



# Lake County Illinois

## Legislation Text

File #: 19-1578, Version: 1

Resolution approving a Vendor Disclosure and Conflict of Interest Policy requiring vendors to submit a 'Vendor Disclosure Statement' for procurements over \$30,000.

- To ensure a transparent procurement process, vendors wishing to contract with Lake County for goods and services in an amount greater than \$30,000 shall be asked to disclose knowledge of familial relationships and political campaign contributions.
- To further ensure the integrity of the decision-making processes for county procurements, all employees must disclose any conflict of interest that may directly or indirectly influence any procurement or ensuing agreement or contract.
- The County Board approved the initial version of this policy at its meeting on November 13, 2018 and it was further modified at the February 12, 2019 meeting.
- This revised policy applies to all Lake County employees and elected officials and any procurements or contract renewals effective February 1, 2019.
- Utility companies regulated by the Illinois Commerce Commission and local units of government are exempt from the requirement to disclose.
- Vendors other than utilities or local units of government requesting an exception will be required to submit their request in writing. Staff will contact the chair of the appropriate standing committee who will make the determination as to whether the procurement transaction will be included on the agenda.
- For all public procurements solicited by the Purchasing Division, staff will request a Purchasing Disclosure from any employee and/or consultant who is directly involved with the evaluation of bids or proposals received and signed Purchasing Disclosure forms must be on file prior to the release of related procurement information.

### RESOLUTION

**WHEREAS**, approving a Vendor Disclosure and Conflict of Interest Policy requiring vendors to submit a 'Vendor Disclosure Statement' for procurements over \$30,000; and

**WHEREAS**, to ensure a transparent procurement process, vendors wishing to contract with Lake County for goods and services in an amount greater than \$30,000 shall be asked to disclose knowledge of familial relationships and political campaign contributions; and

**WHEREAS**, to further ensure the integrity of the decision-making processes for county procurements, all employees must disclose any conflict of interest that may directly or indirectly influence any procurement or ensuing agreement or contract; and

**WHEREAS**, utility companies regulated by the Illinois Commerce Commission and local units of government are exempt from the requirement to disclose; and

**WHEREAS**, vendors other than utilities or local units of government requesting an exception will be required to submit their request in writing. Staff will contact the chair of the appropriate standing committee who will make the determination as to whether the procurement transaction will be included on the agenda; and

**WHEREAS**, for all public procurements solicited by the Purchasing Division, staff will request a Purchasing Disclosure from any employee and/or consultant who is directly involved with the evaluation of bids or proposals received and signed Purchasing Disclosure forms must be on file prior to the release of related procurement information.

**NOW, THEREFORE IT BE RESOLVED**, to approve the Vendor Disclosure and Conflict of Interest Policy requiring vendors to submit a 'Vendor Disclosure Statement' for procurements over \$30,000.

**DATED** at Lake County, Illinois on October 8, 2019.