

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

MEETING MINUTES

Wednesday, August 26, 2020

The Procurement Policy and Compliance Monitoring Board met on Wednesday, August 26, 2020 via conference call.

Begin Recording

Karla Schreiber, Chairperson called the meeting to order at 2:03 pm

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
Kathy Leiser

Review/Approval of Minutes

(see attached) meetings held on May 29, 2020, June 1, 2020, June 3, 2020, June 10, 2020 and June 17, 2020.

Old Business

No old business was brought before the board.

New Business

Recommendation for Deep Cleaning – Metro East Office

Eileen Baumstark-Pratt, Acting SPO, stated that the Chief Technology Officer submitted a request to purchase Business Objects and Crystal Reports Software and maintenance for Fiscal Year 2021. This software will be used by Information Technology staff to develop applications and reports for various uses throughout the office.

Office Services has gathered cost information from three (3) vendors, Insight Public Sector, SHI, and Carahsoft.

Office Services will prepare a contract with Insight Public Sector, the vendor that provided the lowest cost of \$64,399.00

Karla Schreiber, Chairperson asked if there were any comments pertaining to the purchase.

Tad Huskey asked what apps would be used and what bureaus would benefit from this purchase. Eileen Baumstark-Pratt responded that IT will be the administrator of this software and would run reports as requested. No apps are used and all bureaus in the office will use/benefit from this purchase.

No other questions or comments were made.

FY21 Purchase of DOTCMS Content Management System for the OAG Websites

Eileen Baumstark-Pratt, Acting SPO, stated that the Chief Technology Officer submitted a request to purchase DOTCMS a Content Management System software to update and develop the OAG website. This product will be utilized by the IT staff and Western Illinois University who hosts the OAG website to develop and update the website. DOTCMS provides the infrastructure needed to update the site searches, layout and editing capabilities as well as other features for the website. This purchase is for the development only. Once the site has been updated and approved the office will secure the production licenses.

DOTCMS Services LLC is the sole provider of this product. It is manufactured, sold and distributed exclusively by DOTCMS SERVICES, LLC. This product incorporates all the tools required by staff to develop and update the OAG website.

Office Services will be securing a contract with DOTCMS SERVICES, LLC to secure the Content Management System for a total contract amount will be \$16,000.00.

Karla Schreiber, Chairperson asked if there were any comments pertaining to the purchase.

Public Comments

There were no public comments made at this meeting.

Adjournment:

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

The motion carried by the following voice vote.

Yeas: Pam Blackorby, Lisa Kaigh, and Karla Schreiber

The meeting adjourned at 2:14 pm

End Recording