

OFFICE OF THE ATTORNEY GENERAL
Procurement Policy Compliance and Monitoring Board
MEETING MINUTES
April 1, 2016

The Procurement Policy and Compliance Monitoring Board met in public session On **Friday, April 1, 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 2:05 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 (via cell phone)

Other staff:

Rocco LaSalvia, Acting State Purchasing Officer
Eileen Baumstark-Pratt, Board Secretary
Emily Vivian, AAG Land Acquisition
Iris Delgado, Purchasing Supervisor

Old Business:

Karla Schreiber, Chairperson asked if there were any old business that needed to be addressed.

No comments were received.

New Business

Sleeping Rooms Purchase for IVAA Training Event in July 2016

Rocco La Salvia, Acting SPO explained the Chief of our Crime Victim Services Division submitted a requested to secure sleeping rooms for staff, students, and presenters for the upcoming Illinois Victim Assistance Academy (IVAA) training to be held July 12, 13 and 14, 2016 in Bloomington-Normal. A total of up to 150 rooms will be required to accommodate our needs over the course of this training event.

Our Policy staff contacted several hotels to gather cost and availability information; fourteen (14) properties responded, they are: Comfort Suites, Parke Regency Hotel and Conference Center, Doubletree by Hilton, Econo Lodge Inn and Suites, Holiday Inn Express – Bloomington West, Holiday Inn Express, Marriott Normal, Holiday Inn and Suites, Ramada Limited, Country Inn and Suites Airport, Eastland Suites Hotel and Conference Center, Hampton Inn and Suites

Normal, Quality Inn and Suites, and Motel6.

Rocco further explained that based on the cost information received, office services will be recommending that the office secure a contract with the Hampton Inn and Suites Normal for up to 50 sleeping rooms on the evening of July 11, up to 50 sleeping rooms on the evening of July 12, and up to 50 sleeping rooms on the evening of July 13, 2016 at a total cost of \$11,760.

The Hampton Inn and Suites Normal will bill at the state rate for sleeping rooms, this facility passed ADA requirements, is the closest facility to Illinois State University (where the training will be hosted) and will provide other amenities such as breakfast and Wi-Fi at no additional charge.

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, Dave Boots moved and Pam Blackorby 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 2:08 p.m.