

Lake County Illinois

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



Agenda Report - Final

Wednesday, August 28, 2013

1:00 PM

Assembly Room

Financial and Administrative Committee

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

3.1 [13-0961](#)

Minutes from July 31, 2013.

Attachments: [F&A 7.31.13 Final.pdf](#)

3.2 [13-0962](#)

Minutes from August 7, 2013.

Attachments: [F&A 8.7.13 Final.pdf](#)

3.3 [13-0964](#)

Executive session minutes from August 7, 2013.

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

LAW & JUDICIAL

7.1 [13-0925](#)

Joint resolution ratifying an emergency procurement with Fleet One LLC of Antioch, TN for the purchase of fuel in the estimated amount of \$35,000.

- The Sherriff's Office implemented rolling roll calls with the Highway Patrol Division in June 2012 to reduce miles on vehicles and provide better coverage in districts.
- Rolling roll calls provide officers the opportunity to fuel at the Department of Transportation fueling station in Libertyville twice a week and at approved contract locations in their district during their shift.
- The Sherriff's Office identified a contract with Fleet One LLC to provide alternative locations for vehicles to fuel at while in district with an annual estimated spend of \$25,000.
- Evaluation of the pilot program has identified that the contract spends would exceed the bid threshold for public procurement of \$30,000.
- To minimize disruption of services, the Purchasing Division recommended terminating the contract with Fleet One LLC and identified a State of Illinois Joint Purchasing Contract with Wex Bank of South Portland, ME for alternative fueling locations.
- The total expenditure for the contract with Fleet One LLC is estimated at \$35,000.
- Pursuant to the Lake County Purchasing Ordinance, emergency procurements are made when a threat exists to public health, welfare, or safety, or to prevent or minimize serious disruption of government services.
- Pursuant to Article 6, Section 103, the Sherriff's Office submitted a written

determination of the basis for emergency.

7.2 [13-0919](#)

Joint resolution authorizing the renewal of the State's Attorney's Prosecutor-Based Victim Services grant program, awarded by the Illinois Criminal Justice Information Authority (ICJIA), including \$61,127 in federal funds.

- This grant renewal is for the Prosecutor Based Victim Services program, a victim assistance grant administered through the Illinois Criminal Justice Information Authority for the performance period of October 1, 2013 through September 30, 2014.
- Funding for this grant began in 1991 and has been renewed each year.
- The focus of this grant is providing advocacy services to the currently under-served sexual assault victim population.
- The federal funds are allocated to 75 percent of the grant-assigned Sexual Assault Victim Witness Counselor's time/salary.
- Sources of program funding include federal funds in the amount of \$61,127; matching funds of \$15,282, consisting of \$7,755 from the State's Attorney's Asset Forfeiture Fund and \$7,527 in County contribution as budgeted in the State's Attorney's budget, for a grant program total of \$76,409.

Attachments: [213077 Announcement Continuation No Reduction Pre Award ltr 7 29 13](#)

7.3 [13-0920](#)

Joint resolution authorizing the renewal of the State's Attorney's Multi-Jurisdictional Drug Prosecution grant program, awarded by the Illinois Criminal Justice Information Authority, including \$163,886 in federal funds.

- This is a renewal of the Multi-Jurisdictional Drug Prosecution Program, a federal grant administered through the Illinois Criminal Justice Information Authority (ICJIA). Funding for this grant began in 1988 and has been renewed each year.
- The federal funds will provide funding for 67 percent of the salaries of one Gang/Narcotics Prosecution Division Chief, one Assistant State's Attorney and one trained Police Investigator dedicated to the prosecution of drug related offenses covering the time period October 1, 2013 through September 30, 2014.
- Program goals include: Deterring drug-related crime through criminal investigations and prosecution (from October 1, 2012 through June 30, 2013, the State's Attorney's Office initiated 286 felony drug prosecutions) and improving the quality of multi-jurisdictional prosecutions of drug offenders.
- Sources of program funding include \$163,886 in federal funds, \$30,000 in matching funds provided from the State's Attorney's Asset Forfeiture Fund, and \$66,963 in County contribution as budgeted in the State's Attorney budget, for a grant program total of \$260,849.

Attachments: [Letter Announcement - Continuation Lake 06-07-13.docx](#)

7.4 [13-0923](#)

Joint resolution authorizing the application award and execution of the renewal of interagency agreement #213059 with the Illinois Criminal Justice Information Authority (ICJIA) to provide federal funding of \$35,605 for the Children's Advocacy Center Victim Advocate Grant for an additional twelve months.

- In 1999, the Children's Advocacy Center implemented this grant to supplement funding

for a bilingual victim advocate, which has been renewed each year.

- This grant is for the period of October 1, 2013 through September 30, 2014 and funds a portion of the salary for one of the three victim advocates housed at the Lake County Children's Advocacy Center.
- The victim advocate provides comprehensive supportive services to child victims and their non-offending family members throughout the court process.
- Program goals include: providing advocacy services for child victims of abuse and their non-offending family members; preventing re-victimization of children through education and emotional support; and maintaining the current staff of victim advocates in order to provide efficient services to abused children.
- Sources of program funding include federal funds in the amount of \$35,605 for salary and matching funds of \$8,901 for salary and benefits, which is provided by the Children's Advocacy Center.
- The Children's Advocacy Center supplies the required match and any additional salary or benefit costs by reimbursing the State's Attorney's Office.

Attachments: [Letter Announcement - Continuation 213059.doc](#)

7.5 **13-0924**

Joint resolution authorizing the application and execution of the renewal of interagency agreement #213315 with the Illinois Criminal Justice Information Authority (ICJIA) to provide federal funding of \$54,376 for the Children's Advocacy Center Victim Advocate Grant for an additional twelve months.

- In 1999, the Children's Advocacy Center implemented this grant to supplement funding for a victim advocate, which has been renewed each year.
- This grant is for the period of October 1, 2013 through September 30, 2014 and funds a portion of the salary for one of the three victim advocates housed at the Lake County Children's Advocacy Center. The victim advocate provides comprehensive supportive services to child victims and their non-offending family members throughout the court process.
- Program goals include: providing advocacy services for child victims of abuse and their non-offending family members; preventing re-victimization of children through education and emotional support; and maintaining the current staff of victim advocates in order to provide efficient services to abused children.
- Sources of program funding include federal funds in the amount of \$54,376 for salary and matching funds of \$13,594 for salary and benefits, which is provided by the Children's Advocacy Center.
- The Children's Advocacy Center supplies the required match and any additional salary or benefit costs by reimbursing the State's Attorney's Office.

Attachments: [Letter Announcement - Continuation 213315.doc](#)

PUBLIC WORKS & TRANSPORTATION

7.6 **13-0932**

Joint resolution authorizing a contract with Tecorp, Inc. in the amount of \$32,400 for the Pekara Reservoir Painting Project.

- The Pekara Reservoir, which is part of the Pekara Water System, is in need of repainting.
- The County issued a request for bids and received responsive bids from three contractors.

- The received bids ranged from \$32,400 to \$110,800 and it is recommended that the contract be awarded to the lowest responsive, responsible bidder, Tecorp, Inc. in the amount of \$32,400.
- This resolution authorizes execution of a contract with Tecorp, Inc., Joliet, IL, in the amount of \$32,400 for the Pekara Reservoir Painting Project.

Attachments: [09.10.13 Pekara Reservoir Bid Tab.pdf](#)

7.7 **13-0931**

Joint resolution authorizing a contract with Synagro Central, LLC of Baltimore, MD, in the amount of \$ 388,981 for Lagoon #1 Bio-Solids Removal Project.

- The excess flow lagoons associated with the Northwest Interceptor Sewer System must be improved to increase the system capacity during periods of wet weather flow.
- Removal of the bio-solids in the lagoons is the first phase of the excess flow lagoons improvements.
- The County received bids from four contractors for this work.
- The bids submitted by Wealing Brothers LLC and Walter and Son Waste Hauling contained bid defects and are considered non-responsive bids.
- Award of this contract is recommended to the lowest responsive, responsible bidder, Synagro Central, LLC in the amount of \$ 388,981.
- Synagro has performed bio-solids hauling and land application for the County for several years and their performance has been excellent.
- This resolution authorizes execution of a contract with Synagro Central, LLC, Baltimore, MD in the amount of \$388,981.

Attachments: [09.10.13 Lagoon Biosolids Removal Bid Tab.pdf](#)

7.8 **13-0933**

Joint resolution authorizing a professional services agreement with Applied Technologies, Inc. in the amount of \$1,541,900 for engineering services for the Des Plaines River Water Reclamation Facility (WRF) Phase 2B and Phase 3 Project.

- The Des Plaines River WRF is a major wastewater treatment plant that provides services for the Villages of Lake Zurich, Hawthorn Woods, Long Grove, Buffalo Grove, Lincolnshire, Riverwoods, Bannockburn and unincorporated portions of southern Lake County.
- This project includes engineering services for the addition of biological nutrient removal and aeration basin modifications, tertiary filter improvements, site and building improvements to several different facilities, SCADA improvements and the addition of a bio-solids drying facility.
- In accordance with the Lake County Purchasing Ordinance, a Statement of Interest was issued on February 7, 2013 for nine separate engineering projects.
- Responses were received from 16 firms and a selection committee interviewed four firms for this specific project.
- Applied Technologies was determined to be the most qualified firm to provide professional engineering services related to the Des Plaines River Water Reclamation Facility Phase 2B and Phase 3 Project.
- This resolution authorizes and directs the County Purchasing Agent to execute an Agreement for Professional Services with Applied Technologies Inc. of Brookfield, WI in the amount of \$1,541,900 for this work.

Attachments: [13-0933 Phase 2B Applied Agreement #13228.pdf](#)
[13-0933 Phase 3 Applied Agreement #13229.pdf](#)

7.9 **13-0954**

An ordinance deleting certain properties from proposed Special Service Area (SSA) #16.

- As part of SSA #16, the County approved a Proposing Ordinance and held a public hearing on August 13, 2013, which required a public notice be mailed to each property to be included in SSA #16 for the provision of delivering Lake Michigan water.
- The public notice included the property index listing of all properties to be included in SSA #16.
- The public notice included four properties that were inadvertently included in the public notice and property index listing and the owners have requested that their properties be excluded from SSA #16.
- Three properties are within the Village of Lindenhurst and one property is owned by the Lake County Forest Preserve District.
- In accordance with the SSA Law (ILCS 200/27-35) the corporate authorities may delete areas of the special service area at the public hearing or at the first regular meeting of the corporate authority thereafter.
- This ordinance deletes the four properties listed on Exhibit A from properties to be included in SSA #16, and requests this action be via a roll call vote.

Attachments: [13-0954 Deletion of Certain SSA 16 Parcels](#)

7.10 **13-0948**

Joint resolution authorizing a contract in the amount of \$1,148,807.80 to Meade Electric Company, McCook, Illinois for traffic signal maintenance for the period from December 1, 2013, to November 30, 2014, and designated as Section 14-00000-01-GM.

- 2014 Traffic Signal Maintenance: Contract Award.
- Patrol I maintenance activities are paid out of the Motor Fuel Tax fund, including the maintenance and electrical service for the County traffic control signals, street lights, other field equipment and field elements of Lake County Passage.
- One bid was received from Meade Electric Company, McCook, Illinois, in the amount of \$1,148,807.80 and was determined to be responsible.

Attachments: [13-0948 2014 Traffic Signal Maintenance Bid Tab](#)

7.11 **13-0944**

Joint resolution authorizing a contract to National Roofing Corporation, Forest Park, Illinois, in the amount of \$61,300 for the removal and replacement of approximately 3,760 square feet of roofing on the Administration Building at the Division of Transportation in Libertyville, Illinois, and designated as Section 13-00214-24-MS.

- Division of Transportation, Administration Building Roofing: Contract Award.
- The Division of Transportation Administration Building needs 3,760 square feet of roofing replaced.
- This project is included in the Division of Transportation's operating budget.

- A total of three bids were received, ranging from \$61,300 to \$81,790, and the lowest responsible bidder is National Roofing Corporation, Forest Park, Illinois, in the amount of \$61,300.

Attachments: [13-0944 DOT Roofing Contract 13206 Bid Tab](#)

7.12 [13-0947](#)

Joint resolution authorizing a contract for the roadway improvement on Sunset Avenue, 450 feet east and west of the Union Pacific Railroad overpass, to Mat Construction Company, Inc., Chicago, Illinois, in the amount of \$204,122.87, and designated as Section 11-00169-07-LS.

- Sunset Avenue Roadway Improvement: Contract Award.
- Sunset Avenue will be improved by constructing steel backed wood guardrails in the median and outside the pavement, removing the existing hot-mix asphalt median surface, constructing landscape medians with trees, shrubs, perennials and retaining walls, furnishing and placing sealed decorative aggregate around the planted areas, and other related work.
- This improvement is included in the 2013 program.
- A total of two bids were received, ranging from \$204,122.87 to \$345,605, and the lowest responsible bidder is Mat Construction Company, Inc., Chicago, Illinois, in the amount of \$204,122.87.

Attachments: [13-0947 Sunset Avenue Roadway Improvement Bid Tab](#)

7.13 [13-0946](#)

Joint resolution authorizing the execution of an agreement with the City of Waukegan and the Waukegan Park District to provide routine maintenance for the roadway improvement of Sunset Avenue, 450 feet east and west of the Union Pacific Railroad overpass, and designated as Section 11-00169-07-LS.

- Sunset Avenue City of Waukegan and Waukegan Park District Agreement.
- Sunset Avenue will be improved by installing steel backed wood guardrails in the median and outside the pavement, removing the existing hot-mix asphalt median surface, constructing landscape medians with trees, shrubs, perennials and retaining walls, furnishing and placing sealed decorative aggregate around the planted areas, and other related work.
- The City of Waukegan and the Waukegan Park District will provide routine maintenance of the landscape medians.
- This resolution authorizes the execution of an intergovernmental agreement with the City of Waukegan and the Waukegan Park District.

Attachments: [13-0946 City of Waukegan and Waukegan Park District Planted Median](#)

7.14 [13-0951](#)

Joint resolution appropriating \$60,000 of ¼% Sales Tax for Transportation and Public Safety funds to provide for crack sealing of asphalt and concrete pavement, where necessary, on various County highways, and replacing the earlier appropriation of \$60,000 of Motor Fuel Tax funds, and designated as Section 13-00000-04-GM.

- 2013 Crack Sealing: Appropriation Replacement.
- Each year, crack sealing is done to County highways that have recently been

resurfaced.

- This County Board, at its meeting of January 15, 2013, approved an appropriation of \$60,000 of Motor Fuel Tax funds for this project.
- The County Board awarded a contract to Behm Pavement Maintenance on March 12, 2013, for this project.
- The contract documents did not include the required Motor Fuel Tax funding language.
- The original appropriation must be replaced with an appropriation of \$60,000 of ¼% Sales Tax for Transportation and Public Safety funds to comply with the contract specifications.

7.15 **13-0949**

Committee action to approve a developer donation for Shepherd's Point Subdivision, in the City of Zion, in the amount of \$359,382.81 under the Lake County Highway Access Regulation Ordinance.

- 21st Street, Illinois Route 131 to Kenosha Road: Developer Donation.
- The development of Shepherd's Point Subdivision warrants right and left turn lanes for their access on the north side of Kenosha Road within the City of Zion.
- The Lake County Division of Transportation (LCDOT) has a programmed project to resurface 21st Street, from Illinois Route 131 to Kenosha Road, which includes the section of 21st Street warranting the turn lanes for Shepherd's Point Subdivision.
- It is recommended that said turn lanes be incorporated into the future LCDOT improvement, and a developer donation in the amount of \$359,382.81 be accepted to cover design engineering construction and construction engineering costs.

7.16 **13-0938**

Joint resolution authorizing an agreement for professional engineering services with Hey and Associates, Volo, Illinois, for additional Phase I preliminary engineering and Phase II design engineering services for the design of a proposed wetland mitigation bank at the Buffalo Creek Forest Preserve at a maximum cost of services described as \$170,500, appropriating a supplemental amount of \$165,000 of County Bridge Tax funds for these engineering services, and designated as Section 01-00000-00-ES.

- Buffalo Creek Forest Preserve Wetland Bank: Consultant Agreement and Supplemental Appropriation.
- The County has an intergovernmental agreement with the Forest Preserve District for construction of a County wetland mitigation bank, and a site has been identified at the Buffalo Creek Forest Preserve.
- Pursuant to an agreement with LCDOT, Stormwater Management Commission has done some Phase I preliminary engineering and Phase II design engineering.
- Using the Local Government Professional Services Selection Act, Hey and Associates, Volo, Illinois, will be used to complete the Phase I preliminary engineering and Phase II design engineering at a maximum cost of \$170,500.
- Appropriations of funds were approved by this County Board on October 9, 2001, for \$50,000 and November 16, 2012, for \$85,000.
- The total cost of Phase I and Phase II Engineering for the project is \$260,700.
- This resolution authorizes a contract with Hey and Associates, and appropriates a supplemental amount of \$165,000 of County Bridge Tax funds for these engineering services.

Attachments: [13-0938 Buffalo Creek FP Wetland Bank, Consultant Agreement](#)

FINANCIAL & ADMINISTRATIVE

7.17 [13-0927](#)

Resolution authorizing the execution of a one year lease extension for 4,140 square feet of office space for the Regional Office of Education for a total annual cost of \$89,581.26.

- The Regional Office of Education has leased 4,140 square feet of office space from the College of Lake County (CLC) at the Grayslake campus since 1999 and the agreement is set to expire on October 13, 2013.
- Lake County desires to enter into a one year lease extension to its current lease of the 4,140 square feet of office space with (CLC).
- The lease extension is limited to one year with month to month renewals, due to the uncertainty of the space availability in conjunction with the proposed CLC Master Expansion Plan.
- The one year extension provides for a two percent increase in annual rent, in the amount of \$77,310.30 and a two percent increase for custodial services, in the amount of \$12,270.96.

7.18 [13-0953](#)

Resolution authorizing one year contracts, plus renewals, with Blue Cross Blue Shield of Illinois, Oak Brook, IL, for administrative fees for the health insurance plan and Express Scripts, St. Louis, MO, for administrative fees for the prescription program for the plan year 2014 (January 1 through December 31) in the amount of \$6,062,000.

- The current contract with Blue Cross Blue Shield of Illinois and Express Scripts expires on December 31, 2013.
- There is a need to have a third party administrator for the health insurance plan and prescription program.
- A request for proposals was published and sent to 32 vendors with five vendors submitting responses.
- An Evaluation Committee comprised of representatives from Human Resources, Forest Preserves and Health Department held interviews with four vendors.
- In accordance with the Evaluation Criteria established in the Request for Proposal and the interview, the Evaluation Committee determined that the proposals submitted by Blue Cross Blue Shield of Illinois and Express Scripts are the most qualified and best meet the needs of Lake County.
- This resolution authorizes a contract for administrative fees for Health Plan and Prescription Benefit Management Services in the estimated annual amount of \$6,062,000.

Attachments: [Health Insurance Fixed Rate Recommendations.pdf](#)

8. Executive Session

8.1 [13-0966](#)

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

8.2 [13-0952](#)

Committee Action authorizing Personnel Salary Reclassification.

8.3 [13-0975](#)

Executive Session to review closed session minutes pursuant to 5 ILCS 120/2(c)(21).

8.4 [13-0963](#)

Committee action regarding the semi-annual review of closed session minutes.

9. **County Administrator's Report**

10. **Adjournment**