

**MINUTES**  
**Contract Audit Committee**  
**May 7, 2018**

**Call to Order**

The meeting was called to order by Chair Olson at 5:35 p.m. in LPA Conference Room #1. Members present:

Senator Rob Olson, Chair (*teleconference*)  
Representative Daniel Hawkins, Vice-Chair (*teleconference*)  
Senator Lynn Rogers, Member (*teleconference*)  
Sarah Shipman, Secretary of Administration (*teleconference*)  
Justin Stowe, Legislative Post Auditor

**Review and Approve 2018 Invitations for Bids Document**

**911 Performance Audit.** Justin Stowe, Legislative Post Auditor, said that Legislative Post Audit would like the Contract Audit Committee to review and approve the Invitation for Bids (IFB) document prepared by LPA staff. He said that, upon approval of the IFB, Legislative Post Audit will post the IFB on the division's website, advertise in the Kansas Register, and notify all bidders on the bidder list. LPA also will hold a meeting for the bidders to answer any additional questions bidders may have prior to the date bids are due.

Representative Hawkins moved approval of the draft IFB document. Senator Rogers seconded the motion. Motion carried.

**Adjournment**

The meeting adjourned at 5:43 p.m.



5/14/2018

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Nicole Blanchett, Secretary  
Legislative Post Audit Committee

date

*All handouts and other documents referred to in these minutes are on file with Legislative Post Audit. Unless specifically noted, the individual remarks recorded herein have not been transcribed verbatim*

*and have not been submitted to the individuals appearing before the committee for editing or corrections.*