



# CHIEF PROCUREMENT OFFICE

## Art Moore, Capital Development Board

Reference #: 321-087-050

### EMERGENCY PURCHASE STATEMENT / NOTICE OF AWARD

Agency: Capital Development Board Point of Contact: Mark Hendricks

Location of Emergency: Chester Mental Health Center-Randolph County, IL.

Vendor: WRF Engineers

Address: 112 N. Kansas Street City: Edwardsville State: IL Zip: 62025

### 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 20,2019 a survey of the employee duress system at the Chester Mental Health Center was conducted to determine if necessary actions were needed to prevent or minimize a serious disruption of the system. The Chester Mental Health Center is a 28 building maximum security facility established in 1975. The survey indicates the current system is over 24 years old, the original manufacturer is no longer in business, and repair parts are extremely difficult to locate or do not exist. The duress system is used to alert security and medical personnel that additional staff are required at an area immediately to protect both staff and patients and allows for rapid response to any critical situation throughout the facility. An emergency could consist of anything from a staff assault, patient assault, or even a medical emergency. On December 20,2019 the Department of Human Services requested the Capital Development Board procure an AE and vendor under an emergency purchase to provide repairs or replacement of the facility's employee duress system. Due to the degrading functionality of the system and attempted repairs by facility personnel have been ineffective, emergency purchases are necessary to protect the health and safety of the residents and State employees at the facility, and to prevent or minimize a serious disruption in critical State services at the facility. WRF Engineers located in Edwardsville, IL. was selected to investigate and assess the duress system as they are currently providing design services at this facility for a different project 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 the investigation and assessment of the employee duress system in this 28 building facility and to provide design services for its entire replacement. Some abatement is possible. Incorporated documents include the March 2009 Standard Documents for Construction & Supplement and the March 2009 Design and Construction Manual & Supplement. WRF Engineers is authorized to proceed with the scope of work outlined in this Emergency Purchase Statement. The cost for Professional Services provided under this procurement is estimated not to exceed \$100K. The contract amount is not to be exceeded 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.

Expected Start Date: Dec 23, 2019 Estimated End Date: 3/21/2020



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Amount of this expenditure is: 100,000.00 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: 2019.12.23 14:21:18 -06'00' Title: Chris R. Miles, Executive II

SPO/CPO Signature: GERALD STEVEN BURLINGHAM Digitally signed by GERALD STEVEN BURLINGHAM Date: 2019.12.23 14:27:46 -06'00' Date: Dec 23, 2019