**Section 6.126 Piggyback Contracts**

a) The CPO may authorize the purchase or lease of supplies and services that have been procured through a competitive process by:

1) a federal agency;

2) a consortium of governmental, educational, medical, research, or similar entities; or

3) a group purchasing organization of which the CPO or Department is a member or affiliate.

b) Contracting Requirements

1) To piggyback a contract from another entity, the underlying contract must include language allowing other governmental units to utilize the contract.

2) The original contracting entity shall be contacted and advised of the intended piggyback contract and, if necessary, discussions shall be held as to concerns about any potential for diminution of supply or lack of vendor capacity to provide supplies or services.

3) The Department shall obtain from the original contracting entity, and include as part of its procurement file, the following:

A) Solicitation;

B) Bid tabulation or evaluation with the reason for award;

C) Copy of the winning bid or proposal; and

D) Copy of the contract.

c) Prior to utilization, all piggyback contracts shall be submitted to the CPO for review and approval and notice of the award shall be published in the Bulletin.

d) The Department is not required to participate in the procurement activity prior to an award.

e) The CPO may authorize purchases and contracts that have been procured by other methods of procurement if, upon recommendation of the Department, the CPO determines it is in the best interests of the State.

f) If any contract or amendment to a contract is entered into, or purchase or expenditure of funds is made, at any time in violation of the Act or any other law, the contract or amendment may be declared void by the CPO or may be ratified and affirmed if the CPO determines ratification to be in the best interest of the Department.

(Source: Added at 44 Ill. Reg. 6222, effective April 8, 2020)