

March 8, 2024

Kimia Hamidi
[REDACTED]

RE: FOIA Request

Dear Ms. Hamidi:

This is to acknowledge that Parkland College District No. 505 is in receipt of your commercial Freedom of Information Act (FOIA) request received March 4, 2024 for:

“* A list that outlines the key decision makers – starting from the person who initiated the need for the vendor – involved in spending tax dollars related to the purchase of SASSAFRAS SOFTWARE. This should include any documentation that identifies the roles, responsibilities, and hierarchy of individuals or committees responsible for financial decisions, particularly in the procurement of SASSAFRAS SOFTWARE.

If the contract with SASSAFRAS SOFTWARE was a renewal in 2023 and not a new purchase, please outline the same information regarding the decision to renew the contract with SASSAFRAS SOFTWARE.”

I have attached a .PDF that is fully responsive to your request. Please note that the FOIA is intended for institutions to provide responsive documents to requesters, rather than engage in questions and answers. Additionally, the statute specifically states that the college is not required to create new documentation as you requested. The following passage of the statute articulates this. “This Act is not intended to create an obligation on the part of any public body to maintain or prepare any public record which was not maintained or prepared by such public body at the time when this Act becomes effective, except as otherwise required by applicable local, State or federal law” (5 ILCS 140/1).

As Vice President for Strategic Partnerships and Workforce Innovation, 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 62701
Fax: 217-782-1396
E-mail: public.access@ilag.gov

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 Strategic Partnerships and Workforce Innovation

HARD COPY

CC: FILE
BOARD OF TRUSTEES
MS. LORNA GEILER, ATTORNEY MEYER, CAPEL, LLC.
DR. PAMELA LAU, PRESIDENT