

November 8, 2021

Joseph Clayborne

RE: Freedom of Information Act Request

Mr. Clayborne:

This is to acknowledge that Parkland College District No. 505 is in receipt of your Freedom of Information Act (FOIA) request received in my office on November 2, 2021. In your email, you requested:

“All executed contracts related to merchant services and/or credit card processing that did not require a request for proposal (RFP) and;

Most recent request for proposal (RFP) for merchant services and/or credit card processing

In addition, for the most request for proposal, we are also requesting supporting documentation on the following:

- i. All proposals submitted in response to the request for proposal
- ii. Name of awarded bidder in request for proposal
- iii. Awarded bidders submitted proposal
- iv. Awarded bidders executed contract with Parkland College, including specified pricing structure
- v. Awarded bidders Utilization Plan for Business Enterprise Program (BEP)- certified vendors
- vi. Awarded bidders annual Utilization Report
- vii. Any and all reports related to Prime Vendor spending with BEP-certified vendors
- viii. Any and all compliance reports related to awarded bidders BEP goals”

Parkland College’s Response:

The college has attached two documents that we believe to be fully responsive to your request.

- Electronic Payment Processing Agreement Between Parkland College and Official Payments Corporation
- Amendment No. 1 to Electronic Payment Processing Agreement Between Official Payments Corporation and Parkland College

As Vice President for Communications and External Affairs, 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,



Stephanie L. Stuart
Vice President for Communications and External Affairs

HARD COPY

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