

OFFICE OF THE ILLINOIS ATTORNEY GENERAL
Procurement Policy Compliance and Monitoring Board

Special PPCMB Board Meeting Minutes

Friday, March 10, 2023

**** Began Recording****

Karla Schreiber, Chairperson, called the meeting to order at 10:01 a.m., and made a prefatory statement that the regularly scheduled meeting was being conducted pursuant to the PPCMB's Remote Attendance Policy, as posted on the website of the Office of the Attorney General.

Roll Call

Board Members Springfield:

Tad Huskey- Present via telephone in Springfield
Lisa Kaigh – Present via telephone in office in Springfield
Pam Blackorby – absent

Board Members Chicago:

Karla Schreiber – Present via telephone
Jessica O’Leary – Present in person in Chicago

Non-Board Members Chicago:

Kathy Tedesco- Present via telephone
Eileen Baumstark-Pratt- Present via telephone

A quorum of the PPCMB was in attendance.

Review of meeting minutes from special meeting January 5, 2023

Karla Schreiber announced a correction to the meeting agenda posted for today’s special meeting. There was a typo on the agenda indicating that the meeting minutes being reviewed and voted on today were from January 8, 2023, rather than January 5, 2023. She asked the Board if there were any comments, questions or concerns regarding the draft minutes of the Board's Special meeting, held on January 5, 2023. No comments, questions or concerns were received from the Board. Karla Schreiber asked that the minutes of this meeting be approved as presented. Tad Huskey so moved and Lisa Kaigh seconded the motion. A roll call vote of the Board members was taken, and “yes” votes were received from Karla Schreiber, Jessica O’Leary, Tad Huskey and Lisa Kaigh. The motion to approve the minutes passed unanimously.

Old Business

There was no Old Business to come before the Board.

New Business

Agenda item 1: FY2024 Microsoft 365 On-Premises Licensing Annual Maintenance

Eileen Baumstark-Pratt, Acting SPO stated that the Chief Technology Officer had submitted a request to renew Microsoft 365 On-Premises Licensing Annual Maintenance. These services would be purchased through DELL under a CMS master contract. The renewal term is April 1, 2023 to March 31, 2024.

We will execute a purchase order with DELL in the amount of \$319,567.57.

Karla Schreiber asked if there were any comments or questions regarding the documentation for this purchase. No comments or questions were received from the Board.

Agenda item 2: FY2023 Annual Microsoft 365 Maintenance Licensing Renewal

Eileen Baumstark-Pratt, Acting SPO stated that the Chief Technology Officer had submitted a request to renew Microsoft 365 Maintenance Licensing. The renewal offers regular access to Microsoft applications and would be purchased through DELL under a CMS master contract.

We will purchase these services through Dell for a total cost of \$153,104.66.

Karla Schreiber asked if there were any comments or questions regarding the documentation for this purchase. No comments or questions were received from the Board.

Agenda item 3: FY 23 Purchase of Police Pursuit Vehicles and Transit Vans

Eileen Baumstark-Pratt, Acting SPO stated that Office Services is seeking to purchase 8 police vehicles and 2 transit vans for office use from Morrow Brothers. Morrow was the only vendor to respond and to meet our requirements to our IFB posting.

We will execute a contract with Morrow Brothers to purchase the 8 vehicles and 2 vans for the amount of \$481,710.00.

Karla Schreiber asked if there were any comments or questions regarding the documentation for this purchase. No comments or questions were received from the Board.

Agenda item 4: FY 24 Regular Monthly PPCMB Meeting Dates.

SCHEDULE

July 19, 2023 at 2:00 p.m.
August 16, 2023 at 2:00 p.m.
September 20, 2023 at 2:00 p.m.
October 18, 2023 at 2:00 p.m.
November 15, 2023 at 2:00 p.m.
December 20, 2023 at 2:00 p.m.
January 17, 2024 at 2:00 p.m.
February 21, 2024 at 2:00 p.m.
March 20, 2024 at 2:00 p.m.
April 17, 2024 at 2:00 p.m.
May 15, 2024 at 2:00 p.m.
June 5, 2024 at 2:00 p.m.
June 12, 2024 at 2:00 p.m.

Karla Schreiber asked if there were any comments or questions regarding these meeting dates. No comments or questions were received from the Board. Karla Schreiber asked that the meeting dates be approved as presented. Tad Huskey so moved and Lisa Kaigh seconded the motion. A roll call vote of the Board members was taken, and “yes” votes were received from Karla Schreiber, Jessica O’Leary, Tad Huskey and Lisa Kaigh. The motion to approve the dates passed unanimously.

Public Comments

Karla Schreiber asked if any members of the public were present at the telephonic meeting and wished to make a public comment. No public comments were received.

Karla Schreiber called for a motion to adjourn the meeting. Tad Huskey so moved and Lisa Kaigh seconded the motion.

A roll call vote of the Board was taken to adjourn the meeting, and “yes” votes were received from Karla Schreiber, Jessica O’Leary, Tad Huskey and Lisa Kaigh. The motion to adjourn passed unanimously.

The meeting adjourned at 10:11 a.m.

*Recording ended**