

# COVID – 19 Purchase Exception Extended through October 31, 2020

## **Effective Immediately, Washington State Agency Purchases Due To The Coronavirus Outbreak Are Excepted From Competitive Solicitation Laws And Policies**

On March 2, 2020, Governor Jay Inslee declared a state of emergency due to the outbreak of the coronavirus. Response to the national emergency has created special market conditions for many of the goods and services that assist in preparing for, and fighting against, the spread of the virus. Procurement laws and policies should not cause agencies to delay responding to the coronavirus emergency.

The DES Director has the authority to except procurements from competitive solicitation requirements when such purchases are in the best interest of the state. See RCW 39.26.125(4). To preserve public health, procurements for goods and services that are directly related to the state's response to the coronavirus are excepted from competitive solicitation.

During this time, all Washington state agencies that conduct coronavirus-related procurements must prepare a log of their expenditures. A template for this reporting log (the Coronavirus Emergency Purchase Template), is attached. Templates must include the following information:

- Agency: identify which state agency made the purchase.
- Start Date: Enter the date of purchase or the start date of the contract, whichever is applicable.
- End Date: Enter the end date of the emergency contract, if applicable.
- Vendor Name: Enter the name of the vendor.
- Statewide Vendor Number: Enter the vendor's statewide vendor number, if applicable.
- Purpose: Enter the purpose of the purchase, e.g., medical supplies, cleaning supplies, cleaning services.
- Amount: Enter the amount of the purchase.

The template should be filled out, approved by your state agency director, and transmitted to [DESmiEnterpriseProcurementPolicy@des.wa.gov](mailto:DESmiEnterpriseProcurementPolicy@des.wa.gov) every two weeks (i.e., September 30, October 14, and October 30, 2020). DES is providing daily reports to the Governor on the volume of purchases that state agencies have made using this exception.

On August 21, 2020, DES determined that the exception would be extended through September 30, 2020. Today, the exception is extended through October 31, 2020. In late October, DES will review the exception to decide if it will be extended for an additional period.

State agencies are reminded that emergency purchases for goods and services not related to the coronavirus are still governed by the reporting requirements of RCW 39.26.130.



Chris Liu,  
Director