

ILLINOIS OFFICE OF COMPTROLLER
PROCUREMENT POLICY BOARD MINUTES
August 4, 2020
Springfield, Illinois

A meeting of the Illinois Office of Comptroller Procurement Policy Board was held at 10:30 am on August 4, 2020 in the Executive Conference Room, Rm 319 of the Illinois Office of Comptroller in Springfield. Due to COVID-19, board member participants were in the same building but separate offices. The meeting was called to order by Ms. Andres, at 10:35 a.m.

Policy Board members present: Ellen Andres, Assistant Comptroller and Cortez Gillespie, Director Administrative Services.

Illinois Office of Comptroller staff members present: Megan Seitzinger, Chief Procurement Officer; Brea Kottkamp, Executive Assistant; Gary Shadid, Internal Audit; Adam Alstott, Legal.

No members of the public were in attendance.

Old Business

December 30th minutes posted on website no changes were made. Ms. Andres made a motion to approve, Mr. Gillespie second, minutes were approved.

New Business- Discussion on FY20221 RFP's

There was no old business.

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 local governments to use the contract for cloud-based solutions. The CPO sent an email notice back in February 2020, followed up with vendors February 14th to see if they provide a financial solution. Vendors were scored through the formal NASPO RFP and we will be doing our own evaluation process based on the needs of the State. Once we decide the highest scoring vendor based on our evaluation process, a notice will be published to the bulletin.

Follow up Questions:

Q: Is this informal RFP following IOC rules?

A: Yes

Q: Has there been discussions with the IT department?

A: Yes, lengthy discussions and signed confidentiality waivers.

Q: Once you have it down to 5 vendors do you meet with them individually? How does it work?

A: We will have a finalized list and they will be notified. They will submit their proposals based on our guidelines. The vendors with the top 3 scores will be offered to do a presentation and demonstration of system.

Mr. Gillespie made a motion, seconded by Ms. Andres to approve moving forward with the SAMS Modernization RFP using the NASPO vendors. The motion was carried.

Public Comments

There were no public comments.

Mr. Gillespie made a motion to adjourn Procurement Policy Board meeting. Ms. Andres seconded the motion. Motion carried unanimously. Meeting adjourned at 10:43 a.m.