Office of the Chief Information Officer, Washington State

Policy No. 202: Innovation Exemption

**APPENDIX A**

**Innovation Exemption Criteria**

# **To qualify for an Innovation Exemption, these are the criteria the OCIO will require agencies to meet:**

# The purchase enables an agency to introduce new technologies that have yet to find widespread adoption within the state of Washington.

# The purchase must be for less than $100,000. Only one purchase exemption will be granted per project.

# In addition, the purchase must meet at least one of the following criteria:

## The purchase would accelerate efforts to create a more mobile Washington, for citizens, state employees, or both.

## The purchase would accelerate the adoption of cloud services, including but not limited to cloud storage, SaaS, IaaS and PaaS.

## The purchase allows for trial deployments that will better inform larger-scale modernization efforts.

## The purchase involves adding new capabilities specific to an agency’s business needs.

## The purchase allows for the retention of professional services to add new capabilities to an agency.

## The purchase makes it easier for agencies to engage small businesses who offer solutions, but lack the existing relationships and resources to effectively compete through the existing procurement process.

# **Absent unusual and compelling circumstances, the OCIO will limit its discretion to waive competitive bidding under the Innovation Exemption to those projects promoting innovation under one (1) year in duration.**

# If the project will last more than one year, the agency must either plan for funding of the project without the Innovation exemption, or provide the OCIO with justification for unusual or compelling circumstances that the exemption should be extended.

# **An agency must submit to the OCIO a justification for an Innovation Exemption.**

# Agency should submit project to the Policy and Waiver mailbox at [ocio.policy@ocio.wa.gov](mailto:ocio.policy@ocio.wa.gov?subject=Innovation%20Exemption).

# The request for exemption must include:

## A project description.

## A description of the specific purchase to be made, including cost.

## And, at a minimum, must describe:

### Lead contact for project;

### How the purchase promotes innovation and/or modernization;

### What implementation resources are currently in place;

### How success will be measured and a timeline for evaluation, including the date when a summary report on results is expected to be completed. (must be within one month of project completion.)

## Approval from the agency head.

# **The process for evaluating Innovation Exemption requests will be managed by the OCIO.**