



CHIEF PROCUREMENT OFFICE

Art Moore, Capital Development Board

Reference #: 321-100-132

EMERGENCY PURCHASE STATEMENT / NOTICE OF AWARD

Agency: Capital Development Board Point of Contact: Darnell Barnes

Location of Emergency: Shapiro Development Center

Vendor: WSP USA Building, Inc. (24275)

Address: 30 N. LaSalle Street, Suite 4200 City: Chicago State: IL Zip: 60602

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 Capital Development Board ("CDB") was notified by the Illinois Department of Human Services ("IDHS") that during the monthly testing of the emergency generators at the Shapiro Developmental Center ("Shapiro") the switchgear did not operate properly. The manufacturer of the switchgear notified Shapiro that parts are no longer available and that the switchgear will need to be replaced. With the switchgear not operating properly and should a power outage occur, Shapiro would be without emergency backup power for half their campus. Shapiro is home to over 450 individuals with developmental disabilities and 100 of them require extensive medical needs. Four residential homes and the central dietary would not have emergency power if there were a power outage.

The facility is served through dual utility feeds and dual generator feeds connected through 2400V metal enclosed switchgear with automatic source control units. 1 of the automatic switches has failed and is not operable. The other automatic switch is the same age and type as the failed switch and its continued operation is questionable. The original design included controls for paralleling and co-generation which are not fully utilized and may not be necessary. There are also future plans to replace the generators with larger units.

IDHS has requested CDB's assistance to provide emergency temporary solutions followed by the replacement of the electrical switchgear in order to have reliable backup power for the campus during a power outage. The procurement of more permanent solutions such as the replacement of the switchgear will be determined once an assessment and temporary solutions have been implemented.

This project started with an emergency selection of an Architect/Engineer to provide expedited design services for any feasible temporary solutions; this exempts the selection from a 14-day solicitation required through Qualifications-Based Selection ("QBS"). Considering the time frames needed for the selection, negotiation and execution of an A/E contract, followed by regular bidding processes, temporary backup power solutions at Shapiro under the existing processes would likely not begin for several months.

WSP USA Building, Inc., located in Chicago, IL, was selected to provide design services to support temporary solutions for the switchgear because the firm was recently acquired Knight E/A, Inc. which is actively working on site at the facility under CDB project #321-100-131, they have the capabilities and resources needed to complete the work, and they can respond immediately to the request for emergency services.

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

The scope of work provides for an assessment of the current medium voltage switchgear arrangement, and design services for temporary backup power solutions such as the bypassing of the failed switch (and possibly both switches) to allow the generators to be



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connected during a long term outage in order to provide emergency backup power.

Incorporated documents include the March 2009 Standard Documents for Construction & Supplement and the March 2009 Design and Construction Manual & Supplement. Basic Architectural Services provided under this procurement should not exceed \$100,000.00, which is a place-holder prior to the negotiation of a Professional Services Agreement, without prior authorization from the Capital Development Board in consultation with the Chief Procurement Office. Final Actual Costs will be reported upon project completion and project close-out.

In accordance with 30 ILCS 500/50-35, all contractors, and each subcontractor to be used whose contract/subcontract exceeds an annual value of \$50,000, shall submit financial disclosures and certifications as a material term of the contract. 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.

Additionally, Governor Pritzker has issued Executive Order 2022-16 containing additional mitigations to address the COVID-19 pandemic. This includes an indoor mask requirement and vaccinations for those working at Illinois Department of Human Services (IDHS) ities. These requirements apply to this project.

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

Expected Start Date: Jul 19, 2022 Estimated End Date: Oct 16, 2022

Amount of this expenditure is: \$100,000.00 Actual or Estimated: Estimated

Signatures

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

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

Agency Signature: Chris Miles Digitally signed by Chris Miles
Date: 2022.07.19 15:27:35 -05'00' Title: Executive II

SPO/CPO Signature: GERALD STEVEN BURLINGHAM Digitally signed by GERALD STEVEN
BURLINGHAM
Date: 2022.07.19 15:33:00 -05'00' Date: Jul 19, 2022



CHIEF PROCUREMENT OFFICE

Art Moore, Capital Development Board

Reference #: 321-100-132

EMERGENCY PURCHASE EXTENSION

Agency: Capital Development Board Point of Contact: Darnell Barnes

Location of Emergency: Shapiro Development Center

Vendor: WSP USA Building, Inc. (24275)

Address: 30 N. LaSalle Street, Suite 4200 City: Chicago State: IL Zip: 60602

Extension Justification

Original Emergency Term Start Date: Jul 19, 2022 Original Emergency Term End Date: Oct 16, 2022

Amount of original: \$100,000.00 NTE Actual or Estimated: Estimated

Extension Hearing Date: Sep 26, 2022 Requested Extension End Date: Feb 28, 2023

Amount of extension expenditure: PSA Negotiations Actual or Estimated: _____

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

The scope of work remains the same and provides for an assessment of the current medium voltage switchgear arrangement, and design services for temporary backup power solutions such as the bypassing of the failed switch (and possibly both switches) to allow the generators to be connected during a long term outage in order to provide emergency backup power.

Describe the scope of the extension (supply, service, etc.). Show justification for extending the original emergency contract, and explain why the extension need cannot be met through a competitive process:

The Architect/Engineer has completed the design. A contractor invite/selection form has been approved. Short-listed emergency bidding is scheduled for September 15, 2022. The contractor scope of work is for the replacement of critical 2400V Automatic Transfer Switch parts, and operational testing as directed by the Architect/Engineer of record. The contractor scope will also include the acquisition of additional required ATS parts for back-up bench stock. Substantial Completion is scheduled for December 8, 2022, with close-out to follow.

Therefore, the project team is requesting consideration to extend the emergency declaration for design services through February 28, 2023, to allow for a short-listed emergency bidding of the project, to allow for observation and design services through completion of construction, and to allow for complete close-out of the project.

CDB requires WSP USA Building, Inc.'s continued participation to provide design services to support switchgear repair work as they are most familiar with the site and scope of work, and they can continue to work in an expedited manner.

Term of emergency procurement shall not exceed 90 days. Contract may be extended beyond 90 days if CPO determines additional time is necessary; however, prior to execution of extension, CPO must hold a public hearing and provide written description



CHIEF PROCUREMENT OFFICE

Art Moore, Capital Development Board

Reference #: 321-100-132

EMERGENCY PURCHASE EXTENSION

Agency: Capital Development Board Point of Contact: Darnell Barnes

Location of Emergency: Shapiro Development Center

Vendor: WSP USA Building, Inc. (24275)

Address: 30 N. LaSalle Street, Suite 4200 City: Chicago State: IL Zip: 60602

Signatures

I am requesting an extension of the requested emergency contract. I know and understand the contents of this statement and all statements herein are true and correct to the best of my knowledge.

Agency Signature: **Chris Miles** Digitally signed by Chris Miles
Date: 2022.09.12 09:27:21
-05'00' Title: Executive II

Hearing Disposition

Hearing Date: Hearing Location:

The State posted to the Illinois Procurement Bulletin a description of the State's need, the justification for emergency extension, and information regarding opportunity to submit comments and testify at a public hearing.

Notice of the hearing was posted to the Illinois Procurement Bulletin at least (14) days in advance of hearing and was also posted outside the hearing room no less than two business days prior to the hearing. The hearing was held to hear testimony and receive comments on extending the procurement.

Hearing Narrative:

Signatures

Hearing Officer recommends approval of the extension request.

Hearing Officer
Signature: _____ Date: _____

After a complete review of the circumstances relating to the need for extending the existing emergency contract, CPO approval is given to extend for a period not to exceed calendar days.

CPO Signature: _____ Date: _____

State of Illinois Chief Procurement Office for the Capital Development Board

NOTICE OF HEARING

 X Emergency Extension

The Office of the Chief Procurement Officer will hold a public hearing to hear testimony and receive comments on the proposed contract(s) as described below.

Details of the proposed contract, justification for the Agency to contract in this way and the hearing procedure can be found at www.purchase.state.il.us/. Click "Illinois Bid" and enter Procurement Bulletin Reference # in the search box.

HEARING DETAILS

DATE: Monday, September 26, 2022
TIME: 2:30 p.m.
LOCATIONS: via WebEx from multiple locations.

This hearing will be conducted remotely and will be accessible via WebEx or telephone.
For those wishing to attend please call 1-312-535-8110, and enter the access code outlined in this notice.

Phone: 1-312-535-8110
Access Code: 2453 312 4651

HEARING CONTACT PERSON

NAME: Gerald Burlingham
TITLE: State Purchasing Officer, Illinois Capital Development Board
ADDRESS: 401 S. Spring St., Springfield, IL 62706
PHONE: 217-836-0185
FAX: 217-558-1399
E-MAIL: gerald.burlingham@Illinois.gov

TESTIMONY

Anyone wishing to testify—please notify the HEARING CONTACT PERSON of desire to testify in advance if possible.

PROPOSED CONTRACT(S) SUBJECT OF THIS HEARING

Agency: Illinois Capital Development Board

Vendor: WSP USA Building, Inc.

Brief Descriptions:

The Office of the Chief Procurement Officer for the Capital Development Board will hold a public hearing to hear testimony and receive comments on the proposed contract extension for design services from WSP USA Building, Inc. This is related to an emergency procurement at the Shapiro Development Center.
CDB #321-100-132



CHIEF PROCUREMENT OFFICE

Art Moore, Capital Development Board

Reference #: 321-100-132

EMERGENCY PURCHASE EXTENSION

Agency: Capital Development Board Point of Contact: Darnell Barnes

Location of Emergency: Shapiro Development Center

Vendor: WSP USA Building, Inc. (24275)

Address: 30 N. LaSalle Street, Suite 4200 City: Chicago State: IL Zip: 60602

Signatures

I am requesting an extension of the requested emergency contract. I know and understand the contents of this statement and all statements herein are true and correct to the best of my knowledge.

Agency Signature: Chris Miles Digitally signed by Chris Miles
Date: 2022.09.12 09:27:21
-05'00' Title: Executive II

Hearing Disposition

Hearing Date: Sep 26, 2022 Hearing Location: via WebEx from multiple locations.

The State posted to the Illinois Procurement Bulletin a description of the State's need, the justification for emergency extension, and information regarding opportunity to submit comments and testify at a public hearing.

Notice of the hearing was posted to the Illinois Procurement Bulletin at least (14) days in advance of hearing and was also posted outside the hearing room no less than two business days prior to the hearing. The hearing was held to hear testimony and receive comments on extending the procurement.

Hearing Narrative:

The PM provided a current status.
No quotes were received on 9/16/22 from any of the contractors listed on the invite list, so the emergency project will be re-advertised. A new Contractor Invite list was approved on this day and communications with those listed to confirm their interest was made. Quotes are due on 10/3/22.
Once quotes are received and a contractor has been selected, the AE stated the drawing review/approval process should take approximately 1 week.
Material lead times vary between 6-12 weeks and construction time should take approximately 30 days.
SPO Burlingham recommends approval to extend WSP USA Building, Inc's., contract to 4/30/2023 to allow for any delays due to the upcoming holidays, potential manufacturer and shipping delays and the potential for inclement weather.

Signatures

Hearing Officer recommends approval of the extension request.

Hearing Officer Signature: GERALD STEVEN BURLINGHAM Digitally signed by GERALD STEVEN BURLINGHAM
Date: 2022.09.26 14:52:34 -05'00' Date: Sep 26, 2022

After a complete review of the circumstances relating to the need for extending the existing emergency contract, CPO approval is given to extend for a period not to exceed 196 calendar days.

CPO Signature: Arthur L Moore Digitally signed by Arthur L Moore
Date: 2022.09.26 15:28:31 -05'00' Date: Sep 26, 2022



CHIEF PROCUREMENT OFFICE

Art Moore, Capital Development Board

Reference #: 321-100-132

EMERGENCY PURCHASE EXTENSION

Agency: Capital Development Board Point of Contact: Darnell Barnes

Location of Emergency: Shapiro Development Center

Vendor: WSP USA Building, Inc. (24275)

Address: 30 N. LaSalle Street, Suite 4200 City: Chicago State: IL Zip: 60602

Extension Justification

Original Emergency Term Start Date: Jul 19, 2022 Original Emergency Term End Date: Apr 30, 2023

Amount of original: \$56,100.00 (Current Contract) Actual or Estimated: Estimated

Extension Hearing Date: Jan 23, 2023 Requested Extension End Date: Aug 31, 2023

Amount of extension expenditure: TBD Actual or Estimated:

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

The scope of work remains the same and provides for an assessment of the current medium voltage switchgear arrangement, and design services for temporary backup power solutions such as the bypassing of the failed switch (and possibly both switches) to allow the generators to be connected during a long term outage in order to provide emergency backup power.

Describe the scope of the extension (supply, service, etc.). Show justification for extending the original emergency contract, and explain why the extension need cannot be met through a competitive process:

The Architect/Engineer completed the design and the project was subsequently awarded to Block Electric Company, Inc. after a 3rd attempt at short-listed emergency bidding. The contractor's scope of work provides for the replacement of critical 2400V Automatic Transfer Switch parts, and operational testing as directed by the AE of record. Scope also includes the acquisition of additional required ATS parts for back-up bench stock.

Block was issued an emergency Authorization to Proceed on November 15, 2022. Shortly thereafter, it was discovered that 4 required alduti-ruptor switches were omitted from the specifications. The manufacturer's representative for S & C (makers of the transfer switch enclosure and replacement items) realized there was another element to the AS-30 (motorized switch) that would be a point of failure referred to as a 'piston' which is the actuating part of the assembly. The Alduti-Rupter, according to the manufacturer, is the assembly that includes the necessary parts. The manufacturer's representative clarified quantities and personnel required on November 15, 2022. The CDB Project Manager is in the process of drafting a Proceed Order for the switches. Once the Proceed Order is approved, the switched require a lead time of approximately 15 weeks, then another 4 weeks for scheduling and installation. The contractor also awaits other equipment having lead times for the project.

Therefore, the project team is requesting consideration to extend the emergency declaration for design services through August 31, 2023, to allow for observation and design services through completion of construction, to allow for long lead equipment/material items, to allow for any unforeseen weather and/or equipment delays, to allow for the processing of the Proceed Order/Change Order to include the Alduti-Rupter switches, to allow for all physical work to be completed, and to allow for A/E assistance in closing out the project.

CDB requires WSP USA Building, Inc.'s continued participation to provide design services to support switchgear repair work as they are most familiar with the site and scope of work, and they can continue to work in an expedited manner.



CHIEF PROCUREMENT OFFICE

Art Moore, Capital Development Board

Reference #: 321-100-132

EMERGENCY PURCHASE EXTENSION

Agency: Capital Development Board Point of Contact: Darnell Barnes

Location of Emergency: Shapiro Development Center

Vendor: WSP USA Building, Inc. (24275)

Address: 30 N. LaSalle Street, Suite 4200 City: Chicago State: IL Zip: 60602

Term of emergency procurement shall not exceed 90 days. Contract may be extended beyond 90 days if CPO determines additional time is necessary; however, prior to execution of extension, CPO must hold a public hearing and provide written description

Signatures

I am requesting an extension of the requested emergency contract. I know and understand the contents of this statement and all statements herein are true and correct to the best of my knowledge.

Agency Signature: Chris Miles Digitally signed by Chris Miles
Date: 2023.01.06 09:51:58
-06'00' Title: Executive II

Hearing Disposition

Hearing Date: Hearing Location:

The State posted to the Illinois Procurement Bulletin a description of the State's need, the justification for emergency extension, and information regarding opportunity to submit comments and testify at a public hearing.

Notice of the hearing was posted to the Illinois Procurement Bulletin at least (14) days in advance of hearing and was also posted outside the hearing room no less than two business days prior to the hearing. The hearing was held to hear testimony and receive comments on extending the procurement.

Hearing Narrative:

Signatures

Hearing Officer recommends approval of the extension request.

Hearing Officer
Signature: _____ Date: _____

After a complete review of the circumstances relating to the need for extending the existing emergency contract, CPO approval is given to extend for a period not to exceed calendar days.

CPO Signature: _____ Date: _____

State of Illinois Chief Procurement Office for the Capital Development Board

NOTICE OF HEARING

 X Emergency Extension

The Office of the Chief Procurement Officer will hold a public hearing to hear testimony and receive comments on the proposed contract(s) as described below.

Details of the proposed contract extension justification for the Agency to contract in this way and the hearing procedure can be found at [Emergency Procurement Award & Notices - Procurement Bulletin \(illinois.gov\)](#). Click "Project Number" for hearing details.

HEARING DETAILS

DATE: Monday, January 23, 2023
TIME: 2:30 p.m.
LOCATIONS: via WebEx from multiple locations.

This hearing will be conducted remotely and will be accessible via WebEx or telephone. For those wishing to attend please call 1-312-535-8110, and enter the access code outlined in this notice.

Phone: 1-312-535-8110
Access Code: 2465 484 3697

HEARING CONTACT PERSON

NAME: Gerald Burlingham
TITLE: State Purchasing Officer, Illinois Capital Development Board
ADDRESS: 401 S. Spring St., Springfield, IL 62706
PHONE: 217-836-0185
FAX: 217-558-1399
E-MAIL: gerald.burlingham@illinois.gov

TESTIMONY

Anyone wishing to testify—please notify the HEARING CONTACT PERSON of desire to testify in advance if possible.

PROPOSED CONTRACT(S) SUBJECT OF THIS HEARING

Agency: Illinois Capital Development Board

Vendor: WSP USA Building, Inc.
Block Electric Co., Inc.

Brief Descriptions:

The Office of the Chief Procurement Officer for the Capital Development Board will hold a public hearing to hear testimony and receive comments on the proposed contract extension for WSP USA Building, Inc. and Block Electric Co., Inc. This is related to an emergency procurement at the Shapiro Development Center.
CDB #321-100-132



CHIEF PROCUREMENT OFFICE

Art Moore, Capital Development Board

Reference #: 321-100-132

EMERGENCY PURCHASE EXTENSION

Agency: Capital Development Board Point of Contact: Darnell Barnes

Location of Emergency: Shapiro Development Center

Vendor: WSP USA Building, Inc. (24275)

Address: 30 N. LaSalle Street, Suite 4200 City: Chicago State: IL Zip: 60602

Term of emergency procurement shall not exceed 90 days. Contract may be extended beyond 90 days if CPO determines additional time is necessary; however, prior to execution of extension, CPO must hold a public hearing and provide written description

Signatures

I am requesting an extension of the requested emergency contract. I know and understand the contents of this statement and all statements herein are true and correct to the best of my knowledge.

Agency Signature: **Chris Miles** Digitally signed by Chris Miles
Date: 2023.01.06 09:51:58
-06'00' Title: Executive II

Hearing Disposition

Hearing Date: Jan 23, 2023 Hearing Location: via WebEx from multiple locations.

The State posted to the Illinois Procurement Bulletin a description of the State's need, the justification for emergency extension, and information regarding opportunity to submit comments and testify at a public hearing.

Notice of the hearing was posted to the Illinois Procurement Bulletin at least (14) days in advance of hearing and was also posted outside the hearing room no less than two business days prior to the hearing. The hearing was held to hear testimony and receive comments on extending the procurement.

Hearing Narrative:

The PM provided a current status.

The contractor, Block Electric, was issued an emergency Authorization to Proceed on November 15, 2022. Shortly thereafter, it was discovered that 4 required alduti-ruptor switches were omitted from the specifications. The manufacturer's representative for S & C (makers of the transfer switch enclosure and replacement items) realized there was another element to the AS-30 (motorized switch) that would be a point of failure referred to as a 'piston' which is the actuating part of the assembly. The Alduti-Rupter, according to the manufacturer, is the assembly that includes the necessary parts.

A Proceed Order E-1 approving the purchase of these parts was approved on 1/17/23. The parts have been ordered and expected to arrive in approximately 15 weeks. Once received, 4 weeks will be required for scheduling and installation.

Therefore, the project team is requesting consideration to extend the emergency declaration for design services through August 31, 2023, to allow for all physical work to be completed, and to allow for A/E assistance in closing out the project.

Recommend approval to extend the WSP USA Building, Inc's. contract to August 31, 2023.



CHIEF PROCUREMENT OFFICE

Art Moore, Capital Development Board

Reference #: 321-100-132

EMERGENCY PURCHASE EXTENSION

Agency: Capital Development Board Point of Contact: Darnell Barnes

Location of Emergency: Shapiro Development Center

Vendor: WSP USA Building, Inc. (24275)

Address: 30 N. LaSalle Street, Suite 4200 City: Chicago State: IL Zip: 60602

Signatures

Hearing Officer recommends approval of the extension request.

Hearing Officer Signature: GERALD STEVEN BURLINGHAM Digitally signed by GERALD STEVEN BURLINGHAM Date: 2023.01.23 14:48:39 -06'00' Date: Jan 23, 2023

After a complete review of the circumstances relating to the need for extending the existing emergency contract, CPO approval is given to extend for a period not to exceed 123 calendar days.

CPO Signature: Arthur L Moore Digitally signed by Arthur L Moore Date: 2023.01.25 13:37:44 -06'00' Date: Jan 25, 2023