



Division of Transportation

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DATE: February 5, 2024
TO: Project File, Light Duty Shop Truss Repairs
FROM: Shane E. Schneider, P.E., County Engineer
SUBJ: Emergency Procurement for Light Duty Shop Truss Repairs

The purpose of this memo is to explain the need for an emergency procurement to repair trusses in the Lake County Division of Transportation (DOT) light duty vehicle maintenance shop. The procurement will include all necessary structural evaluation, contractual design, and construction services based on expertise rather than the sealed bidding process.

The nature of the emergency is that a fractured bottom chord of a wooden roof support truss was observed by DOT personnel. Temporary shoring has been installed until a long-term repair can be completed. The light duty shop was constructed in 1954 as the DOT's initial maintenance and truck storage garage.

The light duty vehicle maintenance shop is occupied by 5 mechanics that maintain the county fleet of cars, light trucks, and small equipment. Since vehicle repairs are needed to keep emergency and non-emergency county vehicles available to perform necessary government services, and with the best interest for the safety of the DOT personal, it has been determined that there is not sufficient time to follow the normal design-bid-build process to complete the necessary repair work.

Therefore, it is the position of Lake County that the need to perform a structural evaluation, develop repair recommendations, and complete the repairs to provide a long-term repair solution constitutes an emergency and justifies invoking Section 33.067 of the Lake County Purchasing Ordinance. As County Engineer of Lake County, I hereby declare that an emergency exists, and that the terms as defined in Section 33.067 of the Lake County Purchasing Ordinance, effective October 12, 2021, exists, and I hereby invoke Section 33.067 of the Lake County Purchasing Ordinance.

DOT will use the structural engineer consulting firm Wiss, Janney, Elstner Associates, Inc. (WJE) to complete the structural evaluation and the engineering design. A contractor specializing in building support and structural repair services will then be used to complete the necessary repair work.

An appropriation of funds for the above-said professional engineering services and contract construction services will be presented to the County Board at a future meeting, after the contact work is completed and the actual costs are known.

Shane E. Schneider, P.E.
Director of Transportation/County Engineer

Cc: RuthAnne Hall, Lake County Purchasing Agent