



# CHIEF PROCUREMENT OFFICE

## Art Moore, Capital Development Board

Reference #: 321-000-095

### EMERGENCY PURCHASE STATEMENT / NOTICE OF AWARD

Agency: Capital Development Board Point of Contact: Leonard McGee

Location of Emergency: Ludeman Developmental Center & Shapiro Developmental Center

Vendor: Knight E/A, Inc. (29338)

Address: 221 N. LaSalle Street, #300 City: Chicago State: IL Zip: 60601

### 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:

In preparation for patients that are receiving mental health treatment at Ludeman Developmental Center and Shapiro Developmental Center, who might potentially be diagnosed with Covid-19 or show similar symptoms, the Department of Human Services is requesting emergency purchases from CDB to assess and potentially renovate space in 4 homes at Ludeman Developmental Center and Building 603 at Shapiro Developmental Center for isolation rooms. 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 if construction services are necessary, an assessment and/or renovation work at Ludeman Developmental Center and Shapiro Developmental Center under the existing processes would likely not begin for several months. For this reason, emergency purchases are necessary for Architect/Engineer services to assess, provide guidance and potentially design isolation rooms as quickly as possible in order to protect against the threat to public health and safety and to minimize a serious disruption in critical State services. Knight E/A, Inc., located in Chicago, IL was selected to provide architect/engineering services as they have the necessary experience for this work, are relatively in close proximity to the site 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 work provides for an assessment, guidance and potentially design services for the implementation of isolation space to meet the specific needs of the facility. Incorporated documents include the March 2009 Standard Documents for Construction & Supplement and the March 2009 Design and Construction Manual & Supplement. Services provided under this procurement should not exceed \$50,000.00, which is a place-holder prior to entering into 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

Expected Start Date: Mar 24, 2020 Estimated End Date: Jun 21, 2020

Amount of this expenditure is: \$50,000.00 Actual or Estimated: Estimated



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### 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: 2020.03.24 11:56:47 -05'00' Title: Executive II

SPO/CPO Signature: **GERALD STEVEN BURLINGHAM** Digitally signed by GERALD STEVEN BURLINGHAM Date: 2020.03.24 13:19:18 -05'00' Date: Mar 24, 2020



# CHIEF PROCUREMENT OFFICE

## Art Moore, Capital Development Board

Reference #: 321-000-095

### EMERGENCY PURCHASE EXTENSION

Agency: Capital Development Board Point of Contact: Leonard McGee

Location of Emergency: Ludeman Developmental Center & Shapiro Developmental Center

Vendor: Knight E/A, Inc. (29338)

Address: 221 N. LaSalle Street, #300 City: Chicago State: IL Zip: 60601

### Extension Justification

Original Emergency Term Start Date: Mar 24, 2020 Original Emergency Term End Date: Jun 21, 2020

Amount of original: \$627,728.00 (Current Contract) Actual or Estimated: Estimated

Extension Hearing Date: Jun 17, 2020 Requested Extension End Date: Sep 30, 2020

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

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

The original scope of work provided for an assessment, guidance and potentially design services for the implementation of isolation space to meet the specific needs of the facility. Isolation space was provide at Ludeman Developmental Center in Homes 4, 8, 33, 46 and 48, as well as Infirmary 62 which was inadvertently left out of the initial narrative. Isolation space was also provided at Shapiro Developmental Center in Building 603.

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. The project team has delivered 59 isolation rooms in six buildings at Ludeman and 106 isolation rooms at Shapiro in building 603.

At Shapiro, all temporary equipment was removed and replaced with permanent equipment including backup power as required by CDC guidelines. Nearing completion of the work, the Director of the facility expressed concern that residents were able to access ductwork and potentially pull it down from the ceiling. Therefore, additional work was asked of the project team to fasten down and/or move any mechanicals to protect the patients and staff from harm. Additional work included shortening the ductwork, moving mechanicals higher above the floor (above 7ft.), removing the HEPA filter units off the floors, and in 8 rooms removing the use of the window units, and moving the HEPA filter through the adjacent non used bathroom by placing a louver in the existing door. During the changes the electrical work was completed for total backup.

At Ludeman, temporary equipment, which included the installation of 6 Dedicated Outdoor Air Systems ("DOAS"), 6 diesel powered generators, and temporary duct work was provided on 04/18/2020. All temporary equipment was then removed and replacement with permanent equipment that included backup power as required by CDC guidelines. The permanent solutions were 95% complete as of 04/19/2020. This included providing 6 DOAS, 5 backup generators, connection for building 62 to existing backup power, 5 new gas lines, and meters from Nicor, 5 new primary, and secondary 3 phase power installed by ComEd along with other support equipment.

CDB requests an extension through September 30, 2020 to complete all remaining physical work, including any punch-list items, and to allow for complete close-out of the time and material contracts associated with this emergency project. CDB requires Knight A/E, Inc.'s continued participation to ensure proper documentation, observation during construction and assistance with Final Acceptance/ Closeout of this project.



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Art Moore, Capital Development Board

Reference #: 321-000-095

## EMERGENCY PURCHASE EXTENSION

Agency: Capital Development Board Point of Contact: Leonard McGee

Location of Emergency: Ludeman Developmental Center & Shapiro Developmental Center

Vendor: Knight E/A, Inc. (29338)

Address: 221 N. LaSalle Street, #300 City: Chicago State: IL Zip: 60601

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: 2020.05.29 15:57:47 -05'00' Title: Executive II

### Hearing Disposition

Hearing Date:  Hearing Location:

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:

### Signatures

Hearing Officer recommends approval of the extension request.

Hearing Officer  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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  calendar days.

CPO Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## 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, June 17, 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 # 133-574-4215

### 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

Knight EA, Construct Emergency Isolation Rooms, Ludeman and Shapiro Development Centers, 321-000-095  
Bowa Group, Construct Emergency Isolation Rooms, Ludeman Development Center, 321-000-095

Livewire Electrical Systems, Inc, Construct Emergency Isolation Rooms, Shapiro Development Center, 321-000-095



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Reference #: 321-000-095

### EMERGENCY PURCHASE EXTENSION

Agency: Capital Development Board Point of Contact: Leonard McGee

Location of Emergency: Ludeman Developmental Center & Shapiro Developmental Center

Vendor: Knight E/A, Inc. (29338)

Address: 221 N. LaSalle Street, #300 City: Chicago State: IL Zip: 60601

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: 2020.05.29 15:57:47 -05'00' Title: Executive II

#### Hearing Disposition

Hearing Date: Jun 17, 2020 Hearing Location: via WebEx 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:

The following individuals attended the Public Hearing: Andrea Bauer, CDB-Region1 Manager; Chris Miles, CDB Emergency Coordinator; Jeff Bedwell, Engineer, Knight E/A, Inc.; Becky Smith, CDB- Contract Executive;; Nosa Ehi, Owner, Bowa Construction; Leonard McGee, CDB-Project Manager; Ron Wright, CDB- Construction Administrator; and Ms. Erica (no last name given), a private citizen.

The PM provided a current status update: The AE is currently reviewing and validating contractor and subcontractor invoices, creating project close-out documentation, landscape restoration documentation, and final billing documents.

A MOD will be submitted in the near future to compensate the AE for additional design efforts for several items. They include the restoration of landscaping damaged by equipment and personnel in the process of work being performed; for ACM material testing services; for additional design efforts for temporary and permanent protection measures to protect residents from equipment on site, and for protection measures to prevent residents from tampering with the installed Direct Outside Air Supply (DOAS) units. The MOD will be for approximately \$50,000.00.

Ms. Erica (a private citizen) questioned the AE as to who authorized the design of negative air pressure rooms in a Dept. of Human Services facility as those facilities do not have infirmaries, or surgical suites and she could not locate any CDC guidance recommending their construction. Mr. Wright and the AE invited her to submit any questions to them and they would happily provide her the information and guidance authorizing this work.

All parties felt the additional time requested is reasonable and realistic to accomplish all outstanding tasks. SPO Burlingham concurs and recommends approval to extend Knight, E/A Inc's contract to September 30,2020



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Vendor: Knight E/A, Inc. (29338)

Address: 221 N. LaSalle Street, #300 City: Chicago State: IL Zip: 60601

### Signatures

Hearing Officer recommends approval of the extension request.

Hearing Officer Signature: GERALD STEVEN BURLINGHAM Digitally signed by GERALD STEVEN BURLINGHAM Date: 2020.06.17 13:37:06 -05'00' Date: Jun 17, 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 101 calendar days.

CPO Signature: Arthur L Moore Digitally signed by Arthur L Moore Date: 2020.06.18 11:18:11 -05'00' Date: Jun 18, 2020



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## Art Moore, Capital Development Board

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### EMERGENCY PURCHASE EXTENSION

Agency: Capital Development Board Point of Contact: Leonard McGee

Location of Emergency: Ludeman Developmental Center & Shapiro Developmental Center

Vendor: Knight E/A, Inc. (29338)

Address: 221 N. LaSalle Street, #300 City: Chicago State: IL Zip: 60601

### Extension Justification

Original Emergency Term Start Date: Mar 24, 2020 Original Emergency Term End Date: Sep 30, 2020

Amount of original: \$627,728.00 (Current Contract) Actual or Estimated: Estimated

Extension Hearing Date: Sep 17, 2020 Requested Extension End Date: Nov 30, 2020

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

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

The original scope of work provided for an assessment, guidance and potentially design services for the implementation of isolation space to meet the specific needs of the facility. Isolation space was provide at Ludeman Developmental Center in Homes 4, 8, 33, 46 and 48, as well as Infirmary 62 which was inadvertently left out of the initial narrative. Isolation space was also provided at Shapiro Developmental Center in Building 603.

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. The project team has delivered 59 isolation rooms in six buildings at Ludeman and 106 isolation rooms at Shapiro in building 603.

At Shapiro, all physical work is said to be completed as of August 21, 2020. The contractor has fully demobilized. All that remains is the processing of the substantial completion and final acceptance package. However, CDB feels it is prudent to consider extending the emergency declaration to account for any delays in the complete close-out of this time and material contract, including the potential for any agreed upon last minute changes to the contract amount when reviewing the final invoice once submitted or any need for physical corrective work.

At Ludeman, remaining work includes 29 work items among the six buildings where isolation rooms were created and the processing of the substantial completion and final acceptance package. CDB feels it is prudent to consider extending the emergency declaration to account for any delays in the completion of the remaining physical work and the complete close-out of this time and material contract, including the potential for any agreed upon last minute changes to the contract amount when reviewing the final invoice once submitted.

Therefore, CDB requests consideration to extend Knight A/E Inc.'s contract through November 30, 2020 to complete all remaining physical work, including any punch-list items, and to allow for complete close-out of the time and material contracts associated with this emergency project. CDB requires Knight A/E, Inc.'s continued participation to ensure proper documentation, observation during completion of any remaining physical work and assistance with Final Acceptance/Closeout of this project.



## 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: Thursday, September 17, 2020

TIME :2:00 p.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 # 133 088 7675

### 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

Knight EA, Construct Emergency Isolation Rooms, Ludeman and Shapiro Development Centers, 321-000-095  
Bowa Group, Construct Emergency Isolation Rooms, Ludeman Development Center, 321-000-095

Livewire Electrical Systems, Inc, Construct Emergency Isolation Rooms, Shapiro Development Center, 321-000-095



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Vendor: Knight E/A, Inc. (29338)

Address: 221 N. LaSalle Street, #300 City: Chicago State: IL Zip: 60601

### Hearing Disposition

Hearing Date:  Hearing Location:

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:

A hearing was conducted and the following individuals were in attendance: Jerry Burlingham, CPO-SPO; Chris Miles, CDB Emergency Coordinator; Leonard McGee, CDB Project Manager (PM); Andrea Bauer, CDB Regional Manager; Becky Smith, CDB-CE; Russ Schaeffer, DHS; Ron Wright, CDB Const. Admin; Jeff Bedwell, Knight E/A; Ninette Paradiso, Knight E/A; Shreya Kothari, The Bowa Group; Edward Kmetz, The Bowa Group; Tamara Pusateri, Livewire; William Colden, Shapiro Dev Center.

The PM provided the current status of both locations of this project.

At Shapiro, all physical work is completed as of August 21, 2020. The contractor has fully demobilized.

At Ludeman, remaining work includes 29 work items among the six buildings where isolation rooms were created. This work involves minor landscaping, seeding, placement of paving bricks, installation of protective fencing, and spreading crushed gravel around the installed equipment to provide proper drainage of precipitation.

Knight E/A's current NTE contract is \$627,728.00. A contract modification is being negotiated to compensate the AE for landscaping efforts required to protect the installed equipment will be submitted for approval in the near future. Estimated cost is unavailable at this time.

CDB requests to extend Knight A/E Inc.'s contract through November 30, 2020 to complete all remaining physical work, including any punch-list items, and to allow for complete close-out of the time and material contracts associated with this emergency project.

SPO Jerry Burlingham recommends approval to extend Knight E/A's contract to November 30,2020.



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Reference #: 321-000-095

### EMERGENCY PURCHASE EXTENSION

Agency: Capital Development Board Point of Contact: Leonard McGee

Location of Emergency: Ludeman Developmental Center & Shapiro Developmental Center

Vendor: Knight E/A, Inc. (29338)

Address: 221 N. LaSalle Street, #300 City: Chicago State: IL Zip: 60601

#### Signatures

Hearing Officer recommends approval of the extension request.

Hearing Officer Signature: GERALD STEVEN BURLINGHAM Digitally signed by GERALD STEVEN BURLINGHAM Date: 2020.09.18 11:18:01 -05'00' Date: Sep 18, 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  calendar days.

CPO Signature: Arthur L Moore Digitally signed by Arthur L Moore Date: 2020.09.18 12:21:52 -05'00' Date: Sep 18, 2020