



STATE OF CONNECTICUT
OFFICE OF GOVERNMENTAL ACCOUNTABILITY
STATE CONTRACTING STANDARDS BOARD

Final & Approved
Minutes

Friday, August 10, 2018 Meeting of the State Contracting Standards Board
5th Floor Conference Room
18-20 Trinity Street, Hartford, Connecticut

Members Present:

Robert Rinker, Acting Chair
Alfred Bertoline
Bruce Buff
Charles Casella, Jr.
Albert Ilg
Salvatore Luciano
Stuart Mahler
Brenda Sisco

David L. Guay, Executive Director - ex-officio board member

1. Call to order

Meeting called to order by Acting Chair Robert Rinker at 10:04 A.M.

Chair Rinker noted the return of Board member Sal Luciano and congratulated Sal on his recent retirement.

2. Approve the Minutes of the July 13, 2018 Meeting

Motion made by Alfred Bertoline and seconded by Stuart Mahler to approve the minutes of the July 13, 2018 Board meeting. All voted in favor.

3. Work Group Reports

a. Report from Audit Work Group

Chair Rinker provided a report from the Audit Work Group. The Audit Work Group met earlier today with Mr. Rinker as acting chair. The Audit Work Group is revising the self-assessment tool used in the last audit, with a hope that the revised document to be provided to the Board

in September. The Work Group focused on the following areas which arose from the just completed 2017 Audits: The lack of cost effectiveness evaluations, a category on privatization, a category to reconcile the contracts, more detail on the number of non-competitive contracts. Training will also be a focus of the next audit. Identification of the agency chief procurement officer will also be a focus of the next audit. The next audit will review for compliance with posting on the State's procurement portal. The audit will also focus on the requirement for accountability, transparency and results based outcomes.

Executive Director Guay reported that all the 2017 Audits had been forwarded to each agency and the Legislative Committee of cognizance for each agency. The forwarding to the Appropriations Committee of the Legislature and the Governor have not been completed.

Executive Director Guay also reported that the 2017 Audit for the Department of Children and Families was returned due to an error in which version was approved. He also reported favorable responses from several of the agency heads of audited agencies.

Chair Rinker offered that the Audit Work Group received a revised response to the audit questionnaire from the Department of Children and Families and unfortunately the Audit Work Group and the Board had approved the Compliance Report based on the initial version. The revised Compliance Report based on the revised submission was approved by the Audit Work Group this morning and the Audit Work Group requests the Board's approval of the revised Compliance Report for the Department of Children and Families.

Alfred Bertoline motioned and seconded by Salvatore Luciano to approve the revised Compliance Report for the Department of Children and Families. All voted in favor.

4. Study of PSA Competitive Bidding Practices Joint Committee

Chair Rinker introduced the agenda item concerning the Study of PSA Competitive Bidding Practices. A new initiative by Chair Lawrence Fox and Chaired by Alfred Bertoline to study PSA Competitive Bidding Practices. The Joint Committee is comprised of Alfred Bertoline, Bruce Buff, Robert Rinker and David Guay from the Board, Carol Wilson, and Devin Marquez from the Department of Administrative Services (DAS). The Office of Policy and Management declined to participate due to preparation of the new budget for the new incoming administration.

Joint Committee Chair Bertoline reported that a first meeting was held on August 3, 2018. Chair Bertoline remarked on how helpful Carol and Devin have been. Chair Bertoline further noted that for contracts administered by DAS there is about 10 percent or less that are waived from the competitive bid process. DAS has a rigorous process to follow in order to have competitive bidding waived. The study and report by the Board's Data Analysis Work Group indicated 70 percent of PSA contracts were waived from conducting competitive bidding. Chair Bertoline offered that the objective is to review why PSA's have such a high waiver rate and to produce a waiver review process similar to the one employed by DAS.

Chair Bertoline explained that an evaluation form is being created for responses from agencies, which will facilitate the gathering of data. In summary, Chair Bertoline stated the objective is to narrow the gap between the 70 percent waived to closer to the 10 waived by the DAS process and hopefully be able to save the state a lot of money.

Bruce Buff a member of the Joint Committee offered that one of the deliverables of this project is to come up with a better practice for the process of waivers. Mr. Buff further offered that the DAS process provides a great baseline.

Board members held a general discussion on competitive bidding.

7. Other Business

Executive Director David Guay reported that he is currently working with his DAS budget specialist to submit the agency budget request for FY 20 & 21. We just concluded the Board's Audit by the Auditors of Public Accounts for FY 12-13-14 with no findings. We are also under current audit.

8. Public Comment

Fred Chojnicki a retired Department of Transportation employee addressed the Board.

Cheryl Croll an Information Technology employee of the Department of Mental Health and Addiction Services addressed the Board.

9. Adjournment

Motion made by Salvatore Luciano and seconded by Brenda Sisco to adjourn. All voted in favor, the motion passed and the meeting was adjourned at 10:52 A.M.

Respectfully submitted: David Guay