



Chief Procurement Office Notice

To: Agency Procurement Staff
University Procurement Staff
State Purchasing Officers

From: Ellen H. Daley, CPO for General Services
John Donato, CPO for Public Institutions of Higher Education
Art Moore, CPO for the Capital Development Board

Date: 10/12/2023

Subject: Changes to the Illinois Procurement Gateway

CC: Procurement Policy Board
Commission on Equity and Inclusion

The Chief Procurement Officers for the Capital Development Board, General Services, and Higher Education (collectively the “CPOs”) issue this joint notice to be effective immediately.

On October 24, 2023, the Illinois Procurement Gateway (IPG) is changing. The contract with the company that has hosted the original IPG since 2013 will expire on October 27, 2023. The CPOs published an RFP in February 2023 and awarded VIVA USA LLC to develop and host the IPG going forward.

The new version of the IPG will Go Live on October 24, 2023. The URL of the IPG will change to: *ipg.illinois.gov*.

To accommodate the changes, the CPOs are extending vendors’ active registrations that have expired between 10/18/2023 and 10/31/2023 to 11/15/2023. Agency and University procurement staff shall accept these IPG registrations when accompanied by a responsive Form B/IPG Active Registered Vendor Disclosure form. The affected vendors have been notified of this extension and additional assistance will be offered to them to maintain an active registration in the new IPG.

Changes to the IPG are highlighted by the following key dates:

10/17 Tuesday

Last day a vendor may submit applications through the original IPG (<https://ipg.vendorreg.com/>)

10/18 Wednesday

Last day the CPOs’ IPG team will accept applications through the original IPG (<https://ipg.vendorreg.com/>)



10/19 Thursday – 10/23 Monday

IPG registrations and the original IPG will not be accessible to procurement staff, including vendors and the CPOs. Data from the original IPG will be transferred and integrated into the new IPG site during this period.

10/24 Tuesday

Go Live!

- All vendors must submit applications at ipg.illinois.gov.
- Agency and University procurement staff training on navigating and using the new IPG during the CPO-GS' "Training Tuesday" webinar. Access the webinar at <https://illinois.webex.com/illinois/j.php?MTID=mfdbca957e4aec66be37346649d4722db>.
- Vendor training on submitting applications in the new IPG will be provided on this day.

A Frequently Asked Questions (FAQ) for vendors will be posted to the CPOs' Pathway to Procurement website at <https://pathway2procurement.illinois.gov/> tomorrow. Your regular contact in the CPO's office will also have the FAQ.

While the new IPG will be different than the original, much of it will be familiar as we've tried to keep the functionality the same. For example, an active registration will be good for one year barring any changes in the vendor's disclosures. The same certification and disclosure information is being requested. The CPOs' IPG team will continue to assist vendors and vet their applications.

At the same time, a new system means there will be some differences. You will need to create a new password to access the new system. Upon Go Live, you will receive an email with instructions to create a new password.

Of course, you may have questions about this transition. Please reach out to your State Purchasing Officer and attend the webinar on Tuesday, 10/24.

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