

OFFICE OF THE ATTORNEY GENERAL
Procurement Policy Compliance and Monitoring Board
MEETING MINUTES
Monday, June 26, 2017

The Procurement Policy and Compliance Monitoring Board met in public session On **Monday, June 26, 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, Deputy Chief Accounting
Chicago:	Karla Schreiber, present Sam Dorger, present
Other staff:	Rocco LaSalvia, State Purchasing Officer Eileen Baumstark-Pratt, Board Secretary

Approval of minutes from the meeting held on June 7 & June 14, 2017

Karla Schreiber, Chairperson asked the Board to review and approve the June 7, and June 14, 2017, 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 meetings held June 7, and June 14, 2017, were approved.

The motion carried on the following voice vote:

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

Old Business

None

New Business

GAAP Package Consultant Services for Fiscal Year 2017 GAAP Reporting

Rocco LaSalvia, SPO explained the Accounting Bureau submitted a request to procure GAAP package consulting services to prepare Fiscal Year 2017 GAAP packages and other GAAP forms required by the Illinois Comptroller's Office. After conducting some research, Office Services learned that CMS posted a notice of contract award with Crowe-Horwath for GAAP package consulting services. Office Services contacted Crowe-Horwath to secure general cost information. A representative from Crowe-Horwath reviewed the financial information posted on the Comptroller's website and made a few general inquiries. The representative provided an estimate of \$30,000-\$33,000 to prepare the GAAP packages and other GAAP forms.

CMS and Crowe-Horwath intend to execute this state master contract by July 1, 2017. Office Services will execute a purchase order for an estimated amount of \$35,000.00 to secure these consulting services through Crowe-Horwath. Office Services anticipate that these services will commence shortly after the execution date through August 31, 2017 and would be paid out of Fiscal Year 2018 funds.

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 11:03 a.m.