

Lake County Illinois

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



Agenda Report - Final

Thursday, March 7, 2024

8:30 AM

Assembly Room, 10th Floor or register for remote attendance at:
<https://bit.ly/49t0hmK>

Financial & Administrative Committee

PUBLIC ATTENDANCE: The public can attend Lake County Committee and Board meetings in one of two ways:

- (1) In-person attendance is on the 10th Floor of the County Administrative Tower, 18 N. County Street, Waukegan, Illinois.
- (2) Remote attendance through an electronic conferencing application (register via the link on the front page of the agenda).

RECORDING: Meetings, to include Public Comment, will be recorded.

PUBLIC COMMENT:

Time is reserved near the beginning of the meeting for all Public Comment. At the Chair's discretion, Public Comment for an item(s) on the agenda may be presented during consideration of that specific item. Public Comment will proceed in the following order: (1) Public Comment by individuals in attendance and then (2) Public Comment by individuals attending remotely through an electronic conferencing application. Individuals may provide written Public Comment that must be received by 3:00 p.m. the day prior to the meeting (emailed to PublicComment@Lakecountyil.gov or delivered to the County Board Office, 18. N. County Street, Waukegan, Illinois, (10th floor)). Written comments will be circulated to the Members, but not read aloud.

Individuals providing Public Comment will provide the following information:

Meeting: Financial and Administrative Committee (Subject line for written Public Comment)

Topic or Agenda Item #: (REQUIRED)

Name: (REQUIRED)

Organization/Entity Represented: (REQUIRED) ("Self" if representing self)

Street Address, City, State: (Optional)

Phone Number: (Optional)

Email: May be REQUIRED for remote attendance

1. Call to Order
2. Pledge of Allegiance
3. Roll Call of Members
4. Addenda to the Agenda
5. Public Comment
6. Chair's Remarks
7. Unfinished Business
8. New Business

CONSENT AGENDA (Items 8.1 - 8.10)

REPORTS

8.1 [24-0277](#)

Report from Anthony Vega, County Clerk, for the month of December, 2023.

Attachments: [LCC Report for December 2023](#)

8.2 [24-0279](#)

Report from Anthony Vega, County Clerk, for the month of January, 2024.

Attachments: [LCC Report for January 2024](#)

8.3 [24-0271](#)

Cash & Investment Report from Holly Kim, Treasurer, for the month of January, 2024.

Attachments: [F&G 1.31.24](#)
[JAN23_FSG](#)

LAW & JUDICIAL

8.4 [24-0250](#)

Joint resolution authorizing the acceptance and execution of a grant from A Safe Place which will provide funding for printed materials and domestic violence based trainings, including an emergency appropriation of \$20,000 in grant funds.

- The Lake County State's Attorney's Office (LCSAO) has been awarded \$20,000 as a subaward from A Safe Place in order to assist with staff education and community awareness of domestic violence resources and programs.
- The grant term is July 1, 2023 through June 30, 2024.
- LCSAO will use funds in the amount of \$20,000 to cover the printed materials for community awareness and victim resources, along with trainings for SAO

prosecutors and victim specialists that work on domestic violence cases.

Attachments: [Grant Accounting Spreadsheet to FAS - A Safe Place \\$20k](#)

PUBLIC WORKS & TRANSPORTATION

8.5 [24-0251](#)

Joint resolution authorizing a contract with McGinty Bros., Inc., Long Grove, Illinois, in the amount of \$84,996.50 for ecological restoration management of wetland and upland buffer areas requiring native landscape maintenance.

- There was a public call for bids, and a total of one bid was received at \$84,996.50, and the lowest responsible bidder is McGinty Bros., Inc., Long Grove, Illinois, in the amount of \$84,996.50.
- This project is included in the Transportation Improvement Program, and designated as Section 24-00000-14-GM.

Attachments: [24-0251 Bid Tabulation, 2024 Native Landscaping Maintenance](#)
[24-0251 Vendor Disclosure, McGinty](#)

8.6 [24-0252](#)

Joint resolution appropriating \$1,568,300 of Motor Fuel Tax funds for ice control salt materials needed for the 2024-2025 winter season.

- The Lake County Division of Transportation (LCDOT) will participate in the County's joint procurement process for the acquisition of ice control salt for the 2024-2025 winter season.
- Before a letting can be held, an appropriation of funds is required.
- This project is included in the Transportation Improvement Program, and designated as Section 25-00000-05-GM.

8.7 [24-0259](#)

Joint resolution authorizing an agreement with Stanley Consultants, Inc., Chicago, Illinois, for engineering services for wastewater reclamation facilities.

- Lake County Public Works (LCPW) is seeking water reclamation facilities master planning for capital planning, risk assessments, design of facility improvements, consulting, oversight of construction, operational optimization studies, and operational staffing evaluations.
- This master agreement, sourced through a full Statement of Interest (SOI) competitive process, will allow individual task orders to be issued up to a maximum cumulative value of \$1,000,000 for a given fiscal year. The term of the contract will be two years with three one-year renewal options to allow for future projects with services based on approved contracted rates.
- The Lake County Purchasing Division received Statements of Interest from seven professional firms in response to the Issued Statement of Interest #23173 and interviewed five qualified firms.
- In accordance with the Local Government Professional Services Selection Act, the

five firms were all deemed qualified and selected for contract agreements. This resolution recommends an award to Stanley Consultants, Inc. for engineering services for wastewater reclamation facilities.

- The ongoing LCPW Capital Improvement Program includes an annual budget for this service.

Attachments: [24-0259 Stanley Agreement Final SCI Signed](#)

[24-0259 Stanley Consultants Scoring Matrix](#)

[24-0259 Stanley Consultants Vendor Disclosure](#)

[24-0259 Stanley WRF Assessments and Design](#)

8.8 [24-0260](#)

Joint resolution authorizing an agreement with Donohue & Associates, Inc., Chicago, Illinois, for engineering services for wastewater reclamation facilities.

- Lake County Public Works (LCPW) is seeking water reclamation facilities master planning for capital planning, risk assessments, design of facility improvements, consulting, oversight of construction, operational optimization studies, and operational staffing evaluations.
- This master agreement, sourced through a full Statement of Interest (SOI) competitive process, will allow individual task orders to be issued up to a maximum cumulative value of \$1,000,000 for a given fiscal year. The term of the contract will be two years with three one-year renewal options to allow for future projects with services based on approved contracted rates.
- The Lake County Purchasing Division received Statements of Interest from seven professional firms in response to the Issued Statement of Interest #23173 and interviewed five qualified firms.
- In accordance with the Local Government Professional Services Selection Act, the five firms were all deemed qualified and selected for contract agreements. This resolution recommends an award to Donohue & Associates, Inc. for engineering services for wastewater reclamation facilities.
- The ongoing LCPW Capital Improvement Program includes an annual budget for this service.

Attachments: [24-0260 Donohue Agreement Final](#)

[24-0260 Donohue Scoring Matrix](#)

[24-0260 Donohue Vendor Disclosure](#)

[24-0260 WRF Assessments and Design](#)

8.9 [24-0257](#)

Joint resolution authorizing an agreement with Baxter and Woodman Consulting Engineers, Crystal Lake, Illinois, for General and Applications engineering services.

- Lake County Public Works (LCPW) is seeking general and applications engineering services for sewer and water investigations, preliminary studies,

preliminary design, final studies, and final design documents, onsite, in-office staffing augmentation as requested, and SCADA integrator and applications engineering support.

- This master agreement, sourced through a full Statement of Interest (SOI) competitive process, will allow individual task orders to be issued up to a maximum cumulative value of \$1,000,000 for a given fiscal year. The term of the contract will be two years with three one-year renewal options to allow for future projects with services based on approved contracted rates.
- The Lake County Purchasing Division received Statements of Interest from ten professional firms in response to the Issued Statement of Interest #24216 and interviewed four qualified firms.
- In accordance with the Local Government Professional Services Selection Act, the four firms were all deemed qualified and selected for contract agreements. This resolution recommends an award to Baxter & Woodman Consulting Engineers for general and applications engineering services.
- The ongoing LCPW Capital Improvement Program includes an annual budget for this service.

Attachments: [24-0257 Baxter & Woodman Scoring Matrix Summary](#)

[24-0257 Baxter & Woodman Vendor Disclosure](#)

[24-0257 Baxter & Woodman Master Services Agreement Signed](#)

[24-0257 General and Applications Eng SOI](#)

8.10 [24-0258](#)

Joint resolution authorizing an agreement with Christopher B. Burke Engineering, Ltd, Rosemont, Illinois, for General engineering services.

- Lake County Public Works (LCPW) is seeking general and applications engineering services for sewer and water investigations, preliminary studies, preliminary design, final studies, and final design documents, and onsite, in-office staffing augmentation as requested.
- This master agreement, sourced through a full Statement of Interest (SOI) competitive process, will allow individual task orders to be issued up to a maximum cumulative value of \$500,000 for a given fiscal year. The term of the contract will be two years with three one-year renewal options to allow for future projects with services based on approved contracted rates.
- The Lake County Purchasing Division received Statements of Interest from ten professional firms in response to the Issued Statement of Interest #24216 and interviewed four qualified firms.
- In accordance with the Local Government Professional Services Selection Act, the four firms were all deemed qualified and selected for contract agreements. This resolution recommends an award to Christopher B. Burke Engineering, Ltd. for general engineering services.
- The ongoing LCPW Capital Improvement Program includes an annual budget for this service.

Attachments: [24-0258 CBBEL Agreement](#)
[24-0258 CBBEL Scoring Matrix Summary](#)
[24-0258 CBBEL SOI General and Applications Eng](#)
[24-0258 CBBEL Vendor Disclosure](#)

REGULAR AGENDA

LAW & JUDICIAL

8.11 24-0268

Joint resolution authorizing the Lake County Sheriff's Office to enter into a bid exemption procurement with Sirocco Marine, Franklinton, North Carolina for two marine patrol boats in the amount of \$467,060.58.

- Lake County Sheriff's Office has a boat patrol unit made up of six boats and has the need for two non-standard boat replacements that will be used to patrol for life safety and enforcement on the Chain of Lakes and Lake Michigan.
- The Sheriff's Department has requested the replacement of two boats in the fleet for several years, but the replacements were delayed due to budget limitations and competing priorities. The two boats proposed for replacement are now inoperable. There is currently no boat in the fleet that can be operated on Lake Michigan, hampering the Sheriff's Office statutory obligation to patrol Lake Michigan.
- The two replacement boats are unable to be procured through an available cooperative agreement due to the required customizations needed for patrol operations.
- In accordance with Section 33.066 of the Lake County Purchasing Ordinance, the County Purchasing Division and the State's Attorney's Office has identified the qualification for a bid exemption for the patrol boats by Sirocco Marine, Franklinton, North Carolina.
- The total amount of \$467,060.58 includes the two boats, warranty, and delivery and funds are available in the Fiscal Year 2024 budget.

Attachments: [Lake County IL Patrol 26 Quote Final](#)
[Lake County IL Patrol 29 Open Cabin Quote Final](#)
[Sirocco Marine Vendor Disclosure](#)
[LCSO Purchase Letter Boats](#)

PUBLIC WORKS & TRANSPORTATION

8.12 24-0254

Joint resolution authorizing a contract with Berger Excavating Contractors, Inc., Wauconda, Illinois, in the amount of \$15,626,271.84 for the improvement of Arlington Heights Road, from Lake Cook Road to 500 feet north of Illinois Route 83, which will be improved under the Illinois Highway Code for a total of 1.9 miles.

- Arlington Heights Road, from Lake Cook Road to approximately 500 feet north of Illinois Route 83, will be improved, inclusive of non-motorized facilities and drainage improvements.
- There was a public call for bids, and a total of seven bids were received, ranging from \$15,626,271.84 to \$19,599,897.49, and the lowest responsible bidder is Berger Excavating Contractors, Inc., Wauconda, Illinois, in the amount of \$15,626,271.84.
- This project is included in the Transportation Improvement Program with construction to begin in 2024 and designated as Section 17-00193-08-PV.

Attachments: [24-0254 Bid Tabulation, Arlington Heights Road Reconstruction](#)
[24-0254 Vendor Disclosure, Berger](#)
[24-0254 Location Map, Arlington Heights Road](#)

8.13 [24-0255](#)

Joint resolution authorizing a supplemental appropriation of \$240,000 of ¼% Sales Tax for Transportation funds for construction improvements at the intersection of Wadsworth Road at Lewis Avenue.

- The County has been allocated federal funds that will cover up to 80 percent of the costs for this improvement, and the Illinois Department of Transportation (IDOT) administers all federal highway funds.
- The County Board, at its meeting on December 12, 2023, approved an appropriation of \$768,000 of ¼% Sales Tax for Transportation funds for this improvement.
- There was a public call for bids by IDOT and the apparent low bid amount is \$4,199,910.04, which is 31 percent higher than the engineer's estimate.
- A supplemental appropriation of funds is necessary to cover the County's required share of the project costs.
- This improvement is included in the Transportation Improvement Program with construction beginning in 2024 and designated as Section 13-00055-06-WR.

Attachments: [24-0255 Location Map, Wadsworth at Lewis](#)

8.14 [24-0262](#)

Joint resolution authorizing execution of a contract with Trine Construction Corporation of St. Charles, Illinois in the amount of \$3,175,550 for the Countryside Manor Water Main Replacement Project.

- Lake County Public Works provides water service to the Countryside Manor community.
- The water main pipes in this area are approximately 65 years old, and certain segments of these pipes are reaching the end of their service life.
- The most economical and efficient method to provide reliable service is to replace approximately 10,000 feet of water main in the Countryside Manor Water system.
- The County received bids from seven contractors ranging from \$3,175,550 to

\$5,180,103.

- The award of this contract is recommended to the lowest responsive and responsible bidder, Trine Construction Corporation of St. Charles, Illinois in the amount of \$3,175,550.
- This resolution authorizes and directs the County Purchasing Agent to execute a contract with Trine Construction Corporation of St. Charles, Illinois in the amount of \$3,175,550.

Attachments: [24-0262 Countryside Manor - Trine Vendor Disclosure Statement](#)

[24-0262 Countryside Manor Bid Tab As-Read](#)

[24-0262 Countryside Manor Watermain Replacement Map](#)

[24-0262 Countryside Manor WM Bid Documents](#)

8.15 [24-0263](#)

Joint resolution authorizing execution of a contract with Mauro Sewer Construction, Inc. of Des Plaines, Illinois in the amount of \$1,879,975 for the Grandwood Park Water Main Replacement Project.

- Lake County Public Works provides water service to the Grandwood Park community.
- The water main pipes in this area are as old as 50 years, and certain segments of water main are reaching the end of their service life.
- The most economical and efficient method to provide reliable service is to replace approximately 4,600 feet of water main in the Grandwood Park water system.
- The County received bids from eight contractors for the work to construct the reservoir, ranging from \$1,879,975 to \$2,886,750.
- Award of this contract is recommended to the lowest responsive and responsible bidder, Mauro Sewer Construction Inc. of Des Plaines, Illinois in the amount of \$1,879,975.
- This resolution authorizes and directs the County Purchasing Agent to execute a contract with Mauro Sewer Construction Inc. of Des Plaines, Illinois in the amount of \$1,879,975.

Attachments: [24-0263 Grandwood Park Water Main Improvement Bid Documents](#)

[24-0263 Grandwood Park Water Main Improvement Bid Tab As-Read](#)

[24-0263 Grandwood Park Water Main Improvement Map](#)

[24-0263 Grandwood Park Water Main Improvement Vendor Disclosure](#)

8.16 [24-0264](#)

Joint resolution authorizing execution of a contract with Manusos General Contracting, Inc. of Fox Lake, Illinois, in the amount of \$2,758,000 for the Oak Terrace Well House Interconnect and System Improvements.

- The Oak Terrace Water System will be combined with the West Oak Middle School System. Both facilities need modernization.

- The most economical and efficient method to provide reliable service is to construct and install a new well house with treatment on the southeast corner of the West Oak Middle School property, which will serve both facilities.
- The County received bids from two contractors for the work to install and interconnect the well house at \$2,758,000 and \$2,859,462.
- Award of this contract is recommended to the lowest responsive and responsible bidder, Manusos General Contracting, Inc. of Fox Lake, Illinois in the amount of \$2,758,000.
- This resolution authorizes and directs the County Purchasing Agent to execute a contract with Manusos General Contracting, Inc. of Fox Lake, Illinois in the amount of \$2,758,000.
- \$1,452,000 of ARPA funds and additional funds included in the County's Adopted FY24 Budget will be utilized for this Project. Sufficient funds in the Public Works reserves exist to accommodate this action.

Attachments: [24-0264 Oak Terrace Well House Bid Documents](#)
[24-0264 Oak Terrace Well House Bid Tab As-Read](#)
[24-0264 Oak Terrace Well House Map](#)
[24-0264 Oak Terrace Well House Site Plan](#)
[24-0264 Oak Terrace Well House Vendor Disclosure](#)

FINANCIAL & ADMINISTRATIVE

Facilities and Construction Services

8.17 [24-0272](#)

Resolution authorizing an agreement with Syska Hennessy Group, Chicago, Illinois for Engineering Consulting Services for the replacement of two existing Air Handler units in the Babcox Justice Center and the Court Tower, in the amount of \$120,635.

- As part of the Fiscal Year 2024 Capital Budget Process and Facilities Capital Improvement Plan, the Babcox Justice Center Air Handler and Court Tower Electrical Projects were authorized.
- There is a need to provide engineering service to design the repair and replacement for the Babcox Justice Center air handling unit for medical and Court Tower electrical components located in Waukegan, Illinois.
- Engineering services will include design for the replacement of the air handling unit servicing the Jail Medical unit and construction oversight of the Court Tower electrical components repairs.
- Lake County Facilities and Construction Services is seeking professional services to support our need for mechanical and electrical work per each project.
- In accordance with the Local Government Professional Services Selection Act, a firm may be selected directly by the County based on a prior satisfactory relationship; the recommended consultant is Syska Hennessy Group.
- This resolution authorizes the execution of an agreement with Syska Hennessy

Group, Chicago, Illinois, in an estimated amount of \$120,635 including travel expenses.

Attachments: [Agreement](#)
[Proposal](#)
[Syska Vendor Disclosure Statement](#)

8.18 [24-0273](#)

Resolution authorizing an agreement with HDR, Inc., Chicago, Illinois for professional services to support the Administrative Tower Improvements Project, in the amount of \$285,000.

- As part of the Fiscal Year 2024 Capital Budget Process and Facilities Capital Improvement Plan, the design of the Administrative Tower infrastructure, remodel of multiple State's Attorney Office floors, and security improvements on the Waukegan Campus were authorized.
- Lake County FCS is seeking professional services to revise existing construction documents for the Administrative Tower infrastructure, design the office remodeling of multiple State's Attorney Office floors, and design security improvements and hardening of the Sheriff's Office lobby and Waukegan campus loading docks and vehicle sally ports.
- Lake County FCS is seeking professional services to support our needs for architectural, mechanical, and electrical work for each project.
- In accordance with the Local Government Professional Services Selection Act, a firm may be selected directly by the County based on a prior satisfactory relationship; the recommended consultant is HDR, Inc.
- This resolution authorizes the execution of an agreement with HDR, Inc., Chicago, Illinois, in an estimated amount of \$285,000 including travel expenses.

Attachments: [Proposal](#)
[Agreement](#)
[HDR Vendor Disclosure Statement](#)

Enterprise Information Technology

8.19 [24-0280](#)

Resolution approving a two-year contract renewal with TD Synnex, of Herndon, Virginia, to support the Oracle BOSS application in the estimated amount of \$281,808 per year.

- BOSS is Lake County's legacy ERP application that has been highly customized over the last 20 years.
- BOSS is utilized for critical functions to support human resource management, payroll, timekeeping, purchasing, and financial accounting.
- Due to the customization, complexity, and specialization required to support Lake County operations, this support agreement provides the deep expertise and

knowledge of Oracle systems and programming required to support our application.

- The Enterprise IT support model utilizes internal resources to support end users, day-to-day operations, and tickets, while this agreement supports the more complex updates and programming requests where a specialized skillset is required.
- This agreement provides 240 hours per month to be utilized 24/7 at our direction based on business need.
- Pursuant to Article 10-101 of the County Purchasing Ordinance, Cooperative Purchasing, the County may participate in a cooperative purchasing agreement for the procurement of goods, services or professional services with one or more public procurement units in accordance with an agreement entered into between the participants.
- A cooperative purchasing contract has been identified with TD Synnex through the General Services Administration (GS-35F-267DA) to procure needed goods, services or professional services that was competitively solicited and awarded.

Attachments: [TD Synnex BOSS Functional Support - CON 5219860 v3.pdf](#)

[TD Synnex BOSS Functional Support - QUO 5219860 v3.pdf](#)

[TD Synnex Functional Support - VDS](#)

Finance

8.20 [24-0266](#)

Resolution authorizing emergency appropriations for Fiscal Year (FY) 2024 in various funds for certain projects, items, and activities budgeted in the prior year and not completed.

- Since all unused appropriations lapse at the end of each fiscal year, it is necessary to “carry over” unspent budget authority from one fiscal year to the next under certain conditions as defined in the County's Budget Policies.
- These carryover requests include contracts which were unable to be completed in FY 2023 and uncompleted or ongoing projects that will not be complete until FY 2024.
- These items must be authorized through what is termed an “emergency appropriation” in order to transfer the budget authority that was previously granted in FY 2023 to FY 2024. The detailed accounts are included in the attachment.

Attachments: [Carryovers - Mar 2024](#)

8.21 [24-0300](#)

Resolution authorizing an emergency appropriation in the amount of \$4,835,114.67 to early retire debt and record the costs of issuance for Special Service Area Number 16 Unlimited Ad Valorem Special Tax Bonds, Series 2013.

- In Fiscal Year (FY) 2023, the Lake County Board approved the early redemption of \$7,000,000 Special Service Area Number 16 bonds, fifteen years ahead of schedule, resulting in approximately \$3,565,000 in interest savings to taxpayers within this Special Service Area.
- The bond closing was completed, and the County now must record the transaction to FY 2023 (when the cash transfers were made to retire the debt early).
- The purpose of this resolution is to acknowledge the expenses associated with the early retirement of debt and establish a budget to retire the bonds in FY 2023, since the defeasance was not anticipated when the FY 2023 budget was established.
- To retire the debt early, a total of \$4,835,114.67 will be appropriated to FY 2023 with \$4,750,000 as Principal Payments and \$65,064.67 in residual interest as Interest Payments for the early retirement and \$20,050 for the required Costs of Issuance in Fund 354 - Debt Service Fund for SSA16.

8.22 [24-0274](#)

Finance Monthly Report - January 2024.

Attachments: [Monthly Financial Report January 2024.pdf](#)

County Administrator

8.23 [24-0299](#)

Committee Action approving the use of allocated funds specifically dedicated to implementation of the SAFE-T Act for a new Senior Victim Specialist position in the State's Attorney's Office.

- State's Attorney Eric Rinehart submitted a request for a new Senior Victim Specialist position due to increased workload in the Victim Services Division since the implementation of the SAFE-T Act in September 2023. The request is based on required notification procedures and timelines in the detention process. Detailed information is included in the State's Attorney's request memo attached.
- As is the case with all SAFE-T Act positions created and funded to date, this position will be analyzed as part of the Fiscal Year 2025 budget process to ensure that data, workload, and operational efficiency warrant the continuation of the position.
- If approved, this Committee Action authorizes a new position funded from existing SAFE-T Act funds that were allocated for this purpose in the Fiscal Year 2023 budget.

Attachments: [Rinehart Memo on 2024 Request for SAFE-T Act VS](#)

8.24 [24-0313](#)

Resolution authorizing the approval of the County Elected Official Compensation Policy.

- At the direction of the Financial and Administrative Committee, staff has drafted a policy that establishes a framework for consistent and equitable compensation levels for Lake County Elected Officials, including County-wide Elected Officials, the County Board Chair and County Board Members.
- The policy stipulates that the compensation for each elected official will be increased by the same percentage as the County Board approved percentage for non-union staff in the most recently approved fiscal year budget.
- If this results in a salary amount less than other elected officials of the same type, the salary will be increased to the same salary as the other in that type, in order to maintain parity amongst elected officials.
- A chart illustrating the salaries resulting from the proposed policy is attached.

Attachments: [DRAFT Countywide Elected Salaries 3.3.24](#)
[County Elected Official Compensation Policy](#)

- 9. **County Administrator's Report**
- 10. **Executive Session**
- 11. **Member Remarks and Requests**
- 12. **Adjournment**

Next Meeting: March 28, 2024