



LAKE COUNTY FOREST PRESERVES
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Preservation, Restoration, Education and Recreation

DATE: September 8, 2014

TO: Ann B. Maine, Chair
Legislative Committee

Pat Carey, Chair
Finance and Administrative Committee

FROM: Alex Ty Kovach, Executive Director

SUBJECT: 2015 State Legislative Consulting Services

RECOMMENDATION: Recommend approval of a Resolution awarding a Contract for Legislative Consulting Services to Kolkmeier Consulting of Springfield, IL, in the Contract Price of \$27,000.00.

BACKGROUND: The District uses the services of a legislative consultant to coordinate the District's activities and interests with elected and appointed officials of the State of Illinois. These services include monitoring of all legislation that might directly or indirectly affect the District, and representing the District at legislative meetings in Springfield and elsewhere as required. For the past several years, Kolkmeier Consulting has provided needed legislative consulting services to the District's satisfaction through an annual contract. Kolkmeier Consulting also provides legislative consulting services to Lake County government, enabling the County and District to better communicate and coordinate regarding state legislative issues. A copy of the current client list for Kolkmeier Consulting is attached.

REASON FOR RECOMMENDATION: Review and recommendation of approval by relevant Standing Committees and Board approval is required by the District's Purchasing Policy. Approval at this time is needed in order to be prepared for the start of the 2015 Illinois legislative session in early January.

FINANCIAL DATA: \$27,000.00 was approved for these services in the Fiscal Year 2014-15 Budget, and will be charged to General District account 11104000-706800. The Kolkmeier Consulting proposal for the 2015 Illinois legislative session is for \$27,000.00 which represents a \$500.00 or 1.9% adjustment over the 2014 amount of \$26,500.00.

REVIEW BY OTHERS: Director of Finance

PRESENTER: Alex Ty Kovach

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

**A RESOLUTION AWARDING A CONTRACT FOR LEGISLATIVE CONSULTING
SERVICES TO KOLKMEIER CONSULTING**

WHEREAS, the Lake County Forest Preserve District (the “District”) requires the services of a legislative consultant (the “Services”) to coordinate the District’s activities and interests with elected and appointed officials of the State of Illinois; and

WHEREAS, the Executive Director and the Purchasing Manager have determined that the Services require personal confidence; and

WHEREAS, Kolkmeier Consulting has provided such Services to the District in the past to the satisfaction of the District; and

WHEREAS, Kolkmeier Consulting also provides legislative consulting services to Lake County government, enabling the County and District to better communicate and coordinate regarding state legislative issues; and

WHEREAS, Kolkmeier Consulting has submitted a proposal, dated July 21, 2014 (attached) (the “Proposal”), for Services to be provided for the 2015 Illinois legislative session; and

WHEREAS, the District’s staff, the Purchasing Manager, the Executive Director, the Legislative Committee, and the Finance and Administrative Committee have reviewed the Proposal and recommend that the Board of Commissioners (i) find that the Proposal submitted by Kolkmeier Consulting be determined to be the proposal that is most advantageous to the District; and (ii) award a contract for the Services to Kolkmeier Consulting by accepting and executing the Proposal (the “Contract”); and

WHEREAS, the Board of Commissioners hereby finds that it is in the best interest of the District to continue utilizing Kolkmeier Consulting for Services under the proposed terms of the Proposal and that the Proposal submitted by Kolkmeier Consulting is the proposal that is most advantageous to the District;

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 Proposal in the amount of \$27,000.00 (the “Contract Price”) is hereby accepted and a Contract for the Services is hereby awarded to Kolkmeier Consulting, Springfield, Illinois.

Section 3: Execution of Contract. The Executive Director of the District is hereby authorized and directed to execute the Contract in the amount of the Contract Price with Kolkmeier Consulting, Springfield, Illinois.

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 _____, 2014

AYES:

NAYS:

APPROVED this _____ day of _____, 2014

Ann B Maine, President
Lake County Forest Preserve District

ATTEST:

Julie Gagnani, Secretary
Lake County Forest Preserve District

Exhibit No.

Kolkmeier Consulting

1111 Williams Blvd.
Springfield, IL 62704

Kip Kolkmeier
Legislative Consultant

Mobile (312) 339-6540
Kiplund.Kolkmeier@KolkmeierConsulting.com

July 21, 2014

Mr. Ty Kovach
Executive Director
Lake County Forest Preserve District
1899 West Winchester Road
Libertyville, IL 60048

RE: Legislative Consulting Contract

Dear Executive Director Kovach:

As you requested, this letter is intended to memorialize the retention of my services as a legislative consultant to the Lake County Forest Preserve District. If the terms of this agreement are acceptable, please execute a copy and return to me.

1. Parties to the Agreement. The parties to this agreement are Kiplund R. Kolkmeier, doing business as Kolkmeier Consulting, referred to herein as "Contractor", and the Lake County Forest Preserve District, referred to herein as the "District".

2. Term and Duties. The term of this agreement shall be from January 1, 2015 to December 31, 2015. During the term, Contractor shall provide legislative consulting services in connection with the District's legislative issues. It is acknowledged and agreed by both parties that Contractor is not an employee of the District and shall provide services under this agreement through the exercise of Contractor's independent professional judgment, and not as directed or supervised by any official, employee or other contractor of the District.

3. Fee. The fee for legislative consulting services under this agreement shall be a fixed amount of \$27,000. This retainer amount is based on only a 1.9% cost of living adjustment over the current year, and as such is below the national CPI increase for the previous 12 months. It is also worth reflecting on the fact that as an individual district we not only successfully pass our own initiatives, but we also really lead the effort on issues affecting all forest and conservation districts. This is something that we should take great pride in, but also realize the work load that comes with this effort. This fixed

amount shall be Contractor's sole compensation for the period of this agreement. Moreover, the District shall not be liable for any expenses related to legislative consulting services. The amount of the retainer is payable in full when invoiced.

4. Liability. For purposes of this agreement, Contractor is a sole proprietor and assumes all risk of loss, indemnifies and holds harmless the District from and against any and all liabilities, demands, claims, suits, losses, damages, causes of action, fines or judgments, including costs and attorneys fees, and related expenses that result directly from Contractor's negligent or intentional acts or omissions. The District acknowledges that Kolkmeier Consulting is not a law firm and will not provide legal advice to the District under this agreement.

5. Benefits. Contractor acknowledges that he is not an employee of the District and therefore is not entitled to receive or participate in any benefit program of the District including any life, health, disability, retirement or other program that may from time to time be in place.

If this agreement is consistent with your understanding of our arrangement, then please execute where indicated and return a copy to me. Please let me know if you have any questions regarding the agreement. As always, it is a pleasure to work with the District.

Very truly yours,

Kiplund R. Kolkmeier

Signed and approved:

Dated _____

Kolkmeier Consulting

1111 Williams Blvd.
Springfield, IL 62704

Kip Kolkmeier
Legislative Consultant

Mobile (312) 339-6540
Kiplund.Kolkmeier@KolkmeierConsulting.com

July 21, 2014

Kolkmeier Consulting List of Clients

Lake County Forest Preserve District
American Express
United Airlines
American Cancer Society-Illinois Division
Illinois Library Association
County of Lake
Illinois Association of WasteWater Agencies
Solid Waste Agency of Lake County
CN
Illinois Network of Charter Schools
Winnebago County

Legislative Clients Represented through Perkins Coie, LLP
Midwest Gaming & Entertainment