

ILLINOIS OFFICE OF COMPTROLLER
PROCUREMENT POLICY BOARD MINUTES
March 24, 2021
Springfield, Illinois

A meeting of the Illinois Office of Comptroller Procurement Policy Board was held at 10:00 am on March 24, 2021 in the Executive Conference Room, Rm 319 of the Illinois Office of Comptroller in Springfield. Due to COVID-19, two board members participated in the same building in separate offices using the call-in number. The meeting was called to order by Ms. Andres, at 10:02 a.m.

Policy Board members present Ellen Andres, Assistant Comptroller (Chair); Cortez Gillespie, Director Administrative Services (Member) was present by phone.

Illinois Office of Comptroller staff members present Megan Seitzinger, Chief Procurement Officer (CPO); Brea Kottkamp, Executive Assistant; Alina Archibald, Internal Auditor; Gary Shadid, Internal Auditor.

No members of the public were in attendance.

Old Business

Mr. Gillespie made a motion to approve the minutes from the December 30th meeting, Mrs. Andres seconded. The motion carried unanimously.

New Business- Discussion on FY21 Upcoming Procurements

IOC Lease RFI – A RFI for the IOC building lease is posted to the BidBuy procurement bulletin and responses are due April 21, 2021.

GAAP Assistant – We are rebidding a current contract for GAAP Assistance. The RFP has been published to the BidBuy system and proposals are due by April 14, 2021.

SAMS Modernization project- The award had been published and working on finalizing contact.

BidBuy Status- We are fully active and live in the BidBuy system and doing staff training.

Questions-

None

Board Member Comments

None

Public Comments

There were no public comments.

Mrs. Andres made a motion to adjourn Procurement Policy Board meeting. Mr. Gillespie seconded the motion. Motion carried unanimously. Meeting adjourned at 10:08 am.