

# DOING BUSINESS WITH LAKE COUNTY



A business owners guide to working with the County

**FROM BIG PURCHASES** **TO SMALL PURCHASES**

**LAKE COUNTY INVESTS AROUND \$186 MILLION EACH YEAR ON VARIOUS GOODS AND SERVICES.**

**LAKE COUNTY ROADS**

**PAINT BRUSHES**

**FROM ONE PERSON VENDORS** **TO LARGE BUSINESSES**

**MORE THAN \$34 MILLION SPENT LOCALLY IN LAKE COUNTY EACH YEAR.**

**LOCAL PLUMBERS**

**NATIONAL COMPANIES**

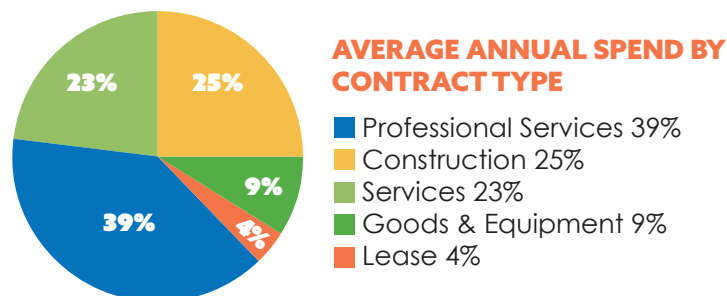
## BUY LOCAL, BUILD LOCAL, WORK LOCAL

This program aims to maximize participation from Lake County businesses, including women, veteran and minority-owned businesses, in the County's procurement process. The County is conducting targeted outreach through workshops, information sessions, and e-newsletters to local, women, veteran and minority-owned businesses in an effort to keep dollars in Lake County and to support their participation in the county's procurement process as both prime and subcontractors.



## JOB ORDER CONTRACTING (JOC)

Lake County uses the procurement process of Job Order Contracting (JOC) to help County departments complete many repairs, maintenance, renovations and new construction projects. JOCs are competitively awarded contracts for a fixed term or maximum dollar amount, whichever occurs first, for various job orders in the future. To connect with the JOC General Contractors for upcoming subcontracting opportunities go to, [doingbusiness.lakecountyil.gov](http://doingbusiness.lakecountyil.gov).



**QUESTIONS?**

**CONTACT LAKE COUNTY PURCHASING AT**

847-377-2929  
[purchasing@lakecountyil.gov](mailto:purchasing@lakecountyil.gov)  
 or visit  
[doingbusiness.lakecountyil.gov](http://doingbusiness.lakecountyil.gov)  
 for more information

**LEARN HOW TO REGISTER YOUR BUSINESS**

# GET REGISTERED

Register at [doingbusiness.lakecountyiil.gov](http://doingbusiness.lakecountyiil.gov)

# 1

# GET THE BUSINESS

Submit bids/proposals/quotes for your products and services. Lake County Purchasing will review and evaluate, then make a recommendation. If selected, enter into a contract with the County.

# 2

# GET PAID

Issue invoices for goods and services; The County will make payments in accordance with the Local Government Prompt Payment Act.

# 3

\*The Lake County Procurement Ordinance must adhere to State procurement laws which require competitive solicitation of products and services above a certain dollar amount. Find out more about the ordinance at [doingbusiness.lakecountyiil.gov](http://doingbusiness.lakecountyiil.gov). Payments must be made in accordance with the Illinois Prompt Payment Act.

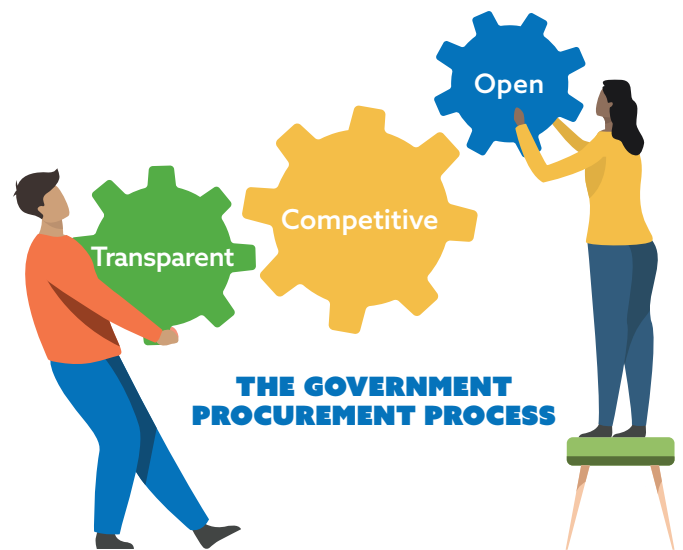
## HOW DOES IT WORK?

### Types of Purchases

**Invitations for Bids (IFB)**- Purchases for goods, equipment and contracted services over \$30,000 require legal advertising and a formal, official opening of bids. Contracts are awarded to the lowest responsive and responsible bidder.

**Requests for Proposals (RFP)**- Purchases of professional services over \$50,000, such as consulting, engineering, software implementation. Contracts are awarded to the most qualified vendor.

**Requests for Quotes (RFQ)** - Quotes for purchases under \$30,000 are requested directly from vendors and contracts are awarded based on the best value for the county.



## BIDS

The County needs goods or services (more than \$30,000).

County posts an invitation for bid at [doingbusiness.lakecountyiil.gov](http://doingbusiness.lakecountyiil.gov).

Your business gets an email about the bid (because you registered) and you submit a bid.

The County awards the contract to the lowest responsive and responsible bidder.

## RFP'S

The County needs professional services.

The County posts an RFP at [doingbusiness.lakecountyiil.gov](http://doingbusiness.lakecountyiil.gov).

Your business gets an email about the RFP (because you registered) and you submit a proposal.

The County selects the most qualified vendor and awards the contract.

## RFQ'S

The County needs to purchase goods and services (less than \$30,000).

The County contacts registered vendors to obtain quotes. You can register at [doingbusiness.lakecountyiil.gov](http://doingbusiness.lakecountyiil.gov).

The County awards a contract based on the best interest of the County and maximum value.



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or visit [doingbusiness.lakecountyiil.gov](http://doingbusiness.lakecountyiil.gov) for more information