



# CHIEF PROCUREMENT OFFICE

## Art Moore, Capital Development Board

Reference #: 040-020-074

### EMERGENCY PURCHASE STATEMENT / NOTICE OF AWARD

Agency: Capital Development Board Point of Contact: Ebone White/Natasia McDade

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.

NOTE: An emergency was declared on March 29th, 2020 for the assessment of the Residential Unit #1 ("R1"), and potential need for an HVAC Building Automation System (BAS) in order to create negative air pressure COVID-19 isolation space. Rubinos & Mesia Engineers, Inc. was issued an authorization to proceed on the same date. The initial project was substantially complete as of May 23, 2020. The project team provided isolation space in all four wings of R1, which can accommodate a maximum of 68 residents.

On May 19, 2020, the Department of Veterans Affairs ("DVA") notified the Capital Development Board ("CDB") that 37 residents had tested positive for COVID-19 and an additional 19 employees were showing symptom with test results pending. Due to the high census of the facility there were limited options available to relocate residents who had tested positive or while they were symptomatic and awaiting test results. Therefore, DVA requested that CDB add the renovation of Residential Unit 2 ("R2") to create additional COVID isolation rooms. Since the buildings at Manteno were identical in layout and would share the same BAS system, along with the project teams' familiarity with the work, it made sense to incorporate this work into the emergency declaration so additional isolation space could be provided as quickly as possible.

As the emergency work neared completion in Building R2, issues with maintaining negative air flow in Building R1 began to arise. In operation with residents moving in and out of the spaces, the needed negative air pressure is not being sustained and alarms have been sounding under certain conditions which are not occurring in Building R2. This caused delays in other work to be performed, such as generator installations, connections, system testing, Agency personnel training and providing as-built documentation to the Agency.



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Due to these circumstances there was insufficient time to request, publish , and conduct an extension Hearing to extend the emergency contracts, so they inadvertently expired.

IDVA would like to incorporate the lessons learned during the renovation of building R2 and make similar improvements to building R1 which will increased the ability for negative air pressure to be maintained under similar conditions. Additionally, there are currently four (4) other CDB projects taking place at this location. Each project will connect to this BAS system, so it greatly impacts the operations of this facility. Currently, the residents have been moved out of R1 until this additional work can be completed. IDVA has indicated that R-2 is at full capacity and no additional space is available to place residents, should further COVID-19 outbreaks occur. Therefore, a new emergency declaration and contract is necessary in order to complete the work as proposed by the original contractor (Ujamaa Construction) and agreed to by the A/E of record so that the isolation space in R1 can function like R2 and once again be utilized.

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

The scope of work provides for design services for upgrades to the isolation space in R1 to include BAS System Improvements, exhaust fan upgrades, replacement of existing Nurse Station TE in-line fan, providing new VAV's at Nurses Station, add HEPA fan units in corridors and completion of generator connections. 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 \$32,000.00, 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.

In accordance with 30 ILCS 500/50-35, all contractors, and each subcontractor to be used whose contract/subcontract exceeds an annual value of \$50,000, shall submit financial disclosures and certifications as a material term of the contract. In accordance with section 00 21 50 of the Standard Documents for Construction, the General Contractor shall perform no less than 20% of work with its own staff. Each other trade shall perform no less than 40% of work with its own staff. Work with own staff includes direct labor and supervision, as well as material purchases where the material is installed by the contractor.

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

Expected Start Date: Apr 1, 2021 Estimated End Date: Jun 29, 2021

Amount of this expenditure is: \$32,000.00 Actual or Estimated: Estimated



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#### 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: 2021.04.01 13:14:13 -05'00' Title: Executive II

SPO/CPO Signature: **GERALD STEVEN BURLINGHAM** Digitally signed by GERALD STEVEN BURLINGHAM Date: 2021.04.01 13:29:52 -05'00' Date: Apr 1, 2021



# CHIEF PROCUREMENT OFFICE

## Art Moore, Capital Development Board

Reference #: 040-020-074

### EMERGENCY PURCHASE EXTENSION

Agency: Capital Development Board Point of Contact: Ebone White/Natasia McDade

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: Apr 1, 2021 Original Emergency Term End Date: Jun 29, 2021

Amount of original: \$33,238.00 (Current Contract) Actual or Estimated: Estimated

Extension Hearing Date: Jun 22, 2021 Requested Extension End Date: Oct 31, 2021

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

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

The scope of work remains the same and provides for design services for upgrades to the isolation space in R1 to include BAS System Improvements, exhaust fan upgrades, replacement of existing Nurse Station TE in-line fan, providing new VAV's at Nurses Station, add HEPA fan units in corridors and completion of generator connections.

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:

Construction schedules have been issued and are under review by the project team to determine an acceptable method to phase the work. The contractor has indicated that the the purchase of equipment has a four week lead time. The longest proposed schedule lists all work being completed by the end of August 2021. Therefore, CDB is requesting consideration to extend the emergency purchase through October 31, 2021 to allow for all physical work to be completed, to account for any unforeseen conditions, and to allow for formal close-out of the project. CDB requires Rubinos and Mesia Engineers, Inc.'s continued participation to provide design and observation services for isolation room upgrades, as they are familiar with the site, scope of work, and can continue to work in an expedited manner.

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: 2021.06.08 09:39:22 -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 22, 2021

TIME: 10:30 a.m.

LOCATION: via WebEx teleconference

Those who wish to attend this hearing via WebEx teleconference please call the number below and enter the access code when prompted.

#1-312-535-8110

Meeting Access # 177 387 7098

### 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 # 040-020-074, Construct Emergency Isolation Rooms, Manteno Veterans Home.