



# CHIEF PROCUREMENT OFFICE

## Art Moore, Capital Development Board

Reference #: 250-235-001

### EMERGENCY PURCHASE STATEMENT / NOTICE OF AWARD

Agency: Capital Development Board Point of Contact: Roger Kuhl

Location of Emergency: The Old State Journal Register Building

Vendor: P. J. Hoerr, Inc. (30462)

Address: 107 North Commerce Place City: Peoria State: IL Zip: 61604

### 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 Office of the Capital Architect (OCA) and Illinois Secretary of State have been working on the Illinois State Capital master plan for the last several years. The master plan is expected to be a multi-year, phased project which includes renovations at the Capital Building. The Department of Central Management Services (CMS) was contacted by the OCA regarding the master plan, specifically the renovation of the North Wing at the Capital Building, and their expedited timeline. OCA informed CMS of the need to vacate a portion of the space CMS currently occupies at the Stratton building by December 2021. The areas CMS will vacate will serve as a swing space for the legislators and Governor's Office staff until the Capital Building is renovated.

Areas requested for CMS to vacate are currently occupied by the Director, Legal, Fiscal-Payroll and other functions that are very critical to CMS operations. Subject to COVID-19 protocols and restrictions, these areas house staff that require the need to continue to report to their designated workspace. CMS researched owned and leased facilities in Springfield to accommodate the space. CMS ruled out leasing options, due to a lengthy time-line, as any new lease will take anywhere from 9 to 12 months to execute the lease and any renovation will be added to this time-line. However, CMS was able to identify a small space (about 8,100 square feet) at the Old Journal Register Building (SJR) which is in a 33,506 square foot, four-story building constructed in 1929. The third floor of the building is unfinished and unoccupied.

By December 2021, CMS will be asked to vacate the space it currently occupies at the Stratton Building. Therefore, CMS has requested that the Capital Development Board declare an emergency to provide office space at the old State Journal Register Building as quickly as possible. Considering the time frames needed for design, followed by bidding and award procedures under existing processes, office space renovation work at the old State Journal Register Building would likely not begin for several months. For this reason, an emergency purchase is necessary to prevent or minimize serious disruption in critical State services. P. J. Hoerr, Inc., located in Peoria, IL, was selected because they have the necessary manpower and experience to do this work, are relatively in close proximity to the site, and 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 services provides for building-out the unoccupied third floor areas in the old State Journal Register Building. The work includes demolishing interior partitions and constructing new partitions, doors, ceilings and finishes, tuckpointing, terra cotta restoration, new roof, new restrooms, heating, ventilating and air conditioning, new lighting, power, alarm and telecom as designed by the Architect/Engineer of record and approved by CDB. Incorporated documents include the March 2009 Standard Documents for Construction & Supplement and the design and specifications provided by the Architect/Engineer. Construction Services provided under this procurement should not exceed \$1,840,000.00, which is a place-holder prior to entering into a Construction Contract,



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without prior authorization from the Capital Development Board in consultation with the Chief Procurement Office. The projected cost was determined by CDB's Professional Services survey conducted on December 9, 2020. 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

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

Expected Start Date: Feb 11, 2021 Estimated End Date: May 11, 2021

Amount of this expenditure is: \$1,840,000.00 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: 2021.02.11 09:23:21 -06'00' Title: Executive II

SPO/CPO Signature: GERALD STEVEN BURLINGHAM Digitally signed by GERALD STEVEN BURLINGHAM Date: 2021.02.11 09:35:40 -06'00' Date: Feb 11, 2021



# CHIEF PROCUREMENT OFFICE

## Art Moore, Capital Development Board

Reference #: 250-235-001

### EMERGENCY PURCHASE EXTENSION

Agency: Capital Development Board Point of Contact: Roger Kuhl

Location of Emergency: The Old State Journal Register Building

Vendor: P. J. Hoerr, Inc. (30462)

Address: 107 North Commerce Place City: Peoria State: IL Zip: 61604

### Extension Justification

Original Emergency Term Start Date: Feb 11, 2021 Original Emergency Term End Date: May 11, 2021

Amount of original: \$1,840,000.00 (Contract Amount) Actual or Estimated: Estimated

Extension Hearing Date: Apr 15, 2021 Requested Extension End Date: Feb 1, 2022

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 building-out the unoccupied third floor areas in the old State Journal Register Building. The work includes demolishing interior partitions and constructing new partitions, doors, ceilings and finishes, tuckpointing, terra cotta restoration, new roof, new restrooms, heating, ventilating and air conditioning, new lighting, power, alarm and telecom as designed by the Architect/Engineer of record and approved by CDB.

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 project team continues demolition work with asbestos abatement work to start on April 12, 2021. Data cabling relocation work has also commenced. A preliminary schedule has been issued. Taking into account the release of design packages, material purchases and the duration of construction, substantial completion is scheduled for December 1, 2021. Therefore, CDB is requesting consideration of an extension through February 1, 2022, to allow for all physical work to be completed, including final close-out, and additional time for any undiscovered conditions that may arise. CDB requires P.J. Hoerr, Inc.'s continued participation for construction services as they are familiar with the project scope, they have started physical work and will continue to work toward completion of the project 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: 2021.03.30 15:59:28 -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/](http://www.purchase.state.il.us/). Click "Illinois Bid" and enter Procurement Bulletin Reference # in the search box.

HEARING DETAILS

DATE: Thursday April 15, 2021  
TIME: 11:30 a.m.  
LOCATIONS: via WebEx from multiple locations.

For those who wish to attend this hearing via WebEx teleconference, please call in to the number below:  
Phone: 1-312-535-8110  
Access Code: 133 129 8446

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: P.J. Hoerr, Inc.

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 extension for P.J. Hoerr, Inc. This is related to an emergency procurement for Emergency Renovations of the Old State Journal Building for CMS Office Space. CDB #250-235-001



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### Hearing Disposition

Hearing Date: Apr 15, 2021 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:

The project team continues demolition work with asbestos abatement work started on April 12, 2021. Some data cabling relocation work has also commenced, but all other trade work is on hold until asbestos abatement is completed.

A preliminary schedule has been approved and issued.

Taking into account the release of design packages, material purchases and the duration of construction, substantial completion is scheduled for December 1, 2021.

Therefore, CDB is requesting an extension through February 1, 2022, to allow for all physical work to be completed, required close out actions, and for additional time if any unforeseen delays arise.

CDB requires P.J. Hoerr, Inc.'s continued participation for construction services as they are familiar with the project scope, they have started physical work and will continue to work toward completion of the project in an expedited manner.

SPO Burlingham concurs and recommends approval to extend P.J. Hoerr's contract until February 1, 2022.

### Signatures

Hearing Officer recommends approval of the extension request.

Hearing Officer Signature: GERALD STEVEN BURLINGHAM Digitally signed by GERALD STEVEN BURLINGHAM Date: 2021.04.15 11:56:52 -05'00' Date: Apr 15, 2021

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 266 calendar days.

CPO Signature: Arthur L Moore Digitally signed by Arthur L Moore Date: 2021.04.16 09:48:46 -05'00' Date: Apr 16, 2021