



CHIEF PROCUREMENT OFFICE

Art Moore, Capital Development Board

Reference #: 250-100-011

EMERGENCY PURCHASE STATEMENT / NOTICE OF AWARD

Agency: Capital Development Board Point of Contact: Jerry Norris

Location of Emergency: State Police Central Headquarters - Franklin Complex

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 Illinois State Police has requested that CDB declare an emergency for roof replacement work at the Central Headquarters Complex, located at 801 South Seventh Street, Springfield. The decades old roof of the Main Building for the complex is in substandard condition and has been patched numerous times over the years. It has numerous cracks, is sagging in some areas, and currently is leaking a tremendous amount of water in several areas. The extensive leaks are located above the Records Section and has resulted in numerous large trash cans (as well as improvised hose systems) having to be placed through the records and office areas to contain the water. This area contains many sensitive records which have to be safeguarded from loss or damage. It houses all patrol records; as well as all criminal investigative files for the agency. Additionally, given the severity of the leaks, there is a concern that the condition creates an unhealthy and potentially unsafe working environment for personnel. 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, the design and replacement of the 7th floor roofing system at the Franklin Complex under the existing processes would likely not begin for several months. For this reason, emergency purchases are necessary for design and construction services as quickly as possible in order to protect against the threat to public health and safety, to protect against further loss and/or damage to the facility and to ensure the integrity of State records. Henson Robinson Company, located in Springfield, IL was selected because they provided the lowest responsive and responsible quote and can respond immediately to this request for emergency services. Several firms were invited to provide quotes, based on their availability, expertise, experience and location.

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

REVISED TO ACCOUNT FOR CORRECT QUOTE/NTE AMOUNT (06/15/2020): The scope of work provides for design services to replace approximately 19,000 square feet of roofing at the 7th floor area of the Franklin Complex, NE wing. The area of work shall include the cooling tower area in the adjacent NW corner. The work also includes new reflective membrane, high R-value insulation, flashings, trim and any necessary accessories. Incorporated documents include the March 2009 Standard Documents for Construction & Supplement, design documents provided by the Architect/Engineer and quote provided by Henson Robinson Company. Services provided under this procurement should not exceed \$452,282.00, 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



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

Expected Start Date: Jun 11, 2020 Estimated End Date: Sep 8, 2020

Amount of this expenditure is: \$452,282.00 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: 2020.06.15 08:51:19 -05'00' Title: Executive II

SPO/CPO Signature: GERALD STEVEN BURLINGHAM Digitally signed by GERALD STEVEN BURLINGHAM Date: 2020.06.16 16:06:23 -05'00' Date: Jun 15, 2020



CHIEF PROCUREMENT OFFICE

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Reference #: 250-100-011

EMERGENCY PURCHASE EXTENSION

Agency: Capital Development Board Point of Contact: Jerry Norris

Location of Emergency: State Police Central Headquarters - Franklin Complex

Vendor: Henson Robinson Company (279)

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

Extension Justification

Original Emergency Term Start Date: Jun 11, 2020 Original Emergency Term End Date: Sep 8, 2020

Amount of original: \$452,282.00 Actual or Estimated: Estimated

Extension Hearing Date: Jul 8, 2020 Requested Extension End Date: Mar 31, 2021

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

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

The original scope provides for construction services to replace approximately 19,000 square feet of roofing at the 7th floor area of the Franklin Complex, NE wing. The area of work shall include the cooling tower area in the adjacent NW corner. The work also includes new reflective membrane, high R-value insulation, flashings, trim and any necessary accessories.

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:

Henson Robinson submitted the lowest responsive and responsible quote on June 8, 2020. Several firms were invited to provide quotes, based on their availability, expertise, experience and location. The project team anticipates the roof replacement work will be completed within 180 days after the issuance of the authorization to proceed which was provided on June 11, 2020. An additional 60 days is being requested for punch-list items and close-out processes and an additional 30 days for any unforeseen conditions or extended lead times on material. CDB requests an extension through March 31, 2021 to complete the scope of work and formal close-out of the 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: 2020.06.22 08:17:00 -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: Wednesday, July 8, 2020

TIME : 10:00 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 # 133-919-5132

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

Henson Robinson Company., Emergency Roof Replacement, ISP Headquarters, CDB #250-100-011.



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EMERGENCY PURCHASE EXTENSION

Agency: Capital Development Board Point of Contact: Jerry Norris

Location of Emergency: State Police Central Headquarters - Franklin Complex

Vendor: Henson Robinson Company (279)

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

Hearing Disposition

Hearing Date: Jul 8, 2020 Hearing Location: via webEx and teleconference 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:

Attending this hearing was Chris Miles, CDB Emergency Coordinator; Amber Evans, CDB Programming; and Jerry Norris, CDB Project Manager (PM). The PM provided a current status report. The scope of work provides for construction services to replace approximately 19,000 square feet of roofing at the 7th floor area of the ISP Headquarters Franklin Complex, NE wing. The area of work shall include the cooling tower area in the adjacent NW corner and also includes new reflective membrane, high R-value insulation, flashings, trim and any necessary accessories. Several firms were invited to provide quotes, based on their availability, expertise, experience and location. Henson Robinson submitted the lowest responsive and responsible quote on June 8, 2020, and ATP was issued on June 11, 2020. They are in the process of submitting the required administrative paperwork, and their contract is being distributed for required signatures. Shop drawings have been approved and materials have been ordered with lead times of approximately 3-4 weeks. The project team anticipates the roof replacement to be completed within 180 days after materials arrive. CDB is requesting Henson Robinson's contract be extended to March 31, 2021 so as to align with the AE's contract end date. SPO Burlingham concurs 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: 2020.07.08 11:12:33 -05'00' Date: Jul 8, 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 204 calendar days.

CPO Signature: Arthur L Moore Digitally signed by Arthur L Moore Date: 2020.07.09 18:42:24 -05'00' Date: Jul 9, 2020



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EMERGENCY PURCHASE FINAL COST AND TERM

Agency: Capital Development Board Point of Contact: Jerry Norris

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Final Costs and Term

Final total cost of supplies and services: \$452,282.00 Final total term of contract: 224 Days (Substantial Completion)

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: 2021.04.19 08:48:54 -05'00' Title: Executive II

Printed Name: Chris Miles Date: Apr 19, 2021