

State of Illinois
State Use Committee Meeting
July 9, 2014
2:00 P.M.
AGENDA

Springfield Meeting Locations

Stratton Building, Room 500 ½
401 South Spring Street

Illinois Department of Transportation
Hanley Building, Room 120
3200 S. Dirksen Parkway

Chicago Meeting Location

James R. Thompson Center, Room 9-036
100 W. Randolph Street

Carbondale Meeting Location

Southern Illinois University-Carbondale
Morris Library, Room 184A

- 1.0 CALL TO ORDER
- 2.0 ROLL CALL
- 3.0 APPROVAL OF THE MINUTES OF THE June 18th MEETING
- 4.0 REVIEW OF AND VOTE ON PROPOSED CONTRACTS (See attached)
- 5.0 NEW BUSINESS
 - Review Growth Measures
 - Examine technology for advancement
 - Projections
 - Continuation of identifying services
- 6.0 FUTURE MEETING DATES
October, 8th 1:30

7.0 ADJOURNMENT

Note: For technical assistance with audio/video equipment, please contact one of the following numbers and reference "891775". For any other matters, please contact a State Use coordinator. Corrie Smith can be reached at (217) 782-6143, and Brynn Henderson can be reached at (217) 524-4211.

SIU – Carroll Walker **618-453-1025**
JRTC – Help Desk, **217-524-4784, ext 3**
IDOT – Kathy Vehove **217-782-5312**
Stratton – Help Desk, **217-782-9798**

**State Of Illinois
State Use Committee Meeting
Minutes
June 18, 2014**

Video Conferencing sites:

| | | | |
|--|---|-------------------------------|---|
| SIU-C Lawson Hall, Room 180 Carbondale | Stratton Bldg. Room 601 Springfield | JRTC Room 9-035 Chicago | Hanley Bldg. Room 120 Springfield |
|--|---|-------------------------------|---|

Call to Order

Chairman Loftus called the meeting to order at 1:30 P.M.

II. Roll Call

Brynn Henderson conducted roll call.

The following members were present: (Attachment #1 sign in sheet)

Mitzi Loftus: Stratton Springfield
Kacy Bassett: Stratton Springfield
Seymour Bryson: SIU-E Carbondale
Richard W. Gloede: Stratton Springfield
Chris Dickey: Stratton Springfield
Dan Strick: JRTC Chicago
Audrey McCrimon: JRTC Chicago

Chairman Loftus announced that there was a quorum present.

III. Approval of the May 14th, 2014 Meeting Minutes

Chairman Loftus confirmed the members had reviewed the Minutes and that there were no proposed corrections. Chairman Loftus called for a motion to approve the Minutes.

Motion to Approve: Member Gloede

Second: Member Bassett

Tally of Votes: Members unanimously approved the Minutes.

IV. Review of and Vote on Proposed Contracts (Attachment #2 vote sheet)

Chairman Loftus stated that at the last meeting there was a discussion about voting each contract individually and the Committee will now vote on contracts individually with a yea or nay at the end of each reading of the contract.

After voting on each contract individually, Chairman Loftus called for a motion to approve the list of contracts read aloud by Corrie Smith.

Motion to approve: Member Gloede

To second: Member Bassett

Tally of Votes: The contracts were unanimously voted on with the exception of the following:

| | | | | |
|-----------------|------------------------|-------|-------------|---------|
| Member McCrimon | The Chicago Lighthouse | DHS | RIN | Abstain |
| Member McCrimon | The Chicago Lighthouse | IDFPR | Call Center | Abstain |
| Member McCrimon | The Chicago Lighthouse | UIC | Call Center | Abstain |
| Member Dickey | Clay County Rehab | CMS | Recycling | Abstain |
| Member Strick | SouthStar Services | CMS | Janitorial | Abstain |

At Member McCrimons request, there was discussion with the Committee in regards to voting each contract individually and also reasons why a member might abstain.

Chairman Loftus asked the members for possible topics that could be added to the next meeting agenda, some of the members suggested the following:

- Review growth measures – Member McCrimon
- Examine technology to be able to advance – Member McCrimon
- Projections – Member McCrimon
- Continuation of identifying services – Member Dickey

There was also discussion about the progress on the Universities. Chairman Loftus asked Ben Bagby, Chief Procurement Officer with Higher Education, if he would periodically give the Committee updates.

Sharla Roberts, Director of Procurement Diversity with the University of Illinois, stated that she is working with Ben Bagby on which items are realistic for State Use; and would like to do more outreach for State Use.

V. New Business

Elizabeth Kee, CMS Legal Council, gave a brief refresher on the Open Meetings Act and discussed topics such as what constitutes a “meeting” under the Act, when members can call into a meeting and witness slips. Potential action items for the Committee to consider include drafting a written policy for members to call into meetings, a written policy for the general public to present comments at meetings and a witness slip.

VI. Future Meeting Date

Chairman Loftus stated that the next meeting is scheduled for July 9th at 2:00 pm.
The next scheduled meeting is October 8th at 1:30 pm.

VII. Adjournment

Chairman Loftus called for motion to adjourn.

Motion to Approve: Member Gloede

Second: Member Bassett

Tally of Votes: Members unanimously approved the motion to adjourn.

Chairman Loftus announced the motion to adjourn was approved and adjourned the meeting at 2:40 P.M.

CS

STATE USE FY15 VOTE SHEET

July 9, 2014

| Vendor | Region | Renewal/ New | Renewal/ Options | PBC # | Type of Service | Jobs | Agency | Address | Begin Term | End Term | Annual Contract Value | Total Contract Value | V/N/A |
|---------------------|----------|-----------------|---------------------|--------------|------------------|------------------|---------------------------|--|---------------|----------|--------------------------|-------------------------|-------|
| Ada S McKinley | Northern | New*** | No | N/A | Janitorial | 6 | NEIU | El Centro Campus and Welcome Center | 09/01/14 | 06/30/18 | | | |
| Dev. Service Center | Northern | New | No | N/A | Waste Sorting | 5 | UofI | 1304 W Bradley | 07/01/14 | 06/30/15 | \$200,000.00 | \$200,000.00 | |
| SCCS (Shelby Cnty) | Southern | Renewal | Yes | 14- 87000 | Trash can liners | 20 | CMS | 1018 W.S. Third St. | 09/10/14 | 09/09/15 | \$1,335,685.00 | | |
| SPARC | Southern | New* | Yes | 15- 87869 | Food Service | 4 | Dept. Military Affairs | Camp Lincoln, Springfield | 07/09/14 | 06/30/15 | \$0.00 | | |
| | | | | | | # of Jobs | 35 | | | | | | |
| TOTALS | | | | | | | | | | | \$1,535,685.00 | \$200,000.00 | |

Fair Market Price -- The Illinois Procurement Code requires that qualified sheltered workshops offer a fair market price to state agencies in order to meet specific needs for supplies and services. As not-for-profit organizations, pricing offers developed by workshops are designed to cover costs. In turn, state agencies ensure prices offered by sheltered workshops (often through negotiation) are acceptable (from a budgetary perspective) and are comparable to those paid historically or those paid for similar contracts. When considering contract proposals, the State Use Committee not only takes into account the development process of the pricing offer, but also considers the intent of the State Use program -- to promote employment opportunities for persons with disabilities. Further, under a total cost of ownership model, the Committee considers the fact that if these individuals were not given this opportunity, they would be forced to be supported by other social service programs, thus costing the State additional monies.

On July 9, 2014 the State Use Committee met and reviewed the above contract proposals. As a member of the Committee, I have reviewed these proposals and have determined, based on the facts presented, both above and in discussion with the other Committee members and with the State Use staff, that the prices offered are reasonable and would not be substantially more if this procurement were to be competitively bid. FAX to Corrie Smith at 217-782-5187

Signature of Member

Date

Date last printed
Monday, July 07, 2014 11:29 AM