



Legislation Text

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PROPOSED RESOLUTION

GENERAL SUPERINTENDENT AUTHORITY TO APPROVE AND EXECUTE OFFICE RELOCATION RELATED AGREEMENTS

WHEREAS, the Forest Preserves of Cook County (the “Forest Preserves”) General Headquarters (“GHQ”) is located at 536 N. Harlem, River Forest, IL and is approximately 22,500 square feet; and

WHEREAS, GHQ is open to the general public to obtain permits for activities at the Forest Preserves and to provide meeting space for staff to discuss Forest Preserves business; and

WHEREAS, eight departments including approximately 70 full-time employees utilize GHQ; and

WHEREAS, beginning in June 2023, GHQ is slated for renovation, specifically replacement of existing gas-fired boilers and inefficient mechanical systems with all-electric heating, ventilating, and cooling system and modifications to address building envelope deficiencies to reduce the amount of energy needed (see Board Item Nos. 21-0479, 23-0018, 23-0019, 23-0212, and 23-0213); and

WHEREAS, the new HVAC system proposed for GHQ is anticipated to advance the Forest Preserves’ Sustainability and Climate Resiliency Plan by reducing the Forest Preserves impact on the effects of global climate change; and

WHEREAS, to facilitate the GHQ renovation, staff, furniture, fixtures, equipment, and records will need to be relocated on an accelerated time frame; and

WHEREAS, to accommodate the proposed relocation of staff, furniture, fixtures, equipment, and records, the Forest Preserves intends to make judicious use of remote work, online permitting, and the Forest Preserves available space at alternate locations; and

WHEREAS, despite the above proposed accommodations, the Forest Preserves has determined that from a logistics standpoint it will need to enter into leases for office or other work space, as well as agreements for warehouse storage and movers, before authorization may be obtained from the Forest Preserves of Cook County Board of Commissioners due to timing constraints.

NOW, THEREFORE, BE IT RESOLVED, that the Forest Preserves of Cook County Board of Commissioners do hereby authorize the Forest Preserves General Superintendent or designee, to approve and execute lease, warehouse/storage, and moving agreements for the relocation of staff, furniture, fixtures, equipment, and records due to GHQ closure, provided, however, that (1) any such agreements do not exceed a duration of twelve (12) months, (2) any leases are for space within Cook County, and (3) payments should be at or below market rates and the aggregate spend on such leases and agreements will not exceed Two Hundred Thousand Dollars (\$200,000); and

BE IT FURTHER RESOLVED, that the Forest Preserves is authorized to enter into agreements with Cook County and/or other governmental agencies pursuant to this Resolution, subject to the terms above; and

BE IT FURTHER RESOLVED, that no later than the first Committee on Finance meeting after October 1st, the General Superintendent shall submit to the Committee a report covering agreements entered into pursuant to this

Resolution and the value of each such agreement.