



LAKE COUNTY FOREST PRESERVES  
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Preservation, Restoration, Education and Recreation

**DATE:** June 5, 2017

**MEMO TO:** Carol Calabresa, Chair  
Planning Committee

**FROM:** Randall L. Seebach  
Director of Planning and Land Preservation

**RECOMMENDATION:** Recommend approval of a Resolution awarding a Contract for the Provision and Installation of Prefabricated Shelters for the Dog Exercise Area at Waukegan Savanna Forest Preserve to Construction Consulting & Disbursement Services, Inc., Morton Grove, Illinois, in the Contract Price of \$47,800.00.

**STRATEGIC DIRECTION SUPPORTED:** Public Access and Connections

**FINANCIAL DATA:** The Waukegan Savanna Dog Exercise Area was approved as part of the adopted FY2016/2017 Capital Improvement Plan in the amount of \$1,471,375.00. This portion of the project was estimated at \$50,000.00. The actual cost of \$47,800.00 will be charged to account 35304100-803200-64610.

**BACKGROUND:** The proposed Dog Exercise Area (DEA) Site Improvements are part of the Waukegan Savanna Master Plan that was approved by the Board on September 14, 2010. The proposed DEA is located at the northeast corner of Delany and Yorkhouse Roads and will include 11 acres of turf grass fields, accessible concrete walks, new entrance drive leading to a 60-car asphalt parking lot, dog-friendly drinking fountains, one (1) prefabricated evaporator toilet building and two (2) prefabricated shade shelters. This contract includes the provision and installation of the two shade shelters; a separate contract was awarded in February 2017 for all other site improvements, excluding the purchase of fencing materials, which will be installed in-house by District staff.

The project was advertised on March 29, 2017 and one (1) bid was received from Construction Consulting & Disbursement Services in the amount of \$47,800.00. Staff recommends that Construction Consulting & Disbursement Services be awarded the contract as the lowest responsible bidder. Work is anticipated to begin July 2017 and be completed by November 2017.

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



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

**A RESOLUTION AWARDING A CONTRACT FOR THE PROVISION AND  
INSTALLATION OF PREFABRICATED SHELTERS FOR THE  
DOG EXERCISE AREA AT THE WAUKEGAN SAVANNA FOREST PRESERVE 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 Installation of Prefabricated Shelters for the Dog Exercise Area at the Waukegan 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 April 12, 2016 at 10:00 a.m.; and

**WHEREAS**, a bid was received in the following amount from the following bidder:

|   |                         |
|---|-------------------------|
|   | <b><u>TOTAL BID</u></b> |
| Construction Consulting & Disbursement Services, Inc., Morton Grove, Illinois | \$47,800.00             |

and;

**WHEREAS**, the District’s staff, the Purchasing Manager, the Director of Planning and Land Preservation, and the Planning Committee have reviewed the bid 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 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 \$47,800.00 (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 Gragnani, Secretary  
Lake County Forest Preserve District

Exhibit No. \_\_\_\_\_