

MEMORANDUM

STATE OF ALASKA
Department of Administration

To: All Agencies

Date: October 20, 1999

From: Robert Poe, Jr.
Commissioner
Department of Administration

Phone: 465-2200

Subject: Administrative Manual

STATE ADMINISTRATIVE MANUAL--TRANSMITTAL NUMBER 23

The attached transmittal revises Section 81 and 82 (Procurement Sections) of the Administrative Manual. The revisions are effective October 1, 1999. Please replace the sections that are currently in your manual with the updated sections.

Changes include:

- Consistency between AAM, statutes and regulations
- Minor changes in State Contracts
- Easier to understand arrangement of procurement competition levels
- More detail for making the employee/contractor determination
- More information in the Public Notice Section
- Reference to preferences on Internet
- Reference to required written determinations on Internet
- Reference to procurements that cross fiscal years
- Reference to standard contract clauses available from General Services
- Correct types of alternate procurements
- Contract considerations—types, award to nonresident, software purchases
- Small procurement protests

You should keep this memorandum as well as future transmittal memorandums in your manual for reference.

RGP/SS

cc: Division of Finance