



LAKE COUNTY FOREST PRESERVES  
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Preservation, Restoration, Education and Recreation

**DATE:** March 5, 2015  
**MEMO TO:** S. Michael Rummel, Chair  
Finance and Administrative Committee  
**FROM:** Mary E. Kann  
Director of Administration  
**SUBJECT:** District-Wide Alarm Monitoring, Maintenance, Repair and Testing Services.

**RECOMMENDATION:** Recommend approval of a Resolution authorizing negotiation and award of a Contract for the performance of alarm monitoring, maintenance, repair, and testing Services to Sentry Security Group, LLC, of Wheeling, Illinois.

**BACKGROUND:** The District issued a Request for Proposals on January 30, 2015 to provide solutions for alarm monitoring, maintenance, repair, and testing services at 16 locations within the District. Sentry Security Group, LLC was among the three firms that submitted proposals for consideration. The District's evaluation team, consisting of four staff members from the Facilities, Public Safety, Operations and Infrastructure and Administration departments, evaluated all of the proposals and have determined that Sentry Security Group, LLC would be the best choice to meet the District's needs.

Their proposal meets the District's specifications regarding monitoring, maintenance, repair, and testing. Staff is seeking approval to negotiate and approve a final contract for the performance of these services. The contract would have a two-year term with the option to renew the contract for three, one-year renewal terms.

**REASON FOR RECOMMENDATION:** Committee recommendation and Board approval are required in accordance with the District's Purchasing Policy.

**REVIEW BY OTHERS:** Executive Director, Chief Operations Officer, Director of Finance, Director of Facilities, Director of Public Safety, Purchasing Manager

**FINANCIAL DATA:** These items are budgeted for in FY2014/2015 in account 23104000-704900 Loss Prevention and Reduction.

**PRESENTER:** Mary E. Kann



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

**A RESOLUTION AWARDING A CONTRACT TO SENTRY SECURITY GROUP, LLC,  
FOR ALARM MONITORING, MAINTENANCE, REPAIR, AND TESTING SERVICES**

**WHEREAS**, the Lake County Forest Preserve District (the "District") desires to purchase alarm monitoring, maintenance, repair, and testing services (the "Services"); and

**WHEREAS**, the Director of Administration, and the Purchasing Manager have determined that the Services require personal confidence; and

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

**WHEREAS**, the District's staff, the Purchasing Manager, the Director of Administration, and the Finance and Administrative Committee have reviewed the proposals and recommend that the Board of Commissioners (i) find that the proposal submitted by Sentry Security Group, LLC, be determined to be the proposal that is most advantageous to the District; and (ii) award a two-year contract, with the option to renew for three, one-year renewal terms, for the Services to Sentry Security Group, LLC (the "Contract") in the amounts set forth in the schedule of prices attached hereto and made a part hereof as Exhibit A (the "Contract Price"); and

**WHEREAS**, the Board of Commissioners hereby finds that the proposal for the Services submitted by Sentry Security 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 a part of this Resolution by this reference.

**Section 2: Award of Contract.** The Executive Director (or his designee) is hereby authorized to negotiate the Contract in the amount of the Contract Price, provided that the Contract shall require Sentry Security Group, LLC, to provide Services to the District for an initial term of two years, with the option to renew the Contract for three one-year renewal terms, and in accordance with the specifications set forth in the District's request for proposals.

**Section 3: Execution of Contract.** After completion of such negotiations, the Contract shall be awarded to Sentry Security 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 4: Payments.** The District 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 \_\_\_\_\_, 2015.

AYES:

NAYS:

APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2015.

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Ann B. Maine, President  
Lake County Forest Preserve District

ATTEST:

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Julie Gragnani, Secretary

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

**ATTACHMENT C  
MONITORING, MAINTENANCE AND TESTING FEES PER LOCATION**

LOCATION	SITE #	BUILDING	FIRE ALARM MONITORING FEE (Monthly)	FIRE ALARM TESTING FEE (Annual)	SECURITY ALARM MONITORING FEE (Monthly)	SECURITY ALARM TESTING FEE (Annual)	SPRINKLERS TESTING FEE (Annual)	
BRAE LOCH GOLF CLUB 33600 Route 45 Grayslake, IL 60030	1	A	NATURAL RESOURCES 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	\$679.00
COUNTRYSIDE NRMC 27661 Chevy Chase Road Mundelein, IL 60060	3	A	NATURAL RESOURCES 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	\$17.00	\$88.00	\$17.00	\$88.00	
		D	STORAGE NORTH	\$17.00	\$264.00	\$17.00	\$88.00	
		E	STORAGE SOUTH	\$17.00	\$264.00	\$34.00	\$88.00	
		F	GATE HOUSE	\$17.00	\$44.00	\$17.00	\$44.00	
GENERAL OFFICES 1899 W. Winchester Rd. Libertyville, IL 60048	5	A	GO	N/A	\$1,408.00	\$34.00	\$264.00	\$1,269.00

**\* Sites that are monitored via Radio transmission include the Lease for the Radio**

**EXHIBIT A**

LOCATION	SITE #	BUILDING	FIRE ALARM MONITORING FEE (Monthly)	FIRE ALARM TESTING FEE (Annual)	SECURITY ALARM MONITORING FEE (Monthly)	SECURITY ALARM TESTING FEE (Annual)	SPRINKLERS TESTING FEE (Annual)
GREENBELT FOREST PRESERVE 3380 10th Street Waukegan, IL 60085	6	A MAINTENANCE	\$17.00	\$88.00	\$17.00	\$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	\$767.00
HALF DAY FOREST PRESERVE 24259 N Milwaukee Avenue Lincolnshire, IL	8	A MAINTENANCE	\$17.00	\$88.00	N/A	\$44.00	
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	N/A	\$88.00	\$17.00	\$88.00	
		B N. BAY RESTROOM	N/A	\$88.00	\$17.00	\$88.00	
		C GATE HOUSE	N/A	N/A	\$17.00	\$88.00	
		D VISITOR CENTER	N/A	\$704.00	\$34.00	\$88.00	\$767.00
		E MAINTENANCE	N/A	\$364.00	\$34.00	\$88.00	
		F BEACH HOUSE	N/A	\$176.00	\$17.00	\$88.00	
		G MARINA RESTROOM	N/A	\$88.00	N/A	N/A	
LAKEWOOD FOREST PRESERVE 27235 Forest Preserve Dr. Wauconda, IL 60084	11	A MAINTENANCE	N/A	\$176.00	\$34.00	\$88.00	

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## EXHIBIT A

LOCATION	SITE #	BUILDING	FIRE ALARM MONITORING FEE (Monthly)	FIRE ALARM TESTING FEE (Annual)	SECURITY ALARM MONITORING FEE (Monthly)	SECURITY ALARM TESTING FEE (Annual)	SPRINKLERS TESTING FEE (Annual)
LAKWOOD FOREST PRESERVE 24237-1 Ivanhoe Road Wauconda, IL 60046	12	A OPERATIONS (DUPLEX)	N/A	\$176.00	\$36.00	\$88.00	
LAKWOOD FOREST PRESERVE Route 176 & Fairfield Road Wauconda, IL 60046	13	A OLD CENTRAL SUPPLY - MAIN BARN B	N/A	\$88.00	\$17.00	\$88.00	
		B ARCHIVES	N/A	\$352.00	\$34.00	\$88.00	\$325.00
		C DISCOVERY MUSEUM	N/A	\$1,776.00	\$34.00	\$352.00	\$974.00
OPERATIONS & PUBLIC SAFETY FACILITY 19808 W. Grand Avenue Lindenhurst, IL 60046	14	A OPERATIONS	N/A	\$2,816.00	\$34.00	\$176.00	\$1,510.00
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	\$88.00	\$17.00	\$44.00	\$679.00
		B WELCOME CENTER	\$17.00	\$528.00	\$17.00	\$88.00	
RYERSON CONSERVATION AREA 22050 N. Riverwoods Road Deerfield, IL 60015	19	A NORTH SHED	\$17.00	\$88.00	N/A	N/A	

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## EXHIBIT A

LOCATION	SITE #	BUILDING	FIRE ALARM MONITORING FEE (Monthly)	FIRE ALARM TESTING FEE (Annual)	SECURITY ALARM MONITORING FEE (Monthly)	SECURITY ALARM TESTING FEE (Annual)	SPRINKLERS TESTING FEE (Annual)
STEVENSON HOUSE 25200 St. Mary's Road Mettawa, IL 60045	20	A MAIN HOUSE	\$17.00	\$264.00	\$17.00	\$88.00	
		B SERVICE BUILDING	\$17.00	\$88.00	\$17.00	\$88.00	
THUNDERHAWK GOLF CLUB 39700 N. Lewis Avenue Beach Park, IL 60099	21	A CLUB HOUSE	\$17.00	\$704.00	\$17.00	\$176.00	\$974.00
THUNDERHAWK NRMC 12188 W. 33rd Street Beach Park, IL 60099	22	A NATURAL RESOURCES MANAGEMENT CENTER	\$17.00	\$264.00	\$17.00	\$88.00	
VAN PATTON 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	

**BUSINESS HOURS OF OPERATION:** 8 A.M. until 5 P.M. CST

**HOURLY SERVICE RATE FOR MAINTENANCE**

DURING BUSINESS HOURS: \$ 85 per/hr

AFTER HOURS / EMERGENCIES: \$ 125 per/hr

HOLIDAYS / SUNDAYS \$ 165 per/hr

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