



LAKE COUNTY FOREST PRESERVES
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Preservation, Restoration, Education and Recreation

DATE: April 2, 2018

MEMO TO: Craig Taylor, Chair
Operations Committee

FROM: Mary E. Kann
Director of Administration

RECOMMENDATION: Recommend approval of a Resolution approving Change Order Number Six to the Contract with Sentry Security, LLC, for District-wide Fire and Security Alarm Monitoring, Maintenance, Repair and Testing Services.

STRATEGIC DIRECTION SUPPORTED: Organizational Sustainability.

FINANCIAL DATA: This Change Order will increase the cost of the existing contract with Sentry Security by \$1,236.00 annually. There will also be a one-time installation fee of \$3,997.00. Funds for Fire and Security Alarm monitoring, maintenance, repair and testing services are found in account 23104000-704900.

BACKGROUND: On March 10, 2015, the District entered into a two-year contract with Sentry Security, LLC, for District-wide Fire and Security Alarm monitoring, maintenance, repair and testing services. The contract includes up to three additional one-year terms that can be exercised by the District. The District has exercised two of these three options to date.

Over the last three years, the District has approved five change orders to the contract, including, on October 13, 2015, to approve the installation of Security (burglar) Alarms at the Operations and Public Safety building and the associated costs for monitoring and inspection services. Change order number 6 would amend the Schedule of Services to include the installation (\$3,997.00) of Security and Fire Alarms and the associated cost for monthly monitoring and annual inspections (\$1,236.00) at the Pine Dunes' Wildlife Center.

Change Orders that, when added to all prior change orders to a contract, exceed 20% of the contract price or \$20,000, whichever is less, must be approved by the Board. Because of the cumulative cost of the prior change orders, the 20%/\$20,000 allowance was exceeded, requiring Board approval of Change Order Number Six.

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 APRIL MEETING
APRIL 10, 2018**

MADAM PRESIDENT AND MEMBERS OF THE BOARD OF COMMISSIONERS:

Your **Operations Committee** presents herewith “A Resolution Approving Change Order Number Six to the Contract with Sentry Security, LLC, for District-wide Fire and Security Alarm Monitoring, Maintenance, Repair and Testing Services” and requests 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 APPROVING CHANGE ORDER NUMBER SIX
TO THE CONTRACT WITH SENTRY SECURITY, LLC,
FOR DISTRICT-WIDE FIRE AND SECURITY ALARM MONITORING,
MAINTENANCE, REPAIR AND TESTING SERVICES**

WHEREAS, the Lake County Forest Preserve District (the "District") and Sentry Security, LLC (the "Consultant") entered into a contract (the "Contract") for the performance by the Consultant of fire alarm and security alarm monitoring, maintenance, and testing services at various District facilities (the "Services"); and

WHEREAS, the specific Services that the Consultant must perform at each District facility, and the compensation the District agreed to pay the Consultant for such Services, are set forth in Section 6.A of Attachment A attached to the Contract, in the table titled "Monitoring, Maintenance, and Testing Fees Per Location" (the "Schedule of Services"); and

WHEREAS, on April 26, 2016 the District and the Consultant approved Change Order Number Three to the Contract ("Change Order No. 3") which allowed Sentry to process payments to Tyco Integrated Security for fire alarm monitoring at the Archives building as well as \$1.00 increases at four other District sites (\$344.62); and

WHEREAS, on March 2, 2017 the District and the Consultant approved Change Order Number Four to the Contract ("Change Order No. 4") for the removal of fire testing fees at various sites (\$-660.00); and

WHEREAS, on September 1, 2017 the District and the Consultant entered into Change Order Number Five to the Contract ("Change Order No. 5") which increased fees at six District sites due to the change from phone lines to radio equipment (\$1,140).; and

WHEREAS, the District and the Consultant desire to further amend the Schedule of Services to provide Services at Pine Dunes Wildlife Center as provided in Change Order Number Six attached hereto ("Change Order No. 6");

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 Change Order No. 6. Change Order No. 6, in substantially the form attached hereto, is approved for the following reasons:

- a. The Change Order is germane to the original Contract, as signed; and
- b. The Change Order is in the best interest of the District.

Change Order No. 3, Change Order No. 4, and Change Order No. 5, previously approved by the District staff, are hereby ratified.

Section 3: Placement in Contract File. This Resolution and Change Order No. 6 shall be preserved in the permanent District file of the Contract. This Resolution shall constitute the written determination required by Section 33E-9 of the Illinois Criminal Code, 720 ILCS 5/33E-9.

Section 4: 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 _____, 2018.

AYES:

NAYS:

APPROVED this ____ day of _____, 2018.

Ann B. Maine, President
Lake County Forest Preserve District

ATTEST:

Julie Gragnani, Secretary
Lake County Forest Preserve District

Exhibit No. _____



February 27, 2018

Patrick Bovill
Lake County Forest Preserve

This includes the following protection for 17907 Edwards Road, Antioch, IL. 60002

<u>Description</u>	<u>Location(s)</u>
1 Install Security Alarm Panel	Kitchen closet
1 Add Keypad	Far back door in storage building
1 Cellular Communicator	For communication to central station
1 Rechargeable back up battery	For security panel back up power
1 Hardwired Door Contact	Far back door in storage building
2 Rail Mount Overhead Door Contacts	2 OH doors in far back section of storage
2 Heavy Duty Large Gap Door Contacts	2 large sliding doors in storage building
14 Hardwired Heat Detectors	In unheated storage building
5 Wireless Door Contacts	5 doors in the house
2 Wireless Motion Detectors	On first floor of house
3 Wireless Smoke Detectors	In 2 second floor bedrooms and 1 outside of bedroom
1 Box of FPL red jacket fire alarm cable	Deliver to customer
5 Boxes of burglar alarm cable	Deliver to customer
1 Lift rental (1 day rental)	
- wire, clamps, connectors, etc	As needed

Hardwiring part of this job will be done by Lake County. Wiring will be to 14 heat detectors (in a loop), 2 overhead doors, 2 sliding doors, 1 pedestrian door and 1 keypad near the back pedestrian door. Wire will need to be in a junction box at each device location and wire needs to be brought down into the alarm panel (on the other end). All wires must be labeled as to what they are for. A drawing will be provided identifying device locations.

Some parts on the system are existing (keypads, heat detectors in the house, wireless receiver and all wiring to these devices) They are assumed to be good and defect free. If they are not, additional cost will apply to replace or repair such.

PRICING

The system listed in this proposal will be furnished and installed for the sum of **\$3,997.00**

MONTHLY SERVICES COST \$34.00

Services Include: Security System monitoring to our Central Station and cellular communication
If you require any additional information, please contact me immediately.



March 5, 2018

Patrick Bovill
Lake County Forest Preserve

This includes the following protection for:

17907 Edwards Road, Antioch, IL. 60002

<u>Description</u>	
1	Annual Inspections of the burglar alarm system and fire alarm devices on the burglar alarm system
1	Lift rental (1 day rental)

This inspection requires a scissors lift rental for one day in order to reach the 14 heat detectors mounted at the roof deck in the warehouse storage section of the building. Each device has to be taken off to be tested.

Other devices to also be tested include:

Burglar alarm panel, cellular communicator, arming keypads, wireless receiver unit, wireless door contacts, wireless motion detectors, hardwired overhead door contacts, hardwired heavy duty sliding door contacts, residence smoke detectors and residence heat detectors.

MONTHLY COST \$69.00

Services Include: Annual inspection of the burglar alarm system and the fire alarm devices on the burglar alarm fire zones. Fire devices are smoke and heat detectors.

If you require any additional information, please contact me immediately.

Regards,

Mike Ragnanese
SENTRY SECURITY

Signature _____ Print Name _____ Date _____
Sign and email back to mragnanese@sentrysecurity.com if you would like to move forward with this proposal.

EXHIBIT A

LOCATION		BUILDING	FIRE ALARM MONITORING FEE (Monthly)	FIRE ALARM TESTING FEE (Annual)	SECURITY ALARM MONITORING FEE (Monthly)	SECURITY ALARM TESTING FEE (Annual)
BRAE LOCH GOLF CLUB 33600 Route 45 Grayslake, IL 60030	1	A NATURAL RESOURCE MANAGEMENT CENTER	N/A	N/A	\$34.00	\$88.00
		B CLUBHOUSE	N/A	N/A	\$34.00	\$88.00
		C GOLF CART CAR PEN	N/A	N/A	\$34.00	\$88.00
COUNTRYSIDE GOLF CLUB 20800 W. Hawley Mundelein, IL	2	A CLUBHOUSE	\$17.00	\$264.00	\$34.00	\$88.00
COUNTRYSIDE NRMC 27661 Chevy Chase Road Mundelein, IL 60060	3	A NATURAL RESOURCE MANAGEMENT CENTER	N/A	N/A	\$17.00	\$88.00
FOX RIVER FOREST PRESERVE 26034 W Roberts Road Port Barrington, IL 60010	4	A RESTROOM	\$17.00	\$88.00	\$17.00	\$88.00
		B MARINA	\$17.00	\$88.00	\$17.00	\$88.00
		C LAUNCH / OFFICE	N/A	N/A	\$17.00	\$88.00
		D STORAGE NORTH	\$24.00	\$264.00	\$34.00	\$88.00
		E STORAGE SOUTH	\$24.00	\$264.00	\$34.00	\$88.00
		F GATE HOUSE	N/A	N/A	\$17.00	\$44.00
GENERAL OFFICES 1899 W. Winchester Rd. Libertyville, IL 60048	5	A GO	\$36.00	\$1,408.00	\$34.00	\$264.00
GREENBELT FOREST PRESERVE 3380 10th Street Waukegan, IL 60085	6	A MAINTENANCE	N/A	\$88.00	\$34.00	\$88.00
GREENBELT CULTURAL CENTER 1215 Green Bay Road North Chicago, IL 60064	7	A CULTURAL CENTER	\$17.00	\$880.00	\$17.00	\$176.00
HALF DAY FOREST PRESERVE 24259 N Milwaukee Avenue Lincolnshire, IL	8	A MAINTENANCE	\$17.00	\$88.00	N/A	\$0.00
HASTINGS LAKE FOREST PRESERVE 21155 W Gelden Road Lake Villa, IL 60046	9	A 3-SEASON ROOM	\$34.00	\$88.00	N/A	N/A
		B BATHROOM	\$34.00	\$88.00	N/A	N/A
INDEPENDENCE GROVE FOREST PRESERVE 16400 W. Buckley Road Libertyville, IL 60048	10	A MARINA	\$34.00	N/A	\$17.00	\$88.00
		B N. BAY RESTROOM	\$17.00	\$88.00	\$34.00	\$88.00
		C GATE HOUSE	N/A	N/A	\$17.00	\$88.00
		D VISITOR CENTER	\$85.00	\$704.00	\$34.00	\$88.00
		E MAINTENANCE	\$36.00	\$364.00	\$34.00	\$88.00
		F BEACH HOUSE	\$17.00	\$176.00	\$17.00	\$88.00
		G MARINA RESTROOM	\$36.00	\$88.00	N/A	N/A
LAKWOOD FOREST PRESERVE 27235 Forest Preserve Dr. Wauconda, IL 60084	11	A MAINTENANCE	\$34.00	\$176.00	\$34.00	\$88.00
LAKWOOD FOREST PRESERVE 24237-1 Ivanhoe Road Wauconda, IL 60046	12	A OPERATIONS (DUPEX)	N/A	N/A	N/A	N/A
LAKWOOD FOREST PRESERVE Route 176 & Fairfield Road Wauconda, IL 60046	13	A OLD CENTRAL SUPPLY - MAIN BARN B	N/A	N/A	\$34.00	\$88.00
		B ARCHIVES	\$24.72	\$352.00	\$17.00	\$88.00
		C DISCOVERY MUSEUM	\$24.00	\$1,776.00	\$34.00	\$352.00
OPERATIONS & PUBLIC SAFETY FACILITY 19808 W. Grand Avenue Lindenhurst, IL 60046	14	A OPERATIONS	\$34.00	\$2,816.00	\$34.00	\$264.00
PRAIRIE STREAM FOREST PRESERVE 1000 N Route 45 Antioch IL	15	A STORAGE	\$29.50	\$352.00	\$29.50	\$88.00
ROLLINS SAVANNA FOREST PRESERVE 19876 W. Washington Street Grayslake, IL 60030	16	A BATHROOM	\$17.00	\$44.00	\$17.00	\$44.00
		B SEED NURSEY	\$17.00	\$88.00	\$17.00	\$44.00
RYERSON CONSERVATION AREA 21850 N. Riverwoods Road Deerfield, IL 60015	17	A BRUSHWOOD	\$17.00	\$352.00	\$34.00	\$176.00
RYERSON CONSERVATION AREA 21950 N. Riverwoods Road Deerfield, IL 60015	18	A EXHIBIT PROGRAM	N/A	N/A	\$17.00	\$44.00
		B WELCOME CENTER	\$82.00	\$528.00	\$34.00	\$88.00

EXHIBIT A

LOCATION		BUILDING	FIRE ALARM MONITORING FEE (Monthly)	FIRE ALARM TESTING FEE (Annual)	SECURITY ALARM MONITORING FEE (Monthly)	SECURITY ALARM TESTING FEE (Annual)
RYERSON CONSERVATION AREA 22050 N. Riverwoods Road Deerfield, IL 60015	19	A NORTH SHED	\$17.00	\$88.00	N/A	N/A
STEVENS ON HOUSE 25200 St. Mary's Road Mettawa, IL 60045	20	A MAIN HOUSE	N/A	N/A	\$34.00	\$88.00
		B SERVICE BUILDING	\$82.00	\$88.00	\$34.00	\$88.00
THUNDERHAWK GOLF CLUB 39700 N. Lewis Avenue Beach Park, IL 60099	21	A CLUB HOUSE	\$17.00	\$704.00	\$34.00	\$176.00
THUNDERHAWK NRMC 12188 W. 33rd Street Beach Park, IL 60099	22	A NATURAL RESOURCE MANAGEMENT CENTER	\$17.00	\$264.00	\$17.00	\$88.00
VAN PATTEN FOREST PRESERVE 15958 Route 173 Wadsworth, IL 60083	23	A RANGER	N/A	N/A	N/A	N/A
		B MAINTENANCE BUILDING	\$17.00	\$88.00	\$17.00	\$44.00
PINE DUNES FOREST PRESERVE 17907 Edwards Road Antioch, IL 60002	24	A WILDLIFE CENTER	\$0.00	\$0.00	\$34.00 *	\$828.00 **

Business Hours of Operation 8:00am until 5:00pm CST.

Hourly Service Rate for Maintenance

During Business Hours: \$ 85.00 per/hr.

After Hours/Emergencies: \$125.00 per/hr.

Holidays/Sundays: \$165.00 per/hr.

SITES THAT ARE MONITORED VIA RADIO TRANSMISSION INCLUDE THE LEASE FOR THE RADIO.

* Fire Alarm and Security Alarm, Combined.

** Includes Estimated \$400.00 to Rent Lift for Annual Testing/Inspection.

Revised: April 10, 2018

**Change Order Number Six to
Contract Between
Lake County Forest Preserve District and
Sentry Security, LLC
For District-Wide Fire and Security Alarm
Monitoring, Maintenance, Repair, and Testing Services**

THIS CHANGE ORDER NUMBER SIX ("Change Order No. 6"), dated as of April 10, 2018, to that certain Contract for District-Wide Fire and Security Alarm Monitoring, Maintenance, Repair, and Testing Services, dated as of March 10, 2015 ("Contract"), between the **LAKE COUNTY FOREST PRESERVE DISTRICT**, a body politic and corporate organized and existing under the Downstate Forest Preserve District Act, 70 ILCS 805/.001 et seq., ("District"), and **SENTRY SECURITY, LLC**, an Illinois limited liability company ("Consultant").

RECITALS

WHEREAS, the District and the Consultant entered into the Contract for the performance by the Consultant of fire alarm and security alarm monitoring, maintenance, and testing services at various District facilities (the "Services"); and

WHEREAS, the specific Services that the Consultant must perform at each facility are set forth in Section 1 of Attachment A attached to the Contract and in Attachment B to the Contract (the "Scope of Work"), and the compensation the District agreed to pay the Consultant for such Services, is set forth in Section 6.A of Attachment A attached to the Contract, in the table titled "Monitoring, Maintenance, and Testing Fees Per Location" (the "Schedule of Services"); and

WHEREAS, on October 1, 2015, the District and the Consultant entered into Change Order Number One to the Contract ("Change Order No. 1"), which amended the Schedule of Services (referred to in Change Order No. 1 as "Exhibit A") to modify the Services performed at certain District facilities and the prices charged for those Services; and

WHEREAS, on November 16, 2015, the District and the Consultant entered into Change Order Number Two to the Contract ("Change Order No. 2"), which amended the Schedule of Services (referred to in Change Order No. 2 as "Exhibit A") to modify the Services performed at certain District facilities and the prices charged for those Services; and

WHEREAS, on April 26, 2016 the District and the Consultant entered into Change Order Number Three to the Contract ("Change Order No. 3") which amended the Schedule of Services (referred to in Change Order No. 3 as "Exhibit A") to modify the Services performed at certain District facilities and the prices charged for those Services; and

WHEREAS, on March 2, 2017 the District and the Consultant entered into Change Order Number Four to the Contract ("Change Order No. 4") which amended the Schedule of Service (referred to in Change Order No. 4 as "Exhibit A") to modify the Services performed at certain District facilities and the prices charged for those Services; and

WHEREAS, on September 1, 2017 the District and the Consultant entered into Change Order Number Five to the Contract ("Change Order No. 5") which amended the Schedule of Service (referred to in Change Order No. 4 as "Exhibit A") to modify the Services performed at certain District facilities and the prices charged for those Services; and

WHEREAS, the District and the Consultant desire to further amend the Scope of Work and Schedule of Services by adding Services for the Pine Dunes Wildlife Center (24A on “Exhibit A”), including a one-time installation fee of \$3,997.00 and ongoing monthly monitoring and annual testing fees totaling \$1,236.00 per year, and

NOW, THEREFORE, in consideration of the mutual covenants set forth in this Change Order No. 6, the receipt and sufficiency of which are hereby acknowledged, the District and the Consultant agree as follows:

SECTION 1. RECITALS.

The foregoing recitals are hereby incorporated into, and made a part of, this Change Order No. 6 as if fully set forth herein.

SECTION 2. DEFINITIONS; RULES OF CONSTRUCTION.

A. Definitions. All capitalized words and phrases used in this Change Order No. 6 have the meanings set forth in the various provisions of this Change Order No. 6. If a word or phrase is not specifically defined in this Change Order No. 6, it has the same meaning as in the Contract.

B. Rules of Construction. Except as specifically provided in this Change Order No. 6, all terms, provisions and requirements contained in the Contract remain unchanged and in full force and effect. In the event of a conflict between the text of the Contract and the text of this Change Order No. 6, the text of this Change Order No. 6 controls.

SECTION 3. AMENDMENT TO SCHEDULE OF SERVICES.

The Scope of Work is hereby amended by adding to Attachment B to the Contract the description of work and pricing in the attached proposal from Consultant dated February 27, 2018. The Schedule of Services, as amended by Change Order No. 5 to the Contract, is hereby deleted in its entirety and replaced with Exhibit A attached to and, by this reference, made a part of this Change Order No. 6. All references in the Contract to the information contained within the Scope of Work and Schedule of Services shall hereafter be deemed to refer to the information contained within Attachment B (as amended) and Exhibit A attached to this Change Order No. 6.

IN WITNESS WHEREOF, the parties hereto have executed this Change Order No. 6 to the Contract as of the day and year first above written.

DISTRICT:

LAKE COUNTY FOREST PRESERVE DISTRICT, a body politic and corporate organized and existing under the Downstate Forest Preserve District Act, 70 ILCS 805/.001 et seq

ATTEST:

By: _____
Its: _____

By: _____
Mary Kann
Director of Administration

CONSULTANT:

SENTRY SECURITY, LLC,
an Illinois limited liability company

ATTEST:

By: _____
Its: _____

By: _____
Its: _____