

# State Procurement Manual

DOA-3449 N(R06/94) Formerly AD-P-12

Number PRO-C-25
Effective 9-1-17
Replaces 6-1-87
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Section THE PROCUREMENT PROCESS	Agencies Affected ALL
Title INTERGOVERNMENTAL PROCUREMENTS	

AUTHORITY: [Wis. Stats.](#) 16.70(3)  
16.72(2)(d)  
16.75(3t)(b)  
16.75(6)(a)(b)  
19.82(1)  
20.901  
66.0301

SCOPE: - to define intergovernmental procurements and governmental body  
- to establish policy on procurements from the federal government  
- to establish policy on the waiver of bidding on procurements from another state, county, city, village, town, or other governmental body in this state

DEFINITIONS: I. "Intergovernmental procurements" are those purchases of supplies, materials, equipment, or contractual services other than printing and stationery, from the federal government, from another state, or from any county, city, village, town, or other governmental body in this state.  
II. "Governmental body" means a local agency, board, commission, committee, council, department, or public body created by constitution, statute, ordinance, rule, or order.

CONTENT: I. When an agency deems a procurement with another governmental body to be favorable, the following procedures are applicable for transactions over the agency's delegated authority.  
A. Federal Government: A waiver of the bidding process is not required when contracting with the federal government. No Request for Purchasing Approval/Authority (RPA) is required to be submitted to the State Bureau of Procurement.  
B. Payments made pursuant to statute when only one provider is statutorily permissible and the rate of reimbursement is set by statute are not purchases. The process for exempting such payments from procurement policies and procedures should follow the process outlined in [PRO-C-32](#), Grants and Other Nonprocurement Transactions.

Authorized:



Rick S. Hughes, Director  
State Bureau of Procurement

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- C. Procurements of commodities or services from a governmental body other than another state agency or the federal government that could be bought from a private sector vendor require use of procurement policies and procedures.
- II. Intergovernmental procurements need not be advertised.
- III. See [PRO-I-8](#), Legal Services.
- IV. PRO-C-25 does not apply to the procurement of printing and stationery. See [PRO-C-18](#), Bidding of Printing Procurements.
- V. See [PRO-C-32](#), Grants and Other Nonprocurement Transactions, and [PRO-C-10](#), Bid Waiver Justification Letter.

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