

STATE OF ILLINOIS
PAT QUINN, GOVERNOR



Building a Better Illinois

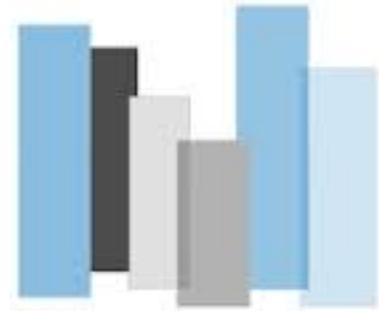
*On behalf of
Governor Pat Quinn
and CDB's Executive
Director, Jim
Underwood...
Welcome!*

WHAT CDB IS DOING FOR THE STATE OF ILLINOIS



Capital Development Board

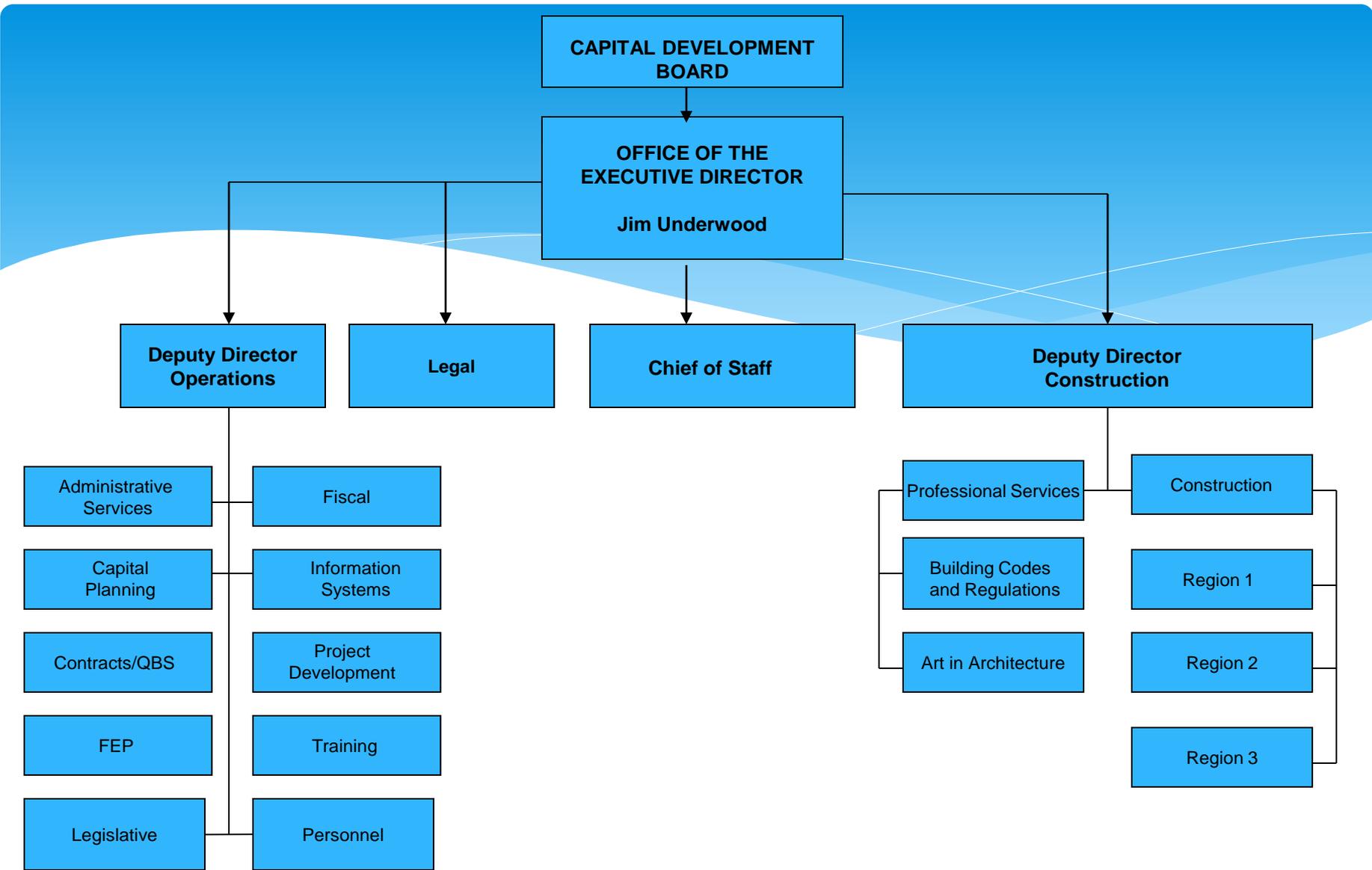
- * Created in 1972
- * Illinois General Assembly
- * Construction management agency
 - * Oversees the construction of new state facilities, as well as renovation projects.



Responsible for non-highway construction

... more about CDB:

- * **Works with the Illinois State Board of Education to administer grants for school construction and renovation.**
- * **Responsible for the removal of hazardous materials.**
- * **Each project appropriated and approved by the Legislature**
- * **Goals**
 - * Quality Design and Construction
 - * Pre Approved Scope
 - * Within Budget
 - * Completed on Schedule



Industry Advisory Council (IAC)

- * **The Industry Advisory Council meets quarterly with:**
 - * **CDB**
 - * **Industry Partners**
 - * **Other State Agencies**
 - * **Discuss and share expertise in labor services, legislative activities, safe practices and work conditions on construction projects.**

FISCAL



Funding a Project Through The Capital Development Board

- * Four acts by state officials must all be in place to allow a project to proceed.
 - * First is a state appropriation.
 - * Second is bond authorization.
 - * Third is the release of funds.
 - * Finally, a contract is needed.

When all four of the above take place then work proceeds

CDB PROJECTS

- * Higher Education and Community Colleges
- * Code Agencies Initiatives
- * New Buildings & Significant Renovations
- * Roofing Projects
- * Energy Conservation Initiatives
- * HVAC System Upgrade/Replacements



Qualification-Based Architect Engineer Selection Process

“QBS”



Key Points of QBS Statute 30 ILCS 535

- * Firms must submit statements of qualifications (SF 255)
- * Public Notice, Must be advertised for 14 days on CDB's Web site
- * Firms must respond to advertised projects by the given deadline by submitting CDB 255 forms for each project which they wish to be considered.
- * Committee must be established to evaluate and select three firms in order of preference.
- * Fees or cost proposals cannot be considered





Prequalification

- * CDB provides opportunities for firms to provide design, construction, and construction/program management services on large as well as small projects throughout the State of Illinois.
- * Firms must be prequalified prior to bidding or providing applications for selection. The processing of prequalification applications may take up to 30 days, so firms are urged to prequalify now in order to be ready for upcoming projects resulting from the signing of the Capital Bill.
- * Subcontractors must be registered with CDB if they are not previously prequalified.

Prequalification Contacts

There are three types of prequalification applications.
Please download the form applicable to your firm's services from CDB's website.

www.cdb.state.il.us

* **Architect/Engineer**

- * Contact: CDB's A/E Prequalification Specialist
Phone: 217-782-1383
Email: Jim.Dautel@illinois.gov
Architect/Engineer Information

* **Contractor**

- * Contact: CDB's Contractor Prequalification Specialist
Phone: 217-782-6152
Email: Pat.Pedigo@illinois.gov
Contractor Information

* **Construction Manager/Program Manager**

- * Contact: CDB's CM Prequalification Specialist
Phone: 217-782-6152
Email: Pat.Pedigo@illinois.gov
Construction Manager/Program Manager Information

Selecting an A/E

- * Legislature approves projects
- * Governor's Budget Office releases funds
- * A/E's must be Pre-Qualified with CDB
 - * Director Selection
 - * Emergency Selection
- * Open Solicitation QBS
 - * CDB advertises project on website
 - * A/E's submit 255 forms



Public Notice



Important Notice

- * When a project require architectural, engineering, or land surveying services CDB will post an advertisement for at least 14 days on our Professional Services Bulletin.
- * All firms are strongly encouraged to sign up to receive notification when new publications are posted.
- * The bulletin will include a description of each project and provide time and place for interested firms to submit 255 forms.
- * *Firms submittals (255 Forms) must include Disclosures, Certifications, Board of Elections Certificate, and Disclosure of Business with Iran or they will be rejected. Late submittals will not be considered.*



Evaluation Procedure

- * CDB will evaluate firms submitting 255 forms taking into account qualifications; past performance; ability; experience; location; workload; MBE/FBE inclusion and other QBS requirements.
- * Prescreening of all submissions is initially conducted by 3 rotating members of CDB to provide an initial score of all firms to be considered by the selection committee.
- * A selection committee is established of four CDB members and representative from the using agency to evaluate all 255 submissions in detail.
- * CDB may conduct discussions with and require public presentations by firms deemed to be most qualified regarding their qualifications, approach, and ability.

Selection Procedure



- * On the basis of evaluations, discussions, and any presentations, the selection committee will select 3 firms determined to be most qualified and rank them in order.
- * The committee recommendations are evaluated and acted upon at the following monthly Board Meeting.
- * If the Board members agree with the rank and choice of selections then CDB will proceed to negotiations with the top ranked firm.

Contract Negotiation



- * We will prepare a written description of the scope of proposed serviced to be negotiated by the highest qualified firm.
- * Price must be determined by the State to be fair and reasonable.
- * If CDB and the preferred firm cannot come to terms then CDB will move to the next highest ranked firm until an agreement is reached.

Small Contracts and Emergency Services

- (30 ILCS 535/45) Small contract. The provisions of Section 25, 30, and 35 do not apply to architectural, engineering, and land surveying contracts with an estimated basic professional services fee of less than \$25,000
- (30 ILCS 535/50) Emergency services. Sections 25, 30, and 35 do not apply in the procurement of architectural, engineering, and land surveying services by the State agencies
 - (i) when and agency determines in writing that it is in the best interest of the State to proceed with the immediate selection of a firm or
 - (ii) in emergencies when immediate services are necessary to protect the public health and safety, including, but not limited to, earthquake, tornado, storm, or natural or man-made disaster.

Universities and Illinois Community College Board Projects

- * For Board of Higher Education projects, the QBS process may be delegated to the various universities.
- * For Community College Board projects, a slightly different statute applies,
 - * 50 ILCS 510 - allows for a single selection based on
 - * Satisfactory relationship with a particular firm.
 - * Issuance of an RFP and evaluation of proposals recommending three firms in rank order to CDB



PROJECT MANAGEMENT TRAINING

FOR ARCHITECTS/ENGINEERS WHO WANT TO MANAGE CDB PROJECTS

WHO SHOULD ATTEND?

The Capital Development Board (CDB) provides these training sessions for employees of A/E firms who manage CDB Projects. CDB expects A/E project managers and representatives to participate in this training. The 7-hour training session will also be helpful to anyone who is required to prepare or process paperwork for CDB projects or to any firm that desires to learn more about CDB, its procedures, and successful project management. The workshops are offered at **NO CHARGE** to attendees.

WORKSHOP DESCRIPTION

The training focuses on the responsibilities of the design firm in meeting the statutory, regulatory and procedural requirements of CDB. The agenda includes:

- CDB Contract
- CDB Manuals
- Design/Bidding Phases
- Construction/Close Out Phases
- Examination (for training participants only)

AIA CREDIT

The AIA recognizes this course and credits its members with seven (7) continuing education credit hours for attendance. If you have questions regarding AIA credits you can contact the AIA at (**www.aia.org**) or 217-522-2309.

SCHEDULE AND REGISTRATION FORM

Be sure to "**CHECK**" the applicable location and date. Complete a separate form for each person attending from your firm. For more information and/or questions, please contact Kim Tracy at 815-433-7121, or visit our web site at <http://www.cdb.state.il.us>



A/E TRAINING - 2013 REGISTRATION FORM

* To register for the **ARCHITECT/ENGINEER** Documents & Procedures Training, please **CHECK** the applicable location and date.

* CHICAGO: Michael A. Bilandic Bldg., 5th Floor, 160 North LaSalle St.

Dates and Times TBA

* SPRINGFIELD: 3rd Floor, Wm. G. Stratton Bldg., 401 S. Spring St.

Dates and Times TBA

More info or questions, contact CDB Training Coordinator (815) 433-7121



CAPITAL
Development
B O A R D

Documents & Procedures Training

For Contractors on CDB Projects

WHO SHOULD ATTEND?

This workshop is required for all firms pre-qualifying with CDB. The CDB expects contractor representatives to participate in this training. This 3-hour workshop is also valuable for office personnel who deal with CDB forms and procedures or any firm that desires to learn more about CDB and our project procedures. These workshops are offered at **NO CHARGE** to attendees.

WORKSHOP DESCRIPTION:

Learn about CDB procedures, project documentation and reporting.

The Capital Development Board (CDB) is presenting workshops for contractors on CDB projects. The training format enables the participants to gain hands-on knowledge of CDB documents and procedures. The agenda includes:

- CDB Manuals and contract
- CDB FEP Program
- Bidding & Award
- Payment Process
- Change Orders
- Project Close-out

FEP Outreach and Support

- * MBE/FBE Goals of 15% on Design Contracts
- * Multi-Trade Construction Projects totaling \$5,000,000 or more
- * Working together the Governor's Office and Illinois Capital Development Board (CDB), after consulting with industry partners, have collaborated to advance professional services contractual opportunities for minorities and women-owned architectural and engineering design firms.
- * CDB will also, apply credit towards their MBE/FBE goals when a Business Enterprise Program (BEP) certified minority or female-owned insurer/broker is utilized by a prime contractor, architectural or engineering firm.

FEP Outreach and Support

- * **CDB has...**
 - * **Increased outreach efforts to minority and female businesses and labor**
 - * **Increased MBE/FBE contractor goals throughout the State of Illinois**
 - * **Implemented split goals on projects throughout the State of Illinois**
 - * **Lowered the threshold to \$250,000 for goals to be applied**
 - * **Required signed contracts between prime contractors and MBE/FBE subcontractors prior to awarding contracts**

continued...

Public Act 96-706 (SB 351)

The Business Enterprise for Minorities, Females, and Persons with Disabilities Act

- * **Legislation to assist all sub-contractors and small businesses in Illinois seeking to do business with the State**
- * On August 25, 2009 Governor Pat Quinn signed into law **Senate Bill 351 (Public Act 96-706)** which specifies that business owners who submit bids or proposals for State contracts under the Business Enterprise for Minorities, Females, and Persons with Disabilities Act have no opportunity to cure deficiencies in their bids or proposals once they have been submitted, unless such opportunity is mandated by federal law or regulation.
- * ***Because of this Act, general contractors submitting bids on State-funded projects will be required by law to have identified the minority/female subcontractors that will be utilized to meet MBE/FBE goals.***

If you have questions regarding this program, please contact Jesse Martinez, Administrator, Fair Employment Practice (FEP) Division at (312) 814-6290.

Delivery Methods

- * **Multiple Prime Bidding:**
 - * “Design – Bid – Build”
 - * State of Illinois’ traditional bidding method.

- * **Alternative Delivery Methods:**
 - * Design Build
 - * Single Prime with Protected Subs
 - * Construction Management
 - * **Construction Manager/Program Manager Prequalification**
 - * (forms & info located on CDB’s website at www.cdb.state.il.us)
 - * Commissioning
 - * Additional A/E Observation Services



Design Tool
Building Information Modeling (BIM)*

Design Build Authority

- * Design Build (HB0372) gave authorization to CDB for 5 additional years (2014).
- * The bill further defines MBE/FBE goals in a DB submittal.
 - * Design and Construction Partners
- * Design Build Procurement Act 096-0021



Single Prime w/Protected Subs

- * Allowed when “in the best interest of the state” and with the approval of the Procurement Policy Board.
 - * The protected subcontractor concept is unique in State Procurement Delivery.
 - * Project must be \$15,000,000 in construction value in order to utilize this tool.
-
- * Reduce change orders
 - * Limits claims
 - * Meets schedules



Construction Management (CM)

Agency / CM

The Agency / CM project delivery method is the traditional means of completing a project
(multiple prime bidding is typical method)

- CM & A / E
- Owner
- General
- Contractor
- Subcontractors
- Design \$ Construction \$
- Schedule and Quality Assurance



Commissioning

* NEW BUILDINGS:

Building commissioning is a new field for consideration on State of Illinois projects.

- * *More and more architectural and engineering firms are including commissioning services as a core business component.*
- * *For the most part, building commissioning is a term associated with new construction projects as a process of ensuring that new buildings and their systems perform as designed.*
- * *Commissioning is integrated into the construction process to ensure that owners and investors get good buildings for their investments.*
- * *Whether done internally by the original design firm or provided by a third party commissioning agent, it is a required part of the LEED certification.*

* EXISTING BUILDINGS:

Commissioning of existing buildings, when appropriately applied, is going beyond quick-fix solutions to systematically optimize building systems so that they operate efficiently and effectively, often eliminating the need for costly capital improvements.



Green Buildings Act Guidelines

- * Buildings less than 10,000 sq ft must meet the highest LEED standard practicable, but certification is not required.
- * Buildings equal to or great than 10,000 sq ft must meet LEED Silver certification, a two-globe GBI rating, or an equivalent certification.
- * The bill permits waiver of the standards by the Capital Development Board.



* Other requirements on the CDB website: www.cdb.state.il.us

Green Features of a CDB Project

- * CDB is following LEED initiatives on many projects
- * Full HVAC Review of the project
- * Water Efficiencies
 - * Interior and Exterior
- * Construction Material Reuse & Recycling
- * Commissioning for LEED
- * Reuse of Building Structure & Interior Materials
 - * *Other Green Attributes are used*





Sign up to receive agency documents at

www.cdb.state.il.us

Register for Agency Publications

The Illinois Capital Development Board publishes agency newsletters, bulletins, AE selection results, contract awards and training/seminar schedules to the website regularly.

CDB Contact Info

- * Website: www.cdb.state.il.us
- * Springfield: 217/782-2864
- * Chicago: 312/814-6000
- * Carbondale: 618/453-8232

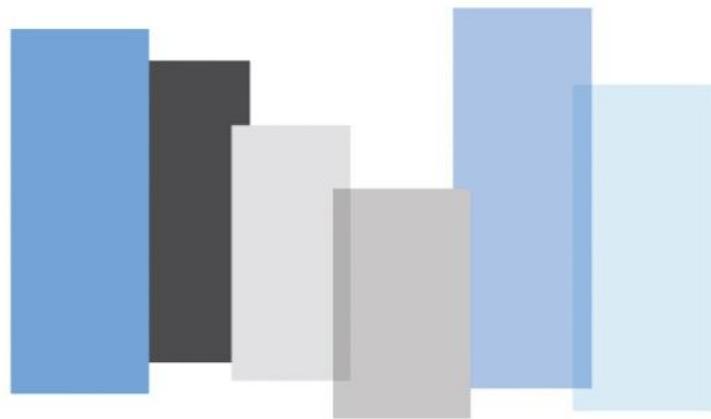


CDB also has satellite offices located in:

Carbondale, E. St. Louis, Ottawa, Loves Park, and Sterling







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