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## **ALERT #137**

TO: Department Controllers, Fiscal Officers and Other Interested Parties

FROM: Arthur L. Barnhart *alb*  
State Controller

DATE: March 19, 2001

SUBJECT: *Improved Access to Contract Tables on COFRS  
Internal Auditor's Forum  
Fiscal Rule Changes  
Statewide Review of Procurement Card Guidelines*

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### **Improved Access to Contract Tables on COFRS**

The Colorado Contract Improvement Team (CCIT) in conjunction with the Central Approval Task Force (CATF) has concluded that it would be beneficial to the contract approval process to allow agencies to view all of the CLIN and CLI2 records on COFRS. This will allow interagency contracts and controlled maintenance contracts to be tracked by all of the agencies that are a party to these agreements. In order to facilitate this function COFRS will be creating a separate security group that will allow inquiry only for the individuals with this security. Agency security administrators will need to contact the help desk at COFRS (303-866-6122) to get this security group added to the profiles of COFRS users they administer. Security administrators will not be able to modify security profiles to include this new group as it has global access. Also, once this group has been added to a profile then that profile can only be changed by the COFRS help desk.

### **Internal Auditor's Forum**

All internal auditors in Colorado state government are invited to a meeting on Wednesday, April 4, 2001 from 9:00 - 10:00 a.m. in Conference Room B at the Department of Personnel/GSS, 1525 Sherman Street, Suite 250, Denver.

The purpose of the meeting is twofold: to discuss having periodic meetings of internal auditors to share information and exchange ideas; and to assess the possibility of establishing a secure web site where auditors could post audit work programs.

The thought behind the web site is to assist each other in developing new work programs by making available what we each have, and, over time, to create a "library" of best practices in audit work programs that would be accessible to all. The Office of the State Controller has generously agreed to provide a physical location on their web site and also the resources to create and update the internal audit web pages.

Please call Pam Hennessey, internal auditor at the Department of Regulatory Agencies, at 303-894-2338 with any questions.



**Fiscal Rule Changes**

Several changes to the Fiscal Rules have been proposed and passage of HB01-1128 "State Controller Expenses" will provide a catalyst for more changes. If you have a suggestion for a change to be considered, please call Dennis Wolfard at 303-866-3895 before March 26, 2001. A hearing on selected topics will be held in early May 2001.

**Statewide Review of Procurement Card Guidelines**

The Division of Finance and Procurement will be initiating a statewide review of agency procurement card policies, procedures, and user guidelines. The purpose of the review is to assess the general policies and guidelines made available to participating agencies by the State Purchasing Office. In addition, it also provides an opportunity to ensure that agencies participating in the procurement card program have standards that meet minimum requirements as well as policies that address their unique needs. We plan to share constructive ideas and approaches with all agencies. Please alert your procurement card administrators. If you or your administrators have any questions, please have them contact Ron Keller at 303-866-3539 or [ron.keller@state.co.us](mailto:ron.keller@state.co.us)

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