



LAKE COUNTY FOREST PRESERVES

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Preservation, Restoration, Education and Recreation

DATE: November 6, 2017

MEMO TO: Craig Taylor, Chair
Operations Committee

S. Michael Rummel, Chair
Finance Committee

FROM: James E. Ballowe
Director of Facilities

RECOMMENDATION: Recommend approval of a Resolution renewing the contract for janitorial services with Crystal Management and Maintenance Services, Mount Prospect, Illinois, for one year effective November 1, 2017, in an amount not to exceed \$43,620.00.

STRATEGIC DIRECTION SUPPORTED: Organizational Sustainability

FINANCIAL DATA: The District budgeted \$43,620.00 in FY 17/18 for District wide janitorial services.

BACKGROUND: On November 1, 2016, the District entered into a one-year contract, with the right to exercise two additional one-year renewal options, with Crystal Management and Maintenance Services. At this time, staff recommends that the District extend the contract for a one-year renewal.

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

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

**A RESOLUTION APPROVING A ONE-YEAR RENEWAL OF A CONTRACT FOR
JANITORIAL SERVICES**

WHEREAS, on November 1, 2016, the Lake County Forest Preserve District (the "District") awarded a contract to Crystal Management and Maintenance Services for janitorial services (the "Contract"); and

WHEREAS, pursuant to the Contract, the District may renew the Contract for two additional one-year terms, the first being November 1, 2017, through October 31, 2018 (the "Current Renewal") and the second being November 1, 2018 through October 31, 2019 (the "Future Renewal"); and

WHEREAS, the District wishes to extend the Contract for the Current Renewal;

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. Approval of Current Renewal. The Current Renewal is hereby approved.

Section 3. Future Renewal. The Executive Director is hereby authorized to approve the Future Renewal on behalf of the District.

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

Section 3: 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. _____