

Office of Governmental Accountability – State Contracting Standards Board (SCSB)

At a Glance

State Contracting Standards Board Members - Claudia Baio, Chair, Thomas G. Ahneman, Alfred W. Bertoline, Bruce H. Buff, Charles W. Casella, Jr., Lawrence S. Fox, Albert Ilg, Donna Karnes, Salvatore Luciano, Stuart Mahler, Jean Morningstar, Robert D. Rinker, Brenda Sisco, Vacancy

DAVID L. GUAY, *Executive Director*

Chief Procurement Officer – Vacancy

Established - 2009

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

Central office – 5th Floor, 18-20 Trinity St., Hartford, CT 06106

Number of employees - 1

Recurring operating expenses - \$158,494

Organizational structure – Fourteen member State Contracting Standards Board, Citizen and Vendor Advisory Council, Contracting Standards Advisory Council, Privatization Contract Committee, Contested Solicitations and Awards Sub-committee, Audit Work Group, Data Analysis Work Group, Training and External Communications Work Group, Regulations Work Group.

Mission

Our mission is to require that state contracting and procurement requirements are understood and carried out in a manner that is open, cost effective, efficient and consistent with State and Federal statutes, rules and regulations. (Adopted March 11, 2016)

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 2016-2017

- The SCSB worked closely with the Office of Policy and Management to develop and approve the Cost Benefit Analysis template, the completion of which is a major requirement for any proposed privatization effort, and the Cost Effectiveness Evaluation template, the completion of which is necessary to renew a privatization contract. These are two important elements that will provide the data with which the SCSB can measure the cost effectiveness of the State's contracting efforts.
- The SCSB, along with the Office of Policy and Management and the Department of Administrative Services, spent extensive time of more than half a year conducting a comprehensive review of the clean contracting act.
- Initiated a data analysis effort to inform the Board about how non-competitive bidding affects the state's budgetary bottom line;

- Reviewing the privatization of Department of Transportation bridge inspections which appear to cost the state millions more than in-house inspections would;
- Using a Department of Motor Vehicle contract as an example, worked with the state chief information officer to understand where there are best practices that could be incorporated in the state's purchasing of information technology;
- Consulted with the Auditors of Public Accounts and initiated an audit program;
- Conducted 14 training sessions reaching 684 registrants at no cost to the state contracting agencies on a wide range of procurement and contract topics;
- Began to create a statewide, on-line training and certification program; and
- Drafted necessary operating regulations, which are currently under review through the regulations process.