

# RESOLUTION

## Resolution Authorizing a Contract with Wold Architects and Engineers of Palatine, Illinois for a Space Needs Analysis (18)

**WHEREAS**, facility master planning is an essential best management practice that enables McHenry County to optimize space utilization, anticipate future needs, and make strategic decisions about facility improvements and expansions, ultimately leading to cost-effective and efficient facility operations and service delivery over the long term; and

**WHEREAS**, McHenry County desires to engage Wold Architects and Engineers (Wold) to assist McHenry County with understanding its current space needs for various offices and departments in the Michael J. Sullivan Judicial Center as well as the Office of Specialty Courts and identify options to address these needs for a lump sum fee of \$32,500 plus actual reimbursable expenses; and

**WHEREAS**, the engagement of Wold for this assignment is permissible pursuant to Article 4 of the County Purchasing Ordinance for Professional Services which allows for the selection of a vendor to be made by the County Board where a previously vetted contractor is selected based on qualifications, ability of professional personnel, past record and experience, performance data on file, willingness to meet time and budget requirements, location, workload of the firm, work on similar projects, and past performance with McHenry County; and

**WHEREAS**, this resolution has been reviewed by the Administrative Services Committee and the Finance & Audit Committee.

**NOW, THEREFORE BE IT RESOLVED**, by this County Board of McHenry County, Illinois, that it hereby authorizes the Director of Procurement and Special Services to engage Wold Architects and Engineers to conduct a space needs analysis in accordance with the attached proposal for a lump sum fee of \$32,500 plus reimbursable expenses; and

**BE IT FURTHER RESOLVED**, that funding for this project shall be provided through main account 457000-40-90-9000-100 (Contingency - Non Departmental- General Fund); and

**BE IT FURTHER RESOLVED**, that the County Clerk is hereby authorized to distribute a certified copy of this Resolution to the Director of Procurement and Special Services, Director of Facilities, County Auditor, Deputy County Administrator, Chief Financial Officer, and County Administrator.

**DATED** at Woodstock, Illinois, this 15th day of April, A.D., 2025.

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Michael Buehler, Chairman  
McHenry County Board

ATTEST:

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Joseph J. Tirio, County Clerk

## RESOLUTION

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SUBJECT: Resolution Authorizing a Contract with Wold Architects and Engineers of Palatine, Illinois for a Space Needs Analysis (18)

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**Board / Committee Action Requested:**

To authorize a contract with Wold Architects and Engineers of Palatine, Illinois for a space needs analysis for a lump sum fee of \$32,500 plus reimbursable expenses.

**Background and Discussion:** As McHenry County's services and operations evolve, so does the need to provide adequate facilities and operating space. In 2008, McHenry County developed a comprehensive master facility plan to contemplate space and facilities needed to address the anticipated rapid population growth and corresponding increase in service levels. Shortly thereafter, the housing bubble burst followed by a recession which drastically impacted the population projections and the County's growth trajectory. However, there were still significant aspects of that plan which needed to be addressed such as the razing of Annex B and the relocation of its 7,000 SF in Health Department client-based service space. In 2016, a limited update of the 2008 facility master plan with a particular focus on the immediate needs of the State's Attorney's Office and the Health Department (in light of the impending Annex B razing) was conducted. The key recommendations coming out of the 2016 analysis were to construct a new Health Department facility and construct an addition onto the Government Center to meet the space needs for the State's Attorney's Office. Ultimately, the County opted to not increase the County's building footprint and instead optimize existing space in the Administration Building and Annex A to accommodate the Health Department's needs. This was an immediate 'fix' for the Health Department, but the needs of the State's Attorney's Office were not addressed.

The County's need for space continued to evolve and since then, many services and operations have changed significantly due to the pandemic, statutory mandates, staffing changes and opportunities created through technology. In addition to the lingering space needs for the State's Attorney's Office, which has been further compounded due to staffing increases, additional space is needed to accommodate the Public Defender, Courts, Sheriff's Office, and the Office of Specialty Courts. An analysis is necessary to understand current and projected space needs for these offices and provide options to address these needs.

To this end, a proposal was received from the architectural consulting firm who developed the 2008 facilities master plan and corresponding 2016 update but we could not come to agreeable terms. Wold Architects and Engineers (Wold) was then approached and provided the attached proposal for a lump sum fee of \$32,500 plus reimbursable expenses which is deemed to be more in line with the County's value for the project and timeline.

Article 4 of the County Purchasing Ordinance for Professional Services includes architectural design work and allows a Department Head and the Director of Procurement to present a resolution where a satisfactory relationship exists for the services required for any contract over \$30,000 without going through a formal request for qualification process. Further, Article 4 allows for the selection of a vendor to be made by the County Board where a previously vetted contractor is selected based on qualifications, ability of professional personnel, past record and experience, performance data on file, willingness to meet time and budget requirements, location, workload of the firm, work on similar projects, and past performance with McHenry County. Accordingly, as a professional architectural service and because of the satisfactory relationship the County has with Wold in this capacity and in general, they are being brought forward as the recommended vendor for this assignment.

Please note that pursuant to this proposal, if WOLD is retained to develop the projects identified through the space needs analysis, Wold is prepared to credit up to 50% of the proposed fee towards the calculated project design fees.

**Impact on Human Resources:** To be determined based on the scope and amount of analysis that will be conducted in-house.

**Impact on Budget (Revenue; Expenses, Fringe Benefits):** None. This project will be funded through the contingency fund included in the FY 2024/2025 Budget.

**Impact on Capital Expenditures:** This update will guide the County in making decisions regarding the County's facilities and future space needs which may impact future capital expenditures.

**Impact on Physical Space:** Immediately, none. This update will be a guide for addressing future physical space needs.

**Impact on Other County Departments or Outside Agencies:** Immediately, none. The outcome of the update will guide the County Board in making decisions for improvements to County facilities which will ultimately address current and future space needs for various departments.

**Conformity to Board Ordinances, Policies and Strategic Plan:** The selection of Wold as the vendor for this engagement is in accordance with the County's Purchasing Ordinance. In addition, this aligns with the McHenry County Strategic Plan Leadership & Governance Goal 1) *Identify the appropriate uses of COVID relief funds to have the most valuable impact on the County's short and long-term recovery.*