

Purchasing Newsletter

Director's Note

It's been a very busy and challenging year so far. The Purchasing Team is burning the midnight oil trying to keep up with changes to comply with the requirements of new legislation, SB 51, audits, and new initiatives in the midst of workload increases. Last year the number of contracts filed with the State Comptroller increased by 13%.

Training continues to be a priority to Purchasing. Purchasing on the Move has been successful in improving awareness of purchasing legal requirements and we are developing other training sessions based on the feedback received. Stay tuned for training on scope development and SB 51. We introduced a new Quick Reference Guide for Scope of Work or Technical Specifications at the campus Business Administrators Conference. We also highlighted some of the upcoming procurement changes associated with SB 51.

Thanks to the campus response on compliance matters, we can invest the time negotiating contracts and focusing on quality and cost savings. As of the third quarter of FY10, cost savings amounted to \$6,345,514.

Hot off the Press! The new Quick Reference Guide for Scope of Work or Technical Specification now available.

Are you interested in receiving this Quick Reference Guide? Please request copies from Nancy Reynolds (nreynold@uillinois.edu) or Maggie Ramirez (ramirez9@uillinois.edu) at (312) 996-7084.

Year-end Transactions

When submitting renewal requisitions, please include the current PO information in the comments field. This will facilitate the payment of invoices in the new fiscal year.

EXAMPLE: PO# FY 10

Training Opportunities

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

Your feedback is important to us....

Your opinion matters! In the last two months, we have been testing a feedback tool. At the end of the procurement and contracting process, the buyer will provide a survey to rate their performance. Your feedback is being considered as we continue to make changes to improve our operation. If you have already participated in this process, thank you. **We very much value your opinion!**

Did you know that...?

SB51 (Public Act 096-0795) is effective July 1, 2010 and it

- **Shifts procurement authority to the Executive Ethics Commission**
- **Establishes a set of qualifications/certification for the new Chief Procurement Officer (CPO).**
- **Provides no authority to settle non-compliant purchases. Any exception must be granted by the CPO if approved by the State Comptroller.**
- **Puts high scrutiny on communication with vendors and non-University personnel as it relates to procurement matters.**
- **Increases scrutiny on sole sources and emergency contracts requiring hearings and reporting.**
- **Imposes transparency requirements on documentation prepared by participants in a procurement process.**
- **Requires the submission of documentation by subcontractors currently required only from prime vendors.**
- **Shifts conflict of interests review to the CPO and approval by either EEC or PPB.**
- **Allows reverse auction on certain purchases.**

Minority and Female Business Enterprise (MAFBE) Program

It is time for this year's MAFBE conference. Mark your calendars "Making the Connection 2010" is scheduled to take place on June 16, 2010 at the UIC Forum. We are counting on your participation and support to move the University's MAFBE program forward and make this year's conference a success. Campus exhibitors should visit <http://mafbe.conference.uic.edu> to register.

Professional certifications on the rise

Ruth Rios received her CPPB joining the circle of certified procurement professionals. Congratulations Ruth. We now have 12 Purchasing Team members certified and expect to see more certifications as newer personnel meet the requirements to sit for the exam. As mentioned in previous newsletters, achieving certification as either Certified Professional Public Buyer (CPPB) or Certified Public Purchasing Officer (CPPO) is evidence of a successful professional development program. These certifications are very highly regarded in the industry.

Recently, The National Association for Educational Procurement (NAEP) recognized all UIC certified Purchasing staff. Already 100% of the management staff and senior contract coordinators are certified. This accomplishment would not have been possible without the support of upper management. In light of the upcoming SB51 implementation, UIC Purchasing is ahead of the curve.

Way to go Purchasing!

Purchasing Helpful Tip

The requirements of SB 51 apply to all new contracts, amendments, extensions, change orders, or actions associated with any new or existing contract. Any contract action on July 1, 2010 or later will have to meet the requirements of SB 51. Purchasing staff is working to process renewals by June 30, 2010. Your cooperation will help us achieve this goal.

Contacts

Lourdes Coss, CPPO, Director 6-7084
Brandie Knazze, CPPO, Asst. Director 6-2808
Kevin Fair, CPPO, Asst. Director 6-1925
Janice R. Thomas, CPPB, MAFBE Coordinator 3-2892

Purchasing Division (MC 560)
University of Illinois at Chicago
809 S. Marshfield Ave., 3rd Floor
Chicago, IL 60612
Phone (312) 996-2850
Fax (312) 996-3135

E-mail:

uicpurchasing@uillinois.edu

Web:

www.obfs.uillinois.edu/purchases