



**Board of Commissioners of Cook County
Minutes of the Asset Management Committee**

Wednesday, October 18, 2023

1:00 PM

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

ATTENDANCE

Present: Miller, Aguilar, Anaya, Britton, Degnen, Gordon, Moore and S. Morrison (8)

Absent: K. Morrison (1)

PUBLIC TESTIMONY

Chairwoman Miler asked the Secretary to the Board to call upon the registered public speakers, in accordance with Cook County Code.

No Speakers

[23-5293](#)

COMMITTEE MINUTES

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

A motion was made by Vice Chairman Aguilar, seconded by Commissioner Degnen, to approve 23-5293. The motion carried by the following vote:

Ayes: Miller, Aguilar, Anaya, Britton, Degnen, Gordon, Moore and S. Morrison

Absent: (8) K. Morrison (1)

[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~~ \$6,000,000.00

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.

A motion was made by Vice Chairman Aguilar, seconded by Commissioner S. Morrison, to accept as amended 23-2273. The motion carried by the following vote:

Ayes: Miller, Aguilar, Anaya, Britton, Degnen, Gordon, Moore and S. Morrison

Absent: (8) K. Morrison (1)

A motion was made by Vice Chairman Aguilar, seconded by Commissioner S. Morrison, to recommend for approval as amended 23-2273. The motion carried by the following vote:

Ayes: Miller, Aguilar, Anaya, Britton, Gordon, Moore and S. Morrison

Nayes: (7) Degnen (1)

Absent: K. Morrison (1)

[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.

A motion was made by Vice Chairman Aguilar, seconded by Commissioner S. Morrison, to recommend for approval 23-2274. The motion carried by the following vote:

Ayes: Miller, Aguilar, Anaya, Britton, Degnen, Gordon, Moore and S. Morrison

Absent: (8) K. Morrison (1)

[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.

A motion was made by Vice Chairman Aguilar, seconded by Commissioner S. Morrison, to recommend for approval 23-2275. The motion carried by the following vote:

Ayes: Miller, Aguilar, Anaya, Britton, Degnen, Gordon, Moore and S. Morrison

Absent: (8) K. Morrison (1)

[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.

A motion was made by Vice Chairman Aguilar, seconded by Commissioner S. Morrison, to recommend for approval 23-4538. The motion carried by the following vote:

Ayes: Miller, Aguilar, Anaya, Britton, Degnen, Gordon, Moore and S. Morrison

Absent: (8) K. Morrison (1)

[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.

A motion was made by Vice Chairman Aguilar, seconded by Commissioner S. Morrison, to recommend for approval 23-4587. The motion carried by the following vote:

Ayes: Miller, Aguilar, Anaya, Britton, Degnen, Gordon, Moore and S. Morrison

Absent: (8) K. Morrison (1)

[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.

A motion was made by Vice Chairman Aguilar, seconded by Commissioner S. Morrison, to receive and file 23-4589. The motion carried by the following vote:

Ayes: Miller, Aguilar, Anaya, Britton, Degnen, Gordon, Moore and S. Morrison

Absent: (8) K. Morrison (1)

[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.

A motion was made by Vice Chairman Aguilar, seconded by Commissioner S. Morrison, to recommend for approval 23-3675. The motion carried by the following vote:

Ayes: Miller, Aguilar, Anaya, Britton, Degnen, Gordon, Moore and S. Morrison

Absent: (8) K. Morrison (1)

[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.

A motion was made by Vice Chairman Aguilar, seconded by Commissioner S. Morrison, to recommend for approval 23-4593. The motion carried by the following vote:

Ayes: Miller, Aguilar, Anaya, Britton, Degnen, Gordon, Moore and S. Morrison

Absent: (8) K. Morrison (1)

[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.

A motion was made by Vice Chairman Aguilar, seconded by Commissioner S. Morrison, to recommend for approval 23-4914. The motion carried by the following vote:

Ayes: Miller, Aguilar, Anaya, Britton, Degnen, Gordon, Moore and S. Morrison

Absent: (8) K. Morrison (1)

[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.

A motion was made by Vice Chairman Aguilar, seconded by Commissioner S. Morrison, to recommend for approval 23-4915. The motion carried by the following vote:

Ayes: Miller, Aguilar, Anaya, Britton, Degnen, Gordon, Moore and S. Morrison

Absent: (8) K. Morrison (1)

ADJOURNMENT

A motion was made by Vice Chairman Aguilar, seconded by Commissioner S. Morrison, to adjourn the meeting. The motion carried by the following vote:

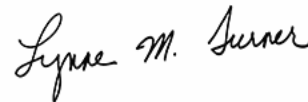
Ayes: Miller, Aguilar, Anaya, Britton, Degnen, Gordon, Moore and S. Morrison

Absent: (8) K. Morrison (1)

Respectfully submitted,



Chairwoman



Secretary

A complete record of this meeting is available at <https://cook-county.legistar.com>.