



**OFFICE OF WILL COUNTY EXECUTIVE**  
**LAWRENCE M. WALSH**

Rita Weiss  
Purchasing Director

(815) 740-4605  
Fax (815) 740-4604  
[rweiss@willcountyillinois.com](mailto:rweiss@willcountyillinois.com)

September 21, 2012

To Whom It May Concern:

You are invited to submit your bid to provide Security Guard Service for the Sunny Hill Nursing Home of Will County, 421 Doris Ave., Joliet, IL, for the (12) month period beginning December 1, 2012 through November 30, 2013, with two (2) additional one (1) year renewals.

Complete bid specifications are attached.

**A 10% Bid Bond or Cashier's Check made payable to the Will County Treasurer must accompany your bid, or it will not be considered.**

If you are bidding this project **you must attend** the Mandatory Site Examination of premises that will be held on **Wednesday, October 10, 2012 at 9:30 A.M.** If you are planning to attend the examination of the premises, please call Pat Wendholt at (815) 727-8710 or email [pwendholt@willcountyillinois.com](mailto:pwendholt@willcountyillinois.com) by **3:30 P.M. Monday, October 8, 2012** to register your Company.

Bids will be received in the Purchasing Department, 2nd floor, Will County Office Building, 302 North Chicago Street, Joliet, IL. 60432, not later than **11:00 A.M., "as so indicated by the time stamp clock of Will County", Thursday, October 25, 2012.**

Bids will be publicly opened and read by the Will County Executive or his representative at **11:10 A.M., Thursday, October 25, 2012** at the Will County Office Building, 2nd floor, 302 North Chicago Street, Joliet, IL. 60432.

The bidder acknowledges the right of the County of Will to reject any or all bids, and to waive non-material informality or irregularity in any bid received in whole or part as may be specified in the solicitation.

Should you have any questions regarding this bid, please contact Rita Weiss in writing at [rweiss@willcountyillinois.com](mailto:rweiss@willcountyillinois.com).

Sincerely,

A handwritten signature in cursive script that reads "Rita Weiss".

Rita Weiss  
Purchasing Director

**ADVERTISEMENT OF BID  
SECURITY GUARD SERVICE  
SUNNY HILL NURSING HOME OF WILL COUNTY  
JOLIET, IL.**

SEALED BIDS TO PROVIDE SECURITY GUARD SERVICE FOR THE SUNNY HILL NURSING HOME OF WILL COUNTY, JOLIET, IL. WILL BE RECEIVED AT THE WILL COUNTY PURCHASING DEPARTMENT, WILL COUNTY OFFICE BUILDING, 302 N. CHICAGO ST., JOLIET, IL 60432, UNTIL THE HOUR OF 11:00 A.M., THURSDAY, OCTOBER 25, 2012.

A MANDATORY SITE EXAMINATION OF PREMISES WILL BE HELD AT 9:30 A.M. ON WEDNESDAY, OCTOBER 10, 2012. CALL PAT WENDHOLT, SUNNY HILL NURSING HOME OF WILL COUNTY ADMINISTRATIVE ASSISTANT AT (815) 727-8710 OR EMAIL [pwendholt@willcountyillinois.com](mailto:pwendholt@willcountyillinois.com) TO REGISTER FOR THE WALK THROUGH.

BIDS WILL BE PUBLICLY OPENED AND READ BY THE WILL COUNTY EXECUTIVE OR HIS REPRESENTATIVE AT 11:10 AM THURSDAY, OCTOBER 25, 2012, AT THE WILL COUNTY OFFICE BUILDING, 302 N. CHICAGO ST., 2ND FLOOR, JOLIET, IL. 60432.

SPECIFICATIONS AND CONDITIONS OF THE BID ARE AVAILABLE AT [www.demandstar.com](http://www.demandstar.com) OR [www.willcountyillinois.com](http://www.willcountyillinois.com) AS WELL AS THE PURCHASING DEPARTMENT, 2ND FLOOR, WILL COUNTY OFFICE BUILDING, 302 N. CHICAGO ST., JOLIET, IL 60432, (815) 740-4605 OR BY SUBMITTING REQUEST VIA EMAIL AT [purchasing@willcountyillinois.com](mailto:purchasing@willcountyillinois.com).

THE TENDERING OF A BID TO THE COUNTY SHALL BE CONSTRUED AS ACCEPTANCE OF THE SPECIFICATIONS. THE BIDDER ACKNOWLEDGES THE RIGHT OF THE COUNTY OF WILL TO REJECT ALL BIDS, AND TO WAIVE NON-MATERIAL INFORMALITY OR IRREGULARITY IN ANY BID RECEIVED IN WHOLE OR PART AS MAY BE SPECIFIED IN THE SOLICITATION.

BY ORDER OF THE WILL COUNTY EXECUTIVE, LAWRENCE M. WALSH.

**INSTRUCTIONS TO BIDDERS  
SECURITY GUARD SERVICE FOR  
THE SUNNY HILL NURSING HOME OF WILL COUNTY  
JOLIET, IL.**

**GENERAL SPECIFICATIONS**

Sealed Bids are invited to provide Security Guard Service for the Sunny Hill Nursing Home of Will County, Joliet, IL. For a (12) month period beginning **December 1, 2012 through November 30, 2013**, with two (2) additional one (1) year renewals, at the discretion of Will County.

**SEALED BIDS:**

Sealed bids will be received in the Purchasing Department, 2nd floor, Will County Office Building, 302 N. Chicago St., Joliet, IL. 60432, **not later than Thursday, October 25, 2012, "as so indicated by the time stamp clock of Will County" at 11:00 a.m.**

**BIDS RECEIVED AFTER THIS TIME WILL NOT BE ACCEPTED.**

Sealed bids will be publicly opened and read aloud by the Will County Executive or his representative at **11:10 A.M., Thursday, October 25, 2012** at the Will County Office Building, 302 N. Chicago St., 2nd Floor, Joliet, IL. 60432.

Bids must be made in accordance with the instructions contained herein.

Bid forms shall be completely filled out either typewritten or in. The **complete set of Contract Documents shall be submitted** with the proposal, in triplicate with **ONE ORIGINAL AND TWO COPIES CLEARLY MARKED.**

Proposals shall be submitted on the forms furnished by the County of Will in a sealed package, plainly marked, with the bidder's name, address, and the notation:

**SEALED BID: SECURITY GUARD SERVICE**

**BIDS DUE: THURSDAY, OCTOBER 25, 2012 - 11:00 A.M.**

Bids shall be addressed to the Will County Purchasing Department, Will County Office Building, 302 N. Chicago St., Joliet, IL. 60432.

**SPECIFICATIONS:**

Specifications are attached hereto and incorporated herein.

**SIGNATURE OF BIDS:**

The signature on bid documents shall be that of an authorized representative of bidder. An officer or agent of the offering bidder who is empowered to bind the bidder in a Contract shall sign the proposal and any clarifications to that proposal.

Each bidder, by making his bid, represents that he has read and understands the bidding documents. **Any bid not containing said signed documents shall be non-conforming and shall be rejected.**

#### **BIDDING PROCEDURES:**

1. All bids must be prepared on the forms provided by the County and submitted in triplicate, with **ONE ORIGINAL AND TWO COPIES, CLEARLY MARKED**, in accordance with the Instructions to bidders.
2. A bid is invalid if it has not been deposited at the designated location prior to the time and date for receipt of bids indicated in the Advertisement for bids or prior to any extension thereof issued to the bidders.
3. Unless otherwise provided in any supplement to the Instructions to bidders, no bidder shall modify, withdraw or cancel his bid or any part thereof for sixty (60) days after the time designated for the receipt of bids in the Advertisement for bids.
4. Changes or corrections may be made in the bid documents after they have been issued and before bids are received. In such cases a written addendum describing the change or correction will be issued by the County of Will to all bidders recorded by the County of Will as having received the bidding documents and will be available for inspection wherever issued. Such addendum shall take precedence over that portion of the documents concerned, and shall become part of the bid documents. Except in unusual cases, addendum will be issued to reach the bidders at least five (5) days prior to date established for receipt of bids.
5. Each bidder shall carefully examine all bid documents and all addenda thereto, and shall thoroughly familiarize themselves with the detailed requirements thereof prior to submitting a proposal. Should a bidder find discrepancies or ambiguities in, or omissions from documents, or should they be in doubt as to their meaning, they shall, at once, and in any event, not later than seven (7) days prior to bid due date, notify the County of Will, who will, if necessary, send written addendum to all bidders. The County of Will will not be responsible for any oral instructions. All inquiries shall be directed to Rita Weiss, Purchasing Director in writing at [rweiss@willcountyillinois.com](mailto:rweiss@willcountyillinois.com). After sealed bids are received, the bidder will make no allowance for oversight.

#### **MANDATORY EXAMINATION OF PREMISES:**

Each bidders **MUST** examine the premises and satisfy itself fully as to all existing conditions under which it will be obliged to operate in performing its work, or that will in any manner affect the work under its contract. Examination of premises will be made on **Wednesday, October 10, 2012 at 9:30 A.M.** If you wish to examine the premises please call Pat Wendholt by **3:30 P.M. Monday, October 8, 2012** at (815) 727-8710 or email [pwendholt@willcountyillinois.com](mailto:pwendholt@willcountyillinois.com) to register your Company. You shall include in your bid any and all sums required to execute this work under the existing conditions. No allowance will be made subsequently in this condition in behalf of any Contractor for any error or negligence on his part.

#### **REJECTION OF BIDS:**

The bidder acknowledges the right of the County of Will to reject any and all proposals for cause and to waive non-material informality or irregularity in any bid received.

#### **CONTRACT DURATION:**

The contract is to commence December 1, 2012 and extend through November 30, 2013. The County may, at its sole discretion, elect to use the renewal option clause for the second and/or third year. The renewals are for a one-year contract period that will be negotiated with the bidder not to exceed the percentage of increase you enter on the attached bid form. It will then be submitted to get full County Board approval.

**NO BIDS:**

Those who wish not to bid this project please return your bid plainly marked "NO BID" so your company's name stays on our bidder list. If you choose not to reply your name will be removed and no future bids will be automatically sent to you.

**PRIME CONTRACTOR CERTIFICATION:**

Included in this bid package is a prime Contractor certification form. This form must be filled out, signed, and returned with your sealed bid package or it will not be accepted.

**REFERENCES:**

Included in this bid package is a reference form. Please fill out and complete this form citing clients for which you have provided similar services.

**PRICES:**

Prices shall remain in effect throughout the Contract Period, which is for a (12) twelve-month period, from December 1, 2012 through November 30, 2013.

If County extends the optional renewal(s) for year(s) two and/or three, and no amount has been listed on the bid form, the original first year rates shall apply.

**WORDS AND FIGURES:**

Where amounts are given in both words and figures, the words shall govern. If the amount is not written in words the unit cost will take precedence over the extended price in case of a discrepancy in the multiplication.

**BID SECURITY:**

A 10% Bid Bond or Cashier's Check made payable to the WILL COUNTY TREASURER, shall accompany each bid, attached to the front cover, as a guarantee that if the bid is accepted, a contract will be entered into. Money Orders or Company checks will not be accepted. The Bid Bond or Cashier's Check will be returned to the unsuccessful bidders after the Bid has been awarded and will be returned to the successful bidder upon receipt of the Performance Bond, if applicable.

**PERFORMANCE BOND:**

A Performance Bond for the amount of the contract will be required from the successful bidder and shall be valid throughout the life of the contract. The Performance Bond will be returned at the completion of the contract. If it is difficult to acquire a Performance Bond by the time the contract is to commence, the County of Will will accept a letter notarized by the Insurance Carrier showing that such Bond is being processed at this time. The amount of the performance bond should be for the extended cost for the first year (5,840 hours times the cost per hour) and will be renewable annually, if the county so chooses to extend the contract for a second and third year.

**NON-DISCRIMINATION:**

The Contractor shall at all times observe and comply with any law, statute, regulation or the like relating in any way to civil rights including but not limited to the Public Works Employment Discrimination Act, 775 ILCS 10/0.01 et seq.

#### **DEFAULT:**

In case of default by the successful Bidder, the County of Will may procure the articles or services from other sources and may deduct from the unpaid balance due the successful bidder any of its costs resulting from the default, or may collect against the bond or surety for excess costs so paid, and the prices paid by the County of Will shall be considered the prevailing market price at the time such purchase is made.

Will County reserves the right to cancel the contract if the bidder fails to perform the work required in the bid specifications after efforts to resolve any problems that have been unsuccessful.

#### **PREVAILING WAGES:**

This bid is not subject to the Prevailing Wage Act.

#### **TYPES OF INSURANCE:**

1. **Statutory Workers' Compensation and Employers' Liability (EL) Insurance Statutory.** The Contractor shall procure and maintain during the life of this Contract Workmen's Compensation Insurance as required by applicable state law for all of his employees who would be engaged in work on the project. In case of any class of employees engaged in any work on the project under this Contract is not protected under the Workmen's Compensation Statute, the Contractor shall provide adequate employer's liability insurance for the protection of such of his employees as are provide Employer's Liability (coverage B) in the amount of \$500,000.00.
2. **Comprehensive General Liability Insurance.** A combined bodily injury and property damage occurrence limit of not less that \$1,000,000 per person and \$2,000,000 per occurrence. The policy shall contain blanket contractual liability, products, and completed operations coverage, and independent Vendor's coverage.
3. **Comprehensive Automobile Liability Insurance.** The policy shall be maintained for the duration of this Agreement and shall, at a minimum consist of \$1,000,000 per person and \$2,000,000 per occurrence for Bodily Injury and Property Damage.
4. **Owner's Protective Liability Insurance.** The Contractor shall protect the County or its assignee, if any, from any responsibility arising from the work performed under this Contract by adding these parties as named insured as a rider to the General Contractor specified Comprehensive General Liability policy in an amount not less than \$500,000.00 per occurrence. The named insured in this Comprehensive General Liability Policy shall be: County of Will, 302 N. Chicago St., Joliet, IL 60432.

#### **PROOF OF INSURANCE:**

1. The Contractor shall furnish the owner at the time of bidding, with certificates showing the type, amount, class or operations covered, effective dates and dates or expiration of policies, which policies shall specifically refer to the indemnity agreement. Such certificates shall also contain substantially the following statement: "The Insurance covered by this Certificate will not be canceled or materially altered except after 30 days written notice has been received by all named insured."

**Any bid not containing said proof of insurance shall be non-conforming and shall be rejected.**

2. All policies shall substitute the word "Occurrence" for "accident" for both bodily and property damage. "Occurrence" shall be defined to mean an event or series of events or continuous or repeated exposure to conditions, which unexpectedly cause injury or damage during the policy period.
3. All insurance coverage shall be provided by insurance companies maintaining a financial strength and claims paying ability rating no lower than "A" MINUS "VIII" as rated by the 1999 or most current AM Best's Insurance Guide.

#### **AWARDING OF BID:**

The award will be based on the lowest responsible, responsive bid for the totals of the 1<sup>st</sup> year contract and the two (2) optional one (1) year contracts.

The bidder acknowledges the right of the County of Will to reject any bids not in compliance with the request for bids and the right to reject all bids and the right to waive any non-material informalities or irregularities for any bid received and to accept the lowest responsible, responsive bid after all Bids have been examined and evaluated. Bids are expected to be awarded at the November 15, 2012 meeting of the Will County Board. A contract will be made between Will County and the successful Firm after the County Board's approval.

#### **ILLINOIS FREEDOM OF INFORMATION ACT:**

Any and all submissions to the County of Will become the property of the County of Will and these and any late submissions will not be returned. Your proposal will be open to the public under the Illinois Freedom of Information Act (FOIA) (5 ILCS 140) and other applicable laws and rules, unless you request in your proposal that we treat certain information as exempt. We will not honor requests to exempt entire proposals. You must show the specific grounds in FOIA or other law or rule that support exempt treatment. If you request exempt treatment, you must submit an additional copy of the proposal with exempt information deleted. This copy must tell the general nature of the material removed and shall retain as much of the proposal as possible. In the event the County of Will receives a request for a document submitted, the County of Will shall provide notice to contractor as soon as practicable. Regardless, contractor will be responsible for any costs or damages associated with defending your request for exempt treatment. Furthermore, contractor warrants that County of Will's responses to requests for a document submitted that is not requested to be exempt will not violate the rights of any third party.

Please be advised that if your proposal is accepted by the County of Will all related records maintained by, provided to, or required to be provided to the County of Will during the contract duration are subject to FOIA. In the event the County of Will receives a request for a document relating to contractor, its provision of services, or the arranging for the provision of services, the County of Will shall provide notice to contractor as soon as practicable and, within the period available under FOIA, contractor may then identify those records, or portions thereof, that it in good faith believes to be exempt from production and the justification for such exemption, making reference to the specific FOIA provision applicable without simply making a general claim that the information is "confidential," "proprietary," "exempt from disclosure," or the like. Regardless, contractor will be responsible for any costs or damages associated with defending the request for exempt treatment. Furthermore, contractor will warrant that County of Will's responses to requests for a document relating to contractor, its provision of services, or the arranging for the provision of services, will not violate the rights of any third party.

Please be advised also that FOIA provides that any record in the possession of a party with whom the County of Will has contracted to perform a governmental function on behalf of the County of Will, and that directly relates to the governmental function and is not otherwise exempt under FOIA is considered a public record of the County of Will for purposes of FOIA. 5 ILCS 140/7(2). As such, upon request by the County of Will (or any of its officers, agents, employees or officials), the contractor shall provide to the County of Will at no cost and within the time frames of FOIA a copy of any "public record" as required by FOIA and in compliance with the provisions of FOIA. After request by the County of Will, contractor may then identify those records, or portions thereof, that it in good faith believes to be exempt from production and the justification for such exemption, making reference to the specific FOIA provision applicable without simply making a general claim that the information is "confidential," "proprietary," "exempt from disclosure," or the like. Regardless, contractor will be responsible for any costs or damages associated with defending the request for exempt treatment.

#### **SUBMITTAL REQUIREMENTS:**

Each of the following Products shall be submitted by the bid time mentioned herein in order that the bid will be considered:

1. 10% Bid Bond or Cashier's Check
2. **Signed** Copy of Prime Contractor Certification
3. Reference form
4. **Signed** and completed Bid Form
5. **Signed** and completed Receipt of Addenda Form
6. Proof of Insurance

**PRIME CONTRACTOR CERTIFICATION**

The undersigned hereby certifies that \_\_\_\_\_  
Name of Bidder

is not barred from contracting with any unit of State or local government as a result of a violation of either Section 33E-3 or 33E-4 of the Criminal Code of 1961.

\_\_\_\_\_  
Name of Bidder Title

\_\_\_\_\_  
Signature Date

Note: A person who makes a false certificate commits a Class 3 Felony.

Sections 33E-3 and 33E-4 provide as follows:

**33E-3. Bid-rigging.** A person commits the offense of bid-rigging when he knowingly agrees with any person who is, or but for such agreement would be, a competitor of such person concerning any bid submitted or not submitted by such person or another to a unit of State or local government when with the intent that the bid submitted or not submitted will result in the award of a contract to such person or another and he either (1) provides such person or receives from another information concerning the price or other material term or terms of the bid which would otherwise not be disclosed to a competitor in an independent noncollusive submission of bids or (2) submits a bid that is of such a price or other material term or terms that he does not intend the bid to be accepted.

Bid rigging is a Class 3 felony. Any person convicted of this offense or any similar offense of any state or the United States which contains the same elements as this offense shall be barred for 5 years from the date of conviction from contracting with any unit of State or local government. No corporation shall be barred from contracting with any unit of State or local government as a result of a conviction under this Section of any employee or agent of such corporation if the employee so convicted is no longer employed by the corporation and: (1) it has been finally adjudicated not guilty or (2) if it demonstrates to the governmental entity with which it seeks to contract and that entity finds that the commission of the offense was neither authorized, requested, commanded, nor performed by a director, officer or a high managerial agent in behalf of the corporation as provided in paragraph (2) of subsection (a) of Section 5-4 of this Code.

**33E-4 Bid rotating.** A person commits the offense of bid rotating when, pursuant to any collusive scheme or agreement with another, he engages in a pattern over time (which, for the purposes of this Section, shall include at least 3 contract bids within a period of 10 years, the most recent of which occurs after the effective date of this amendatory Act of 1988) of submitting sealed bids to units of State or local government with the intent that the award of such bids rotates, or is distributed among, persons or business entities which submit bids on a substantial number of the same contracts. Bid rotating is a Class 2 felony. Any person convicted of this offense or any similar offense of any state or the United States which contains the same elements as this offense shall be permanently barred from contracting with any unit of State or local government. No corporation shall be barred from contracting with any unit of State or local government as a result of a conviction under this Section of any employee or agent of such corporation if the employee so convicted is no longer employed by the corporation and: (1) it has been finally adjudicated not guilty or (2) if it demonstrates to the governmental entity with which it seeks to contract and that entity finds that the commission of the offense was neither authorized, requested, commanded, nor performed by a director, officer or a high managerial agent in behalf of the corporation as provided in paragraph (2) of subsection (a) of Section 5-4 of this Code.

Possible violations of Section 33 can be reported to the Office of the Will County State's Attorney at (815) 727-8453.

**SECURITY SERVICE REFERENCES:** Please provide three (3) references for which similar services have been rendered.

| COMPANY NAME | CONTACT PERSON &<br>EMAIL ADDRESS | PHONE NUMBER |
|--------------|-----------------------------------|--------------|
|              |                                   |              |
|              |                                   |              |
|              |                                   |              |

## SECURITY GUARD SPECIFICATIONS

### **SCHEDULED HOURS OF COVERAGE:**

The scheduled hours of coverage, for 2012 & 2013 are a total of **5,840 hours**, two (2) guards (two (2) eight (8) hour shifts, Sunday thru Saturday, for a period of twelve (12) months, December 1, 2012 to November 30, 2013. See attached Specification Sheet for more explicate details of days, shifts and Will County's holidays.

### **DUTIES:**

The duties required shall include, but not be limited to, the following:

### **BASIC FUNCTIONS:**

Provide unarmed security service for safeguarding people and property of Sunny Hill Nursing Home of Will County. Work under the general supervision of Administrator.

### **RESPONSIBILITIES:**

- To read and follow all memos issued.
- S/O will report for duty in full uniform with ID tag.
- Afternoon guard will receive two-way radio, detex key scanner, and keys from receptionist at start of shift. Receptionist is to initial guard's daily report indicating what time radio, detex key scanner, and keys were given to guard.
- S/Os are to keep two-way radio on person at all times when on duty. S/O will remain in contact with receptionist / House Supervisor via two-way radios.
- Afternoon S/O will note on report who he gave equipment to at end change of shift.
- Midnight S/O will note on report who he received equipment from at start of shift.
- Midnight S/O will give radio, detex key scanner, and keys to receptionist at end of shift. S/O is to have receptionist sign off with name, time & date on shift report listing all items received from S/O.
- Prepares chronological report of events for Security Managers and Administrator of Sunny Hill daily. Incident report to be turned in as required.
- Prepares Incident Report with significant detail to follow up and take corrective actions.
- Report observed maintenance needs to receptionist who will then notify maintenance. Guard will also note on daily guard report what was reported and to whom.
- At end of shift S/O will attached incident report (if any) to daily report and turn original in to Administrator for review.
- Make hourly checks of the facility ensuring that ALL interior/exterior doors are alarmed/secured as appropriate, all office and rooms are secured, and shut off electrical appliances as needed.
- S/O is to document status of door alarms on each facility round. Must use actual time in reports.
- A Detex Key round will be done every hour that guard is on duty. This will include a check of fence line and key locations inside building. All interior doors, offices, and door and hall alarms will be checked during rounds.
- S/Os will check on their hourly rounds Crosswalk (see Attachment II) and back door (see Attachment III) ensuring that all doors are secure. Elevators will also be checked hourly (see Attachment IV).

- S/O will enforce parking lot regulations (see Attachment IV). Upper lot gates must be locked between 11:30pm and 4:30am whenever guard is not in parking lot or lobby. Lower lot gate remains closed as outlined.
- Officers working the midnight to 08:00 will check with house supervisor before securing the main gate.
- Oversee parking lot security, checking periodically to help assure the safety of staff, residents, and visitors. Includes escorting staff and visitors to and from vehicles, front and back lots. Keeps trespassers off property.
- S/O will follow hall alarm procedure (see Attachment III).
- Boiler Room gauges will be checked HOURLY per Attachment.
- S/O will follow Attachment III Receiving/Back Door.
- May perform minor repairs or light maintenance duties to assure safe access in and around the facility (i.e. salt & shovel sidewalk and stairway to lower lot when slippery, keeping gates clear of snow & ice to ensure opening & closing passable, shovel & salt pathway to back lot, water plants).
- No one is to be in the kitchen other than on duty dietary personnel. If anyone needs anything from kitchen they must wait at the door. Guard is not to be in dietary at any time except to check coolers/freezers as outlined in Attachment II.
- The security officer will station themselves in the main lobby when not making rounds.
- Visiting hours are between 10:30am and 8:30pm. All visitors are to sign in/out and to have Visitors badge.
- Security will stop any unfamiliar person anywhere in the building and ask to see I.D. Any suspicious persons will be brought to house supervisor on duty for direction. An incident report is to be filed.
- Sunny Hill employees are to wear ID badges at all times while on job site. Security will stop all employees not having their ID in plain sight. If employee forgets their ID they must show and display their County ID. Report must be filed. Temporary badge is to be gotten from House Supervisor.
- All off duty employees that return to Sunny Hill will enter through the main lobby. They will contact House Supervisor on why they are here. If the visit is approved, they will sign in and out on the log.
- If fireboard indicates an alarm front gates must be opened for fire department. Follow procedure outlined in Attachment I.
- Midnight S/O is to check dietary freezer and cooler (see Attachment II).
- S/O is to be orientated to water pressure alarm, elevator alarms, and wander guard alarm. (See Attachment II).
- Re-set boiler, if needed, per maintenance instructions.
- S/O payroll and/or any paperwork are not the responsibility of any facility staff member.
- S/O responsible to follow facility policies as established including smoking, visitors, phone calls, parking, etc.
- Sunny Hill is a Smoke-Free environment. Smoking is not allowed anywhere in the facility or on the premises by staff or visitors.
- Accept deliveries as occur.
- Perform other duties as needed or assigned.

## **GUARD SPECIFICATIONS:**

### **Assigned guards will:**

- Have ability to communicate well with others
- Have 8 hour training at facility for shift assigned with guard trained on that shift prior to being assigned to this facility at Security Company's expense, i.e., 8 hrs. training on afternoons if to be scheduled afternoons; 8 hrs midnights if to be scheduled midnights.
- Have maturity to handle potentially violent situations and have demonstrated effective confrontation skills.
- Guards must hold a valid card through the IL. Department of Professional Regulations as Private Detective, Private Alarm, and Private Act of 1983. It will be the responsibility of the Security Agency to turn into the Administrator of Sunny Hill Nursing Home of Will County, a Photocopy of each guard's card, who will be assigned to this project.
- Crisis Prevention Institute Certification preferred and/or training is desirable.
- **Guards will not be current employee or have ever been employed at Sunny Hill Nursing Home of Will County.**

### **REQUIREMENTS:**

Two-way radios shall be supplied by Facility. Security is responsible for its safekeeping. All Officers are to be uniformed and unarmed. Detex equipment and maintenance will be supplied by the successful bidder. The successful bidder must supply all necessary forms. The administrator of Sunny Hill Nursing Home of Will County reserves the right to reject or relieve of duty an assigned guard for just cause.

### **CANCELLATION CLAUSE:**

Failure to satisfactorily perform the duties and responsibilities may result in contract cancellation if corrective efforts fail to resolve the problem(s). Thirty (30) days written notice and Will County Board concurrence is required.

## ATTACHMENT I

### FIRE CONTROL AND BOILER ROOM

The BOILER ROOM must be checked on an hourly basis weekdays, weekends and holidays 5:00 p.m. to 4:00 a.m. The Boiler temperatures should be from 200-220 degrees (left hand gauge at top) and the Boiler pressure should be 8 to 25 pounds pressure (right hand gauge at top). Both Boilers should be within these limits, unless one is shut down for maintenance or modifications. If the Boiler was shut it will have a notice on it stating "Out of Service". If reading is less than 10 or more than 25 have the House Supervisor contact Maintenance.

In the event of a power outage, the Fire Control Room door should be opened and left open until power is restored. Security incident report should indicate power outages. The generator will run unattended with no problems. When power is restored generator will transfer back to normal power and shut off.

The FIRE CONTROL ROOM should be opened before Fire Department arrives. The Panel will show what unit or wing the fire was detected. The panel has Sunny Hill and the Health Department on it. THE PANEL CAN ONLY BE SILENCED BY THE JOLIET FIRE DEPARTMENT PERSONNEL. If the fireman instructs to silence and reset panel follow instructions posted by panel.

### WHAT TO DO WHEN FIRE ALARM SOUNDS

#### RECEPTION 6:45 A.M. - 8:30 P.M.

1. Announce "Dr. Red (with location)" 3 times.
2. Call and confirm alarm with fire department.
3. Have them send a truck out to inspect.

#### SECURITY 4:00 P.M. - 8:30 P.M.

1. Must open fire control room door.
2. Stay by the lobby fire doors until fire department arrives.

#### HOUSE SUPERVISOR 8:30 P.M. - 6:45 A.M.

1. Go to nearest fire panel (located at each nurses station and in finance office) and note fire location.
2. Announce specific location of fire by repeating "Doctor Red \_\_\_\_\_" (specify location) 3 times. Ex: Dr. Red 1st Ave, Dr. Red 1st Ave, Dr. Red 1st Ave. (Dial 222 to overhead page.)
3. Call and confirm alarm with fire department (815-726-2401).
4. Have them send a truck out to inspect.
5. Announce "Dr. Red All Clear" 3 times when directed by maintenance, fire department, or supervisory personnel. (Dial 222 to overhead page.)

#### SECURITY 8:30 P.M. - 6:45 A.M.

1. Unlock main gate for fire trucks to get in parking lot, leave sliding doors unlocked.
2. Go to fire control room unlock the door (leave it open). Return to lobby to wait for the arrival of fire department.
3. Escort them to fire control room, then return to lobby to await further instruction from the Nursing Supervisor on duty.



## ATTACHMENT III

### ALARM SYSTEM MANAGEMENT

#### PURPOSE

To provide for the safety and security of residents and establish a system after normal business hours to detect potential wanderers from leaving the facility. These alarm devices will assist in the control and supervision of residents and provide an added measure of security.

Establishes guidelines for their hours of operation and control of conditions when they are to be placed and kept in use.

These will be alarmed and operated according to this established policy/procedure unless an exception is granted by the Administrator. Any employee who fails to follow this policy will be accountable for any consequences caused by their lack of use and subject to progressive discipline. Resident safety is of paramount importance and is the overriding consideration in lieu of inconvenience of SHNH staff.

#### PROCEDURE

There are two (2) distinct areas, which are equipped with hall beam alarms, which sound a siren and alert staff when its path is broken. The siren will sound until it is reset by security and/or the nursing supervisor.

A control switch activates the alarms with strict access to keys. Discipline will be given to anyone who duplicates these keys without Administrative approval.

#### MANAGEMENT OF ALARMS

ALARM #2 "Maintenance" will be activated at 8:20 P.M. and deactivated at 4:00 A.M. This alarm will **REMAIN ACTIVE** throughout change of shift. Staff is directed NOT to use back elevator/stairs to access units.

Alarm is NOT to be shut off during evening in-services.

ALARM #5 "Laundry" will be set at 8:20 P.M. Alarm is deactivated at 4:00 A.M. for arriving laundry staff. No one allowed in laundry after hours.

#### DOOR ALARMS

All exit doors are to be alarmed at all times. Security to inform House Supervisor and make report if any door alarm is found deactivated and note on daily guard report.

#### RECEIVING/BACK DOOR

Receiving area door is always locked. Back door alarm is to be activated at 8:30pm when reception closes. This alarm remains on until 5:00am unless it is actively being monitored via the CCTV at reception desk. At no time is back door alarm to be off when door is not being monitoring. No cars should be parked in back after 8:30 P.M. No visitors or off duty employees are to be using this door at any time or in area behind building. Door is not to be left propped open.

#### EXCEPTION TO ABOVE

1. Administrative approval.
2. Emergency arises and alarm(s) must be deactivated for emergency personnel to arrive and accomplish their job. After exit, security will assure that no inappropriate resident has left the facility and immediately reset alarm(s) that was turned off.
3. Entrance to the facility for anyone arriving late for work must be cleared with the nursing supervisor on duty. Front entrance only.

## ATTACHMENT IV

### PARKING LOTS

**LOWER WEST LOT** is opened at 4:30 A.M. for employee parking. This lot is closed no later than 8:30 P.M.

**EXIT GATE:** Open from 4:30 A.M. to 8:30 P.M. daily. Locked from 8:30 P.M. to 4:30 A.M.

**AMBULANCE GATES:** Completely open ambulance gate at 4:30 A.M. to allow staff dropped off, i.e., bus, to enter premises. Ambulance gate locked from 8:30pm until 4:30am. Guard would be notified by nursing supervisor to open ambulance gates if ambulance is expected.

#### **MAIN GATE:**

##### Morning routine

Gate open at 4:30 A.M. for arriving staff to park in last three spots in each row.

##### Evening routine:

Main gate is locked at 8:30 P.M (visiting hours over at 8:30pm). Guard is to monitor/open main gate for night-shift shift change and when authorized by House Supervisor.

**At no time are gates to be left open / unlocked when guard is not in lobby / front parking lot area from 8:30pm to 8:00am.**

**UPPER LOT** spaces, LAST three in every row, are designated for 5:00am employees. No employees are allowed to park in upper lot on weekends and holidays (must park in lower lot or back lot).

**BACK PARKING LOT** 1st two rows on hill are allocated to SHNH day shift employees. Parking spaces directly behind facility (south side of drive) are reserved.

There is no street parking on the north side of Doris Ave.

**HANDICAP** parking is to be enforced on all shifts.

Vehicles are not to be allowed to drive up grass hill to gain access to upper lot.

### ELEVATOR ROUNDS

Elevators are to be checked on hourly rounds for graffiti. If graffiti is found and housekeeping is on duty have reception contact them to clean elevator. If after hours, try to remove it. In all cases document on daily report and contact nursing supervisor.

### RECEPTION/FINANCE AREA

No one is allowed in reception/finance area after hours except nursing supervisor and security. Security is only allowed in area if fire alarm sounds and when monitoring CCTV.

### VISITING HOURS

Visiting hours are from 10:00 A.M. to 8:30 P.M. All visitors are to sign in and out on the visitors log located at the lobby desk. Resident families visiting after 8:30 P.M. must advise the Nursing Supervisor, who will in turn notify Security. They must be accommodated to visit the resident when he/she is seriously ill and/or any other special reason. It must and will be explained to them that the security measures are for our resident's safety. Employees are not allowed visitors past the lobby at any time.

### FRONT REVOLVING DOORS

Must be deactivated at all times after visiting hours (8:30pm) when guard is not in lobby or front parking area until reception is on duty at 6:45 A.M.

Handicap exit door is to be locked at 8:30pm and opened at 6:30am

Date Mailed: 9-21-12  
Due: 10-25-12, 11:00 A.M.  
Open: 10-25-12, 11:10 A.M.

COUNTY OF WILL  
PURCHASING DEPARTMENT  
302 N. CHICAGO ST.  
JOLIET, IL. 60432

CONTRACT FOR  
SECURITY  
SHNH #2013-4  
SECURITY SERVICES

NAME \_\_\_\_\_ The Bidder proposes to provide the products and/or services in accordance with the specifications attached herein.  
ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_ Please check one  
CONTACT \_\_\_\_\_ Minority Vendor  
EMAIL ADDRESS \_\_\_\_\_ yes no  
PHONE \_\_\_\_\_ FAX \_\_\_\_\_ FEIN # \_\_\_\_\_

**THIS IS NOT AN ORDER**

Agency Name and Delivery Address: **SUNNY HILL NURSING HOME OF WILL COUNTY, 421 DORIS AVENUE, JOLIET, IL 60433**  
For additional information contact: **RITA WEISS, PURCHASING DIRECTOR 815-740-4605 OR rweiss@willcountyillinois.com**

1. This contract covers Guard Services for 365 days as described below. One Guard per shift.
2. Performance and duties to be performed in accordance with the specifications issued by the County of Will. Guard Service for the Sunny Hill Nursing Home of Will County, Joliet, IL.

**TOTAL HOURS**

A) **SUNDAY THROUGH SATURDAY Two (2) Shifts (365 Days)**  
4:00 p.m. - 12:00 a.m., & 12:00 a.m. - 8:00 a.m. **5,840**  
**County Observed Holidays\***

|          |                     |                            |
|----------|---------------------|----------------------------|
| Tuesday  | December 25, 2012   | Christmas Day              |
| Tuesday  | January 1, 2013     | New Year's Day             |
| Monday   | January 21, 2013*   | Martin Luther King Day     |
| Tuesday  | February 12, 2013*  | Lincoln's Birthday         |
| Monday   | February 18, 2013 * | President's Day            |
| Friday   | March 29, 2013*     | Good Friday                |
| Monday   | May 27, 2013        | Memorial Day               |
| Thursday | July 4, 2013        | Independence Day           |
| Monday   | September 2, 2013   | Labor Day                  |
| Monday   | October 11, 2013 *  | Columbus Day               |
| Monday   | November 11, 2013*  | Veterans Day               |
| Thursday | November 28, 2013   | Thanksgiving Day           |
| Friday   | November 29, 2013*  | Day following Thanksgiving |

Any Vendor Observed Holidays where the Vendor may pay his employee premium pay due to the holiday must be included into the hourly price so there is only one (1) hourly rate. Please supply a list of the holidays your firm observes.

**2012/2013 SCHEDULED HOURS OF COVERAGE - DECEMBER 1, 2012 THROUGH NOVEMBER 30, 2013**

| QUANTITY   | DESCRIPTION  | PER HR. COST | EXTENDED |                |         |          |         |          |         |         |  |         |  |                |  |
|--|--|--------------|----------|----------------|---------|----------|---------|----------|---------|---------|--|---------|--|----------------|--|
| 5,840  | 1 <sup>st</sup> yr. SECURITY GUARD SERVICE FOR 365 DAYS COVERAGE |              | \$       |                |         |          |         |          |         |         |  |         |  |                |  |
| SPECIAL EVENT COVERAGE, WEEKDAY, WEEKEND, AND HOLIDAY NOT INCLUDED IN HOURS ABOVE, BUT RESERVE THE RIGHT TO REQUEST, AND BE SUPPLIED WITH A GUARD FOR:   |  |              |          |                |         |          |         |          |         |         |  |         |  |                |  |
| <table border="0" style="width:100%"> <tr> <td align="center">\$ _____</td> <td align="center">Per Hr.</td> <td align="center">\$ _____</td> <td align="center">Per Hr.</td> <td align="center">\$ _____</td> <td align="center">Per Hr.</td> </tr> <tr> <td align="center">Weekday</td> <td></td> <td align="center">Weekend</td> <td></td> <td align="center">Vendor Holiday</td> <td></td> </tr> </table> |  |              |          | \$ _____       | Per Hr. | \$ _____ | Per Hr. | \$ _____ | Per Hr. | Weekday |  | Weekend |  | Vendor Holiday |  |
| \$ _____   | Per Hr.  | \$ _____     | Per Hr.  | \$ _____       | Per Hr. |          |         |          |         |         |  |         |  |                |  |
| Weekday  |  | Weekend      |          | Vendor Holiday |         |          |         |          |         |         |  |         |  |                |  |
| 5,840  | 2 <sup>nd</sup> yr. SECURITY GUARD SERVICE FOR 365 DAYS COVERAGE |              | \$       |                |         |          |         |          |         |         |  |         |  |                |  |
| SPECIAL EVENT COVERAGE, WEEKDAY, WEEKEND, AND HOLIDAY NOT INCLUDED IN HOURS ABOVE, BUT RESERVE THE RIGHT TO REQUEST, AND BE SUPPLIED WITH A GUARD FOR:   |  |              |          |                |         |          |         |          |         |         |  |         |  |                |  |
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| Weekday  |  | Weekend      |          | Vendor Holiday |         |          |         |          |         |         |  |         |  |                |  |
| 5,840  | 3 <sup>rd</sup> yr. SECURITY GUARD SERVICE FOR 365 DAYS COVERAGE |              | \$       |                |         |          |         |          |         |         |  |         |  |                |  |
| SPECIAL EVENT COVERAGE, WEEKDAY, WEEKEND, AND HOLIDAY NOT INCLUDED IN HOURS ABOVE, BUT RESERVE THE RIGHT TO REQUEST, AND BE SUPPLIED WITH A GUARD FOR:   |  |              |          |                |         |          |         |          |         |         |  |         |  |                |  |
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| Weekday  |  | Weekend      |          | Vendor Holiday |         |          |         |          |         |         |  |         |  |                |  |
| GRAND TOTAL FOR ALL THREE (3) CONTRACT YEARS   |  |              | \$       |                |         |          |         |          |         |         |  |         |  |                |  |

Signed By: \_\_\_\_\_ Title: \_\_\_\_\_

Approved by: \_\_\_\_\_ Karen Sorbero, S.H.N.H. Administrator

Date Mailed: 9-21-12  
Due: 10-25-12, 11:00 A.M.  
Open: 10-25-12, 11:10 A.M.

COUNTY OF WILL  
PURCHASING DEPARTMENT  
302 N. CHICAGO ST.  
JOLIET, IL. 60432

CONTRACT FOR  
SECURITY  
SHNH #2013-4  
SECURITY SERVICES

The Bidder proposes to provide the products and/or services in accordance with the specifications attached herein.

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

Please check one:

CONTACT \_\_\_\_\_

Minority Vendor  yes  no

PHONE \_\_\_\_\_ FAX \_\_\_\_\_

FEIN # \_\_\_\_\_

***THIS IS NOT AN ORDER***

|                                     |  |
|-------------------------------------|--|
| Agency Name and Delivery Address:   | SUNNY HILL NURSING HOME OF WILL COUNTY,<br>421 DORIS AVENUE, JOLIET, IL 60433    |
| For additional information contact: | RITA WEISS, PURCHASING DIRECTOR 815-740-4605 OR<br>rweiss@willcountyillinois.com |

ADDENDUM RECEIPT: Receipt of the following Addendum to the Bidding Documents is hereby acknowledged:

No. \_\_\_\_\_, dated \_\_\_\_\_, signed \_\_\_\_\_

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**LATE BIDS CANNOT BE ACCEPTED!**

|   |                      |
|---|----------------------|
| <b><u>VENDOR NAME (FROM):</u></b><br><br>   |                      |
| <b><u>SEALED BID DOCUMENT</u></b>   |                      |
| <b>BID #:</b>   | <b>2013-4</b>        |
| <b>DUE DATE:</b>  | <b>10/25/12</b>      |
| <b>DUE:</b>   | <b>11:00 A.M.</b>    |
| <b>DESCRIPTION:</b>   | <b>SHNH SECURITY</b> |
| <b>DATED MATERIAL-DELIVER IMMEDIATELY<br/>WILL COUNTY PURCHASING DEPARTMENT<br/>302 N. CHICAGO ST., 2<sup>ND</sup> FLOOR<br/>JOLIET, IL 60432</b> |                      |

PLEASE CUT OUT AND AFFIX THIS BID LABEL (ABOVE) TO  
THE OUTERMOST ENVELOPE OF YOUR SEALED BID TO  
HELP ENSURE PROPER DELIVERY!

**LATE BIDS CANNOT BE ACCEPTED!**



**OFFICE OF WILL COUNTY EXECUTIVE**  
**LAWRENCE M. WALSH**

**Rita Weiss**  
Purchasing Director

(815) 740-4605  
Fax (815) 740-4604  
[rweiss@willcountyllinois.com](mailto:rweiss@willcountyllinois.com)

**BID # 2013-4**  
**SECURITY SERVICES**  
**SUNNY HILL NURSING HOME, JOLIET, IL**

**ADDENDUM #1**

**October 1, 2012**

We received the following questions regarding the bid listed above:

Question # 1: Who is the incumbent security contractor?

Answer # 1: Per Mar Security, Westchester, IL

Question # 2: What type of Detex Scanner equipment is presently used?

Answer # 2: The scanner we are currently using is the ProxiGuard

Question # 3: What are the existing Billing Rates?

Answer # 3: Per hour \$ 13.60, x 5840 hrs = \$79,424.00 total per year

Special Event Coverage per hour: Week Day \$ 13.60, Weekend \$ 13.60, Holiday \$ 13.60



**OFFICE OF WILL COUNTY EXECUTIVE**  
**LAWRENCE M. WALSH**

**Rita Weiss**  
Purchasing Director

(815) 740-4605  
Fax (815) 740-4604  
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**BID # 2013-4**  
**SECURITY SERVICES**  
**SUNNY HILL NURSING HOME, JOLIET, IL**

**ADDENDUM #2**

**October 17, 2012**

**Page 1 of 2**

We received the following questions regarding the bid listed above:

Question # 1: May we receive a copy of the mandatory pre-bid attendance sheet?

Answer # 1: Yes, attached is the pre-bid attendance sheet.

Question # 2: Does the bid bond need to be for 10% of the one year value or 10% of the 3 year value of the contract? What about the performance bond requirement?

Answer # 2: Please calculate the 10% bid bond on the extended cost of bidder's hourly rate x 5,840 hours for the first year only. A performance bond will then be required from the successful bidder only, for the full amount of the first year extended cost, renewable for each additional year for the full amount of the extended cost for the 2<sup>nd</sup> and/or 3<sup>rd</sup> years.

Question # 3: Is there a separate "Contract" document that will be provided by either bidder or county?

Answer # 3: No, the complete bid document, including any addenda, is considered the "Contract" and the bid form will be counter-signed by Administrator for successful bidder's file. All specifications within the bid document are considered the "Contract" and signatures on bid form will bind successful bidder to this agreement.

**BID # 2013-4  
SECURITY SERVICES  
SUNNY HILL NURSING HOME, JOLIET, IL**

**ADDENDUM #2**

October 17, 2012

Page 2 of 2

Question #4: Besides the requirements outlined in the RFP, are there any other terms and conditions that will be presented after the award of the bid? For example, if a purchase order is issued, would that document contain additional terms?

Answer #4: No additional terms or conditions will be presented. Payment will be processed directly from vendor's invoice; therefore no Purchase Order will be issued.

Question #5: Are we able to submit a list of exceptions to the requirements set forth in the RFP? For example certain terms around liability limits and/or "no fault" language in relation to the insurance requirements.

Answer #5: Any submission of exceptions included in your proposal would be reviewed by our State's Attorney's office for legal opinion. If those exceptions change the terms and/or conditions of our bid document, they would not be accepted and your proposal would probably be rejected.

## PRE-BID SIGN-IN SHEET

DEPARTMENT: 2013-4 SHNH - SECURITY GUARD SERVICE

421 DORIS AVE, JOLIET, IL. 60433

DATE: WEDNESDAY, OCTOBER 10, 2012 - 9:30 A.M.

| <b>BIDDERS COMPANY NAME &amp;<br/>REPRESENTED BY</b>   | <b>ADDRESS<br/>PHONE &amp; FAX #</b>  | <b>SIGNATURE OF ATTENDEE<br/>E-mail address</b>  |
|--|---|--|
| <b>DSI Security Services</b><br>Greg Brown<br>Branch Manager - Illinois                                  | 8760 West 159 <sup>th</sup> Street<br>Lower Level, Suite A<br>Orland Park, IL 60462<br>(708) 403-3506<br>Fax (708) 403-3507 | <a href="mailto:gbrown@dsisecurity.com">gbrown@dsisecurity.com</a>                         |
| <b>Securitas USA</b><br>Craig Novack<br>Business Development Manager<br><br>Jeff Dalton (Branch Manager) | 1333 Butterfield Road<br>Suite 130<br>Downers Grove, IL<br>60515<br>(630) 441-1386<br>Fax (630) 693-1852                    | <a href="mailto:craig.novack@securitasinc.com">craig.novack@securitasinc.com</a>           |
| <b>Secureone, Inc.</b><br>Jim McGovern – President   | PO Box 556<br>Oak Forest IL 60452<br>708-687-6018<br>Fax (800) 807-0810   | <a href="mailto:jmccgovern@secureone.us">jmccgovern@secureone.us</a>                       |
| <b>KARD Group</b><br>Dick Fries<br>Chief Operating Officer   | 121 Fairfield<br>Third Floor<br>Bloomingdale, IL 60108<br>1-866-273-KARD [5273]<br>Fax: 1-630-523-5607                      | <a href="mailto:dickfries@kardgroup.com">dickfries@kardgroup.com</a>                       |
| <b>Diamond Security Services</b><br>Vicki Reynolds   | 1651 S. Halsted<br>Chicago Heights, IL 60411<br>Direct 708.755.9564<br>Fax (708) 754-5155                                   | <a href="mailto:vickireynolds@diamond-security.com">vickireynolds@diamond-security.com</a> |
| <b>Universal Protection Service</b><br>Michael Newberry  | 700 E. Butterfield Road<br>Lombard, IL 60148<br>630-366-4100<br>Fax (630) 366-4116  | <a href="mailto:mnewberry@arsecurity.com">mnewberry@arsecurity.com</a>                     |
| <b>Securatex LTD.</b><br>Ron Suokko  | Two Trans Am Plaza D,<br>Suite 150, Oakbrook<br>Terrace, IL 60181<br><br>708-536-3771                                       | <a href="mailto:rsuokko@securatex.com">rsuokko@securatex.com</a>                           |

WILL COUNTY PURCHASING, 302 N. CHICAGO ST., JOLIET, IL. 60432, 814-740-4605

RITA WEISS, PURCHASING DIRECTOR

## PRE-BID SIGN-IN SHEET

|  |  |  |
|--|--|--|
| <b>AlliedBarton Security Services</b><br>John Littler<br>Kevin Lhota | 1771 W. Diehl Road<br>Naperville, IL 60563<br>630-276-7137<br>Cell: 630-276-6260                   | <a href="mailto:John.Littler@alliedbarton.com">John.Littler@alliedbarton.com</a><br><a href="mailto:Kevin.lhota@alliedbarton.com">Kevin.lhota@alliedbarton.com</a> |
| <b>Global Security Group</b><br>Monty Hall                           | 1146 Waukegan Rd, #106<br>Waukegan, IL 60085<br>800-407-2478<br>847-815-2447<br>Fax (855) 469-6552 | <a href="mailto:mhall@securitygsg.com">mhall@securitygsg.com</a>   |
| <b>AP Private Detective Security Agency</b><br>Lee Long              | 17084 Winchester Ave<br>Hazel Crest, IL 60429<br>708.335.3500<br>Fax (708) 335-3507                | <a href="mailto:apprivatedetective@yahoo.com">apprivatedetective@yahoo.com</a>   |
| <b>Steiner Security</b><br>Vivian McGrew<br>Denise Hunter            | 13810 S Cicero Ave<br>Crestwood, IL 60445<br>708-424-8200<br>Fax (708) 389-1636                    | <a href="mailto:Vmcgrew.steiner@sbcglobal.net">Vmcgrew.steiner@sbcglobal.net</a><br><a href="mailto:Hunters55@comcast.net">Hunters55@comcast.net</a>               |
| <b>PER MAR SECURITY SVCS</b><br>Victor Arvizu                        | 1127 S Mannheim Road<br>Westchester, IL 60154<br>708-343-2565<br>Fax (708)343-2843                 | <a href="mailto:Varvizu@permarsecurity.com">Varvizu@permarsecurity.com</a>   |

**ALSO PRESENT:** Rita Weiss, Purchasing Director  
Karen Sorbero, SHNH Administrator  
Pat Wendholt, SHNH Administrative Assistant  
Rene Munoz, SHNH Maintenance Supervisor

WILL COUNTY PURCHASING, 302 N. CHICAGO ST., JOLIET, IL. 60432, 814-740-4605  
RITA WEISS, PURCHASING DIRECTOR



**OFFICE OF WILL COUNTY EXECUTIVE**  
**LAWRENCE M. WALSH**

**Rita Weiss**  
Purchasing Director

(815) 740-4605  
Fax (815) 740-4604  
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**BID # 2013-4**  
**SECURITY SERVICES**  
**SUNNY HILL NURSING HOME, JOLIET, IL**

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**OFFICE OF WILL COUNTY EXECUTIVE**  
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**BID # 2013-4  
SECURITY SERVICES  
SUNNY HILL NURSING HOME, JOLIET, IL**

**ADDENDUM #2**

October 17, 2012

Page 2 of 2

Question #4: Besides the requirements outlined in the RFP, are there any other terms and conditions that will be presented after the award of the bid? For example, if a purchase order is issued, would that document contain additional terms?

Answer #4: No additional terms or conditions will be presented. Payment will be processed directly from vendor's invoice; therefore no Purchase Order will be issued.

Question #5: Are we able to submit a list of exceptions to the requirements set forth in the RFP? For example certain terms around liability limits and/or "no fault" language in relation to the insurance requirements.

Answer #5: Any submission of exceptions included in your proposal would be reviewed by our State's Attorney's office for legal opinion. If those exceptions change the terms and/or conditions of our bid document, they would not be accepted and your proposal would probably be rejected.

## PRE-BID SIGN-IN SHEET

DEPARTMENT: 2013-4 SHNH - SECURITY GUARD SERVICE

421 DORIS AVE, JOLIET, IL. 60433

DATE: WEDNESDAY, OCTOBER 10, 2012 - 9:30 A.M.

| <b>BIDDERS COMPANY NAME &amp;<br/>REPRESENTED BY</b>   | <b>ADDRESS<br/>PHONE &amp; FAX #</b>  | <b>SIGNATURE OF ATTENDEE<br/>E-mail address</b>  |
|--|---|--|
| <b>DSI Security Services</b><br>Greg Brown<br>Branch Manager - Illinois                                  | 8760 West 159 <sup>th</sup> Street<br>Lower Level, Suite A<br>Orland Park, IL 60462<br>(708) 403-3506<br>Fax (708) 403-3507 | <a href="mailto:gbrown@dsisecurity.com">gbrown@dsisecurity.com</a>                         |
| <b>Securitas USA</b><br>Craig Novack<br>Business Development Manager<br><br>Jeff Dalton (Branch Manager) | 1333 Butterfield Road<br>Suite 130<br>Downers Grove, IL<br>60515<br>(630) 441-1386<br>Fax (630) 693-1852                    | <a href="mailto:craig.novack@securitasinc.com">craig.novack@securitasinc.com</a>           |
| <b>Secureone, Inc.</b><br>Jim McGovern – President   | PO Box 556<br>Oak Forest IL 60452<br>708-687-6018<br>Fax (800) 807-0810   | <a href="mailto:jmccgovern@secureone.us">jmccgovern@secureone.us</a>                       |
| <b>KARD Group</b><br>Dick Fries<br>Chief Operating Officer   | 121 Fairfield<br>Third Floor<br>Bloomington, IL 60108<br>1-866-273-KARD [5273]<br>Fax: 1-630-523-5607                       | <a href="mailto:dickfries@kardgroup.com">dickfries@kardgroup.com</a>                       |
| <b>Diamond Security Services</b><br>Vicki Reynolds   | 1651 S. Halsted<br>Chicago Heights, IL 60411<br>Direct 708.755.9564<br>Fax (708) 754-5155                                   | <a href="mailto:vickireynolds@diamond-security.com">vickireynolds@diamond-security.com</a> |
| <b>Universal Protection Service</b><br>Michael Newberry  | 700 E. Butterfield Road<br>Lombard, IL 60148<br>630-366-4100<br>Fax (630) 366-4116  | <a href="mailto:mnewberry@arsecurity.com">mnewberry@arsecurity.com</a>                     |
| <b>Securatex LTD.</b><br>Ron Suokko  | Two Trans Am Plaza D,<br>Suite 150, Oakbrook<br>Terrace, IL 60181<br><br>708-536-3771                                       | <a href="mailto:rsuokko@securatex.com">rsuokko@securatex.com</a>                           |

WILL COUNTY PURCHASING, 302 N. CHICAGO ST., JOLIET, IL. 60432, 814-740-4605

RITA WEISS, PURCHASING DIRECTOR

## PRE-BID SIGN-IN SHEET

|  |  |  |
|--|--|--|
| <b>AlliedBarton Security Services</b><br>John Littler<br>Kevin Lhota | 1771 W. Diehl Road<br>Naperville, IL 60563<br>630-276-7137<br>Cell: 630-276-6260                   | <a href="mailto:John.Littler@alliedbarton.com">John.Littler@alliedbarton.com</a><br><a href="mailto:Kevin.lhota@alliedbarton.com">Kevin.lhota@alliedbarton.com</a> |
| <b>Global Security Group</b><br>Monty Hall                           | 1146 Waukegan Rd, #106<br>Waukegan, IL 60085<br>800-407-2478<br>847-815-2447<br>Fax (855) 469-6552 | <a href="mailto:mhall@securitygsg.com">mhall@securitygsg.com</a>   |
| <b>AP Private Detective Security Agency</b><br>Lee Long              | 17084 Winchester Ave<br>Hazel Crest, IL 60429<br>708.335.3500<br>Fax (708) 335-3507                | <a href="mailto:apprivatedetective@yahoo.com">apprivatedetective@yahoo.com</a>   |
| <b>Steiner Security</b><br>Vivian McGrew<br>Denise Hunter            | 13810 S Cicero Ave<br>Crestwood, IL 60445<br>708-424-8200<br>Fax (708) 389-1636                    | <a href="mailto:Vmcgrew.steiner@sbcglobal.net">Vmcgrew.steiner@sbcglobal.net</a><br><a href="mailto:Hunters55@comcast.net">Hunters55@comcast.net</a>               |
| <b>PER MAR SECURITY SVCS</b><br>Victor Arvizu                        | 1127 S Mannheim Road<br>Westchester, IL 60154<br>708-343-2565<br>Fax (708)343-2843                 | <a href="mailto:Varvizu@permarsecurity.com">Varvizu@permarsecurity.com</a>   |

**ALSO PRESENT:** Rita Weiss, Purchasing Director  
Karen Sorbero, SHNH Administrator  
Pat Wendholt, SHNH Administrative Assistant  
Rene Munoz, SHNH Maintenance Supervisor

WILL COUNTY PURCHASING, 302 N. CHICAGO ST., JOLIET, IL. 60432, 814-740-4605  
RITA WEISS, PURCHASING DIRECTOR



Public Health & Safety Committee  
Resolution #12-360

**RESOLUTION OF THE COUNTY BOARD  
WILL COUNTY, ILLINOIS**

**AWARDING BID FOR SECURITY GUARD SERVICE AT  
SUNNY HILL NURSING HOME**

WHEREAS, the current contract for security guard service at Sunny Hill Nursing Home expires on November 30, 2012, and

WHEREAS, on October 25, 2012, the County Executive's Office opened seven (7) bids to provide security guard service at the nursing home, and

WHEREAS, the Sunny Hill Administrator has recommended, and the Public Health & Safety Committee concurs, that the contract for security guard service for Sunny Hill Nursing Home be awarded to the lowest responsible bidder, Per Mar Security Services, Westchester, IL, for a total one-year contract of \$73,700.80, beginning December 1, 2012 through November 30, 2013, with two (2) additional one (1) year renewal options, if the County so chooses, and Special event rate for weekdays, weekends and/or holidays would be \$12.62 per hour, and

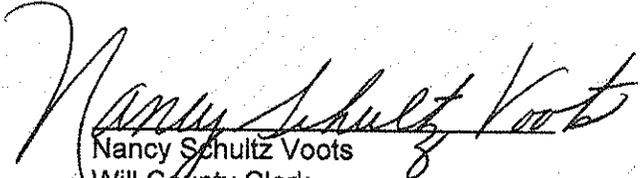
WHEREAS, sufficient appropriations will be budgeted in the Nursing Home Budget for this purpose.

NOW, THEREFORE, BE IT RESOLVED, that the Will County Board hereby awards the contract for security guard service at Sunny Hill Nursing Home to Per Mar Security Services, Westchester, IL, for a total one-year contract of \$73,700.80, beginning December 1, 2012 through November 30, 2013, with two (2) additional one (1) year renewal options, if the County so chooses. Special event rate for weekdays, weekends and/or holidays would be \$12.62 per hour, based upon the attached Bid History Sheet.

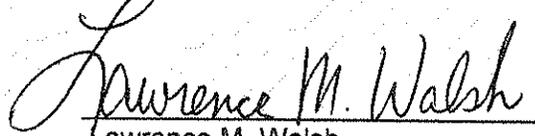
BE IT FURTHER RESOLVED, that the Preamble of this Resolution is hereby adopted as if fully set herein. This Resolution shall be in full force and effect upon its passage and approval as provided by law.

Adopted by the Will County Board this 15<sup>th</sup> day of November, 2012.

Vote: Yes 24 No 0 Pass \_\_\_\_\_ (SEAL)

  
Nancy Schultz Voots  
Will County Clerk

Approved this 26th day of November, 2012.

  
Lawrence M. Walsh  
Will County Executive

**FROM THE DESK OF  
RITA WEISS  
PURCHASING DIRECTOR**

**BID HISTORY****ITEM:** 2013-4 SECURITY SERVICES**DEPARTMENT:** SUNNY HILL NURSING HOME**BID LETTING:** SEPTEMBER 21, 2012**PUBLISHED NOTICE:** SEPTEMBER 24, 2012, HERALD NEWS & INTERNET**FUNDING SOURCE:** SUNNY HILL NURSING HOME BUDGET**PRE-BID MEETING:** OCTOBER 10, 2012**NUMBER ATTENDED:** 12**BID OPENING:** OCTOBER 25, 2012, 11:10 AM**LOCATION:** WILL COUNTY OFFICE BUILDING  
302 N. CHICAGO STREET  
JOLIET, ILL. 60432**BIDDING RESULTS:****NUMBER RELEASED:** 14 + INTERNET      **NUMBER RETURNED** 7

| <b><u>BIDDER:</u></b>                              | <b><u>HOURLY RATE</u></b> | <b><u>TOTAL PRICE:</u></b> |
|--|---------------------------|----------------------------|
| PER MAR SECURITY SERVICES, WESTCHESTER, IL         | \$ 12.62                  | \$ 73,700.80               |
| A P Private Detective & Security, Hazel Crest, IL  | \$ 12.75                  | \$ 74,460.00               |
| DSI Securities, Dothan, AL                         | \$ 13.41                  | \$ 78,314.40               |
| NW Metro Security (KARD), Bloomingdale, IL         | \$ 13.87                  | \$ 76,007.60*              |
| G4S Secure Solutions, Westchester, IL              | NO BID                    |                            |
| Global Security Group, Waukegan IL                 | NO BID                    |                            |
| SECURITAS, DOWNERS GROVE, IL **Rejected- see below | \$ 12.99                  | \$ 75,861.60**             |

Recommendation from Karen Sorbero, Sunny Hill Nursing Home Administrator, is to award bid to lowest, responsible bidder, **PER MAR SECURITY SERVICES, WESTCHESTER, IL**, for a total one-year contract of **\$73,700.80**, beginning December 1, 2012 through November 30, 2013, with two (2) additional one (1) year renewal options, at the discretion of Will County. See spreadsheet and memo attached.

\*Total price extended on bid form is incorrect, based on \$13.87 per hour x 5,840 hours = \$81,000.80.

\*\*Bid is subject to enclosed exception. Legal opinion is to **reject this bid** as: "There has been no change in our policy or in the law. A bidder cannot unilaterally change the terms of the bid, to do so alters the playing field and leads to an unfair advantage. Also, if we allowed that we would never be able to compare bid responses as they would all be different."

# SUNNY HILL

Nursing Home of Will County

ATTN: County Executive Larry Walsh  
County Board Chairman James Moustis  
FROM: Karen Isberg Sorbero, Administrator  
DATE: October 30, 2012

After carefully reviewing the bids that were received for the Security Service bid for Sunny Hill Nursing Home of Will County, it is my recommendation that the County of Will award the contract for a total of \$221,102.40 to the following bidder:

Per Mar Security Services  
Westchester, Illinois

As illustrated in the bid history provided, Per Mar Security was the lowest responsible bidder (which is lower than their bid cost for the past three years with NO increases for the next possible 2<sup>nd</sup> and 3<sup>rd</sup> year renewals) and is the current security service provider at Sunny Hill. We are very happy with their level of service.

Please contact me if you have any further questions or concerns.

Thank you.

**BID TABULATION**

DEPARTMENT: 2013-4 SHNH - SECURITY GUARD SERVICE  
 DUE: 10-25-12, 11:00 A.M. OPENED: 10-25-12, 11:10 A.M.

| BIDDER  | Requirements   | 1 <sup>st</sup> YEAR   | 2 <sup>nd</sup> YEAR   | 3 <sup>rd</sup> YEAR   |
|---|--|--|--|--|
| SECURITAS<br>CRAIG MOWBRK<br>JEFF DAWSON<br>Downers Grove, IL           | Prime Cont <input checked="" type="checkbox"/> Yes<br>Bid Bond Yes - 10%<br>Addenda (2) <input checked="" type="checkbox"/> or N<br>References Yes<br>Grand Total 3 yr<br>234,067.20 | Per hr \$ 12.99<br>Total \$ 75,861.60<br>WD \$ 19.49<br>WE \$ 19.49<br>HO \$ 25.00 | Per hr \$ 13.38<br>Total \$ 78,139.20<br>WD \$ 20.07<br>WE \$ 20.07<br>HO \$ 25.00 | Per hr \$ 13.71<br>Total \$ 80,066.40<br>WD \$ 20.56<br>WE \$ 20.56<br>HO \$ 25.00 |
| Per Mar Security<br>Victor Arnieu<br>Westchester, IL                    | Prime Cont Yes<br>Bid Bond Yes - 10%<br>Addenda (2) <input checked="" type="checkbox"/> or N 3<br>References Yes<br>Grand Total 3 yr<br>221,102.40                                   | Per hr \$ 12.62<br>Total \$ 73,700.80<br>WD \$ 12.62<br>WE \$ 12.62<br>HO \$ 12.62 | Per hr \$ Same<br>Total \$ /<br>WD \$ /<br>WE \$ /<br>HO \$ /                      | Per hr \$ Same<br>Total \$ /<br>WD \$ /<br>WE \$ /<br>HO \$ /                      |
| NW Metro Security,<br>KARD<br>R. J. FAIES<br>Bloomington, IL            | Prime Cont Yes<br>Bid Bond Yes - 10%<br>Addenda (2) <input checked="" type="checkbox"/> or N<br>References Yes<br>Grand Total 3 yr<br>236,286.40                                     | Per hr \$ 13.87<br>Total \$ 76,007.60<br>WD \$ 13.87<br>WE \$ 13.87<br>HO \$ 20.45 | Per hr \$ Same<br>Total \$ /<br>WD \$ /<br>WE \$ /<br>HO \$ /                      | Per hr \$ 14.43<br>Total \$ 84,271.20<br>WD \$ 14.43<br>WE \$ 14.43<br>HO \$ 21.18 |
| A P Private Detective<br>E. Security<br>Hazel Crest, IL<br>Brandon Long | Prime Cont Yes<br>Bid Bond Yes 10%<br>Addenda (2) <input checked="" type="checkbox"/> or N<br>References 3<br>Grand Total 3 yr<br>227,760.00   | Per hr \$ 12.75<br>Total \$ 74,460.00<br>WD \$ 12.75<br>WE \$ 12.75<br>HO \$ 12.75 | Per hr \$ 13.00<br>Total \$ 75,920.00<br>WD \$ 13.00<br>WE \$ 13.00<br>HO \$ 13.00 | Per hr \$ 13.25<br>Total \$ 77,380.00<br>WD \$ 13.25<br>WE \$ 13.25<br>HO \$ 13.25 |

**BID TABULATION**

|  |  |  |   |  |
|--|--|--|---|--|
| DSI Securities<br>Dothan, AL   | Prime Cont Yes<br>Bid Bond C.K. 7,831.44<br>Addenda (2) Y or N<br>References 3 YES<br>Grand Total 3 yr<br>231,279.20 | Per hr \$ 13.41<br>Total \$ 78,314.40<br>WD \$ 13.41<br>WE \$ 13.41<br>HO \$ 13.41 | Per hr \$ Same<br>Total \$<br>WD \$<br>WE \$<br>HO \$ | Per hr \$ 13.81<br>Total \$ 80,650.40<br>WD \$ 13.81<br>WE \$ 13.81<br>HO \$ 13.81 |
| Prime Cont<br>Bid Bond<br>Addenda (2) Y or N<br>References<br>Grand Total 3 yr | Per hr \$<br>Total \$<br>WD \$<br>WE \$<br>HO \$   | Per hr \$<br>Total \$<br>WD \$<br>WE \$<br>HO \$                                   | Per hr \$<br>Total \$<br>WD \$<br>WE \$<br>HO \$      | Per hr \$<br>Total \$<br>WD \$<br>WE \$<br>HO \$                                   |
| Prime Cont<br>Bid Bond<br>Addenda (2) Y or N<br>References<br>Grand Total 3 yr | Per hr \$<br>Total \$<br>WD \$<br>WE \$<br>HO \$   | Per hr \$<br>Total \$<br>WD \$<br>WE \$<br>HO \$                                   | Per hr \$<br>Total \$<br>WD \$<br>WE \$<br>HO \$      | Per hr \$<br>Total \$<br>WD \$<br>WE \$<br>HO \$                                   |
| Prime Cont<br>Bid Bond<br>Addenda (2) Y or N<br>References<br>Grand Total 3 yr | Per hr \$<br>Total \$<br>WD \$<br>WE \$<br>HO \$   | Per hr \$<br>Total \$<br>WD \$<br>WE \$<br>HO \$                                   | Per hr \$<br>Total \$<br>WD \$<br>WE \$<br>HO \$      | Per hr \$<br>Total \$<br>WD \$<br>WE \$<br>HO \$                                   |

ALSO PRESENT: Rita Weiss, Purchasing Director *RW*  
 Pat Wendholt, SHNH *PW*  
 Sue Bibby, Finance *SB*

Date Mailed: 9-21-12  
 Due: 10-25-12, 11:00 A.M.  
 Open: 10-25-12, 11:10 A.M.

COUNTY OF WILL  
 PURCHASING DEPARTMENT  
 302 N. CHICAGO ST.  
 JOLIET, IL. 60432

CONTRACT FOR  
 SECURITY  
 SHNH #2013-4  
 SECURITY SERVICES

NAME SECURITAS Security Services USA  
 ADDRESS 1333 BUTTERFIELD RO. Ste 130  
 CITY Downers Grove STATE IL ZIP 60515  
 CONTACT CRAG NOVACK  
 EMAIL ADDRESS CRAG.NOVACK@SECURITASINC.COM  
 PHONE 630-441-1386 FAX 630-963-1852 FEIN # 71-0912217

The Bidder proposes to provide the products and/or services in accordance with the specifications attached herein.

Please check one  
 Minority Vendor  
 yes  no

**THIS IS NOT AN ORDER**

Agency Name and Delivery Address: SUNNY HILL NURSING HOME OF WILL COUNTY, 421 DORIS AVENUE, JOLIET, IL 60433  
 For additional information contact: RITA WEISS, PURCHASING DIRECTOR 815-740-4605 OR rweiss@willcountvillinois.com

- This contract covers Guard Services for 365 days as described below. One Guard per shift.
- Performance and duties to be performed in accordance with the specifications issued by the County of Will. Guard Service for the Sunny Hill Nursing Home of Will County, Joliet, IL.

|  |  | <u>TOTAL HOURS</u>         |
|--|--|----------------------------|
| A) SUNDAY THROUGH SATURDAY Two (2) Shifts (365 Days) | 4:00 p.m. - 12:00 a.m., & 12:00 a.m. - 8:00 a.m. | 5,840                      |
| County Observed Holidays*                            |  |                            |
| Tuesday  | December 25, 2012                                | Christmas Day              |
| Tuesday  | January 1, 2013                                  | New Year's Day             |
| Monday   | January 21, 2013*                                | Martin Luther King Day     |
| Tuesday  | February 12, 2013*                               | Lincoln's Birthday         |
| Monday   | February 18, 2013*                               | President's Day            |
| Friday   | March 29, 2013*                                  | Good Friday                |
| Monday   | May 27, 2013                                     | Memorial Day               |
| Thursday   | July 4, 2013                                     | Independence Day           |
| Monday   | September 2, 2013                                | Labor Day                  |
| Monday   | October 11, 2013*                                | Columbus Day               |
| Monday   | November 11, 2013*                               | Veterans Day               |
| Thursday   | November 28, 2013                                | Thanksgiving Day           |
| Friday   | November 29, 2013*                               | Day following Thanksgiving |

Any Vendor Observed Holidays where the Vendor may pay his employee premium pay due to the holiday must be included into the hourly price so there is only one (1) hourly rate. Please supply a list of the holidays your firm observes.

CHRISTMAS DAY  
 NEW YEAR'S DAY  
 MARTIN LUTHER KING DAY  
 LABOR DAY  
 MEMORIAL DAY  
 INDEPENDENCE DAY  
 THANKSGIVING DAY  
 NEW YEAR'S EVE

\*OUR BID IS SUBJECT TO OUR ENCLOSED EXCEPTIONS \* CH

2012/2013 SCHEDULED HOURS OF COVERAGE - DECEMBER 1, 2012 THROUGH NOVEMBER 30, 2013

| QUANTITY   | DESCRIPTION  | PER HR. COST                       | EXTENDED                                  |
|--|--|------------------------------------|---|
| 5,840  | 1 <sup>st</sup> yr. SECURITY GUARD SERVICE FOR 365 DAYS COVERAGE | \$12 <sup>99</sup>                 | \$75,861 <sup>22</sup>                    |
| SPECIAL EVENT COVERAGE, WEEKDAY, WEEKEND, AND HOLIDAY NOT INCLUDED IN HOURS ABOVE, BUT RESERVE THE RIGHT TO REQUEST, AND BE SUPPLIED WITH A GUARD FOR: |  |                                    |   |
|  | \$19 <sup>99</sup> Per Hr. Weekday                               | \$19 <sup>99</sup> Per Hr. Weekend | \$25 <sup>00</sup> Per Hr. Vendor Holiday |
| 5,840  | 2 <sup>nd</sup> yr. SECURITY GUARD SERVICE FOR 365 DAYS COVERAGE | \$13 <sup>92</sup>                 | \$81,399 <sup>22</sup>                    |
| SPECIAL EVENT COVERAGE, WEEKDAY, WEEKEND, AND HOLIDAY NOT INCLUDED IN HOURS ABOVE, BUT RESERVE THE RIGHT TO REQUEST, AND BE SUPPLIED WITH A GUARD FOR: |  |                                    |   |
|  | \$20 <sup>00</sup> Per Hr. Weekday                               | \$20 <sup>00</sup> Per Hr. Weekend | \$25 <sup>00</sup> Per Hr. Vendor Holiday |
| 5,840  | 3 <sup>rd</sup> yr. SECURITY GUARD SERVICE FOR 365 DAYS COVERAGE | \$13 <sup>92</sup>                 | \$81,399 <sup>22</sup>                    |
| SPECIAL EVENT COVERAGE, WEEKDAY, WEEKEND, AND HOLIDAY NOT INCLUDED IN HOURS ABOVE, BUT RESERVE THE RIGHT TO REQUEST, AND BE SUPPLIED WITH A GUARD FOR: |  |                                    |   |
|  | \$20 <sup>00</sup> Per Hr. Weekday                               | \$20 <sup>00</sup> Per Hr. Weekend | \$25 <sup>00</sup> Per Hr. Vendor Holiday |
| GRAND TOTAL FOR ALL THREE (3) CONTRACT YEARS   |  |                                    | \$234,067 <sup>22</sup>                   |

Signed By: [Signature] Title: Area Vice President  
 \*OUR BID IS SUBJECT TO OUR ENCLOSED EXCEPTIONS \* CH

Approved by: \_\_\_\_\_ Karen Sorbero, S.H.N.H. Administrator

00161104

**EXCEPTIONS**

We appreciate the generally fair and common sense approach contained in the Request For Bids #2013-4, but we do have a few concerns, especially with the allocation of risk. Accordingly, we would be more than willing to accept the Contract For Security, but only if the enclosed Amendment is signed along with it.

Thank you. We look forward to working with you.

**AMENDMENT**  
**Modifying the Contract For Security #2013-4**  
**Between**  
**Sunny Hill Nursing Home of Will County ("Client")**  
**and Securitas Security Services USA, Inc. ("Company")**

The Contract For Security #2013-14, and anything attached to, incorporated into or otherwise forming part of it (collectively, the "Agreement"), is modified as of its commencement as follows, and in case of any difference the following controls:

1. Company will defend, controlling such defense, and indemnify Client, and others to be defended or indemnified under the Agreement, against any claim or loss only to the extent the claim or loss is caused by the negligence or willful misconduct of Company while acting within the scope of its specified duties. However, Company's liability will in no event exceed \$2 million, and Company will not be liable for any punitive or consequential damages or damages arising from events beyond Company's reasonable control.
2. Notwithstanding anything to the contrary, in connection with the US Safety Act, each party waives all claims against the other for damages arising from or related to an act of terrorism, and the parties intend for this waiver to flow down to their respective contractors and subcontractors.
3. Company may raise its rates on 30 days' written notice to account for any increases in (a) health care, benefit, or insurance costs, (b) labor or fuel costs, (c) costs arising from changes to laws, regulations, or insurance premiums, (d) SU1 or similar taxes, or (e) any other taxes, fees, costs or charges related to the Services.
4. Either party may terminate the Agreement without cause or penalty upon thirty days' written notice. Also, either party may terminate the Agreement if Company's insurer cancels or materially alters Company's insurance.
5. (a) Additional insureds will only be covered by Company's insurance for liability assumed by Company in this Amendment, subject to the terms of Company's insurance; and (b) Should any of the insurance policies required under the Agreement be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions (a statement to this effect will be on Company's certificate of insurance).

Sunny Hill Nursing Home of Will County

Securitas Security Services USA, Inc.

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_