



DATE: September 11, 2024

MEMO TO: Honorable Board of Commissioners
Lake County Forest Preserve District

FROM: Rebekah Snyder
Director of Community Engagement & Partnerships

RECOMMENDATION: Approve a Resolution to purchase services from the U.S. Postal Service in an amount not to exceed \$53,000.00.

STRATEGIC DIRECTIONS SUPPORTED: Conservation, Organizational Sustainability, Public Access and Connections

FINANCIAL DATA: The expense will be charged to the Community Engagement & Partnerships Postage Account 11353800-606000.

BACKGROUND: On June 12, 2024, the Board of Commissioners approved a Resolution providing for and requesting the submission of the proposition of issuing General Obligation Land Preservation, Acquisition, Restoration and Public Access Improvements Bonds at the general election to be held on Tuesday, November 5, 2024. Voters will decide whether to authorize up to \$155 million for capital needs to purchase land, complete trails and other public access improvements, and complete habitat restoration across an estimated 2,225 acres.

For the District to preserve additional natural land and open space, restore and enhance additional native habitats for the benefits of people, plants, and wildlife, and invest in more passive outdoor recreation, new bond funding is required. If the referendum is not approved, the District will have limited ability to do this work, as all of the funding from the previous bond referendum in 2008 has been expended or is currently encumbered.

District staff recommends that the District deliver educational information to approximately 261,000 residences in Lake County as part of a comprehensive educational campaign to inform Lake County residents about the referendum and its impacts on the District and Lake County. District staff has determined that sending this information via U.S. Mail (rather than courier or delivery services) is the most economical means for delivering such written information and that the U.S. Postal Service, which has exclusive authority over the regular mail system, is the only supplier of the required services. The attached cost summary details estimated U.S. Mail postage charges for the mailing.

REVIEW BY OTHERS: Executive Director, Chief Operations Officer, Director of Finance, Manager of Board Operations and Corporate Counsel.

Lake County Forest Preserve DDU'S 09-2024

ACTIVE RESIDENTIAL

<i>ZIP</i>	<i>CITY</i>	<i>TOTAL</i>
60002	Antioch	10408
60010	Barrington	9956
60015	Deerfield	10450
60020	Fox Lake	5643
60030	Grayslake	14955
60031	Gurnee	14970
60035	Highland Park	12222
60040	Highwood	1892
60041	Ingleside	3888
60042	Island Lake	723
60044	Lake Bluff	4243
60045	Lake Forest	8143
60046	Lake Villa	13010
60047	Lake Zurich	15408
60048	Libertyville	11297
60060	Mundelein	14065
60061	Vernon Hills	11781
60064	North Chicago	5080
60069	Lincolnshire	3634
60073	Round Lake	19797
60083	Wadsworth	3568
60084	Wauconda	6686
60085	Waukegan	23225
60087	Waukegan	10161
60088	Great Lakes	1128
60089	Buffalo Grove	10893
60096	Winthrop Harbor	2677
60099	Zion	11320

261223

PIECE COST \$0.202 FLAT
 TOTAL COST \$52,767.05

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

**A RESOLUTION TO PURCHASE SERVICES IN THE AMOUNT OF \$53,000
FROM THE U.S. POSTAL SERVICE**

WHEREAS, on June 12, 2024, the Lake County Forest Preserve District (the “District”) Board of Commissioners approved Resolution No. #6094 (the “Resolution”) approving the submittal to the voters of the District the question whether the District should issue bonds for the purpose of acquiring land, restoring wildlife habitats, improving recreational areas, enhancing public access, and the other purposes stated in such Resolution (the “Referendum”); and

WHEREAS, the District desires to deliver to approximately 261,000 residences in Lake County, via United States Mail, written materials providing factual information about the Referendum and its impacts (the “Services”); and

WHEREAS, the Purchasing Manager has determined that the U.S. Postal Service is the only supplier that can provide the Services and recommends that the District purchase the Services from the U.S. Postal Service, at the U.S. Postal Service’s standard prices; and

WHEREAS, the District Board of Commissioners hereby finds that the U.S. Postal Service is the sole source for the Services;

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 part of this Resolution by this reference.

Section 2: Award of Contract. The Executive Director or his designee is hereby authorized to purchase the Services from the U.S. Postal Service at the U.S. Postal Service’s standard prices, and in an amount not to exceed \$53,000.00, and to approve and execute any contracts or other documents necessary or desirable to complete the purchase of such Services (the “Contract”).

Section 3: Payments. The District Treasurer shall make payments under the Contract only pursuant to and in accordance with the Contract terms.

Section 4: 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 _____, 2024

AYES:

NAYS:

APPROVED this ____ day of _____, 2024

Angelo D. Kyle, President
Lake County Forest Preserve District

ATTEST:

Julie Gragnani, Secretary
Lake County Forest Preserve District

Exhibit No. _____