

# Administrative Circular

Commonwealth of Pennsylvania  
Governor's Office

13-07  
Number

**Subject:**

Revision to the term "Contract," as defined in  
*Management Directive 215.9, Contractor  
Responsibility Program*

**Date:**

April 5, 2013

**By Direction of:**



Sheri Phillips, Secretary of General Services



Charles B. Zogby, Secretary of the Budget

**Expiration Date:**

April 5, 2014

**Contact Agency:**

Office of the Budget, Office of Comptroller Operations, Bureau of Payable Services,  
Telephone 717.425.6538

Effective April 5, 2013, agencies under the Governor's jurisdiction shall apply the following definition for the purpose of the commonwealth Contractor Responsibility Program (CRP).

Section 4.c. of [Management Directive 215.9, Contractor Responsibility Program](#) is hereby revised to read:

**4. Definitions.**

- c. **Contract.** A type of written agreement, regardless of what it may be called, for the procurement or disposal of supplies, services, or construction. The term contract also includes grants, leases, purchase orders, reimbursement agreements, no-cost contracts, and revenue generating contracts. The term does not include commonwealth agency purchase orders against existing contracts, memoranda of understanding, interagency agreements, or intergovernmental agreements with commonwealth agencies, state-affiliated entities, state-related institutions, or the federal government.