

- b. orders issued under basic ordering agreements,
 - c. letter contracts,
 - d. orders under which the contract becomes effective by written acceptance or performance, and
 - e. bilateral contract modifications;
11. "Contract modification" means any written change in the terms of the contract;
12. "Contracting" means purchasing, renting, leasing, or otherwise obtaining acquisitions from private sources. Contracting includes description, but not determination, of acquisitions required, selection and solicitation of sources, preparation and award of contracts, and contract administration;
13. "Contractor" means an individual or business entity entering into a contract for goods and/or services with the state as a result of a solicitation;
14. "Electronic commerce" means the use of electronic methods to enable solicitation, supplier response, notice of contract award, state agency acquisition processes, or any other function to make an acquisition;
15. "Electronic payment mechanism" means a method of electronic payment for authorized acquisitions;
16. "Enterprise agreement" means an agreement for computer hardware, software, and service that a supplier manufactures, develops, and designs, and that one or more state agencies use;
17. "Environmentally preferable products and services (EPPS)" means acquisitions that best meet the requirements as defined in the solicitation for human health and the environment;
18. "Equipment" means personal property a state agency acquires for its use which is an item or product and shall include all personal property used or consumed by a state agency that is not included within the category of materials and supplies;
19. "High technology system" means advanced technological equipment, software, communication lines, and services for the processing, storing, and retrieval of information by a state agency;
20. "Item" or "product" means some quantity or kind of such supplies, materials or equipment;
21. "Local governmental entity" means any unit of local government including, but not limited to, any school district, county, or municipality of this state;
22. "Lowest and best" means an acquisition based on criteria which include, but are not limited to, the following:
- a. the lowest total purchase price,
 - b. the quality and reliability of the product, and
 - c. the consistency of the proposed acquisition with the state agency's planning documents and announced strategic program direction;
23. "Materials" or "supplies" includes all property except real property or equipment that a state agency acquires for its use or consumption;
24. "Multistate contract" or "multigovernmental contract" means an agreement entered into between two or more entities of government for acquisitions pursuant to a single contract;
25. "Nonprofessional services" means services which are predominantly physical or manual in character and may involve the supplying of products;
26. "Political subdivision" means local governmental entities and such other entities specified as political subdivisions pursuant to the Governmental Tort Claims Act;
27. "Open market contract" means a contract for a one-time acquisition not exceeding the acquisition amount requiring competitive bid pursuant to Section 85.7 of this title;