

OKLAHOMA PROCUREMENT CODE

Fiscal Year End: June 30

1. **Prequalifications:** Supplier list.
 - a. **OPR 580:15-4-2.a** → The Purchasing Division shall place a registered supplier on the suppliers list for each commodity class for which a supplier registers. The Division shall provide the supplier information for each commodity class for which the supplier desires to register. Except in an emergency acquisition declared in accordance with Oklahoma statutes or pursuant to a waiver approved in accordance with 580:15-2-11, the Division shall notify registered suppliers of invitations to bid or requests for proposal for each commodity class for which a supplier registers.

2. **Auto-drop:** Voluntary Removal.
 - a. **OPR 580:15-4-2.d** → Suppliers may request the Purchasing Division remove them from the suppliers list for a commodity

3. **Life Cycle Costing (LCC):** If stated in the ITB, evaluations based on LCC are allowed.
 - a. **OPR 580:15-4-11.h** → If the State Purchasing Director specifies in the solicitation the evaluation criteria is life cycle costing, the State Purchasing Director shall consider the specified criteria to determine the factors and methodology to be used in the life cycle costing adjustments.

4. **Piggybacking:** Allowed.
 - a. **OPR 580:15-6-6.e.4** → A state agency may contract with a political division or subdivision, agency of the United States or another state agency pursuant to 74 O.S., Section 581 or Sections 1001 through 1008. Acquisitions shall not be made for the purpose of evading competitive bidding requirements, provisions of the Oklahoma Central Purchasing Act, rules of the Purchasing Division or provisions related to the State Use Committee

5. **Recycle Preferences:** Recycled materials procured whenever feasible
OK Purchasing Rules 580:15-6-6.e (5) → State agencies shall procure products or materials with recycled content as stated in the Oklahoma State Recycling and Recycled Material Procurement Act, when such products or materials are available and practical. Upon request, the State Purchasing Director shall supply information regarding acquisitions that contain recycled materials to a state agency.
<http://www.ok.gov/DCS/documents/DCS-RULES-CP.pdf>

6. **Minority/Small/Disadvantaged Business Enterprise preferences:** The OK Bid Preference Program is fully stated in OS 74-85.45c-d. If the state meets it's procurement goal of 10% of the funds spent on state contracts going to MBEs in a year, then there is no bid preference for the next year. If the percentage of funds spent on state contracts going to MBEs is less than 10% in a year, then a 5% bid preference is enacted for the next year.
 - a. <http://www.lsb.state.ok.us/>

- b. **OS §74-85.45c (A)** → For competitive bids submitted to the state pursuant to the Oklahoma Central Purchasing Act or pursuant to the Public Competitive Bidding Act of 1974 by certified minority businesses, the State Purchasing Director shall prepare and implement a bid-preference program. The program shall require that a percentage be added to the price of the lowest bid and if the certified minority business enterprise submits a bid that falls between the lowest bid plus the percentage, it shall receive the contract

7. **Cooperative Purchasing**

National IPA

The City of Tucson, AZ has awarded a national cooperative purchasing agreement available to agencies through National Intergovernmental Purchasing Alliance (National IPA). Visit the National IPA website for state specific information

<http://www.nationalipa.org/statutes.html>

National Joint Powers Alliance (NJPA)

NJPA currently supports over 100 national contracts for products and services that are available to local governmental agencies and other not for profit entities. Additional information can be found by visiting NJPA's State Procurement Resources web site.

<http://www.njpacoop.org/national-cooperative-contract-solutions/legal-authority/>

***** Oklahoma Purchasing Rules (Title 580, Chapter 15, Subchapter 2):**

http://www.ok.gov/DCS/Central_Purchasing/CP_Rules_&_Statutes/index.html