



Ohio Administrative Code

Rule 123:5-1-17 First and second requisite procurement program.

Effective: April 26, 2024

(A) Unless otherwise exempt by the Revised Code:

(1) All state agencies wanting to purchase goods or services shall follow all policies and procedures established by the department of administrative services ("the department") including those governing purchasing from requisite procurement programs.

(2) The department director or the director's designee may issue a blanket waiver to all state agencies for specific types of purchases, thereby exempting such purchases from the provisions of this section. The blanket waiver may be for any length of time, not to exceed the current biennium.

(3) All state agencies will comply with sections 125.609 and 5147.07 of the Revised Code for the purchase of goods or services regardless of purchase price.

(B) The department will serve as a guide and resource for state agencies through the state procurement process as required by Chapter 125. of the Revised Code and this chapter of the Administrative Code.

(C) In making the determination of whether or not a first requisite procurement program can fulfill the goods or services being requested, the department of administrative services shall attempt to make contact with both the Ohio penal industries and the office of community rehabilitation programs.

(D) If a first requisite procurement program cannot fulfill the products, supplies, and/or services being requested, the department of administrative services shall, if appropriate, make the second requisite procurement programs aware of the products, supplies, and/or services requested. The department of administrative services shall not make a final determination of whether or not a second requisite procurement program can fulfill the products, supplies, and/or services needs requested by the state agency. The department of administrative services may direct or refer a state agency to a



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second requisite procurement program. That determination is the responsibility of the individual second requisite procurement programs.