



CHIEF PROCUREMENT OFFICE

Art Moore, Capital Development Board

Reference #: 120-295-013

EMERGENCY PURCHASE STATEMENT / NOTICE OF AWARD

Agency: Capital Development Board Point of Contact: Marci Boudet

Location of Emergency: Lawrence Correctional Center (C8503 - Medical Unit) (C8504 -Vocational Bldg.)

Vendor: Webb Engineering Services, Inc. (34382)

Address: 2919 Cross Court, Suite 11 City: Champaign State: IL Zip: 61822

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 Lawrence Correctional Center is a high-medium security level facility that houses approximately 2,100 offenders and in the workplace for more than 400 staff. At the present time the twenty-five-year-old 235-ton chiller that provides cooling to the healthcare unit, dietary, academic and vocational units is not fully functioning. This unit is comprised of four compressors, but three are inoperable and based on a diagnosis of the facility's trades staff it is not cost effective nor viable to have them repaired. Current conditions include excessive heat and slippery dietary floors. As such, the Department of Corrections is seeking CDB's assistance in declaring an emergency and moving as quickly as possible to remedy this situation. The lack of a properly functioning air conditioning unit is putting the facility's operations at risk of not complying with the constitutional minimums afforded to the offender population, a dangerous and excessively hot living and working environment, and putting at risk mentally ill offenders who are on psychotropic medication. 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, temporary cooling followed by the replacement of the chiller at Lawrence Correctional 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 and to prevent or minimize serious disruption in critical State services as quickly as possible. Webb Engineering Services, Inc. was selected because they have experience with chiller replacements 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:

REVISED (07/02/19): The scope of services provides for an evaluation of the system, recommendations for temporary solutions, including cost estimates and lead times, and an expedited design and observation of the replacement cooling unit and all ancillary components. In addition, the scope now also includes providing a temporary chiller, as a reimbursable item under the Architect/Engineer Professional Services Agreement, until the permanent chiller can be installed. The rental of the temporary chiller and additional costs such as insurance and the cost to process and maintain the rental agreement throughout the entire rental period is estimated to exceed 100K. Incorporated documents include the March 2009 Standard Documents for Construction & Supplement and the March 2009 Design and Construction Manual & Supplement. Basic Architectural Services provided under this procurement should not exceed \$45,000.00, which is a place-holder prior to the negotiation of 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.



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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 4, 2019 Estimated End Date: Sep 1, 2019

Amount of this expenditure is: \$145,000.00 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: 2019.07.03 11:35:14 -05'00' Title: Executive II

SPO/CPO Signature: GERALD STEVEN BURLINGHAM Digitally signed by GERALD STEVEN BURLINGHAM DN: cn=US, o=State of Illinois, ou=CMS, ou=People, ou=BM-B2, serialNumber=70355529, cn=GERALD STEVEN BURLINGHAM Date: 2019.07.03 11:32:44 -05'00' Date: Jul 3, 2019



CHIEF PROCUREMENT OFFICE

Art Moore, Capital Development Board

Reference #: 120-295-013

EMERGENCY PURCHASE EXTENSION

Agency: Capital Development Board Point of Contact: Marci Boudet

Location of Emergency: Lawrence Correctional Center (C8503 - Medical Unit) (C8504 -Vocational Bldg.)

Vendor: Webb Engineering Services, Inc. (34382)

Address: 2919 Cross Court, Suite 11 City: Champaign State: IL Zip: 61822

Extension Justification

Original Emergency Term Start Date: Jun 4, 2019 Original Emergency Term End Date: Sep 1, 2019

Amount of original: \$300,000.00 Actual or Estimated: Estimated

Extension Hearing Date: Aug 20, 2019 Requested Extension End Date: Mar 31, 2020

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

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

The scope of services provides for an evaluation of the system, recommendations for temporary solutions, including cost estimates and lead times, and an expedited design and observation of the replacement cooling unit and all ancillary components. In addition, the scope now also includes providing a temporary chiller, as a reimbursable item under the Architect/Engineer Professional Services Agreement, until the permanent chiller can be installed.

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 scope of work remains the same as above. Webb Engineering has provided the temporary chiller through Trane. The temporary unit was delivered and installed on July 8/July 9, 2019. It is now performing as expected. Trane & Webb will provide monthly physical checks/reviews on the unit to ensure it continues to function as needed. Webb Engineering continues to work on the design/documents for the permanent replacement chiller. The permanent replacement chiller documents are anticipated by first week in August 2019. The project is tentatively scheduled for completion in January of 2020, taking into account the completion of design services, a short-listed bidding process and lead time/installation of the new chiller. Therefore, CDB proposes an extension to March 31, 2020 to allow for all physical work to be completed and close-out of the contract to take place. CDB requires Webb Engineering Services, Inc.'s continued participation to ensure proper documentation, supervision/observation during Construction, continued rental and support of the temporary chiller and assistance with Final Acceptance/Closeout for 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: 2019.08.05 15:23:54 -05'00' Title: Executive II

State of Illinois Chief Procurement Office for the Capital Development Board

NOTICE OF HEARING

 X Emergency Extension

The Office of the Chief Procurement Officer will hold a public hearing to hear testimony and receive comments on the proposed contract(s) 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 www.purchase.state.il.us/. Click "Illinois Bid" and enter Procurement Bulletin Reference # in the search box.

HEARING DETAILS

DATE: Tuesday, August 20, 2019
TIME: 2:00 p.m.
LOCATIONS: 401 S. Spring St.
3rd Floor, Conference Room E,
Wm. Stratton Building
Springfield, IL 62706

For those who wish to attend this hearing via WebEx teleconference, please call the number below:

1-312-535-8110
Meeting Number 807 569 856

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

Agency: Illinois Capital Development Board

Vendor: Webb Engineering

Brief Descriptions:

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 contract extensions for design services from Webb Engineering. This is related to an emergency procurement for a Chiller Replacement at the Lawrence Correctional Center. CDB #120-295-013



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Hearing Disposition

Hearing Date: Aug 20, 2019 Hearing Location: 401 Spring St., Wm. Stratton Bldg, 3rd Flr, Conf. Rm E., Springfield, IL.

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 Marci Boudet provided a current status of this emergency project. Webb Engineering has provided the temporary chiller rental through Trane. The temporary unit was delivered and installed on July 8- 9, 2019. It is now performing as expected. Trane & Webb will provide monthly physical checks/reviews on the unit to ensure it continues to function as needed. Webb Engineering continues to work on the design documents for the permanent replacement chiller. The design documents are 95% complete and are anticipated to be provided to a short-list of vendors by mid September 2019. The AE requests a mandatory pre-bid meeting, so the needed work can be clearly understood by the vendors. Once bids are received, in late September, work can begin preparing the facility for the chiller's arrival. Approximate lead-time for the chiller, once ordered, is 14 weeks. The estimated delivery, taking into consideration multiple holidays during this time-frame is mid to late January 2020. The AE has requested their contract to be extended to March 31, 2020. However, to ensure the chiller is performing as designed, testing during higher outside temperatures will be necessary. This testing requirement is consistent with similar chiller replacement projects. With that, SPO Jerry Burlingham recommends Webb Engineering's contract be extended to July 31, 2020. Doing so will allow for any manufacturing, delivery, or inclement weather delays and for the tests to be performed under acceptable weather conditions. All parties concurred with this recommendation.

Signatures

Hearing Officer recommends approval of the extension request.

Hearing Officer Signature: GERALD STEVEN BURLINGHAM Digitally signed by GERALD STEVEN BURLINGHAM Date: 2019.08.21 10:48:44 -05'00' Date: Aug 21, 2019

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 334 calendar days.

CPO Signature: KENNETH TODD MORRIS Digitally signed by KENNETH TODD MORRIS Date: 2019.08.21 12:53:33 -05'00' Date: Aug 21, 2019



CHIEF PROCUREMENT OFFICE

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EMERGENCY PURCHASE FINAL COST AND TERM

Agency: Capital Development Board Point of Contact: Marci Boudet

Location of Emergency: Lawrence Correctional Center (C8503 - Medical Unit) (C8504 -Vocational Bldg.)

Vendor: Webb Engineering Services, Inc. (34382)

Address: 2919 Cross Court, Suite 11 City: Champaign State: IL Zip: 61822

Final Costs and Term

Final total cost of supplies and services: \$282,188.00 Final total term of contract: 318 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: 2020.07.22 13:26:43 -05'00' Title: Executive II

Printed Name: Chris R. Miles Date: Jul 22, 2020



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Art Moore, Capital Development Board

Reference #: 120-295-013

EMERGENCY PURCHASE FINAL COST AND TERM

Agency: Capital Development Board Point of Contact: Marci Boudet

Location of Emergency: Lawrence Correctional Center (C8503 - Medical Unit) (C8504 -Vocational Bldg.)

Vendor: Webb Engineering Services, Inc. (34382)

Address: 2919 Cross Court, Suite 11 City: Champaign State: IL Zip: 61822

Final Costs and Term

Final total cost of supplies and services: \$284,027.33 (Revised) Final total term of contract: 318 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: 2020.08.31 12:33:50 -05'00' Title: Executive II

Printed Name: Chris Miles Date: Aug 31, 2020