

OFFICE OF THE ATTORNEY GENERAL
Procurement Policy Compliance and Monitoring Board
MEETING MINUTES

Wednesday, January 22, 2020

The Procurement Policy and Compliance Monitoring Board met in public session On **Wednesday, January 22, 2020** 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 10:03 a.m.

ROLL CALL

Board members present (3):

Springfield: Pam Blackorby, present
Tad Huskey, present
Lisa Kaigh, present

Chicago: Karla Schreiber, present
Jessica O'Leary, absent

Other staff: Eileen Baumstark-Pratt, Acting SPO

Old Business

Eileen Baumstark-Pratt, asked if there was any old business to report.
No comments were received.

New Business

FOIA Surveillance Software

Eileen Baumstark-Pratt, Acting SPO, explained that the FOIA Officer submitted a request to secure cost information for the purpose of utilizing/employing software capable of viewing and editing/redacting images on three (3) proprietary surveillance DVD's in the possession of our office relating to a closed criminal case. The DVD's must be edited/redacted in order to satisfy a FOIA request received by this Office. Due to the nature of the recordings, special software is required to perform the needed edits/redactions. Office Service conducted research and secured three (3) quotes from the following vendors, Focal Forensics, Global Video, and Caseguard. Office Services will execute a purchase order to secure these services from Global Video, the vendor that provided the lowest cost of \$5,600.00.

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

Vehicle Purchase for Investigations

Eileen Baumstark-Pratt, Acting SPO, explained Office Services is seeking to purchase two vehicles off the existing state master contract awarded to Morrow Brothers Ford to accommodate staff assigned to Investigations.

Office Services reached out to Morrow Brothers and they had two (2) Ford Police Interceptor vehicles available under contract #PSD4018503, which is in effect through March 15, 2019. Office Services will execute a purchase of these vehicles using FY2020 funds at a total cost of \$57,020.00.

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

Vehicle Equipment Installation

Eileen Baumstark-Pratt, Acting SPO, explained the Chief of Investigations requested that Office Services secure police equipment for new vehicles that will be purchased off a CMS Master Contract to accommodate staff assigned to the Investigations Division.

Office Services secured a quote from the vendor that has provided the exact equipment and installation set up when they processed our last two police pursuit vehicle orders. Eileen further explained, it is imperative that they remain consistent with the equipment specification and set-up in all our investigator vehicles. Office Services will secure a purchase order with Global Technical Systems, Inc. for \$8,295.00.

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

Renewal Cisco ASA FirePower Services and Malware Protection

Eileen Baumstark-Pratt, Acting SPO, explained the Chief Technology Officer submitted a request to renew the existing Cisco ASA FirePOWER Services IPS for Advanced Malware and URL Protection. This renewal will continue to protect the network from advanced threats such as malware attacks. This service will allow our staff to monitor user devices, communication between virtual machinery and view potential vulnerabilities and threats from external sources.

Office Services will execute a purchase order with CDW-G, under CMS Master Contract #CMS201361436. The total cost is \$20,268.60

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

Partition Panels Purchase

Eileen Baumstark-Pratt, Acting SPO, explained, Office Services gathered cost information to purchase thirty-two (32) tall partition panels to build workstations to accommodate staff in the JRTC.

Office Services secured pricing information from the following vendors, Rework, Global Industrial, Officemakers Inc., and Forward Space.

Office Services will execute a purchase order to secure the partition panels from Rework, the vendor that submitted the lowest cost information for a total cost of \$5,640.10.

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

Furniture Purchase for New Carbondale Office

Eileen Baumstark-Pratt, Acting SPO, explained the Office recently entered into a lease at a second regional site to increase our presence in Carbondale. This new office is located on the SIU property. The office is renovating the space to accommodate operational needs. This new office will consist of nine offices, a conference room, up to four support staff workstations and a modest break area. Office Services secured three (3) quotes from Staples, Garvey's and Atlas Stationers. Office Services will secure the equipment itemized on the purchase order from Staples, the vendor that provided the lowest overall cost of \$18,786.08

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

Public Comment:

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

Adjournment:

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

The motion carried by the following voice vote.

Yeas: Pam Blackorby, Tad Huskey and Lisa Kaigh

The meeting adjourned at 10:07 a.m.