

Lake County Illinois

*Lake County Courthouse and Administrative Complex
18 N. County Street
Waukegan, IL 60085-4351*



Agenda Report - Final

Wednesday, March 28, 2012

1:00 PM

Conference Room C

Financial and Administrative Committee

1. Call to Order
2. Pledge of Allegiance
3. Approval of Minutes

3.1 [12-0358](#)

Minutes from February 29, 2012.

Attachments: [F&A 2.29.12](#)

3.2 [12-0359](#)

Executive session minutes of July 6, 2011.

4. Added to Agenda
5. Public Comment
6. Old Business
7. New Business

HEALTH & COMMUNITY SERVICES

7.1 [12-0319](#)

Joint committee action authorizing the intra-fund transfer of unencumbered funds from Brownfields Program to the Lake County Affordable Housing Program (AHP).

- The Brownfields Program currently has \$351,061.78 in unencumbered funds from projects that have either been cancelled or finished under budget.
- In the past, balances of funds from the Brownfields Program have been transferred to the AHP.
- In accordance with the County Board rules, joint committee action is required by the Health and Community Services Committee and Finance and Administrative Committee.

Attachments: [3 27 12 Memo - Joint Committee Action](#)

LAW & JUDICIAL

7.2 [12-0218](#)

Joint resolution authorizing an emergency appropriation in the amount of \$3,575 with offsetting revenue for the Public Defender to serve as Guardian ad Litem throughout the adoption process during Department of Children and Family Services (DCFS) cases.

- Adoption cases have been moved from the Waukegan Branch Court to the Depke Juvenile Justice Center in Vernon Hills.
- Few private attorneys are available to serve as Guardian ad Litem in the Vernon Hills in DCFS cases when parental rights have been terminated.
- The Courts have asked the Public Defender's Office to serve as Guardian ad Litem throughout the adoption process during DCFS cases in exchange for

attorney's fees.

- An emergency appropriation of \$3,575 is required to spend the revenue generated from these fees on costs associated with these cases.

7.3 [12-0280](#)

Joint resolution authorizing an intergovernmental agreement with the Village of Lakemoor for the purpose of utilizing the Lake County Emergency Telephone System Board's Computer Aided Dispatch System (CAD).

- CAD is an automated police and fire call dispatch system utilizing computer access to address, incident, and resources information.
- The Village of Lakemoor desires contracting with the Lake County Emergency Telephone System Board for dispatching purposes.
- The Village is responsible for all associated costs of CAD connectivity, Public Safety Answering Point (PSAP) hardware and usage.
- The Village of Lakemoor will pay for the connection cost of \$6,000.
- Any additional costs incurred by the Villages for CAD related services, interfaces, licensing, mapping, geocoding, cabling, maintenance etc. will be paid by the Village.

Attachments: [20120307150831](#)

REVENUE, RECORDS & LEGISLATION

7.4 [12-0306](#)

Joint resolution authorizing an emergency appropriation in the amount of \$141,290 in the Fiscal Year 2012 Corporate Capital Improvement Program for the County Clerk's activities concerning the Help America Vote Act (HAVA).

- The County Clerk was awarded a HAVA grant in the amount of \$747,907.
- These funds are to be used to improve the administration of elections in Illinois.
- The County received reimbursements from this grant for budgeted maintenance expenses on voting equipment.
- The remaining grant funds totaling \$141,290 are unbudgeted and need to be appropriated.

Attachments: [Phase III.pdf](#)

7.5 [12-0307](#)

Joint resolution authorizing an emergency appropriation in the amount of \$47,386 in the Fiscal Year 2012 Corporate Capital Improvement Program for the County Clerk's activities concerning the Help America Vote Act (HAVA).

- The County Clerk's Office was awarded a HAVA grant in the amount of \$47,386.
- These funds are to be used to improve voting access for individuals with disabilities in Illinois.
- The grant is unbudgeted and needs to be appropriated.

Attachments: [VAID IV.pdf](#)

7.6 [12-0315](#)

Joint resolution designating American Enterprise Bank as an additional depository in which the funds and monies in the custody of Robert Skidmore, as County Treasurer

and as Ex-Officio County Collector, may be deposited.

- Upon approval American Enterprise Bank would like to be a depository for Lake County.

7.7 [12-0265](#)

Joint resolution approving the revised Lake County Investment Policy.

- The investment policy establishes cash management and investment guidelines for County funds.
- Recently, Illinois Statute was modified to allow additional investment opportunities, including: credit unions and additional bonds.
- The attached policy has been updated to reflect the modifications to Illinois Statute.

Attachments: [original 2010 version INVESTMENT POLICY March 2.pdf](#)

PUBLIC WORKS & TRANSPORTATION

7.8 [12-0308](#)

Joint resolution authorizing Treasurer Robert Skidmore to withdraw monies from the Bond Series A of 2010 Construction Account to pay construction cost Items.

- The County issued bonds in October 2010 in the amount of \$20,000,000 to construct various water and sewer system improvements.
- Pursuant to the County Bond Ordinance, the County Board must approve disbursements of bond proceeds within the construction account.
- This withdrawal represents Payout No. 17 and pays several invoices related to various projects in the total amount of \$820,619.23.
- The remaining balance available, after authorization of this payment, will be \$3,267,676.

Attachments: [04.10.12 Series A Construction Payout #17.pdf](#)

7.9 [12-0321](#)

Joint resolution authorizing a contract for resurfacing portions of Lewis Avenue and Kenosha Road to Peter Baker and Son Company, Lake Bluff, Illinois in the amount of \$3,165,980.56 and designated as Section 11-00999-17-RS.

- [Lewis Avenue and Kenosha Road Resurfacing: Contract Award.](#)
- These resurfacing improvements have been identified within the County's pavement management system and are included in the 2012 program.
- A total of three bids were received, ranging from \$3,165,980 to \$3,996,923, with the Peter Baker and Son Company, Lake Bluff, Illinois being the lowest responsible bidder with a contract amount of \$3,165,980.56.

Attachments: [12-0321 Lewis Avenue and Kenosha Road Bid Tabulation](#)

7.10 [12-0320](#)

Joint resolution appropriating \$1,250,000 of Motor Fuel Tax funds for the supply of ice control salt materials needed for the 2012-2013 winter season and designated as Section 13-00000-00-GM.

- [Ice Control Salt 2012-2013 Winter Season: Appropriation.](#)

- The Division of Transportation (DOT) annually appropriates funds for the procurement of ice control salt.
- DOT's contract for salt for the 2011-2012 winter season, which was provided by the State of Illinois Department of Central Management Services, will be extended for the winter season of 2012-2013.
- This resolution appropriates \$1,250,000 of Motor Fuel Tax funds for this purchase.

7.11 [12-0336](#)

Joint resolution authorizing emergency appropriations in FY 2012 Lake County Division of Transportation (LCDOT) capital funds for projects previously approved and for additional revenue.

- [FY 2012 LCDOT Capital Funds: Emergency Appropriation.](#)
- This resolution authorizes emergency appropriations in the FY 2012 LCDOT capital funds budget for previously approved projects and additional revenue.
- These projects and revenue were not included in the FY 2012 budget.
- Without this action, these projects and revenue will not have the budget authority required.

Attachments: [12-0336 ADI Spreadsheet April 12 DOT](#)

7.12 [12-0337](#)

Joint resolution authorizing an emergency appropriation of \$87,159.83 for interest earned and \$118,934.95 for the premium on the sale of bonds in the FY 2012 2010A Road Construction Bond fund for road improvements to public roads within the County, and designated as Section 10-00999-15-GB.

- [Lake County 2010A Road Construction Bond Fund: Emergency Appropriation.](#)
- The Lake County Board, at its meeting of August 10, 2010, approved the issuance of General Obligation Bonds (Sales Tax Alternate Revenue Source) with an interest rebate from the federal government.
- The Lake County Board, at its meeting of January 11, 2011, appropriated \$31,410,000 to the Road Construction Bond fund.
- This resolution appropriates \$87,159.83 of interest earned and \$118,934.95 for the premium on the sale of bonds to the FY 2012 2010A Road Construction Bond fund budget.

7.13 [12-0338](#)

Joint resolution authorizing an emergency appropriation of \$18,163.39 for interest earned in the FY 2012 2011A Road Construction Bond fund for road improvements to public roads within the County, and designated as Section 11-00999-19-GB.

- [Lake County 2011A Road Construction Bond Fund: Emergency Appropriation.](#)
- The Lake County Board, at its meeting of March 15, 2011, approved the issuance of General Obligation Bonds (Sales Tax Alternate Revenue Source).
- The Lake County Board, at its meeting of June 14, 2011, appropriated \$21,815,896.70 to the Road Construction Bond fund.
- This resolution appropriates \$18,163.39 for interest earned to the FY 2012 2011A Road Construction Bond fund budget.

7.14 [12-0334](#)

Joint resolution authorizing the execution of an agreement for consulting services with

Victor S. Teglassi of Scarsdale, New York at a cost of \$158,840 to upgrade the current Lake County Division of Transportation's (LCDOT) licensed Capital Program Management System (CPMS), appropriating \$175,000 of Matching Tax funds for these services, and designating as Section 12-00000-11-EG.

- [CPMS Upgrade Consultant Agreement and Appropriation.](#)
- LCDOT is a licensed user of CPMS since 1990.
- CPMS is used extensively for a combined source of data in managing key documents, including: the County's five-year program, the County's annual program, IDOT motor fuel tax (MFT) reports, and the LCDOT bonding program.
- CPMS Windows-based version needs to be upgraded to SQL for a more modern and robust environment.
- This resolution authorizes a consulting agreement for these services, and appropriates \$175,000 of Matching Tax funds designated as Section 12-00000-11-EG.

Attachments: [12-0334 CPMS ATTACHMENT A - Scope of Work](#)

[12-0334 CPMS ATTACHMENT B - Cost Proposal](#)

[12-0334 CPMS SQL Agreement Draft](#)

7.15 [12-0323](#)

Joint resolution authorizing a contract for the installation of a new steel pile retaining wall on the east side of Lewis Avenue, 2100 feet north of Illinois Route 173, along with a culvert liner, to Alliance Contractors, Inc., Woodstock, Illinois in the amount of \$440,522.46, and designated as Section 11-00000-07-GM.

- [2012 Retaining Wall Maintenance: Contract Award.](#)
- The installation of retaining wall and culvert liner is included in the FY2012 program.
- A total of four bids were received, ranging from \$440,522.46 to \$504,000, with Alliance Contractors, Inc., Woodstock, Illinois being the lowest responsible bidder with a contract amount of \$440,522.46.

Attachments: [12-0323 2012 Retaining Wall Maintenance Bid Tabulation](#)

7.16 [12-0324](#)

Joint resolution authorizing a contract for bituminous pavement removal and pavement resurfacing on West Beach Grove Road in Antioch Township Road District, to Peter Baker & Son Company, Lake Bluff, Illinois in the amount of \$188,970.34 and designated as Section 12-01104-05-GM.

- [2012 Township Motor Fuel Tax; Antioch Township Road District: Contract Award.](#)
- A total of four bids were received, ranging from \$188,970.34 to \$243,948.83, with Peter Baker & Son Company, Lake Bluff, Illinois being the lowest responsible bidder with a contract amount of \$188,970.34.

Attachments: [12-0324 Antioch Township Road District Bid Tabulation](#)

7.17 [12-0325](#)

Joint resolution awarding a contract for bituminous pavement removal, patching, and resurfacing on various roads in the Fairfield Lake Estates and Barnswallow Estates Subdivisions in Fremont Township Road District, to Peter Baker & Son Company, Lake

Bluff, Illinois in the amount of \$161,881.84 and designated as Section 12-07144-00-GM.

- 2012 Township Motor Fuel Tax; Fremont Township Road District: Contract Award.
- A total of three bids were received, ranging from \$161,881.84 to \$218,303.29, with Peter Baker & Son Company, Lake Bluff, Illinois being the lowest responsible bidder with a contract amount of \$161,881.84.

Attachments: [12-0325 Fremont Township Road District Bid Tabulation](#)

7.18 **12-0326**

Joint resolution authorizing a contract for bituminous pavement removal and resurfacing on various roads in the Fox Lake Hills Subdivision in Lake Villa Township Road District, to Peter Baker & Son Company, Lake Bluff, Illinois in the amount of \$249,186.37 and designated as Section 12-09147-07-GM.

- 2012 Township Motor Fuel Tax; Lake Villa Township Road District: Contract Award.
- A total of three bids were received, ranging from \$249,186.37 to \$294,150.45, with Peter Baker & Son Company, Lake Bluff, Illinois being the lowest responsible bidder with a contract amount of \$249,186.37.

Attachments: [12-0326 Lake Villa Township Road District Bid Tabulation](#)

7.19 **12-0327**

Joint resolution authorizing a contract for bituminous pavement removal, patching, and resurfacing on various roads in the Forest Haven Subdivision and Technology Way in Libertyville Township Road District, to Peter Baker & Son Company, Lake Bluff, Illinois in the amount of \$336,268.31 and designated as Section 12-10114-02-GM.

- 2012 Libertyville Township Road District: Contract Award.
- A total of three bids were received, ranging from \$336,268.31 to \$462,820.81, with Peter Baker & Son Company, Lake Bluff, Illinois being the lowest responsible bidder with a contract amount of \$336,268.31.

Attachments: [12-0327 Libertyville Township Road District Bid Tabulation](#)

7.20 **12-0328**

Joint resolution authorizing a contract for bituminous pavement removal, patching, and resurfacing on Crawford Road, from Illinois Route 173 to State Line Road, in Newport Township Road District, to Peter Baker & Son Company, Lake Bluff, Illinois in the amount of \$289,886.92 and designated as Section 12-11108-05-GM.

- 2012 Newport Township Road District: Contract Award.
- A total of four bids were received, ranging from \$289,886.92 to \$329,475.75, with Peter Baker & Son Company, Lake Bluff, Illinois being the lowest responsible bidder with a contract amount of \$289,886.92.

Attachments: [12-0328 Newport Township Road District Bid Tabulation](#)

7.21 **12-0329**

Joint resolution authorizing a contract for bituminous pavement removal, patching, and pavement resurfacing on Old Woods Trail and Twin Lakes Boulevard in Warren

Township Road District, to Peter Baker & Son Company, Lake Bluff, Illinois in the amount of \$199,104.97 and designated as Section 12-14143-00-GM.

- 2012 Township Motor Fuel Tax; Warren Township Road District: Contract Award.
- A total of three bids were received, ranging from \$199,104.97 to \$238,694.82, with Peter Baker & Son Company, Lake Bluff, Illinois being the lowest responsible bidder with a contract amount of \$199,104.97.

Attachments: [12-0329 Warren Township Road District Bid Tabulation](#)

7.22 [12-0330](#)

Joint resolution authorizing a contract for bituminous pavement resurfacing on various roads in Waukegan Township Road District, to Peter Baker & Son Company, Lake Bluff, Illinois in the amount of \$50,452.73 and designated as Section 12-16114-00-GM.

- 2012 Township Motor Fuel Tax; Waukegan Township Road District: Contract Award.
- A total of three bids were received, ranging from \$50,452.73 to \$69,361.43, with Peter Baker & Son Company, Lake Bluff, Illinois being the lowest responsible bidder with a contract amount of \$50,452.73.

Attachments: [12-0330 Waukegan Township Road District Bid Tabulation](#)

FINANCE & ADMINISTRATIVE

7.23 [12-0318](#)

Resolution authorizing a contract with FGM Architects to provide construction documents associated with the design of a new replacement heavy duty shop in the amount of \$89,950.

- Lake County Division of Transportation (LCDOT) has a need to expand the existing heavy duty shop to increase productivity, efficiency, and growing demand from partner communities.
- Expanding the heavy duty shop will provide better flow of vehicles, more vehicles being serviced, and improved productivity from existing staff.
- Funding for the architectural design service to expand the existing heavy duty shop was approved as part of the 2012 CCIP Operational Improvements request process.
- Lake County has a prior satisfactory relationship with FGM Architects, Inc. (formerly known as SRBL Architects) and these services are in accordance with Lake County Purchasing Ordinance Article 5-101(3) and the Local Government Professional Services Selection Act (50 ILCS 510/1 et seq).
- The County is proposing to expand the existing heavy duty shop by 2,550 square feet. The expanded shop will have a total of 6,300 square feet capacity with drive-through configuration.

7.24 [12-0350](#)

Resolution authorizing a contract with Great Lakes Elevator Service, Inc. of Park Ridge, Illinois, in the estimated annual amount of \$83,760.

- Lake County desires to enter into a two-year contract, with renewal options with Great Lakes Elevator Service, of Park Ridge, Illinois for elevator maintenance and repairs, for Facility Operations, Department of Transportation and Lake County Health Department.
- Invitations for bids were extended to nine vendors. Five sealed bids were received and opened in the County Building, Waukegan at 2:00 p.m., on March 8, 2012.

- Bids received ranged in the amount of \$83,760 to \$102,240.
- Bids were evaluated on annual maintenance costs and maintenance time as specified in the contractor qualifications and evaluation criteria.
- Great Lakes Elevator Service Inc., Park Ridge, Illinois submitted the lowest, most responsible and responsive bid of \$83,760.
- The contract authorizes a two-year agreement with three additional one-year renewal options. This will cost Lake County an estimated annual amount of \$83,760 and will be charged to accounts for Facilities Operations, Department of Transportation and Lake County Health Department.

7.25 [12-0353](#)

Resolution authorizing a six-month emergency contract with Paper Tiger Document Solutions of Gurnee, Illinois, in an amount not to exceed \$60,000, to provide record storage for various county departments.

- Paper Tiger Document Solutions currently provides document storage and management for over 31,000 boxes of documents for various county departments.
- Paper Tiger Document Solutions has provided document storage for the County for five years.
- The current contract for document storage has expired; and Facilities Operations has requested an emergency procurement in accordance with Section 6-103 of the Lake County Purchasing Ordinance.
- Paper Tiger Document Solutions has agreed to a six-month contract extension (December 1, 2011 to May 31, 2012), during which time, the purchasing division will issue a new bid and contract award for the service.

7.26 [12-0354](#)

Resolution authorizing a contract with Telmate of Ontario, Oregon to provide secure inmate telephone and video visitation system services for the Lake County Jail.

- The current contract for inmate phone services has expired.
- Lake County desires to enter into a new contract with Telmate of Ontario, Oregon to provide inmate telephone and video visitation services for the inmates housed in the Lake County Jail.
- Lake County extended requests to eleven vendors, four proposals were received and interviews were conducted with three vendors.
- The telephone rates for inmate telephone calls remain the same; however, Lake County could see more revenue based on the proposed commission rate of 60 percent.
- The video visitation service provides operational efficiencies for the jail and potential benefits for family visitation.
- The upfront cost for installation for the video visitation system will be incurred by the vendor and the County will reimburse the cost over the initial two-year contract with revenue from the video visitations.

7.27 [12-0348](#)

Joint resolution authorizing a contract with Fatpot Technologies, Bountiful, Utah, for Inter-Regional Computer Aided dispatch Interface for the Emergency Telephone Safety Board (ETSB) in the estimated amount of \$585,100.

- Lake County desires to enter into a contract for the Lake County Emergency Telephone System Board (ETSB) and recognizes the opportunity to enhance communications and public safety, enhance efficiency, minimize risk and errors, assist in productivity,

optimize the day to day activities and use of resources; including but not limited to; Instant Interoperability, total situational awareness, true mobility, coordinated multi-agency response, greater homeland security and enhanced public safety.

- Lake County extended Request for Proposals to seventy-two potential vendors and four proposals were received and evaluated.
- Fatpot Technologies is recommended as the firm that best meets the needs of the County based on the RFP evaluation criteria.
- The contract authorizes, the Purchasing Agent to negotiate and enter into a two-year agreement with three additional one-year renewal options that will cost ETSB an estimated annual amount of \$585,100 to be paid from account 910-9000010-85070.

8. Executive Session

8.1 [12-0360](#)

Committee action regarding the semi-annual review of closed session minutes.

9. County Administrator's Report

9.1 [12-0361](#)

Follow-up regarding advertising/sponsorships.

10. Adjournment