

Lake County Illinois

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



Agenda Report - Final

Wednesday, July 31, 2013

1:00 PM

Assembly Room

Financial and Administrative Committee

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

3.1 [13-0831](#)

Minutes from June 26, 2013.

Attachments: [F&A 6.26.13 minutes.pdf](#)

3.2 [13-0832](#)

Executive Session Minutes from June 26, 2013.

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

LAW & JUDICIAL

7.1 [13-0803](#)

Joint resolution authorizing the application, acceptance, and emergency appropriation of a 2013 Justice Assistance Grant (JAG) in the amount of \$6,250 for the purpose of enhancing our Special Programs/Community Awareness Division's capacity to provide awareness and education to the community, law enforcement, and social service agencies in Lake County.

- This is an application for the federal Justice Assistant Grant Program. This funding supports a broad range of activities to prevent and control crime and to improve the criminal justice system.
- Under this program, the City of Waukegan and Lake County, on behalf of the Lake County State's Attorney's Office, are eligible for a joint award of \$31,250 in FY2013 grant funds.
- The potential allocation of the eligible funds is \$6,250 to Lake County on behalf of the State's Attorney's Office, and \$25,000 to the City of Waukegan.
- The State's Attorney's Office will use the \$6,250 to enhance a community awareness effort by supporting the purchase of presentation supplies, banners, tablecloths, event giveaways, and an email communication tool (Constant Contact).
- The source of program funding is 100% federal JAG. No match is required.

Attachments: [13-0803 JAG MOU](#)

7.2 [13-0824](#)

Joint resolution authorizing the renewal of the State's Attorney's Violent Crime Victims Assistance (VCVA) grant program awarded by the Office of the Illinois Attorney General, including grant funding of \$25,600, and an increase in revenue in the amount of \$3,370.

- This is a request to renew the Violent Crime Victims Assistance Act (VCVA) grant administered through the Office of the Illinois Attorney General, with a grant period from July 1, 2013 through June 30, 2014.
- Funding for this grant began in 1990 and has been renewed each year.
- Grant program goals include: to promote fairness, accountability and coordination of services for victims and their families; to distribute and educate the community, law enforcement and prosecution on the Domestic Violence response manual; and to reduce the number of domestic violence cases that result in a “nolle” disposition (prosecution dismisses case with option to re-open) because prosecution is unable to locate the victim.
- The grant will fund \$25,600 to offset the salary of a Domestic Violence Victim Witness Counselor (DV Counselor). Funding has increased from the previous year by \$3,370.
- The counselor position and grant is already included in the State’s Attorney’s approved Fiscal Year 2013 budget.

Attachments: [VCVA 2014 Grant Agreement 14-0925 pg1-2.pdf](#)

7.3 [13-0811](#)

Joint resolution establishing a subscription fee for license and use of the Enhanced Access to Court Records service.

- The Executive Justice Council (EJC) recently approved a project that will allow the public to access basic court records, E-filing for civil cases and enhanced access to court records.
- Enhanced access to court records will create a second records access tool for high volume users of the court records. This tool will require the user to annually register to receive a user name and password. The Circuit Clerk’s Office will be administering the enhanced access functions.
- It is appropriate for this service to be supported by a subscription fee that is paid annually by the user. Following a review of the staff support and maintenance for this service and a review of what other area counties are charging, the EJC and the Circuit Clerk’s Office recommend establishing a yearly subscription fee of \$240 per user for license and use of this service.
- The Circuit Clerk’s Office will begin rolling out enhanced access in late September, 2013.

REVENUE, RECORDS & LEGISLATION

7.4 [13-0821](#)

Joint resolution authorizing an emergency appropriation in the amount of \$20,000 for health insurance benefits in the Vital Records Automation Fund.

- The amount budgeted in the Fiscal Year (FY) 13 Budget for health insurance benefits for employees funded by the Vital Records Automation Fund was based on the coverage of those individuals at the time the budget was prepared.
- Of the three employees, only two elected coverage.
- The third employee has since begun coverage and therefore, additional funds must be appropriated to cover this unbudgeted amount.
- Sufficient funds are available in the fund balance for appropriation of the additional \$20,000 in health benefits.
- This resolution appropriates funds in Fund 262 Vital Records Automation for additional

health-life-dental benefits in the amount of \$20,000.

PUBLIC WORKS & TRANSPORTATION

7.5 [13-0825](#)

Joint resolution authorizing execution of a Permanent Easement Agreement and a Temporary Easement Agreement with the Illinois Department of Transportation (IDOT) regarding property at Route 59 and Petite Lake Road.

- IDOT is making improvements to the intersection at Illinois Route 59 and Petite Lake Road.
- IDOT desires a permanent easement (0.055 acres) and a temporary easement (0.0042 acres) on County property at the Petite Lake Road Pump Station to widen the roadway.
- In consideration of these easements, IDOT agrees to pay the County an amount of \$9,300.
- A review of the value of the easements was made by the County Assessor's Office and the proposed price is deemed reasonable.
- This resolution authorizes the execution of agreements with the IDOT for a permanent easement and a temporary easement on the Petite lake Road Pump Station property at Illinois Route 59 and Petite Lake Road.

Attachments: [13-0825 IDOT Rte 59 Easement Conveyance Documents.pdf](#)

7.6 [13-0827](#)

Joint resolution ratifying an emergency procurement authorized by the Director of Public Works with Insituform Technologies USA, LLC of Chesterfield, MO for emergency sanitary sewer repair in Long Grove.

- In July 2013, there was a need to make any emergency repair to the sanitary sewer on Illinois Route 53 in Long Grove to avoid sewer overflows and backups.
- The Director of Public works declared that an emergency condition existed, necessitating immediate action.
- The Purchasing Agent issued an emergency purchase order to Insituform Technologies USA, LLC for the repair of the sanitary sewer.
- The cost of the repair was \$43,639.20 and this resolution seeks ratification of the emergency repair cost.

Attachments: [13-0827 Emergency Procurement PO#133569.pdf](#)

7.7 [13-0837](#)

Joint resolution authorizing the execution of an agreement for Retail Sanitary Sewer Service with the Village of Bannockburn.

- The current sanitary sewer agreement with the Village of Bannockburn has expired and a new agreement is required.
- The Village has requested that the new agreement be developed for retail sanitary service and to also transfer ownership of local lines to the County.
- All operation, maintenance, and billing services would now be the responsibility of the County.
- The proposed service area is tributary to the County's Southeast Sanitary Sewer System and would provide more complete and timely service response to the subject area.
- The agreement has been ratified and approved by the Village of Bannockburn at their July 8, 2013 meeting.
- This resolution authorizes the execution of an Agreement for Retail Sanitary Sewer Service

with the Village of Bannockburn.

- Attachments:** [13-0837 Bannockburn Lake County Sewer Agreement.pdf](#)
[13-0837 Bannockburn Exhibit A Retail Sanitary Map.pdf](#)
[13-0837 Bannockburn Exhibit A-1 Retail Service Area Customers.pdf](#)
[13-0837 Bannockburn Exhibit B Agreement for Sale & Transfer .pdf](#)
[13-0837 Bannockburn Exhibit C Thornapple Hilltop Sewer Map.pdf](#)

7.8 **13-0836**

Joint resolution authorizing execution of a contract with National Power Rodding Corp., in the amount of \$1,660,023.56 for the 2013 Sanitary Sewer Rehabilitation Project.

- The County undertakes annual rehabilitation of deteriorated and aging sanitary sewer systems.
- The 2013 sewer rehabilitation project includes relining and spot repair to approximately 21,000 feet of sewers in the Northwest Sewer System.
- The County received bids from six contractors for this work, ranging from \$1,660,023.56 to \$2,332,310.
- Award of this contract is recommended to the lowest responsive, responsible bidder, National Power Rodding Corp., Chicago, IL in the amount of \$1,660,023.56.
- This resolution authorizes execution of a contract with National Power Rodding Corp. in the amount of \$1,660,023.56 for the Sanitary Sewer Rehabilitation 2013 Project.

- Attachments:** [13-0836 2013 Sewer Rehab Bid Tab.pdf](#)
[13-0836 2013 Sewer Rehab Index Map 2323.pdf](#)
[13-0836 2013 Sewer Rehab Section 1 Map 2322.pdf](#)
[13-0836 2013 Sewer Rehab Section 2 Map 2321.pdf](#)
[13-0836 2013 Sewer Rehab Section 3 Map 2320.pdf](#)
[13-0836 2013 Sewer Rehab Section 4 Map 2313.pdf](#)
[13-0836 2013 Sewer Rehab Section 5 Map 2333.pdf](#)

7.9 **13-0818**

Joint resolution authorizing a contract with Rhythm Engineering, Lenexa, Kansas, in the amount of \$246,900 for the purchase of Adaptive Traffic Signal Control equipment for the planned traffic signal modernization along Aptakistic Road, from Brandywyn Lane to Parkway Drive, and designated as Section 11-00088-19-TL.

- Adaptive Traffic Signal Control: Contract Award.
- Adaptive Traffic Signal Control is new technology for Lake County that allows for real time collection of traffic data and adjustment of signal timing.
- Aptakistic Road, from Brandywyn Lane to Parkway Drive, has been selected as the first installation.
- A Request for Proposal (RFP) was issued for the purchase of Adaptive Traffic Signal Control along Aptakistic Road, from Brandywyn Lane to Parkway Drive, to 19 vendors and proposals were received from three firms.

- A selection committee comprised of staff from the Division of Transportation, the Illinois Department of Transportation (IDOT), and the Purchasing Division recommend the services of Rhythm Engineering, Lenexa, Kansas, as the firm who best meets the needs of the County based on the RFP evaluation criteria.
- The contract includes purchase of the hardware, training, first and second year maintenance, and warranty at a contract amount of \$246,900.
- Maintenance costs for years 3-5 will be \$6,000 annually.
- Federal funds from IDOT will pay 80% of the cost.
- The installation of the equipment will be awarded via the County's bid process and presented for approval at a later meeting.

7.10 [13-0819](#)

Joint resolution appropriating \$1,710,000 of Matching Tax funds for the installation of new steel pile retaining walls at three locations along Fairfield Road, from approximately 1750 feet north of Illinois Route 60 (the south project limits) to approximately 900 feet south of Townline Road (the north project limits), and designated as Section 13-00000-07-GM.

- 2014 Retaining Wall Maintenance: Appropriation.
- The replacement of these retaining walls is included in the FY2013 program.
- Before a project letting can be held, an appropriation of \$1,710,000 of Matching Tax Funds is necessary.

7.11 [13-0820](#)

Joint resolution authorizing the execution of an agreement for professional engineering services with Infrastructure Management Services (IMS), Rolling Meadows, Illinois, for the annual pavement testing services, and associated components at a maximum cost of services described of \$70,000, appropriating \$80,000 of Matching Tax funds, and designated as Section 13-00219-00-ES.

- 2013 Pavement Management System, Field Testing: Consultant Agreement.
- The County's pavement management system has been in use since 1986, and pavement data in the system needs to be updated on a yearly basis utilizing information collected using dynamic load testing and laser testing procedures.
- Approximately 25% of the County Highway System is retested each year.
- Information from the pavement management system is used to generate recommended resurfacing projects for the next five years.
- In accordance with the Local Government Professional Services Selection Act, the recommended firm is Infrastructure Management Services (IMS), Rolling Meadows, Illinois, at a cost of services of \$70,000.
- This resolution authorizes this contract and also appropriates \$80,000 of Matching Tax funds.

Attachments: [13-0820 2013 Pavement Management Agreement Draft](#)

FINANCIAL & ADMINISTRATIVE

7.12 [13-0822](#)

Resolution authorizing an emergency appropriation in the amount of \$485,330 from the General Fund for transfer to the 2005 General Obligation Bond Debt Service Fund for payment of Fiscal Year 2013 debt service on the General Obligation Bonds, Sales Tax

Alternate Revenue Source, Series 2005.

- The Lake County Board has “pre-funded” the debt service on the Series 2005 General Obligation bonds by reserving the remaining debt service amounts due through May 1, 2014 in General Fund reserves.
- Because the debt service is being funded by reserves, it was not included in the Fiscal Year 2013 budget.
- The debt service was reserved out of the Property Tax Operating Fund sweep as an allowable one-time use for the specific purpose of debt service on the Series 2005 bonds.
- This resolution appropriates funds in the General Fund for transfer to the Series 2005 Debt Service Fund for payment of the Fiscal Year 2013 debt service.
- Debt service required for principal and interest for payments in May and November 2013 total \$485,330.

7.13 [13-0823](#)

Committee action approving Amendment No. 1 to Lake County Agreement #12172 for the modification and the replacement of the building ventilation system in the Lake County Administrative Tower.

- On August 14, 2012, the Lake County Board authorized a contract with KJWW Engineering Consultants, Chicago, IL for the modification and replacement of the building ventilation system in the Lake County Administrative Tower in the amount of \$100,350.
- KJWW provided the initial architectural and engineering specifications needed to submit for pricing through the Job Order Contracting (JOC) construction services.
- To provide a comparative analysis between JOC pricing and traditional competitive bidding additional engineering services are needed for detailed product specifications, bid preparation and analysis, and construction administration services.
- Amendment No. 1 increases the dollar amount by \$26,500, increasing the previous contract amount from \$100,350 to a total of \$126,850.
- In accordance with of the Lake County Purchasing Ordinance it is hereby requested that the Purchasing Agent be authorized to execute Amendment No. 1 to Lake County Agreement #12172.

8. Executive Session

9. County Administrator's Report

10. Adjournment