

EXECUTIVE DEPARTMENT
STATE OF CALIFORNIA

EXECUTIVE ORDER W-103-94

WHEREAS, state government has an obligation to safeguard the trust of the people of California; and

WHEREAS, state procurement and contracting procedures are an integral and substantial element of State operations; and

WHEREAS, employees of the State of California at all levels are entrusted with this considerable responsibility; and

WHEREAS, contracting procedures established by State law are designed to provide efficient and cost-effective means to procure goods and services for State operations; and

WHEREAS, it is incumbent upon all employees of the State of California to implement these regulations to the fullest extent possible;

NOW, THEREFORE, I, PETE WILSON, Governor of the State of California, by virtue of the power and authority vested in me by the Constitution and statutes of the State of California, do hereby issue this order to become effective immediately:

1. No "sole-source" contracts or procurements, as defined by State law, are to be authorized for the State of California, except in the case of State Emergency, or where public health and safety so requires.
 - a. To ensure that these conditions are met, and that accountability for such decisions is at the highest possible level, any and all "sole-source" contracts entered into by the State of California shall, without exception, require the express written approval of the Cabinet-level Agency Secretary with jurisdiction over the contract, as well as the Department of General Services.
 - b. Departments which do not report to a Cabinet Agency shall require express written approval by the highest ranking full-time employee of the organization.
2. All employees of the State of California are directed to follow, without fail, the strict guidelines and procedures established by the Department of General Services (DGS) regarding State contracts and procurements.

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3. Employees of the State of California, at all levels, are directed to comply with this order. Failure to comply with State regulations shall be the basis for personnel actions or termination of employment.

IN WITNESS WHEREOF I have hereunto set my hand and caused the Great Seal of the State of California to be affixed this 17th day of August 1994.

Governor of California

ATTEST:

Secretary of State