



CHIEF PROCUREMENT OFFICE

Art Moore, Capital Development Board

Reference #: 321-135-079

EMERGENCY PURCHASE STATEMENT / NOTICE OF AWARD

Agency: Capital Development Board Point of Contact: Josh Hansel

Location of Emergency: Murray Developmental Center

Vendor: Hurst-Rosche, Inc. (21754)

Address: No. 5 Bank Square City: East St. Louis State: IL Zip: 62203

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 Murray 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 the back hallway administration offices 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 Murray 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. Hurst-Rosche, Inc., located in East St. Louis, 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 11:54:49 -05'00' Title: Executive II

SPO/CPO Signature: **GERALD STEVEN BURLINGHAM** Digitally signed by GERALD STEVEN BURLINGHAM Date: 2020.03.24 13:16:58 -05'00' Date: Mar 24, 2020