



LAKE COUNTY FOREST PRESERVES  
www.LCFPD.org

Preservation, Restoration, Education and Recreation

**DATE:** November 4, 2019

**TO:** Adam R. Didech, Chair  
Legislative Committee

**FROM:** Alex Ty Kovach  
Executive Director

**RECOMMENDATION:** Recommend approval of a Resolution awarding a contract for Legislative Consulting Services to Strategic Advocacy Group, LLC, Springfield, Illinois, for a 1-year period from January 1, 2020 through December 31, 2020 in the Contract Price of \$25,300.00.

**STRATEGIC DIRECTION SUPPORTED:** Organizational Sustainability.

**FINANCIAL DATA:** Funds for these services were approved as part of the FY 2020 General Corporate Budget in account 11104000-706800.

**BACKGROUND:** On January 17, 2017, after a request for proposal process, the District entered into a contract with Strategic Advocacy Group, LLC (SAG) for legislative consulting services. The contract term was from February 1, 2017 through December 31, 2018. For calendar year 2019, District staff approved a new one-year contract for legislative consulting services with Strategic Advocacy Group in the amount of \$24,600, which is within the purchasing authority of the Executive Director under the District's Purchasing Policies. The attached resolution would approve a contract for calendar year 2020 with SAG for legislative consulting services, including effectuating the District's State legislative program.

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



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

**A RESOLUTION AWARDING A CONTRACT FOR LEGISLATIVE CONSULTING SERVICES TO  
STRATEGIC ADVOCACY GROUP, LLC,**

**WHEREAS**, the Lake County Forest Preserve District (the "District") desires to purchase the services of a legislative consultant for calendar year 2020 to coordinate the District's activities and interests with elected and appointed officials of the State of Illinois and with respect to legislation proposed by the Illinois General Assembly (the "Services"); and

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

**WHEREAS**, the Purchasing Manager has solicited a proposal for the Services; and

**WHEREAS**, the District's staff, the Purchasing Manager, the Executive Director, and the Legislative Committee have reviewed the proposal and recommend that the Board of Commissioners (i) find that the proposal submitted by Strategic Advocacy Group, LLC be determined to be the proposal that is most advantageous to the District; and (ii) award a contract for the Services to Strategic Advocacy Group, LLC (the "Contract") in the amount of \$25,300.00 (the "Contract Price"); and

**WHEREAS**, the Board of Commissioners hereby finds that the proposal for the Services submitted by Strategic Advocacy Group, LLC 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 Contract in the amount of the Contract Price, in substantially the form attached hereto, is hereby awarded to Strategic Advocacy Group, LLC. The Executive Director of the District is hereby authorized and directed to execute the Contract for the Services in the amount of the Contract Price.

**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 \_\_\_\_\_, 2019.

AYES:

NAYS:

APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Angelo D. Kyle, President  
Lake County Forest Preserve District

ATTEST:

\_\_\_\_\_  
Julie Gragnani, Secretary  
Lake County Forest Preserve District

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



October 10, 2019

Christine Miller  
Purchasing Manager  
Lake County Forest Preserve District  
1899 West Winchester Road  
Libertyville, IL 60048

RE: Legislative Consulting Contract

Dear Ms. Miller:

As you requested, this letter is intended to memorialize the retention of our services as legislative consultants 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 The Strategic Advocacy Group, LLC, 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, 2020 to December 31, 2020. During the term, Contractor shall provide legislative consulting services in connection with the District's legislative issues, and consistent with the Scope of Services outlined in the Proposal For Services RFP #16192 and consistent with the District's State legislative program, approved on November 12, 2019. 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 \$25,300 for the period from January 1, 2020 to December 31, 2020. The payment schedule will be \$6,325.00 in January, April, July, and October 2020. 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.

## STRATEGIC ADVOCACY GROUP

2309 Mariners Point Lane · Springfield, Illinois 62712  
info@StrategicAdvocacyGroup.com · (217) 622-0309

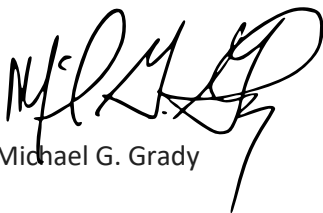
4. Insurance. Contractor agrees to provide the District with a Certificate of Insurance and endorsements consistent with the coverages and exceptions described in the Proposal For Services RFP #16192. Contractor will provide certificates at least thirty (30) days prior to the commencement of this contract and thereafter with certificates evidencing renewals or replacements of said policies of insurance at least thirty (30) days prior to the expiration or cancellation of such policies.

5. 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 The Strategic Advocacy Group, LLC is not a law firm and will not provide legal advice to the District under this agreement.

6. 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.

Sincerely,



Michael G. Grady

Signed and approved:

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Name: \_\_\_\_\_

Date: \_\_\_\_\_