




CHIEF PROCUREMENT OFFICE

Ellen H. Daley, General Services

Notice 2024.011 General Services

To: Agency Procurement Staff
Central Management Services Bureau of Strategic Sourcing
State Purchasing Officers

From: Ellen H. Daley 

Date: March 6, 2024

Subject: Release Off Master Contracts

CC: Procurement Compliance Monitors
Procurement Policy Board
Commission on Equity and Inclusion

This notice is effective immediately. This notice amends CPO Notice 2024.01 by replacing \$10,000 with \$20,000 as follows:

With BidBuy, SPOs are the final approvers of an agency's Requisition (REQ) for all orders against master contracts greater than \$20,000 ~~\$10,000~~, except for contracts providing equipment and commodities. This notice represents my blanket approval of orders against master contracts for equipment and commodities

Additionally, this notice serves as approval of a qualifying order against a master contract and amends CPO Notice 2024.01 as follows:

An agency relying on this notice as approval of a qualifying order against a master contract shall write "Pursuant to CPO Notice 2024.01, the CPO approves this procurement" in the Notes tab in REQ, or shall attach CPO Notice 2024.01 or CPO Notice 2024.11 in the Attachments tab in REQ.

The rest of CPO Notice 2024.01 remains in full force and effect.

If there are any questions regarding this notice, please ask your State Purchasing Officer or contact the Chief Procurement Office at (217) 558-2231.

- End -