

**Illinois**  
**Department of**  
**Corrections**

**Bruce Rauner**  
 Governor

**Gladys C. Taylor**  
 Acting Director

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July 30, 2015

MEMORANDUM

TO: Dan R. Long, Executive Director  
 Commission on Government Forecasting and Accountability

FROM: Gladys C. Taylor, Acting Director

RE: Answers to follow-up questions from the Hardin County Work Camp Closure Hearing

Below you will find a series of questions and answers that are in response to the follow-up letter dated July 21, 2015 that we received after testifying at COGFA hearing regarding the proposed closure of the Hardin County Work Camp.

1. It was indicated plans are to close the Hardin County Work Camp by December, 2015. Can DOC please provide the Commission the step by step dates and actions which will need to take place to close this facility?

**Response: Please see attached documents entitled IDOC Administrative Directive 01.02.150 and Hardin County Work Camp Closure Timeline.**

2. Please provide the recidivism rate for the Hardin County Work Camp as well as the other work camps in the DOC system.

Work Crew	Locations	County Location	Facility Type	Parent Facility	Population	Bed Count	Recidivism Data		
							FY 11 Exits	Returns in 3 Years	Recidivism Rate *
Clayton Work Camp		Adams	Work Camp	Western C.C.	146	200	NA	NA	NA
Dixon Springs IIP		Pope	Boot Camp	Vienna C.C.	129	302	656	292	44.5%
DuQuoin IIP		Perry	Boot Camp	Pickneyville C.C.	175	300	521	247	47.4%
East Moline Work Camp		Rock Island	Work Camp	East Moline C.C.	184	184	17	7	41.2%
Greene County Work Camp		Greene	Work Camp	Jacksonville C.C.	159	200	86	41	47.7%
Hardin County Work Camp		Hardin	Work Camp	Shawnee C.C.	167	288	83	38	45.8%
Lincoln C.C.		Logan	Prison	Lincoln C.C.	1,009	1,019	929	311	33.5%
Logan C.C.		Logan	Prison	Logan C.C.	1,795	2,019	1,246	632	50.7%
Pittsfield Work Camp		Pike	Work Camp	Jacksonville C.C.	269	408	188	75	39.9%
Sheridan C.C.		LaSalle	Prison	Sheridan C.C.	2,033	2,104	540	246	45.6%
Southwestern Work Camp		St. Clair	Work Camp	Southwestern C.C.	100	100	62	16	25.8%

Total Illinois Department of Corrections Recidivism Rate (FY11 Exits) - 48.3%

\* Please note that this information does not reflect all of the locations during offenders entire stay at IDOC

NA - Information Not Available by Location

3. How many vacancies exist, at the date of your response, at the Shawnee Correctional Center and the Vienna Correctional Center? It was stated at the hearing that all 61 employees at the Hardin County Work Camp could be placed in positions available Shawnee and Vienna - could you please outline how this will be attained and the impact that any "bumping rights" will have on this plan?

**Response: There are 25 vacancies at Shawnee and 42 at Vienna, which brings up a total of 67 vacancies at the present time. For layoff and bumping procedures, please see Article XX Section 3 of the AFSCME contract.**

4. Can you provide the total number of beds at work camps statewide and the number of beds available as of July 2015?

Work Crew Locations	County Location	Facility Type	Parent Facility	Population	Bed Count
Clayton Work Camp	Adams	Work Camp	Western C.C.	146	200
Dixon Springs IIP	Pope	Boot Camp	Vienna C.C.	129	302
DuQuoin IIP	Perry	Boot Camp	Pickneyville C.C.	175	300
East Moline Work Camp	Rock Island	Work Camp	East Moline C.C.	184	184
Greene County Work Camp	Greene	Work Camp	Jacksonville C.C.	159	200
Hardin County Work Camp	Hardin	Work Camp	Shawnee C.C.	167	288
Lincoln C.C.	Logan	Prison	Lincoln C.C.	1,009	1,019
Logan C.C.	Logan	Prison	Logan C.C.	1,795	2,019
Pittsfield Work Camp	Pike	Work Camp	Jacksonville C.C.	269	408
Sheridan C.C.	LaSalle	Prison	Sheridan C.C.	2,033	2,104
Southwestern Work Camp	St. Clair	Work Camp	Southwestern C.C.	100	100

5. There was a significant amount of testimony on the service the Hardin County Work Camp provides to the community. Can you please provide the total hours of Community Service provided by the work camp in 2013, 2014 and projected 2015 with a listing of specific services provided?

STATEWIDE CALAENDER WORK CREW SUMMARY (January 1, 2015 - June 30, 2015)

Facility	Number of Offenders	Total Service Hours							Total
		Disaster	Government Agencies	Local and State Parks	Non-profit Organization	Highway	Youth/Senior Services	Special Projects	
Clayton Work Camp	1,844	1,444	6,300	942	1,000	0	0	0	9,685
Dixon Springs IIP	6,473	0	42,932	5,272	100	670	0	99	49,073
DuQuoin IIP	3,780	45	18,828	954	688	629	405	145	21,693
East Moline Work Camp	0	0	0	0	0	0	0	0	0
Greene County Work Camp	975	734	5,870	0	0	0	0	146	6,750
Hardin County Work Camp	3,824	0	6,399	2,327	0	0	0	25,016	33,742
Lincoln C.C.	843	0	3,420	0	0	0	0	2,286	5,706
Pittsfield Work Camp	288	628	464	0	0	0	0	0	1,092
Southwestern Work Camp	42	0	54	0	0	0	0	0	54
Sheridan C.C.	15	120	0	0	0	0	0	0	120
Total:	18,084	2,971	84,266	9,495	1,787	1,299	405	27,692	127,914

STATEWIDE CALAENDER WORK CREW SUMMARY (2014)

Facility	Number of Offenders	Total Service Hours							Total
		Disaster	Government Agencies	Local and State Parks	Non-profit Organization	Highway	Youth/Senior Services	Special Projects	
Clayton Work Camp	5,438	0	11,589	5,623	5,978	0	480	4,547	28,215
Dixon Springs IIP	11,985	39	71,406	8,256	266	1,998	0	153	82,117
DuQuoin IIP	5,539	0	25,089	19,529	2,597	591	0	738	48,544
East Moline Work Camp	22	532	0	0	0	0	0	14	546
Greene County Work Camp	7,293	0	27,852	4,140	1,770	228	0	8,748	42,738
Hardin County Work Camp	708	0	2,257	11,987	592	104	0	922	15,862
Logan C.C.	2,776	0	7,397	0	0	0	0	7,671	15,068
Pittsfield Work Camp	400	890	160	0	582	0	0	0	1,632
Southwestern Work Camp	140	0	133	0	0	0	0	162	295
Total:	34,301	1,461	145,883	49,534	11,784	2,921	480	22,954	235,016

STATEWIDE CALAENDER WORK CREW SUMMARY (2013)

Facility	Number of Offenders	Total Service Hours							Total
		Disaster	Government Agencies	Local and State Parks	Non-profit Organization	Highway	Youth/Senior Services	Special Projects	
Clayton Work Camp	4,546	3,846	13,380	790	291	0	0	4,663	22,969
Dixon Springs IIP	9,536	221	54,153	8,012	341	2,007	0	0	64,733
DuQuoin IIP	8,188	0	13,741	27,425	3,697	3,164	0	1,102	49,128
East Moline Work Camp	0	0	0	0	0	0	0	0	0
Greene County Work Camp	4,083	2,340	11,539	1,847	2,385	204	0	2,502	20,817
Hardin County Work Camp	146	0	744	195	0	0	0	0	939
Logan C.C.	3,746	0	10,026	0	1,058	0	0	11,154	22,238
Pittsfield Work Camp	1,373	7,052	258	51	27	118	0	0	7,505
Southwestern Work Camp	305	0	1,085	60	0	226	0	382	1,753
Total:	31,923	13,459	104,926	38,378	7,799	5,718	0	19,803	190,081

6. Can you provide a breakdown of the \$9.8 million estimated deferred maintenance which was indicated to include repairs to the kitchen at the Hardin County Work Camp that was damaged by the fire? It was stated this list was completed by CDB in FY2009 - is there an update to this list? If so, please provide the list for all DOC facilities? Are these considered a "wish list" or do all the items listed need to be immediately completed keep facilities operational? Can you provide a minimum estimated cost to the Hardin County Work Camp operational using in-house DOC skilled labor?

**Response:** Please see the two attached files named **VFA Deferred Maintenance Analysis for Hardin County Work Camp** and **Final Survey for Hardin County CDB Project 120.265.R01**. Please note that only three of the facility's ten buildings were surveyed and listed on the VFA analysis report, which was compiled in 2007. There are no updates to the projects listed and no surveys of the other seven buildings at the facility. This is primarily because the Capital Development Board (CDB) has not visited the facility because of a lack of capital funding and competing capital priorities throughout the Department. As for the total number of competing priorities, note that in the Governor's FY16 capital request the total amount of deferred maintenance at the Illinois Department of Corrections totaled approximately \$1.7 billion. To put this in perspective, please see the attached file named **IDOC Capital Request by Facility** which lists approximately 223 projects and encapsulates approximately one-quarter of our total need. With this much deferred maintenance in our Department, there is no "wish list." Everything requested is a necessity to ensure the health, life, and safety for staff and offenders, help achieve energy and operational savings, and prevent emergent issues that may compromise public safety. With respect to Hardin County, there has been no scope submitted by in-house labor that would bring Hardin County up to recommended safety standards. Instead, the aforementioned scope found in the attached document identifies approximately \$1.6 million in capital upgrades, including architect and engineering designs that needs to be completed in order to address the most emergent issues. This Hardin County report was compiled in 2009.

7. Can you provide the Commission with the status of FOIA requests related to Hardin County Work Camp that have been received in the last 90 days?

**Response:** Over the last 90 days, IDOC has only received one FOIA related to Hardin County Work Camp. That FOIA was sent to the Department on July 23, 2015 at 3:36pm. As of the date of this response, the Department is reviewing the FOIA request and compiling the appropriate response.

8. Can we get a breakdown of the estimated \$25,000 cost to maintain the 15 acre Hardin County Work Camp if it is closed? Can you provide a list of all the critical tasks that will be necessary as part of the maintenance? What will happen to the bee hives? Will the gardens be maintained?

Please see below for estimated "mothballing" costs:

- **Gas and oil for vehicles providing maintenance and spot-checks - \$1,000**
- **Weed spray, trimmer line, miscellaneous commodities - \$250**
- **Incidentals - \$3,750**
- **Minimum utility charges - \$20,000**

9. Can you provide a copy of the contract for the portable kitchen that is currently used at the Hardin County Work Camp? How was the contract procured? Why has DOC not moved forward with making the current kitchen operational instead of continuing to pay \$13,000 per month for a portable kitchen?

**Response: Please see attached file named Kitchens To Go Contract for Hardin County. The contract method for procurement was a competitive solicitation known as an invitation for bid (IFB) and at a cost of \$11,500 per month not including propane. IDOC worked with CDB on the funding estimates to fix the kitchen, but due to the lack of capital funding there was nothing made available to make the repairs.**

10. Please provide a comparison of the cost to house an inmate at each DOC as opposed to a work camp.

	FY14 Per Capita Costs	FY14 Daily Per Capita Costs	FY14 Marginal Costs	FY14 Daily Marginal Costs
Hardin County Work Camp	\$ 17,412	\$47.70	\$ 3,556	\$ 9.74
Big Muddy River	\$ 17,826	\$48.84	\$ 5,376	\$ 14.73
Centralia	\$ 22,026	\$60.34	\$ 4,604	\$ 12.61
Danville	\$ 16,435	\$45.03	\$ 4,608	\$ 12.63
Decatur (Female)	\$ 28,944	\$79.30	\$ 5,446	\$ 14.92
Dixon	\$ 25,253	\$69.19	\$ 7,132	\$ 19.54
East Moline	\$ 20,505	\$56.18	\$ 4,739	\$ 12.98
Graham	\$ 22,369	\$61.28	\$ 6,251	\$ 17.13
Hill	\$ 17,422	\$47.73	\$ 5,673	\$ 15.54
Illinois River	\$ 16,473	\$45.13	\$ 5,247	\$ 14.37
Jacksonville	\$ 24,241	\$66.41	\$ 4,696	\$ 12.86
Lawrence	\$ 17,542	\$48.06	\$ 5,098	\$ 13.97
Lincoln	\$ 22,864	\$62.64	\$ 6,125	\$ 16.78
Logan	\$ 24,566	\$67.30	\$ 8,216	\$ 22.51
Menard	\$ 21,665	\$59.36	\$ 4,406	\$ 12.07
Pinckneyville	\$ 18,888	\$51.75	\$ 4,963	\$ 13.60
Pontiac	\$ 34,287	\$93.94	\$ 7,696	\$ 21.08
Robinson	\$ 21,038	\$57.64	\$ 5,403	\$ 14.80
Shawnee	\$ 16,500	\$45.20	\$ 4,324	\$ 11.85
Sheridan	\$ 25,306	\$69.33	\$ 9,675	\$ 26.51
Southwestern Illinois	\$ 37,432	\$102.55	\$ 13,840	\$ 37.92
Stateville	\$ 29,691	\$81.34	\$ 7,117	\$ 19.50
Taylorville	\$ 20,627	\$56.51	\$ 5,737	\$ 15.72
Vandalia	\$ 19,854	\$54.39	\$ 4,106	\$ 11.25
Vienna - Total	\$ 20,399	\$55.89	\$ 3,974	\$ 10.89
Western Illinois	\$ 17,490	\$47.92	\$ 4,582	\$ 12.55

11. Which counties will be the most impacted by the closure of the Hardin County Work Camp and can you provide an economic impact related only to these counties?

**Response: The Department followed up with Dr. Hewings from the University of Illinois' Regional Economics Applications Laboratory in an effort to help answer this question. His response when looking at the impact based upon an unknown quantity, if any, of employees that would be moving from their current residences was "if no one will lose his/her job, but the site of the job will change, then there is virtually little or no impact. If people re-locate, then there will probably be a redirection of expenditures from their salaries in the new location. But, to measure this, we would need to know how many."**

12. What percent of inmates are high school dropouts? How many obtain their high school degree or equivalent while being incarcerated?

**Response: The Department is unable to obtain this information given the limitations of our IT infrastructure and manual resources that would need to be redirected to gathering this information.**

13. Please provide specifics as to why current skilled labor on DOC payroll cannot be used to make the Hardin County Work Camp kitchen operational? We understand that equipment and supplies which exceed \$10,000 may require competitive bidding or use of master contracts maintained by CMS, but we do not understand why skilled labor employed by DOC cannot be used to make repairs. If they cannot be used for maintenance and repairs at DOC facilities, what do they do? Secretary of State employs skilled laborers who provide maintenance, repairs, and construction needed in buildings located at the Capital Complex on a daily basis. How is this different from the skilled labor employed by DOC?

**Response: IDOC does employ skilled labor professionals and uses them daily. However, they do not complete major design and/or construction projects and none of the skilled labor professionals at IDOC submitted a project scope or request to repair Hardin County for the quoted amount of \$10,000. Instead, facility staff requested the project be handled by CDB as a capital project. For a project of this magnitude and the scope of work included, the project would require design work from outside architects/engineers and then skilled labor would come in and complete the work. This would all need to be bid out through a competitive and transparent process, as outlined by the Illinois Procurement Code.**

<b>Illinois</b> Department of <b>Corrections</b>	<b>ADMINISTRATIVE DIRECTIVE</b>		Number	01.02.150
			Page	1 of 3
			Effective	12/1/2002
Section	01	Administration and General Office		
Subsection	02	Administration, Organization and Management		
Subject	150	Closing a Facility		

**I. POLICY**

**A. Authority**

730 ILCS 5/3-2-2

44 Illinois Administrative Code 5010.410

**B. Policy Statement**

All offices, divisions, and bureaus within the department shall coordinate activities to effectuate timely and orderly closing of facilities.

**II. PROCEDURE**

**A. Purpose**

The purpose of this directive is to establish a written procedure to ensure all aspects of closing a facility are administered.

**B. Applicability**

This directive is applicable to all divisions and bureaus within the Department.

**C. Internal Audits**

An internal audit of this directive is not required.

**D. Designees**

Individuals specified in this directive may delegate stated responsibilities to another person or persons unless otherwise directed.

**E. Definition**

Deputy Director – means the Deputy Director or the District Deputy Director.

Facility - includes state-owned or leased office space, program sites, or correctional facilities.

**F. Requirements**

1. The appropriate Deputy Director of any closing facility shall be responsible for all phases of closing a facility.
2. As soon as practicable after notice of closing a facility is received, a written plan for all phases of closing the facility shall be established by the Deputy Director and submitted to the Associate Director and the Director for approval. The plan shall include, but is not limited to:

**Illinois** Department of **Corrections**

<b>ADMINISTRATIVE DIRECTIVE</b>	Effective <b>12/1/2002</b>	Page <b>2 of 3</b>	Number <b>01.02.150</b>
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- a. Transfer of offenders to other facilities.
  - b. Transfer or layoff of employees.
  - c. Proper disposition of employee and offender files.
  - d. Inventory and disposal of state property in accordance with applicable directives, including computer equipment.
  - e. Reconciliation of all financial books and records.
  - f. Cash audit of all locally held funds performed by the Fiscal Internal Audit Unit.
  - g. Proper disposition of locally held funds, including.
    - (1) Transfer of trust fund accounts to the appropriate facilities.
    - (2) Transfer of benefit funds and the Travel and Allowance fund to the facility designated by the Director.
    - (3) Proper disposition of commissary inventories and transfer of the commissary fund balance to the facility designated by the Director.
    - (4) Completion of bank signature authority cards for Division of Finance personnel to use for closure of bank accounts, if appropriate.
  - h. Completion of a Fixed Assets Report (C-15) and Report of Receipts and Disbursements (C-17) by Division of Finance staff after the facility closes.
  - i. Transferal of vital records for safekeeping in accordance with the State Records Act.
  - j. Collection and proper disposal of keys or other items assigned to facility employees in accordance with Administrative Directive 01.02.155, Procedure for Transfer or Separation of Employees.
  - k. Discontinuance of utilities or service, as appropriate.
  - l. Termination of contracts/leases, as appropriate.
  - m. Securing the facility.
  - n. Notifying the U.S. Post Office of the appropriate forwarding address.
  - o. Notification to local law enforcement, emergency services, and State's Attorney.
3. Upon approval of the plan, the Deputy Director shall notify other division heads of the closing date and request any services required.
  4. The Manager of Management Information Systems shall also develop a plan for coordinating removal and disconnection of all computer equipment, including revocation of computer sign-ons. The plan shall be approved by the appropriate Deputy Director and the Associate Deputy Director.



**Illinois** Department of **Corrections**

<b>ADMINISTRATIVE DIRECTIVE</b>	Effective <b>12/1/2002</b>	Page <b>3 of 3</b>	Number <b>01.02.150</b>
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5. All manuals containing rules, regulations, policies, procedures, etc. shall be returned to the office responsible for distributing same within the Department. This provision does not apply to local policy and procedures manuals. One copy of local policy and procedures manuals shall be retained in accordance with the approved records retention schedule.
6. An inventory of controlled property shall be conducted as close to the scheduled closing date as possible. All property shall be accounted for with proper property control documentation showing all transfers or deletions from inventory. The final inventory shall be forwarded to the Division of Finance, Procurement Section for submission to the Central Management Services (CMS) Property Control Division.

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**Authorized by:**

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**Donald N. Snyder Jr.**  
**Director**

Supersedes:

01.02.150

AD

11/1/1990

## **Hardin County Work Camp Closure Timeline**

August 5, 2015

Receive the Recommendation of the Commission on Government Forecasting and Accountability.

August 6, 2015

Provide AFSCME and the ISEA Local 2002 Notice of Closure and commence impact bargaining.

August 10, 2015

Submit Preliminary Layoff Plan to Director of Central Management Services.

August 31, 2015

Provide AFSCME, ISEA Local 2002, and INA formal notice of layoff (30 day notice required).

September 14, 2015

Provide each employee notice of layoff, including seniority roster, vacancy list, and bump options (5 day notice required).

September 21-25, 2015

Hold Individual Meetings at the work site with all employees to discuss layoff options.

September 28, 2015

Submit Final Layoff Plan to Director of Central Management Services.

October 12, 2015

Final Layoff Notices sent by Central Management Services (10 work day notice required).

November 2, 2015 through December 31, 2015

Employees may be transferred to new work locations as operational needs allow

December 31, 2015

Final Closure

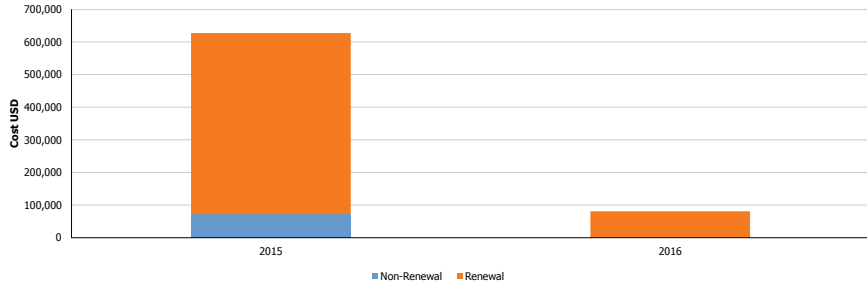


## Building Funding Needs Report

*By Building Name*

Agency: DEPT OF CORRECTIONS	Building: GYMNASIUM		
Facility: HARDIN COUNTY WORK CAMP	BuildingNumber: C5002		
Report is grouped by Year	Currency: USD	Address 2	-
Address 1	R.R. #1	State/Province/Region	IL
City	Cave in Rock	ZIP	629190000
Country	UNITED STATES OF AMERICA		
Current Replacement Value	1,961,834	Size	7,000SF

### Summary of Funding Needed by Requirement Type and Year



Year	Renewal Requirements	Non-Renewal Requirements	Total
2015	555,406	71,717	627,123
2016	80,633	0	80,633
<b>Total</b>	<b>636,040</b>	<b>71,717</b>	<b>707,757</b>

### Detail of Funding Needed by Year

Year	System	Requirement Name	Renewal	Non-Renewal	Total
2015	D2010 - Plumbing Fixtures	Water Coolers, Wall-Mounted (Each) Renewal	4,159	0	4,159
	B2010 - Exterior Walls	Exterior Walls: Damaged Metal Siding	0	5,802	5,802
	D5022 - Lighting Equipment	Lighting Interior: Aged Gymnasium Lighting	0	57,735	57,735
	B2030 - Exterior Doors	Door Assembly - 6 x 7 HM Renewal	7,453	0	7,453
	B2030 - Exterior Doors	Door Assembly - 3 x 7 HM Renewal	7,763	0	7,763
	B30 - Roofing	Metal Roofing: Minor Leaks	0	8,180	8,180
	D3050 - Terminal and Package Units	Window AC Units (Each) Renewal	2,297	0	2,297
	D5092 - Emergency Light and Power Systems	Emergency Battery Pack Lights Renewal	12,661	0	12,661
	C1035 - Identifying Devices	Fittings: Signage (Room Numbering and Identification) Renewal	3,681	0	3,681
	C3020 - Floor Finishes	Resilient Flooring - High End Renewal	239,269	0	239,269
	D2010 - Plumbing Fixtures	Restroom Fixtures 7, Std Density, Avg Qual Renewal	44,001	0	44,001
	D5092 - Emergency Light and Power Systems	Exit Signs Renewal	10,460	0	10,460
	C3010 - Wall Finishes	Painted Finish - Average (1 Coat Prime - 2 Coats Finish) Renewal	30,188	0	30,188
	C3020 - Floor Finishes	VCT 4 - Average Renewal	21,295	0	21,295
	C20 - Stairs	Stairs - Average Renewal	17,808	0	17,808
	C3030 - Ceiling Finishes	VSF Faced Insulation System Renewal	21,131	0	21,131
	D2020 - Domestic Water Distribution	Water Heater, Elec, Residential, 30 Gal Renewal	5,107	0	5,107
	D5021 - Branch Wiring Devices	Branch Wiring Renewal	85,597	0	85,597
	D5037 - Fire Alarm Systems	Fire Alarm System Renewal	29,055	0	29,055
	C3030 - Ceiling Finishes	ACT System - Standard Renewal	13,483	0	13,483
		<b>Subtotal for 2015</b>	<b>555,406</b>	<b>71,717</b>	<b>627,123</b>
2016	D5033 - Telephone Systems	Telephone System Renewal	12,199	0	12,199
	D5012 - Low Tension Service and Dist.	Main Electrical Service Renewal	68,434	0	68,434
			<b>Subtotal for 2016</b>	<b>80,633</b>	<b>0</b>
		<b>Total</b>	<b>636,040</b>	<b>71,717</b>	<b>707,757</b>

**VACANCIES****Shawnee**

Public Service Administrator	Business Administrator	1
Account Tech I	Same	2
Corrections Supply Supervisor III	Same	1
Corrections Ground Supervisor	Same	1
Corrections Food Supervisor III	Same	1
Office Coordinator	Same	1
Correctional Casework Supervisor	Same	1
Office Associate	Same	1
Public Service Administrator	Health Care Administrator	1
Correctional Officers	Same	13
Lieutenants	Same	1
Shift Commanders	Same	1
		<u>25</u>

**Vienna**

Administrative Assistant II	Same	1
Accountant	Same	1
Corrections Supply Supervisor I/II	Same	2
Stationary Fireman	Same	1
Stationary Engineer	Same	1
Corrections Ground Supervisor	Same	1
Public Service Administrator	Food Service Manager	1
Corrections Food Service Supervisor I/II	Same	1
Executive II	Same	1
Office Assistant	Same	1
Office Associate	Same	1
Correctional Counselor I/II	Same	1
Corrections Nurse I/II	Same	1
Office Associate	Same	1
Correctional Officers	Same	16
Sergeants	Same	1
Lieutenants	Same	3
Shift Commanders	Same	1
		<u>36</u>

**Dixon Springs**

Correctional Officers	Same	5
Lieutenants	Same	1
		<u>6</u>

**GRAND TOTAL 67****FILLED POSITIONS AT HARDIN COUNTY WORK CAMP****Hardin County Work Camp**

Office Associate	Same	1
Corrections Food Service Supervisor	Same	5
Correctional Counselor II	Same	1
Corrections Nurse II	Same	1
Correctional Officers	Same	39
Sergeants	Same	6
Lieutenants	Same	3
Shift Supervisors	Same	5
		<u>61</u>

**FINAL SURVEY DOCUMENT**  
**CDB Project # 120-265-R01**  
**Fiscal Year 2020**  
**June 2, 2015**

**AGENCY: Department of Corrections**

**LOCATION: Hardin County Work Camp**

**APPROPRIATION TITLE: Renovate Dietary**

**CLASS: Shells-Building Systems                      USER PRIORITY: 0      SURVEY TYPE:**

**DATE SURVEY COMPLETED: 05/12/2009                      EXTENDED DATE:                      00/00/0000**

**LEAD EVALUATOR: David Ealey                      TOTAL PROJECT COST: \$1,625,000**

<u>DISCIPLINE</u>	<u>SURVEYOR</u>	<u>SITE VISIT</u>	<u>CONCEPTUAL ESTIMATE</u>
ARCHITECT	David Ealey	09/16/2008	\$927,400
CIVIL		00/00/0000	\$0
MECHANICAL	Jim Butler	09/16/2008	\$58,200
ELECTRICAL	Bill Miller	09/16/2008	\$116,000
STRUCTURAL		00/00/0000	\$0
ROOFING		00/00/0000	\$0
ASBESTOS		00/00/0000	\$0
OTHER		00/00/0000	\$0
<b>TOTAL ESTIMATED CONSTRUCTION COST:</b>			<b>\$1,101,600</b>

**FACILITY/BUILDING DESCRIPTION:**

The Dormitory & Kitchen (C5001) is a 13,700 square foot, one-story building constructed in 1983.

**PROJECT PROBLEM DESCRIPTION:**

Damage and heavy use have contributed to the deterioration of building components and equipment throughout the existing kitchen, dry storage room, showers and toilet rooms.

**PROJECT SCOPE:**

The scope of work provides for renovating the existing kitchen, dry storage and shower/toilet rooms.

**BUDGET SURVEY RECOMMENDATIONS:**

Discipline: Architectural

Discussion:

There is an emergency project addressing immediate needs at the existing kitchen. This survey document identifies the remaining needs in the kitchen and shower/toilet rooms. Re-design of the kitchen should be included, to provide for modern equipment and current professional processes. Temporary kitchen facilities required during the construction phase of this project are not included in this survey document.

Kitchen / Dry Storage / Office

1. Remove all existing kitchen equipment and remove existing interior partitions and ceiling.
2. Provide a new concrete slab, foundation and exterior walk-in cooler/freezer adjacent to the existing building. Prepare an opening through the existing exterior wall to provide access to the new walk-in cooler/freezer from the existing kitchen. Connect to existing utilities under new slab.
3. Replace the existing screen panels and framing at the screen porch. Paint all trim at the porch.
4. Provide new 6" thick concrete block partitions in the renovated kitchen and new hollow metal doors & frames. Provide a fixed glass window at the kitchen manager's office. Provide trim and flashing at the new opening to the walk-in cooler/freezer. Patch quarry tile floors as necessary.
5. Provide a new gypsum board ceiling on plywood, all suspension/fastening equipment, access panels and attachments. Integrate new lighting (see "Electrical") with the new ceiling. Paint all new walls, ceilings, doors and frames.
6. Provide new kitchen equipment, including steamers, grill, kettles, fryer, mixer, ice-maker, range/oven combo, dishwasher, 3-compartment sink, hot & cold food tables and portable hot boxes.

#### Toilet 1

7. Remove existing quarry tile floor and panel ceiling.
8. Provide a new tile floor, membrane, epoxy grout and moisture-resistant gypsum board ceiling on plywood. Integrate new lighting (see "Electrical") with the new ceiling.
9. Prep and paint existing concrete block walls.
10. Provide new security mirrors (polished stainless steel) and shelves at each sink.

#### Shower 1

11. Remove existing quarry tile floor and panel ceiling.
12. Provide a new tile floor, membrane, epoxy grout and cement plaster ceiling. Integrate new lighting (see "Electrical") with the new ceiling.
13. Prep and paint existing concrete block walls.

#### Toilet/Shower 2

14. Remove existing quarry tile floor and panel ceiling.
15. Provide a new tile floor, membrane and epoxy grout.
16. Provide a moisture-resistant gypsum board ceiling on plywood in the toilet area.
17. Provide a cement plaster ceiling in the shower area.
18. Integrate new lighting (see "Electrical") with the new ceiling.
19. Provide new concrete block walls at the corridor, 48 inches high.
20. Prep and paint all concrete block walls.
21. Provide new security mirrors (polished stainless steel) and shelves at each sink.

TOTAL ARCHITECTURAL COST: \$927,400

Discipline: Mechanical

Discussion:

The existing walk-in freezer is too small for daily meal storage required by the facility. A new 20' x 20' freezer is required. Dry Cooler ventilation does not meet code. The existing Stero Hobart dishwasher has not worked and is beyond repair. The existing range hood fire protection system is inoperable. Also, the shower room heads, drains and the lavatories are original and in need of replacement.

Recommendations:

1. Provide one mop sink for new janitor closet.
2. Provide new kitchen range hood fire protection.
3. Rehab existing single toilet with new toilet and exhaust fan (security fixtures, 100 cfm).
4. Provide new exhaust ventilation for existing dry walk-in cooler (300 cfm).
5. Provide new shower heads, lavatories with faucets, and floor drains for the Unit 1 and also the Units 2 & 3 shower/restrooms. Provide security fixtures. (Unit 1: 8 shower heads, 8 lavs, 2 new floor drains with 25 lf of saw-cut and replace imbedded drains. Unit 2-3: 12 shower heads, 16 lavs, 4 floor drains with 40 lf of saw-cut and replacement of imbedded drains.)

TOTAL MECHANICAL COST: \$58,200

Discipline: Electrical

Discussion:

Neither the dietary nor the toilet/shower areas have been renovated since 1980. The electrical system is undersized. The lighting is poor and dim. This project will totally renovate the electrical system with all new equipment including power, lighting and fire alarm systems in the dietary and toilet/shower areas. All light fixtures will be security-type fixtures. The existing 400 amp panel will remain. A new 400 amp, 42 circuit panel will be added.

Recommendations:

1. Complete demolition of electrical system in the dietary and toilet/shower areas.
2. Provide a new 400 amp, 3 phase, 42 circuit, 120/208 volt panelboard.
3. Replace all lighting with new energy efficient security type fluorescent fixtures.
4. Replace all existing wiring in the dietary and toilet/shower areas.
5. Replace and add emergency lighting.
6. Replace and add exit lighting.
7. Provide updated, code compliant fire alarm devices for the areas.

TOTAL ELECTRICAL COST: \$ 116,000

cc: Kyle Beachy

Type of Project	Institution	Problem Description	Recommended Fix	Estimated Cost	Impact of not Being Addressed
Deferred Maintenance	Big Muddy River	The Vocational Building presently has minimum electrical service in the event of a power outage. Only emergency lighting is available to evacuate the building. In the event of a power outage, the building has no heating, cooling or ventilation equipment that would be operable. Building C6408.	Install Emergency Generator and automatic transfer switch at the main electrical service in the building.	\$ 628,000	In the event of a long power outage there is risk of freezing domestic water lines and heating lines along with the coils in the ASU Units and all other items containing water such as the most expensive being the boilers. The building would not be available for use.
Deferred Maintenance	Big Muddy River	Condensation and leaking metal roofs have damaged the ceiling drywall. The emergency escape ladders are inadequate and need to be replaced with units better designed for this purpose; recommend ladders as installed at the Pinckneyville Facility. The entrance doors to the officers watch post area do not operate properly. The metal siding is coming loose from the steel structure. The exterior metal doors and frame work are deteriorated from rust causing the doors to not close properly and have openings allowing weather to enter. Buildings C6411, C6412, C6413 & C6414.	Replace Tower Roofs, exterior Doors and Frame Work, & Trap Doors. Repair ceilings & Repair Interior, Secure Loose panels or replace them.	\$ 750,000	In the event of an emergency evacuation staff exiting the tower using the rope ladders could be hurt. Staff are unable to use the trap doors safely in their current condition. High winds could cause the side panels to be blown off. Weather entering the tower could cause mechanical failure to plumbing and electrical system. The exterior doors and frame work if not replaced can cause the towers to become un-secureable.
Deferred Maintenance	Big Muddy River	The asphalt parking lot and perimeter roads are deteriorating, large cracks and pot holes are evident allowing water damage to occur. The asphalt at areas adjoining concrete have deteriorated and are damaging wheels to trash dumpsters.	Repair asphalt according to industry standard established by an Engineering firm.	\$ 1,250,000	Damage to dumpsters will continue. Deep pot holes are a tripping hazard and can damage vehicles.
Deferred Maintenance	Big Muddy River	The upper shower floors are leaking and deteriorating the plaster ceiling in the lower showers. The floors are pre-cast concrete construction, the water which has leaked in the core area of the pre-cast leaks out of electrical junction boxes and deteriorates the light fixtures. This creates a serious safety and sanitation problem. Buildings C6401, C6402, C6403, C6404 & C6406.	Replace existing shower area tile floors and walls. Install a safe pan under the new floors up the walls several inches.	\$ 1,260,000	Safety and sanitation issues will continue.
Deferred Maintenance	Big Muddy River	The Dietary Dept. kitchen preparation floors need to be replaced. The cooking equipment is continuously breaking down especially ovens, steam kettles, mixers choppers and ice machines. The dish room needs new ventilation and exhaust fans. The floor drain traps and drain piping are rotting through causing some drain lines to be replaced using facility budget. Building C6407.	Replace flooring & cooking equipment that has not been replaced through emergency funding. Replace entire dish machine exhaust system using stainless steel duct work and ventilation equipment. Replace plumbing drain lines, trench drains and traps.	\$ 1,500,000	Facility will continue to use large amount of Fiscal Year Budget to repair equipment and plumbing system. Sanitation issues will continue due to the condition of the flooring. Condensation in the dish room will continue to be a problem causing the window frames and door frames and doors to rust out.
Deferred Maintenance	Big Muddy River	The Existing electronic locking control components including power supplies, optical relays, ribbon cables, control panel switches and diodes are requiring maintenance staff to repair weekly. The printed circuit boards are custom built with a 12 week delivery date for replacement. Electronic parts used to build the boards are becoming obsolete and some are no longer available. The intercom systems interfaced with the locking control system; problems with the intercom can shut down the locking control panels. The existing HVAC system will need to be upgraded due to the additional heat load from the new computer terminals in the control room. Buildings C6401, C6402, C6403, C6404 & C6406.	Install new locking control panels in the control rooms of the housing units. The new programmable logic control cabinets will be installed in the mechanical room of each building.	\$ 3,100,100	When complete failure of the panels occurs and parts are no longer available staff will have to key open every door in the Housing units. The intercom system currently is not fully functional and will continue to get worse. This will lead to no communication to the residents while in their cells or on the wings.
Deferred Maintenance	Centralia	The Health Care Unit (Building C2908) reception area have vinyl tiles that were installed with asbestos glue. The tiles are now aged and beginning to peel up from the floor.	Removal of tiles and asbestos. Installation of new tiles in Health care unit reception area.	\$ 90,000	The damaged tiles are exposing employees, visitors, and inmates to asbestos. The damaged tiles are also a significant safety risk to any person that has to walk on the broken tiles. There have been a number of work orders submitted to the Chief Engineer to repair the floor. The center no longer has a licensed employee to handle materials contaminated with asbestos.
Deferred Maintenance	Centralia	The air conditioning/heating/air handler units in Segregation and B of I are no longer operating properly.	Replacement of the Air Conditioning Heating Unit/Air Handler system for the Segregation Building and B of I Building.	\$ 110,000	The units were installed in 1980. Because of the age of the units, repairs are having to be made 3 or 4 times a year. In many cases parts cannot be found. When parts are found they are typically very expensive. Because the units do not work as efficiently as they did, the units are unable to maintain the temperature in the buildings. This causes the units to work much harder, resulting in increased electric bills.
Deferred Maintenance	Centralia	Dietary Department - The center needs to replace (3) steam kettles and (1) dishwasher.	Replacement of (3) steam kettles and (1) dishwasher.	\$ 185,000	The steam kettles do not always reach their desired temperatures. The equipment is in constant need of repairs. In many cases parts can not be found. When parts are found they are typically very expensive. This equipment serves a vital role in preparing meals for inmates and employees. The equipment is also necessary to meet safety and sanitation requirements.
Deferred Maintenance	Centralia	Roofs leaking - Buildings C2926 through C2932, C2933, C2934, C2935, C2937, and C2938.	Replacement of roofs to all buildings listed. New shingles to be installed.	\$ 500,000	Because of the age of the roofs, the roofs have started leaking. All of the buildings have significant leaks, however (2) building (Industries & Range) leak heavily. The ceilings in the buildings listed above are beginning to show signs of water damage. Tower roofs are over 30 years old. In all cases, the roofs have exceeded their life expectancy by 2 or more years. It should be noted, that due to the increased moisture and humidity in the buildings, the center has concerns that mold may become a health issue.
Deferred Maintenance	Centralia	Institutional parking lot and entrance road are showing wear and tear due to weather conditions and traffic. Pot holes and cracks have resulted.	Reseal and stripe the entrance road and parking lot.	\$ 600,000	Parking lot and entrance road is the only entrance to facility. Parking lot is used for state vehicles, Staff vehicles and visitors vehicles.
Deferred Maintenance	Centralia	The doors and frames located in cell houses, dietary and the dining hall need replaced.	Removing and replacing approximately 100 existing security grade doors, frames and hardware.	\$ 1,640,000	The doors and frames are showing signs of rust. This is preventing the doors from opening and closing properly. This makes locking the doors difficult as well. It is necessary for the doors to work properly to maintain security inside the center. Much like the doors and frames, the hardware is in poor condition as well. FINAL SURVEY DOCUMENT CDB Project# 120-260-R05 April 8, 2015.
Life/Health/Safety	Clayton County	The population at the Clayton work camp has increased to 200 inmates which increases the amount of inmates on the yard on a daily basis. The screening process has been changed from inmates with 2 years left on their sentence to inmates with 4 years. This has caused a need for higher security level. Current fencing does not meet the safety and security standards for this level of inmate. C1301	Fencing needs to be upgraded to include razor wire and all outdoor lighting needs to be upgraded to improve efficiency and safety to both staff, inmates and the public.	\$ 200,000	Security of the facility must be upgraded to provide for greater public safety due to the amount and type of offender that are being housed at Clayton Work Camp.
Deferred Maintenance	Clayton County	Original roof top air conditioners being approximately 30 years old have seven (7) out of sixteen (16) compressors that are currently not working. These are at a cost of \$5000 to \$6000 each that do not warrant repairs on a 30 year old condensing unit. Original electric heat is also 30 years old and duct heaters can no longer be purchased which require retro fitting, coils not suited for current system. C1301	Replace rooftop units with combination heating and cooling unit that would meet current efficiency standards.	\$ 400,000	Currently the air conditioning is running at only 50% capacity. There are numerous problems with heat during winter months. This is a building that houses 200 offenders and there are no windows to open for ventilation.
Deferred Maintenance	Clayton County	The Roof at the Clayton Work Camp is a flat, rubber roll roofing system that is approximately 30 years old. There is no more life left in this roof. Although a \$30,000 "repair" was made to fix the constant leaks, the entire roof needs to be replaced. C1301	Completely remove and replace roof and roof insulation to improve building efficiency.	\$ 750,000	State and inmate property is destroyed by leaks. Man hours are being used including overtime for constant maintenance to the roof.
Life/Health/Safety	Clayton County	Current plumbing at the Clayton Work Camp does not meet the Illinois Plumbing Code for number of fixtures per inmate count. Hot and cold copper water piping have numerous patches. Numerous areas in the facility have been completely replaced and are now starting to leak due to the corrosive water.	Add necessary fixtures to bring Clayton Work Camp up to the Illinois Plumbing Code which would require the addition of a shower house/restroom area as there is currently no space to put additional fixtures. Completely replace all piping with PVC and CPVC water piping.	\$ 1,500,000	Law suits have been filed regarding the condition of the plumbing at the work camp. We are also constantly sending staff to repair problems with the plumbing.
Deferred Maintenance	Danville	HVAC system in the Vocational Building C4006 is in need of repairs.	Completely replace all heat piping in the building and replace all old fan coil units.	\$ 1,500,000	The piping will continue to have leaks and sweat from condensation. This has caused ceilings to be mined and mold in the building. The Art Room is currently unusable because of the excessive mold.
Deferred Maintenance	Danville	The heat piping that is buried between R4 and the Heat Plant needs to be replaced due to leaks.	Replace the buried piping with new piping that will be installed above ground. It should tie in to the existing piping that was installed during a previous project.	\$ 2,670,000	This project is currently in engineering and should be put out for bid soon. Project should begin during FY16.
Deferred Maintenance	Decatur	Original burners for the boiler have reached maximum life expectancy	Upgrade burners	\$ 160,000	The boiler is running at approximately 50% efficiency resulting in high energy cost
Deferred Maintenance	Decatur	H-Wing foundation has settled and uneven. Some places are starting to crack	Level out the foundation	\$ 1,000,000	The foundation will settle further causing the foundation to crack further
Deferred Maintenance	Decatur	Facility has only one working absorber for air ventilation.	Install new absorber	\$ 2,400,000	If working absorber fails air cannot be circulated in the facility.
Deferred Maintenance	Decatur	The Decatur Correctional Center has two chiller units. Unit one has not been operational for 6 years. We have relied on Chiller #2 as our only source for A/C for the last 6 years. The past three years Chiller #2 has not started up and had to be repaired to get it operational. The company has told us that they do not know if they could get it operating each time they have inspected. The repair company states both units have far outlived their life expectancy and need replacing.	Replace Chiller #1	\$ 2,610,000	If Chiller #2 fails the entire Decatur CC will lose its only source of A/C. Decatur CC is an enclosed facility (no windows open) if the unit fails we no way to cool the building unless we open the doors and with this being a correctional facility opening the doors is not an option.
Deferred Maintenance	Dixon	The existing electrical supply purchased from Commonwealth Edison has the voltage of 4160, 3 phase to main disconnect. Several transformers are in electrical vaults (underground) and are the older oil cooled type.	Complete electrical upgrade to the facility.	\$ 100,000	Facility is beginning to experience failures due to inadequate electrical capacity. Facility is expanding quickly
Deferred Maintenance	Dixon	The two floating gas collection digesters at the sewage treatment plant need to be removed, sandblasted and painted. At this time, both covers are rusting badly.	Remove, sandblast and paint digesters.	\$ 100,000	If digesters deteriorate to the point to where they fail is could potentially create a hazardous situation.
Deferred Maintenance	Dixon	Existing parking lots do not allow enough parking space for the recent influx in staff members (security & non-security) (Project identified and processed within scope of RASHO upgrade)	To provide ample parking for all staff, including ADA spaces required for the current headcount.	\$ 150,000	Inadequate parking for total allocation of employees, both state and contractual. No available parking for facility/inmate visitors.
Deferred Maintenance	Dixon	The Power Plant has 10 skylights which are approximately 2' wide and run the full length of the wall. Through the years the anchors have deteriorated and need to be re-secured to the pre-cast concrete. Several joints in the pre-cast are in need of sealing.	Repair structural deficiencies to pre-cast concrete, along with tuck pointing of same.	\$ 225,000	As it project is passed on the walls/anchors continue to further deteriorate. Eventually, windows will partially or fully fail.
Deferred Maintenance	Dixon	The existing road/tunnel crossings have cracked, alligator cracked and or developed potholes due to the deterioration of the blacktop elasticity. At various locations throughout the facility the tunnel top has deteriorated to the point causing the concrete to chip/crumble from the underside.	Repair / replace the tunnel tops throughout the facility (frame, rebar, pour concrete tops)	\$ 225,000	As tunnel tops continue to erode/breakdown the propensity for damage or injury increases for people or property to fall into. Also heightened security threat if an offender is to access tunnels as one could travel great distances, underground, without detection, potential of offender escape.
Deferred Maintenance	Dixon	Basement areas/crawl spaces, and attic areas contain asbestos covering which has deteriorated over the years and has become impossible to repair. Bldg. 28 basement was abated in FY 93. Requesting to abate basement/attic areas by cluster	Complete abatement/removal of existing asbestos insulation.	\$ 400,000	Unable to complete work/repairs in these areas that asbestos is present. Threat of inhalation/exposure.
Deferred Maintenance	Dixon	Basement areas/crawl spaces, and attic areas contain asbestos covering which has deteriorated over the years and has become impossible to repair. Requesting to abate basement/attic areas by cluster.	Complete abatement/removal of existing asbestos insulation.	\$ 500,000	Unable to complete work/repairs in these areas that asbestos is present. Threat of inhalation/exposure.
Deferred Maintenance	Dixon	The 2 story Administration Building, that contains all primary Administrative support staff, is without air conditioning. Installation of new Absorber/Cooling tower to provide comfortable and adequate working conditions for all employees.	Installation of new Absorber / Colling Tower (removing old unit) repair/replace associated hardware/accessories.	\$ 650,000	The 2 story brick building has no viable source of cooling office spaces during summer season, other than the option of buying window units for all spaces, which there is no certainty if electric grid can sustain such load.



Type of Project	Institution	Problem Description	Recommended Fix	Estimated Cost	Impact of not Being Addressed
Deferred Maintenance	Dixon	Project will require 100 percent tuck-pointing and brick replacement above the upper most window heads. Also will require spot tuck-pointing below window heads at various locations. Some area of brick have spalled and deteriorated and shall need to be replaced. Partial tuck-pointing was completed in 1999 CDB project, but unable to do complete building due to lack of funds.	Repair structural deficiencies to brick face of building, along with tuck pointing of same.	\$ 750,000	The brick exterior is progressively deteriorating over time and through seasons.
Deferred Maintenance	Dixon	The facility sanitary sewer system has several lines broken and/or cross connected throughout in/outside of the perimeter fence. Housing Units at Dixon CC presently do not have outside access of cleaning sanitary sewer lines. Only able to access via crawl spaces beneath buildings which are a health/safety concern.	Sewer systems is becoming to be in such disrepair that the system will inevitably fail, especially with the ever growing population of employees and offenders which creates a greater demand on such system. Modifications of the cleanout in each of the Housing Units allows our own Maintenance personnel easier access to complete required tasks in a safer environment.	\$ 750,000	Potential for system failure due to high demand/usage. Potential for health/safety issues to arise.
Deferred Maintenance	Dixon	Complete overhaul of the former STC Dietary building (113), which will become a central location where all medications will be dispensed for STC/RTU offenders. (Project is identified and processed within RASHO upgrade).	To more effectively dispense medications to those offenders with mental health needs. Will dramatically reduce photo traffic/travel into from the facility Health Care Unit. Will allow for more time to program offenders needs within the RTU.	\$ 1,200,000	Much higher foot traffic in the facility HCU. Much more difficult to effectively complete scheduled/required RTU therapy.
Deferred Maintenance	Dixon	Existing roads are breaking up due to cracking, with large potholes developing due to the deterioration of the blacktop elasticity. The area many areas that will need new base established due to road failure. The west main entrance and several locations inside the facility have several overlay layers of blacktop, which will require to be chipped down to accommodate for existing curb and catch basin. Existing curbs and gutters, catch basins and manhole covers will need repair/reset due to condition of road. There is approximately 693,000 sq. ft. of roadway/parking outside of the fence and approximately 475,000 sq. ft. of roadway/parking inside the fence.	Grind down existing and repave/overlay roadways.	\$ 1,500,000	Road disrepair has caused damage to snow plows and transport vehicles. Chunks of roadway can easily be obtained by offenders and potentially used as bludgeoning weapons.
Deferred Maintenance	Dixon	The original Healthcare Unit building, built in 1966 and remodeled in 1987-88 has had no major updates to the existing heating / electrical / cooling system within this building. Most controllers are beyond repair with no control of heating or cooling. Elevators are original with weekly problems and replacements are obsolete. Second and third floor control centers are out of date and all cells are in need of rehab for security purposes. Tuck-pointing is needed on the exterior walls.	Extensive overhaul required for building.	\$ 10,000,000	Building is antiquated, however is required to serve the portion of our offender population most in need (i.e. ADA, infirmed, hospice, etc.) Facility has experienced multiple failures with the steam/heat system and is experiencing difficulty in finding replacement parts as these systems fail. Typically, the failed portion would just be bypassed by closing valves.
Deferred Maintenance	Dixon	Housing Units 26,27,28,29,31,33,35,36,38,41,42,43,44,66,112 Building s 1, 2, 3, 25, 30, 32, 39, 48, 49, 50, 53, 54, 65, 68, 70, 98, 108, 109, 111, 122, 123, 124, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 146. The roofs 20 years old or older and have surpassed their life expectancy. New roofs are needed to maintain the integrity of the buildings interiors as well as the safety and security of the inmate population.	Existing shingles must be torn off, replace any damaged decking, remove and replace eplm and insulation.	\$ 12,000,000	Shingled roofs are prone to leaking. In many cases it can be difficult to trace the exact source of the leak. Repairing a leaking roof often involves considerable expenses. It costs even more when the leaking has been unattended for long. Beams could rot leading to unsafe load conditions. Rain may run into thousands of dollars depending on the extent of damage. The same goes for flat, eplm roofs. Rubber roofs over years and if
Deferred Maintenance	Dixon Springs IIP	Building C1202, Maintenance, at Dixon Springs IIP has deteriorated to the point that the entire east exterior wall is in need of replacement. Structural integrity of the building cannot be determined at this time but may cause the building to be shut down.	Replace the Building with a new wood frame pole type construction building with new Overhead door, walk doors and windows. Work to include demolition and disposal of existing building.	\$ 150,000	Structural integrity of the building may cause it to be closed for safety purposes. No other areas exist to move the maintenance operations at that facility.
Deferred Maintenance	Dixon Springs IIP	Building 1206, Dormitory II at Dixon Spring IIP has had a new interior installed recently. The current roof system was not replaced and has begun leaking and has to be patched to keep the new interior from being damaged.	Removal of the old metal roof on the structure and installation of a new metal roof.	\$ 200,000	Repeated leaks will destroy the new interior ceilings that were just completed in 2014. Possibly causing the loss of two hundred bed spaces again.
Deferred Maintenance	DQHP	DQHP had major storm damage to the roof of administration building in June 19, 2011 and October 17, 2012. Contractor did attempt to temporary fix to the roof but at this time it is still leaking in the kitchen. When it rains a lot water leaks in kitchen by the kettle and east exit door. I feel this is a major health and life safety issue. The entire roof needs replaced do to the damage and can't match the roof panels. Building C6501.	Contractor to install a new roof	\$ 300,000	Longer we wait more damage is being done to ceilings and structure of the building. Major life safety issue
Life/Health/Safety	DQHP	The existing heating, ventilation, and air conditioning control system is not functional. The control system is not a UL approved system manufactured by a control system company, but a contractor shop designed and installed system. The gas duct furnaces are continually breaking down due to control problems. The residential furnaces in the dorm need replacing and HVAC controls need to be made operational. Buildings C6501, C6502 & C6503.	Install a new automated HVAC building control system that will be in compliance with the requirements of the NFPA Life Safety Code. Replace the existing residential HVAC gas furnaces and air conditioning units in the inmate housing unit C6503. Rehab HVAC equipment in Admin, C6501 and Multi-Purpose Building C6502.	\$ 900,000	HVAC systems have exceeded their service life. HVAC continually breaking down, adding expense and work load.
Life/Health/Safety	East Moline	Facility Camera System - Observation required to monitor offender movement in several yards, which has numerous blind spots, creates inadequate observation for security staff.	Install cameras through areas of the facility where there is problems with observation to help monitor offender movement and increase outer perimeter	\$ 200,000	Security staff and non security staff are vulnerable to attacks by offenders that have the ability to hide in areas that are not visible by security staff.
Deferred Maintenance	East Moline	Administration Building C3011 Roof Replacement - The existing ballasted roof leaks and the leak is impossible to find due to the amount of rock that lays on top. Leaks are also penetrating the outer walls from the existing cap. During cold weather, ice builds up and damages the brick causing more issues.	Replace the ballasted EPDM, insulation and decking with a new fully adhered rubber roof, insulation and decking complete with a new edge cap. Remove abandoned equipment that poses a threat to the roofing membrane.	\$ 250,000	Damage is occurring and will continue to occur in the Medical Unit, Dorm 3 and Dorm 4. Equipment can be damaged if leaks occur and drip onto the equipment.
Life/Health/Safety	East Moline	Dietary Equipment Replacement - There is a lack of adequate freezer and refrigerator space to properly maintain perishables. Dietary is forced to store perishable goods wherever space is available. The steam kettles are outdated and are becoming inefficient due to the age and condition of the heating area inside of the kettles. Dietary staff use the kettles as the primary cooking equipment. The Dietary ovens are also outdated and inefficient to do the age and condition of the equipment.	Install one (1) new walk-in freezer/cooler, 5 steam kettle, rotating oven, deep fryers and griddles.	\$ 300,000	Food could perish if not properly frozen or chilled. Staff and offenders could be susceptible to food poisoning if given spoiled food due to improper food handling and storage. Cooking would become limited if the equipment continues to fail or breaks down completely creating an emergency issue.
Deferred Maintenance	East Moline	Campbell Building Absorber and Cooling Tower Replacement - The absorber and cooling tower were installed in the 1960's and both are in need of replacement. In order to maintain the summer load on the boilers at the facility and avoid additional costs in converting to electrical or gas operations, it is recommended we stay with a steam system. However, absorption units are rarely used today and EMCC has had trouble in the past finding a qualified service tech to work on them.	It has been recommended we stay with a steam system, however, absorption units are rarely used today. EMCC has had trouble in the past finding a qualified service tech to work on them. An air cooled condensing unit that could handle the 3 building is an option. Pipe chilled water from existing chilled water line from Work Camp 2 and connect to new air handling system. Abate asbestos and install new chilled water coil in air handling unit system. The absorber that would feed the Chapel is outdated and in extremely poor condition. There is no sense spending a lot of money into a system that is on the verge of failure. A lot of money would be needed to upgrade the absorber, cooling tower and pumping system. Asbestos abatement is definite along with new air handling units. Recommendation is to install an air cooled condensing unit located next to the Chapel.	\$ 625,000	Offenders in Work Camp 2 would be without air conditioning. The buildings interior would become stagnant and eventually decay.
Deferred Maintenance	East Moline	Facility Roadway Upgrade and Repair - Existing roads are beginning to crack and potholes are developing due to the deterioration of the blacktop elasticity. There are various areas that will need new base established due to road failure. The west main entrance area and several locations inside the facility have several overlay layers of blacktop and will require to be chipped down to a lower grade to accommodate existing curb and catch basins. The existing curbs and gutters, catch basins and manhole covers will need repair/reset due to the deteriorating condition of the road.	Remove, repair, replace existing blacktop roads, repair or replace curbs, gutters and catch basins.	\$ 1,000,000	IDOC vehicles, vendor vehicles and emergency vehicles can sustain damage due to the current road conditions. Curb, gutters and catch basins are in a state of disrepair causing issues with water drainage which is leading to potholes and washouts.
Deferred Maintenance	East Moline	Vocational Building/Education Building/ Housing Unit 3 Absorber and Cooling Tower Replacement - The absorber and cooling tower were installed in the 1960's and both are in need of replacement. In order to maintain the summer load on the boilers at the facility, and avoid additional costs in converting to electrical or gas operations, it is recommended we stay with a steam system, however, absorption units are rarely used today. EMCC has had trouble in the past finding a qualified service tech to work on them. All Faiths Chapel Air Conditioning/Ventilation Upgrade and Asbestos Mitigation - Currently the All Faiths Chapel, C3014, has no air conditioning and no functioning air handling unit. The pipes associated with the air handling unit is covered with asbestos which needs totally abated in order for staff to safely work on the air handling unit.	It has been recommended we stay with a steam system, however, absorption units are rarely used today. EMCC has had trouble in the past finding a qualified service tech to work on them. An air cooled condensing unit that could handle the 3 building is an option. Pipe chilled water from existing chilled water line from Work Camp 2 and connect to new air handling system. Abate asbestos and install new chilled water coil in air handling unit system. The absorber that would feed the Chapel is outdated and in extremely poor condition. There is no sense spending a lot of money into a system that is on the verge of failure. A lot of money would be needed to upgrade the absorber, cooling tower and pumping system. Asbestos abatement is definite along with new air handling units. Recommendation is to install an air cooled condensing unit located next to the Chapel.	\$ 1,500,000	Staff and offenders would be without air conditioning in Housing Unit 3, Vocational Building and Education Building. The computer lab in the education building requires an environmentally controlled space. A breakdown of equipment is possible due to the heat and humidity levels.
Long-term planning	East Moline	Gatehouse 1 Replacement/Upgrade - Gatehouse 1 is too small to process the number of visitors arriving each day. On weekends, the number of visitors average 180-200 with 2 to 6 people being able to be in the gatehouse at one time. Large amounts of property are stored in the gatehouse to	Construct a new Gatehouse/Visitor Center to accommodate offender visitors and to comply with ADA standards. Construct a visiting area adjacent to the	\$ 3,745,000	Visitors will continue to wait to get processed and maintenance will continue to have accessibility restrictions in the gatehouse. Unattended offender/visitors will also continue to have access to the visitation area. Supervision of visitors' movement and access to grounds would be
Deferred Maintenance	Graham	X-house is currently being operated by one single monitor that is not designed for the automated system. Building 3158.	Upgrade computer system and install proper touch screen monitors that the system was designed for.	\$ 120,000	If our current monitor goes down the X-house can not be controlled from the control room.
Deferred Maintenance	Graham	Facility sidewalks lead into the H.U.'s flood terribly with even small amounts of rainfall.	Raise sidewalks in front of H.U.'s.	\$ 200,000	Safety issues arise from staff and residents walking through water and on ice.
Deferred Maintenance	Graham	Water tower is rusting through the current paint. Building 3155.	Have an outside contractor come and paint the water tower.	\$ 200,000	Water tower will continue to rust, and water tower will become damaged.
Deferred Maintenance	Graham	Window in the rear of the Gatehouse has the metal seal rusting out that is holding the windows in.	Replace the rear windows in the Gatehouse and provide a separate entrance for municipalities and violators.	\$ 215,000	Structural damage will occur if the windows are not repaired. It doesn't provide adequate security with the windows not being properly secured.
Deferred Maintenance	Graham	Double gates are original equipment to the facility and have been repaired numerous times. Repair is always being done to the doors. Building 3107.		\$ 300,000	
Life/Health/Safety	Graham	Showers are under constant repair with mold developing rapidly. Buildings 3110 - 3125).	Have an outside contractor apply new epoxy showers walls and basin.	\$ 300,000	Reduce the repeated safety and sanitation violations that occur on these showers during inspections, and reduce the chances for mold growth.
Deferred Maintenance	Graham	The Maintenance department currently has no area to work on various projects out of the weather. Building 3102.	An addition to the Maintenance department.	\$ 350,000	Maintenance workers will continue to work in unsafe environment.

Type of Project	Institution	Problem Description	Recommended Fix	Estimated Cost	Impact of not Being Addressed
Deferred Maintenance	Graham	Freezers and coolers are original equipment that are falling apart and are not efficient. Repairs are always being made to them through an outside contractor. Building 3102.	Replace freezers and coolers in the Warehouse & Dietary with new and more efficient units.	\$ 400,000	Having to call an outside contractor in to make needed repairs are very costly, and units are expensive to operate. Food could be spoiled or lost completely if the units go down, and repairs cannot be made.
Deferred Maintenance	Graham	Towers have deteriorated due to lack of maintenance and aging. Building 3141 - 3147.	Replace towers with new towers.	\$ 400,000	Windows will continue to not operate properly. Mortar joint in the tower are cracking and shifting. These issues cause a safety and sanitation issues.
Long-term project	Graham	We have only trailers that we can put our recyclables in which makes storage an issue if trailers are not picked up on a regular basis. Building 3131.	Build a new recycling center building.	\$ 450,000	Safety and sanitation is an issue with where to store recyclables along with additional rodent issues.
Deferred Maintenance	Graham	Outer perimeter road has a multitude of pot holes the can no longer be repaired effectively.	Have an outside contractor come in and resurface the outer perimeter road.	\$ 500,000	Vehicle fleet is being damaged on a daily basis due to the condition of the road.
Deferred Maintenance	Graham	Parking lots are being taken over with vegetation due to large cracking and the lack of preventative maintenance.	Have an outside contractor come in and resurface the parking lots.	\$ 500,000	Parking Lots will continue to deteriorate which could lead to person safety while walking through lots.
Deferred Maintenance	Graham	The flat roof of the Vocational building is in need of repair. The roofs have been leaking on an ongoing basis. Repairs have been made over the years, but the roof still continually leaks. All other roofs in the core of the institution has been repaired except for the Vocational building roof.	To have an outside contractor come in and install a new roof on the Vocational building	\$ 540,000	Computer equipment in the building is being damaged along with the structural integrity of the building.
Deferred Maintenance	Graham	H.U.'s have inadequate ventilation in them. Buildings 3110 - 3125.	Install new exhaust fans that can be accessed for repair and maintenance.	\$ 600,000	Poor air quality that cannot be removed which could lead to the spread of sickness, and heat related illness that could result in death.
Life/Health/Safety	Graham	Currently the HCU is not able to handle the volume of people that it required to handle. Inadequate office, storage, and bed space are critical issues. Building 3101.	Add a addition that will serve as a hospital ward.	\$ 1,500,000	Overcrowding is a safety and sanitation issue.
Deferred Maintenance	Graham	H.U. roofs are in need of replacement due to age and high winds. Buildings 3109 - 3125.	Replace H.U. roofs throughout the facility.	\$ 4,500,000	H.U.'s will continue to leak causing further damage to the structures that could result in injury or death.
Deferred Maintenance	Greene County Work Camp	The Greene County W.C. opened up in 1992 with a capacity of 200 inmates. Residential furnaces were insurance in the housing units to heat and cool the building. Furnaces are tied together to make them big enough to heat the space. The units are constantly breaking down and the A coils are	Replace the residential furnaces with units that are designed to accommodate the amount of space needing heat and air conditioning.	\$ 100,000	If the furnaces are not replaced, we will continue to pay an outside vendor for labor costs relate to the repair of these units. At the start of each season, we scramble to get air conditioners repaired.
Deferred Maintenance	Hardin County Work Camp	The waste water treatment system at the HCWC is in need of an upgrade. The existing system was designed for 188 inmates. We now have 280 inmates. The current system is struggling to keep up with demand.	To have a qualified vendor upgrade the existing system.	\$ 600,000	If not addressed the Facility will be cited by the EPA for not properly treating waste water.
Deferred Maintenance	Hardin County Work Camp	The HCWC kitchen suffered a fire in October of 2012. The kitchen was completely destroyed. At this time the Facility is feeding the inmates and staff out of a rented portable kitchen.	To have a qualified vendor make repairs and install new kitchen equipment.	\$ 600,000	If not addressed the Facility will continue to pay for a rental kitchen.
Health-Life Safety	Hardin County Work Camp	The Facility is at maximum capacity and the electrical service is not adequate. This has been cited by the State Fire Marshal as a fire hazard. There is also no emergency generator at the facility.	To have a qualified vendor to upgrade the existing electrical service to the Facility and install an emergency generator.	\$ 700,000	If not addressed it could become a fire hazard becoming a life safety issue for staff and inmates.
Deferred Maintenance	Hill	Housing units touch screen and speakers malfunction frequently	Upgrade touch screens and speakers in housing units	\$ 100,000	Security issue for staff
Deferred Maintenance	Hill	Building roofs are leaking causing damage to insulation and ceilings	New coating required for all roof surfaces	\$ 240,000	Safety of residents and staff. additional damage to building structures
Deferred Maintenance	Hill	Shower tile surface and pans are deteriorating in housing unit R-1 and OR	Refurbish showers in housing unit R1 and OR	\$ 250,000	Health and safety issue for residents
Deferred Maintenance	Hill	Loading dock is rusting out	Replace warehouse loading dock	\$ 250,000	Health and safety issue for staff
Deferred Maintenance	Hill	Excessive heat in Dietary during summer months due to lack of air conditioning	Install air conditioning system in Dietary building	\$ 375,000	Health and safety issue for residents
Deferred Maintenance	Hill	Tower windows are leaking causing damage to the structure	Replace tower window tracks and seals	\$ 400,000	Security issue with visibility, additional damage to tower structures
Deferred Maintenance	Hill	Vocational building does not have emergency generator	Install emergency generator set for Vocational Building	\$ 500,000	Interruption in vocation operations, security issue
Deferred Maintenance	Hill	Housing unit sky lights leak	Replace housing unit skylights	\$ 500,000	Health and safety issue for residents
Deferred Maintenance	Hill	Parking lot and perimeter road blacktop surfaces are deteriorated	Resurface parking lot and perimeter road	\$ 600,000	Reduced damage to facility vehicles
Deferred Maintenance	Illinois River	The steps in the cell houses on the wings are rusting out and becoming unusable.	To replace the steps with new solid steel steps	\$ 300,000	the steps will rust out and have to be closed thus not allowing access to the upper levels in the cell houses on the wings.
Deferred Maintenance	Illinois River	The touch screens were installed in 2002 with a life expectancy of 5 years. They are outdated, and fail. Replacement parts are no longer available. These units control all functions of the housing unit. .i.e. Lights, exhausters, doors, intercom etc.	upgrade software and CPU's only, all wiring controls are fine.	\$ 500,000	you will have no functions or control in the cell houses. No lights, door operations, exhausters, etc. You will have to key all doors, and will not be able to talk to inmates.
Life/Health/Safety	Illinois River	None of our cameras work, the are all analog, and can not be repaired and need to be replaced.	Replace all of the cameras with digital cameras as well as new controllers. All new wire will have to be pulled as well.	\$ 500,000	The loss of security in many vital areas such as visiting room, gym, dietary, cell houses etc.
Deferred Maintenance	Illinois River	Our building automation system (BAS) is all pneumatic and very outdated. We cannot control our heating and cooling like we should be able to. We waste money on utilities because of how outdated we are.	To upgrade our system to a digital system. We would have better control over all of our heating and cooling systems.	\$ 600,000	Without a proper upgraded system we will have to run things wide open thus costing more in utility cost. This upgrade could pay for itself in a 10 year period.
Deferred Maintenance	Illinois River	They all leak, thus causing more damage. They have rusted out to the point they cannot be repaired.	To replace the metal roofs with new roofs	\$ 4,800,000	They will continue to get worst. The leaking is already causing damage to drywall, and ceiling tile. Class rooms are being closed do to the leaks. If not properly cleaned up, mold could result.
Deferred Maintenance	Jacksonville	The doors & locks at Jacksonville CC were replaced in 1998-1999. The door locks that were installed were Corbin Russwin. The company had a problem with a part called a latch bolt so they sent us 200 latch bolts for needed repairs. That latch bolt is no longer available. For repairs, Maintenance staff have to remove latch bolts where they can and just use the deadbolt in the locks. This includes all buildings at the facility.	All locks in the facility need to be replaced.	\$ 133,320	If the locks are not replaced and we cannot find replacement parts, we cannot insure the security of our facility and safety of our staff & offenders.
Deferred Maintenance	Jacksonville	The double gates at Jacksonville CC Sally Port and single gate at the entrance to Dietary dock are 20 years old and are wearing out. Parts to make routine repairs/maintenance are rare. The operators for these gates are also 20 years old and not working properly. These gates and the capability to close them when necessary are vital to the security of the facility.	Replace the gates and gate operators at Sally Port and Dietary.	\$ 209,000	If this problem is not addressed, we will continue to piece these gates and operators together as they break down. If these gates break down, open or closed, we risk the security of the facility.
Deferred Maintenance	Jacksonville	The heat and air conditioning duct work is defective in the Jacksonville CC Dietary building (C6009). The current fiber duct work in the Dietary building was placed in the space above the drop ceiling in 1984. This duct work is fiber board held together with tape. The tape has loosened and 50% of the boards have collapsed. It is full of dirt and nicotine and does not allow air flow.	Replace the fiber board heat and air conditioning duct work with metal duct work.	\$ 875,000	If the duct work is not replaced, the heat and air conditioning systems will continue to be ineffective in our Dietary building. Utility costs will increase as these units are continually overworked.
Deferred Maintenance	Jacksonville	The two parking lots at Jacksonville CC have deteriorated badly due to use and weather. The Sally Port and truck area north and west of Building 9 and 22 are also deteriorating. Our Outer Perimeter is also in need of repair.	For parking lots and Sally Port, we need to remove all bad spots and cold patch these areas. We would then prime the area, repave parking lots, entrances and Sally Port with 2" overlay of hot asphalt and re-strip. Outer Perimeter needs to be patched and sealed.	\$ 2,000,000	If the parking lots, Sally Port and Outer Perimeter road are not fixed, we will continue to patch them every spring. New potholes will emerge. Staff and visitor vehicles may be damaged. Mild flooding will occur in the low lying areas.
Deferred Maintenance	Jacksonville	The coolers and freezers at Jacksonville CC were installed in 1984. These units are repaired several times per year. The inefficiency of these units leads to higher utility costs and possible loss of food. Due to population increases, we lack adequate storage space. As one cooler or freezer fails, all product must be hastily moved from unit to unit.	Remove three (3) coolers in the warehouse and two (2) coolers at west end of the kitchen. Convert this area into dry storage area accessible through existing warehouse. Replace completely two (2) coolers in salad prep area and one (1) meat freezer in west end of kitchen. Build addition on to Dietary warehouse, housing two (2) new freezers, approximately 15'x20', one (1) cooler 15'x20' and two (2) coolers 12'x12'. Replace three (3) D-Units and locate to roof of new addition.	\$ 2,763,860	If the coolers and freezers are not removed and replaced, we will continue to pay high labor costs for constant repairs. We will continue to pay high utility bills as these units no longer run efficiently. We risk losing food when these units shut down completely.
Deferred Maintenance	Lawrence	The original asphalt of the perimeter road is deteriorated in several areas. The severe winter of 2013-14 caused significant additional deterioration and base failure.	Apply new 2" asphalt overlay of entire perimeter road	\$ 130,000	Continued failure of asphalt resulting in eventual road base failure.
Deferred Maintenance	Lawrence	The existing bar screen system is designed to rake solids from the sewer system pit and dump the waste into a open dumpster. During winter months the bar screen has sustained damage several times due to freezing temperatures. Additionally, staff are required to handle human waste which is a safety and sanitation issue.	Install a water press auger and enclose the system with a building. The water press auger compresses waste into a solid ball which is dumped into a dumpster washed and compacted.	\$ 240,000	Continuance of high trash volume passing through sewage system.
Deferred Maintenance	Lawrence	Three legs (3 phase) of our S&C automatic switch gear shorted to phase and destroyed the first compartment.	Install a new 600 amp fused section #1 of the automatic switch gear.	\$ 300,000	This will replace damaged switch gear and allow automatic start up of 1500KW generator.
Deferred Maintenance	Lawrence	The electronic locking system supplied by Southern Fologers DEC is starting to fail and components are becoming obsolete.	Replace entire system.	\$ 450,000	Failure of the electronic detention system would significantly impact operations and threaten the safety and security of the facility.
Deferred Maintenance	Lawrence	Heating water lines from Boiler HSP#(C0506) to buildings (C0519) and (C0521) are corroded to point of leaking.	Install new 8" lines (supply and return) from each housing unit to boiler house, supported by stanchions.	\$ 700,000	This will replace temporary fire hose lines installed to allow heating water to flow to four housing units.

Type of Project	Institution	Problem Description	Recommended Fix	Estimated Cost	Impact of not Being Addressed
Deferred Maintenance	Lincoln	Interior walkways is crumbling due to its age, weather, and asphalt laying.	resurface the interior and outer walkways with an 2" overlay	\$ 110,000	Walkway will continue to deteriorate if not addressed as well as continues cost in cold patches.
Deferred Maintenance	Lincoln	Damage Doors and Jamb's have rusted through and deteriorating to were it has become a safety and security concerns in regards to the integrity of the facility.	Is to replace all damage doors as well as jamb's within the facility.	\$ 112,000	Does not security correctly which pose issues in regards securing offenders on housing units.
Deferred Maintenance	Lincoln	Transformer is no longer level which causes it to over heat.	Stabilize and level each transformer.	\$ 240,000	Each building has it's own transformer and if building lose it's transformer it loses all power.
Deferred Maintenance	Lincoln	(8) Air conditioners at the facility are approx. 30yrs of age and has been replace several times since the conversion of Lincoln Correctional Center	Replace the remain original 8 air conditioners at Lincoln CC	\$ 365,000	The facility will continue to excessive repair bills of the units. Excessive repairs and maintenance bills in the range of \$20,000 a year. Additional, the 8 original air conditioners use R-22 which is being phased out. Therefore, it would impossible to replace and/or repair.
Deferred Maintenance	Lincoln	Inadequate power to run the entire facility in the event of power outage. the current cost repair and/or replace parts of each generators (4 small of the facility), each generators is approx. 30yrs of age.	replace the 4 small generator with one (1) large emergency generator to power the entire facility.	\$ 650,000	No environmental systems (i.e. heat, hot & cold water, etc.). Will unable to meet our emergency/critical needs in the event of an extended power outage.
Health/life-safety	Logan	Lincoln or Logan does not have a emergency access route to egress from either facility, if there is a major "chemical" or other type of accident near the road entrance or railroad.	Construct a white rock road suitable for buses or deliveries across DNR land just south of the Pheasant Hatchery.	\$ 500,000	If there was an accident on the frontage road or on the railroad near the facilities, access for deliveries, shift change or emergency evacuation would not be obtainable.
Deferred Maintenance	Logan	Replace #2813 Maintenance Building rubber roof, the roof has deteriorated beyond repair and has now shattered. We have numerous areas that the plaster has bubbled and fallen off the walls and ceiling.	Replace rubber roofing membrane and re-insulate while removed for energy efficiency.	\$ 570,000	We will lose another building to roof leakage thru mold growth within the building. Relocate all maintenance shops, tools, fire safety and toxics. Ruin all construction documents and blueprints for the entire facility.
Long-term project	Logan	Lincoln & Logan share freezer & cooler space at Lincoln CC, the food is transported in a box truck from facility to facility when needed. Not a refrigerated truck. This is a sanitation and manpower issue.	Construct a walk in freezer next to the Dietary dock to store Logan's food.	\$ 750,000	Loss of product due to not being transported properly.
Long-term project	Logan	Renovate Old Dietary Building for ICI Soap manufacturing and distribution center.	Replace entire roof, abate asbestos and lead paint and upgrade electrical system.	\$ 750,000	Additional program utilizing ICI to provide good time for sentence reduction.
Long-Term project	Logan	Lincoln CC has been designated as the State transfer station for the adult male division since march 2013 when Logan CC became an all-female facility. Lincoln CC does not have adequate room for bus transfers within the facility.	Construct a transfer bus office building connected to the north side of the Warehouse. Locate a bus pad on approx. 1 acre of land within the existing east yard.	\$ 850,000	Invest funding within Lincoln CC transfer area with no room for expansion.
Deferred Maintenance	Logan	The exterior security doors and frames on all housing units are deteriorated and unsafe. They utilize a large foldgers adams key system that is expensive to maintain and replace.	Replace exterior doors and frames with an energy efficient style, incorporate a best locking system that is currently used at the facility.	\$ 900,000	Reduction in employee injuries due to difficulty in opening doors or not being able to respond to a code and gain access to the housing unit.
Health/life-safety	Logan	Logan has asbestos within the original buildings that needs to be identified thru testing.	Identify and abate the asbestos within the facility.	\$ 900,000	Remove problem areas that are torn or fractured for safety.
Deferred Maintenance	Logan	The inmate shower rooms are in need of renovation they have poor ventilation, tile missing from walls and floor and require plumbing to be replaced.	Replace ventilation system, replace plumbing fixtures and controls and apply epoxy coating to walls and floor for a long lasting surface.	\$ 1,500,000	Deteriorated walls and floors will become a health/life safety project if not completed soon. Cost saving will be from lower water consumption thru better controls.
Deferred Maintenance	Logan	The roads along with the employee & visitor parking lots have deteriorated beyond patching. We have expanded our employee parking area with a white rock base and must expand again. Right angle turn next to Logan's main gate is sharp and dangerous for employee's walking to their cars.	Expand the employee parking lot to the north, expand the visitor parking lot to the north. Mill the roads and parking areas smooth then overlay with blacktop. Utilize the land acquired DNR for the visitor parking expansion and to remove the sharp curve towards Lincoln CC.	\$ 2,000,000	The savings will be from a reduction in vehicle repairs due to bad roads, the safety factor for employee's priceless due to accidents. We do not have room for employee's to park during shift change.
Deferred Maintenance	Logan	Buildings 2801-2811 have single pane wood windows with iron weights on ropes to operate, these window are accessible to our inmate population from inside their cells. The wood is rotten and the security screen frames are rusted, sometimes we are unable to access for emergency extractions from cells.	Replace with smaller energy efficient operable security windows, insulate exterior wall while installing windows.	\$ 4,233,000	Reduce inmate law suits from accidents involving windows (broken glass, falling windows).
Deferred Maintenance	Logan	The ash handling system need to be upgraded to catch the ash and recover water used to remove the ash. The coal storage & belt system are outdated and need replaced to reduce dust.	Install vacuum system for flash and a retention pond for bottom ash. Upgrade coal belt system for dust reduction and construct a bunker to store coal.	\$ 4,500,000	Savings from reusing collected water. Stricter EPA regulations will require the incorporation of ash and dust control.
Deferred Maintenance	Logan	The electrical loop is outdated and unsafe, the high voltage switches cannot be operated without total shutdown of the loop.	Install new switches, upgrade generator from 2400V to 4160V. By raising the voltage we will increase our load capacity by 80%.	\$ 5,269,000	When another switch burns or is opened and won't close, the buildings served by this switch are without power, until an emergency generator is rented.
Long-term project	Logan	The main gate operators are outdated and parts are not available. The gate house is not ADA compatible and does not handle the volume of visits. The visiting room is located in a building within the facility, all visitors must be walked to the building.	Replace the main entrance gate house, gate systems and visiting room with one building located to the north of #2812 and the perimeter fence.	\$ 5,500,000	From 3pm-7am m-f and all 24hrs on sat-sun the main gate is our only entrance and exit for staff, vehicles and emergency response vehicles. When the gates or doors malfunction Logan is shutdown. Numerous visitors have fallen due to the distance to walk.
Long-term project	Logan	Logan CC does not have sufficient capacity to house the Mental Health Inmates in a safe environment that is dictated by law.	Renovate buildings 2814 & 2841 to provide the level of care for the MH population.	\$ 13,500,000	Be in violation of a Federal mandate to comply.
Health / Life Safety	Menard	Provide Inmate Toilet/Sink, Health Care Unit, C0648 - Provide stainless steel toilet / sink in two inmate cells that currently do not have them.	Provide stainless steel toilet / sink complete with all associated piping required in two existing cells located in the Health Care Unit (#C0648). Connect new plumbing to existing water and sewer systems.	\$ 125,000	These two cells house four inmates in each and currently do not have toilet or sink facilities in either of them. Inmates must be escorted out of the cell to a existing inmate toilet down the hall causing security concerns for both staff and inmates. There is currently an inmate lawsuit for not providing toilet/sink in inmate housed cell.
Health / Life Safety	Menard	Upgrade Boiler Controls - The existing boiler controls were originally installed in 1994. These controls require consistent adjustment and calibration to ensure the existing boilers are operating efficiently. The controls on two water tube boilers have not been calibrated since they were installed causing each boiler to run inefficiently costing the facility in additional natural gas cost.	Replace boiler controls on two water tube boilers and one fire tube boilers including variable speed drive motor, parallel positioning linkageless burner management system, oxygen trim, and all necessary accessories for a complete system.	\$ 200,000	Continued increased costs and waste of natural gas due to inefficient boilers used to produce facility steam (hot water and heating).
Health / Life Safety	Menard	North Two Cell House (C2502) Lighting Controls Replacement - This cell house is where inmates who are on segregation status are assigned. The cell lighting switch is inside each cell and cannot be controlled by staff. During inmate count or extraction, facility staff is subjected to unnecessary risk because the inmate can turn off the cell light.	Provide new lighting switch and associated wiring/conduit outside each cell in a location where inmates cannot access.	\$ 200,000	Increased security risk for staff and inmates due to lack of control of light fixtures during count.
Deferred Maintenance	Menard	Replace Chapel (C0536) Windows, Fans, Tuck-point - The Chapel auditorium area is approximately 12,000 square feet and the ceiling in the area is approximately 20 feet high. This area is where the majority of the various religious services are held. There is outdated and limited ventilation and is extremely hot during the summer months. The existing single pane, steel framed windows are not operable and cannot be opened to allow for cross ventilation. There are also no ceiling fans in the auditorium area to allow for air movement. The acoustical ceiling in the auditorium area has fallen off of the ceiling in various areas and need replaced before someone is hurt by a falling tile. The building exterior brick has deteriorated in areas and is in need of tuck pointing. Water infiltrates through the brick during heavy rains causing the interior rooms to have damage to the ceiling and flooring.	Remove and replace all exterior steel framed windows. Provide new reversible ceiling fans, controls, and wiring in the auditorium area. Provide new acoustical ceiling tile in the auditorium area. Tuck point exterior brick, areas and amount to be determined by assigned architect.	\$ 309,000	Continued increased energy cost due to inefficient and deteriorated windows. Possible building failure and continued damage to existing building due to water infiltration.
Deferred Maintenance	Menard	Replace Inmate House Windows and Doors (C0530) - The windows and doors were installed when the building was constructed and require replacement. There are numerous windows that have broken glazing due to high wind and a majority of the steel frames are rusted through due to the East and West Cell House (C0535) Catwalk Security Upgrade - the catwalk area on the north side of the East and West cell house doesn't meet the security needs of that cell house. The catwalk is covered with chain link fabric which hampers maneuverability and the use of weapons. Also the chain link fabrics do not provide the strength and security necessary to prevent intrusion.	Remove and replace all deteriorated steel doors and steel framed windows.	\$ 350,000	Safety and security concerns with possible window or door failure due to age and condition. One entire window and frame recently fell out on to the building roof during a thunderstorm.
Health / Life Safety	Menard	East and West Cell House (C0535) Catwalk Security Upgrade - the catwalk area on the north side of the East and West cell house doesn't meet the security needs of that cell house. The catwalk is covered with chain link fabric which hampers maneuverability and the use of weapons. Also the chain link fabrics do not provide the strength and security necessary to prevent intrusion.	Remove existing chain link fabric enclosure on the catwalk and replace with a security bar system similar to the existing located on the south side of the cell house.	\$ 721,000	Safety and security concerns with possible inmate intrusion to catwalk area.
Health / Life Safety	Menard	Inmate Dining Room (C0520) Catwalk - The security of Menard Correctional Center employees and inmates during use of dining rooms is limited and very dangerous. A catwalk would provide the security coverage required while keeping the staff safe from direct inmate contact.	Install a steel catwalk from the Inmate Dining Room two guard towers elevated on the top of the concrete block wall separating the four dining rooms. The catwalk should be placed high enough to not allow inmate access and should be supported from the floor and steel roof truss system. Access to the catwalk shall be from each of the two guard towers located on the north and south ends of the dining rooms.	\$ 750,000	Decreased inmate and staff safety and security concerns due to limited tower coverage.
Health / Life Safety	Menard	Upgrade Energy Management System - The facility energy management system was originally installed in 1994 and provides minimal control over many of the institution buildings heating and cooling systems. The capability of the original system is limited due to age and should be upgraded. None of the cell houses (4 total), inmate dietary/dining, warehouses, cold storage, and Education Building have energy management controls which causes increased utility cost. Newer auxiliary panels have been installed since 1994 at buildings where systems have been upgraded or replaced. These newer panels and controls shall remain and be integrated into the new energy management system.	Remove all original 1994 energy management control systems and auxiliary panels and replace with new. Provide controls and system upgrades at each cell house, warehouses, inmate and employee dietary/dining, and Education Building. Provide CCTV systems at each cell house and inmate dietary/dining.	\$ 900,000	Reduced energy cost due to control over building temperatures, pumps, fans, etc.
Health / Life Safety	Menard	Replace Heating and Ventilation Systems, Education Building (C0529) - The existing hot water heating system is deteriorated to the point of required replacement. The heat exchanger has limited life expectancy remaining according to the facility plumbers. The base board heating units are no longer able to be controlled due to the non functioning zone controls and reconfiguration of offices and classrooms. The line is scheduled in this	Replace existing hot water heating system and replace with new variable air volume heating and cooling systems complete with ductwork, air terminals, and devices.	\$ 900,000	Continued increased energy cost due to inefficient equipment.
Health / Life Safety	Menard	New Guard Towers, North One Cell House (C0513) - due to the classification of inmates housed in this cell house and the required movement and activities to operate this cell house, it is necessary to construct two guard towers to insure the security and safety of both staff and inmates.	Construct two new guard towers, one in the center of the cell house on each side. Construct in the same design as the guard towers on the South Cell house.	\$ 980,000	Continued safety and security issues without required security during inmate movement

Type of Project	Institution	Problem Description	Recommended Fix	Estimated Cost	Impact of not Being Addressed
Health / Life Safety	Menard	Tuck Point and Water Proofing - All the buildings listed below, as well as the outer perimeter walls of the institution are in need of masonry tuck-pointing and waterproofing. Water is entering these two buildings during heavy rain fall due to deterioration of masonry walls. C0536 - Chapel; Constructed 1938 is a 29,086 gross square feet, two story brick building. C0530 - Boiler House; Constructed 1919 is a 16,320 gross square feet, two story brick building. Outer perimeter walls.	Tuck point and waterproof masonry walls of above listed buildings and perimeter walls.	\$ 980,000	Possible continued damage to existing buildings due to water infiltration of brick walls. Also possible breach of perimeter walls due to deterioration of stone due to water infiltration.
Health / Life Safety	Menard	Replace Roof System, Inmate Laundry C2506 (CDB Project No. 120-175-131) - the roofing over the inmate laundry is deteriorated and requires replacement. Replace Roof System, Inmate Kitchen/Dining Complex C0522 (CDB Project No. 120-175-134) - the roofing over the inmate kitchen and dining complex is deteriorated and requires replacement. Roof Replacements, Various Buildings - Buildings roofing systems listed require replacement due to age and condition. Wardens House (CDB Building No. C0604), Foundry Building (CDB Building No. C0676), Annex Building (CDB Building No. C0588), Officer Cleaning Plant (CDB Building No. C0542), General Store - (CDB Building No. C0521), Inmate Kitchen/Dining Complex - (CDB Building No. C0522), Multi-Purpose Building - (CDB Building No. C0647), Chapel (CDB Building No. C0536)	Replace roofing and all deteriorated decking. Project also includes replacing water damaged ceiling.	\$ 1,165,000	Continued deterioration and rotting of existing roof deck and support structure.
Health / Life Safety	Menard	replace MSU locking camera system - existing electronic locking system has reached its life expectancy and parts are no longer available due to outdated electronic components. Problems with locking/unlocking cells and CPU failure has been occurring more frequently and replacement is	Replace existing electronic locking system including all electric locks, CPU, control panels, and necessary equipment for required cell house security.	\$ 1,250,000	Possible security concerns due to locking system failure resulting in possible damage to existing buildings, inmates, or employee danger/harm.
Health / Life Safety	Menard	Repair Multi-Purpose Building (C0647) - The roof and walls of the Multi-Purpose Building are metal and has rusted through in areas. The walls and foundation in one side of the building has dropped due to improper site drainage causing cracked CMU walls and concrete floor.	Replace rusted exterior metal wall and roof panels. Repair cracked CMU walls and concrete floor. Make needed repairs to foundation and provide storm water drainage to keep building for occurring again.	\$ 1,500,000	Continued health life safety issues and possible building roofing and wall failure due to poor condition.
Health / Life Safety	Menard	Hot Water Supply / Return Piping Replacement - The facility hot water is generated and returned to the Boiler House (C0530) by means of overhead and underground fiberglass piping. This fiberglass piping was installed in 1988 (CDB project no. 120-175-046) and has been a continuous maintenance issue since. There are frequent breaks in these lines interrupting supply of hot water to various buildings throughout the institution including all cell house and dietary water systems. When these breaks do occur they are very difficult to repair due to the piping being constructed of fiberglass and the limited means of repairing it. There have been numerous breaks in the piping this year leaving the entire facility without hot water for an extended period of time. Fiberglass piping used for potable water is not approved by the Illinois Plumbing Code.	Replace all existing fiberglass hot water supply and return piping with copper supply and return piping throughout the institution of varying sizes (1 1/2" to 6" diameter). This piping should be replaced from the facility Boiler House (C0530) to each building hot water supply/return system. Provide insulation and insulation covering for piping as required for the differing applications where piping is replaced. Provide all needed isolation valves, balancing valves, back-flow preventers, and all necessary equipment required for a complete installation.	\$ 1,650,000	Continued loss of revenue required to purchase and heat water lost due to piping failures. Loss of hot water needed for inmate/employee dietary needs, inmate laundry, and inmate hot water access for showers and cell use.
Health / Life Safety	Menard	Upgrade Facility Primary Electrical Distribution System - the facility primary electrical distribution system is deteriorated and in poor condition. Wiring failure has previously occurred and those repairs were made by maintenance department electricians. The facility should be proactive in replacement of this infrastructure before a catastrophic event occurs leaving the facility without electricity in all or part of the institution.	Replace all 4160V primary electrical distribution system in the maximum security facility.	\$ 2,350,000	Continued health life safety issues and possible institution electrical system failure due to poor condition.
Health / Life Safety	Menard	North One Cell House, Phase 2 Rehabilitation - The North One Cell House (C0513) was partially remodeled in 1982 to about 75 percent completion. The balance of the plumbing, electrical, and heating system is yet to be completed. The plumbing system that was not completed has deteriorated and is rusted through allowing sewage to leak in some areas. The chain link fence security barrier at the attic location does not meet the security requirements of this cell house. The cell house interior plaster ceiling has failed in numerous locations due to the roof leaking and requires repair.	Install balance of new plumbing system including approximately 95 new stainless steel combination toilet units. Replace all galvanized water piping and all sewer and vent piping. A partial electrical rehabilitation is required and installation of a new heating system for entire cell house. Remove any asbestos if present and re-insulate. Upgrade lighting and electrical system as required. Replace the chain link security barrier located in the attic with steel bar-grate system. Repair existing damaged plaster ceilings.	\$ 3,550,000	Continued health life safety issues with deteriorated sewer piping. Security concerns with failing plaster ceilings and chain link fence barriers. Poor control of heating system.
Health / Life Safety	Menard	Replace Heating & Ventilation Systems, East/West Cell House - The heating and ventilation system is as originally constructed in 1932. Control over the environment is difficult due to the condition of the air handling units and lack of ventilation equipment. The supply fans, sheet metal enclosures, filter grills, steam heating coils, and fresh air dampers are in a highly deteriorated condition and in need of replacement. There is minimal ventilation during the summer months making the temperature of the cell house over 120 degrees on most days. The high temperatures also cause the newer plumbing components to fail causing additional maintenance and repair costs.	Provide new steam air handling units and all associated equipment. Modify existing fan room to adequately house new equipment and allow for removal of existing equipment.	\$ 3,750,000	Continued lack of heat for cell house during winter month causing inmate grievances and law suits. Increase cost in replacement of failed plumbing components due to cell house high temperatures during summer months.
Deferred Maintenance	Menard	The cell house has existing china fixtures, which are subject to extreme vandalism. The piping in the tunnels is in deteriorated condition and has been cited by Illinois Department of Public Health on several occasions. The existing cold supply piping is scaled inside reducing the amount of water pressure to each fixture. This reduced water pressure causes the cell flush valve to not seat properly causing water to not shut off after each flush. It is estimated that the cost of water lost due to this issue is an additional \$115,000.00 or more a year.	Completely replace the existing plumbing system including but not limited to new stainless steel fixtures, hot and cold water supply piping, waste and vent piping.	\$ 5,700,000	Continued loss of purchased water and revenue. Possible security concerns due to possibility of vandalism of china fixtures.
Health / Life Safety	Menard	Warehouse as inmate kitchen - Dining replacement - The buildings that house the inmate kitchen including the related kitchen equipment, HVAC equipment, electrical and plumbing systems are all in need of replacement due to age and condition. This also requires replacement of the General Store Warehouse Building (C0521). Buildings to be demolished would be C0521, and C0522. The Inmate Dietary has been cited numerous times	Construct new general store warehouse adjacent to existing Onsite warehouse (C2510). After construction of new building, demolish existing general stores (C0521). Construct new Inmate Kitchen/Dining Building in location of	\$ 13,600,000	Continued use of existing building for preparation and serving of inmate meals that does not meet current IDPH standards. Also continued security risk allowing outside trucking companies access the facility delivering goods.
Health / Life Safety	Menard	Replace Administration Building - The existing Administration Building (C0514) has been found to be structurally unsafe and was evacuated in May 2007. Since this date all programs that are normally housed in this building has been dispersed throughout the facility making access to various programs and departments difficult. Inmate and personnel records are housed in a building inside the facility perimeter along with other sensitive documents due to lack of space relocation space available. All visitor and employee movement is required to go through a facility cell house causing security concerns. Inmate contact visiting was relocated in the North Two Cell House to a room that is too small for the amount of visitors which leads to limited visiting time.	Build new Administration Building in same location of existing building that is scheduled for demolition in January 2015.	\$ 14,300,000	Security of staff and inmates records will remain compromised. Inmate visitation will continue to be held in an area too small for amount of visits and location that is a major security concern due to being beyond double gate.
Deferred Maintenance	Pinckneyville	Asphalt Parking Lot, Asphalt lots inside and outer perimeter road. These all need to be seal-coated and the parking lot restriped due to the wear in this area. Snow, ice, salt and extreme heat are causing extreme wear and tear on our asphalt areas. The striping will be needed for safety and lining vehicles on the lots.	We are in need of having a professional sealing and striping company come in and redo our asphalt. They would need to clean all areas, seal oil spots and apply two coats of sealer mixed with 3 lbs. of silica sand per gallon. Would need to be applied at a coverage extreme wear of .20 gallons per square yard. All parking areas would need to be striped after sealing is completed.	\$ 101,000	If the parking lot is not seal-coated it will get to the point that some asphalt will need to be replaced.
Life/Health/Safety	Pinckneyville	On January 5, 2012 Pinckneyville CC Fence Alarm zone 9,10,11 and 12 quit working. Electrician Dixon has been working on it, but has not been able to repair it yet. In June 19, 2009 Southwest Microwave sent us a notice of discontinuation for the Geonert perimeter detection system in 2010.	Have a contractor replace the current fence alarm.	\$ 152,000	During night and fog makes difficult for the tower CO monitor the perimeter fencing. Also add better to security to the institution give the towers quicker warning that someone is touch the fence.
Life/Health/Safety	Pinckneyville	The precast have separated from the masonry block cell walls causing the blocks to crack, this is observed in all of the five X house buildings (mainly on the second floor). According to CTL Group, volume change bowing of precast sandwich panels is significant. The bowing occurs as a result of the differences in drying shrinkage between the interior concrete and exterior concrete, and differences in temperature between the interior concrete. This is causing a safety and security. Buildings C7401, C7402, C7403, C7404 & C7422.	CTL Group recommend temporarily decommission a block of cells at a time. Shore ceiling slabs in affected cells. Demolish existing CMU walls that intersect precast panels. Reconstruct shear walls with proper reinforcement and connections to precast panels. Remove shores and proceed to the next block of cells.	\$ 1,000,000	Safety and Security issues!
Deferred Maintenance	Pinckneyville	All six of the Cell Houses have Touch Screen Computers for each wing. In fall of 1998 all computers were put in to use and since then they have become well used and out dated. Hard Drives have been failing and Monitors have been going out. This is starting to cost money every month to send in for repair and security is not as good when you do not have all four computers running in the control room. Software is Windows 95 is not compatible with any of new systems that we tried and at this time no longer able to repair the computer when it goes down. Buildings C7401, C7402, C7403, C7404, C7405 & C7422. The inmates cell locks and key cylinders are just about worn out. The key way is worn so bad that staff must move key around to unlock the door. The door locks are just about worn out also. So far locksmith has been able to repair them, but it is getting to the point they must be replaced. Buildings C7401, C7402, C7403, C7404 & C7405.	Purchase (22) New Commander Computers, (22) Wonderware Software License, Labor, Software Configuration, Computer Installation, System Validation, Documentation Updates, and one-year warranty. Also with these (22) new computers we would need (22) 19-inch LCD touch screen monitors. Along with this we would have installed PLC EEPROMS for a backup system to retain information if a PLC would crash and lose its memory. Integrator would be doing all the computer installation work. Cabinet tops would have to be rebuilt to accommodate the new equipment by the institution carpenter. Purchase new cylinders and locks for R1-4 and Receiving.	\$ 1,065,000	Cell house control will lose the ability to electrically unlock or lock doors, lighting, fans, intercom system and the cells and wing lights will remain on 24/7. Emergency evacuation will not work and all doors will have to be keyed open.
Deferred Maintenance	Pinckneyville	The Pinckneyville Correctional Center Dietary Kitchen, hallways, and closets were constructed with Tile Floors. The tile installed was faulty in losing the texture and did not secure to the floor under it causing the tile to break up and bust apart. Dietary's doors are rusting out at the bottom of the door. We had to cut out the bottom of the doors and now have two to three inch gap (safety issue) on the bottom and the doors are still rusting. By the door being so rusty it is causing holes thus we lose some of the fire rating. Cooler and freezer doors needs to be replaced because all the doors have been bent and do not seal very well making it very tough to keep temp. Building C7406.	Have a professional contractor come into the institution remove existing floor tile and replace with another material that will hold up to our wear and tear. Replace the all dietary rusted out doors as well as cooler and freezer doors.	\$ 1,216,240	The floors are very slick and had staff injured. Cooler & freezer doors are bent and do not seal making hard to keep temp also doors are sticking and staff has been injured opening doors. Most of dietary doors are rust-out at the bottom of the doors making a safety issue and some doors are fire rated will not pass at this time.
Deferred Maintenance	Pontiac	Steps to Health Care unit need to be replace/ add ramp for handicap accessibility Building CO 754	Replace steps with handicap accessible ramp	\$ 100,000	existing steps have become a trip hazard with years of salt and weather exposure.
Deferred Maintenance	Pontiac	Building CO 723 has outlived its useful life. Sheets of steel tile and blow across parking lot during high winds. Building has come loose from its foundation and base. Building is and eyesore to public.	Demolish building CO 723 and replace with larger more modern steel building at new location on MSU.	\$ 100,000	Staff or inmate being hurt by sheet steel. Damage to personal or state property.

Type of Project	Institution	Problem Description	Recommended Fix	Estimated Cost	Impact of not Being Addressed
Health/Life Safety	Pontiac	Existing showers were improperly installed. Existing showers do not meet Illinois State Plumbing Codes. Showers are leaking outside of the shower cabinets causing mold, bacteria and very unsanitary conditions. The leaking showers are destroying the structural integrity of the cell house. Some cells close to the shower cells are damp. CDB has reviewed at least two times.	Replace all 32 cabinet showers in the South Cell House.	\$ 759,000	The showers are a constant maintenance issue. The water leaks from the cabinets down the walls of the mechanical tunnels of the cell house. It is destroying the structural integrity of the cell house. It is causing certain cells close to the showers to be damp. No where to shower inmates. Unrepairable cell house damage.
Deferred Maintenance	Pontiac	Chillers and air handlers are extremely inefficient, constant breakdowns. Havco Controls obsolete, CO 703 and CO 797	Replace HVAC controls, chillers and air handlers in buildings CO 703 Administration Building, CO 797 Programs	\$ 1,500,000	Heating and cooling of CO 703 Administration Building and CO 797 Programs keeps building from freezing, staffs well being is directly effected by the temperatures of the building. Units are not energy efficient and considerable savings would be gained by replacement.
Deferred Maintenance	Pontiac	Laundry equipment at building CO 793 has been in use since the early 1980's, breakdowns and maintenance are expensive.	Be proactive and replace aging washers, dryers and associated equipment at Building CO793	\$ 1,750,000	Water does not get hot enough to destroy bacteria in bedding. Breakdowns effect laundry cycle for inmate population. When parts become obsolete, repairs will be impossible.
Deferred Maintenance	Pontiac	The Kitchen at the MSU has outlived its useful life and needs a complete remodel. Building CO 785	Replace all kitchen equipment, remodel entire kitchen, all mechanicals and electricals	\$ 2,000,000	Kitchen does not meet today's electrical code. All equipment needs replacement. If kitchen fails inmates will not be able to be fed.
Deferred Maintenance	Pontiac	Piping in CO 710 North Cell House and CO 717 South Cell House is in bad order, broken sprinkler heads are a constant maintenance headache.	Install new fire suppression system, relocate sprinkler heads Buildings CO 717 South Cell House and CO 710 North Cell House	\$ 2,000,000	No fire protection in Building CO 710 or 717 North and South Cell House, loss of life and property.
Deferred Maintenance	Pontiac	Dumbwaiters used to move food and supplies up and down in cell house are in bad order and need replacement	Replace dumbwaiters in the following buildings CO703 Administration, CO710 North Cell House, CO717 South Cell House, CO 760 East/West Cell House.	\$ 2,500,000	Employees or inmate workers must carry clothing, food, property and ice up as many as five flights of stairs. Employee or inmate falling or hurting back.
Deferred Maintenance	Pontiac	Sprinkler piping has deteriorated in mechanical tunnels	Replace all sprinkler piping in Buildings CO 710 and CO 717 north and south cell house	\$ 2,500,000	Fire protection piping may not be able to supply pressure to fire hoses and sprinkler heads at North and South Cell Houses.
Deferred Maintenance	Pontiac	Faucets and faucet parts are obsolete in the South Cell House.	Replace all faucets to air control type at the South Cell House CO717	\$ 2,500,000	cell will eventually have to be condemned as replacement parts are not available.
Deferred Maintenance	Pontiac	existing steam tunnel tops are used as sidewalks. Years of salt and weather have made them potted and pock marked.	Resurface all steam tunnel tops at Institution	\$ 3,000,000	Water leaks into steam tunnels onto steam piping causing corrosion, communication cables are also installed in tunnel. Staff or inmates can trip on uneven surfaces. This caused wheels on carts to be damaged and the items on cart to be damaged.
Deferred Maintenance	Pontiac	Parking lots needs pavement and/or pavement replacement. Poor drainage, heavy use and constant maintenance. Perimeter roads create major dust in summer months. Pontiac City adjoining residents are complaining.	Repair and repave employee parking lots. Pave MSU parking lot. Pave all exterior roads, add drainage as necessary to exterior roads.	\$ 3,500,000	Constant maintenance repairing road with gravel. Constant dust. Chipped paint on state vehicles.
Deferred Maintenance	Pontiac	The current maintenance has been in place since the early 1960's. The electrical and mechanical unit provide service to the kitchen have outlived their useful life. The electrical panels are outdated and no replacement circuit breakers are available. The windows are not energy efficient or	Complete renovation to improve exterior heating, insulating area and interior ventilation equipment. All new mechanicals, all new electrical. Replace tile	\$ 6,700,000	Kitchen provides meals for approx. 1800 inmates. Most institutional kitchens are remodelled on a regular basis. This kitchen has outlived its useful life and has served for almost 35 years. Constant maintenance headaches. There is now where to look up new equipment.
Deferred Maintenance	Pontiac	Towers 11, 12, 16,17,18 are in desperate need of replacement. Bad stair cases, crumbling masonry. Inadequate electric, etc.	Replace tower CO718,CO739,CO742,CO757 and CO761 and associated outer perimeter wall with new construction, extend wall and add one additional tower. CDB 120-200-R06	\$ 7,000,000	Towers may need to be closed, especially Tower 16 CO742. Chance of staff getting hurt by falling masonry, staff falling down stairs or outer catwalk collapsing. Floor collapsing, stairway collapsing.
Deferred Maintenance	Pontiac	Some buildings need immediate roof repair. Others need roof replacement. CO709, CO712, CO 714, CO 717,CO719,CO722, CO 723,CO749,CO750,CO754, CO759, CO767,CO768, CO769, CO 789, CO790,CO792,CO793,CO798,CO799	Replace roofs on all buildings	\$ 15,000,000	When roofs need repairs beyond Institutional Capabilities, buildings received structural damage and eventually must be closed or abandoned.
Deferred Maintenance	Robinson	The hardness of the water has required the Housing Units and Institutional Laundry to be softened to protect the electric heating elements and plumbing fixtures. The original softeners were installed in 1995 are under constant repairs and service.	The removal and installation of new water softeners.	\$ 100,000	Water Softeners cost continues to increase.
Deferred Maintenance	Robinson	The Dietary HVAC has failed. We have attempted to maintain this unit and have spent \$20,000 dollars in compressors in the last 5 years. The condenser is bad and so is the heating pack and dampers. It is now consuming excessive amounts of energy and not providing the proper air flow and moisture control needed. The broken make-up air systems leave the Dietary kitchen freezing in the Winter months and extremely warm in the Summer months. Collapsed ductwork is restricting the air flow compounding this problem as much as 20% by some estimates. The excessive moisture in Dietary has destroyed 4 windows at a cost of \$10,200 also causing environmental hazard due to the poor air quality and possible breeding grounds for mold and mildew.	The upgrading of all HVAC units stated. The system should be engineered and balanced. This should include a new condenser, evaporator coil, heat elements and make-up units to meet the BTU's in heating and cooling. All damaged dampers and ventilation duct should be cleaned and replaced if damaged.	\$ 100,000	HVAC System failure will significantly impact Dietary operations.
Deferred Maintenance	Robinson	The present tile showers have failed; moisture is penetrating the grout and has allowed the water to compromise the integrity of the building. We are having seepage and efflorescence on the outside of the building and worms and bugs in the shower area. The interior of the Housing Units are experiencing excessive moisture on the wall and windows causing mold, rust, and mildew. These showers are under constant repair due to the failure of this grout system. The shower ventilation is either undersized, broken and/or non-existent.	The removal of ceramic tile and the application of an epoxy system. Installation of a ventilation system adequate to remove the moisture without upsetting the air balance in the Housing Units.	\$ 175,000	Moisture/Mildew problems may cause health issues for offenders and staff if not repaired.
Deferred Maintenance	Robinson	This facility has been in need of more freezer space since it was built in 1990, because of the added inmate population. The added population has caused the existing freezers to be overworked and physically damaged.	The proposed freezer expansion will be done at the facilities warehouse by extending out of the existing building.	\$ 175,000	Potential food spillage risk increase and additional expenses needed for Dietary Operations.
Deferred Maintenance	Robinson	All Buildings are showing extreme wear in their doors, hinges and hardware. The locks obsolete at the time of construction in 1990 and parts were obsolete in 2000. Making it difficult and very expensive to maintain. In the original design, this facility was designed with a 4 hinge heavy duty doors for all exterior and some interior doors but a mistake occurred and 3 hinge lighter duty doors were installed.	Replace all doors, hinges and hardware.	\$ 200,000	Compromises the Security and Safety of the facility.
Deferred Maintenance	Robinson	The black top roads and parking lots need repaired; with some patching, replacement, joint repairs, and sealing. If repairs are not done, the cost will continue to rise exponentially.	Repair facility perimeter roads and parking lot.	\$ 200,000	Until repaired, the future cost will continue to rise.
Deferred Maintenance	Robinson	The exterior guard wire system requires repair as this facility was constructed in 1990. AISC, Inc. engineering associate, inc. completed a tank inspection Report dated December 1999 on the interior and exterior. This report contains the following recommended upgrades, preventive	the electrical transformer should be raised to eliminate any possibility of water levels reaching the transformer. All interior areas wetted or dry should be	\$ 500,000	Water unsuitable for use.
Deferred Maintenance	Robinson	Due to the increase in inmate population the HVAC systems are undersized and have operated under an extreme load trying to remove the extra BTU's. Residue has accumulated in the ductwork restricting the air flow compounding this problem as much as 20% by some estimates. In September 2003, a fire occurred in the return air duct in Housing Unit 5. This is in part due to the accumulation of foreign matter that has built up in the ductwork throughout this facility. This build up has also become an environmental hazard due to poor air quality and possible breeding ground for mold and mildew. The units are struggling to heat and cool due to restricted air flow.	The upgrading of all HVAC units stated. The system should be engineered and balanced. This should include the enlarging of the condenser, evaporator coil and fans to meet added BTU's and/or increase CFM. All ventilation systems should be cleaned and/or replaced.	\$ 500,000	HVAC System failure will significantly impact Daily Facility Operations.
Deferred Maintenance	Robinson	The metal raised seam roof are showing signs of failure with leaks beginning to occur.	Ensure roof is clean then apply 4 ply system over the original roof and roller system is enclosed.	\$ 565,000	Ceiling and dry walls will start to mold and mildew.
Health-Life Safety	Shawnee	At this time the Facility only has one steam boiler that provides steam to the dish machine and to the kitchen. If the existing steam boiler goes down, we could not use the dish machine or the steam cooking equipment.	To have a qualified vendor remove the existing condemned steam boiler and install new with associated piping and pumps.	\$ 100,000	At this time the Facility only has one steam boiler that provides steam to the dish machine and to the kitchen. If the existing steam boiler goes down, we could not use the dish machine or the steam cooking equipment.
Deferred Maintenance	Shawnee	The existing fuel pumps and piping have aged to the point that daily maintenance is required to pump fuel. Parts are no longer made for these pumps.	To have a qualified vendor remove existing fuel pumps and related piping and install new.	\$ 100,000	If not addressed the Facility will not be able to pump fuel for the fleet.
Deferred Maintenance	Shawnee	The current chiller unit for the Administration Building is from 1984 and has overreached it's life span.	To have a qualified vendor remove the existing chiller and install new with associated piping and pumps.	\$ 150,000	If not addressed the Facility will not be able to provide air conditioning to the Administration Building including the Health Care Unit.
Health-Life Safety	Shawnee	All of the light poles around the outer perimeter have rusted through at the base of the poles. Seven poles have been blown over in the wind damaging the fence and vehicles. With so many lights out it is difficult to see around the perimeter of the Facility.	To have a qualified vendor remove the existing light poles and wire, then pull new wire and install new poles and fixtures.	\$ 250,000	If not addressed the outer perimeter will be dark and the fence will not be able to be observed.
Deferred Maintenance	Shawnee	The coolers and freezers at the Facility have reached the age that they can no longer be repaired. The floor in the freezers have heaved pulling the walls and ceiling of the boxes apart causing issues with frozen product and slip hazards.	To have a qualified vendor remove existing cooler/freezer boxes and related equipment and install new.	\$ 750,000	If not addressed product will be lost and food will not be able to be kept in a safe manner for staff and inmates.
Health-Life Safety	Shawnee	The water heaters in the cell houses have developed holes and has begun to leak. The water heaters have reached a point of being non-repairable. If one of these water heaters malfunction completely we will not be able to provide hot water to the cells or to the showers or laundry rooms.	To have a qualified vendor remove the existing hot water heaters and install new with any related piping and accessories.	\$ 1,500,000	If not addressed the Facility will not be able to provide hot water to the cell houses.
Deferred Maintenance	Shawnee	The gutters and down spouts have deteriorated to the point they will not hold water, causing damage to the buildings brick and mortar and undermining the foundation of the buildings.	To have a qualified vendor remove and replace all gutters and down spouts on all buildings.	\$ 3,200,000	If not addressed more expensive damage will occur.
Deferred Maintenance	Shawnee	The windows that have not been replaced are falling apart and will no longer operate or seal. Every winter the windows must be screwed shut and plastic and duct tape is put over the windows to keep air infiltration to a minimum.	To have a qualified vendor remove and install new operable windows in Housing Units 1, 2 and one wing of Unit 3.	\$ 4,500,000	If not addressed it may become a risk to health and safety of inmates and staff.
Deferred Maintenance	Sheridan	Roofs on Offender Housing Units, C-11, C-13, C-15, C-17, C-19, C-21, C-23. All have the same type roof in material and size.	Roofs need to be replaced. This includes tearing off the old and replacing with new. The approximate cost is \$50,000.00 each.	\$ 1,718,000	There is the possibility of the Offender Housing units will become uninhabitable.
Deferred Maintenance	Sheridan	Replace six (6) refrigeration units in Store Room (Warehouse). The aging units are prone to failure with no redundancy.	Replace the units.	\$ 100,000	Newer units will increase energy efficiency. This project might qualify for DCEO rebates and/or incentives.
Deferred Maintenance	Sheridan	Inner Facility Roads	Repair and replace the inner perimeter roads. The cost noted is estimated.	\$ 500,000	Continued deterioration to paved areas. Staff and vehicle damage could result in costing the State money
Deferred Maintenance	Sheridan	Outer Perimeter Roads	Repair and replace the outer perimeter roads. The cost noted is estimated.	\$ 500,000	Continued deterioration to paved areas. Staff and vehicle damage could result in costing the State money
Deferred Maintenance	Sheridan	Parking Lot and Main Entrance outside the Security Fence. The Parking Lot areas are in poor condition.	Repair and replace parking lots. The cost noted is estimated.	\$ 500,000	Continued deterioration to paved areas. Staff and vehicle damage could result in costing the State money
Deferred Maintenance	Sheridan	roof replacement for C-3	Replace the roof. The cost noted	\$ 620,000	CDB #120.215.063 project to start July 1, 2015
Deferred Maintenance	Sheridan	Tower 5 (C0802, Tower 4 (C0813), Tower 3 (C0870), and Tower 2 (C0871) all have significant exterior cracking, moisture and insect infiltration, poor glazing and mechanical systems. The tower in the gatehouse (C0816) has been abandoned. There is no centralized camera system and there are virtually no cameras on the perimeter. The cameras at the facility do not record.	Remove and replace 4 security towers and fencing. Add razor-ribbon wire and construct a new security tower and sally port. Install centralized cameras system that will increase the number of cameras and provide proper recording. Please refer to CDB survey for project # 120-215-R10.	\$ 1,900,000	There is a security risk of not having a proper camera system with ample coverage that does not record
Life/Health/Safety	Southwestern	The facility needs to have a generator that will carry the whole facility.	Install a new generator and transfer switch large enough to carry the facility.	\$ 175,000	It will be difficult to operate for an extended period of time running on the current generator.

Type of Project	Institution	Problem Description	Recommended Fix	Estimated Cost	Impact of not Being Addressed
Life/Health/Safety	Southwestern	Security surveillance is at a minimum without a working camera system.	upgrade the current surveillance system and add additional camera in locations that the facility would need for quality surveillance.	\$ 200,000	We will continue to have blind spots that the C/Os can not monitor creating security issues.
Life/Health/Safety	Southwestern	We have heating issues in House unit 1,2,3,4, work camp and dietary. The heating units that heat these areas are not working properly or at all.	Replace heating ventilator units with new more efficient units and controls to operate the system.	\$ 500,000	There will be no heat in the dietary and minimal heat in the housing units.
Life/Health/Safety	Southwestern	Repair Inmate Showers and Restrooms - Southwestern Illinois Correctional Center was formerly a high school that was converted into a minimum security correctional center in 1995. The showers and stools in each of the housing units were installed in 1995 are wearing out. The stools are falling off of the walls and the showers constantly leak.	Replace all stools, urinals, sinks and showers in the four housing units and work camp - this will need to be completed in phases and will require alternative procedures as each area is being repaired.	\$ 1,200,000	The institution must provide bathroom facilities to the inmates - not replacing the stools and showers eventually will not allow the institution to meet this requirement.
Deferred Maintenance	Stateville	The Administration Building (C0204) roof is leaking.	Repair and replace the sections of the roof that are leaking.	\$ 120,000	The roof will continue to fail and deteriorate, portions of the building will be lost.
Deferred Maintenance	Stateville	Many of the windows in the Guard Towers are damaged, leaving the officers with obstructed and impaired views. Old porous windows make conditioning the towers difficult.	Replace the windows and window frames in the Guard Towers.	\$ 150,000	Officers manning the Guard Towers will continue to have obstructed views and the towers will be difficult to condition.
Deferred Maintenance	Stateville	The Commissary (C0303) roof is in terrible shape and needs to be replaced.	Replace the damaged roof.	\$ 200,000	The roof will continue to fail and deteriorate, the building will be lost.
Life/Health/Safety	Stateville	The Old Powerhouse (C0301) chimney is damaged and in dreadful shape.	Remove the chimney.	\$ 300,000	The chimney is at risk of falling over and possibly injuring pedestrians below.
Deferred Maintenance	Stateville	The F-House (C0326) windows, which were installed in 1922, are porous and can no longer be shut properly, allowing cold air to permeate the housing unit.	Replace the 450 windows throughout the housing unit.	\$ 400,000	Cold air will continue to enter the housing unit during the heating season, costing tens of thousands of dollars in heating costs.
Deferred Maintenance	Stateville	There are two sets of steam and condensate lines running under the facility that are leaking badly. These leaks are costing the facility an untold amount of money in fuel and chemicals.	Replace and repair damaged steam and condensate lines under the institution.	\$ 470,000	Steam and condensate will continue to leak out, costing the facility money in fuel and chemicals, and eventually we will be unable to transmit steam.
Deferred Maintenance	Stateville	Steam line repair from F-House to Unit X inside Stateville	Repair/replace steam line	\$ 471,000	The steam line that runs from F-House to X-House is needs to be replace or repaired. This line runs steam 24/7 365 days a year for hot water to showers, etc. There would be a considerable savings to the facilities utility bill if this line can be repaired/ replaced.
Deferred Maintenance	Stateville	The Administration Building (C0204) SEU Unit, with 72 cells, several offices, and storage rooms are not being utilized because the plumbing pipes and fixtures are in disrepair.	Procure the necessary plumbing materials and supplies to make the necessary repairs.	\$ 700,000	The SEU as well as staff bathrooms throughout the Administration Building will continue to be off-line.
Deferred Maintenance	Stateville	The roofs for the Quarter House (C0221), the School (C0251), and the M&M Shop (C0304) are leaking and need to be repaired before further water damage leads to the buildings being abandoned.	Replace and repair roofs for the Quarter House, the School, and the M&M Shop.	\$ 1,100,000	The roofs will continue to fail and deteriorate, the buildings will be lost.
Deferred Maintenance	Statewide	T12 Lighting Retrofit	Replace all T12 lights with T8 or better. Utilize grant funding if available	\$ 5,000,000	T12 lamps and ballasts are the most inefficient of the fluorescent fixtures and the bulbs and the ballast are slowly being phased out of the market.
Deferred Maintenance	Statewide	Automation systems for fire, security, and control panels are becoming obsolete and no longer functioning.	New systems need to be procured and installed at multiple facilities including Western, Illinois River, Jacksonville, Danville, etc.	\$ 17,000,000	Facility security may be compromised for both staff and inmates. The liability will only grow the longer we wait to replace these obsolete systems.
Deferred Maintenance	Statewide	Starcom Radios		\$ 20,000,000	
Deferred Maintenance	Statewide	Current housing is causing staffing and security inefficiencies.	Construct New X-houses at Centralia, Graham, and Stateville	\$ 100,000,000	X-houses are much more efficient. Ability to save on many costs: staffing.
Deferred Maintenance	Taylorville	Resurface Parking Lots & Roads: The roads and parking lots have become rough with potholes and crumbling away from the edges inward. Over the course of the past 25 years they have become spongy and cracked with massive holes and divots.	Cut out all bad areas and repair accordingly, route out all cracks and seals and repair accordingly, cut away all broken edges and grade and repair accordingly. Heat up all surface areas that require re-grading for proper drainage. Resurface/re-seal all surfaces with a latex slurry seal and re-stripe with thermal-plastic striping and ensure that all handicap parking signs are addressed in accordance with ADA and IDOT standards.	\$ 125,000	The parking lot has several pot holes which incurs costs on an annual basis to patch. In addition, these holes can cause damage to staff and visitor vehicles and can be dangerous to walk across in inclement weather.
Deferred Maintenance	Taylorville	Upgrade Building Automation System: The Building Automation System is 25 years of age and is obsolete. With the ever increasing cost of utilities this system can manage and control electrical utility consumption and shave current usage substantially with some upgrades in hardware and software in which it will pay for it and seriously keep electrical consumption in check and save money with the budget already stressed this will give relief a this facility. This can be accomplished at all buildings but mostly at the residents and buildings that are non-occupied 24/7.	Upgrade the operating program, replace the head end, computers, control panels and all obsolete devices. Integrate the control of all water heaters into the program.	\$ 150,000	Current automation system is obsolete and parts are not available for repairs. Inability to make repairs can lead to system controls over air, heat, and fire alarms to fail.
Deferred Maintenance	Taylorville	Install Variable Frequency Drives and High Efficiency Motors: Our supply fans and return fans run 24 hours a day at full speed.	Install Variable Frequency Drivers and high efficiency motors and tie them into the Building Automation System program (identified above).	\$ 200,000	Fans run 24 hours a day which has a huge impact on ever increasing electric bills.
Deferred Maintenance	Taylorville	Renovate Water Towers: The water tower has an extensive rust problem on the interior and needs painted inside and out.	Repair all rust spots, replace bad valves, and paint.	\$ 200,000	The interior rust can contaminate facility water supply. In addition, the paint is worn which could increase the chance for rusting inside/out.
Deferred Maintenance	Vandalia	Roads have deteriorated and washing away, making potholes. Asphalt needs sealed.	Recondition, oil and chat all perimeter roads. Seal asphalt core area.	\$ 120,000	Vehicle wear and tear coupled with elevated maintenance cost for rock and labor.
Deferred Maintenance	Vandalia	All A/C units, coolers and freezers have major problems and need replaced.	Replace with more efficient equipment.	\$ 150,000	Elevated energy/maintenance costs.
Deferred Maintenance	Vandalia	Fans, ceiling, showers and lights are deteriorated from moisture. Offenders have destroyed shower fixtures	Replace fans, ceiling, lights and shower fixtures.	\$ 300,000	Ceiling collapse, mold build-up and elevated water usage.
Life/Health/Safety	Vandalia	Maintaining offenders with outside clearance limits the programs/assignments that can occur on the outside.	Install perimeter fence from segregation to north zone to encompass all buildings.	\$ 500,000	Offender candidate limitation for programs and offender outside workers.
Deferred Maintenance	Vienna	Both buildings C1116 and C1107 are equipped with elevators. The freight elevator in C1107 is nearly 41 years old and will no longer pass State inspection. The elevator in C1116 is approximately the same age and will not pass inspection either and accommodates living areas for medical emergencies. The freight elevator is used to move all commodities from the warehouse to dietary. Everything is currently being moved by hand up a narrow stairwell utilizing a chain of inmates.	Complete upgrades on the current equipment so that they will pass State inspection and can be used on a daily basis.	\$ 200,000	The problem is creating a life safety issue with all of the commodities being moved by hand and all medical emergencies having to be carried by hand up and down one to two flights stairs in building C1116
Deferred Maintenance	Vienna	Building C1106 Vocational building houses the entire vocational program for Vienna CC. The flat EPDM roof and sloped shingled roof on the building are leaking and can no longer be patched.	Complete replacement of both the EPDM roof and sloped shingled roofs to include removal of old roofing.	\$ 500,000	Further deterioration of the existing roofing system could cause area of the building to be shut down for use. This would cause a large decline in the vocational programs capabilities to operate at current levels.
Deferred Maintenance	Vienna	Building C1116, Building 19, was constructed in the late 60's and the current heating and cooling system for the living areas, office areas and Health Care Unit has deteriorated to the point of continuous repairs needed for operation.	Remove existing cooling tower, heat and cooling exchange coils, air handlers and duct work.	\$ 500,000	The old system is not capable of being regulated to ensure proper temperatures for our Health Care Unit and living areas and could result in further lawsuits.
Deferred Maintenance	Vienna	Building C1104 Power Plant houses two Laclede coal fired boilers to provide steam heat and hot water to the entire institution. The boiler system contains a De-aerator for proper operation. Current equipment is approximately 41 years old. The De-aerator current tank is leaking and need of replacement.	Removal of the asbestos insulation from the current system. Installation of a temporary system. Then complete replacement of the permanent De-aerator system.	\$ 1,000,000	Further deterioration of the tank would cause complete shut down of the boiler system. This would result in the rental of a portable system in order for the boiler house to operate.
Deferred Maintenance	Vienna	Windows C1107, C1108, C1109, C1110, C1111, C1112, C1113, C1114, C1115, C1116, C1117, C1118, C1119, C1120, C1121, C1122, C1123, C1124, C1125, C1126, C1127, C1128, C1129, C1130, C1131, C1132, C1133, C1134, C1135, C1136, C1137, C1138, C1139, C1140, C1141, C1142, C1143, C1144, C1145, C1146, C1147, C1148, C1149, C1150, C1151, C1152, C1153, C1154, C1155, C1156, C1157, C1158, C1159, C1160, C1161, C1162, C1163, C1164, C1165, C1166, C1167, C1168, C1169, C1170, C1171, C1172, C1173, C1174, C1175, C1176, C1177, C1178, C1179, C1180, C1181, C1182, C1183, C1184, C1185, C1186, C1187, C1188, C1189, C1190, C1191, C1192, C1193, C1194, C1195, C1196, C1197, C1198, C1199, C1200, C1201, C1202, C1203, C1204, C1205, C1206, C1207, C1208, C1209, C1210, C1211, C1212, C1213, C1214, C1215, C1216, C1217, C1218, C1219, C1220, C1221, C1222, C1223, C1224, C1225, C1226, C1227, C1228, C1229, C1230, C1231, C1232, C1233, C1234, C1235, C1236, C1237, C1238, C1239, C1240, C1241, C1242, C1243, 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C2531, C2532, C2533, C2534, C2535, C2536, C2537, C2538, C2539, C2540, C2541, C2542, C2543, C2544, C2545, C2			



Type of Project	Institution	Problem Description	Recommended Fix	Estimated Cost	Impact of not Being Addressed
Life/Health/Safety	Western	The current security control system which operates doors, lighting, emergency call, and cell doors are regularly down for repair. Parts and components are becoming obsolete due to the age and technology of the system. C4501,C4502,C4503,C4532,C4504	Replace system with new technology and equipment upgrade.	\$ 500,000	During system failure the safety of the inmates and staff will be at risk and the department would be liable for the legal actions as a result.
Deferred Maintenance	Western	Closed system loop heating coils are leaking, many are patched and deteriorating. ALL	Replace heating coils during off season	\$ 500,000	Failure will cause the loss of heat to sections of the building and property damage
Deferred Maintenance	Western	Equipment is outdated and in constant repair. ALL	Replace Sellers hot water heaters with new efficient models	\$ 900,000	Hot water temps are not constant

\$

460,963,520



July 23, 2015

**Executive Director**

Roberta Lynch

**Executive Vice Presidents**

Lori Laidlaw

Dorinda Miller

Carmin Willis-Goodloe

Yolanda Woods

**Secretary**

Patricia Ousley

**Treasurer**

Robert Fanti

**Executive Board**

Gloria Arseneau

Garry Cacciapaglia

Gary Ciacio

Dave Delrose

Safiya Felters

Mark Kerr

Gary Kroeschel

Kathy Lane

Ellen Larrimore

Matthew Lukow

Chris Milton

Steve Mittons

Duane Montgomery

David Morris

Steve Nurdyke

Ralph Portwood

Cary Quick

John Rayburn

Kobie Robinson

Ruby Robinson

Yurvette Simmons

Eva Spencer-Chatman

Mike Turner

Trudy Williams

**Retiree President**

Larry Brown

**Trustees**

Carlene Erno

Tom Minick

Miguel Vazquez

Delbert Ford  
Freedom of Information Officer  
IL Department of Corrections  
1301 Concordia Court, P. O. Box 19277  
Springfield, IL 62794

Sent via Certified Mail R.R.R.  
No. 7011 2000 0002 0395 8312  
and via e-mail

Ed Jackson  
Chief, Labor Relations  
IL Department of Corrections  
1301 Concordia Court, P. O. Box 19277  
Springfield, IL 62794

Sent via e-mail

Re: FOIA Request

Dear Mr. Ford and Mr. Jackson:

Please consider this letter a formal request under the Freedom of Information Act for any and all documentation regarding the following:

Average daily population and current population at each of the following work camps for each of the last three (3) years and actual operations expenditure for each of the following work camps for each of the last three (3) years:

- East Moline Work Camp
- Pittsfield Work Camp
- Green County Work Camp
- Hardin County Work Camp
- Southwestern IL Work Camp
- Clayton Work Camp

In addition to the above, the following information is also requested:

Number of inmates in the past 12 months requesting transfer to a DOC work camp;

Number of inmates in the past 12 months requesting transfer to a DOC work camp who have been denied;

Number of inmates in the past 12 months requesting transfer to a DOC work camp who have been transferred;





Delbert Ford and Ed Jackson  
July 23, 2015

Page Two

Number of inmates in the past 12 months requesting transfer to a DOC work camp whose request is still pending;

Number of inmates determined eligible for transfer to a DOC work camp currently waiting for transfer.

We would appreciate receiving the information in electric form to [ecaumiant@afscme31.org](mailto:ecaumiant@afscme31.org). As provided by the Act, I shall look forward to receiving your reply within seven (7) working days.

Thank you in advance for your attention and compliance with this request.

Sincerely,

A handwritten signature in black ink, appearing to read "Eddie Caumiant", with a long horizontal line extending to the right from the end of the signature.

Eddie Caumiant, Regional Director  
AFSCME Council 31

**STATE OF ILLINOIS**

**CONTRACT**

Shawnee Correctional Center/Hardin County Work Camp

Portable Kitchen Rental

PBC# 14-85173/R&M 15-001

The Parties to this contract are the State of Illinois acting through the undersigned Agency (collectively the State) and the Vendor. This contract, consisting of the signature page and numbered sections listed below and any attachments referenced in this contract, constitute the entire contract between the Parties concerning the subject matter of the contract, and in signing the contract, the Contractor affirms that the Certifications and Financial Disclosures and Conflicts of Interest attached hereto are true and accurate as of the date of the Contractor's execution of the contract. This contract supersedes all prior proposals, contracts and understandings between the Parties concerning the subject matter of the contract. This contract can be signed in multiple counterparts and signature may be electronic or digital upon agreement of the Parties.

Contract uses Illinois Procurement Gateway Certifications and Disclosures?

Yes (IPG Certifications and Disclosures including FORMS B)

No

**PUBLIC SAFETY  
SHARES SERVICES**

**DEC 02 2014**

**SOURCING CONTRACT  
MANAGEMENT**

STATE OF ILLINOIS

CONTRACT

Shawnee Correctional Center/Hardin County Work Camp

VENDOR

Vendor Name: Kitchens To Go LLC.	Address: 131 W. Jefferson Ave, Suite 223, Naperville, IL 60540
Signature: <i>Susan H. Karoll</i>	Phone: 630-355-1660
Printed Name: Susan H. Karoll	Fax: 630-355-1610
Title: Business Manager	Email: susan@k-t-g.com
Date: <i>11/25/14</i>	

STATE OF ILLINOIS

Procuring Agency or University: Illinois Department of	Phone: 217) 558-2200
Street Address: 1301 Concordia Court	Fax: (217) 522-8719
City, State ZIP: Springfield, Illinois	
Official Signature: <i>S. C. Ly</i>	Date: <i>12/4/14</i>
Printed Name: <i>Rudy Brida</i>	
Official's Title: <i>ASST. Deputy Director</i>	
Facility Signature: <i>Kurtis Hunter</i>	Date: <i>11/25/14</i>
Printed Name: Kurtis Hunter	
Title: Assistant Warden of Operations	

PUBLIC SAFETY  
SHARED SERVICES

DEC 02 2014

SOURCING/CONTRACT  
MANAGEMENT

AGENCY/UNIVERSITY USE ONLY

NOT PART OF CONTRACTUAL PROVISIONS

Agency or University Reference # PBC# 14-85173

Project Title: Hardin County Work Camp Portable Kitchen

Contract # R&M 15-001

Procurement Method: IFB

IPB Ref. #

IPB Publication Date:

Award Code:

Subcontractor Utilization?  Yes  No

Subcontractor Disclosure?  Yes  No

Funding Source: Capitol Programs

Obligation #

Small Business Set-Aside?  Yes  No

Minority Owned Business?  Yes  No Percentage

Female-Owned Business?  Yes  No Percentage

Persons With Disabilities Owned Business?  Yes  No Percentage

Other Preferences?

-BALANCE OF PAGE LEFT INTENTIONALLY BLANK

PUBLIC SAFETY  
SHARPO SERVICES

DEC 02 2014

STATEWIDE CONTRACT  
MANAGEMENT

## 1. DESCRIPTION OF SUPPLIES AND SERVICES

- 1.1. **GOAL:** To lease a 48' Portable Kitchen for the preparation of inmate and staff meals at Hardin County Work Camp.
- 1.2. **SUPPLIES AND/OR SERVICES REQUIRED:** Hardin County Work Camp requires a 48' Portable Kitchen on a leased basis to be used for the preparation of inmate meals.

Vendor must meet or exceed the following specifications:

### Specifications:

- 8' x 36' or 8' x 48' Mobile Kitchen
- Electric Cooking
- 125 amp – 1 phase, 3 wire – 120/230 volt
- Heated Unit
- Air Conditioned
- Electric Braking
- Hood Fire Suppression System
- 30 Gal Water Tank
- Mobile Kitchen should be (by design) compliant with OSHA and State Fire Law(s)/Code or Rules

### Equipment List

- Floor Fryer
- Fry dump
- Stainless Steel Counter
- Under Counter Hot Holding Cabinet
- 36" Flat Grill
- Double Convection Ovens w/8 Burner Range, 24" Griddle/Boiler
- Stainless Steel Canopy Exhaust Hood
- 40 Gallon Tilting Skillet
- Floor Drain
- Fire Suppression System
- Walk-In-Cooler
- 4-Tier Shelving
- Loading Hatch
- Reach-In Freezer
- LP Tanks under step deck
- Generator Compartment
- 30 Gallon Water Tank
- On Demand Water Heater
- Overhead Shelving
- First Aid Kit
- 3-Compartment Sink
- Chemical Storage Compartment

- 12" Splash Guard
- Hand Sink with soap and towel dispenser
- Pass Through
- Stainless Steel Counter
- Utensil Drawer
- Pass Through Window
- Fixed Window
- Bottle Cooler
- Shade Canopy
- Electrical Panel
- Entry Door

**Vendor will provide the following:**

- Delivery, hookup and testing to assure all appliances and units are operational upon delivery for use.
- Disassemble and remove unit upon project completion
- Repair and replacement of all appliances, wiring, plumbing and any other repairs that are needed to maintain and keep the kitchen operational during the lease period.

**Facility will provide the following:**

- Provide a flat substantial surface for placement of the unit
- Provide connect and disconnect all utilities
- Install and remove all platforms, decks, stairs and ramps required
- Provide water, lighting , propane gas and electricity to the portable kitchen

**1.3. MILESTONES AND DELIVERABLES:** Vendor shall not perform services, provide supplies or incur expenses in amount exceeding the amount show in the Section, unless the state has authorized a higher amount in writing prior to the Vendor performing the services, providing the supplies or incurring the expenses.

**1.4. VENDOR / STAFF SPECIFICATIONS:** See Section 1.2.

**1.5. TRANSPORTATION AND DELIVERY:** Portable Kitchen shall be delivered and set up at Hardin County Work Camp located at Box 99, Route 1, Cave-In-Rock, Illinois no later than December 09, 2014.

**1.6. SUBCONTRACTING**

Subcontractors are not allowed.

For purposes of this section, subcontractors are those specifically hired to perform all or part of the work covered by the contract. If subcontractors will be utilized, Vendor must identify below the names and addresses of all subcontractors it will be entering into a contractual agreement that has a total value of \$50,000 or more in the performance of this Contract, together with a description of the work to be performed by the subcontractor and the anticipated amount of money to the extent the information is known that each subcontractor is expected to receive pursuant to the Contract. Attach additional sheets as necessary.

1.6.1. Will subcontractors be utilized?  Yes  No

- Subcontractor Name: Click here to enter text

Amount to be paid: Click here to enter text

Address: Click here to enter text

Description of work: Click here to enter text

- Subcontractor Name: Click here to enter text

Amount to be paid: Click here to enter text

Address: Click here to enter text

Description of work: Click here to enter text

**All subcontracts must include the Standard Certifications and Financial Disclosures and Conflicts of Interest completed and signed by the subcontractor. If you are using a subcontractor(s) and are awarded a contract, you must provide to the State the Financial Disclosures and Conflicts of Interest for each subcontractor.**

1.6.2. If at any time during the term of the Contract, Vendor adds or changes any subcontractors, Vendor will be required to promptly notify, in writing, the State Purchasing Officer or the Chief Procurement Officer of the names and addresses and the expected amount of money that each new or replaced subcontractor will receive pursuant to the Contract. Any subcontracts entered into prior to award of the Contract are done at the Vendor's and subcontractor's risk.

**1.7. WHERE SERVICES ARE TO BE PERFORMED:** Unless otherwise disclosed in this section all services shall be performed in the United States. If the Vendor performs the services purchased hereunder in another country in violation of this provision, such action may be deemed by the State as a breach of the contract by Vendor.

Vendor shall disclose the locations where the services required shall be performed and the known or anticipated value of the services to be performed at each location. If the Vendor received additional consideration in the evaluation based on work being performed in the United States, it shall be a breach of contract if the Vendor shifts any such work outside the United States.

- Location where services will be performed: Box 99, Route 1, Cave-in-Rock, Illinois

Value of services performed at this location: \$11,500 per month

## 2. PRICING

### 2.1 FORMAT OF PRICING:

2.1.1 Vendor shall submit pricing in the format shown below, based on the terms and conditions set forth in section 1 of this Contract.

2.1.2 Pricing shall be submitted in the following format:

Lease Cost per Month for 8' x 48' portable kitchen: (53' or 56' kitchen to be supplied) \$11,500

Delivery Cost: \$2,500 (cleaning charge)

2.2 **TYPE OF PRICING:** The Illinois Office of the Comptroller requires the State to indicate whether the contract value is firm or estimated at the time it is submitted for obligation. The total value of this contract is Firm \$ 425,500

2.3 **MAXIMUM AMOUNT:** The total payments under this contract shall not exceed N/A without a formal change order. The maximum amount will be entered by the State prior to execution of the contract.

2.4 **EXPENSES ALLOWED:** Expenses are not allowed.

2.5 **DISCOUNT:** The State may receive a 2 % discount for payment within 10 days of receipt of correct invoice. This discount will not be a factor in making the award.

2.6 **VENDOR'S PRICING:** Attach additional pages if necessary or if the format of pricing specified above in Section 2.1 requires additional pages.

2.6.1. Vendor's Price for the Initial Term: Vendor to complete section 2.1.2

2.6.2. Renewal Compensation: If the contract is renewed, the price shall be at the same rate as for the initial term unless a different compensation or formula for determining the renewal compensation is stated in this section.

2.6.2.1 Agency/University Formula for Determining Renewal Compensation: Per Section 2.6.2.2.

2.6.2.2 Vendor's Price for Renewal(s):

1<sup>st</sup> Renewal Lease Cost per Month: \$11,750

2<sup>nd</sup> Renewal Lease Cost per Month: \$12,000



### **3. TERM AND TERMINATION**

**3.1 TERM OF THIS CONTRACT:** This contract has an initial term of December 11, 2014 to December 10, 2015. If a start date is not identified, the term shall commence upon the last dated signature of the Parties.

3.1.1 In no event will the total term of the contract, including the initial term, any renewal terms and any extensions, exceed 10 years.

3.1.2 Vendor shall not commence billable work in furtherance of the contract prior to final execution of the contract except when permitted pursuant to 30 ILCS 500/20-80.

#### **3.2 RENEWAL:**

3.2.1. Any renewal is subject to the same terms and conditions as the original contract unless otherwise provided in the pricing section. The State may renew this contract for any or all of the option periods specified, may exercise any of the renewal options early, and may exercise more than one option at a time based on continuing need and favorable market conditions, when in the best interest of the State. The contract may neither renew automatically nor renew solely at the Vendor's option.

3.2.2. Pricing for the renewal term(s), or the formula for determining price, is shown in the pricing section of this contract.

3.2.3. The State reserves the right to renew for a total of two, 1-year renewals.

**3.3 TERMINATION FOR CAUSE:** The State may terminate this contract, in whole or in part, immediately upon notice to the Vendor if: (a) the State determines that the actions or inactions of the Vendor, its agents, employees or subcontractors have caused, or reasonably could cause, jeopardy to health, safety, or property, or (b) the Vendor has notified the State that it is unable or unwilling to perform the contract.

If Vendor fails to perform to the State's satisfaction any material requirement of this contract, is in violation of a material provision of this contract, or the State determines that the Vendor lacks the financial resources to perform the contract, the State shall provide written notice to the Vendor to cure the problem identified within the period of time specified in the State's written notice. If not cured by that date the State may either: (a) immediately terminate the contract without additional written notice or (b) enforce the terms and conditions of the contract.

For termination due to any of the causes contained in this Section, the State retains its rights to seek any available legal or equitable remedies and damages.

**3.4 TERMINATION FOR CONVENIENCE:** The State may, for its convenience and with 30 days prior written notice to Vendor, terminate this contract in whole or in part and without payment of any penalty or incurring any further obligation to the Vendor.

3.4.1 The Vendor shall be entitled to compensation upon submission of invoices and proof of claim for supplies and services provided in compliance with this contract up to and including the date of termination.

- 3.5 **AVAILABILITY OF APPROPRIATION:** This contract is contingent upon and subject to the availability of funds. The State, at its sole option, may terminate or suspend this contract, in whole or in part, without penalty or further payment being required, if (1) the Illinois General Assembly or the federal funding source fails to make an appropriation sufficient to pay such obligation, or if funds needed are insufficient for any reason (30 ILCS 500/20-60), (2) the Governor decreases the Department's funding by reserving some or all of the Department's appropriation(s) pursuant to power delegated to the Governor by the Illinois General Assembly, or (3) the Department determines, in its sole discretion or as directed by the Office of the Governor, that a reduction is necessary or advisable based upon actual or projected budgetary considerations. Contractor will be notified in writing of the failure of appropriation or of a reduction or decrease.

## 4. STANDARD BUSINESS TERMS AND CONDITIONS

### 4.1 PAYMENT TERMS AND CONDITIONS:

- 4.1.1 Late Payment: Payments, including late payment charges, will be paid in accordance with the State Prompt Payment Act and rules when applicable. 30 ILCS 540; 74 Ill. Adm. Code 900. This shall be Vendor's sole remedy for late payments by the State. Payment terms contained on Vendor's invoices shall have no force and effect.
- 4.1.2 Minority Contractor Initiative: Any Vendor awarded a contract under Section 20-10, 20-15, 20-25 or 20-30 of the Illinois Procurement Code (30 ILCS 500) of \$1,000 or more is required to pay a fee of \$15. The Comptroller shall deduct the fee from the first check issued to the Vendor under the contract and deposit the fee in the Comptroller's Administrative Fund. 15 ILCS 405/23.9.
- 4.1.3 Expenses: The State will not pay for supplies provided or services rendered, including related expenses, incurred prior to the execution of this contract by the Parties even if the effective date of the contract is prior to execution.
- 4.1.4 Prevailing Wage: As a condition of receiving payment Vendor must (i) be in compliance with the contract, (ii) pay its employees prevailing wages when required by law, (iii) pay its suppliers and subcontractors according to the terms of their respective contracts, and (iv) provide lien waivers to the State upon request. Examples of prevailing wage categories include public works, printing, janitorial, window washing, building and grounds services, site technician services, natural resource services, security guard and food services. The prevailing wages are revised by the Department of Labor and are available on the Department's official website, which shall be deemed proper notification of any rate changes under this subsection. Vendor is responsible for contacting the Illinois Department of Labor to ensure understanding of prevailing wage requirements at 217-782-6206 or (<http://www.state.il.us/agency/idol/index.htm>).
- 4.1.5 Federal Funding: This contract may be partially or totally funded with Federal funds. If federal funds are expected to be used, then the percentage of the good/service paid using Federal funds and the total Federal funds expected to be used will be provided in the award notice.
- 4.1.6 Invoicing: By submitting an invoice, Vendor certifies that the supplies or services provided meet all requirements of the contract, and the amount billed and expenses incurred are as allowed in the contract. Invoices for supplies purchased, services performed and expenses incurred through June 30 of any year must be submitted to the State no later than July 31 of that year; otherwise Vendor may have to seek payment through the Illinois Court of Claims. 30 ILCS 105/25. All invoices are subject to statutory offset. 30 ILCS 210.
- 4.1.6.1 Vendor shall not bill for any taxes unless accompanied by proof that the State is subject to the tax. If necessary, Vendor may request the applicable Agency/University state tax exemption number and federal tax exemption information.
- 4.1.6.2 Vendor shall invoice at the completion of the contract unless invoicing is tied in the contract to milestones, deliverables, or other invoicing requirements agreed to in the contract.

Send invoices to:

Agency/University:	Shawnee Correctional Center
Attn:	Accounts Payable/Gloria Shupe
Address:	6665 State Route 146
City, State Zip	Vienna, Illinois 62995

- 4.2 ASSIGNMENT:** This contract may not be assigned, transferred in whole or in part by Vendor without the prior written consent of the State.
- 4.3 SUBCONTRACTING:** For purposes of this section, subcontractors are those specifically hired to perform all or part of the work covered by the contract. Vendor must receive prior written approval before use of any subcontractors in the performance of this contract. Vendor shall describe, in an attachment if not already provided, the names and addresses of all authorized subcontractors to be utilized by Vendor in the performance of this contract, together with a description of the work to be performed by the subcontractor and the anticipated amount of money that each subcontractor is expected to receive pursuant to this contract. If required, Vendor shall provide a copy of any subcontracts within 15 days after execution of this contract. All subcontracts must include the same certifications that Vendor must make as a condition of this contract. Vendor shall include in each subcontract the subcontractor certifications as shown on the Standard Subcontractor Certification form available from the State. If at any time during the term of the Contract, Vendor adds or changes any subcontractors, then Vendor must promptly notify, by written amendment to the Contract, the State Purchasing Officer or the Chief Procurement Officer of the names and addresses and the expected amount of money that each new or replaced subcontractor will receive pursuant to the Contract.
- 4.4 AUDIT/RETENTION OF RECORDS:** Vendor and its subcontractors shall maintain books and records relating to the performance of the contract or subcontract and necessary to support amounts charged to the State pursuant the contract or subcontract. Books and records, including information stored in databases or other computer systems, shall be maintained by the Vendor for a period of three years from the later of the date of final payment under the contract or completion of the contract, and by the subcontractor for a period of three years from the later of final payment under the term or completion of the subcontract. If federal funds are used to pay contract costs, the Vendor and its subcontractors must retain its records for five years. Books and records required to be maintained under this section shall be available for review or audit by representatives of: the procuring Agency/University, the Auditor General, the Executive Inspector General, the Chief Procurement Officer, State of Illinois internal auditors or other governmental entities with monitoring authority, upon reasonable notice and during normal business hours. Vendor and its subcontractors shall cooperate fully with any such audit and with any investigation conducted by any of these entities. Failure to maintain books and records required by this section shall establish a presumption in favor of the State for the recovery of any funds paid by the State under the contract for which adequate books and records are not available to support the purported disbursement. The Vendor or subcontractors shall not impose a charge for audit or examination of the Vendor's books and records. 30 ILCS 500/20-65.
- 4.5 TIME IS OF THE ESSENCE:** Time is of the essence with respect to Vendor's performance of this contract. Vendor shall continue to perform its obligations while any dispute concerning the contract is being resolved unless otherwise directed by the State.

- 4.6 **NO WAIVER OF RIGHTS:** Except as specifically waived in writing, failure by a Party to exercise or enforce a right does not waive that Party's right to exercise or enforce that or other rights in the future.
- 4.7 **FORCE MAJEURE:** Failure by either Party to perform its duties and obligations will be excused by unforeseeable circumstances beyond its reasonable control and not due to its negligence, including acts of nature, acts of terrorism, riots, labor disputes, fire, flood, explosion, and governmental prohibition. The non-declaring Party may cancel the contract without penalty if performance does not resume within 30 days of the declaration.
- 4.8 **CONFIDENTIAL INFORMATION:** Each Party, including its agents and subcontractors, to this contract may have or gain access to confidential data or information owned or maintained by the other Party in the course of carrying out its responsibilities under this contract. Vendor shall presume all information received from the State or to which it gains access pursuant to this contract is confidential. Vendor information, unless clearly marked as confidential and exempt from disclosure under the Illinois Freedom of Information Act, shall be considered public. No confidential data collected, maintained, or used in the course of performance of the contract shall be disseminated except as authorized by law and with the written consent of the disclosing Party, either during the period of the contract or thereafter. The receiving Party must return any and all data collected, maintained, created or used in the course of the performance of the contract, in whatever form it is maintained, promptly at the end of the contract, or earlier at the request of the disclosing Party, or notify the disclosing Party in writing of its destruction. The foregoing obligations shall not apply to confidential data or information lawfully in the receiving Party's possession prior to its acquisition from the disclosing Party; received in good faith from a third Party not subject to any confidentiality obligation to the disclosing Party; now is or later becomes publicly known through no breach of confidentiality obligation by the receiving Party; or is independently developed by the receiving Party without the use or benefit of the disclosing Party's confidential information.
- 4.9 **USE AND OWNERSHIP:** All work performed or supplies created by Vendor under this contract, whether written documents or data, goods or deliverables of any kind, shall be deemed work for hire under copyright law and all intellectual property and other laws, and the State of Illinois is granted sole and exclusive ownership to all such work, unless otherwise agreed in writing. Vendor hereby assigns to the State all right, title, and interest in and to such work including any related intellectual property rights, and/or waives any and all claims that Vendor may have to such work including any so-called "moral rights" in connection with the work. Vendor acknowledges the State may use the work product for any purpose. Confidential data or information contained in such work shall be subject to confidentiality provisions of this contract.
- 4.10 **INDEMNIFICATION AND LIABILITY:** The Vendor shall indemnify and hold harmless the State of Illinois, its agencies, officers, employees, agents and volunteers from any and all costs, demands, expenses, losses, claims, damages, liabilities, settlements and judgments, including in-house and contracted attorneys' fees and expenses, arising out of: (a) any breach or violation by Vendor of any of its certifications, representations, warranties, covenants or agreements; (b) any actual or alleged death or injury to any person, damage to any property or any other damage or loss claimed to result in whole or in part from Vendor's negligent performance; (c) any act, activity or omission of Vendor or any of its employees, representatives, subcontractors or agents; or (d) any actual or alleged claim that the services or goods

provided under the contract infringing, misappropriating, or otherwise violating any intellectual property (patent, copyright, trade secret, or trademark) rights of a third party. Neither Party shall be liable for incidental, special, consequential or punitive damages.

- 4.11 INSURANCE:** Vendor shall, at all times during the term and any renewals maintain and provide a Certificate of Insurance naming the State as additionally insured for all required bonds and insurance. Certificates may not be modified or canceled until at least 30 days' notice has been provided to the State. Vendor shall provide: (a) General Commercial Liability occurrence form in amount of \$1,000,000 per occurrence (Combined Single Limit Bodily Injury and Property Damage) and \$2,000,000 Annual Aggregate; (b) Auto Liability, including Hired Auto and Non-owned Auto, (Combined Single Limit Bodily Injury and Property Damage) in amount of \$1,000,000 per occurrence; and (c) Worker's Compensation Insurance in amount required by law. Insurance shall not limit Vendor's obligation to indemnify, defend, or settle any claims.
- 4.12 INDEPENDENT CONTRACTOR:** Vendor shall act as an independent contractor and not an agent or employee of, or joint venture with the State. All payments by the State shall be made on that basis.
- 4.13 SOLICITATION AND EMPLOYMENT:** Vendor shall not employ any person employed by the State during the term of this contract to perform any work under this contract. Vendor shall give notice immediately to the Agency's director if Vendor solicits or intends to solicit State employees to perform any work under this contract.
- 4.14 COMPLIANCE WITH THE LAW:** The Vendor, its employees, agents, and subcontractors shall comply with all applicable federal, state, and local laws, rules, ordinances, regulations, orders, federal circulars and all license and permit requirements in the performance of this contract. Vendor shall be in compliance with applicable tax requirements and shall be current in payment of such taxes. Vendor shall obtain at its own expense, all licenses and permissions necessary for the performance of this contract.
- 4.15 BACKGROUND CHECK:** Whenever the State deems it reasonably necessary for security reasons, the State may conduct, at its expense, criminal and driver history background checks of Vendor's and subcontractors officers, employees or agents. Vendor or subcontractor shall reassign immediately any such individual who, in the opinion of the State, does not pass the background check.
- 4.16 APPLICABLE LAW:** This contract shall be construed in accordance with and is subject to the laws and rules of the State of Illinois. The Department of Human Rights' Equal Opportunity requirements (44 Ill. Adm. Code 750) are incorporated by reference. Any claim against the State arising out of this contract must be filed exclusively with the Illinois Court of Claims. 705 ILCS 505/1. The State shall not enter into binding arbitration to resolve any contract dispute. The State of Illinois does not waive sovereign immunity by entering into this contract. The official text of cited statutes is incorporated by reference. An unofficial version can be viewed at ([www.ilga.gov/legislation/ilcs/ilcs.asp](http://www.ilga.gov/legislation/ilcs/ilcs.asp)).
- 4.17 ANTI-TRUST ASSIGNMENT:** If Vendor does not pursue any claim or cause of action it has arising under federal or state antitrust laws relating to the subject matter of the contract, then upon request of the

Illinois Attorney General, Vendor shall assign to the State rights, title and interest in and to the claim or cause of action.

- 4.18 CONTRACTUAL AUTHORITY:** The Agency that signs for the State of Illinois shall be the only State entity responsible for performance and payment under the contract. When the Chief Procurement Officer or authorized designee signs in addition to an Agency, they do so as approving officer and shall have no liability to Vendor. When the Chief Procurement Officer or authorized designee, or State Purchasing Officer signs a master contract on behalf of State agencies, only the Agency that places an order with the Vendor shall have any liability to Vendor for that order.
- 4.19 NOTICES:** Notices and other communications provided for herein shall be given in writing by registered or certified mail, return receipt requested, by receipted hand delivery, by courier (UPS, Federal Express or other similar and reliable carrier), by e-mail, or by fax showing the date and time of successful receipt. Notices shall be sent to the individuals who signed the contract using the contact information following the signatures. Each such notice shall be deemed to have been provided at the time it is actually received. By giving notice, either Party may change the contact information.
- 4.20 MODIFICATIONS AND SURVIVAL:** Amendments, modifications and waivers must be in writing and signed by authorized representatives of the Parties. Any provision of this contract officially declared void, unenforceable, or against public policy, shall be ignored and the remaining provisions shall be interpreted, as far as possible, to give effect to the Parties' intent. All provisions that by their nature would be expected to survive, shall survive termination. In the event of a conflict between the State's and the Vendor's terms, conditions and attachments, the State's terms, conditions and attachments shall prevail.
- 4.21 PERFORMANCE RECORD / SUSPENSION:** Upon request of the State, Vendor shall meet to discuss performance or provide contract performance updates to help ensure proper performance of the contract. The State may consider Vendor's performance under this contract and compliance with law and rule to determine whether to continue the contract, suspend Vendor from doing future business with the State for a specified period of time, or to determine whether Vendor can be considered responsible on specific future contract opportunities.
- 4.22 FREEDOM OF INFORMATION ACT:** This contract and all related public records maintained by, provided to or required to be provided to the State are subject to the Illinois Freedom of Information Act (FOIA) (50 ILCS 140) notwithstanding any provision to the contrary that may be found in this contract.
- 4.23 SCHEDULE OF WORK:** Any work performed on State premises shall be done during the hours designated by the State and performed in a manner that does not interfere with the State and its personnel.
- 4.24 WARRANTIES FOR SUPPLIES AND SERVICES:**
- 4.24.1. Vendor warrants that the supplies furnished under this contract will: (a) conform to the standards, specifications, drawing, samples or descriptions furnished by the State or furnished by the Vendor and agreed to by the State, including but not limited to all specifications attached as exhibits hereto; (b) be merchantable, of good quality and workmanship, and free from defects for a period of twelve months or longer if so specified in writing, and fit and sufficient for the intended use;

(c) comply with all federal and state laws, regulations and ordinances pertaining to the manufacturing, packing, labeling, sale and delivery of the supplies; (d) be of good title and be free and clear of all liens and encumbrances and; (e) not infringe any patent, copyright or other intellectual property rights of any third party. Vendor agrees to reimburse the State for any losses, costs, damages or expenses, including without limitations, reasonable attorney's fees and expenses, arising from failure of the supplies to meet such warranties.

4.24.2. Vendor shall insure that all manufacturers' warranties are transferred to the State and shall provide a copy of the warranty. These warranties shall be in addition to all other warranties, express, implied or statutory, and shall survive the State's payment, acceptance, inspection or failure to inspect the supplies.

4.24.3. Vendor warrants that all services will be performed to meet the requirements of the contract in an efficient and effective manner by trained and competent personnel. Vendor shall monitor performances of each individual and shall reassign immediately any individual who is not performing in accordance with the contract, who is disruptive or not respectful of others in the workplace, or who in any way violates the contract or State policies.

#### **4.25 REPORTING, STATUS AND MONITORING SPECIFICATIONS:**

4.25.1. Vendor shall immediately notify the State of any event that may have a material impact on Vendor's ability to perform the contract.

4.25.2. By August 31 of each year, Vendor shall report to the Agency or University the number of qualified veterans and certain ex-offenders hired during Vendor's last completed fiscal year. For the purposes of this section, qualified veteran is defined in 30 ILCS 500/45-67 and ex-offender is defined in 30 ILCS 500/45-70.

**4.26 EMPLOYMENT TAX CREDIT:** Vendors who hire qualified veterans and certain ex-offenders may be eligible for tax credits. 35 ILCS 5/216, 5/217. Please contact the Illinois Department of Revenue (telephone #: 217-524-4772) for information about tax credits.



**5. STATE SUPPLEMENTAL PROVISIONS**

- Agency/University Definitions

Click here to enter text.

- Required Federal Clauses, Certifications and Assurances

Click here to enter text.

- Public Works Requirements (construction and maintenance of a public work) 820 ILCS 130/4.

Click here to enter text.

- Prevailing Wage (janitorial cleaning, window cleaning, building and grounds, site technician, natural resources, food services, and security services, if valued at more than \$200 per month or \$2,000 per year or printing) 30 ILCS 500/25-60.

Click here to enter text.

- Agency/University Specific Terms and Conditions

Click here to enter text.

- Other (describe)

Certificate of Insurance

## SECTION 2. OFFER TO THE STATE OF ILLINOIS

Project Title / Reference #: Shawnee Correctional Center/Hardin County Work Camp Portable Kitchen Rental, PBC# 14-85173/R&M 15-001

The undersigned authorized representative of the identified bidder hereby submits this Offer to perform in full compliance with the subject solicitation. By completing and signing this form, Bidder makes an Offer to the State of Illinois that the State may accept.

Use this Form as a final check to ensure that all required documents are completed and included with the bid. Bidder must mark each blank below as appropriate; mark N/A when a section is not applicable to this solicitation. Bidder understands that failure to meet all requirements is cause for disqualification.

### B.1 SOLICITATION AND CONTRACT REVIEW

Bidder has reviewed the Solicitation and Contract, including all referenced documents and instructions, filled in all relevant blanks, and provided any requested information.

Yes  No

### B.2 ADDENDA

Bidder has taken into account any and all addendums to the solicitation in making this bid.

Yes  No  N/A

### B.3 VENDOR CONFERENCE

Bidder attended the Vendor Conference if attendance was mandatory.

Yes  No  N/A

### B.4 BID SUBMISSION

Bidder has packaged the bid in a properly labeled container, addressed to the correct location, and allowed enough time for delivery by the due date and time.

Yes  No

**B.5 FORMS A SECTION or FORMS B SECTION:** Bidder is properly submitting either FORMS A or FORMS B, but not both.

Yes  No

### B.6 BOND

Bidder has submitted its Bid Bond or Performance Bond.

Yes  No  N/A

### B.7 SMALL BUSINESS SET-ASIDE

**STATE OF ILLINOIS  
OFFER TO THE STATE OF ILLINOIS**

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Bidder has registered and been qualified as a small business in the Small Business Set-Aside Program at the time bids are due.

Yes  No  N/A

**B.8 PACKET 1 – CONTRACT**

Yes  No

B.8.1 Disclosure of Subcontractors  Yes  No  N/A

**B.9 PACKET 2 – OFFER**

Yes  No

B.9.1 Offer  Yes  No

B.9.2 Exceptions to Solicitation Contract Terms and Conditions  Yes  No  N/A

B.9.3 References  Yes  No  N/A

**B.10 PACKET 3 – FORMS A**

Yes  No

B.10.1 Business and Directory Information  Yes  No

B.10.2 Illinois Department of Human Rights Public Contracts Number  Yes  No

B.10.3 Standard Certifications  Yes  No

B.10.4 Disclosure of Business Operations in Iran  Yes  No

B.10.5 Financial Disclosures and Conflicts of Interest  Yes  No

B.10.6 Taxpayer Identification Number  Yes  No

**B.11 PACKET 3 – FORMS B**

Yes  No

B.11.1 Illinois Procurement Gateway Registration #  Yes  No

B.11.2 Certifications Timely to this Solicitation  Yes  No

B.11.3 Disclosure of Lobbyists and Contracts  Yes  No

**B.12 PACKET 4 – BEP UTILIZATION PLAN**

B.12.1 Does this solicitation contain a BEP goal?  Yes  No

B.12.2 Minorities, Females, Persons with Disabilities Participation and Utilization Plan  Yes  No  N/A

**STATE OF ILLINOIS  
OFFER TO THE STATE OF ILLINOIS**

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**B.13 PACKET 5 – VSB UTILIZATION PLAN**

- B.13.1 Does this solicitation contain a VSB goal?  Yes  No
- B.13.2 Veteran Small Business Participation and Utilization Plan  Yes  No  N/A

**B.14 CONTRACT SIGNATURE**

Bidder has signed and filled out all Vendor information on the CONTRACT SIGNATURES page.

Yes  No

**B.15 SUBCONTRACTING**

Bidder has indicated if subcontractors will be used and provided all requested information.

Yes  No  N/A

**B.16 LOCATION OF PERFORMANCE**

Bidder has provided the location and known or anticipated value of services to be performed.

Yes  No

**B.17 REFERENCES**

Bidder has enclosed references and all pertinent contact information for the references.

Yes  No  N/A

**B.18 PRICING**

Bidder has completed the PRICING part of the CONTRACT.

Yes  No

**B.19 EXCEPTIONS**

In preparing the bid, Bidder has taken (check one box below):

No Exceptions

Exceptions to the State's language or requirements; Exceptions must be provided on the State's form (SECTION 3, part C.1) or must be in a substantially similar format. The State discourages taking exceptions. State law shall not be circumvented by the exception process. Exceptions may result in rejection of Vendor's bid.

**B.20 REQUEST FOR CONFIDENTIAL TREATMENT**

Bidder has supplied an additional copy of the bid with confidential information deleted. In the event the designation of confidentiality of this information is challenged, the undersigned hereby agrees to provide legal

**STATE OF ILLINOIS  
OFFER TO THE STATE OF ILLINOIS**

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counsel or other necessary assistance to defend the designation of confidentiality and agrees to hold the State harmless for any costs or damages arising out of the State agreeing to withhold the materials based on Vendor's request.

- No, Bidder is not requesting confidential treatment for this bid
- Yes, Bidder is seeking confidential treatment for portions of this bid

**B.21 PREFERENCES**

The Illinois Procurement Code provides various preferences to promote business opportunities in Illinois.

Does Bidder make any claims for preferences? If so, please mark the applicable preference(s) and include the list of items that qualify for the preference at the end of this section and a description of why the preference applies. The State reserves the right to determine whether the preference indicated applies to Bidder.

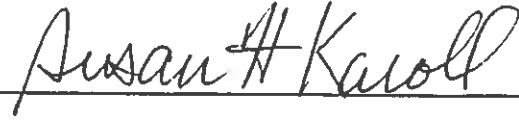
- Resident Bidder (30 ILCS 500/45-10)
- Recycled Materials (30 ILCS 500/45-20)
- Recycled Paper (30 ILCS 500/45-25)
- Environmentally Preferable Supplies (30 ILCS 500/45-26)
- Illinois Correctional Industries (30 ILCS 500/45-30)
- Sheltered Workshops for the Severely Handicapped (30 ILCS 500/45-35)
- Gas Mileage (30 ILCS 500/45-40)
- Small Businesses (30 ILCS 500/45-45)
- Illinois Agricultural Products (30 ILCS 500/45-50)
- Corn-Based Plastics (30 ILCS 500/45-55)
- Disabled Veterans (30 ILCS 500/45-57)
- Vehicles Powered by Agricultural Commodity-Based Fuel (30 ILCS 500/45-60)
- Public Purchases in Other State (30 ILCS 520)
- Illinois Mined Coal Act (30 ILCS 555)
- Steel Products Procurement (30 ILCS 565)
- Veteran's Preference (330 ILCS 55)
- Business Enterprise for Minorities, Females, and Persons with Disabilities Act (30 ILCS 575)
- Procurement of Domestic Products (30 ILCS 517)
- Bio-based Products (30 ILCS 500/45-75)

STATE OF ILLINOIS  
OFFER TO THE STATE OF ILLINOIS

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Items that Qualify and Explanation: We are based in Naperville, IL

Signature of Authorized Representative:



Printed Name of Authorized Representative:

Susan H Karoll

Vendor Name: Kitchens To Go LLC

Date: Wednesday, September 24, 2014

**STATE OF ILLINOIS**  
**EXCEPTIONS TO SOLICITATION AND CONTRACT TERMS AND CONDITIONS**

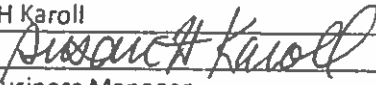
**SECTION 3.**

**C.1 EXCEPTIONS TO SOLICITATION AND CONTRACT TERMS AND CONDITIONS**

Kitchens to GO, LLC. agrees with the terms and conditions set forth in the State of Illinois Invitation for Bid, including the standard terms and conditions, the Agency/University supplemental provisions, certifications, and disclosures, with the following exceptions:

	Excluding certifications required by statute to be made by the Vendor, both Parties agree that all of the duties and obligations that the Vendor owes to the Agency/University for the work performed shall be pursuant to the solicitation and resulting contract, and Vendor's exceptions accepted by the State thereto as set forth below.
	<b>STANDARD TERMS AND CONDITIONS</b>
<b>Section/ Subsection #</b>	State the exception such as "add," "replace," and/or "delete."
	<b>ADDITIONAL VENDOR TERMS AND CONDITIONS</b>
<b>New Provision(s), # et. seq.</b>	<b>Section/Subsection New Number, Title of New Subsection:</b> State the new additional term or condition.
<b>Contract 1.2</b>	<b><u>Cooking equipment will be propane, Electrical service will be 120/208 3 phase 200 amps, actual equipment supplied in kitchen to be finalized at time of acceptance. KTG wants to make sure that the equipment meets clients needs. KTG will deliver and test equipment.</u></b>

Kitchens to Go LLC hereby agrees to the exceptions provided by Kitchens To Go LLC and to the Additional Terms and Conditions provided by Kitchens To Go LLC.

Agreed: Kitchens To Go LLC	Agreed: Click here to enter text
By: Susan H Karoll	By: Click here to enter text
Signed: 	Signed:
Position: Business Manager	Position: Click here to enter text
Date: September 24, 2014	Date:

## STATE OF ILLINOIS REFERENCES

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### C.2 REFERENCES

Provide references from established firms or government agencies (Two references, one is a IL state agency another is a similar complex for private industry in the State of IL.) other than the procuring agency/university that can attest to Vendor's experience and ability to perform the contract that is the subject of this solicitation.

1. Firm/Government Agency/University (name): IDHS

Contact Person (name, address, phone, and email address): Russel Schaefer, Vureau of Capital Projects, 5020B Industrial, Drive Springfield, IL 62703 217-524-8762, Russell.schaefer@illinois.gov

Date of Supplies/Services Provided: April, 2014

Type of Supplies/Services Provided: 9000 square foot kitchen

2. Firm/Government Agency/University (name): King Bruwaert House

Contact Person (name, address, and phone): Paul Stech, 6101 S County Line Road, Burr Ridge, IL 60527, 630-207-4341, Pauls@kbhouse.com

Date of Supplies/Services Provided: Current

Type of Supplies/Services Provided: Temporary Kitchen

3. Firm/Government Agency/University (name): Click here to enter text.

Contact Person (name, address, and phone): Click here to enter text.

Date of Supplies/Services Provided: Click here to enter text.

Type of Supplies/Services Provided: Click here to enter text.

4. Firm/Government Agency/University (name): Click here to enter text.

Contact Person (name, address, and phone): Click here to enter text.

Date of Supplies/Services Provided: Click here to enter text.

Type of Supplies/Services Provided: Click here to enter text.

Vendor Name: Kitchens To Go LLC

Return Mailing Address: 131 W Jefferson Avenue, Suite 223 Naperville, IL 60540



**STATE OF ILLINOIS  
FORMS A SECTION**

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A vendor responding to a solicitation by the State of Illinois must return the information requested within this section with their bid or offer if they are not registered in the Illinois Procurement Gateway (IPG). Failure to do so may render their bid or offer non-responsive and result in disqualification.

Please read this entire FORMS A section and provide the requested information as applicable and per the instructions. All forms and signature areas contained in this FORMS A section must be completed in full and submitted along with the bid in an Invitation for Bid; and completed in full and submitted along with the technical response and price proposal, which combined will constitute the Offer, in a Request for Proposal.

Vendor Name: Kitchens To Go LLC	Phone: 630-355-1660
Street Address: 131 W Jefferson Ave #223	Email: susan@k-t-g.com
City, State Zip: Naperville, IL 60540	Vendor Contact: Susan Karoll

In compliance with the State and Federal Constitutions, the Illinois Human Rights Act, the U.S. Civil Rights Act, and Section 504 of the Federal Rehabilitation Act, the State of Illinois does not discriminate in employment, contracts, or any other activity.

The State of Illinois encourages prospective vendors to consider hiring qualified veterans and Illinois residents discharged from any Illinois adult correctional center, in appropriate circumstances.

# OUTLINE

## FORMS A Section

Complete this section if you are not using IPG (Illinois Procurement Gateway) Registration #

	Part
Business and Directory Information.....	1.
Illinois Department of Human Rights Public Contracts Number.....	2.
Authorized to Do Business in Illinois.....	3.
Standard Certifications.....	4.
State Board of Elections.....	5.
Disclosure of Business Operations in Iran.....	6.
Financial Disclosures and Conflicts of Interest.....	7.
Taxpayer Identification Number.....	8.

**STATE OF ILLINOIS  
BUSINESS AND DIRECTORY INFORMATION**

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1.1. Name of Business (official name and DBA)

Kitchens To Go LLC

1.2. Business Headquarters (address, phone and fax)

131 W Jefferson Ave, #223

Naperville, IL 60540

630 355 1660

1.3. If a Division or Subsidiary of another organization provide the name and address of the parent

GRS Holdings LLC

1.4. Billing Address

131 W Jefferson Ave, #223

Naperville, IL 60540

1.5. Name of Chief Executive Officer

Steven Rubin, Frederick Stowell and Ralph Goldbeck, Partner

1.6. Company Web Site Address

www.kitchens-2-go.com

1.7. Type of Organization (sole proprietor, corporation, etc.--should be same as on Taxpayer ID form below)

Limited Liability Co

1.8. Length of time in business

14 years

1.9. Annual Sales for Offeror's most recently completed fiscal year

Private

1.10. Show number of full-time employees, on average, during the most recent fiscal year

0

1.11. Is your company at least 51% owned and controlled by individuals in one of the following categories? If "Yes," please check the category that applies:

1.11.1. Minority (30 ILCS 575/2(A)(1) & (3))

Yes



**Department of the Treasury  
Internal Revenue Service  
Cincinnati, OH 45999**

**In reply refer to: 0244458209  
Mar 04, 2013 LTR 147C  
36-4389596**

**KITCHENS TO GO LLC  
STOWELL FREDERICK MEMBER  
% DUGAN & LOPATKA  
104 E ROOSEVELT RD  
WHEATON IL 60187-5267 990**

**Taxpayer Identification Number: 36-4389596**

**Form(s):**

**Dear Taxpayer:**

**This letter is in response to your telephone inquiry of March 4th, 2013.**

**Your Employer Identification Number (EIN) is 36-4389596. Please keep this number in your permanent records. You should enter your name and your EIN, exactly as shown above, on all business federal tax forms that require its use, and on any related correspondence documents.**

**If you have any questions regarding this letter, please call our Customer Service Department at 1-800-829-0115 between the hours of 7:00 AM and 10:00 PM. If you prefer, you may write to us at the address shown at the top of the first page of this letter. When you write, please include a telephone number where you may be reached and the best time to call.**

**Sincerely,**

A handwritten signature in cursive script that reads "Ms. Reichert".

**MS.REICHERT  
0196440  
Customer Service Representative**

**Request for Taxpayer  
 Identification Number and Certification**

Give Form to the  
 requester. Do not  
 send to the IRS.

Name (as shown on your income tax return)  
**Kitchens To Go LLC**

Business name/disregarded entity name, if different from above

Check appropriate box for federal tax classification:  
 Individual/sole proprietor     C Corporation     S Corporation     Partnership     Trust/estate  
 Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶    **p**     Exempt payee  
 Other (see instructions) ▶

Address (number, street, and apt. or suite no.)  
**131 West Jefferson Avenue, Suite 223**  
 City, state, and ZIP code  
**Naperville, IL 60540**

Requester's name and address (optional)  
**Earb Biesenthal**  
**557-6010 X 4119**

List account number(s) here (optional)

**Part I Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Social security number

			-			-			
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Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Employer identification number

3	6	-	9	3	8	9	5	9	6
---	---	---	---	---	---	---	---	---	---

**Part II Certification**

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. citizen or other U.S. person (defined below).

**Certification instructions.** You must cross out Item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, Item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here    Signature of U.S. person ▶ *Susan A. Karoll*

Date ▶ *2-27-13*

**General Instructions BUSINESS MANAGER**

Section references are to the Internal Revenue Code unless otherwise noted.

**Purpose of Form**

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

**Definition of a U.S. person.** For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

**Special rules for partnerships.** Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

- 1.11.2. Female (30 ILCS 575/2(A)(2) & (4))  Yes
- 1.11.3. Person with Disability (30 ILCS 575/2(A)(2.05) & (2.1))  Yes
- 1.11.4. Disadvantaged (49 CFR 26)  Yes
- 1.11.5. Veteran (30 ILCS 500/45-57)  Yes
- 1.11.6. Small Business (30 ILCS 500/45-45)  Yes

**STATE OF ILLINOIS**  
**ILLINOIS DEPARTMENT OF HUMAN RIGHTS PUBLIC CONTRACT NUMBER**

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- 2.1. If Offeror employed fifteen or more full-time employees at the time of submission of their response to this solicitation or any time during the previous 365-day period leading up to submission, it must have a current IDHR Public Contract Number or have proof of having submitted a completed application for one prior to the solicitation opening date. 775 ILCS 5/2-101. If the Agency/University cannot confirm compliance, it will not be able to consider a Vendor's bid or offer. Please complete the appropriate sections below:

Name of Company (and DBA): Kitchens To Go, LLC.

(check if applicable) The number is not required as the company has not met or exceeded the number of employees that makes registration necessary under the requirements of the Human Rights Act described above.

IDHR Public Contracts Number: [Click here to enter text.](#) Expiration Date: [Click here to enter text..](#)

- 2.2. If number has not yet been issued, provide the date a completed application for the number was submitted to IDHR: [Click here to enter text..](#)
- 2.3. Upon expiration and until their Contractor Identification Number is renewed, companies will not be eligible to be awarded contracts by the State of Illinois or other jurisdictions that require a current IDHR number as a condition of contract eligibility. 44 ILL. ADMIN. CODE 750.210(a).
- 2.4. Numbers issued by the Department of Human Rights (or its predecessor agency, the Illinois Fair Employment Practices Commission) prior to July 1, 1998 are no longer valid. This affects numbers below 89999-00-0. Valid numbers begin with 900000-00-0.
- 2.5. If Offeror's organization holds an expired number, it must re-register with the Department of Human Rights.
- 2.6. Offeror may obtain an application form by:
- 2.6.1. Telephone: Call the IDHR Public Contracts Unit at (312) 814-2431 between Monday and Friday, 8:30 AM - 5:00 PM, CST. (TDD (312) 263-1579).
- 2.6.2. Internet: You may download the form from the Department of Human Rights' website at (<http://www2.illinois.gov/dhr/PublicContracts/Pages/default.aspx>).
- 2.6.3. Mail: Write to the Department of Human Rights, Public Contracts Unit, 100 West Randolph Street, Suite 10-100, Chicago, IL 60601.

**STATE OF ILLINOIS**  
**AUTHORIZED TO DO BUSINESS IN ILLINOIS**

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3. A person, other than an individual acting as a sole proprietor, must be a duly constituted legal entity and authorized to do business in Illinois prior to submitting an offer. 30 ILCS 500/20-43. Offerors must review and complete certification #4.32 in the Standard Certifications found in FORMS A, part 4.

Certification #4.32 requires Vendor to check one of the four boxes representing its status. Two of the four options require that the Vendor attach to the Standard Certifications (FORMS A, part 4) a detailed explanation of the legal basis for its status claim. The State may request evidence from a vendor that certifies it is authorized to do business in Illinois proving such authorization. Failure to produce evidence in a timely manner may be considered grounds for determining Vendor non-responsive or not responsible.

For information on registering to conduct business in Illinois, please visit the Illinois Secretary of State's Department of Business Services at their website at ([http://cyberdriveillinois.com/departments/business\\_services/home.html](http://cyberdriveillinois.com/departments/business_services/home.html)) or your home county clerk.

**EVIDENCE OF BEING AUTHORIZED TO DO BUSINESS IS THE SECRETARY  
OF STATE'S CERTIFICATE OF GOOD STANDING**

File Number 06-1533




*To all to whom these Presents Shall Come, Greeting:*

*I, Jesse White, Secretary of State of the State of Illinois, do hereby certify that*

XYZ CONSULTING INC INCORPORATED IN GEORGIA AND LICENSED TO TRANACT BUSINESS IN THE STATE OF ILLINOIS APPEARS TO HAVE COMPLIED WITH ALL THE PROVISIONS OF THE BUSINESS CORPORATIONS ACT OF THE STATE RELATING TO THE PAYMENT OF FRANCHISE TAXES AND AS OF THE DATE OF THIS FOREIGN CORPORATION IN GOOD STANDING AND IS AUTHORIZED TO TRANACT BUSINESS IN THE STATE OF ILLINOIS

*In Testimony Whereof, I have set my hand and cause to be placed the Great Seal of the State of Illinois this 11th day of APRIL A.D. 2014*

  
Jesse White



## STATE OF ILLINOIS STANDARD CERTIFICATIONS

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Vendor acknowledges and agrees that compliance with this subsection in its entirety for the term of the contract and any renewals is a material requirement and condition of this contract. By executing this contract Vendor certifies compliance with this subsection in its entirety, and is under a continuing obligation to remain in compliance and report any non-compliance.

This subsection, in its entirety, applies to subcontractors used on this contract. Vendor shall include these Standard Certifications in any subcontract used in the performance of the contract using the Standard Certification form provided by the State.

If this contract extends over multiple fiscal years, including the initial term and all renewals, Vendor and its subcontractors shall confirm compliance with this section in the manner and format determined by the State by the date specified by the State and in no event later than July 1 of each year that this contract remains in effect.

If the Parties determine that any certification in this section is not applicable to this contract it may be stricken without affecting the remaining subsections.

- 4.1. As part of each certification, Vendor acknowledges and agrees that should Vendor or its subcontractors provide false information, or fail to be or remain in compliance with the Standard Certification requirements, one or more of the following sanctions will apply:
- the contract may be void by operation of law,
  - the State may void the contract, and
  - the Vendor and its subcontractors may be subject to one or more of the following: suspension, debarment, denial of payment, civil fine, or criminal penalty.

Identifying a sanction or failing to identify a sanction in relation to any of the specific certifications does not waive imposition of other sanctions or preclude application of sanctions not specifically identified.

- 4.2. Vendor certifies it and its employees will comply with applicable provisions of the United States Civil Rights Act, Section 504 of the Federal Rehabilitation Act, the Americans with Disabilities Act, and applicable rules in performance of this contract.
- 4.3. Vendor, if an individual, sole proprietor, partner or an individual as member of a LLC, certifies he/she is not in default on an educational loan. 5 ILCS 385/3.
- 4.4. Vendor, if an individual, sole proprietor, partner or an individual as member of a LLC, certifies it he/she has not received (i) an early retirement incentive prior to 1993 under Section 14-108.3 or 16-133.3 of the Illinois Pension Code or (ii) an early retirement incentive on or after 2002 under Section 14-108.3 or 16-133.3 of the Illinois Pension Code. 30 ILCS 105/15a; 40 ILCS 5/14-108.3; 40 ILCS 5/16-133.
- 4.5. Vendor certifies that it is a legal entity authorized to do business in Illinois prior to submission of a bid, offer, or proposal. 30 ILCS 500/1-15.80, 20-43.

**STATE OF ILLINOIS  
STANDARD CERTIFICATIONS**

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- 4.6. To the extent there was a current Vendor providing the services covered by this contract and the employees of that Vendor who provided those services are covered by a collective bargaining agreement, Vendor certifies (i) that it will offer to assume the collective bargaining obligations of the prior employer, including any existing collective bargaining agreement with the bargaining representative of any existing collective bargaining unit or units performing substantially similar work to the services covered by the contract subject to its bid or offer; and (ii) that it shall offer employment to all employees currently employed in any existing bargaining unit who perform substantially similar work to the work that will be performed pursuant to this contract. This does not apply to heating, air conditioning, plumbing and electrical service contracts. 30 ILCS 500/25-80.
- 4.7. Vendor certifies it has neither been convicted of bribing or attempting to bribe an officer or employee of the State of Illinois or any other State, nor made an admission of guilt of such conduct that is a matter of record. 30 ILCS 500/50-5.
- 4.8. If Vendor has been convicted of a felony, Vendor certifies at least five years have passed after the date of completion of the sentence for such felony, unless no person held responsible by a prosecutor's office for the facts upon which the conviction was based continues to have any involvement with the business. 30 ILCS 500/50-10.
- 4.9. If Vendor or any officer, director, partner, or other managerial agent of Vendor has been convicted of a felony under the Sarbanes-Oxley Act of 2002, or a Class 3 or Class 2 felony under the Illinois Securities Law of 1953, Vendor certifies at least five years have passed since the date of the conviction. Vendor further certifies that it is not barred from being awarded a contract and acknowledges that the State shall declare the contract void if this certification is false. 30 ILCS 500/50-10.5.
- 4.10. Vendor certifies it is not barred from having a contract with the State based upon violating the prohibitions related to either submitting/writing specifications or providing assistance to an employee of the State of Illinois by reviewing, drafting, directing, or preparing any invitation for bids, a request for proposal, or request of information, or similar assistance (except as part of a public request for such information). 30 ILCS 500/50-10.5(e), *amended* by Pub. Act No. 97-0895 (August 3, 2012).
- 4.11. Vendor certifies that it and its affiliates are not delinquent in the payment of any debt to the State (or if delinquent has entered into a deferred payment plan to pay the debt), and Vendor and its affiliates acknowledge the State may declare the contract void if this certification is false or if Vendor or an affiliate later becomes delinquent and has not entered into a deferred payment plan to pay off the debt. 30 ILCS 500/50-11, 50-60.
- 4.12. Vendor certifies that it and all affiliates shall collect and remit Illinois Use Tax on all sales of tangible personal property into the State of Illinois in accordance with provisions of the Illinois Use Tax Act and acknowledges that failure to comply may result in the contract being declared void. 30 ILCS 500/50-12.
- 4.13. Vendor certifies that it has not been found by a court or the Pollution Control Board to have committed a willful or knowing violation of the Environmental Protection Act within the last five years, and is therefore not barred from being awarded a contract. 30 ILCS 500/50-14.
- 4.14. Vendor certifies it has neither paid any money or valuable thing to induce any person to refrain from bidding on a State contract, nor accepted any money or other valuable thing, or acted upon the promise of same, for not bidding on a State contract. 30 ILCS 500/50-25.

**STATE OF ILLINOIS**  
**STANDARD CERTIFICATIONS**

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- 4.15. Vendor certifies it is not in violation of the "Revolving Door" provisions of the Illinois Procurement Code. 30 ILCS 500/50-30.
- 4.16. Vendor certifies that it has not retained a person or entity to attempt to influence the outcome of a procurement decision for compensation contingent in whole or in part upon the decision or procurement. 30 ILCS 500/50-38.
- 4.17. Vendor certifies that if it has hired a person required to register under the Lobbyist Registration Act to assist in obtaining any State contract, that none of the lobbyist's costs, fees, compensation, reimbursements, or other remuneration were billed to the State. 30 ILCS 500\50-38.
- 4.18. Vendor certifies it will report to the Illinois Attorney General and the Chief Procurement Officer any suspected collusion or other anti-competitive practice among any bidders, offerors, contractors, proposers, or employees of the State. 30 ILCS 500/50-40, 50-45, 50-50.
- 4.19. Vendor certifies steel products used or supplied in the performance of a contract for public works shall be manufactured or produced in the United States, unless the executive head of the procuring Agency/University grants an exception. 30 ILCS 565.
- 4.20. Drug Free Workplace
- 4.20.1. If Vendor employs 25 or more employees and this contract is worth more than \$5,000, Vendor certifies it will provide a drug free workplace pursuant to the Drug Free Workplace Act.
- 4.20.2. If Vendor is an individual and this contract is worth more than \$5000, Vendor certifies it shall not engage in the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance during the performance of the contract. 30 ILCS 580.
- 4.21. Vendor certifies that neither Vendor nor any substantially owned affiliate is participating or shall participate in an international boycott in violation of the U.S. Export Administration Act of 1979 or the applicable regulations of the United States. Department of Commerce. 30 ILCS 582.
- 4.22. Vendor certifies it has not been convicted of the offense of bid rigging or bid rotating or any similar offense of any state or of the United States. 720 ILCS 5/33 E-3, E-4.
- 4.23. Vendor certifies it complies with the Illinois Department of Human Rights Act and rules applicable to public contracts, which include providing equal employment opportunity, refraining from unlawful discrimination, and having written sexual harassment policies. 775 ILCS 5/2-105.
- 4.24. Vendor certifies it does not pay dues to or reimburse or subsidize payments by its employees for any dues or fees to any "discriminatory club." 775 ILCS 25/2.
- 4.25. Vendor certifies that no foreign-made equipment, materials, or supplies furnished to the State under the contract have been or will be produced in whole or in part by forced labor or indentured labor under penal sanction. 30 ILCS 583.
- 4.26. Vendor certifies that no foreign-made equipment, materials, or supplies furnished to the State under the contract have been produced in whole or in part by the labor of any child under the age of 12. 30 ILCS 584.

**STATE OF ILLINOIS**  
**STANDARD CERTIFICATIONS**

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- 4.27. Vendor warrants and certifies that it and, to the best of its knowledge, its subcontractors have and will comply with Executive Order No. 1 (2007). The Order generally prohibits Vendors and subcontractors from hiring the then-serving Governor's family members to lobby procurement activities of the State, or any other unit of government in Illinois including local governments if that procurement may result in a contract valued at over \$25,000. This prohibition also applies to hiring for that same purpose any former State employee who had procurement authority at any time during the one-year period preceding the procurement lobbying activity.
- 4.28. Vendor certifies that information technology, including electronic information, software, systems and equipment, developed or provided under this contract comply with the applicable requirements of the Illinois Information Technology Accessibility Act Standards as published at ([www.dhs.state.il.us/iitaa](http://www.dhs.state.il.us/iitaa)) 30 ILCS 587.
- 4.29. Vendor certifies that it has read, understands, and is in compliance with the registration requirements of the Elections Code (10 ILCS 5/9-35) and the restrictions on making political contributions and related requirements of the Illinois Procurement Code. 30 ILCS 500/20-160 and 50-37. Vendor will not make a political contribution that will violate these requirements.

In accordance with section 20-160 of the Illinois Procurement Code, Vendor certifies as applicable:

Vendor is not required to register as a business entity with the State Board of Elections.

or

Vendor has registered with the State Board of Elections. As a registered business entity, Vendor acknowledges a continuing duty to update the registration as required by the Act.

- 4.30. Vendor certifies that if it is awarded a contract through the use of the preference required by the Procurement of Domestic Products Act, then it shall provide products pursuant to the contract or a subcontract that are manufactured in the United States. 30 ILCS 517.
- 4.31. A person (other than an individual acting as a sole proprietor) must be a duly constituted legal entity and authorized to do business in Illinois prior to submitting a bid or offer. 30 ILCS 500/20-43. If you do not meet these criteria, then your bid or offer will be disqualified.

Vendor must make one of the following four certifications by checking the appropriate box. If C or D is checked, then Vendor must attach to this form the requested documentation.

- A.  Vendor certifies it is an individual acting as a sole proprietor and is therefore not subject to the requirements of section 20-43 of the Procurement Code.
- B.  Vendor certifies that it is a legal entity, and was authorized to do business in Illinois as of the date for submitting this bid or offer. The State may require Vendor to provide evidence of compliance before award.

**STATE OF ILLINOIS  
STANDARD CERTIFICATIONS**

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- C.  Vendor certifies it is a legal entity, and is a foreign corporation performing activities that do not constitute transacting business in Illinois as defined by Illinois Business Corporations Act (805 ILCS 5/13.75). A vendor claiming exemption under the Act must include a detailed explanation of the legal basis for the claim with its bid or offer and must provide additional detail upon request. If Vendor fails to provide the mandatory documentation with the bid or offer, or does not provide additional detail upon request within the timeframe specified in said request, then the State may deem the Vendor as being non-responsive or not responsible and may disqualify the Vendor.
- D.  Vendor certifies it is a legal entity, and is an entity otherwise recognized under Illinois law as eligible for a specific form of exemption similar to those found in the Illinois Business Corporation Act (805 ILCS 5/13.75). A vendor claiming exemption under a specific law must provide a detailed explanation of the legal basis for the claim with its bid or offer and must provide additional detail upon request. If Vendor fails to provide the mandatory documentation with the bid or offer, or does not provide additional detail upon request within the timeframe specified in said request, then the State may deem the Vendor as being non-responsive or not responsible and may disqualify the Vendor.

4.33. Vendor certifies that, for the duration of this contract it will:

- post its employment vacancies in Illinois and border states on the Department of Employment Security's IllinoisJobLink.com website or its successor system; or
- will provide an online link to these employment vacancies so that this link is accessible through the IllinoisJobLink.com website or successor system; or
- is exempt from 20 ILCS 1005/1005-47 because the contract is for construction-related services as that term is defined in section 1-15.20 of the Procurement Code; or the contract is for construction and vendor is a party to a contract with a bona fide labor organization and performs construction. (20 ILCS 1005/1005-47).

**STATE OF ILLINOIS  
STATE BOARD OF ELECTIONS**

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5. Section 50-37 of the Illinois Procurement Code prohibits political contributions of certain vendors, bidders and offerors. Additionally, section 9-35 of the Illinois Election Code governs provisions relating to reporting and making contributions to state officeholders, declared candidates for State offices and covered political organizations that promote the candidacy of an officeholder or declared candidate for office. The State may declare any resultant contract void if these Acts are violated.

Generally, if a vendor, bidder, or offeror is an entity doing business for profit (i.e. sole proprietorship, partnership, corporation, limited liability company or partnership, or otherwise) and has contracts with State agencies that annually total more than \$50,000 or whose aggregate pending bids or proposals and current State contracts that total more than \$50,000, the vendor, bidder, or offeror is prohibited from making political contributions and must register with the State Board of Elections. 30 ILCS 500/20-160.

**EVIDENCE OF REGISTRATION WITH THE STATE BOARD OF ELECTIONS  
IS THE CERTIFICATE OF REGISTRATION**



**STATE OF ILLINOIS  
DISCLOSURE OF BUSINESS OPERATIONS WITH IRAN**

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6. In accordance with 30 ILCS 500/50-36, each bid, offer, or proposal submitted for a State contract, other than a small purchase defined in Section 20-20 of the Illinois Procurement Code, shall include a disclosure of whether or not the bidder, offeror, or proposing entity, or any of its corporate parents or subsidiaries, within the 24 months before submission of the bid, offer, or proposal had business operations that involved contracts with or provision of supplies or services to the Government of Iran, companies in which the Government of Iran has any direct or indirect equity share, consortiums or projects commissioned by the Government of Iran and:
- more than 10% of the company's revenues produced in or assets located in Iran involve oil-related activities or mineral-extraction activities; less than 75% of the company's revenues produced in or assets located in Iran involve contracts with or provision of oil-related or mineral – extraction products or services to the Government of Iran or a project or consortium created exclusively by that Government; and the company has failed to take substantial action; or
  - the company has, on or after August 5, 1996, made an investment of \$20 million or more, or any combination of investments of at least \$10 million each that in the aggregate equals or exceeds \$20 million in any 12- month period that directly or significantly contributes to the enhancement of Iran's ability to develop petroleum resources of Iran.

A bid, offer, or proposal that does not include this disclosure shall not be considered responsive. We may consider this disclosure when evaluating the bid, offer, or proposal or awarding the contract.

- There are no business operations that must be disclosed to comply with the above cited law.
- The following business operations are disclosed to comply with the above cited law:

**STATE OF ILLINOIS**  
**FINANCIAL DISCLOSURES AND CONFLICTS OF INTEREST**

The Financial Disclosures and Conflicts of Interest form ("form") must be accurately completed and submitted by the vendor, parent entity(ies), and subcontractors. There are nine steps to this form and each must be completed as instructed in the step heading and within the step. A bid, offer, or proposal that does not include this form shall be considered non-responsive. The Agency/University will consider this form when evaluating the bid, offer, or proposal or awarding the contract.

The requirement of disclosure of financial interests and conflicts of interest is a continuing obligation. If circumstances change and the disclosure is no longer accurate, then disclosing entities must provide an updated form.

Separate forms are required for the vendor, parent entity(ies), and subcontractors.

This disclosure is submitted for:

- Vendor
- Vendor's Parent Entity(ies) (100% ownership)
- Subcontractor(s) >\$50,000
- Subcontractor's Parent Entity(ies) (100% ownership) > \$50,000

**PUBLIC SAFETY  
 SHARED SERVICES**  
**DEC 02 2014**  
 SOURCING/INTEGRITY  
 MANAGEMENT

Project Name	Hardin County Work Camp Portable Kitchen
Illinois Procurement Bulletin Number	
Contract Number	R & M 15-001
Vendor Name	Kitchens To Go LLC
Doing Business As (DBA)	
Disclosing Entity	Kitchens To Go LLC
Disclosing Entity's Parent Entity	GRS Holdings LLC
Subcontractor	
Instrument of Ownership or Beneficial Interest	Choose an item. <input type="checkbox"/> If you selected Other, please describe: Click here to enter text. LLC



**STEP 1**  
**SUPPORTIVE DOCUMENTATION SUBMITTAL**  
(This step of the compliance request is required for all entities, regardless of whether they are submitting supporting documentation.)

You must select one of the six options below and select the documentation you are submitting. You must provide the documentation the applicable section requires with this form.

Option 1 – Publicly Traded Entities

1.A.  Complete Step 2, Option A for each qualifying individual or entity holding any ownership or distributive income share in excess of 5% or an amount greater than 60% (\$106,447.20) of the annual salary of the Governor.

OR

1.B.  Attach a copy of the Federal 10-K, and skip to Step 3.

Option 2 – Privately Held Entities with more than 200 Shareholders

2.A.  Complete Step 2, Option A for each qualifying individual or entity holding any ownership or distributive income share in excess of 5% or an amount greater than 60% (\$106,447.20) of the annual salary of the Governor.

OR

2.B.  Complete Step 2, Option A for each qualifying individual or entity holding any ownership share in excess of 5% and attach the information Federal 10-K reporting companies are required to report under 17 CFR 229.401.

Option 3 – All other Privately Held Entities, not including Sole Proprietorships

3.A.  Complete Step 2, Option A for each qualifying individual or entity holding any ownership or distributive income share in excess of 5% or an amount greater than 60% (\$106,447.20) of the annual salary of the Governor.

Option 4 – Foreign Entities

4.A.  Complete Step 2, Option A for each qualifying individual or entity holding any ownership or distributive income share in excess of 5% or an amount greater than 60% (\$106,447.20) of the annual salary of the Governor.

OR

4.B.  Attach a copy of the Securities Exchange Commission Form 20-F or 40-F and skip to Step 3.

Option 5 – Not-for-Profit Entities

Complete Step 2, Option B.

Option 6 – Sole Proprietorships

Skip to Step 3.

**STEP 2**  
**DISCLOSURE OF FINANCIAL INTEREST OR BOARD OF DIRECTORS**  
 (All vendors, even sole proprietors, must complete regardless of annual bid offer or contract value)  
 (Subcontractors with subcontract annual value of more than \$50,000 must complete)

Complete either Option A (for all entities other than not-for-profits) or Option B (for not-for-profits). Additional rows may be inserted into the tables or an attachment may be provided if needed.

**OPTION A – Ownership Share and Distributive Income**

**Ownership Share** – If you selected Option 1.A., 2.A., 2.B., 3.A., or 4.A. in Step 1, provide the name and address of each individual or entity and their percentage of ownership if said percentage exceeds 5%, or the dollar value of their ownership if said dollar value exceeds \$106,447.20.

Check here if including an attachment with requested information in a format substantially similar to the format below.

TABLE – X			
Name	Address	Percentage of Ownership	\$ Value of Ownership
GRS Holdings	131 W Jefferson Ave, #223 Naperville, IL 60540	100	Private

**Distributive Income** – If you selected Option 1.A., 2.A., 3.A., or 4.A. in Step 1, provide the name and address of each individual or entity and their percentage of the disclosing vendor’s total distributive income if said percentage exceeds 5% of the total distributive income of the disclosing entity, or the dollar value of their distributive income if said dollar value exceeds \$106,447.20.

Check here if including an attachment with requested information in a format substantially similar to the format below.

TABLE – Y			
Name	Address	% of Distributive Income	\$ Value of Distributive Income

Please certify that the following statements are true.

I have disclosed all individuals or entities that hold an ownership interest of greater than 5% or greater than \$106,447.20.

Yes  No

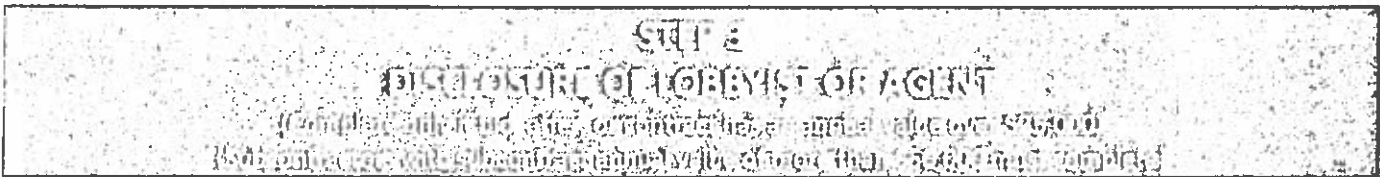
I have disclosed all individuals or entities that were entitled to receive distributive income in an amount greater than \$106,447.20 or greater than 5% of the total distributive income of the disclosing entity.

Yes  No

**OPTION B – Disclosure of Board of Directors (Not-for-Profits)**

If you selected Option 5 in Step 1, list members of your board of directors. Please include an attachment if necessary.

TABLE – Z	
Name	Address



Yes  No. Is your company represented by or do you employ a lobbyist required to register under the Lobbyist Registration Act (lobbyist must be registered pursuant to the Act with the Secretary of State) or other agent who is not identified through Step 2, Option A above and who has communicated, is communicating, or may communicate with any State/Public University officer or employee concerning the bid or offer? If yes, please identify each lobbyist and agent, including the name and address below.

If you have a lobbyist that does not meet the criteria, then you do not have to disclose the lobbyist's information.

Name	Address	Relationship to Disclosing Entity

Describe all costs/fees/compensation/reimbursements related to the assistance provided by each representative lobbyist or other agent to obtain this Agency/University contract:

**STEP 4**  
**PROHIBITED CONFLICTS OF INTEREST**

Step 4 must be completed for each person disclosed in Step 2, Option A and for sole proprietors identified in Step 1, Option 6 above. Please provide the name of the person for which responses are provided: Steve M Rubin, Frederick C Stowell, Ralph H Goldbeck

1. Do you hold or are you the spouse or minor child who holds an elective office in the State of Illinois or hold a seat in the General Assembly?  Yes  No
2. Have you, your spouse, or minor child been appointed to or employed in any offices or agencies of State government and receive compensation for such employment in excess of 60% (\$106,447.20) of the salary of the Governor?  Yes  No
3. Are you or are you the spouse or minor child of an officer or employee of the Capital Development Board or the Illinois Toll Highway Authority?  Yes  No
4. Have you, your spouse, or an immediate family member who lives in your residence currently or who lived in your residence within the last 12 months been appointed as a member of a board, commission, authority, or task force authorized or created by State law or by executive order of the Governor?  Yes  No
5. If you answered yes to any question in 1-4 above, please answer the following: Do you, your spouse, or minor child receive from the vendor more than 7.5% of the vendor's total distributable income or an amount of distributable income in excess of the salary of the Governor (\$177,412.00)?  Yes  No
6. If you answered yes to any question in 1-4 above, please answer the following: Is there a combined interest of self with spouse or minor child more than 15% (\$354,824.00) in the aggregate of the vendor's distributable income or an amount of distributable income in excess of two times the salary of the Governor?  Yes  No

**STEP 5**  
**POTENTIAL CONFLICTS OF INTEREST RELATING TO PERSONAL RELATIONSHIP**

Step 5 must be completed for each person disclosed in Step 2, Option A and for sole proprietors identified in Step 1, Option 6 above.

Please provide the name of the person for which responses are provided: Steve M Rubin, Frederick C Stowell, Ralph H Goldbeck

1. Do you currently have, or in the previous 3 years have you had State employment, including contractual employment of services?  Yes  No
2. Has your spouse, father, mother, son, or daughter, had State employment, including contractual employment for services, in the previous 2 years?  Yes  No

3. Do you hold currently or have you held in the previous 3 years elective office of the State of Illinois, the government of the United States, or any unit of local government authorized by the Constitution of the State of Illinois or the statutes of the State of Illinois?  Yes  No
4. Do you have a relationship to anyone (spouse, father, mother, son, or daughter) holding elective office currently or in the previous 2 years?  Yes  No
5. Do you hold or have you held in the previous 3 years any appointive government office of the State of Illinois, the United States of America, or any unit of local government authorized by the Constitution of the State of Illinois or the statutes of the State of Illinois, which office entitles the holder to compensation in excess of expenses incurred in the discharge of that?  Yes  No
6. Do you have a relationship to anyone (spouse, father, mother, son, or daughter) holding appointive office currently or in the previous 2 years?  Yes  No
7. Do you currently have or in the previous 3 years had employment as or by any registered lobbyist of the State government?  Yes  No
8. Do you currently have or in the previous 2 years had a relationship to anyone (spouse, father, mother, son, or daughter) that is or was a registered lobbyist?  Yes  No
9. Do you currently have or in the previous 3 years had compensated employment by any registered election or re-election committee registered with the Secretary of State or any county clerk in the State of Illinois, or any political action committee registered with either the Secretary of State or the Federal Board of Elections?  Yes  No
10. Do you currently have or in the previous 2 years had a relationship to anyone (spouse, father, mother, son, or daughter) who is or was a compensated employee of any registered election or reelection committee registered with the Secretary of State or any county clerk in the State of Illinois, or any political action committee registered with either the Secretary of State or the Federal Board of Elections?  Yes  No

**STEP 6**  
**EXPLANATION OF AFFIRMATIVE RESPONSES**

If you answered "Yes" in Step 4 or Step 5, please provide on an additional page a detailed explanation that includes, but is not limited to the name, salary, State agency or university, and position title of each individual.

**STEP 7**  
**POTENTIAL CONFLICTS OF INTEREST**  
**RELATIVE TO DEBARMENT & LEGAL PROCEEDINGS**

This step must be completed for each person disclosed in Step 2, Option A, Step 3, and for each entity and sole proprietor disclosed in Step 1.

Please provide the name of the person or entity for which responses are provided: Steve M Rubin, Frederick C Stowell, Ralph H Goldbeck , Kitchens to Go LLC, GRS Holdings LLC

1. Within the previous ten years, have you had debarment from contracting with any governmental entity?  Yes  No
2. Within the previous ten years, have you had any professional licensure discipline?  Yes  No
3. Within the previous ten years, have you had any bankruptcies?  Yes  No
4. Within the previous ten years, have you had any adverse civil judgments and administrative findings?  Yes  No
5. Within the previous ten years, have you had any criminal felony convictions?  Yes  No

If you answered "Yes", please provide a detailed explanation that includes, but is not limited to the name, State agency or university, and position title of each individual. Click here to enter text.

**STEP 8**  
**DISCLOSURE OF CURRENT AND PENDING CONTRACTS**

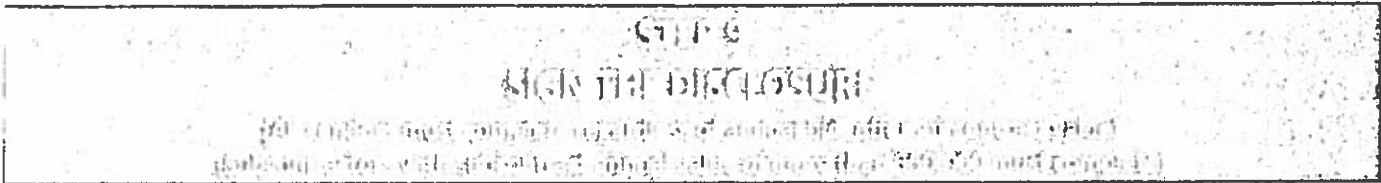
If you selected Option 1, 2, 3, 4, or 6 in Step 1, do you have any contracts, pending contracts, bids, proposals, subcontracts, leases or other ongoing procurement relationships with units of State of Illinois government?

Yes  No.

If "Yes", please specify below. Attach an additional page in the same format as provided below, if desired.

Agency/University	Project Title	Status	Value	Contract Reference/P.O./Illinois Procurement Bulletin #
Click here to enter text	Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.

Please explain the procurement relationship: [Click here to enter text.](#)



This disclosure is signed, and made under penalty of perjury for all for-profit entities, by an authorized officer or employee on behalf of the bidder or offeror pursuant to Sections 50-13 and 50-35 of the Illinois Procurement Code. This disclosure information is submitted on behalf of:

Name of Disclosing Entity: Kitchens To Go LLC

Signature: Susan H Karoll

Date: September 24, 2014

Printed Name: Susan H Karoll

Title: Business Manager

Phone Number: 630-364-3083

Email Address: susan@k-t-g.com



**STATE OF ILLINOIS  
FINANCIAL DISCLOSURES AND CONFLICTS OF INTEREST**

The Financial Disclosures and Conflicts of Interest form ("form") must be accurately completed and submitted by the vendor, parent entity(ies), and subcontractors. There are nine steps to this form and each must be completed as instructed in the step heading and within the step. A bid, offer, or proposal that does not include this form shall be considered non-responsive. The Agency/University will consider this form when evaluating the bid, offer, or proposal or awarding the contract.

The requirement of disclosure of financial interests and conflicts of interest is a continuing obligation. If circumstances change and the disclosure is no longer accurate, then disclosing entities must provide an updated form.

Separate forms are required for the vendor, parent entity(ies), and subcontractors.

This disclosure is submitted for:

- Vendor
- Vendor's Parent Entity(ies) (100% ownership)
- Subcontractor(s) >\$50,000 (annual value)
- Subcontractor's Parent Entity(ies) (100% ownership) > \$50,000 (annual value)

Project Name	Hardin County Work Camp Portable Kitchen
Illinois Procurement Bulletin Number	
Contract Number	R & M 15-110
Vendor Name	Kitchens To Go LLC
Doing Business As (DBA)	
Disclosing Entity	GRS Holdings LLC
Disclosing Entity's Parent Entity	
Subcontractor	
Instrument of Ownership or Beneficial Interest	Choose an item. <input type="checkbox"/> If you selected Other, please describe: Click here to enter text.

**PUBLIC SAFETY  
SHARED SERVICES**

**DEC 02 2014**

**SOURCING/CONTRACT  
MANAGEMENT**

## FINANCIAL DISCLOSURES AND CONFLICTS OF INTERESTS

You must select one of the six options below and select the documentation you are submitting. You must provide the documentation the applicable section requires with this form.

Option 1 – Publicly Traded Entities

- 1.A.  Complete Step 2, Option A for each qualifying individual or entity holding any ownership or distributive income share in excess of 5% or an amount greater than 60% (\$106,447.20) of the annual salary of the Governor.

OR

- 1.B.  Attach a copy of the Federal 10-K or provide a web address of an electronic copy of the Federal 10-K, and skip to Step 3.

Option 2 – Privately Held Entities with more than 200 Shareholders

- 2.A.  Complete Step 2, Option A for each qualifying individual or entity holding any ownership or distributive income share in excess of 5% or an amount greater than 60% (\$106,447.20) of the annual salary of the Governor.

OR

- 2.B.  Complete Step 2, Option A for each qualifying individual or entity holding any ownership share in excess of 5% and attach the information Federal 10-K reporting companies are required to report under 17 CFR 229.401.

Option 3 – All other Privately Held Entities, not including Sole Proprietorships

- 3.A.  Complete Step 2, Option A for each qualifying individual or entity holding any ownership or distributive income share in excess of 5% or an amount greater than 60% (\$106,447.20) of the annual salary of the Governor.

Option 4 – Foreign Entities

- 4.A.  Complete Step 2, Option A for each qualifying individual or entity holding any ownership or distributive income share in excess of 5% or an amount greater than 60% (\$106,447.20) of the annual salary of the Governor.

OR

- 4.B.  Attach a copy of the Securities Exchange Commission Form 20-F or 40-F and skip to Step 3.

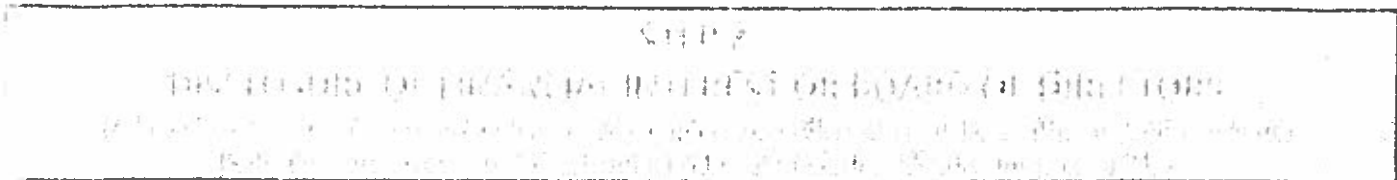
Option 5 – Not-for-Profit Entities

- Complete Step 2, Option B.

Option 6 – Sole Proprietorships

- Skip to Step 3.

**FINANCIAL DISCLOSURES AND CONFLICTS OF INTERESTS**



Complete either Option A (for all entities other than not-for-profits) or Option B (for not-for-profits). Additional rows may be inserted into the tables or an attachment may be provided if needed.

**OPTION A – Ownership Share and Distributive Income**

**Ownership Share** – If you selected Option 1.A., 2.A., 2.B., 3.A., or 4.A. in Step 1, provide the name and address of each individual or entity and their percentage of ownership if said percentage exceeds 5%, or the dollar value of their ownership if said dollar value exceeds \$106,447.20.

Check here if including an attachment with requested information in a format substantially similar to the format below.

<b>TABLE – X</b>			
<b>Name</b>	<b>Address</b>	<b>Percentage of Ownership</b>	<b>\$ Value of Ownership</b>
Steven M Rubin	990 Timber Lee Court Naperville, IL 60540	33.33	Private
Frederick C Stowell	8457 E 50 <sup>th</sup> Drive Denver, CO 80238	33.33	Private
Ralph H Goldbeck	3546 W Loma Linda Fresno, CA 93711	33.33	Private

**Distributive Income** – If you selected Option 1.A., 2.A., 3.A., or 4.A. in Step 1, provide the name and address of each individual or entity and their percentage of the disclosing vendor’s total distributive income if said percentage exceeds 5% of the total distributive income of the disclosing entity, or the dollar value of their distributive income if said dollar value exceeds \$106,447.20.

Check here if including an attachment with requested information in a format substantially similar to the format below.

<b>TABLE – Y</b>			
<b>Name</b>	<b>Address</b>	<b>% of Distributive Income</b>	<b>\$ Value of Distributive Income</b>

## FINANCIAL DISCLOSURES AND CONFLICTS OF INTERESTS

Please certify that the following statements are true.

I have disclosed all individuals or entities that hold an ownership interest of greater than 5% or greater than \$106,447.20.

Yes  No

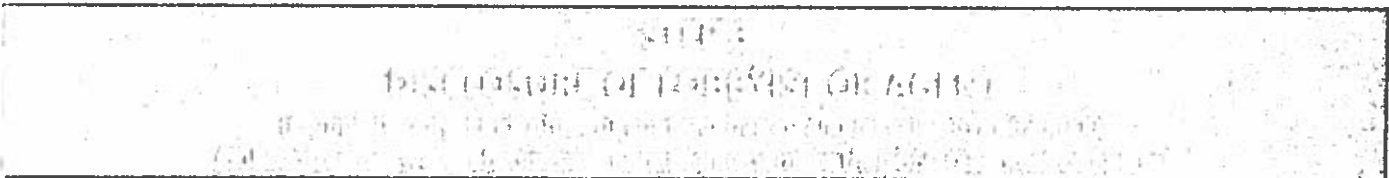
I have disclosed all individuals or entities that were entitled to receive distributive income in an amount greater than \$106,447.20 or greater than 5% of the total distributive income of the disclosing entity.

Yes  No

### OPTION B – Disclosure of Board of Directors (Not-for-Profits)

If you selected Option 5 in Step 1, list members of your board of directors. Please include an attachment if necessary.

TABLE – Z	
Name	Address



Yes  No. Is your company represented by or do you employ a lobbyist required to register under the Lobbyist Registration Act (lobbyist must be registered pursuant to the Act with the Secretary of State) or other agent who is not identified through Step 2, Option A above and who has communicated, is communicating, or may communicate with any State/Public University officer or employee concerning the bid or offer? If yes, please identify each lobbyist and agent, including the name and address below.

If you have a lobbyist that does not meet the criteria, then you do not have to disclose the lobbyist's information.

Name	Address	Relationship to Disclosing Entity

Describe all costs/fees/compensation/reimbursements related to the assistance provided by each representative lobbyist or other agent to obtain this Agency/University contract:

## FINANCIAL DISCLOSURES AND CONFLICTS OF INTERESTS

STEP 4

### FINANCIAL DISCLOSURES AND CONFLICTS OF INTERESTS

Step 4 must be completed for each person disclosed in Step 2, Option A and for sole proprietors identified in Step 1, Option 6 above. Please provide the name of the person for which responses are provided: Steven M Rubin, Frederick C Stowell, Ralph H Goldbeck

1. Do you hold or are you the spouse or minor child who holds an elective office in the State of Illinois or hold a seat in the General Assembly?  Yes  No
2. Have you, your spouse, or minor child been appointed to or employed in any offices or agencies of State government and receive compensation for such employment in excess of 60% (\$106,447.20) of the salary of the Governor?  Yes  No
3. Are you or are you the spouse or minor child of an officer or employee of the Capital Development Board or the Illinois Toll Highway Authority?  Yes  No
4. Have you, your spouse, or an immediate family member who lives in your residence currently or who lived in your residence within the last 12 months been appointed as a member of a board, commission, authority, or task force authorized or created by State law or by executive order of the Governor?  Yes  No
5. If you answered yes to any question in 1-4 above, please answer the following: Do you, your spouse, or minor child receive from the vendor more than 7.5% of the vendor's total distributable income or an amount of distributable income in excess of the salary of the Governor (\$177,412.00)?  Yes  No
6. If you answered yes to any question in 1-4 above, please answer the following: Is there a combined interest of self with spouse or minor child more than 15% in the aggregate of the vendor's distributable income or an amount of distributable income in excess of two times the salary of the Governor (\$354,824.00)?  Yes  No

STEP 5

### FINANCIAL DISCLOSURES AND CONFLICTS OF INTERESTS

Step 5 must be completed for each person disclosed in Step 2, Option A and for sole proprietors identified in Step 1, Option 6 above.

Please provide the name of the person for which responses are provided: Steven M Rubin, Frederick C Stowell, Ralph H Goldbeck

1. Do you currently have, or in the previous 3 years have you had State employment, including contractual employment of services?  Yes  No

## FINANCIAL DISCLOSURES AND CONFLICTS OF INTERESTS

2. Has your spouse, father, mother, son, or daughter, had State employment, including contractual employment for services, in the previous 2 years?  Yes  No
3. Do you hold currently or have you held in the previous 3 years elective office of the State of Illinois, the government of the United States, or any unit of local government authorized by the Constitution of the State of Illinois or the statutes of the State of Illinois?  Yes  No
4. Do you have a relationship to anyone (spouse, father, mother, son, or daughter) holding elective office currently or in the previous 2 years?  Yes  No
5. Do you hold or have you held in the previous 3 years any appointive government office of the State of Illinois, the United States of America, or any unit of local government authorized by the Constitution of the State of Illinois or the statutes of the State of Illinois, which office entitles the holder to compensation in excess of expenses incurred in the discharge of that office?  Yes  No
6. Do you have a relationship to anyone (spouse, father, mother, son, or daughter) holding appointive office currently or in the previous 2 years?  Yes  No
7. Do you currently have or in the previous 3 years had employment as or by any registered lobbyist of the State government?  Yes  No
8. Do you currently have or in the previous 2 years had a relationship to anyone (spouse, father, mother, son, or daughter) that is or was a registered lobbyist?  Yes  No
9. Do you currently have or in the previous 3 years had compensated employment by any registered election or re-election committee registered with the Secretary of State or any county clerk in the State of Illinois, or any political action committee registered with either the Secretary of State or the Federal Board of Elections?  Yes  No
10. Do you currently have or in the previous 2 years had a relationship to anyone (spouse, father, mother, son, or daughter) who is or was a compensated employee of any registered election or reelection committee registered with the Secretary of State or any county clerk in the State of Illinois, or any political action committee registered with either the Secretary of State or the Federal Board of Elections?  Yes  No

STATE OF ILLINOIS

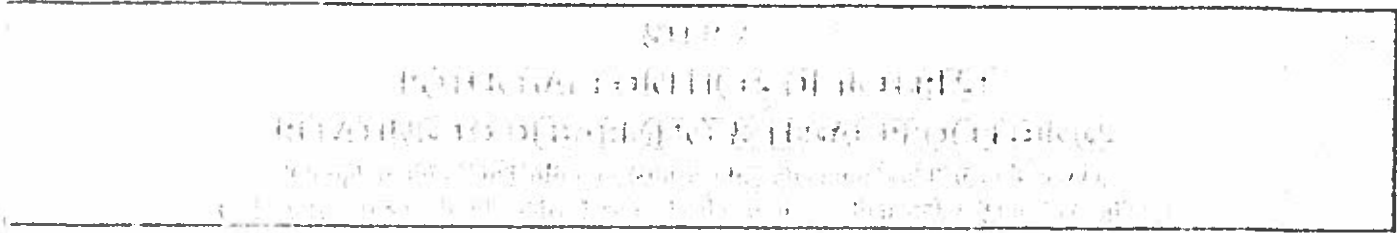
DEPARTMENT OF STATE

1711 NORTH LAUREL STREET, SPRINGFIELD, ILLINOIS 62756

TEL: 217-243-1234 FAX: 217-243-1235

If you answered "Yes" in Step 4 or Step 5, please provide on an additional page a detailed explanation that includes, but is not limited to the name, salary, State agency or university, and position title of each individual.

**FINANCIAL DISCLOSURES AND CONFLICTS OF INTEREST**

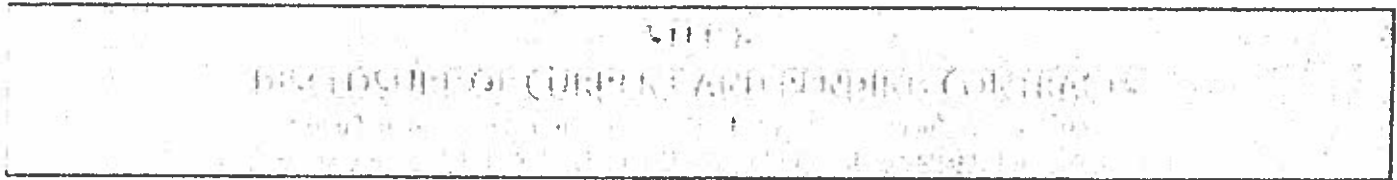


This step must be completed for each person disclosed in Step 2, Option A, Step 3, and for each entity and sole proprietor disclosed in Step 1.

Please provide the name of the person or entity for which responses are provided: Steven M Rubin, Frederick C Stowell, Ralph H Goldbeck

- 1. Within the previous ten years, have you had debarment from contracting with any governmental entity?  Yes  No
- 2. Within the previous ten years, have you had any professional licensure discipline?  Yes  No
- 3. Within the previous ten years, have you had any bankruptcies?  Yes  No
- 4. Within the previous ten years, have you had any adverse civil judgments and administrative findings?  Yes  No
- 5. Within the previous ten years, have you had any criminal felony convictions?  Yes  No

If you answered "Yes", please provide a detailed explanation that includes, but is not limited to the name, State agency or university, and position title of each individual. [Click here to enter text.](#)



If you selected Option 1, 2, 3, 4, or 6 in Step 1, do you have any contracts, pending contracts, bids, proposals, subcontracts, leases or other ongoing procurement relationships with units of State of Illinois government?

Yes  No.

If "Yes", please specify below. Attach an additional page in the same format as provided below, if desired.

Agency/University	Project Title	Status	Value	Contract Reference/P.O./Illinois Procurement Bulletin #

FINANCIAL DISCLOSURES AND CONFLICTS OF INTEREST

IL Dept Corrections	Hardin Co Work Camp Portable Kitchen	Contract	233000	22029373
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Please explain the procurement relationship: Click here to enter text.



This disclosure is signed, and made under penalty of perjury for all for-profit entities, by an authorized officer or employee on behalf of the bidder or offeror pursuant to Sections 50-13 and 50-35 of the Illinois Procurement Code. This disclosure information is submitted on behalf of:

Name of Disclosing Entity: Kitchens To Go LLC

Signature: *Susan H Karoll*

Date: September 24, 2014

Printed Name: Susan H Karoll

Title: Business Manager

Phone Number: 630-364-3083

Email Address: susan@k-t-g.com



# Certificate of Registration



Registration No. 26579

## **Kitchens To Go LLC**

131 West Jefferson Avenue

Suite 223

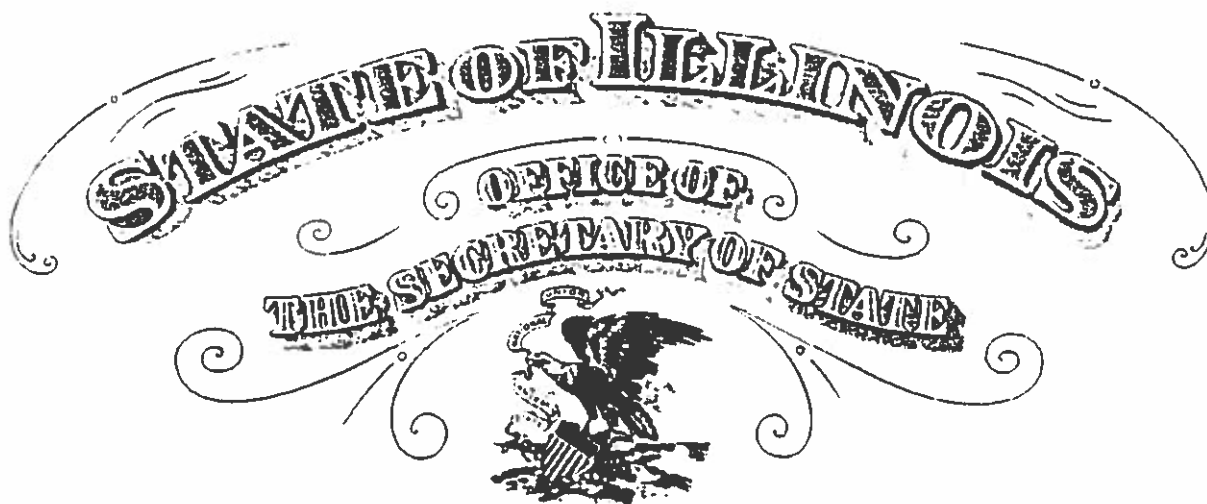
Naperville IL 60540

Information for this business last updated on:

Monday, January 27, 2014

Certificate produced on Thursday, October 09, 2014 at 9:35 AM





*To all to whom these Presents Shall Come, Greeting:*

*I, Jesse White, Secretary of State of the State of Illinois, do hereby certify that*

KITCHENS TO GO, LLC, HAVING ORGANIZED IN THE STATE OF ILLINOIS ON SEPTEMBER 11, 2000, APPEARS TO HAVE COMPLIED WITH ALL PROVISIONS OF THE LIMITED LIABILITY COMPANY ACT OF THIS STATE, AND AS OF THIS DATE IS IN GOOD STANDING AS A DOMESTIC LIMITED LIABILITY COMPANY IN THE STATE OF ILLINOIS.



Authentication # 1426503108

Authenticate at <http://www.cyberdriveillinois.com>

*In Testimony Whereof, I hereto set my hand and cause to be affixed the Great Seal of the State of Illinois, this 22ND day of SEPTEMBER A.D. 2014 .*

*Jesse White*

SECRETARY OF STATE



JESSE WHITE  
 SECRETARY OF STATE 

**LLC FILE DETAIL REPORT**

<b>Entity Name</b>	KITCHENS TO GO, LLC	<b>File Number</b>	00457264
<b>Status</b>	ACTIVE	<b>On</b>	08/12/2014
<b>Entity Type</b>	LLC	<b>Type of LLC</b>	Domestic
<b>File Date</b>	09/11/2000	<b>Jurisdiction</b>	IL
<b>Agent Name</b>	VANCE LIEBMAN	<b>Agent Change Date</b>	07/07/2011
<b>Agent Street Address</b>	55 WEST MONROE, SUITE 2300	<b>Principal Office</b>	131 W JEFFERSON AVE STE 223 NAPERVILLE, IL 60540
<b>Agent City</b>	CHICAGO	<b>Management Type</b>	MGR <a href="#">View</a>
<b>Agent Zip</b>	60603	<b>Duration</b>	PERPETUAL
<b>Annual Report Filing Date</b>	08/12/2014	<b>For Year</b>	2014
<b>Series Name</b>	NOT AUTHORIZED TO ESTABLISH SERIES		

[Return to the Search Screen](#)

**Purchase Certificate of Good Standing**  
 (One Certificate per  
 Transaction)

BACK TO CYBERDRIVEILLINOIS.COM HOME PAGE

**STATE OF ILLINOIS  
TAXPAYER IDENTIFICATION NUMBER**

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I certify that:

The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and

I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and

I am a U.S. person (including a U.S. resident alien).

- If you are an individual, enter your name and SSN as it appears on your Social Security Card.
- If you are a sole proprietor, enter the owner's name on the name line followed by the name of the business and the owner's SSN or EIN.
- If you are a single-member LLC that is disregarded as an entity separate from its owner, enter the owner's name on the name line and the D/B/A on the business name line and enter the owner's SSN or EIN.
- If the LLC is a corporation or partnership, enter the entity's business name and EIN and for corporations, attach IRS acceptance letter (CP261 or CP277).
- For all other entities, enter the name of the entity as used to apply for the entity's EIN and the EIN.

Name:

Business Name: Kitchens To Go LLC

Taxpayer Identification Number:

Social Security Number:

or

Employer Identification Number: 36-4389596

Legal Status (check one):

- |  |   |
|--|---|
| <input type="checkbox"/> Individual  | <input type="checkbox"/> Governmental   |
| <input type="checkbox"/> Sole Proprietor   | <input type="checkbox"/> Nonresident alien  |
| <input type="checkbox"/> Partnership   | <input type="checkbox"/> Estate or trust  |
| <input type="checkbox"/> Legal Services Corporation  | <input type="checkbox"/> Pharmacy (Non-Corp.)   |
| <input type="checkbox"/> Tax-exempt  | <input type="checkbox"/> Pharmacy/Funeral Home/Cemetery (Corp.)   |
| <input type="checkbox"/> Corporation providing or billing<br>medical and/or health care services     | <input checked="" type="checkbox"/> Limited Liability Company<br>(select applicable tax classification) |
| <input type="checkbox"/> Corporation NOT providing or billing<br>medical and/or health care services | <input type="checkbox"/> D = disregarded entity   |
|  | <input type="checkbox"/> C = corporation  |
|  | <input checked="" type="checkbox"/> P = partnership   |

Signature of Authorized Representative: 

Date: September 24, 2014

## STATE OF ILLINOIS FORMS A SECTION

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A vendor responding to a solicitation by the State of Illinois must return the information requested within this section with their bid or offer if they are not registered in the Illinois Procurement Gateway (IPG). Failure to do so may render their bid or offer non-responsive and result in disqualification.

Please read this entire FORMS A section and provide the requested information as applicable and per the instructions. All forms and signature areas contained in this FORMS A section must be completed in full and submitted along with the bid in an Invitation for Bid; and completed in full and submitted along with the technical response and price proposal, which combined will constitute the Offer, in a Request for Proposal.

Vendor Name: Kitchens To Go LLC	Phone: 630 355 1660
Street Address: 131 W Jefferson Ave #223	Email: susan@k-t-g.com
City, State Zip: Naperville, IL 60540	Vendor Contact: Susan Karoll

In compliance with the State and Federal Constitutions, the Illinois Human Rights Act, the U.S. Civil Rights Act, and Section 504 of the Federal Rehabilitation Act, the State of Illinois does not discriminate in employment, contracts, or any other activity.

The State of Illinois encourages prospective vendors to consider hiring qualified veterans and Illinois residents discharged from any Illinois adult correctional center, in appropriate circumstances.

# OUTLINE

## FORMS A Section

Complete this section if you are not using IPG (Illinois Procurement Gateway) Registration #

Part

Business and Directory Information.....	1.
Illinois Department of Human Rights Public Contracts Number.....	2.
Authorized to Do Business in Illinois.....	3.
Standard Certifications.....	4.
State Board of Elections.....	5.
Disclosure of Business Operations in Iran.....	6.
Financial Disclosures and Conflicts of Interest.....	7.
Taxpayer Identification Number.....	8.

**STATE OF ILLINOIS  
BUSINESS AND DIRECTORY INFORMATION**

---

**1.1. Name of Business (official name and DBA)**

Kitchens To Go LLC

**1.2. Business Headquarters (address, phone and fax)**

131 W Jefferson Ave, #223

Chicago, IL 60604

773.441.1111

**1.3. If a Division or Subsidiary of another organization provide the name and address of the parent**

GRS Holdings LLC

**1.4. Billing Address**

131 W Jefferson Ave, #223

Chicago, IL 60604

**1.5. Name of Chief Executive Officer**

Steven Rubin, Frederick Stowell and Ralph Goldbeck, Partner

**1.6. Company Web Site Address**

www.kitchens-2-go.com

**1.7. Type of Organization (sole proprietor, corporation, etc.--should be same as on Taxpayer ID form below)**

Limited Liability Co

**1.8. Length of time in business**

14 years

**1.9. Annual Sales for Offeror's most recently completed fiscal year**

Private

**1.10. Show number of full-time employees, on average, during the most recent fiscal year**

0

**1.11. Is your company at least 51% owned and controlled by individuals in one of the following categories? If "Yes," please check the category that applies:**

1.11.1. Minority (30 ILCS 575/2(A)(1) & (3))

Yes

- 1.11.2. Female (30 ILCS 575/2(A)(2) & (4))  Yes
- 1.11.3. Person with Disability (30 ILCS 575/2(A)(2.05) & (2.1))  Yes
- 1.11.4. Disadvantaged (49 CFR 26)  Yes
- 1.11.5. Veteran (30 ILCS 500/45-57)  Yes
- 1.11.6. Small Business (30 ILCS 500/45-45)  Yes



**STATE OF ILLINOIS**  
**ILLINOIS DEPARTMENT OF HUMAN RIGHTS PUBLIC CONTRACT NUMBER**

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- 2.1. If Offeror employed fifteen or more full-time employees at the time of submission of their response to this solicitation or any time during the previous 365-day period leading up to submission, it must have a current IDHR Public Contract Number or have proof of having submitted a completed application for one prior to the solicitation opening date. 775 ILCS 5/2-101. If the Agency/University cannot confirm compliance, it will not be able to consider a Vendor's bid or offer. Please complete the appropriate sections below:

Name of Company (and DBA): [Click here to enter text .](#)

(check if applicable) The number is not required as the company has not met or exceeded the number of employees that makes registration necessary under the requirements of the Human Rights Act described above.

IDHR Public Contracts Number: [Click here to enter text.](#) Expiration Date: [Click here to enter text..](#)

- 2.2. If number has not yet been issued, provide the date a completed application for the number was submitted to IDHR: [Click here to enter text..](#)
- 2.3. Upon expiration and until their Contractor Identification Number is renewed, companies will not be eligible to be awarded contracts by the State of Illinois or other jurisdictions that require a current IDHR number as a condition of contract eligibility. 44 ILL. ADMIN. CODE 750.210(a).
- 2.4. Numbers issued by the Department of Human Rights (or its predecessor agency, the Illinois Fair Employment Practices Commission) prior to July 1, 1998 are no longer valid. This affects numbers below 89999-00-0. Valid numbers begin with 900000-00-0.
- 2.5. If Offeror's organization holds an expired number, it must re-register with the Department of Human Rights.
- 2.6. Offeror may obtain an application form by:
- 2.6.1. Telephone: Call the IDHR Public Contracts Unit at (312) 814-2431 between Monday and Friday, 8:30 AM - 5:00 PM, CST. (TDD (312) 263-1579).
- 2.6.2. Internet: You may download the form from the Department of Human Rights' website at (<http://www2.illinois.gov/dhr/PublicContracts/Pages/default.aspx>).
- 2.6.3. Mail: Write to the Department of Human Rights, Public Contracts Unit, 100 West Randolph Street, Suite 10-100, Chicago, IL 60601.

**STATE OF ILLINOIS**  
**AUTHORIZED TO DO BUSINESS IN ILLINOIS**

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3. A person, other than an individual acting as a sole proprietor, must be a duly constituted legal entity and authorized to do business in Illinois prior to submitting an offer. 30 ILCS 500/20-43. Offerors must review and complete certification #4.32 in the Standard Certifications found in FORMS A, part 4.

Certification #4.32 requires Vendor to check one of the four boxes representing its status. Two of the four options require that the Vendor attach to the Standard Certifications (FORMS A, part 4) a detailed explanation of the legal basis for its status claim. The State may request evidence from a vendor that certifies it is authorized to do business in Illinois proving such authorization. Failure to produce evidence in a timely manner may be considered grounds for determining Vendor non-responsive or not responsible.

For information on registering to conduct business in Illinois, please visit the Illinois Secretary of State's Department of Business Services at their website at ([http://cyberdriveillinois.com/departments/business\\_services/home.html](http://cyberdriveillinois.com/departments/business_services/home.html)) or your home county clerk.

**EVIDENCE OF BEING AUTHORIZED TO DO BUSINESS IS THE SECRETARY  
OF STATE'S CERTIFICATE OF GOOD STANDING**

File Number 176-353-1

**SECRETARY OF STATE**  
**ILLINOIS**  
**DEPARTMENT OF BUSINESS SERVICES**


*To all to whom these Presents Shall Come, Greeting:*

*I, Jesse White, Secretary of State of the State of Illinois, do hereby certify that*

AVE CONSULTING, INC INCORPORATED IN GEORGIA AND LICENSED TO TRANACT BUSINESS IN THE STATE OF ILLINOIS 7/11/11 APPEAR TO HAVE COMPLIED WITH ALL THE PROVISIONS OF THE BUSINESS CORPORATION ACT OF THE STATE RELATING TO THE PAYMENT OF TRANSFER TAXES AND AS OF THIS DATE IS A FOREIGN CORPORATION IN GOOD STANDING AND AUTHORIZED TO TRANACT BUSINESS IN THE STATE OF ILLINOIS

*In Testimony Whereof, I have set my hand and cause to be signed the Great Seal of the State of Illinois this 11th*  
*Day of* **RUNE** *AD* **2011**

*Jesse White*



## STATE OF ILLINOIS STANDARD CERTIFICATIONS

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Vendor acknowledges and agrees that compliance with this subsection in its entirety for the term of the contract and any renewals is a material requirement and condition of this contract. By executing this contract Vendor certifies compliance with this subsection in its entirety, and is under a continuing obligation to remain in compliance and report any non-compliance.

This subsection, in its entirety, applies to subcontractors used on this contract. Vendor shall include these Standard Certifications in any subcontract used in the performance of the contract using the Standard Certification form provided by the State.

If this contract extends over multiple fiscal years, including the initial term and all renewals, Vendor and its subcontractors shall confirm compliance with this section in the manner and format determined by the State by the date specified by the State and in no event later than July 1 of each year that this contract remains in effect.

If the Parties determine that any certification in this section is not applicable to this contract it may be stricken without affecting the remaining subsections.

4.1. As part of each certification, Vendor acknowledges and agrees that should Vendor or its subcontractors provide false information, or fail to be or remain in compliance with the Standard Certification requirements, one or more of the following sanctions will apply:

- the contract may be void by operation of law,
- the State may void the contract, and
- the Vendor and its subcontractors may be subject to one or more of the following: suspension, debarment, denial of payment, civil fine, or criminal penalty.

Identifying a sanction or failing to identify a sanction in relation to any of the specific certifications does not waive imposition of other sanctions or preclude application of sanctions not specifically identified.

- 4.2. Vendor certifies it and its employees will comply with applicable provisions of the United States Civil Rights Act, Section 504 of the Federal Rehabilitation Act, the Americans with Disabilities Act, and applicable rules in performance of this contract.
- 4.3. Vendor, if an individual, sole proprietor, partner or an individual as member of a LLC, certifies he/she is not in default on an educational loan. 5 ILCS 385/3.
- 4.4. Vendor, if an individual, sole proprietor, partner or an individual as member of a LLC, certifies it he/she has not received (i) an early retirement incentive prior to 1993 under Section 14-108.3 or 16-133.3 of the Illinois Pension Code or (ii) an early retirement incentive on or after 2002 under Section 14-108.3 or 16-133.3 of the Illinois Pension Code. 30 ILCS 105/15a; 40 ILCS 5/14-108.3; 40 ILCS 5/16-133.
- 4.5. Vendor certifies that it is a legal entity authorized to do business in Illinois prior to submission of a bid, offer, or proposal. 30 ILCS 500/1-15.80, 20-43.

**STATE OF ILLINOIS  
STANDARD CERTIFICATIONS**

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- 4.6. To the extent there was a current Vendor providing the services covered by this contract and the employees of that Vendor who provided those services are covered by a collective bargaining agreement, Vendor certifies (i) that it will offer to assume the collective bargaining obligations of the prior employer, including any existing collective bargaining agreement with the bargaining representative of any existing collective bargaining unit or units performing substantially similar work to the services covered by the contract subject to its bid or offer; and (ii) that it shall offer employment to all employees currently employed in any existing bargaining unit who perform substantially similar work to the work that will be performed pursuant to this contract. This does not apply to heating, air conditioning, plumbing and electrical service contracts. 30 ILCS 500/25-80.
- 4.7. Vendor certifies it has neither been convicted of bribing or attempting to bribe an officer or employee of the State of Illinois or any other State, nor made an admission of guilt of such conduct that is a matter of record. 30 ILCS 500/50-5.
- 4.8. If Vendor has been convicted of a felony, Vendor certifies at least five years have passed after the date of completion of the sentence for such felony, unless no person held responsible by a prosecutor's office for the facts upon which the conviction was based continues to have any involvement with the business. 30 ILCS 500/50-10.
- 4.9. If Vendor or any officer, director, partner, or other managerial agent of Vendor has been convicted of a felony under the Sarbanes-Oxley Act of 2002, or a Class 3 or Class 2 felony under the Illinois Securities Law of 1953, Vendor certifies at least five years have passed since the date of the conviction. Vendor further certifies that it is not barred from being awarded a contract and acknowledges that the State shall declare the contract void if this certification is false. 30 ILCS 500/50-10.5.
- 4.10. Vendor certifies it is not barred from having a contract with the State based upon violating the prohibitions related to either submitting/writing specifications or providing assistance to an employee of the State of Illinois by reviewing, drafting, directing, or preparing any invitation for bids, a request for proposal, or request of information, or similar assistance (except as part of a public request for such information). 30 ILCS 500/50-10.5(e), amended by Pub. Act No. 97-0895 (August 3, 2012).
- 4.11. Vendor certifies that it and its affiliates are not delinquent in the payment of any debt to the State (or if delinquent has entered into a deferred payment plan to pay the debt), and Vendor and its affiliates acknowledge the State may declare the contract void if this certification is false or if Vendor or an affiliate later becomes delinquent and has not entered into a deferred payment plan to pay off the debt. 30 ILCS 500/50-11, 50-60.
- 4.12. Vendor certifies that it and all affiliates shall collect and remit Illinois Use Tax on all sales of tangible personal property into the State of Illinois in accordance with provisions of the Illinois Use Tax Act and acknowledges that failure to comply may result in the contract being declared void. 30 ILCS 500/50-12.
- 4.13. Vendor certifies that it has not been found by a court or the Pollution Control Board to have committed a willful or knowing violation of the Environmental Protection Act within the last five years, and is therefore not barred from being awarded a contract. 30 ILCS 500/50-14.
- 4.14. Vendor certifies it has neither paid any money or valuable thing to induce any person to refrain from bidding on a State contract, nor accepted any money or other valuable thing, or acted upon the promise of same, for not bidding on a State contract. 30 ILCS 500/50-25.

**STATE OF ILLINOIS**  
**STANDARD CERTIFICATIONS**

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- 4.15. Vendor certifies it is not in violation of the "Revolving Door" provisions of the Illinois Procurement Code. 30 ILCS 500/50-30.
- 4.16. Vendor certifies that it has not retained a person or entity to attempt to influence the outcome of a procurement decision for compensation contingent in whole or in part upon the decision or procurement. 30 ILCS 500/50-38.
- 4.17. Vendor certifies that if it has hired a person required to register under the Lobbyist Registration Act to assist in obtaining any State contract, that none of the lobbyist's costs, fees, compensation, reimbursements, or other remuneration were billed to the State. 30 ILCS 500\50-38.
- 4.18. Vendor certifies it will report to the Illinois Attorney General and the Chief Procurement Officer any suspected collusion or other anti-competitive practice among any bidders, offerors, contractors, proposers, or employees of the State. 30 ILCS 500/50-40, 50-45, 50-50.
- 4.19. Vendor certifies steel products used or supplied in the performance of a contract for public works shall be manufactured or produced in the United States, unless the executive head of the procuring Agency/University grants an exception. 30 ILCS 565.
- 4.20. Drug Free Workplace
  - 4.20.1. If Vendor employs 25 or more employees and this contract is worth more than \$5,000, Vendor certifies it will provide a drug free workplace pursuant to the Drug Free Workplace Act.
  - 4.20.2. If Vendor is an individual and this contract is worth more than \$5000, Vendor certifies it shall not engage in the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance during the performance of the contract. 30 ILCS 580.
- 4.21. Vendor certifies that neither Vendor nor any substantially owned affiliate is participating or shall participate in an international boycott in violation of the U.S. Export Administration Act of 1979 or the applicable regulations of the United States. Department of Commerce. 30 ILCS 582.
- 4.22. Vendor certifies it has not been convicted of the offense of bid rigging or bid rotating or any similar offense of any state or of the United States. 720 ILCS 5/33 E-3, E-4.
- 4.23. Vendor certifies it complies with the Illinois Department of Human Rights Act and rules applicable to public contracts, which include providing equal employment opportunity, refraining from unlawful discrimination, and having written sexual harassment policies. 775 ILCS 5/2-105.
- 4.24. Vendor certifies it does not pay dues to or reimburse or subsidize payments by its employees for any dues or fees to any "discriminatory club." 775 ILCS 25/2.
- 4.25. Vendor certifies that no foreign-made equipment, materials, or supplies furnished to the State under the contract have been or will be produced in whole or in part by forced labor or indentured labor under penal sanction. 30 ILCS 583.
- 4.26. Vendor certifies that no foreign-made equipment, materials, or supplies furnished to the State under the contract have been produced in whole or in part by the labor of any child under the age of 12. 30 ILCS 584.

**STATE OF ILLINOIS  
STANDARD CERTIFICATIONS**

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- 4.27. Vendor certifies that any violation of the Lead Poisoning Prevention Act, as it applies to owners of residential buildings, has been mitigated. 410 ILCS 45.
- 4.28. Vendor warrants and certifies that it and, to the best of its knowledge, its subcontractors have and will comply with Executive Order No. 1 (2007). The Order generally prohibits Vendors and subcontractors from hiring the then-serving Governor's family members to lobby procurement activities of the State, or any other unit of government in Illinois including local governments if that procurement may result in a contract valued at over \$25,000. This prohibition also applies to hiring for that same purpose any former State employee who had procurement authority at any time during the one-year period preceding the procurement lobbying activity.
- 4.29. Vendor certifies that information technology, including electronic information, software, systems and equipment, developed or provided under this contract comply with the applicable requirements of the Illinois Information Technology Accessibility Act Standards as published at ([www.dhs.state.il.us/iitaa](http://www.dhs.state.il.us/iitaa)) 30 ILCS 587.
- 4.30. Vendor certifies that it has read, understands, and is in compliance with the registration requirements of the Elections Code (10 ILCS 5/9-35) and the restrictions on making political contributions and related requirements of the Illinois Procurement Code. 30 ILCS 500/20-160 and 50-37. Vendor will not make a political contribution that will violate these requirements.

In accordance with section 20-160 of the Illinois Procurement Code, Vendor certifies as applicable:

Vendor is not required to register as a business entity with the State Board of Elections.

or

Vendor has registered with the State Board of Elections. As a registered business entity, Vendor acknowledges a continuing duty to update the registration as required by the Act.

- 4.31. Vendor certifies that if it is awarded a contract through the use of the preference required by the Procurement of Domestic Products Act, then it shall provide products pursuant to the contract or a subcontract that are manufactured in the United States. 30 ILCS 517.
- 4.32. A person (other than an individual acting as a sole proprietor) must be a duly constituted legal entity and authorized to do business in Illinois prior to submitting a bid or offer. 30 ILCS 500/20-43. If you do not meet these criteria, then your bid or offer will be disqualified.

Vendor must make one of the following four certifications by checking the appropriate box. If C or D is checked, then Vendor must attach to this form the requested documentation.

- A.  Vendor certifies it is an individual acting as a sole proprietor and is therefore not subject to the requirements of section 20-43 of the Procurement Code.
- B.  Vendor certifies that it is a legal entity, and was authorized to do business in Illinois as of the date for submitting this bid or offer. The State may require Vendor to provide evidence of compliance before award.

**STATE OF ILLINOIS  
STANDARD CERTIFICATIONS**

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- C.  Vendor certifies it is a legal entity, and is a foreign corporation performing activities that do not constitute transacting business in Illinois as defined by Illinois Business Corporations Act (805 ILCS 5/13.75). A vendor claiming exemption under the Act must include a detailed explanation of the legal basis for the claim with its bid or offer and must provide additional detail upon request. If Vendor fails to provide the mandatory documentation with the bid or offer, or does not provide additional detail upon request within the timeframe specified in said request, then the State may deem the Vendor as being non-responsive or not responsible and may disqualify the Vendor.
- D.  Vendor certifies it is a legal entity, and is an entity otherwise recognized under Illinois law as eligible for a specific form of exemption similar to those found in the Illinois Business Corporation Act (805 ILCS 5/13.75). A vendor claiming exemption under a specific law must provide a detailed explanation of the legal basis for the claim with its bid or offer and must provide additional detail upon request. If Vendor fails to provide the mandatory documentation with the bid or offer, or does not provide additional detail upon request within the timeframe specified in said request, then the State may deem the Vendor as being non-responsive or not responsible and may disqualify the Vendor.

4.33. Vendor certifies that, for the duration of this contract it will:

- post its employment vacancies in Illinois and border states on the Department of Employment Security's IllinoisJobLink.com website or its successor system; or
- will provide an online link to these employment vacancies so that this link is accessible through the IllinoisJobLink.com website or its successor system; or
- is exempt from 20 ILCS 1005/1005-47 because the contract is for construction-related services as that term is defined in section 1-15.20 of the Procurement Code; or the contract is for construction and vendor is a party to a contract with a bona fide labor organization and performs construction. (20 ILCS 1005/1005-47).

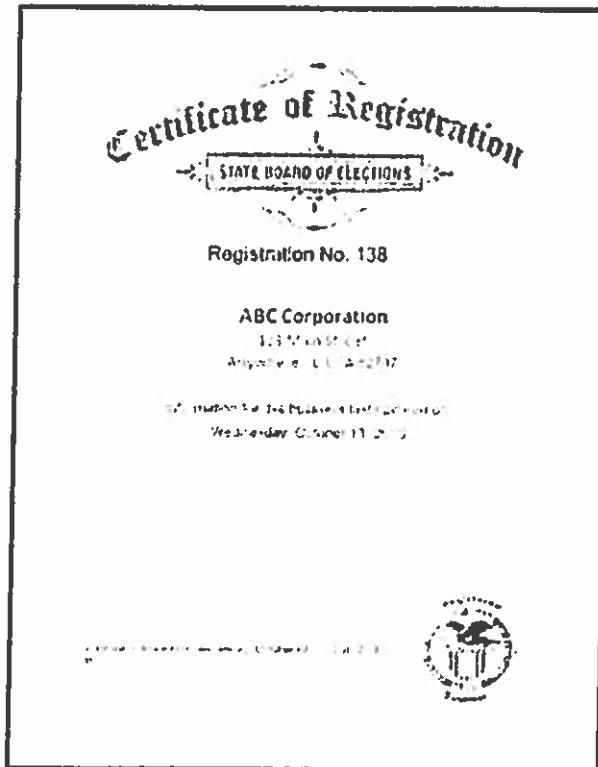
**STATE OF ILLINOIS  
STATE BOARD OF ELECTIONS**

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5. Section 50-37 of the Illinois Procurement Code prohibits political contributions of certain vendors, bidders and offerors. Additionally, section 9-35 of the Illinois Election Code governs provisions relating to reporting and making contributions to state officeholders, declared candidates for State offices and covered political organizations that promote the candidacy of an officeholder or declared candidate for office. The State may declare any resultant contract void if these Acts are violated.

Generally, if a vendor, bidder, or offeror is an entity doing business for profit (i.e. sole proprietorship, partnership, corporation, limited liability company or partnership, or otherwise) and has contracts with State agencies that annually total more than \$50,000 or whose aggregate pending bids or proposals and current State contracts that total more than \$50,000, the vendor, bidder, or offeror is prohibited from making political contributions and must register with the State Board of Elections. 30 ILCS 500/20-160.

**EVIDENCE OF REGISTRATION WITH THE STATE BOARD OF ELECTIONS  
IS THE CERTIFICATE OF REGISTRATION**





**STATE OF ILLINOIS**  
**DISCLOSURE OF BUSINESS OPERATIONS WITH IRAN**

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6. In accordance with 30 ILCS 500/50-36, each bid, offer, or proposal submitted for a State contract, other than a small purchase defined in Section 20-20 of the Illinois Procurement Code, shall include a disclosure of whether or not the bidder, offeror, or proposing entity, or any of its corporate parents or subsidiaries, within the 24 months before submission of the bid, offer, or proposal had business operations that involved contracts with or provision of supplies or services to the Government of Iran, companies in which the Government of Iran has any direct or indirect equity share, consortiums or projects commissioned by the Government of Iran and:
- more than 10% of the company's revenues produced in or assets located in Iran involve oil-related activities or mineral-extraction activities; less than 75% of the company's revenues produced in or assets located in Iran involve contracts with or provision of oil-related or mineral – extraction products or services to the Government of Iran or a project or consortium created exclusively by that Government; and the company has failed to take substantial action; or
  - the company has, on or after August 5, 1996, made an investment of \$20 million or more, or any combination of investments of at least \$10 million each that in the aggregate equals or exceeds \$20 million in any 12- month period that directly or significantly contributes to the enhancement of Iran's ability to develop petroleum resources of Iran.

A bid, offer, or proposal that does not include this disclosure shall not be considered responsive. We may consider this disclosure when evaluating the bid, offer, or proposal or awarding the contract.

- There are no business operations that must be disclosed to comply with the above cited law.
- The following business operations are disclosed to comply with the above cited law:

## SECTION 2. OFFER TO THE STATE OF ILLINOIS

Project Title / Reference #: Shawnee Correctional Center/Hardin County Work Camp Portable Kitchen Rental, PBC# 14-85173/R&M 15-110

The undersigned authorized representative of the identified bidder hereby submits this Offer to perform in full compliance with the subject solicitation. By completing and signing this form, Bidder makes an Offer to the State of Illinois that the State may accept.

Use this Form as a final check to ensure that all required documents are completed and included with the bid. Bidder must mark each blank below as appropriate; mark N/A when a section is not applicable to this solicitation. Bidder understands that failure to meet all requirements is cause for disqualification.

### B.1 SOLICITATION AND CONTRACT REVIEW

Bidder has reviewed the Solicitation and Contract, including all referenced documents and instructions, filled in all relevant blanks, and provided any requested information.

Yes  No

### B.2 ADDENDA

Bidder has taken into account any and all addendums to the solicitation in making this bid.

Yes  No  N/A

### B.3 VENDOR CONFERENCE

Bidder attended the Vendor Conference if attendance was mandatory.

Yes  No  N/A

### B.4 BID SUBMISSION

Bidder has packaged the bid in a properly labeled container, addressed to the correct location, and allowed enough time for delivery by the due date and time.

Yes  No

### B.5 FORMS A SECTION or FORMS B SECTION: Bidder is properly submitting either FORMS A or FORMS B, but not both.

Yes  No

### B.6 BOND

Bidder has submitted its Bid Bond or Performance Bond.

Yes  No  N/A

### B.7 SMALL BUSINESS SET-ASIDE

**STATE OF ILLINOIS  
OFFER TO THE STATE OF ILLINOIS**

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Bidder has registered and been qualified as a small business in the Small Business Set-Aside Program at the time bids are due.

Yes  No  N/A

**B.8 PACKET 1 – CONTRACT**

Yes  No

B.8.1 Disclosure of Subcontractors  Yes  No  N/A

**B.9 PACKET 2 – OFFER**

Yes  No

B.9.1 Offer  Yes  No

B.9.2 Exceptions to Solicitation Contract Terms and Conditions  Yes  No  N/A

B.9.3 References  Yes  No  N/A

**B.10 PACKET 3 – FORMS A**

Yes  No

B.10.1 Business and Directory Information  Yes  No

B.10.2 Illinois Department of Human Rights Public Contracts Number  Yes  No

B.10.3 Standard Certifications  Yes  No

B.10.4 Disclosure of Business Operations in Iran  Yes  No

B.10.5 Financial Disclosures and Conflicts of Interest  Yes  No

B.10.6 Taxpayer Identification Number  Yes  No

**B.11 PACKET 3 – FORMS B**

Yes  No

B.11.1 Illinois Procurement Gateway Registration #  Yes  No

B.11.2 Certifications Timely to this Solicitation  Yes  No

B.11.3 Disclosure of Lobbyists and Contracts  Yes  No

**B.12 PACKET 4 – BEP UTILIZATION PLAN**

B.12.1 Does this solicitation contain a BEP goal?  Yes  No

B.12.2 Minorities, Females, Persons with Disabilities Participation and Utilization Plan  Yes  No  N/A

**STATE OF ILLINOIS  
OFFER TO THE STATE OF ILLINOIS**

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**B.13 PACKET 5 – VSB UTILIZATION PLAN**

- B.13.1 Does this solicitation contain a VSB goal?  Yes  No
- B.13.2 Veteran Small Business Participation and Utilization Plan  Yes  No  N/A

**B.14 CONTRACT SIGNATURE**

Bidder has signed and filled out all Vendor information on the CONTRACT SIGNATURES page.

Yes  No

**B.15 SUBCONTRACTING**

Bidder has indicated if subcontractors will be used and provided all requested information.

Yes  No  N/A

**B.16 LOCATION OF PERFORMANCE**

Bidder has provided the location and known or anticipated value of services to be performed.

Yes  No

**B.17 REFERENCES**

Bidder has enclosed references and all pertinent contact information for the references.

Yes  No  N/A

**B.18 PRICING**

Bidder has completed the PRICING part of the CONTRACT.

Yes  No

**B.19 EXCEPTIONS**

In preparing the bid, Bidder has taken (check one box below):

No Exceptions

Exceptions to the State's language or requirements; Exceptions must be provided on the State's form (SECTION 3, part C.1) or must be in a substantially similar format. The State discourages taking exceptions. State law shall not be circumvented by the exception process. Exceptions may result in rejection of Vendor's bid.

**B.20 REQUEST FOR CONFIDENTIAL TREATMENT**

Bidder has supplied an additional copy of the bid with confidential information deleted. In the event the designation of confidentiality of this information is challenged, the undersigned hereby agrees to provide legal

**STATE OF ILLINOIS  
OFFER TO THE STATE OF ILLINOIS**

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counsel or other necessary assistance to defend the designation of confidentiality and agrees to hold the State harmless for any costs or damages arising out of the State agreeing to withhold the materials based on Vendor's request.

- No, Bidder is not requesting confidential treatment for this bid
- Yes, Bidder is seeking confidential treatment for portions of this bid

**B.21 PREFERENCES**

The Illinois Procurement Code provides various preferences to promote business opportunities in Illinois.

Does Bidder make any claims for preferences? If so, please mark the applicable preference(s) and include the list of items that qualify for the preference at the end of this section and a description of why the preference applies. The State reserves the right to determine whether the preference indicated applies to Bidder.

- Resident Bidder (30 ILCS 500/45-10)
- Recycled Materials (30 ILCS 500/45-20)
- Recycled Paper (30 ILCS 500/45-25)
- Environmentally Preferable Supplies (30 ILCS 500/45-26)
- Illinois Correctional Industries (30 ILCS 500/45-30)
- Sheltered Workshops for the Severely Handicapped (30 ILCS 500/45-35)
- Gas Mileage (30 ILCS 500/45-40)
- Small Businesses (30 ILCS 500/45-45)
- Illinois Agricultural Products (30 ILCS 500/45-50)
- Corn-Based Plastics (30 ILCS 500/45-55)
- Disabled Veterans (30 ILCS 500/45-57)
- Vehicles Powered by Agricultural Commodity-Based Fuel (30 ILCS 500/45-60)
- Public Purchases in Other State (30 ILCS 520)
- Illinois Mined Coal Act (30 ILCS 555)
- Steel Products Procurement (30 ILCS 565)
- Veteran's Preference (330 ILCS 55)
- Business Enterprise for Minorities, Females, and Persons with Disabilities Act (30 ILCS 575)
- Procurement of Domestic Products (30 ILCS 517)
- Bio-based Products (30 ILCS 500/45-75)

STATE OF ILLINOIS  
OFFER TO THE STATE OF ILLINOIS

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Items that Qualify and Explanation: We are based in Naperville, IL

Signature of Authorized Representative:

  
\_\_\_\_\_

Printed Name of Authorized Representative:

Susan H Karoll

Vendor Name: **Kitchens To Go LLC**

Date: Wednesday, September 24, 2014

**STATE OF ILLINOIS**  
**EXCEPTIONS TO SOLICITATION AND CONTRACT TERMS AND CONDITIONS**


**SECTION 3.**

**C.1 EXCEPTIONS TO SOLICITATION AND CONTRACT TERMS AND CONDITIONS**

Kitchens to GO, LLC. agrees with the terms and conditions set forth in the State of Illinois Invitation for Bid, including the standard terms and conditions, the Agency/University supplemental provisions, certifications, and disclosures, with the following exceptions:

	Excluding certifications required by statute to be made by the Vendor, both Parties agree that all of the duties and obligations that the Vendor owes to the Agency/University for the work performed shall be pursuant to the solicitation and resulting contract, and Vendor's exceptions accepted by the State thereto as set forth below.
	<b>STANDARD TERMS AND CONDITIONS</b>
<b>Section/ Subsection #</b>	State the exception such as "add," "replace," and/or "delete."
	<b>ADDITIONAL VENDOR TERMS AND CONDITIONS</b>
<b>New Provision(s), # et. seq.</b>	<b>Section/Subsection New Number, Title of New Subsection:</b> State the new additional term or condition.
<b>Contract 1.2</b>	<b><u>Cooking equipment will be propane, Electrical service will be 120/208 3 phase 200 amps, actual equipment supplied in kitchen to be finalized at time of acceptance. KTG wants to make sure that the equipment meets clients needs. KTG will deliver and test equipment.</u></b>

Kitchens to Go LLC hereby agrees to the exceptions provided by Kitchens To Go LLC and to the Additional Terms and Conditions provided by Kitchens To Go LLC.

Agreed: Kitchens To Go LLC	Agreed: Click Here to enter text
By: Susan H Karoll	By: Click here to enter text
Signed: 	Signed:
Position: Business Manager	Position: Click here to enter text
Date: September 24, 2014	Date:

## STATE OF ILLINOIS REFERENCES

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### C.2 REFERENCES

Provide references from established firms or government agencies (Two references, one is a IL state agency another is a similar complex for private industry in the State of IL.) other than the procuring agency/university that can attest to Vendor's experience and ability to perform the contract that is the subject of this solicitation.

1. Firm/Government Agency/University (name): IDHS

Contact Person (name, address, phone, and email address): Russel Schaefer, Vureau of Capital Projects, 50208 Industrial, Drive Springfield, IL 62703 217-524-8762, Russell.schaefer@illinois.gov

Date of Supplies/Services Provided: April, 2014

Type of Supplies/Services Provided: 9000 square foot kitchen

2. Firm/Government Agency/University (name): King Bruwaert House

Contact Person (name, address, and phone): Paul Stech, 6101 S County Line Road, Burr Ridge, IL 60527, 630-207-4341, Pauls@kbhouse.com

Date of Supplies/Services Provided: Current

Type of Supplies/Services Provided: Temporary Kitchen

3. Firm/Government Agency/University (name): Click here to enter text.

Contact Person (name, address, and phone): Click here to enter text.

Date of Supplies/Services Provided: Click here to enter text.

Type of Supplies/Services Provided: Click here to enter text.

4. Firm/Government Agency/University (name): Click here to enter text.

Contact Person (name, address, and phone): Click here to enter text.

Date of Supplies/Services Provided: Click here to enter text.

Type of Supplies/Services Provided: Click here to enter text.

Vendor Name: Kitchens To Go LLC

Return Mailing Address: 131 W Jefferson Avenue, Suite 223 Naperville, IL 60540



OCIS CICIOCP1

OFFSET CONTRACT INQUIRY

09:31 12/02/14

ACTION: S

VENDOR NUMBER= \*\*\*\*\*9596

OFFSET: 00 OF 00

VENDOR NAME: \*

CLAIMING AGENCY NUMBER: \*

CLAIMING AGENCY NAME: \*

CLAIMING AGENCY PHONE NUMBER: \*

DISCLAIMER:

AS OF 12/02/14 AT 09:32 OUR INVOLUNTARY WITHHOLDING SYSTEM DOES NOT HAVE AN ACTIVE CLAIM AGAINST VENDOR NUMBER \*\*\*\*\*9596. PLEASE BE ADVISED THAT OUR SYSTEM ONLY CONTAINS CLAIMS FILED BY STATE AGENCIES PURSUANT TO 15 ILCS 405/10.05. A VENDOR MAY BE DELIQUENT IN A DEBT TO THE STATE OF ILLINOIS, BUT THE DEBT MAY NOT BE RECORDED ON OUR INVOLUNTARY WITHHOLDING SYSTEM.

\*

ENTER=PROCESS, PF3=IOCM, PF12=REFRESH

IPB Reference Number 22034488

Date Created March 19, 2014

Print Form

SPO Determination Reference Number

Date Created

SPO DETERMINATION FORM

STEP #1 AGENCY PROCUREMENT METHOD REVIEW AND APPROVAL

Agency Name DOC - Corrections

Estimated Cost of Procurement 335,000

Project Title Hardin County Work Camp Portable Kitchen

Procurement Method IFB

Small Business Set-Aside (Y/N?) No

Brief Description (Include Special Conditions and existing Contract # if any action against an existing contract)

PBC# 14-85173
CREATOR: GLORIA M. SHUPE

This procurement is to establish a 12 month contract with 2 -One Year Renewals to lease a Portable Kitchen to be used at Hardin County Work Camp. This procurement will be bid out on the Illinois Procurement website in order to establish a less expensive cost for the monthly lease of this equipment.

This lease is necessary to provide hot meals for the staff and inmates that work and live at Hardin County Work Camp until other arrangements can be decided upon. Due to a fire that occurred at the Work camp last October 2012, a final decision has not been made to rebuild or relocate the current operation of this site. Until a final decision has been made, this lease will be necessary for the Health and Safety of all residents that live there.

The estimated cost is based on a one year contract with 2-one year renewals. The cost is being caculated using current lease costs.

Critical Contract Dates 1/1/2015-12/31/2017

APO Signature verifying submission Mike Knauer

Date March 19, 2014

SPO Signature verifying receipt Richard Welch

Date March 20, 2014

SPO Signature denying approval

Date

(APO should attach any additional documentation that may assist the SPO in this determination)

SPO's Comments/Recommendations regarding Approval/Disapproval of Procurement Method

[Empty box for SPO's Comments/Recommendations]

SPO Signature approving method Richard Welch

Date March 20, 2014

**STEP #2 SOLICITATION REVIEW AND APPROVAL**

IPB Reference Number

22034488

**2.1. Agency's Submission of Draft Solicitation Document to SPO**

APO Signature verifying submission

Mike Knauer

Digitally signed by Mike Knauer  
DN: cn=Mike Knauer, o=Illinois Department of Commerce, State of Illinois  
Date: 2014.09.10 11:37:00-05

Date

September 10, 2014

SPO Signature verifying receipt

Richard Welch

Digitally signed by Richard Welch  
DN: cn=Richard Welch, o=Illinois Department of Commerce, State of Illinois  
Date: 2014.09.10 12:00:15-0500

Date

September 10, 2014

SPO Signature denying approval

Date

SPO's Comments/Recommendations regarding Approval/Disapproval of Draft Solicitation

**2.2. Agency's Re-Submission if Necessary**

APO Signature verifying re-submission

Date

SPO Signature verifying receipt

Date

**2.3. SPO's Publishing of Solicitation on Illinois Procurement Bulletin**

SPO Signature approving Draft Solicitation

Richard Welch

Digitally signed by Richard Welch  
DN: cn=Richard Welch, o=Illinois Department of Commerce, State of Illinois  
Date: 2014.09.10 12:01:00-0500

Date

September 10, 2014

Date Published

September 10, 2014

Date Opening

September 24, 2014

**STEP #3 NOTICE OF INTENT TO AWARD REVIEW AND APPROVAL**

IPB Reference Number **22034488**

**3.1. Agency's Creation of Notice of Award in Illinois Procurement Bulletin**

Notice Type	<b>Contract Award Notice</b>	Date Created	
APO Signature verifying submission	<b>Mike Knauer</b> <small>Digitally signed by Mike Knauer DN: cn=Mike Knauer, o=Illinois Department of Corrections, ou=IL, email=Mike.Knauer@idoc.state.il.us, c=US</small>	Date	<b>October 9, 2014</b>
SPO Signature verifying receipt	<b>Richard Welch</b> <small>Digitally signed by Richard Welch DN: cn=Richard Welch, o=Illinois Department of Corrections, ou=IL, email=Richard.Welch@idoc.state.il.us, c=US</small>	Date	<b>October 22, 2014</b>
SPO Signature denying approval		Date	

(APO shall attach additional documentation that assists the SPO in this determination)

SPO's Comments/Recommendations regarding Approval/Disapproval of Draft Notice

**3.2. Agency's Re-Submission if Necessary**

APO Signature verifying re-submission		Date	
SPO Signature verifying receipt		Date	

**3.3. SPO's Publishing of Intent to Award on Illinois Procurement Bulletin**

SPO's Signature approving Draft Notice	<b>Richard Welch</b> <small>Digitally signed by Richard Welch DN: cn=Richard Welch, o=Illinois Department of Corrections, ou=IL, email=Richard.Welch@idoc.state.il.us, c=US</small>	Date	<b>October 22, 2014</b>
Date Published	<b>October 22, 2014</b>	Date Closing	<b>November 5, 2014</b>

**3.4. SPO's Reasons for Contract Award Decision**

The SPO sets forth the reasoning for the contract award decision by checking the appropriate box below.

- The rationale described by the purchasing agency in the recommendation to award and executive summary seems reasonable, and serves as the basis for the contract decision.
- The contract was procured through the Invitation for Bid process, and the contract has been awarded to the lowest priced responsive and responsible bidder.
- The contract is an amendment germane to the original contract, reasonable in size and scope, and in the best interest of the State. The award decision is based on the purchasing agency's justification presented in their request for amendment.
- The contract is a renewal in accordance with the terms of the existing contract. The award decision is based on justification presented by the purchasing agency in their request for renewal.
- Other (Description here)

**STEP #4 CONTRACT REVIEW AND APPROVAL**

IPB Reference Number

22034488

**4.1. Agency's Provision of Contract to SPO**

Contract Number

APO Signature verifying submission

Mike Knauer

Digitally signed by Mike Knauer  
DN: cn=Mike Knauer, o=Illinois Department of Corrections, email=knauer@idoc.state.il.us  
Date: 2014.12.04 11:21:59 -0500

Date

December 4, 2014

SPO Signature verifying receipt

Date

SPO Signature denying approval

Date

SPO's Comments/Recommendations regarding Approval/Disapproval of Contract:

**4.2. Agency's Re-Submission if Necessary**

APO Signature verifying re-submission

Date

SPO Signature verifying receipt

Date

**4.3. SPO's Approval for Contract Execution**

SPO's Signature approving Contract

Jan Elizabeth Morrow

Digitally signed by Jan Elizabeth Morrow  
DN: cn=Jan Elizabeth Morrow, o=Illinois Department of Corrections, email=jmorrow@idoc.state.il.us  
Date: 2014.12.04 15:25:19 -0500

Date

December 4, 2014

## Procurement Business Case Print Report

---

**Request ID** 14-000000085173  
**Project Title** Hardin County Work Camp Portable Kitchen  
**Status** Under Review - Award  
**sub** Released by OMB  
**Requesting Agency** DOC-Corrections  
**Agency Reference Number**  
**Creator Name** Gloria Shupe  
**Procurement End User**  
**APO Name** Michael Knauer  
**APO Phone** (217) 558-2200 x 4103  
**APO Email** Michael.Knauer@doc.illinois.gov  
**Relevant Category** Facilities  
**Detail Object Code** 1234 Rental Machinery and Mechanical Equipment  
**Will a Solicitation/Bid be posted to IPB?** Yes  
**Will a Notice be Posted to IPB?** Yes  
**In which fiscal year is procurement to begin?** 2015  
**Is this a multi-year (exceeds 12 months) contract?** Yes  
**Contract for legal related services (CPO #33)** No  
**Nature of Request** Lease  
**Enter the Original Contract Number**  
**Procurement Approach** IFB  
**Special Condition** None  
**Potential Small Business Set Aside?** No  
**Potential BEP / VBP Participation Goal?** Yes  
**Code** S400 3633 5082 5078  
**Class** Miscellaneous Services Appliances Cafeteria Equipment Refrigeration Equipment & Accessories

**ARRA Federal No**  
**Recovery Funded**  
**CFDA #**  
**Federal Project Title**

**Work Log** RLARSON 12/3/14 11:47:25 AM

Button Pressed Approve RLARSON 12/3/2014 11:47:25 AM

MKNAUER 12/3/14 8:54:02 AM

Button Pressed Vendor Selected MKNAUER for \$423,000.00 Total (Vendor Award = Yes) 12/3/2014 8:54:02 AM

MKNAUER 12/3/14 8:53:59 AM

Button Pressed Post to IPB MKNAUER 12/3/2014 8:53:59 AM

Remedy Application Service 12/2/14 5:12:38 PM

Procurement Released by OMB

RLARSON 12/2/14 5:12:37 PM

Button Pressed Approve RLARSON 12/2/2014 5:12:37 PM

JCOX4 12/2/14 10:38:55 AM

Completed the IPB tab

AR\_ESCALATOR 11/5/14 5:31:22 PM

The Requesting Agency data have changed and the APO info, SPO info, Deputy Chief of Staff, or CC on OMB Approvals fields have been updated on this open or canceled PBC.

Remedy Application Service 10/22/14 5:13:20 PM

Approved by PM.

JBROWN1 10/22/14 5:13:20 PM

Button Pressed Approve JBROWN1 10/22/2014 5:13:19 PM

Remedy Application Service 10/20/14 11:28:54 AM

Approved: APO approval level.

JCOX4 10/20/14 11:28:53 AM

Button Pressed Approve JCOX4 10/20/2014 11:28:53 AM

GSHUPE 10/16/14 10:54:32 AM

Button Pressed Start Approval GSHUPE 10/16/2014 10:54:32 AM

JCOX4 10/14/14 12:10:26 PM

Button Pressed Restart JCOX4 10/14/2014 12:10:21 PM

Remedy Application Service 10/14/14 12:08:45 PM

Approval process has been canceled while pending APO approval.

JCOX4 10/14/14 12:08:42 PM

Button Pressed Canceled JCOX4 10/14/2014 12:08:41 PM

JCOX4 10/14/14 12:08:37 PM

Button Pressed Reject JCOX4 10/14/2014 12:08:37 PM

GSHUPE 10/13/14 1:31:26 PM

Button Pressed Start Approval GSHUPE 10/13/2014 1:31:26 PM

GSHUPE 10/13/14 1:31:18 PM

Button Pressed Restart GSHUPE 10/13/2014 1:30:50 PM

GSHUPE 10/13/14 1:29:38 PM

Button Pressed Canceled GSHUPE 10/13/2014 1:29:37 PM

GSHUPE 10/13/14 1:29:20 PM

Waiting further approval.

GSHUPE 10/13/14 1:28:40 PM

Button Pressed Canceled GSHUPE 10/13/2014 1:28:40 PM

DBERRY3 10/9/14 4:30:54 PM

added IPB information

Remedy Application Service 4/7/14 3:51:04 PM

Procurement Released by OMB

MBRAR 4/7/14 3:51:03 PM

Button Pressed Approve MBRAR 4/7/2014 3:51:03 PM

Remedy Application Service 4/1/14 5:17:39 PM

Approved by PM.

JBROWN1 4/1/14 5:17:38 PM

Button Pressed Approve JBROWN1 4/1/2014 5:17:39 PM

Remedy Application Service 4/1/14 2:28:52 PM

Approved: APO approval level.

JCOX4 4/1/14 2:28:51 PM

Button Pressed Approve JCOX4 4/1/2014 2:28:51 PM

JCOX4 4/1/14 2:28:45 PM

Button Pressed Start Approval JCOX4 4/1/2014 2:28:46 PM

JCOX4 4/1/14 2:28:29 PM

Button Pressed Restart JCOX4 4/1/2014 2:28:23 PM

Remedy Application Service 4/1/14 2:28:03 PM

Approval process has been canceled while pending PM approval.

JCOX4 4/1/14 2:28:00 PM



Button Pressed Canceled JCOX4 4/1/2014 2:27:59 PM

Remedy Application Service 4/1/14 2:27:10 PM  
Approved: APO approval level.

JCOX4 4/1/14 2:27:09 PM  
Button Pressed Approve JCOX4 4/1/2014 2:27:10 PM

Remedy Application Service 4/1/14 2:08:57 PM  
Approval process has been rejected, the Status will be set back to Under Review - APO.

TCOLEMA2 4/1/14 2:08:55 PM  
Button Pressed Reject TCOLEMA2 4/1/2014 2:08:55 PM

TCOLEMA2 4/1/14 2:08:48 PM  
Return to end user for correction in Relevant Category to Facilities.

Remedy Application Service 3/31/14 8:31:32 AM  
Approved: APO approval level.

JCOX4 3/31/14 8:31:31 AM  
Button Pressed Approve JCOX4 3/31/2014 8:31:31 AM

GSHUPE 3/28/14 3:33:03 PM  
Button Pressed Start Approval GSHUPE 3/28/2014 3:33:03 PM

JCOX4 3/28/14 1:20:40 PM  
under the contract tab put renewal 1 and renewal 2 and the \$.

JCOX4 3/28/14 1:19:17 PM  
Button Pressed Restart JCOX4 3/28/2014 1:19:12 PM

Remedy Application Service 3/28/14 1:19:05 PM  
Approval process has been canceled while pending APO approval.

JCOX4 3/28/14 1:19:03 PM  
Button Pressed Canceled JCOX4 3/28/2014 1:19:03 PM

GSHUPE 3/28/14 12:07:02 PM  
Button Pressed Start Approval GSHUPE 3/28/2014 12:07:02 PM

JCOX4 3/28/14 11:51:10 AM  
correct the end date. The current contract is a sole source so we know when the contract ends and when the next one starts.

JCOX4 3/28/14 11:50:19 AM  
Button Pressed Restart JCOX4 3/28/2014 11:50:09 AM

Remedy Application Service 3/28/14 11:50:02 AM  
Approval process has been canceled while pending APO approval.

JCOX4 3/28/14 11:50:00 AM  
 Button Pressed Canceled JCOX4 3/28/2014 11:49:59 AM

GSHUPE 3/28/14 11:01:39 AM  
 Button Pressed Start Approval GSHUPE 3/28/2014 11:01:38 AM

GSHUPE 3/28/14 11:01:22 AM  
 Button Pressed Restart GSHUPE 3/28/2014 11:00:38 AM

Remedy Application Service 3/28/14 10:59:19 AM  
 Approval process has been canceled while pending APO approval.

GSHUPE 3/28/14 10:59:15 AM  
 Button Pressed Canceled GSHUPE 3/28/2014 10:59:15 AM

GSHUPE 3/28/14 10:58:30 AM  
 Button Pressed Canceled GSHUPE 3/28/2014 10:58:29 AM

GSHUPE 3/28/14 10:55:32 AM  
 Button Pressed Canceled GSHUPE 3/28/2014 10:55:31 AM

GSHUPE 3/28/14 10:54:09 AM  
 Button Pressed Start Approval GSHUPE 3/28/2014 10:54:08 AM

**Type of Contract** Lease

**Expected Start Date** 12/11/14

**Expected End Date** 12/10/17

**Is the Expected Start  
 Date Firm?** No

**Number of Renewals** 2

**Total Term (in  
 Months)** 36

**Total Value for  
 Maximum Length of  
 Contract** 334,080.00

**Total Value Funding  
 Sources** 334,080.00

**These Values are:** Estimated

**Is Third Party** No

**Financing Required?**

**Programmatic Objective** Shawnee Correctional Center /Hardin County Work Camp is seeking approval to lease a Portable Kitchen for one year, with two one year renewals. This lease is necessary to provide staff and inmate meals at the Hardin County Work Camp due to a fire that occurred in October 2012. At this time no other arrangements have been made to construct a new kitchen at the work camp so this lease is imperative to the operation of this facility and for the safety and health of the staff and inmates that reside and work there to be able to provide

them with hot, nutritious meals.

**Economic Justification** A previous Emergency contract # R&M 13-083, was established on November 2012 with "Kitchens To Go" LLC Carlin Manufacturing to fulfill this need. The original contract was for 90 days from November 16, 2012 - February 13, 2013. An extension was approved for an additional eight months( February 14, 2013 - October 11, 2013) to see if the repairs would be completed during that period. A second extension was approved from October 12, 2013 -December 10, 2013. Upon completion of the second extension a decision had not been made on this so a contract for an additional year was granted. (December 11, 2013 - December 12, 2014) Contract# R&M 14-005/ At this time it would be to the state's advantage to rebid this lease out to see if a more reasonable lease rate could be obtained.

**History/Background** This lease is an on going requirement for Hardin County Work Camp to continue to provide hot nutritious meals for the staff and inmates at this facility until another kitchen can be constructed.

The original contract for this lease was an Emergency Contract # R&M 13-083 which expired on December 10, 2013.

This contract # R&M 14-005 will expire on 12/10/2014 and there are no renewals left.

**Brand Name**

**Emergency**

**Emergency Rationale**

**Sole Source**

**Sole Source Question**

1

**Sole Source Question**

2

**Sole Source Question**

3

**Sole Source Question**

4

**Sole Source Question**

5

**Sole Source Question**

6

**Sole Source Question**

7

**State Use**

**Governance**

**Required?**

**Account Charge**

**Comments**

**Charter Required?**

**Charter Approved?**

**Was this Approved  
with Conditions?**

**Conditions**

**ARB Approval  
Required?**

**IPB Reference Number** 22034488

**DateSolicitation  
Posted to IPB** 9/10/14

**Bid Opening Date** 9/24/14

**Bid Opening Time** 1:00:00 PM

**Bid Opening Location** Vienna, IL

**Project Contact  
Person** Gloria Shupe

**Project Contact  
Phone** 618-658-8331

**Project Contact Fax** 618-658-2155

**Project Contact  
Email** gloria.shupe@doc.illinois.gov

**Date Award Posted** 10/22/14

**Notice Expiration  
Date** 11/5/14

**Conference Date**

**Conference Time**

**Conference Location**

**Conference  
Mandatory**

**Award Justification** Kitchens To Go was the only company that is a Illinois state owned business that is capable of providing the portable kitchen that is necessary to provide meals for the staff and inmates at Hardin County Work Camp that supplied a bid.

---

**Berry, David E.**

---

**From:** Berry, David E.  
**Sent:** Wednesday, December 03, 2014 2:20 PM  
**To:** Morrow, Jan; Welch, Richard  
**Cc:** Knauer, Michael; Cox, Joe  
**Subject:** FW: please publish: Hardin County WC kitchen lease  
**Attachments:** Kitchens To Go BOE.pdf; HCWC KitchensToGo RM15-001.pdf; HCWC GRS Holdings RM15-001.pdf; Kitchens To Go SOS.pdf

Jan and Dick,

I posted an Addendum to this Notice today, at Mike's request. The cost was increased \$2500 for a delivery charge.

There were no other bidders on the solicitation.

Thank you.

Dave

---

**From:** Berry, David E.  
**Sent:** Tuesday, October 21, 2014 4:20 PM  
**To:** Welch, Richard  
**Cc:** Salvador, Claire S.  
**Subject:** FW: please publish: Hardin County WC kitchen lease

Dick, the PBC is appropriately approved on this one now, it should be ready for your review and publishing.

Thank you.

Dave

---

**From:** Berry, David E.  
**Sent:** Thursday, October 09, 2014 11:34 AM  
**To:** Welch, Richard  
**Cc:** Salvador, Claire S.  
**Subject:** please publish: Hardin County WC kitchen lease

Dick, I have posted the below for your review and publishing:

IPB# 22034488	Hardin County WC kitchen lease
PBC	14-85173
SPO	Step 3/SPO

Disclosures, and BOE and SOS certifications, are attached.

Dave Berry  
IDOC - Sourcing Unit  
1301 Concordia Court  
Springfield, IL 62794

Illinois Department of Corrections

Decision Memorandum  
Veterans Small Business Program Subcontracting Participation Goal

Project Title: Hardin County Work Camp Kitchen Lease  
PBC# 14-85173

Solicitation #  
Date: 8/15/2014

Completed By: Carol W O'Connor Title: VOSB/BEP liaison Contact# 217-558-2200X4105

**Issue**

30 ILCS 500/45-57 requires that not less than 3% of the total dollar amount of State contracts shall be established as a goal to be awarded to veteran owned small businesses. A contract may be exempted from the goal prior to the solicitation being pursuant to 44 Ill. Admin. Code 20.120 or because there is an insufficient number of veteran owned small businesses in the relevant service/commodity code(s) to ensure competition and an expectation of reasonable prices.

**Justification**

(Provide a detailed explanation why this particular procurement should not contain a subcontracting goal. Include relevant facts and data to support the decision.) The Illinois Department of Corrections completed the VOSB goal determination steps for this procurement using NIGP Codes 977-10, 977-00 and 977-25 to search the Illinois Procurement Gateway. No vendors were registered.

The Illinois Department of Corrections requests a waiver be granted for this procurement. If this procurement is to be delayed due to establishment of this goal, IDOC will be unable to furnish Hardin County Work Camp with a sufficient kitchen in which to prepare meals for the residents and staff that reside and work there.

Contract value: \$360,000

Contract term: 3 Year - 12/11/14 - 12/10/17

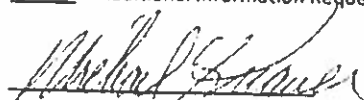
**Recommendation**

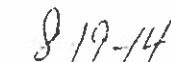
Based on the justification provided above, it is recommended that this specific contract be exempted from the goal prior to the solicitation being published.

**Decision**

I agree with the recommendation:


- Approved  
 Denied  
 Approved with Modification (see attached)  
 Additional Information Requested

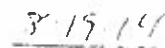
  
Agency Procurement Officer

  
Date

I agree with the recommendation:

- Approved  
 Denied  
 Approved with Modification (see attached)  
 Additional Information Requested

  
Agency Head or Designee

  
Date



**Illinois  
Department of  
Corrections**

**Pat Quinn**  
Governor

**S. A. Godinez**  
Director

1301 Concordia Court • P.O. Box 19277  
Springfield IL 62794-9277

Telephone: (217) 558-2200  
TDD: (800) 526-0844

**Decision Memorandum  
BEP Subcontracting Participation Goal**

**Project Title: Hardin County Work Camp Portable Kitchen**

**PBC# 14-85173**

**Date: August 27, 2014**

**Completed by: Carol O'Connor**

**Title: BEP Liaison**

**Issue**

Although policy requires that all procurements with a value over \$250,000 contain a BEP subcontracting participation goal, the procurement referenced above will not contain this goal when published on the Illinois Procurement Bulletin.

**Justification**

Illinois Department of Corrections completed all the necessary BEP goal determination steps for this procurement. The NAICS Crosswalk, NIGP Code and Commodity Code were reviewed and it was determined that there is not an appropriate code for Portable Kitchens. The NIGP Code of Portable Kitchen (155-69) is very specific; therefore there is not a corresponding NAICS Code or Commodity Code.

Given that there is no accurate BEP commodity code for this procurement, the Illinois Department of Corrections requests a waiver be granted. If this procurement is to be delayed due to establishment of this goal, IDOC will be unable to maintain conditions for offenders and staff at the facilities while kitchen services are unavailable.

Illinois Department of Corrections is available to discuss our procurement specifications and methodology should any questions arise.

Contract value: \$334,080.00 over the 3 year term Contract term 12/11/14 to 12/10/15 with two, one-year renewals

**Recommendation**

Based on the justification provided above, it is recommended that this agency be permitted to publish the referenced solicitation on the Illinois Procurement Bulletin without a BEP subcontracting participation goal.

Questions should be referred to Michael Knauer, Agency Procurement Officer at (217) 558-2200, Ext. 4103.

**Decision**

I agree with the recommendation:

- Approved
- Denied
- Approved with Modifications
- Additional Information Requested

Michael Swann  
Signature

8-27-14  
Date

**Agency Procurement Officer (APO)**

---

I agree with the recommendation:

- Approved
- Denied
- Approved with Modifications
- Additional Information Requested

SA Gail R. Fife  
Signature

8-27-14  
Date

**Agency Head**

---

I agree with the recommendation:

- Approved
- Denied
- Approved with Modifications
- Additional Information Requested

[Signature]  
Signature

9/5/14  
Date

**Deputy Director, BEP  
Central Management Services**



## BEP Exemption Decision Memorandum Recommendation

<b>Project Title:</b>	<b>HARDIN COUNTY WORK CAMP PORTABLE KITCHEN</b>	
<b>PBC # / Agency:</b>	<b>14-85173</b>	
<b>Contract Value:</b>	<b>\$334,080.00</b>	
<b>Date:</b>	<b>09/05/14</b>	
<b>Completed By:</b>	<b>JEANETTA CARDINE</b>	

### **BEP Findings:**

On August 27, 2014, the Illinois Department of Corrections submitted a Decision Memorandum for PBC# 14-85173 entitled Hardin County Work Camp Portable Kitchen. IDOC is requesting to publish this solicitation on the Illinois Procurement Bulletin without a BEP participation Goal attached. IDOC has researched the CMS Commodity Codes, the NIGP Codes as well as the corresponding NAICS codes and found that there was no listed commodity code for this particular solicitation, which appears to be highly specific.

### **BEP Justification:**

Based on the information provided above, BEP also researched the various commodity codes and found there are no appropriate commodity codes available to categorize this solicitation in order to determine if a BEP participation goal can be attached.

### **BEP Recommendation:**

Based on the findings and justification listed above it is recommended that this agency IDOC be permitted to publish this solicitation to the Illinois Procurement Bulletin without a BEP participation goal attached.



*To all to whom these Presents Shall Come, Greeting:*

*I, Jesse White, Secretary of State of the State of Illinois, do hereby certify that*

KITCHENS TO GO, LLC, HAVING ORGANIZED IN THE STATE OF ILLINOIS ON SEPTEMBER 11, 2000, APPEARS TO HAVE COMPLIED WITH ALL PROVISIONS OF THE LIMITED LIABILITY COMPANY ACT OF THIS STATE, AND AS OF THIS DATE IS IN GOOD STANDING AS A DOMESTIC LIMITED LIABILITY COMPANY IN THE STATE OF ILLINOIS.



Authentication #: 1426503108

Authenticate at: <http://www.cyberdriveillinois.com>

*In Testimony Whereof, I hereto set my hand and cause to be affixed the Great Seal of the State of Illinois, this 22ND day of SEPTEMBER A.D. 2014 .*

*Jesse White*

SECRETARY OF STATE

# Waiver Request



## Identification

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Reference Number: 22034488  
Agency Reference Number: DOC001835  
Agency: DOC - Corrections  
Title: DOC Hardin County WC Portable Kitchen Lease  
Status: Granted  
Notice Type: Contract Award Notice  
Notice Expiration Date: 11/05/2014

## Comments

---

## History

---

Waiver Request document created on 10/22/2014 8:38:51 AM for Notice of type: Contract Award Notice.

Waiver granted by Joshua Floyd on 10/23/2014 2:18:35 PM

# Solicitation Overview




---

Created Date: 09/10/2014  
 Created By: Michael Knauer

## Identification

---

Reference Number: 22034488  
 Agency Reference Number: DOC001835  
 Agency: DOC - Corrections  
 Title: DOC Hardin County WC Portable Kitchen Lease

Small Business Set-Aside: No  
 Does this solicitation contain a BEP or DBE requirement?: No  
 Does this solicitation contain a Veteran requirement?: No

## Business Case Information

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A Procurement Business Case must be created and approved by your Agency APO for all proposed transactions that have an estimated value of \$10,000 or more, in addition to all procurements of Professional and Artistic Services, regardless of its estimated value. Procurement Business Case Information will NOT be viewable in IllinoisBID.

Has a Procurement Business Case been approved: Yes  
 Procurement Business Case Reference Number: 14-85173  
 Procurement Business Case Estimated Value: \$334,080.00

## Overview

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Invitation for Bid for the lease of a Portable Kitchen at the Hardin County Work Camp.

## Key Information

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Solicitation Type: Invitation for Bid  
 Category: Equipment  
 Status: Closed  
 Due Date: 09/24/2014 MM/DD/YYYY  
 Due Time: 1:00 PM Local Time  
 Date First Offered: 09/10/2014(populated when published)

## Solicitation Contact

---

Name: Gloria Shupe  
 Address: State Route 146 East, Vienna, IL 62995  
 Phone: 618-658-8331  
 Fax: 618-658-2155  
 EMail Address: gloria.shupe@doc.illinois.gov

## Class Code

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Class Codes:

## NIGP Codes

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For a listing of all NIGP Codes please see the "[Illinois NIGP Code Listing](#)".

NIGP Commodity/Service  
Code:

155 69 Portable Kitchens

#### **Publishers**

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Publishers: Cindy Krebs  
Richard Welch

#### **Attachments**

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Attachment Overview: Specifications and vendor contract forms.

- File Attachments:
- [HardinCoPortableKitchen.pdf](#) ( 356001 Bytes )
  - [HardinCoPortableKitchen.docx](#) ( 323988 Bytes )

(Limited to 20 MB)

#### **History**

Created by user Michael Knauer 9/10/2014 11:54:36 AM  
Updated by user Richard Welch 9/10/2014 12:05:52 PM  
Published by Richard Welch on 9/10/2014 12:06:08 PM

Please complete the following information/required fields for  
**CONTRACT AWARD NOTICE**

**Identification**

IPB Reference Number: 22034488      **DOC001835**  
 Purchasing Agency: IDOC – Shawnee Correctional Center

**Business Case Information**

Procurement Business Case Reference Number: 14-85173

**Overview:**

Description and Specifications: Hardin County WC Portable Kitchen Lease

**Key Information**

Professional & Artistic: Yes or No      No  
 Small Business Set-Aside: Yes or No      No  
 Does this solicitation include a BEP Requirement?      Yes or No      No  
 Date Solicitation First Offered -      09/10/2014  
 Relevant Category -      Equipment  
 Total Amount of Award (includes any renewal options):      \$423,000.00  
 Estimated /Actual Value Description:      Actual  
 Length of Initial Term: (in months)      12 Months  
 Contract Begin Date (date format):      12/11/2014  
 Contract End Date (date format):      12/10/2015  
 Renewal Terms:      Two terms of 12 months each  
 Cost of Initial Term:      \$138,000.00  
 Cost of Renewals:      \$285,000.00; \$141,000. And \$144,000., resp  
 Will Sub-Contractors Be Utilized?:      No

**Bidder(s)**

Number of Responding Bidders: 1  
 Number of Unsuccessful Responsive Bidders: 0  
 Total Number Awarded: 1

Listing of All Bidders/Offerors

Considered But Not Selected:	<u>VENDOR NAME</u>	<u>BID AMOUNT</u>	<u>BEP % (if applicable)</u>
	N/A		N/A

Source Selection: IFB or RFP

IFB  
 155 69

**NGIP Code(s):**

**Vendor Award Information**

Vendor Name: Kitchens To Go  
 Vendor Contact Name: Susan Karoll  
 Vendor Street Address 1: 131 W. Jefferson Avenue # 223  
 Vendor City: Naperville  
 Vendor State: IL  
 Vendor Zip Code: 60540  
 Vendor Phone Number: 630-355-1660  
 Vendor Fax Number:

# Notice




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Created Date: 10/07/2014  
Created By: David E Berry

## Identification

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Reference Number: 22034488  
Title: DOC Hardin County WC Portable Kitchen Lease

Agency Reference Number: DOC001835  
Agency: DOC - Corrections  
Purchasing Agency: DOC - Corrections  
Purchasing Agency SPO: Cindy Krebs  
Richard Welch

Status: Published

## Business Case Information

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A Procurement Business Case must be created and approved by your Agency APO for all proposed transactions that have an estimated value of \$10,000 or more, in addition to all procurements of Professional and Artistic Services, regardless of its estimated value. Procurement Business Case Information will NOT be viewable in IllinoisBID.

Has a Procurement Business Case been approved: Yes  
Procurement Business Case Reference Number: 14-85173

## Overview

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Description and Specifications:  
portable kitchen lease for Hardin County Work Camp

## Key Information

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Notice Type: Contract Award Notice  
Notice Expiration Date: 11/05/2014 MM/DD/YYYY  
Professional & Artistic: No  
Small Business Set-Aside: No  
Does this solicitation contain a BEP or DBE requirement?: No  
Does this solicitation contain a Veteran requirement?: No  
Date First Offered: 09/10/2014 MM/DD/YYYY  
Relevant Category: Equipment  
Total Amount of Award: \$423,000.00 (Total Dollar Value Only/Includes Any Renewal Options)

Estimated/Actual Value Description: Actual. \$138,000 for initial term, \$141,000. for first renewal, and \$144,000. for second renewal.

Length of Initial Term: (in months) 12 (numeric value only)  
 Contract Begin Date: 12/11/2014 MM/DD/YYYY  
 Contract End Date: 12/10/2015 MM/DD/YYYY  
 Renewal Terms: Two 12 month terms (if applicable)

#### Bidder(s)

Number of Responding Bidders: 1 (numeric value only)  
 Number of Unsuccessful Bidders: 0 (numeric value only)  
 Total Number Awarded: 1 (numeric value only)

Listing of All Bidders/Offerors Considered But Not Selected:

na

Source Selection: IFB

#### Vendor(s) Selected for Award

[View Vendor Award Information](#)

#### Notice Contact

Name: Gloria Shupe  
 Street Address: State Route 146 East  
 City: Vienna  
 State: IL  
 Zip Code: 62995  
 Phone: 618-658-8331 (nnn-xxx-xxxx)  
 Fax Number: 618-658-2155 (nnn-xxx-xxxx)  
 Email Address: gloria.shupe@doc.illinois.gov (valid email address format)

#### Class Code

Class Codes:

#### NIGP Codes

For a listing of all NIGP Codes please see the "[Illinois NIGP Code Listing](#)".

NIGP Commodity/Service Code: 155 69 Portable Kitchens  
 Notify Type: Send email to selected Class Codes only

#### Publishers

Publishers: Cindy Krebs  
 Richard Welch

#### Attachments

File Attachments:

- [Shaw7 HCWC Portable Kitchen 14-85173.pdf \( 82655 Bytes \)](#)
- [Shaw7 HCWC Portable Kitchen 14-85173.doc \( 32768 Bytes \)](#)

#### History

Created by user Michael Knauer 9/10/2014 11:54:36 AM  
 Updated by user Richard Welch 9/10/2014 12:05:52 PM  
 Published by Richard Welch on 9/10/2014 12:06:08 PM  
 Updated by user David E Berry 10/7/2014 9:24:58 AM  
 Updated by user David E Berry 10/7/2014 9:24:58 AM  
 Updated by user David E Berry 10/7/2014 9:29:16 AM



Created by user David E Berry 10/7/2014 9:29:18 AM  
Updated by user David E Berry 10/9/2014 10:59:29 AM  
Created by user David E Berry 10/9/2014 10:59:31 AM  
Updated by user Richard Welch 10/22/2014 8:28:33 AM  
Created by user Richard Welch 10/22/2014 8:28:34 AM  
Published by Richard Welch on 10/22/2014 8:30:59 AM

# Financial Disclosure



## Identification

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Reference Number: 22034488  
Agency Reference Number: DOC001835  
Agency: DOC - Corrections  
Title: DOC Hardin County WC Portable Kitchen Lease  
Status: Review Completed  
Notice Type: Contract Award Notice  
Notice Expiration Date: 11/05/2014

## Comments

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**\*\* David E Berry 10/22/2014 3:00:04 PM**  
attaching vendor forms

## Attachments

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Attachment Overview: vendor disclosures

- File Attachments:
- [HCWC KitchensToGo RM15-001.pdf \( 548923 Bytes \)](#)
  - [HCWC GRS Holdings RM15-001.pdf \( 464332 Bytes \)](#)

(Limited to 20 MB)

## History

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FinancialDisclosure document created on 10/22/2014 8:38:51 AM for Notice of type:  
Contract Award Notice.  
Financial Disclosures completed by David E Berry on 10/22/2014 3:00:12 PM



# Vendor Award Information




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Created Date: 10/07/2014  
 Created By: David E Berry

## Identification

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Reference Number: 22034488  
 Title: DOC Hardin County WC Portable Kitchen Lease

## Vendor Selected for Award

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Vendor Name: Kitchens To Go  
 Vendor Contact Name: Susan Kroll  
 Vendor Street Address 1: 131 W. Jefferson Ave #223  
 Vendor Street Address 2:  
 Vendor City: Naperville  
 Vendor State: IL  
 Vendor Zip Code: 60540  
 Vendor Phone Number: 630.355.1660  
 Vendor Fax Number: none

## Key Information

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Amount of Award: \$423,000.00 (Total Dollar Value Only)  
 Cost of Initial Term: \$138,000.00 (Total Dollar Amount of Initial Term)  
 Cost of Renewals: \$285,000.00 (Total Dollar Amount of Renewals)

**Percentage Values Please enter Decimal Value Only - No Percent sign .10 displays as 10%, 1 displays as 100%)**

BEP Goal Amount 0.000  
 (Percentage):  
 DBE Goal Amount 0.000  
 (Percentage):  
 Veteran Goal Amount 0.000  
 (Percentage):

Will Sub-Contractors Be Utilized? No