



## ***Special Edition for CT State Agencies and PPE needs***

This special edition of the Buylines is intended to provide current information to assist State Agency fiscal offices with your needs for personal protective equipment (PPE) and supplies. PPE items include items like protective face masks, hand sanitizers, disinfectants, surgical and isolation gowns, face shields, goggles, gloves and more.

These are unprecedented times in which we are now living, with the onset of the COVID19 virus. Daily we are facing the new challenges including adjusting to telework, caring for and educating our loved ones, keeping ourselves healthy and wondering when this will all end! I sincerely hope this communication finds you all healthy and safe.

Over the last 6 weeks, the DAS Procurement staff has been working directly with the State Emergency Operations Center Emergency Support Function Team 7 (ESF 7) to source and centrally supply state agencies and other state entities with PPE.

We realize many of the fiscal offices continue to order needed supplies on their own and are having challenges in receiving those orders. Our goal is to keep you informed on how to centrally order these much-needed supplies and assist the state in getting as many central orders fulfilled as soon as possible.

It's important to note that the global supply chains for PPE are critically disrupted right now, and many companies are only fulfilling orders for state government central emergency operations center orders. Certain suppliers have even told us that the small orders go right to the bottom of the priority list and their marching orders are to only fulfill the orders from the central emergency ordering agency.

In Connecticut's situation, this central ordering agency is the ESF 7 team. The ESF 7 team consists of representatives from the Department of Emergency Management and Homeland Security (DESPP/DEMHS), the Department of Administrative Services (DAS), the Department of Correction (DOC), the Department of Public Health (DPH), the Military Department and other outside partners. This team is responsible for the sourcing, ordering, receiving and distribution of PPE for your agency.

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While it is a natural reaction to proactively gather your agency needs and place your orders at your office, in this emergency we need you to think of the state as one big entity and route your PPE orders through the ESF 7 central resource team. This is accomplished by creating a resource request through WebEOC. These central orders will not cost your agency any money out of your General Fund budgets. Orders are placed centrally through our central ordering team, and this team will pay for the orders and seek/track the FEMA reimbursements.

WebEOC is the state's central web-based emergency management information system to document routine and emergency events/incidents and request resources. WebEOC provides a real-time common operating picture and resource request management tool for emergency managers at the local and state levels during exercises, drills, local or regional emergencies, and/or statewide emergencies. During this COVID19 response, WebEOC is the resource tool your agency will need to use to place your PPE requests. A link to WebEOC information is included here: <https://portal.ct.gov/DEMHS/Emergency-Management/Resources-For-Officials/WebEOC>

Every agency has a liaison who is equipped to place your resource requests through WebEOC. We ask that you connect with your agency WebEOC liaison and work directly with them to place your PPE resource requests through WebEOC in this centralized manner.

After PPE resource requests are placed, you can expect to be contacted by one of the ESF 7 logistics team to coordinate delivery on your order. Keep in mind, to date, we have over 30 million different PPE items on order and deliveries are starting to come in more routinely. It is very possible that only a portion of your order will be filled initially. The WebEOC team suggests you immediately place a new replenishment order so as new deliveries come in you can receive additional essential product. Orders are being prioritized and split up proportionately so that everyone gets a portion of what they need as soon as possible. The ESF 7 team is pushing out orders daily.

Please keep in mind the ESF 7 is only accepting resource requests for COVID 19 emergency response products (PPE) and your agency may continue your normal operational purchases directly through your agency.

Do not hesitate to reach out to DAS/Procurement if you have any questions about the ways we can support you through this crisis. Our best wishes to all of you for continued good health.