



Chairman: Jaemie Neely  
Members: Larry Ivory, Ron Anderson, Bob Grogan, Aaron Carter

## **Procurement Policy Board Meeting Minutes**

February 13, 2025

Via Webex

10:00 am

### I. Call to Order

The February 13, 2025, Procurement Policy Board meeting was called to order. Executive Director von Behren held a roll call. Chairperson Neely, Member Ivory, Member Anderson, Member Grogan, and Member Carter were present via Webex.

### II. Approval of Minutes December 12, 2024

Member Grogan made a motion to accept the minutes as presented. Chair Neely seconded the motion. All Members voted to approve the minutes with Member Carter abstaining and the motion carried.

### III. Approval of Minutes January 9, 2025

Member Grogan made a motion to accept the minutes as presented. Chair Neely seconded the motion. All Members voted to approve the minutes with Member Carter abstaining and the motion carried.

### IV. Lease Review

#### ➤ Lease 6734 – DES – Springfield

Mr. Kilroy from CMS stated that this was a pre-negotiated renewal and was the DES main office in Springfield that houses their Director in the Illinois Building. Member Grogan asked a question regarding the pre-negotiated rate and lack of increases. Mr. Kilroy stated that this particular landlord likes to have flat rates for this location. Member Grogan made a motion to accept the lease as presented. Chair Neely seconded the motion. All Members voted to approve the lease and the motion carried.

#### ➤ Lease 6204 – DOC – Chicago

Mr. Kilroy noted this lease was a is an extension. The landlord had the building remeasured and therefor there was slight increase in the square footage. The landlord did agree to a \$0.20 reduction in rent to make up for the difference. Member Grogan asked about the parking cost. Mr. Kilroy stated that this was a DOC parole office, and their employees are in and out of the building constantly, hence the need for secured parking in Chicago. Chair Neely noted that the comps for the area are above the proposed rate and was pleased with the savings. Member Grogan made a motion to approve the lease as presented. Chair Neely seconded the motions. All Members voted to approve the lease and the motion carried.



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➤ Lease 5429 – DJJ – Chicago

Mr. Kilroy stated that lease was a renewal and there was a slight adjustment in rent from the original lease. This location is a DJJ halfway house, and the Agency is happy with the location and state of the building. Member Grogan asked about the additional storage and Mr. Kilroy stated it is just a slight amount at 600 square feet inside a fenced in area. Chair Neely noted the pictures showed the building to be in good repair. Member Grogan made a motion accept the lease as presented. Member Anderson seconded the motion. All Members voted aye, and the motion carried.

➤ Lease 5395 – DJJ – Chicago

Mr. Kilroy stated that this was also renewal of the other half of the building that houses the administrative offices. The reason for the separate leases has to do with funding and grant money that is used to pay for separate uses of the facility. No other questions were asked. Chair Neely made a motion to not object to the lease and Member Grogan seconded the motion. All Members voted aye, and the motion carried.

➤ Lease 5076 – DCFS – Sterling

Mr. Kilroy stated that this was also pre-negotiated renewal of a lease with no improvements and a slight increase of \$0.16 in rent. Member Carter asked if there was still a goal for square foot per person on CMS lease. Mr. Kilroy stated yes at around 250 square feet per person. The reason for the high number on this lease was that this was a client facing location that has a large lobby and client area. Member Grogan made a motion to not object to the lease and Chair Neely seconded the motion. All Members voted aye, and the motion carried.

➤ Lease 4962 – DCFS – Decatur

Mr. Kilroy stated that this was also pre-negotiated renewal with no increases or improvements. Mr. Kilroy also noted that since this was not a client facing location that the square foot per person was more in range. Member Ivory made a motion to not object to the lease and Member Grogan seconded the motion. All Members voted aye, and the motion carried.

V. Discussion with Commission on Equity and Inclusion

Commissioner Van Austin was present from CEI to discuss with the Board current issues facing procurement in the State and how our two Agencies can work together to solve problems and streamline issues moving forward. Commissioner Austin gave a brief overview of the mission and goals of CEI. Chair Neely thanked Commissioner Austin for coming and echoed the issues facing procurement, particularly in the realm of diversity contracting. Member Ivory noted some issues regarding the BEP Council and sheltered markets. Commissioner Austin stated that he would make sure those issues were addressed. Member Carter asked about the current change in climate on a national level regarding diversity and inclusion and how that might affect CEI and procurement moving forward. Commissioner Austin stated that they were aware and are continuing to monitor the changes while trying to have contingency plans in place where necessary and notify the General Assembly of the trends they are seeing. A discussion was had regarding PPB and CEI's parallel review process and CEI's commitment to continue to push small and minority spend through DBE and BEP programs. A discussion was had on the impact of requiring landlords to meet participation goals in state



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funded buildouts. Member Grogan noted that he was concerned about landlords no longer renting to the State if some of these proposals go into effect. Chair Neely, Board Members and Commission Austin agreed to continue to work together on future procurement needs.

#### VI. Legislation

Director von Behren highlighted some of the new proposed legislation while noting that bills continue to be filed and will be monitored by the staff as we continue through the spring legislative session. Chair Neely discussed proposed legislation on retainage polices and making sure small and minority vendors are paid timely upon the completion of their work. Member Carter asked about the possibility of the Board taking a position on a particular piece of legislation and even making some policy regarding certain issues. Chair Neely was open to having those discussions.

#### VII. Public Comment

There was no public comment.

#### VIII. Adjournment

Member Ivory made a motion to adjourn the meeting. Member Grogan seconded the motion. All Members voted to adjourn the meeting and the motion carried.