



# Lake County Illinois

## Legislation Text

File #: 19-0181, Version: 1

Resolution amending the policy requiring vendors to submit a “Vendor Disclosure Statement” for procurements over \$30,000

- On November 13, 2018, the Lake County Board approved a policy requiring vendors to submit a “Vendor Disclosure Statement” disclosing the names of each owner/ principal/officer of the company, along with those individuals’ immediate family members who are employed by Lake County.
- After discussion at the January 10, 2019 Financial and Administrative Committee meeting, the attached policy has been amended as follows:
  - clarifying that the officials/employees with whom vendors must disclose familial relationships include Lake County elected officials, department directors, deputy directors, and managers;
  - expanding the definition of familial relationship to: spouse (including civil partner), child, stepchild, parent, stepparent, grandparent, in-laws (including parent, grandparent, sibling, or child), relatives and non-relatives living in the same residence, and offspring born to any aforementioned persons;
  - including vendor disclosure of all political campaign contributions made by the vendor or an owner, principal, officer, manager, lobbyist, agent, consultant, counsel, subcontractor or corporate entity under the control of the vendor to any county board member, county board chair, or county-wide elected official as well as contributions to political action committees within the last five years;
  - requiring that (a) the vendor disclosure statement of the awarded vendor be included as an attachment with the agenda item on the County Board agenda; (b) the statement with the contract be available on the County’s website and filed with the Purchasing Division; and (c) upon contract renewal, the Purchasing Division communicates to the vendor its obligation to update vendor disclosure information as necessary.
- This definition of “familial relationship” is broader than that used in the Ethics Ordinance and Purchasing Ordinance and as such, amendments to those ordinances will be recommended by staff to maintain consistency.
- This information is being collected for transparency only and, by statute, cannot be considered as a factor of decision making and may not influence the outcome of the procurement decision, the award, or contract renewals.
- Purchasing staff will continue to provide regular training for all Lake County staff involved in procurement selections to ensure compliance with this and all procurement laws, ordinances, policies and procedures.

### RESOLUTION

**WHEREAS**, the Lake County Board approved a policy requiring a Vendor Disclosure Statement for familial relationships on November 13, 2018; and

**WHEREAS**, the policy has been amended to limit the officials/employees with whom vendors must disclose familial relationship to Lake County elected officials, department directors, deputy directors and managers; and

**WHEREAS**, the policy has been amended to expand the definition of familial relationship to: spouse (including civil partner), child, stepchild, parent, stepparent, grandparent, in-laws (including parent, grandparent, sibling, or child), relatives and non-relatives living in the same residence, and offspring born to any aforementioned persons; and

**WHEREAS**, the policy has been amended to include vendor disclosure of all political campaign contributions made by the vendor or an owner, principal, officer, manager, lobbyist, agent, consultant, counsel, subcontractor or corporate entity under the control of the vendor to any county board member, county board chair, or county-wide elected official as well as contributions to political action committees within the last five years; and

**WHEREAS**, the policy has been amended to state that Purchasing will include the vendor disclosure statement of the awarded vendor as an attachment with the agenda item on the County Board agenda and file the statement with the contract on the County's website and in Purchasing files; and

**WHEREAS**, the policy has been amended to state that Purchasing will communicate with vendors upon contract renewal to update vendor disclosure information as necessary; and

**WHEREAS**, this information is being collected for transparency only and, by statute, cannot influence the outcome of the procurement decision, award or contract renewals.

**NOW THEREFORE IT BE RESOLVED** to amend the Vendor Disclosure Statement policy requiring vendors to submit a "Vendor Disclosure Statement" for procurements over \$30,000.

**DATED** at Lake County, Illinois on February 12, 2019.