

CHIEF PROCUREMENT OFFICE

NOTICE OF HEARING

Sole/Sole Economically Feasible Source Contract

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

For State Agencies: 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.

SPECIAL HEARING DETAILS

DATE: June 21, 2017

TIME: 2:00 P.M.

VIDEO LOCATIONS: 511 Stratton, Springfield, Illinois 62706

HEARING OFFICER

NAME: Joanna Gunderson

ADDRESS: 520 Stratton Springfield, Illinois 62706

PHONE: 217-494-1856

FAX: 217-558-1399

E-MAIL:

joanna.gunderson@illinois.gov

TESTIMONY

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

PROPOSED CONTRACT(S) SUBJECT OF THIS HEARING

Agency: Capital Development Board

Vendor: Kenyon & Associates, Inc.

Brief Description: Construct Tactical Vehicle Storage Building CDB Project # 546-140-010

Procurement Bulletin Reference: 22040987

Sole Source Justification Form

Bulletin Reference Number
Requesting Agency/University

Sole Source Justification Form - Part I

Section I - General Information

Department/Bureau/Section:
Need Identified Date: Supply/Service Need By Date:
Project Title:
Vendor:
Provide a description of the supplies or services required:
Value: Value of Initial Term, this Change Order or Amendment:

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:

Section II - Proposed Term

One-Time Purchase Term Contract

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)

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:

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

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?

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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

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?

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?

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

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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 Digitally signed by J. Brent Lance, AIA, NCARB, LEED AP Date: 2017.06.06 14:06:00 -05'00' 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 Digitally signed by Kathryn Martin Date: 2017.06.06 14:28:03 -05'00' 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



May 31, 2017

Ms. Jodi Golden
Capital Development Board
Wm. G. Stratton Building, Third Floor
401 South Spring Street
Springfield, Illinois 62706

Dear Ms. Golden:

This memorandum is to justify the use of Director's Select in order to obtain design services for the Vehicle Storage Buildings at the Galesburg Readiness Center (546-140-010) and the Shiloh Readiness Center (546-390-004). Based on multiple factors, our office felt that this project would be suited for this type of award. These factors were past precedent and time frame.

According to section 8.2020 Small Purchase Limits, of Title 44: Government Contracts, Grantmaking, Procurement and Property Management, subtitle A, Chapter IV, Part 8, construction-related professional services with an estimated basic professional services fee of less than \$25,000 may be acquired under the Director's Select. The Department of Military Affairs conducted past precedent research on multiple metal cold storage buildings constructed over the past three years. Based on this research, we determined that the average cost for this type of construction was \$70-\$80 sf. This calculation was used to assist in our understanding that the buildings could qualify for a Director's Select.

Subsequently, it was determined the vehicles to be stored in these buildings require limited heat to insure sensitive equipment is not damaged, which was not known at the time of the selection. Additionally, site conditions at Shiloh included the need for the addition of a driveway due to grade, which was not anticipated. Both of these issues has raised the AE fees associated with basic services. However, the projects will both bid using normal bidding procedures. Given the time frame for normal bid procedures and DMAILs funding expiring at the end of the federal fiscal year, it would not be possible to reselect/design and award this fiscal year, resulting in a potential loss of federal dollars and damage to the vehicles.

Currently, our office, along with a great amount of assistance from CDB professionals, has made significant strides in lowering the costs of these buildings. However, we are now at a point where we cannot cut any additional scope from the building and still meet the needs of our agency and the Soldiers who will use these buildings. We would consider it in the best interest of the Department of Military Affairs and the State of Illinois to continue with the current design firms and see the designs to completion. Our office acknowledges the increased cost and concurs with the A/E estimates.

If you have questions or concerns, please contact MAJ David Helfrich at (217) 761-3850.

Sincerely,

A handwritten signature in black ink, appearing to read "Craig A. Holan". The signature is fluid and cursive, with a large initial "C" and "H".

Craig A. Holan
Colonel, National Guard
Construction and Facilities
Management Officer