



Lake County Illinois

Legislation Text

File #: 18-0159, Version: 3

Resolution authorizing a contract with Bronner Group, Chicago, Illinois, for consulting services to complete an operations assessment for the Finance and Administrative Services Department in the amount not to exceed of \$86,285.

- Each year, the County Administrator's Office endeavors to complete at least one operational assessment to analyze the organization and operations of a County department. This year, the Finance and Administrative Services Department has been selected for assessment.
- A Request for Proposal (RFP) was extended to 25 vendors, sealed proposals were received from eight vendors.
- The RFP separated the work into two distinct phases. Phase one will conduct the objective organizational operations assessment and phase two is intended to be a deeper assessment and provide recommendations of the areas agreed to in the prior phase.
- Based on the criteria set forth in the RFP, an interdepartmental evaluation committee comprised of Human Resources, Finance and Administrative Services, Public Works, Division of Transportation, Emergency Management, and the County Administrator's Office selected Bronner Group, Chicago, Illinois, as the most favorable proposal for Lake County.
- This contract authorizes a professional services agreement in the firm fixed price of \$86,285 for phase one, with the right to modify the contract to include services for phase two, subject to acceptable performance by the Bronner Group.
- Funding for this professional services agreement was included in the Fiscal Year (FY) 2018 Budget and will be managed by the County Administrator's Office.

RESOLUTION

WHEREAS, in accordance with Section 5-102 of the Lake County Purchasing Ordinance, proposals were called for by publication for Finance and Administrative Services Operations Assessment for Lake County; and

WHEREAS, subsequent to said publication, requests for proposals were extended to 25 vendors; and

WHEREAS, sealed proposals were received from eight vendors and opened in the County Building, Waukegan, Illinois, on December 7, 2017 at 2:00 p.m.; and

WHEREAS, an interdepartmental evaluation committee comprised of representatives from Human Resources, Finance and Administrative Services, Public Works, Division of Transportation, Emergency Management and the 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 Evaluation Committee comprised of representatives from Human Resources, Finance and Administrative Services, Public

Works, Division of Transportation, Emergency Management and the County Administrator's Office selected Bronner Group, Chicago, Illinois, 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 professional services agreement for a Finance and Administrative Services Operations Assessment in the amount of \$86,285 for phase one, with the right to modify the contract to include services for phase two, subject to acceptable performance by the Bronner Group charged to account number 101-1102040-71150-000-000-000-11012.

DATED at Waukegan, Illinois, February 13, 2018.