

## **Questions and Answers from What's New in State Purchasing Webinar on November 7, 2007.**

**By using the direct e-mail box to DOR, will this generate a quicker response from DOR on the status of the vendor?**

Yes.

**Are there any changes or updates to the Immigration reporting requirement for contracts?**

DOAS has not changed or updated its interpretation of the requirements of SB529 since the email notice sent September 5, 2007, which has been copied below:

To all Agency, College & University Procurement Officials:

This notice is to provide clarification on the SB529 (The Ga Security and Immigration and Compliance Act).

SB529 (The Ga Security and Immigration and Compliance Act) requires contractors to file an affidavit that the contractor and its subcontractors have registered and participate in a federal work authorization program intended to insure that only lawful citizens or lawful immigrants are employed by the contractor or subcontractor. This requirement of SB529 is a phased-in affidavit filing requirement based on the size of the contractor. Contractors with 500 or more employees are required to file an affidavit of compliance beginning July 1, 2007. However, because the requirement is set forth in OCGA 13-10-91, which is a part of Chapter 10 of Title 13 governing public works contracts, the affidavit filing requirements of SB529 only apply to public works contracts.

The Immigration and Reporting Requirements (called SPD-SP017 - Immigration and Reporting Requirements) is located on the DOAS State Purchasing Website at the following link.

[http://statepurchasing.doas.ga.gov/00/channel\\_title/0,2094,35226973\\_76768898,00.html](http://statepurchasing.doas.ga.gov/00/channel_title/0,2094,35226973_76768898,00.html).

**Will the card be used to purchase Services?**

Absolutely as long as you are diligent about following the Federal requirements about reporting 1099 vendors. Please refer to page 5 of our New Policy, Section III, E: Card Program Reporting Requirements.

**How are you planning on communicating changes to the program to us?**

We communicate via e-mail to the entity APO's and CUPO's and Program Administrators. In addition, we are publishing an electronic newsletter.

**Are you planning any survey activity to ask APO's or other purchasing professionals on the front line if we have any ideas on how to improve the p-card program?**

Absolutely! We feel it is vital for our end users to communicate their needs and concerns as well as give us suggestions for improvement.

**Georgia College doesn't use Equote now because of the inability to add a vendor who is not on the GPR so adding that feature will definitely make using Equote an option for us. N/A**

**Can the card be used to purchase food for agency and student activity accounts?**

Joe Kim, our senior legal advisor does not recommend we put food on the p-card. There are so many variables that must be considered to ensure compliance. I.e., Group Meals Policy, new travel regulations from SAO, sponsored funding verifications, etc. Having said this, Joe is continuing to investigate the use of food on the p-card and will give us written direction in the very near future. In the interim, if you wish to use the p-card for food purchases, please submit the Special Request Form (Exhibit D in the New Policy) and we will review the request for approval on a case-by-case basis until we receive a final ruling with regard to food purchases on the p-card.

**Can we get the forms referenced in the Adm and User's Guide in an electronic format or do we need to create them ourselves?**

The forms should be on the web site by the end of the week. If you want the forms sooner (in WORD format) please e-mail me at: [drayner@doas.ga.gov](mailto:drayner@doas.ga.gov)

**Are these classes only open to registered buyers or can anyone from an agency attend?**

Yes, members of the agency that are involved to any degree in purchasing activities can attend. Agency members that do not perform purchasing activities, but need to become familiar with the purchasing regulations, tools and laws can also attend.