Misconception

Department of Labor – Affirmative Action Memo

<https://www.dol.gov/newsroom/releases/ofccp/ofccp20200318>

Business Administrative Considerations

Program certifications and registration

Vendor data verifications

Training/ Business Capabilities assessment

Program Certification and Registration

1. Are you registered with SAM?
2. Are you registered with the Commonwealth of PA?
3. Are you registered with PA DGS Small, Small Diverse/Veteran Business Program?
4. Are you working with your local PTAC or SBDC?

Vendor Data Verification

- Check all vendor certifications and registrations for accurate contact information to include
 - PA State Supplier Portal
 - PA SB/SDB Prism Portal
 - Professional Associations
 - Diverse vendor registrations
 - Federal Programs
 - Regional/Local municipalities
 - PA eAlerts system

Training and Business Capabilities Assessment

- Small Business Development Centers-SBDC <http://pasbdc.org/>
- Procurement Technical Assistance Centers PTACs. Find your PTAC at www.aptac-us.org
- Regional Chambers of Commerce/ Business & Industry <https://www.pachamber.org/about/>
- Professional Organizations

Lessons Learned

- **Lapse in Appropriations Notice:** SBA is unable to accept new applications at this time for the Paycheck Protection Program or the Economic Injury Disaster Loan (EIDL)-COVID-19 related assistance program (including EIDL Advances) based on available appropriations funding.
- The COVID-19 Working Capital Access Program is now closed 4/7/20 but please keep checking the website in case it reopens.
- Keep tax filings up to date
- Compile requisite financial forms and paperwork now
- Act on day one of any stimulus/funding opportunities
- Do Not Hesitate

Questions?

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