



# OIG BULLETIN

*Official Newsletter of the Office of the Inspector General*

Greetings,

As 2020 comes to a close and we continue to grapple with the COVID-19 public health crisis, the Office of the Inspector General (OIG) will do everything we can to help protect our communities from fraud, waste and abuse of public funds and resources. Our Office remains fully operational, and we encourage you to use our services whenever necessary. Please see page [12](#) for our contact information.

Conducting investigations and providing technical assistance takes time, expertise and commitment, and the current public health crisis has made this work even more challenging. As such, I would like to thank all OIG employees — division directors, investigators, instructors, lawyers, technical and support staff, interns and fellows — who work so hard every day to fulfill our statutory mandate. I would also like to thank individuals outside of the Office who collaborate with us, as well as members of the public who use our hotlines to share tips that help us identify and investigate allegations of fraud, waste and abuse of government resources. We could not accomplish our mission without you, and I am grateful for your support.

In 2021, we will continue to provide you with easy-to-access technical assistance related to public procurement, even as many employees work remotely. In addition, because we have received overwhelmingly positive feedback from students in our Massachusetts Certified Public Purchasing Official (MCPPO) classes about our online training format, we will continue to offer MCPPO classes online in the coming year. Indeed, we hope to expand our class offerings for individuals who need the flexibility of a self-paced learning environment. Finally, we will implement several changes to our MCPPO designations to make the application and renewal process more inclusive. You can find more information about these changes on page [11](#) of this issue, and we will provide additional information on our website soon.

As always, thank you for your time and consideration in reviewing the *OIG Bulletin* and all of our other publications. This edition of the *OIG Bulletin* includes content from the OIG's Division of State Police Oversight, our Policy and Government Division and our Regulatory and Compliance Division.

We will keep you informed as we manage this crisis together. Stay safe and stay connected.

Sincerely,

Glenn A. Cunha

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## PROTECT YOUR COMMUNITY

If you suspect fraud, waste or abuse of public funds or property, you can confidentially report your concerns



[OIG Fraud Reporting Form](#)



Send us an email at [IGO-FightFraud@state.ma.us](mailto:IGO-FightFraud@state.ma.us)

## HAVE A QUESTION ABOUT CHAPTER 30B?



Send us an email at [30BHotline@state.ma.us](mailto:30BHotline@state.ma.us)

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## Bonds and Municipal Employees: Requirements and Recommendations

Obtaining bonds from certain municipal officials or public employees can help protect your jurisdiction from financial loss. Bonds ensure that if an employee engages in misconduct, the bond carrier or surety company will cover the jurisdiction's financial loss resulting from that misconduct. The recent indictment of a former accountant for the town of Uxbridge, and other incidents involving municipal collectors and district treasurers, underscores the importance of obtaining bonds.

Massachusetts law requires the following municipal officials to provide bonds:

- Town Clerk, [M.G.L. c. 41, § 13](#)
- City Clerk, [M.G.L. c. 41, § 13A](#)
- Town Treasurer, [M.G.L. c. 41, § 35](#)
- Assistant Treasurer, [M.G.L. c. 41, § 39A](#)
- Assistant Collector, [M.G.L. c. 41, § 39C](#)
- Temporary Town Officer, [M.G.L. c. 41, § 40](#)
- Temporary City Officer, [M.G.L. c. 41, § 61A](#)

The Division of Local Services at the Massachusetts Department of Revenue (DOR) sets minimum bond amounts for each position, based on the amount of money handled by that employee. The chief executive of the municipality determines the actual bond amount required, which may exceed DOR's minimum. For more information on minimum bond amounts, please see [DOR's guidance](#). Note that the jurisdiction pays the premium for any employee who is required to furnish a fidelity bond with a surety company. See [M.G.L. c. 41, § 109A](#).

Of course, jurisdictions are free to evaluate their risks and require employees in positions other than those listed above to furnish bonds as well. In particular, jurisdictions may want to consider bond requirements for employees or contractors

whose positions involve collecting, controlling or reporting on money or other assets. We encourage your jurisdiction to examine its risks. This can be done in consultation with your legal counsel, your outside audit firm, DOR or your insurance consultant.

Because bonds, much like insurance coverage, are based on risk tolerance, they must be reviewed regularly. In fact, state law requires that public officials annually examine the sufficiency of bonds covering public employees. See [M.G.L. c. 30, § 18](#). Therefore, we recommend that you identify a responsible person to keep accurate and timely records, review the bonds at least annually and ask the following questions:

1. Do we have bonds for all employees for whom bonds are required?
2. Are the current bond amounts adequate?
3. Is the bond term in effect, or has the term lapsed?
4. Does the bond name the individual currently holding the position?
5. Do the terms and conditions of the bond contain any limitations? If so, are these limitations appropriate?
6. Are the premium payments up to date?

After conducting this review, you can incorporate bond requirements into your jurisdiction's ordinances, by-laws, job descriptions and other documents as needed. Ensuring that your jurisdiction requires adequate bond amounts for its employees is an important step toward protecting the jurisdiction from financial loss that could arise from employee misconduct.

## OIG Recommends Changes to State Police Paid Detail Administration

Pursuant to [M.G.L. c. 22C, § 72\(c\)](#), the OIG's Division of State Police Oversight (Division) is responsible for monitoring the quality, efficiency and integrity of Massachusetts State Police (MSP) operations, organizational structure and management functions with a particular focus on paid details and overtime. Paid details are voluntary assignments that provide crowd control, security or traffic direction at roadway work sites and major sporting and civic events.

During its first full year of operation, the Division conducted several reviews, one of which included a comprehensive review of the MSP's Paid Detail Offices (PDOs). Each of the five troops in the MSP's Division of Field Services has a Paid Detail Office, staffed by troopers, that is responsible for the assignment and administration of paid details. The Division's review revealed that, by and large, each PDO in each troop performs similar functions and follows the same processes in administering paid details within its respective troop's jurisdictional boundaries.

As a result of its review, the Division found that the PDOs lack a centralized, electronic, interconnected management system for administering paid details. This stems from the absence of modern electronic communication systems between troops and MSP's General Headquarters (GHQ), resulting in inefficient and redundant work product. The Division recommended that the MSP consider creating one central PDO at GHQ, which would be responsible for the administration and billing of all paid details, utilizing uniform practices with a fully electronic, web-based operational platform. This would eliminate the communication gaps and redundant practices that exist in the current troop-based PDO systems.

Moreover, the current staffing model, in which only troopers can work at the PDOs, is costly and inefficient, given the highly administrative and civilian nature of the work performed. In addition to creating one central PDO at GHQ, the Division

also recommended utilizing civilian employees for a substantial portion of the staff at the proposed central PDO. This would save money and allow the MSP to re-deploy much-needed troopers elsewhere. The MSP is currently reviewing the Division's recommendations.

For more information, please see the Division's [2019 Annual Report](#).

### Chapter 30B Remains in effect.

*Give us a call for guidance on how to comply.*

## New Educational Opportunities Offered by the MCPPO program

The MCPPO program will begin offering low-cost, 60-to-90-minute webinars on a variety of relevant topics. Upcoming webinars will cover:

- Procurements related to winter weather,
- Disposition of surplus supplies and property,
- Emergency procurements and
- Fraud awareness during the pandemic.

Please check the [MCPPO schedule on the OIG website](#), or watch for an email from us with more information, including class dates and times. If you do not receive updates from the MCPPO program but would like to sign up, please email us at [MA-IGO-Training@state.ma.us](mailto:MA-IGO-Training@state.ma.us).

## A Closer Look at a Class: *Supplies and Services Contracting*

The following is an interview with Jonathan Simon, the OIG's Associate Counsel for Professional Training and an instructor in the MCPPO program's [Supplies and Services Contracting](#) class since August 2019. This interview has been lightly edited for clarity.

**OIG Bulletin:** Hi Jonathan. What is the *Supplies and Services Contracting* class?

**Jonathan Simon:** The *Supplies and Services Contracting* class is one of the three core classes required for an MCPPO designation. [An MCPPO designation is an OIG-issued credential recognizing that an individual has the experience and education necessary for a particular procurement field.] The first core class is *Public Contracting Overview*, which is a broad overview of everything involved in procurement. It's like your 101-level introductory class, and it touches on a lot over the course of three days. *Supplies and Services Contracting*, as its name says, digs more deeply into the process of procuring supplies and services under Chapter 30B [the Massachusetts Uniform Procurement Act, [M.G.L. c. 30B, §§ 1-23](#)]. This class also covers the bulk of what many procurement professionals do. They are buying goods and supplies, they are procuring non-construction-related services and all of that comes under Chapter 30B.

But it's not just a class about following the steps in Chapter 30B; it's also about the best way to go about a supply or service procurement, even when the law is silent or a bit vague. And while we teach legal requirements, we also talk a lot about best practices, including how to stay organized. If you administer a contract correctly, then the next procurement will be easier because you've been there and you've done that. You've got records, you're familiar with the vendors and you know how to develop and improve your specifications and quality requirements. So

the next time you need to hire a vendor, if you've been following some of the best practices we teach, you're going to do a bit better. That's why I think this class is not only really important by itself but also within the context of the MCPPO designation.

**OIG Bulletin:** Why do you think it's becoming more important for municipalities to ensure that employees obtain their MCPPO designation?

**Jonathan Simon:** Municipal leaders want to make sure that their jurisdictions conduct procurements correctly. They want to do right by their cities and towns, and I think that the MCPPO designation helps them do that. Procurement professionals also want to get things right and avoid rebidding, because that's time and money for the jurisdiction. That's why public employees often call us to make sure they are following the law. [The OIG has a hotline for Chapter 30B questions: (617) 722-8838.]

Another reason is that the law changes. We had a pretty significant change to the Chapter 30B procurement thresholds in 2016. [The thresholds are the monetary levels below or above which Chapter 30B requires certain procurement steps.] Sometimes we hear references to old thresholds in calls to our Chapter 30B hotline. With those calls, we often discover that no one on staff in that jurisdiction has an MCPPO designation, or maybe one person has a designation that's become outdated. This is why it can be really helpful to renew your MCPPO designation – to get up to speed on the latest changes and case law. There's always new guidance coming out in the supplies and services world, as well as changes to the law and agency or court decisions that affect procurement and contracting. This makes it worthwhile for even experienced procurement professionals to get their designations renewed.

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## ***Closer Look at a Class: Supplies & Services Contracting (continued from previous page)***

**OIG Bulletin: What specific things do people learn from the *Supplies and Services Contracting* class?**

**Jonathan Simon:** We definitely get into some of the frequently asked question subjects like sole-source procurements. [A sole-source procurement is a purchase of supplies or services without advertising or competition. Chapter 30B places strict limitations on sole-source procurements.] It's an area where we get plenty of questions, and people are sometimes unsure about how they are supposed to be conducting them.

Another important area is multi-year contracts. Jurisdictions put out IFBs [invitations for bids] with renewal clauses and all sorts of different requirements regarding the term-length of the contract. Because of that, we have a whole module in our self-paced *Supplies and Services Contracting* class dedicated to multi-year and long-term contracts, just to give people an idea of how to structure those contracts.

**OIG Bulletin: How has MCPPO responded to the pandemic?**

**Jonathan Simon:** Before the pandemic, we had started to put together a couple of online MCPPO classes using Blackboard, a platform used by a lot of educational institutions for online learning. Then the pandemic hit, which meant that we had to marshal our resources to make the whole program available online – and we did it! So now we have *Public Contracting Overview*, *Supplies and Services Contracting* and a number of other classes online. And we've been able to do a number of trainings individualized for particular jurisdictions as well.

Also related to COVID, we've reminded people that Chapter 30B is not suspended, that poor planning still does not an emergency make, that Chapter 30B has provisions for emergencies, that emergency procurements must be

limited to what is necessary to meet the emergency and that jurisdictions must document emergency procurements and publish them in the [Goods and Services Bulletin](#) [published by the Secretary of the Commonwealth]. We've also discussed with jurisdictions how to conduct virtual openings to meet the public opening requirements for bids.

**OIG Bulletin: What is your background?**

**Jonathan Simon:** I'm a lawyer. I practiced law as a prosecutor, and then I taught high school for sixteen years. I was the teacher's union head too, for eight of those years, so I did a lot of contract work and contract enforcement. I was also familiar with the procurement process on a municipal level and had exposure to the stakeholders involved and how the budgeting process works. This experience, combined with my legal background, allowed me to get up to speed quickly in terms of teaching the *Supplies and Services Contracting* class when I joined the OIG. It gives me a frame of reference and context for the application of what we teach as well. I think that my experience also helps me relate to our students, because we have a lot of school procurement and town procurement employees in our classes.

**OIG Bulletin: What have you learned from teaching the *Supplies and Services Contracting* class?**

**Jonathan Simon:** You realize that it can be difficult for municipal employees out there. They have a lot of people they have to answer to. If I'm a town administrator, I have to answer to the board of selectmen or the mayor, I've got to deal with finance committees, I've got to deal with residents and parents, and then throw the vendors in the mix. It can be really challenging for them. At the end of the day, they need to deliver the supply or service that the town needs and that the people need, and they're trying to balance all of these competing interests while trying to comply with the law, so it can be really stressful. We keep that

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## ***Closer Look at a Class: Supplies & Services Contracting (continued from previous page)***

in mind when they call or come to our classes. The OIG's educational role is to help rather than hinder or judge or anything like that. We understand that municipal employees are under budgetary constraints, and now they're under COVID constraints, so it's up to us to help them navigate those forces instead of just becoming another headache.

The MCPPO program will offer three *Supplies and Services Contracting* classes in the spring of 2021. Please visit our [website](#) for more details.

Jonathan Simon will teach "live" online as one of the instructors in the *Public Contracting Overview* class scheduled for December 15-17, 2020.

## **Are You Paying for Supplies or Services with Federal Funds?**

Recently, our Chapter 30B hotline has received a number of calls asking whether Chapter 30B applies when a local jurisdiction pays for supplies or services with federal funds. The short answer is: it depends. Generally, Chapter 30B applies even when a local jurisdiction uses federal funds to pay for supplies or services. Federal regulations require a local jurisdiction to apply state and local procurement laws for federally funded procurements, provided that the procurements also conform to federal law and regulations. See [2 C.F.R. § 200.317-318](#). However, Chapter 30B does not apply to federally funded procurements if following Chapter 30B would conflict with federal laws or regulations. See [M.G.L. c. 30B, §1\(d\)](#). Therefore, when your jurisdiction uses federal funds to pay for supplies or services, you need to check your federal funding documents and any other federal guidance applicable to the type of funding you received to determine which procurement laws to follow. (For instance, the Department of Justice (DOJ) publishes a [guide](#) to procurements using DOJ grant funds.) If you are still unclear about the requirements for your particular source of fund-

ing, we recommend that you contact the grantor or federal funding entity for clarification. Also, remember the following:

1. Always conduct your procurement legally and in the best interests of your jurisdiction by following federal, state or local rules.
2. If you seek federal reimbursement for your supplies or services procurement – meaning that you make the purchase first – then you generally must abide by the requirements of Chapter 30B.
3. If you do not follow Chapter 30B because of federal requirements, make sure you document this in writing in your procurement file.
4. Federal procurement laws and regulations typically require that you use a fair, open and competitive process, even though price thresholds, advertising requirements and contract award language may differ from the requirements of Chapter 30B. See, e.g., [2 C.F.R. § 200.319-320](#) (describing the competitive processes required for procurements made with federal funds).
5. Purchases made directly from the federal government are exempt from Chapter 30B. See [M.G.L. c. 30B, § \(1\)\(b\)\(9\)](#).
6. Purchases made from a vendor pursuant to a General Services Administration federal supply schedule, available for use by governmental bodies, comply with the requirements of Chapter 30B. See [M.G.L. c. 30B, § 1\(f\)](#).

**Read the Inspector General's letter regarding procurement procedures during the COVID-19 pandemic.**

# Workforce Participation Goals for Minorities and Women

*Submitted by Deborah Anderson, Assistant Attorney General  
Office of the Attorney General, Fair Labor Division*

All contracts by a state agency or state-assisted contracts for design, construction, reconstruction, installation, demolition, maintenance or repair must contain Workforce Participation Goals for minorities and women. This is required by [M.G.L. c. 149, § 44A\(2\)\(G\)](#). A “state-assisted contract” is a construction project undertaken by a political subdivision of the Commonwealth or two or more subdivisions thereof for planning, acquisition, design, construction, demolition, installation, repair or maintenance whose costs are paid for, reimbursed, grant funded, or otherwise supported, in whole or in part, by the Commonwealth.



The Workforce Participation requirements are distinct from the Affirmative Marketing Program (AMP), which applies to design and construction projects undertaken by certain state agencies as well as state-funded municipal projects. The AMP only applies to vertical construction and sets goals for participation by entities owned by minorities and women (M/WBE). Workforce Participation Goals apply to both vertical and horizontal construction and refer to the makeup of the contractor’s workforce rather than the ownership of the business entity.

The Workforce Participation Goals are currently set at 6.9% for women and 15.3% for minorities. More information is available at: [Administration & Finance Administrative Bulletin: Equal Opportunity and Non-discrimination on State and State-Assisted Construction Contracts \(A&F 14\)](#).

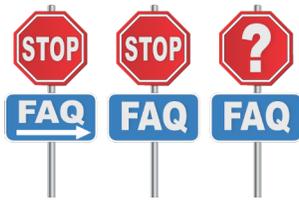
An affected awarding authority’s bid documents must include a reference to the specific goals that will be contained in the contract. The contract must also include the processes and procedures to ensure compliance with the Workforce Participation Goals, including reporting and enforcement provisions. [M.G.L. c. 149, § 44A\(2\)\(G\)](#). Any interested party may bring a Bid Protest to the Bid Unit at the Attorney General’s Office if the required language is not included in the awarding authority’s bid documents and contracts. If the bid documents and contracts do not comply with the law, they will be subject to a ruling that they should be revised to include the required goals and processes. A re-bid of the project may also be ordered.

Awarding authorities should ask their local counsel to draft sample language to include in bid documents and contracts consistent with Massachusetts law and municipal ordinances.



**Are you aware of a state or local governmental body that may be a victim of a coronavirus-related scam?**

**Call our fraud hotline at (800) 322-1323**



## Frequently Asked Questions

- Q. My town recently issued a request for proposals (RFP) under Section 6 of Chapter 30B. Before the due date, we discovered that we need to issue several addenda to the RFP. How should we post these addenda?**
- A.** If you need to post addenda to an RFP, we recommend that you extend the due date for proposals to give vendors who have already submitted proposals a reasonable amount of time to either modify or withdraw their submissions. How much time is reasonable? It depends on the number and complexity of the addenda. Addenda involving significant changes will require more time than addenda involving minor adjustments. You may want to consult with your jurisdiction's legal counsel to determine what would constitute a reasonable extension under your specific circumstances.
- Because the process needs to be open and fair, give all vendors the same notice of the addenda. Provide notice to vendors who have already submitted proposals, and ask that they acknowledge receipt of the notice in writing. Keep these acknowledgments in your procurement file. Because the amended RFP may attract additional vendors, provide notice of the addenda on your town's website or in a conspicuous location like your town hall, and require that they submit proposals by the extended due date.
- Q. Our town would like to enter into a contract with a vendor for the analysis of self-administered COVID-19 test kits. The vendor would provide both the test kits and the laboratory analysis of the tests. Would this type of procurement be exempt under Chapter 30B?**
- A.** Most likely, yes. [Section 1\(b\)\(16\) of Chapter 30B](#) exempts certain healthcare services, including contracts with medical and laboratory technicians, from the procedural requirements of the statute. Because your town's procurement is for the analysis of COVID-19 tests, it is a contract for healthcare services that would fall within this exemption. However, if your jurisdiction decided to purchase only test kits, which are supplies, separately from the testing service, that procurement would be subject to Chapter 30B. Also, although your planned procurement falls within a statutory exemption, the OIG recommends that you still use a competitive process to ensure that your jurisdiction obtains the best value.
- Q. Our jurisdiction would like to dispose of property valued at more than \$35,000. Does Chapter 30B permit the disposition of real property through a public auction?**
- A.** Yes, you may hold a live, online or virtual auction as long as you follow the advertising requirements described in [M.G.L. c. 30B, § 16](#), for the disposal of real property valued at more than \$35,000. You must have the property appraised through a process customarily accepted as valid by the appraising profession prior to advertising the auction. See M.G.L. c. 30B, § 16(b). You must then advertise the auction in a newspaper with a circulation sufficient to inform people in the affected locality. See *id.* at § 16(d). You must publish the advertisement at least once a week for two consecutive weeks, and the last publication must occur at least eight days before the auction. In addition, if the property is more than 2,500 square feet, you must publish an advertisement in the [Central Register](#) at least 30 days before the auction. *Id.* These advertisements must

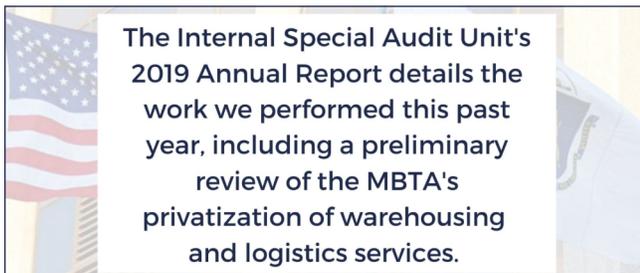
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## Frequently Asked Questions (continued from previous page)

specify the location of the property, the fact that the property is being disposed of at a public auction and the time and place of the auction. After the auction, you must publish the name of the purchaser and the transaction amount in the *Central Register*. See *id.* at § 16(f).

We recommend that you consult with your legal counsel before proceeding with plans for an auction, to ensure that your local by-laws and ordinances allow for the disposal of real property through a public auction.

Finally, remember that the services of an auctioneer are subject to M.G.L. c. 30B. You will determine which procurement procedures apply based on the fee that will be paid to the auctioneer.



**Q. My local jurisdiction needs more parking for residents visiting our town hall. We would like to acquire a piece of property that costs more than \$35,000 next to an existing public building for this purpose. How would we acquire this property under Section 16 of Chapter 30B?**

**A.** Generally, Chapter 30B requires that jurisdictions solicit proposals when seeking to acquire real property that costs more than \$35,000. See [M.G.L. c. 30B, § 16](#). However, the statute does not require that you solicit proposals if your local jurisdiction determines that it needs a particular piece of property because of that property's unique qualities or location. See *id.* at § 16(e)(2).

This type of transaction is often referred to as a "unique acquisition" of real property. If the small piece of property adjacent to an existing public building is the only property that could meet your town hall's parking needs, then this transaction could be considered a unique acquisition.

If your jurisdiction wants to make a unique acquisition of real property, Chapter 30B requires you to make a written determination that advertising will not benefit the jurisdiction because of the unique qualities or location of the property needed. See *id.* This determination must explain how that particular property satisfies your jurisdiction's requirements.

Although a unique acquisition is exempt from the advertised solicitation process, your jurisdiction must follow the other requirements in M.G.L. c. 30B, § 16(e)(2). You must publish a notice in the [Central Register](#) at least thirty days before acquiring the property. This notice must include: 1) the written determination of uniqueness and the reasons for that determination; 2) the names of parties that have a beneficial interest in the property; 3) the location and size of the property; and 4) the proposed purchase price or rental terms. See *id.* In addition, the seller must file a disclosure of beneficial interests with the Division of Capital Asset Management and Maintenance (DCAMM). See [M.G.L. c. 7C, § 38](#).



## Changes to MCPPO Designations

Dear Past, Present and Future Designees,

Thank you for your continued interest and participation in the Massachusetts Certified Public Purchasing Official (MCPPO) Program. Your designation, or your interest in obtaining a designation, is a testament to your professionalism and commitment to understanding and complying with Massachusetts procurement laws.

Although the MCPPO designation has existed since 1999, there have been relatively few changes to the process until now. We have decided to update the MCPPO designation requirements and the application and renewal processes to make them more relevant and inclusive. We plan to make the following changes in early 2021:

- We will reduce the number of designations from six to two: (1) an MCPPO designation and (2) an Associate MCPPO designation. We will eliminate the MCPPO for Supplies and Services, the Associate MCPPO for Supplies and Services, the MCPPO for Design and Construction and the Associate MCPPO for Design and Construction. Current holders of eliminated designations will be able to convert their designations.
- We will require new designees to take all three of our core classes — *Public Contracting Overview*, *Supplies and Services Contracting* and *Design and Construction Contracting* — to obtain a designation.
- We will streamline the educational and work experience requirements for the two designations to make applications simpler and more inclusive. Work experience credit, which had been limited to Massachusetts public sector experience, will now include both private sector experience and public sector experience from outside of Massachusetts. We will also expand our definition of procurement experience and eliminate some educational requirements. Work experience will replace degree requirements.
- We will change the name of the class required to renew an existing designation from *Recertification for MCPPO* to *MCPPO Designation Renewal*. Additionally, we hope to convert this class to an online, e-learning platform in 2021, which will combine both self-paced lessons and live webinars.

We expect to make other changes to the MCPPO program in the upcoming year. We will ensure that all current and future designees have ample notice to prepare for these changes. In the meantime, please visit our website to view the current [MCPPO class schedule](#), and feel free to contact us with any questions.

Sincerely,

*The MCPPO Staff and Instructors*

# Contact and Subscription Information



## Contact the Massachusetts Office of the Inspector General

One Ashburton Place, Room  
1311, Boston, MA 02108

### Phone

- Main Office (617) 727-9140
- Fraud, Waste and Abuse Hotline (800) 322-1323
- MassDOT Fraud Hotline (855) 963-2580
- MCPPO Training (617) 722-8884
- Chapter 30B Assistance Hotline (617) 722-8838
- Media Inquiries (617) 722-8822

### Fax

- (617) 723-2334

### Email

- Main Office  
[MA-IGO-General-Mail@state.ma.us](mailto:MA-IGO-General-Mail@state.ma.us)
- Fraud, Waste and Abuse Hotline  
[IGO-FightFraud@state.ma.us](mailto:IGO-FightFraud@state.ma.us)
- MassDOT Fraud Hotline  
[MassDOTFraudHotline@state.ma.us](mailto:MassDOTFraudHotline@state.ma.us)
- Chapter 30B Assistance Hotline  
[30BHotline@state.ma.us](mailto:30BHotline@state.ma.us)
- Training/MCPPO Inquiries  
[MA-IGO-Training@state.ma.us](mailto:MA-IGO-Training@state.ma.us)
- Employment Inquiries  
[IGO-Employment@state.ma.us](mailto:IGO-Employment@state.ma.us)

## MCPPO Class Information



To view the current MCPPO class schedule or to register for a class electronically, click the links below. If you have any other questions, please contact us at (617) 722-8884.

- [Class schedule](#)
- [Class registration](#)

### Public Procurement Officials:

*Need assistance figuring out which state procurement law applies to your intended purchase?*

**Download the OIG's Quick Guide on Public Procurement Procedures!**

### Subscribe to the *OIG Bulletin*

The Office of the Inspector General publishes the *OIG Bulletin* (formerly the *Procurement Bulletin*) on a periodic basis. There is no charge to subscribe. To receive the *OIG Bulletin* electronically, please send an email containing your first and last name to [MA-IGO-Training@state.ma.us](mailto:MA-IGO-Training@state.ma.us).

**Want to protect your jurisdiction from fraud, waste or abuse of public funds?**

**Make sure your insurance coverage is comprehensive!**

Read our list of questions to ask your insurance carrier or broker in our August 2020 *OIG Bulletin*.

