

10/2/12

The Procurement "Food Chain" - An Order of Precedence Summary

<p>KCI State Use Catalog</p>	<p>Statutorily established, Mandatory-Use Programs</p> <p>Kansas Correctional Industries www.kancorind.com State Use Catalog www.ksstateuse.org</p> <p>By statute, the Director of Procurement Contracts has the right to approve waiver requests Waiver requests on the basis of price will NOT be approved centrally or locally Abuses of these programs will result in a reduction of Local Delegated Purchasing Authority</p>
<p>Contracts</p>	<p>Statewide - Mandatory Use (SMU) Contracts are Mandatory Use Examples: Office Supplies; Computers, Vehicles</p> <p>Agency-Specific contracts are Mandatory Use Contracts bid to meet an individual agency's specific needs</p> <p>Statewide - Optional Use (SOU) contracts are optional use services SOU contracts are an avenue for expedient procurement of commodities and services Examples: Cellular Phones / Data Services; Vehicle Maintenance; MRO Industrial Supplies</p>
<p>Open Market Purchases</p>	<p>Local Delegated Authority (LDA) <i>All Agencies LDA is 50000 but 1 (KDOT)</i> Local Delegated Authority is derived by statute from Division of Purchases (KSA 75-3739)</p> <p>Abuses of LDA can result in a <u>reduction</u> of LDA</p> <ul style="list-style-type: none"> • Order splitting to keep totals below the LDA threshold is not appropriate • Purchases under \$5,000, no competition is required, but is certainly encouraged • Remember: Processes Listed above first, <u>then</u> Open Market • Repeated and planned purchases over a year should be combined for bidding • Communicate with Central Procurement with questions <p>Open-Market Purchases over Local Delegated Authority</p> <ul style="list-style-type: none"> • Must be submitted to the Division of Purchases for bidding or other consideration <p>Abuses of these programs will result in a reduction of Local Delegated Purchasing Authority</p>
<p>Prior Authorizations</p>	<p>Prior Authorization Requests (PAR) are required for non-competitive purchases</p> <ul style="list-style-type: none"> • By statute, these transactions must be reported to the Legislature on a Quarterly Basis <p>PAR Manual: http://www.da.ks.gov/purch/PriorAuthorizationManual.xlsx Form Location: http://www.da.ks.gov/purch/Forms.htm</p> <p>PA-Types</p> <p>CCA Consortium / Cooperative Agreement (must provide pricing research) COM Compatible with Existing Equipment CSD Computer Software / Maintenance available only from the Developer DAR Delegated Authority Request (One-Time, not to exceed \$25,000) DOP Director of Purchases, in the judgement of the DOP EMR Emergency Procurement GSR Grants / Subrecipients IGP Inter/Intra Governmental Procurements LRE Lab or Research Equipment / Supplies OCP Off-Contract Purchase Requests (for exact items, subject to bid requirements)</p> <p>OEM Original Equipment Manufacturer (and not available through distributors) OKP Only Known Provider PEP Purchased for Evaluation Purposes</p> <p>PSC Patented or Specialized Consulting Services PSP Professional Services (Accountants, Lawyers, Consultants, per KSA 75-37,130 et seq) SCW State Use Catalog Waiver STX Statutorily Exempt USE Purchase of Used Equipment USR Utility Services</p> <p>PA Transactions over \$100,000 must be posted to Internet Website for 7 days http://www.da.ks.gov/purch/PriorAuthorizations.htm</p>

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Eliminated 12/1/2012

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