CMS

I L L I N O I S Bruce Rauner, Governor
DEPARTMENT OF CENTRAL MANAGEMENT SERVICES
Tim McDevitt, Acting Director

December 10, 2018

The Honorable Bruce Rauner
Governor of the State of Illinois
207 State House
Springfield, IL 62706

Dear Governor Rauner:

I am pleased to present this report to you on the achievements of the State Use Program for Fiscal Year 2018 and its positive impact on the lives of our citizens with significant disabilities.

In Fiscal Year 2018, the State Use Program accounted for more than $74 million (up from $66 million in FY17) in contracts between Not-For-Profit Workshops and state agencies for products and services. The program helped provide training, employment and greater independence for 2,515 disabled individuals and supplied them with 967,767 hours of work.

With continued support of this program, the number of disabled individuals with long-term employment and increased economic stability will grow, minimizing their need for public assistance and entitlement benefits.

The State Use Program is truly a WIN-WIN investment for the State of Illinois – providing job opportunities and greater independence for its disabled citizens while benefiting state agencies with quality goods and services at fair market prices.

Sincerely,

Timothy McDevitt
Acting Director

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*Printed on Recycled Paper*

# ILLINOIS
# STATE USE PROGRAM
## FY2018 ANNUAL REPORT

CMS
Illinois Department of
Central Management Services

# THE STATE USE PROGRAM

## FY18 ANNUAL REPORT

STATE OF ILLINOIS

**THE STATE USE PROGRAM** has been able to continue its growth, not only in the number of people with significant disabilities being able to utilize the program but also the number of vendors and agencies taking part in the program. The State Use Program continues to be an invaluable asset not only for the State of Illinois but also for the people living within the state who have a significant disability. The program gives an individual with a disability the opportunity to go to work and to gain the pride and independence they wish for and deserve.

It is the goal of the program to continue to strengthen these bonds within statewide agencies and with vendors. The continued support of the Governor and Legislature will help to ensure the number of people being impacted by the program continues to increase. Increased awareness of the program and the services that can be provided will only help to solidify the programs success.

In this picture, under a contract with Bridgeway, people with disabilities are able to provide much needed help with data entry services for multiple state agencies.

## NEW COORDINATOR

Katrina Livingston joined the program in May, and it is with high hopes this new addition will revitalize the State Use Program. The State Use Coordinator provides assistance necessary to facilitate the Program's success.

**Duties and responsibilities include but are not limited to:**

- Act as liaison between Not For Profits (NFPs), the State Use Committee, and State Agencies by collecting information, responding to inquiries, or resolving issues.
- Monitor the quality of products and services provided to state agencies.
- Provide technical assistance to participating NFPs.
- Monitor enrollment in the Diversity Compliance on-line certification system.
- Observe/respond to inquiries from email: CMS.BOSS.StateUse@illinois.gov

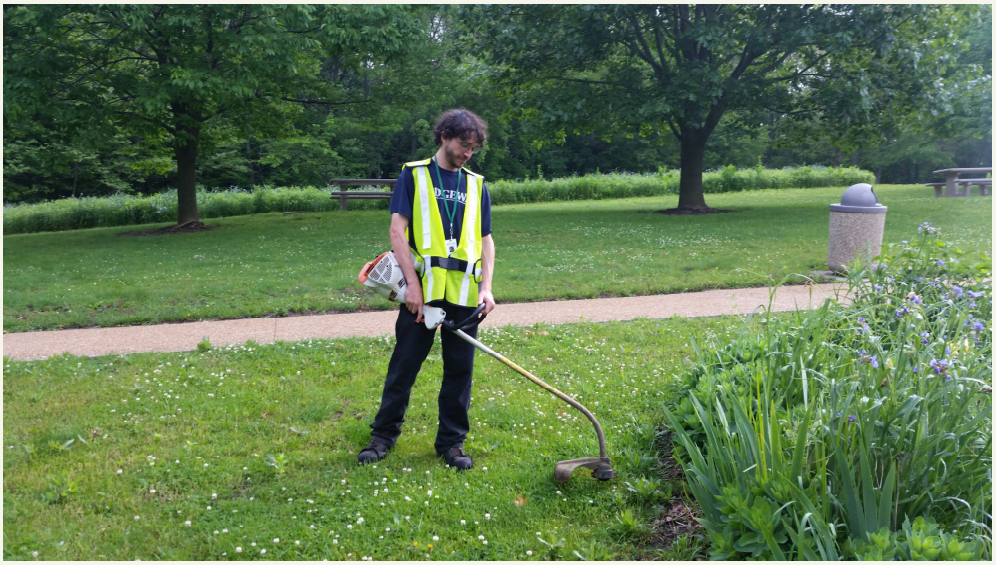
# Not For Profit (NFP) Workshops

To qualify in the State Use Program, a NFP must meet the following guidelines:

- Comply with Illinois law governing private NFP organizations.
- Be certified as a sheltered workshop by the Wage and Hour Division of the U.S. Department of Labor under section 14(c) of the Fair Labor Standards Act.

  OR

  Be an accredited vocational program that provides transition services to youth between the ages of 14 ½ and 22 in accordance with individualized education plans under Section 14-8.03 of the School Code **AND** provide residential services at a child care institution, as defined under Section 2.06 of the Child Care Act of 1969, or at a group home, as defined under Section 2.16 of the Child Care Act of 1969.
- Meet the Illinois Department Human Services (DHS) Rehabilitation Services' Minimum Standards for Certification of Developmental Training Programs, or possess a Commission on Accreditation of the Rehabilitation Facilities (CARF) certification.
- Meet the bid specifications or the needs of the purchasing agency.
- Set a fair market price.

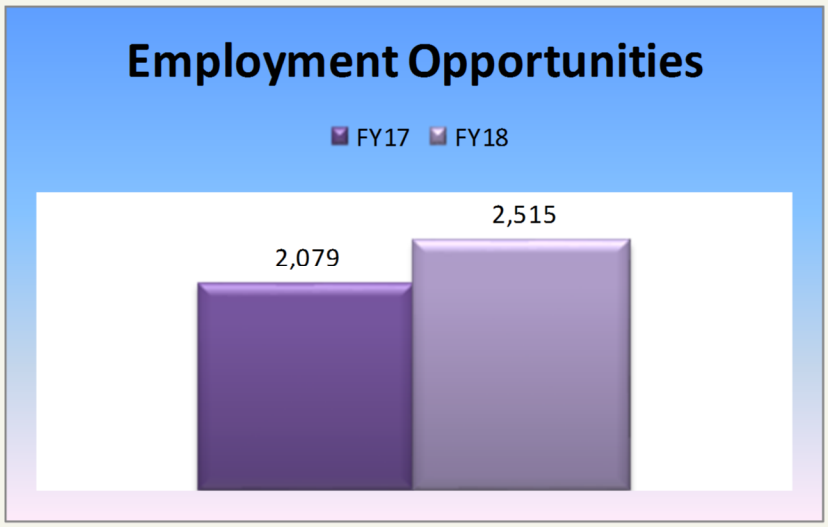


Bridgeway is one of many vendors used to provide lawn and ground maintenance services to numerous state agencies locations and rest areas.

## Employment Opportunities

The primary objective of the State Use Program is to develop employment opportunities for citizens with disabilities by establishing contracts with NFPs for goods and services.

**During FY 2018, 2,515 jobs were created for citizens with disabilities through these State Use contracts**.



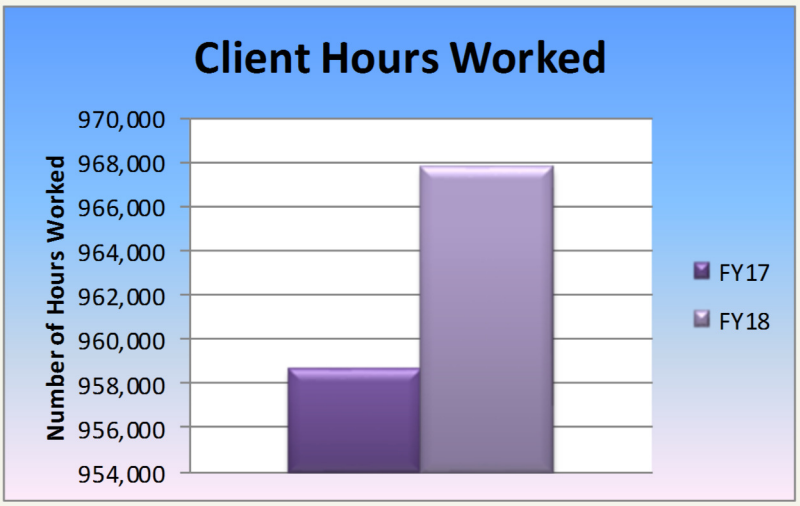

**Total Jobs**

| | |
|---|---|
| FY17 | 2,079 |
| FY18 | 2,515 |

## Client Hours Worked

Many disabled Illinoisans have been afforded the opportunity to gain meaningful employment through the State Use Program.

**In FY18, NFPs have provided 967,767 hours of work for significantly disabled individuals.**



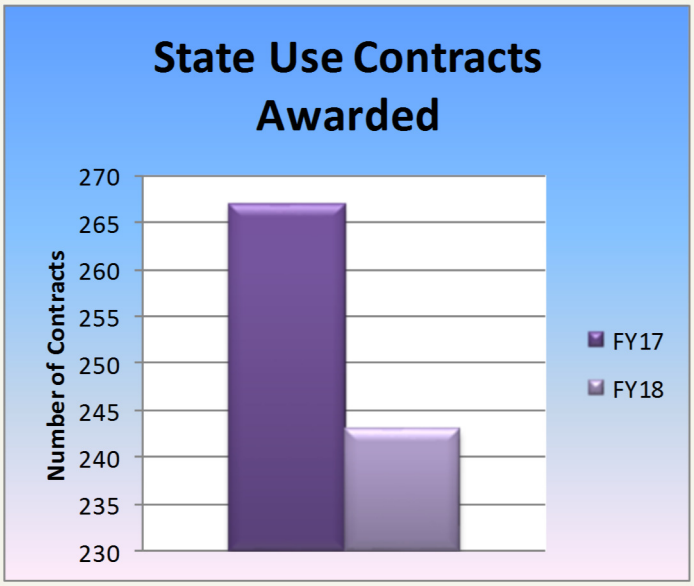

**Total Hours**

| | |
|---|---|
| FY17 | 958,639 |
| FY18 | 967,767 |

## Contractual Procedures

Any state agency wishing to establish a contract with a qualified NFP must submit a written request which includes the NFP's name, type of contract desired, duration of the contract, and the contract's dollar amount to the State Use Program Coordinator. In addition, the request must include justification that the price is not substantially more than had it been competitively bid. After review, it is submitted to the State Use Committee for approval. The contracting NFP must provide a Certificate of Assurance detailing how many clients will be working as a result of the contract. A narrative must be included in the Certificate of Assurance that outlines the tasks that will be performed in the contract. After State Use Committee's approval of the written request, the state agency receives an authorization letter to proceed with the contract. All State Use contracts are exempt from the formal solicitation process.

## State Use Contracts Awarded



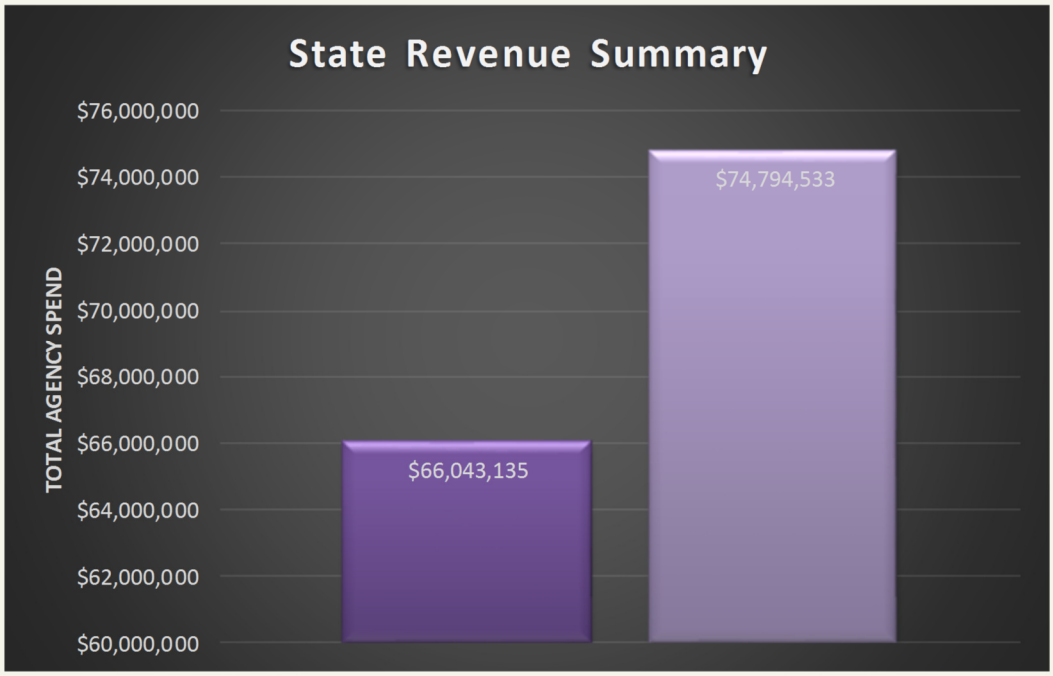

| | Total |
|---|---|
| FY17 | 267 |
| FY18 | 243 |

## Largest State Use Contracts awarded for FY18

| Contract | Vendor | Value |
|---|---|---|
| Toll Highway Call Center | The Chicago Lighthouse | $20,415,963 |
| UI Health Call Center | The Chicago Lighthouse | $ 9,781,010 |
| License Plates | Macon Resources | $ 9,921,328 |
| Data Entry | Bridgeway, Inc | $ 6,185,426 |
| Paper Products | Shelby County Community Services | $ 2,129,460 |
| Baking Mixes | Human Service Center of Southern MetroEast | $ 1,713,755 |
| Trash Can Liners | Shelby County Community Services (SCCS) | $ 1,569,258 |

# NFP Workshop Revenue Summary

**State Agencies spent $74,794,533 in State Use contracts in FY 2018**




| | **Total** |
|---|---|
| FY17 | $66,043,135 |
| FY18 | $74,794,533 |

# Certified NFP Workshops

| | |
|---|---|
| Ada S McKinley Community Services Inc | Chicago |
| ARC of the Quad Cities Area | Rock Island |
| ARC Community Support Systems | Teutopolis |
| Association for Individual Development | Aurora |
| Bridgeway Inc | Galesburg |
| CCAR Industries | Charleston |
| Centerstone of Illinois | West Frankfort |
| Challenge Unlimited | Alton |
| Chicago Lighthouse, The (For People Who are Blind/Visually Impaired) | Chicago |
| Clay County Rehabilitation Center | Flora |
| Coleman Tri Co. Services Inc | Shawnee Town |
| Cornerstone Services Inc | Joliet |
| CTF Illinois | Tinley Park |
| Developmental Services Center | Champaign |
| Douglas Center, The | Skokie |
| Elm City Rehab Center | Jacksonville |
| Envision Unlimited | Chicago |
| EPIC | Peoria |
| Fayco Enterprises, Inc | Vandalia |
| Gateway Services, Inc | Princeton |
| Glenkirk Enterprises/OSDD (Opportunity Secure Data Destruction) | Northbrook |
| Human Resources Ctr of Edgar & Clark | Paris |
| Human Service Ctr of Southern MetroE | Red Bud |
| Human Support Services | Waterloo |
| IL Valley Economic Development Corp | Gillespie |
| IL Valley Industries, Inc | Morris |
| JCFS (Jewish Child & Family Services) | Chicago |
| Kaskaskia Workshop Inc | Centralia |
| KCCDD, Inc | Galesburg |
| Kreider Services, Inc | Dixon |
| Land of Lincoln Goodwill Industries, Inc | Springfield |
| Macon Resources Inc (MRI) | Decatur |
| Malcolm Eaton Enterprises | Freeport |
| MAP Training Center | Karnak |
| Mental Health Centers of Western IL | Mt Sterling |
| New Star, Inc. | Chicago Heights |
| Northpointe Resources | Zion |
| SAVE (St. Clair Association Vocational Enterprise) | Belleville |
| SCCS (Shelby County Community Services) | Shelbyville |
| Sertoma Centre , Inc | Alsip |
| SPARC | Springfield |
| START (Specialized Training for Adult RehabiliTation) | Murphysboro |
| Streator Unlimited, Inc | Streator |
| TCRC (Tazewell County Resource Center) | Tremont |
| Thresholds, The | Chicago |
| TRADE Industries | McLeansboro |
| Transitions NFP | Rock Island |
| Transitions of Western Illinois Inc | Quincy |
| TRI Industries NFP | Vernon Hills |
| UCP of Land of Lincoln | Springfield |
| Village of Progress, Inc | Oregon |
| WAVE (Wabash Area Vocational Enterprise Inc) | Mt Carmel |
| Workshop, The | Galena |
| WorkSource Enterprises | Danville |