



DATE: May 4, 2026

Agenda Item # 12.3

TO: Sara Knizhnik, Chair
Operations Committee

Gina Roberts, Chair
Finance Committee

FROM: Rebekah Snyder
Director of Community Engagement & Partnerships

RECOMMENDATION: Recommend Approval of a Resolution Approving Change Order No. 2 to the Contract with Dreamworks Graphic Communications, LLC for the Printing and Distribution of Eight Additional Issues of *Horizons* Quarterly Newsletter in the Amount of \$226,320.00.

STRATEGIC DIRECTIONS SUPPORTED: Organizational Sustainability; Communication, Education and Outreach

FINANCIAL DATA: The change order will increase the contract price by \$226,320.00 based on eight additional issues (fall 2026 issue through summer 2028 issue) at \$28,290.00 per issue. Funding in the amount of \$56,580.00 for the fall 2026 and winter 2026 issues is included in the Community Engagement and Partnerships budget in account 11354000-702100. Funding for the additional six issues (spring 2027, summer 2027, fall 2027, winter 2027, spring 2028, and summer 2028) would span Fiscal Year 2027 through 2028 in the total amount of \$169,740.00.

BACKGROUND: The current contract for printing and distribution of *Horizons* is with Dreamworks Graphic Communications, LLC (Dreamworks) and was approved by the Board of Commissioners on June 12, 2024. That contract ends following completion of the summer issue in June 2026.

The District solicited bids for *Horizons* printing and distribution services in 2012, 2016, 2019, and 2024. In response to each of those prior solicitations, Dreamworks was determined to be the lowest responsible bidder and was awarded contracts for the services. Under those contracts, Dreamworks has provided the District with printing and distribution services for *Horizons* for the past 15 years.

District staff have been pleased with the excellent print quality of Dreamworks' product as well as the exceptional customer service they have provided. Current market conditions for the cost of commodities including paper, ink and printing plates have increased since the start of the original contract in 2024, and Dreamworks has proposed a cost increase of approximately 12% per issue.

Dreamwork's proposed costs for printing and distribution of eight additional *Horizons* issues are itemized as follows:

1. Printing and Prepress	\$138,400.00
2. Postal Mail Preparation and Addressing	\$ 23,920.00
3. Multiples Preparation and Delivery	\$ 18,800.00
4. Remittance Envelope	<u>\$ 45,200.00</u>
TOTAL Contract Price:	\$226,320.00 (<i>\$28,290/issue; 69 cents/unit</i>)

The original contract price was \$198,216.00. Change Order 1 was approved in January 2026, which increased the contract price to \$201,216.00 and required Dreamworks to prepare and sort the mailings by carrier routes and use the District's USPS nonprofit authorization number. Change Order 1 applied to the spring and summer 2026 issues.

Change Order No. 2 will increase the contract amount by \$226,320.00 to \$427,536.00. In accordance with the Purchasing Policy, a change order that, when added to all prior change orders, increases the original contract price by 50% or more is effective only if approved by the Board.

Staff believes that Dreamworks' proposed cost adjustments are reasonable in light of market conditions and recommends approval of a change order for an extension of the current contract by eight additional issues.

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

STATE OF ILLINOIS)
) SS
COUNTY OF LAKE)

**BOARD OF COMMISSIONERS
LAKE COUNTY FOREST PRESERVE DISTRICT
REGULAR MAY MEETING
MAY 13, 2026**

MADAM PRESIDENT AND MEMBERS OF THE BOARD OF COMMISSIONERS:

Your **OPERATIONS COMMITTEE** and **FINANCE COMMITTEE** present here with “A Resolution Approving Change Order No. 2 to a Contract for Printing and Distribution of the Horizons Quarterly Newsletter” and request its approval.

OPERATIONS COMMITTEE:

Date: May 4, 2026 Roll Call Vote: Ayes: ____ Nays: ____
 Voice Vote Majority Ayes; Nays: 0

FINANCE COMMITTEE:

Date: 5-7-2026 Roll Call Vote: Ayes: ____ Nays: ____
 Voice Vote Majority Ayes; Nays: 1 (MAINE)

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

**A RESOLUTION APPROVING CHANGE ORDER NO. 2 TO A CONTRACT FOR
PRINTING AND DISTRIBUTION OF THE HORIZONS QUARTERLY NEWSLETTER**

WHEREAS, on June 12, 2024, the Lake County Forest Preserve District (the “District”) approved a contract with Dreamworks Graphic Communications, LLC (“Dreamworks”) for the printing and distribution of eight issues of the District’s quarterly newsletter, *Horizons* (the “Contract”) for a total cost of \$198,216.00; and

WHEREAS, the District previously approved Change Order No. 1 to the Contract, which increased the contract price to \$201,216.00 and modified certain mailing and distribution service specifications; and

WHEREAS, it is in the District’s best interest to approve Change Order No. 2 to the Contract, in substantially the form attached hereto, pursuant to which Dreamworks would agree to print and distribute eight additional issues of the quarterly *Horizons* newsletter for a total additional cost of \$226,320.00;

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: Approval of Change Order No. 2. Change Order No. 2, in substantially the form attached hereto, is hereby approved. The Executive Director is hereby authorized to execute Change Order No. 2, in substantially the form attached hereto. Change Order No. 2 is (i) germane to the Contract, as signed; and (ii) in the best interest of the District.

Section 3: Placement in Contract File. This Resolution and the executed Change Order No. 2 shall be preserved in the permanent District file for this Contract. This Resolution shall constitute the written determination required by Section 33E-9 of the Illinois Criminal Code, 720 ILCS 5/33E-9.

Section 4: Payments. The Treasurer shall make payments under the Contract only pursuant to and in accordance with the Contract terms.

Section 5: 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 _____, 2026

AYES:

NAYS:

APPROVED this _____ day of _____, 2026

Jessica Vealitzek, President
Lake County Forest Preserve District

ATTEST:

Julie Gragnani, Secretary

Exhibit No. _____

CHANGE ORDER

Date: April 22, 2026 **Change Order #:** 2
Purchase Order #: n/a **Original Contract Date:** 6/12/2024; CO1 1/14/2026
Account Code(s): 11354000-702100

PROJECT INFORMATION

Project Number: 24016 **Project Site (Preserve):** n/a
Project Name: Printing and Distribution of Horizons Quarterly Newsletter – 8 Issues

CHANGE IN CONTRACT PRICE

To the Contractor:

You are hereby authorized to make the following changes, subject to the Contract provisions: (attach additional pages as needed)

Item No.	DETAILED DESCRIPTION	PRICE
1	Base Printing Cost: Printing and prepress. 41,000 pieces per issue. Fall 2026, Winter 2026, Spring 2027, Summer 2027, Fall 2027, Winter 2027, Spring 2028, Summer 2028. <i>—Printing includes acquiring the files, preflight, applytrapping and imposition of file, proofs, bindery, paper and press. Proofs include one high-resolution Epson composite preproof of cover, one high-resolution Epson composite proof of the entire issue, and one full bound digital Dylux of entire issue. 4-color, 4/4 on UV cured litho printing press. 16-page body: FSC Certified 70# Rolland Enviro 100 Print Text (white, 100% PCW). 4-page cover: FSC Certified 100# Rolland Enviro 100 Print Text (white, 100% PCW).</i>	\$ 138,400.00
2	Postal Mail Preparation and Addressing: File preparation, inkjet addressing, main truck delivery to Palatine P&DC. 36,000 pieces per issue. Fall 2026, Winter 2026, Spring 2027, Summer 2027, Fall 2027, Winter 2027, Spring 2028, Summer 2028. <i>—Base cost includes file preparation, inkjet addressing, sort, tie, bag and truck deliver to specified U.S. Post Office.</i> <i>—The bulk of the mailing should be prepped and sorted by carrier routes (F8) and dropped at the Palatine USPS location. Carrier route sorting cannot impact standard production or turnaround times.</i> <i>—The nonprofit Authorization #1007663 linked to Permit #139 should be included when uploading mailing.</i>	\$ 23,920.00
3	Multiples Preparation and Delivery: Lake County (14 boxes), UPS Ground (102 boxes), general truck (14 boxes). Fall 2026, Winter 2026, Spring 2027, Summer 2027, Fall 2027, Winter 2027, Spring 2028, Summer 2028. <i>—Preparation and distribution to community/businesses/organizations that receive more than one copy. Quantities per package range from 5–700 copies and vary each issue.</i>	\$ 18,800.00
4	Remittance Envelopes: Preservation Foundation gift envelopes. 41,000 pieces per issue. Fall 2026, Winter 2026, Spring 2027, Summer 2027, Fall 2027, Winter 2027, Spring 2028, Summer 2028. <i>—Printing, inserting and stitching into centerfold of magazine. #6-3/4 wallet flap remittance envelope. FSC Certified 60# soporset premium opaque offset. 4-color, 4/4 on UV cured litho printing press. High-resolution assembled PDF proof required.</i>	\$ 45,200.00
	TOTAL	\$ 226,320.00
	ORIGINAL CONTRACT PRICE:	\$ 198,216.00
	Net Change of previous Change Orders (if any):	\$ 3,000.00
	Contract Price Prior to this Change Order (as amended by previous Change Orders (if any)):	\$ 201,216.00
	Total Amount of THIS Change Order:	\$ 226,320.00
	NEW CONTRACT PRICE:	\$ 427,536.00

CHANGE IN CONTRACT TIME

Original Contract Commencement Date: June 12, 2024 Original Completion Date: June 1, 2026
New Contract Commencement Date: June 1, 2026 New Completion Date: June 1, 2028

Owner's Department Director and/or Standing Committee(s) hereby determine (select all that apply):

- The circumstances necessitating the Change Order were not reasonably foreseeable at the time the contract was signed;
- The Change Order is germane to the original Contract, as signed; and
- The Change Order is in the best interest of the Owner and is authorized by law.

This Written Determination and this Change Order shall (i) be preserved in the Owner's file for the Contract and open to the public for inspection and (ii) constitute the Written Determination required by 720 ILCS 5/33E-9.

PROJECT MANAGER INFORMATION AND RECOMMENDATION:

Department: Community Engagement & Partnerships
Project Manager Phone#: 224-244-3404
Project Manager Email: martinucci@LCFPD.org

Jeanna Martinucci _____
Project Manager Name Signature DATE

DEPARTMENT DIRECTOR APPROVAL:

Rebekah Snyder _____
Department Director Name Signature DATE

CONTRACTOR INFORMATION AND APPROVAL:

Contractor Name: Dreamworks Graphic Communications, LLC
Contractor Address: 2323 Ravine Way, Glenview, Illinois 60025
Contact (Name): Falgun Mody
Contact Phone#: 847-679-6710
Contact Email: fmody@dreamworksgc.com
Contact Email Additional: _____

For Public Works contracts, Contractor also certifies that this Change Order will not cause or result in an increase in the price of any subcontract under the contract that is 50% or more of such original subcontract's price.

FALGUN MODY C.F.O. [Signature] 04-29-2026
Contact Name Title Signature DATE