

FAP 220-11-00

EMERGENCY PURCHASES: CONSTRUCTION PROJECTS

1. The Department for Facilities and Support Services shall assist the secretary of the Finance and Administration Cabinet in regard to emergencies as defined by 45A.095(4) relating to construction.
2. For emergencies relating to construction, a state agency may negotiate directly for the purchase of contractual services, supplies, and materials, regardless of the estimated cost.
3. If time and conditions permit, the agency shall contact the Division of Engineering and Contract Administration, Department for Facilities and Support Services for guidance and assistance.
4. The head of the agency shall provide documentation to the secretary of the Finance and Administration Cabinet that explains the emergency purchase and is approved or signed by the secretary of the cabinet involved or his designee. The president of a university or his designee shall provide the required documentation for a university's emergency purchases. The secretary of the Finance and Administration Cabinet or his designee shall approve the purchase before payment authorization.