



MONTHLY REPORT JANUARY 2026

The Office of Governmental Accountability (OGA)-State Contracting Standards Board (SCSB) Staff provides the information shared in this monthly report for the convenience of SCSB members and the public.

A. Administration, Legislation, Legal and Miscellaneous:

1. Administrative:

a. Board Meetings:

The SCSB held regular board meetings on December 12, 2025 and January 9, 2026. Video and meeting materials from the public portions of the meetings are available on the Connecticut State Contracting Standards Board website.

- 1) At the regular Board meeting on January 9, 2026, the Board unanimously approved the initial draft Rules of Practice for the agency.
- 2) The regular Board meeting scheduled for February 13, 2026 was cancelled due to lack of quorum.
- 3) The next regular Board meeting is scheduled to take place on March 13, 2026.

b. 2025 Annual Report:

On January 2, 2026, Executive Director Daniels shared the draft 2025 Annual Agency Report with the Board members. No questions or comments were offered at the January 9, 2026, Board meeting. Per Chair Palache, the 2026 Annual Report will be presented to the Board for a vote of acceptance at the next regular Board meeting on March 13, 2026.

2. Legislation:

a. At its January 7, 2026 meeting, the Statutes, Regulations, Policies, and Procedures Work Group approved revised versions of SCSB's 2026 Legislative Proposals 1 and 2 and agreed to narrow the number of legislative approvals from prior years to five.

- 1) Legislative Proposal 1: Disqualification and Debarment Standards
- 2) Legislative Proposal 2: Procurement Audits and Small Purchase Procedures
- 3) Legislative Proposals 3, 4, 5: In consultation with the SRPP Work Group, staff identified and prioritized three additional legislative proposals for the 2026 session, drawn from prior Board proposals, bringing the total number of prioritized proposals to five. Those proposals are as follows:
 - a) Protected Class Impact Analysis in Privatization Business Cases
 - b) SCSB Budget Process and Minimum Staffing Provisions
 - c) Bidder Rights Notice Requirement

- b. Board Approval of 2026 Legislative Package: The five prioritized legislative proposals were presented to the full Board at its January 9, 2026, regular meeting, where they were unanimously approved.

3. Legal:

- a. Media Inquiries Regarding Office of Correctional Ombud Matter: Following information presented at the Board's January 9, 2026 regular meeting concerning the Office of the Correctional Ombud, Executive Director Daniels and Staff Attorney Felman received and responded to related media inquiries.
- b. Review of Training Handbook for Participants: Staff Attorney Felman reviewed the SCSB's Internal Policies and Progress Policies with Training Work Group Chair Ahneman.
- c. Status of § 4e-34 Project: Staff finalized a preliminary draft of the Procedures and Standards for Disqualification Proceedings governing § 4e-34 matters and will circulate the draft to members of the Statutes, Regulations, Policies, and Procedures Work Group for review and feedback in advance of their next meeting. The draft procedures are intended to promote consistent, transparent, and legally defensible disqualification proceedings while ensuring appropriate due process protections.
- d. Status of Data Protection Regulations: Staff Attorney Felman is finalizing a preliminary draft of the Board's data protection regulations, which will be transmitted to the Statutes, Regulations, Policies, and Procedures Work Group for consideration at the end of the first week of February 2026. The work group will review the draft in preparation for discussion and further refinement at its next meeting.

4. Miscellaneous:

- a. State Agency Chief Procurement Officer (CPO) List: At the request of both the Training Work Group and Audit-Data Analysis Work Group staff compiled a list of the State's current Chief Procurement Officers (CPO), or equivalent positions.

B. Compliance Audits:

1. Audit-Data Analysis Work Group Meeting:

- a. Throughout 2026, virtual Audit-Data Analysis Work Group meetings are scheduled to take place on the third Wednesday of each month at 11:00 a.m.
- b. The Audit-Data Analysis Work Group met virtually on January 21, 2026.
- c. The next Audit-Data Analysis Work Group meeting is scheduled to take place on February 18, 2026.

2. Discussed at the Audit-Data Analysis Work Group meeting on January 21, 2026:

- a. Again, the following audit-related documents were distributed to Work Group members for review:
 - 1) Self-Audit Questionnaire: The original questionnaire was developed prior to staff review and formally approved by the Audit Work Group.
 - 2) Procurement Audit Engagement Letter: The standard engagement letter issued to agencies selected for procurement audit activities.
 - 3) Exhibit A Questionnaire: The updated version of the agency questionnaire that accompanies the Procurement Audit Engagement Letter.
 - 4) Compliance Testing Checklist: The prior version of the compliance checklist is currently distributed to agencies as part of the audit review process.
 - 5) Procurement Audit Engagement Document: Accounts Examiner Lopez and Trainer Specialist Hufcut developed a new interactive electronic engagement document that consolidates audit materials, improves clarity, and streamlines agency submissions to reduce paperwork and audit delays, given limited staffing. The document includes detailed instructions, dropdown menus, and links, and was shared with the work group for feedback and suggestions. The suggestions provided included adding qualitative and privatization questions and updating procurement thresholds. Additional time was granted for review, and recommendations were requested in advance of the next meeting for inclusion in meeting materials.
- b. Also discussed at the meeting was new business, which pertained to establishing new policies and procedures for Audits.

3. Summary of Action Items Review

- a. Chair Fernandez directed work group members and staff to review audit-related documents and submit recommendations to Accounts Examiner Lopez by February 9, 2026.
- b. Accounts Examiner Lopez will update the documents and share them with the work group. Also, provide a list of 33 agencies under audit, and update the Annual Report with collected qualitative data.
- c. Executive Director Daniels and Staff Attorney Felman will continue work on relevant policies and procedures and will provide an update and timeline at the February 18, 2026, meeting.

4. Audit and Training:

- a. Accounts Examiner Lopez and Training Specialist Hufcut continue to work collaboratively on enhancing and expanding the agency's audit training program.
- b. The training initiative is designed to improve staff knowledge of audit procedures, compliance requirements, and the effective use of audit tools, templates, and documentation standards.

- c. We remain committed to strengthening our internal audit capacity and ensuring consistent, accurate, and high-quality audit reviews across all program areas.

5. Annual Report:

- a. Audit Annual Report: A drafted Annual Audit Report was presented at the meeting, and work group members requested that additional qualitative data be included and that the report be updated before February 9, 2026.

6. Audit Status:

- a. The FY' 24 Audits have been completed and are listed in the following chart:

Year 1 Contracting Agency Selection					
<u>Agency</u>	<u># of contracts</u>	<u>Total (\$)</u>	<u># of samples audited</u>	<u># of findings</u>	<u>Approval Date</u>
Dept of Energy and Env. Prot.	91	37,234,877	5	3	Approved at the regular Board meeting on February 14, 2025.
Dept of Social Services (DSS)	71	425,180,153	7	0	Approved at the regular Board meeting on November 14, 2025.
State IT Contracts	2	30,000,000	2	0	Approved at the regular Board meeting on November 14, 2025.
OPM	65	11,733,475	6	0	Approved at the regular Board meeting on November 14, 2025.
State Service Contracts (DAS)	518	8,519,755,864	15- 8	0	Approved at the regular Board meeting on December 12, 2025.

- b. The agencies listed below will be audited as of January 31, 2026. The audit samples have been determined. The Chair of the Audit Work Group has advised pausing the audits until further notice.

Year 2 Contracting Agency Selection					
<u>Agency</u>	<u># of contracts</u>	<u>Total (\$)</u>	<u># of samples audited</u>	<u># of findings</u>	<u>Audit Status</u>
Dept of Administrative Services (DAS)	543	\$1,817,965,406.27	4		The agency has confirmed the receipt of this audit request on 10/31/2025.
Department of Development Services (DDS)	434	\$7,324,399,958.35	4		The agency has submitted the requested documentation

					received on 7/28/2025.
Mental Health & Addiction Services (MHA)	1206	\$2,886,446,958.11	4		Discussed with the agency what documentation is needed for the audit and provided some documents. 7/30/2025.
State Dept of Education (SDE)	398	\$167,852,974.70	4		Documentation Received 4/4/2025.

C. Training:

1. Training Work Group (TWG):

Throughout 2026, hybrid Training Work Group meetings are scheduled to take place on the second Friday of each month from 12:00 – 1:00 p.m., following the regular Board meetings on site at 165 Capitol Avenue, Hartford, Connecticut, and virtually.

- a. The next meeting of the Training Work Group is scheduled to take place on March 13, 2026.
- b. The December 2025, January 2026 and February 2026 meetings were cancelled.
- c. Summary of the TWG’s positions as established during the November meeting, in relation to Action Items Review:
 - 1) Work Group members will review the training handbook and make notes for discussion, considering grievance procedures.
 - 2) Participant Grievance Procedure: Mr. Fernandez will focus on this area of the handbook.
 - 3) Mr. Ahneman and Attorney Felman reviewed the Internal Policies and Progress policies as outlined in the Training Handbook for Participants, among other sections. Mr. Ahneman, Attorney Felman, and Trainer Specialist Carmen Hufcut will meet to discuss potential revisions to the handbook.
 - 4) Mr. Marpe will assist Trainer Specialist Hufcut with the task of reviewing the FOIA course.

2. Training Regulations:

- a. Trainer Specialist Hufcut reminded the group that much of this handbook was created to ensure that we would meet accreditation standards. Many of these policies were taken from existing State policies.
- b. See 1.b. first three points.
- c. Per Chair Ahneman, these regulations will be tabled until after finalization of the Training Handbook.

3. Training and education courses to be developed in cooperation with (Training and Interagency Collaborations):

- a. State Elections Enforcement Commission
- b. Commission on Human Rights and Opportunities
- c. Office of the Attorney General
- d. Any other state agency that the board determines is necessary in carrying out statutes and regulations concerning procurement.

4. Training and Audit:

- a. Trainer Specialist Hufcut continues to work with Accounts Examiner Lopez regarding Audit procedures and the development of an Audit training program.

5. Compliance with the Federal Accessibility Mandate:

- a. SCSB is awaiting the results of the audit.

6. Training Courses:

- a. Introduction to the FOI course has been completed.
 - 1) Response from FOI-SME Russell Blair and two staff members, for completion and feedback, was received with positive remarks.
 - 2) Awaiting response from the Training Work Group Member.
- b. Initiated the *Introduction to Leasing and Real Estate* course, research development – Stage 1.
- c. Trainer Specialist Hufcut has initiated plans to develop the courses that cover the material previously offered through NASPO.
- d. Code of Ethics for Procurement Professionals
 - 1) Completion, updating, and review – Articulate
 - 2) Uploaded to the LMS, ready for completion.
- e. Sourcing, Purchasing, and Procurement course
 - Started updating and reviewing – Articulate

- f. **Introduction to Audit course.**
 - **Updating and reviewing – Articulate**
 - g. **Introduction to Leasing and Real Estate course**
 - **Research development – Stage 1.**
7. **Annual Reports:**
- a. **Course Content Review Analysis**
 - **Completed and ready for TWG distribution**
8. **Supplemental Items:**
- a. **IACET Spotlight Provider Recognition:** SCSB was selected as the International Accreditors for Continuing Education and Training Spotlight Provider for January 31, 2026. As part of this recognition, SCSB was featured on IACET’s homepage and Accredited Providers page, reflecting the agency’s ongoing commitment to high-quality, standards-based education and training in public procurement and contracting oversight.
 - b. Researched and identified a list of contacts, State Agency Purchase (Contacts), in accordance with the request of the TWG chair.
 - c. Reviewed and edited, TWG Chair SCSB Training Handbook – Student (Participant) Version.

D. Committee, Subcommittee and Work Group Reports:

1. **Audit/Data Analysis Work Group:**
- a. This work group did not meet in December 2025.
 - b. This work group met on January 21, 2026.
2. **Budget Sub-Work Group:**
This sub-work group did not meet in December 2025 or January 2026.
3. **Privatization Contract Committee:**
This Committee did not meet in December 2025 or January 2026.
4. **C.G.S. § 4e-36 Contested Solicitation and Awards Subcommittee:**
This Subcommittee did not meet in December 2025 or January 2026.
5. **Personnel Review Sub-Work Group:**
This sub-work group did not meet in December 2025 or January 2026.
- **Chief Procurement Officer Section Committee:** Work Group Chair James Marpe reported that there were many qualified applicants for this position. Initial interviews have been completed, and the process is continuing.

6. Statutes, Regulations, Policies and Procedures (“SRPP”) Work Group:

- a. This Work Group met on December 9, 2025 and January 7, 2026.
- b. In accordance with the action item established at the Dec. 9, 2026 work group meeting, Attorney Felman completed the final revised draft of the Rules of Practice and successfully submitted the final draft to work group members on Dec. 29, 2025, ahead of the January 7, 2026 SRPP Work Group meeting.
- c. Additionally, in accordance with the action item established at the Jan. 7, 2026 SRPP Work Group Meeting, Attorney Felman prepared a final clean copy for distribution to the entire Board for purposes of review, discussion, and possible adoption at the January 8, 2026 regular board meeting of the SCSB.
- d. At the regular Board meeting on January 9, 2026, the Board unanimously approved the first Rules of Practice in the history of the agency.
- e. The next SRPP Work Group meeting is scheduled to take place virtually on February 3, 2026.

7. Training Work Group:

This Subcommittee last met on November 14, 2025. The next meeting is scheduled to take place on March 13, 2026.

If you have any questions regarding the information contained in this report, please direct your inquiries to Greg.Daniels@ct.gov.

Respectfully submitted,

Gregory F. Daniels, Esq.

Executive Director
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State Contracting Standards Board