

OFFICE OF THE ATTORNEY GENERAL
Procurement Policy Compliance and Monitoring Board
MEETING MINUTES
September 28, 2016

The Procurement Policy and Compliance Monitoring Board met in public session On **Wednesday, September 28, 2016** in the James R. Thompson Center, 100 West Randolph Street, 11-722A 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 2:04 p.m.

ROLL CALL

Board members present (5):

Springfield:

Joe Small, present
Pam Blackorby, present
Dave Boots, present

Chicago:

Karla Schreiber, present
Sam Dorger, present

Other staff:

Melissa Mahoney, Chief Procurement Officer
Rocco LaSalvia, State Purchasing Officer
Eileen Baumstark-Pratt, Board Secretary
Lynn Patton, Public Access & Opinions
Sharon Rudin, Office Services

Approval of minutes from the meeting held on July 27, 2016

Karla Schreiber, Chairperson asked the Board to review and approve the July 27, 2016 Procurement Policy Compliance and Monitoring Board (PPCMB) meeting minutes. Sam Dorger moved and Pam Blackorby seconded the motion and by unanimous vote, the minutes from the meeting held on July 27, 2016, were approved.

The motion carried on the following voice vote:

Yeas: Karla Schreiber, Sam Dorger, Dave Boots, Joe Small and Pam Blackorby

Old Business

New Business

Kodak Scanner Purchase and Maintenance

Rocco LaSalvia, SPO explained the Chief Technology Officer requested the purchase of three (3) Kodak i3400 Scanners, including warranty/maintenance. The two scanners will be placed in the General Law Bureau, Springfield; and the other scanner will be placed in the Statewide Grand Jury Bureau, Chicago. Consumable kits for on-site preventive maintenance will also be purchased.

Office Services secured cost information from four (4) reseller sources, they were: SHI, Insight, CDW-G and PC Nation. Based on the cost information received, Office Services will secure a contract with SHI, the vendor that provided the lowest cost of \$12,474.00.

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

Dell Power Edge Server Annual Maintenance

Rocco LaSalvia, SPO explained the Chief Technology Officer submitted a request to renew the hardware support agreements on several Dell Power Edge Servers which accommodates all of the office network software applications.

The office routinely secures support for these devices to ensure minimal disruption to the office daily operations. If any part of this infrastructure fails, Dell would quickly respond and provide support or replacement parts as needed 24 hours a day, 365 days a year.

These services will be secured under a CMS Master Contract # 2583920 which is expected to be renewed by October 4, 2016. The total cost is \$30,049.17.

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

Video Conferencing Equipment Purchase

Rocco LaSalvia, SPO explained, the office is looking to purchase four (4) video conferencing equipment systems. These systems will be placed in the following offices: 500 S. Second Street, Montvale, Champaign and Chicago – JRTC.

The systems will be purchased through CMC-DoIT. The office will purchase two (2) MX200 systems at an overall cost of \$9,300.00 per unit; these units will be placed in our Montvale and Champaign offices. The office will purchase one SX80 system with a 70” monitor for 500 S. Second Street; and one SX80 system with dual 55” monitors for our Chicago – JRTC office, each will have a purchase cost of \$23,408.00. All four systems are mobile which allows flexibility to accommodate operational needs. The purchase price includes shipping, handling and installation.

In addition to the outright purchase, the office will incur an ongoing monthly service fee that allows us access to the CMS-DoIT network for easy connection to all video conferencing systems throughout the state. It will also include CMS-DoIT helpdesk technical/troubleshooting support.

The cost to purchase all four (4) systems is \$65,416.00.

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 Joe Small and seconded that the meeting adjourn.

The motion carried by the following voice vote.

Yeas: Karla Schreiber, Sam Dorger, Dave Boots, Joe Small and Pam Blackorby

The meeting adjourned at 2:10 p.m.