

Office of Governmental Accountability

State Contracting Standards Board

At a Glance

State Contracting Standards Board Members - Claudia Baio, Chair, Thomas G. Ahneman, Charles W. Casella, Jr., Albert Ilg, Salvatore Luciano, Stuart Mahler, Jean Morningstar, Robert D. Rinker, Brenda Sisco, Roy Steiner

DAVID L. GUAY, *Executive Director*

Julia K. Lentini Marquis, *Chief Procurement Officer*

Established - 2009

Statutory authority - Conn. Gen. Statutes Sec. 4e-1 to 4e-47

Central office – 999 Asylum Avenue, First Floor, Hartford, CT 06105

Number of employees - 2

Recurring operating expenses - \$302,263

Organizational structure – Fourteen member State Contracting Standards Board, Citizen and Vendor Advisory Council, Contracting Standards Advisory Council, Privatization Contract Committee, Contested Awards sub-committee.

Mission

Our mission is to ensure that state contracting and procurement processes reflect the highest standards of integrity, are transparent, cost effective, and consistent with the statutes and are conducted in the most efficient manner possible and all procurement should create economic opportunity for Connecticut residents and businesses to the greatest extent possible and consistent with applicable laws.

Statutory Responsibility

- Establishes the Board as the central oversight and policy body for all state procurement.
- Creates the position of Chief Procurement Officer, an experienced procurement professional to assist the Board in implementing its programs, policies and procedures.
- Requires each agency head to appoint a qualified Agency Procurement Officer to oversee all procurement activities of the agency and to serve as the liaison to the Chief Procurement Officer.

- Calls for the development and implementation of a standardized state procurement and project management education and training program, which certifies that agencies and staff are in compliance with the statutes and regulations.
- Sets forth the criteria and enforcement authority of the Board including the ability to restrict or eliminate the procurement authority of any state agency and the disqualification of any contractor, bidder or proposer for up to five years.
- Establishes a structural process that all state agencies shall follow when entering into a privatization agreement, including a cost benefit analysis.
- Creates a Contracting Standards Advisory Council of agency representatives to discuss state procurement issues and recommend improvements to procurement processes.
- Creates a Vendor and Citizen Advisory Panel of 15 citizens and vendor members to make recommendations to the Board regarding best practices in state procurement processes and project management, as well as other issues pertaining to stake holders in the system.
- Requires each of the State's constitutional officers (Secretary of the State, Comptroller, Treasurer and Attorney General) to adopt a code of procurement practices.
- Requires that the Judicial Branch and the Legislative Branch prepare a uniform procurement code applicable to contracting expenditures including any building, renovation, alteration or repairs.
- Recommends a timeline to redesign and streamline the repetitive, conflicting or obsolete provisions of law, policies and practices in the state procurement process.

Public Service

The chief beneficiaries of the SCSB's work are three-fold: state contracting agencies, state contractors, and state taxpayers. By creating relationships with state contracting agencies, working to developing regulations and facilitating compliance with statutory and regulatory requirements, state contracting agencies are better poised to uniformly produce procurements and let contracts, state contractors benefit from a standardized expectation of administration and procedure, and taxpayers benefit from the compliance of the state contracting agencies, which should eventually yield cost savings to the state. As the Board continues to develop robust policies and procedures, require reports from the state contracting agencies and host trainings and seminars, the Board should be able to see improvement in the results of the audits it will conduct. Additionally, annual reports should show improvement year to year.

Improvements/Achievements Fiscal Year 2014-2015

- Recruited and successfully received appointments of agency procurement officers from all state contracting agencies per C.G.S. 4e-5.
- Established relationships with the Office of the Attorney General, the constituent units of higher education, the Chief State's Attorney's Office, and the Commission on Human Rights and Opportunities.
- Developed a strong working relationship with the Department of Administrative Services (DAS).
- Enhanced an existent relationship with the Office of Policy and Management.
- Assisted in the editing and retooling of the Cost Benefit Analysis document.

- Designed, developed, and administered a statewide survey to assess the current environment in state contracting and procurement.
- Designed, developed and hosted a training for 50 agency procurement officers in November 2014.
- Designed and implemented a repository of documents for state contracting agencies and constituent units of higher education hosted on an intranet.
- Designed and in the process of implementing a discussion forum for state procurement employees to discuss best practices and seek assistance from one another.
- Designed and implemented a standardized report that details compliance with the use of the State Contracting Portal to be used as a future audit measure.
- Drafted and established policies and procedures for the Privatization Subcommittee and the Contested Solicitations and Awards Subcommittee.
- Actively participated in and reached the successful conclusion of statutory revisions through a multi-agency work group.
- Served as a resource for all state procurement employees and contractors.
- Coordinated and initiated the purchase of a stand-alone telephone system for the State Contracting Standards Board.
- Increased data pipeline capacity.