



DATE: June 5, 2023

TO: Jessica Vealitzek, Chair
Operations Committee

Gina Roberts, Chair
Finance Committee

FROM: Steve Neaman
Director of Finance

Nan Buckardt
Director of Education

RECOMMENDATION: Recommend approval of an Ordinance (i) awarding a Contract to Northwest Electrical Supply, Inc. for the purchase of Museum lighting products in an amount not to exceed \$60,217.95 and (ii) amending the Fiscal Year 2023 budget to use funds from the Museum Relocation fund for such products.

STRATEGIC DIRECTIONS SUPPORTED: Organizational Sustainability; Public Access and Connections.

FINANCIAL DATA: Funding for this project will come from the Museum Relocation Fund account 70414100-805300 Furniture and Fixtures. These funds, previously designated for the museum's move from Lakewood Forest Preserve to the General Offices, are still available and were appropriated, but not budgeted in the 2023 budget.

BACKGROUND: The Bess Bower Dunn Museum of Lake County has been operating at the General Offices for five years. Lighting fixtures on the tracks throughout the Museum galleries occasionally need to be replaced. The replacement stock for the original fixtures is essentially gone and can no longer be purchased due to advancements in technology.

This purchase will replace all the fixtures in the galleries, gift shop and café and establish a small reserve for future replacement work. The new style of fixture is an LED model which will require less energy and save electricity costs. Since the funds available were not approved as part of the 2023 budget, a budget amendment is required.

REVIEW BY OTHERS: Exhibits and Collections Manager, Chief Operations Officer, Purchasing Manager, Corporate Counsel.

STATE OF ILLINOIS)
) SS
COUNTY OF LAKE)

**BOARD OF COMMISSIONERS
LAKE COUNTY FOREST PRESERVE DISTRICT
REGULAR JUNE MEETING
JUNE 14, 2023**

MISTER PRESIDENT AND MEMBERS OF THE BOARD OF COMMISSIONERS:

Your **OPERATIONS COMMITTEE** and **FINANCE COMMITTEE** present herewith “An Ordinance awarding a contract for the Purchase of New Museum Lighting Products and amending the Fiscal Year 2023 budget” 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**

**AN ORDINANCE AWARDING A CONTRACT FOR THE PURCHASE OF NEW
MUSEUM LIGHTING PRODUCTS AND AMENDING THE
FISCAL YEAR 2023 BUDGET**

WHEREAS, the Lake County Forest Preserve District (the “District”) has advertised in The Lake County News Sun for sealed bids to purchase Juno and Soora lighting products for the Bess Bower Dunn Museum of Lake County (the “Museum”) or approved equivalent (the “Products”); and

WHEREAS, all sealed bids were received and opened by the District at its General Offices, 1899 West Winchester Road, Libertyville, Illinois on May 10, 2023 at 11:00 a.m. and;

WHEREAS, bids were received in the following amounts from the following bidders;

	<u>TOTAL BID</u>
Northwest Electrical Supply, Inc.	\$60,217.95
City Electric Supply, Inc.	\$63,608.70
Lightology, LLC	\$69,863.25
Connexion, Inc.	\$71,123.40
AVDG, LLC	\$79,228.20

and;

WHEREAS, the District’s staff, the Purchasing Manager, the Director of Education, the Operations Committee and the Finance Committee, have reviewed the bids and recommend that the Board of Commissioners find Northwest Electrical Supply, Inc. to be the lowest responsible bidder and award a contract for the Products to Northwest Electrical Supply, Inc. (the “Contract”); and

WHEREAS, the Board of Commissioners hereby finds that Northwest Electrical Supply, Inc. is the lowest responsible bidder for the Products; and

WHEREAS, on October 11, 2022 the District Board of Commissioners approved (i) an Ordinance approving the District’s 2023 Budget (“Budget”) and (ii) an Ordinance setting forth the District’s annual appropriations for the Year 2023 (“Appropriations Ordinance”); and

WHEREAS, the District maintains a Museum Relocation Fund (“Fund”), a fund from the move of the Museum from Lakewood Forest Preserve to the General Offices; and

WHEREAS, it is in the best interest of the District to amend the Budget to authorize the purchase of the Products; and

WHEREAS, the funds in the Budget, as it will be amended by this Ordinance, to be expended on the Products, have already been appropriated in the Museum Relocation Fund by the Appropriations Ordinance; and

NOW, THEREFORE, BE IT ORDAINED 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 Ordinance by this reference.

Section 2: Amendment of 2023 Budget. The 2023 expenditure budget is hereby amended in the amount of \$60,217.95, from the Museum Relocation Fund.

Section 3: Award of Contract. The bid submitted by Northwest Electrical Supply, Inc. in the amount of \$60,217.95 (the “Contract Price”) is hereby accepted and a Contract for the Products is hereby awarded to Northwest Electrical Supply, Inc.

Section 4: Execution of Contract. The Executive Director of the District is hereby authorized and directed to execute the Contract for the Products in the amount of the Contract Price.

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 Ordinance shall be in full force and effect from and after its passage and approval in the manner provided by law.

PASSED this _____ day of _____, 2023

AYES:

NAYS:

APPROVED this ____ day of _____, 2023

Angelo D. Kyle, President
Lake County Forest Preserve District

ATTEST:

Julie Gragnani, Secretary

Exhibit No. _____