



TO: Ruth Anne Hall
Purchasing Agent

Date: July 27, 2021

FR: Carl Kirar
Director

**RE: EMERGENCY PROCUREMENT, ADULT PROBATION WINDOW
LINTEL REPAIRS**

The Lake County Adult Probation building, located at 215 Water St, Waukegan, IL, is an essential function of the 19th District Court and is key to rehabilitation. It was reported to Facilities and Construction Services that a piece of limestone had fallen from the 2nd floor windows of the building. During a follow up inspection, the windows along the north side of the building were identified as being cracked and failing. Work was performed by Ebben Masonry, from Wauconda, IL to remove the broken pieces of limestone to make the area safe for pedestrians. Repair and replacement of the lintels is necessary to ensure structural integrity and weather protection of the brick exterior insulation finishing system (EFIS). Failure to perform this work would present a threat to the safety and welfare of the occupants, as well as severely disrupt the governmental functions of the building.

An emergency purchase order is necessary to perform this repair. The work will install scaffolding along the sidewalk for protecting pedestrians, will remove the damaged limestone lintels, will replace the lintels with new limestone, and will fully repair the EFIS.

The Facilities and Construction Services, Engineering staff has received a quote to perform the work from Ebben Masonry, from Wauconda, IL in the amount of \$26,730, which increases the overall purchase order to \$34,000.

As Ebben Masonry arrested the initial damages and is intimately familiar with the Adult Probation building window lintels, it is our recommendation that this contract be awarded immediately in response to this emergency.

Sincerely,

Carl Kirar
Director of Facilities & Construction