

## FOIA REQUEST SUMMARY March, 2017

DATE	REQUESTOR	NATURE OF REQUEST	DATE RESPONSE COMPLETED	TIME TO COMPLETE REQUEST
<b>3/3/17</b> <b>DUE 3/10/17</b>	Jami Murray	I am requesting to view the RFP 09252014 submitted, in its entirety, by Greve Construction.	3/6/17	1.09 HOURS
<b>3/6/17</b> <b>DUE 3/13/17</b>	Cal Skinner	Under the FOIA, I request documents showing purchases made that cost between \$18,999 and \$20,000. If it easier just to provide a list, that will be fine.	3/6/17	1.17 HOURS
<b>3/6/17</b> <b>DUE 4/4/17</b> <b>COMMERCIAL</b>	Gargi Patel Canon Business Systems	I am requesting the following information: <ul style="list-style-type: none"> <li>•Lease and Maintenance/Service contract(s) pertaining to all copier and printer equipment used by the school/district</li> <li>•Contract(s) pertaining to any Managed Print Services program used by the school/district</li> <li>•Current invoices and Terms and Conditions</li> </ul>	3/20/17	.74 HOURS
<b>3/7/17 DUE</b> <b>4/5/17</b> <b>COMMERCIAL</b>	Gabriella Lauricella	SmartProcure is submitting a commercial FOIA request to the Mchenry County College for any and all purchasing records from 2016-11-22 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 7. What is the beginning of your fiscal year? The attached document may be helpful as a reference to fulfill this request if the Mchenry County College stores the records using any of the pre-programmed software reports, but the records request is not limited to the reports listed.	3-7-17	.67 HOURS
<b>3/20/17</b> <b>Due 3/27/17</b>	Cal Skinner	Under the FOIA, please provide documents showing the salaries of those laid off at the last MCC Board meeting, along with their first and last names and job titles.	3/28/17	2.17 HOURS

## FOIA REQUEST SUMMARY March, 2017

<p><b>3/28/17</b> <b>Due 4/4/17</b></p>	<p>Chanci Caudill Lexis Nexis</p>	<p>Pursuant to the state open records law 5 Ill. Comp. Stat. 140/1 to 140/11.5, on behalf of LexisNexis Risk Solutions, I write to request access to and a copy of all current Student Directory Information for the Spring 2017 semester as permitted for disclosure under Family Educational Rights and Privacy Act Regulations (FERPA). If your agency does not maintain these public records, please let me know who does and include the proper custodians name, address, telephone number and email.</p> <p>On behalf of LexisNexis Risk Solutions, I agree to pay any reasonable charges associated with the electronic media (CD-ROM or DVD) and postage fees of not more than \$75.00. If the cost would be greater than this amount, please notify me in writing. Please provide a receipt indicating the charges for each document. Additionally, a W-9 will need to be filled out and submitted prior to LexisNexis payment unless you already have a W9 on file with LexisNexis. We would prefer the format to be Excel or CVS however we can handle any and all formats.</p> <p>As provided by the open records law, I will expect your response within five (5) working days. See 5 Ill. Comp. Stat. 140/3(c). If you choose to deny this request, please provide a written explanation for the denial including a reference to the specific statutory exemption(s) upon which you rely. Also, please provide all segregable portions of otherwise exempt material.</p> <p>The requested Student Directory information is listed below:</p> <ul style="list-style-type: none"> <li>● Name - Yes</li> <li>● Major - Yes</li> <li>● Grade - No</li> <li>● Email - No</li> <li>● Date Of Birth - No</li> <li>● Attendance Date - Yes</li> <li>● Enrollment Status - Yes</li> <li>● Address - Yes</li> <li>● Phone Number - No</li> </ul>	<p>3/28/17</p>	<p><i>1 HOUR</i></p>
---	---------------------------------------	--	----------------	----------------------