




UIC PURCHASING AND CONTRACT MANAGEMENT DEPARTMENT

Date: 12 April 2022

To: Lee Saulter, State Purchasing Officer

From: Debra Matlock 
Executive Director, UIC Purchasing and Contract Management

RE: KRS100 Approval to Exercise Renewal Option

Request for Proposal #KRS100 was awarded June 4, 2015 for the term of 5/1/16 – 6/30/20 to Carahsoft Technology Corp. Two previous renewal terms have been exercised from 7/1/20 – 6/30/21 and 7/1/21 – 6/30/22. This memo is being submitted to you, as SPO, for approval to exercise the 3rd through 6th of six (6) one-year renewal options with terms of 7/1/22 – 6/30/26. This memo will serve as my assurance of compliance, as Executive Director of UIC Purchasing and Contract Management, with review of BEP requirements prior to renewal of this contract, and why there is no BEP goal for this renewal.

In regard to BEP requirements, we have taken steps to be in compliance with the BEP Act (30 ILCS 575) and in particular the requirements of Section 8i regarding compliance with goals on the contract being renewed and reviewing goal levels on renewals, as set forth in SB 262/PA 100-391, effective August 9, 2017. A documentation of efforts to comply with BEP requirements were requested from Carahsoft Technology Corp., which has declined to supply such and requested a waiver of any goal, because such requirement was not included in the original Request for Proposal, the original contract, or prior renewals. At the time of initial award to Carahsoft Technology Corp., no BEP goal was established. Please note that at the time of issuing the solicitation for this procurement, there was no requirement for inclusion of a Utilization Plan, nor at time of award, as they pre-date the requirements that were made to the BEP Act as a result of SB262/PA 100-0391 adding Section 8i.

While UIC does not disagree with the utilization of BEP vendors, the original contract issued to Carahsoft Technology Corp. as a result of the competitive solicitation did not state that a review would be conducted upon renewal to determine whether the BEP goal which was established for the competitive solicitation was being met, or should be increased, or if there was no goal if one should be established. Therefore, UIC believes that such review is a material change and a waiver is appropriate for this 3rd through 6th renewal option.

Please provide your approval for this Renewal to proceed.