

OFFICE OF THE ATTORNEY GENERAL
Procurement Policy Compliance and Monitoring Board
MEETING MINUTES
September 19, 2017

The Procurement Policy and Compliance Monitoring Board met in public session On **Tuesday, September 19, 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 11:01 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 August 23, 2017

Karla Schreiber, Chairperson asked the Board to review and approve the August 23, 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 August 23, 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

Dell PowerEdge / PowerConnect Rack, Servers and Storage Area Network (SAN) Systems Support and Maintenance

Rocco LaSalvia (SPO) explained, the Chief Technology Officer submitted a request to establish a contract with Dell to provide hardware support / maintenance for various hardware components that include PowerEdge / PowerConnect Racks, Servers; and the Compellent Enclosures that make up the Storage Area Network Systems located in the Chicago and Springfield Offices.

Rocco further explained this support and maintenance service was previously secured under CMS Master Contract # 2583920C which will expire in October 4, 2017. CMS has not taken action to secure a new master contract, the office elected to post a Sole Source Notice on the Illinois Procurement Bulletin. The notice period concluded on September 12, 2017, no protests were received.

Office Services will secure a three (3) year contract with Dell to provide support and maintenance for the various components outlined on the purchase orders. The total amount payable under the contact term will be \$156,317.78.

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

Laserfiche Forms Software and Maintenance

Rocco LaSalvia (SPO) explained, the Chief Technology Officer submitted a request to purchase Laserfiche Forms software to accommodate up to 999 users. This purchase will allow Information Technology staff to develop electronic forms that can be posted internally and online. Tad Huskey, questioned will this software have the capabilities to develop internal forms used by accounting and other bureaus. Rocco explained, the product will have the flexibility to be utilized by other bureau in the office.

The agreement between Laserfiche and its resellers states that once a partnership is established between the reseller and customer, no other reseller can sell products or services to the customer unless irreconcilable issues exist between the reseller and the customer. Laserfiche must approve any change between a reseller and customer.

Office Services posted a Sole Source Notice on the Illinois Procurement Bulletin indicating the intent to procure the software product and maintenance from BusComm, the sole source vendor and approved Laserfiche reseller. The notice period concluded and no protests were received.

Office Services will secure a contract with BusComm to provide the Laserfiche Forms software and support / maintenance as outlined on the purchase order and quote included in this packet. The total amount payable under the contact term will be \$50,722.00.

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 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 11:08 a.m.