



LAKE COUNTY FOREST PRESERVES
www.LCFPD.org

Preservation, Restoration, Education and Recreation

DATE: January 7, 2016
MEMO TO: S. Michael Rummel, Chair
Finance and Administrative Committee
FROM: John E. Nelson, Director
Operations and Infrastructure
SUBJECT: Purchase of a 2016 Chevrolet Work Truck

RECOMMENDATION: Recommend approval of a Resolution awarding a Contract for the purchase of one 2016 Chevrolet Work Truck from Raymond Chevrolet, Inc., Antioch, Illinois, in an amount not to exceed \$34,304.70.

BACKGROUND: In accordance with the District's Vehicle Replacement Schedule, District staff determined that a 2007 Chevrolet K2500 HD Silverado Extended Cab pickup with plow (Unit #054) used by the Operations and Infrastructure Department is due for replacement.

The District solicited bids for the purchase of a 2016 Chevrolet Work Truck or approved equal. Two bids were received:

	<u>TOTAL BID</u>
Raymond Chevrolet, Inc., Antioch, Illinois	\$34,304.70
Shottenkirk Chevy, Quincy, Illinois	\$34,974.00

REASON FOR RECOMMENDATION: Committee recommendation and Board approval are required in accordance with District Policy.

REVIEW BY OTHERS: Chief Operations Officer, Director of Finance, Purchasing Manager, Corporate Counsel.

FINANCIAL DATA: This vehicle was approved for replacement as part of the adopted FY 2015-2016 Vehicle Replacement Fund Budget (90104100-804000). The total budgeted amount for the vehicle is \$37,000.00. In addition to the vehicle cost of \$34,304.70, an estimated \$5,000 will be spent to outfit the vehicle with a plow. The additional funding necessary will come from the Vehicle Replacement Fund and the annual user charge will be recalculated based on the actual total purchase price.

STRATEGIC DIRECTION(S) SUPPORTED: Organizational Sustainability; Conservation; Public Access and Connections

PRESENTER: John Nelson

STATE OF ILLINOIS)
) SS
COUNTY OF LAKE)

**BOARD OF COMMISSIONERS
LAKE COUNTY FOREST PRESERVE DISTRICT
REGULAR JANUARY MEETING
JANUARY 12, 2016**

MADAM PRESIDENT AND MEMBERS OF THE BOARD OF COMMISSIONERS:

Your **FINANCE AND ADMINISTRATIVE COMMITTEE** presents herewith “A Resolution Awarding a Contract to Raymond Chevrolet, Inc., for the Purchase of a Work Truck,” and requests its adoption.

FINANCE AND ADMINISTRATIVE COMMITTEE:

	Yea	Nay
_____	<input type="checkbox"/>	<input type="checkbox"/>
S. Michael Rummel, Chair		
_____	<input type="checkbox"/>	<input type="checkbox"/>
Linda Pedersen, Vice Chair		
_____	<input type="checkbox"/>	<input type="checkbox"/>
Steve Carlson		
_____	<input type="checkbox"/>	<input type="checkbox"/>
Bill Durkin		
_____	<input type="checkbox"/>	<input type="checkbox"/>
Sandra Hart		
_____	<input type="checkbox"/>	<input type="checkbox"/>
Aaron Lawlor		
_____	<input type="checkbox"/>	<input type="checkbox"/>
Audrey Nixon		

**LAKE COUNTY FOREST PRESERVE DISTRICT
LAKE COUNTY, ILLINOIS**

**A RESOLUTION AWARDING A CONTRACT TO
RAYMOND CHEVROLET, INC., FOR THE PURCHASE OF A WORK TRUCK**

WHEREAS, the Lake County Forest Preserve District (the “District”) has advertised in The News Sun for sealed bids to purchase a 2016 Chevrolet Work Truck or approved equal (the “Vehicle”); and

WHEREAS, all sealed bids were received and opened by the District at its General Offices, 1899 West Winchester Road, Libertyville, Illinois on December 1, 2015 at 10:00 a.m.; and

WHEREAS, bids were received in the following amounts from the following bidders;

	<u>TOTAL BID</u>
Raymond Chevrolet, Inc., Antioch, Illinois	\$34,304.70
Shottenkirk Chevy, Quincy, Illinois	\$34,974.00 and;

WHEREAS, the District’s staff, the Purchasing Manager, the Director of Operations and Infrastructure, and the Finance and Administrative Committee have reviewed the bids and recommend that the Board of Commissioners find Raymond Chevrolet, Inc., to be the lowest responsible bidder and award a contract for the Vehicle to Raymond Chevrolet, Inc. (the “Contract”); and

WHEREAS, the Board of Commissioners hereby finds that Raymond Chevrolet, Inc., is the lowest responsible bidder for the Vehicle;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Lake County Forest Preserve District, Lake County, Illinois, **THAT**:

Section 1: Recitals. The recitals set forth above are incorporated as part of this Resolution by this reference.

Section 2: Award of Contract. The bid submitted by Raymond Chevrolet, Inc., in the amount of \$34,304.70 (the “Contract Price”) is hereby accepted and a Contract for the Vehicle is hereby awarded to Raymond Chevrolet, Inc.

Section 3: Execution of Contract. The Executive Director of the District is hereby authorized and directed to execute the Contract for the Vehicle in the amount of the Contract Price.

Section 4: Payments. The District Treasurer shall make payments under the Contract only pursuant to and in accordance with the Contract terms.

Section 5: Effective Date. This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

PASSED this _____ day of _____, 2016.

AYES:

NAYS:

APPROVED this _____ day of _____, 2016.

Ann B. Maine, President
Lake County Forest Preserve District

ATTEST:

Julie Gagnani, Secretary
Lake County Forest Preserve District

Exhibit No. _____