



# CHIEF PROCUREMENT OFFICE

## Art Moore, Capital Development Board

Reference #: 040-020-072

### EMERGENCY PURCHASE STATEMENT / NOTICE OF AWARD

Agency: Capital Development Board Point of Contact: Ebone White

Location of Emergency: Manteno Veterans' Home

Vendor: Rubinos and Mesia Engineers, Inc. (3473)

Address: 200 S. Michigan Avenue, #1500 City: Chicago State: IL Zip: 60604

### Emergency Purchase Details

Emergency Category (select the appropriate option(s) from the checklist below):

- Involving threat to public health or public safety
- Immediate expenditure is necessary for repairs to State property to protect against further loss or damage
- To prevent or minimize serious disruption in critical State services that affect health, safety, or collection of substantial State revenues
- To insure integrity of State records

Describe the scope of the emergency. Show justification for the need of an emergency contract, the selection of the vendor, and explain why the need for work cannot be met through a competitive process:

In preparation for residents at Manteno Veterans' Home, who might potentially be diagnosed with Covid-19 or show similar symptoms, the Department of Veterans Affairs is requesting emergency purchases from CDB to assess and potentially renovate space for isolation rooms. This project began through an Emergency Selection of an Architect/Engineer ("A/E"); this exempts the selection from a 14-day solicitation required through Qualifications-Based Selection ("QBS"). Considering the time frames needed for the selection, negotiation and execution of an A/E contract, followed by bidding and award procedures if construction services are necessary, an assessment and/or renovation work at Manteno Veterans' Home under the existing processes would likely not begin for several months. For this reason, emergency purchases are necessary for Architect/Engineer services to assess, provide guidance and potentially design isolation rooms as quickly as possible in order to protect against the threat to public health and safety and to minimize a serious disruption in critical State services. Rubinos and Mesia Engineers, Inc., located in Chicago, IL was selected to provide architect/engineering services as they have the necessary experience for this work, are relatively in close proximity to the site and they can respond immediately to this request for emergency services.

Describe the scope of work or services provided to include special limitations, conditions and incorporated documents:

The scope of work provides for an assessment, guidance and potentially design services for the implementation of isolation space to meet the specific needs of the facility. Incorporated documents include the March 2009 Standard Documents for Construction & Supplement and the March 2009 Design and Construction Manual & Supplement. Services provided under this procurement should not exceed \$50,000.00, which is a place-holder prior to entering into a Professional Services Agreement, without prior authorization from the Capital Development Board in consultation with the Chief Procurement Office. Final Actual Costs will be reported upon project completion and project close-out.

Was authorization to proceed verbally given?  Yes  No, receipt of this signed Notice authorizes the vendor to begin work

If Yes is checked above, explain who authorized the work, when, under what conditions or limitations and for what scope.

Upon approval from the CPO office on March 28, 2020, CDB Programs Analyst Amber Evans provided an authorization to proceed via email on March 29, 2020 for the above listed scope.

Expected Start Date: Mar 29, 2020 Estimated End Date: Jun 26, 2020



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Vendor: Rubinos and Mesia Engineers, Inc. (3473)

Address: 200 S. Michigan Avenue, #1500 City: Chicago State: IL Zip: 60604

Amount of this expenditure is: \$50,000.00  
Actual or Estimated: Estimated

#### Signatures

I am making this statement and providing it to the CPO Office, the Auditor General, and the Procurement Policy Board in compliance with the Illinois Procurement Code and within 10 days after award of the contract.

I have authorized the emergency procurement in accordance with the requirements of the Illinois Procurement Code (30 ILCS 500) and the applicable administrative rule. I know and understand the contents of this statement and all statements herein are true and correct to the best of my knowledge.

Agency Signature: Chris Miles Digitally signed by Chris Miles  
Date: 2020.03.30 08:43:08 -05'00' Title: Executive II

SPO/CPO Signature: GERALD STEVEN BURLINGHAM Digitally signed by GERALD STEVEN  
BURLINGHAM Date: 2020.03.30 10:22:08 -05'00' Date: Mar 30, 2020



# CHIEF PROCUREMENT OFFICE

## Art Moore, Capital Development Board

Reference #: 040-020-072

### EMERGENCY PURCHASE EXTENSION

Agency: Capital Development Board Point of Contact: Ebone White

Location of Emergency: Manteno Veterans' Home

Vendor: Rubinos and Mesia Engineers, Inc. (3473)

Address: 200 S. Michigan Avenue, #1500 City: Chicago State: IL Zip: 60604

### Extension Justification

Original Emergency Term Start Date: Mar 29, 2020 Original Emergency Term End Date: Jun 26, 2020

Amount of original: \$193,711.00 (Current Contract) Actual or Estimated: Estimated

Extension Hearing Date: Jun 11, 2020 Requested Extension End Date: Sep 30, 2020

Amount of extension expenditure: TBD (Similar to R1) Actual or Estimated: \_\_\_\_\_

Describe the scope of the original emergency (supply, service, etc.):

The original scope of work provided for an assessment, guidance and potentially design services for the implementation of isolation space to meet the specific needs of the facility.

Describe the scope of the extension (supply, service, etc.). Show justification for extending the original emergency contract, and explain why the extension need cannot be met through a competitive process:

The initial project was substantially complete as of May 23, 2020. The project team provided isolation space in Residential Unit 1 ("R1") in all four wings which can hold a maximum of 68 residents. On May 19, 2020, the Department of Veterans Affairs ("DVA") notified the Capital Development Board ("CDB") that they have had 37 residents test positive for COVID-19 and an additional 19 employees showing symptom with test results pending. Additionally, due to the high census of the Home there are limited options for being able to move residents who have tested positive or while they are symptomatic and await test results. Therefore, DVA has requested that CDB renovate Residential Unit 2 ("R2") for additional isolation space. Due to the buildings at Manteno being virtually identical and the project teams' familiarity with the work, it makes sense to incorporate this work in the emergency declaration to provide additional isolation space as quickly as possible. The work in R2 is estimated to take approximately 60 days for completion. Therefore CDB requests an extension through September 30, 2020 to allow for completion of R2, including punch-list items, and formal close-out of the project. CDB requires Rubinos and Mesia Engineers, Inc.'s continued participation to ensure proper documentation, additional design work for the completion of R2, observation during construction and assistance with Final Acceptance/Closeout of this project.

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

### Signatures

I am requesting an extension of the requested emergency contract. I know and understand the contents of this statement and all statements herein are true and correct to the best of my knowledge.

Agency Signature: Chris Miles Digitally signed by Chris Miles  
Date: 2020.05.27 16:01:35 -05'00' Title: Executive II

## NOTICE OF HEARING

  X   Emergency Extension

The Office of the Chief Procurement Officer for the Capital Development Board will hold a public hearing to hear testimony and receive comments on the proposed emergency contract(s) extensions as described below.

Details of the proposed contract, justification for the Agency to contract in this way and the hearing procedure can be found at <https://www2.illinois.gov/cdb/procurement/Pages/EmergencyProcurementContracts.aspx>

### HEARING DETAILS

DATE: Tuesday, June 11, 2020

TIME: 2:00 p.m.

LOCATION: via WebEx teleconference

Those who wish to attend this hearing via WebEx teleconference please call the number below:

1-312-535-8110

Meeting Access # 133-249-6056

### HEARING CONTACT PERSON

NAME: Gerald Burlingham

TITLE: State Purchasing Officer, Illinois Capital Development Board

ADDRESS: 401 S. Spring St., Springfield, IL 62706

PHONE: 217-836-0185

FAX: 217-558-1399

E-MAIL: gerald.burlingham@Illinois.gov

### TESTIMONY

Anyone wishing to testify—please notify the HEARING CONTACT PERSON of desire to testify in advance if possible.

### PROPOSED CONTRACT(S) SUBJECT OF THIS HEARING

Rubinos and Mesia Engineers, Inc., and Ujamma Construction, Inc.

CDB # 040-020-072, Construct Emergency Isolation Rooms, Manteno Veterans Home.



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## Art Moore, Capital Development Board

Reference #: 040-020-072

### EMERGENCY PURCHASE EXTENSION

Agency: Capital Development Board Point of Contact: Ebone White

Location of Emergency: Manteno Veterans' Home

Vendor: Rubinos and Mesia Engineers, Inc. (3473)

Address: 200 S. Michigan Avenue, #1500 City: Chicago State: IL Zip: 60604

### Hearing Disposition

Hearing Date: Jun 11, 2020 Hearing Location: via WebEX from multiple remote locations.

The State posted to the Illinois Procurement Bulletin a description of the State's need, the justification for emergency extension, and information regarding opportunity to submit comments and testify at a public hearing.

Notice of the hearing was posted to the Illinois Procurement Bulletin at least (14) days in advance of hearing and was also posted outside the hearing room no less than two business days prior to the hearing. The hearing was held to hear testimony and receive comments on extending the procurement.

Hearing Narrative:

The PM, Ebone White, Chris Miles, Ron Wright and Becky Smith attended the hearing remotely via WebEx. The PM provided an updated status report. The project team provided isolation space in Residential Unit 1 ("R1"). All four wings of R1 can hold a maximum of 68 residents and was substantially complete as of May 23, 2020. On May 19, 2020, the Department of Veterans Affairs ("DVA") notified the Capital Development Board ("CDB") that they have had 37 residents test positive for COVID-19 and an additional 19 employees showing symptom with test results pending. Additionally, due to the high census of the Home there are limited options for being able to move residents who have tested positive or while they are symptomatic and await test results. Therefore, DVA requested that CDB renovate Residential Unit 2 ("R2") for additional isolation space. As the layout of these buildings at Manteno were virtually identical and the project teams' familiarity with the work, it was approved to incorporate this work in the emergency declaration to provide additional isolation space as quickly as possible. Work at R2 is currently being performed. A new generator was ordered on June 9th. The lead-time is approximately 12 weeks. The incorporation of Residential Unit R2 into this emergency project will result in increased costs. There are two outstanding contract modifications yet to be submitted. The first is the result of additional daily meetings for approximately \$52,000.00. The second for \$193,711 is for duplicative design efforts for R2. This results in an approximate total of \$245K in additional fees. All are being paid on a T&M basis and efficiencies from duplicative efforts should be realized. SPO Burlingham feels the request to extend Rubinos & Mesia's contract until September 30, 2020 is reasonable and recommends approval.

### Signatures

Hearing Officer recommends approval of the extension request.

Hearing Officer Signature: GERALD STEVEN BURLINGHAM Digitally signed by GERALD STEVEN BURLINGHAM Date: 2020.06.15 09:51:13 -05'00' Date: Jun 15, 2020

After a complete review of the circumstances relating to the need for extending the existing emergency contract, CPO approval is given to extend for a period not to exceed 96 calendar days.

CPO Signature: Arthur L Moore Digitally signed by Arthur L Moore Date: 2020.06.16 13:09:47 -05'00' Date: Jun 16, 2020



# CHIEF PROCUREMENT OFFICE

## Art Moore, Capital Development Board

Reference #: 040-020-072

### EMERGENCY PURCHASE EXTENSION

Agency: Capital Development Board Point of Contact: Ebone White

Location of Emergency: Manteno Veterans' Home

Vendor: Rubinos and Mesia Engineers, Inc. (3473)

Address: 200 S. Michigan Avenue, #1500 City: Chicago State: IL Zip: 60604

### Extension Justification

Original Emergency Term Start Date: Mar 29, 2020 Original Emergency Term End Date: Jun 26, 2020

Amount of original: \$193,711.00 (Current Contract) Actual or Estimated: Estimated

Extension Hearing Date: Aug 25, 2020 Requested Extension End Date: Nov 30, 2020

Amount of extension expenditure: N/A - Time Only Actual or Estimated: \_\_\_\_\_

Describe the scope of the original emergency (supply, service, etc.):

The original scope of work provided for an assessment, guidance and potentially design services for the implementation of isolation space to meet the specific needs of the facility.

Describe the scope of the extension (supply, service, etc.). Show justification for extending the original emergency contract, and explain why the extension need cannot be met through a competitive process:

All work in Residential Unit 1 ("R1") and Residential Unit 2 ("R2") is substantially complete but for the installation of an emergency generator. The emergency generator is scheduled to be shipped on September 2, 2020 and arrive at the site on or around September 11, 2020. The current emergency declaration expires on September 30, 2020. The project team anticipates the installation of the generator will take place before the expiration of the contract. However, CDB feels it is prudent to consider extending the emergency declaration to account for any delivery delays and/or unforeseen conditions during the installation of the generator. Therefore CDB requests an extension through November 30, 2020 to allow for the delivery and installation of the emergency generator and formal close-out of the project. CDB requires Rubinos and Mesia Engineers, Inc.'s continued participation to ensure proper documentation, observation during construction and assistance with Final Acceptance/Closeout of this project.

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

### Signatures

I am requesting an extension of the requested emergency contract. I know and understand the contents of this statement and all statements herein are true and correct to the best of my knowledge.

Agency Signature: Chris Miles Digitally signed by Chris Miles  
Date: 2020.08.06 13:42:04 -05'00' Title: Executive II

## NOTICE OF HEARING

  X   Emergency Extension

The Office of the Chief Procurement Officer for the Capital Development Board will hold a public hearing to hear testimony and receive comments on the proposed emergency contract(s) extensions as described below.

Details of the proposed contract, justification for the Agency to contract in this way and the hearing procedure can be found at <https://www2.illinois.gov/cdb/procurement/Pages/EmergencyProcurementContracts.aspx>

### HEARING DETAILS

DATE: Tuesday, August 25, 2020

TIME: 10:30 a.m.

LOCATION: via WebEx teleconference

Those who wish to attend this hearing via WebEx teleconference please call the number below:

1-312-535-8110

Meeting Access # 133 840 2722

### HEARING CONTACT PERSON

NAME: Gerald Burlingham

TITLE: State Purchasing Officer, Illinois Capital Development Board

ADDRESS: 401 S. Spring St., Springfield, IL 62706

PHONE: 217-836-0185

FAX: 217-558-1399

E-MAIL: gerald.burlingham@Illinois.gov

### TESTIMONY

Anyone wishing to testify—please notify the HEARING CONTACT PERSON of desire to testify in advance if possible.

### PROPOSED CONTRACT(S) SUBJECT OF THIS HEARING

Rubinos and Mesia Engineers, Inc., and Ujamma Construction, Inc.

CDB # 040-020-072, Construct Emergency Isolation Rooms, Manteno Veterans Home.



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Reference #: 040-020-072

### EMERGENCY PURCHASE EXTENSION

Agency: Capital Development Board Point of Contact: Ebone White

Location of Emergency: Manteno Veterans' Home

Vendor: Rubinos and Mesia Engineers, Inc. (3473)

Address: 200 S. Michigan Avenue, #1500 City: Chicago State: IL Zip: 60604

### Hearing Disposition

Hearing Date: Aug 25, 2020 Hearing Location: Via WebEx from multiple locations.

The State posted to the Illinois Procurement Bulletin a description of the State's need, the justification for emergency extension, and information regarding opportunity to submit comments and testify at a public hearing.

Notice of the hearing was posted to the Illinois Procurement Bulletin at least (14) days in advance of hearing and was also posted outside the hearing room no less than two business days prior to the hearing. The hearing was held to hear testimony and receive comments on extending the procurement.

Hearing Narrative:

An extension hearing was conducted and the following personnel were present; Ebone White, CDB-PM; Chris Miles, CDB-Emergency Coordinator; Amber Evans, CDB- Programming. The PM provided a current project status. All work in Residential Unit 1 ("R1") and Residential Unit 2 ("R2") is substantially complete and only the work to install and test the emergency generator remains. The emergency generator is scheduled to be shipped on September 2, 2020 and arrive at the site on or around September 11, 2020. The current emergency declaration expires on September 30, 2020. The project team anticipates the installation of the generator will take place before the expiration of the contract. However, to be prudent CDB feels it would be wise to extend the AE's contract to provide allowances for any delays in shipping or other unforeseen conditions. SPO Burlingham concurs with CDB's request and recommends extending the AE's contract to November 30, 2020. Rubinos and Mesia's current NTE (T&M) contract is \$440,454.00. There are no additional costs associated with this extension.

### Signatures

Hearing Officer recommends approval of the extension request.

Hearing Officer Signature: GERALD STEVEN BURLINGHAM Digitally signed by GERALD STEVEN BURLINGHAM Date: 2020.08.25 15:26:57 -05'00' Date: Aug 25, 2020

After a complete review of the circumstances relating to the need for extending the existing emergency contract, CPO approval is given to extend for a period not to exceed 61 calendar days.

CPO Signature: Arthur L Moore Digitally signed by Arthur L Moore Date: 2020.08.28 09:33:22 -05'00' Date: Aug 28, 2020





# CHIEF PROCUREMENT OFFICE

## Art Moore, Capital Development Board

Reference #: 040-020-072

### EMERGENCY PURCHASE FINAL COST AND TERM

Agency: Capital Development Board Point of Contact: Ebone White

Location of Emergency: Manteno Veterans' Home

Vendor: Rubinos and Mesia Engineers, Inc. (3473)

Address: 200 S. Michigan Avenue, #1500 City: Chicago State: IL Zip: 60604

### Final Costs and Term

Final total cost of supplies and services: \$437,435.71 Final total term of contract: 246 Days

I am reporting the final costs and term for the referenced emergency contract to the CPO and the Auditor General.

Agency Signature: Chris Miles Digitally signed by Chris Miles  
Date: 2021.03.23 15:00:06 -05'00' Title: Executive II

Printed Name: Chris Miles Date: Mar 23, 2021