

Department of Administration
Division of Purchases
Memorandum

TO: Department and Agency Directors and Chief Financial Officers

FROM: Louis A. DeQuattro, Jr., CPA, Esq.
Associate Director and State Purchasing Agent
Department of Administration/Division of Purchases

DATE: November 23, 2009

RE: **Implementation of ARRA Terms and Conditions**

Please be advised that the attached Supplemental Terms and Conditions shall apply to all contracts and subawards funded in whole or in part by the American Recovery and Reinvestment Act ("ARRA T&C's"). The ARRA T&C's are in addition to the State's General Conditions of Purchase.

The Division of Purchases will incorporate the ARRA T&C's in the RI Vendor Information Program ("RIVIP") registration process and all purchase orders as it does for the State's General Conditions of Purchase. However, you will be responsible to ensure that the ARRA T&C's are also included in all contracts and subawards issued by your agency where ARRA funds are being used, whether or not a purchase order is issued by the Division of Purchases. This memorandum and the ARRA T&C's along with any updates can be located at www.purchasing.ri.gov.

For existing award agreements and contracts where a purchase order has been issued, the Division of Purchases will issue amended purchase orders with the ARRA T&C's on an as needed basis. You will be responsible for the incorporation of the ARRA T&C's into your existing agreements and contracts with your vendors that are using ARRA funds.

Please note that it is the duty and obligation of each agency receiving ARRA funding to ensure that its vendors comply with the reporting requirements under the ARRA T&C's, including but not limited to Section 1512 of ARRA. Please feel free to contact the Office of Recovery and Reinvestment at 401-222-8200 with any questions or concerns on reporting and other ARRA requirements.

Thank you for your attention and cooperation in this matter.

cc: Gail Theriault
Wayne Hannon