

**OFFICE OF THE ATTORNEY GENERAL**  
**Procurement Policy Compliance and Monitoring Board**  
MEETING MINUTES  
**June 10, 2015**

The Procurement Policy and Compliance Monitoring Board met in public session On **Wednesday, June 10, 2015** 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 2:01 p.m.

**ROLL CALL**

**Board members present (4):**

Springfield:           Dave Boots, present  
                              Joe Small, present  
                              Pam Blackorby, present

Chicago:                Karla Schreiber, present  
                              Sam Dorger, present

Other staff:            Rocco LaSalvia, Acting State Purchasing Officer  
                              Eileen Baumstark-Pratt, Board Secretary  
                              Emily Vivian, 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**

**FY 2016 Annual Maintenance Renewal for AirWatch Blue Management Software**

Rocco La Salvia, Operations Director, Acting SPO explained, the Chief Technology Officer of Information Technology (IT) requested that the office renew the annual maintenance for 300 AirWatch Blue Management Suite Licenses.

This mobile device management software enables IT to address challenges associated with mobility by providing a simplified, efficient way to view and manage and support all mobile devices from the central administrative console.

Rocco further explained, this renewal is available through CMS Master Contract which is set to expire June 27, 2015. CMS indicated that the new master contract is with the vendor for signature and they fully expect that they will have a new contract in place prior to the end of this fiscal year.

Office Service will execute a purchase order with Presidio once the contract is executed by CMS. The cost of the FY2016 renewal is \$27,480.00.

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

### **FY 2016 Annual Maintenance Renewal and Support for Cisco Switches**

Maintenance and Support for Cisco Switches for Fiscal Year 2016

Rocco La Salvia, explained the Chief Technology Officer submitted a request to renew the hardware support and maintenance for the Cisco switches. Switches are the backbone to the network; these devices allow the computers, printers, scanners, etc. to communicate with each other. The office routinely secures support and maintenance for switches. Information Technology staff must have the ability to replace faulty switches quickly to ensure minimal disruption to network operations and have a resource to provide technical support to troubleshoot communication problems as they occur.

Rocco further explained, the renewal is available through CMS Master Contract which is set to expire June 30, 2015. CMS indicated that the new master contract is with the vendor for signature and they fully expect that they will have a new contract in place prior to the end of this fiscal year.

Office Services will secure these services through AT&T upon execution of the new CMS Master Contract at a cost of \$71,136.10.

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

### **FY 2016 Annual Maintenance Renewal for Business Objects and Crystal Reports Software**

Rocco La Salvia, Operations Director, Acting SPO explained the Chief Technology Officer has submitted a request to renew the Business Objects and Crystal Reports Software maintenance for Fiscal Year 2016. This software is used by Information Technology staff to develop applications and reports for various uses throughout the office.

Rocco explained, last year this renewal was available through CMS Master Contract which is set to expire June 30, 2015. CMS indicated that the new master contract is with the vendor for signature and they fully expect that they will have a new contract in place prior to the end of this fiscal year.

Office Services will execute a purchase order with SAP Public Services once the contract is executed by CMS. The cost of the FY2016 renewal is \$21,366.78, the same amount paid under the CMS contract during FY2015.

### **FY 2016 Annual Maintenance Renewal for Software Support for VM Enterprise Software**

Rocco La Salvia, Operations Director, Acting SPO explained the Chief Technology Officer submitted a request to renew software support for our Virtual Machine (VM) Enterprise Software products for fiscal year 2016.

This software provides flexibility for IT staff, allowing them to efficiently manage our hardware assets by creating virtual servers to create additional storage space within our network without incurring an additional expense for hardware.

Rocco further explained, the renewal is available through CMS Master Contract which is set to expire June 27, 2015. CMS indicated that the new master contract is with the vendor for signature and they fully expect that they will have a new contract in place prior to the end of this fiscal year.

Office Services will secure this software support through Presidio upon execution of the new CMS Master Contract at a total cost of \$6,361.74.

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

### **FY 2016 Annual Purchase Contract for General Office Supplies**

Rocco La Salvia, Operations Director, Acting SPO explained, Office Services is seeking to secure funding for the purchase of general office supplies statewide. Each year the office request funds to purchase supplies from the CMS Master Contract awarded to P D Morrison Enterprises, Inc.

Office Services prepared an IFB Posting and places it on the Illinois Procurement Bulletin in an effort to determine if there are other vendors that can provide some of our core supplies at a lower cost than those offered under the CMS Master contract. This posting included a spreadsheet outlining the various core supply products we routinely stock and the anticipated quantities needed for each item listed. Office Services requested that each responding vendor provide costs and/or discount rates for those items outside the core item supply spreadsheet; items such as filing units, desks, various chairs, etc.

Office Services received three (3) responses to our IFB from Atlas Stationers, Office Depot and Pro Biz Products. A review was conducted and Office Services identified which vendor source is less expensive for each respective item posted.

Office Services will secure a purchase order in the amount of \$35,000.00 to procure supplies statewide under the CMS Master Contract awarded to P D Morrison Enterprises Inc. (PDME).

Office Services will secure contracts with Atlas Stationers in the amount of \$40,000.00 and Office Depot in the amount of \$30,000.00. Office Services will secure a purchase order with Pro Biz Products in the amount of \$5,000.00.

Karla Schrieber, 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 Dave Boots 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.