

Lake County Illinois

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



Agenda Report - Final

Thursday, June 8, 2023

8:30 AM

Assembly Room, 10th Floor or register for remote attendance at
<https://bit.ly/3qbAGNt>

Financial & Administrative Committee

PUBLIC ATTENDANCE: The public can attend Lake County Committee and Board meetings (two options):

- (1) In-person attendance is on the 10th Floor of the County Administrative Tower (9th Floor, if necessary), 18 N. County Street, Waukegan, Illinois.
- (2) Remote attendance by registering using the link on the front page of this agenda.

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

PUBLIC COMMENT: Live public comment will be available for those attending in-person and through an electronic conferencing application (register via the link on the front page of the agenda). In general, Public Comment on items not on the agenda will be presented near the beginning of the meeting. Public Comment on agenda items may be presented during consideration of that item. Public Comment may 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 (Items Not on the Agenda)**
6. **Chair's Remarks**
7. **Unfinished Business**

7.1 [23-0767](#)

Resolution ratifying a contract with Partners in Design Architects, Inc., Riverwoods, Illinois, for architectural and engineering for a complete study of the Lincoln Plaza Egress Vestibule and approving Contract Modification Number One for Agreement Number 22160.

- Lake County Facilities identified a need to enter into a professional services agreement to provide architectural and engineering services for a complete study of the Lincoln Plaza Egress Vestibule in October 2023.
- Partners in Design Architects, Inc. was awarded the initial contract in the amount of \$35,200 with an additional \$600 for travel and other reimbursable expenses in accordance with the Local Government Professional Services Selection Act (50 ILCS 510/1 et seq) and a prior satisfactory relationship.
- An administrative change order was executed on February 10, 2023 in the amount of \$11,350 (Modification #1).
- Facilities has identified a need for Contract Modification Number Two to increase the scope of work of the project to include receipt of bids phase and construction observation services in the amount of \$18,000.
- The additional scope of work includes additional hours needed to complete the construction administrative services needed.
- This resolution ratifies the existing contract with Partners in Design Architects, Inc. in the amount of \$35,800 and approves the contract modification to increase the existing contract to \$65,150.

Attachments: [22160 Fully Executed Agreement](#)

[Vendor Disclosure Form May 2023](#)

[22160 Contract Modification 1 DRAFT 5-16-23](#)

[22160 Contract Modification 2 FINAL 5-31-23](#)

[22160 Partners in Design Proposal 5-10-23](#)

[Lake County Building Vestibule Added Scope 2023V2](#)

8. New Business

CONSENT AGENDA (8.1 - 8.11)

REPORTS

8.1 23-0810

Treasurer Holly Kim's Cash & Investment Report March 2023.

Attachments: [Treasurer Holly Kim's Cash & Investment Report March 2023](#)
[Treasurer Holly Kim's Cash & Investment Report March 2022](#)

8.2 23-0840

Treasurer Holly Kim's Cash & Investment Report April 2023.

Attachments: [Treasurer Holly Kim's Cash & Investment Report April 2023](#)
[Treasurer Kim's Cash and Investment Report April 2022.pdf](#)

HEALTH & COMMUNITY SERVICES

8.3 23-0843

Joint resolution approving the Memorandum of Understanding (MOU) with the Job Center of Lake County, and authorizing execution of all necessary correspondence to submit these plans to the Illinois Department of Commerce and Economic Opportunity (DCEO).

- The modifications to Job Center of Lake County MOU was successfully negotiated among all the federally funded programs authorized under WIOA, agreeing to collaborate and optimize the quality of services provided in the Job Center.
- The Lake County Workforce Development Executive Committee approved the modifications to the WIOA Regional and Local Plans and the Job Center MOU at its May 17, 2023 meeting.

Attachments: [PY23 LWIA 1 MOU Narrative](#)

PUBLIC WORKS & TRANSPORTATION

8.4 23-0808

Joint resolution authorizing the execution of a contract with Hoerr Construction, Inc. of Goodfield, Illinois, for sanitary sewer rehabilitation at N. Linden Avenue, Grayslake associated with the Linden Sewer Replacement Project and at Inverrary Lane, Deerfield in the amount of \$105,916 using a shared services contract with the Village of Arlington Heights.

- Public Works provides sewer service throughout portions of Lake County and undertakes rehabilitation of deteriorated and aging sanitary sewer systems.
- In 2023 an invitation to bid on sewer lining was extended by the Village of Arlington Heights on behalf of the participating Municipal Partnering Initiative (MPI) group

members which includes Lake County Public Works. Hoerr Construction, Inc., Goodfield, Illinois, submitted the lowest responsive and responsible bid.

- The Linden Avenue bid amount is \$28,416 for 291 feet of sanitary sewer lining and end seal installation.
- The Inverrary Lane bid amount is \$77,500 for 1,348 feet of sanitary sewer lining and end seal installation on the Inverrary Interceptor in unincorporated Deerfield.
- This resolution authorizes the execution of a contract with Hoerr Construction, Inc., Goodfield, Illinois, in the amount of 105,916.

Attachments: [23-0808 2023 Sanitary Sewer Lining Bid Tab From Arlington Heights](#)
[23-0808 Hoerr Vendor Disclosure Statement](#)
[23-0808 LCPW 2023 Sanitary Sewer Lining Contract \(Hoerr\)](#)
[23-0808 LCPW 2023 Sanitary Sewer Lining Location Map](#)

8.5 **23-0792**

Joint resolution authorizing a technical services agreement with the Regional Transportation Authority (RTA) for the receipt of federal Section 5310 funds.

- This is an RTA Agreement for Ride Lake County to receive Section 5310 grants which are federal funds administered by the RTA.
- These grant funds will be used to fund the Ride Lake County paratransit service.
- The RTA will reimburse the County 50 percent of the transportation service cost, up to \$441,063, with federal Section 5310 grant funds.
- Pace operates the paratransit bus service and covers 50 percent of the operating costs with the remaining 50 percent split between the County and these federal funds.

Attachments: [23-0792 Technical Service Agreement, Ride Lake County RTA](#)

8.6 **23-0793**

Joint resolution authorizing an agreement and receipt of a grant from the United States Department of Agriculture's Higher Blends Infrastructure Incentive Program for the replacement of Lake County's Libertyville Campus fuel facility.

- The Lake County fuel facility, originally constructed in 1992, is at the end of its useful life and needs to be replaced.
- The County applied for funding through the Higher Blends Infrastructure Incentive Program (HBIIP) through the U.S. Department of Agriculture (USDA) and was preliminarily awarded \$110,000 in HBIIP funding.
- This resolution authorizes the County to complete the required USDA documentation which includes a letter of intent, ownership certification, request for obligation of funds, and subsequent grant funding agreement.

Attachments: [23-0793 USDA Grant Packet, Fuel Facility Replacement](#)
[23-0793 Location Map, Fuel Facility Replacement](#)

8.7 [23-0794](#)

Joint resolution authorizing the execution of an agreement with the Village of Gurnee, stating the terms and conditions for the construction of a new multi-use path along Dilley's Road from south of Lawson Boulevard to Stearns School Road, and appropriating \$825,000 of ¼% Sales Tax for Transportation funds.

- This improvement will construct a new multi-use path along Dilley's Road, from south of Lawson Boulevard to Stearns School Road.
- This project will complete a gap in the non-motorized network that is identified on the Lake County Division of Transportation's (LCDOT) priority non-motorized gap list and 2040 Non-Motorized Plan.
- The Village of Gurnee will be the lead on the project and will own and maintain the multi-use path. The County will reimburse the Village for the County's share of this project, estimated at \$683,965.
- The Village Board approved this agreement at its meeting on May 8, 2023.
- The Village will start construction this year and the project is designated as Section 23-00128-08-BT.

Attachments: [23-0794 Agreement, Dilleys Road Bike Path](#)

[23-0794 Location Map, Dilleys Road Bike Path](#)

8.8 [23-0799](#)

Joint resolution authorizing an agreement with Parsons Transportation Group, Inc., Chicago, Illinois, to provide professional engineering services for improvements at the intersection of Washington Street and Illinois Route 21 at a maximum cost of \$1,664,087 and appropriating \$1,997,000 of ¼% Sales Tax for Transportation funds.

- Parsons Transportation Group, Inc., Chicago, Illinois, will be utilized to complete the professional engineering services for the safety improvement at the intersection of Washington Street at Illinois Route 21.
- Lake County selects professional engineering firms in accordance with the Local Government Professional Services Selection Act, 50 ILCS 510/1 et. seq.
- The Lake County Division of Transportation's (LCDOT) Consultant Selection Process has been approved by the Federal Highway Administration and the Illinois Department of Transportation, and the firm selected for this project was selected in accordance with this approved process.
- The selected firm, Parsons Transportation Group, Inc., has a satisfactory past relationship with the Lake County Division of Transportation and has completed similar intersection projects.
- This project is included in the Transportation Improvement Program and is designated as Section 22-00999-93-ES.

Attachments: [23-0799 Consultant Agreement, Washington Street at IL Route 21](#)

[23-0799 Vendor Disclosure, Parsons](#)

[23-0799 Location Map, Washington Street at IL Route 21](#)

8.9 [23-0795](#)

Joint committee action item approving Change Order Number Three consisting of an increase of \$163,418 for additions to the Phase III construction engineering contract for improvements to Audrey Nixon Boulevard (14th Street) from Illinois Route 131 to Jackson Street.

- Change Orders need to be approved by the standing committees for cumulative net increases over 10 percent.
- The Phase III engineering is under contract with STV Incorporated, Chicago, Illinois, in the amount of \$1,439,434.80 as approved by the County Board on November 13, 2018 and is designated as Section 99-00260-01-WR.
- The sum of all contract change orders to date is \$663,149, which represents a 46.1 percent increase over the original awarded contract amount.

Attachments: [23-0795 Audrey Nixon Boulevard Ph III Change Order Committee Action](#)
[23-0795 STV Change Order Number Three](#)
[23-0795 Vendor Disclosure, STV Incorporated](#)
[23-0795 Location Map, Audrey Nixon Boulevard](#)

8.10 [23-0753](#)

Joint resolution authorizing an agreement with Ciorba Group, Inc., Chicago, Illinois, for Phase II design engineering for the replacement of four culverts located on the Skokie Valley Bike Path, one culvert on Gilmer Road, one culvert on Miller Road, and drainage improvements at the Skokie Valley Bike Path underpass of the Union Pacific Railroad at a maximum cost of \$579,118, and appropriating \$695,000 of County Bridge Tax funds.

- Four culverts located on the Skokie Valley Bike Path, one culvert on Gilmer Road and one culvert on Miller Road are near the end of their useful life and need to be replaced.
- Drainage improvements are needed at the Skokie Valley Bike Path underpass of the Union Pacific Railroad.
- A consulting firm will be utilized to complete these design engineering services.
- Lake County selects professional engineering firms in accordance with the Local Government Professional Services Selection Act, 50 ILCS 510/1 et. seq.
- The selected firm has a satisfactory past relationship with the Lake County Division of Transportation.
- The selected, and recommended, firm is Ciorba Group, Inc., at a maximum cost of \$579,118.
- This project is included in the transportation improvement program with target construction in 2024, and designated as Section 22-00999-89-DR.

Attachments: [23-0753 Consulting Agreement, Culvert Replacements 2024](#)
[23-0753 Vendor Disclosure, Ciorba](#)

[23-0753 Location Map, Culvert Replacement 2024 Phase II](#)

8.11 [23-0796](#)

Joint resolution authorizing the execution of an agreement with the Village of Grayslake for the conveyance of property at the northwest corner of Washington Street and Lake Street.

- The County made previous improvements along Washington Street, including the installation of a detention facility on a County-owned piece of property at the northwest corner of Washington Street and Lake Street.
- The Village of Grayslake (Village) desires to install a new storm sewer system along Washington Street, utilizing the County's detention pond property, that will provide improved drainage and enhanced flood protection to the Haryan Farms Subdivision and surrounding area.
- As part of this agreement, the County will convey the detention pond property to the Village, the Village will assume ownership and maintenance responsibility over the detention facility, and the Village will grant a permanent easement to the County to protect the County's stormwater detention volume.

Attachments: [23-0796 Agreement, Washington Street at Lake Street](#)

[23-0796 Location Map, Washington Street at Lake Street](#)

REGULAR AGENDA

HEALTH & COMMUNITY SERVICES

8.12 [23-0841](#)

Joint resolution authorizing the Workforce Development Department to enter into Summer Youth Worksite Agreements with public, private, or nonprofit organizations to host youth onsite as part of the Lake County Summer Youth Work Experience Program.

- The Workforce Development Department administers the Lake County Summer Youth Work Experience Program. The Summer Youth Program provides eligible youth a meaningful work experience.
- Onsite, subsidized work experiences will be at public, governmental, private, and nonprofit organizations. Youth will be scheduled to work up to 25 hours weekly for six weeks. Youth ages 14-17 will earn an hourly wage of \$11.00 and youth 18 years and older will earn an hourly wage of \$13.00.
- Workforce Development has identified 24-25 worksites that have the capacity to host 150 youth and will continue to identify additional worksites.
- The Worksite Agreement outlines the responsibilities of the participating worksites and Lake County.
- This joint resolution authorizes the County Board Chair or their designee to sign the agreements.

Attachments: [WDD SYEP Worksite Agreement 2023](#)

[SYEP Worksites 2023 LC](#)

LAW & JUDICIAL

8.13 [23-0822](#)

Joint Committee Action approving Contract Modification Number Five with Mission Critical Partners, LLC, Port Matilda, Pennsylvania for professional consulting and project management services for the implementation of the Integrated Case Management System (ICMS), in the amount not to exceed \$194,375.

- In April 2019, a contract was awarded to Mission Critical Partners, formerly known as MTG Management Consultants, for professional consulting and project management services for the implementation of the ICMS for an initial term of two years in the amount of \$933,000, with the option to renew for an additional one year, subject to acceptable performance and appropriation of sufficient funds.
- The contract has been modified to increase the funding and lengthen the term of the agreement for project management services through Modification 1 on April 13, 2021, Modification 3 on June 14, 2022, and Modification 4 on November 4, 2022, for a revised contract value of \$2,019,208.
- There is a need to extend the Go Live date to September 30, 2023, and continue full-time project management services. The funding for the additional four months of post Go Live support approved with Modification Three remains available and will be carried over.
- In accordance with Section 33.082 of the Lake County Purchasing Ordinance, this Change Order is germane to the original contract as signed and is in the best interest of Lake County.
- Contract Modification Number Five is in a not to exceed amount of \$194,375, increasing the contract from \$2,019,208 to \$2,213,583. The funding will be reallocated from funds originally set aside in FY23 for possible Safe-T Act implementation efforts that have not been used.

Attachments: [Lake County IL Proposed Extension to the Agreement 12May2023 Final](#)

[MCP Vendor Disclosure Form](#)

[Contract 18052 Analysis](#)

8.14 [23-0860](#)

Ordinance to modify the Petition to Expunge and Seal costs to be charged by the Circuit Clerk's Office.

- An Ordinance was entered on June 11, 2019 setting forth fees to be charged by the Circuit Clerk's Office, including for petitions to expunge.
- The proposed Ordinance to Modify the Petition to Expunge and Seal costs to be charged by the Circuit Clerk's Office addresses fees that may be charged based on applicable law and modifies the current fee structure.

FINANCIAL & ADMINISTRATIVE

8.15 [23-0723](#)

Lake County Partners Update.

Attachments: [LCP Annual Update.pdf](#)

Facilities and Construction Services

8.16 [23-0848](#)

Committee action approving Change Order Two for the relocating of east and west electrical main services to new location for Depke Juvenile Justice Complex with Stanley Consultants, Inc. of Chicago, Illinois in the amount of \$14,400 for a total contract amount of \$140,524.

- In October 2021, a contract was issued to Stanley Consultants, Inc. for the relocating of east and west electrical main services to new location for Depke Juvenile Justice Complex.
- Under the initial terms the consultant would attend site visits with an architect, mechanical, electrical, and structural engineers, review of existing building and site drawings, and construction estimate, design and construction support.
- In July 2022, change order number one was approved for additional design services, bidding assistance and contract administration services.
- There is a need for change order number two for additional design services need after final construction estimate was completed in order to parse work into two bid items for a potential partial award and additional bid evaluation services need to verify lowest bidders' submission.
- In accordance with Section 33.082 of the Lake County Purchasing Ordinance, when the total of change orders, contract modifications, or price adjustments on any contract approved by resolution by the County Board exceeds 10 percent of the original contract amount, approval of the standing committee in charge of the contracting department or agency and the Financial and Administrative Committee is required.
- This committee action authorizes and directs the Purchasing Agent to execute a contract change order with Stanley Consultants, Inc., increasing the original contract value by \$14,400 for a total contract amount \$140,524.

Attachments: [21144 Contract Modification 2 DRAFT 5-16-23](#)

[21144 Fully Executed Agreement](#)

[21144 Fully Executed Contract Modification 1](#)

[21144 Stanley Consultants Proposal 5-8-23](#)

[Stanley Mod#02 vendor disclosure statement](#)

8.17 [23-0679](#)

Director's Report - Facilities and Construction Services.

Human Resources

8.18 [23-0855](#)

Committee action approving the reclassification and one-time increase for Public Defender position 35013.

Attachments: [Memo - Reclassification of Jail Liaison](#)

8.19 [23-0096](#)

Director's Report - Human Resources.

Finance

8.20 [23-0823](#)

Finance Monthly Report - April 2023.

Attachments: [Monthly Financial Report April 2023.pdf](#)

[Finance Monthly Finance Rpt Presentation - April 2023_6.8.2023 FA](#)

8.21 [23-0098](#)

Director's Report - Finance.

Enterprise Information Technology

8.22 [23-0816](#)

Resolution approving a one-year renewal with CDW-G, Vernon Hills, Illinois, for VMWare maintenance and support services for the County's virtual server environment in the amount of \$63,804 with the option to renew for one additional 12-month period in an estimated amount of \$150,000.

- Enterprise IT's server environment consists of over 350 servers and VMWare services are necessary to provide, critical security updates, software patches, and 24x7 technical support.
- This includes renewal of all expiring VMWare support services through June 2024 with the option to renew for one additional 12-month period in an estimated amount of \$150,000, this includes co-terming services and consolidation of several environments into one.
- Pursuant to Chapter 33.115 of the County's Purchasing Ordinance, Cooperative joint Purchasing Authorized, the County may participate in a cooperative Purchasing Agreement for the procurement of goods, services, construction, or professional services with one or more public procurement units in accordance with an agreement entered into between the participants.
- A cooperative purchasing contract with CDW-G has been identified through Omnia Partners (2018011-01) to procure needed goods, services, construction, or

professional services that were competitively solicited and awarded.

Attachments: [FY23 - CDW VMWare II NJWQ576 6.22.23 - 6.22.24 \\$63,804 - QUO](#)
[FY23 - CDW VMWare Vendor Disclosure](#)

8.23 [23-0097](#)

Director's Report - Enterprise Information Technology.

ANNUAL UPDATES

8.24 [23-0811](#)

County Clerk's Annual Update.

Attachments: [8.24 County Clerk 2023 F&A Annual Update](#)

8.25 [23-0812](#)

Human Resources Annual Update.

Attachments: [8.25 Human Resources 2023 F&A Annual Update](#)

9. **County Administrator's Report**

10. **Executive Session**

11. **Members' Remarks**

12. **Adjournment**

Next Meeting: June 29, 2023