



CHIEF PROCUREMENT OFFICE

Art Moore, Capital Development Board

Reference #: 321-115-072

EMERGENCY PURCHASE STATEMENT / NOTICE OF AWARD

Agency: Capital Development Board Point of Contact: Mohammed Haq

Location of Emergency: Madden Mental Health Center

Vendor: Nest Builders, Inc. dba dbHMS (29590)

Address: 303 W. Erie Street, #510 City: Chicago State: IL Zip: 60654

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 of a possible diagnosed Covid-19 patient(s) who is receiving mental health treatment at Madden Mental Health Center, the Department of Human Services is requesting emergency purchases from CDB to renovate space in Pavilion 1 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, renovations at Madden Mental Health Center under the existing processes would likely not begin for several months. For this reason, emergency purchases are necessary for design services to provide 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. Nest Builders, Inc. dba dbHMS 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 design services for the creation of isolation rooms by way of isolation of the existing HVAC returns, installation of HEPA filtration to the existing HVAC system, air balancing, and installation of a negative pressure air system in approximately 15 rooms. Alterations to adjacent toilet rooms will be provided as necessary. 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

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

Upon approval from the CPO office on March 20, 2020, Chris Miles issued an Authorization to proceed for design services via email dated March 20, 2020 for the above listed scope.

Expected Start Date: Mar 20, 2020 Estimated End Date: Jun 17, 2020



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Amount of this expenditure is: \$50,000.00
 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: 2020.03.23 08:39:31 -05'00' Title: Executive II

SPO/CPO Signature: GERALD STEVEN BURLINGHAM Digitally signed by GERALD STEVEN
 BURLINGHAM Date: 2020.03.23 10:24:03 -05'00' Date: Mar 23, 2020