

Memorandum

TO: Chair, Financial and Administrative Committee

FROM: Carl Kirar, Director – Facilities and Construction Services

DATE: January 25, 2021

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 2021 Budget Process, funding was appropriated as part of the Capital Improvement Program. Projects exceeding the \$350,000 threshold:
 - a. Security Improvements at Administrative Tower/Court Complex to include new IP cameras, Monitors and PC in Court Security office, existing IP Camera Migration, conduit and wiring, and programming in a not to exceed amount of \$435,000.
 - b. Improvements to the Babcox Justice Center to include the refurbishment of Courtrooms 220 and 221, refurbishment of the high security Courtroom, Judge's Chambers, Jury Deliberation Room, support staff offices, secure hallway, and bathrooms in a not to exceed amount of \$600,000.
 - c. Improvements to the Babcox Justice Center to include the construction of a new Adult Probation Pre-Trial Services Office with renovations of mechanical, electrical, plumbing, carpentry and finishes in a not to exceed amount of \$500,000.
3. Execution of these projects using the JOC contract is in the best interest of Lake County.