



# Update on the Office of Contracting and Procurement Operating Status during COVID-19 Emergency

**NOTICE: The Public Health Emergency is now in effect through April 24; school and government reopen on April 27.**

## What is our operating status?

Our agency remains operational. However, there may be changes to how services are provided.

## How does this impact what we do?

- **Contracting and Procurement Services** – modified service. We will continue to provide contracting and procurement services to our client agencies and issue new solicitations virtually.
- **Procurement Center of Excellence** – no changes. We will keep providing answers to all questions regarding open solicitations, doing business with the District, PASS technical support, and general information about OCP.
- **Learning and Development** – modified service. The Procurement Training Institute (PTI) will offer most upcoming classes in a virtual classroom. There will be no option to attend these classes in person. The General Vendor Workshop is canceled.
- **Surplus Property Division (SPD)** – suspended. We will temporarily suspend surplus property services, including posting items on the GovDeals online auction platform.

## How does this impact our physical locations?

- **OCP Headquarters** – closed to the public and non-emergency employees March 16-31, 2020.
- **OCP Surplus Property Warehouse** – closed to the public and non-emergency employees from March 16-31, 2020.

## What precautions are we taking to limit the spread of the coronavirus (COVID-19)?

Our employees are taking precautions to keep themselves healthy and limit the spread of infections like regularly washing their hands, cleaning facilities more frequently, and reducing close contact with each other and residents. Employees have been asked to let their supervisor know if they feel sick immediately.

## Where should you go if you have questions?

For questions about any of the services we provide and information on any future changes, please contact us at (202) 727-0252 or [ocp@dc.gov](mailto:ocp@dc.gov). For more information, please visit [coronavirus.dc.gov](https://www.coronavirus.dc.gov).