



Lake County Illinois

Legislation Details (With Text)

File #: 18-0731 **Version:** 1 **Name:** Consulting and Project Management Services
Type: resolution **Status:** Passed
File created: 6/19/2018 **In control:** Financial & Administrative Committee
On agenda: **Final action:** 7/10/2018

Title: Resolution authorizing a contract with The Information House, Inc., a division of HUB International Midwest Limited, Chicago, Illinois, (ihouse) for professional consulting and project management services for the implementation of the Payroll and Human Resources Information System (HRIS) for Lake County and an emergency appropriation from the Health, Life and Dental Fund balance in the estimated amount of \$345,900.

Sponsors:

Indexes:

Code sections:

Attachments: 1. 18059 Award Recommendation, 2. RFP 18059 Scoring Matrix

Date	Ver.	Action By	Action	Result
7/10/2018	1	Lake County Board	adopted	Pass
6/27/2018	1	Financial & Administrative Committee	recommended for adoption to the consent agenda	Pass

Resolution authorizing a contract with The Information House, Inc., a division of HUB International Midwest Limited, Chicago, Illinois, (ihouse) for professional consulting and project management services for the implementation of the Payroll and Human Resources Information System (HRIS) for Lake County and an emergency appropriation from the Health, Life and Dental Fund balance in the estimated amount of \$345,900.

- The County Board awarded a contract for payroll and HRIS services for Lake County to Ultimate Software on March 13, 2018.
- A need for contract consulting and project management services to successfully implement has been identified.
- A Request for Proposal was released on March 20, 2018 and sealed proposals were received from seven vendors.
- An interdepartmental review team was assembled and interviews were held with four firms.
- Based on the criteria set forth in the Request for Proposals ihouse was selected as the most favorable proposal for Lake County.
- Since 2012, ihouse has been an implementation partner with Ultimate Software.
- The scope of work will include project management, change management and a communication strategy that will guide Lake County to a successful payroll/HRIS implementation.
- The total estimated cost of the contract is \$345,900 which includes \$304,400 for project management/consulting services and \$41,500 for change management services/communication campaign.

RESOLUTION

WHEREAS, in accordance with Section 5-102 of the Lake county Purchasing Ordinance, proposals

were called for by publication for Professional Consulting and Project Management services for Lake County; and

WHEREAS, subsequent to said publication, requests for proposals were extended to 37 vendors; and

WHEREAS, sealed proposals were received from seven vendors and opened in the County Building, Waukegan, Illinois, on April 19, 2018 at 2:00 p.m.; and

WHEREAS, an evaluation committee made up representatives from the Human Resources Department, Financial and Administrative Services Department, Information Technology, and County Administrator's office, held interviews with the top four firms; and

WHEREAS, based on the criteria set forth in the Request for Proposal The Information House, Inc., a division of HUB International Midwest Limited, Chicago, Illinois, (ihouse) was selected as the most favorable proposal for Lake County.

NOW, THEREFORE, BE IT RESOLVED, by this County Board of Lake County, Illinois, that that the Purchasing Agent is authorized to enter into a contract with ihouse in an estimated amount of \$345,900, which includes consulting services, project management, change management services, and a communication campaign charged to 510-1430010-71150.

DATED at Waukegan, Illinois, July 10, 2018.