

MEMORANDUM

To: CMAP Board

From: Yolanda Martin, Procurement Officer

Date: October 21, 2025

Subject: Consideration of updated CMAP procurement policy

Action Requested: Approval

CMAP is proposing changes to its procurement policy to maintain compliance with current federal and state procurement regulations and reflect best practices in public sector purchasing.

Background

In 2007, the CMAP Board approved a procurement policy for the agency's purchasing and contracting activities. Since that time, the federal government and the State of Illinois have made numerous changes significantly impacting procurement standards.

The proposed updated policy reflects the legal regulatory framework that governs procurements today, minimizes risks and audit vulnerabilities that may impact CMAP's eligibility for funding. It also makes day-to-day procurement operations more efficient and consistent.

Notable changes include:

2 CFR Part 200 (Uniform Guidance)
FTA Circular 4220.1 G
Illinois Procurement Code (30 ILCS 500)

The updated policy reflects input from agency's executive leadership and aligns with guidance from U.S. Department of Transportation and the Illinois Department of Transportation. It also incorporates key principals such as transparency, fairness, fiscal accountability, and competitive integrity – necessary components critical to maintain stakeholder trust and regulatory compliance.

CMAP is also updating its process to review this policy every three years.

Recommendation

Approve updated CMAP procurement policy, replacing the existing 2007 policy effective immediately.