



**Independent  
Chief  
Procurement  
Office**  
Capital Development Board

FY 2025  
**ANNUAL  
REPORTS**

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Responsible for overseeing procurements for all construction and construction-related professional services for the construction, renovation, rehabilitation, and preservation of more than 8,700 State facilities.



**CHIEF PROCUREMENT OFFICE**  
Capital Development Board

July 31, 2025

Re: Report of Sole Source Procurement Method

To the Illinois General Assembly:

As required by 30 ILCS 500/20-25(d), the Chief Procurement Office for the Capital Development Board (CPO-CDB) is providing information regarding the sole source procurement method.

During Fiscal Year 2025, the Capital Development Board sought nine (9) construction or construction-related services contracts through the sole source procurement method.

1. Project #040-020-064 **Chas F. Bruckner & Son** \$98,604.64
2. Project #321-015-098 **Fager McGee Commercial Construction** \$575,996.68
3. Project # 810-056-024 **George Sollitt Construction** \$645,820.69
4. Project #810-070-018 **Arch 1 Electric, Inc.** \$10,140.95
5. Project #810-070-018 **Chas F. Bruckner & Son** \$29,097.90
6. Project #810-070-018 **MG Mechanical, Inc.** \$14,362.32
7. Project # 814-010-083 **Mechanical Inc.** \$498,987.62
8. Project #814-010-083 **Chas F. Bruckner & Son** \$174,757.18
9. Project #830-080-017 **Henson Robinson Company** \$135,007.99

In all cases, the vendor's contract expired prior to completion of services. Accordingly, a sole source procurement was sought pursuant to Section 8.2025(b) of the Administrative Rules for the Chief Procurement Officer for the Capital Development Board. 44 ILL. ADMIN. CODE 8.2025(b).

If you have any questions or would like further information regarding this or any other matter, please do not hesitate to contact me at 217-558-2156.

Sincerely,

Ken Morris

Chief Procurement Officer for the Capital Development Board

cc: Tamakia Edwards, Executive Director CDB  
Commission of Government Forecasting and Accountability  
Illinois State Library State Government Report Distribution Center

401 South Spring Street, 513 Stratton Building, Springfield, IL 62706  
Phone: 217-558-2156 | Email: CDB.CPO@illinois.gov



# Chief Procurement Office

## Capital Development Board

October 31, 2025

Re: CPO-CDB FY25 Small Business Participation Report pursuant to 30 ILCS 500/45-90(f) and Small Business Annual Report pursuant to 30 ILCS 500/45-45(f)

Illinois General Assembly  
[Reports@ILGA.Gov](mailto:Reports@ILGA.Gov)

The Capital Development Board (CDB) has a long history of utilizing small business firms in the design and construction of new state facilities, such as prisons, state parks, mental health institutions, and college and university projects, as well as renovation and rehabilitation projects at over 8,770 state-owned buildings.

In FY 2025, CDB awarded three hundred and sixty-five (365) contracts, representing 4.01% of all CDB contracts, to small businesses. The average contract amount awarded to small business was \$110,005.15.

The total spend with small business is as follows:

<u>Fiscal Year</u>	<u>Total Spend \$</u>	<u>Total Spend \$ to Small Business</u>	<u>Percentage of Contracts</u>
FY 2021	\$471,762,165	\$96,233,730	20%
FY 2022	\$600,022,648	\$167,400,040	28%
FY 2023	\$808,434,149	\$115,538,136	14%
FY 2024	\$513,615,615.43	\$124,467,196.41	24.23%
<b>FY 2025</b>	<b>\$1,000,685,170.73</b>	<b>\$40,151,881.21</b>	<b>4.01%</b>

For the first time in at least fifteen years, the dollar amount of contracts awarded by CDB to small business did not exceed 10% of the total contracts awarded. Historically, CDB has been able to meet and exceed the 10% small business utilization goal through its usual business practices. Although CDB did not award substantially more contracts than previous years this past fiscal year, the dollar values for the contracts awarded were significantly larger. As CDB procures larger contracts, which may be more difficult for small businesses to obtain, CDB recognizes the need to proactively pursue contracts with small businesses.



# Chief Procurement Office

Capital Development Board

In efforts to engage small construction businesses and increase the total state contract dollars that CDB awards to these businesses, pursuant to Section 45-45(a) of the Illinois Procurement Code, the CPO-CDB issued CPO Notice 2026.01 authorizing CDB to designate and utilize small business-set asides.

*Ken Morris*

Ken Morris  
Chief Procurement Officer  
Capital Development Board



**CHIEF PROCUREMENT OFFICE**  
Capital Development Board

## **Chief Procurement Office Notice 2026.01**

### **Capital Development Board**

**To:** TJ Edwards, Executive Director for the Capital Development Board  
CDB Administrators  
CPO-CDB State Purchasing Officers  
CPO-CDB Small Business Specialist

**From:** Ken Morris, Chief Procurement Officer for the Capital Development Board

**Date:** September 2, 2025

**Subject:** Small Business Contracting and Set-Aside Program

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The Chief Procurement Officer for the Capital Development Board (“CPO-CDB”) issues this notice effective immediately.

The Illinois Procurement Code sets at minimum goal that at least 10% of total state contract dollars awarded go to small businesses. 30 ILCS 500/45-90(a). Per the Capital Development Board (“CDB”) Small Business Utilization Report FY25, only 4% of total contract dollars awarded went to small business. This was a significant drop from 24% in FY24 and 14% in FY23.

In efforts to engage small construction businesses and increase the total state contract dollars that CDB awards to these businesses, pursuant to Section 45-45(a) of the Illinois Procurement Code, the Chief Procurement Officer (“CPO”) authorizes CDB to designate and utilize small business-set asides. 30 ILCS 500/45-45(a). Fostering small construction businesses in Illinois promotes economic development and aids in creating a more competitive bidding environment by engaging more businesses in bidding CDB projects.

To be designated a small business in construction, a business and all its affiliates must not exceed \$14,000,000 in annual sales and receipts. 30 ILCS 500/45-45(b). Advertisement for bids or proposals may include a small business set-aside and only bids or offers from small businesses will be considered. CDB must ensure that 25 percent to 40 percent of all annual total construction contracts be designated as small business set-asides. CDB will promote the program, instruct vendors on how to be designated as a small business, and provide written information on how vendors can access the Bulletin.

CDB will submit to the CPO an annual fiscal year compliance plan detailing its small business contracting goals, how it intends to reach these goals, and a timeline for the plan. Additionally, CDB must submit a mid-year report evaluating agency efforts to achieve small business contracting goals.

The CPO is required to file an annual report to the General Assembly. CDB will include the following in an annual fiscal year report to the CPO regarding Small Business Contracting and the Small Business Set-Aside Program:

1. the number and total value of contracts awarded,
2. the average contract amount,
3. the number and total value of awards made under the Small Business Set-Aside Program,
4. the number and total value of awards made to CEI certified businesses owned by minorities, women, and persons with disabilities under the Small Business Set-Aside Program,
5. the percentage of the total value of small-business set-aside contracts to total contracts awarded, and
6. the overall achievement of small business contracting.

CDB must ensure that this information is appropriately tracked and reported to the CPO by October 1 of each year.

The CPO has designated Devon Travous as the Small Business Specialist. He will work with CDB to identify small businesses in construction, compile a database of these businesses, and make recommendations to the CPO on program improvements to increase small business contracting. Devon can be reached at 217-720-6652 or via email at [Devon.Travous@Illinois.gov](mailto:Devon.Travous@Illinois.gov).

If there are any questions regarding this notice, please contact the Chief Procurement Office at 217-558-2156.

CC: Procurement Policy Board



# Chief Procurement Office

## Capital Development Board

October 29, 2025

Ms. Alexandria Wilson  
Executive Director  
Commission on Equity and Inclusion  
100 West Randolph, 14-300  
Chicago, IL 60601-3218

Re: CPO-CDB Report of Service-Disabled Veteran-Owned Small Business and  
Veteran-Owned Small Business

Dear Director Wilson,

Pursuant to 30 ILCS 500/45-57(b), as Chief Procurement Officer for the Capital Development Board (CPO-CDB), I am providing you with the Fiscal Year 2025 report of Service-Disabled Veteran-Owned Small Business (SBVOSB) and Veteran-Owned Small Business (VOSB) (collectively Veteran Business Enterprise or VBE) for the Capital Development Board (CDB).

- According to the CEI Veterans Business Program (VBP) report (as of June 2025), CMS has 218 certified VBE businesses.
- Of the 218 Certified VBE Businesses, 58 of the firms are prequalified or registered with CDB. Vendors must be prequalified to participate as a prime contractor for CDB projects; subcontractors must be registered with CDB.
- The scope, location of work, and the number of certified VBE firms in the region impact the ability of CDB to place goals on all projects. CDB set veteran goals on 184 (91%) of 201 contracts that were solicited for construction and construction-related professional services.
- CDB's contract awards in FY25 totaled \$976,879,393.71 of which \$29,473,400 was awarded to veteran-owned small businesses. CDB achieved an overall 3% goal participation to VBE firms, which is a 0.44% increase from FY-24 achievement (2.56%).

Please note these numbers represent only "construction" and "construction-related" contracts and do not include "supplies and services".

CDB continues to attend outreach events hosted by other agencies, governmental entities, and industry groups to promote both minority and veteran certification, prequalification, and participation on CDB projects. By Increasing the number of prequalified and registered VBE firms, CDB will be able to increase the pool of qualified VBE firms who may bid on CDB projects. In addition to the continued outreach efforts the following recommendations are being made by my office:

- A high concentration of CMS certified VBE firms are in the Chicagoland area. The CPO-CDB continues to recommend identifying projects in the area that would allow for the establishment of goals that exceed the traditional 3%.

401 South Spring Street | 513 William Stratton Building | Springfield, IL 62706  
P: (217) 558-2156 | CDB.CPO@illinois.gov



# Chief Procurement Office

## Capital Development Board

- The CPO-CDB recommends that CDB projects that contain VBE goals be identified and promoted to increase visibility regarding these projects.
- Continue outreach efforts to increase the number of certified VBE firms who are also pre-qualified or registered with CDB.

Thank you for consideration of these recommendations and for including them in your report to the General Assembly. Please let me know how the CPO-CDB can be of assistance in promoting the Veteran's Business Program and increasing state construction business opportunities for veteran-owned businesses.

Sincerely,

*Ken Morris*

Ken Morris  
Chief Procurement Officer  
Capital Development Board



# Chief Procurement Office

## Capital Development Board

October 31, 2025

Re: CPO-CDB FY25 Cure Determinations Report pursuant to 30 ILCS 500/50-57

Illinois General Assembly  
[Reports@ILGA.Gov](mailto:Reports@ILGA.Gov)

Pursuant to 30 ILCS 500/50-57, the Chief Procurement Officer for the Capital Development Board may, at the request of the State Purchasing Officer and agency head, permit a cure during an active procurement if a violation or deficiency of the Procurement Code, or of the procurement rules, regulations, policies, or practices promulgated by a chief procurement officer occurs.

In FY25, the Chief Procurement Office for the Capital Development Board authorized one (1) request for cure:

Project #	Date of Cure
630-000-261 Phase 1	May 14, 2025

Part of the bid documents for project # 630-000-261 were missing in the rebid solicitation. The CPO-CDB utilized the ability to cure to avoid additional cost to the State.

*Ken Morris*

Ken Morris  
Chief Procurement Officer  
Capital Development Board