



STATE OF ILLINOIS  
PROCUREMENT POLICY BOARD

Terrence M. Healy, Chairman  
Members: Michael Bass, Ed Bedore, Ricardo Morales, Carmen Triche-Colvin

RESOLUTION OF THE ILLINOIS PROCUREMENT POLICY BOARD

WHEREAS, the Illinois Procurement Policy Board ("Board"), pursuant to statutory authority (30 ILCS 500/5-5) has the authority and responsibility to review, comment upon and recommend procurement practices by the State of Illinois.

WHEREAS, the general policy of the State of Illinois ("State") as provided in the Illinois Procurement Code is to award State procurement contracts from the basis of competitive selection, subject to certain exceptions as set forth in the Procurement Code.

WHEREAS, the Board has considered the issue of procurement contracts containing renewal clauses and how the renewals are exercised by the State and how the method and timing of the exercise of renewal options by the State might have affected the original responses to solicitations had the method and timing of renewals been known at the time the contract was originally solicited.

NOW, THEREFORE, based upon the foregoing recitations, the Board is resolved to make the following comment and recommendation to the Chief Procurement Officers regarding State procurement policy:

1. In any competitive selection process when the contract solicited will include renewal options that the State may exercise, the manner in which the renewals will be exercised will be set forth in the solicitation including, but not limited to, the fact of whether more than one renewal option may be exercised at any time.
2. Where a renewal term may be exercised based on certain unique conditions, qualifications, or circumstances, then the original solicitation shall set forth such unique conditions, qualifications, and/or circumstances under which the renewal clause may be exercised.
3. For all Requests for Proposal and Invitations to Bid issued on or after July 1, 2008 renewal clauses should not be exercised at any time or in any manner other than as set forth in the original solicitation and in the subsequent contract without utilizing the appropriate amendatory or change order process.

APPROVED THIS 13<sup>th</sup> DAY OF June, 2008.

AYE VOTES: 5

NAY VOTES: 0

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Chairman, Illinois Procurement Policy Board

*Terrence M. Healy*  
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Terrence Healy

*Matthew Brown*  
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Matthew Brown, Executive Director