



**PARKLAND
COLLEGE**
FOUNDATION

January 4, 2018

Parkland College Foundation
2400 West Bradley Avenue, Champaign, IL 61821-1899
217/351-2464 • www.parkland.edu/foundation

Stephen Chichelli
Data Acquisition Specialist
SmartProcure
700 W. Hillsboro Blvd. Suite 4-100
Deerfield Beach, FL 33441

RE: SMARTPROCURE FOIA REQUEST

VIA E-MAIL schichelli@smartprocure.com

Dear Mr. Chichelli:

This is to acknowledge that Parkland Community College District No. 505 is in receipt of your commercial *Freedom of Information Act* (FOIA) request dated January 4, 2018, received in my office at 8:16AM, on January 4, 2018 via e-mail. As the Vice President for Administrative Services, I am responsible for processing requests for public information for the College, pursuant to *the Illinois Freedom of Information Act*, 5 ILCS 140/1 et seq. In your e-mail, you requested that the College make a copy of the following records:

Request #1:

"...any and all purchasing records from 2017-10-04 (yyyy-mm-dd) to current. The request is limited to readily available records without physically copying, scanning or printing paper documents. Any editable electronic document is acceptable.

The specific information requested from your record keeping system is:

1. Purchase order number. If purchase orders are not used a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number
2. Purchase date
3. Line item details (Detailed description of the purchase)
4. Line item quantity
5. Line item price
6. Vendor ID number, name, address, contact person and their email address"

Parkland College's Responses:

Response #1:

Parkland College believes this is a request for commercial purposes and thus subject to the 21 working day response time requirement under section 5 ILCS 140/3.1(a).

Parkland College has attached two (2) PDF files in response to your commercial request. The first file is labeled by dates and includes the purchase order records. The second file includes the College's vendor record data. The College's fiscal year begins July 1.

These two files are intended to be responsive to the entirety of your request.

The Family Educational Rights Privacy Act (FERPA), is a Federal statute providing for confidentiality and disclosure of post-secondary education student records. Your request does not fall within the guidelines of FERPA requiring disclosure without student consent. As such, Parkland College respectfully declines to provide any student information pursuant to 5 ILCS 140/7(1)(a) and (c). Pursuant to 5 ILCS 140/7(1)(c), Parkland College believes the information requested relating to its students is personal information, the disclosure of which would constitute a clearly unwarranted invasion of personal privacy

As Vice President for Administrative Services, I am responsible for granting and denying the requests for records under the *Freedom of Information Act*. Please be aware that this response to your request is pursuant to my understanding of your FOIA request. If I have misunderstood your request, please let me know as soon as possible so I may provide the correct information.

Finally, if you believe that this response constitutes a denial of your request, you have the right to have this response reviewed by the Public Access Counselor (PAC) at the Office of the Illinois Attorney General. 5 ILCS 140/9.5(a). You can file your Request for Review with the PAC by writing to:

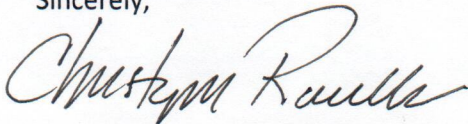
Public Access Counselor
Office of the Attorney General
500 South 2nd Street
Springfield, Illinois 62706
Fax: 217-782-1396
E-mail: publicaccess@atg.state.il.us

You also have the right to seek judicial review of this response by filing a lawsuit in the State circuit court. 5 ILCS 140/11.

If you choose to file a Request for Review with the Public Access Counselor or State court, you will need to include a copy of this letter for the review.

If you have any questions or concerns, please do not hesitate to contact us.

Sincerely,



Christopher M. Randles, CPA, CBM
Vice President for Administrative Services/CFO/Treasurer
Parkland College

ELECTRONIC FILES (2)

CC: FILE
BOARD OF TRUSTEES
LORNA GEILER, MEYER CAPEL LLC