



# PROFESSIONAL SERVICES BULLETIN

Volume 271  
October 2020

## BULLETIN SCHEDULE

(except otherwise noted)

Submittals for projects appearing in this Professional Services Bulletin **are due by 11:30 a.m., November 4, 2020.**

The projects from this bulletin are scheduled to be presented at the January 12, 2021, and the February 9, 2021, Board Meetings.

**NOTICE TO RECIPIENTS:** Please read carefully and follow all rules and instructions in this document.

**REMINDER:** You can access the 255 Form (Revised July 8, 2019) in the reference library section of the CDB website. Use only this version of the form for submittal.

Posted to website October 14, 2020

Board Meeting results can be found on the CDB website January 13, 2021, and February 10, 2021.

[www.illinois.gov/cdb](http://www.illinois.gov/cdb)

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## GENERAL INFORMATION:

The procurement of design services by the Capital Development Board (CDB) is governed by the Illinois Compiled Statutes; Illinois Procurement Code, 30 ILCS 500 and Architectural, Engineering and Land Surveying Qualifications Based Selection Act, 30 ILCS 535.

This Professional Services Bulletin (PSB) is the advertisement to procure design services whose official notification is made via the CDB website, [www.illinois.gov/cdb](http://www.illinois.gov/cdb). Significant revisions to the text of the Bulletin will only appear in "RED" the first time the changes are included in the Bulletin. Because of this, it is imperative that firm's take a few minutes to review the instructions each time a Bulletin is published. Failure to follow these instructions could result in rejection of the submitting firm's 255 Form submittal.

Questions related to any information in the PSB, including instructions and submittal procedures should be directed to the QBS Department at 217/524-6400.

Unless otherwise specified, submittal(s) are to be sent **via e-mail to:** [CDB.QBS@illinois.gov](mailto:CDB.QBS@illinois.gov)

The CDB is not responsible for submittal(s) sent to any individual within the CDB or to another office.

The responsible State Purchasing Officers for procurements under this Bulletin are Mike Hays, Ken Morris, Jerry Burlingham and Sarah Irwin.

- ***Protest.***

Offeror may submit a written protest to the Protest Review Office following the requirements of the Administrative Rules, 44 Ill. Adm. Code 8.2075. For protests related to specifications, the Protest Review Office must physically receive the protest no later than 14 days after solicitation or related addendum was posted to the Bulletin. For protest related to rejection of individual offers or awards, the protest must be received by close of business no later than 14 days after the protesting party knows or should have known of the facts giving rise to the protest.

To reach the Protest Review Office:  
Attn: Protest Review Office Facsimile: 217/558-1399  
401 South Spring Street  
Suite 515 Stratton Office Building  
Springfield, IL 62706

In order to ensure timely recognition of your protest, you may e-mail the protest to the Protest Review Office at [EEC.LegalStaff@Illinois.gov](mailto:EEC.LegalStaff@Illinois.gov) and cc: [CDB.CPO@Illinois.gov](mailto:CDB.CPO@Illinois.gov).

## SUBMITTAL REQUIREMENTS:

- ***Prequalification Requirements in Accordance with 44 Illinois Administrative Code 980.130.***
  - All Architect/Engineers (A/E's) submitting statements of qualifications for a project shall be prequalified with the CDB prior to the date and time that the submittal(s) are due. Failure to be prequalified will result in rejection of the submittal(s).

- Consultants that will be performing architectural, engineering or land surveying professional services for the Prime A/E submitting the 255 Form shall be prequalified with the CDB prior to the date and time that the submittal(s) are due. Failure of the professional consultants to be prequalified shall result in rejection of the Prime A/E's submittal(s).
- Contact the CDB Contracts Pre-qualification Division at [cdb.vendorreg@illinois.gov](mailto:cdb.vendorreg@illinois.gov) or at 217/782-2864 regarding the prequalification process.

- ***E-mail.***

Effective January 1, 2020, the CDB no longer accepts hard copy submittal of the 255 Form or its attachments. All 255 submittals must be submitted electronically by using the "Submit to CDB" button on the latest version of the 255 Form or by e-mailing to [CDB.QBS@illinois.gov](mailto:CDB.QBS@illinois.gov).

- ***Standard Business Terms and Conditions.***

Prior to entering into a contract with the CDB, all A/E's must submit a fully executed copy of the Standard Business Terms and Conditions. This document can be obtained at the following link: <http://www.illinois.gov/cdb/business/library/Pages/255Form.aspx> or can be downloaded from the reference library section of the CDB website.

- ***Disclosures and Certifications.***

All A/E's submitting statements of qualifications for a project have two options for providing the required disclosures and certifications.

Option 1: Forms A – The standard paper method of required documents and information.

Option 2: Forms B – Requires an Illinois Procurement Gateway (IPG) Registration Number. This option allows for reduced documentation when using an approved IGP registration number.

Forms A and Forms B can be obtained at the following link:

<http://www.illinois.gov/cdb/business/library/Pages/255Form.aspx> or can be downloaded from the reference library section of the CDB website. Please ensure you are using the most recent Forms A, version 15.2a, to ensure payment from the Illinois Comptroller's Office.

The ***Illinois Procurement Gateway*** is located at <http://ipg.vendorreg.com>. The IPG is a web-based system that serves as the primary location for entering, organizing and reviewing vendor information. The IPG allows vendors to provide disclosures, registrations and other documentation needed to do business with a State agency or university in advance of a particular procurement, thereby reducing the number of documents needed to be submitted with a bid or proposal. The State reviews information submitted through the IPG to register vendors in advance of submitting offers for contracts. Upon approved registration, vendors receive a registration number that may be used when submitting the required forms. Reviews may exceed two weeks when information is incomplete or inaccurate.

The forms must be completed in their entirety and signed. Failure to provide a completed Forms A or Forms B, whichever is applicable, along with the submittal, shall be a material deficiency and will result in rejection of the submittal.

Projects included in this Bulletin are subject to other Procurement Code requirements which will include, but not be limited to, the submittal of consultant subcontracts over \$50,000 in value, financial disclosures, conflicts of interest and certifications of all primes and those consultants over \$50,000 in contract value (renewal on an annual basis).

Highlights of the Procurement Code include, but are not limited to, consultant financial disclosures and subcontracts to be submitted to the CDB; annual re-certifications of all primes and consultants; contracts, subcontracts and other project documentation to be available to the Chief Procurement Officer, State Purchasing Officer and Procurement Compliance Monitors for review; and, procurement communications reporting and lobbyist communication reporting.

The subcontracts, disclosures and certifications from the consultants are not to be submitted until after the execution of the Prime A/E contract.

- **Joint Ventures.**

Two or more prequalified A/E's may submit a 255 Form as a Joint Venture. If a Joint Venture submits a 255 Form, the CDB may require disclosure of the contractual arrangement between the members of the Joint Venture prior to selection award. At a minimum, the Joint Venture documents shall identify the consent of the insurance underwriters to insure the Joint Venture is in accordance with the CDB requirements. If awarded the project, the parties of the subsequent contract will be the CDB and the Joint Venture. For partnership arrangements between firms who do not have a contractual joint venture relationship, one firm shall submit the 255 Form as the Prime A/E and the other firm(s) shall be listed as a consultant.

The following requirements apply to Joint Ventures:

- Each member of a Joint Venture must submit a complete Forms A or Forms B, whichever is applicable. For more information, please see the Disclosures and Certifications section of this Bulletin under the Submittal Requirements.
- Each member of a Joint Venture shall be prequalified with the CDB as an A/E. The Joint Venture does not need to submit a separate prequalification form; however, each member of the Joint Venture shall be prequalified separately under the CDB A/E prequalification process as described in this section.

## **PREQUALIFICATION:**

- If you require assistance or have questions regarding the prequalification process, contact the CDB Contracts Prequalification Division at [cdb.vendorreg@illinois.gov](mailto:cdb.vendorreg@illinois.gov) or at 217/782-2864. Any significant changes in the existing information provided in your firm's prequalification application form must be submitted within ten days.
- Any firm providing architectural, engineering, or land surveying must be prequalified with the CDB.
- To verify that all design firms (prime and/or consultants) are currently prequalified with the CDB, please search the CDB Vendor database at: <http://www.illinois.gov/cdb/services/Pages/VendorSearch.aspx>.
- To obtain prequalification forms you may download them from the CDB website, <http://www.illinois.gov/cdb/business/library/Documents/AEprequal.doc>.

- The CDB requires within its prequalification process that all firms obtain an Illinois Department of Human Rights eligibility number.
- If selected, the CDB prequalification is required until the issuance of the contract. It is the responsibility of all firms to maintain a current CDB prequalification status.
- If a firm's (or their consultant's) prequalification expires during the selection, award or contract negotiation process, the CDB reserves the right to remove the submittal from consideration, recommend another firm for final selection or cease negotiations of a contract and commence negotiations with another firm.
- Corporations, LLPs and LLCs shall be in good standing with the Illinois Secretary of State, Corporation Division, to be granted prequalification and issued a contract.
- Firms must be properly licensed in the respective profession(s) with the Illinois Department of Professional Regulation.

## SUBMITTAL PROCEDURES:

- The 255 Form can be obtained at the following link: <http://www.illinois.gov/cdb/business/library/Pages/255Form.aspx> or can be downloaded from the reference library section of CDB website. A copy of this form is no longer included in this publication. Use only the versions of the form, dated July 1, 2019 or July 8, 2019, for submittal.
  - *The most recent revision of the 255 Form includes enhanced features designed to avoid some of the more common errors encountered during administrative reviews of the submittals. The July 8, 2019 version of the form allows for project and resume pages from sub-consultants to be inserted into the document.*
  - *Step-by-step instructions for completing the form are available at the link above.*
  - *The new form should be completed using either Adobe Acrobat DC or Acrobat Reader DC to ensure enhancements perform as intended. Note that Acrobat Reader DC can be downloaded free of charge from: <https://get.adobe.com/reader>. Use of a web browser for completion of the 255 Form may not result in a properly completed document.*
- The CDB will only accept 255 Form submittals through e-mail submission.
  - E-mail submittals must be submitted in a PDF format for each project submittal, as well as a Standard Terms and Conditions and Forms A or Forms B. These documents should be attached to the 255 Form utilizing the attachment features of the 255 Form dated July 1, 2019 and the form should be submitted using the SUBMIT TO CDB button included on the lower right corner of Page 1 of the form. The button is only visible after a digital signature has been applied. **A separate email should be used for each project submittal.** All submittals must be sent to [CDB.QBS@illinois.gov](mailto:CDB.QBS@illinois.gov). An e-mail will be sent to the sender's e-mail address to confirm receipt of the submittal. This confirmation e-mail is not an automated reply and therefore for submittals received after hours or over a weekend the confirmation e-mail will be sent on the next business day during normal business hours. It is the submitting firm's responsibility to ensure the 255 Form submittal and all required documentation are attached to the e-mail.
- By making a submittal, the firm attests that it has read and agrees or conforms to the Standard Business Terms and Conditions and certifications subject to Forms A and Forms B.

- Please do not include pictures or other graphics (this includes firm logos). The submittal is not intended to be a marketing brochure. Provide only the information requested. It is not necessary to submit a copy of your CDB prequalification letter. Any modification of the 255 Form's formatting may result in rejection of the submittal. This includes modification to any part of the form other than the text entered into the individual form fields.
- Cover/transmittal letters on the 255 Form or accordion binders will not be accepted. The 255 Form is the only information accepted as the submittal.
- The name of the firm making the submittal must be the legal name as provided on that firm's prequalification application. Use of a "dba" is not recommended as it can appear that the firm is not prequalified when submittals are verified.
- The firm making the submittal must be the office location where the work is being performed. The office location must be prequalified either as the home office or branch office. Branch offices (when they are the submitting office) must be prequalified. Failure for branch offices to be pre-qualified will result in disqualification.
- For Joint Venture submittals, all members of the Joint Venture must be identified on the front page of the 255 Form, the design discipline identified for each member and the anticipated percentage of services to be provided by each member. The office location of each Joint Venture member must be prequalified with the CDB.
- The submittal must contain the signature of a person authorized to execute business for the firm.
- The submittal shall include the names of persons who will perform the services, including their project assignment or duties, as well as a resume of their experience and expertise that qualifies them to perform the assignment. This includes the listed consultant's designated staff.
- The A/E shall clearly indicate the anticipated percentage of the services that will be performed by each listed consultant.
- The Prime A/E must use the consultants and staff as submitted in their 255 Form. Consultants are considered first tier and shall hold a contract directly with the firm submitting the 255 Form.
- Project team changes will not be allowed without prior written approval of the CDB's Executive Director.
- Faxed submittal(s) will not be accepted.
- Submittal(s) received after 11:30 a.m. (CST) on the designated date will be accepted provided that they are received no later than 12:30 p.m. (CST) AND they were sent prior to the 11:30 a.m. deadline. Submittals initiated after the 11:30 a.m. deadline, will be disqualified.
- Do not include any additional information such as a prequalification letter, minority certification, etc.
- Do not include the name of your firm on the consultant page.
- Do not include fractions when showing the percentages of work done by any consultants.

- When showing the percentage of work performed by consultants in PART III of the 255 Form, the number should reflect the total of percentage as shown under the heading “Percentage” in PART VII. For example, if you have two consultants and one is doing 10 percent MBE/WBE and another is doing 5 percent MBE/WBE, then 15 percent is what you will put in “CMS Certified MBE/WBE Consultants” in Part III.

## **REJECTION OF SUBMITTALS:**

### **A material deficiency will result in an immediate disqualification. Material deficiencies include:**

- Submittals received after the designated due date and time as stated on the PSB and described above.
- Submittals received from a branch office that is not prequalified with the CDB.
- Failure of any of the members of the Joint Venture to be prequalified.
- Failure of the Prime A/E firm to be prequalified.
- Failure of the consultants (providing construction-related professional services) to be prequalified will result in rejection of the Prime A/E’s submittal(s).
- Failure to properly identify the members of the Joint Venture and the services to be provided by each member at the time of the 255 Form submittal.
- Determination by the CDB that the contractual arrangement between Joint Venture members is not approved.
- Any incorrect, incomplete or misleading information given on the 255 Form may result in the rejection of the submittal. Please be sure to have the information completed in its entirety.
- Failure to comply with 30 ILCS 500/50-35 by not submitting the applicable Forms A or Forms B.
- If a firm’s (or their consultant’s) prequalification expires during the selection, award or contract negotiation process, the CDB reserves the right to remove the submittal from consideration, recommend another firm for final selection or cease negotiations of a contract and commence negotiations with another firm.

### **Technical deficiencies will be rejected if not corrected within seven days of submittal:**

- Failure to sign the 255 Form submittal(s).
- Failure to submit the disclosure of the contractual arrangement between members of a Joint Venture when requested by the CDB.
- Including pictures or any graphics.
- Any other technical deficiency specifically identified in the project solicitation.

## SELECTION PROCESS:

- Selection of design firms by the CDB is not based on competitive bidding but on the firm's professional qualifications. Consideration criteria may include, but are not limited to, experience and expertise of professional personnel assigned to the project, relevant project experience, prior performance, willingness to meet time requirements, proximity to site, workload/recent selections and participation by the Department of Central Management Services (CMS) certified firms with MBE, WBE and VBE.
- The CDB strongly encourages MBE/WBE/VBE firms to apply for selection as the Prime A/E and to seek participation as a consultant with Prime A/E firms.
- The CDB will only accept MBE/WBE/VBE firms certified by CMS as a MBE or WBE or VBE. The CMS certified MBE/WBE/VBE firms are listed in a database located at <https://www.illinois.gov/cms/business/sell2/Pages/VendorSearch.aspx>. The MBE/WBE/VBE certification with CMS shall be in good standing no later than the close of business the day before the 255 Form submittal date.
- For each project with an estimated basic services fee of \$75,000 or more, MBE/WBE/VBE goals will be applicable for the A/E design team. The CDB Fair Employment Practices (FEP) Department will set participation goals for minority-owned and women-owned business enterprises and veteran-owned businesses. See individual project description notice sheet for specific goal information.
- The VBE goals can be satisfied by a combination of veteran-owned small business (VOSB) and/or service disabled veteran-owned small business (SDVOSB) firms certified by CMS.
- It shall be the policy of the CDB to apply the same cure period to goals established for CMS certified veteran-owned businesses as is applied to minority-owned and women-owned businesses.
- Firms can only be used to satisfy one goal, MBE, WBE or VBE, not multiple goals. Only CMS certified firms will count toward meeting the goals.
- Subsequent to the 255 Form submittal deadline, members of the A/E Selection Committee are not available to discuss project specifics. The CDB procedures ensure that all members of the committee are provided with detailed information concerning prior performance, current projects and all submittal information provided by the A/E firms.
- For interview level projects, all parties, including all consultants, shall be available to participate in the interview process. Not all firms that submit will be interviewed. The A/E Selection Committee will select three to five firms to participate in the interview process.
- Results of the selection process are available on the CDB website ([www.illinois.gov/cdb](http://www.illinois.gov/cdb)) the day after the Board Meeting as designated on the respective Bulletin cover.

- **New Business Enterprise Act Changes – Public Act 99-0462**

On August 25, 2015, Governor Rauner signed into law (Senate Bill 1334) Public Act 99-0462, which amends the Business Enterprise for Minorities, Women and Persons with Disabilities Act (BEP Act), effective immediately. Public Act 99-0462 amends the BEP Act regarding the use of businesses owned by minorities, women and persons with disabilities for the procurement of goods and services by State agencies, universities and community colleges. The new law will apply to solicitations posted after August 2015.

The key provisions are as follows:

- An aspirational goal for contracts for construction and A/E services of not less than 20 percent of State contracts.
- A cure period not to exceed ten days for A/E's and construction contractors whose bids or proposals are otherwise responsive but fail to meet the MBE/WBE/VBE goals.
- The deficiency in the bid or proposal may be addressed, within ten days of bid/submittal due date by:
  - meeting the goal by contracting with additional MBE/WBE/VBE firms or, where applicable, persons with disabilities; or
  - granting of waiver through the CDB Good Faith Effort (GFE) process.

**GOAL CURE PROCEDURE:**

- Any offeror that fails to meet BEP or Veteran Business Program (VBP) goals shall be notified and afforded a period not-to-exceed ten (10) calendar days from the date of notification to cure that deficiency or submit GFE documentation to the CDB. Failure to cure a deficiency or submit GFE documentation within the cure period will result in rejection of the submittal.
- An A/E seeking to cure a goal deficiency during the allowable ten-day cure period, shall submit an amended 255 Form, comprised of changes made to meet or exceed published goals. The deficiency in the submittal may only be cured by contracting with additional CMS certified consultants sufficient to meet or exceed the goals.
- The amended 255 Form shall be returned by e-mail to the CDB QBS staff member requesting the information.
- Upon receipt of the amended 255 Form, the QBS staff will verify that goals have been met. If the goals have been met, the firm's submittal will move to the next steps in the selection process. If the goals have not been met, all GFE documentation will be sent to the FEP Department for a GFE determination. A waiver may be granted if an A/E or construction contractor provides sufficient evidence to the CDB that a GFE was made to find sufficient minority-owned, women-owned or veteran-owned business enterprises willing and able to perform the work.

**GOOD FAITH CRITERIA:**

- An A/E attempting to demonstrate that it made a GFE to meet goals for businesses owned by minority, women and veterans shall submit:
  - All information indicating why the specified goal cannot be met.

- A list of all minority-owned, women-owned and veteran-owned business enterprises that were contacted.
- Copies of all solicitation letters to minority-owned, women-owned and veteran-owned business enterprises containing, at a minimum:
  - Project title and location.
  - Classification of work items for which consultants are sought.
  - Date, time and place responses are due.
  - Returnable acknowledgement of the solicitation.
- Evidence, such as a log of telephone contact, including time and date of call, telephone number and name of person spoken to.
- Any other evidence of GFE or other relevant information in support of the request.
- Upon review, the CDB may reject a submittal based on insufficient evidence of a GFE.

#### **DEBRIEF MEETING POLICY:**

- All successful and unsuccessful offerors may request a debrief meeting within 7 days of an A/E selection being posted to the CDB website. The request may be made in writing or by telephone. To the extent practicable, the meeting will occur within 30 days of receipt of a request.
- The meeting shall be conducted in person, by teleconference or by any other method deemed acceptable by the CDB. The scope of the meeting shall be limited to the offeror's capabilities and to the submittal and/or interview being addressed. The meeting will only occur in a scheduled meeting or teleconference with the Chairman of the Selection Committee or their designee. The meeting may be limited to 30 minutes. No more than 3 persons may attend an in-person meeting on behalf of the offeror.
- No meeting will be conducted if any firm or team protests the procurement or takes legal action against CDB. In such cases, the meeting shall be delayed until any protests or legal actions have been resolved.
- Requests should be submitted to:

**Brent Lance, QBS Administrator at Brent.Lance@Illinois.gov**

or by telephone to: **217/524-6400**

#### **FEE NEGOTIATION:**

- To ensure that the completion of the project is not delayed by extended negotiations before the start of the contract work, the CDB representative negotiating the contract will state the length of time the firm will be limited to in preparing its estimate of effort and cost. Should the CDB be unable to successfully negotiate a contract with the recommended A/E, the CDB will immediately proceed to negotiate with the second ranked firm.

- The determination of compensation for the performance of basic services is through negotiation of fees and services with the CDB based on the following criteria:
  - The project type classification.
  - The scope of basic services required to complete the agreed upon project scope.
  - The degree of difficulty of the scope of basic services' tasks as applied to the particular project.
  - The proposed project construction budget. (Used primarily as a benchmark reference.)
- Projects shall be classified as either new construction (N) or remodeling (R). Each classification is broken down into three levels of complexity as described below:
  - Group I      Generally, the most complex projects in both design and detail and shall involve complex programs, mechanical systems, code requirements, etc.
  - Group II     Generally, projects with normal or average complexity may include a combination of more and less complex elements in the scope.
  - Group III    Generally, these projects shall be of simple or repetitive construction without any great degree of special finish or design effort. May include projects where equipment purchases comprise a large portion of the construction budget.
- The services to be provided by the firm will conform to requirements included in the latest version of the CDB Professional Services Agreement, the Design and Construction Manual, the Standard Documents for Construction and the Centralized Fee Negotiation Professional Services and Fees Handbook.

**State Comptroller Act - 15 ILCS 405/23.9  
Minority Contractor Opportunity Initiative**

The Act requires a fee of \$15 to cover expenses related to the administration of the Minority Contractor Opportunity Initiative. Any vendor awarded a contract of \$1,000 or more from this solicitation is required to pay a fee of \$15. The Comptroller shall deduct the fee from the first check issued to the vendor under the contract and deposit the fee in the Comptroller's Administrative Fund.

**Supplement to the Design and Construction Manual (DCM)**

Effective with the PSB 222, the supplement to the DCM will be added to the Professional Services Agreement (contract) for all projects selected on or after February 14, 2017.

The supplement includes updates regarding applicable Building Codes and required Building Code Analysis, the Domestic Products Act, Green Building Requirements, Division of the Work, Geotechnical Testing and Reports, Environmental Testing and Reports and Record Construction Drawings.

The supplement to the DCM is available in the reference library located on the CDB's website, <https://www.illinois.gov/cdb/business/library/Documents/Design%20and%20ConstructionManual-2009%20Supplement%20eff%2011.15.2016.pdf>

## Prevailing Wage Requirements

Pursuant to Illinois Compiled Statutes 820 ILCS 130/.01 et seq. the Illinois Department of Labor (DOL) has established a prevailing rate of wages for on-site materials testers for the following counties:

Boone	Carroll	Cook	DeKalb	DuPage	Grundy	Kane
Kankakee	Kendall	Lake	Lee	McHenry	Ogle	Will
Winnebago						

A/E's and their consultants selected for projects in these counties must comply with all applicable provisions of the Prevailing Wage Act 820 ILCS 130/.01 et seq.

Material Testers are defined by the DOL as:

***MATERIAL TESTER I: Hand coring and drilling for testing of materials; field inspection of uncured concrete and asphalt.***

***MATERIAL TESTER II: Field inspection of welds, structural steel, fireproofing, masonry, soil, facade, reinforcing steel, formwork, cured concrete, and concrete and asphalt batch plants; adjusting proportions of bituminous mixtures.***

Note: the prevailing wage has not been established for the counties not listed above.

All of the above-mentioned requirements shall be effective for all contracts entered into as a result of selections from PSB 185 and all subsequent Bulletins shall require that the A/E comply with the above requirements. These requirements shall also be applicable to contracts resulting from all other types of A/E selections on or after May 14, 2013.

## Apprenticeship and Training Requirements

(Revised effective March 26, 2015)

To ensure the highest quality and safety for on-site construction related work, all selected A/E's and/or their consultants will be required by contract to participate in applicable apprenticeship and training programs approved by and registered with the United States Department of Labor's Bureau of Apprenticeship and Training for all on-site construction related activities, including but not limited to material testing and drilling.

Pursuant to policy established by the CDB, apprenticeship and training requirements will be applicable to projects located in the following counties:

Boone	Carroll	Cook	DeKalb	DuPage	Grundy	Kane
Kankakee	Kendall	Lake	Lee	McHenry	Ogle	Will
Winnebago						

A/E's and their consultants selected for projects in these counties must comply with all applicable provisions regarding apprenticeship and training.

Note: the apprenticeship and training requirement has not been established for the counties not listed above.

All of the above-mentioned requirements shall be effective for all contracts entered into as a result of selections from PSB 208 and all subsequent Bulletins shall require that the A/E comply with the above requirements. These requirements shall also be applicable to contracts resulting from all other types of A/E selections on or after March 26, 2015.

**CDB PROJECT NO: 321-210-003**

**INTERVIEW LEVEL**

**Department of Human Services**

**Construct Addition to the Treatment and Detention Facility - Commissioning Services**

**Rushville Treatment and Detention Facility - Schuyler County**

**CDB PROJECT MANAGER: Heather Oxley**

**ESTIMATED TOTAL PROJECT COST: \$30,659,600**

**PROFESSIONAL LIABILITY INSURANCE REQUIRED: \$100,000**

**PROJECT FEE CLASSIFICATION: Group I N**

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The Rushville Treatment and Detention Center is an 189,929 square foot, 10-building facility established in 2002.

The scope of services provides for LEED Enhanced Commissioning Services (design and reviews, construction/field inspection and start-up, functional performance testing, including O & M training and warranty review) for 2 additional wings to Building G for the purpose of housing approximately 98 residents per wing. LEED Silver certification and additional energy efficiencies will be evaluated and implemented if feasible. The Commissioning Agent (CxA) will work with the Bridging Firm during program analysis and throughout the development of the bridging documents, including assistance that may be necessary during preparation of the Request for Proposals (RFP) for the Design-Build Team. Major design features will include the following elements:

Design Considerations:

- Double occupancy cells/rooms.
- Laundry accommodations.
- Outdoor recreational space.
- Expansion of commissary and record storage space.
- Expand existing mechanical and security systems.
- Site development.
- Compliance with applicable codes, regulations, standards and agency signs and construction.

The scope of services also provides for the facilitation of documentation required for LEED Silver Certification. The CxA will facilitate and monitor completeness and timeliness of LEED submittals during project design phase, construction, close-out and extended warranty period. The CxA will maintain all documentation required for submittal to successfully meet the requirements of LEED Silver Certification process by the USGBC following completion of design and construction. This includes all USGBC certification fees and USGBC documents required during design, bidding, construction and project close-out.

The CxA must have documented commissioning process experience on at least two building projects with a similar scope of work. The experience must extend from early design phase through at least 10 months of occupancy.

It should be noted that the firm selected for Commissioning Services and any associated consultants cannot be a part of the Bridging Team and will not be allowed to be a member of the Design-Build Team.

A combined MBE/WBE goal of 18 percent is applicable to the A/E team. Some level of participation from both MBE and WBE firms is required to satisfy this goal.

A VBE goal of 3 percent is applicable to the A/E team.

The interviews for this project are tentatively scheduled for January 6, 2021.

The selection for this project is scheduled to be presented to the CDB Board for approval on February 9, 2021.

**CDB PROJECT NO: 546-325-086**  
**Department of Military Affairs**  
**Resurface POV Parking Lot Around Building 2**  
**Camp Lincoln, Springfield, Sangamon County**

**CDB PROJECT MANAGER: Josh Hansel**

**APPROPRIATED AMOUNT: \$1,000,000**  
**ESTIMATED TOTAL PROJECT COST: \$1,000,000**

**PROFESSIONAL LIABILITY INSURANCE REQUIRED: \$250,000**

**PROJECT FEE CLASSIFICATION: Group III R**

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The North Readiness Center (H3441) is a 62,750 square foot, one-story building constructed in 1985.

The scope of work provides for replacing approximately 6,800 square yards of asphalt parking area around the Camp Lincoln North Readiness Center (Building #2) with concrete, ensuring proper sloping and drainage for water runoff. The scope also includes, but is not limited to, striping parking spaces and installing parking blocks on parking areas closest to the building. The scope may also include replacing the current concrete approach to the front doors, the sidewalk around the building, the concrete downspout splash block extensions for proper building drainage and the replacement of landscaping around the building.

Sidewalk and front door approach will adhere to ADA standards for width and slope.

A combined MBE/WBE goal of 15 percent is applicable to the A/E team.

There are no VBE goals applied to the A/E team, but participation is encouraged.

**CDB PROJECT NO: 810-032-029**  
**Illinois Community College Board**  
**Construct New Campus Facility**  
**William Rainey Harper College - Palatine, Cook County**

**INTERVIEW LEVEL**

**CDB PROJECT MANAGER: Dan Bielski**

**APPROPRIATED AMOUNT: \$42,000,000**  
**ESTIMATED TOTAL PROJECT COST: \$87,370,000**

**PROFESSIONAL LIABILITY INSURANCE REQUIRED: \$5,000,000**

**PROJECT FEE CLASSIFICATION: Group II N**

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The William Rainey Harper College is a 22-building facility established in 1969.

The scope of work provides for construction of a new facility located on the main campus, which will include a Campus Life/One Stop Center, Hospitality Facilities and a University Center. The project should include connecting links to adjacent buildings where appropriate and all associated site work, parking and landscaping. A campus master plan and feasibility studies will be provided.

The Campus Life/One Stop Center (Student Center) shall group all student services and related functions into one location on campus and will also include an Intercultural Center.

- Create a Welcome Center for new and prospective students.
- Create a one-stop to consolidate all student services.
- Craft a centralized hub for ease of access to campus services and activities.
- Provide shared resources convenient for students, faculty and staff to utilize on a daily basis.
- Identify current program elements for the Campus Life/One Stop Center.

Hospitality Facilities:

- Create instructional space to educate students in Hotel Management, Restaurant Management and Culinary Arts.
- Provide laboratory space to train students in Hotel Management, Restaurant Management and Culinary Arts, including kitchen space and equipment.
- Identify current program elements for the Hospitality Facilities.

University Center: The University Center will include the Professional Center, the Regional Innovation and Entrepreneurship Hub and the Testing and Certification Center.

- Provide an atmosphere to support and encourage collaboration with local businesses.
- Support the 2+2 and 3+1 programs by providing better access to other resources on the main campus.
- Increase utilization of this area of the campus throughout the academic week.
- Provide space needs for the University Center, the Professional Center, the Innovation and Entrepreneurship Hub and the Testing and Certification Center. This will include a mix of classroom, lab and office space.

BIM Modeling shall be provided for design, construction and as-builts.

A minimum of LEED Silver Certification will be required.

There will be an independent third-party commissioning agent and a construction manager assigned to this project.

The A/E will need to determine if any components of this project are eligible for a utility company or other energy grant/rebate and will be responsible for preparing and submitting the grant application if the project qualifies for the rebate.

**Continued for CDB Project No. 810-032-029**

A combined MBE/WBE goal of 25 percent is applicable to the A/E team. Some level of participation from both MBE and WBE firms is required to satisfy this goal.

A VBE goal of 3 percent is applicable to the A/E team.

The interviews for this project are tentatively scheduled for January 14, 2021.

The selection for this project is scheduled to be presented to the CDB Board for approval on February 9, 2021.

**CDB PROJECT NO: 815-010-082**  
**Eastern Illinois University**  
**Construct New Science Building - Commissioning Services**  
**Eastern Illinois University - Charleston, Coles County**

**INTERVIEW LEVEL**

**CDB PROJECT MANAGER: Jerry Norris**

**ESTIMATED TOTAL PROJECT COST: \$118,836,500**

**PROFESSIONAL LIABILITY INSURANCE REQUIRED: \$100,000**

**PROJECT FEE CLASSIFICATION: Group I N**

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Eastern Illinois University in Charleston is a 79-building facility established in 1898.

The scope of services provides for LEED Enhanced Commissioning Services (design and reviews, construction/field inspection and start-up, functional performance testing, including O & M training and warranty review) for the construction of an approximately 171,000 square foot science building to house Biological Sciences and Chemistry and Biochemistry departments and include teaching and research laboratories, general classroom space, greenhouse and exterior plant biology facilities. The proposed new facility will contain building equipment and systems to provide adequate ventilation, fume control, plumbing, hazardous waste control, lighting and sound control. The building will also centralize animal care facilities currently housed in other campus buildings. Design consideration shall be given in developing optimal energy performance for the project, including photovoltaic arrays, geothermal and green roofs. A minimum of LEED Silver Certification will be required.

The CxA must have documented commissioning process experience on at least two building projects with a similar scope of work. The experience must extend from early design phase through at least 10 months of occupancy.

A combined MBE/WBE goal of 20 percent is applicable to the A/E team. Some level of participation from both MBE and WBE firms is required to satisfy this goal.

A VBE goal of 3 percent is applicable to the A/E team.

The interviews for this project are tentatively scheduled for January 7, 2021.

The selection for this project is scheduled to be presented to the CDB Board for approval on February 9, 2021.