EMERGENCY PURCHASE AFFIDAVIT

Reference # _____

Chief Procurement Officer (CPO) making a procurement under Illinois Procurement Code (30 ILCS 500/20-30) shall file affidavit with Procurement Policy Board and Auditor General within 10 days.

Agency: Illinois Department of Corrections Division: Adult – Lawrence Correctional Center

Address: R. R. 2, Box 36, U.S. Route 50 at N. Lawrence Road

City: Sumner State: Illinois Zip: 62466

Vendor: **Geissler Roofing Company**	**A & R Mechanical Contractors**	**Clinton Electric, Inc.**
Address: 612 S. 3rd Street	711 E. Kettering Park Drive	IL Route 37 North
City: Belleville, IL 62220	Urbana, IL 61801	Ina, IL 62846

State of Illinois)
: SS
County of Lawrence

I, Lee Ryker being duly sworn, solemnly swear and affirm that I am Chief Administrative Officer (Warden).

I have authorized the emergency procurement in accordance with standards as established by law and rule in fulfillment of the emergency purchase affidavit provisions of Illinois Procurement Code [30 ILCS 500/20-30] as follows.

☐ **Immediate expenditure is necessary for repairs to State property to protect against further loss of or damage**

The conditions and circumstances requiring this emergency purchase, including reason for selection of the particular contractor are:
Damage to Housing Unit 4 roof requiring replacement of entire roof system and related mechanical equipment including exhaust fans, fresh air fans and skylights. The condition of the affected housing unit wing, encompassing 91 bed spaces, is presently uninhabitable until the above referenced repairs are completed.

(Continue on next page if necessary)

Expected Start Date: October 26, 2010 **Expected End Date:** January 24, 2011

Extension of previous emergency purchase: ☐ Yes or ☒ No

Term of emergency procurement shall not exceed 90 days. Contract may be extended beyond 90 days if CPO determines additional time is necessary; however, prior to execution of extension, CPO must hold a public hearing and provide written description.

Amount of this expenditure is: $ _____ ☐ Actual or $ 200,000.00 ☒ *Estimated

**When only an estimate of cost is available, the actual cost shall be reported immediately after it is determined.*

I am duly authorized to make this affidavit. I know and understand the contents of this affidavit and all statements herein are true and correct. This affidavit is made pursuant to and in fulfillment of the requirements of Illinois Procurement Code (30 ILCS 500/20-30).

Signature of Affiant

Subscribed and sworn before me this 27th day of October 20 10

Julie Lewis
Notary Public

My Commission expires: 7-20-14

OFFICIAL SEAL
JULIE LEWIS
NOTARY PUBLIC - STATE OF ILLINOIS
MY COMMISSION EXPIRES:07/20/14

Section 20-30. Emergency purchase.

(a) Conditions for use. In accordance with standards set by rule, a purchasing agency may make emergency procurements without competitive sealed bidding or prior notice when there exists a threat to public health or public safety, or when immediate expenditure is necessary for repairs to State property in order to protect against further loss of or damage to State property, to prevent or minimize serious disruption in critical State services that affect health, safety, or collection of substantial State revenues, or to ensure the integrity of State records; provided, however, that the term of the term of the emergency purchase shall be limited to the time reasonably needed for a competitive procurement, not to exceed 90 days. A contract may be extended beyond 90 days if the chief procurement officer determines additional time is necessary and that the contract scope and duration are limited to the emergency. Prior to the execution of the extension, the chief procurement officer must hold a public hearing and provide written justification for all emergency contracts. Members of the public may present testimony. Emergency procurements shall be made with as much competition as is practicable under the circumstances. A written description of the basis for the emergency and reasons for the selection of the particular contractor shall be included in the contract file.

(b) Notice. Notice of all emergency procurements shall be provided to the Procurement Policy Board and published in the online electronic Bulletin no later than 3 business days after the contract is awarded. Notice of intent to extend an emergency contract shall be provided to the Procurement Policy Board and published in the online electronic Bulletin at least 14 days before the public hearing. Notice shall include at least a description of the need for the emergency purchase, the contractor, and if applicable, the date, time and location of the public hearing. A copy of this notice and all documents provided at the hearing shall be included in the subsequent Procurement Bulletin. Before the next appropriate volume of the Illinois Procurement Bulletin, the purchasing agency shall publish in the Illinois Procurement Bulletin a copy of each written description and reasons and the total cost of each emergency procurement made during the previous month. When only an estimate of the total cost is known at the time of publication, the estimate shall be identified as an estimate and published. When the actual total cost is determined, it shall also be published in like manner before the 10th day of the next succeeding month.

(c) Affidavits. A chief procurement officer making a procurement under this Section shall file affidavits with the Procurement Policy Board and the Auditor General within 10 days after the procurement setting forth the amount expended, the name of the contractor involved, and the conditions and circumstances requiring the emergency procurement. When only an estimate of the cost is available within 10 days after the procurement, the actual cost shall be reported immediately after it is determined. At the end of each fiscal quarter, the Auditor General shall file with the Legislative Audit Commission and the Governor a complete listing of all emergency procurements reported during that fiscal quarter. The Legislative Audit Commission shall review the emergency procurements so reported and, in its annual reports, advise the General Assembly of procurements that appear to constitute an abuse of this Section.

(d) Quick purchases. The chief procurement officer may promulgate rules extending the circumstances by which a purchasing agency may make purchases under this Section, including but not limited to the procurement of items available at a discount for a limited period of time. (Source: P.A. 90-572, eff. date - See Sec. 99-5.)

For continuation if necessary: Reference #_____