

**THE CHIEF PROCUREMENT OFFICE FOR THE CAPITAL DEVELOPMENT BOARD**  
**NOTICE OF HEARING**

  X   Sole/Sole Economically Feasible Source

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

**HEARING DETAILS:**

DATE: Wednesday, June 26, 2019  
TIME: 2:00 p.m.  
LOCATION: Stratton Building, 401 South Spring Street, Room 511, Springfield, Illinois,

For those who wish to attend via teleconference, please phone: 1-(415)-655-0002;  
Access code: 288 765 358

**HEARING CONTACT PERSON:**

NAME: Barbara Myers  
ADDRESS: 401 South Spring Street, 712 Stratton  
Springfield, IL 62706  
PHONE: (217) 720-7067  
EMAIL: barbara.myers@illinois.gov

**TESTIMONY:**

Anyone wishing to testify –please notify the HEARING CONTACT PERSON by 4 p.m. June 21, 2019 of your desire to testify.

The hearing will be cancelled unless an interested party submits written comments or makes a written request for public hearing to the notice contact listed above by 4 p.m. on Friday, June 21, 2019.

**PROPOSED CONTRACT(S) — SUBJECT OF THIS HEARING:**

Agency: Capital Development Board  
CDB #810-074-017; Construct Student Services Center Addition,  
Parkland College  
Vendor: Poettker Construction Co.  
Perkins & Will, Inc.

Brief Description: The request is to resurrect the contracts in order to finalize documentation, execute payment applications and close out the contracts for both vendors listed above.

# Sole Source Justification Form

Bulletin Reference Number

Requesting Agency/University

Parkland College

## Sole Source Justification Form - Part I

### Section I - General Information

Department/Bureau/Section: Capital Development Board

Need Identified Date: Apr 1, 2019

Supply/Service Need By Date: Jul 30, 2019

Project Title: Construct Student Services Center, Parkland College, CDB Project Number 810-074-017

Vendor: Poettker Construction Company

Provide a description of the supplies or services required: Resurrect contract in order to close the vendors contract out.

Value: Estimated

Value of Initial Term, this Change Order or Amendment: 86,000

Will this Sole Source amend a Professional or Artistic Services contract?  Yes  No

\*Sole Source may not be used for amendments for Professional or Artistic Services if the amendment would increase the value by more than 5% of the initial award or extend the term by more than 60 days.

Type: New Sole Source

### Section II - Proposed Term

One-Time Purchase  Term Contract

Estimated Contract Begin Date: Dec 30, 2017

Estimated Contract End Date: Jul 30, 2019

Number of Potential Renewals: 0

Length of Each Renewal in Months: 0

Total Value of All Renewals: 0

If a Term Contract, does the term, including renewals, exceed 12 months?  Yes  No

If yes, provide a detailed justification including any economic benefit received for agreeing to a multi-year term:

Given Poettker had previously filed a claim against CDB, the contract end date expired due to the project being classified as legal status. Poettker has since dropped their original delay claim with CDB based upon the facts presented to them from our agency (CDB). In order to close out the project, a new contract end date needs to be secured in order to pay them in full for all services rendered.

### Section III - Funding Source

Select the type of funding to be used (Check all that apply):  State Appropriate Funds  Federal Funds  Other (Explain):

### Section IV - Sole Source Justification

This purchase is economically only available from a single source **primarily** because it is: (If "Other" explain in one sentence)

Critical Changes to the Existing Contract are Necessary and Best Accomplished by the Contract Holder

Are there secondary justification(s) for this sole source?  Yes  No

Another justification that this purchase is only available from a sole source is because it is:

Federal/State Grant Requires Contract with Vendor

## Sole Source Justification Form

Bulletin Reference Number

Requesting Agency/University

Another justification that this purchase is only available from a sole source is because it is:

**Section V - Purchase History**

Has the Agency or University Purchased these supplies or services in the past?  Yes  No

Term	Term From	Term To	Value	Description	Contract Number	Type
1	3/21/2012	12/30/2017	26,529,272	Construction Services	12050041	IFB
2						
3						
4						
5						
6						
7						
8						
9						
10						

If more than 10, or if other comments, explain:

**Section VI - Business Rationale**

1. Provide a detailed explanation of the need for the supplies or services:

2. Provide a list and describe in detail the specifications required to satisfy the need:

3. Provide detail explaining the justification selected in Section IV to explain why the requested supplies or services are the only ones available that can satisfy the agency or university requirements?

4. What are the unique features of the supplies or services that are not available in any other product or by any other vendor? Provide specific quantifiable factors/qualifications:

5. Has the Agency or University considered alternative supplies or services to satisfy their need?  Yes  No

5a. If no, why weren't alternatives evaluated?

6. Are there resellers or distributors?

Yes  No  N/A

## Sole Source Justification Form

Bulletin Reference Number

Requesting Agency/University

Parkland College

7. What efforts were made to get the best possible price (i.e. did the agency/university negotiate) and how did you determine the price for this purchase is considered fair and reasonable?

This project was competitively bid in 2012.

8. Will this purchase obligate the State to this vendor for future purchases such as maintenance, licensing or continuing need?

Yes  No

9. What will be the financial or other impact to the State if this sole source is not approved and a competitive bid is required?

The only impact on the state will be a possible lien being filed by the vendor in the event the sole source approval is denied to obtain the final contract amount owed to them and their sub-contractors.

10. Is there any additional information you would like to add to justify this sole source?

There are no additional items to add at this time.

# Sole Source Justification Form

Bulletin Reference Number   
Requesting Agency/University

## Section VII

### Requesting Department Signature Required

I know and understand the contents of this Sole Source Justification and attest that all statements are true and correct and the fairness and reasonableness of the price was adequately confirmed.

Requesting Department Representative  Phone Number  Date   
Printed Name  E-mail Address

### State Agency Bureau/Division Head or University Purchasing Director Approval and Signature Required

I know and understand the contents of this Sole Source Justification and attest that all statements are true and correct and the fairness and reasonableness of the price was adequately confirmed. (All prior form fields will lock once this e-signature is completed)

Agency Bureau/Division Head or University Purchasing Director and Not a Designee  Phone Number  Date   
Printed Name  E-mail Address

### SPO Approval and Signature Required

- I have reviewed and understand the contents of this Sole Source Justification and agree with the State Agency or University determination.
- I have reviewed and understand the contents of this Sole Source Justification and do not agree with the State Agency or University determination. As a result, the State Agency or University must explore other sourcing methods to satisfy their need.

State Purchasing Officer Signature  Phone Number  Date   
Printed Name  E-mail Address

# Sole Source Justification Form

Bulletin Reference Number

Requesting Agency/University

Parkland College

## Sole Source Justification Form - Part I

### Section I - General Information

Department/Bureau/Section: Capital Development Board

Need Identified Date: Apr 1, 2019

Supply/Service Need By Date: Jul 30, 2019

Project Title: Construct Student Services Center, Parkland College, CDB Project Number 810-074-017

Vendor: Perkins & Will Inc.

Provide a description of the supplies or services required: Resurrect contract in order to close the architectural engineering services.

Value: Estimated

Value of Initial Term, this Change Order or Amendment: 5,000

Will this Sole Source amend a Professional or Artistic Services contract?  Yes  No

If yes, what was the original contract value? 2,306,462

\*Sole Source may not be used for amendments for Professional or Artistic Services if the amendment would increase the value by more than 5% of the initial award or extend the term by more than 60 days.

Type: New Sole Source

### Section II - Proposed Term

One-Time Purchase  Term Contract

Estimated Contract Begin Date: July 30, 2016

Estimated Contract End Date: Jul 30, 2019

Number of Potential Renewals: 0

Length of Each Renewal in Months: 0

Total Value of All Renewals: 0

If a Term Contract, does the term, including renewals, exceed 12 months?  Yes  No

If yes, provide a detailed justification including any economic benefit received for agreeing to a multi-year term:

Given Poettker had previously filed a claim against CDB, the contract end date expired due to the project being classified as legal status. Therefore, CDB could not close out the A/E until such time Poettker was closed out. In order to close out the A/E on this project, a new contract end date needs to be secured in order to pay them in full for all services rendered.

### Section III - Funding Source

Select the type of funding to be used (Check all that apply):  State Appropriate Funds  Federal Funds  Other (Explain):

### Section IV - Sole Source Justification

This purchase is economically only available from a single source **primarily** because it is: (If "Other" explain in one sentence)

Critical Changes to the Existing Contract are Necessary and Best Accomplished by the Contract Holder

Are there secondary justification(s) for this sole source?  Yes  No

Another justification that this purchase is only available from a sole source is because it is:

Federal/State Grant Requires Contract with Vendor

## Sole Source Justification Form

Bulletin Reference Number

Requesting Agency/University

Another justification that this purchase is only available from a sole source is because it is:

### Section V - Purchase History

Has the Agency or University Purchased these supplies or services in the past?  Yes  No

Term	Term From	Term To	Value	Description	Contract Number	Type
1	04/02/2010	07/30/2019	2,306,462	A/E Professional Services	10003610	IFB
2						
3						
4						
5						
6						
7						
8						
9						
10						

If more than 10, or if other comments, explain:

### Section VI - Business Rationale

1. Provide a detailed explanation of the need for the supplies or services:

2. Provide a list and describe in detail the specifications required to satisfy the need:

3. Provide detail explaining the justification selected in Section IV to explain why the requested supplies or services are the only ones available that can satisfy the agency or university requirements?

4. What are the unique features of the supplies or services that are not available in any other product or by any other vendor? Provide specific quantifiable factors/qualifications:

5. Has the Agency or University considered alternative supplies or services to satisfy their need?  Yes  No

5a. If no, why weren't alternatives evaluated?

6. Are there resellers or distributors?

Yes  No  N/A

## Sole Source Justification Form

Bulletin Reference Number

Requesting Agency/University

Parkland College

7. What efforts were made to get the best possible price (i.e. did the agency/university negotiate) and how did you determine the price for this purchase is considered fair and reasonable?

This project was advertised and selected through QBS.

8. Will this purchase obligate the State to this vendor for future purchases such as maintenance, licensing or continuing need?

Yes  No

9. What will be the financial or other impact to the State if this sole source is not approved and a competitive bid is required?

The only impact on the state could possibly be a lien being filed by a sub-consultant who has not been paid to date.

10. Is there any additional information you would like to add to justify this sole source?

There are no additional items to add at this time.



# Sole Source Justification Form

Bulletin Reference Number

Requesting Agency/University

Parkland College

## Section VII

### Requesting Department Signature Required

I know and understand the contents of this Sole Source Justification and attest that all statements are true and correct and the fairness and reasonableness of the price was adequately confirmed.

Requesting Department Representative

CAPITAL DEVELOPMENT BOARD  
REGIONAL MANAGER

Phone Number

217-782-0601

Date

Apr 1, 2019

Printed Name

Timothy E. Patrick

E-mail Address

tim.patrick@illinois.gov

### State Agency Bureau/Division Head or University Purchasing Director Approval and Signature Required

I know and understand the contents of this Sole Source Justification and attest that all statements are true and correct and the fairness and reasonableness of the price was adequately confirmed. (All prior form fields will lock once this e-signature is completed)

Agency Bureau/Division Head or University  
Purchasing Director and Not a Designee

CAPITAL DEVELOPMENT  
BOARD  
EXECUTIVE DIRECTOR

Phone Number

217-782-2864

Date

4-1-2019

Printed Name

Jim Underwood

E-mail Address

jim.underwood.illinois.gov

### SPO Approval and Signature Required

I have reviewed and understand the contents of this Sole Source Justification and agree with the State Agency or University determination.

I have reviewed and understand the contents of this Sole Source Justification and do not agree with the State Agency or University determination. As a result, the State Agency or University must explore other sourcing methods to satisfy their need.

State Purchasing Officer Signature

Gerald S. Burlingham, CPO

Phone Number

217-836-0185

Date

6-3-19

Printed Name

Gerald S. Burlingham

E-mail Address

gerald.burlingham@illinois.gov