



Ad Hoc Operations Review Committee Recommendations

November 29, 2018



Procurement

- Disclose QBS Selection Committee members after the close of a procurement
- Make available contractor and subcontractor conflict of interest disclosure forms
- Procurement letter to State Purchasing Officer (SPO)/Chief Procurement Officer (CPO) requesting reinstatement of oversight on QBS process
- Identify selection committee members in Joint Committee on Administrative Rules (JCAR) by title or position
- Disallow board members from serving on selection committees within International Standards Organization (ISO) procedure

Procurement

- Draft legislation to incorporate more alternative design and delivery methods
- Enhance staff conflict of interest procedure for upcoming Professional Services Bulletins (PSB's), disallow staff with conflicts from serving on QBS selection committees
- Maintain selection results database and provide a summary of prior consultant evaluations
- Modify ISO procedure for both 3100 and 3100B to guide scoping of communications services as related to QBS procurement

Conflicts

- Provide Board members an extended preview of upcoming contracts with a timely conflict of interest notification for Tollway review
- Draft legislation to provide outside legal and ethical counsel to Board Chairman and members
- Create a conflict of interest committee
- Develop enhanced Tollway Board conflict of interest definitions
- Require Board members to publicly disclose conflicts
- Public posting of Board member statements of economic interest
- Provide annual conflict of interest training to Board members and QBS selection committee members
- *Identify and share vendor conflicts vetted by internal or external procedures (added after draft report)

Hiring

- Enhance job descriptions
- Strengthen and enhance standard operating procedure and documentation for exempt positions
- Continuation of the annual internal audit of exempt hires
- Create employee conflict of interest questionnaire



THANK YOU

