



**DEPARTMENT OF VETERANS AFFAIRS**  
**Office of Acquisition and Logistics**  
**National Acquisition Center**  
**P. O. Box 76**  
**Hines, IL**

April 15, 2020

TO: State and Local Government Procurement Officials

SUBJ: Presidential Declaration of National Emergency COVID-19 – State and Local Governments Authorized to Order Using VA Federal Supply Schedules

1. On March 13, 2020, the President declared the ongoing Coronavirus Disease 2019 (COVID-19) pandemic of sufficient severity and magnitude to warrant an emergency declaration for all states, tribes, territories, and the District of Columbia pursuant to section 501 (b) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. 5121-5207 (the “Stafford Act”). Based upon this declaration, full access to order against Federal Supply Schedules, including VA Schedules, is available to State and Local Governments.

- **Information on the GSA Disaster Program:** <https://www.gsa.gov/buying-selling/purchasing-programs/gsa-schedules/schedule-buyers/state-and-local-governments/state-and-local-disaster-purchasing>

2. If you are a State or Local Government (SLG) entity interested in contacting FSS vendors for product availability in response to COVID-19, please see the guidance below that will help you in the process. In summary, the Department of Veterans Affairs Federal Supply Schedule Service manages the federal government’s 9 medical schedules covering a wide range of the supply chain: medical and surgical equipment, healthcare supplies and PPE, reference laboratory testing, including COVID-19 tests, dental, pharmaceuticals to include IV solutions, and temporary healthcare staffing services.

- **Products and Services:** To search products and services from 1,720 vendors with over 895,000 priced line items, go to the online search tool at <https://www.vendorportal.ecms.va.gov/nac/>
- **Contractor Participation:** Under the terms of the FSS contract, fulfillment of State and Local Government orders is not mandatory. However, many have shown exceptional interest in fighting this pandemic at every opportunity to improve health outcomes across the nation.

- **Order Language:** State and Local Government buyers must include the following language in all orders to FSS contractors:

*This order is placed under GSA/VA Schedule number "insert number here" under the authority of the GSA Disaster Purchasing program. The products and services purchased will be used in preparation or response to disasters or recovery from major disaster declared by the President, or recovery from terrorism or nuclear, biological, chemical, or radiological attack.*

3. If you have questions, please contact [chooseFSS@va.gov](mailto:chooseFSS@va.gov) or the FSS Helpdesk at 708-786-7737. Please monitor [www.fss.va.gov](http://www.fss.va.gov) for any newsflashes.

Daniel H. Shearer

Director, VA Federal Supply Schedules