## THE GENERAL ASSEMBLY OF PENNSYLVANIA

## SENATE BILL No. 1200 Session of 2011

INTRODUCED BY FOLMER, VOGEL, RAFFERTY, ERICKSON, ORIE, SMUCKER, FARNESE, PILEGGI, ALLOWAY, BROWNE, WAUGH, FERLO, YUDICHAK, BOSCOLA, MENSCH AND PICCOLA, JULY 21, 2011

AS AMENDED ON SECOND CONSIDERATION, HOUSE OF REPRESENTATIVES, OCTOBER 15, 2012

## AN ACT

1 2 3 4 5 6 7 8	Amending Title 62 (Procurement) of the Pennsylvania Consolidated Statutes, PROVIDING FOR PUBLIC ACCESS TO PROCUREMENT RECORDS; AND further providing for COMPETITIVE SEALED PROPOSALS, FOR sole source procurement and for emergency procurement; PROVIDING FOR SMALL BUSINESS RESERVE PROGRAM, FOR OVERSIGHT AND RESPONSIBILITY AND FOR CONTRACTING WITH VETERAN-OWNED SMALL BUSINESSES; AND IMPOSING DUTIES ON THE DEPARTMENT OF GENERAL SERVICES AND OTHER COMMONWEALTH PURCHASING AGENCIES.	<b>*</b> **
9	The General Assembly of the Commonwealth of Pennsylvania	
10	hereby enacts as follows:	
11	Section 1. Sections 515 and 516 of Title 62 of the	←
12	Pennsylvania Consolidated Statutes are amended to read:	
13	SECTION 1. TITLE 62 OF THE PENNSYLVANIA CONSOLIDATED	←
14	STATUTES IS AMENDED BY ADDING A SECTION TO READ:	
15	§ 106.1. PUBLIC ACCESS TO PROCUREMENT RECORDS.	
16	(A) GENERAL RULE RECORDS CONCERNING A PROCUREMENT SHALL BE	
17	MADE PUBLIC, CONSISTENT WITH THE ACT OF FEBRUARY 14, 2008	
18	(P.L.6, NO.3), KNOWN AS THE RIGHT-TO-KNOW LAW.	
19	(B) ACCESS FOR NONCOMPETITIVE CONTRACTS. IF A PROCUREMENT	←

1	IS TO BE MADE UNDER SECTION 513 (RELATING TO COMPETITIVE SEALED
2	PROPOSALS), 515 (RELATING TO SOLE SOURCE PROCUREMENT), 517
3	(RELATING TO MULTIPLE AWARDS), 518 (RELATING TO COMPETITIVE)
4	SELECTION PROCEDURES FOR CERTAIN SERVICES), 519 (RELATING TO
5	SELECTION PROCEDURE FOR INSURANCE AND NOTARY BONDS) OR 905
6	(RELATING TO PROCUREMENT OF DESIGN PROFESSIONAL SERVICES), SEVEN
7	CALENDAR DAYS PRIOR TO EXECUTION BY THE CONTRACTING OFFICIAL THE
8	PURCHASING AGENCY SHALL POST THE PROPOSED CONTRACT AND ANY
9	WRITTEN DETERMINATION MADE BY THE CONTRACTING OFFICER WHICH IS
10	RELATED TO THE CONTRACT ON ITS PUBLICLY ACCESSIBLE INTERNET
11	WEBSITE.
12	(B) PUBLIC POSTING AND AVAILABILITY OF PROCUREMENT
13	INFORMATION THE PURCHASING AGENCY SHALL POST THE FOLLOWING
14	PROCUREMENT DOCUMENTS ON THE DEPARTMENT'S, OR IN THE CASE OF AN
15	INDEPENDENT AGENCY, ITS OWN PUBLICLY ACCESSIBLE INTERNET WEBSITE
16	OR OTHERWISE MADE AVAILABLE IN THE MANNER INDICATED BELOW:
17	(1) PUBLIC NOTICE OF AN INVITATION FOR BIDS OR REQUEST
18	FOR PROPOSALS MAY BE GIVEN IN ACCORDANCE WITH SECTION 512(C)
19	(1) (RELATING TO COMPETITIVE SEALED BIDDING) OR 513(B)
20	(RELATING TO COMPETITIVE SEALED PROPOSALS) BY POSTING THE
21	INVITATION FOR BIDS OR REQUEST FOR PROPOSALS, INCLUDING IF
22	APPLICABLE, THE WRITTEN DETERMINATION REQUIRED BY SECTION
23	513(A), ON THE DATE ISSUED AND UNTIL THE CLOSING DATE FOR
24	RECEIPT OF BIDS OR PROPOSALS.
25	(2) BID TABULATIONS RECORDING THE NAME OF EACH BIDDER
26	AND BID AMOUNT IN ACCORDANCE WITH SECTION 512(D) SHALL BE
27	POSTED AS SOON AS PRACTICABLE AFTER BID OPENING, UNLESS THE
28	PURCHASING AGENCY ELECTS TO CANCEL THE INVITATION FOR BIDS.
29	(3) NOTICES OF AWARD PURSUANT TO AN INVITATION FOR BIDS
30	SHALL BE POSTED AS SOON AS PRACTICABLE AFTER THE PURCHASING

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1 AGENCY ELECTS TO MAKE AN AWARD IN ACCORDANCE WITH SECTION

2 <u>512(G)</u>.

3 (4) THE WRITTEN DETERMINATION REQUIRED BY SECTION 513(G) SHALL BE POSTED UPON RECEIPT OF THE FINAL NEGOTIATED CONTRACT 4 5 SIGNED BY THE SELECTED OFFEROR. SUBJECT TO PROPER REDACTION UNDER THE RIGHT-TO-KNOW LAW, RESPONSIVE PROPOSALS RECEIVED BY 6 7 THE PURCHASING AGENCY AND UNTIL FULLY EXECUTED, THE FINAL 8 NEGOTIATED CONTRACT, ARE NOT REOUIRED TO BE POSTED BUT SHALL 9 BE MADE AVAILABLE TO THE PUBLIC UPON REQUEST. 10 (5) REQUESTS TO AWARD A CONTRACT PURSUANT TO SECTION 515(A)(1), (2), (4) AND (10) (RELATING TO SOLE SOURCE 11 PROCUREMENT) SHALL BE POSTED FOR SEVEN CALENDAR DAYS FOR 12 13 PUBLIC COMMENT PRIOR TO APPROVAL OF THE REQUEST BY THE 14 DEPARTMENT OR INDEPENDENT PURCHASING AGENCY. UPON APPROVAL OF A REQUEST BY THE DEPARTMENT OR INDEPENDENT PURCHASING AGENCY, 15 16 THE SIGNED AND WRITTEN DETERMINATION REQUIRED UNDER SECTION 515(B) SHALL BE POSTED. 17 18 (6) THE WRITTEN DETERMINATIONS REQUIRED BY SECTION 516 (RELATING TO EMERGENCY PROCUREMENT) SHALL BE POSTED IN 19 ADVANCE, IF FEASIBLE, BUT NO LATER THAN SEVEN CALENDAR DAYS 20 AFTER AUTHORIZATION BY THE DEPARTMENT OR INDEPENDENT 21 22 PURCHASING AGENCY. 23 (7) ALL CONTRACTS RESULTING FROM A PROCUREMENT UNDER 24 THIS PART SHALL BE POSTED AS SOON AS PRACTICABLE UPON THEIR 25 FULL EXECUTION BY THE COMMONWEALTH. (8) REQUESTS PURSUANT TO SECTION 515 OR 516 TO EXTEND A 26 27 CONTRACT FOR WHICH NO FURTHER OPTIONS, RENEWALS OR EXTENSIONS 28 ARE AVAILABLE IN THE CONTRACT SHALL BE POSTED FOR SEVEN 29 CALENDAR DAYS FOR PUBLIC COMMENT PRIOR TO APPROVAL OF THE REQUEST BY THE DEPARTMENT OR INDEPENDENT PURCHASING AGENCY. 30

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1 UPON APPROVAL OF A REQUEST BY THE DEPARTMENT OR AN 2 INDEPENDENT PURCHASING AGENCY, THE SIGNED AND WRITTEN 3 DETERMINATION REQUIRED UNDER SECTION 515(B) OR 516 SHALL BE 4 POSTED. 5 (C) ACCESS AND RETENTION. -- PROCUREMENT DOCUMENTS SPECIFIED 6 UNDER SUBSECTION (B) MUST BE ACCESSIBLE ON THE INTERNET WEBSITE 7 FOR A MINIMUM OF 30 DAYS FROM POSTING AND FURTHER RETAINED IN 8 ACCORDANCE WITH SECTION 563 (RELATING TO RETENTION OF 9 PROCUREMENT RECORDS) AND APPLICABLE AGENCY RECORD RETENTION 10 POLICIES. SECTION 2. SECTIONS 513(E), 515 AND 516 OF TITLE 62 ARE 11 12 AMENDED TO READ: 13 § 513. COMPETITIVE SEALED PROPOSALS. 14 \* \* \* (E) EVALUATION. -- THE RELATIVE IMPORTANCE OF THE EVALUATION 15 FACTORS SHALL BE FIXED PRIOR TO OPENING THE PROPOSALS. A 16 17 COMMONWEALTH AGENCY IS REQUIRED TO INVITE ITS COMPTROLLER TO 18 PARTICIPATE IN THE EVALUATION AS A NONVOTING MEMBER OF ANY 19 EVALUATION COMMITTEE. NO INDIVIDUAL WHO HAS BEEN EMPLOYED BY AN 20 OFFEROR WITHIN THE LAST TWO YEARS MAY PARTICIPATE IN THE 21 EVALUATION OF PROPOSALS. \* \* \* 22 23 § 515. Sole source procurement. 24 (a) General rule. -- A contract may be awarded for a supply, 25 service or construction item without competition if the 26 contracting officer first determines in writing that one of the 27 following conditions exists:

(1) Only a single contractor is capable of providing thesupply, service or construction.

30 (2) A Federal or State statute or Federal regulation

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exempts the supply, service or construction from the
 competitive procedure.

3 (3) The total cost of the supply, service or
4 construction is less than the amount established by the
5 department for small, no-bid procurements under section 514
6 (relating to small procurements).

7 (4) It is clearly not feasible to award the contract for
8 supplies or services on a competitive basis.

9 (5) The services are to be provided by attorneys or 10 litigation consultants selected by the Office of General 11 Counsel, the Office of Attorney General, the Department of 12 the Auditor General or the Treasury Department.

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(6) The services are to be provided by expert witnesses.

14 (7) The services involve the repair, modification or 15 calibration of equipment and they are to be performed by the 16 manufacturer of the equipment or by the manufacturer's 17 authorized dealer, provided the contracting officer 18 determines that bidding is not appropriate under the 19 circumstances.

(8) The contract is for investment advisors or managers
selected by the Public School Employees' Retirement System,
the State Employees' Retirement System or a State-affiliated
entity.

(9) The contract is for financial or investment experts
to be used and selected by the Treasury Department or
financial or investment experts selected by the Secretary of
the Budget.

(10) The contract for supplies or services is in thebest interest of the Commonwealth.

30 <u>(b) Posting of determination on Internet. For procurements</u>

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under subsection (a) (1), (2), (4) and (10), 1 determination to support the finding that the condition exists 2 3 shall be posted on the purchasing agency's publicly accessible Internet website for seven calendar days for public comment\_ 4 prior to Commonwealth execution of the contract. 5 (B) Written determination. -- The written determination 6 7 authorizing sole source procurement shall be included in the 8 contract file. For procurements over <del>\$250,000</del> \$100,000 made under subsection (a) (10), the determination shall be signed by 9 10 the head of the purchasing agency. 11 (d) (C) Approval required by board of commissioners of 12 public grounds and buildings. -- With the exception of small 13 procurements under section 514 and emergency procurements under 14 section 516 (relating to emergency procurement), if the sole source procurement is for a supply, except for computer software 15 16 updates under \$50,000, for which the department acts as purchasing agency, it must be approved by the Board of 17 18 Commissioners of Public Grounds and Buildings prior to the award 19 of a contract. 20 § 516. Emergency procurement.

21 The head of a purchasing agency may make or authorize others to make an emergency procurement when there exists a threat to 22 23 public health, welfare or safety or circumstances outside the 24 control of the agency create an urgency of need which does not 25 permit the delay involved in using more formal competitive 26 methods. Whenever practical, in the case of a procurement of a supply, at least two [bids] <u>quotes</u> shall be solicited. A written 27 28 determination of the basis for the emergency and for the 29 selection of the particular contractor shall be included in the [contract file.] procurement file and shall be posted on the 30

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1	purchasing agency's publicly accessible Internet website within
2	seven calendar days after the emergency procurement is
3	authorized and shall remain on the website for a minimum of 30
4	days. No written contract shall be required. The supplier of the
5	supply, service or construction may be paid based on the
6	emergency approval and approved invoice.
7	SECTION 3. TITLE 62 IS AMENDED BY ADDING SECTIONS TO READ:
8	<u>§ 2109. SMALL BUSINESS RESERVE PROGRAM.</u>
9	(A) ESTABLISHMENTTHE DEPARTMENT SHALL ESTABLISH A SMALL
10	BUSINESS RESERVE PROGRAM FOR THE PURPOSE OF INCREASING ECONOMIC
11	OPPORTUNITIES FOR SMALL AND DISADVANTAGED BUSINESSES, INCLUDING
12	VETERAN-OWNED SMALL BUSINESSES, AND AFFORDING SUCH SMALL AND
13	DISADVANTAGED BUSINESSES THE OPPORTUNITY TO BID ON STATE
14	GOVERNMENT CONTRACTS WITHOUT COMPETING WITH LARGER BUSINESSES.
15	ALL PROCUREMENT BY THE DEPARTMENT SHALL BE ELIGIBLE FOR
16	DESIGNATION FOR THE SMALL BUSINESS RESERVE PROGRAM, AND SHALL BE
17	PUBLISHED IN THE SAME MANNER AS REQUIRED FOR A REQUEST FOR
18	PROPOSAL OR AN INVITATION FOR BID.
19	(B) RESERVE ACCOUNTNOTWITHSTANDING ANY OTHER PROVISION OF
20	THIS TITLE TO THE CONTRARY, THE DEPARTMENT SHALL STRUCTURE ITS
21	PROCUREMENT PROCEDURES TO RESERVE UP TO 5% OF THE TOTAL DOLLAR
22	VALUE OF ITS PROCUREMENT CONTRACTS, INCLUDING PUBLIC WORKS,
23	CONSTRUCTION AND PROFESSIONAL SERVICES AND DESIGNED PROFESSIONAL
24	SERVICES CONTRACTS, TO BE MADE DIRECTLY TO QUALIFIED SMALL AND
25	DISADVANTAGED BUSINESSES, INCLUDING VETERAN-OWNED SMALL
26	BUSINESSES. HOWEVER, THE TOTAL DOLLAR VALUE OF PROCUREMENTS BY
27	THE DEPARTMENT SHALL NOT INCLUDE THE VALUE OF ANY CONTRACT TO
28	WHICH THIS SUBSECTION WOULD NOT APPLY BECAUSE OF A CONFLICT WITH
29	FEDERAL LAW.
30	(C) ELIGIBILITYTO PARTICIPATE IN THE SMALL BUSINESS

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1	RESERVE PROGRAM, A SMALL AND DISADVANTAGED BUSINESS, INCLUDING A
2	VETERAN-OWNED SMALL BUSINESS, THAT HAS BEEN CERTIFIED BY THE
3	DEPARTMENT OR SELF-CERTIFIED, AS THE CASE MAY BE, TO PARTICIPATE
4	IN COMMONWEALTH PROCUREMENT ACTIVITIES MUST MEET THE FOLLOWING
5	ELIGIBILITY REQUIREMENTS:
6	(1) THE BUSINESS MUST BE AN INDEPENDENTLY OWNED, FOR-
7	PROFIT, UNITED STATES BUSINESS.
8	(2) THE BUSINESS MUST NOT BE DOMINANT IN ITS FIELD OF
9	OPERATION.
10	(3) THE BUSINESS MAY NOT EMPLOY MORE THAN 100 EMPLOYEES.
11	(4) IF THE BUSINESS HAS OPERATED FOR THREE OR MORE
12	YEARS, IT, BY TYPE OR CLASSIFICATION, MAY NOT EXCEED THE
13	FOLLOWING THREE-YEAR AVERAGE GROSS SALES:
14	(I) TWENTY MILLION DOLLARS FOR CONTRACTS TO PROVIDE
15	GOODS.
16	(II) TWENTY MILLION DOLLARS FOR PROCUREMENT
17	SERVICES.
18	(III) TWENTY MILLION DOLLARS FOR CONSTRUCTION OR
19	PUBLIC WORKS CONTRACTS.
20	(IV) SEVEN MILLION DOLLARS FOR BUILDING DESIGN
21	CONTRACTS AND OTHER DESIGNED PROFESSIONAL SERVICES OR
22	PROFESSIONAL SERVICES CONTRACTS.
23	(V) TWENTY-FIVE MILLION DOLLARS FOR INFORMATION
24	TECHNOLOGY CONTRACTS AND OTHER SUCH CONTRACTS FOR THE
25	PROCUREMENT OF TECHNOLOGY GOODS OR SERVICES.
26	(VI) IF THE BUSINESS HAS BEEN IN OPERATION FOR LESS
27	THAN THREE YEARS, THE AVERAGE GROSS SALES SHALL BE
28	COMPUTED FOR THE PERIOD OF TIME DURING WHICH THE BUSINESS
29	HAS BEEN FULLY OPERATIONAL.
30	(VII) IF THE BUSINESS IS A NEWLY CREATED SMALL AND

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1	DISADVANTAGED BUSINESS OR A VETERAN-OWNED SMALL BUSINESS,
2	AVERAGE GROSS SALES SHALL BE BASED ON PROJECTED GROSS
3	SALES.
4	(D) LIMITNOTWITHSTANDING THE PROVISIONS OF SUBSECTION
5	(C), FOR A SMALL AND DISADVANTAGED BUSINESS OR A VETERAN-OWNED
6	SMALL BUSINESS TO OPERATE IN MORE THAN ONE GENERAL BUSINESS
7	CLASSIFICATION, ITS COMBINED OPERATIONS MUST NOT EXCEED THE
8	LOWEST THREE-YEAR AVERAGE GROSS SALES FOR THE BUSINESS TYPES
9	SELECTED.
10	(E) AWARDSTHE DEPARTMENT SHALL AWARD A PROCUREMENT
11	CONTRACT DESIGNATED FOR THE SMALL BUSINESS RESERVE PROGRAM TO
12	THE SMALL AND DISADVANTAGED BUSINESS OR VETERAN-OWNED SMALL
13	BUSINESS THAT SUBMITS A BID OR PROPOSAL THAT MEETS ONE OF THE
14	FOLLOWING REQUIREMENTS:
15	(1) IS THE LOWEST BID PRICE.
16	(2) IS THE LOWEST EVALUATED BID PRICE, IF THE INVITATION
17	FOR BID OR REQUEST FOR PROPOSAL SO PROVIDES.
18	(3) IS IN THE BEST INTEREST OF THE COMMONWEALTH.
19	(F) COMMONWEALTH AGENCIES
20	(1) A COMMONWEALTH AGENCY MAY COLLABORATE WITH THE
21	DEPARTMENT TO STRUCTURE ITS PROCUREMENT PROCEDURES TO PROVIDE
22	FOR A SMALL BUSINESS RESERVE PROGRAM WHICH SHALL BE SUBJECT
23	TO THE REQUIREMENTS OF THIS ACT.
24	(2) UPON REQUEST, THE DEPARTMENT SHALL ASSIST THE
25	PURCHASING UNIT OF A COMMONWEALTH AGENCY WITH THE DEVELOPMENT
26	AND IMPLEMENTATION OF A SMALL BUSINESS RESERVE PROGRAM.
27	(G) CONSTRUCTION AND APPLICATION
28	(1) THIS SECTION SHALL NOT BE CONSTRUED TO PRECLUDE ANY
29	SMALL AND DISADVANTAGED BUSINESS OR VETERAN-OWNED SMALL
30	BUSINESS FROM COMPETING FOR ANY OTHER CONTRACT THAT IS NOT

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1 SPECIFICALLY DESIGNATED FOR THE SMALL BUSINESS RESERVE 2 PROGRAM. 3 (2) THIS SECTION SHALL APPLY TO ANY ELIGIBLE "SMALL BUSINESS" AND "DISADVANTAGED BUSINESS" AS THOSE TERMS ARE 4 5 DEFINED UNDER SECTION 2102 (RELATING TO DEFINITIONS) AND 6 SHALL INCLUDE ANY ELIGIBLE VETERAN-OWNED SMALL BUSINESS AND 7 SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS UNDER THIS CHAPTER. ANY REFERENCE TO VETERAN-OWNED SMALL BUSINESS IN 8 9 THIS SECTION SHALL BE INTERPRETED TO INCLUDE ANY SERVICE-10 DISABLED VETERAN-OWNED SMALL BUSINESS. (H) REGULATIONS.--THE DEPARTMENT SHALL ADOPT AND PROMULGATE 11 REGULATIONS TO CARRY OUT THE REOUIREMENTS OF THIS SECTION. THE 12 13 **REGULATIONS SHALL:** 14 (1) ESTABLISH A COMPREHENSIVE BIDDER'S LIST OF ELIGIBLE SMALL AND DISADVANTAGED BUSINESSES AND VETERAN-OWNED SMALL 15 16 BUSINESSES. (2) PROVIDE PROCEDURES FOR UPDATING AND MAINTAINING THE 17 18 LIST IN PARAGRAPH (1). 19 (3) PROVIDE PROCEDURES FOR SMALL AND DISADVANTAGED BUSINESSES AND VETERAN-OWNED BUSINESSES TO REGISTER WITH THE 20 21 DEPARTMENT AND SELF-CERTIFY AS A SMALL BUSINESS. 22 (4) ESTABLISH CRITERIA TO ENSURE THAT PENNSYLVANIA-BASED 23 SMALL AND DISADVANTAGED BUSINESSES AND VETERAN-OWNED SMALL 24 BUSINESSES ARE GIVEN PRIORITY FOR PROGRAM PARTICIPATION, 25 WHENEVER FEASIBLE. 26 (5) INCLUDE ANY OTHER INFORMATION THE DEPARTMENT 27 DETERMINES NECESSARY AND APPROPRIATE TO CARRY OUT THE 28 REQUIREMENTS OF THIS SECTION. 29 (I) REPORTING REQUIREMENTS. --

(1) ON OR BEFORE DECEMBER 31, 2014, AND ON OR BEFORE

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1	EACH DECEMBER 31 THEREAFTER, THE DEPARTMENT SHALL SUBMIT A
2	REPORT TO THE CHIEF CLERK OF THE SENATE AND THE CHIEF CLERK
3	OF THE HOUSE OF REPRESENTATIVES ON THE OPERATION AND
4	EFFECTIVENESS OF THE SMALL BUSINESS RESERVE PROGRAM. THE
5	REPORT SHALL INCLUDE THE FOLLOWING:
6	(I) THE TOTAL NUMBER AND DOLLAR VALUE OF PAYMENTS
7	THE DEPARTMENT AND OTHER COMMONWEALTH AGENCIES MADE TO
8	SMALL AND DISADVANTAGED BUSINESSES AND VETERAN-OWNED
9	SMALL BUSINESSES PURSUANT TO DESIGNATED SMALL BUSINESS
10	RESERVE CONTRACTS.
11	(II) THE TOTAL NUMBER AND DOLLAR VALUE OF PAYMENTS
12	THE DEPARTMENT MADE TO SMALL AND DISADVANTAGED BUSINESSES
13	AND VETERAN-OWNED SMALL BUSINESSES THAT WERE NOT
14	DESIGNATED AS SMALL BUSINESS RESERVE CONTRACTS.
15	(III) THE TOTAL DOLLAR VALUE OF PAYMENTS MADE BY THE
16	DEPARTMENT UNDER PROCUREMENT CONTRACTS.
17	(IV) INFORMATION ON ANY COMMONWEALTH AGENCY THAT
18	IMPLEMENTED A SMALL BUSINESS RESERVE PROGRAM, INCLUDING
19	INFORMATION REQUIRED UNDER SUBPARAGRAPHS (I), (II) AND
20	<u>(III).</u>
21	(V) ANY OTHER INFORMATION OR RECOMMENDATION THE
22	DEPARTMENT DETERMINES NECESSARY.
23	(2) NOTHING IN THIS SECTION SHALL BE CONSTRUED TO
24	PREVENT THE DEPARTMENT FROM CONSOLIDATING THE REPORTS
25	REQUIRED UNDER SECTION 2107 (RELATING TO REPORT TO GENERAL
26	ASSEMBLY) WITH THE REPORT REQUIRED UNDER THIS SECTION OR TO
27	PREVENT THE DEPARTMENT FROM TRANSMITTING SUCH REPORTS BY
28	ELECTRONIC MAIL.
29	(J) DEFINITIONSFOR THE PURPOSES OF THIS SECTION, THE TERM
30	"COMMONWEALTH AGENCY," SHALL HAVE THE MEANING GIVEN TO IT IN

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1	SECTION 103 (RELATING TO DEFINITIONS) AND SHALL INCLUDE ANY
2	OTHER AGENCY FOR WHICH THE DEPARTMENT ACTS AS THE PURCHASING
3	AGENCY.
4	<u>§ 2110. OVERSIGHT AND RESPONSIBILITY.</u>
5	(A) IDENTIFICATION OF BEST PRACTICES
6	(1) THE DEPARTMENT SHALL IDENTIFY AND ADOPT BEST
7	PRACTICES FOR USE BY COMMONWEALTH AGENCIES TO DETERMINE THE
8	MOST EFFECTIVE MEANS FOR PROMOTING, INCREASING AND SUSTAINING
9	PROCUREMENT OPPORTUNITIES FOR DISADVANTAGED BUSINESSES.
10	(2) THE DEPARTMENT AND EACH COMMONWEALTH AGENCY AWARDING
11	CONTRACTS IN ACCORDANCE WITH THE APPLICABLE PROVISIONS OF
12	THIS TITLE, INCLUDING CONSTRUCTION, PUBLIC WORKS, DESIGNED
13	PROFESSIONAL SERVICES AND PROFESSIONAL SERVICES CONTRACTS,
14	SHALL ADOPT THE BEST PRACTICES IDENTIFIED BY THE DEPARTMENT
15	IN ACCORDANCE WITH PARAGRAPH (1) IN ORDER TO INCREASE
16	OVERSIGHT, TRANSPARENCY AND ACCOUNTABILITY IN CONTRACTING AND
17	SUBCONTRACTING AND PROMOTE, INCREASE AND SUSTAIN PROCUREMENT
18	OPPORTUNITIES FOR DISADVANTAGED BUSINESSES. THE BEST
19	PRACTICES SHALL INCLUDE, BUT NOT BE LIMITED TO, THE
20	FOLLOWING:
21	(I) UNIFORM TEMPLATES, INCLUDING TEMPLATES FOR
22	PROCUREMENT PLANNING, SUBMITTING PROPOSALS AND BIDS,
23	CONTRACTING AND CONTRACT MANAGEMENT, INCLUDING STANDARD
24	FORMS, REPORTS AND OTHER KNOWLEDGE-BASED TOOLS.
25	(II) (A) VERIFIABLE GOALS FOR PARTICIPATION BY
26	DISADVANTAGED BUSINESSES OF NOT LESS THAN 5% OF THE
27	TOTAL DOLLAR VALUE OF STATE CONTRACTS ENTERED INTO BY
28	EACH COMMONWEALTH AGENCY DURING THE CALENDAR YEAR,
29	INCLUDING CONSTRUCTION, PUBLIC WORKS, DESIGNED
30	PROFESSIONAL SERVICES, PROFESSIONAL SERVICES

1 CONTRACTS AND SOLE SOURCE CONTRACTS. IN THE CASE OF 2 CONSTRUCTION CONTRACTS, THE PARTICIPATION GOAL SHALL 3 APPLY TO A LOCAL AGENCY OR OTHER PUBLIC OR PRIVATE ENTITY THAT RECEIVES A COMMONWEALTH APPROPRIATION OR 4 5 GRANT FUNDS FOR THE PERFORMANCE OF A CONSTRUCTION OR 6 RECONSTRUCTION PROJECT, INCLUDING A CONSTRUCTION OR 7 RECONSTRUCTION PROJECT PERFORMED BY A PRIVATE ENTITY 8 ON A FACILITY TO BE LEASED OR PURCHASED BY THE 9 COMMONWEALTH. EXISTING CONTRACTS WITH AN OPTIONAL RENEWAL CLAUSE THAT DID NOT INCLUDE THE DISADVANTAGED 10 BUSINESS PARTICIPATION GOAL ESTABLISHED UNDER THIS 11 SUBPARAGRAPH SHALL BE SUBJECT TO THE PARTICIPATION 12 13 GOAL AND OTHER DISADVANTAGED BUSINESS REVIEW AND INCLUSION REQUIREMENTS PRIOR TO RENEWAL OF THE 14 CONTRACT BY THE DEPARTMENT OR A COMMONWEALTH AGENCY. 15 16 (B) THE DEPARTMENT OR A COMMONWEALTH AGENCY MAY 17 ATTAIN PARTICIPATION GOALS BY, WHERE APPROPRIATE, 18 DIRECTLY DESIGNATING PRIME CONTRACTS FOR 19 DISADVANTAGED BUSINESSES OR BY REOUIRING THAT A PORTION OF A PRIME CONTRACT, WHICH IS NOT DIRECTLY 20 21 DESIGNATED FOR DISADVANTAGED BUSINESSES, BE 22 SUBCONTRACTED TO DISADVANTAGED BUSINESSES. 23 (C) THE DEPARTMENT AND EACH COMMONWEALTH AGENCY 24 SHALL MAKE A GOOD FAITH EFFORT TO ATTAIN THE GOALS 25 ESTABLISHED IN THIS PARAGRAPH. 26 (B) DUTIES OF DEPARTMENT.--THE DEPARTMENT SHALL: 27 (1) ENSURE THAT DISADVANTAGED BUSINESS PARTICIPATION IS 28 A COMPONENT OF ITS AND EACH COMMONWEALTH AGENCY'S STRATEGIC 29 PROCUREMENT PRIORITIES THROUGH THE IDENTIFICATION OF 30 MEASURABLE GOALS AND OBJECTIVES.

2       COMMONNEALTH AGENCIES, THE MANUAL SHALL PROVIDE PROCEDURES.         3       FOR THE UNIFORM IMPLEMENTATION OF PROCUREMENT FOLICIES, BEST.         4       PRACTICES AND FARTICIPATION GOALS FOR DISADVANTAGED.         5       BUSINESSES.         6       (3) ESTABLISH AND REQUIRE A COMPREHENSIVE QUARTERLY AND.         7       ANNUAL REPORTING PROCESS FOR COMMONWEALTH AGENCIES, SUCH.         8       REFORTS SHALL INCLUDE DATA ON CONTRACT AWARD AMOUNTS AND.         9       ACTUAL SPENDING FOR CONTRACTORS, SUBCONTRACTORS, INCLUDING.         10       SUPPLIERS AND PROFESSIONAL SERVICES CONTRACTORS, INCLUDING.         11       CONSULTANT SERVICES.         12       (4) DESIGNATE A SINGLE POINT OF CONTACT TO IMPLEMENT,         13       MONITOR AND REPORT WORK FORCE UTILIZATION AND CONTRACTOR.         14       PARTICIPATION IN DISADVANTAGED BUSINESS PROGRAMS.         15       (5) CREATE A COORDINATED CROSS-AGENCY, INTEGRATED.         16       DISADVANTAGED BUSINESS SUPPORT SYSTEM, THE SUPPORT SYSTEM.         17       SHALL BE DESIGNED TO PROVIDE TRAINING IN THE AREAS OF.         18       INFORMATION MANAGEMENT, PUSINESS MANAGEMENT, TECHNICAL.         19       ASSISTANCE AND OTHER SUCH DEVELOPMENTAL ASSISTANCE TO.         20       DISADVANTAGED BUSINESSES.         21       (6) IDENTIFY AND ADOPT UNIFORM MONITORING, ENFORCEME	1	(2) DEVELOP A BEST PRACTICES MANUAL FOR USE BY
4       PRACTICES AND PARTICIPATION GOALS FOR DISADVANTAGED.         5       BUSINESSES.         6       (3) ESTABLISH AND REQUIRE A COMPREHENSIVE QUARTERLY AND         7       ANNUAL REPORTING PROCESS FOR COMMONWEALTH AGENCIES. SUCH.         8       REPORTS SHALL INCLUDE DATA ON CONTRACT AWARD AMOUNTS AND.         9       ACTUAL SPENDING FOR CONTRACTORS, SUBCONTRACTORS, VENDORS,         10       SUPPLIERS AND PROFESSIONAL SERVICES CONTRACTORS, INCLUDING         11       CONSULTANT SERVICES.         12       (4) DESIGNATE A SINGLE POINT OF CONTACT TO IMPLEMENT,         13       MONITOR AND REPORT WORK FORCE UTILIZATION AND CONTRACTOR.         14       PARTICIPATION IN DISADVANTAGED BUSINESS PROGRAMS.         15       (5) CREATE A COORDINATED CROSS-AGENCY, INTEGRATED.         16       DISADVANTAGED BUSINESS SUPPORT SYSTEM. THE SUPPORT SYSTEM         17       SHALL BE DESIGNED TO FROVIDE TRAINING IN THE AREAS OF.         18       INFORMATION MANAGEMENT, BUSINESS MANAGEMENT, TECHNICAL         19       ASSISTANCE AND OTHER SUCH DEVELOPMENTAL ASSISTANCE TO.         20       DISADVANTAGED BUSINESSES.         21       (6) IDENTIFY AND ADOPT UNIFORM MONITORING, ENFORCEMENT,         22       TRACKING AND REPORTING FROCEDURES, GUIDELINES OR POLICY.         23       STATEMENTS.         24       (	2	COMMONWEALTH AGENCIES. THE MANUAL SHALL PROVIDE PROCEDURES
5       BUSINESSES.         6       (3) ESTABLISH AND REQUIRE A COMPREHENSIVE QUARTERLY AND         7       ANNUAL REPORTING PROCESS FOR COMMONWEALTH AGENCIES. SUCH         8       REPORTS SHALL INCLUDE DATA ON CONTRACT AWARD AMOUNTS AND.         9       ACTUAL SPENDING FOR CONTRACTORS, SUBCONTRACTORS, VENDORS,         10       SUPPLIERS AND PROFESSIONAL SERVICES CONTRACTORS, INCLUDING.         11       CONSULTANT SERVICES.         12       (4) DESIGNATE A SINGLE POINT OF CONTACT TO IMPLEMENT,         13       MONITOR AND REPORT WORK FORCE UTILIZATION AND CONTRACTOR.         14       FARTICIPATION IN DISADVANTAGED BUSINESS PROGRAMS.         15       (5) CREATE A COORDINATED CROSS-AGENCY, INTEGRATED.         16       DISADVANTAGED BUSINESS SUPPORT SYSTEM. THE SUPPORT SYSTEM.         17       SHALL BE DESIGNED TO PROVIDE TRAINING IN THE AREAS OF.         18       INFORMATION MANAGEMENT, BUSINESS MANAGEMENT, TECHNICAL.         19       ASSISTANCE AND OTHER SUCH DEVELOPMENTAL ASSISTANCE TO.         20       DISADVANTAGED BUSINESSES.         21       (6) IDENTIFY AND ADOPT UNIFORM MONITORING, ENFORCEMENT, TRACKING AND REPORTING PROCEDURES, GUIDELINES OR POLICY.         23       STATEMENTS.         24       (7) EXPAND ITS ABILITY TO QUANTIFY AND MEASURE THE.         25       EFFECTIVENESS OF COMMONWEALTH PROCUREMENT PROGRAMS.	3	FOR THE UNIFORM IMPLEMENTATION OF PROCUREMENT POLICIES, BEST
6       (3) ESTABLISH AND REQUIRE A COMPREHENSIVE QUARTERLY AND         7       ANNUAL REPORTING PROCESS FOR COMMONWEALTH AGENCIES. SUCH         8       REPORTS SHALL INCLUDE DATA ON CONTRACT AWARD AMOUNTS AND         9       ACTUAL SPENDING FOR CONTRACTORS, SUBCONTRACTORS, VENDORS,         10       SUPPLIERS AND PROFESSIONAL SERVICES CONTRACTORS, INCLUDING         11       CONSULTANT SERVICES.         12       (4) DESIGNATE A SINGLE POINT OF CONTACT TO IMPLEMENT,         13       MONITOR AND REPORT WORK FORCE UTILIZATION AND CONTRACTOR         14       PARTICIPATION IN DISADVANTAGED BUSINESS PROGRAMS.         15       (5) CREATE A COORDINATED CROSS-AGENCY, INTEGRATED         16       DISADVANTAGED BUSINESS SUPPORT SYSTEM. THE SUPPORT SYSTEM         17       SHALL BE DESIGNED TO PROVIDE TRAINING IN THE AREAS OF         18       INFORMATION MANAGEMENT, BUSINESS MANAGEMENT, TECHNICAL         19       ASSISTANCE AND OTHER SUCH DEVELOPMENTAL ASSISTANCE TO.         20       DISADVANTAGED BUSINESSES.         21       (6) IDENTIFY AND ADOPT UNIFORM MONITORING, ENFORCEMENT,         22       TRACKING AND REPORTING PROCEDURES, GUIDELINES OR POLICY.         23       STATEMENTS.         24       (7) EXPAND ITS ABILITY TO QUANTIFY AND MEASURE THE.         25       EFFECTIVENESS OF COMMONWEALTH PROCUREMENT PROGRAMS.	4	PRACTICES AND PARTICIPATION GOALS FOR DISADVANTAGED
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<ul> <li>23 <u>STATEMENTS.</u></li> <li>24 <u>(7) EXPAND ITS ABILITY TO QUANTIFY AND MEASURE THE</u></li> <li>25 <u>EFFECTIVENESS OF COMMONWEALTH PROCUREMENT PROGRAMS.</u></li> <li>26 <u>(8) USE THE DEPARTMENT'S E-MARKETPLACE SYSTEM TO PROVIDE</u></li> <li>27 <u>PUBLIC NOTICE OF CONTRACTING, SUBCONTRACTING AND GRANT</u></li> <li>28 <u>OPPORTUNITIES.</u></li> <li>29 <u>(9) CONTINUE TO CONNECT DISADVANTAGED BUSINESSES TO</u></li> </ul>	21	(6) IDENTIFY AND ADOPT UNIFORM MONITORING, ENFORCEMENT,
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<ul> <li>27 <u>PUBLIC NOTICE OF CONTRACTING, SUBCONTRACTING AND GRANT</u></li> <li>28 <u>OPPORTUNITIES.</u></li> <li>29 <u>(9) CONTINUE TO CONNECT DISADVANTAGED BUSINESSES TO</u></li> </ul>	25	EFFECTIVENESS OF COMMONWEALTH PROCUREMENT PROGRAMS.
<ul> <li>28 <u>OPPORTUNITIES.</u></li> <li>29 <u>(9) CONTINUE TO CONNECT DISADVANTAGED BUSINESSES TO</u></li> </ul>	26	(8) USE THE DEPARTMENT'S E-MARKETPLACE SYSTEM TO PROVIDE
29 <u>(9) CONTINUE TO CONNECT DISADVANTAGED BUSINESSES TO</u>	27	PUBLIC NOTICE OF CONTRACTING, SUBCONTRACTING AND GRANT
	28	<u>OPPORTUNITIES.</u>
30 OTHER ENTITIES, SUCH AS THE SMALL BUSINESS DEVELOPMENT	29	(9) CONTINUE TO CONNECT DISADVANTAGED BUSINESSES TO
	30	OTHER ENTITIES, SUCH AS THE SMALL BUSINESS DEVELOPMENT

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1	CENTERS, MINORITY BUSINESS ENTERPRISE CENTERS AND
2	PROFESSIONAL TECHNICAL ASSISTANCE CENTERS FOR DEVELOPMENTAL
3	ASSISTANCE.
4	(10) IDENTIFY AND ADOPT GUIDELINES THAT WILL ENSURE
5	ACCOUNTABILITY AND TRANSPARENCY IN THE PROCUREMENT PROCESS.
6	THE GUIDELINES SHALL INCLUDE, BUT NOT BE LIMITED TO,
7	DOCUMENTATION REQUIREMENTS TO BE USED THROUGHOUT THE
8	PROCUREMENT PROCESS, REPORTING AND DISCLOSURE REQUIREMENTS,
9	TREATMENT OF CONFIDENTIAL INFORMATION AND PROCEDURES FOR
10	REPORTING AND RESOLVING COMPLAINTS.
11	(11) IDENTIFY AND ADOPT BEST PRACTICES TO ENSURE THAT
12	THE PROCUREMENT PROCESS IS PROPERLY STRUCTURED AND MANAGED TO
13	ENSURE PROBITY AND PROVIDE FAIRNESS AND EQUAL TREATMENT FOR
14	ALL CONTRACTORS, INCLUDING DISADVANTAGED BUSINESSES.
15	(12) ADOPT, IMPLEMENT AND ADHERE TO ALL CONTRACT
16	COMPLIANCE REQUIREMENTS, POLICY STATEMENTS, GUIDELINES,
17	REGULATIONS AND APPLICABLE LAWS PERTAINING TO PROCUREMENT BY
18	DISADVANTAGED BUSINESSES.
19	(C) MONITORING, ENFORCEMENT AND SANCTIONSTHE FOLLOWING
20	SHALL APPLY:
21	(1) THE DEPARTMENT SHALL ADMINISTER THIS SECTION AND
22	SHALL ADOPT AND IMPLEMENT BEST PRACTICE GUIDELINES TO MONITOR
23	AND ENFORCE THE PROVISIONS OF THIS SECTION AS THEY RELATE TO
24	THE COMMONWEALTH'S DISADVANTAGED BUSINESS PROGRAM.
25	(2) EACH COMMONWEALTH AGENCY SHALL PROVIDE MANDATORY
26	QUARTERLY AND ANNUAL REPORTS ON THE UTILIZATION OF
27	DISADVANTAGED BUSINESSES ON PROCUREMENT CONTRACTS AND
28	SUBCONTRACTS. AN EVALUATION OF A PRIME CONTRACTOR'S
29	PERFORMANCE ON CONTRACTS SHALL INCLUDE A REVIEW OF GOOD FAITH
30	EFFORTS IN THE OVERSIGHT OF DISADVANTAGED BUSINESS

1 PROCUREMENT, TIMELY PAYMENT, AS PROVIDED UNDER SUBCHAPTER D 2 OF CHAPTER 39 (RELATING TO PROMPT PAYMENT SCHEDULES), AND 3 CONTINUED COMMITMENT TO THE UTILIZATION OF DISADVANTAGED 4 SUBCONTRACTORS. 5 (3) SANCTIONS FOR FAILURE TO DEMONSTRATE GOOD FAITH 6 EFFORTS IN THE OVERSIGHT, TIMELY PAYMENT AND COMMITMENT TO 7 DISADVANTAGED BUSINESSES AND SUBCONTRACTORS SHALL INCLUDE 8 WITHHOLDING OF PAYMENTS TO THE PRIME CONTRACTOR AND 9 SUSPENSION OR DEBARMENT FROM PARTICIPATION IN COMMONWEALTH 10 PROCUREMENT FOR NO LESS THAN 12 MONTHS OR MORE THAN 36 MONTHS. THE DEPARTMENT AND ANY OTHER COMMONWEALTH AGENCY MAY 11 12 ALSO INSTITUTE ANY APPROPRIATE AND NECESSARY ADMINISTRATIVE, 13 LEGAL, JUDICIAL OR OTHER PROCEEDINGS AFTER INOUIRY, REVIEW OR 14 INVESTIGATION IF IT FINDS THAT ANY PERSON, CONTRACTOR OR GRANTEE HAS FAILED TO COMPLY WITH OR HAS VIOLATED ANY 15 16 REOUIREMENT OR ACTION SET FORTH IN THIS TITLE OR REGULATIONS PROMULGATED UNDER THIS TITLE. 17 18 (D) CONSTRUCTION. -- NOTHING IN THIS SECTION SHALL BE 19 CONSTRUED TO AUTHORIZE THE DEPARTMENT OR A COMMONWEALTH AGENCY TO DISCRIMINATE IN THE AWARDING OF ANY CONTRACT OR SUBCONTRACT 20 OR TO AUTHORIZE A CONTRACTOR OR ANY OTHER PERSON OR ENTITY TO 21 22 DISCRIMINATE IN THE SOLICITATION OR ACCEPTANCE OF BIDS OR OFFERS 23 FOR CONTRACTING OR SUBCONTRACTING IN ANY PROCUREMENT AUTHORIZED 24 UNDER THIS TITLE. 25 SECTION 4. TITLE 62 IS AMENDED BY ADDING A CHAPTER TO READ: 26 CHAPTER 22 27 VETERAN-OWNED SMALL BUSINESSES 28 SEC. 29 2201. DEFINITIONS. 2202. REGULATIONS. 30

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- 1 2203. VETERAN-OWNED SMALL BUSINESS PARTICIPATION GOALS.
- 2 <u>2204. DUTIES OF DEPARTMENT.</u>
- 3 <u>2205. BONDING AND PROGRESS PAYMENTS.</u>
- 4 <u>2206. (RESERVED).</u>
- 5 <u>2207. REPORTS.</u>
- 6 <u>2208.</u> COMPLIANCE WITH FEDERAL REQUIREMENTS.
- 7 <u>§ 2201. DEFINITIONS.</u>
- 8 <u>SUBJECT TO SECTION 2202 (RELATING TO REGULATIONS), THE</u>
- 9 FOLLOWING WORDS AND PHRASES WHEN USED IN THIS CHAPTER SHALL HAVE
- 10 THE MEANINGS GIVEN TO THEM IN THIS SECTION UNLESS THE CONTEXT
- 11 <u>CLEARLY INDICATES OTHERWISE:</u>
- 12 <u>"SERVICE DISABLED." A VETERAN WHO POSSESSES EITHER A</u>
- 13 DISABILITY RATING LETTER ISSUED BY THE UNITED STATES DEPARTMENT
- 14 OF VETERANS AFFAIRS OR A DISABILITY DETERMINATION FROM THE
- 15 UNITED STATES DEPARTMENT OF DEFENSE.
- 16 <u>"SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS." A SMALL</u>
- 17 BUSINESS OWNED AND CONTROLLED BY A SERVICE-DISABLED VETERAN OR
- 18 <u>VETERANS OR, IF APPROVED BY THE DEPARTMENT OF GENERAL SERVICES,</u>
- 19 <u>A SURVIVING SPOUSE OR PERMANENT CAREGIVER OF A SERVICE-DISABLED</u>
- 20 <u>VETERAN.</u>
- 21 "SMALL BUSINESS." A BUSINESS THAT DOES NOT EXCEED THE
- 22 LIMITATION ON REVENUE OR NUMBER OF EMPLOYEES ESTABLISHED BY THE
- 23 <u>DEPARTMENT OF GENERAL SERVICES FOR DESIGNATION AS A SMALL</u>
- 24 BUSINESS.
- 25 <u>"VETERAN." A PERSON WHO SERVED ON ACTIVE DUTY IN THE UNITED</u>26 STATES ARMED FORCES, INCLUDING ANY OF THE FOLLOWING:
- 27 (1) A RESERVIST OR MEMBER OF THE NATIONAL GUARD WHO WAS
- 28 <u>DISCHARGED OR RELEASED FROM THE SERVICE UNDER HONORABLE</u>
- 29 <u>CONDITIONS.</u>
- 30 (2) A RESERVIST OR MEMBER OF THE NATIONAL GUARD WHO

1 <u>COMPLETED AN INITIAL TERM OF ENLISTMENT OR QUALIFYING PERIOD</u>

2 <u>OF SERVICE.</u>

3 (3) A RESERVIST OR MEMBER OF THE NATIONAL GUARD WHO WAS
4 DISABLED IN THE LINE OF DUTY DURING TRAINING.

5 "VETERAN-OWNED SMALL BUSINESS." A SMALL BUSINESS OWNED AND

6 <u>CONTROLLED BY A VETERAN OR VETERANS.</u>

7 <u>§ 2202. REGULATIONS.</u>

8 THE DEPARTMENT SHALL ESTABLISH POLICY IN ACCORDANCE WITH THIS

9 <u>CHAPTER FOR EXECUTIVE AGENCIES AND INDEPENDENT AGENCIES AND MAY</u>

10 PROMULGATE REGULATIONS ESTABLISHING DETAILED DEFINITIONS OF THE

11 WORDS AND PHRASES DEFINED IN SECTION 2201 (RELATING TO

12 DEFINITIONS) USING, IN ADDITION TO THE CRITERIA SET FORTH IN

13 <u>SECTION 2201, OTHER CRITERIA AS IT DEEMS APPROPRIATE, INCLUDING</u>

14 THE NUMBER OF EMPLOYEES AND THE DOLLAR VOLUME OF BUSINESS.

15 STATE-AFFILIATED ENTITIES SHALL IMPLEMENT THE POLICY FOR THEIR

16 PROCUREMENT PROGRAMS.

17 § 2203. VETERAN-OWNED SMALL BUSINESS PARTICIPATION GOALS.

18 EACH PURCHASING AGENCY SHALL HAVE AN ANNUAL GOAL OF NOT LESS

19 THAN 5% PARTICIPATION BY VETERAN-OWNED SMALL BUSINESSES IN ALL

20 CONTRACTS ENTERED INTO BY THE PURCHASING AGENCY. THE

21 PARTICIPATION GOAL SHALL APPLY TO THE OVERALL DOLLAR AMOUNT

22 EXPENDED BY THE PURCHASING AGENCY WITH RESPECT TO THE CONTRACTS.

23 <u>§ 2204. DUTIES OF DEPARTMENT.</u>

24 <u>THE DEPARTMENT SHALL HAVE THE FOLLOWING DUTIES:</u>

## 25 (1) WHERE FEASIBLE, PROVIDE APPROPRIATE STAFF WHO SHALL

26 <u>BE RESPONSIBLE TO THE DEPARTMENT AND WHO SHALL SERVE WITHIN</u>

27 DESIGNATED COMMONWEALTH AGENCIES TO ASSIST VETERAN-OWNED

28 <u>SMALL BUSINESSES AND SERVICE-DISABLED VETERAN-OWNED SMALL</u>

29 <u>BUSINESSES IN THIS COMMONWEALTH IN LEARNING HOW TO DO</u>

30 <u>BUSINESS WITH COMMONWEALTH AGENCIES.</u>

1	(2) GIVE SPECIAL PUBLICITY TO PROCUREMENT PROCEDURES AND
2	ISSUE SPECIAL PUBLICATIONS DESIGNED TO ASSIST VETERAN-OWNED
3	SMALL BUSINESSES AND SERVICE-DISABLED VETERAN-OWNED SMALL
4	BUSINESSES IN LEARNING HOW TO DO BUSINESS WITH COMMONWEALTH
5	AGENCIES.
6	(3) COMPILE, MAINTAIN AND MAKE AVAILABLE SOURCE LISTS OF
7	VETERAN-OWNED SMALL BUSINESSES AND SERVICE-DISABLED
8	VETERAN-OWNED SMALL BUSINESSES FOR THE PURPOSE OF ENCOURAGING
9	PROCUREMENT FROM VETERAN-OWNED SMALL BUSINESSES.
10	(4) INCLUDE VETERAN-OWNED SMALL BUSINESSES AND
11	SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESSES ON
12	SOLICITATION MAILING LISTS.
13	(5) ASSURE THAT VETERAN-OWNED SMALL BUSINESSES AND
14	SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESSES ARE SOLICITED
15	ON EACH PROCUREMENT FOR WHICH THE BUSINESSES MAY BE SUITED.
16	(6) DEVELOP SPECIAL TRAINING PROGRAMS TO ASSIST VETERAN-
17	OWNED SMALL BUSINESSES AND SERVICE-DISABLED VETERAN-OWNED
18	SMALL BUSINESSES IN LEARNING HOW TO DO BUSINESS WITH
19	COMMONWEALTH AGENCIES.
20	(7) ASSURE THAT PARTICIPATION BY VETERAN-OWNED SMALL
21	BUSINESSES AND SERVICE-DISABLED VETERAN-OWNED SMALL
22	BUSINESSES IS APPROPRIATELY FACTORED INTO THE EVALUATION OF
23	PROPOSALS FOR SUPPLIES, SERVICES OR CONSTRUCTION WHEN A
24	PURCHASING AGENCY USES THE COMPETITIVE SEALED PROPOSALS
25	METHOD UNDER SECTION 513 (RELATING TO COMPETITIVE SEALED
26	PROPOSALS).
27	(8) CERTIFY BUSINESSES THAT HAVE BEEN IDENTIFIED AS
28	VETERAN-OWNED SMALL BUSINESSES AND SERVICE-DISABLED
29	VETERAN-OWNED SMALL BUSINESSES.
30	<u>§ 2205. BONDING AND PROGRESS PAYMENTS.</u>

1 (A) BONDING. -- NOTWITHSTANDING OTHER PROVISIONS OF THIS PART: 2 (1) EXCEPT AS PROVIDED IN PARAGRAPH (2), A PURCHASING 3 AGENCY MAY REDUCE THE LEVEL OR CHANGE THE TYPES OF BONDING 4 NORMALLY REOUIRED OR ACCEPT ALTERNATIVE FORMS OF SECURITY TO 5 THE EXTENT REASONABLY NECESSARY TO ENCOURAGE PROCUREMENT FROM 6 VETERAN-OWNED SMALL BUSINESSES AND SERVICE-DISABLED 7 VETERAN-OWNED SMALL BUSINESSES. 8 (2) FOR CONTRACTS UNDER \$50,000, VETERAN-OWNED SMALL 9 BUSINESSES AND SERVICE-DISABLED VETERAN-OWNED SMALL 10 BUSINESSES SHALL BE EXEMPT FROM ANY BONDING REQUIREMENTS. (B) PROGRESS PAYMENTS.--A PURCHASING AGENCY MAY MAKE SPECIAL 11 PROVISIONS FOR PROGRESS PAYMENTS AS IT DEEMS REASONABLY 12 13 NECESSARY TO ENCOURAGE PROCUREMENT FROM VETERAN-OWNED SMALL 14 BUSINESSES AND SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESSES. 15 § 2206. (RESERVED). § 2207. REPORTS. 16 17 (A) REPORT TO DEPARTMENT OF GENERAL SERVICES.--BY AUGUST 15, 18 2013, AND EACH AUGUST 15 THEREAFTER, EACH EXECUTIVE AND 19 INDEPENDENT AGENCY SHALL SUBMIT AN ANNUAL REPORT FOR THE PERIOD OF JULY 1 TO JUNE 30 TO THE DEPARTMENT OF GENERAL SERVICES ON 20 ACTUAL UTILIZATION OF VETERAN-OWNED SMALL BUSINESSES AND 21 22 SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESSES AS CONTRACTORS, 23 SUBCONTRACTORS, SUPPLIERS AND PROFESSIONAL SERVICE PROVIDERS. 24 (B) REPORT TO STANDING COMMITTEES. -- THE DEPARTMENT AND EACH 25 STATE-AFFILIATED ENTITY SHALL ANNUALLY, BEFORE OCTOBER 1, REPORT 26 IN WRITING TO THE VETERANS AFFAIRS AND EMERGENCY PREPAREDNESS 27 COMMITTEE OF THE SENATE AND THE VETERANS AFFAIRS AND EMERGENCY 28 PREPAREDNESS COMMITTEE OF THE HOUSE OF REPRESENTATIVES 29 CONCERNING TOTAL CONTRACT DOLLARS AWARDED TO VETERAN-OWNED SMALL BUSINESSES AND SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESSES 30

1	BY THE PURCHASING AGENCY DURING THE PRECEDING FISCAL YEAR. THE
2	REPORT SHALL INCLUDE A LIST OF ALL VETERAN-OWNED SMALL
3	BUSINESSES AND SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESSES
4	THAT PARTICIPATED AS CONTRACTORS, SUBCONTRACTORS OR SUPPLIERS
5	DURING THE PRECEDING FISCAL YEAR. THE DEPARTMENT AND STATE-
6	AFFILIATED ENTITY INITIAL REPORTS SHALL BE SUBMITTED TO THE
7	STANDING COMMITTEES UNDER THIS SECTION ON OR BEFORE OCTOBER 1,
8	2012, OR ON OR BEFORE OCTOBER 1 AT LEAST 12 MONTHS AFTER THE
9	EFFECTIVE DATE OF THIS SECTION, WHICHEVER IS LATER.
10	<u>§ 2208. COMPLIANCE WITH FEDERAL REQUIREMENTS.</u>
11	IF A PROCUREMENT INVOLVES THE EXPENDITURE OF FEDERAL
12	ASSISTANCE OR CONTRACT FUNDS, THE PURCHASING AGENCY SHALL COMPLY
13	WITH FEDERAL LAW AND AUTHORIZED REGULATIONS THAT ARE MANDATORILY
14	APPLICABLE AND THAT ARE NOT PRESENTLY REFLECTED IN THIS PART.

15 Section 2-3 5. This act shall take effect in 60 days.

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