



Facilities and Construction Services

Departmental Correspondence

TO: Yvette Albarran
Purchasing Agent

Date: September 30, 2024

FR: Carl Kirar
Director

**RE: EMERGENCY PROCUREMENT, ASBESTOS CONTAINING MATERIAL
ABATEMENT PROJECT MANAGEMENT**

The Lake County B Building, located at 18 N. County St., Waukegan, IL, houses essential functions of multiple elected and appointed Lake County Departments. During ongoing asbestos containing material (ACM) abatement work the contractors discovered additional unforeseen ACM in the ceiling structure, ductwork, and building structure in the work area. Upon a thorough investigation, it was determined the additional ACM is exposed and must be removed. Failure to perform this work would present a threat to the safety and welfare of the occupants, as well as severely disrupt the governmental functions of the building.

An emergency purchase order is necessary to perform this repair. The work will remove and abate the ACM in the ceiling structure, ductwork, and building structure. A licensed ACM project manager is critical for this work to be completed safely.

The Facilities and Construction Services, project management staff has received a quote to perform the project management work from Ramboll of Chicago, IL, in the amount of \$9,800, which will increase their existing project order from \$48,200 to \$58,000. It is our recommendation that this contract be awarded immediately in response to this emergency.

Sincerely,

Carl Kirar
Director of Facilities & Construction Services