

Purchasing Legislation & Policies

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Agenda

- Legislative and Policy Framework
- Why Procurement Services is Important
- Relationship between Statutes, Rules and Policies
- How to Locate Statutes, Rules and Policies
- How to Locate Pending Legislation and Public Acts
- Recent Rule Changes
- Upcoming Policy Changes

Primary Legislative and Policy Framework

- Illinois Procurement Code – 30 ILCS 500/
- Administrative Rules – Title 44, Part 4
- Office of Business and Financial Services (OBFS) Policy Manual

Additional Legislative & Policy Framework

State Requirements

Federal Requirements

Purchasing

- Procurement Code
- Business Enterprise Program
- Procurement of Domestic Products
- Governmental Joint Purchasing
- Architectural, Engineering and Land Surveying Qualification Bases Selection
- Soybean Ink

- Federal Acquisition Regulations
- Uniform Administrative Requirements
- Code of Federal Regulations
- Office of Management and Budget Circulars
- Export Controls
- Animal Welfare Act
- Human Subject Research
- Specially Designated Nationals

Payables

- State Prompt Payment
- Travel Regulation Council

- IRS Regulations (Travel, Tax, Reimbursements, etc...)

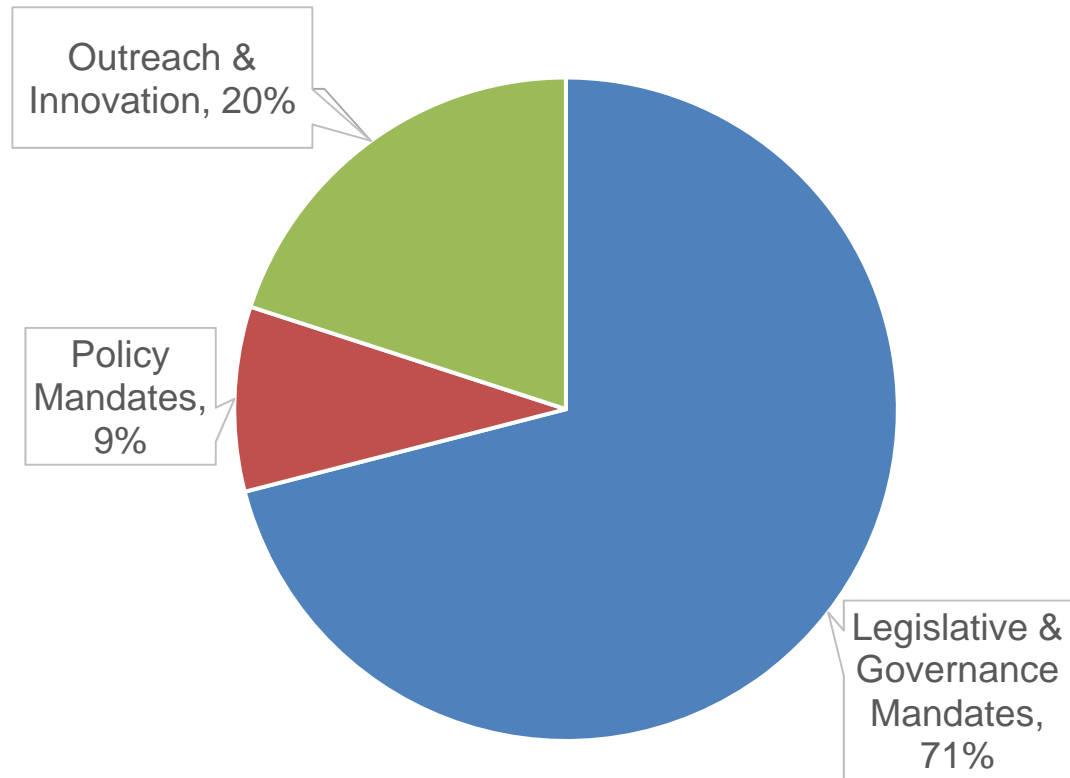
Both

- Administrative Rules
- Ethics Act

AUDITS

Why Procurement Services is Important

More than 80% of the services performed by Procurement Services are driven by regulatory requirements, largely state and federal laws.

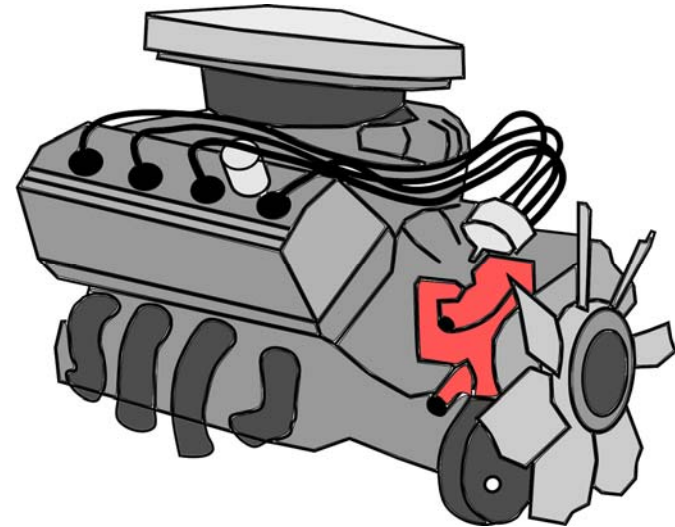


Relationship between Statutes, Rules and Policies



Relationship between Statutes, Rules and Policies

- Procurement Code



Relationship between Statutes, Rules and Policies

- Administrative Rules



Relationship between Statutes, Rules and Policies

- OBFS Policies



How to Locate Statutes

- Illinois Procurement Code – 30 ILCS 500/
- www.ilga.gov
Illinois Compiled Statutes →
Chapter 30 Finance →
30 ILCS 500/ Illinois Procurement Code
- Click on “View Entire Act” or select a specific section of the Code
- Use Ctrl+F to “Find” on the page

<http://go.uillinois.edu/ILProcCode>

How to Locate Rules

- Administrative Rules – Title 44, Part 4
- www.ilga.gov
Administrative Rules →
Title 44: Government Contracts, Grantmaking
Procurement and Property Management →
Part 4 Chief Procurement Officer for Public
Institutions for Higher Education Standard
Procurement
- Select a specification of the Rules

<http://go.uillinois.edu/ILAdminRules>

How to Locate Rules Applicable to a Statute

- Determine statute citation:
Small Purchase: 30 ILCS 500/20-20
- Insert the last four digits of the citation behind the beginning of the Rule
4.
- 4.2020 Small Purchases

How to Locate OBFS Policies

www.obfs.uillinois.edu

- Business and Financial Administration – Section 1
- Purchasing – Section 7
- Payments and Reimbursements – Section 8
- Travel – Section 15
- Consultants and Independent Contractors – Section 17
- Taxes – Section 18

How to Locate Pending Legislation

www.ilga.gov

- House Bills (HB) vs. Senate Bills (SB)

 - Demonstration HB4644

- Other pending bills...

SB2913

HB4623

HB4333

SB2400

HB4644

HB4329

SB2873

HB4649

HB4370

SB2967

HB4991

HB4525

HB4609

HB4477

SB2360

HB4998

HB5530

HB4639

How to Locate Public Acts

www.ilga.gov

- Public Acts (PA)
 - Demonstration SB51 – Public Act 96-795

Recent Rule Changes

- Professional and Artistic (P&A) Small Purchases
 - Publishing to Bulletin
 - SPO Review
- Competition for Small Purchases
 - Multiple Quotes
- Stringing/Recurring Need
 - Cannot Artificially Divide a Procurement

Recent Rule Changes

- Change Orders
 - Required for changes > \$10,000 or time completion of > 30 days
 - Must be a Written Agreement
- Procurement File Documentation
 - Publically Available within 7 Days of Award
- Sole Source Justifications
 - Sample Products, Pilot Projects Not Applicable Justification
- Conflict Review Process
 - SPO Now Reviews

Upcoming Policy Changes

- P/T Card Policy Changes
 - Conference Registrations
 - P-Card Prohibition for Tuition and Fees
 - Clarified Tax Exemption Restrictions
- Human Subject Payments
- IT Accessibility
 - P-Card Software Purchase and Electronic Services Form

Upcoming Policy Changes

- Supplier Diversity
 - Diverse Spend Reporting for all Funds
 - 20% Goal
- Payment Exception Requests
 - Visibility and Tracking in the Process
 - Identification of Required Information
- Relocation
 - Multiple Stakeholders
 - Antiquated

Questions



Reference Sites

- Illinois General Assembly
www.ilga.gov
- OBFS Policies and Procedures
www.obfs.uillinois.edu