

DATE: July 6, 2020

MEMO TO: Jessica Vealitzek, Chair
Operations Committee

Terry Wilke, Chair
Finance Committee

FROM: John E. Nelson
Director of Operations and Infrastructure

RECOMMENDATION: Recommend approval of a Resolution Awarding a Multi-Year Contract for Janitorial and Sanitation Supplies to North American Corporation, Glenview, Illinois, in an amount not to exceed \$90,000.00.

STRATEGIC DIRECTION SUPPORTED: Organizational Sustainability

FINANCIAL DATA: Janitorial and sanitation supplies are used at facilities District-wide. Janitorial and sanitation supplies are purchased by the District's Central Supply (account 10000000-169900), and then charged to various specific operating accounts when items are taken out of inventory to be used. For the approximately three-year period of August 2, 2020 through May 31, 2023 the cost of supplies is expected to approach \$90,000.00, approximately \$30,000.00 per year. The expected spend will be \$15,000 in the remainder of FY2020, \$30,000 in FY2021, \$30,000 in FY2022, and \$15,000 in the first portion of FY2023.

BACKGROUND: Pursuant to the Illinois Governmental Joint Purchasing Act, 30 ILCS 525/1, et seq., the District may purchase these supplies under a contract that was publicly solicited and awarded to Network Services Company by the City of Tucson, Arizona, through Omnia Partners cooperative contract #202329-01. The local distributor for Network Services Company is North American Corporation in Glenview, Illinois.

This contract will be in effect for a multi-year period starting on August 2, 2020 and ending on May 31, 2023. The contract has an optional future renewal clause for an additional two-year period through May 31, 2025.

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 JULY MEETING
JULY 15, 2020**

MISTER PRESIDENT AND MEMBERS OF THE BOARD OF COMMISSIONERS:

Your **OPERATIONS COMMITTEE** and **FINANCE COMMITTEE** present herewith “A Resolution Awarding a Contract to North American Corporation for the Purchase of Janitorial and Sanitation Supplies” and request its approval.

OPERATIONS COMMITTEE:

Date: _____ Roll Call Vote: Ayes: _____ Nays: _____
 Voice Vote Majority Ayes; Nays: _____

FINANCE COMMITTEE:

Date: _____ Roll Call Vote: Ayes: _____ Nays: _____
 Voice Vote Majority Ayes; Nays: _____

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

**A RESOLUTION AWARDING A CONTRACT TO
NORTH AMERICAN CORPORATION FOR THE PURCHASE OF
JANITORIAL AND SANITATION SUPPLIES**

WHEREAS, the Lake County Forest Preserve District (the “District”) desires to purchase janitorial and sanitation supplies (the “Supplies”); and

WHEREAS, pursuant to the Illinois Governmental Joint Purchasing Act, 30 ILCS 525/1, et seq., any governmental unit may purchase personal property, supplies, and services jointly with one or more other governmental units if one of the governmental units has publicly advertised for, and received, competitive, sealed bids or proposals, and has awarded a contract for such personal property, supplies, and services to the lowest responsible bidder or the highest ranking proposer, all in accordance with such Act; and

WHEREAS, the City of Tucson, Arizona, through Omnia Partners, has publicly advertised for, and received, competitive proposals for the Supplies, including a proposal by Network Services Company to provide the Supplies through its agent North American Corporation; and

WHEREAS, the City of Tucson, Arizona, through Omnia Partners, has awarded cooperative contract #202329-01 for a three-year term ending on May 31, 2023 (the “Omnia Contract”) to Network Services Company as the highest ranking proposer for the Supplies and has made the Network Services Company proposal available to other public entities through the Omnia Contract; and

WHEREAS, pursuant to the Omnia Contract, the City of Tucson, Arizona may renew the Omnia Contract for one additional two-year term, beginning June 1, 2023 to May 31, 2025 and any public entity that accepts the proposal of, and enters into a contract with, Network Services Company may exercise the same two-year renewal (the “Future Renewal”); and

WHEREAS, it is in the best interest of the District to award a contract for the Supplies, in accordance with the terms of the Omnia Contract, to North American Corporation, as the agent of Network Services Company (the “Contract”);

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 proposal submitted by Network Services Company for the Supplies is hereby accepted and a Contract for the Supplies is hereby awarded to North American Corporation, as the agent of Network Services Company in an amount not to exceed \$90,000.

Section 3. Execution of Contract. The Executive Director is hereby authorized to execute the Contract for the Supplies.

Section 4. Future Renewal. The Executive Director is hereby authorized to approve the Future Renewal on behalf of the District in an amount not to exceed \$60,000, if he determines it is in the District's best interests to do so.

Section 5. Payments. The Treasurer shall make payments under the Contract only pursuant to and in accordance with the Contract terms.

Section 6. 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 _____, 2020

AYES:

NAYS:

APPROVED this _____ day of _____, 2020

Angelo D. Kyle, President
Lake County Forest Preserve District

ATTEST:

Julie Gragnani, Secretary
Lake County Forest Preserve District

Exhibit No. _____