



LAKE COUNTY FOREST PRESERVES
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Preservation, Restoration, Education and Recreation

DATE: May 2, 2016
MEMO TO: Bonnie Thomson Carter, Chair
Planning and Restoration Committee
S. Michael Rummel, Chair
Finance and Administrative Committee
FROM: James L Anderson
Director of Natural Resources

RECOMMENDATION: Recommend approval of a Resolution awarding a Contract for Installation of Native Vegetated Mats 2016 Middlefork Savanna Forest Preserve to ENCAP, Inc. of DeKalb, Illinois, in the Contract Price of \$20,140.00.

STRATEGIC DIRECTION SUPPORTED: Conservation

FINANCIAL DATA: This item was approved as part of the adopted FY2015/2016 Natural Resource Grant Fund for habitat restoration at Middlefork Savanna. This portion of the project was estimated at \$20,000.00. Funding for this project is provided by the Chi-Cal Rivers Fund and the actual cost of \$20,140.00 will be charged to the Natural Resource Grant Account (69644100-803200-56051).

BACKGROUND: In 2014, the District applied for and received funding from the Chi-Cal Rivers Fund to perform restoration efforts at Middlefork Savanna Forest Preserve. As part of the proposal, native vegetated mats will be installed to a portion of the channelized stream bank of the North Branch of the Chicago River, which bisects the Middlefork Savanna Forest Preserve. Installation of these mats will reduce erosion, improve water quality and provide native plant cover for approximately 2000 linear feet of stream bank.

The project was advertised on February 29, 2016 and three bids were received. A summary of the bids received is listed below:

	<u>TOTAL BID</u>
KGI Landscaping Company, Skokie, Illinois	\$ 14,680.00
ENCAP, Inc., DeKalb, Illinois	\$ 20,140.00
Midwest Ecological Services, Inc., Lena, Illinois	\$ 26,300.00

KGI Landscaping submitted the low bid. However, KGI Landscaping’s bid did not include information required by the bid documents about three comparable projects completed by KGI Landscaping within the last five years that demonstrate experience performing work similar to the work described in the bid documents. Therefore, staff recommends that the Board (i) find that KGI Landscaping’s bid is incomplete and nonresponsive, (ii) reject KGI Landscaping’s bid, and (iii) award the contract to the next lowest bidder and lowest responsible bidder, ENCAP, Inc..

Work is anticipated to begin June 6, 2016 and be completed by July 8, 2016.

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

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

PRESENTER: James L. Anderson

STATE OF ILLINOIS)
) SS
COUNTY OF LAKE)

**BOARD OF COMMISSIONERS
LAKE COUNTY FOREST PRESERVE DISTRICT
REGULAR MAY MEETING
MAY 10, 2016**

MADAM PRESIDENT AND MEMBERS OF THE BOARD OF COMMISSIONERS:

Your **PLANNING AND RESTORATION COMMITTEE** and **FINANCE AND ADMINISTRATIVE COMMITTEE** present herewith “A Resolution Awarding a Contract for Installation of Native Vegetated Mats 2016 at Middlefork Savanna Forest Preserve to ENCAP, Inc.,” and request its adoption.

PLANNING AND RESTORATION COMMITTEE:

Date: _____ Roll Call Vote: Ayes: _____ Nays: _____
 Voice Vote Majority Ayes; Nays: _____

FINANCE AND ADMINISTRATIVE COMMITTEE

Date: _____ Roll Call Vote: Ayes: _____ Nays: _____
 Voice Vote Majority Ayes; Nays: _____

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

**A RESOLUTION AWARDING A CONTRACT FOR INSTALLATION OF
NATIVE VEGETATED MATS 2016 AT
MIDDLEFORK SAVANNA FOREST PRESERVE TO ENCAP, INC.**

WHEREAS, the Lake County Forest Preserve District (the "District") has advertised in The News Sun for sealed bids for the purchase of work necessary for Installation of Native Vegetated Mats 2016 at Middlefork Savanna Forest Preserve" (the "Work"); and

WHEREAS, all sealed bids were received and opened by the District at its General Offices, 1899 West Winchester Road, Libertyville, Illinois on March 18, 2016 at 9:00 a.m.; and

WHEREAS, bids were received in the following amounts, which include all four bid alternates, from the following bidders:

	<u>TOTAL BID</u>
KGI Landscaping Company, Skokie, Illinois	\$ 14,680.00
ENCAP, Inc., DeKalb, Illinois	\$ 20,140.00
Midwest Ecological Services, Inc., Lena, Illinois	\$ 26,300.00

WHEREAS, the Board of Commissioners hereby finds that the bid submitted by KGI Landscaping Company is not a responsive bid; and

WHEREAS, the District's staff, the Purchasing Manager, the Director of Natural Resources, the Planning and Restoration Committee, and the Finance and Administrative Committee have reviewed the bids and, based upon the bids and related information, including references, recommend that the Board of Commissioners find ENCAP, Inc. to be the lowest responsible bidder and award a contract for the Work to ENCAP, Inc. (the "Contract"); and

WHEREAS, the Board of Commissioners hereby finds that ENCAP, Inc. is the lowest responsible bidder for the Work;

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: Rejection of Low Bid. The bid submitted by KGI Landscaping Company is hereby rejected.

Section 3: Award of Contract. The bid submitted by ENCAP, Inc. in the amount of \$20,140.00 (the "Contract Price") is hereby accepted and a Contract for the Work is hereby awarded to ENCAP, Inc.

Section 4: Execution of Contract. The Executive Director of the District is hereby authorized and directed to execute the Contract for the Work in the amount of the Contract Price.

Section 5: Payments. The District Treasurer shall make payments under the Contract only pursuant to and in accordance with the Contract terms.

Section 6: 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 Gragnani, Secretary
Lake County Forest Preserve District

Exhibit No. _____