

## COVID – 19 Purchase Exception Extended through January 31, 2021

### **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. The Coronavirus Emergency Purchase Template, is available [here](#) . 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. send a completed template on January 8, January 22, and February 5, 2021). DES is reporting to the Governor on the volume of purchases that state agencies have made using this exception.

**DES is considering whether this will be the last such exception. Please provide feedback to DES at [DESmiEnterpriseProcurementPolicy@des.wa.gov](mailto:DESmiEnterpriseProcurementPolicy@des.wa.gov).**

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