

**DATE:** August 31, 2020

**MEMO TO:** Jessica Vealitzek, Chair  
Operations Committee

**FROM:** John E. Nelson  
Director of Operations and Infrastructure

**RECOMMENDATION:** Recommend approval of a Resolution awarding a Contract for New Operable Partitions at Independence Grove Forest Preserve Visitors Center to Folding Partition Services, Inc., Steger, Illinois in a contract amount of \$67,513.00.

**STRATEGIC DIRECTION SUPPORTED:** Organizational Sustainability.

**FINANCIAL DATA:** This expenditure is included in the adopted FY2020 budget in the Capital Improvement Program (CIP) as part of the Facility and Infrastructure Improvements project (project number 60022). The current budget for the entire CIP line item project is \$1,293,409.16. Of that amount, \$75,000 was estimated for these improvements to the Independence Grove Visitor Center. The actual cost of \$67,513.00 will be charged to account 35304100-803200-60022.

**BACKGROUND:** The Visitors Center at Independence Grove was originally constructed in 2001. The main room in the Visitors Center, Audubon Hall, holds up to 350 people and can be divided into four smaller spaces (the Osprey, Heron, Egret and Crane rooms) by three sets of operable partitions. The operable partitions are approximately twenty years old and have been routinely used by the caterer at the Visitor Center to adjust the spaces available for use by its clients. Staff recommends that the work to remove and replace the operable partitions occur now and that it is contracted out to a qualified vendor.

One bid for this work was received and opened on July 30, 2020. Awarding the contract now will allow the vendor sufficient lead time to fabricate the panels to install them during the regularly scheduled lull in annual catering activity during the winter holiday period (December 21, 2020 – January 8, 2021).

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

STATE OF ILLINOIS )  
 ) SS  
COUNTY OF LAKE )

**BOARD OF COMMISSIONERS  
LAKE COUNTY FOREST PRESERVE DISTRICT  
REGULAR SEPTEMBER MEETING  
SEPTEMBER 8, 2020**

**MISTER PRESIDENT AND MEMBERS OF THE BOARD OF COMMISSIONERS:**

Your **OPERATIONS COMMITTEE** presents herewith "A Resolution Awarding a Contract to Folding Partition Services, Inc. for New Operable Partitions at Independence Grove Forest Preserve Visitors Center" 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 AWARDING A CONTRACT TO  
FOLDING PARTITION SERVICES, INC. FOR NEW OPERABLE PARTITIONS AT  
INDEPENDENCE GROVE FOREST PRESERVE VISITORS CENTER**

**WHEREAS**, the Lake County Forest Preserve District (the “District”) has advertised in The Lake County News Sun for sealed bids for the New Operable Partitions at Independence Grove Forest Preserve Visitors Center (the “Work”); and

**WHEREAS**, all sealed bids were received and opened by the District at its General Offices, 1899 West Winchester Road, Libertyville, Illinois on July 30, 2020 at 11:00 a.m.; and

**WHEREAS**, one bid was received from Folding Partition Services, Inc., Steger, Illinois in the amount of \$67,513.00; and

**WHEREAS**, the District’s staff, the Purchasing Manager, the Director of Operations and Infrastructure, and the Operations Committee have reviewed the bid and recommend that the Board of Commissioners find Folding Partition Services, Inc. to be the lowest responsible bidder and award a contract for the Work to Folding Partition Services, Inc. (the “Contract”); and

**WHEREAS**, the Board of Commissioners hereby finds that Folding Partition Services, Inc., is the lowest responsible bidder for the Work;

**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 bid submitted by Folding Partition Services, Inc. in the amount of \$67,513.00 (the “Contract Price”) is hereby accepted and a Contract for the Work is hereby awarded to Folding Partition Services, Inc.

**Section 3: Execution of Contract.** The Executive Director of the District is hereby authorized and directed to execute the Contract for the Work in the amount of the Contract Price.

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