



CHIEF PROCUREMENT OFFICE  
Matt Brown, General Services

## Notice 2013.11 General Services

To: State Purchasing Officers  
CMS Bureau of Strategic Sourcing  
Agency Procurement Staff  
Procurement Policy Board

From: Matt Brown *MB*

Date: May 28, 2013

Subject: Court Reporting Set-Aside for Small Business

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This CPO Notice is effective immediately and amends CPO Notice 2012.04 and CPO Notice 2013.08. CPO Notice 2012.04 designated 64 set-aside categories for qualified small businesses in the Small Business Set-Aside Program (SBSP); CPO Notice 2013.08 added Computer Consulting Services (commodity code E110-100) as a small business set-aside and increased the number of set-asides to 66.

Pursuant to the authority granted in Section 45-45 (a) of the Illinois Procurement Code, the Chief Procurement Officer is designating Programming Services (commodity code E130-100) as a small business set-aside. For purchases of IT services in commodity code E130-100 that are below **two million dollars (\$2,000,000)**, agencies will only consider bids, offers, and proposals from companies that are qualified as small businesses in the SBSP.

Bids, offers, and proposals received from businesses not qualified as a small business will be rejected as non-responsive. When appropriate, a SBSP waiver may be requested.

The addition of Programming Services increases the number of mandated set-aside categories to 67.

If there are any questions regarding this notice, please contact Scott McKinnery, State Purchasing Officer for Small Business at Scott. [McKinnery@illinois.gov](mailto:McKinnery@illinois.gov).