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## MEMORANDUM

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**TO:** CORNERSTONE CLIENTS  
**FROM:** CORNERSTONE GOVERNMENT AFFAIRS  
**SUBJECT:** CARES Act – Accessing FEMA Opportunities  
**DATE:** March 31, 2020

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**Background.** In response to COVID-19, the President declared a National Disaster, triggering multiple levels of federal support. Most specifically, and in support of the CARES Act, FEMA is the lead agency responsible for coordinating supplies, goods and services needed in support of COVID-19 response efforts. FEMA is leading the effort through the Supply Chain Task Force (<https://www.fema.gov/fema-supply-chain-task-force-leads-four>), being led by Rear Admiral John Polowczyk.

Given the incredible demand for goods and services –and the incredible response from vendors—FEMA has set up a process for vendors interested in doing business with them. Below is a quick step by step guideline:

**Step I.** Prepare a simple one/two-pager of the company and the supplies, goods and/or services that the company intends to sell/donate/provide to FEMA. Make sure to present a clear and concise story for the emergency response:

Name of the company and website:

Supplies, goods and/or services for the immediate response:

Location of supplies, goods and/or services:

Point of contact at the company for FEMA to respond to:

**Step II.** Email the National Response Coordination Center at:

Office of the Chief Procurement Officer - 202.212.4018

Industry Liaison Office - 202.646.1895

[FEMA-Industry@fema.dhs.gov](mailto:FEMA-Industry@fema.dhs.gov)

<http://www.fema.gov/industry-liaison-program>

If you would like to donate money, or non-health related donations:

[www.nvoad.org](http://www.nvoad.org)

Offers of health-related supplies (donations or selling):

[NBEOC@max.gov](mailto:NBEOC@max.gov)

**Step III.** You will receive an auto-reply e-mail similar to the one below, providing further information and guidance:

*“The Federal Emergency Management Agency (FEMA) is working with the Department of Health and Human Services and state, local, tribal and territorial governments to execute a [whole of government response](#) to fight the COVID-19 pandemic and protect the public.*

**In response to COVID-19:**

- To **sell medical supplies or equipment** to the federal government, please submit a price quote under the [COVID-19 PPE and Medical Supplies Request for Quotation](#). Full details can be found in the solicitation ([Notice ID 70FA2020R00000011](#)).
  - This solicitation requires registration with the System for Award Management (SAM) in order to be considered for award, pursuant to applicable regulations and guidelines. Registration information can be found at [www.sam.gov](http://www.sam.gov). Registration must be “ACTIVE” at the time of award.
  - If you are interested in **doing business with FEMA and 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 [covid19pair@hq.dhs.gov](mailto:covid19pair@hq.dhs.gov).
- If you have **medical supplies or equipment to donate**, please [provide us details](#) on what you are offering.
- If you are a private company that wants to **produce a product related** to the COVID response – email [nbeoc@max.gov](mailto:nbeoc@max.gov).
- If you are a **hospital and other companies in need of medical supplies**, contact your state Department of Public Health and/or Emergency Management.

FEMA tries to understand and capture every vendor’s value to the greatest extent possible. However, due to the volume of vendor inquiries during this emergency it has become challenging to do business with the same one-on-one focus that FEMA employed prior.

As a result of this increase, FEMA asks that you take advantage of FEMA’s Industry Liaison Program (ILP) website at <https://www.fema.gov/industry-liaison-program>. The site is an excellent resource for learning how to do business with FEMA and the Federal Government.

***Please be advised that due to the current Coronavirus (COVID-19) Pandemic, Centers for Disease Control and Prevention (CDC) guidance issued, Vendor Presentation Meeting (VPM) requests are postponed until further notice.”***

In addition to Steps I-III above, vendors are also encouraged to work directly with their State Homeland Security Advisors (<https://www.dhs.gov/state-homeland-security-and-emergency-services>) and FEMA Regional Offices, as appropriate (<https://www.fema.gov/fema-regional-contacts>).

As always, please let us know if you have any questions. We are available to help you navigate this information.

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