

## Department of General Services

## Emergency Procurement ("EP") Approval Request

## Bureau of Procurement

If either of the following two conditions exist, an EP is not required and should not be requested:

1. Material / Service available from DGS statewide contract.
2. Estimated Cost of the Material / Service is within the Small, No-bid Procurement threshold identified in the Procurement Handbook, Part I, Chapter 7.

Agency requests approved to proceed with an emergency procurement under Section 516 of the Commonwealth Procurement Code (62 Pa. C.S. §516).

## Requesting Agency Information

Agency/Bureau:	Department of Health				
Contact Person:	Lori Diehl				
Contact Address:	625 Forster Street Harrisburg PA 17120-0701				
Contact Tel#:	717-787-1022				
Contact Email:	ldiehl@pa.gov				
Description Of Material (or) Service (or) IT	Service	Ginkgo Bioworks will provide COVID-19 testing services to any K-12 School in the Commonwealth that opts into the department's testing program for the 2021-2022 academic school year.			
SAP Material Groups:	41122000				
Estimated \$ Amount:	\$87,000,000.00				
Length of EP:	1 year, expiring 7/31/2022				
Delivery Location:	City	Harrisburg	State	Pennsylvania	ZipCode 17110

## Basis for the Emergency Purchase



## Threat to public health, welfare, or safety

Identify the Threat:	novel Coronavirus (COVID-19)
Provide a brief explanation of the need for the material and/or service:	Testing is a part of mitigating the spread of COVID-19 and the federal government provided funding to each State to implement a testing program for K-12 schools. This is an extra step to safely reopen schools and keep them open for in person learning. This vendor provides testing supplies, lab services, and staffing resources to the schools. This agreement will expire July 31, 2022.

**State the consequence if the procurement is not done on emergency basis:**

Testing is a step in limiting the spread of this virus. While vaccines are still being administered, the vaccines have not been authorized for use in children under 12 years old. Testing is an additional measure to quickly identify individuals with COVID-19 and stop the spread before it becomes a large outbreak and triggers a school to close. This is short-term funding and it expires July 2022. We need to have this testing program in place before the start of the 2021-2022 academic school year.

**Indicate whether approval was obtained from DGS.**

If "Yes", provide the following:

☐ Yes

a. Name of person granting approval:

☒ No

b. Date of approval:

☐ **Circumstances outside the control of the agency create an urgency of need, which does not permit the delay in using more competitive methods**

**NOTE: Verbal approval will not be provided for this basis. Agency cannot proceed with emergency procurement until this form is completed and approved by DGS.**

**Identify the Circumstances:**

**Why are those circumstances outside of the control of Agency?**

**Provide a brief explanation for the urgent need:**

## *Information Required*

**For ALL EP's provide the following information:**

**Brief description of selection process:**

The CDC provided a list of potential vendors and Ginkgo Bioworks is one of the entities on that list. Representatives from the department had discussions with a few other potential vendors, including Labcorp, Children's Hospital of Philadelphia, BD & Vault. Concentric provides a menu of testing support, including staffing resources. The schools are in need of that type of support to implement a testing program. Ginkgo has been working with the State of Massachusetts and the Baltimore City School District. We spoke with both of those entities to get feedback on this vendor and only heard positive things about them.

**Full supplier information  
(if known at time of submission of form)**

Name:

Ginkgo Bioworks, Inc

Address:

27 Drydock Avenue, Boston, MA, 02210-2383

Telephone #:

203-733-4105

SAP Vendor#:

546743

Total Amount

**For EP's that are NOT a threat to public health, welfare, or safety, provide the following information**

Include a list of the solicited suppliers, their contact information, and their quotations:

Funds have already been encumbered for this request (Yes/No):

☐ Yes  
☒ No

If applicable, what has been done previously to procure this material/service? (Also provide the previous SAP/SRM PO number and/or Contract Number)

**NOTE: If any Agency only intends to solicit a quote from one supplier, the following section, "Supplemental Single Source Information" must be completed**

## ***Supplemental Single Source Information Required***

***This section of the EP APPROVAL REQUEST Form is only required to be completed if the following is applicable:***

- 1. Category of Emergency is due to "Circumstances outside the control of the agency create an urgency of need, which does not permit the delay in using more competitive methods."***
- 2. It is not practical for the agency to obtain two or more quotes.***

Is only a single supplier capable of providing the material or services? If Yes, please explain. If not applicable, leave blank and respond in the next block.

No

Explain why it is not practical to obtain two or more quotes for this emergency procurement.

We did receive a few other offers from labs, but they have not been supporting school testing the way Ginkgo has been and they do not provide all of the options, such as staffing resources.

If timing is a factor, what is the time factor and why? If yes, please explain.

Yes, we need to have this testing program in place before the 2021-2022 school year begins. We need to execute an agreement as quickly as possible so we can start communicating with all of the schools in the Commonwealth. The schools will need to opt into this program and we'd like to have everything ready to go for the beginning of the school year.

Are there compatibility requirements or compliance requirements? If yes, please explain.

Yes, all labs providing diagnostic testing must have the ability to report test results to the department through electronic lab reporting to our surveillance system, PA-NEDSS.

**NOTE: If the purpose of the emergency procurement is to prevent a lapse in contracted services, one of the following must be checked. Include status of the new contract/purchase and note any special conditions of the emergency procurement.**

☐

To extend a current contract with the current contractor to prevent a lapse in contracted services.

☐ To bridge a gap between an expiring contract and a new contract by allowing the new contractor to begin work before the new contract is fully

☐ To authorize a supplier, who has been properly selected through one of the methods of award, to begin work before the new contract is fully executed because the agency needs the services immediately and cannot wait until full execution of the

☒ If none of the above is applicable, explain how the emergency supplier was selected.

This is one of the vendors on a list provided by the CDC. We had discussions with numerous vendors and Ginkgo was the best option to provide full services which include pooled testing, individual PCR and antigen testing, and staffing resources. Ginkgo also provides the consent forms in 23 different languages for parents and staff to consent to participate in the testing program, as well as communication tools for the schools and reporting dashboards for the schools and the department.

## *Agency Approvals*

**IMPORTANT\*:**The printed names on this form shall constitute the signatures of these individuals. Agencies must insure that these individuals review the completed form and give their consent to apply their printed name on this form. No handwritten signatures shall be required in order for the form to be considered "signed" by those individuals whose names appear in the signature section

**Requesting Authority (Agency Head or Designee reviewing and approving this request)**  
**Requesting Authority signature connotes concurrence with the Agency EP request to procure the material and/or service**

**Title:** Agency Head Designee

**Signature:** Lori Diehl

**Date:** 06-25-21