

# Purchasing Newsletter



## Director's Note

After almost a year of anticipation, SB 51 is now effective. In the last six months UIC Purchasing has been working with other State agencies to develop procedures to comply with the requirements of this new procurement legislation. Given the level of uncertainty in many of the areas, there is much more work to be done. Fortunately, SB 3576 deferred the communication reporting requirement until January 1, 2011. This will allow us the opportunity to adjust to some of the other requirements before we embark in the communication reporting journey. We are counting on the cooperation of user departments so that we are able to comply with the requirements and yet meet the operational needs of the campus. Campus training is forthcoming.

On another note, the ITPC approved the implementation of a contract management system. It is anticipated that implementation will take approximately one year. Once implemented, we expect university-wide benefits.

Finally, consistent with the recommendations of the Administrative Review Committee, Purchasing is focused on being more strategic in the procurement and contracting process so as to realize efficiencies in the process as well as cost savings. Cost savings for FY 2010 amounted to approximately \$8,800,000, excluding the \$3,700,000 of cost savings associated with IPHEC procurement.

## Happy new fiscal year!

Thank you for our assistance in entering the FY 10 PO number in the comments field. This provides an automatic crosswalk for University Payables and helps avoid confusion in the payment process.

## Quick Reference Guide for Scope of Work or Technical Specification copies are still available.

If you are interested in receiving this Quick Reference Guide, please request copies from Nancy Reynolds or Maggie Ramirez at (312) 996-7084 or email below. Also, these will soon be available at [www.obfs.uillinois.edu/purchases](http://www.obfs.uillinois.edu/purchases).

## Training Opportunities

Purchasing on the Move is still available. Please contact Nancy Reynolds ([nrenold@uillinois.edu](mailto:nrenold@uillinois.edu)) or Maggie Ramirez ([ramirez9@uillinois.edu](mailto:ramirez9@uillinois.edu)) at (312) 996-7084 to schedule a session at your location.

## What's new...?

### New bid thresholds... Effective July 1, 2010.

Commodities, equipment and general services increased to \$51,300. The construction bid threshold increased to \$72,000. Professional & Artistic Services threshold remains \$20,000.

### Purchasing Helpful Tip

Sole Sources and SB51 (Public Act 096-0795) as of July 1, 2010

- Sole source hearings will take place starting July 21, 2010. Subsequent hearings will be scheduled every other week. A schedule is available at [www.obfs.uillinois.edu/purchases](http://www.obfs.uillinois.edu/purchases).
- Purchasing will conduct due diligence on each sole source received. No sole source will be scheduled for Bulletin posting and hearing until a thorough review is completed.
- All requests must be submitted using the new sole sources justification form approved by the new Chief Procurement Officer and the Procurement Policy Board. All questions must be answered before submission. The form is available on the website indicated above.
- Once sole source is posted in the Higher Education Procurement Bulletin, approval is required by the State Procurement Officer, the Chief Procurement Officer and the Procurement Policy Board.
- User department need not attend sole source hearings.

## Minority and Female Business Enterprise (MAFBE) Program

**Did you make a connection?** On June 16, 2010, UIC held its third annual MAFBE Conference "Making the Connection" at the UIC Forum. Attendance was 517 of which 397 were vendors. This year, members of the Board of Trustees were in attendance throughout the duration of the Conference talking with MAFBE vendors. We appreciate their support and the support of Chancellor Paula Allen-Meares, University executives, the UIC's MAFBE Committee, department representatives from all three campuses and all Purchasing staff. Thank you for making this year's conference the most successful yet. Watch for Conference pictures on the MAFBE website: [www.obfsmafbe.uillinois.edu](http://www.obfsmafbe.uillinois.edu)

## Professional certifications and more...

### Welcome Esmeralda Soto!

Esmeralda recently joined the Healthcare Purchasing Team. Not only does Esmeralda have public procurement and healthcare experience, she also received her CPPB recently.

### Congratulations Esme!

We now have 13 Purchasing Team members certified and expect to see more certifications as newer personnel meet the requirements to sit for the exam. Certified Professional Public Buyer (CPPB) and Certified Public Purchasing Officer (CPPO) are highly regarded certifications in the industry.

In addition, Lourdes Coss was elected to represent Region 8 on the National Board of Directors for the National Institute of Governmental Purchasing (NIGP). Region 8 covers the States of Illinois, Wisconsin, Minnesota, North Dakota, and South Dakota. Representation at the national level is an honor and an achievement for UIC Purchasing.

## The Purchasing Team is on a roll!

### Did you know that ....?

#### Under SB 51 → No contract = No payment

Goods shall not be delivered and services shall not be performed unless there is a written contract. Payment for services performed or goods delivered prior to entering into a written contract cannot be processed.

### Contacts

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### New Requests email:

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**MAFBE email:** [mafbe1@uillinois.edu](mailto:mafbe1@uillinois.edu)

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