Department of Shared Administrative Services
Governor Sarah Huckabee Sanders
Secretary Leslie Fisken

August 4, 2025

Arkansas Legislative Council
Review Subcommittee
Arkansas State Capitol
Little Rock, AR 72201

RE: Monthly progress report on promulgation of Office of State Procurement Rules and progress regarding the procurement training and certification program, Act 782 of 2025.

Dear Members of the Arkansas Legislative Council Review Subcommittee:

This letter serves as the monthly progress report from the Office of State Procurement (OSP) regarding ongoing efforts to promulgate the agency's rules and to develop and implement a procurement training and certification program as mandated by Sections 16 and 19 of Act 782 of 2025.

RULE PROMULGATION

Since March of 2025, OSP has worked with Ikaso to comprehensively review and revise portions of Title 19, Chapter I, Part 1, of the Arkansas Procurement Rules, which have been codified into the Code of Arkansas Rules (CAR). We are currently in the final stage of drafting revisions and anticipate initiating the formal rule promulgation process within 30-60 days.

TRAINING AND CERTIFICATION PROGRAM

OSP is collaborating with the Office of Personnel Management (OPM) to update and produce an in-person training and certification program to facilitate the training, continuing education, and annual certification of state agency procurement personnel.

Our progress made to date includes:

- Restructuring the existing training and certification program to comply with Act 782.
- Working with Ikaso to produce training for evaluators.
- Updating Tier 1 and negotiations training materials.
- Scheduling Tier 1 and negotiations training sessions:
  - *Procurement Fundamentals*
    - August 14 (15 individuals registered)
    - September 18 (11 individuals registered)
  - Negotiations Training for State Procurement Professionals
    - August 4 (39 individuals registered)
  - Negotiations Training for Agency Procurement Officials
    - September 11

State agencies that have employees registered for the scheduled tier 1 training:

- Arkansas Department of Agriculture
- Arkansas Department of Finance and Administration

- Arkansas Department of Health
- Arkansas Department of Human Services
- Arkansas Department of Labor and Licensing
- Arkansas Department of Parks, Heritage and Tourism
- Arkansas Department of Shared Administrative Services
- Arkansas Division of Workforce Services
- Arkansas Teacher Retirement System

In addition to fifteen (15) colleges and universities, the following state agencies have employees registered for the scheduled negotiations training:

- Arkansas Department of Commerce
- Arkansas Department of Corrections
- Arkansas Department of Finance and Administration
- Arkansas Department of Human Services
- Arkansas Department of Parks, Heritage and Tourism
- Arkansas Division of Workforce Services
- Arkansas Department of Shared Administrative Services

As required by Act 782, OSP will continue to provide progress reports on these efforts. Please do not hesitate to reach out if you require any additional information.

Sincerely,

Jessica Patterson

Jessica Patterson
State Procurement Director