

Steve Sisolak  
Governor



Laura E. Freed  
Director

Colleen Murphy  
Deputy Director

Kevin Doty  
Administrator

**STATE OF NEVADA**  
**DEPARTMENT OF ADMINISTRATION**  
*Purchasing Division*

515 East Musser Street, Suite 300 | Carson City, Nevada 89701  
Phone: (775) 684-0170 | [purchasing.nv.gov](http://purchasing.nv.gov) | Fax: (775) 684-0188

March 5, 2020

**MEMORANDUM**

To: All State Agencies, the Nevada System of Higher Education, the Court System, Legislative Counsel Bureau and all Political Subdivisions within the State of Nevada

From: Kevin D. Doty, Administrator

Subject: **Potential Purchasing Delays Due to Supply Chain Disruption from Coronavirus Outbreak**

The Purchasing Division would like to make you aware that there may be delays in receiving some purchases due to disruptions to the international supply chain caused by the ongoing novel coronavirus outbreak. Agencies that are ordering goods should plan on additional time for delivery and may want to take delays into particular consideration when planning purchases that need to be made by the end of Fiscal Year 2020.

At this time, the Purchasing Division is aware of delays in the shipment of Hewlett-Packard (HP) computers due to the closure of their factory in China. It is reasonable to expect additional vendors to be similarly affected. However, it is impossible to know which specific vendors and items will be affected given the unpredictable spread of the virus and the fact that components are often manufactured in multiple locations around the world.

If you have questions about a specific purchase, please contact the Purchasing Division at (775) 684-0170.

Purchasing 2020-01