



Reference #: 023-010-020

EMERGENCY PURCHASE STATEMENT / NOTICE OF AWARD

Agency: Capital Development Board Point of Contact: Dan Troglio

Location of Emergency: Appellate Court Building - Ottawa, LaSalle County

Vendor: JB Contracting Corp. (21672)

Address: 2999 St. Vincent Avenue City: LaSalle State: IL Zip: 61301

Emergency Purchase Details

Emergency Category (select the appropriate option(s) from the checklist below):

- ☒ Involving threat to public health or public safety
- ☐ Immediate expenditure is necessary for repairs to State property to protect against further loss or damage
- ☒ To prevent or minimize serious disruption in critical State services that affect health, safety, or collection of substantial State revenues
- ☐ To insure integrity of State records

Describe the scope of the emergency. Show justification for the need of an emergency contract, the selection of the vendor, and explain why the need for work cannot be met through a competitive process:

The Appellate Court/Third District has again notified the Capital Development Board ("CDB") that the Courthouse is experiencing lack of cooling due to ongoing HVAC failures. The downstairs AC unit goes down several times per month requiring a local HVAC vendor to be on site multiples times each month. These visits cause downtime, potential mold issues, employee comfort concerns, and cost hundreds of dollars per visit.

The current HVAC system is over 40 years old and is in the process of being replaced under CDB Project No.: 023-010-020. However, the project remains in design and is not scheduled to bid for several months.

CDB's assistance has again been requested to provide temporary cooling measures under an emergency declaration, until such time more permanent replacement systems can be implemented under CDB Project No.: 023-010-020. Considering the time frames needed for standard bidding and award procedures, design and construction services for temporary cooling under the existing processes would likely not begin for several months. For this reason, an emergency purchase is necessary to provide expedited temporary cooling units to support proper cooling of the facility as quickly as possible to ensure the Courthouse remains open to the public, Appellate Court Justices and employees. This would also assist with minimizing additional damage to a historic Courthouse.

In May of 2023 CDB utilized JB contracting to provide temporary cooling for the 2023 cooling season. JB Contracting Corp. was selected to once again to provide these temporary services for the 2024 cooling season as they have the expertise to complete the work, they are familiar with the facility and need, they can work in an expedited manner, and they are in close proximity to the site.

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

The scope of work provides for the rental, installation, maintenance, and eventual removal of temporary air conditioning units. Any ancillary items, such as electrical power improvements or other necessary work needed for temporary installation, is considered part of the scope. The contractor is also responsible for any needed trouble-shooting throughout the cooling season, should issues arise.

Incorporated documents include the March 2009 Standard Documents for Construction & Supplement and any design documents provided by the Architect/Engineer of record. Section 01 29 00 PAYMENT PROCEDURES, will be strictly followed and adhered to. The sum of all items listed in the Contractor Schedule of Values should equal the contract award amount. Payment amounts will be approved based on proof of work actually performed and materials actually used. Construction Services provided under this procurement should not exceed \$50,000.00, which is a place-holder prior to entering into a Construction Contract, without prior



Reference #: 023-010-020

EMERGENCY PURCHASE STATEMENT / NOTICE OF AWARD

Agency: Capital Development Board Point of Contact: Dan Troglio

Location of Emergency: Appellate Court Building - Ottawa, LaSalle County

Vendor: JB Contracting Corp. (21672)

Address: 2999 St. Vincent Avenue City: LaSalle State: IL Zip: 61301

authorization from the Capital Development Board in consultation with the Chief Procurement Office. Final Actual Costs will be reported upon project completion and project close-out.

In accordance with section 00 21 50 of the Standard Documents for Construction, the General Contractor shall perform no less than 20% of work with its own staff. Each other trade shall perform no less than 40% of work with its own staff. Work with own staff includes direct labor and supervision, as well as material purchases where the material is installed by the contractor.

Was authorization to proceed verbally given? ☐ Yes ☒ No, receipt of this signed Notice authorizes the vendor to begin work

If Yes is checked above, explain who authorized the work, when, under what conditions or limitations and for what scope.

Expected Start Date: Jul 2, 2024 Estimated End Date: Sep 29, 2024

Amount of this expenditure is: \$50,000.00 Actual or Estimated: Estimated

Signatures

I am making this statement and providing it to the CPO Office, the Auditor General, and the Procurement Policy Board in compliance with the Illinois Procurement Code and within 10 days after award of the contract.

I have authorized the emergency procurement in accordance with the requirements of the Illinois Procurement Code (30 ILCS 500) and the applicable administrative rule. I know and understand the contents of this statement and all statements herein are true and correct to the best of my knowledge.

Agency Signature: Chris R. Miles Digitally signed by Chris R. Miles
Date: 2024.07.02 09:55:41 -05'00' Title: Executive II

SPO/CPO Signature: GERALD STEVEN BURLINGHAM Digitally signed by GERALD STEVEN BURLINGHAM
Date: 2024.07.02 10:08:53 -05'00' Date: Jul 2, 2024