

Memorandum

TO: Chair, Financial and Administrative Committee

FROM: Carl Kirar, Director – Facilities and Construction Services

DATE: February 26, 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 Financial and Administrative Committee should be advised of projects anticipated to exceed the threshold.
2. As part of the Fiscal Year 2020 Budget Process, funding was appropriated as part of the Capital Improvement Program. Projects exceeding the \$350,000 threshold:
 - a. Improvements to the North Mag Entrance at 18 N. County Street and the Coroner's Office to include the removal and replacement of existing HVAC roof top units, ducts, appurtenances and building automation in a not to exceed amount of \$450,000.
 - b. Improvements to the Administration Building - 10th Floor, and the Annex Courts to include direct digital controls for in line variable air volume boxes and building automation in a not to exceed estimated amount of \$600,000.
3. Execution of these projects using the JOC contract is in the best interest of Lake County.