



CHIEF PROCUREMENT OFFICE

Art Moore, Capital Development Board

Reference #: 291-060-006

EMERGENCY PURCHASE STATEMENT / NOTICE OF AWARD

Agency: Capital Development Board Point of Contact: Melissa Porter

Location of Emergency: Illinois State Police - District 20 Headquarters - Pittsfield, Illinois

Vendor: Bailey Edward Design, Inc. (29506)

Address: 1103 South Mattis Avenue City: Champaign State: IL Zip: 61821

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 ("ISP") notified the Capital Development Board that the District 20 Headquarters building is leaking substantially. Further, the sheeting is deteriorating in several locations within the attic, there is damaged drywall, and damaged ceiling tiles. Multiple attempts at repair work have been made but have failed. In early October 2020, roof repairs were again attempted. However, on October 23, 2020, after experiencing significant rain, the roof repairs proved ineffective and water infiltration continues.

Additionally, Central Management Services ("CMS") has recently received a laboratory report for mold testing at District 20 which indicated elevated mold levels in several areas. ISP has advised that only a small number of personnel should work at that site and that staff should work remotely if feasible until mold remediation can take place. At the request of ISP, CMS is moving forward with mold remediation while CDB procures the replacement of the roof, repair work to interior damage caused by water infiltration if deemed critical, and any further mold remediation as a result of the failed roofing system once a new roofing system is put in place.

Without the roof replacement, the facility will continue to be damaged and be susceptible to mold. Therefore, ISP has requested that the Capital Development Board declare an emergency to provide roof replacement work and mold remediation at the District 20 Headquarters Building 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, the design and replacement of the roofing system, and mold remediation work, 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 protect against further loss or damage, and to prevent or minimize serious disruption in critical State services. Bailey Edward Design, Inc., located in Champaign, IL, was selected because they have the 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 a written assessment, to include recommendations and cost estimates, as well as design services to replace the roof, provide mold remediation and repair work to interior damage caused by water infiltration if deemed critical. 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 \$100,000.00,



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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.

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 16, 2021 Estimated End Date: May 16, 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: 2021.02.16 13:42:10 -06'00' Title: Executive II

SPO/CPO Signature: GERALD STEVEN BURLINGHAM Digitally signed by GERALD STEVEN BURLINGHAM
Date: 2021.02.16 14:10:21 -06'00' Date: Feb 16, 2021

Small Contract/Emergency/Best Interest of the State - Selection Form

Project Information

Project No.:

Project Budget:

Project Title:

Project Location:

Date of Recommendation:

Selection Type:

Small Contract *(CPO Signature Not Required)*

Emergency Services

Best Interest of the State

Reason for Selection Method:

Concurrence with Recommendation to Use the Director Selection Method:

CPO/SPO

Facility/Building Description:

Scope of Work:

Firm #1:

Name and ID #:

Prequalification Expiration:

BEP Certified Business:

Reason for Recommendation:

Firm #2:

Name and ID #:

Prequalification Expiration:

BEP Certified Business:

Reason for Recommendation:

Firm #3:

Name and ID #:

Prequalification Expiration:

BEP Certified Business:

Reason for Recommendation:

Concurrence with Recommendation to the Director for the Selection:

QBS Chair

Executive Director