Ohio DAS General Services Division | Office of Procurement Services Service · Support · Solutions

Office of Procurement from Community Rehabilitation Programs

An obligation for Ohio's state and local government entities to procure supplies and services from Community Rehabilitation Programs (CRPs) was created in 1976 by the Ohio Legislature. The purpose of this obligation is to provide Ohio citizens with work-limiting disabilities gainful employment experiences or training opportunities while simultaneously providing benefits to the many levels of government within the state. The program is administered by the Office of Procurement from Community Rehabilitation Programs (OPCRP), General Services Division, Ohio Department of Administrative Services (ODAS). Purchasing from a CRP is mandatory if the buyer is covered by the Law and the desired product or service already appears on or is deemed suitable for addition to the "Procurement List" (*For reference: ORC 125.60 to 125.6012 & OAC 123:5-3-01 to 123:5-3-12).*

Components of the Program

Government Entities (Customers)

Buy products and services through the Program. The Law applies specifically to certain customers:

- ***State Agencies,*** *including the General Assembly, all Cabinet Agencies, Supreme Court and offices of state elected officials*
- ***Political Subdivisions,*** *including counties, townships, villages, school districts, and special-purpose corporations and districts*
- ***Instrumentalities of the State,*** *including boards, commissions, authorities, public corporations, colleges and universities, other educational institutions, and other entities*

Community Rehabilitation Programs or CRPs (Vendors)

Private, nonprofit organizations, sometimes referred to as work centers, having a mission to serve persons with disabilities by assisting them to achieve self-confidence and self-sufficiency by providing advocacy, support, training, work and competitive job placement. Prior to doing business with a government entity CRPs must be certified as meeting the requirements of Code by OPCRP. Customers can negotiate directly with CRPs to purchase products and procure services. ODAS holds all the contracts between government customers and CRPs.

Agents (Vendors)

Private, nonprofit organizations certified by OPCRP to negotiate contracts and do business on behalf of willing CRPs. ODAS holds all contracts between government customers and agents.

Advantages of Using the Program

- CRPs benefit by the increased employment and training opportunities available to the persons with disabilities they serve.
- Government customers benefit from the simplicity of the purchasing process and high-quality products and services.
- Ohioans with disabilities benefit by increased purchasing power and independence.
- All of Ohio benefits from the increased employment of Ohioans with disabilities which in turn increases tax collections and reduces entitlement liabilities of state and local governments.

Before using state term contracts, competitive bids or discretionary spending, a government entity is obligated to determine whether a desired product or service is offered by a Community Rehabilitation Program (CRP) or its agent. If a product or service is currently on or could be made suitable for addition to the "Procurement List", a government customer is obligated to buy it until the need no longer exists or until a CRP can no longer furnish it. If the required delivery schedule cannot be met or the CRP pricing is not competitive, a waiver can be discussed and may be granted.

Many CRP products have the same form, fit, and function (i.e., they are essentially the same) as brand-name items. The next time you prepare a purchase order for a national brand, first think of purchasing from a CRP.

What Is the Process?

1. Determine whether the desired supply/service is available for purchase from a CRP or agent by:
   - Searching the OPCRP Web site – "Procurement List".
   - Contacting the Office of Procurement from CRPs.
   - Contacting a certified CRP.
   - Contacting a certified agent of the program.
   - Searching OAKS by product/service description/category. (If you are a state agency.)
2. State agencies can purchase the product/service (if available) through OAKS by creating a purchase requisition and ordering direct from a CRP or agent.
3. If an agency-specific product or a service is required, a CRP or its agent can assist in the development of the specifications.
4. Agree on a price with the CRP or its agent and sign the Contract Approval Form agreeing to the specifications, pricing and ODAS Terms & Conditions.

5. The CRP or its agent will forward all documents to OPCRP for approval. The Office will approve the agreement as an ODAS contract and enter it into OAKS (if applicable); the contract will be posted on the State Procurement Web site.
6. State agencies create a purchase requisition in OAKS; political subdivisions follow their ordering procedures.
7. Receive product or service.
8. Receive and verify the invoice for accuracy, and pay invoice.

SERVICES:

Assembly Services (Multiple)
Janitorial Services (Multiple)
Floor Care Services (Multiple)
Data Entry Services (Multiple)
Day Porter Services (Multiple)
Document Management Solution Services (Multiple)
Imaging & DVD (Multiple)
Labeling/Brochures Services (Multiple)
Landscaping/Lawn Care Services (Multiple)
Laundry/Linen Services including Rental Services (Multiple)
Mailing/Collating Services (Multiple)
Microfilming Services (Multiple)
Security Services [Unarmed] (Multiple)
Secure Document Destruction (GDC987)

PRODUCTS:

Banners (GDC703)
Blood and Urine Kits (GDC746)
Chair Mats (GDC971)
Cleaning Products [BioPreferred] (GDC704)
Collection/Specimen Kits/Neonatal Admission Kits/Newborn Kits (Call for details)
Computer Paper [Rolled] (GDC990)
Disposable Backboards/Gurneys (GDC992)
Drug Screening Kits (Call for details)
Embroidery and Embroidered Clothing, Uniforms, Various Other Items
Examination [Medical] Paper (GDC705)
Frames (GDC852)
Gloves – Latex [Powdered & Un-Powdered] (GDC702)
Laundry Net Bags (GDC991)
Remanufactured Laser Printer Cartridges & Toner Cartridges (GDC799)
Rubber Water Hoses (GDC762)
Safety Apparel, [ANSI Classes] (GDC770)
Secondary Blood Culture Kits (Call for details)
Signs – Various Custom Designed Signs & Banners (GDC703)
Soap Products, Shampoo, Sanitary Soap [Gallons & Pouches] and Dispensers (GDC830)
Tape, Adhesive [Various Types] (GDC888)

Towels & Washcloths – Bath & Kitchen (GDC915)
Water Custom Labeled (GDC996)
Wet Mop Heads (GDC924)
Writing Instruments (GDC701)

To find the contract, go to WWW.PROCURE.OHIO.GOV/PROC. Click on the "Find It Fast" button. Enter Index Number. Click on "Find It Fast" button.

Procurement from CRPs
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Ohio Works Best When All Ohioans Work