ACTION ITEM

Board of Governors Meeting, March 25, 2020

CONTRACT ID	**Emergency Response: COVID-19 Public Health Emergency** **MULTIPLE CONTRACTS AND VENDORS AS NEEDED TO PROVIDE GOODS AND SERVICES NECESSARY FOR CITIZENS' EMERGENCY RESPONSE**
BUDGETED ITEM	No
CONTRACT AMOUNT	The specific contracting needs are not presently known. Contract amounts for each contract entered by Citizens under the authority of this Action Item, if any, will be reported at future Board meetings.
PURPOSE / SCOPE	On March 9, 2020 Governor DeSantis issued Executive Order Number 20-52 declaring a state of emergency exists in the State of Florida. In his Executive Order, the Governor finds "that the special duties and responsibilities resting upon some State, regional, and local agencies and other governmental bodies in responding to the emergency may require them to suspend the application of the statutes, rules, ordinances, and orders they administer." Necessary action in coping with the emergency may include but is not limited to, "the authority to suspend any and all statutes, rules, ordinances, or orders which affect leasing, printing, purchasing, travel, and the condition of employment and the compensation of employees." By approving this Action Item, the Board will grant Citizens' staff similar authority to that provided to State agencies by the Governor's Executive Order. Upon approval of this Action Item, Citizens' staff will be authorized to pursue the following, to the extent necessary to respond to the COVID-19 Public Health Emergency: • Suspend or waive corporate policies "if strict compliance with the provisions would in any way prevent, hinder, or delay necessary action in coping with the emergency" • Enter into or amend contracts and lease agreements, when necessary for preparing for and responding to the emergency • Exceed authorizations contained in existing Action Items or Consent Items, when necessary for preparing for and responding to the emergency Examples of potentially necessary actions include, but are not limited to, procuring equipment and supplies for required public contact, office disinfecting services, augmenting or upgrading audio and video conference capabilities, expanding network services, enhancing home and mobile office functionality, addressing software needs, outreach and communication initiatives, and conforming corporate policies as needed to respond to the COVID-19 Public Health Emergency. The authority granted by this Action Item shall not exceed the timeframe of the Governor's Executive Order, as may be extended, modified or superseded.

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CONTRACT TERM(S)	The term for contracts entered, if any, will be determined by the unique circumstances of each contract. Contract terms for each contract entered by Citizens under the authority of this Action Item, if any, will be reported at future Board meetings.
PROCUREMENT METHOD	As needed, Citizens will utilize all appropriate methods of procurement, including: • Government contract sources (e.g., DMS, GSA, Omnia Partners, NASPO ValuePoint); • Emergency procurement process; and • Amend existing contracts.
RECOMMENDATION	Staff recommends that Citizens' Board: a) Approve the Emergency Response: COVID-19 Public Health Emergency Action Item; and b) Authorize staff to take all necessary action consistent with this Action Item. The authority granted by this Action Item shall not exceed the timeframe of the Governor's Executive Order, as may be extended, modified or superseded.
CONTACTS	Barry Gilway, President and CEO Dan Sumner, Chief Legal Officer and General Counsel

CITIZENS PROPERTY INSURANCE CORPORATION
2101 MARYLAND CIRCLE
TALLAHASSEE, FLORIDA 32303-1001

DATE: March 12, 2020

FROM: Barry Gilway, Executive Director, President and Chief Executive Officer

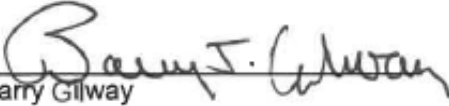**RE:** Emergency Procurement Authorization (COVID-19 Public Health Emergency)

On March 9, 2020 Governor DeSantis issued Executive Order Number 20-52 declaring a state of emergency exists in the State of Florida. While the State of Florida responds to this public health emergency it is critical that Citizens Property Insurance Corporation similarly respond to the immediate danger of COVID-19 in order to protect our employees, policyholders, agents, vendors, and others involved with provision of property insurance through Citizens Property Insurance Corporation.

Pursuant to s. 627.351(6)(e), Florida Statutes, the executive director of Citizens is the agency head under s. 287.057, except for resolution of bid protests for which the board would serve as the agency head. According to s. 287.057(3)(a) if the agency head determines in writing that an immediate danger to the public health, safety, or welfare or other substantial loss to the state requires emergency action, the agency may proceed with the procurement of commodities or contractual services necessitated by the immediate danger, without receiving competitive sealed bids, competitive sealed proposals, or competitive sealed replies. This authority is consistent with Citizens Policy 501 s. II.E.1., Emergency Purchases.

Therefore, acting as agency head under s.287.057(3)(a), Florida Statutes, and President under Citizens Purchasing Policy 501, I hereby determine that COVID-19 presents an immediate danger to the public health, safety, or welfare or other substantial loss to the state and requires emergency action by Citizens Property Insurance Corporation. Accordingly, I hereby authorize Citizens to proceed with the Emergency Purchases procedures, to the extent necessary, for the procurement of commodities and contractual services related to our response to the COVID-19 Public Health Emergency, in accordance with s. 287.057(3)(a), Florida Statutes and s. II.E.1., Citizens Purchasing Policy 501.

This authorization shall remain in effect until the expiration of Executive Order Number 20-52, as may be extended, modified or superseded by subsequent action of the Governor.

Done and Ordered this 12th day of March 2020

Barry Gilway
Executive Director, President / CEO