



DATE: February 28, 2022

MEMO TO: Jessica Vealitzek, Chair
Operations Committee

FROM: Pati Vitt
Director of Natural Resources

RECOMMENDATION: Approve Change Order No. 2 to the Contract with Chicago Botanic Garden for the Climate Resilient Seed Collection Project, increasing the Contract Amount by \$7,215.00.

STRATEGIC DIRECTIONS SUPPORTED: Conservation; Communication, Education and Outreach

FINANCIAL DATA: This seed collection is part of the overall Grant Woods restoration project that was approved as part of the adopted FY 2020, 2021 and 2022 Capital Improvement Plan / Budget in the amount of \$350,000.00. This seed collection portion of the project was estimated at \$25,000.00. In September, 2020, a contract for \$24,000.00 was approved by the District for these services. This Change Order will be charged to 20104100-803200-60607, and will increase the contract amount by \$7,215.00 for a total Contract Price of \$31,215.00.

BACKGROUND: Grant Woods Forest Preserve is a 1,226-acre mosaic of 16 habitat types; however, connectivity between these habitats is occluded by 180 acres of disturbed agricultural fields. This project seeks to restore these fields using climate-appropriate, locally and distantly-sourced seed mixes in order to increase habitat connectivity and to ensure the long-term resilience of this restoration project in light of climate change. The ability to implement any restoration project requires available seed in order to establish native plant cover and the lack of appropriate and/or affordable seed generally has one or two outcomes: project abandonment or acceptance of available materials regardless of provenance to move projects to completion (Saari & Glisson, 2015). Therefore, on-the-ground implementation of restoration depends upon commercially-grown seed. Given that our region is expected to experience elevated temperatures and changes in patterns of precipitation, the seed sourcing for this project has been designed to update, and test, our approach to provenancing to one that is more explicitly climate-adapted.

On September 21, 2020 the District entered into an agreement for seed collection planning and scouting activities. A Change Order Number 1 was approved for a Time Extension to December 31, 2022. This Change Order Number 2 includes funding to support seed collection in southern Midwest regions targeting species that were not available through commercial sourcing, despite multiple bids. These species had also not been successfully collected by the Chicago Botanic Garden's previous collection efforts. The inclusion of these species in the restoration planting are required for District scientists to adequately compare seed sourcing strategies as part of the grant-funded "Growing Through Change" project at Grant Woods.

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

Committee Motion:

Motion to approve Change Order No. 2 to the Contract with Chicago Botanic Garden for the Climate Resilient Seed Collection Project in substantially the form attached hereto, for the following reasons:

- a. The circumstances necessitating the Change Order were not reasonably foreseeable at the time the Contract was signed.
- b. The Change Order is germane to the original Contract, as signed; and
- c. The Change Order is in the best interest of the District.

OPERATIONS COMMITTEE:

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

Purchase Order Change Order



Lake County
Forest Preserves

1899 West Winchester Road
Libertyville, Illinois 60048
PurchasingDept@LCFPD.org
847-367-6640

Date: 01/10/2022	Change Order Number (Please use drop down)* 2	Department:(Please use drop down)* Natural Resources
Fiscal Year 2022	Purchase Order Number: * 202000439	Account Code: * 20104100-803200-60604
		Administrative Assistant Email * HKELLER@LCFPD.ORG

Project Information

Project or Bid Number: 60607-190-968	Contractor Name: * Chicago Botanic Garden	Completed
Project Name: * Climate Resilient Seed Collection	Contractor Email * PRAFAC@CHICAGOBOTANICGARDEN.ORG	Original Contract Date: * 09/21/2020
Site: GRWO20 Grant Woods	Contractor Admin Email mfoukal@chicagobotanic.org	Contract Type: * <input checked="" type="radio"/> Lump Sum Contract <input type="radio"/> Unit Price Contract

To the Contractor: You are hereby authorized to make the following changes, subject to the Contract provisions.

Increase

The following items are added to the contract documents (additional unforeseen costs required to complete project): Conduct three seed collecting trips to collect native genotype upland prairie species from within a 200-mile diameter of Rolla, Missouri. Targeted species list and anticipated quantity will be specified by the District by April 2022.	Increase Amount: \$7,215.00
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Decrease

The following items are deducted from the contract documents (project completed under budget-credit to the contract):	Decrease Amount (enter as a negative number):
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Time Extension

Change to Scope that results in time extension or no additional costs:

Change in Contract Price
from this Change Order:
\$7,215.00

Revised Completion Date:

Change in Contract Price

Original Contract Price:* \$24,000.00	Contract Price prior to this Change Order (as amended by <i>previous</i> Change Orders, if any):* \$24,000.00	Net Change from original Contract Price resulting from this Change Order and all previous Change Orders: \$7,215.00	New Contract Price \$31,215.00
		Net Percentage Change from original Contract Price resulting form this Change Order and all previous Change Orders: 30.000000%	

Change in Contract Time

Original Contract Time	Contract Time (as amended by <i>previous</i> Change Orders, if any)	New Contract Time
Commencement Date: 09/21/2020	Commencement Date: 09/21/2020	Commencement Date:
Completion Date: 12/01/2021	Completion Date: 12/31/2022	Completion Date

Notes to Vendor

Please type your notes to the Vendor below:

Project Manager Recommendation

Project Manager*

KKLICK

Date of Recommendation:

01/19/2022

Signature:



Department Director Approval


Department Director:

James Anderson

Signature:



Date of Approval:
01/27/2022



By their approval of this Change Order, Owner's Department Director and/or Standing Committee(s) hereby determine:

1. The circumstances necessitating the Change Order were not reasonably foreseeable at the time the Contract was signed;
2. The Change Order is germane to the original Contract, as signed; and
3. The Change Order is in the best interest of the Owner and is authorized by law.

This Written Determination and this Change Order shall (i) be preserved in the Owner's file for the Contract and open to the public for inspection and (ii) constitute the Written Determination required by 720 ILCS 5/33E-9.

Contractor Approval

*By signing below, Contractor also certifies that this Change Order will not cause or result in an increase in the price of any subcontract under the Contract that is 50% or more of such original subcontract's price.


Name:
Paul Rafac

Please click on the Signature box – Sign your name with your mouse. Then click **Save**. Click the Return to LCFPD button to send the item back to Lake County Forest Preserves.

Title:
Chief Financial Officer

Signature:

Date of Approval:
02/04/2022





Consultant Disclosure Statement

Each **Consultant** (bold/italicized words are defined in Section II below) proposing to perform **Covered Services** for the Lake County Forest Preserve District (the "District") is required, by the District's Purchasing Policy, to complete this form and make disclosures (i) on its behalf, unless it is a **Publicly Traded Consultant**, (ii) on behalf of its **Disclosure-Covered Owners**, unless it is a **Publicly Traded Consultant**, and (iii) on behalf of its **Disclosure-Covered Employees**, even if it is a **Publicly Traded Consultant**. If **Consultant** is a **Publicly Traded Consultant**, please complete Sections I, III, and V. If **Consultant** is not a **Publicly Traded Consultant**, please complete Sections I, IV, and V.

I. Identification of Consultant and Related Parties:

Consultant Name:	Chicago Horticultural Society dba: Chicago Botanic Garden
Consultant Address:	1000 Lake Cook Road, Glencoe, Illinois 60022
Person Certifying Statement for Consultant , including Phone # and Email Address:	Paul Rafac Executive Vice President and Chief Financial Officer (847) 835-8358 prafac@chicagobotanic.org
Covered Services:	Professional service contract for the rare plant recovery project (Plants of Concern)
Names of Disclosure-Covered Owners (if none, please insert "N/A"):	N/A
Names of Disclosure-Covered Employees (if none, please insert "N/A"):	N/A

II. Defined Terms:

- a) **"Campaign Contribution"** is defined in Section 9-1.4 of the Illinois Election Code, 10 ILCS 5/9-1.4.
- b) **"Candidate Political Committee"** is defined in Section 9-1.8(b) of the Illinois Election Code, 10 ILCS 5/9-1.8(b).
- c) **"Consultant"** is a person or entity that submits a proposal to enter into a contract with the District, or a proposal for a change order to such a contract, that calls for the person or entity to perform **Covered Services** for the District.
- d) **"Covered Services"** are the "Covered Services" identified above by District staff, which have an expected price greater than \$25,000.00, taking into account the original contract price for the **Covered Services** plus the prices of all change orders to such original contract.

- e) **"Disclosure-Covered Owner"** is (i) a natural person who is a **Consultant** or (ii) a person or entity that, directly or indirectly (including without limitation ownership through a corporation, limited liability company, joint venture, or partnership) owns at least 7.5% of a **Consultant** that is not a **Publicly Traded Consultant**.
- f) **"Disclosure-Covered Employee"** is (i) a natural person who is a **Consultant** or (ii) a Consultant employee or independent contractor who will receive a direct financial benefit (including without limitation a commission, bonus, or salary increase) if the District awards the proposed contract or change order to the **Consultant**.
- g) **"Family Member"** is a person related as a parent; child; sibling; uncle or aunt; great aunt or great uncle; first cousin; nephew or niece; spouse or civil union partner; grandparent; grandchild; parent-in-law, child-in-law, sibling-in-law, or grandparent-in-law, whether that in-law relationship is created by marriage or civil union; stepparent; stepchild; stepsibling; half sibling; and fiancé or fiancée.
- h) **"Publicly Traded Consultant"** is a **Consultant** whose common stock is traded on a nationally recognized securities market.

III. Required Disclosures for Publicly Traded Consultant:

- a) **Securities Market:** Please identify the nationally recognized securities market on which **Consultant's** common stock is traded and identify the stock "ticker" symbol under which the **Consultant** is traded:
Exchange: _____; Symbol: _____.
- b) **Campaign Contribution Disclosure:** Please disclose each **Campaign Contribution** made by your **Disclosure-Covered Employees** to the following persons/entities within the two (2) years preceding the date on which the **Consultant's** proposal for **Covered Services** was submitted to the District:
 - i. a Lake County Board member in his or her capacity as either a County Board member, a District Commissioner, or both; or
 - ii. a **Candidate Political Committee** of a Lake County Board member.

Donor/ Disclosure-Covered Employee	Recipient of Donation	Donation Type (e.g., cash, in-kind service,)	Amount of Donation	Date of Donation

- c) **Familial Relationship Disclosure:** Please disclose each **Family Member** of your **Disclosure-Covered Employees** who is either a District Commissioner or employed by the District as an Executive Director, Chief Operations Officer, Department Director, or Manager.

Name of Family Member	Family Member's Position with District	Name of Disclosure-Covered Employee Related to Family Member	Relationship of Disclosure-Covered Covered Employee to Family Member

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IV. Required Disclosures for Consultants that are Not Publicly Traded Consultants:

- a) **Campaign Contribution Disclosure:** Please disclose each **Campaign Contribution** made by your **Disclosure-Covered Owners** or **Disclosure-Covered Employees** to the following persons/entities within the two (2) years preceding the date on which the **Consultant's** proposal for **Covered Services** was submitted:
- i. a Lake County Board member in his or her capacity as either a County Board member, a District Commissioner, or both; or
 - ii. a **Candidate Political Committee** of a Lake County Board member.

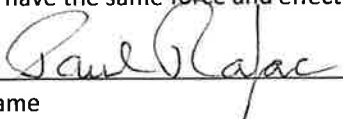
Donor/ Disclosure-Covered Owner or Disclosure-Covered Employee	Recipient	Description (cash, item, in-kind service, etc.)	Amount/ Value	Date Made
N/A				

- b) **Familial Relationship Disclosure:** Please disclose each **Family Member** of a **Disclosure-Covered Owner** or **Disclosure-Covered Employee** who is either a District Commissioner or employed by the District as an Executive Director, Chief Operations Officer, Department Director, or Manager.

Name of Family Member	Family Member's Position with District	Name of Disclosure-Covered Owner or Disclosure-Covered Employee Related to Family Member	Relationship of Disclosure-Covered Owner or Disclosure Covered Employee to Family Member
N/A			

V. Consultant Certification and Signature:

By signing below, I certify that (i) I am authorized to make the disclosures above on behalf of **Consultant, Consultant's Disclosure-Covered Owners, and Consultant's Disclosure-Covered Employees**, (ii) I have read and understand this Consultant Disclosure Statement, (iii) the above disclosures are accurate and complete, to the best of my knowledge after making reasonable inquiry, and (iv) my signature below, if electronic, is intended to authenticate this writing and to have the same force and effect as a manual signature.


Paul Rafac
02/04/2022
 Name Date