

Lake County Illinois

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



Agenda Report - Final

Wednesday, April 25, 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 [12-0454](#)

Minutes from April 4, 2012.

Attachments: [F&A 4.4.12](#)

3.2 [12-0453](#)

Executive Session minutes from March 28, 2012.

4. Added to Agenda

5. Public Comment

6. Old Business

7. New Business

Planning, Building & Zoning

7.1 [12-0446](#)

Ordinance authorizing an amendment to the Lake County Public Nuisance Ordinance.

- The proposed amendments declare the operation of tanning facilities and body art facilities without a valid permit to be a public nuisance; and therefore, enforceable under the administrative adjudication process.
- The violations, as incorporated, would be enforceable by Lake County Health Department Staff.

Attachments: [Memo to Committees 042412.pdf](#)

[Lake County Public Nuisance Ordinance Amendments.pdf](#)

7.2 [12-0447](#)

Ordinance authorizing certain amendments to the Lake County Administrative Adjudication Ordinance.

- The proposed amendments relocate the administrative adjudication fines and fees into the Administrative Adjudication Ordinance, and allow the use of a range of fines in lieu of a set fine per violation.
- These amendments will assist in making the ordinance more consistent with state law and administrative adjudication best practices, establishing fairness in fines and incentivizing compliance. A corresponding repeal of the currently separate fee/fine schedule is proposed.
- Other amendments are proposed to correct minor clerical procedural issues.

Attachments: [Administrative Adjudication Ordinance Amendments.pdf](#)

Health & Community Services

7.3 [12-0362](#)

Joint resolution accepting the Illinois Department of Commerce and Economic Opportunity (DCEO) Trade Globalization Adjustment and Assistance Act grant modification and authorizing an emergency appropriation in the amount of \$150,873.

- DCEO provided a modification to the Trade Globalization Adjustment and Assistance Act grant to the Lake County Workforce Development Department in the amount of \$150,873.
- The grant is for the term of October 1, 2011 to September 30, 2012, and includes funding for individuals certified as eligible under the Act.
- This funding is expected to cover training services for workers affected through fifteen plant closings or lay-offs.
- This action is required to allocate these funds into the Workforce Department's budget and authorize acceptance of this modification.

Attachments: [TGAAA 11 mod 2 Spreadsheet.xlsx](#)

7.4 [12-0489](#)

Joint resolution approving the Summer Youth Employment Worksite Agreement.

- Annually, the County approves a Summer Youth Employment Worksite Agreement with various organizations that will provide summer youth employment as part of the Lake County 2012 Summer Youth Employment Program.
- The Worksite Agreement outlines the responsibilities of the participating summer worksites and Lake County.
- This year, this agreement will be entered into with 30 to 35 organizations that will participate in this program.
- The joint resolution authorizes the County Board Chairman or their designee to sign the agreements.

Attachments: [Worksite Agreement 2012](#)
 [SummerYouth](#)

7.5 [12-0491](#)

Joint resolution authorizing various agreements for the Lake County Workforce Development Department's Youth Program Services.

- Lake County desires to enter into contracts for Youth Programs with qualified providers to service In-School and Out-of-School Youth under the federal Workforce Investment Act.
- Lake County extended Requests for Proposal to 194 providers and received 11 sealed proposals from seven service providers.
- The Workforce Development Board Selection Review Committee recommended, and the Workforce Investment Board approved, awards to six service providers that offered favorable proposals to meet the diverse needs of the student populations to be served.
- Contracts were approved for three In-School Youth Programs, including: North Chicago High School #187, Future First, North Chicago, IL in the amount of \$150,000 to service 22 youth, Zion Benton High School, Jobs For Bees, Zion, IL, in the amount of \$150,000 to service 21 youth and Waukegan High School, SHINE Educational Leadership

Program, Waukegan, IL in the amount of \$150,000 to service 26 youth.

- Contracts were approved for five Out-of-School Youth Programs, including: North Chicago High School #187, CNA Program, North Chicago, IL in the amount of \$115,000 to service 15 youth, Waukegan High School, Pharmacy Tech Program, Waukegan, IL in the amount of \$150,000 to service 24 youth, Youth Build Lake County, North Chicago, IL for \$102,000 to service 12 youth, and First Institute Training and Management, Inc., Waukegan, IL, for \$160,000 to service 20 youth and Computer Systems Institute, Crystal Lake, IL in the amount of \$125,000 to serve 14 youth.
- In total, these contracts will cost the County \$1,102,000 and will be funded with the County's allocation of federal Workforce Investment Act funds.

Law & Judicial

7.6 [12-0442](#)

Joint resolution authorizing a contract with Radicom, Inc., McHenry, IL for the purchase of radio equipment for the Lake County Sheriff's Office for up to \$137,952.

- Lake County extended requests to 31 vendors and 3 bids were received.
- Three bids received ranged from \$91,026 to \$153,032.58, one bid was considered non-responsive.
- Radicom, Inc. was the lowest most responsive and responsible bidder.
- This contract authorizes a purchase of 36 radios for up to \$137,952.

7.7 [12-0450](#)

Joint resolution authorizing a contract with the National Center for State Courts to conduct a thorough review of the current justice technologies, infrastructure, and governance including the development of recommendations, and approve an emergency appropriation in the amount of \$105,200.

- The National Center for State Courts (NCSC) will develop a technology governance structure for the Administrative Office of the Circuit Court of Lake County and the Circuit Court Clerk.
- Services will include documenting the required functionality for efficient and effective case management, document management, and e-filing as well as a gap analysis comparing the required functionality to the current system.
- NCSC will also assist the Court and the Court Clerk in developing a long-term strategy for meeting current and future case management needs.
- NCSC has engaged in work with the County on nine separate occasions since 1992 on assessment of governance, case management, E-Filing and issues relevant to Circuit Court matters.
- Pursuant to Article 6, section 102, the Purchasing Agent convened an ad hoc review group that approved bid exemption on the basis of an existing long standing successful relationship for professional services, and the knowledge gained through this relationship adds value integral to the services provided.
- This resolution also authorizes an emergency appropriation of \$105,200 from the fund balance in the court automation budget.

7.8 [12-0474](#)

Joint resolution authorizing an emergency appropriation in the amount of \$45,000 in funding from the Illinois Department of Healthcare and Family Services and the approval of Grant Agreement No. 2012-55-024-K4D for the 19th Judicial Circuit's Access and Visitation Program for state fiscal year 2013.

- The 19th Judicial Circuit receives grant funding from the Illinois Department of Healthcare and Family Services to provide mediation services for never-married parents involved in visitation and custody-related disputes in an effort to increase child support collections from this population.
- The state would like to continue funding the 19th Judicial Circuit's program in the amount of \$45,000 for state fiscal year 2013.
- This access and visitation grant does not require matching funds.
- Last year, this program served 222 families.

Attachments: [Mediation Grant.FY13](#)

Public Works & Transportation

7.9 [**12-0460**](#)

Joint resolution authorizing a contract for the ultra-thin concrete white-topping of portions of Deerfield Parkway and Buffalo Grove Road to Triggi Construction, Inc., West Chicago, Illinois, in the amount of \$750,447.77 and designated as Section 10-00999-11-RS.

- Deerfield Parkway and Buffalo Grove Road Resurfacing: Contract Award.
- This resurfacing improvement is identified within the County's pavement management system and is included in the 2012 program.
- The method of resurfacing is ultra-thin concrete white-topping.
- A total of four bids were received, ranging from \$750,447.77 to \$1,121,767.50, and the lowest responsible bidder is Triggi Construction, Inc., West Chicago, Illinois, in the amount of \$750,447.77.

Attachments: [12-0460 Deerfield Parkway and Buffalo Grove Road Resurfacing, Contr](#)

7.10 [**12-0461**](#)

Joint resolution authorizing a contract for the concrete pavement patching on various County highways to A Lamp Concrete Contractors, Inc., Schaumburg, Illinois, in the amount of \$70,028.70, providing a supplemental appropriation of \$25,000 of Motor Fuel Tax funds and designated as Section 12-00000-08-GM.

- 2012 Concrete Pavement Patching; Contract Award.
- Each year the Division of Transportation contracts for patching concrete pavements throughout the County highway system.
- A total of three bids were received, ranging from \$70,028.70 to \$84,953.95, and the lowest responsible bidder is A Lamp Concrete Contractors, Inc., Schaumburg, Illinois, in the amount of \$70,028.70.
- A supplemental appropriation of \$25,000 of Motor Fuel Tax funds is provided.

Attachments: [12-0461 2012 Concrete Pavement Patching, Contract Award](#)

7.11 [**12-0470**](#)

Joint resolution authorizing a contract for bituminous pavement removal and pavement resurfacing on various roads in Ridgedale and Wooded Acres Subdivision in Grant Township Road District to Payne & Dolan, Inc., Kenosha, Wisconsin, in the amount of \$214,966.75 and designated as Section 12-08141-01-GM.

- 2012 Township Motor Fuel Tax; Grant Township Road District: Contract Award.

- A total of three bids were received, ranging from \$214,966.75 to \$228,636.78, and the lowest responsible bidder is Payne & Dolan, Inc., Kenosha, Wisconsin, in the amount of \$214,966.75.

Attachments: [12-0470 2012 Township Motor Fuel Tax, Grant Township Road District,](#)

7.12 [12-0485](#)

Joint resolution authorizing a contract for annual bituminous maintenance of various County roads and bike paths, and seal coating of the Lake County Department of Transportation (LCDOT) highway garage parking lot to J. A. Johnson Paving Company, Arlington Heights, Illinois, in the amount of \$1,113,252.60 and designated as Section 12-00000-09-GM.

- 2012 Bituminous Maintenance: Contract Award.
- Each year the LCDOT contracts for bituminous pavement, bituminous shoulders and bike path pavement maintenance throughout the County highway system.
- The seal coating of the LCDOT highway garage parking lot is included.
- The added alternative bidding process was used for this letting.
- A total of four bids were received, ranging from \$1,113,252.60 to \$1,555,613.55, and the lowest responsible bidder is J. A. Johnson Paving Company, Arlington Heights, Illinois, in the amount of \$1,113,252.60.

Attachments: [12-0485 2012 Bituminous Maintenance, Contract Award](#)

7.13 [12-0477](#)

Joint resolution appropriating \$5,901.96 of Motor Fuel Tax funds for Lake County's pro-rated share of the transportation planning undertaken by the Chicago Metropolitan Agency for Planning (CMAP), and designated as Section 13-00183-00-ES.

- CMAP, SFY 2013: Appropriation.
- CMAP staffs the Chicago region's federally required transportation Metropolitan Planning Organization (MPO).
- Federal funds for highway and transit projects, including the County's and the Lake County CMAP Council of Mayors, must be reviewed by the MPO.
- The County's pro-rated share for the period of July 1, 2012, through June 30, 2013, is \$5,901.96 for SFY 2013.
- Appropriation is from the Motor Fuel Tax fund.

7.14 [12-0480](#)

Joint resolution authorizing a contract with Delcan Corporation, Schaumburg, Illinois, for professional services for the provision of traffic signal system enhancements for Lake County PASSAGE at a maximum cost of services described of \$1,998,789.54, appropriating \$2,400,000 of the ¼% Sales Tax for Transportation and Public Safety funds, and designated as Section 12-00268-11-TL.

- Lake County ITS PASSAGE, Phase 4, Design and Integration Services: Consultant Agreement and Appropriation.
- The Phase 4 work for Lake County PASSAGE will enhance the current system, design and integrate field communication devices, maintain system components in the Traffic Management Center (TMC) and field, and adjust traffic signal timing.
- Lake County has a satisfactory working relationship with Delcan Corporation,

Schaumburg, Illinois, under the Local Government Professional Services Selection Act.

- This resolution authorizes the execution of professional services agreement with Delcan Corporation for Phase 4 of Lake County PASSAGE design engineering services at a maximum cost of \$1,998,789.54.
- The appropriation of \$2,400,000 will come from the ¼% Sales Tax for Transportation and Public Safety funds for this purpose.

Attachments: [12-0480 ITS PASSAGE 2012 Consultant Agreement](#)

7.15 [12-0482](#)

Joint resolution appropriating \$900,000 of ¼% Sales Tax for Public Safety and Transportation funds for the replacement of the Traffic Management Center (TMC) PASSAGE video wall, including any associated construction, and designated as Section 12-00268-11-TL.

- TMC PASSAGE Video Wall Replacement: Appropriation.
- The TMC PASSAGE video wall display and associated servers are seven years old.
- The video wall display and server are failing and must be replaced.
- The existing video wall technology is out of date and requires an upgrade.
- The upgrade and replacement of the current video wall will require some construction work in the TMC.
- This work is in the 2012 program, and this resolution appropriates \$900,000 of ¼% Sales Tax for Public Safety and Transportation funds.

7.16 [12-0475](#)

Joint resolution authorizing a contract for the JULIE ticket screening and locating of Lake County Division of Transportation (LCDOT) storm sewers for excavator dig requests, for various County highways, to USIC Locating Services, Inc., Indianapolis, Indiana, in the amount of \$76,020 and designated as Section 12-00000-06-GM.

- FY2012 JULIE Locates Storm Sewer Services: Re-bid and Contract Award.
- Lake County Board, at its March 13, 2012 meeting, approved a contract award to USIC Locating Services, Inc., Indianapolis, Indiana, in the amount of \$50,880 as the lowest responsible and responsive bidder for the Julie ticket screening and locating.
- The USIC bid was later found to be non-responsive due to an exception limiting their liability.
- A re-bid was held, and a total of four bids were received, ranging from \$76,020 to \$145,863, and the lowest responsible bidder is USIC Locating Services, Inc., Indianapolis, Indiana, with a contract amount of \$76,020.

Attachments: [12-0475 Julie Locates USIC Re-bid Award Recommendation](#)

7.17 [12-0483](#)

Joint resolution authorizing execution of Amendment No. 2 to the agreement between the Chicago Metropolitan Agency for Planning (CMAP) and Lake County for the development of the Lake County 2040 Transportation Plan and extends the agreement expiration date to June 30, 2013.

- Lake County 2040 Transportation Plan: Amendment No.2 CMAP Agreement.
- This agreement provides for the County to receive 80% reimbursement for the costs of developing this plan.

- The original completion date in the CMAP funding agreement was June 30, 2011.
- Amendment No. 1 provided for the completion date to be extended to June 30, 2012.
- Amendment No. 2 provides for the completion date to be extended to June 30, 2013.

Attachments: [12-0483 Lake County 2040 Transportation Plan Amendment 2](#)

Financial & Administrative

7.18 [12-0476](#)

Resolution authorizing a contract with Advocate Occupational Health to maintain vaccination and Personal Protection Equipment (PPE) fit testing records for employees in the amount of \$185,370.

- Currently, Advocate Occupational Health maintains vaccination and fit testing records for employees beginning with the pre-employment physical.
- Historically, the Health Department oversaw the program; however, it does not have the internal resources or record keeping ability to manage this process effectively and, as a result, this practice incurs liability to the County in the event of an adverse outcome.
- Transitioning of the entire program to Advocate Occupation Health will provide consistency of practice, continuity of records, and transfer the liability of these services away from the County.
- Pursuant to Article 6, Section 102, the Purchasing Agent convened an ad hoc review group that approved bid exemption on the basis of an existing long standing successful relationship for professional services, and the knowledge gained through this relationship adds value integral to the services provided.

7.19 [12-0448](#)

Resolution authorizing a contract for Electricity Rate and Management Services in the annual estimated amount of \$1.7 million.

- Lake County desires to enter into a contract for Electricity Rate and Management Services.
- Invitations to Bid will be called for through the public bid process to determine the lowest kilowatt per hour for electricity for the County and due May 22, 2012.
- The commodity of electricity rates is a spot market commodity that requires contract execution within 24 hours of bids received.
- The contract authorizes the County Board Chairman to enter into a two-year agreement with three additional one year renewal options to determine a fixed rate per kilowatt hour to the lowest responsive and responsible bidder.

7.20 [12-0478](#)

Committee action approving Change Order No.1 for Agreement #11192 for Architectural Design Services relating to the design of standby generators for the Lake County Adult Probation Facility.

- In December 2011, the Lake County Board authorized a contract with Stanley Consultants of Chicago, IL for architectural and engineering services for the design of standby generators for the Lake County Adult Probation Facility, Highway Patrol, Antenna and 911 Center in the amount \$70,200.
- During preliminary designs of locating the new generator at Adult Probation, an alternate location had to be selected due to site constraint issues and to preserve on-site parking which is why the additional scope of work items were not included under

the original agreement.

- This change order will provide engineering services to include a new structural platform and will be designed above the proposed generator location. The platform will feature two levels-one for the relocation of the existing HVAC condensing unit, and a second for future mechanical equipment for a total of \$16,600 which exceeds 10% of the original contract.
- Change Order #1 increases the amount of the Architectural Engineering Design services contract by \$16,600 from \$70,200 for a total of \$86,800.
- In accordance with Article 8, Section 101 (1) of the Lake County Purchasing Ordinance it is hereby requested that the Purchasing Agent be authorized to enter into Contract Modification #1.

7.21 [12-0452](#)

Resolution approving a County Board policy for "County Board Member Special Recognitions."

- Board members from time to time have requested County Board recognition for the achievements or accomplishments of an individual, business, school, or civic organization.
- These recognitions have historically been referred to as "resolutions" but have typically not been approved by the full County Board.
- This Resolution establishes criteria and a process for a County Board member to request a "County Board Member Special Recognition" that does not require full County Board approval.
- Under the proposed policy, a "County Board Member Special Recognition" will be drafted by Board staff, sent to the Communications staff for review, and signed by the Board member(s) initiating the request.
- This "County Board Special Recognition" process will be considered for incorporation of the "County Board Rules of Order and Operational Procedures" at the next meeting of the Rules Committee.

Attachments: [Policy County Board Member Special Recognition](#)

7.22 [12-0487](#)

Resolution to accept an Illinois Emergency Management Agency / US Department of Homeland Security Citizen Corps grant and to authorize the emergency appropriation of \$4,000 for support of the Lake County Citizen Corps Council and its related volunteer programs.

- The United States Department of Homeland Security (US DHS) through the Federal Emergency Management Agency (FEMA) has made limited funding available to local jurisdictions to support volunteer preparedness efforts through the "Citizen Corps" family of programs.
- The Citizen Corps program includes an array of local volunteer programs that foster improved community preparedness and response to emergencies and disasters of all kinds, including the Community Emergency Response Team (CERT), Medical Reserve Corps (MRC), Volunteers in Police Service (VIPS), and Fire Corps initiatives, among others.
- The Lake County Citizen Corps Council enhances the County's overall preparedness by facilitating information sharing, collaborative training and exercising, and providing educational materials.

- The Lake County Health Department and Lake County Emergency Management Agency have for several years utilized funding through this program.
- These grant funds from Federal Fiscal Year 2011 must be expended by December, 31, 2012.

7.23 [12-0486](#)

Resolution accepting the annual Emergency Management Assistance grant funding from the Illinois Emergency Management Agency for Federal Fiscal Year 2012 Emergency Management Performance Grant pass-through funds in the maximum amount of \$485,458.

- Lake County has applied for and been awarded an annual allocation from the Illinois Emergency Management Agency on behalf of the Lake County Emergency Management Agency.
- This funding supports the County in developing and maintaining an effective integrated Emergency Management Agency and program.
- This funding provides for quarterly reimbursement of up to 50% of allowable program costs for the Lake County Emergency Management Agency.
- The actual amount of funding is dependent on both the county's expenditures and the availability of federal funds to the Illinois Emergency Management Agency, which is dependent on the federal budget and FEMA grant program guidance.
- The maximum funding available to Lake County through this grant is \$485,458.
- This grant provides for Emergency Management program activities between October 1, 2011, and September 30, 2012.
- Revenue from this grant will offset currently budgeted expenses. No additional expenses are budgeted as a result of this grant.
- Lake County invests local funding in emergency management program activities to satisfy the grant match requirements.

7.24 [12-0439](#)

Resolution setting the compensation for certain County-wide elected office holders.

- Pursuant to State Statute, the County Board sets the compensation for elected officials no less than six months before those officials take office.
- At this time, it is necessary to set compensation for the Circuit Court Clerk, Coroner and Recorder of Deeds for the Fiscal Years 2013 through 2016.

Attachments: [Elected Official Salaries Options](#)

8. Executive Session

8.1 Executive Session to discuss personnel matters 5 ILCS 120/2(c)(1)

8.1a [12-0468](#)

Committee action authorizing a reclassification-Department of Transportation.

8.1b [12-0473](#)

Committee action authorizing the creation of a new job title-19th Judicial Circuit.

9. County Administrator's Report
 - Website Content
 - Other Post Employment Benefits (OPEB)
 - Fiscal Year 2013 Budget Policies
10. Adjournment