



Purchasing Division
 18 North County Street, 9th Floor
 Waukegan, Illinois 60085-4350
 Phone 847-377-2992
 Fax 847-984-5889
 purchasing@lakecountyil.gov

Award Information – 7/20/2020

Contract Information

Purchase Description: **Procurement Card Services for Lake County, IL**

Contract Start Date: **October 1, 2020**

Initial Term: **Two Year Contract**

Term Dates: **October 1, 2020 through September 30, 2022**

Renewals: **Three One Year Renewals**

Vendor Information

Company Name: **JPMorgan Chase Bank**

Address: **1111 Polaris Parkway**
Street Address *Suite/Unit #*

Columbus **OH** **42340**
City *State* *ZIP Code*

Contact Name: **Justin Erkfritz-Gay**

Funding Account Description: **Varies Lake County Accounts**

Budget Information: **N/A**

Department: **Finance and Administration Services**

Department Contact: **Krista Kennedy** Award Amount: **N/A**

Bid / RFP Information

Registered Vendors: **27 (5 Local)** Responses Received: **5 (1 Local)**

Intent:
 Lake County intends to enter into a contract with a qualified proposer to provide Procurement Card Services for Lake County Government and Lake County Forest Preserves.

Scope of Work:
 Lake County's P-Card program consists of approximately 359 active P-Card's and is administered by two Program Administrators (Lake County Government and Lake County Forest Preserves). The P-Card program is designed to make purchasing small dollar operational supplies and services easy and flexible. The average transaction amount is approximately \$352; with an average total monthly spend of \$744,000.



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Lake County currently contracts with one firm to provide procurement card services for over 50 departments. All PCard's vary in purchasing authority based on dollar limits and/or MCC Code inclusion/exclusion. All purchases made are governed by the Lake County Purchasing Ordinance and all applicable state and federal procurement laws and regulations.

Evaluation of Proposals:

- Experience, background, financial capability and years in business performing similar services - 10pts
- Ability of the proposed software to meet the County's functional and technical requirements – 20pts
- Understanding and ability to meet the scope of services, including the Proposers approach to training and support – 30pts
- Proposed P-Card Rebate, including payment terms and any additional fee(s) – 30pts
- Ability to meet requirements for transition of services beginning October 1, 2020 – 10pts

Department Recommendation:

Lake County Purchasing received and opened 5 proposals on May 6, 2020 for Procurement Card Services for Lake County. A multi-departmental team reviewed and evaluated the proposals. Interviews were held with the top three ranked firms. The evaluation team selected JPMorgan Chase Bank as the most qualified vendor that meets the needs of Lake County.