



LAKE COUNTY FOREST PRESERVES
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Preservation, Restoration, Education and Recreation

DATE: March 6, 2017
MEMO TO: Craig Taylor, Chair
Operations Committee
FROM: James E. Ballowe
Director of Facilities

RECOMMENDATION: Recommend approval of a Resolution Awarding a Contract for Front Entry and Vestibule Construction at the District's General Offices to Construction Consulting & Disbursement Services, Inc., Morton Grove, Illinois, in the Contract Price of \$64,500.00.

STRATEGIC DIRECTION SUPPORTED: Public Access and Connections

FINANCIAL DATA: This expenditure was approved as part of the adopted FY2016/17 Budget as part of the Museum Relocation Project. This portion of the project was estimated at \$50,000.00. The actual cost of \$64,500.00 will be charged to Account 11104100-803100-61811.

BACKGROUND: In preparation for moving the Museum to the General Office, the District solicited bids for the construction of a new front entry and vestibule. This new entryway replaces and old deteriorating entrance while also addressing ADA requirements for access to the building and Museum. The following two bids were received by the January 23, 2017, bid deadline:

	<u>BID</u>
Construction Consulting & Disbursement Services, Inc., Morton Grove Illinois	\$64,500.00
ATP Enterprise Group, Inc., Northfield Illinois	\$95,800.00

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

STATE OF ILLINOIS)
) SS
COUNTY OF LAKE)

**BOARD OF COMMISSIONERS
LAKE COUNTY FOREST PRESERVE DISTRICT
REGULAR MARCH MEETING
MARCH 14, 2017**

MADAM PRESIDENT AND MEMBERS OF THE BOARD OF COMMISSIONERS:

Your **OPERATIONS COMMITTEE** present herewith "A Resolution Awarding a Contract for the Front Entry and Vestibule Construction at the General Offices to Construction Consulting & Disbursement Services, Inc.," and request its approval.

OPERATIONS 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 THE FRONT ENTRY AND VESTIBULE
CONSTRUCTION AT THE GENERAL OFFICES TO
CONSTRUCTION CONSULTING & DISBURSEMENT SERVICES, INC.**

WHEREAS, the Lake County Forest Preserve District (the “District”) has advertised in The News Sun for sealed bids for the Front Entry and Vestibule Construction at the General Offices (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 January 23, 2017 at 10:00 a.m.; and

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

	<u>TOTAL BID</u>
Construction Consulting & Disbursement Services, Inc., Morton Grove Illinois	\$64,500.00
ATP Enterprise Group, Inc., Northfield Illinois	\$95,800.00 and;

WHEREAS, the District’s staff, the Purchasing Manager, the Director of Facilities, and the Operations Committee have reviewed the bids and recommend that the Board of Commissioners find Construction Consulting & Disbursement Services, Inc., to be the lowest responsible bidder and award a contract for the Work to Construction Consulting & Disbursement Services, Inc. (the “Contract”); and

WHEREAS, the Board of Commissioners hereby finds that Construction Consulting & Disbursement Services, 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 a part of this Resolution by this reference.

Section 2. Award of Contract. The bid submitted by Construction Consulting & Disbursement Services, Inc. in the amount of \$64,500.00 (the “Contract Price”) is hereby accepted and a Contract for the Work is hereby awarded to Construction Consulting & Disbursement Services, Inc.

Section 3. 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 4. Payments. The 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 _____, 2017.

AYES:

NAYS:

APPROVED this _____ day of _____, 2017.

Ann B. Maine, President
Lake County Forest Preserve District

ATTEST:

Julie Gagnani, Secretary
Lake County Forest Preserve District

Exhibit No. _____