



STATE OF ILLINOIS  
**OFFICE OF THE  
 AUDITOR GENERAL**

Frank J. Mautino, Auditor General

**SUMMARY REPORT DIGEST**

**PROCUREMENT POLICY BOARD**

Compliance Examination  
 For the Two Years Ended June 30, 2018

Release Date: July 18, 2019

FINDINGS THIS AUDIT: 1	AGING SCHEDULE OF REPEATED FINDINGS																							
	Repeated Since	Category 1	Category 2	Category 3																				
<table border="0"> <tr> <td></td> <td style="text-align: center;"><u>New</u></td> <td style="text-align: center;"><u>Repeat</u></td> <td style="text-align: center;"><u>Total</u></td> </tr> <tr> <td><b>Category 1:</b></td> <td style="text-align: center;"><b>0</b></td> <td style="text-align: center;"><b>0</b></td> <td style="text-align: center;"><b>0</b></td> </tr> <tr> <td>Category 2:</td> <td style="text-align: center;">1</td> <td style="text-align: center;">0</td> <td style="text-align: center;">1</td> </tr> <tr> <td>Category 3:</td> <td style="text-align: center;"><u>0</u></td> <td style="text-align: center;"><u>0</u></td> <td style="text-align: center;"><u>0</u></td> </tr> <tr> <td><b>TOTAL</b></td> <td style="text-align: center;"><b>1</b></td> <td style="text-align: center;"><b>0</b></td> <td style="text-align: center;"><b>1</b></td> </tr> </table>		<u>New</u>	<u>Repeat</u>	<u>Total</u>	<b>Category 1:</b>	<b>0</b>	<b>0</b>	<b>0</b>	Category 2:	1	0	1	Category 3:	<u>0</u>	<u>0</u>	<u>0</u>	<b>TOTAL</b>	<b>1</b>	<b>0</b>	<b>1</b>	No Repeat Findings			
	<u>New</u>	<u>Repeat</u>	<u>Total</u>																					
<b>Category 1:</b>	<b>0</b>	<b>0</b>	<b>0</b>																					
Category 2:	1	0	1																					
Category 3:	<u>0</u>	<u>0</u>	<u>0</u>																					
<b>TOTAL</b>	<b>1</b>	<b>0</b>	<b>1</b>																					
FINDINGS LAST AUDIT: 0																								

**SYNOPSIS**

- (18-001) The Board failed to pay prompt payment interest due to vendors during Fiscal Year 2018.

**Category 1:** Findings that are **material weaknesses** in internal control and/or a **qualification** on compliance with State laws and regulations (material noncompliance).  
**Category 2:** Findings that are **significant deficiencies** in internal control and **noncompliance** with State laws and regulations.  
**Category 3:** Findings that have **no internal control issues but are in noncompliance** with State laws and regulations.

{Expenditures and Activity Measures are summarized on next page.}

**PROCUREMENT POLICY BOARD  
COMPLIANCE EXAMINATION  
For the Two Years Ended June 30, 2018**

<b>EXPENDITURE STATISTICS</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>
<b>Total Expenditures.....</b>	<b>\$ 361,180</b>	<b>\$ 236,592</b>	<b>\$ 248,697</b>
OPERATIONS TOTAL.....	\$ 361,180	\$ 236,592	\$ 248,697
% of Total Expenditures.....	100.0%	100.0%	100.0%
Personal Services.....	218,500	197,250	231,726
Other Payroll Costs (FICA, Retirement).....	15,944	14,376	16,971
All Other Operating Expenditures.....	126,736	24,966	-
<b>Total Receipts.....</b>	<b>\$ -</b>	<b>\$ 152</b>	<b>\$ 75</b>
<b>Average Number of Employees.....</b>	<b>4</b>	<b>4</b>	<b>5</b>

<b>SELECTED ACTIVITY MEASURES (Not Examined)</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>
Total Contracts.....	4,627	5,533	6,087

<b>EXECUTIVE DIRECTOR</b>
During Examination Period: Matthew Von Behren
Currently: Matthew Von Behren

**FINDINGS, CONCLUSIONS, AND  
RECOMMENDATIONS**

**PROMPT PAYMENT INTEREST NOT PAID**

The Procurement Policy Board (Board) failed to pay prompt payment interest due to vendors during Fiscal Year 2018.

**Interest totaling \$7,347 not paid**

During testing of 46 vouchers, the auditors noted the Board incurred interest on 25 of those vouchers. The Board failed to pay interest owed on 9 of these 25 (36%) vouchers tested, totaling \$7,347.

We recommended the Board comply with the State Prompt Payment Act and the Statewide Accounting Management System and ensure all prompt payment interest due is paid to vendors.

**Board agreed with recommendation**

Board officials agreed with the recommendation.

**ACCOUNTANT'S OPINION**

The accountants conducted a compliance examination of the Board for the two years ended June 30, 2018, as required by the Illinois State Auditing Act. The accountants stated the Board complied, in all material respects, with the requirements described in the report.

This compliance examination was conducted by the Office of the Auditor General's staff.

**SIGNED ORIGINAL ON FILE**

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JANE CLARK  
Division Director

This report is transmitted in accordance with Section 3-14 of the Illinois State Auditing Act.

**SIGNED ORIGINAL ON FILE**

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FRANK J. MAUTINO  
Auditor General

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