



**RESOLUTION OF THE COUNTY BOARD
WILL COUNTY, ILLINOIS**

***Authorizing County Executive to Negotiate and Execute an Agreement between
Will County and James Duncan & Associates with Codametrics for Consulting
Services for Revisions to the Will County Zoning Ordinance***

WHEREAS, the Will County Zoning Ordinance was comprehensively revised in 2012, and Will County has recognized the need to conduct a 5-year update of the Will County Zoning Ordinance; and

WHEREAS, Will County has determined that updating the Will County Zoning Ordinance is best accomplished through executing an agreement with a qualified consulting services firm; and

WHEREAS, on January 9, 2017, the Will County Executive's Office issued a Request for Proposals (RFP), and received one (1) response by the closing date on February 1, 2017; and

WHEREAS, the Will County Land Use Department and the Chair and Vice Chair of the Will County Land Use and Development Committee subsequently reviewed the response and conducted an interview with the one (1) respondent; and

WHEREAS, James Duncan and Associates, Inc. (DBA Duncan Associates) with CodaMetrics was identified as the best qualified consultant team based upon their familiarity with Will County, experience with land use regulations and codification, especially with regard to zoning ordinances, and having the ability with a team of highly qualified personnel to perform the scope of work identified in the RFP in a timely manner to meet deadlines; and

WHEREAS, the consulting services provided in the agreement will be paid from Fiscal Year 2017 budgeted consulting services funds; and

WHEREAS; the Will County Land Use & Development Committee recommends authorizing the County Executive to negotiate and execute an agreement between Will County and James Duncan and Associates, Inc. (DBA Duncan Associates) with CodaMetrics for consulting services to update the Will County Zoning Ordinance in an amount not to exceed \$46,000.

NOW, THEREFORE, BE IT RESOLVED, that the Will County Board hereby authorizes the County Executive to negotiate and execute an agreement between Will County and James Duncan and Associates, Inc. (DBA Duncan Associates) with CodaMetrics to provide consulting services to update the Will County Zoning Ordinance in an amount not to exceed \$46,000, subject to the review and approval of the State's Attorney's Office.

BE IT FURTHER RESOLVED that the Preamble of this Resolution is hereby adopted as if fully set herein. This Resolution shall be in full force and effect upon its passage and approval as provided by law.

Adopted by the Will County Board this 16th day of March, 2017.

AYES:	Ogalla, Summers, Moustis, Singer, Moran, Rice, Harris, Traynere, Bennefield, Fritz, Gould, Balich, Fricilone, Brooks Jr., Winfrey, Parker, Staley-Ferry, Dollinger, Marcum, Hart, Weigel, Ferry, Kraulidis
ABSENT:	Maier, Tuminello

Result: Approved - [Unanimous]

Nancy Schultz Voots
 Nancy Schultz Voots (SEAL)
 Will County Clerk

Approved this 20th day of March, 2017.

Lawrence M. Walsh
 Lawrence M. Walsh
 Will County Executive

**FROM THE DESK OF
RITA WEISS
PURCHASING DIRECTOR**

BID HISTORY

ITEM: 2017-59 UPDATE OF ZONING ORDINANCE – WILL COUNTY LAND USE

DEPARTMENT: WILL COUNTY LAND USE DEPARTMENT

BID LETTING: JANUARY 9, 2017

PUBLISHED NOTICE: HERALD NEWS & DEMAND STAR, INTERNET

BID OPENING: FEBRUARY 1, 2017 - 9:10 A.M.

LOCATION: WILL COUNTY OFFICE BUILDING
302 N. CHICAGO ST.
JOLIET, IL. 60432

BIDDING RESULTS:

NUMBER RELEASED: 25

NUMBER RETURNED: 1

BIDDER:

TOTAL COST

DUNCAN ASSOCIATES, CHICAGO, IL

\$45,800.00

Attached is recommendation from Steve Lazzara, Land Use Department, to award bid to **DUNCAN ASSOCIATES, CHICAGO, IL**, for cost not to exceed **\$45,800.00**, which includes all meeting participation expenses, to assist Land Use in updating current zoning ordinance for Will County.

Attachment: Award docs (17-66 : Auth Contract for Consulting Services for Revisions to Zoning Ordinance)

BID TABULATION SHEET

ORIGINAL

BID NAME/ DEPT: 2017-59 UPDATE TO ZONING ORDINANCE/ WILL COUNTY LAND USE
 DUE: 02/01/17, 9:00 AM OPENED: 02/01/017, 9:10 AM

BIDDER	REQUIREMENTS	TOTAL CONSULTANT COSTS
DUNCAN ASSOCIATES 116 W Illinois , Suite 700 Chicago, IL 60654	Bond: Y or N <i>N/A</i> PC: <input checked="" type="radio"/> Y or N Addenda: Y or N <i>N/A</i> Bid Form: <input checked="" type="radio"/> Y or N	\$ 45,800 ⁰⁰ (\$ 11,300 MTG) INC IN PRICE
	Bond: Y or N PC: Y or N Addenda: Y or N Bid Form: Y or N	
	Bond: Y or N PC: Y or N Addenda: Y or N Bid Form: Y or N	
	Bond: Y or N PC: Y or N Addenda: Y or N Bid Form: Y or N	
	Bond: Y or N PC: Y or N Addenda: Y or N Bid Form: Y or N	
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ALSO PRESENT: Rita Weiss, Steve Lazzara, David DuBois

RW *SL* *DD*

Rita Weiss

From: Steve Lazzara
Sent: Friday, February 17, 2017 3:13 PM
To: Rita Weiss
Cc: Colin Duesing; David Dubois
Subject: zoning ord update
Attachments: Draft zoning ordinance update consulting services resolution.doc

Hi Rita:

Attached you will find a resolution that will allow County Executive Walsh to negotiate and contract with a consultant for our Zoning Ordinance update.

Only one consultant responded to our posting that ran from January 9th 2017 to February 1st 2017. Duncan Associates with CodaMetrics was the responding consultant team. Duncan Associates was our consultant for the writing of the County Zoning Ordinance and Subdivision Ordinance. Mr. Kirk Bishop was interviewed before the Chair and Vice Chair of the Land Use and Development Committee of the County Board. Land Use Staff Members were also in attendance. The consultant demonstrated a clear and concise understanding of zoning policy and ordinance development. Furthermore, the consultant has a very strong understanding of Will County's land development policies.

We are selecting the team of Duncan Associates with CodaMetrics as a subcontractor.

Please let me know if you need anything else.

Thanks,
Steve

Steve
Steve

Steve Lazzara, AICP
Senior Planner
Will County Land Use Dept.
58 E. Clinton St. Suite 100
Joliet, IL 60432
Ph. (815) 774-3321
slazzara@willcountylanduse.com

Steve
Steve
Steve
Steve

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