



# CHIEF PROCUREMENT OFFICE

## Art Moore, Capital Development Board

Reference #: 250-510-020

### EMERGENCY PURCHASE STATEMENT / NOTICE OF AWARD

Agency: Capital Development Board Point of Contact: Abdulgaffar Shedbalkar

Location of Emergency: 2121 W. Taylor, Chicago - Chicago Medical District Complex

Vendor: Globetrotters Engineering Corporation (5041)

Address: 300 South Wacker Drive, #400 City: Chicago State: IL Zip: 60606

### 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 facility located at 2121 W. Taylor St, Chicago, which is owned by CMS, serves as the Illinois Department of Public Health's (IDPH) flagship public health laboratory. Since the beginning of the COVID-19 pandemic on January 2020, this lab has provided critical services to the public through processing of nasal swab specimens via IDPH's polymerase chain reaction (PCR) test. This process requires samples to be delivered to the Receiving Department which then transports samples via the elevators to the upper floors of the building. The facility receives ~5,000 COVID-19 samples daily in addition to every newborn screening sample collected in Illinois which must be processed upon receipt, resulting in continuous use of the elevators by staff to transport specimens, dunnage and materials.

On multiple occasions over the past three months, the Chicago Fire Department has been dispatched to extricate trapped employees and work products from malfunctioning elevators. This has resulted in the elevators being deemed unreliable and creates a risk of physical harm or death should an elevator experience a catastrophic failure. IDPH's inability to rely on the current elevators to transport lab specimens and materials between floors at the Taylor St lab threatens disruption of critical State services.

The Department of Central Management Services has requested that the Capital Development Board provide emergency services to assess and repair the elevators as quickly as possible. 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, an assessment, design and repair of the elevators 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. Globetrotters Engineering Corporation, located in Chicago, IL, was selected because they are relatively in close proximity to the site, they are currently in design at this facility for another CDB project, they have experience with CDB working on similar projects utilizing specialized elevator consultants, 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:

The scope of services provides for an evaluation of the existing elevators and immediate design services for expedited repair work to provide reliable code compliant elevators including all ancillary components. 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 \$100,00000, 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: Dec 2, 2020 Estimated End Date: Mar 1, 2021

Amount of this expenditure is: \$100,000.00 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: 2020.12.02 16:21:58 -06'00' Title: Executive II

SPO/CPO Signature: GERALD STEVEN BURLINGHAM Digitally signed by GERALD STEVEN  
BURLINGHAM Date: 2020.12.02 16:25:51 -06'00' Date: Dec 2, 2020