



# CHIEF PROCUREMENT OFFICE

## Art Moore, Capital Development Board

Reference #: 546-010-003

### EMERGENCY PURCHASE STATEMENT / NOTICE OF AWARD

Agency: Capital Development Board Point of Contact: Chris MacGibbon

Location of Emergency: Beardstown Readiness Center - Cass County

Vendor: Charles Joseph Pell Architects, Inc. (21616)

Address: 413 East Adams Street City: Springfield State: IL Zip: 62701

### 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 December 1, 2018, a tornado occurred in the Beardstown area resulting in substantial damage to the Beardstown Readiness Center. The damage includes but is not limited to missing roof deck and membrane, the destruction of multiple HVAC roof-top units, multiple blown out windows, a blown down motor pool fence, structural issues with storage building(s), interior water/wind damage to ceilings and carpet, and ripped out roof vents in the bathroom/locker rooms. The Department of Military Affairs (DMA) has procured a contractor to provide immediate temporary repairs to the roof as well as a contractor to winterize the plumbing systems to prevent freeze damage. DMA has asked that CDB procure an Architect-Engineer to assess the damage to the facility, determine what is salvageable and provide design services as needed. 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, the assessment of the Beardstown Armory 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 and damage to the facility, and to prevent or minimize serious disruption in critical State services. Charles Joseph Pell Architects, Inc. was selected because they have experience with DMA projects and have the necessary discipline to complete the work, are in close proximity to the site and can respond immediately. The vendor point of contact information is the following: Name: Chuck Pell Phone: 217-544-4444 Email: cjp@cjparchitects.com

Describe the scope of work or services provided to include special limitations, conditions and incorporated documents:

The scope of work provides for an initial assessment (including structural needs if any) of storm damage and provide a written report that includes recommendations for repair actions and estimated associated costs. Scope of work may also include design/bidding documents needed to implement recommendations. Incorporated contractual 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 the negotiation of a Professional Services Agreement, without prior authorization from the Capital Development Board in consultation with the Chief Procurement Office.

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 written approval from the CPO office, CDB QBS Administrator Brent Lance provided verbal authorization to proceed on December 3, 2018.



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Agency: Capital Development Board Point of Contact: Chris MacGibbon

Location of Emergency: Beardstown Readiness Center - Cass County

Vendor: Charles Joseph Pell Architects, Inc. (21616)

Address: 413 East Adams Street City: Springfield State: IL Zip: 62701

Expected Start Date: Dec 3, 2018 Estimated End Date: Mar 2, 2019

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: 2018.12.03 14:59:34 -06'00' Title: Executive II

SPO/CPO Signature: GERALD STEVEN BURLINGHAM Digitally signed by GERALD STEVEN BURLINGHAM DN: c=US, o=State of Illinois, ou=CAS, ou=People, ou=BM-B2, serialNumber=70355529, cn=GERALD STEVEN BURLINGHAM Date: 2018.12.04 08:45:45 -06'00' Date: Dec 3, 2018



# CHIEF PROCUREMENT OFFICE

## Art Moore, Capital Development Board

Reference #: 546-010-003

### EMERGENCY PURCHASE EXTENSION

Agency: Capital Development Board Point of Contact: Chris MacGibbon

Location of Emergency: Beardstown Readiness Center - Cass County

Vendor: Charles Joseph Pell Architects, Inc. (21616)

Address: 413 East Adams Street City: Springfield State: IL Zip: 62701

### Extension Justification

Original Emergency Term Start Date: Dec 3, 2018 Original Emergency Term End Date: Mar 2, 2019

Amount of original: \$29,302.00 - Assessment Only Actual or Estimated: Estimated

Extension Hearing Date: Jan 29, 2019 Requested Extension End Date: Sep 30, 2020

Amount of extension expenditure: TBD Actual or Estimated: \_\_\_\_\_

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

The scope of work provides for an initial assessment (including structural needs if any) of storm damage and provide a written report that includes recommendations for repair actions and estimated associated costs. Scope of work may also include design/bidding documents needed to implement recommendations.

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 the extension provides for design documents and construction administration of the repair work at the Beardstown Armory as outlined in the Assessment of Storm Damage report dated December 26, 2018, to include any additional damage found after the report was issued, subject to CDB/CPO approval. CDB is requesting an emergency purchase extension through September 30, 2020 to allow for design, regular construction bidding processes, completion of the work and close-out of the project. CDB requires Joseph Pell Architects, Inc.'s continued participation to provide design and observation services for all repair work, as they are familiar with the site, scope of work, and can continue to work in an expedited manner to allow for the facility to be occupied as quickly as possible.

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: 2019.01.14 08:50:46 -06'00' Title: Executive II



# CHIEF PROCUREMENT OFFICE

## Art Moore, Capital Development Board

Reference #: 546-010-003

### EMERGENCY PURCHASE EXTENSION

Agency: Capital Development Board Point of Contact: Chris MacGibbon

Location of Emergency: Beardstown Readiness Center - Cass County

Vendor: Charles Joseph Pell Architects, Inc. (21616)

Address: 413 East Adams Street City: Springfield State: IL Zip: 62701

### Hearing Disposition

Hearing Date: Jan 29, 2019 Hearing Location: 401 So. Spring St., Springfield, IL., Wm. Stratton Bldg, 3rd Flr, Conf. Rm B.

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 scope of the extension provides for design documents and construction administration of the repair work at the Beardstown Armory as outlined in the Assessment of Storm Damage report dated December 26, 2018, to include any additional damage found after the report was issued. The assessment outlines multiple areas of the building has suffered structural damage, to include the need for MEP repairs and replacements and extensive roof repairs. CDB is requesting an emergency purchase extension through September 30, 2020 to allow for design, normal construction bidding processes, completion of the work and close-out of the project. CDB requires Joseph Pell Architects, Inc.'s continued participation to provide design and observation services for all repair work, as they are familiar with the site, scope of work, and can continue to work in an expedited manner to allow for the facility to be occupied as quickly as possible. Additional fees will be applicable for any A/E design and construction efforts. The Illinois Department of Military Affairs is currently attempting to capture funding from National Guard Bureau to assist in funding this emergency project. SPO Burlingham recommends extending Charles Joseph Pell Architects contract to September 30, 2020. This will allow for the design, bidding, and construction processes to be completed and to align any funding challenges with the Illinois National Guard and Department of Defense fiscal year end.

### Signatures

Hearing Officer recommends approval of the extension request.

Hearing Officer Signature: GERALD STEVEN BURLINGHAM Digitally signed by GERALD STEVEN BURLINGHAM  
DN: c=US, o=State of Illinois, ou=CMS, ou=People,  
ou=BM-BZ, serialNumber=70355529, cn=GERALD  
STEVEN BURLINGHAM  
Date: 2019.01.29 11:18:10 -06'00' Date: Jan 29, 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 578 calendar days.

CPO Signature: Arthur L Moore Digitally signed by Arthur L Moore  
DN: c=US, o=State of Illinois, ou=CMS, ou=People,  
ou=MM-MZ, serialNumber=70143150, cn=Arthur  
L Moore  
Date: 2019.01.31 11:27:50 -06'00' Date: Jan 31, 2019



# CHIEF PROCUREMENT OFFICE

## Art Moore, Capital Development Board

Reference #: 546-010-003

### EMERGENCY PURCHASE EXTENSION

Agency: Capital Development Board Point of Contact: Chris MacGibbon

Location of Emergency: Beardstown Readiness Center - Cass County

Vendor: Charles Joseph Pell Architects, Inc. (21616)

Address: 413 East Adams Street City: Springfield State: IL Zip: 62701

### Extension Justification

Original Emergency Term Start Date: Dec 3, 2018 Original Emergency Term End Date: Sep 30, 2020

Amount of original: \$151,352.00 (Current Contract) Actual or Estimated: Estimated

Extension Hearing Date: Sep 3, 2020 Requested Extension End Date: Dec 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 provides for an initial assessment (including structural needs if any) of storm damage and provide a written report that includes recommendations for repair actions and estimated associated costs. Scope of work may also include design/bidding documents needed to implement recommendations. After receipt of the Assessment of Storm Damage report dated December 26, 2018, added scope included design documents and construction administration of the repair work at the Beardstown Armory as outlined in the Assessment.

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 project team has completed a partial substantial for the main office portion of the project. The remaining work to be completed includes finishing up roofing work, installing heating units at various locations throughout the armory, minor fence work, and metal building siding replacement. This project was stopped on or around March 19, 2020 as a result of the COVID-19 pandemic and resulting shelter in place orders and there were difficulties finding the required tradespeople once the project re-started. Additionally, the project was initially delayed for over two months as a result of a bid protest. Due to the delays caused by the COVID-19 pandemic, and bid protest, CDB is requesting an emergency purchase extension through December 31, 2020 to allow for the completion of all physical work and formal close-out of the project. CDB requires Joseph Pell Architects, Inc.'s continued participation to provide design and observation services for all repair work, as they are familiar with the site, scope of work, and can continue to work in an expedited manner.

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: 2020.08.13 09:37:24 -05'00' Title: Executive II

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/](http://www.purchase.state.il.us/). Click "Illinois Bid" and enter Procurement Bulletin Reference # in the search box.

HEARING DETAILS

DATE: Thursday, September 3, 2020  
TIME: 10:30 a.m.  
LOCATIONS: Via WebEX

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

1-312-535-8110

Access Code: 133 516 3370

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: Charles Joseph Pell Architects.

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 Charles Joseph Pell Architects. This is related to the emergency building repairs at the Beardstown Readiness Center, Beardstown, IL. CDB Project # 546-010-003



# CHIEF PROCUREMENT OFFICE

## Art Moore, Capital Development Board

Reference #: 546-010-003

### EMERGENCY PURCHASE EXTENSION

Agency: Capital Development Board Point of Contact: Jacob Teegarden

Location of Emergency: Beardstown Readiness Center - Cass County

Vendor: Charles Joseph Pell Architects, Inc. (21616)

Address: 413 East Adams Street City: Springfield State: IL Zip: 62701

### Hearing Disposition

Hearing Date: Sep 3, 2020 Hearing Location: via WebEx from multiple 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:

A hearing was conducted with the following individuals attending via WebEx: Chris Miles, CDB Emergency Coordinator; Jacob Teegarden, CDB Project Manager (PM); James Cockrell, CDB Regional Manager; Becky Smith, CDB Contract Executive. The PM provided a current status of this project. The Contractor Johnco Construction is working to complete the roof coping, which is approximately 60% finished. Metal siding has been ordered for damaged outbuilding, but has not arrived. Johnco is waiting on a ship date from the manufacturer. All partial substantial completion punch list items have been completed, as well as all structural crack filling. New heaters for locker rooms and restrooms are being installed. Installation is going to cause additional drywall repair, finishing, and painting, but these costs will be absorbed by Johnco. Currently, one proceed order is pending with Johnco, and it is for additional fence repairs where DMA's project manager noted the fencing would not pass DMA's security inspection. No additional contract modifications are anticipated for the AE. This project was stopped on or around March 19, 2020 as a result of the COVID-19 pandemic and resulting shelter in place orders and there were difficulties finding the required tradespeople once the project re-started. Additionally, the project was initially delayed for over two months as a result of a bid protest. Due to the delays caused by the COVID-19 pandemic, and bid protest, CDB is requesting an emergency purchase extension through December 31, 2020 to allow for the completion of all physical work and formal close-out of the project. SPO Burlingham concurs with this request and recommends approval.

### Signatures

Hearing Officer recommends approval of the extension request.

Hearing Officer Signature: GERALD STEVEN BURLINGHAM Digitally signed by GERALD STEVEN BURLINGHAM Date: 2020.09.03 11:54:52 -05'00' Date: Sep 3, 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 92 calendar days.

CPO Signature: Arthur L Moore Digitally signed by Arthur L Moore Date: 2020.09.08 08:56:45 -05'00' Date: Sep 8, 2020