



CHIEF PROCUREMENT OFFICE

Art Moore, Capital Development Board

Reference #: 120-135-067

EMERGENCY PURCHASE STATEMENT / NOTICE OF AWARD

Agency: Capital Development Board Point of Contact: Heather Oxley

Location of Emergency: Logan Correctional Center - Program Center

Vendor: Henson Robinson Company (279)

Address: 3550 Great Northern Avenue City: Springfield State: IL Zip: 62711

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:

The Logan Correctional Center's Program Center has two 40 ton chillers that have failed and are no longer repairable. The building is used daily to conduct educational classes, various programs and has several staff offices. The facility currently has no air conditioning as a result of the inoperable chillers and there is no additional space to conduct the classes. In addition, the building's roofing system has failed, causing several leaks throughout the building and is beyond repair. The roofing system needs replaced as soon as possible in order to protect the interior surfaces and furnishings of the building that have already experienced significant damage. The failed roofing system and lack of air conditioning is creating excessive heat and creating mold issues. The lack of ventilation is making the teaching environment almost impossible and causing health issues with both teachers and students. This project began through the 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, repairs at Logan Correctional Center's Program Center under the existing processes would likely not begin for several months. For this reason, emergency purchases are necessary to protect against the threat to public health and safety, to minimize serious disruption in critical state services and to protect against further damage to the building. Henson Robinson Company was selected to provide temporary roofing patch work because they are in close proximity to the site and able to provide immediate services for this emergency situation.

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

The scope of work provides for immediate temporary roofing patch work as directed by CDB until permanent roof replacement commences. Incorporated documents include the March 2009 Standard Documents for Construction & Supplement. Services provided under this procurement should not exceed \$10,000.00, which is a place-holder prior to entering into a Construction Contract if necessary, without prior authorization from the Capital Development Board in consultation with the Chief Procurement Office.

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.

Expected Start Date: Jun 1, 2018 Estimated End Date: Aug 28, 2018



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Amount of this expenditure is: \$10,000.00
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: 2018.06.01 14:36:43 -05'00' Title: Executive II

SPO/CPO Signature: GERALD STEVEN BURLINGHAM
Digitally signed by GERALD STEVEN BURLINGHAM
DN: c=US, o=State of Illinois, ou=CMS, ou=People, ou=BM-02,
serialNumber=2035529, cn=GERALD STEVEN BURLINGHAM
Date: 2018.06.01 14:43:14 -05'00' Date: June 1, 2018



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EMERGENCY PURCHASE FINAL COST AND TERM

Agency: Capital Development Board Point of Contact: Heather Oxley

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Final Costs and Term

Final total cost of supplies and services: \$6,184.00 Final total term of contract: 34 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: 2018.07.24 08:50:32 -05'00' Title: Executive II

Printed Name: Chris Miles Date: 07/24/2018