

OFFICE OF THE ATTORNEY GENERAL
Procurement Policy Compliance and Monitoring Board
MEETING MINUTES
Thursday, October 12, 2017

The Procurement Policy and Compliance Monitoring Board met in public session on **Thursday, October 12, 2017** in the James R. Thompson Center, 100 West Randolph Street, and in the Illinois Attorney General's main office, 500 South Second Street, Room 214, pursuant to notice.

Karla Schreiber, Chairperson called the meeting to order at 11:00 a.m.

ROLL CALL

Board members present (4):

Springfield:	Pam Blackorby, present Tad Huskey, present
Chicago:	Karla Schreiber, present Sam Dorger, present
Other staff:	Rocco LaSalvia, State Purchasing Officer Eileen Baumstark-Pratt, Board Secretary

Old Business

None

New Business

Rocco LaSalvia, SPO explained,

Karla Schreiber, Chairperson asked if there were any comments pertaining to the purchase. No comments were received by the Board members.

Temporary Support Staff for Charitable Trust

Rocco LaSalvia, SPO explained, the Bureau Chief of Charitable Trust submitted a request to secure temporary staffing support to deal with a scanning and data entering backlog related to registered charitable organizations.

Office Services searched the master contracts registered on the Illinois Procurement Bulletin and discovered that CMS has recently established a temporary staffing contract for Region 1, which encompasses Cook County. The master contract was awarded to Premier Staffing Solutions and the term began September 29, 2017 and will conclude on September 30, 2022.

After reviewing the job descriptions outlined in the contract, Office Services determined that four (4) Data Entry III positions will help address the backlog. Office Services will process a purchase order that will reflect these temporary staffing needs for a period of up to 132 work-days. The estimated cost is \$46,332.00.

Karla Schreiber, Chairperson asked if there were any comments pertaining to the purchase. No comments were received by the Board members

Information Technology Printer Purchase

Rocco LaSalvia, SPO explained, the Chief Technology Officer submitted a request to purchase four (4) HP Laser Jet printers, with sheet feeder accessories to replace printers that are not functioning properly.

Office Services contacted Staples, Connection – Public Sector Solutions, and Insight to secure cost information. Office Services secured the equipment through Staples, the vendor that provided the lowest cost information of \$6,239.92.

Karla Schreiber, Chairperson asked if there were any comments pertaining to the purchase. No comments were received by the Board members

Information Technology Dell Fiber Cards Purchase

Rocco LaSalvia, SPO explained, the Chief Technology Officer submitted a request to purchase twelve (12) single-port, 16GB fiber cards that will connect to the Dell Storage Area Network systems and Dell servers. These devices will allow the Office to transfer data at a much greater rate of speed and reliability.

Office Services will secure the Dell Fiber Cards at the cost of \$10,799.88.

Karla Schreiber, Chairperson asked if there were any comments pertaining to the purchase. No comments were received by the Board members

Public Comment:

Karla Schreiber, Chairperson asked if there were any public comments. No public comment.

Adjournment:

There being no further business to come before the PPCMB Board, Sam Dorger moved and Pam Blackorby seconded that the meeting adjourn.

The motion carried by the following voice vote.

Yeas: Karla Schreiber, Sam Dorger, Pam Blackorby and Tad Huskey

The meeting adjourned at 11:05 a.m.