

OFFICE OF THE ILLINOIS ATTORNEY GENERAL

Procurement Policy Compliance and Monitoring Board

SPECIAL REVIEW MINUTES

Wednesday, May 5, 2021

The Procurement Policy and Compliance Monitoring Board met in public session on **Wednesday, May 5, 2021** via telephone conference.

***Recording began*

Karla Schreiber, Chairperson called the meeting to order at **2:02 pm**

Roll Call

Springfield:

Pam Blackorby – Present

Tad Huskey- Present

Lisa Kaigh – Present

Chicago:

Karla Schreiber – Present

Jessica O’Leary – Present

Other Staff:

Eileen Baumstark-Pratt – Present

Kathy Tedesco – Present

Jay Wagner-Present

New Business

High Tech Crimes-ICAC Mobile Office/Lab Customization Project

Eileen Baumstark-Pratt explained High Tech Crimes submitted a request to customize a cargo van assigned to their bureau that will allow staff to operate more efficiently in the field while executing search warrants and retrieving evidence. Our Ford Transit will undergo significant modifications to transform it into a fully functional mobile office/lab complete with auxiliary inverted power, HVAC units, customized cabinetry which will include 2 fully functional workstations.

Office Services developed and posted an RFP on BidBuy and we received only 1 response from LDV, located in Burlington, Wisconsin. LDV has a vast amount of experience in customizing vehicles for law enforcement entities as well as other industries, including the Illinois State Police, Romeoville Emergency Management Agency, Linn County Sheriff's Office, Iowa and Allstate Insurance.

The project cost will be \$129,995.00 that will be paid with OCAC grant funding.

No comments were received.

Postage for FY2022 US Postage Funds for Chicago Office

Eileen Baumstark-Pratt explained Office Services requires funding for our Chicago Pitney Bowes Postage Meter reserve account to secure funds for our meter to accommodate anticipated postage needs.

We will execute a purchase order with U.S. Postal Service for FY2022 in the amount of \$130,000.00.

No comments were received.

FY2022 Mitrastech Team Connect-License Renewal

Eileen Baumstark-Pratt explained the Chief Technology Officer has submitted a request to renew our Mitrastech licenses. The software will provide us with customized unified case management platform that reflects the various workflows throughout the office. Our attorneys and support staff use this platform to docket, store and track a variety of documents related to our cases.

Team Connect software, support and services is proprietary and only Mitrastech can provide the services for case management services. Office Services posted a sole source notice on BidBuy which is scheduled to conclude on May 14, 2021.

If no protects are received, we will execute a contract with Mitrastech in the amount of \$518,264.33 for FY2022.

No comments were received.

FY2022 AVN Offender Watch Software and Support

Eileen Baumstark-Pratt explained the Division Chief for Crime Victims Services has submitted a request to secure maintenance/support for Offender Watch Software, through Watch Systems for fiscal years 2022, 2023, 2024, 2025, 2026 and 2027.

In 2009, the office received a grant from the Department of Justice (DOJ) to enhance the Automated Victim Notification (AVN) system by developing a mechanism to notify victims when sex offenders change residence. Appriss partnered with Watch Systems, LLC to intergrate and customize their Offender Watch Software. The original DOJ grant covered the costs for maintenance and support until 2012; then the Sheriff's Association was unable to continue to cover the cost of maintenance beyond October 31, 2016. That is when the office entered into a contract with Watch Systems LLC.

Office Services posted a sole source notice on the Illinois Procurement Bulletin (BIDBUY) outlining our intent to enter into a six (6) year contract with Watch Systems, LLC.

If there are no protests received, we will execute a contract for 6 years with Watch Systems, LLC in the amount of \$2,036,734.55.

No comments were received.

Copy Paper Purchases for FY2022

Eileen Baumstark-Pratt explained that Office Services will need to purchase copy paper throughout FY2022 to include 2 types of paper, twenty and sixty pound paper, for 59 skids of paper from July 1, 2021 thru June 30, 2022.

We will execute purchase order through Midland Paper, the CMS awarded vender for both types of paper in the amount of \$101,940.00.

No comments were received.

FY2022 Renewal of Laserfische Comprehensive Software Assurance/Maintenance with Premium Level Support

Eileen Baumstark-Pratt explained that the Chief Technology Officer submitted a request to renew the software assurance/maintenance coverage for our Laserfische licenses for FY 2022.

Office Services posted the sole source notice which is scheduled to conclude on May 14, 2021. If no protests are received, we will enter into a contract with BusComm in the amount of \$189,749.36.

No comments were received.

There were no Public comments received regarding any of the scheduled/discussed purchases.

Karla Schreiber asked for a motion to adjourn the meeting. Pam Blackorby motioned and Tad Huskey seconded the motion.

Meeting was adjourned at 2:12 p.m.