

OFFICE OF THE ILLINOIS ATTORNEY GENERAL

Procurement Policy Compliance and Monitoring Board

Regular PPCMB Board Meeting Minutes

Wednesday, May 26, 2021

The Procurement Policy and Compliance Monitoring Board met in public session on **Wednesday, May 26, 2021** via telephone conference.

**** Began Recording****

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

Roll Call

Springfield:

Pam Blackorby – Present
Tad Huskey- Vacation/Absent
Lisa Kaigh – Present

Chicago:

Karla Schreiber – Present
Jessica O’Leary – Present

Other Staff:

Eileen Baumstark-Pratt – Present
Kathy Tedesco – Present
Jay Wagner-Present

Old Business

Review of Minutes for Regular Board Meeting, Special Meetings and Emergency Meetings

Review of 7 meetings minutes were reviewed. No comments were received. The minutes were from meetings held on March 24, 2021; Special Meetings March 31, 2021, April 13, 2021 and Emergency Meetings on April 16, April 22, and April 27, 2021 (morning and afternoon sessions).

No comments regarding or corrections to these minutes were received from the Board.

Karla Schreiber called for a motion for the minutes to be approved. Pam Blackorby so moved and Lisa Kaigh seconded the motion.

New Business

Lexis Nexis On-Line Research & Matthew Bender Titles

Eileen Baumstark-Pratt explained Library Services has submitted a request to procure various standard online legal research products/subscription services and purchase various Matthew Bender titles offered under the new CMS master contract. The contract commences May 28, 2021.

The office will be seeking approval to secure access for 600 users for the following products: Lexis Nexis Standard Research Package, Lexis for Microsoft Office, Courtlink and Various Matthew Bender titles.

We will be securing a purchase order under the Master contract with Lexis Nexis for a period of three (3) years commencing May 28, 2021 thru May 27, 2024 in the amount of \$603,783.00.

No comments from the board or public were received.

Kodak Scanner Maintenance FY22 Renewal

Eileen Baumstark-Pratt explained the Chief Technology Office has submitted a request to secure Kodak scanner maintenance for FY 2022. Office Services posted an Information for Bid (IFB) on the Illinois Procurement Bulletin (BUYBID) requesting responses from vendors that are authorized resellers of Kodak scanning equipment and that provide maintenance services.

We received three vendor responses from HBM, Quality Associates and Tech Services.

We will execute a contract with HBM Inc. for the amount of \$137,567.98.

No comments from the board or public were received.

Karla Schreiber called for a motion to conclude the meeting. Pam Blackorby so moved and Lisa Kaigh seconded the motion.

Meeting was adjourned at 2:07 pm.

****Recording ended****