



**Purchasing Division**  
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## Award Information – 1/3/2019

### Contract Information

Purchase Description: **Change Order Number Three – Project Management Services for Implementation of Tyler Tax**

Contract Start Date: **January 15, 2019**

Initial Term: **January 15, 2019 through April 30, 2019**

Change Order One: **not to exceed \$78,165**

Renewals: **n/a**

### Vendor Information

Company Name: **Beth Malloy and Associates**

Address: **175 N. Harbor Drive, Suite 2515**

*Street Address*

*Suite/Unit #*

**Chicago**

*City*

**IL**

*State*

**60606**

*ZIP Code*

Contact Name: **Beth Malloy**

Funding Account

Description: **General Fund – Property Tax Administration Computer Software System**

Budget Information: **Included in the remaining funds for the Tyler Tax project**

Department: **Chief County Assessor's Office**

Department Contact: **Marty Paulson**

Award Amount: **Not to exceed \$78,165**

### Change Order Information

In April 2014, a contract was awarded to Beth Malloy & Associates, Chicago, IL in the amount of 168,997 for consulting services for Phases 1 through 5 for the support of development and evaluation of the request for proposal process for the replacement of the Lake County's property tax administration system which included: needs assessments, development of an action plan, procurement plan, evaluation and review of submittals and contract negotiation.

In July 2015, the County Board approved Change Order Number One for Phase 6 for project management of the implementation of the new tax software system. The amendment provided for 24 months of project management as a time and material contract not to exceed \$576,303. The implementation of the Tyler Tax System was delayed causing a need for additional project management services for the remaining 14 months of project implementation. In November 2017, the County Board approved Change Order Number Two in the amount of \$396,088.

As the project nears final implementation, there is a need for post go live support and expertise to ensure a smooth transition from our legacy system to full operation in the Tyler Tax software. Staff has requested additional support from Beth Malloy & Associates. Contract Changer Order Number Three provides for an average of 135 hours per month, estimated at \$26,055 per month through April 30th, 2019. The number of billable hours will fluctuate higher or lower during its course depending on client demand and requirements. It is expected that the average will be higher in the cutover month and directly after. This is a time and materials agreement. Only expended hours are billed; work will end when the hours are depleted or on April 30th, 2019, whichever comes first. Not-to-exceed pricing includes all costs (labor, material, overhead, administration, profit, travel, etc.).

In accordance with Article 8, Section 101 (2) of the Lake County Purchasing Ordinance, this change order is germane to the original contract as signed and is in the best interest of Lake County. Change Order Number Three is in the amount not to exceed \$78,165 and provides for project management services through April 30, 2019 as a time and materials agreement, increasing the contract amount from \$1,141,388 to \$1,219,553.