



MINUTES

**Quarterly Meeting of the Administration Committee
of the Board of Trustees of the
State Universities Retirement System
Thursday, September 12, 2024, 3:05 p.m.
State Universities Retirement System
1901 Fox Dr. – Main Conference Room – Champaign, IL 61820
*Optional Remote Connection for Members of the Public***

This meeting was held in person at the State Universities Retirement System in Champaign, IL

The following trustees were present: Dr. Andriy Bodnaruk, Dr. Fred Giertz, Mr. Scott Hendrie, Mr. Pranav Kothari, Mr. John Lyons, Mr. Herbert Pittman, Dr. Steven Rock, Mr. Collin Van Meter and Mr. Antonio Vasquez.

Others present: Ms. Suzanne Mayer, Executive Director; Mr. Michael Schlachter, Chief Investment Officer (CIO); Ms. Tara Myers, Chief Financial Officer; Ms. Bianca Green, General Counsel; Ms. Nichole Hemming, Chief Human Resources Officer; Mr. Albert Lee, Associate General Counsel; Ms. Heather Kimmons, Associate Legal Counsel; Ms. Anna Dempsey, Investment Counsel; Ms. Stephany Brinkman, Associate Investment Officer; Mr. Darian Saracevic, Investment Analyst; Ms. Tracy Bennett, Investment Compliance Analyst; Ms. Kristen Houch, Director of Legislative and Stakeholder Relations; Mr. Jefferey Saiger, Chief Technology Officer; Mr. Brian Meis, Application Support Team Coordinator; Ms. Jennifer Bartell, Director of Benefits Processing; Ms. Shauna Clayborn, Officer of Procurement and DEI; Ms. Leslie Pouilliard, PMO Manager; Mr. Mark Rowe, Defined Contribution Plan Manager; Mr. Scott Schaumann, Manager of Enterprise Application Support and Development; Ms. Kelly Carson, Ms. Chelsea McCarty and Ms. Annette Ackerman, Executive Assistants; Mr. Michael Calabrese of Foley; Mr. Bryce Haws, Ms. Erica Oropeza and Ms. Kathleen Dietric of Linea.

Administrative Committee roll call attendance was taken. Trustee Bodnaruk, not called; Trustee Kothari present; Trustee Rock, present; Trustee Van Meter, present; and Trustee Vasquez present.

TRUSTEE PARTICIPATION VIA ELECTRONIC MEANS

Trustee Kothari made the following motion:

- That trustee Bodnaruk be allowed to participate via video or audio conference call for the Administration Committee Meeting on September 12, 2024, pursuant to Section 7(a) of the Open Meetings Act.

Trustee Vasquez seconded the motion which passed via all trustees physically present voting in favor of the same.

Roll call attendance for trustees participating via electronic means was taken Trustee Bodnaruk absent.

APPROVAL OF MINUTES

Trustee Van Meter presented the minutes from the Administration Committee meeting of June 6, 2024.

Trustee Rock made the following motion:

- That the minutes from the June 6, 2024, Administration Committee meeting be approved as presented.

Trustee Kothari seconded the motion with all trustees present voting in favor of the motion.

APPROVAL OF CLOSED MINUTES

Trustee Van Meter presented the minutes from the Administration Committee meeting of June 6, 2024.

Trustee Rock made the following motion:

- That the closed minutes from the June 6, 2024, Administration Committee meeting be approved as presented and remain closed.

Trustee Kothari seconded the motion with all trustees present voting in favor of the motion.

CHAIRPERSON'S REPORT

Trustee Van Meter did not have a formal chairperson's report.

PROCUREMENT INCLUSION GOAL RENEWAL

Ms. Shauna Clayborn provided an overview of the SURS Procurement Inclusion Goal for FY 2025. This included a discussion of the procurement and DEI efforts in progress and recommendations for the FY 2025 goal. Ms. Clayborn discussed the SURS Procurement and Staffing Inclusion Policy and the corresponding statutorily required goal of 20 percent that was set by the board last year. The policy established specific guidelines for the inclusion of minority-, women- and/or disabled-owned businesses in the SURS procurement processes. She also discussed the total SURS procurement spend compared to the MWDBE procurement spend.

Trustee Rock made the following motion:

- That based on staff recommendation, the SURS diversity procurement goal for contracts and purchases from businesses owned by minorities, females, and persons with a disability remain at 20 percent for fiscal year 2025.

Trustee Kothari seconded the motion with all trustees present voting in favor of the motion.

A copy of SURS presentation titled “Board Presentation – Procurement Diversity FY 24-25” has been incorporated into these minutes as [Exhibit 1](#). Copy of the SURS memorandums titled “SURS Procurement Inclusion Goal for Fiscal Year 2025,” “Year to Year Explanation FY 24,” “MWDBE Vendor Detail FY 2024,” and “Upcoming RFPs” have been incorporated into these minutes as [Exhibit 2](#), [Exhibit 3](#), [Exhibit 4](#) and [Exhibit 5](#).

APPROVAL OF OVERPAYMENT WRITE-OFF’S

Ms. Jennifer Bartel and Ms. Tara Myers reviewed SURS Joint Committee on Administrative Rule (JCAR) 80 I11. Adm. Code 1600.450 which established the procedures for SURS to use to recover amounts overpaid to SURS members. If an overpayment is deemed uncollectible, SURS staff may ask the board to approve a write-off of the overpayment balance, so it is no longer reflected in the accounts receivable ledger. Ms. Tara Myers and Ms. Jennifer Bartell reviewed the overpayments that staff certified as being uncollectible at this point and then they entertained questions from the board.

Trustee Rock made the following motion:

- That based on the recommendation of SURS Staff, the benefit overpayments in the amount of \$75,430.33 that are certified as uncollectible in accordance with 80 III. Adm. Code Section 1600.450 be written off.

Trustee Kothari seconded the motion with all trustees present voting in favor of the motion.

A copy of SURS presentation titled “Write Off Request July 2024” has been incorporated into these minutes as [Exhibit 6](#).

STRATEGIC PLANNING

Ms. Suzanne Mayer and Mr. Jefferey Saiger discussed the need to update SURS Strategic Plan. They explained that SURS has been executing against a strategic plan that was put into place pre-pandemic. The executive leadership feels that it is imperative for a new strategic plan to be developed. The Plan will consider the vision for the organization for a five-year period and including how the organization will function after implementation of a new pension administration system. Ms. Mayer and Mr. Saiger will lead the strategic plan efforts and will work closely with senior leaders, internal staff, and a Strategic Planning consultant. An RFP for the Strategy Planning Consultant will be issued in October.

A copy of SURS presentations titled “Administration Committee Memo – Strategic Planning” and “Strategy Discussion” have been incorporated into these minutes as [Exhibit 7](#) and [Exhibit 8](#).

QUARTERLY PENSION ASSESSMENT SYSTEM UPDATE

Mr. Jefferey Saiger introduced Ms. Erica Oropeza of Linea and Ms. Katherine Dietric of Vitech who delivered the quarterly Pension Assessment System (PAS) update that included updates regarding the overall project status, project proposal extensions, change orders and vendor presentations. Mr. Saiger reviewed the project challenges that were discussed during the June committee meeting. Trustees asked questions of the representatives from Vitech and Linea.

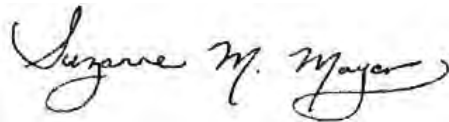
A copy of SURS presentations titled “Administration Committee Memo – Velocity Update” and “SURS Board Velocity Status Update” have been incorporated into these minutes as [Exhibit 9](#) and [Exhibit 10](#).

PUBLIC COMMENT

There was no public comment presented to the Administration Committee.

There was no further business brought before the committee and Trustee Rock moved that the meeting be adjourned. The motion was seconded by Trustee Kothari, and it passed via all trustees present voting in favor of the motion.

Respectfully submitted,

A handwritten signature in black ink that reads "Suzanne M. Mayer". The signature is written in a cursive style with a large initial 'S' and 'M'.

Ms. Suzanne M. Mayer
Executive Director and Secretary, Board of Trustees

SMM:aa

Recommendation of SURS Procurement Inclusion Goal for Fiscal Year 2025

Shauna Clayborn

Officer of Procurement and DEI

Board of Trustees Diversity Committee Meeting

September 12, 2024



Highlights



Procurement and DEI Efforts in Progress



Recommendation of SURS Procurement Inclusion Goal for Fiscal Year 2025

SURS PROCUREMENT



Diversity Matters

In Progress: Opportunities for Growth and Innovation



Expanding Diverse Vendor Networks: By implementing new strategies to identify and engage with diverse vendors, we're expanding our network and increasing the impact of our diversity initiatives.



Enhancing Procedures and Best Practices: We're refining procedures, standardizing workflows, and improving documentation to create a more efficient and effective procurement process.

In Progress: Opportunities for Growth and Innovation



OpenGov Software Implementation: OpenGov software rollout starting in October. This tool will streamline solicitation and vendor management, improving transparency, efficiency, and fairness.



Future Outreach: Host a meet and greet to increase visibility of diverse non-investment firms. Focus on "How to Do Business with SURS" to engage with vendors and showcase their capabilities.

Summary of Total Spend Vs. MWDBE Spend

- FY24 Procurement Goal: 20%
- FY23: 12.1% vs. FY24: 14.8%
- Overall Spend: Increased by \$166K (1%)
- MWDBE Spend: Increased by \$381K (24%)
- FY25 Projected MWDBE Spend: Approximately 10.3%

	FY2023	FY2024	Estimated FY2025
Goal	20%	20%	20%
Total Spend	13,184,709	13,351,345	18,691,355
MWDBE	1,595,185	1,976,664	1,931,491
% MWDBE	12.1%	14.8%	10.3%
PAS Spend	(5,748,954)	(6,061,010)	(8,411,871)
% w/o PAS	15.3%	21.8%	16.6%

PAS Spending impacts our ability to reach our goal

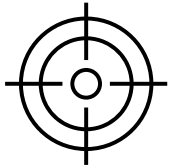
Year-to-Year Explanations

- Zones (MBE) – Approximately \$680k was spent on various IT related expenditures.
- Managed Business Solutions (MBE) – Approximately \$390k was spent related to the PAS project.
- Spherion Staffing (WBE) – Approximately \$332k was spent for temporary personnel services to assist with the claims calculations process related to the PAS project.
- Huber & Associates (WBE) – Approximately \$182k was spent for the managed services related to the iSeries as well as hardware/software related maintenance cost.
- Linea Secure (MBE)– Approximately \$87k was spent for a gap analysis in Information Technology and Facilities.*
- Athena Actuarial Auditing Services (WBE) - Approximately \$68k was spent related to a limited-scope actuarial service.*
- Bailey Edwards Design (WBE)– Approximately \$44k was spent related to the renovations at the 1901 building.
- Sonny Commercial Janitorial Service (MBE) – Approximately \$41k was spent for janitorial services.*

**New MWDBE firm*



Staff Recommendation



Recommended SURS goal for contracts and purchases from businesses owned by minorities, women, and persons with a disability remain at 20% for fiscal year 2025.

Questions?



To: Administration Committee
 From: Shauna Clayborn, Officer of Procurement and DEI
 Date: September 12, 2024
 Re: Recommendation of SURS Procurement Inclusion Goal for Fiscal Year 2025

In accordance with 40 ILCS 5/1-109.1(6), the Board of Trustees of the State Universities Retirement System (SURS) adopted an Inclusion Policy in December 2009. This policy established guidelines and a goal for the inclusion of minority, women or disabled owned (MWDBE) businesses in SURS non-investment procurement processes. The MWDBE procurement goal is reviewed and approved each year.

Staff continuously works to increase the spending allocated to diverse vendors. Our percentage of non-investment MWDBE spend relies heavily on our overall project spend each year and can fluctuate significantly depending on the projects that are in progress. The table below shows a summary of the total spend compared to the MWDBE spend.

	FY2020	FY2021	FY2022	FY2023	FY2024	Estimated FY2025
Goal	25%	25%	20%	20%	20%	20%
Total Spend	5,979,577	6,717,915	11,577,045	13,184,709	13,351,345	18,691,355
MWDBE	1,094,464	841,401	1,164,245	1,595,185	1,976,664	1,931,491
% MWDBE	18.3%	12.5%	10.1%	12.1%	14.8%	10.3%
PAS Spend	(228,623)	(845,881)	(5,254,834)	(5,748,954)	(6,061,010)	(8,411,871)
% w/o PAS	19.0%	11.7%	14.2%	15.3%	21.8%	16.6%

The fiscal year 2024 MWDBE spend was 14.8% of total spend. This is an increase from 12.1% in fiscal year 2023. The spending increase over prior year is partially attributed to our minority-owned IT supplier, Zones, which increased this fiscal year by approximately \$94k (16%) and an increase of \$92k (38%) with Spherion Staffing, a woman-owned firm. We also engaged some new MWDBE firms in fiscal year 2024. Athena, which is a woman-owned actuarial auditing firm, was selected to do the actuarial audit for \$68k. Linea Secure, a minority-owned firm, was selected to perform a gap analysis for \$88k. In total, MWDBE spending increased by \$381k (24%).



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PAS-related spending continues to impact our ability to meet our overall goal given that most of the PAS spending is not MWDBE qualified. If we review the numbers excluding the PAS spending, our overall MWDBE percentage is meeting our goal in FY2024.

Staff has analyzed the expected spending for fiscal year 2025 to determine what we expect diverse spending will be for next year. We expect that MWDBE eligible spending will remain relatively flat, but the total overall spending (based on fiscal year 2025 budget) will increase to \$18.7M. The significant increase in overall spend will result in a drop in the percentage to 10.3%. If the actual fiscal year 2025 overall spending is lower than budget, the percentage could end up more favorable.

Staff will continue analyzing procurement data and processes to identify new ways to increase diverse firm utilization. With the implementation of new solicitation software and targeted outreach plans, SURS remains committed to expanding opportunities for diverse firms while maintaining a strong focus on serving our members.

Given the analysis discussed above, staff recommends that the procurement goal for fiscal year 2025 remain at 20%. This would maintain a “stretch” goal for SURS. We will continue to evaluate all spending and adjust the future goal as needed on an annual basis.

Recommendation

Staff recommends that the SURS goal for contracts and purchases from businesses owned by minorities, female, and persons with a disability remain at 20% for fiscal year 2025.

Year-to-Year Explanations

In fiscal year 2017, we had significant MWDBE spending for the following vendors:

- Burke Burns & Pinelli – Approximately \$145k was spent for SURS Fiduciary Legal Counsel. This was a reoccurring expense until mid-fiscal year 2019 when they did not participate in the RFP process. They are a woman owned vendor.
- Tave & Associates – Approximately \$75k was spent for commercial insurance coverage. This was a reoccurring expense through fiscal year 2021. They are a woman owed vendor.

In fiscal year 2018, we had significant MWDBE spending for the following vendors:

- Burke Burns & Pinelli – Approximately \$166k was spent for SURS Fiduciary Legal Counsel. This was a reoccurring expense until mid-fiscal year 2019 when they did not participate in the RFP process. They are a woman owned vendor.
- Tave & Associates – Approximately \$69k was spent for commercial insurance coverage. This was a reoccurring expense through fiscal year 2021. They are a woman owed vendor.

In fiscal year 2019, we had significant MWDBE spending for the following vendors:

- Seico – Approximately \$191k was spent for security upgrades for both buildings. The majority of the expense for this two-year project occurred in FY 2019 and 2020. Smaller amounts were incurred in FY 2021. They are a disability vendor.
- Burke Burns & Pinelli – Approximately \$63k was spent for SURS Fiduciary Legal Counsel. This amount was only for a portion of the year. Normally the annual spend with this vendor would be at least twice this amount. This was a reoccurring expense until mid-fiscal year 2019 when they did not participate in the RFP process. They are a woman owned vendor.
- Tave & Associates – Approximately \$94k was spent for commercial insurance coverage. This was a reoccurring expense through fiscal year 2021. They are a woman owed vendor.
- Stocks Office Furniture/Rogards – A total of approximately \$255k was spent for these two vendors for the renovation of the new 1801 office space. They are both women owed vendors. We continued to use Stocks in fiscal year 2021 (\$141k) and will also do so in fiscal year 2022 (estimate \$162k). Once the renovation projects are completed, this vendor will no longer be utilized.
- Newegg/Software Hardware Integration – A total of approximately \$92k was spent at these two vendors to purchase misc. computer supplies such as laptops, keyboards, and related items. Neither vendor responded to our recent RFP's, therefore future significant spending was moved to other vendors. Both are minority vendors.

In fiscal year 2020, we had significant MWDBE spending for the following vendors:

- Seico – Approximately \$233k was spent for security upgrades for both buildings. Fiscal year 2020 was the last of the significant spend for the vendor. They are a disability vendor.

- Huber & Associates – Approximately \$265k was spent on new CSG hardware. This is a one-time expense. They are a woman owned vendor.
- Tave & Associates – Approximately \$84k was spent for commercial insurance coverage. They are a woman owed vendor. This was a reoccurring expense through fiscal year 2021.
- Greenwood Asher – Approximately \$53k was spent. They were used for the initial CDO search. The Board decided to move to a different vendor during the Executive Director search RFP process (which now includes the CDO search). During the ED search RFP process, it was noted that their MWDBE status changed due to a change in the ownership. They were previously considered a minority vendor but are no longer eligible.

In fiscal year 2021, we had significant MWDBE spending for the following vendors:

- Managed Business Solutions – Approximately \$114k was spent related to the PAS project. This was a new vendor in 2021. They are a minority owned vendor.
- Bailey Edwards Design – Approximately \$48k was spent related to the renovations at the 1801 and 1901 buildings. They are a woman owned vendor.
- Stocks Office Furniture – Approximately \$142k was spent for the furniture in the renovated areas at 1901 (call center and counseling area). They are a woman owed vendor.
- Seico – Approximately \$30k was spent for the remaining security upgrades in both buildings. This was a decrease of over \$200k in fiscal year 2020 but the amount increased again in fiscal year 2022. They are a disability vendor.
- ServiceMaster Janitorial – Approximately \$86k was spent on cleaning services for both buildings. They were a minority owned vendor.
- Sagitec Solutions – \$40k was spent for a proof of concept during the RFP process used to select the vendor for the PAS project. Since they were not selected for the project, this is a one-time expense. They are a minority owned vendor.
- Tave & Associates – Approximately \$98k was spent for commercial insurance coverage. They are a woman owed vendor. This was a reoccurring expense through fiscal year 2021. When SURS issued the insurance broker RFP, Tave decided not to participate in the process.

In fiscal year 2022, we had significant MWDBE spending for the following vendors:

- Managed Business Solutions – Approximately \$267k was spent related to the PAS project. They are a minority owned vendor.
- Bailey Edwards Design – Approximately \$118k was spent related to the renovations at the 1801 and 1901 buildings. They are a woman owned vendor.
- Stocks Office Furniture – Approximately \$147k was spent on the renovation of the Tech Center office space at the 1801 building. We continued to use Stocks in fiscal year 2023 (estimate \$202k) for renovation projects at the 1901 building. They are a women owed vendor.
- Rogards – Approximately \$85k was spent on air purifiers and filters. They are a woman owed vendor.
- Seico – Approximately \$79k was spent for various security related repairs/work in both buildings. They are a disability vendor.

- Zones – Approximately \$371k was spent on various IT related expenditures. We continue to move spending to Zones as we see opportunity. They are a minority owned vendor.
- ServiceMaster Janitorial – Approximately \$25k that qualified as MWDBE was spent on cleaning services. In fiscal year 2022, this vendor was purchased by another company that does not qualify as diverse. Only a partial year of spending was included in calculation. They were a minority owned vendor.

In fiscal year 2023, we had significant MWDBE spending for the following vendors:

- Managed Business Solutions – Approximately \$458k was spent related to the PAS project. They are a minority owned vendor.
- Bailey Edwards Design – Approximately \$56k was spent related to the renovations at the 1901 building. They are a woman owned vendor.
- Seico – Approximately \$50k was spent for various security related repairs/work in both buildings. They are a disability vendor.
- Zones – Approximately \$587k was spent on various IT related expenditures. We continue to move spending to Zones as we see opportunity. They are a minority owned vendor.
- Spherion Staffing – Approximately \$241k was spent for temporary personnel services to assist with the claim calculations process related to the PAS project. They are a woman owned vendor.
- Huber & Associates – Approximately \$111k was spent for the managed services related to the iSeries as well as hardware/software related maintenance cost. They are a woman owned vendor.

In fiscal year 2024, we had significant MWDBE spending for the following vendors:

- Zones – Approximately \$680k was spent on various IT related expenditures. They are a minority owned vendor.
- Managed Business Solutions – Approximately \$390k was spent related to the PAS project. They are a minority owned vendor.
- Spherion Staffing – Approximately \$332k was spent for temporary personnel services to assist with the claim calculations process related to the PAS project. They are a woman owned vendor.
- Huber & Associates – Approximately \$182k was spent for the managed services related to the iSeries as well as hardware/software related maintenance cost. They are a woman owned vendor.
- Athena Actuarial Auditing Services - Approximately \$68k was spent related to a limited-scope actuarial service. They are a woman owned vendor.
- Bailey Edwards Design – Approximately \$44k was spent related to the renovations at the 1901 building. They are a woman owned vendor.
- Sonny Commercial Janitorial Service – Approximately \$41k was spent for janitorial services. They are a minority owned vendor.

State Universities Retirement System
MWDDBE Detailed Vendor Report

Service Provider Name	Service Provider Category	MWDDBE Type	2020 Amount	2021 Amount	2022 Amount	2023 Amount	2024 Amount	Projected 2025 Budget
ZONES LLC	Information Services	Minority	235,658	254,572	371,176	587,152	680,693	650,000
MANAGED BUSINESS SOLUTIONS, LLC	Information Services	Minority	-	114,145	267,153	458,094	390,652	220,221
SPHERION STAFFING LLC	Professional Services	Female	-	-	-	240,907	332,740	405,227
HUBER & ASSOCIATES, INC	Information Services	Female	265,220	1,920	17,139	110,985	182,053	197,422
LINEA SECURE	Information Services	Minority	-	-	-	-	87,943	99,443
ATHENA ACTUARIAL AUDITING SERVICES	Professional Services	Female	-	-	-	-	68,000	-
EBM, INC	Building Services	Female	-	-	-	31,136	58,001	-
BAILEY EDWARD DESIGN INC	Architectural and Engineering	Female	55,275	47,837	117,695	55,840	44,075	30,000
SONNY COMMERCIAL JANITORIAL SERVICE	Building Services	Minority	-	-	-	-	41,177	119,400
SEICO, INC	Building Services	Disabled	233,109	29,576	78,894	49,906	22,364	20,000
DAVIS ELECTRIC	Building Services	Disabled	5,895	2,839	10,671	208	19,006	15,000
ROGARDS	Office Supplies	Female	24,388	5,556	84,813	15,166	18,451	25,000
MAGNETIC PRODUCTS AND SERVICES, INC	Office Supplies	Female	4,374	733	-	273	9,299	9,000
PLANTS ETC	Building Services	Female	1,687	1,687	1,687	1,755	5,372	3,000
WEBB ENGINEERING SERVICES, INC	Building Services	Minority	-	-	-	-	4,200	4,200
SOFTWARE HARDWARE INTEGRATION	Information Services	Minority	10,120	3,350	6,638	2,312	4,065	40,000
CHEMICAL MAINTENANCE, INC	Building Supplies	Female	8,462	392	1,373	800	3,071	3,500
WATTS COPY SYSTEMS	Information Services	Female	1,938	223	614	1,127	1,229	1,000
TAA TOOLS INC	Information Services	Female	815	855	870	895	920	969
TROPHYTIME	Office Supplies	Female	884	981	1,213	413	916	1,000
PIATO CAFE, INC	Professional Services	Female	665	-	490	1,241	846	1,000
NEWEGG.COM	Office Supplies	Minority	11,338	1,246	1,092	1,027	741	1,000
AGB INVESTIGATIVE SERVICES INC	Professional Services	Minority	-	-	-	-	700	-
TERESA'S CAKES AND COOKIES	Professional Services	Female	80	-	282	330	150	250
EC UNITED	Information Services	Minority	-	-	-	-	-	12,859
LEGISLATIVE CONSULTANT	Professional Services	undecided	-	-	-	-	-	72,000
EXECUTIVE COACHING CONNECTIONS	Professional Services	Female	-	-	25,000	31,350	-	-
ATLAS GROUP	Professional Services	Disabled	9,730	-	-	4,200	-	-
ACCESS LOCKSMITHS & SECURITY	Building Services	Disabled	3,932	1,380	730	220	-	-
CONNOR COMPANY	Building Supplies	Female	1,789	-	-	57	-	-
217 BACKYARD BBQ	Professional Services	Minority	800	-	-	-	-	-
BOLD AGENDA	Professional Services	Minority	-	9,278	13,111	-	-	-
CUSTOM FLOORING & INTERIORS	Building Services	Female	3,300	-	-	-	-	-
DIAMOND DATA	Information Services	Female	10,230	-	-	-	-	-
GREENWOOD/ASHER & ASSOCIATES	Professional Services	Female	53,204	-	-	-	-	-
HEARTSMART.COM	Office Supplies	Minority	845	-	-	-	-	-
M&S PEST CONTROL	Building Services	Female	1,560	1,975	1,325	-	-	-
SAGITEC SOLUTIONS LLC	Information Services	Minority	-	40,000	-	-	-	-
SERVICEMASTER JANITORIAL	Building Services	Minority	50,311	86,248	24,937	-	-	-
STOCKS OFFICE FURNITURE	Building Supplies	Female	12,766	141,531	147,262	-	-	-
TAVE & ASSOCIATES	Insurance	Female	84,216	97,917	-	-	-	-
WATERS AND ASSOCIATES CERTIFIED SHORTHAND REPORTERS	Legal Services	Female	-	-	753	-	-	-
YDAA & ASSOCIATES, INC	Training	Minority	7,769	-	-	-	-	-
VITECH	Information Services	Not Qualified	-	40,000	3,389,780	3,822,369	3,814,981	-
LINEA SOLUTIONS	Information Services	Not Qualified	228,623	651,736	1,597,901	1,468,491	1,855,376	-
BARBER & DEATLEY, INC	Architectural and Engineering	Not Qualified	451,836	721,933	818,546	768,041	1,038,633	-
MESIROW INSURANCE SERVICES INC	Insurance	Not Qualified	385,936	393,187	755	542,294	536,072	-
SIRIUS Computer Solutions	Information Services	Not Qualified	74,959	57,473	207,732	422,388	496,638	-
LEVI RAY & SHOUP INC	Information Services	Not Qualified	111,542	35,900	102,149	713,705	383,067	-
VOYA INSTITUTIONAL PLAN SERVICES, LLC	Professional Services	Not Qualified	-	429,786	333,707	377,875	291,500	-
GABRIEL, ROEDER, SMITH & CO	Professional Services	Not Qualified	185,941	252,719	229,972	210,221	284,474	-
FOLEY & LARDNER LLP	Legal Services	Not Qualified	92,853	621,977	433,273	202,883	171,776	-
ICE MILLER LLP	Legal Services	Not Qualified	236,318	126,589	215,772	170,763	171,708	-
PENSION BENEFIT INFORMATION, LLC	Professional Services	Not Qualified	-	-	-	-	169,500	-
CARASOFT TECHNOLOGY CORP	Information Services	Not Qualified	44,162	103,964	95,581	143,778	139,899	-

State Universities Retirement System
MWDBE Detailed Vendor Report

Service Provider Name	Service Provider Category	MWDBE Type	2020 Amount	2021 Amount	2022 Amount	2023 Amount	2024 Amount	Projected 2025 Budget
STOCKS OFFICE FURNITURE	Building Supplies	Not Qualified	-	-	-	153,603	123,437	
GLASS LEWIS & CO, LLC	Professional Services	Not Qualified	113,400	113,400	115,350	116,000	116,000	
SECUREWORKS, INC	Information Services	Not Qualified	98,267	98,267	107,116	112,770	115,539	
INFO-TECH RESEARCH GROUP INC	Information Services	Not Qualified	70,664	129,659	139,477	79,223	113,373	
INSIGHT PUBLIC SECTOR	Information Services	Not Qualified	177,284	101,367	60,108	13,130	82,580	
ENCHOICE	Information Services	Not Qualified	125,700	59,000	110,000	59,000	67,500	
OTTOSEN DINOLFO	Legal Services	Not Qualified	2,950	22,395	17,500	29,575	52,404	
TEAMDYNAMIX SOLUTIONS LLC	Information Services	Not Qualified	20,056	29,980	26,871	52,617	51,904	
ELECTION-AMERICA	Professional Services	Not Qualified	-	37,024	-	-	50,293	
EVESTMENT ALLIANCE, LLC	Information Services	Not Qualified	84,943	46,150	47,189	-	49,408	
QUICKSILVER MAILING SERVICES	Professional Services	Not Qualified	44,537	30,946	43,927	45,795	48,955	
DOCUMENT ACCESS SYSTEMS	Information Services	Not Qualified	49,973	44,282	46,496	55,246	46,496	
PITNEY BOWES INC	Professional Services	Not Qualified	-	-	35,439	39,697	45,000	
LBMC TECHNOLOGY SOLUTIONS, LLC	Information Services	Not Qualified	-	48,558	38,523	42,557	43,138	
MCLEAN & CO	Professional Services	Not Qualified	13,718	30,404	5,112	37,646	39,528	
K&L GATES LLP	Legal Services	Not Qualified	59,458	94,524	68,029	148,306	38,033	
SERVICE EXPRESS, INC	Information Services	Not Qualified	2,791	-	-	4,424	37,332	
CHUBB	Insurance	Not Qualified	-	-	32,619	33,475	35,564	
FEATHERSTUN, GAUMER, POSTLEWAIT	Legal Services	Not Qualified	21,636	11,227	19,035	33,041	35,492	
LANSA, INC	Information Services	Not Qualified	68,865	74,399	29,550	36,505	32,505	
SPRINGFIELD ELECTRIC SUPPLY	Building Supplies	Not Qualified	-	8,138	-	6,324	32,420	
ADP, LLC	Information Services	Not Qualified	-	36,559	28,220	38,951	32,035	
ARCEO LABS, INC DBA RESILIENCE	Information Services	Not Qualified	-	-	-	25,000	30,000	
CROWE LLP	Professional Services	Not Qualified	-	19,807	39,900	27,807	28,520	
DAVIS-HOUK MECHANICAL INC	Building Services	Not Qualified	1,895	4,831	35,740	26,273	28,396	
CDS OFFICE TECHNOLOGIES	Information Services	Not Qualified	-	16,703	17,979	23,237	28,328	
NASDAQ - BOARDVANTAGE, INC	Information Services	Not Qualified	19,583	26,208	49,556	26,250	27,300	
PRUDENTIAL GROUP INSURANCE	Professional Services	Not Qualified	31,917	14,081	18,862	27,824	26,816	
NOSSAMAN LLP	Legal Services	Not Qualified	-	-	-	-	26,306	
SURFACE 51, INC	Professional Services	Not Qualified	18,975	19,800	20,625	21,450	24,500	
MRC INFORMATION TECHNOLOGY INC	Information Services	Not Qualified	119,370	27,892	43,158	159,111	22,343	
REINHART BOEMER VAN DEUREN	Legal Services	Not Qualified	71,933	-	-	-	21,114	
AMAZON CAPITAL SERVICES	Information Services	Not Qualified	13,161	4,319	7,424	10,945	20,767	
MORGAN, LEWIS & BOCKIUS LLP	Legal Services	Not Qualified	52,933	64,497	82,979	246,636	19,690	
CA, INC	Information Services	Not Qualified	15,294	15,294	15,294	16,870	19,348	
KUTAK ROCK LLP	Legal Services	Not Qualified	-	-	-	12,756	18,657	
ZOHO CORPORATION	Information Services	Not Qualified	1,008	11,748	12,838	14,911	18,081	
A&R MECHANICAL CONTRACTORS, INC	Building Services	Not Qualified	356,143	3,700	1,787	34,689	17,061	
TIMETRADE SYSTEMS, INC	Information Services	Not Qualified	21,384	21,384	17,000	17,000	17,000	
RETIREAWARE	Professional Services	Not Qualified	-	-	19,202	3,902	15,762	
S&P GLOBAL MARKET INTELLIGENCE	Professional Services	Not Qualified	-	14,000	14,420	14,853	15,375	
AGILOFT, INC	Information Services	Not Qualified	29,377	10,745	29,175	14,244	14,244	
TERRYBERRY	Professional Services	Not Qualified	4,164	1,929	3,968	-	14,080	
POLSINELLI LLP	Legal Services	Not Qualified	-	-	22,196	-	13,845	
MCCORMICK COMMERCIAL SERVICES	Building Services	Not Qualified	-	-	402	2,086	12,225	
RICOH USA INC	Information Services	Not Qualified	15,347	6,383	85,363	38,857	11,368	
MEYER CAPEL	Legal Services	Not Qualified	891	1,386	6,204	308	10,049	
TENSION ENVELOPE CORPORATION	Office Supplies	Not Qualified	12,530	6,295	14,973	8,452	9,994	
CM FIRST TECHNOLOGIES	Information Services	Not Qualified	8,400	19,790	8,892	9,335	9,803	
BERWYN GROUP	Professional Services	Not Qualified	5,040	4,200	9,405	9,405	9,405	
OPENTEXT INC	Information Services	Not Qualified	9,970	8,970	8,970	8,970	8,970	
WALZ LABEL AND MAILING SYSTEMS	Office Supplies	Not Qualified	5,224	5,375	5,482	18,009	8,695	
ISPRING	Training	Not Qualified	6,138	7,204	-	-	8,570	
WORKSRIGHT SOFTWARE, INC	Information Services	Not Qualified	6,000	6,500	6,696	7,368	7,664	
AREA WIDE REPORTING SERVICE	Professional Services	Not Qualified	1,389	1,784	1,129	3,030	7,079	
POLICYENGAGE	Professional Services	Not Qualified	-	-	-	-	6,500	

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OFFICE DEPOT	Office Supplies	Not Qualified	10,424	2,797	5,620	6,491	6,349	
HUTCHINSON AND BLOODGOOD LLP	Information Services	Not Qualified	84,468	40,356	5,800	5,800	5,800	
PREMIER PRINT GROUP	Professional Services	Not Qualified	-	-	-	-	4,968	
CBIZ	Professional Services	Not Qualified	-	-	21,350	33,255	4,800	
ALTORFER INC	Building Services	Not Qualified	23,666	4,243	4,243	4,737	4,739	
SAP PUBLIC SERVICES INC	Information Services	Not Qualified	4,585	4,585	4,585	4,585	4,736	
KNOWBE4, INC	Information Services	Not Qualified	4,698	-	1,795	3,395	4,718	
CETESoftware	Information Services	Not Qualified	2,795	2,795	2,795	7,180	4,493	
LORENZ SUPPLY CO	Building Services	Not Qualified	-	-	-	-	4,418	
DIGICERT INC	Information Services	Not Qualified	782	-	4,472	2,821	4,103	
RR DONNELLY	Office Supplies	Not Qualified	4,966	5,916	3,011	3,333	4,097	
CONFIDENTIAL ON-SITE PAPER SHREDDING	Professional Services	Not Qualified	2,887	1,989	3,349	3,434	4,037	
STAPLES BUSINESS CREDIT	Office Supplies	Not Qualified	14,657	5,997	558	2,363	3,939	
RAVE WIRELESS, INC	Information Services	Not Qualified	-	11,790	3,930	3,930	3,930	
ALLIANT INSURANCE SERVICES, INC	Insurance	Not Qualified	-	-	408,528	194	3,731	
LEXISNEXIS RISK SOLUTIONS	Professional Services	Not Qualified	2,218	1,800	1,800	2,701	3,630	
ALPHA CONTROLS & SERVICES LLC	Building Services	Not Qualified	12,980	5,355	17,752	5,359	3,602	
CENVEO	Office Supplies	Not Qualified	-	-	-	-	3,478	
DATA IMAGING SUPPLIES	Office Supplies	Not Qualified	2,600	2,600	-	6,686	3,331	
CDW GOVERNMENT, INC	Information Services	Not Qualified	32,905	209,604	88,779	17,500	3,303	
A-1 PAVEMENT MAINTENANCE LLC	Building Services	Not Qualified	-	-	-	35,108	3,246	
EZLEASE LLC	Information Services	Not Qualified	-	-	-	3,000	3,210	
DPT COMPANIES, INC	Building Services	Not Qualified	-	920	642	15,797	3,180	
JOE TOMLINSON/HRC CONSULTING	Professional Services	Not Qualified	-	-	-	-	2,938	
Lazer's Edge Office Automation	Information Services	Not Qualified	8,115	10,289	8,608	3,428	2,719	
COUNTRY FAIR SELF STORAGE	Building Services	Not Qualified	-	5,100	-	2,640	2,700	
MEETINGZONE, INC	Information Services	Not Qualified	7,836	7,836	7,836	7,836	2,612	
NAVIGATE360, LLC	Training	Not Qualified	2,333	-	2,503	2,503	2,578	
HERRIOTT'S COFFEE COMPANY	Office Supplies	Not Qualified	3,226	-	1,388	2,134	2,280	
ACCURATE EMPLOYMENT SCREENING, LLC	Professional Services	Not Qualified	-	3,728	7,525	3,945	2,223	
QUADIENT, INC	Professional Services	Not Qualified	-	1,412	1,624	1,868	2,148	
DUNCAN SUPPLY CO	Building Supplies	Not Qualified	6,525	860	161	8,405	2,084	
UPCLOSE PRINTING	Professional Services	Not Qualified	1,397	495	718	3,532	1,989	
ADVANCED DIGITAL MEDIA INC	Information Services	Not Qualified	1,140	1,200	1,800	1,800	1,800	
AMERICAN PEST CONTROL INC	Building Services	Not Qualified	-	-	450	1,800	1,800	
PRODATA	Information Services	Not Qualified	6,780	1,660	1,700	1,710	1,750	
ALIGHT SOLUTIONS LLC	Information Services	Not Qualified	-	-	-	-	1,730	
AVTECH SOFTWARE, INC	Information Services	Not Qualified	-	-	-	-	1,506	
CLEVERBRIDGE, INC	Information Services	Not Qualified	995	1,000	1,000	1,000	1,500	
DDC PUBLIC AFFAIRS	Information Services	Not Qualified	1,500	1,500	1,500	1,500	1,500	
TVL INC.	Information Services	Not Qualified	-	1,418	1,903	2,613	1,418	
HENDRICK DORMS, INC.	Office Supplies	Not Qualified	-	-	-	-	1,412	
GETZ FIRE EQUIPMENT	Building Services	Not Qualified	2,416	1,096	1,183	4,457	1,399	
IHOTEL AND CONFERENCE CENTER	Professional Services	Not Qualified	-	-	-	-	1,260	
CU HARDWARE COMPANY	Building Supplies	Not Qualified	2,306	421	1,183	273	1,151	
CROKE FAIRCHILD DUARTE & BERES	Legal Services	Not Qualified	-	-	-	-	1,090	
DILIGENT CORPORATION	Professional Services	Not Qualified	-	-	-	-	1,009	
MSCI INC.	Information Services	Not Qualified	-	1,000	1,000	1,000	1,000	
BULLDOG DISPOSAL SERVICES, INC	Building Services	Not Qualified	1,134	249	-	368	959	
PROPIO LANGUAGE SERVICES	Professional Services	Not Qualified	563	760	871	1,265	952	
LENOVO (UNITED STATES) INC.	Information Services	Not Qualified	-	473	197	222	848	
DREAMSTIME	Professional Services	Not Qualified	839	-	839	822	822	
51 FIRE AND SAFETY	Building Services	Not Qualified	-	150	242	1,011	678	
RELIABLE PLUMB & HEAT COMPANY	Building Services	Not Qualified	-	-	-	1,362	675	
KISCO INFORMATION SYSTEMS	Information Services	Not Qualified	544	571	571	-	656	
ULINE	Building Services	Not Qualified	4,409	309	1,032	1,161	613	

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EXPRESS SERVICE, INC	Professional Services	Not Qualified	-	-	-	-	605	
PEERNET INC	Information Services	Not Qualified	456	469	965	507	539	
SPRITZ JEWELERS	Office Supplies	Not Qualified	-	213	-	138	538	
SERVERSUPPLY	Information Services	Not Qualified	-	-	-	1,701	524	
AHEAD OF OUR TIME PUBLISHING	Professional Services	Not Qualified	-	500	1,000	-	500	
TOP QUALITY ROOFING COMPANY	Building Services	Not Qualified	930	-	-	630	500	
TEPPER ELECTRIC SUPPLY CO	Building Supplies	Not Qualified	2,710	220	-	83	470	
AMERICAN MESSAGING	Information Services	Not Qualified	186	370	421	417	446	
THOMPSON MCCLELLAN	Professional Services	Not Qualified	-	-	350	-	408	
PRACTISING LAW INSTITUTE	Legal Services	Not Qualified	-	423	264	282	298	
MAYER BROWN LLP	Legal Services	Not Qualified	66,531	29,184	-	53,805	276	
BACON & VAN BUSKIRK	Building Services	Not Qualified	1,130	760	445	488	270	
AMERICAN REGISTRY FOR INTERNET NUMBERS, LTD	Information Services	Not Qualified	-	-	-	-	250	
MICHAELS CATERING	Professional Services	Not Qualified	1,710	-	1,373	374	228	
WORLDSHARP TECHNOLOGIES, INC	Information Services	Not Qualified	190	190	190	190	190	
UNIFIRST	Office Supplies	Not Qualified	-	-	570	365	158	
GUMBO SOFTWARE INC	Information Services	Not Qualified	150	150	150	150	150	
FS.COM INC	Information Services	Not Qualified	-	-	-	-	108	
VITAL SIGNS	Office Supplies	Not Qualified	-	-	500	-	100	
STYLEBOOKS.COM	Office Supplies	Not Qualified	-	97	-	-	77	
ACE HARDWARE 665	Building Supplies	Not Qualified	35	-	-	-	-	
ACL SERVICES LTD	Information Services	Not Qualified	742	-	-	935	-	
ADJACENT TECHNOLOGIES, INC	Professional Services	Not Qualified	34,000	17,000	-	-	-	
ADVANCED AUDIO AND LIGHTING	Information Services	Not Qualified	127,185	29,012	-	-	-	
AGILEDAD LLC	Training	Not Qualified	-	-	-	3,595	-	
ALTEC PRODUCTS INC	Information Services	Not Qualified	4,176	4,176	-	-	-	
AMSTERDAM PRINTING & LITHO	Office Supplies	Not Qualified	502	-	-	-	-	
AREA DISPOSAL SERVICE, INC	Building Services	Not Qualified	3,536	3,521	2,196	-	-	
AVIDXCHANGE	Information Services	Not Qualified	960	-	-	-	-	
BLOOMINGTON OFFSET PROCESS INC	Professional Services	Not Qualified	480	-	336	-	-	
BRADFIELDS COMPUTER SUPPLY	Office Supplies	Not Qualified	11,581	265	-	-	-	
BRETT KRAMER PHOTOGRAPHY	Professional Services	Not Qualified	-	-	135	-	-	
BUSINESS & LEGAL RESOURCES	Legal Services	Not Qualified	3,090	3,539	1,795	-	-	
C D S OFFICE TECHNOLOGIES	Information Services	Not Qualified	47,187	-	-	-	-	
CAREERBUILDER, LLC	Professional Services	Not Qualified	5,995	-	-	-	-	
CHAMPAIGN MULTIMEDIA GROUP	Professional Services	Not Qualified	-	495	849	485	-	
CHRIS BROWN PHOTOGRAPHY	Professional Services	Not Qualified	2,750	-	-	-	-	
CITRIX SYSTEMS INC	Information Services	Not Qualified	4,863	-	-	-	-	
CLEAR CHOICE HEADSETS & TECHNOLOGY, LLC	Information Services	Not Qualified	-	-	2,259	1,565	-	
CLICKDIMENSIONS, LLC	Information Services	Not Qualified	29,138	15,109	16,116	-	-	
CONSUMERINFO.COM	Professional Services	Not Qualified	-	-	463	33	-	
CONTEGIX	Information Services	Not Qualified	10,800	10,800	3,077	-	-	
COUNTY ASPHALT COMPANY, INC	Building Services	Not Qualified	2,403	-	-	-	-	
COVENTBRIDGE (USA) INC.	Professional Services	Not Qualified	-	-	582	-	-	
D1 NETWORKS, LLC	Information Services	Not Qualified	7,100	-	-	-	-	
DAVID SMITH RADON REMEDIES INC	Building Services	Not Qualified	-	1,600	-	-	-	
DEAN'S GRAPHICS	Office Supplies	Not Qualified	-	-	202	-	-	
DISH PASSIONATE CUISINE	Professional Services	Not Qualified	180	-	-	-	-	
DIXON GRAPHICS	Office Supplies	Not Qualified	-	-	-	991	-	
DLT SOLUTIONS, LLC	Information Services	Not Qualified	1,342	-	-	-	-	
DUCE CONSTRUCTION COMPANY	Building Services	Not Qualified	-	-	-	31,870	-	
DUFFING INTERPRETING SERVICES	Professional Services	Not Qualified	-	-	110	-	-	
DYNAMIC CONTROLS, INC	Building Services	Not Qualified	-	-	-	-	-	
DYNAMO SOFTWARE, INC	Information Services	Not Qualified	-	76,500	41,000	41,000	-	
EMAGINED SECURITY, INC	Information Services	Not Qualified	20,000	-	-	-	-	
ERNST & YOUNG LLP	Information Services	Not Qualified	157,896	189,475	140,000	-	-	

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FAEGRE DRINKER BIDDLE & REATH	Legal Services	Not Qualified	25,427	46,419	-	-	-	-
FASPRINT	Office Supplies	Not Qualified	-	-	-	4,643	-	-
FAST SIGNS	Building Services	Not Qualified	-	399	120	-	-	-
FE MORAN INC	Building Services	Not Qualified	93	-	-	-	-	-
FEDERAL COMPANIES	Professional Services	Not Qualified	11,019	-	-	-	-	-
FORTRA, LLC	Information Services	Not Qualified	-	-	-	12,138	-	-
GALVANIZE	Information Services	Not Qualified	-	809	-	-	-	-
GROOM LAW GROUP, CHARTERED	Legal Services	Not Qualified	5,588	-	-	-	-	-
HARBOR FREIGHT	Building Supplies	Not Qualified	304	-	-	-	-	-
HEIDRICK & STUGGLES INC.	Professional Services	Not Qualified	-	-	105,977	-	-	-
HELPSYSTEMS, LLC	Information Services	Not Qualified	5,372	5,554	11,593	-	-	-
H-O-H WATER TECHNOLOGY, INC.	Building Services	Not Qualified	-	-	1,287	-	-	-
HOLIDAY INN HOTEL	Professional Services	Not Qualified	4,287	-	-	-	-	-
IBM CORPORATION	Information Services	Not Qualified	13,672	7,161	17,932	14,016	-	-
IDEAL ENVIRONMENTAL ENGINEERING, INC.	Building Services	Not Qualified	-	-	1,926	-	-	-
ILLINI CONTRACTORS SUPPLY	Building Supplies	Not Qualified	354	-	-	-	-	-
ILLINI FIRE EQUIPMENT	Building Services	Not Qualified	267	-	-	-	-	-
INSIGHT SOFTWARE SOLUTIONS	Information Services	Not Qualified	-	-	-	1,260	-	-
INSURANCE AUDIT & INSPECTION COMPANY	Professional Services	Not Qualified	-	25,000	-	-	-	-
ITECH SOLUTIONS GROUP, LLC	Information Services	Not Qualified	30,018	33,074	32,408	28,712	-	-
J.C. SCHULTZ ENTERPRISES, INC.	Building Services	Not Qualified	-	-	-	483	-	-
JOHN WILEY & SONS, INC	Professional Services	Not Qualified	-	-	-	356	-	-
JULIE LAUT	Professional Services	Not Qualified	-	-	325	325	-	-
KEYSTONE SAFE COMPANY	Building Services	Not Qualified	-	-	-	1,160	-	-
KORN FERRY	Professional Services	Not Qualified	-	-	-	125,000	-	-
KROLL ASSOCIATES, INC.	Information Services	Not Qualified	-	-	83,600	-	-	-
KWIK-WALL	Building Services	Not Qualified	12,630	-	-	-	-	-
LAWRENCE L. JECKEL, M.D.	Professional Services	Not Qualified	1,500	-	2,000	-	-	-
LIAISON TECHNOLOGIES	Information Services	Not Qualified	8,543	-	-	-	-	-
LRWL INC	Professional Services	Not Qualified	26,265	-	-	-	-	-
MECHANICAL INC.	Building Services	Not Qualified	9,544	-	-	-	-	-
MICRO FOCUS, INC.	Information Services	Not Qualified	1,830	-	-	-	-	-
MID ILLINOIS CONCRETE	Building Services	Not Qualified	2,450	-	38,880	-	-	-
MIDWEST GLASS TINTERS, INC	Building Services	Not Qualified	-	-	1,337	1,660	-	-
MIMECAST NORTH AMERICA, INC	Information Services	Not Qualified	5,250	4,382	14,531	23,637	-	-
MINUTEMAN PRESS	Professional Services	Not Qualified	-	246	177	785	-	-
MYRON CORP	Office Supplies	Not Qualified	233	304	306	349	-	-
NET ZEALOUS LLC DBA TRAINHR	Training	Not Qualified	2,499	-	-	-	-	-
NETWRIX	Information Services	Not Qualified	-	-	-	2,833	-	-
ORION DEVELOPMENT GROUP	Training	Not Qualified	-	-	-	2,480	-	-
PARK PLACE TECHNOLOGIES	Information Services	Not Qualified	4,358	5,424	7,726	-	-	-
PEAK-RYZEX, INC	Office Supplies	Not Qualified	2,985	2,985	2,985	3,924	-	-
PIRIFORM INC	Office Supplies	Not Qualified	846	1,730	-	-	-	-
POLICYPAK SOFTWARE	Information Services	Not Qualified	2,034	2,548	2,517	-	-	-
PRECISELY SOFTWARE INCORPORATED	Information Services	Not Qualified	-	-	-	7,136	-	-
PRINCIPAL REVIEW, LLC	Professional Services	Not Qualified	-	15,000	-	-	-	-
PRODIGE PROCESSING, INC	Information Services	Not Qualified	592	-	-	-	-	-
QUALITY TRAINING SOLUTIONS LLC	Training	Not Qualified	15,800	-	-	-	-	-
RCM & ASSOCIATES	Office Supplies	Not Qualified	3,176	3,832	-	-	-	-
RECORD SYSTEMS, INC.	Information Services	Not Qualified	425	-	-	-	-	-
RELY CO	Office Supplies	Not Qualified	465	-	275	-	-	-
RICHARD S. GOLDBERG, M.D., LTD	Professional Services	Not Qualified	2,475	-	2,125	3,000	-	-
RMC IMAGING, INC	Information Services	Not Qualified	-	-	7,995	-	-	-
ROGERS SUPPLY COMPANY	Building Supplies	Not Qualified	-	22	-	-	-	-
RRS MEDICAL, LLC	Professional Services	Not Qualified	-	105	-	-	-	-
SAGE SOFTWARE, INC.	Information Services	Not Qualified	6,208	-	-	-	-	-

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SECURITY DOOR & HARDWARE CO.	Building Supplies	Not Qualified	-	-	-	685	-	
SEGAL WATERS CONSULTING	Professional Services	Not Qualified	26,250	-	-	-	-	
SERVICEMASTER JANITORIAL	Building Services	Not Qualified	-	-	74,811	77,177	-	
SERV-U	Building Services	Not Qualified	3,130	-	-	-	-	
SEYFARTH SHAW LLP	Legal Services	Not Qualified	-	-	-	1,920	-	
SHOUTING GROUND TECHNOLOGIES	Information Services	Not Qualified	100	-	-	-	-	
SIKICH LLP	Accounting Services	Not Qualified	41,788	42,624	-	-	-	
SILVER MACHINE SHOP	Building Services	Not Qualified	-	-	-	150	-	
SITEONE LANDSCAPE SUPPLY	Building Supplies	Not Qualified	420	-	-	-	-	
SJR MEDIA GROUP	Professional Services	Not Qualified	-	1,490	-	-	-	
SMITH BURGETT ARCHITECTS INC	Architectural and Engineering	Not Qualified	24,469	-	-	-	-	
SOLARWINDS, INC	Information Services	Not Qualified	2,685	2,732	2,893	-	-	
SOUTHWEST PLASTIC BINDING CO	Office Supplies	Not Qualified	-	-	-	-	-	
SQUIRE PATTON BOGGS	Legal Services	Not Qualified	20,012	23,100	99,906	22,648	-	
STARK EXCAVATING, INC.	Building Services	Not Qualified	-	109,770	-	-	-	
STARWIND SOFTWARE	Information Services	Not Qualified	2,249	500	500	500	-	
STOUT'S BUILDING SERVICES	Building Services	Not Qualified	-	1,900	-	-	-	
TECHSMITH CORPORATION	Information Services	Not Qualified	-	-	1,669	-	-	
TEE JAY CENTRAL, INC.	Building Services	Not Qualified	-	-	633	-	-	
TERMINAL VIDEO LISTING INC.	Information Services	Not Qualified	5,573	-	-	-	-	
THE BLIND MAN INC	Building Services	Not Qualified	-	2,122	3,319	-	-	
THOMPSON ELECTRONICS COMPANY	Building Services	Not Qualified	-	-	-	75,150	-	
TIBCO SOFTWARE, INC	Information Services	Not Qualified	1,213	1,423	1,236	-	-	
TUMMELSON BRYAN & KNOX, LLP	Legal Services	Not Qualified	-	1,300	-	-	-	
UNITED FUEL COMPANY	Building Supplies	Not Qualified	-	680	416	-	-	
UPKEEP MAINTENANCE SERVICE	Building Services	Not Qualified	41,700	-	-	-	-	
URS AGENTS, LLC	Legal Services	Not Qualified	-	-	198	-	-	
US ASSURE INC	Professional Services	Not Qualified	-	375	-	-	-	
VERITAS TECHNOLOGIES LLC	Information Services	Not Qualified	3,147	1,055	-	-	-	
VISION SOLUTIONS, INC	Information Services	Not Qualified	4,893	6,293	6,607	-	-	
WALTERS AND ASSOCIATES	Legal Services	Not Qualified	581	-	-	-	-	
WATERMARK LEARNING	Training	Not Qualified	-	-	-	995	-	
WAUSAU	Professional Services	Not Qualified	580	-	-	-	-	
WHITT LAW LLC	Legal Services	Not Qualified	13,317	250	-	-	-	
WINGLE CONSTRUCTION INC	Building Services	Not Qualified	-	-	21,132	-	-	
WORLD TECHNOLOGIES, INC	Information Services	Not Qualified	19,500	-	17,250	-	-	
ZAHN GOVERNMENTAL SOLUTIONS	Professional Services	Not Qualified	60,000	-	-	-	-	
Total All			5,979,577	6,717,915	11,577,045	13,184,709	13,351,345	18,691,355
Total MWDBE			1,094,464	841,401	1,164,245	1,595,185	1,976,664	(estimate) 1,931,491
			18.3%	12.5%	10.1%	12.1%	14.8%	10.3%
						projected = 8.4%	projected =12.5%	



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Upcoming RFPs (Non-investment related)

Fiscal Year 2025

- Strategic Planning Consultant
- Reciprocal Exchange
- Managed Security Services
- FileNet Managed Services
- Building Safety & Security Support
- RSP Recordkeeper

Fiscal Year 2026

- Property & Casualty Insurance Brokerage Services



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To: Administration Committee
From: Tara Myers, CFO and Jennifer Bartell, Director of Benefits Processing
Date: August 23, 2024
Re: Certification of Write-off of Benefit Overpayments

Overview

The Joint Committee on Administrative Rules 80 Ill. Adm. Code §1600.450 established the procedures by which the State Universities Retirement System (SURS) may recover amounts overpaid from SURS annuitants. If SURS is unable to collect all, or part, of an overpayment, SURS staff may request that the Board certify the overpayment balance as uncollectible and as a result, no longer maintain the balance as an account receivable on SURS records.

For Fiscal Year 2024 SURS collected \$4,588,638.70 that was applied to outstanding overpaid benefits. This amount does include \$51,663.02 that was recovered from IDROP and \$3,280.64 that was recovered from unclaimed property with the State of Illinois Treasurer's Office. Recovering money from unclaimed property is a new option that was added to our process in October of 2021.

The attached list represents benefit overpayments made to SURS members and survivors, most of which are deceased. Staff has attempted to collect the overpayments by requesting the return of electronic fund transfers made to the decedent's bank account, recovering from any death or survivor benefits payable, listing the outstanding amount on IDROP, collecting on any unclaimed property with the State of Illinois Treasurer's Office, and through correspondence to the member or surviving heirs. SURS staff's attempts to collect these overpayments have been unsuccessful. The amounts shown represent the balance after the previously mentioned adjustments. There are no further benefits payable from the System from which the overpayment can be collected.

In accordance with Joint Commission on Administration (JCAR) Section 1600.450, an overpayment balance that is over \$100 but less than \$5,000 and uncollectible after 12 months or an overpayment balance that is greater than \$5,000 and uncollectible after 36 months, the overpayment may be certified as uncollectible by the SURS staff and certified by the Board. The items on the attached list meet one of these criteria.

Recommendation:

SURS staff recommend that the benefit overpayments being presented be certified as uncollectible in accordance with 80 Ill. Adm. Code §1600.450 and the amount of \$75,430.33 be written off.

Name	Date Overpayment was Created	Amount	Explanation
Armstrong, Forrest	1/12/2022	\$148.75	Survivor passed on 12/15/2021. SURS was notified of the death on 1/10/2022. A letter to the estate was sent on 8/16/2022 requesting the return of the January 2022 annuity payment for a total overpayment of \$148.75, but no response or remittance has been received. The bank was unable to return the funds. Final Attempt letter was sent on 1/16/2023 and overpayment was posted to IDROP on 4/07/2023. No money has been recovered to date.
Baldwin, Stephanie	8/13/2009	\$3,459.04	Member was notified of her overpayment of disability benefits in the amount of \$2,437.02 on 8/20/09. The reason the overpayment was created was because she returned to work and earned in excess of her earnings limitation while receiving disability benefits. The member filed a timely appeal on 9/18/09. SURS Director of Member Services reviewed her appeal and sent a decision letter denying her appeal on 2/11/2010. The member had 35 days to file a Petition for Review to request a hearing with SURS claim panel. The member did not respond within 35 days of 2/11/2010, so a dismissal letter was sent to the member on 4/1/2010. The member did file a Petition for Review on 4/1/2010, but this was late so no further action was taken. SURS started sending the member monthly statements on 9/09/2010 – March 2018, to attempt and collect the overpayment. SURS sent the member a final attempt letter on 2/19/2018. SURS was notified in 2019 that the member had filed Chapter 7 bankruptcy, and we cannot attempt to collect on this overpayment because SURS did not file a claim as a creditor. The member passed away on 11/30/2021. SURS was notified of the death on 1/05/2022. SURS cannot recover any money from the death benefit due to the bankruptcy order prior to her death.
Bannon, Joseph	4/13/2021	\$6,215.37	Member passed on 3/30/2021. SURS was notified of the death on 4/12/2021. A letter to the estate was sent on 7/7/2021 requesting the return of the April 2021 annuity payment for a total overpayment of \$7,215.37, but no response or remittance has been received. The bank was unable to return the funds. SURS did apply the \$1,000.00 death benefit to the entire overpayment balance. Final attempt letter was sent on 1/06/2022. Overpayment was posted to IDROP on 2/18/2022. No additional money has been recovered to date.
Berry, Kathleen	1/6/2022	\$395.26	Survivor passed on 11/21/2021. SURS was notified of the death on 1/04/2022. A letter to the estate was sent on 8/15/2022 requesting the return of the December 2021 annuity payment for a total overpayment of \$477.62, but no response or remittance has been received. The bank was unable to return the funds. Final attempt letter was sent on 1/26/2023. Overpayment was posted to IDROP on 4/07/2023. SURS was able to recover \$82.36 from Unclaimed Property. No additional money has been recovered to date.
Burack, Ruth	7/27/2017	\$3,262.57	Survivor passed on 6/27/2017. SURS was notified of the death on 7/21/2017. A letter to the estate was sent on 3/15/2022 requesting the return of the July 2017 annuity payment for a total overpayment of \$4,019.81, but no response or remittance has been received. The bank was unable to return the funds. Final attempt letter was sent on

			1/26/2023. Overpayment was posted to IDROP on 4/07/2023. SURS was able to recover a total of \$757.24 from Unclaimed Property. No additional money has been recovered to date.
Bute, Shirley	9/22/2021	\$991.38	Survivor passed on 8/23/2021. SURS was notified of the death on 9/21/2021. A letter to the estate was sent on 8/17/2022 requesting the return of the September 2021 annuity payment for a total overpayment of \$1,019.85, but no response or remittance has been received. The bank was unable to return the funds. Final Attempt letter was sent on 2/03/2023 and overpayment was posted to IDROP on 4/07/2023. SURS was able to collect \$28.47 of unclaimed property from the States Treasurer's Office. No additional money has been recovered to date.
Calvin, Arthur	1/6/2022	\$1,426.14	Member passed on 12/03/2021. SURS was notified of the death on 1/04/2022. A letter to the estate was sent on 1/12/2022 requesting the return of the January 2022 annuity payment for a total overpayment of \$2,451.14, but no response or remittance has been received. The bank was unable to return the funds. SURS was able to apply the \$1,000 death benefit to the overpayment. Final Attempt letter was sent on 8/11/2022 and overpayment was posted to IDROP on 10/18/2022. SURS was able to collect \$25.00 from Unclaimed Property. No additional money has been recovered to date.
Cerrone, Delores	10/15/2021	\$772.85	Survivor passed on 9/29/2021. SURS was notified of the death on 10/13/2021. A letter to the estate was sent on 08/16/2022 requesting the return of the October 2021 annuity payment for a total overpayment of \$772.85, but no response or remittance has been received. The bank was unable to return the funds. Final attempt letter was sent on 2/03/2023. Overpayment was posted to IDROP on 4/07/2023. No money has been recovered to date.
Chapman, Masaji	9/21/2022	\$1,729.28	Member passed on 8/29/2022. SURS was notified of the death on 9/20/2022. A letter to the estate was sent on 11/01/2022 requesting the return of the September 2022 annuity payment for a total overpayment of \$2,729.28, but no response or remittance has been received. The bank was unable to return the funds. SURS did apply the \$1,000.00 death benefit to the entire overpayment balance. Final attempt letter was sent on 4/14/2023. Overpayment was posted to IDROP on 5/22/2023. No money has been recovered to date.
Coleman, Clarice	4/28/2021	\$1,375.64	Member passed on 3/21/2021. SURS was notified of the death on 4/22/2021. A letter to the estate was sent on 7/07/2021 requesting the return of the April 2021 annuity payment for a total overpayment of \$2,776.17, but no response or remittance has been received. The bank was able to return only \$400.53. SURS did apply the \$1,000.00 death benefit to the entire overpayment balance. Final attempt letter was sent on 2/03/2023. Overpayment was posted to IDROP on 4/07/2023. No additional money has been recovered to date.
Collins, Theresa	3/10/2022	\$1,493.62	Survivor passed on 2/28/2022. SURS was notified of the death on 3/07/2022. A letter to the estate was sent on 8/16/2022 requesting the return of the March 2022 annuity payment for a total overpayment of \$1,493.62, but no response or remittance has been received. The bank was unable to return the funds. Final attempt letter was sent on 2/03/2023. Overpayment was posted to IDROP on 4/07/2023. No money has been recovered to date.

Conrad, Beverly	1/6/2022	\$3,318.69	Survivor passed on 12/23/2021. SURS was notified of the death on 1/05/2022. A letter to the estate was sent on 8/17/2022 requesting the return of the January 2022 annuity payment for a total overpayment of \$3,318.69, but no response or remittance has been received. The bank was unable to return the funds. Final attempt letter was sent on 2/03/2023. Overpayment was posted to IDROP on 4/07/2023. No money has been recovered to date.
Crabtree, Margaret	3/10/2022	\$1,016.37	Survivor passed on 2/28/2022. SURS was notified of the death on 3/07/2022. A letter to the estate was sent on 8/17/2022 requesting the return of the March 21022 annuity payment for a total overpayment of \$1,016.37, but no response or remittance has been received. The bank was unable to return the funds. Final attempt letter was sent on 2/03/2023. Overpayment was posted to IDROP on 4/07/2023. No money has been recovered to date.
Davis, Margret	10/5/2022	\$1,593.94	Member passed on 9/18/2022. SURS was notified of the death on 10/04/2022. A letter to the estate was sent on 11/8/07/2022, 1/10/2023 & 2/02/2023, requesting the return of the October 2022 annuity payment for a total overpayment of \$2,593.94, but no response or remittance has been received. The bank was unable to return any funds. SURS did apply the \$1,000.00 death benefit to the entire overpayment balance. Final attempt letter was sent on 4/14/2023. Overpayment was posted to IDROP on 5/22/2023. No money has been recovered to date.
Gartland, Dorothy	10/22/2020	\$7,087.45	Member passed on 1/27/2020. SURS was notified of the death on 10/16/2020. A letter to the Estate was sent on 11/25/2020 requesting the return of the February 2020 – September 2020 annuity payments for a total overpayment of \$9,242.80, but no response or remittance has been received. The bank was able to return \$1,155.35. SURS did apply the \$1,000.00 death benefit to the entire overpayment balance. Final attempt letter was sent on 2/23/2021. Overpayment was posted to IDROP on 6/03/2021. No additional money has been recovered to date
Gary, Helen	12/17/2021	\$837.27	Member passed on 11/12/2021. SURS was notified of the death on 12/13/2022. A letter to the Estate was sent on 2/08/2022 requesting the return of the December 2021 annuity payment for a total overpayment of \$1,837.27, but no response or remittance has been received. The bank was unable to return the funds. SURS did apply the \$1,000.00 death benefit to the entire overpayment balance. Final attempt letter was sent on 4/21/2023. Overpayment was posted to IDROP on 6/11/2023. No money has been recovered to date.
Haley, Johnetta	2/24/2021	\$6,821.72	Member passed on 1/31/2021. SURS was notified of the death on 2/19/2021. A letter to the Estate was sent on 5/11/2021 requesting the return of the February 2021 annuity payment for a total overpayment of \$7,821.72, but no response or remittance has been received. The bank was unable to return the funds. SURS did apply the \$1,000.00 death benefit to the entire overpayment balance. Final attempt letter was sent on 1/13/2022. Overpayment was posted to IDROP on 2/18/2022. No money has been recovered to date.

Hawker, Georgia	2/24/2021	\$105.94	Survivor passed on 1/14/2021. SURS was notified of the death on 2/18/2021. A letter to the estate was sent on 8/16/2022 requesting the return of the February 2021 annuity payment for a total overpayment of \$105.94, but no response or remittance has been received. The bank was unable to return the funds. Final attempt letter was sent on 2/03/2023. Overpayment was posted to IDROP on 4/07/2023. No money has been recovered to date.
Heck, Claire	3/13/2020	\$2,727.56	Member passed on 12/05/2019. SURS was notified of the death on 3/10/2020. A letter to the estate was sent on 5/19/2020 requesting the return of the January 2020 – March 2020 annuity payments for a total overpayment of \$3,727.56, but no response or remittance has been received. The bank was unable to return the funds. SURS was able to apply the \$1,000 death benefit to the overpayment balance. Final Attempt letter was sent on 3/01/2023 and overpayment was posted to IDROP on 4/20/2023. No money has been recovered to date.
Knight, Lucretia	3/16/2017	\$2,180.07	Member passed on 2/18/2017. SURS was notified of the death on 3/15/2017. A letter to the estate was sent on 5/23/2017 requesting the return of the March 2017 annuity payment for a total overpayment of \$3,902.40, but no response or remittance has been received. The bank was able to return \$722.33. SURS was able to apply the \$1,000 death benefit to the overpayment balance. Final Attempt letter was sent on 4/27/2023 and overpayment was posted to IDROP on 6/11/2023. No additional money has been recovered to date.
Krukoff, Jean	8/18/2016	\$1,514.95	Survivor passed on 4/12/2016. SURS was notified of the death on 6/16/2016. A letter to the estate was sent on 8/16/2022 requesting the return of the May 2016 annuity payment for a total overpayment of \$1,514.95, but no response or remittance has been received. The bank was unable to return the funds. Final Attempt letter was sent on 2/10/2023 and overpayment was posted to IDROP on 4/20/2023. No money has been recovered to date.
Lewis, Gregory	2/9/2022	\$436.06	Survivor passed on 1/16/2022. SURS was notified of the death on 2/08/2022. A letter to the estate was sent on 8/20/2022 requesting the return of the February 2022 annuity payment for a total overpayment of \$436.06 but no response or remittance has been received. The bank was unable to return the funds. Final Attempt letter was sent on 2/10/2023 and overpayment was posted to IDROP on 4/20/2023. No money has been recovered to date.
Mangan, James	2/8/2022	\$4,602.10	Member passed on 1/18/2022. SURS was notified of the death on 2/04/2022. A letter to the estate was sent on 2/15/2022 requesting the return of the February 2022 annuity payment for a total overpayment of \$5,602.10, but no response or remittance has been received. The bank was unable to return the funds. SURS was able to apply the \$1,000 death benefit to the overpayment balance. Final Attempt letter was sent on 8/11/2022 and overpayment was posted to IDROP on 10/18/2022. No money has been recovered to date.
Matthews, Priscilla	8/10/2021	\$3,247.81	Member passed on 12/13/2020. SURS was notified of the death on 1/08/2021. A letter to the estate was sent on 9/16/2021 requesting the return of the January 2021 annuity payment for a total overpayment of \$4,247.81. The estate filed an appeal on 9.23.21. SURS issued a appeal decision on 10/21/2021 denying the claim. The estate did not file a request for a hearing, so they were sent an appeal dismissal letter on

			11.29.21. The bank was unable to return the funds. SURS did apply the \$1,000.00 death benefit to the entire overpayment balance. Final attempt letter was sent on 2/10/2023. Overpayment was posted to IDROP on 4/20/2023. No money has been recovered to date.
Mills, Charles	10/7/2021	\$2,602.55	Member passed on 9/20/2021. SURS was notified of the death on 10/05/2021. A letter to the estate was sent on 11/01/2021 requesting the return of the October 2021 annuity payment for a total overpayment of \$3,602.55, but no response or remittance has been received. The bank was unable to return the funds. SURS did apply the \$1,000.00 death benefit to the entire overpayment balance. Final attempt letter was sent on 4/20/2022. Overpayment was posted to IDROP on 6/23/2021. No money has been recovered to date.
Mitchell-Broughton, Edlois	4/6/2022	\$689.97	Member passed on 2/20/2022. SURS was notified of the death on 4/05/2022. A letter to the estate was sent on 05/09/2022 requesting the return of the March and April 2022 annuity payments for a total overpayment of \$1,739.11, but no response or remittance has been received. The bank was unable to return the funds. SURS did apply the \$1,000.00 death benefit to the entire overpayment balance. Final attempt letter was sent on 8/19/2022. Overpayment was posted to IDROP on 10/20/2022. SURS was able to collect \$49.14 of unclaimed property from the States Treasurer's Office. No additional money has been recovered to date.
Palmer, Shawnee	11/4/2021	\$151.63	Member's disability benefits ended on 04/05/2021 due to her returning to work full-time. A letter to the member was sent on 11/04/2021 informing her of an overpayment in disability benefits totaling \$156.29. Monthly statements began in February 2022, but no response or remittance has been received. Member reapplied for disability benefits in April 2022 and we informed her that the overpayment will be deducted from any future benefits; however, the overpayment was not deducted from the future disability benefits or the refund that the member took in November 2022. This was an error on SURS part and the employees involved in this have been notified. Final attempt letter was sent on 1/26/2023. The overpayment was posted to IDROP on 4/7/2023. SURS was able to collect \$11.10 of unclaimed property from the States Treasurer's Office. No additional money has been recovered to date.
Pinkerton-Hudson, Jan	8/3/2021	\$9,638.54	Member who was receiving retirement and survivor benefits, passed on 7/15/2021. SURS was notified of the death on 7/28/2021. A letter to the estate was sent on 8/20/2021 requesting the return of the August 2021 annuity payments for a total overpayment of \$11,197.22, but no response or remittance has been received. The bank was unable to return the funds. SURS did apply the \$1,000.00 death benefit to the entire overpayment balance. Final attempt letter was sent on 1/24/2022. Overpayment was posted to IDROP on 3/31/2022. SURS was able to collect \$558.68 from IDROP. No additional money has been recovered to date.
Smith, Victorine	11/4/2020	\$3,519.11	Member passed on 10/12/2020. SURS was notified of the death on 10/29/2020. A letter to the estate was sent on 12/01/2020 requesting the return of the November 2020 annuity payment for a total overpayment of \$4,519.11, but no response or remittance has been received. The

			bank was unable to return the funds. SURS did apply the \$1,000.00 death benefit to the entire overpayment balance. Final attempt letter was sent on 5/24/2021. Overpayment was posted to IDROP 12/22/2021. No money has been recovered to date.
Willer, Lynda	4/21/2022	\$618.40	Member passed on 3/14/2022. SURS was notified of the death on 4/19/2022. A letter to the estate was sent on 6/03/2022 requesting the return of the April 2022 annuity payment for a total overpayment of \$1,618.40, but no response or remittance has been received. The bank was unable to return the funds. SURS did apply the \$1,000.00 death benefit to the entire overpayment balance. Final attempt letter was sent on 8/19/2022. Overpayment was posted to IDROP on 10/20/2022. No money has been recovered to date.
Williams, Mary Jane	7/9/2021	\$1,450.30	Member passed on 6/11/2021. SURS was notified of the death on 7/07/2021. A letter to the estate was sent on 07/22/2021 requesting the return of the July 2021 annuity payment for a total overpayment of \$2,450.30, but no response or remittance has been received. The bank was unable to return the funds. SURS did apply the \$1,000.00 death benefit to the entire overpayment balance. Final attempt letter was sent on 1/25/2022. Overpayment was posted to IDROP on 3/31/2022. No money has been recovered to date.



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To: Administration Committee
From: Jefferey S. Saiger, Chief Technology Officer
Date: 09/12/2024
Re: Strategic Planning Update

One of the cornerstones of a highly effective organization is the establishment of a strategic plan. This provides the “true North” towards which the organization strives to move. Organizational goals, performance metrics and capital planning are some of the core functions that flow out from a strategic plan.

SURS has been executing against a strategic plan that was put into place pre-pandemic. Given that SURS is in the midst of a major transformation, coupled with now working in a much different manner than when the current plan was established, executive leadership feels that it is imperative that a new strategic plan should be drafted.

Suzanne Mayer, Executive Director, will be joining me in discussing our current activities around strategic planning.

As always, we welcome any questions or feedback from the board

Thank you.

Strategic Planning Update



Talking Points

- Why Strategic Planning?
 - Current Situation
 - “SURS 2030”
- Current Activities
 - Organizational Strategy Analyst Role
 - RFP for Organizational Strategy Planning Refresh
- Future Outlook
 - First 100 Days for Strategy Analyst
 - Output from Strategic Plan Refresh
 - “Metrics that Matter”

Why Strategic Planning?

- Current Situation
 - We're due for a strategic plan review/refresh
 - We've had a good deal of turnover in leadership roles across organization since last plan was drafted
 - Our organization itself has changed quite a bit during the last few years (new roles, new teams, new responsibilities)
 - Passing the midpoint of a major digital transformation, people are seeking clarity on the future
 - SURS 2030
 - Per the Coveyism "Begin with the end in mind", we should endeavor to plan towards what we want SURS to look like in FY 30
 - It would provide a proverbial beacon for the organization to strive towards

Current Activities

- **Organizational Strategy Analyst Role**
 - Recognizing the need for planning to be a core competency, we have dedicated a headcount for it
 - Initially reporting directly to CTO, but aligned with PMO
 - Finalist interviews occurring week of 8/26
 - Candidate identified and due diligence occurring prior to offer
 - Idea is to be a bridge between ELT, PMO and frontline managers to ensure organizational efforts are designed to move the needle
- **RFP for Strategic Planning Engagement**
 - Additionally, are seeking to enlist the services of an outside consultant to assist us with the refresh of the strategic plan
 - Idea would be to have consultant and analyst work in unison to document and then analyst would own long-term deliverables

Future Outlook

- **First 100 Days for Strategy Analyst**
 - Get acquainted with primary stakeholders
 - Help facilitate the onboarding of the consultant
 - Begin aggregation and assessment of current plans across org
- **Output from Strategic Plan Refresh**
 - Go forward Strategic Plan that addresses the input of the board, executive team and organization as a whole
 - Frequent touchpoints to ensure we're pulling in the same direction
 - Tighter alignment of organizational goals to personal performance measures
- **“Metrics that Matter”**
 - Another key output is the assessment of what we do and how we measure it
 - Focus on key performance indicators
 - What leads measures can we address to influence positive lag measure results?



- Any questions?

Q & A



Living Our Mission

How We Succeed FY2024 & Beyond

Mission

To secure and deliver the benefits promised to our members.

Vision

To be recognized as a respected leader among public pension plans.

Goals

- Assure the financial soundness of the System.
- Achieve high levels of member and stakeholder satisfaction.
- Be a great place to work with an emphasis on learning, growth, diversity, equity and inclusion.
- Develop and sustain efficient, high-quality processes, tools and technology.
- Protect SURS assets through sound risk-management and ethical practices.

Strategies

- Secure the annual required contribution, manage expenses, produce risk-adjusted investment returns that exceed our benchmarks and provide effective oversight of defined contribution plans.
- Deliver accurate, timely, cost-effective and empathetic service by meeting or exceeding our service standards.
- Recruit and retain quality talent, develop leaders, and commit to being a diverse, equitable and inclusive organization.
- Enhance communication, workflow processing, systems sustainability and record keeping.
- Strengthen SURS internal controls and risk-management programs, and continue our ethics training and compliance efforts.

OUR VALUE PROPOSITION

Cost-Effective, Prudent Administration

Differentiation Through Service Delivery

Focus on Education & Value Creation

THE SURS WAY

Values

Honest

Ethical

Professional

Trustworthy

Service

Accountable

Efficient

Accurate

Timely

Empathetic

Relationships

Caring

Collaborative

Supportive

Inclusive



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To: Administration Committee
From: Jefferey S. Saiger, Chief Technology Officer
Date: 09/12/2024
Re: Project Velocity Update

The SURS Information Technology Department is here before the Administration Committee today to present an update regarding Project Velocity; our ongoing project to replace our legacy pension administration system (PAS) with one that is built upon modern technology and design principles.

Presenting today will be myself, Jefferey Saiger, CTO, and Erica Oropeza, lead project manager from our implementation partner, Linea Solutions. We will also be joined by Catherine Dietrich, a project manager assigned to our account from Vitech for the implementation.

In summary, the project continues to move forward; we have entered the final third segment of development and subsequent validations. However, mounting risks to schedule and budget threaten overall project health. Additionally, ongoing issues persist with quality; compounding challenges we face with the schedule.

Staff, Linea Solutions and Vitech will share plans of further optimizing the time spent on the project by SURS' team members and rescheduling of some work to mitigate the project risks.

Thank you for your continuing support of Project Velocity.

SURS Project Velocity Update

Pension Administration System
(PAS) Replacement – 09/2024



Agenda



- Project Progress & Status
 - Staff Shout-out
- Project Strategy Pivot
 - Risk Factors
 - Path to Validation Testing Cycle 3 (VAL3)
 - Project Resources
 - Organizational Change Management (OCM)
 - Review of Mitigation Strategies
- Project Budget
 - FY24 – Final Numbers
 - Contingency Review

Project Progress



70%

Completion of
development
milestones

Accomplishments & Wins

Completion of validation testing cycle 2

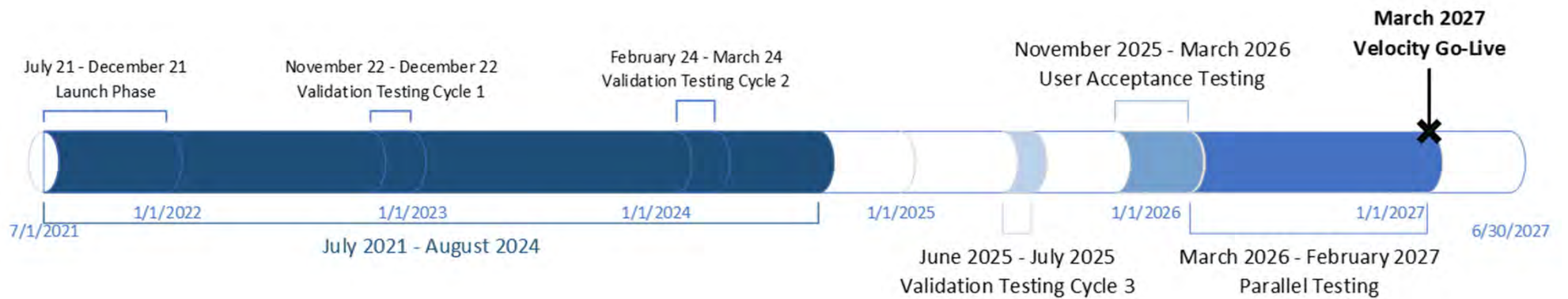
Staff on project exhibit expanded capabilities

Increased engagement and leadership by
MSR managers

Project operational efficiencies gained

- SURS ownership of meetings
- Streamlined communication with senior MSR leadership

Project Progress



Project Velocity VIPs

Accounting

Tim Parrish

Employer Services

Sherrie Miller

Benefit Support

Becky Helenthal
Elicia Monti
Jaime Broom

Pay Benefits & Insurance

Jessica Kammin
Patti Heavilin
Rachel Warren

Counselors

Cynthia Bauer
Megan Harrison

Prep

Donna Gallivan
Melanie Harms

Death, Disability, DRA (3D)





Branden Burke
Denise Shelton
Katie Camarano

Retirement

Garrett Scharp



Project Status

Scope	Schedule
	
Budget	Quality
	

GREEN – ON TRACK

YELLOW – AT RISK

RED – RISK IS REALIZED & ACTION PLAN IS IN PLACE TO ADDRESS

Quality

- Missing data conditions in test scenarios.
- Misinterpreted requirements not caught until testing.

Decision Delays

- Decision-making for various processes took a long time and many meetings.
- Vitech did not have the lead time to configure functionality as scheduled.

Impacted Topics

- EBA, QILDRO, RMD
- Portable Lump Sum Retirement
- Employer Billing (6 types)
- Annual & Periodic Statements
- Retirement Savings Plan

Strategy Pivot: Risk Factors



Large Backlog

- Service Credit Purchase
- Retirement
- Interfaces, letters, forms



High Workload

- ~50% of requirements are left to meet.
- Disability, Death, Payments = 28% of all requirements



Project Pace

- Decisions need to be made faster / sooner.
- Current complexity involves multiple teams.



Staff Burnout

- Key staff are critical to operations and the project.
- Complex topics are most vulnerable.



Strategy Pivot: Path to Validation Testing Cycle 3 (VAL3)

Previous Project Strategy

- All impacted SURS teams make process decisions in collaboration with Vitech and with support from SURS BA and Linea.

New Project Strategy

- SURS and Linea document future state process.
- Streamlined list of SURS staff confirm process decisions with Vitech.

Project Schedule Changes

Goal: Maintain milestone dates to prevent major change order.

Considerations under discussion:

- Add a verification testing cycle.
- Significantly extend time for complex topics
 - Disability, Workers' Comp, Disability Retirement
 - Pre-Retirement Death & Post-Retirement Death
- Use the contingency period.
- Extend configuration of security roles through summer 2025.

Strategy Pivot: Completing the Team

SURS successfully staffed key roles.

- Lead Trainer

- Project Manager – OCM

- Project Assistant

SURS is in the process of staffing other key roles.

- Quality Assurance Analyst

- OCM Specialist(s)

Linea is providing additional support at no cost to SURS.

- Junior Business Analyst

- Implementation Expert

Strategy Pivot: Organizational Change Management (OCM)

- Goal: Revitalize previous and existing efforts.
- Stronger OCM efforts will:
 - Before Go-Live:
 - Reinforce central messaging.
 - Why are we doing this?
 - What's in it for me?
 - Set staff expectations regarding the new pension system (Velocity).
 - After Go-Live:
 - Increase adoption of Velocity and prevent continued use of manual spreadsheets.
 - Continue central messaging.

Strategy Pivot: Mitigation Strategies

*from validation testing cycle 2

Collaboration Sessions

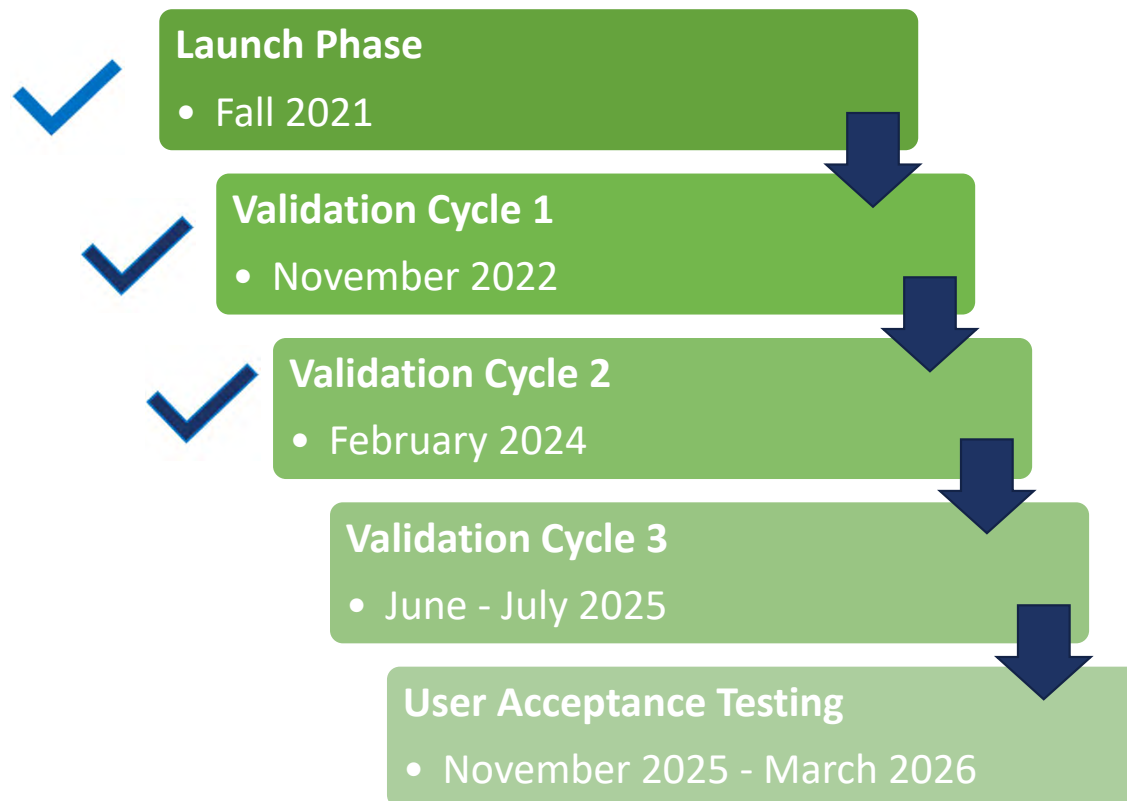
- ✓ Escalate decisions/issues faster
- ✓ Focus on test scenario reviews at the start of sprints
- ✓ Confirm mapping of requirements to test scenarios
- ✓ Review data conditions for test scenarios
- ✓ Increase focus on backlog of functionality

Testing

- SURS:
 - ✓ Confirm end-to-end process scenarios with Vitech
 - ✓ Execute test specs as much as possible during verification
 - Increase effort to identify non-issues
 - Implement maintenance schedule for cyclical processes
- Vitech:
 - ✓ Use same member ID to replicate issues and test fixes as possible
 - ✓ Increase peer code reviews

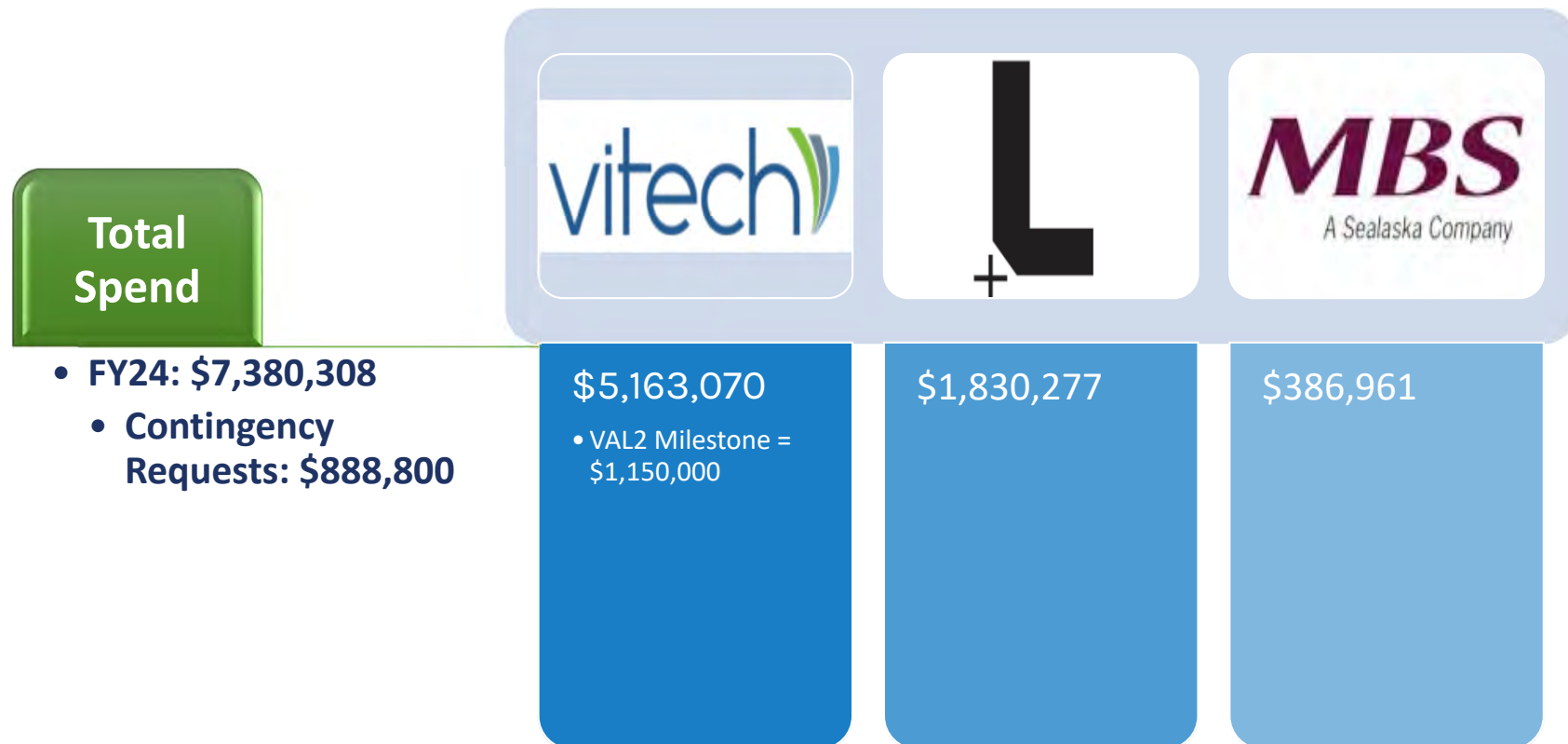
Project Velocity Milestones

*if strategy pivot is successful



Project Budget: FY24 Final Numbers

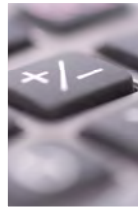
(as of August 2024)



Project Budget: Contingency Review



January 2024 Contingency
= \$2,795,498



Requests for FY25 =
\$235,651



Remaining Contingency =
\$2,559,547



More change orders are expected

- VAL2 Findings: Prioritization took longer than expected so these are still in progress.
- Additional resources to help with workload.

Questions?

