



**Capital
Development
Board**
Building a Better Illinois



Illinois Capital Development Board

Thank You to Our Host



UNIVERSITY OF ILLINOIS CHICAGO



Doing business
with the State of
Illinois Capital
Development
Board

Executive Director
**Tamakia “TJ”
Edwards**

Agency Information



**Capital
Development
Board**

Building a Better Illinois

- CDB has supported the State of Illinois since 1972
- Oversees construction for:
 - Correctional centers
 - College and university buildings
 - Mental health facilities
 - State parks
- Responsible for over 8,770 state-owned buildings
- 158 Full-time employees

Board Information

Seven Member Bi-Partisan Board

- Appointed by Governor / confirmed by Illinois Senate
- Serve four-year unpaid terms
- Charged with selecting Executive Director
- Board approves design selections, proceed orders and change orders

Agency Mission

- Efficiently manage the vertical construction projects and capital planning in Illinois for State Agencies and Higher Education Institutions
- Ensure that quality capital projects are delivered on schedule and on budget
- Provide a fair and inclusive environment to support diversity efforts in the design and construction industries



Capital
Development
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Building a Better Illinois

Rebuild Illinois Capital Plan Update



Capital
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Rebuild Illinois Capital Program

Rebuild Illinois Capital Plan - \$45B

Currently in the 6th year of the 6-year rollout plan.

\$2.3 billion for public higher education deferred maintenance, programmatic projects and grants.

\$3.1 billion for state facility deferred maintenance and improvement projects.

\$1.1 billion to support new state facility construction projects and large-scale renovations for programmatic improvements.

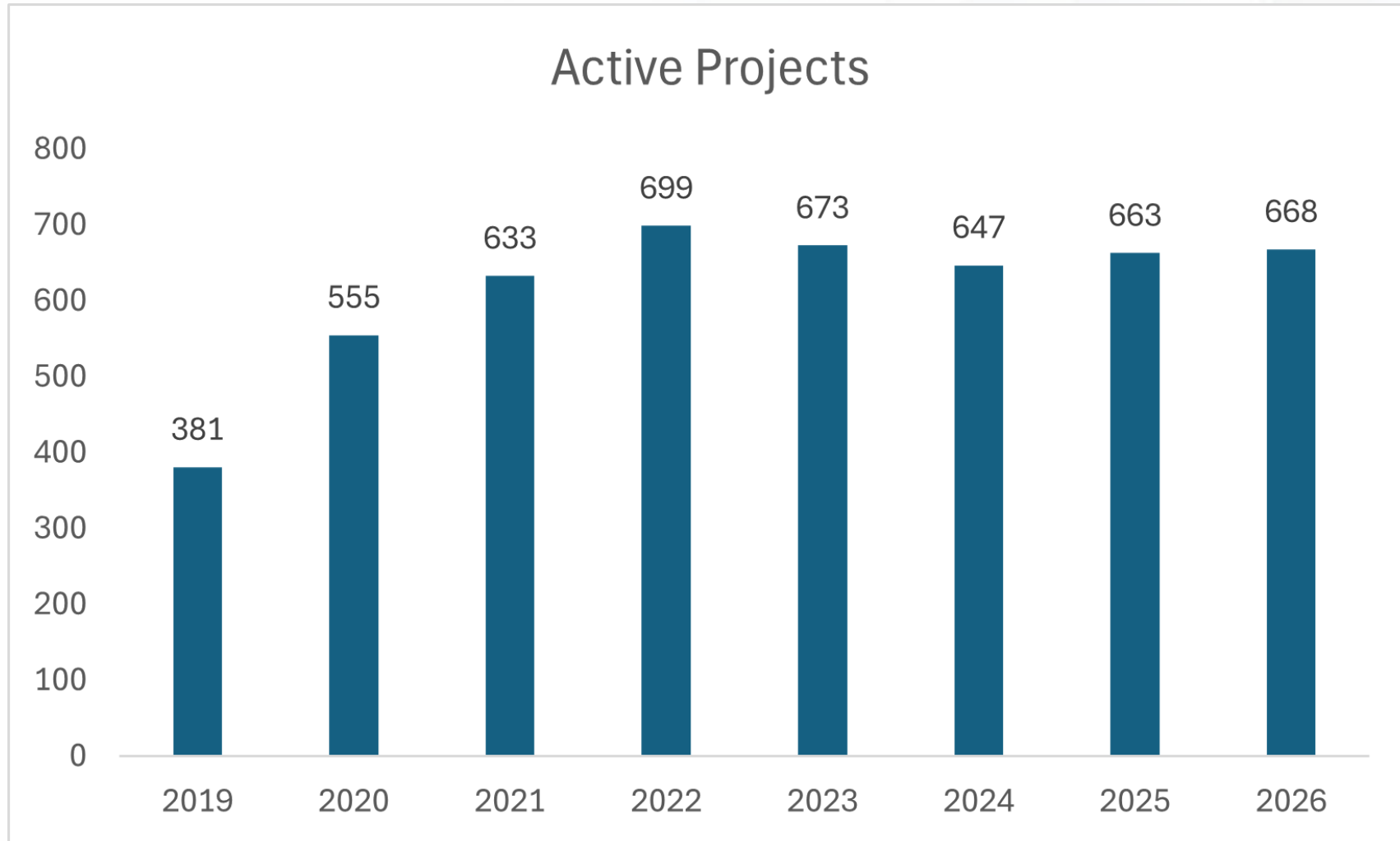
\$750 million for grants to support healthcare, early childhood education and innovation projects around the State.

New CDB Capital Funding

Additional Funding for CDB FY25 & FY26

- \$1.9 billion for deferred maintenance, programmatic projects at state facilities.
 - \$900M for DOC Rebuild
 - \$490M for Deferred Maintenance projects
 - \$200M for Demolition Projects
 - \$393M for Programmatic Projects
- \$575 million for higher education institutions across Illinois.
 - \$450M for Universities
 - \$125M for Community Colleges
- \$150 million for grants to support education and innovation projects around the State.
 - \$136M for IQMP - Quantum site
 - \$13M for UIS Innovation Center

Rebuild Illinois Capital Program





Fair Employment
Practices

CDB FAIR EMPLOYMENT
PRACTICES (FEP)
ADMINISTRATOR,

**JESSE
MARTINEZ**

FY25 Participation

18% overall diversity participation on total contract dollars awarded.

On projects where we can set goals, CDB reached 25% diversity participation.

Goals

- Construction Projects over \$250K
- A/E Projects over \$1M

1 Northern Region 1
Compliance Technicians
Mark Fisher
Christine Guevarra
Rene Govea
Estela Oropeza (Grants)

2 Central Region 2
Compliance Technicians
Brienne Farrell Christa
Meyer

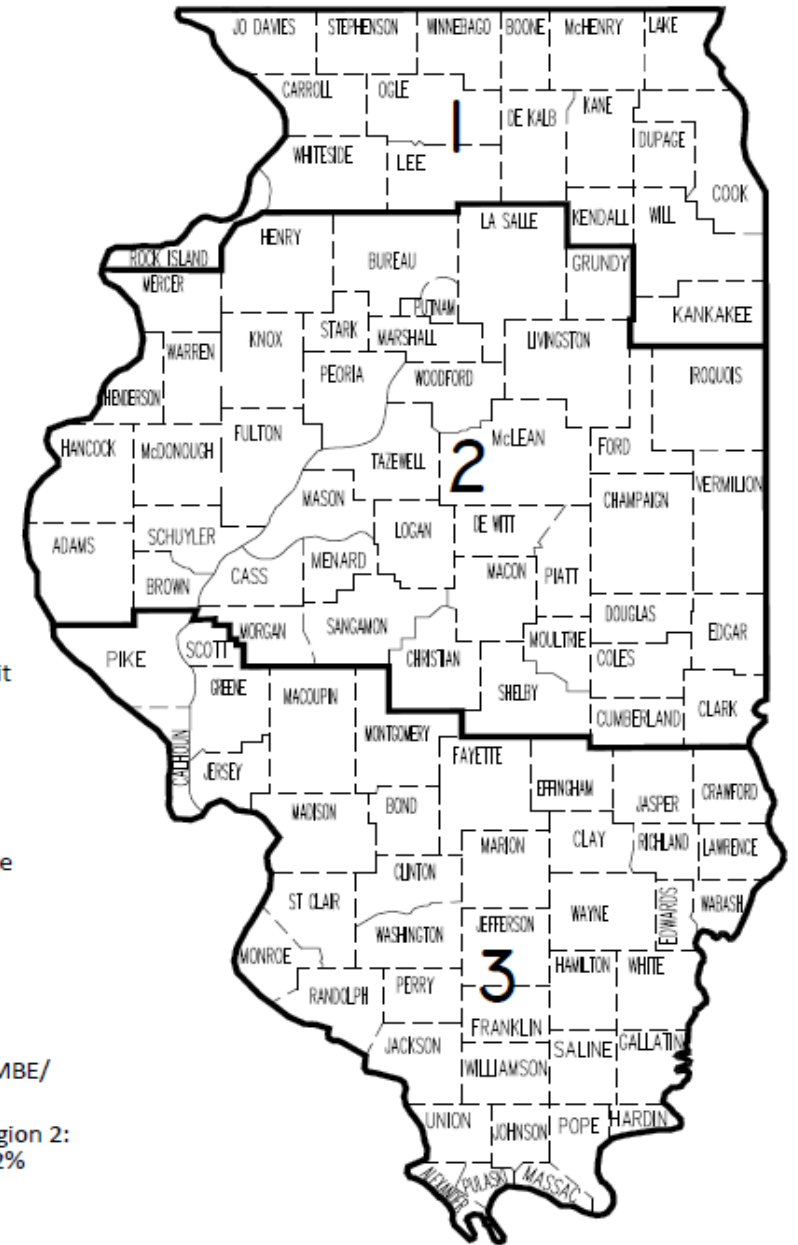
3 Southern Region 3
Compliance Technicians
Kendra Wright
Kyle Green

Diversity Contracting Unit
Administrator
Jesse Martinez
Assistant Administrator
Nichelle Glover

Illinois Works Compliance
Jace King

Office Specialists
Charylean Sims
Madelyn Ray
Annika VanHuss

Design Goal Guidelines MBE/
WBE, VBE/PBE
Region 1: 18-20%, 3% Region 2:
15%, 2% Region 3: 15%, 2%



DIVERSITY CONTRACTING UNIT AREAS

CERTIFIED

PREQUALIFIED

Strategies to Partnering

Attend
Outreach
Meetings

Attend Pre-
Bid Meetings

Network At
CDB And
Other Trade
Events

Reaching Out
To Other
Firm's
Outreaches

Let the Capital Development Board host outreach events between primes and MBE/WBE/PBE/VBE firms to partner with.

Please contact Jesse.Martinez@Illinois.gov for a one-on-one technical assistance.

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BIDDING & CONTRACT REQUIREMENTS
Document 00 41 05 – Minority/Women/Persons with Disabilities/Veterans Business Enterprise Program Requirements

RETURN WITH BID

ALTERNATE BID No. _____

CDB Prequalification or Registration Number Name of MBE/WBE/PBE/VBE Firm Address City State Zip	Proposed \$ Value of Subcontract/Work	Telephone Number	MBE/WBE/ PBE/VBE Designation and Certifying Agency	List Certified Commodity Codes and Category Related to Work to be Performed	Scope of Work	CDB Use: Verified Renewal Date
			☐ MBE ☐ WBE ☐ PBE ☐ VBE ☐ Certified by CEI			
			☐ MBE ☐ WBE ☐ PBE ☐ VBE ☐ Certified by CEI			
			☐ MBE ☐ WBE ☐ PBE ☐ VBE ☐ Certified by CEI			

ALTERNATE BID No. _____

CDB Prequalification or Registration Number Name of MBE/WBE/PBE/VBE Firm Address City State Zip	Proposed \$ Value of Subcontract/Work	Telephone Number	MBE/WBE/ PBE/VBE Designation and Certifying Agency	List Certified Commodity Codes and Category Related to Work to be Performed	Scope of Work	CDB Use: Verified Renewal Date
			☐ MBE ☐ WBE ☐ PBE ☐ VBE ☐ Certified by CEI			
			☐ MBE ☐ WBE ☐ PBE ☐ VBE ☐ Certified by CEI			
			☐ MBE ☐ WBE ☐ PBE ☐ VBE ☐ Certified by CEI			

Good Faith Effort

- Reasonable number of MBE/WBE/PBE/VBE
- Work selected
- Not imposing any conditions
- Engaged Fair Employment Practices
- Attended Capital Development Board pre-bid meetings
- Provided copies of all bid solicitation letters
- Mathematical errors

GOOD FAITH EFFORT DOCUMENTATION CHECKLIST

When submitting a good faith effort response, the following documentation showing the bidder's action to rectify deficient goals for minority, women, persons with disabilities, and veteran-owned business enterprises (MBE/WBE/PBE/VBE) **must** include the following:

- 1) All information indicating why the specified goal cannot be met.
- 2) A list of all MBE/WBE/PBE/VBE firms the bidder has used in the current and prior fiscal years, if available. The fiscal year runs from July 1 until June 30.
- 3) A list of all certified MBE/WBE/PBE/VBE firms eligible to perform the work, if available. Only certified eligible firms identified by Central Management Services (CMS) will be accepted.
- 4) A clear determination that the number of certified MBE/WBE/PBE/VBE firms eligible to perform the work is insufficient to ensure adequate competition.
- 5) Demonstrated proof that the MBE/WBE/PBE/VBE firms' prices were excessive or unreasonable, if available.
- 6) A list of all MBE/WBE/PBE/VBE firms contacted, including documentation from those firms. Documentation shall include, when applicable:
 - a. A log of telephone contact including date and time of call, telephone number, name of person called, and the outcome of the call;
 - b. Copies of written or electronic email correspondence showing the date, postal or email address, name of person contacted, and subsequent correspondence that reflects the outcome.
- 7) Copies of all bid solicitation letters or electronic email correspondence to MBE/WBE/PBE/VBE firms. Letters shall contain, at a minimum:
 - a. Project title and location;
 - b. Classification of work items for which quotations are requested;
 - c. Date, time, and place quotations are due; and
 - d. Returnable acknowledgment of the solicitation.
- 8) All other evidence of good faith efforts made by the bidder to secure eligible MBE/WBE/PBE/VBE firms to meet the specified goal including documentation that demonstrates the following:
 - a. A reasonable number of MBE/WBE/PBE/VBE firms were contacted.
 - b. The work selected by the bidder for allocation to MBE/WBE/PBE/VBE firms was selected in order to increase the likelihood of achieving the specified goal.
 - c. The bidder negotiated, in good faith, with the potential MBE/WBE/PBE/VBE firms by not imposing any conditions which are not similarly imposed on all other subcontractors and suppliers, or by denying benefits ordinarily conferred on subcontractors or suppliers for the type of work for which bids were solicited, if available.
 - d. The MBE/WBE/PBE/VBE firms were not rejected as being unqualified without sound reasons based on a thorough investigation of their capabilities, if available.
 - e. The bidder engaged with Fair Employment Practices (FEP) staff for assistance in its efforts to achieve the specified participation.
 - f. The bidder attended the CDB pre-bid meeting for the project.
- 9) All actions taken to solicit MBE/WBE/PBE/VBE firms both pre-bid opening date and post-bid opening date.
- 10) A revised 00 41 05 Form if the MBE/WBE/PBE/VBE participation increases during the 10-day cure period.
- 11) Other relevant information in support of the waiver request.

FEP will consider all evidence of good faith efforts made by the bidder to secure eligible MBE/WBE/PBE/VBE firms to meet the specified goal, including, but not limited to, whether diligent efforts were made to identify and solicit eligible MBE/WBE/PBE/VBE businesses, the total number of exemptions granted during the current and prior fiscal years, and the performance of other bidders in satisfying the specified MBE/WBE/PBE/VBE participation goals. For example, when the apparent low successful bidder fails to commit to the contract goals, but other bidders commit to the goals, CDB will raise the question of whether, with additional efforts, the apparent successful bidder could have committed to the goal.

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State of Illinois
CAPITAL DEVELOPMENT BOARDBIDDING & CONTRACT REQUIREMENTS
Document 00665 - MBE/WBE/PBE/VBE Subcontractor Supplier Certification

Prime Firm Registration Number _____	Subcontractor/Supplier Firm Registration Number _____
CDB Project No.: _____	Subcontractor's/Supplier's Name _____
CDB Contract #: _____	Official Address (Street) _____
Project Title: _____	(City, State, Zip Code) _____
Contractor's Name _____	Area Code and Telephone _____
Official Address (Street) _____	Email Address _____
(City, State, Zip Code) _____	CMS Certified: ☐ Yes ☐ No Certification Expiration: _____
Area Code and Telephone _____	Check One: ☐ Subcontractor ☐ Supplier

- I. Subcontractor/Supplier certifies that the proposed subcontract will be in the amount of \$ _____ for _____ (Commodity Codes) work.
- II. This Subcontractor/Supplier has selected/designated the following certification for work on this project:
- A. ☐ MBE Check one: ☐ African American ☐ Hispanic or Latino ☐ Asian American
☐ American Indian or Alaska Native ☐ Native Hawaiian or other Pacific Islander
- B. ☐ WBE
- C. ☐ PBE or
- D. ☐ Veteran owned
- as defined in Section 2 of the Business Enterprise for Minorities, Women, and Persons with Disabilities Act (30 ILCS 575) and the Illinois Procurement Code (30 ILCS 500/45-57). See reverse side.
- III. **Subcontractor certifies that:**
- ☐ Yes ☐ No It will perform a commercially useful function by performing, managing and supervising the work.
- ☐ Yes ☐ No It will perform at least _____ % of the work with its own workforce subject to the subcontract (30% minimum of total cost of contract).
- ☐ Yes ☐ No A portion of this work will be subcontracted to a lower tier, non-MBE/WBE/PBE/VBE firm.
- ☐ Yes ☐ No If yes, \$ _____ will be subcontracted to a lower tier firm.
- ☐ Yes ☐ No If a trucking company, _____ % of the subcontract will be performed with trucks it owns using drivers it employs.
- Supplier certifies that it:**
- ☐ Yes ☐ No Is not an extra participant in this transaction through which funds are passed.
- ☐ Yes ☐ No Is a supplier regularly engaged in the sale of these products or is a manufacturer.
- IV. Subcontractor/Supplier certifies that the information included herein is true and correct, and that the Subcontractor/Supplier will **comply with the Standard Documents for Construction (and any current supplement), Article 00 43 39**. The subcontractor agrees, if Contractor is awarded the Project, to enter into the indicated subcontract. Subcontractor/Supplier agrees to immediately notify CDB of all changes to its MBE/WBE/PBE/VBE certification, which are known or should have been known, by the Subcontractor/Supplier. This includes expiration of the MBE/WBE/PBE/VBE certification.
- V. **A true copy of the signed subcontract or supply agreement shall be delivered to CDB in accordance with Article 00 51 40.2 of the Standard Documents for Construction (SDCs)**, and CDB shall be given complete and accurate information on all forms required to be submitted pursuant to the SDCs and all other documents requested by CDB regarding the actual work performed on the project and the payments under the subcontract.

NOTE: IT IS A CRIME UNDER THE LAWS OF THE STATE OF ILLINOIS TO OBTAIN A STATE CONTRACT BY MAKING FALSE STATEMENTS OR MISREPRESENTATIONS TO A STATE AGENCY.

Respectfully submitted, signed and sealed this _____ day of _____

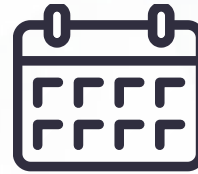
By _____ Signature _____
Title _____

SIGNATURE REQUIRED

Enforcement & Compliance



670 Subcontractor
Add/Change Form



Contractor's Schedule
of Values



Lien Waivers



Site Visits

Delivery Methods



Capital
Development
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Building a Better Illinois



DELIVERY METHODS

- Multiple Prime
- Single Trade
- Single Prime
- Design-Build
- Progressive Design Build
- Construction Management
- Design Assist
- Small and Emergency Projects

Phase I Procurement

830-030-167



Capital
Development
Board
Building a Better Illinois

Introductions

Capital Development Board

- **Brent Lance**
Design-Build Selection Committee Chair
- **Kenneth Watkins**
Project Manager
- **Nazih Kafe**
Project Manager

Introductions

University of Illinois Chicago

- Elizabeth Ortner, AIA, LEED AP
Associate Director for Project Management

Introductions

Holabird & Root

- Dennis Vovos
Principle in Charge

Introductions

Farnsworth Group

- Jeff Boyer
Commissioning Section Manager
- Fay-Ling Laures
Commissioning Specialist

Scope Overview

Phase I Schedule

- 04/15/2026 - RFP Issued
- 04/30/2026 - Pre-Submittal Meeting & Outreach
- 05/18/2026 - Last Day to Submit Questions (5:00PM)
- 05/27/2026 - Submittals Due by 2:00PM
 - *Electronic Submittals via e-Builder Only*
 - *Hand Carried Submittals will not be accepted*

2 Phase Selection Process

Design-Build

- Phase I - Qualifications
- Phase II – Technical & Cost Proposal

Phase I

Section 1 – General Documents

- Proposal Transmittal Form (DB-PTF)
- Standard Business Terms and Conditions
- Financial Disclosures and Conflicts of Interest
- Illinois State Board of Elections Certificates
- Joint Venture Agreement (if applicable)

Proposal Transmittal Form (DP-PTF)

PROPOSAL TRANSMITTAL FORM for DESIGN-BUILD PROJECTS (DB-PTF)

Project Number:	<u>830-030-167</u>	Date RFP posted	<u>April 15, 2026</u>
Project Description	<u>Construct a Drug Discovery and Cancer Research Pavilion</u>		
Project Location	<u>Chicago, Cook County, Illinois</u>		
Project Manager	<u>Kenneth Watkins</u> <u>8th Floor</u> <u>555 W. Monroe Street</u> <u>Chicago, IL 60661</u>	Date due	<u>May 27, 2026 2:00PM (Phase I)</u> <u>Nov. 4, 2026 2:00PM (Phase II)</u>
Phone Number	<u></u>	Submit Proposal	<u>via "Submit Proposal" link on CDB</u>
Fax Number	<u></u>	To:	<u>webpage for the Project</u>
e-mail	<u>CDB.830-030-167@illinois.gov</u>		

Brief Description of Project:

The Capital Development Board (CDB) proposes to construct a new 188,055 gross square foot building identified as the Drug Discovery and Cancer Research Pavilion (DDCRP) on the west campus of the University of Illinois Chicago (UIC). The building will provide research space to support the University's Retzky College of Pharmacy (CoP), UI Cancer Center, and Department of Chemistry (within the College of Liberal Arts and Sciences).

The DDCRP will strengthen UIC's ability to tackle health disparities collaboratively and do it faster than ever, with new drugs and cancer therapies most needed by underserved populations.

The DDCRP's community spaces and state-of-the-art labs will be constructed with collaboration and engagement in mind. The pharmaceutical innovation and molecular and cellular discoveries it facilitates will be as important as the ideasharing, teaching and engagement happening in the auditorium and meeting rooms.

This facility, and the transformational research that occurs in its spaces, will launch UIC into a new sphere of scientific research distinction. It will attract significant research funding and help us recruit renowned scientists, leading to new knowledge and improved patient outcomes.

The collaborative facility will help harness scientific excellence and expertise from four units across UIC and UI Health. Bringing these units, with their impressive credentials and accomplishments, together in the DDCRP will bring UIC to a new level of scientific research distinction.

Research Neighborhoods

The new DDCRP is to provide them state-of-art facilities to amplify this culture of innovation and collaboration towards many more life-saving drug discoveries in the future.

Bridge

Rather than conceived as a separate building, the new DDCRP will be an extension of the College of Pharmacy building and its culture. It shall be connected by a two story elevated bridge that is not only a physical link between the buildings, but also integrates them culturally and socially to strengthen their bond. The Bridge should house formal and informal programmatic elements that draw users from both buildings, and be designed with a strong connection to the DDCRP arrival and vertical circulation experience.

Vivarium

To support the research activities within the labs at the floors above, an underground Vivarium will be provided housing research animals. The Vivarium represents an extension of the functions of the existing nearby Biological Resources Laboratory (BRL) building.

Project Budget (Design and Construction) Project
Time (Design and Construction) from ATP

\$ 190,000,000.00

Attachments:

930

Days

July 2025

Page 1

Proposal Transmittal Form (DP-PTF)

DB-PTF

Part 2 To be completed by Offeror

Required Information		Date submitted	
Firm Name		Contact person	(name)
Address	(Address1)		(phone)
	(Address2)		(fax)
	(Address3)		(e-mail)
	(Address4)		
		Phase 1 submittal	☐
TIN number		Phase 2 submittal	☐

Acknowledgment of Amendments (Phase 1 and Phase 2)

Amendment No.									
Date									

Offeror and Design Team must be identified below at the time of the Phase I submittal. Additional subcontractors should be included if known at time of the Phase I submittal, but must be included for the Phase II submittal.

List the firms providing the following work (per 00 42 10.3B.). Financial Disclosures must be provided by each firm listed. The Offeror should be included in this listing.

	Firm name/CDB firm no.	TIN
Architect		
Engineer		
General		
Plumbing		
Heating		
Ventilating		
Electrical		

Statement of Compliance

**Offeror hereby certifies that all items submitted in this proposal and final design documents (after contract award) comply with the RFP requirements. The criteria specified in the RFP for Project No. 830-030-167 are binding contract criteria and in case of any conflict after award between the RFP and the contractor's proposal, the Request for Proposal criteria shall govern unless there is a written and signed agreement between the contractor and the CDB waiving a specific requirement. Should this proposal result in the award of a contract this statement will be included on each sheet of the drawings and on the cover of the specifications.*

Name of Person Authorized to Sign Proposal	Signature	Date
--	-----------	------

Exceptions attached:	Yes	☐	No	☐			
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Proposal Transmittal Form (DB-PTF)

- Form must be signed by someone with the authority to contractually bind the company.
- The Offeror must include themselves in the appropriate category (ie., General) on the form.
- You must include Standard Terms & Conditions, Board of Elections Certificates, and Financial Disclosures and Conflicts of Interests documents for every firm identified on the DB-PTF.
 - *Failure to include the Financial Disclosures and Conflicts of Interest is a Material Deficiency and will result in rejection.*

Phase I

Section 2 – Past Performance

- Design-Build Entity Qualifications Form (DBQ)
- Past Performance Evaluation Questionnaire
- Past Performance MBE/WBE/VBE
- *Phase I Utilization Plan MBE/WBE/VBE/PBE*

Phase I

Section 2 – Past Performance

- This section of the submittal is limited to 25 pages of information (excluding the Past Performance Questionnaires).
- It includes the Offeror's DBQ and any discussion and/or additional information, awards, letters, etc. concerning past performance.

Design-Build Entity Qualifications Statement (DBQ)

Design-Build Entity Qualifications Statement (DBQ)

DESIGN-BUILD ENTITY QUALIFICATIONS STATEMENT - Instructions

GENERAL INSTRUCTIONS

The Design-Build Entity Qualifications Statement (DBQ) is to be submitted with the Phase 1 proposal. Carefully comply with RFP instructions when preparing and submitting this form. Be as concise as possible and provide only the information requested by the RFP.

DEFINITIONS

Branch Office: A geographically distinct place of business or subsidiary office of a firm that has a key role on the team.

Discipline: Primary technical capabilities of key personnel, as evidenced by academic degree, professional registration, certification, and/or extensive experience.

Key Personnel: Individuals who will have major contract responsibilities and/or provide unusual or unique expertise.

SPECIFIC INSTRUCTIONS

Section A. Contract Information.

Title and Location. Enter the title and location of the contract for which this form is being submitted, exactly as shown in the RFP.

Public Notice Date. Enter the posted date of the agency's notice on the CDB website.

Project Number. Enter the project number, exactly as shown in the RFP.

Section B. DB Entity Point of Contact

Name, Title, Name of Firm, Telephone Number, Fax (Facsimile) Number and Email Address. Provide information for a representative of the prime contractor or joint venture that the agency can contact for additional information.

Section C. Proposed Team.

Firm Name, Address, and Role in This Contract. Provide the contractual relationship, name, full mailing address, and a brief description of the role of each firm that will be involved in performance of this contract. List the DB entity or joint venture partners first. If a firm has branch offices, indicate each individual branch office that will have a key role on the team. The named subcontractors and outside associates or consultants must be used, and any change must be approved by the contracting officer. Attach an additional sheet in the same format as Section C if needed.

Be sure to include the CDB firm ID number for each firm which must be prequalified with CDB. If the firm is a design firm, include the Design Firm Registration number. If the firm is a contractor, include the name(s) of the United States Department of Labor approved Apprenticeship and Training program(s) the firm is a member of (per SD-DB 00 21 05.1 B.).

The Financial Disclosures and Conflicts of Interest form shall be submitted for all firms identified on the DB-PTF. Failure to submit will result in rejection of submittal. The form is available as an attachment to the RFP or in the Reference Library Section of CDB's website at www.illinois.gov/cdb/Pages/default.aspx.

The Board of Elections Registration Certificate shall be submitted for all firms identified on the DB-PTF.

Section D. Organizational Chart of Proposed Team.

As an attachment after Section C, present an organizational chart of the proposed team showing the names and roles of all key personnel listed in Section E and the firm they are associated with as listed in Section C.

Section E. Resumes of Key Personnel Proposed for This Contract.

Complete this section for each key person who will participate in this contract. Group by firm, with personnel of the DB entity firm(s) first. The following blocks must be completed for each resume:

Name. Self-explanatory.

Design-Build Entity Qualifications Statement (DBQ)

Years Experience. Total years of relevant experience, and years of relevant experience with current firm, but not necessarily the same branch office.

Firm Name and Location. Name, city and state of the firm where the person currently works, which must correspond with one of the firms (or branch office of a firm, if appropriate) listed in Section C.

Education. Provide information on the highest relevant academic degree(s) received. Indicate the area(s) of specialization for each degree.

Current Professional Registration. Provide information on current relevant professional registration(s).

Other Professional Qualifications. Provide information on any other professional qualifications relating to this contract, such as education, professional registration, publications, organizational memberships, certifications, training, awards, and foreign language capabilities.

Relevant Projects. Provide information on up to five projects in which the person had a significant role that demonstrates the person's capability relevant to her/his proposed role in this contract. These projects do not necessarily have to be any of the projects presented in Section F for the project team if the person was not involved in any of those projects or the person worked on other projects that were more relevant than the team projects in Section F. Use the check box provided to indicate if the project was performed with any office of the current firm. Include LEED v.4 experience, including responsibility related to LEED certification. If any of the professional services or construction projects are not complete, leave Year Completed blank and indicate the status in Brief Description and Specific Role.

Section F. Example Projects Which Best Illustrate Proposed Team's Qualifications for This Contract.

Select projects where multiple team members worked together, if possible, that demonstrate the team's capability to perform work similar to that required for this contract. Complete one Section F for each project. Present up to five projects, unless otherwise specified by the RFP. Complete the following blocks for each project:

Example Project Key Number. Start with "1" for the first project and number consecutively.

Title and Location. Title and location of project or contract.

Year Completed. Enter the year completed of the professional services (such as planning, engineering study, design, or surveying), and/or the year completed of construction, if applicable. If any of the professional services or the construction projects are not complete, leave Year Completed blank and indicate the status in Brief Description of Project and Relevance to This Contract.

Project Owner. Project owner or user, such as a government agency or installation, an institution, a corporation or private individual.

Point of Contact Name/Phone Number. Provide name and phone number of a person associated with the project owner or the organization which contracted for the professional services, who is very familiar with the project and the firm's (or firms') performance.

Brief Description of Project and Relevance to This Contract. Indicate scope, size, cost, principal elements and special features of the project. Discuss the relevance of the example project to this contract and indicate LEED version and level where applicable. Enter any other information requested by the agency for each example project.

Firms from Section C Involved with This Project. Indicate which firms (or branch offices, if appropriate) on the project team were involved in the example project, and their roles. List in the same order as Section C.

Section G. Key Personnel Participation in Example Projects.

This matrix is intended to graphically depict which key personnel identified in Section E worked on the example projects listed in Section F. Complete the following blocks (see example below).

Names of Key Personnel and Role in This Contract. List the names of the key personnel and their proposed roles in this contract in the same order as they appear in Section E.

Example Projects Listed in Section F. In the column under each project key number, and for each key person, place an "X" under the project key number for participation in the same or similar role.

Example Projects Key. List the key numbers and titles of the example projects in the same order as they appear in Section F.

Section H. List of References.

Design-Build Entity Qualifications Statement (DBQ)

List all individuals/organizations from whom references are being requested by the DB entity and listed subcontractors. Request at least one reference for each project listed in Section F. Each firm listed in Section A shall request at least three references (projects need not be the same as those listed in Section F).

Section I. Additional Information.

Use this section to provide additional information specifically requested by the RFP or to address selection criteria that are not covered by the information provided in Sections A-G.

Section J. Authorized Representative

An authorized representative of a joint venture or the prime contractor must sign and date the completed form. Signing attests that the information provided is current and factual, and that all firms on the proposed team agree to work on the project. Joint ventures selected for negotiations must make available a statement of participation by a principal of each member of the joint venture.

SAMPLE ENTRIES FOR SECTION G (MATRIX)

NAMES OF KEY PERSONNEL (From Section E)	FIRM ASSOCIATED WITH	ROLE IN THIS CONTRACT (From Section E)	EXAMPLE PROJECTS LISTED IN SECTION F (Fill in "Example Projects Key" section below before completing table. Place "X" under project key number for participation in same or similar role.)				
			1	2	3	4	5
Jane A. Smith	Design Associates, Inc	Chief Architect	X		X		
Joseph B. Williams	Design Associates, Inc	Chief Mech. Engineer	X	X	X	X	
Tara C. Donovan	Engineering Assoc. Ltd.	Chief Elec. Engineer	X	X		X	
Elwyn Jones	ABC Construction Co	Project Superintendent		X		X	

EXAMPLE PROJECTS KEY

Key Number	TITLE OF EXAMPLE PROJECT (FROM SECTION F)
1	Federal Courthouse, Denver, CO
2	Justin J. Wilson Federal Building, Baton Rouge, LA
3	XYZ Corporation Headquarters, Boston, MA
4	Founder's Museum, Newport, RI

Design-Build Entity Qualifications Statement (DBQ)

DESIGN-BUILD ENTITY QUALIFICATIONS STATEMENT (DBQ)

A. CONTRACT INFORMATION

PROJECT NUMBER:

RFP DATE:

TITLE AND LOCATION (City and State):

B. DB ENTITY POINT OF CONTACT

NAME AND TITLE:

NAME OF FIRM:

TELEPHONE NUMBER:

FAX NUMBER:

E-MAIL ADDRESS:

C. PROPOSED TEAM (Complete this section for joint venture partners, design consultants and all subcontractors as identified on the DB-PTF including all trade contractors required by Section 30-30 of the Illinois Procurement Code.)

FIRM NAME:	_____	JOINT-VENTURE PARTNER?	Yes	No
ADDRESS	_____ _____ _____ _____	CDB Firm ID Number:	_____	
		Certified by CMS as an MBE/WBE/VE firm? Design Firm Registration Number or Apprenticeship and Training program	Yes	No

ROLE IN THIS CONTRACT _____ IF BRANCH OFFICE CHECK

FIRM NAME:	_____	JOINT-VENTURE PARTNER?	Yes	No
ADDRESS	_____ _____ _____ _____	CDB Firm ID Number:	_____	
		Certified by CMS as an MBE/WBE/VE firm? Design Firm Registration Number or Apprenticeship and Training program	Yes	No

ROLE IN THIS CONTRACT _____ IF BRANCH OFFICE
CHECK HERE:

FIRM NAME:	_____	JOINT-VENTURE PARTNER?	Yes	No
ADDRESS	_____ _____ _____ _____	CDB Firm ID Number:	_____	
		Certified by CMS as an MBE/WBE/VE firm? Design Firm Registration Number or Apprenticeship and Training program	Yes	No

ROLE IN THIS CONTRACT _____ IF BRANCH OFFICE
CHECK HERE:

Design-Build Entity Qualifications Statement (DBQ)

FIRM NAME:	_____	JOINT-VENTURE PARTNER?	Yes	No
ADDRESS	_____ _____ _____ _____	CDB Firm ID Number:	_____	
		Certified by CMS as an MBE/WBE/BE firm? Design Firm Registration Number or Apprenticeship and Training program	Yes	No
ROLE IN THIS CONTRACT	_____	IF BRANCH OFFICE CHECK HERE:		

FIRM NAME:	_____	JOINT-VENTURE PARTNER?	Yes	No
ADDRESS	_____ _____ _____ _____	CDB Firm ID Number:	_____	
		Certified by CMS as an MBE/WBE/BE firm?? Design Firm Registration Number or Apprenticeship and Training program	Yes	No
ROLE IN THIS CONTRACT	_____	IF BRANCH OFFICE CHECK HERE:		

FIRM NAME:	_____	JOINT-VENTURE PARTNER?	Yes	No
ADDRESS	_____ _____ _____ _____	CDB Firm ID Number:	_____	
		Certified by CMS as an MBE/FBE firm? Design Firm Registration Number or Apprenticeship and Training	Yes	No
ROLE IN THIS CONTRACT	_____	IF BRANCH OFFICE CHECK HERE:		

FIRM NAME:	_____	JOINT-VENTURE PARTNER?	Yes	No
ADDRESS	_____ _____ _____ _____	CDB Firm ID Number:	_____	
		Certified by CMS as an MBE/WBE/BE firm? Design Firm Registration Number or Apprenticeship and Training program	Yes	No
ROLE IN THIS CONTRACT	_____	IF BRANCH OFFICE CHECK HERE:		

FIRM NAME:	_____	JOINT-VENTURE PARTNER?	Yes	No
ADDRESS	_____ _____ _____ _____	CDB Firm ID Number:	_____	
		Certified by CMS as an MBE/WBE/BE firm? Design Firm Registration Number or Apprenticeship and Training program	Yes	No
ROLE IN THIS CONTRACT	_____	IF BRANCH OFFICE CHECK HERE:		

Design-Build Entity Qualifications Statement (DBQ)

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT (Present as many projects as requested by the RFP or up to 5 projects if not specified.)

EXAMPLE PROJECT - KEY NUMBER 1

TITLE AND LOCATION (*City and State*):

YEAR COMPLETED - DESIGN:

YEAR COMPLETED - CONSTRUCTION (*If applicable*):

PROJECT OWNER:

PROJECT OWNER'S POINT OF CONTACT NAME/PHONE NUMBER:

BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (*Include scope, size, and cost*):

FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

FIRM NAME	FIRM LOCATION (<i>City and State</i>)	ROLE

EXAMPLE PROJECT - KEY NUMBER 2

TITLE AND LOCATION (*City and State*):

YEAR COMPLETED - DESIGN:

YEAR COMPLETED - CONSTRUCTION (*If applicable*):

PROJECT OWNER:

PROJECT OWNER'S POINT OF CONTACT NAME/PHONE NUMBER:

BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (*Include scope, size, and cost*):

FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

FIRM NAME	FIRM LOCATION (<i>City and State</i>)	ROLE

EXAMPLE PROJECT - KEY NUMBER 3

TITLE AND LOCATION (*City and State*):

YEAR COMPLETED - DESIGN:

YEAR COMPLETED - CONSTRUCTION (*If applicable*):

PROJECT OWNER:

PROJECT OWNER'S POINT OF CONTACT NAME/PHONE NUMBER:

G. KEY PERSONNEL PARTICIPATION IN EXAMPLE PROJECTS

[illegible]

EXAMPLE PROJECTS KEY

Key Number	TITLE OF EXAMPLE PROJECT (FROM SECTION F)
1	
2	
3	
4	
5	
6	
7	

Design-Build Entity Qualifications Statement (DBQ)

H. LIST OF REFERENCES REQUESTED

	Firm Requesting Reference	Organization reference requested from	Contact Name
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
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24.			
25.			
26.			
27.			
28.			
29.			
30.			
31.			
32.			
33.			
34.			
35.			

*Attach additional sheets as necessary.

I. ADDITIONAL INFORMATION

PROVIDE ANY ADDITIONAL INFORMATION REQUESTED BY THE RFP. ATTACH ADDITIONAL SHEETS AS NEEDED:

J. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

SIGNATURE OF AUTHORIZED REPRESENTATIVE _____

DATE SIGNED: _____

NAME AND TITLE OF SIGNER _____

Design-Build Entity Qualifications Statement (DBQ)

- A minimum of 5 contracts must be represented (maximum of 7).
- At least 3 of the projects must reflect the experience of the Offeror.
- At least 2 of the projects must reflect the experience of the Design Team.
- Failure to submit the required information is a **MATERIAL DEFICIENCY**.

Reference Questionnaire Package

Reference Questionnaire Package

REFERENCE QUESTIONNAIRE PACKAGE INFORMATION AND FORMS

Instructions to Offeror/Subcontractor for sending Reference Questionnaire Forms:

Offerors must prepare and send a reference questionnaire package for each project listed in the Design Build Entity Qualifications Statement (DBQ). A minimum of three (3) references must reflect the experience of the Offeror and a minimum of two (2) references must reflect the experience of the design team (or, contractor if the Offeror is a design firm). For Government contracts, send to Contracting Officer or Technical Representative. For commercial references send to personnel with duties similar to those for Government contracts. It is your responsibility to follow-up and to encourage your references to send in their questionnaire. Your questionnaire package should contain the following.

Cover Letter (See attached SAMPLE)
Past Performance Evaluation Questionnaire

Complete Part 1 (To Be Completed by Firm Requesting Reference) of each Questionnaire before sending it to the individual who will be providing the reference.

PLACE THE NAME OF THE DB ENTITY MAKING THE SUBMITTAL TO CDB AND THE CDB PROJECT NUMBER IN THE HEADER SO THEY APPEAR ON EACH QUESTIONNAIRE PAGE

OFFEROR SHOULD DELETE THESE INSTRUCTIONS BEFORE SENDING OUT QUESTIONNAIRES

Reference Questionnaire Package

SAMPLE TRANSMITTAL LETTER

Your Company Letterhead

Date: _____

To: _____

We have listed you as a reference for work we have performed for your firm as noted on the attached questionnaire. Our firm intends to submit a proposal under a project advertised by the Illinois Capital Development Board (CDB) for *Construct a Drug Discovery and Cancer Research Pavilion*. In accordance with CDB's Rules and Regulations, they will evaluate our firm's past performance. Your candid response to the attached questionnaire will assist the evaluation team in this process. We understand that you have a busy schedule and your participation in this evaluation is greatly appreciated. Please complete the enclosed questionnaire as thoroughly as possible. Space is provided for comments. Under CDB Rules, your response will be available for review by the firm requesting the reference.

Please send your completed questionnaire to the following address to arrive NOT LATER THAN *Tuesday, May 27, 2026*.

Brent Lance

Email: CDB.830-030-167@illinois.gov

Questionnaires should be emailed to the above address.

If you have questions regarding the attached questionnaire, or require assistance, please contact the individual named above. Thank you for your assistance.

Signature and Title

Reference Questionnaire Package

CDB Project Number: _____
OFFEROR NAME _____

PAST PERFORMANCE EVALUATION QUESTIONNAIRE

Part 1 (To Be Completed by Firm Requesting Reference)

1. Name/Title, Firm Name & Address (City and State):

2. Title of Project/Contract Number: Design-Bid-Build ☐ or Design-Build ☐

3. Description of Project for Which Reference is Requested (Include type of work/trades performed):

4. Complexity of Work: High _____ Mid _____ Routine _____

5. Location of Work: _____

6. Role on Project: ☐ Prime ☐ Subcontractor/Sub-consultant

7. Contract Amount: _____

8. Date of Award: _____

9. Status: Percent complete _____
Project Completion Date: _____ Scheduled ☐ Actual ☐

Part 2 (To Be Completed by Person Providing Reference)

Reference is provided by: _____

Company/Agency: _____

Business Address: _____

Telephone Number: _____

Email Address: _____

Relationship to Contract: _____

If the information provided in Part 1 is not accurate, please indicate and correct.

To obtain an electronic version of the form (Design-Build Reference Questionnaire) please go to the Reference Library on www.cdb.state.il.us

Return completed questionnaire (pages 1-4) via email to CDB.830-030-167@illinois.gov. Mark subject line of email: Attention: Project Number 830-030-167 "Reference Questionnaire"

Reference Questionnaire Package

CDB Project Number: _____
OFFEROR NAME _____

1. QUALITY OF WORK: WAS THIS EFFORT DESIGN BUILD? Yes _____ No _____
Evaluate performance in complying with contract requirements, quality achieved and overall technical expertise demonstrated.
Excellent Quality
Above Average Quality
Average Quality
Below Average Quality
Unsuccessful or Experienced Significant Quality Problems
Remarks: _____

2 TIMELINESS OF PERFORMANCE:
To what extent were contract performance requirements met? Consider also such things as; contract performance period requirements; provided submittals in a timely manner; timely completion of punch-list items; timely submission of close out documents, i.e., "as built's". Was timely and satisfactory response to warranty issues after project completion provided?

Completed Substantially Ahead of Schedule
Completed on Schedule with no Time Delays
Completed on Schedule with Minor Delays Under Extenuating Circumstances OTHER (explain) _____
Remarks: _____

3. DOCUMENTATION
To what extent were reports, submittals and other required documentation accurate, complete?
Excellent Quality
Above Average Quality
Average Quality
Below Average Quality
Unsuccessful or Experienced Significant Quality Problems
Remarks: _____

4. COORDINATION
How well were subcontractors, sub-consultants, suppliers, and/or the labor force managed and coordinated? Or, if firm was a subcontractor, how well did they respond to coordination efforts and work with other subs? Were there any problems and, if so, how were they handled?
Excellent
Above Average
Average
Below Average
Unsuccessful
Remarks: _____

Reference Questionnaire Package

CDB Project Number: _____
OFFEROR NAME _____

5. GENERAL MANAGEMENT PRACTICES

How well managed were the firm's general business practices? Consider such things as ; provided quality, experienced managers, technical and administrative personnel throughout the project; was promptly available when needed, and responded in a prompt and acceptable manner to resolve problems, provided accurate price proposals.

Excellent

Above Average

Average

Below Average

Unsuccessful

Remarks:

6. MBE/FBE PROGRAM

Did the contractor utilize MBE/FBE subcontractor/suppliers? Were MBE/WBE goals (if any) met? Did the contractor have a good relationship with the MBE/FBE firms on the project?

Excellent

Above Average

Average

Below Average

Unsuccessful

Not Applicable

Remarks:

7. OVERALL SAFETY PROGRAM

How well did the contractor manage the construction as it relates to safety? Discuss any Safety issues that arose during the course of the construction.

Excellent

Above Average

Average

Below Average

Unsuccessful

Remarks:

8. BUDGET

How well did the firm conform to the project budget? Did the applicant initiate unwarranted change orders or change order requests?

Excellent

Above Average

Average

Below Average

Unsuccessful

Remarks:

07/07

Reference Questionnaire Package

CDB Project Number: _____
OFFEROR NAME _____

9. CLAIMS/LITIGATION

Was the applicant involved in any claims or litigation surrounding the project?

☐ Yes ☐ No If "Yes", please explain

Remarks: _____

10. CUSTOMER SATISFACTION:

To what extent were the end users satisfied with: Quality? Cost? Schedule?

Exceptionally Satisfied Q _____ C _____ S _____

Highly Satisfied Q _____ C _____ S _____

Satisfied Q _____ C _____ S _____

Somewhat Dissatisfied (please explain) Q _____ C _____ S _____

Remarks: _____

If given the opportunity, would you work with this firm again?

Yes _____ No _____ Not Sure _____

Remarks: _____

OTHER REMARKS:

Use the space below to provide other information related to the contractor's performance. This may include selection of subcontractors/sub-consultants, flexibility in dealing with contract challenges, payment issues, their overall concern for the client's interest (if applicable), project awards received, etc.

Reference Questionnaire Package

- Failure to submit a minimum of five (5) and a maximum of seven (7) performance questionnaires is a *Technical* Deficiency.
- At least one reference should be for a LEED v4 project.

MBE/WBE/VBE/PBE Phase I Utilization Plan

MBE/WBE/VBE/PBE Phase I Utilization Plan

INCLUDE WITH PHASE I PROPOSAL

Name of Offeror: _____

CDB PROJECT NO. 830-030-167

GOALS FOR MINORITY/WOMEN/VETERANS BUSINESS PARTICIPATION

- A. This project has goals for participation by minority and women owned businesses as first and second tier (level) subcontractors or suppliers, and as the prime contractor, in accord with the Business Enterprise for Minorities, Women, and Persons with Disabilities Act (30 ILCS 575). This project has goals for participation by veteran owned businesses as first and second tier (level) subcontractors or suppliers, and as the prime contractor, in accord with the Illinois Procurement Code (30 ILCS 500/45-57).

DESIGN GOALS: The MBE/WBE design goal for this contract is 20 percent of the amount of the design services value by CDB. Some level of participation from both MBE and WBE firms is required to satisfy the 20% goal.

The VBE/PBE design goal for this contract is 3 percent of the amount of the design services value by CDB.

- B. Provide a written narrative describing MBE/WBE/VBE/PBE goals for past projects, including design and construction, and indicating what level of participation the offeror was able to achieve on those same projects.
- C. Only MBE/WBE/VBE/PBE firms certified or registered with the Commission on Equity and Inclusion (CEI) are acceptable.

MBE/WBE/VBE/PBE Phase I Utilization Plan

MBE/WBE/VBE Phase I Utilization Plan

INCLUDE WITH PHASE I PROPOSAL

Name of Offeror: _____

CDB PROJECT NO. 830-030-167

A. Please list the consultants that will be performing any portion of basic design services for this project. Any firm providing architectural, engineering, or land surveying must be prequalified with CDB. Consultants that are not providing the aforementioned regulated services do not have to be prequalified with CDB, but should be registered with CDB as a sub-consultant. These may include cost consultants, food service consultants, etc. The firms listed below are considered first tier consultants and shall hold a contract directly with the firm submitting this 330 Form. Failure of the consultants, providing regulated design services, to be prequalified, will result in rejection of the Offeror's submittal.								
	CDB Prequalification or Registration Number, Name of MBE/WBE/VBE Firm Address City State Zip	Proposed Percentage of Subcontract	Telephone Number	MBE/WBE/VBE Designation And Certifying Agency ☐ MBE ☐ WBE ☐ VBE ☐ PBE ☐ Certified by CEI	Trade Performed or Supply Provided	Description / Scope of Work		CDB Use Only CEI Expiration Date
1.				☐ MBE ☐ WBE ☐ VBE ☐ PBE ☐ Certified by CEI				
2.				☐ MBE ☐ WBE ☐ VBE ☐ PBE ☐ Certified by CEI				
3.				☐ MBE ☐ WBE ☐ VBE ☐ PBE ☐ Certified by CEI				
4.				☐ MBE ☐ WBE ☐ VBE ☐ PBE ☐ Certified by CEI				
5.				☐ MBE ☐ WBE ☐ VBE ☐ PBE ☐ Certified by CEI				
6.				☐ MBE ☐ WBE ☐ VBE ☐ PBE ☐ Certified by CEI				
7.				☐ MBE ☐ WBE ☐ VBE ☐ PBE ☐ Certified by CEI				

MBE/WBE/VBE/PBE Phase I Utilization Plan

MBE/WBE/VBE/PBE Utilization Plan

Exceeds stated goals by 30% or more	Maximum Points (75pts)
Exceeds stated goals by 25% or more	Maximum Points x 2/3 (50pts)
Meets but does not exceed goals	Maximum Points x 1/3 (25pts)
Meets at least 75% of the goals	Maximum Points x ¼ (12.5pts)

Phase I

Section 3 – Technical Capability

- Technical Approach Narrative
- Offeror's Team Experience
- Other Capabilities

Technical Approach Narrative

- Maximum of 5 pages.
- “Fast Track” construction
- Discuss proposed organization and roles/responsibilities of all parties.
- Proposed process for handling field problems.

Offeror's Team Experience

- Maximum of 5 pages.
- Example Projects no more than 10 years old.
- Information from Section 2 - Past Performance may be considered
- See detailed requirements outlined on Pages 10-11 of the RFP.
- Discuss MBE/WBE/VBE/PBE programs, goals, strategy.

Other Capabilities

- Maximum of 2 pages.
- Describe office capabilities for using BIM and other forms of technology.
- Describe capabilities for scheduling along with software used and experience of staff. (A sample schedule is not desired.)
- Describe your office capabilities for ensuring proper administration of a project of this size and complexity.

Phase I

Section 4 – Financial Capability

- Bonding
- Insurance
- Bank References

Phase I Evaluation Criteria

Design-Build Weighted Scoring Criteria – CDB Project No. 830-030-167

Phase I Evaluation

Evaluation Criteria		Possible Points
1	** Experience of Personnel Assigned to the Project	120
2	** Successful Experience with Similar Project Types	100
3	Experience with construction of projects on University Campuses	100
4	Experience with Design and Construction of Collaborative Research Spaces	100
5	Experience of personnel in successfully leading a design-build project team through integrative design processes.	120
6	Experience in successful delivery of LEED v4 Gold and Platinum projects of similar size & scope.	100
7	** Financial Capability	100
8	** Timeliness of Past Performance	75
9	** Experience with Similarly Sized Projects	75
10	** Successful Reference Checks of the Firm	80
11	** Commitment to assign personnel for the duration of the project and qualifications of the entity's consultants	75
12	** Past Performance in meeting MBE/WBE/VBE goals on prior projects	100
13	Level of Proposed MBE/WBE/VBE/PBE Participation on Team	75
Total Maximum Points		1220

*** Criteria Required by the Design-Build Act*

Phase II Schedule

- 06/23/2026 - Phase II Invitations will be issued
- 07/01/2026 - Pre-Proposal Meeting (in-person)
- TBD (July) Proprietary Meeting #1 (in-person)
- TBD (August) Proprietary Meeting #2 (in-person)
- 11/04/2026 - Phase II Proposals Due by 2:00PM
 - *Electronic Submittals via e-Builder Only*
 - *Hand Carried Submittals will not be accepted*
- 12/09/2026 - Interviews
- 01/12/2027 - Tentative Date for Board Approval of Selection

Phase II

- Offerors are expected to provide a means by which they can deliver the project at or near the published budget amount of \$190,000,000.00.
- Any proposal where the Base Bid plus Deviations (line 18 on the pricing schedule) exceeds the published budget by more than 10% will be considered to be materially deficient and will be rejected.

Site Visits

- Teams are allowed to visit the site on their own but must adhere to all requirements for other visitors.

Questions?

Industry Training

- A/E Training
- Contractor Training

A/E & Contractor Project Management Training

Register at cdb.illinois.gov

Workshop Description:

Capital Development Board (CDB) is organizing workshops for contractors involved in CDB projects. The training sessions provide a hands-on understanding of CDB documents and processes.

Attendees will gain insight into CDB procedures, project documentation, and reporting. They will also learn practical strategies to ensure project timeliness. These workshops are free of charge for all participants.

Who Should Attend?

Participation in this workshop is mandatory for all firms seeking prequalification with CDB. Contractor representatives are expected to join this training as per the Capital Development Board's requirements. The Contractor Project Manager Training is also open to any firm interested in enhancing their knowledge of CDB and project procedures.

A/E Project Management Training



Contractor Project Management Training



Prequalification

Two types of designations vendors will encounter at CDB:

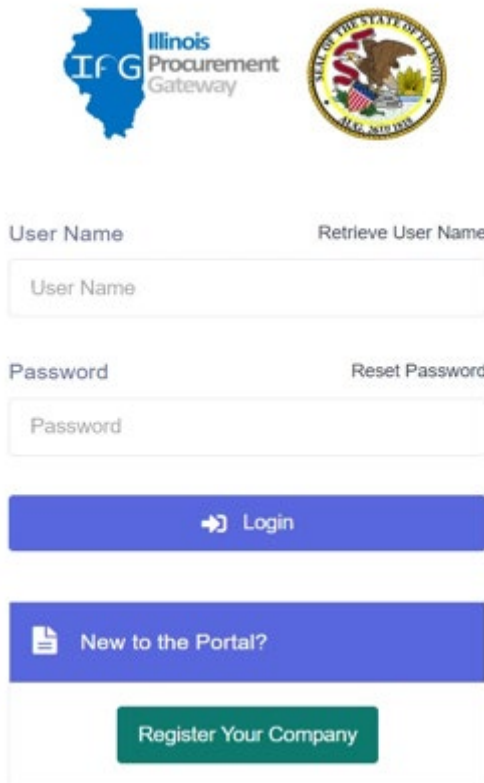
1. Prequalification – the process that CDB uses to verify that vendors meet requirements to be able to contract directly with the CDB. Some consultants, subconsultants also may need to be prequalified. Protected subcontractors clearly defined on the bidding form with the Single-Prime delivery method must also be prequalified
2. Vendor Registration – for subcontractors, A/E specialty consultants and material suppliers that do not wish to be prequalified and bid directly with CDB. Subcontractors are not required to be prequalified

Both Prequalification and Registration are active for three years

Prequalification

- Firms must be prequalified the day PRIOR to bidding or providing submittals for selection
- Prequalification applications may take up to 45 days, vendors are urged to prequalify as soon as possible
- Starting January 1, 2023 Illinois Procurement Gateway (IPG) registration is required for all vendors that are renewing prequalification or a new vendor seeking prequalification.
- New firms must complete a CDB Training Seminar during the first year of prequalification. When offered, training opportunity can be found on the website under the Architect/Engineer or Contractor pages. Previously prequalified firms must also maintain a staff member who has attended the training.

IPG



The screenshot shows the Illinois Procurement Gateway (IPG) login interface. At the top left is the IPG logo, which includes a blue outline of the state of Illinois and the text 'IPG Illinois Procurement Gateway'. To its right is the official seal of the State of Illinois. Below the logos, there are two columns of input fields. The first column is for 'User Name' with a text box containing the placeholder 'User Name'. The second column is for 'Password' with a text box containing the placeholder 'Password'. Above the 'User Name' field is a link labeled 'Retrieve User Name', and above the 'Password' field is a link labeled 'Reset Password'. Below the input fields is a large blue button with a right-pointing arrow and the text 'Login'. At the bottom, there is a blue banner with a document icon and the text 'New to the Portal?'. Below this banner is a green button with the text 'Register Your Company'.

- The State of Illinois Chief Procurement Office has made available the Illinois Procurement Gateway (IPG).
- The IPG (<https://ipg.illinois.gov/>) is a streamlined, online process that allows those doing business with the state (including contractors, subcontractors, architects, engineers, and consultants) to enter, organize, and submit information, certification, and disclosure documents online in advance of a particular procurement.
- Not required for subcontractors but can speed up the process if they have contracts with a prime vendor that exceeds \$100,000.

Prequalification's Application

Three different types:

- Architect/Engineer
- Contractor
- Construction Manager/
Program Manager



*To Download the
Prequalification or
Vendor Registration
Applications.*

A/E



- The Illinois 30 ILCS 500 Procurement Code and Capital Development Board (CDB) rules require that professional design firms be prequalified.
- Illinois law requires corporations, partnerships and sole proprietorships practicing architecture, professional engineering, structural engineering or land surveying to be licensed with the Department of Professional Regulation (DPR)

Contractor



Prime Contractor wishing to contract directly with the CDB



Subcontractors who are planning to perform work as a Protected Subcontractor as defined for the Single Prime Delivery method also are required to Prequalify

Contractor

Valid Illinois firm licenses:

- Plumbing
- Fire Sprinkler
- Roofing
- Asbestos Abatement
- Underground storage tank removal
- Lead abatement

Construction Manager/Program Manager



CM/PM wishing to contract directly
with the CDB

Prequalification Application

Documentation associated with
the application:

- Non-Residential Experience, Bonding Capacity, References
- State Board of Elections, Secretary of State, Financial Disclosure and Conflict of interest, licenses, and Department of Human Rights

Joint Ventures

00 21 60 JOINT VENTURES .1 General. Two or more prequalified contractors may submit a bid as a Joint Venture. If a Joint Venture submits the lowest responsible and responsive bid, CDB will require disclosure of the contractual arrangement between the members of the Joint Venture prior to award. At a minimum, the Joint Venture documents shall identify the consent of surety and insurance underwriters to insure the joint venture in accordance with CDB requirements.

- Two or more vendors may combine to form a Joint Venture (JV).
 - All vendors in the JV must be pre-qualified with CDB.
 - One vendor in the JV must be willing to accept payment from Illinois Office of the Comptroller (IOC)
 - CDB will need a copy of the JV agreement
- If the vendors forming the JV are creating a new business entity (FEIN #)
 - New business entity will need to be pre-qualified
 - Payments can go to the new entity if they are pre-qualified and meet the requirements of IOC.

Q & A



Capital
Development
Board
Building a Better Blocks