



DATE: May 5, 2025

MEMO TO: Sara Knizhnik, Chair
Operations Committee

Gina Roberts, Chair
Finance Committee

FROM: Daniel E. Stearns
Director of Facilities

Agenda Item # 10.1

RECOMMENDATION: Recommend approval of a Resolution awarding a Contract to American Vet Works, Inc. in the Contract Price of \$44,270.00 for the purchase of one new Toyota Sienna hybrid van.

STRATEGIC DIRECTION SUPPORTED: Organizational Sustainability.

FINANCIAL DATA: The adopted FY2025 Budget for the Vehicle Replacement Fund is \$721,000.00, including an estimated \$43,000.00 for this vehicle. The actual cost of \$44,270.00 will be charged to the Vehicle Replacement Fund, account 90104100-804000. The annual user charge will be calculated based on the actual total purchase price.

BACKGROUND: In accordance with the District’s vehicle replacement guidelines, staff has determined previously that one 2011 Toyota Sienna (Unit 98) needs to be replaced. However, a similar vehicle, one 2014 Dodge Caravan (Unit 141), expected to be replaced in 2026 has been experiencing ongoing mechanical issues. Therefore, the new vehicle will replace Unit 141 instead, and Unit 98 will be held over for replacement in 2026.

As part of staff’s on-going evaluation of vehicle replacements in accordance with the District’s Green Fleet Policy, staff has determined that the hybrid Toyota Sienna is the most fuel-efficient vehicle available that will meet the District’s needs.

The notice seeking bids for the new vehicle was advertised in the Lake County News Sun and the received bids were opened on April 2, 2025. A total of two bids were received from the following bidders in the following amounts:

<u>VENDOR</u>	<u>TOTAL BID</u>
Blue Marlin Imports Inc. dba Brian Bemis Toyota of DeKalb	\$40,310.36
American Vet Works, Inc.	\$44,270.00

The bid submitted by Brian Bemis Toyota of DeKalb is for an alternate product that does not conform to the bid specifications. The alternate product is not the specified vehicle color and does not include all-wheel drive, which was specified in the bid for safety reasons. Therefore, staff recommends that bid be rejected as non-conforming. Staff recommends that American Vet Works, Inc. be awarded the contract as the lowest responsible bidder.

The new vehicle will be primarily utilized by the Education Department staff and based at Ryerson Woods.

The new vehicle is expected to be in service for ten (10) years in accordance with the Vehicle Replacement Guidelines.

REVIEW BY OTHERS: Chief Operations Officer, Deputy Director of Finance, Purchasing Manager, Manager of Board Operations, Corporate Counsel.

STATE OF ILLINOIS)
) SS
COUNTY OF LAKE)

**BOARD OF COMMISSIONERS
LAKE COUNTY FOREST PRESERVE DISTRICT
REGULAR MAY MEETING
MAY 14, 2025**

MADAM PRESIDENT AND MEMBERS OF THE BOARD OF COMMISSIONERS:

Your **OPERATIONS COMMITTEE** and **FINANCE COMMITTEE** present herewith "A Resolution Awarding a Contract to American Vet Works, Inc. for the Purchase of one New Toyota Sienna Hybrid Van" and request its approval.

OPERATIONS COMMITTEE:

Date: May 5, 2025 Roll Call Vote: Ayes: ___ Nays: ___
 Voice Vote Majority Ayes; Nays: 0

FINANCE COMMITTEE:

Date: 5-8-2025 Roll Call Vote: Ayes: ___ Nays: ___
 Voice Vote Majority Ayes; Nays: 0

**LAKE COUNTY FOREST PRESERVE DISTRICT
LAKE COUNTY, ILLINOIS**

**A RESOLUTION AWARDING A CONTRACT TO AMERICAN VET WORKS, INC.
FOR THE PURCHASE OF ONE NEW TOYOTA SIENNA HYBRID VAN**

WHEREAS, the Lake County Forest Preserve District (the “District”) has advertised in The Lake County News Sun for sealed bids to purchase one New Toyota Sienna Hybrid van, or approved equivalent (the “Equipment”); and

WHEREAS, all sealed bids were received and opened by the District at its General Offices, 1899 West Winchester Road, Libertyville, Illinois on April 2, 2025 at 11:00 a.m. and;

WHEREAS, bids were received in the following amounts from the following bidders;

	<u>TOTAL BID</u>
Blue Marlin Imports Inc., dba Brian Bemis Toyota of DeKalb	\$40,310.36
American Vet Works, Inc.	\$44,270.00

and;

WHEREAS, the Board of Commissioners hereby finds that the bid submitted by Blue Marlin Imports Inc., dba Brian Bemis Toyota of DeKalb is for an alternate product that does not conform to the bidding specifications for the Equipment and therefore is not equivalent to the Toyota Sienna Hybrid van (the “Non-Conforming Bid”); and

WHEREAS, the District’s staff, the Purchasing Manager, the Director of Facilities, the Operations Committee, and the Finance Committee have reviewed the bids and recommend that the Board of Commissioners find American Vet Works, Inc. to be the lowest responsible bidder and award a contract for the Equipment to American Vet Works, Inc. (the “Contract”); and

WHEREAS, the Board of Commissioners hereby finds that American Vet Works, Inc. is the lowest responsible bidder for the Product;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Lake County Forest Preserve District, Lake County, Illinois, **THAT**:

Section 1: Recitals. The recitals set forth above are incorporated as a part of this Resolution by this reference.

Section 2: Rejection of Non-Conforming Bid. The Non-Conforming Bid is hereby rejected.

Section 3: Award of Contract. The bid submitted by American Vet Works, Inc. in the amount of \$44,270.00 (the “Contract Price”) is hereby accepted and a Contract for the Equipment is hereby awarded to American Vet Works, Inc.

Section 4: Execution of Contract. The Executive Director of the District is hereby authorized and directed to execute the Contract for the Equipment in the amount of the Contract Price.

Section 5: Payments. The Treasurer shall make payments under the Contract only pursuant to and in accordance with the Contract terms.

Section 6: Effective Date. This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

PASSED this _____ day of _____, 2025

AYES:

NAYS:

APPROVED this ____ day of _____, 2025

Jessica Vealitzek, President
Lake County Forest Preserve District

ATTEST:

Julie Gragnani, Secretary
Lake County Forest Preserve District

Exhibit No. _____