



MEMORANDUM

TO: All Agency Chief Procurement Officers (APOs)

THROUGH: Terry E. Tyler, Ohio Chief Procurement Officer

FROM: Stephen A. Hunter, State Purchasing Administrator 

SUBJECT: FY 2010 Interim Budget

DATE: June 30, 2009

This memorandum is issued to provide guidance on contracts and purchases from contracts pending approval of the FY2010 budget.

The Office of Budget and Management will be issuing guidance to agency Chief Fiscal Officers (CFOs) regarding an interim budget until the full FY 2010 budget has been approved. This guidance indicates that most GRF items will receive 7 days of appropriation at 70% of 1/52 of their current operational budget and non-GRF line items will receive 7 days appropriation at 100% of 1/52 of their current operational budget. This appropriation will provide funding for payroll and, if any excess funds are available, for purchases of supplies and services deemed necessary to protect the health and well-being of Ohio citizens.

DAS issued notice to all contract vendors of its intent to renew contracts for FY 2010. This will enable agencies to continue working with vendors for their needs. All DAS contracts contain standard non-appropriation language should the General Assembly discontinue any appropriation relative to the respective purchase and contract. For contracts awarded directly by the agency, be sure to include the standard non-appropriation language in the contract documents and/or purchase order.

It is recommended that the APOs contact their respective CFOs before issuing any purchase order for supplies or services to avoid any non-payment issues that may arise. Further it may be necessary that the agency issue "stop work orders" and/or a continuance of an existing "stop work order" to ensure adequate appropriation and funds are available.

Agencies should be judicious in the use of the P-card to make purchases. While we are hopeful that budget issues will be resolved this week, a second continuing budget remains a possibility. A further delay in the final biennial budget bill could place agencies that have made P-card purchases in budget difficulty.

For more information, please contact me at 614-466-7066.