

FAY TAN, JD



Fay graduated from the University of Utah S.J. Quinney College of Law. She has worked in contracting and procurement for the Utah Department of Technology Services and the Utah Division of Purchasing, and she is currently serving as the Assistant Director of Purchasing and Contracts for the Utah State Board of Education. During her tenure with the Utah Division of Purchasing, Fay worked closely and frequently with the Chief Procurement Officer to modify and draft new provisions of the Utah Procurement Code, administrative rules, and division policies. Fay also served as the Administrative Rules Coordinator for the Department of Administrative Services, a role in which she reviewed rule updates from all department divisions prior to their filing. She continues to be involved in the creation of new procurement rules in her current role with the Board of Education and has also had the opportunity to implement code, rule, and policy changes via creation of new forms and templates that ensure entity compliance.