

# SENATE BILL REPORT

## SB 5428

---

---

As of February 7, 2023

**Title:** An act relating to modifying state procurement procedures for competitive, sole source, convenience, and emergency goods and services contracts.

**Brief Description:** Modifying state procurement procedures for competitive, sole source, convenience, and emergency goods and services contracts.

**Sponsors:** Senators Valdez, Wilson, J. and Hunt; by request of Department of Enterprise Services.

**Brief History:**

**Committee Activity:** State Government & Elections: 2/07/23.

### Brief Summary of Bill

- Repeals the requirement for the Department of Enterprise Services (DES) to adopt rules establishing a reciprocity increase on bids from businesses in other states that grant in-state preferences by law, and for the director of DES to maintain a list of states with in-state preferences.
- Requires convenience contracts to be approved by DES.
- Extends the deadline for submission of a written notification of an emergency purchase from three working days to ten business days.
- Extends the deadline for agencies to submit and make publicly available sole source contracts from ten to fifteen working days.

---

### SENATE COMMITTEE ON STATE GOVERNMENT & ELECTIONS

**Staff:** Danielle Creech (786-7412)

**Background:** Sole Source, Convenience, and Emergency Contracts. The Department of

---

*This analysis was prepared by non-partisan legislative staff for the use of legislative members in their deliberations. This analysis is not part of the legislation nor does it constitute a statement of legislative intent.*

Enterprise Services (DES) is responsible for the development and oversight of policy for the procurement of goods and services by all state agencies, and adopts uniform policies and procedures for the effective and efficient management of contracts by all state agencies. All contracts for purchases of goods and services must be based on a competitive solicitation process. DES may grant exemptions from competitive solicitation, including for emergency contracts, sole source contracts, and direct buy purchases.

Sole source refers to a contractor providing goods or services of such a unique nature or sole availability at the location required that the contractor is clearly and justifiably the only practicable source to provide the goods or services. Agencies must submit sole source contracts to DES, and make the contracts available for public inspection at least ten working days before the proposed start date of the contract.

A convenience contract is a contract for specific goods, services, or both, solicited and established in accordance with procurement laws and rules for use by a specific agency or a specified group of agencies as needed from time to time. A convenience contract is not available for general use, and may only be used as specified by DES. Convenience contracts are not intended to replace nor supersede master contracts, which are solicited and established by DES in accordance with procurement laws and rules on behalf of and for general use by agencies specified by DES.

Agencies may make emergency purchases under a set of unforeseen circumstances beyond the control of the agency that either present a real, immediate, and extreme threat to the proper performance of essential functions, or may reasonably be expected to result in material loss or damage to property, bodily injury, or loss of life if immediate action is not taken. When an emergency purchase is made, the agency head must submit written notification of the purchase within three business days of the purchase to the director of DES. This notification must contain a description of the purchase, a description of the emergency and the circumstances leading up to the emergency, and an explanation of why the circumstances require an emergency purchase. Emergency contracts must be submitted to DES and made available for public inspection within three working days following the commencement of work or execution of the contract, whichever occurs first.

In-State Preferences. In-state preferences in state contracting generally require that agencies, when purchasing goods and services, give preference to supplies, materials, and equipment produced, assembled, or manufactured in the state and services originating and provided in the state. Washington law does not require that preference be given to in-state bidders, however the director of DES must compile a list of statutes and regulations of each state which grants preferences to vendors located within that state or goods manufactured within that state, as it relates to state purchasing. DES is required to establish rules creating a reciprocity increase on bids from states granting in-state preference by law. For competitive solicitations, when evaluating bids for awards, state agencies must add the appropriate percentage increase to each bid originating from another state with in-state preference laws, rather than subtracting that amount from a bid originating in Washington.

**Summary of Bill:** Sole Source, Convenience, and Emergency Contracts. Goods or services must be of sole availability, rather than be of sole availability at the location required, to qualify for a sole source contract. Agencies must submit to DES, and make publicly available, sole source contracts at least 15 days before the proposed start date of the contract.

Convenience contracts may not be established for use by a specific agency. Specified groups of agencies may only use a convenience contract with the approval of DES, rather than used as needed from time to time.

The agency deadline to submit emergency contracts for emergency purchases to DES is extended to ten business days. DES may authorize exceptions to filing requirements due to exigent circumstances.

In-State Preferences. The following requirements are repealed:

- that the director of DES compile a list of statutes and regulations of those states which grant preferences to vendors located within that state or goods manufactured within that state, as it relates to state purchasing; and
- that DES establish rules creating a reciprocity increase on bids from states granting in-state preference by law.

**Appropriation:** None.

**Fiscal Note:** Requested on February 6, 2023.

**Creates Committee/Commission/Task Force that includes Legislative members:** No.

**Effective Date:** Ninety days after adjournment of session in which bill is passed.