Training Topics

• Overview
• Relevant Changes
• New Procurement Standards
• Informal (Small) Procurements & Documenting Competition
Overview

• Why make changes?
• Who does this impact?
• Benefits for departments/colleges
Relevant Changes

• Combined Standards
  • Goods and Services + Construction

• One Standard for Department Reference
  • University Standard 03-010 Procurement Thresholds and Methods

• Formal Procurement Threshold increased to $250K*

• Exemptions

• Sole Source Advertisements

• Informal Solicitation Requirements
New Procurement Standards

• Procurement Thresholds
• General Procurement Methods
• Noncompetitive Procurements
• Additional Procurement Methods
• Procurement Thresholds and Methods Summary
Procurement Thresholds

- Procurement dollar thresholds for competition:
  - Up to $25,000
    - Direct (Micro)
  - $25,000.01 - $250,000*
    - Informal (Small)
  - Over $250,000*
    - Formal

* $150,000 threshold when federal funds are awarded using a Contract.
General Procurement Methods

• Direct (Micro-Purchase) - Less than $25,000
  • No competition required, departments may award directly to a contractor
  • Extent practicable distribute equitably among qualified entities

• Informal (Small) - $25,000.01 - $250,000*
  • Informal methods of competition required
  • Competition may be conducted by departments so long as they document the competition

• Formal Procurement (Bids and Proposals) - Greater than $250,000*
  • Formal methods of competition required, PCMM must facilitate competitive requirements

* $150,000 threshold when federal funds are awarded using a Contract.
General Procurement Methods

- Joint Procurement
  - University joins with another agency to issue a joint solicitation

- Cooperative Procurement
  - Use of a contract already competitively solicited by another agency
Noncompetitive Procurements

- Noncompetitive Procurements using **any funding** include:
  - Single Seller / Sole Source;
  - Emergency (as defined in Standard);
  - Federal awarding agency or pass-through expressly authorizes noncompetitive proposals in response to OSU’s written request;
  - After solicitation, competition is determined inadequate; and
  - Special entities - purchases from other federal, state, local governmental agency or cooperatively-procured contracts.
Noncompetitive Procurements

- Noncompetitive Procurements using **Non-Federal Funds** include:

  - All of the circumstances identified in Noncompetitive Procurements using **any funding** above;

  - Classes or Categories of purchases when considered for competition are impractical, unreasonable or restricted.
    - Requires VPF&A, CPO or designee approval

- Special Procurement
  - Determined by the President, VPF&A or Finance and Administration Committee of the Board.
Additional Procurement Methods

• Additional Procurement Methods for **Non-Federal Funds** include:

  • Alternative Procurement Processes
    • (Requires VPF&A, CPO or designee approval);

  • Reserve Contracting Program
    • Establishes contracts with, or a listing of, contractors that meet a set of minimum qualifications
Procurement Thresholds & Method Summary

**THRESHOLDS**
- Less than $25,000 - Direct (Micro-Purchase)
- $25,000.01 - $250,000* - Informal (Small)
- Greater than $250,000* - Formal Procurement (Bids and Proposals)
  * $150,000 threshold when federal funds are awarded using a Contract.

**METHODS - FREQUENT (Any Funds)**
- Direct - No competition required, departments may award directly to a contractor
- Informal - Informal methods of competition required; may be conducted by departments so long as they document the competition
- Formal Procurement - Formal methods of competition required, PCMM must facilitate competitive requirements
- Sole Source

**METHODS - INFREQUENT**
- Emergency - *Any funding*
- Federal Agency Express Authorization - *Federal Funds*
- Inadequate Competition - *Any funding*
- Cooperative - *Any funding*

**METHODS - RARE**
- Special Entities - *Any funding*
- Joint - *Any funding*
- Alternative Procurements - *Non-Federal Funds*
- Reserve Contracting Program - *Non Federal Funds*
- Certain Classes or Categories - *Non-Federal Funds*
- Special Procurement - *Non-Federal Funds*

* The following methods are applicable methods of meeting competitive requirements for purchases falling within the Informal or Formal procurement thresholds.
Informal (Small) Procurements

- $25,000.01 - $250,000* - Informal (Small) Procurements

- Informal methods of competition required; may be conducted by departments so long as they document the competition

- Available to be used with any funding types
Documentation of Competition

• Form available at: https://fa.oregonstate.edu/pacs/forms
Questions?