



STORMWATER MANAGEMENT COMMISSION

**REQUEST FOR PROPOSALS (RFP)  
FOR  
GENERAL ENGINEERING SERVICES  
in  
Lake County, Illinois**

The Lake County Stormwater Management Commission will only be accepting electronic submissions for the **REQUEST FOR PROPOSALS (RFP) For GENERAL ENGINEERING SERVICES (RFP# SMC-2026001)**.

Please follow the steps below to upload your electronic submission:

1. Go to [www.lakecountypurchasingportal.com](http://www.lakecountypurchasingportal.com)
2. Click on the RFP Number: **SMC-2026001**
3. Click on the register for this RFP
4. Enter your username and password
5. Under the Submittals section you will be able to upload your submittal
  - a. Click on the browse button
  - b. Navigate your computer and select the appropriate file
  - c. Multiple files can be uploaded, each file can be no more than 20 MB (limit 100MB total)
  - d. Click on save submittals

**Please note: Responses to this public notice are due at 2:00 p.m. central standard time on Monday January 26, 2026.**

Please allow sufficient time for any technical issues you may have and upload your submittal early. Please email Lake County Stormwater at [stormwater@lakecountyil.gov](mailto:stormwater@lakecountyil.gov) to receive confirmation that we have successfully received your submissions.

ALL SUBMITTALS SHOULD BE LABELED ACCORDINGLY.

**REQUEST FOR PROPOSALS (RFP)**  
**RFP# SMC-2026001**  
**FOR**  
**GENERAL ENGINEERING SERVICES**  
**In**  
**Lake County, Illinois**

Notice is hereby given that Request for Proposals (RFP) will be received from qualified engineering firms interested in providing the services, as described herein. Firms are encouraged to submit as much information as necessary to demonstrate their interest, experience, and qualifications to perform the work described for any project, service, or combination thereof via the Lake County Purchasing Portal until January 26, 2026, at 2:00 p.m. All times within this document will refer to central standard time (CST).

**CONTACT/QUESTIONS:** All questions shall be submitted by **January 12, 2026, at 12:00 p.m.** Questions may be submitted via email to [stormwater@lakecountyiil.gov](mailto:stormwater@lakecountyiil.gov). No interpretation of the meaning of the plans, specifications or other Contract documents will be made orally. Failure to request an interpretation constitutes a waiver to later claim that ambiguities or misunderstandings caused a firm to improperly submit a proposal. All questions received and supporting responses from SMC will be posted to the addendum blog link under this listing in the purchasing portal. Please review questions by selecting the RFP number and addendum link for this posting on the purchasing website at (<http://lakecountypurchasingportal.com>).

**CONTRACT TERM:** Two (2) year initial contract term, and the number of available extension options may range from none to three (3), one (1) year extension options depending upon the date of contract execution.

**SUBMITTAL DEADLINE:** All RFP responses must be received no later than **January 26, 2026 @ 2:00 p.m.** Any RFP package received after the submittal deadline will not be reviewed.

**SUBMITTAL LOCATION:** Submit PDF copies of your focused, concise RFP response to the Attention of: Ernesto Huaracha, Water Resources Professional. Electronically submit file(s) in .pdf format via the upload function under your registration in the Purchasing Portal. File size upload limits: 5 individual files maximum 20MB each file for a total file upload of 100MB. PDF files should not be locked or password protected.

#### **INTRODUCTION**

The Lake County Stormwater Management Commission (SMC) is seeking proposals from qualified consulting firms interested in providing general engineering, technical, and related services as described in the Scope of Services. SMC's current General Engineering Services consultant contracts expire in March 2026 and cannot be extended.

Service Requests will be issued through selected and contracted firms from this RFP. Service Requests will begin with a proposal that outlines the services to be provided and an hourly not-to-exceed cost. The complexity of each proposal will be tailored to match the services to be provided.

As this RFP is for a two-year contract for general engineering services in 2026 and 2027, the submittal will require a comprehensive list of current billing rate ranges and costs.

The intent of this RFP for General Engineering Services is to identify firms with adequate staff capacity to support and augment the Lake County Stormwater Management Commission project and program goals and deadlines. Firms must demonstrate capacity to meet schedules, technical knowledge on local and regional stormwater

concerns and solutions, and familiarity with local permitting, ordinances, and applicable outside permit procedures.

Note: This **RFP# SMC-2026001** for General Engineering Services is in addition to, and does not replace, the selected pool of firms and scope of work to provide project-specific DCEO Engineering Design and Construction Management (**SOI# SMC-2026002**).

### **SCOPE OF SERVICES**

The SMC seeks a qualified firm that will provide professional services under the direction of the SMC Director, or SMC designated staff. The expected services listed below include general information but are not intended to comprise a detailed scope that will be required. SMC will develop detailed Service Requests in a mutually agreeable manner with the contracted firm.

The professional services shall include, but are not limited to:

1. General Engineering Services
  - Design services
  - Plan & specifications development and review
  - Construction cost estimating
  - Project specific permit application development and review
  - Surveying services
  - Hydrology & hydraulics analysis and technical correspondence
2. Federal Grant Program Assistance
  - Federal Emergency Management Agency (FEMA)
  - Section 219 Environmental Infrastructure (USACE)
  - Department of Housing and Urban Development (HUD)
3. State of Illinois Grant Program Assistance
  - SMC Department of Commerce and Economic Opportunity Stormwater Capital Improvement Program (DCEO-STOCIP)
  - Illinois Department of Commerce and Economic Opportunity (DCEO)
  - Illinois Environmental Protection Agency (IEPA)
  - Illinois Department of Natural Resources (IDNR)
4. Watershed-Based Planning Program Assistance
  - Watershed pollutant loading analysis and solutions
  - Site-Specific and watershed-wide recommendations and cost estimates for Best Management Practices
5. Watershed Development Ordinance (WDO) Regulatory Program Assistance
6. Designated Erosion Control Inspector (DECI) Services
7. National Pollution Discharge Elimination System (NPDES) Program Support
  - Qualified Local Program Assistance
  - County Program Field Support

Other tasks or services that may be provided by the firm applying for this RFP, or a qualified sub-consultant:

- Geotechnical engineering services
- Structural engineering
- Construction monitoring & material tracking
- Natural areas monitoring & management
- Supplemental engineering services under the general direction of SMC

## **SCHEDULE**

<b>Action Item</b>	<b>Proposed Schedule*</b>
Issue RFP	Monday December 22, 2025
Deadline for submission of questions	Monday January 12, 2026 at 12:00 p.m.
Submittal of RFP	Monday January 26, 2026 at 2:00 p.m.
Evaluation	January 26, 2026- March 6, 2026
SMC Board Recommendation and/or Contract Approval	Thursday April 2, 2026
Contract Execution and Coordination	Thursday April 6, 2026
Project Specific Tasks	Project and Funding Dependent

\*This timeline may be subject to change after Submittal of RFP deadline.

## **PROPOSAL REQUIREMENTS**

Firms responding to this RFP must meet the following requirements:

1. Be licensed to provide professional engineering services in the State of Illinois.
2. Identify to SMC an engineer, licensed in the State of Illinois, as the primary contact who has a minimum of five years of experience in a similar position (e.g., with municipal engineering projects).
3. Be able to provide the services listed in the scope of services, either within the organization or by using a sub-consultant.
4. Demonstrate and identify staff capacity and ability to deliver completed work within a defined schedule.

## **SUBMISSION REQUIREMENTS**

Consulting firms are invited to submit written proposals to SMC staff for consideration. Interested firms are to submit information directly related to the services outlined in the scope of services. The proposal should include the following information:

1. Firm name, address of the office where the primary contact is located, telephone number and email address.
2. A one-page statement of the firm's interest and qualifications.
3. Resume of the lead contact engineer proposed to be assigned. List or provide brief bios of other key personnel who may be assigned to conduct various general engineering service tasks.
4. Specifically note the services listed in the scope of services that will need to be done outside of your organization, and if known, the names of sub-consultants proposed as project team members.
5. Discussion of the firm's specific abilities to provide the required professional services.
6. Five references for which the firm has provided similar professional services. Reference information must include the following: Organization Name, Project Name, Contact Person, Address, Telephone Number, and Firm's key personnel assigned to the referenced project.
7. Fee schedule, per staff position, which lists the 2026 hourly rates. Please include a rate sheet of ancillary expenses, such as overhead, mileage, telephone, copying, markup for subcontracted services and any other expenses.
8. Firm differentiation factors that you deem helpful in evaluating your firm. These factors represent one of the most important sections for the selection of qualified firms. Provide descriptions of the attributes, processes and experiences that differentiate your firm from other firms with respect to the scope of services contained in this RFP.
9. Applicant Authority:
  - a) Assurance that the signatory making representations in the proposal on behalf of the proposer has the authority to do so and to bind the firm to a contract.
  - b) Carrier and coverage limits for Errors and Omissions Coverage.
  - c) Conflicts of Interest: Potential conflicts of interest must be disclosed including all private client work.

10. Include a statement of the firm's insurance coverage, including general liability, professional liability, errors and omissions, automobile and workers' compensation carried by the firm. Describe any legal action brought against the firm in the past five (5) years and the resolution of the action.
11. Identify any subconsultants, known at this time, that will be used for services specified in the scope of services and their role. Include the name, role and resumes of key subconsultant staff who will be assigned to this project.
12. Pricing and Cost Estimates:
  - a) Provide the firm's cost for services as identified in the Introduction section.
  - b) For tasks that lack a definable work product, provide fully loaded hourly rates for personnel responsible.
  - c) Provide a general Fee Schedule.
13. Provide and include completed forms in this RFP.

#### **SUBMISSION OF QUALIFICATIONS & PROPOSALS**

- 1) **Deadline:** Submittals, to be entitled "RFP for General Engineering Services", must be received in the Lake County Purchasing Portal no later than **2:00 p.m. on January 26, 2026**. The Respondent shall assume full responsibility for registration and delivery of its submittal through the Purchasing Portal and shall assume the risk of late delivery or non-delivery. Late submissions will not be accepted or considered.
- 2) **Respondent Authorization:** Submissions must be signed by a representative of the Respondent organization authorized to submit and establish fees on behalf of the Respondent and bind the Respondent to the terms and conditions of this RFP.
- 3) **Submittals:** Submissions will be opened on the submission due date and time.

#### **SELECTION CRITERIA**

Selection will be based on the following criteria, and includes but is not limited to:

1. Demonstrated experience and qualifications of assigned personnel.
2. Staff capability to timely execute services for SMC.
3. Performance on similar projects and references input.
4. Providing adequate liability coverage and other mechanisms to control risk.
5. Hourly rates for staff assigned to SMC.
6. Firm differentiation with respect to the scope of services contained in this RFP.

#### **RFP COSTS**

All costs incurred in the preparation and presentation of the RFP shall be completely absorbed by the responding party to the RFP. All documents submitted as part of the RFP will become property of the SMC. Requests for specific material to be returned will be considered. Any material submitted that is confidential must be clearly marked as such.

#### **DISCLOSURE OF PROPOSAL CONTENTS**

All responses to this RFP will become the property of the SMC and shall be subject to disclosure under the Freedom of Information Act.

#### **INDEPENDENT PRICE DETERMINATION**

Each submission shall include a signature page that includes the following certifications:

By submission of the Qualifications and Fee Schedule, the Respondent certifies, and, in the case of a joint proposal, each party thereto certifies as to its own organization, that:

- 1) The pricing information in the proposal has been arrived independently, without consultation, communication or agreement with any other Respondent, or with any competitor for the purposes of restricting competition.
- 2) No attempt has been made, or will be made, by the Respondent to entice any other person or firm to submit, or not to submit, a proposal.
- 3) A submission will not be considered for award if the required certification is not included, and/or the language stipulated above has been modified or deleted.

#### **AWARD OF CONTRACTS/REJECTION OF PROPOSALS**

The SMC reserves the right to accept or reject any and all proposals, to waive any irregularities in any proposal process, and to make an award of contract in any manner in which the SMC, acting in the sole and exclusive exercise of its discretion, deems to be in the SMC's best interest.

If a contract is issued, it will be awarded to the respondent deemed the most qualified and responsive as determined at the sole discretion of the SMC, based on its review of the respondent's ability to provide the required services. SMC reserves the right to reject any and/or all proposals and waive any irregularity in proposals received, whenever such a rejection or waiver is in the best interest of the SMC. The respondent to whom the award is made will be notified at the earliest possible date.

#### **CONTRACT DEVELOPMENT**

If a proposal is accepted, the SMC intends to enter into a contractual agreement with the selected respondent. Contract discussion and negotiation will follow the award selection. Respondents must be amenable to include, in a contract, any information provided whether herein or in response to this RFP or developed subsequently during the selection process.

The Contract shall not be considered executed unless signed by the authorizing representative of the SMC. It is anticipated that the initial contract will be for a term of two (2) years. The contract may be extended beyond the original term by agreement of both parties.

#### **COMPLIANCE WITH APPLICABLE LAWS**

The selected firm agrees to be bound by applicable Federal, State and Local laws, regulations and directives as they pertain to the performance of the audit contract.

#### **INSURANCE**

Prior to the execution of a contract with the selected consulting firm, a consultant shall submit a valid certificate of insurance to the SMC Project Manager. Lake County Insurance Requirements are available here: <https://www.lakecountyiil.gov/DocumentCenter/View/20874/Professional-Services-Insurance-Template?bidId=>

#### **INDEMNIFICATION**

In executing a contract with SMC, the selected consultant shall agree to indemnify and hold harmless the County of Lake, Lake County Stormwater Management Commission, the jurisdictional entity or project, the property owners, and their agents, servants, and employees from any and all lawsuits, claims, demands, liabilities, losses and expenses, which may arise or which may be alleged to have arisen out of the consultant's negligence in connection with work covered by the contract.

#### **COMPENSATION**

Compensation shall be on a project basis only. A not-to-exceed limit for both the required professional services and reimbursable expenses will be established for each project. There will be no compensation to firms who are not selected for a project.

**RIGHT OF REJECTION**

SMC reserves the right to reject any and all proposals received in response to this RFP, should this be determined to be in the best interest of the SMC. SMC is not obligated to enter into a contract on the basis of any proposal submitted in response to this RFP.

**EXAMINATION OF RFP**

It is the responsibility of all prospective proposers to carefully read this entire RFP which contains provisions applicable to successful completion and submission of a proposal. If you discover any ambiguity, inconsistency, error or omission in the RFP, you must notify the following point of contact via email by **12:00 p.m., January 12, 2026**:

Ernesto Huaracha, Water Resources Professional  
Lake County Stormwater Management Commission  
500 W. Winchester Road, Suite 201  
Libertyville, IL 60048  
[stormwater@lakecountyil.gov](mailto:stormwater@lakecountyil.gov)

Only interpretations or corrections made in writing by the SMC regarding this RFP are binding. The Respondent shall not rely upon any interpretation or corrections given by any other method.

General Information Sheet

AUTHORIZED NEGOTIATORS:

Name: \_\_\_\_\_ Phone # \_\_\_\_\_ Email: \_\_\_\_\_

Name: \_\_\_\_\_ Phone # \_\_\_\_\_ Email: \_\_\_\_\_

Name: \_\_\_\_\_ Phone # \_\_\_\_\_ Email: \_\_\_\_\_

RECEIPT OF ADDENDA: The receipt of the following addenda is hereby acknowledged:

Addendum No. \_\_\_\_\_, Dated \_\_\_\_\_,

Addendum No. \_\_\_\_\_, Dated \_\_\_\_\_,

In submitting this statement of interest, it is understood that the SMC reserves the right to reject any or all submittals, to accept an alternate submittal, and to waive any informalities in any submittal.

BUSINESS ORGANIZATION: (check one only)

\_\_\_\_\_ Sole Proprietor: An individual whose signature is affixed to this proposal.

\_\_\_\_\_ Partnership: State full names, titles, and addresses of all responsible principals and/or partners on attached sheet.

\_\_\_\_\_ Corporation: State of Incorporation: \_\_

\_\_\_\_\_ Non-profit Corporation

\_\_\_\_\_ 501c3-- U.S. Internal Revenue Code

By signing this proposal document, the proposer hereby certifies that it is not barred from bidding on a contract as a result of a violation of either Section 33E-3 or 33E-4 of the Illinois Criminal Code of 1961, as amended.

\_\_\_\_\_  
Business Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print or Type Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

References

Provide FIVE (5) references for projects. Municipal and Local Government references are preferred over others.  
(Attach additional pages as needed)

Entity: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip Code: \_\_\_\_\_  
Name of Contact Person: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_  
Description of Services Provided: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date of Service: \_\_\_\_/\_\_\_\_/\_\_\_\_ To \_\_\_\_/\_\_\_\_/\_\_\_\_

Entity: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip Code: \_\_\_\_\_  
Name of Contact Person: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_  
Description of Services Provided: \_\_\_\_\_  
\_\_\_\_\_  
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Date of Service: \_\_\_\_/\_\_\_\_/\_\_\_\_ To \_\_\_\_/\_\_\_\_/\_\_\_\_

Entity: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip Code: \_\_\_\_\_  
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Email Address: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_  
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Date of Service: \_\_\_\_/\_\_\_\_/\_\_\_\_ To \_\_\_\_/\_\_\_\_/\_\_\_\_

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City, State, Zip Code: \_\_\_\_\_  
Name of Contact Person: \_\_\_\_\_  
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Description of Services Provided: \_\_\_\_\_  
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Date of Service: \_\_\_\_/\_\_\_\_/\_\_\_\_ To \_\_\_\_/\_\_\_\_/\_\_\_\_

Entity: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip Code: \_\_\_\_\_  
Name of Contact Person: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_  
Description of Services Provided: \_\_\_\_\_  
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Date of Service: \_\_\_\_/\_\_\_\_/\_\_\_\_ To \_\_\_\_/\_\_\_\_/\_\_\_\_

**FIRM QUALIFICATIONS**

**Name and Address of Office from which this contract will be administered**

(ATTACH ADDITIONAL PAGES AS NEEDED)

Entity: \_\_\_\_\_

Project Manager: \_\_\_\_\_

Email Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Name of Person authorized to execute agreements: \_\_\_\_\_

Email Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

# Years in Business: \_\_\_\_\_ Number of Employees: \_\_\_\_\_

Annual Sales: \$ \_\_\_\_\_ Dunn & Bradstreet #: \_\_\_\_\_

Indicate if firm is a certified M/W/DBE and attach certification: \_\_\_\_\_

**List employees who will be dedicated to the Project: (Attach additional pages as necessary)**

NAME	POSITION TITLE	NUMBER OF YEARS	AREA OF RESPONSIBILITY/TASK EXPERIENCE
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____



**VENDOR DISCLOSURE STATEMENT**

Vendor Name:			
Address:			
Contact Person:		Contact Phone #:	
Bid/RFP/SOI/Contract/Renewal:	RFP: <b>SMC-2026001</b>		

Vendors wishing to contract with Lake County for goods and services in an amount greater than \$30,000 shall submit this form in advance of award. This disclosure statement is not required for utility companies regulated by the Illinois Commerce Commission or local units of government. Vendors shall disclose:

- A familial relationship between a Lake County elected official, department director, deputy director and manager and owners, principals, executives, officers, account managers or other similar managerial positions of the vendor’s company. Familial relationship is defined as a spouse (including civil partner), child, stepchild, parent, stepparent, grandparent, in-laws (including parent, grandparent, sibling, or child), relatives and non-relatives living in the same residence, and offspring born to any aforementioned person.
- All political campaign contributions made by the vendor or an owner, principal, executive, officer, account manager, or other similar managerial position of the vendor to any county board member, county board chair, or countywide elected official within the last five years.

**If there is nothing to report in a section, please state none in the appropriate space.**

**FAMILIAL RELATIONSHIPS**

List names and departments/agencies of Lake County employees or public officials with whom owners, principals, or officers of the vendor’s company have a familial relationship and the nature of the relationship. Attach additional pages, as necessary. (Provide all names or state none in the space below. Do not leave blank.)

Name and Department/Agency of Lake County Employee/Public Official	Familial Relationship

**CAMPAIGN CONTRIBUTIONS**

List campaign contributions that have been made within the last five years that exceed \$150 annually. Attach additional pages, as necessary. (Provide all names or state none in the space below. Do not leave blank.)

Recipient	Donor	Description (e.g., cash, type of item, in-kind service, etc.)	Amount/Value	Date Made

Continuing disclosure is required if information changes. This Vendor Disclosure Statement form is available at [www.lakecountyil.gov](http://www.lakecountyil.gov). The full text of the County’s Ethics and Procurement policies and ordinances are available at [www.lakecountyil.gov](http://www.lakecountyil.gov).

I hereby acknowledge that the information above is accurate and complete, that I am an authorized signer on behalf of the vendor, that I have read and understand these disclosure requirements, and that I agree to update this information if there are any related changes by submitting a new Vendor Disclosure Statement.

Authorized Signature:		Title:	
Printed Name:		Date:	

Vendors must insert “x” in the following box indicating exception and provide a brief narrative for exception.



# VENDOR CERTIFICATION FORM

Bid/RFP/SOI Number:	RFP: <b>SMC-2026001</b>		
Vendor Name:			
Address:			
Primary Contact Name:			
Primary Contact Email Address:			
Primary Contact Phone Number:			
Project Manager Name:			
Project Manager Email Address:			
Project Manager Phone Number:			
# Years in Business:		Number of Employees:	
Annual Sales:	\$	Dunn & Bradstreet #:	
<b>Vendor Certification Statement: Please identify all of the following that apply to the ownership of this firm. This information is collected for reporting purposes only and not vendor selection. Please include a copy of the certification. (Definitions are included on the second page of Vendor Certification Form).</b>			
	Contractor certifies as a Minority – Business Enterprise (MBE)		
	Contractor certifies as a Women Business Enterprise (WBE)		
	Contractor certifies as a Veteran-Owned (VBE) Business Enterprise		
	Contractor certifies as a Persons with Disabilities Owned Business Enterprise (PDBE)		
	Contractor certifies as a Service-Disabled Veteran-Owned (SDVBE) Business Enterprise		
	Contractor certifies as a Business Enterprise Program (BEP)		
	Contractor certifies as a Small Disadvantaged Businesses (SDB)		
	Contractor certifies as a Veteran-Owned Small Business (VOSB)		
	Local Business		
	None		
Other (Specify)			
Certification Number:			
Certified by (Agency):			

I certify that this information is accurate to the best of my knowledge and that I am authorized to provide this information on behalf of my company.

\_\_\_\_\_  
Signature, Title

\_\_\_\_\_  
Printed Name, Title

\_\_\_\_\_  
Date



## Vendor Certification Definitions

### **Minority-owned business (MBE)**

A business concern which is at least 51% owned by one or more minority persons, or in the case of a corporation, at least 51% of the stock in which is owned by one or more minority persons; and the management and daily business operations of which are controlled by one or more of the minority individuals who own it.

### **Woman-owned business (WBE)**

A business which is at least 51% owned by one or more women, or, in the case of a corporation, at least 51% of the stock in which is owned by one or more women; and the management and daily business operations of which are controlled by one or more of the women who own it.

### **Veteran-owned Business Enterprise (VBE)**

A small business (i) that is at least 51 percent owned, controlled and managed by one or more Eligible Veterans or in the case of a corporation, at least 51 percent or more of the stock of which is owned, controlled and managed by one or more Eligible Veterans.

- Eligible Veteran means a person who (i) has been either a member of the armed forces of the United States or, while a citizen of the United States, was a member of the armed forces of allies of the United States in time of hostilities with a foreign country and (ii) has served under one or more of the following conditions: (a) the veteran served a total of at least 6 months; (b) the veteran served for the duration of hostilities regardless of the length of the engagement; (c) the veteran was discharged on the basis of hardship; or (d) the veteran was released from active duty because of a service connected disability and was discharged under honorable conditions.
- Armed Forces of the United States means the United States Army, Navy, Air Force, Marine Corps, Coast Guard, or service in active duty as defined under 38 U.S.C. Section 101. Service in the Merchant Marine that constitutes active duty under Section 401 of federal Public Act 95-202 shall also be considered service in the armed forces for purposes of this Division.

### **Persons with Disabilities Owned Business Enterprise (PDBE)**

A small business (i) that is at least 51 percent owned, controlled and managed by one or more Persons with a Disability; or in the case of a corporation, at least 51 percent or more of the stock of which is owned, controlled, and managed by one or more Persons with a Disability.

- Disability or Disabled means, with respect to an individual, a physical or mental impairment that substantially limits one or more of the major life activities of the individual, a record of physical or mental impairment that substantially limits one or more of the major life activities of the individual, or being regarded as an individual with a physical or mental impairment that substantially limits one or more of the major life activities of the individual.

### **Service-Disabled Veteran-owned Business Enterprise (SDVBE)**

A small business (i) that is at least 51 percent owned, controlled, and managed by one or more qualified service disabled veterans or in the case of a corporation, at least 51 percent or more of the stock of which is owned, controlled and managed by one or more Service Disabled Veterans.

- Service-Disabled Veteran means an Eligible Veteran who has been found to have 10 percent or more service-connected disability by the United States Department of Veterans Affairs or the United States Department of Defense.
- Service-connected disability means a disability incurred in the line of duty in the active military, naval or air service as described in 38 U.S.C. 101(16).

### **BEP – Business Enterprise Program**

Business Enterprise Program (BEP) BEP assists businesses owned by minorities, women, and people with disabilities gain access to the State of Illinois procurement process. BEP certification with the State of Illinois can also open the door to opportunities with other public and private entities which are looking for diverse suppliers.

### **Small Disadvantaged Businesses (SDB)**

A Small Disadvantaged Business (SDB) is a small business owned and controlled by socially and economically disadvantaged individuals as defined by Federal Acquisition Regulation (FAR) 19.001

### **Veteran-Owned Small Business (VOSB)**

A Veteran-Owned Small Business (VOSB) is a small business that is at least 51 percent owned by one or more veterans; or, if a publicly owned business, at least 51 percent of the stock is owned by one or more veterans. Also, one or more veterans control management and daily business operations of the firm.

### **Local business**

A business that is either owned and operated with a mailing address within the boundaries of Lake County or a corporate business with at least one "brick and mortar" location within the boundaries of Lake County. No additional certification is required; however, address verification for location may be requested.

## SUSTAINABILITY STATEMENT

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The County of Lake has a responsibility to balance fiscal, environmental and social considerations into its operational decision-making process. The County's commitment to green and sustainable practices and good environmental stewardship was memorialized by the Lake County Board in the County's 2013 Strategic Plan where sustainability is listed as a value and a goal. This was further strengthened in September 2020 by adopting a Net Zero Emissions goal through Joint Resolution. Therefore, we shall promote environmentally preferable purchasing, whenever practical, by procuring goods or services that lessen the destructive effects on the environment and the health and well-being of all citizens.

Consideration of the practices adopted by our contracted firms is key to magnifying the impact of the County's sustainability measures. Proposers are requested to provide a Statement of Sustainability demonstration of the methods they have incorporated into their firms. Sustainability may be one of the scoring criteria included in the evaluation rubric for the award of this contract.

### INSTRUCTIONS

Please provide a narrative outlining any policies or practices implemented by your firm to reduce your carbon footprint. Your response should include, but need not be limited to:

A copy of your firm's sustainability policy, awards and accolades.

Practices such as waste minimization, energy/water efficiency, methods instituted to reduce pollution, green products utilized, staff education, community involvement and volunteerism.

o Specifically include the percentage of your firm's energy that comes from renewable sources and percentage of your fleet that is non-emitting.

Sustainable approaches your firm may have for this specific project.

Cost variances to incorporate a more sustainable approach to this project and any calculated life cycle costs.