



Lake County Illinois

Legislation Text

File #: 19-0791, **Version:** 1

Joint resolution authorizing an emergency appropriation and a contract with Berry Dunn McNeil and Parker LLC, Portland, Maine for consulting services to complete a review of contract deliverables for E-filing implementation in an amount not to exceed \$71,984.

- The Clerk of the Circuit Court requested professional consulting services to validate the implementation of a custom developed electronic filing (e-filing) solution to determine if contracts were awarded properly for work related to the project.
- The study was to also review funds expended from the Special Revenue Fund and/or General Fund to determine if they were appropriate for expenses related to the project and there was compliance with applicable county, state and federal laws.
- In furtherance thereof, a Request for Proposal was extended to 22 vendors; sealed proposals were received from two vendors and interviews were held.
- Based on the criteria set forth in the Request for Proposals, an interdepartmental evaluation committee comprised of Clerk of the Circuit Court, the Nineteenth Judicial Circuit Court, and Finance and Administrative Services, recommended Berry Dunn McNeil and Parker LLC as the most favorable proposal for Lake County.
- This contract is in an amount not to exceed \$71,984. Sufficient funds are available in the Document Storage Fund reserves; however, an emergency appropriation is necessary because this project was not included in the Fiscal Year 2019 budget.

RESOLUTION

WHEREAS, in accordance with Section 5-102 of the Lake County Purchasing Ordinance, proposals were called for by publication for an Audit of Contract Deliverables for E-filing Implementation; and

WHEREAS, subsequent to said publication, requests for proposals were extended to 22 vendors; and

WHEREAS, sealed proposals were received from two vendors and opened in the County Building, Waukegan, Illinois, on January 3, 2019 at 2:00 p.m.; and

WHEREAS, an evaluation committee comprised of Clerk of the Circuit Court, 19th Judicial Circuit Court and Finance and Administrative Services held interviews with the two submitting firms; and

WHEREAS, based on the criteria set forth in the Request for Proposal, the Evaluation Committee selected Berry Dunn McNeil and Parker LLC, Portland, Maine as the most favorable proposal for Lake County; and

NOW, THEREFORE, BE IT RESOLVED, by this County Board of Lake County, Illinois, that the Purchasing Agent is authorized to enter into a contract with Berry Dunn McNeil and Parker LLC, Portland, Maine, for an audit of Contract Deliverables for E-Filing Implementation in an amount not to exceed of \$71,984 charged to the Document Storage Fund, account number 258-3110010-71150

(Consultants); and

BE IT FURTHER RESOLED, that an emergency appropriation is approved in the Document Storage Fund, account number 258-3110010-71150, Consultants, in the amount of \$71,984.

DATED at Waukegan, Illinois, on May 14, 2019.