

Lake County Illinois

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



Agenda Report - Final

Wednesday, January 30, 2013

1:00 PM

Assembly Room

Financial and Administrative Committee

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

3.1 **[13-0118](#)**

Minutes from January 9, 2013.

Attachments: [F&A Minutes 1.9.13](#)

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

Financial & Administrative

7.1 **[13-0107](#)**

Resolution authorizing a contract with Alpha Building Maintenance Services, Inc, Homer Glen, Illinois for janitorial and housekeeping services at the Administrative Tower and Depke Juvenile Center for a one year period, with four one year renewals, in the estimated annual amount of \$50,688.

- Lake County Facilities Operations currently contracts for janitorial and housekeeping services at the Administrative Tower and Depke Juvenile Center.
- The current contract will expire at the end of March.
- Lake County published a request for bids, with six vendors submitting responses ranging from \$9,600 to \$57,600.
- The two lowest bids were determined to be non-responsive bidders resulting in Alpha Building Maintenance Services, Inc. being deemed the lowest responsive and responsible bidder.
- This resolution authorizes a one year agreement with four additional one year renewal options that will cost the County an estimated amount of \$50,688.

7.2 **[13-0108](#)**

Resolution authorizing a contract with Crystal Management & Maintenance Service Corporation, Mt. Prospect, Illinois, for janitorial and housekeeping services at various Lake County facilities for a one year period, with four one year renewals, in the estimated annual amount of \$149,430.

- Lake County Facilities Operations currently contracts for janitorial and housekeeping services at various Lake County facilities, including: Public Works, Department of Transportation, SWALCO, Workforce Development and Children's Advocacy.
- The current contract will expire at the end of March.
- Lake County published a request for bids, with eight vendors submitting responses ranging from \$115,320 to \$218,435.57.
- The lowest bid was determined to be a non-responsive bidder resulting in Crystal Management & Maintenance Service Corporation being deemed the lowest responsive

and responsible bidder.

- This resolution authorizes a one year agreement with four additional one year renewal options that will cost the County an estimated amount of \$149,430.

7.3 [13-0119](#)

Resolution approving the Years of Service Recognition program.

- There will be an early morning breakfast to honor those employees who celebrated 20, 25, 30, 35 and 40 years of service with Lake County in 2012.
- The breakfast will be held at the Greenbelt Cultural Center in North Chicago at 8:00 a.m. on Friday, March 22, 2013.
- Honorees, their department heads and County Board members are invited to this breakfast.
- These employees will be given a day off of their choice with pay in honor of their years of service.
- Employees celebrating 5, 10 and 15 years of service with Lake County government will receive a small gift recognizing their achievement.

Attachments: [2013 FinanceMemoYOS](#)

8. Executive Session

9. County Administrator's Report

9.1 [13-0116](#)

Presentation on Job Order Contracting (JOC).

9.2 [13-0117](#)

Update on Administration Tower Rehabilitation Project (Floors 6-9).

10. Adjournment