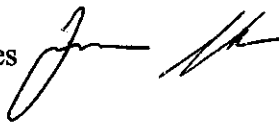


## MEMORANDUM

TO: The Honorable Pat Quinn, Governor  
The Honorable Members of the General Assembly

FROM: James P. Sledge, Director  
Central Management Services 

DATE: May 7, 2009

SUBJECT: Vendor Hiring of Ex-Offenders

30 ILCS 500/15-25 requires that all Invitations to Bid include encouragement to prospective vendors to hire Illinois residents discharged from any Illinois adult correctional centers. In accordance with this mandate CMS has incorporated the following language in its standard bid documents:

**1.16 EMPLOYMENT TAX CREDIT:** Vendors who hire qualified veterans and certain ex-offenders may be eligible for tax credits. Please contact the Illinois Dept. of Revenue (312-814-3215) for information about tax credits. If you receive this tax credit you must report to the Dept. of Central Management Services the number of individuals hired for whom you received tax credits. You must submit this information by August 31 of each year covering the previous 12 months (July-June) (PA 94-1067; 30 ILCS 500/45-67 and 45-70).

Central Management Services is also directed by 30 ILCS 500/45-70 to provide the Legislature with a yearly report identifying "the activities undertaken by chief procurement officers and ...[CMS] ...to encourage prospective vendors to consider hiring Illinois residents discharged from any Illinois adult correctional center." The report must include the number of vendors who have hired qualified ex-offenders.

The current procedure for tracking vendor hiring of ex-offenders requires self-reporting by vendors. To date CMS has not received any reports from Vendors indicating that they have used tax credits or have otherwise hired ex-offenders. CMS is exploring various methods of increasing Vendor awareness and self-reporting.