

ILLINOIS OFFICE OF COMPTROLLER
PROCUREMENT POLICY BOARD MINUTES
December 3, 2020
Springfield, Illinois

A meeting of the Illinois Office of Comptroller Procurement Policy Board was held at 2:00 pm on December 3, 2020 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 2:05 p.m.

Policy Board members present: Ellen Andres, Assistant Comptroller (Chair); Cortez Gillespie, Director Administrative Services (Member) and Pat Corcoran, Senior Policy Advisor (Member) was present by phone.

Illinois Office of Comptroller staff members present: Megan Seitzinger, Chief Procurement Officer (CPO); Brea Kottkamp, Executive Assistant.

No members of the public were in attendance.

Old Business

Mr. Gillespie made a motion to approve the minutes from the August 8 meeting, Mr. Corcoran seconded. The motion carried unanimously.

New Business- Discussion on FY2021 RFP's

SAMS modernization project – An informal RFP for FY21 SAMS Modernization Project was sent to National Association of State Procurement Officials (NASPO) awarded vendors via email. The IOC is leveraging the RFP off the national contract and federal agreements which allows state and local governments to use existing contracts for cloud-based solutions. The IOC has reviewed the proposals and we are currently in the demonstration phase. The IOC will move to the pricing phase next, and bids will be opened after the demonstrations are done. Once every stage is finalized, the CPO will write up an award recommendation and the PPB can review it. The Comptroller will make the final decision if a contract will be awarded.

BidBuy- There are multiple steps to establish the agency in the State's BidBuy structure. The CPO has built the steps and is preparing procedures. The approval path structure is being finalized. She will be updating and training all staff members involved in the BidBuy purchasing and bidding system.

Board Member Comments

Q- Will BidBuy give us access to better bids?

A- Multiple benefits to using the system, it will be able to publish to a large network of vendors and allows us to do e-bidding.

Public Comments

There were no public comments.

Mr. Corcoran made a motion to adjourn Procurement Policy Board meeting. Mr. Gillespie seconded the motion. Motion carried unanimously. Meeting adjourned at 2:20 pm.