



**Board of Commissioners of Cook County**

**Asset Management Committee**

**Wednesday, October 18, 2023**

**1:00 PM**

**Cook County Building, Board Room, 118  
North Clark Street, Chicago, Illinois**

**NOTICE AND AGENDA**

There will be a meeting of the Committee or Subcommittee of the Board of Commissioners of Cook County at the date, time and location listed above to consider the following:

**PUBLIC TESTIMONY**

Authorization as a public speaker shall only be granted to those individuals who have registered to speak, with the Secretary, 24 hours in advance of the meeting. To register as a public speaker, go to the meeting details page for this meeting at <https://cook-county.legistar.com/Calendar.aspx> to find a registration link. Duly authorized public speakers may speak live from the County Board Room at 118 N. Clark Street, 5th Floor, Chicago, IL or be sent a link to virtually attend the meeting and will be called upon to deliver testimony at a time specified in the meeting agenda. Authorized public speakers who are not present during the specified time for public testimony will forfeit their allotted time to speak at the meeting. Public testimony must not exceed three minutes; the Secretary will keep track of the time and advise when the time for public testimony has expired. After each speaker has completed their statement, they will be removed from the meeting. Once removed, you will still be able to follow the proceedings for that day at:

<https://www.cookcountyil.gov/service/watch-live-board-proceedings> or in a viewing area at 69 W. Washington Street, 22nd Floor Conference Room F, Chicago, IL. Persons authorized to provide public testimony shall not use vulgar, abusive, or otherwise inappropriate language when addressing the Board; failure to act appropriately; failure to speak to an item that is germane to the meeting, or failure to adhere to the time requirements may result in expulsion from the meeting and/or disqualify the person from providing future testimony. Written comments will not be read aloud at the meeting, but will be posted on the meeting page and made a part of the meeting record.

**23-5293**

**COMMITTEE MINUTES**

Approval of the minutes from the meeting of 07/19/2023

[23-2273](#)

**Presented by:** EARL MANNING, Director, Office of Capital Planning and Policy

**PROPOSED CONTRACT**

**Department(s):** Department of Capital Planning and Policy

**Vendor:** Herman Miller, Inc., Zeeland, Michigan

**Request:** Authorization for the Chief Procurement Officer to enter into and execute

**Good(s) or Service(s):** Furniture, Installation, and Related Products & Services

**Contract Value:** \$5,000,000.00

**Contract period:** 11/1/2023 - 12/31/2024 with two (2), one (1) year renewal options

**Potential Fiscal Year Budget Impact:** FY 2023 \$1,000,000.00, FY 2024 \$2,000,000.00, FY2025 \$2,000,000.00, FY2026 \$1,000,000.00

**Accounts:** 11569.1031.11190.560105/7.00000.00000 (Capital Improvement Program)

**Contract Number(s):** 2306-01302

**Concurrences:**

The vendor has met the Minority- and Women-owned Business Enterprise Ordinance via: Partial MBE waiver and Full WBE waiver.

The Chief Procurement Officer concurs.

**Summary:** The Department of Capital Planning and Policy requests authorization for the Chief Procurement Officer to enter into and execute a contract with Herman Miller, Inc. for Furniture, Installation and Related Products & Services.

This is a Comparable Government Procurement pursuant to Section 34-140 of the Cook County Procurement Code. Herman Miller, Inc. was previously awarded a contract by the City of Charlotte, North Carolina through a Request for Proposal (RFP). Cook County wishes to leverage this procurement effort.

**Legislative History :** 9/21/23 - Board of Commissioners - refer to the Asset Management Committee

[23-2274](#)

**Presented by:** EARL MANNING, Director, Office of Capital Planning and Policy

**PROPOSED CONTRACT**

**Department(s):** Department of Capital Planning and Policy

**Vendor:** Knoll, Inc., East Greenville, Pennsylvania

**Request:** Authorization for the Chief Procurement Officer to enter into and execute

**Good(s) or Service(s):** Furniture, Installation, and Related Products & Services

**Contract Value:** \$2,000,000.00

**Contract period:** 11/1/2023 - 12/31/2024, with two (2), one (1) year renewal options

**Potential Fiscal Year Budget Impact:** FY 2023 \$500,000.00, FY 2024 \$1,000,000.00, FY2025 \$500,000.00

**Accounts:** 11569.1031.11190.560105/7.00000.00000 (Capital Improvement Program)

**Contract Number(s):** 2306-01301

**Concurrences:**

The vendor has met the Minority- and Women-owned Business Enterprise Ordinance via: Partial MBE waiver and Full WBE waiver.

The Chief Procurement Officer concurs.

**Summary:** The Department of Capital Planning and Policy requests authorization for the Chief Procurement Officer to enter into and execute a contract with Knoll, Inc. for Furniture, Installation and Related Products & Services.

This is a Comparable Government Procurement pursuant to Section 34-140 of the Cook County Procurement Code. Knoll, Inc. was previously awarded a contract by the City of Charlotte, North Carolina through a Request for Proposal (RFP). Cook County wishes to leverage this procurement effort.

**Legislative History :** 9/21/23 - Board of Commissioners - refer to the Asset Management Committee

[23-2275](#)

**Presented by:** EARL MANNING, Director, Office of Capital Planning and Policy

**PROPOSED CONTRACT**

**Department(s):** Department of Capital Planning and Policy

**Vendor:** Kimball International Brands, Inc., Jasper, Indiana

**Request:** Authorization for the Chief Procurement Officer to enter into and execute

**Good(s) or Service(s):** Furniture, Installation, and Related Services

**Contract Value:** \$2,000,000.00

**Contract period:** 10/2/2023 - 4/30/2024 with one (1), one (1) year renewal option

**Potential Fiscal Year Budget Impact:** FY 2023 \$500,000.00, FY 2024 \$1,000,000.00, FY2025 \$500,000.00

**Accounts:** 11569.1031.11190.560105/7.00000.00000 (Capital Improvement Program)

**Contract Number(s):** 2306-01303

**Concurrences:**

The vendor has met the Minority- and Women-owned Business Enterprise Ordinance via direct participation and full WBE waiver.

The Chief Procurement Officer concurs.

**Summary:** The Department of Capital Planning and Policy requests authorization for the Chief Procurement Officer to enter into and execute a contract with Kimball International Brands, Inc. to provide furniture, installation, and related services for Board-approved CIP projects.

This is a Comparable Government Procurement pursuant to Section 34-140 of the Cook County Procurement Code. Kimball International Brands, Inc. was previously awarded a contract by the Region 4 Education Service Centers, Houston, Texas through a Request for Proposal (RFP). Cook County wishes to leverage this procurement effort.

**Legislative History :** 9/21/23 - Board of Commissioners - refer to the Asset Management Committee

[23-4538](#)

**Presented by:** EARL MANNING, Director, Office of Capital Planning and Policy

**PROPOSED CONTRACT AMENDMENT**

**Department(s):** Department of Capital Planning and Policy

**Vendor:** FGM Architects, Chicago, Illinois

**Request:** Authorization for the Chief Procurement Officer to extend and increase contract

**Good(s) or Service(s):** Professional Architectural and Engineering Services

**Original Contract Period:** 1/4/2016 - 1/3/2021

**Proposed Amendment Type:** Extension and Increase

**Proposed Contract Period:** Extension period 12/22/2024 - 12/31/2025

**Total Current Contract Amount Authority:** \$2,624,978.00

**Original Approval (Board or Procurement):** Board, 2/10/2016, \$1,522,218.00

**Increase Requested:** \$837,337.00

**Previous Board Increase(s):** 11/19/2020, \$708,125.00; 12/16/2021, \$394,635.00

**Previous Chief Procurement Officer Increase(s):** N/A

**Previous Board Renewals:** N/A

**Previous Chief Procurement Officer Renewals:** N/A

**Previous Board Extension(s):** 11/19/2020, 1/4/2021 - 1/3/2022; 12/16/2021, 1/31/2022 -12/31/2024

**Previous Chief Procurement Officer Extension(s):** N/A

**Potential Fiscal Impact:** FY 2023 \$637,337.00, FY 2024 \$100,000.00, FY 2025 \$100,000.00

**Accounts:** 11569.1031.11190.560105/7.00000.00000 (Capital Improvement Program)

**Contract Number(s):** 1528-14445

**Concurrences:**

The vendor has met the Minority- and Women-owned Business Enterprise Ordinance via direct participation.

The Chief Procurement Officer concurs.

**Summary:** This increase will address changes in project scope for the proposed ADA renovation project on Floors 5,8, and 10 of 118 N. Clark based on end user needs.

The proposed extension period will accommodate the current project schedule to maintain continuity throughout the project.

This contract was awarded through a publicly advertised Request for Qualification (RFQ) process in accordance with the Cook County Procurement Code. FGM Architects, Inc. was selected based on established evaluation criteria.

**Legislative History :** 9/21/23 - Board of Commissioners - refer to the Asset Management Committee

[23-4587](#)

**Presented by:** EARL MANNING, Director, Office of Capital Planning and Policy

**PROPOSED CONTRACT**

**Department(s):** Department of Capital Planning & Policy

**Vendor:** Lerch Bates, U.S. Inc., Chicago, Illinois

**Request:** Authorization for the Chief Procurement Officer to enter into and execute

**Good(s) or Service(s):** Elevator and Vertical Transportation Audit and Consulting, Design Services, and Contract Administration Services for Board-Approved Capital Improvement Projects

**Contract Value:** \$1,500,000.00

**Contract period:** 10/1/2023 through 9/30/2024 with five (5) one-year renewal options

**Potential Fiscal Year Budget Impact:** FY 2023 \$50,000.00, FY 2024 \$400,000.00, FY2025 \$400,000.00, FY2026 \$300,000.00, FY2027 \$200,000.00, FY 2028 \$150,000.00

**Accounts:** 11569.1031.11190.560105/7.00000.00000 (Capital Improvement Program)

**Contract Number(s):** 2311-05100

**Concurrences:**

The contract-specific goal set on this contract is zero.

The Chief Procurement Officer concurs.

**Summary:** Cook County has currently identified thirty (30) buildings with approximately 218 elevators, escalators, and other vertical transportation-related capital improvement projects. The vendor will provide elevator and vertical transportation audits and consulting, design services, and contract administration services for these Board-approved Capital Improvement Projects.

This Contract is awarded as a Comparable Government Procurement pursuant to Section 31-140 of the Cook County Procurement Code. Lerch Bates US Inc. was previously awarded a contract through an Invitation for Bid (IFB) process through The State of California Dept. of General Services - Procurement Division. Cook County wishes to leverage this procurement effort.

**Legislative History :** 9/21/23 - Board of Commissioners - refer to the Asset Management Committee

[23-4589](#)

**Presented by:** EARL MANNING, Director, Office of Capital Planning and Policy

**REPORT**

**Department:** Department of Capital Planning and Policy

**Report Title:** Annual ADA Improvement Report

**Report Period:** FY 2023

**Summary:** In accordance with Board Resolution 20-2790, which calls on the Department of Capital Planning to submit an annual Cook County ADA improvement report to the Asset Management Committee, DCPD respectfully requests referral of this report to committee.

**Legislative History :** 9/21/23 - Board of Commissioners - refer to the Asset Management Committee

[23-3675](#)

**Presented by:** BILQIS JACOBS-EL, Director, Department of Facilities Management

**PROPOSED CONTRACT**

**Department(s):** Department of Facilities Management

**Vendor:** VFA, Inc., Staten Island, NY

**Request:** Authorization for the Chief Procurement Officer to enter into and execute

**Good(s) or Service(s):** Facilities Management Fixed Asset Inventory

**Contract Value:** \$967,571.00 X

**Contract period:** 10/15/2023 -10/14/2024 with two (2), one (1) year renewal options

**Potential Fiscal Year Budget Impact:** FY 2023 \$96,757.00 FY 2024 \$870,814.00

**Accounts:** 11100.1200.12355.520835

**Contract Number(s):** 2302-04134

**Concurrences:**

The vendor has met the Minority- and Women-owned Business Enterprise Ordinance via direct participation.

The Chief Procurement Officer concurs.

**Summary:** The Department of Facilities Management requests authorization for the Chief Procurement Officer to enter into and execute a contract with VFA, Inc. to compile accurate fixed asset inventory/data and bar coding of all capital equipment within our 12 million square feet of county property. Additionally, the contract will provide quality data for uploading to the new Asset Management System as well as provide data to support energy conservation efforts.

This is a Comparable Government Procurement pursuant to Section 34-140 of the Cook County Procurement Code. VFA, Inc. was previously awarded a contract by OMNIA through a Request for Proposal (RFP). Cook County wishes to leverage this procurement effort.

**Legislative History :** 9/21/23 - Board of Commissioners - refer to the Asset Management Committee



[23-4593](#)

**Presented by:** EARL MANNING, Director, Office of Capital Planning and Policy

**PROPOSED CONTRACT**

**Department(s):** Department of Capital Planning and Policy

**Vendor:** FGM Architects, Chicago, Illinois

**Request:** Authorization for the Chief Procurement Officer to enter into and execute

**Good(s) or Service(s):** Architectural and Engineering Services for Corporate Portfolio - Renovation of 7th and 11th Floor at County Building and Real Estate Development for Oak Forest Campus

**Contract Value:** \$4,992,609.09

**Contract period:** 11/1/2023 - 10/31/2026 with two (2) one-year renewal options

**Potential Fiscal Year Budget Impact:** FY 2023 \$249,630.00; FY 2024 \$3,114,472.00; FY 2025 \$662,530.00; FY 2026 \$629,985.00; FY 2027 \$209,995.00

**Accounts:** 11569.1031.11190.560105/7.00000.00000 (Capital Improvement Program)

**Contract Number(s):** 2185-18595

**Concurrences:**

The vendor has met the Minority- and Women-owned Business Enterprise Ordinance via direct participation.

The Chief Procurement Officer concurs.

**Summary:** FGM Architects will provide architectural and engineering services for the County Building's 7th and 11th floor restack and the Oak Forest Campus Long-Term Plan. FGM Architects was selected based on established evaluation criteria.

**Legislative History :** 9/21/23 - Board of Commissioners - refer to the Asset Management Committee

[23-4914](#)

**Presented by:** EARL MANNING, Director, Office of Capital Planning and Policy

**PROPOSED CONTRACT**

**Department(s):** Department of Capital Planning and Policy

**Vendor:** RADA Architects, LTD., Chicago, Illinois

**Request:** Authorization for the Chief Procurement Officer to enter into and execute

**Good(s) or Service(s):** Architectural and Engineering Services for the Public Safety Portfolio For Countywide Courthouse ADA Comprehensive Assessment, Group 3 at Bridgeview & Markham Courthouses (Target Market)

**Contract Value:** \$261,116.73

**Contract period:** 11/01/2023 - 10/31/2024 with one (1) one-year renewal option

**Potential Fiscal Year Budget Impact:** FY 2023 \$150,000.00, FY 2024 \$111,116.73

**Accounts:** 11569.1031.11190.560105/7.00000.00000 (Capital Improvement Program)

**Contract Number(s):** 2038-18544

**Concurrences:**

The vendor has met the Minority- and Women-owned Business Enterprise Ordinance via direct participation.

The Chief Procurement Officer concurs.

**Summary:** The contract provides for the vendor to conduct an assessment related to accessibility at the Bridgeview Courthouse and Markham Courthouse. The vendor will provide a Program Analysis Report identifying accessibility requirements and recommendations for additional functionality.

This contract is awarded through Request for Qualifications (RFQ) procedures in accordance with Cook County Procurement Code. RADA Architects, LTD was selected based on established evaluation criteria.

**Legislative History :** 9/21/23 - Board of Commissioners - refer to the Asset Management Committee

[23-4915](#)

**Presented by:** EARL MANNING, Director, Office of Capital Planning and Policy, JOSINA MORITA, County Commissioner

**PROPOSED CONTRACT**

**Department(s):** Department of Capital Planning and Policy

**Vendor:** RADA Architects, LTD., Chicago, Illinois

**Request:** Authorization for the Chief Procurement Officer to enter into and execute

**Good(s) or Service(s):** Architectural and Engineering Services for ADA Comprehensive Assessment at Maywood Courthouse and Skokie Courthouse

**Contract Value:** \$370,071.82

**Contract period:** 11/01/2023 - 10/31/2024 with one (1), one-year renewal option

**Potential Fiscal Year Budget Impact:** FY 2023 \$150,000.00, FY 2024 \$220,071.82

**Accounts:** 11569.1031.11190.560105/7.00000.00000 (Capital Improvement Program)

**Contract Number(s):** 2038-18543

**Concurrences:**

The vendor has met the Minority- and Women-owned Business Enterprise Ordinance via direct participation.

The Chief Procurement concurs.

**Summary:** The contract provides for the vendor to conduct an assessment related to accessibility at the Maywood Courthouse and the Skokie Courthouse. The vendor will provide a Program Analysis Report identifying accessibility requirements and recommendations for additional functionality.

This contract is awarded through Request for Qualifications (RFQ) procedures in accordance with Cook County Procurement Code. RADA Architects, LTD. was selected based on established evaluation criteria.

**Legislative History :** 9/21/23 - Board of Commissioners - refer to the Asset Management Committee

*Lynne M. Turner*

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Secretary

Chair: Miller

Vice-Chair: Aguilar

Members: Anaya, Britton, Degnen, Gordon, Moore, K. Morrison, S. Morrison