



CHIEF PROCUREMENT OFFICE

Art Moore, Capital Development Board

Reference #: 321-015-099

EMERGENCY PURCHASE STATEMENT / NOTICE OF AWARD

Agency: Capital Development Board Point of Contact: Luke Montgomery

Location of Emergency: Choate Mental Health and Developmental Center - Oak Hall

Vendor: H & N Construction, Inc. (26522)

Address: 1315 West Broadway Street City: Steeleville State: IL Zip: 62288

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:

On August 30, 2019, the Centers for Medicare and Medicaid Services (Federal CMS) approved a Corrective Action Plan (CAP) submitted by the Illinois Department of Healthcare and Family Services (HFS) in response to deficiencies outlined in a December 2018 and February 2019 Federal inspections. The CAP is to correct areas where the State of Illinois is out of compliance with Federal Medicaid laws for, among other reasons, failure to determine eligibility and renewals of eligibility within required time-frames (specifically, HFS as the State Medicaid Agency and the Illinois Department of Human Services (DHS), the agency that makes determinations on public benefits). This CAP includes a plan to hire a significant number of new staff and a timetable for eliminating the backlog. In order to house the new staff, DHS has asked that CDB procure vendor(s) under an emergency declaration to renovate the basement of Oak Hall located at the Choate Mental Health and Development Center in Anna, IL., into a Statewide Processing Center (SPC). This SPC will be occupied with staff who will handle the millions of back-end tasks in the Integrated Eligibility System (IES) which are necessary to complete in order to get recipients public benefits. Additionally, this SPC will allow the existing offices to provide customer support while making sure the back-end tasks are completed, and benefits are given to everyone in a timely manner. However, the current obstacle is the lack of physical space in existing offices to house the new staff, specifically the new staff for the SPC. It is imperative that office space for the new employees is provided as soon as possible so these employees can tackle and eliminate the large backlog. As of August 2019, the number of backlogged applications is at approximately 130,000 applications with approximately 100,000 overdue by Federal standards. Not only is the State of Illinois under a CAP from Federal CMS, but we are also under a CAP from the United States Department of Agriculture (USDA) Food and Nutrition Service (FNS) on SNAP benefits (for timeliness issues). Any further delays in eliminating these backlogs will not be tolerated by Federal CMS, Federal FNS, State legislators, advocates and stakeholders, or the community we serve. In addition, the significant backlogs of applications also represents a significant potential loss of Federal resources that the State of Illinois is otherwise entitled to. Based on a backlog of late determination of Medicaid eligibility of 100,000 cases, recent expenses per enrollee, and current Federal reimbursement rates, the State is potentially forgoing up to approximately \$220 million on an annual basis. Further delays in renovating and constructing new office space for this staff will hinder achieving targeted completion date outlined in the CAP.

This project began through a Best Interest of the State 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, renovations at Oak Hall under the existing processes would likely not begin for several months. For this reason, an emergency purchase is necessary for construction services to renovate Oak Hall as quickly as possible to provide timely benefits to applicants, to comply with the CAPs, and to avoid the loss of any Federal resources to the State.



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EMERGENCY PURCHASE STATEMENT / NOTICE OF AWARD

Agency: Capital Development Board Point of Contact: Luke Montgomery

Location of Emergency: Choate Mental Health and Developmental Center - Oak Hall

Vendor: H & N Construction, Inc. (26522)

Address: 1315 West Broadway Street City: Steeleville State: IL Zip: 62288

H & N Construction, Inc. located in Steeleville, IL., was selected because of their proximity to the site, their ability to provide the necessary manpower, project management, coordination of multiple trade disciplines, and ability to submit timely and accurate CDB paper work. Additionally, 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 the renovation of the basement (East Wing) in Oak Hall for a Statewide Processing Center as directed by the Architect/Engineer of record and will involve the General demolition, Construction, Electrical, Plumbing, HVAC Mechanical and Asbestos trades. Incorporated documents include the March 2009 Standard Documents for Construction & Supplement and design documents provided by the Architect/Engineer of record and approved by CDB. Services provided under this procurement should not exceed \$100,000.00, which is a place-holder prior to entering into a Construction Contract, 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: Oct 9, 2019 Estimated End Date: Jan 6, 2020

Amount of this expenditure is: \$1,278,853.00 (w/Contingency) 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: 2019.10.08 16:02:29 -05'00' Title: Executive II

SPO/CPO Signature: GERALD STEVEN BURLINGHAM Digitally signed by GERALD STEVEN BURLINGHAM Date: 2019.10.08 16:23:55 -05'00' Date: Oct 8, 2019

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/. Click "Illinois Bid" and enter Procurement Bulletin Reference # in the search box.

HEARING DETAILS

DATE: Tuesday, December 10, 2019
TIME: 3:00 p.m.
LOCATIONS: 401 S. Spring St.
3rd Floor, Conference Room A,
Wm. Stratton Building
Springfield, IL 62706

For those who wish to attend this hearing via WebEx teleconference, please call in to the number below:

1-312-535-8110
Access code: 285 465 460

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: H&N Construction

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 design services from H&N Construction., This is related to an emergency procurement at the Choate Mental Health Center, Lincoln, IL. CDB Project # 321-015-099



CHIEF PROCUREMENT OFFICE

Art Moore, Capital Development Board

Reference #: 321-015-099

EMERGENCY PURCHASE EXTENSION

Agency: Capital Development Board Point of Contact: Luke Montgomery

Location of Emergency: Choate Mental Health and Developmental Center - Oak Hall

Vendor: H & N Construction, Inc. (26522)

Address: 1315 West Broadway Street City: Steeleville State: IL Zip: 62288

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:

PM Luke Montgomery provided a current project status. The project is one (1) week ahead of schedule and Substantial Completion is scheduled to be achieved on December 23, 2019. DHS is also coordinating the data/phone installation and providing cubicles once dimensions are verified/approved. The call center is scheduled to be operational by January 1, 2020.0 Additional time is being requested so several buried exterior sanitary lines can repaired and to allow for the completion of any punch-list items, any undiscovered conditions that may arise, and complete the required close-out documents for this project. SPO Burlingham concurs and recommends H&N Construction's contract be extended to March 31, 2020.

Signatures

Hearing Officer recommends approval of the extension request.

Hearing Officer Signature: GERALD STEVEN BURLINGHAM Digitally signed by GERALD STEVEN BURLINGHAM Date: 2019.12.10 16:00:29 -06'00' Date: Dec 10, 2019

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: 2019.12.12 15:15:58 -06'00' Date: Dec 12, 2019



CHIEF PROCUREMENT OFFICE

Art Moore, Capital Development Board

Reference #: 321-015-099

EMERGENCY PURCHASE EXTENSION

Agency: Capital Development Board Point of Contact: Luke Montgomery

Location of Emergency: Choate Mental Health and Developmental Center - Oak Hall

Vendor: H & N Construction, Inc. (26522)

Address: 1315 West Broadway Street City: Steeleville State: IL Zip: 62288

Extension Justification

Original Emergency Term Start Date: Oct 9, 2019 Original Emergency Term End Date: Mar 31, 2020

Amount of original: \$1,351,000.00 Actual or Estimated: Estimated

Extension Hearing Date: Mar 24, 2020 Requested Extension End Date: Jul 31, 2020

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 provided for the renovation of the basement (East Wing) in Oak Hall for a Statewide Processing Center as directed by the Architect/Engineer of record and will involve the General demolition, Construction, Electrical, Plumbing, HVAC Mechanical and Asbestos trades.

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 above scope has expanded to include other areas of Oak Hall for temporary workspace, including the potential renovation of the middle/south side of the basement and first floor, as well as an added parking lot as suggested by the A/E of record and approved by CDB, before more permanent infrastructure improvements can be made to Lence Hall to house the additional staff. When manpower estimates and case-load analysis was being developed it became apparent that when incorporating the incoming applications which would increase simultaneously into the already backlogged workload, an approximate 90-100 additional personnel would be required in order to meet processing demands and to comply with the Federally mandated Corrective Action Plan. The necessary increase of personnel requires the expeditious construction of additional infrastructure and/or workspace. Under the initial renovation of the basement (East Wing), all major work has been completed except for heating work in the basement restrooms. Facility staff noted that the restrooms were extremely cold and not being heating from other areas of the building. Therefore, two ceiling mounted electric heaters are to be installed in the restrooms. As a result of lead times, time to install the electric heaters in the East Wing and now the added scope of additional workspace described above, CDB is requesting an emergency purchase extension through July 31, 2020 to allow for completion of all physical work, and complete close-out of the contract. CDB requires H & N Construction, Inc.'s continued participation because of their familiarity with the site and scope, and their continued coordination of existing subcontractors.

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



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Agency: Capital Development Board Point of Contact: Luke Montgomery

Location of Emergency: Choate Mental Health and Developmental Center - Oak Hall

Vendor: H & N Construction, Inc. (26522)

Address: 1315 West Broadway Street City: Steeleville State: IL Zip: 62288

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: 2020.03.03 14:10:41
-06'00' 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: _____

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/. Click "Illinois Bid" and enter Procurement Bulletin Reference # in the search box.

HEARING DETAILS

DATE: Tuesday, March,24 2020
TIME: 10:00 a.m.
LOCATIONS: 401 S. Spring St.
3rd Floor, Conference Room A,
Wm. Stratton Building
Springfield, IL 62706

For those who wish to attend this hearing via WebEx teleconference, please call in to the number below:

1-312-535-8110
Access code: 801-782-334

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.

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Agency: Illinois Capital Development Board

Vendor: H&N Construction

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Reference #: 321-015-099

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Agency: Capital Development Board Point of Contact: Luke Montgomery

Location of Emergency: Choate Mental Health and Developmental Center - Oak Hall

Vendor: H & N Construction, Inc. (26522)

Address: 1315 West Broadway Street City: Steeleville State: IL Zip: 62288

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: 2020.03.03 14:10:41
-06'00' Title: Executive II

Hearing Disposition

Hearing Date: Mar 24, 2020 Hearing Location: Remote locations (from home) via WebEx

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:

An extension hearing was held remotely today via WebEx . Attendees were the PM, Luke Montgomery; CDB Emergency Coordinator, Chris Miles; and SPO Jerry Burlingham.

The PM gave a current status update. On Friday, March 19, 2020, the Capital Development Board in response to the National COVID-19 pandemic, directed the contractor to all stop work, store unused materials on site, and demobilize from the facility. Substantial Completion for the initial scope of work at this facility was achieved on December 23, 2019 with only the installation of additional heaters in several restrooms remaining to be done. Material lead-times has affected the completion of this work. Recently, it was determined that DHS's initial analysis of workforce requirements to comply with a Federal Corrective Action Plan (CAP) was inaccurate and temporary workspace for an additional 100-115 personnel would be needed. That additional scope has been incorporated into his emergency project, yet work has not begun. H&N Construction's current contract expires on March 31, 2020 and initially had requested their contract be extended until July 30, 2020 to complete the addition scope of work. At this time it is unknown how long the current suspension of work will last. SPO Burlingham recommends the emergency contract for H&N Construction be extended an additional 5 months until December 31, 2020to allow for remobilization efforts and for the additional work to be completed. A Change Order for the additional scope, and now re-start efforts, are anticipated in the future as additional costs to the contractor will be incurred. The estimated cost cannot be determined at this time. No communications from the Federal Monitor extending the CAP compliance date has been received, but it is anticipated that due to the National response to COVID-19, the compliance end-date will be adjusted accordingly.



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Vendor: H & N Construction, Inc. (26522)

Address: 1315 West Broadway Street City: Steeleville State: IL Zip: 62288

Signatures

Hearing Officer recommends approval of the extension request.

Hearing Officer Signature: GERALD STEVEN BURLINGHAM Digitally signed by GERALD STEVEN BURLINGHAM Date: 2020.03.24 12:54:56 -05'00' Date: Mar 24, 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: 2020.03.25 15:52:59 -05'00' Date: Mar 25, 2020