



LakeCounty

Purchasing Division

<http://doingbusiness.lakecountyil.gov/>

Lake County will be accepting **only** electronic RFP submissions for Request for Proposal #20008 Computerized Maintenance Management System (CMMS).

Please follow the steps below to upload your electronic RFP Submission:

1. Go to www.lakecountypurchasingportal.com
2. Click on the RFP Number: 20008
3. Click on register for this bid
4. Enter your username and password
5. Under the Submittals section you will be able to upload your bid submittal
 - a. Click on the browse button
 - b. Navigate your computer and select the appropriate file
 - i. Multiple files can be uploaded, each file can be no more than 20 MB
 - ii. Files can also be uploaded as a .zip file
 - c. Click on save submittals
 - d. Close the browser

ALL SUBMITTALS SHOULD BE LABELED ACCORDINGLY. PLEASE USE BELOW LABEL FOR YOUR CONVENIENCE.

<u>BID/RFP No.</u> RFP #20008	Vendor Name: _____
<u>Buyer:</u> Yvette Albarran	Lake County
<u>Bid/RFP Description:</u> Computerized Maintenance Management System (CMMS)	ATTN: PURCHASING DIVISION 18 N. County Street – 9 th Floor
<u>BID/RFP Due Date*:</u> December 1, 2020 at 11:00 a.m. local time	Waukegan, IL 60085-4350

***Please note: Responses are due at 11:00 a.m. local time on December 1, 2020. Please allow sufficient time for any technical issues you may have and upload your RFP early. Please email Purchasing at purchasing@lakecountyil.gov to receive confirmation that we have successfully received your submissions**

Lake County, Illinois
Request for Proposals # 20008
Computerized Maintenance Management System (CMMS)

This Request for Proposal (RFP) is for the purpose of establishing a contract for the procurement of Computerized Maintenance Management System (CMMS) to assist with managing assets, work orders, inventory, and other workflows for the Lake County Public Works wastewater and water systems.

GENERAL REQUIREMENTS: Proposers are to submit via electronic submission. Submit one (1) marked Original, and one (1) redacted copy that can be used to comply with the Illinois Freedom of Information Act (FOIA). Please refer to the FOIA statute, 5 ILCS 140/1 et seq., and specifically Section 7 therein, for an explanation of the information that may be redacted.

SUBMISSION LOCATION: Proposal are to be submitted via the Lake County Purchasing Portal.

SUBMISSION DATE & TIME: **December 1, 2020, 11:00 a.m. local time**
Proposals received after the time specified will not be opened.

CONTACT / QUESTIONS: Should the proposer require additional information about this RFP, please submit questions on our website at <http://lakecountypurchasingportal.com> by selecting the RFP number and addendum link. Questions may also be submitted via email to purchasing@lakecountyil.gov. All questions shall be submitted no less than seven (7) days prior to the RFP opening date.

CONTENTS: The following sections, including this cover sheet, shall be considered integral to this solicitation.

- *Cover Sheet
- *General Terms and Conditions
- *General Information
- *Submittals
- *Evaluation Criteria
- *Addendum Acknowledgement
- *Proposal Price Sheet
- *General Information Sheet
- *References
- *Sustainability Statement
- *Vendor Disclosure Statement
- *Exhibit A –AS-IS and TO-BE Workflows
- *Exhibit B– Concept for Scheduled Preventive Maintenance Checklists
- *Exhibit C - Software Matrix

If your RFP includes any exceptions, proposers must insert an "X" in the following box indicating a submission with exceptions and provide separately a submission with noted exceptions.

--