

# SOLE SOURCE

## Procurements Report



# Fiscal Year 2022

## August 1, 2022

Chief Procurement Office for Public  
Institutions of Higher Education  
State of Illinois



## EXECUTIVE SUMMARY

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**The CPO for Higher Education (CPO-HE) works with the State's public universities and the Illinois Math and Science Academy (IMSA) to meet their procurement needs free of undue influence through independent authority, oversight and approval. The CPO-HE further works with the universities and IMSA to continually improve procurement policies and to establish best practices that recognize the specific needs of the universities.**

The Illinois Procurement Code (30 ILCS 500/20-25) requires that each Chief Procurement Officer issue a report on sole source contracts on a fiscal year basis. This report is for FY22 (July 1, 2021 – June 30, 2022) and is provided to the Governor, General Assembly, and published to the Chief Procurement Officer's website.

Most of the approximately \$10 billion in procurements conducted by the agencies and universities go through one of the competitive methods of source selection. However, the Code does allow contracting without formal competition when there is only one, or only one economically feasible, source for the needed supply or service. The universities are required to submit substantial justification and work with the State Purchasing Officer to determine whether a particular need is appropriate for sole source treatment. If approved for this method, the Chief Procurement Office provides a 14-day public notice of intent to contract on a sole source basis and an opportunity for any interested party to request a public hearing. This process allows any vendor to dispute the sole source declaration and provide evidence to that effect. Any member of the public may also request a hearing to voice concerns with the intent.

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**CPO Website: [www2.illinois.gov/sites/cpo-he/Pages/default.aspx](http://www2.illinois.gov/sites/cpo-he/Pages/default.aspx)  
Illinois Procurement Gateway: <https://ipg.vendorreg.com>  
Pathway to Procurement:  
[www2.illinois.gov/cpo/PathwayToProcurement](http://www2.illinois.gov/cpo/PathwayToProcurement)**

## Sole Source Transactions

# STATISTICAL OVERVIEW – FY2022

|  |                  |
|--|------------------|
| Total Value of Sole Source Procurements:           | \$140,490,947.88 |
| Total Number of Sole Source Transactions*:         | 134              |
| Average Value of Sole Source Transactions:         | \$1,048,439.91   |
| Total Institutions Awarding Sole Source Contracts: | 14               |
| Total Number of Hearings Held:                     | 3                |

## PUBLIC HEARINGS – FY2022

During FY22, 3 public hearings were conducted compared to 12 hearings in FY21 and 8 hearings in FY20.

## BY PROCURING INSTITUTION – FY2022

| FY22 Sole Source Transactions by Procuring Institution** | # Transactions | \$ Amount                |
|--|----------------|--------------------------|
| Chicago State University                                 | 1              | \$ 400,000.00            |
| Eastern Illinois University                              | 3              | \$ 979,262.14            |
| Governors State University                               | 0              | \$ -                     |
| Illinois Math and Science Academy                        | 0              | \$ -                     |
| Illinois State University                                | 4              | \$ 1,336,880.00          |
| Northeastern Illinois University                         | 3              | \$ 704,000.00            |
| Northern Illinois University                             | 10             | \$ 4,305,485.71          |
| Southern Illinois University - Carbondale                | 13             | \$ 5,798,025.96          |
| Southern Illinois University - Edwardsville              | 7              | \$ 3,292,152.09          |
| Southern Illinois University - Medical                   | 1              | \$ 1,100,000.00          |
| University of Illinois Chicago                           | 26             | \$ 10,935,459.08         |
| University of Illinois Springfield                       | 1              | \$ 500,000.00            |
| University of Illinois Urbana-Champaign                  | 47             | \$ 22,591,727.90         |
| Western Illinois University                              | 2              | \$ 866,525.00            |
| University of Illinois System                            | 5              | \$ 931,430.00            |
| Illinois Public Higher Education Cooperative             | 11             | \$ 86,750,000.00         |
| <b>TOTAL:</b>  | <b>134</b>     | <b>\$ 140,490,947.88</b> |

\*IPHEC conducts procurements on behalf of all the public universities.

\*\* Includes awards and change orders that had a cost associated with them, but excludes renewals, which are shown separately below.

## SOLE SOURCE RENEWALS – FY2022

| FY22 Sole Source Renewals by Procuring Institution*** | # Renewals | \$ Amount               |
|---|------------|-------------------------|
| Chicago State University                              | 2          | \$ 2,821,284.00         |
| Eastern Illinois University                           | 2          | \$ 1,215,000.00         |
| Governors State University                            | 0          | \$ -                    |
| Illinois Math and Science Academy                     | 0          | \$ -                    |
| Illinois State University                             | 1          | \$ 100,000.00           |
| Northeastern Illinois University                      | 0          | \$ -                    |
| Northern Illinois University                          | 4          | \$ 1,620,000.00         |
| Southern Illinois University - Carbondale             | 4          | \$ 822,534.00           |
| Southern Illinois University - Edwardsville           | 1          | \$ 30,000.00            |
| Southern Illinois University - Medical                | 0          | \$ -                    |
| University of Illinois Chicago                        | 28         | \$ 18,284,029.00        |
| University of Illinois Springfield                    | 1          | \$ 70,000.00            |
| University of Illinois Urbana-Champaign               | 27         | \$ 14,811,066.00        |
| Western Illinois University                           | 0          | \$ -                    |
| University of Illinois System                         | 3          | \$ 235,085.00           |
| Illinois Public Higher Education Cooperative          | 2          | \$ 800,000.00           |
| <b>TOTAL:</b>   | <b>75</b>  | <b>\$ 40,808,998.00</b> |

\*\*\*Includes all renewals executed within FY22 regardless of the fiscal year of the original award.

## SOLE SOURCE BY JUSTIFICATION TYPE – FY2022

Section 4.2025 of the Administrative Rules for the CPO-HE lists circumstances that could necessitate sole source procurement, including but not limited to those listed below. Here we show the number of transactions conducted using each of the justification types.

| Rule Citation | Justification Description   | # Trans. | \$ Value         | % of Total |
|---------------|---|----------|------------------|------------|
| 4.2025(b)     | Critical changes to existing contract best made by existing contract holder | 7        | \$ 1,366,780.00  | 0.97%      |
| 4.2025(b)     | Organizational memberships  | 0        | \$ -             | -          |
| 4.2025(b)     | Software license, upgrades, or maintenance                                  | 25       | \$ 8,584,664.69  | 6.11%      |
| 4.2025(b)(1)  | Compatibility of equipment, accessories, parts                              | 42       | \$ 26,162,898.39 | 18.62%     |
| 4.2025(b)(2)  | Items needed for trial use or testing                                       | 0        | \$ -             | -          |

## Sole Source Transactions

|               |  |            |                          |             |
|---------------|--|------------|--------------------------|-------------|
| 4.2025(b)(3)  | Item is for commercial resale  | 7          | \$ 4,500,000.00          | 3.20%       |
| 4.2025(b)(4)  | Noncompetitive public utility services                               | 2          | \$ 1,057,268.00          | 0.75%       |
| 4.2025(b)(5)  | Copyrighted or patented  | 18         | \$ 66,317,297.00         | 47.20%      |
| 4.2025(b)(6)  | Media for advertising  | 0          | \$ -                     | -           |
| 4.2025(b)(7)  | Art, entertainment services or athletic events                       | 1          | \$ 124,000.00            | 0.09%       |
| 4.2025(b)(8)  | Radio and television broadcast rights                                | 0          | \$ -                     | -           |
| 4.2025(b)(9)  | Activities mandated by organizations of which university is a member | 0          | \$ -                     | -           |
| 4.2025(b)(10) | Federal or state grant requires a specific vendor                    | 1          | \$ 808,069.40            | 0.58%       |
| 4.2025(b)(11) | Required by existing franchise agreement                             | 1          | \$ 300,000.00            | 0.21%       |
| 4.2025(b)(12) | Required for research  | 24         | \$ 29,248,034.40         | 20.82%      |
| 4.2025(b)(13) | New, latest edition textbooks  | 0          | \$ -                     | -           |
| 4.2025(b)     | Other  | 6          | \$ 2,021,936.00          | 1.44%       |
|               | <b>TOTAL</b>   | <b>134</b> | <b>\$ 140,490,947.88</b> | <b>100%</b> |

## SOLE SOURCE HISTORICAL STATISTICS

In Fiscal Year 2022, the Chief Procurement Officer for Public Institutions of Higher Education awarded 134 sole source procurements, valued at \$140,490,947.88. This is a 64% reduction in the value of sole source transactions over the previous year. This can be attributed in part to the ongoing concerns regarding the COVID-19 pandemic, the reinstatement of the 1-13 exemptions to the Illinois Procurement Code in the fall of 2017, and the additional scrutiny on these transactions.

| Three Year Historical Overview                   | FY2022           | FY2021            | FY2020            |
|--|------------------|-------------------|-------------------|
| # Institutions Awarding Sole Source Contracts    | 14               | 15                | 15                |
| Total Dollar Value of Sole Source Contracts      | \$140,490,947.88 | \$ 219,070,038.36 | \$ 296,684,181.84 |
| Total Number of Sole Source Transactions         | 134              | 151               | 188               |
| Average Dollar Value of Sole Source Transactions | \$ 1,048,439.91  | \$ 1,450,794.95   | \$ 1,578,107.35   |

## Sole Source Transactions

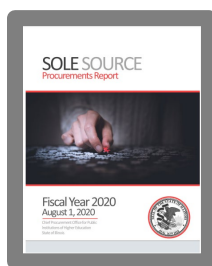
| Sole Source by Procuring Institution | \$ Trans. FY22           | # Trans. FY22 | \$ Trans. FY21           | # Trans. FY21 | \$ Trans. FY20           | # Trans. FY20 |
|--------------------------------------|--------------------------|---------------|--------------------------|---------------|--------------------------|---------------|
| CSU                                  | \$ 400,000.00            | 1             | \$ 4,958,442.22          | 4             | \$ 718,763.73            | 2             |
| EIU                                  | \$ 979,262.14            | 3             | \$ 672,911.71            | 5             | \$ 352,008.00            | 1             |
| GSU                                  | \$ -                     | 0             | \$ 1,710,000.00          | 3             | \$ 2,398,360.00          | 2             |
| IMSA                                 | \$ -                     | 0             | \$ -                     | 0             | \$ -                     | 0             |
| IPHEC                                | \$ 86,750,000.00         | 11            | \$ 108,000,000.00        | 12            | \$ 180,060,100.00        | 17            |
| ISU                                  | \$ 1,336,880.00          | 4             | \$ 2,018,785.00          | 7             | \$ 1,757,000.00          | 7             |
| NEIU                                 | \$ 704,000.00            | 3             | \$ 964,440.00            | 2             | \$ 188,641.00            | 1             |
| NIU                                  | \$ 4,305,485.71          | 10            | \$ 4,655,479.01          | 7             | \$ 3,121,920.34          | 5             |
| SIUC                                 | \$ 5,798,025.96          | 13            | \$ 6,456,000.00          | 9             | \$ 3,014,369.45          | 14            |
| SIUE                                 | \$ 3,292,152.09          | 7             | \$ 176,625.00            | 1             | \$ 4,691,646.00          | 4             |
| SIU Med                              | \$ 1,100,000.00          | 1             | \$ 1,687,941.00          | 3             | \$ 1,200,000.00          | 2             |
| UIC                                  | \$ 10,935,459.08         | 26            | \$ 66,751,600.79         | 39            | \$ 31,427,733.31         | 33            |
| UIS                                  | \$ 500,000.00            | 1             | \$ 90,000.00             | 1             | \$ 62,000.00             | 1             |
| UIUC                                 | \$ 22,591,727.90         | 47            | \$ 20,498,740.41         | 55            | \$ 52,084,273.20         | 87            |
| UI System                            | \$ 931,430.00            | 5             | \$ 190,624.12            | 1             | \$ 12,649,666.00         | 10            |
| WIU                                  | \$ 866,525.00            | 2             | \$ 238,449.10            | 2             | \$ 2,957,701.81          | 2             |
| <b>TOTAL:</b>                        | <b>\$ 140,490,947.88</b> | <b>134</b>    | <b>\$ 219,070,038.36</b> | <b>151</b>    | <b>\$ 296,684,181.84</b> | <b>188</b>    |

To view Sole Source Reports from previous years, click on the image below:

**FY2021:**



**FY2020:**



**FY2019:**



**FY2018:**



**FY2017:**

