

**POLICY NUMBER:**

**APM- 1-16**

DATE:  
October 5, 2016

ISSUED BY:  
Daniel J. Alfonso  
City Manager/Designee

  
SIGNATURE

**CITY OF  
MIAMI**



**ADMINISTRATIVE  
POLICY**

**REVISIONS**

**REVISED  
SECTION**

**DATE OF  
REVISION**

Created  
Revised

10-5-16  
9-25- 17

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**SUBJECT: FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA)  
PROCUREMENT REGULATIONS**

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Pursuant to City of Miami Code Section 18-76.1(3), Titled “Duties of the Chief Procurement Officer”, the Chief Procurement Officer (“CPO”) shall “provide for the establishment/promulgation of administrative policies and procedures of Purchasing, and its operations manual, which shall be reviewed by the City Manager and amended from time to time”, this Administrative Policy Manual (“APM”) is to formally extend the City of Miami’s (“City”) grace period, through September 30, 2018, regarding the FEMA Code of Federal Regulations (“C.F.R.”) Super Circular or Uniform Rules found at 2 C.F.R. Part 200.318-.326 and Appendix II, for all City of Miami Federal Grants. During this grace period, the City will continue to comply with the C.F.R. procurement standards in 44 C.F.R. Part 13, and the Office of Management and Budget (“OMB”) Circulars A-21, A-87, A-89, A-102, A-110, A-122, A-133, and sections of A-50.

This APM shall serve as the official documentation for the extension of the City’s grace period and **must** be attached to all requisitions where Federal grant monies are being utilized for the procurement of goods or services.