

# SOLE SOURCE MODIFICATIONS



- **Sole Source Procedures**
  - New requirement to post answers to the justification questions to WEBS
  - New requirement to post a copy of the finalized draft contract (as presented to DES in SSCD) to WEBS and agency website
  - DES' review process and items looked at as part of that review (to include contract verbiage, taking capability statements that agencies receive into consideration, and more)
  
- **Sole Source Justification Templates**
  - Cost analysis will include quantification (when applicable)
  
- **Sole Source Glossary Supplement**
  - Adding a definition for "*compelling*"
  - Adding a definition and minimum requirements for "market research"
  - Adding a definition for "*sole source*" (note: this is currently in many other documents/locations, but felt it should be included in the Glossary Supplement as well)
  - Revising the definition for "*minor or administrative change*"
  
- **Sole Source FAQ (additions)**
  - Including a question around "*what you cannot list as requirements in your legal notice*"
  - Including examples of what "*quantifying cost savings*" could look like
  - Adding many other questions and answers, but not necessarily applicable to this specific task – just a running list of additional questions and answers as they've come up over the past year

# NEXT STEPS



- Sending out materials via email
- Implementation date – March 1, 2022