

MEMORANDUM

To: Board of Regents
From: Board Office
Subject: Approval of Vendors with Potential Conflicts of Interest
Date: October 7, 2002

Recommended Action:

Approve Chichaqua Bend Studios / Dean W. Biechler to Iowa State University's list of approved vendors with a potential conflict of interest.

Executive Summary:

Vendors at the Regent institutions with a potential conflict of interest are required by statute to be approved by the Board.

**Chichaqua Bend Studios /
Dean W. Biechler**

Nature of Business: Dean W. Biechler is an independent artist who specializes in scientific and medical illustration, mural painting, and painting restoration. Mr. Biechler would like to sell his products and services to Iowa State University. His company, Chichaqua Bend Studios, is located in Ames, Iowa.

Employee Relationship: Mr. Biechler is employed at Iowa State University as a Lecturer in the College of Liberal Arts & Sciences and in the College of Design.

Purchasing Authority: The University reports that Mr. Biechler will not participate in any evaluation or award decisions relative to his providing goods or services to Iowa State University.

The University reports that:

- Mr. Biechler will not participate in any evaluation or award decisions relative to his providing goods or services to Iowa State University; and
 - The University will obtain competitive bids and provide public notice, as prescribed in the Code of Iowa, §68B.3, whenever a conflict exists.
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Background:

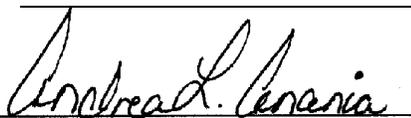
Requirements

The Iowa Code:

- Does not alleviate the requirement for institutions to obtain competitive bids and provide public notice [§68B.3].
- Prohibits an official or employee of a regulatory agency from selling, either directly or indirectly, goods or services to the agency of which the individual is an official or employee, except when certain conditions are met [§68B.4].
- Requires all regulatory agencies to adopt rules specifying the method by which employees may obtain agency consent for exception [§68B.4(4)].

The Regent Policy Manual:

- Precludes individuals with potential conflicts from being directly involved in the purchasing decisions or authorizing of any such contracts making material changes to such contracts [§10.09.A].
- Requires Board authorization when a single purchase from a conflict of interest vendor (Regent employee) exceeds \$1,000 or a fiscal year's cumulative purchases exceed \$2,000 [§10.09.B].
- Requires that a summary of institutional expenditures with approved conflict of interest vendors will be included in the annual purchasing report presented to the Board in November [§10.09.E].


Andrea L. Anania

Approved: 
Gregory S. Nichols