

Memorandum

TO: Chair, Financial and Administrative Committee

FROM: RuthAnne Hall, Purchasing Agent

DATE: January 21, 2020

RE: Update regarding the use of Job Order Contracting (JOC) for multiple projects exceeding \$350,000

1. Lake County established an internal policy in June 2019 for JOC Project Guideline and Project Development Protocol that identified a threshold of \$350,000, at which the Finance and Administrative Committee should be advised of projects anticipated to exceed the threshold.
2. As part of the Fiscal Year 2020 Budget Process, each of the below projects were approved as part of the Capital Improvement Program. Projects exceeding the \$350,000 threshold:
 - a. Improvements to the Child Advocacy Center to include construction of a multipurpose room, patio build-out, security and surveillance system installation, and parking lot improvements in a not to exceed estimated amount of \$750,000.
 - b. Improvements to the Babcox Justice Center public areas to include security improvements, bathroom renovation, public hallway renovation, and finish improvements in a not to exceed estimated amount of \$600,000.
 - c. Improvements to the Babcox Justice Center secure and staff areas to include the refurbishment of Courtrooms 220 and 221, repair of judicial chambers, improvements to secure hallway, and finish improvements in a not to exceed estimated amount of \$500,000.
 - d. Improvements to the Sheriff's Business Office to include the renovations of mechanical, electrical, plumbing, and finishes in a not to exceed estimated amount of \$450,000.
3. Execution of these projects using the JOC contract is in the best interest of Lake County.