

PA TYPE	DESCRIPTION
IGP	Inter/Intra Governmental Procurements
75-3739(h)	<i>(h) The director of purchases may authorize state agencies to contract for services and materials with other state agencies, or with federal agencies, political subdivisions of Kansas, agencies of other states or subdivisions thereof, or private nonprofit educational institutions, without competitive bids.</i>
PA FORM	<p>For IGP transactions, agencies do NOT need to fill out a Prior Authorization Form</p> <p>For continuity purposes, if your are AMENDING an IGP transaction, you must use the PA Form to convey to Central Procurement the reasons for the change</p> <p>* Also, this will assist and document changes that may need to occur to agreements which have been memorialized in the SMART contracts module.</p>
Background, Standards and Examples	<p>Inter-Governmental - between State of Kansas agency and an outside governmental entity</p> <ul style="list-style-type: none"> * An agreement between Corrections and a USD to provide educational services to inmates * An agreement between a Kansas agency and a non-Kansas-based university for research services <p>Intra-Governmental - between State of Kansas agencies</p> <ul style="list-style-type: none"> * An agreement between a Kansas agency and a Kansas-based university for research services * Agency contracts with Kansas Bureau of Investigation to conduct background checks * Agency purchases a vehicle (or other property) from KS Surplus Property
Expectations	<ul style="list-style-type: none"> * Did the agency consider whether there is a cost-effective private-sector source for the services? * Some entitles (public and private) charge extraordinary indirect costs <ul style="list-style-type: none"> * Approach this subject during the discussions of the contract's deliverables * Use deliverables-based specifications to create higher accountability: <ul style="list-style-type: none"> ^ For correct and timely completion of the work by the contractor ^ For agency review of delivered material / reports / content for accuracy and completeness ^ To avoid time and materials contracts which drain resources without a guarantee of completion * Agency must retain research and other documentation with their contract file in the event of an LPA or other audit
SMART HINT	<ul style="list-style-type: none"> * Central Procurement personnel will check to see if the contractor is an IGP-type vendor <ul style="list-style-type: none"> ^ When creating a requisition to another state agency, use correct SMART vendor number