



VILLAGE OF LIBERTYVILLE
Fire and Police Committee
Minutes
January 21, 2025

A meeting of the Fire and Police Committee was held on Tuesday, January 21, 2025, at 4:36 p.m. at the Libertyville Village Hall. Those in attendance included Chairperson (Mayor) Donna Johnson, Trustee Jim Connell, and Trustee Casey Rooney. Others in attendance were Trustee Adams, Trustee Garrity, Trustee Hickey, Village Administrator Kelly Amidei, Director of Finance Denise Joseph, Police Chief Ed Roncone, and Graham Harwood, CCS International (Owner's Representative).

Approval of Minutes

Trustee Rooney made a motion to approve the Committee minutes of October 15, 2024. Trustee Connell seconded the motion. The minutes were approved by a 3-0 vote.

Police Station Architect RFQ Interviews

Mayor Johnson provided an introduction of the topic for the meeting and relayed her expectations for the RFQ selection process. She then asked Administrator Amidei and Chief Roncone to provide a summary of the first phase of the selection process. Graham Harwood of CCS international provided a summary of the selection interviews for the nine submittals and the process for arriving at the five finalists to be interviewed. Administrator Amidei distributed a memo from Attorney Passman describing the process for the selection of an architect as required by the Local Government Professional Services Selection Act. The Act, which applies to all units of government in Illinois except home-rule units, imposes specific rules for municipalities and other political subdivisions for the procurement of architectural, engineering, and land surveying services. The Act emphasizes qualification-based selection, requirements for public notice, evaluation criteria, and considerations for negotiating with the top-ranked firms. The Village as a non home-rule community must comply with the Act.

The Committee heard presentations from the following five firms: Cordogan, Clark & Associates, FGM Architects, Studio GC, Williams Architects and The Hezner Corporation.

Following the presentations the Committee members provided their feedback on the firms and had a general discuss related to ranking the firms in order of ability to meet the needs of the requirements in the RFQ for the project.

Mayor Johnson made a motion to rank the firms in the following order: 1) FGM Architects, 2) Studio GC, and 3) Williams Architects. Trustee Rooney seconded the motion and by a 3-0 vote the motion was approved.

Mayor Johnson thanked the staff for their work on the process.

DRAFT

Mayor Johnson made a motion to adjourn the meeting, which was seconded by Trustee Rooney, the meeting was adjourned at 10:39 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Kelly A. Amidei".

Kelly Amidei, Village Administrator