

Sole Source Justification Form

Requesting Agency/University: Capital Development Board
 Name of Requestor: James Cockrell
 Project Title: 816-010-036 Renovate Building C/ Expand E & F Buildings ..Gov State University
 Vendor: LCM Architects 52002510
 Value of Initial Term, or if a Renewal, Value of this Renewal: \$ 981587

Bulletin or Reference Number:
 Date: 9/12/2012
 Department/Bureau/Section: Capital Planning
 Value is: Actual Estimated

Term

One-Time Purchase
 Term Contract
 Proposed Sole Source Contract Begin Date: _____ Proposed Sole Source Contract End Date: _____

Renewals

of Potential/Remaining Renewals: N/A Length of Each Renewal in Months: _____ Total Value of All/Remaining Renewals: \$ _____

Does the term, including renewals, exceed 12 months? Yes No If yes, a detailed justification is required:

This is a: New Sole Source Pre-Negotiated Sole Source Renewal
 New Sole Economically Feasible Source Change Order or Amendment to an Existing Sole Source

Professional and Artistic? 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.

Provide a description of the supplies or services required: Design services to be completed and to continue any warranties, insurance, and other liability requirements established in the current contract. Project was awarded in 2002, placed on hold. Construction is estimated to continue until 2015.

Funding

Select the type of funding to be used (check all that apply):
 Federal Funds State Appropriated Funds State Grant Funds Other (Explain): _____

This purchase is economically only available from a single source because it is:

- Art or Entertainment Services or Athletic Events
- Compatibility of Equipment, Accessories, Replacement Parts or Service
- Critical Changes to the Existing Contract Are Necessary and Best Accomplished by the Contract Holder
- Federal/State Grant Requires Contract with Vendor
- Item is Copyrighted or Patented and the Item is Only Available From the Holder – Copyright or Patent Number(s): _____
- Item is to be Procured for Commercial Resale
- Items Are Needed for Trial Use or Testing
- Media for Advertising
- Necessary Adjustment of Utility Facilities in Conjunction with Highway Construction
- Organization Memberships (Dues, Fees, Conference Charges Including Mandated Travel and Related Expenses)
- Public Utility Regulated Services
- Radio and Television Broadcast Rights
- Railroad Crossings/Facilities Alterations – Proprietary
- Software License/Upgrade/Maintenance
- Other (Explain): Vendor will continue to conduct oversight and is required to provide final as-built drawings.

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

If yes, STARTING WITH THE MOST RECENT CONTRACT AND WORKING BACKWARD, for the entire relationship with this vendor for this supply or service, list each term, value, short description and type of procurement of each:

Term:	Term From:	Term To:	Value	Description:	Contract Number:	Type:
One	11/25/2002	4/15/2010	\$ 1278775	Design Services	52002510	Select One
Two	7/7/2011	11/24/2012	\$ 1454598	Design Services	52002510	Select One
Three			\$			Select One
Four			\$			Select One
Five			\$			Select One
Six			\$			Select One
Seven			\$			Select One
Eight			\$			Select One
Nine			\$			Select One
Ten			\$			Select One

If more than 10 years, explain: This project was awarded in 2002, then placed on hold. Construction is estimated to continue until 2015.

Business Rationale

1. Provide a detailed explanation of the need for the supplies or services: Design services are required for the construction phase at Governor's State University. This project was put on hold in November 2004 and restarted in March 2010. The current contract expires November 24, 2012 when the statutory requirement (30 ILCS 500/20-60) for the maximum duration of a contract is prevented from exceeding 10 years.
2. Why are the requested supplies or services the only one that can satisfy your requirements? The requirements set forth in the design specifications and plans prepared by the A/E of record for this project. The A/E was selected under the Qualification Based Selection Act (30 ILCS 535/) and the fee negotiated. The work must follow what was designed and approved by CDB.
3. 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: The construction is 20% complete. The A/E firm was selected under the Qualifications Based Selection Act (30 ILCS 535/). An A/E firm is required by law to stamp their seal on the plans. The design work must be completed under a licensed architect and the firm then would affix their seal. If a new firm is brought into finish the work, they could not use the existing work because it was not approved under their supervision. The new A/E firm would be required to certify all the work and calculations, then affix their seal. This would repeat work already completed. The State would incur unnecessary additional costs.
4. If services, what are the unique qualifications this vendor possesses? Provide specific, measurable factors/qualifications: The A/E firm was selected under the Qualifications Based Selection Act (30 ILCS 535/). An A/E firm is required by law to stamp their seal on the plans. The design work must be completed under a licensed architect and the firm then would affix their seal. If a new firm is brought into finish the work, they could not use the existing work because it was not approved under their supervision. The new A/E firm would be required to certify all the work and calculations, then affix their seal. This would repeat work already completed. The State would incur unnecessary additional costs.
5. Were alternative supplies or services evaluated? Yes No
 - 5a. If yes, what were they and why were they unacceptable? Please be specific with regard to features, characteristics, requirements, capabilities and compatibility:
 - 5b. If no, why were alternatives not evaluated? The architect of record has cardinal knowledge of project and familiar with site conditions, and has professional liability for the design of the project. A new professional firm would require significant time to become familiar with the project, increasing costs and limiting professional liability for both firms. Continuation of this contract will provide the best value to the state.
6. What efforts were made to get the best possible price? CDB has a centralized A/E fee handbook that governs contract negotiations.
7. Will this purchase obligate the State to this vendor for future purchases such as maintenance, licensing or continuing need? Yes No
 - 7a. If yes, please provide details regarding future obligations and/or needs:
8. Why is the price for this purchase considered to be fair and reasonable? CDB has an approved centralized fee negotiation process which was utilized for negotiation of the agreed upon fee. This is based on the complexity of the project.
9. If this is a renewal, describe why circumstances are such that competitive selection is still not an alternative since awarding the original contract: No, not a renewal.
10. What will be the financial or other impact to the State if this sole source is not approved and a competitive bid is required? Construction would be stopped as the A/E could not respond to RFIs from the contractor. The contractor would be demobilized, and later likely remobilized incurring additional costs. Obtaining a new A/E would demand redesign and unnecessary increased costs to the State as we have already compensated the current firm for this work at a cost of \$1,816,800.47.

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 that the fairness and reasonableness of the price was adequately confirmed.



Requesting Department Representative

James Cockrell
Printed Name9/25/12
Date

217-782-2864

Requesting Department Representative Telephone Number

James.Cockrell@illinois.gov

Requesting Department Representative Email Address

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


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

Jim Underwood
Printed Name9/25/2012
Date

217-782-2864-557-3971

State Agency Bureau/Division Head or University Purchasing



Jim.Underwood@illinois.gov

State Agency Bureau/Division Head or University Purchasing

Director Telephone Number

Director Email Address

SPO Approval and Signature Required



SPO Signature

Christopher Flynn

SPO Printed Name

9/25/2012

Date

217-558-2156

SPO Telephone Number

Christopher.Flynn@illinois.gov

SPO Email Address