

ENTERPRISE PROCUREMENT POLICY SCHEDULE - AS OF December 7, 2022

Policy	Status	Next Steps	Target Completion Date
Revision to HFCs Policy	<ul style="list-style-type: none"> • HB 1050, which was passed during the 2021 legislative session, went into effect on July 25, 2021. The bill amends RCW 39.26.310 requiring the Department of Enterprise Services (DES) to establish a procurement policy that provides a preference for a refrigerant that meets the quality requirements set forth in federal regulations. • Enterprise Services drafting proposed revisions to the existing HFCs policy. • Policy Advisor incorporating additional feedback from stakeholders before forwarding draft policy to management for review. 	<ul style="list-style-type: none"> • Conduct internal review of the revisions made to the policy. • Revise training desk aid. • Seek management approval of the revised policy and desk aid. 	December 2022
Contract Management	<ul style="list-style-type: none"> • Enterprise Services discussed concept of a contract management policy with stakeholders at 5/23/19 policy workshop. • Stakeholder feedback was due 6/13/19. • Stakeholder feedback compiled and DES responses provided. • Enterprise Services developed a policy draft based on stakeholder feedback. • Final draft policy sent to DES Management for review. • Enterprise Services discussed proposed draft with stakeholders at 10/23/19 policy workshop. • Stakeholder feedback compiled, which was due 10/30/19, and provided DES responses. • Sent final draft policy to C&P Management for approval. • Incorporated implementation of HB1521 into current draft policy. Sent to targeted stakeholders for input – due 11/4/20. • Finalized a draft policy, which incorporates implementation of HB1521. • Developed a contract management procedure document. • Sent draft policy and procedure to stakeholders on September 28, 2022. • Policy and procedure document revision underway to incorporate stakeholder recommendations. 	<ul style="list-style-type: none"> • Targeted stakeholder comments or feedback expected by November 11, 2022. • DES finalizing responses to feedback and make it available on Enterprise Procurement Policy website. • Prepare and seek leadership approval of policy package. 	March, 2023
Competitive Solicitations	<ul style="list-style-type: none"> • Enterprise Services discussed proposed concept with stakeholders at 10/23/19 policy workshop. • Stakeholder feedback compiled, which was due on 11/13/19. • Considering how to best incorporate guidance on client service contracts, IAAs, convenience contracts, and other types of agreements. • Developed a policy/guideline outline 	<ul style="list-style-type: none"> • DES management is reviewing draft outline. • Share draft outline of policy/guideline with stakeholders at a future policy workshop or by other means for 	June 2023

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	<ul style="list-style-type: none"> Leadership reviewed the draft outline and recommended Enterprise Policy first hold an informal consultation with stakeholders before sharing the draft outline. 	<ul style="list-style-type: none"> feedback upon management approval. Discuss competitive solicitation at the next PCAG meeting. 	
Competitive Contracting Manual	<ul style="list-style-type: none"> Identified impacts of HB1521 to Competitive Contracting Manual. 	<ul style="list-style-type: none"> Incorporate implementation of HB1521 into current Competitive Contracting Manual (90% completed). Send to targeted stakeholders for input. Finalize the Competitive Contracting Manual, which incorporates implementation of HB1521. 	March 2023
Recycled Content Purchasing Preference Policy	<ul style="list-style-type: none"> Update required based on the new language in HB 1799 related to compost products. Currently updating the policy and training materials to reflect the requirements outlined in HB 1799. Engaging targeted stakeholders for feedback on proposed revisions. 	<ul style="list-style-type: none"> Review stakeholders' feedback on proposed revisions. Revise the policy and seek management approval Post approved revisions and notify agencies. 	January 2023