

# **Lake County Illinois**

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



## **Agenda Report - Final**

**Wednesday, February 7, 2018**

**1:00 PM**

**Assembly Room, 10th Floor**

**Financial and Administrative Committee**

1. Call to Order

2. Pledge of Allegiance

3. Approval of Minutes

3.1 [18-0169](#)

Joint Budget minutes from October 24, 2017.

**Attachments:** [F&A 10.24.17 Minutes - Final](#)

3.2 [18-0171](#)

Joint Budget minutes from October 25, 2017.

**Attachments:** [F&A 10.25.17 Minutes - Final](#)

3.3 [18-0168](#)

Minutes from January 10, 2018.

**Attachments:** [F&A 1.10.17 Minutes - Final](#)

4. Addenda to the Agenda

5. Public Comment

6. Chairman's Remarks

7. Old Business

8. New Business

**CONSENT AGENDA (Items 8.1 - 8.27)**

**LAW & JUDICIAL**

8.1 [18-0083](#)

Joint resolution approving the renewal of the D.A.S. Charitable Fund for the Preservation of Feline Animal Life grant and authorizing the emergency appropriation in the amount of \$25,498.40 to be used by the Lake County Sheriff's Office (LCSO) Canine Unit.

- The D.A.S. Charitable Fund is a trust that provides grant funds for the care and training of canines.
- D.A.S. funds cannot be used to fund vehicles or deputy salaries. Accordingly, the grant does not require an additional fund match and/or vehicles be added to the LCSO's fleet.
- The grant covers annual expenses for veterinary services, food, contractual kennel costs and training for four canines.
- The Fiscal Year (FY) 2018 grant of \$25,498.40 represents an increase of 22 percent over the FY2017 grant of \$20,882.85. If this grant is approved, the total FY2018 LCSO canine budget would be \$82,162.66. The net cost would be \$56,664.25.
- The grant requires quarterly reports be filed with the D.A.S. Charitable Fund regarding

the use of canines during the year.

**Attachments:** [D.A.S. Charitable Fund Canine Award Letter 12-2017.pdf](#)

**8.2** [\*\*18-0128\*\*](#)

Joint resolution approving the acceptance of the D. A. S. Charitable Fund for the Preservation of Feline Animal Life grant and authorizing an emergency appropriation in the amount of \$12,000 for use by the Coroner's Office.

- The D. A. S. Charitable Fund is a trust that provides grant funds for the care and training of canines.
- D. A. S. funds cannot be used for equipment, vehicles or deputy salaries. Accordingly, the grant does not require an additional fund match and/or vehicles be added to the Coroner's Office fleet.
- There will be an increase of approximately \$8,500 for the cost of replacing a coroner vehicle to ensure adequate space for the canine.
- The grant covers \$12,000 in expenses related to the procurement and training of one cadaver dog and its handler. The dog handler will be a deputy coroner who is a salaried employee.
- The cadaver dog will be used in Lake County (incorporated and unincorporated) to locate cadaver body parts in investigations and to provide grief support for family members of the deceased person.
- Additionally, the dog will undergo socialized training to provide grief support and participate in community outreach effort with the Coroner's Office.
- The grant requires quarterly reports be filed with the D. A. S. Charitable Fund regarding the use of the canine during the year.

**Attachments:** [Grant Letter](#)

**8.3** [\*\*18-0138\*\*](#)

Joint resolution authorizing an emergency appropriation from the Fund 267 Coroner Fees Fund reserves in the amount of \$14,441.21 for operational expenses for the Coroner's Office.

- The Coroner's budget for the Fiscal Year (FY) 2017 consists of both a Corporate Fund annual appropriation and an annual appropriation for the Coroner Fees fund.
- Per the Illinois State Statute, the Coroner Fees fund can be used for electronic and forensic identification equipment, other related supplies or the Coroner's Office operating expenses.
- As presented at the Law and Judicial and Financial and Administrative Committee Joint Budget Hearing, the Coroner's Office saw an increase in the number of deaths during FY2017. As a result, the Coroner Fees fund covered the operational costs for various needs of the Coroner's Office, including lab services, operational supplies such as body bags, and motor vehicle repairs, in the amount of \$14,441.21 above the FY2017 adopted budget. Between these two appropriations, the Coroner is under budget for FY2017 but an emergency appropriation is needed to cover these additional costs, as they are in the Coroner Fees Fund.
- This resolution appropriates funds in the 267 Coroner Fees fund for operational expenses and a vehicle replacement originally scheduled for FY2018 in the amount of \$14,441.21 from the balance in the 267 Coroner Fees fund.

**HEALTH & COMMUNITY SERVICES**

**8.4**     [18-0118](#)

Joint resolution accepting the Healthcare Foundation of Northern Lake County grant and authorizing an emergency appropriation in the amount of \$15,000 for the Round Lake Area Student Health and Wellness Center.

- The \$15,000 Healthcare Foundation of Northern Lake County grant will be used to support operational costs at the Round Lake Area Student Health and Wellness Center.
- The \$15,000 in additional grant funding has not been previously appropriated because the grant resources were secured after the County's adoption of the Fiscal Year (FY) 2018 budget.
- The grant award will be for the period November 20, 2017 through November 19, 2018.

**Attachments:**   [15K HCFNLC](#)

**8.5**     [18-0119](#)

Joint resolution accepting the Health Resources and Services Administration grant and authorizing an emergency appropriation in the amount of \$93,989 for quality improvement funding.

- The \$93,989 Health Resources and Services Administration grant will be used to support quality-related software, training, supplies, and equipment.
- The \$93,989 in additional grant funding has not been previously appropriated because the grant resources were secured after the County's adoption of the Fiscal Year (FY) 2018 budget.
- The grant award will be for the period August 1, 2017 through July 31, 2018.

**Attachments:**   [93K HRSA](#)

**8.6**     [18-0120](#)

Joint resolution accepting the AIDS Foundation of Chicago grant and authorizing an emergency appropriation in the amount of \$5,249 for the Ryan White Part B program.

- The \$5,249 AIDS Foundation of Chicago grant will be used to purchase equipment and to provide lab support to Medical Management Clinic (MMC) clients.
- The \$5,249 in additional grant funding has not been previously appropriated because the grant resources were secured after the County's adoption of the Fiscal Year (FY) 2018 budget.
- The grant award will be for the period April 1, 2017 through March 31, 2018.

**Attachments:**   [5K RW](#)

**8.7**     [18-0123](#)

Joint resolution accepting the Illinois Department of Human Services grant and authorizing an emergency appropriation in the amount of \$35,145 for the Women, Infants, and Children (WIC) program.

- The \$35,145 Illinois Department of Human Services grant will be used for salary, fringe, and supply costs for Breastfeeding Peer Counselors working in the WIC program.
- The \$35,145 in additional grant funding has not been previously appropriated because

- the grant resources were secured after the County's adoption of the Fiscal Year (FY) 2018 budget.
- The grant award will be for the period July 1, 2017 through June 30, 2018. The Peer Counselors serve over 5,000 women each year.

**Attachments:** [35K WIC](#)

**8.8 [18-0131](#)**

Joint resolution approving an emergency appropriation to accept the Illinois Department of Commerce and Economic Opportunity (DCEO) Workforce Innovation and Opportunity Act (WIOA) Rapid Response grant and authorizing an emergency appropriation in the amount of \$53,244.

- The Trade Adjustment Assistance (TAA) federal program provides funding for reemployment services to displaced workers who have lost their jobs as a result of increased imports or shifts in production outside the US.
- The WIOA Rapid Response grant of \$53,244 is for staffing expenses related to case managing the displaced workers.
- There are 49 eligible displaced workers enrolled in occupational training from 13 certified events and will continue services through this grant.
- The grant period is July 1, 2017 through December 31, 2018.

**Attachments:** [Feb'18 - CFY'18 1EC Grant thru 12.31.18 Enter GL FY2018.pdf](#)

**8.9 [18-0132](#)**

Joint resolution approving an emergency appropriation to accept the Illinois Department of Commerce and Economic Opportunity (DCEO) Trade Adjustment Assistance (TAA) grant modification in the amount of \$13,049.

- The TAA federal grant provides funding for reemployment services to displaced workers who have lost their jobs as a result of increased imports or shifts in production outside the US.
- The additional funds of \$13,049 support activities associated with payment processing of tuition, training and transportation costs.
- There are 49 eligible displaced workers enrolled in occupational training from 13 certified events and will continue services through this grant.
- The grant period is April 1, 2017 through September 30, 2018.

**Attachments:** [Nov'17 - CFY'17 Trade Grant thru 9.30.18 GL 11.30.17.pdf](#)

**PUBLIC WORKS AND TRANSPORTATION**

**8.10 [18-0140](#)**

Joint resolution ratifying an emergency procurement with Atlas Copco CTS, Elk Grove Village, Illinois, in the amount of \$36,261.19 for equipment repair at the Vernon Hills Water Reclamation Facility (WRF) and authorizing an emergency appropriation in the amount of \$36,261 for Public Works expenditures from the Public Works fund balance reserve as modifications to the Fiscal Year (FY) 2018 budget.

- The County owns and operates the Vernon Hills WRF that utilizes blowers to create large volumes of air that are critical to the wastewater treatment process.

- Two of the four blowers utilized as part of the facility's operations failed due to an electrical surge, requiring extensive repair.
- Pursuant to the Lake County Purchasing Ordinance, emergency procurements are made when there exists a threat to public health, welfare, or safety, or to prevent or minimize serious disruption of governmental services.
- Pursuant to Article 6, Section 103, the Director of Public Works has submitted a written determination of the basis for the emergency and the certification that the procurement of this equipment was appropriate.
- The expenditures for this repair work was not included in the approved FY 2018 budget.

**Attachments:** [18-0140 Emergency Blower HSI Blower Drive and Cooling Pump Replac](#)

**8.11** [18-0094](#)

Joint committee action item approving Change Order Number Three, consisting of an increase of \$15,384.38 for additions to the 2017 concrete patching construction contract, and designated as Section No. 17-00000-10-GM.

- Change orders need to be approved by the standing committees for cumulative net increases over 10 percent.
- The 2017 concrete patching is under contract with Alliance Contractors, Inc., Woodstock, Illinois, in the amount of \$161,978 for various concrete curb and sidewalk repairs along Rollins Road at the following locations: from Cedar Lake Road to Civic Center Way, at Hook Drive, and at Drury Lane.
- For this contract, the bid quantities were lower than the actual quantities required to complete the work in the field, as determined and verified by the County's resident engineer.
- Change Order Number One, in the amount of \$14,188.50, included additional curb and gutter and asphalt pavement replacement, as determined by field conditions.
- Change Order Number Two, in the amount of \$1,669.85, included additional excavation and landscaping, as determined by field conditions.
- Change Order Number Three, in the amount of \$15,384.38, is the final contract change order and includes additional curb, gutter and asphalt pavement replacement and additional sidewalk replacement, as required to comply with Americans with Disabilities Act (ADA) standards, as determined by field conditions.
- The sum of all contract change orders is \$31,242.73, bringing the final total contract amount, including all change orders, to \$193,220.73.

**Attachments:** [18-0094 Concrete Patching Change Order Three Draft.pdf](#)

**8.12** [18-0097](#)

Joint resolution authorizing a revised agreement of understanding with the State of Illinois, in accordance with 605 ILCS 5/5-402 of the Illinois Compiled Statutes, providing for the expedited processing of the County's construction and maintenance projects administered through the Illinois Department of Transportation (IDOT) under Motor Fuel Tax (MFT) policies and procedures.

- On January 18, 2013, an Agreement of Understanding with IDOT was executed that allows for the expedited processing of the County's construction and maintenance projects administered under MFT policies and procedures.
- The agreement allows the County Engineer to review and approve certain MFT

documents on behalf of IDOT, saving a considerable amount of time for the project schedule.

- In August 2017, Lake County hired a new County Engineer and the agreement needs to be updated to recognize the new County Engineer.

**Attachments:** [18-0097 IDOT Agreement of Understanding Draft.pdf](#)

## **FINANCIAL & ADMINISTRATIVE**

### **8.13 [18-0072](#)**

Report from Mary Ellen Vanderverter, Recorder of Deeds, for the month of December 2017.

**Attachments:** [December 2017.pdf](#)

### **8.14 [18-0074](#)**

Report from David B. Stolman, Treasurer, for the month of November 2017.

**Attachments:** [Cash & Investments Nov 2016](#)  
[Cash & Investments Nov 2017](#)

### **8.15 [18-0129](#)**

Report from David B. Stolman, Treasurer, for the month of December 2017.

**Attachments:** [Cash & Investments Dec 2016](#)  
[Cash & Investments Dec 2017](#)

### **8.16 [18-0116](#)**

Report from Carla N. Wyckoff, County Clerk, for the month of December 2017.

**Attachments:** [LCC Report for December 2017 .pdf](#)

### **8.17 [18-0153](#)**

Resolution authorizing a contract with ImageSoft, Inc., Southfield, Michigan, for the renewal of current Hyland OnBase licenses in the estimated annual amount of \$70,991.58, with renewal options.

- Lake County currently holds 201 various Hyland OnBase Licenses for enterprise content management software to manage its electronic documents.
- The current contract is expiring and a bid to provide the software and maintenance was prepared. An invitation to bid was issued and extended to 10 qualified vendors and sealed bids were received from two nonlocal vendors in the amount of \$70,991.58 and \$83,823.50.
- ImageSoft, Inc. was determined to be the lowest responsive and responsible bidder that best meets the needs of the County in the estimated annual amount of \$70,991.58 based on the number of current licenses. Unit prices for additional services were provided as part of the bid.
- Funding has been secured for this service through the Fiscal Year (FY) 2018 approved

budget and the contract will be managed by the Department of Information Technology.

**Attachments:** [18018 Award Information](#)  
[OnBase Software Maintenance Bid](#)  
[18018 Final Bid Document](#)

**8.18 18-0151**

Resolution authorizing an agreement with renewal options with Thyssenkrupp Elevator, Lombard, Illinois, for elevator service and maintenance of various County facilities in the estimated Fiscal Year (FY) 2018 amount of \$78,240.

- Through an existing contract with Thyssenkrupp Elevators that expires on February 28, 2018, Thyssenkrupp has installed elevators and provides service and maintenance for the following facilities: Lake County Jail, Depke Juvenile Detention Facility, Central Permit, Public Defender's Office, and the new Court Tower.
- To maintain the current level of service for the equipment, there is a need for ongoing annual testing and an extended warranty of hardware and software maintenance for the elevator service and maintenance.
- Facilities identified a cooperative purchasing contract with Thyssenkrupp Elevator., Lombard, Illinois, through the National Cooperative Purchasing Alliance (NCPA) to procure elevator maintenance and repairs with the original equipment manufacturer that was competitively solicited and awarded.
- The contract will allow for service and maintenance of the existing equipment and provide a vehicle to add maintenance and services for the new elevators and escalators at the Court Tower once the building is open.
- Pursuant to Article 10-101 of the Lake County Purchasing Ordinance, Cooperative Purchasing, Lake County may participate in a cooperative purchasing agreement for the one year contract with Thyssenkrupp Elevator, through the cooperative purchasing vehicle, will be effective March 1, 2018 and allows for three additional one year renewals through August 2022.

**Attachments:** [18030 Award Information-Thyssenkrupp](#)  
[Lake County - Proposal](#)  
[Exhibit A - Lake County](#)

**8.19 18-0152**

Resolution authorizing a two year agreement with renewal options with SimplexGrinnell, Addison, Illinois, for fire alarm service testing and preventative maintenance of various County facilities in the estimated annual amount of \$120,000.

- Lake County currently owns and operates Simplex fire alarm systems at the following facilities: Winchester House, 911 Center, Depke Juvenile Complex and Facility, Adult Probation Office, Lake County Jail, Work Release Tower, Administrative Tower and Courts Complex, Coroner's Office, and the Multi Department Storage Building.
- The existing Simplex fire alarm system's software and hardware is warranted, maintained, serviced, and annually tested for code compliance by the local SimplexGrinnell office, Addison, Illinois. SimplexGrinnell is the original equipment manufacturer (OEM) for the required warranty service and maintenance on the software

and hardware. Since 2013, Lake County has a contract for service and maintenance with SimplexGrinnell.

- A service contract with SimplexGrinnell will provide Facilities Operations with long term stability of its equipment and improves the reliability and operations of the life safety monitoring equipment by following OEM recommended service intervals and local fire code authority testing of the fire alarm system.
- Facilities identified a cooperative purchasing contract with SimplexGrinnell., Addison, Illinois, through the National Joint Powers Alliance (NJPA) to continue to procure fire alarm service testing and preventative maintenance for the equipment by the OEM that was competitively solicited and awarded.
- Pursuant to Article 10-101 of the Lake County Purchasing Ordinance, Cooperative Purchasing, Lake County may participate in a cooperative purchasing agreement for the initial term of the NJPA contract which is June 30, 2017 through June 30, 2018 and allows for three additional one-year renewals.
- Funding for the service was budgeted as part of the Facilities Operations Division's annual operating budget.

**Attachments:** [18027 Award Information-SimplexGrinnell](#)

[18027 Lake County NJPA SimplexGrinnell Fire Alarm Pricing Sheet](#)

## 8.20 [18-0155](#)

Resolution authorizing a two year agreement with renewal options with Daikin Applied, Chicago, Illinois, for routine inspections and preventative maintenance of heating, ventilation, and air conditioning equipment for various County facilities in the estimated annual amount of \$38,000.

- Daikin chillers and condensing units have been installed at the following facilities: Administrative Tower, Public Defender's Office, Coroner's Office, Main Courthouse, Court Tower and Depke Juvenile Complex.
- To maintain the current level of service for the equipment there is a need for ongoing quarterly and annual inspections of equipment and software maintenance for the heating, ventilation and air conditioning (HVAC) system.
- Facilities identified a cooperative purchasing contract with Daikin Applied, Chicago, Illinois, through the Cooperative Purchasing Network (TCPN) to procure routine inspections and preventative maintenance of HVAC equipment by the original equipment manufacturer that was competitively solicited and awarded.
- The contract will allow for inspection and preventative maintenance of the existing equipment and provide a vehicle to add on the HVAC equipment for the Coroner and the Court Tower once the equipment is operational.
- Pursuant to Article 10-101 of the Lake County Purchasing Ordinance, Cooperative Purchasing, Lake County may participate in a cooperative purchasing agreement for the contract with Daikin Applied which will be effective immediately and allows for two additional one year renewals through September 30, 2022.

**Attachments:** [18029 Award Information-Daikin](#)

[18029 Lake County Facilities Proposal](#)

8.21 [18-0156](#)

Resolution authorizing a contract with exp US Services, Inc., Chicago, Illinois, to provide mechanical, electrical, and structural consulting engineering services for air handling replacement projects at the Depke Juvenile Complex, Lake County Traffic Court, and the Children's Advocacy Center in the amount not to exceed of \$52,570.

- Facilities has identified a need to design the mechanical, electrical, and structural systems to accommodate installation of new heating, ventilation, and air conditioning (HVAC) and air handling units.
- These projects require design and engineering services prior to procurement of construction services.
- Per the Lake County Purchasing Ordinance Article 5-101 subparagraph (3) there exists a satisfactory relationship with exp US Services, Inc.
- In accordance with the Local Government Professional Services Selection Act (50 ILCS 510/), the selected and recommended firm is exp US Services, Inc., Chicago, Illinois.
- Funding for this service is budgeted as part of the Fiscal Year (FY) 2018 Facilities Assessment and the contract will be managed by the Facilities Operations Division.

**Attachments:** [Lake County AHU Replacement](#)  
[18033 Award Information-exp](#)

8.22 [18-0145](#)

Tax Abatement Ordinance for the Series 2008A General Obligation Bonds.

- The County issued these bonds as alternative revenue bonds, meaning the taxes are paid from revenue other than property taxes.
- If the County has insufficient alternative revenue, it must pay for the debt service with tax levy funds. For that reason, there is a tax levy in the County Clerk's records for payment of principal and interest on these bonds.
- Each year, the County must determine that it has sufficient funds to pay for the debt service and file an ordinance with the County Clerk for tax abatement stating that there is no need of a tax levy to pay debt service.
- Sufficient alternative revenues are available, and this ordinance authorizes the taxes to be abated.

8.23 [18-0146](#)

Tax Abatement Ordinance for the Series 2010A General Obligation Bonds.

- The County issued these bonds as alternative revenue bonds, meaning the taxes are paid from revenue other than property taxes.
- If the County has insufficient alternative revenue, it must pay for the debt service with tax levy funds. For that reason, there is a tax levy in the County Clerk's records for payment of principal and interest on these bonds.
- Each year, the County must determine that it has sufficient funds to pay for the debt service and file an ordinance with the County Clerk for tax abatement, stating that there is no need for a tax levy to pay debt service.
- Sufficient alternative revenues are available, and this ordinance authorizes the taxes to be abated.

8.24 [18-0147](#)

Tax Abatement Ordinance for the Series 2011A General Obligation Bonds.

- The County issued these bonds as alternative revenue bonds, meaning the taxes are paid from revenue other than property taxes.
- If the County has insufficient alternative revenue, it must pay for the debt service with tax levy funds. For that reason, there is a tax levy in the County Clerk's records for payment of principal and interest on these bonds.
- Each year, the County must determine that it has sufficient funds to pay for the debt service and file an ordinance with the County Clerk for tax abatement, stating that there is no need of a tax levy to pay debt service.
- Sufficient alternative revenues are available, and this ordinance authorizes the taxes to be abated.

8.25 [18-0148](#)

Tax Abatement Ordinance for the Series 2013 General Obligation Road Bonds.

- The County issued these bonds as sales tax alternate source revenue bonds, meaning the taxes are paid from revenue other than property taxes.
- If the County has insufficient alternative revenue, it must pay for the debt service with tax levy funds. For that reason, there is a tax levy in the County Clerk's records for payment of principal and interest on these bonds.
- Each year, the County must determine that it has sufficient funds to pay for the debt service and file an ordinance with the County Clerk for tax abatement stating that there is no need for a tax levy to pay debt service.
- Sufficient alternative revenues are available, and this ordinance authorizes the taxes to be abated.

8.26 [18-0149](#)

Tax Abatement Ordinance for the Series 2015A General Obligation Bonds.

- The County issued these bonds as sales tax alternate source revenue bonds, meaning the taxes are paid from revenue other than property taxes.
- If the County has insufficient alternative revenue, it must pay for the debt service with tax levy funds. For that reason, there is a tax levy in the County Clerk's records for payment of principal and interest on these bonds.
- Each year, the County must determine that it has sufficient funds to pay for the debt service and file an ordinance with the County Clerk for tax abatement stating that there is no need for a tax levy to pay debt service.
- Sufficient alternative revenues are available, and this ordinance authorizes the taxes to be abated.

8.27 [18-0150](#)

Tax Abatement Ordinance for Special Service Area Number (SSA #) 16 tax levy.

- SSAs are created to allow improvements to be made and debt to be issued to pay for these improvements. The debt service is then paid for by a special tax levy.
- Each year, a separate tax is levied on the properties within the designated area to pay the debt service issued to pay for the improvements.
- This SSA provides funds for the repayment of bonds issued for construction of water supply improvements and extensions to provide access to Lake Michigan Water through

- the existing system of the Central Lake County Joint Action Water Agency (CLCJAWA).
- In the case of the SSA #16 Series 2016 bonds, there were reimbursements received from CLCJAWA. These funds can then be used to help pay the debt for the Series 2016 Bonds. Each year, part of those funds is used to lower the tax levy.
- This ordinance authorizes the taxes to be abated.

## REGULAR AGENDA

### LAW & JUDICIAL

#### 8.28 [18-0124](#)

Joint resolution authorizing a professional services agreement with Resolution Systems Institute (RSI), Chicago, Illinois, to provide services for the Lake County Foreclosure Mediation Program in the estimated annual amount of \$60,730.

- Since 2014, the Attorney General's Office has provided grant funding directly to RSI to provide services for the Lake County Foreclosure Mediation Program (Mediation Program).
- The Nineteenth Judicial Circuit has received notice that the grant funding is due to end in May 2018 and would like to contract directly with RSI to continue services.
- This professional services agreement and the Foreclosure Mediation Program in its entirety will be funded by the \$125 fee assessed to banks for each foreclosure. The contract will be managed by the Nineteenth Judicial Circuit.
- Under the terms of the contract, RSI will provide one staff member to serve as the Program Coordinator who is responsible for coordination of all meetings and tasks associated with the Foreclosure Mediation Program.
- Pursuant to Article 6, Section 102 of the Lake County Purchasing Ordinance, the Purchasing Agent consulted with an ad hoc review group that approved a bid exemption on the basis of an existing long standing, successful relationship.
- The contract authorizes a professional services agreement for an initial one-year term, with the right to renew for four additional one-year periods, subject to acceptable performance by RSI, in an annual estimated amount of \$60,730.

**Attachments:** [RSI Sole Source Request](#)

[RSI Purchasing Award Information](#)

[18034 RSI contract final](#)

#### 8.29 [18-0141](#)

Joint resolution confirming the Lake County Board's continued commitment to providing policy leadership, staff resources and financial support in next phase of the Lake County Consolidated 911 effort.

- The Lake County Board (Board) has provided legacy leadership in the effort to investigate and encourage 911 consolidation activities in Lake County.
- The Board supported the convening of various partners, including the Lake County Sheriff's Office, that participated in the Lake County Emergency Telephone System Board (ETSB) 911 Consolidation Study (Phase II Study) that looked at consolidating more than a dozen independent primary and secondary Public Safety Answering Points (PSAP) in Lake County.
- The results of the study identifies the potential benefits of dispatch consolidation which

include enhancing coverage and data sharing; as well as realizing operational savings between agencies.

- The Board supports the establishment of interim two-tier governance structure to serve as the decision-making body on behalf of all participating communities. The recommended structure includes a policy board and an operations board, which may also include sub-committees to study specific subject areas and make recommendations to the governing board, as outlined in the Phase II study.
- Once established, the Interim Policy Governance Board should recruit and select a professional project manager to provide implementation leadership for the consolidation effort. The project manager will be the staff lead serving all participating communities and public safety entities for the remaining consolidation activities.
- The Board approved an annual budget for Fiscal Year (FY) 2018 that includes a financial commitment to the 911 consolidation effort of partial funding for hiring of the project manager and consultants necessary for the detailed data analysis. Additionally, the Board commits County Administration staff resources to support the activities of the project.
- The County has offered to serve as the fiduciary agent on behalf of all communities and will the appropriate separate account to keep an accurate accounting of revenue and expenses on behalf of the consortium. This project was included in the Lake County 2018 budget and once total costs are known, staff will bring back a resolution to allocate the necessary funds.

**8.30**     **18-0088**

Joint resolution approving a commitment resources, data and \$30,000 of financial support from the Lake County Sheriff's Office (LCSO) towards the next phase of the Lake County Consolidated 911 effort.

- The LCSO, along with various partners, participated in Lake County Emergency Telephone System Board (ETSB) 911 Consolidation Study that looked at consolidating more than a dozen independent primary and secondary Public Safety Answering Points (PSAP) in Lake County.
- The results of the study identify the potential benefits of dispatch consolidation which include enhancing coverage and data sharing; as well as realizing operation savings between agencies.
- The LCSO concurs that, once established, the Interim Policy Governance Board should recruit and select a professional project manager to provide implementation leadership for the consolidation effort. Once selected, the project manager will be the staff lead for all participating communities and public safety entities for the remaining consolidation activities.
- The LCSO is willing to commit to data collection, standardization and analysis, staff time, partial funding for hiring of the project manager and consultants (implementation team) necessary for the detailed data analysis. This commitment includes \$30,000 of financial support towards the next phase of consolidation effort.
- The aforementioned commitment will enable the implementation team to calculate cost estimates for various alternatives, and will make recommendations for the most effective and economical cost alternative for consolidation of services.
- The funds have already been approved as a part of the Fiscal Year (FY) 2018 General Operating Expense Budget.

**HEALTH & COMMUNITY SERVICES**

**8.31 [18-0122](#)**

Joint resolution accepting the Lake County Underage Drinking and Drug Prevention Task Force grant and authorizing an emergency appropriation in the amount of \$50,000 for Underage Drinking and Drug Prevention.

- The \$50,000 Lake County Underage Drinking and Drug Prevention Task Force grant will be used to support a counselor. This position has served over 300 persons to date.
- The \$50,000 in additional grant funding has not been previously appropriated because the grant resources were secured after the County's adoption of the Fiscal Year (FY) 2018 budget.
- The grant award will be for the period January 1, 2018 through December 31, 2018.

**Attachments:** [LCUDDPTF 50K](#)

**8.32 [18-0125](#)**

Joint resolution amending the Lake County Health Department Environmental Health Fees Schedule (as authorized in Lake County Code of Ordinances Chapter 178).

- Certain documents associated with Onsite Wastewater Treatment Systems or Water Well permits are required by ordinance to be recorded with the property on which the permit is approved.
  - Environmental Health has had an agreement with the Recorder of Deeds Office to collect this fee and then provide the documents to be recorded and paid in batches. This fee, along with a small service fee (currently \$5, but subject to the Consumer Price Index), was included into the Environmental Health Fees Schedule to allow for its collection.
  - On December 1, 2017 the fee for recording a standard document was increased by the Recorder of Deeds Office from \$39 to \$60.
  - To allow for collection of this new fee, we are proposing to amend the Environmental Health Fees Schedule to indicate that the fee shall be assessed in accordance with the current Lake County Recorder of Deeds Schedule of Recording Fees. In the spirit of shared services, we are proposing to eliminate the service fee, which amounted to only \$170 in Fiscal Year (FY) 2017, and \$230 in FY 2016.
- The multi-department Land Team, composed of Health, Planning, Building and Development, Stormwater Management, Public Works and Transportation, conducted an analysis of permit types to consider moving into the fast track or same day permit category.
  - Efficiencies created due to the implementation of a County-wide permitting system include an enhanced ability to approve permits at the counter at the time of submittal, or online through a citizen self-service portal.
  - Implementation will enhance customer experience by providing applications on line and/or same day service at the counter for an estimated 1,700 customers in 2018. Based on 2017 permit activity, this would save 30,000 vehicle miles for customers who can now apply on line or avoid a return trip.
  - The analysis determined some fees could be reduced as a result of the efficiencies.
  - The proposed changes in the fee schedule are: the permit to eliminate an

- abandoned septic tank be reduced from \$105 to \$75; the fee for a seasonal medium risk temporary food permit be reduced from \$144 to \$125.
- The estimated reduction in revenue is \$4,740.
- A language change is proposed to replace the phrase “The Population Health Services Director” with “The Health Officer” in the lab fees section to be consistent with three other references in this Fees Schedule and in other Health Department ordinances.

**Attachments:** [2018 EH Fees Schedule FINAL FEB 2018](#)

## **PUBLIC WORKS & TRANSPORTATION**

### **8.33 [18-0139](#)**

Joint resolution authorizing a contract with Manusos General Contracting, Inc., Fox Lake, Illinois, in the amount of \$1,314,000 for the Mill Creek Water Reclamation Facility (WRF) electrical and process improvements project.

- The Mill Creek WRF provides service to portions of Old Mill Creek, Antioch, and Grandwood Park.
- The facility, constructed in 1999 and expanded in 2008, require upgrades and modifications to certain electrical and mechanical equipment.
- The project will include process modifications in the aeration tanks and electrical upgrades to better utilize the generator for backup power.
- An invitation to bid was extended to 35 bids contractors and sealed bids were received from six vendors, ranging from \$1,314,000 to \$1,510,800.
- Manusos General Contracting, Inc. submitted the lowest responsive and responsible bid in the amount of \$1,314,000.

**Attachments:** [18-0139 Mill Creek WRF Imp - Bid Tab](#)

[18-0139 Mill Creek WRF Imp - Location Map.pdf](#)

### **8.34 [18-0096](#)**

Joint resolution ratifying contracts with Hampton, Lenzini and Renwick, Inc., Elgin, Illinois, in the amount of \$26,652 and Lake County Grading, Libertyville, Illinois, in the amount of \$777,459.77 for an emergency procurement required to replace the collapsed culvert on Center Street, located east of Illinois Route 83 in Grayslake, appropriating \$810,000 of County Bridge Tax funds for these contracts and other associated costs, and designated as Section 17-00189-05-DR.

- On July 15, 2017, the Acting County Engineer declared an emergency for the collapsed culvert on Center Street, located east of Illinois Route 83 in Grayslake, Illinois.
- The culvert collapse was a result of the historic flood event that occurred in July 2017.
- In accordance with Article 6-103 of the Lake County Purchasing Ordinance, the Acting County Engineer of Lake County certified an emergency procurement for contractual construction services.
- The contractors selected to provide emergency contractual construction services is Hampton, Lenzini and Renwick, Inc., Elgin, Illinois, in the amount of \$26,652 and Lake County Grading, Libertyville, Illinois, in the amount of \$777,459.77.
- This resolution, per Article 6-103 of the Lake County Purchasing Ordinance, ratifies these emergency procurement contracts and appropriates \$810,000 of County Bridge

Tax funds for these contracts and other associated costs.

**Attachments:** [18-0096 Center Street Culvert Emergency Lake County Grading Contra](#)  
[18-0096 Center Street Culvert HLR Contract.pdf](#)  
[18-0096 Center Street Emergency Procurement Memo 7 25 2017 Signe](#)

**8.35** [18-0126](#)

Joint resolution authorizing an agreement with the NICOR Gas Company to relocate a gas main within the easement of Quentin Road to accommodate the upcoming improvement of Quentin Road, from White Pine Road to Illinois Route 22, appropriating \$7,080,000 of ¼% Sales Tax for Transportation funds, and designated as Section 17-00090-15-MS.

- Quentin Road, from White Pine Road to Illinois Route 22, is planned to be widened and reconstructed starting in 2018.
- This project is included in the County's Highway Improvement Program.
- The NICOR Gas Company has a gas main located within an easement along the roadway corridor that must be relocated to accommodate the upcoming highway improvement.
- The Lake County State's Attorney has reviewed this agreement, and while rare, NICOR has a superior easement which causes Lake County to be responsible for the cost of relocation of NICOR's gas line. Lake County has been approved for a federal grant that will reimburse up to 80 percent of these gas main relocation costs.
- The terms of NICOR's existing easement require that Lake County reimburse the NICOR Gas Company for the cost to relocate their facilities, which is estimated to cost \$5,900,000.
- This resolution authorizes the execution of an agreement with NICOR that provides for the relocation of their facilities and appropriates \$7,080,000, which includes a 20 percent contingency, of ¼% Sales Tax for Transportation funds for this utility relocation.

**Attachments:** [18-0126 Quentin Road Reconstruction Nicor Agreement DRAFT.pdf](#)

**8.36** [18-0127](#)

Joint resolution appropriating \$7,320,000 of Motor Fuel Tax funds for the roadway improvement of Old McHenry Road, from Illinois Route 53 to Cuba Road, which will be improved under the Illinois Highway Code for a total of 0.82 miles, and designated as Section 11-00083-09-RS.

- The reconstruction of Old McHenry Road, from Illinois Route 53 to Cuba Road, is included in the County's highway improvement program with work planned to begin in 2018 pending final land acquisition.
- The work will include the intersection improvement of Robert Parker Coffin Road from a four-way stop to a controlled traffic signal, pavement reconstruction and resurfacing, drainage improvements, pedestrian accommodations (sidewalk and bike path), street lighting, pavement markings, landscape restoration, and other associated improvements.
- Prior to the project letting, staff is requesting an appropriation of \$7,320,000 of Motor Fuel Tax funds, which includes a 20 percent contingency above the engineer's estimated project cost.
- After the project letting, staff will bring the contract award forward for County Board

approval.

**FINANCIAL & ADMINISTRATIVE**

**8.37     [18-0135](#)**

Resolution to enter into a contract with Gallagher Benefits Services Inc, Chicago, Illinois, for retirement plan consulting services for Lake County in an amount not to exceed \$60,000 annually.

- Lake County (County) offers a 457(b) tax-exempt savings benefit/deferred compensation plan to employees. All assets of the plan are employee contributions with no match or supplemental funding from the County. The County contracts with Nationwide as its vendor.
- Nationwide has informed the County that assets in the 457(b) have reached a point where the County is no longer eligible for automatic fund options provided by Nationwide from which employees may choose. Instead, the County must create an Investment Policy Statement (IPS), committing its plan governance to a written, disciplined investment-decision process as the first line of protection against potential fiduciary liability.
- A Request for Proposal (RFP) was extended to 33 vendors, sealed proposals were received from 11 vendors, and interviews were held with three firms.
- Based on the criteria set forth in the RFP, an interdepartmental evaluation committee, comprised of representatives from Human Resources, Finance and Administrative Services, Treasurer's Office, and the State's Attorney's Office, selected Gallagher Benefits Services Inc, Chicago, Illinois, as the most favorable proposal.
- The retirement plan consulting services will be paid for by Nationwide as part of the plan contributions and will be managed by the Human Resources Department.
- The initial term of the contract will be for a two-year period with three optional one year renewals in an amount not to exceed \$60,000 annually.

**Attachments:**    [17186 Award Recommendation](#)

[17186 Vendor Scoring](#)

[17186 RFP Final](#)

**8.38     [18-0136](#)**

Resolution authorizing a contract with Segal Consulting, Chicago, Illinois, for healthcare benefits consulting services for Lake County (County) in the estimated amount of \$246,000.

- With the County's current contract for healthcare benefits consulting services expiring, there is a need to enter into a new contract for such services.
- The scope of such services includes evaluating the County's healthcare options to minimize costs and future risk, improve service, provide data analysis and provide subject matter expertise in procuring medical and pharmacy benefit managers.
- A Request for Proposal (RFP) was extended to 19 vendors, sealed proposals were received from four vendors, and interviews were held with three firms.
- Based on the criteria set forth in the RFP, the interdepartmental evaluation committee, comprised of representatives from Human Resources, Finance and Administrative Services, and the State's Attorney's Office, selected Segal Consulting, Chicago, Illinois, as the most favorable proposal for the County.

- The initial term of the contract includes services to assist in the procurement of a medical benefit manager in the estimated amount of \$246,000. Thereafter, there is an option for four one-year renewals in the estimated annual amount of \$188,000.
- Funding is provided for this contract in the Health, Life and Dental Fund and will be managed by the Human Resources Department.

**Attachments:** [17217 Award Recommendation](#)

[RFP 17217 Scoring](#)

[17217 RFP Healthcare Benefits Consulting](#)

**8.39** [\*\*18-0154\*\*](#)

Resolution authorizing a contract with Accruent LLC, Austin, Texas, for a comprehensive and lifecycle facility condition assessment at various Lake County (County) facilities in the amount of \$119,679.

- The Facilities Division has identified a need to conduct a Comprehensive and lifecycle facility condition assessment at various County facilities.
- This facilities condition assessment will provide a data-driven understanding of building conditions, system replacement timing, and capital expenditure needs over a given period of time.
- Facilities is currently using the assessment software owned and maintained by Accruent to track capital needs for a portion of the County's building portfolio and this contract will allow the upload the data for the remaining structures directly into the existing software program.
- Facilities identified a cooperative purchasing contract with Accruent LLC, Austin, Texas, through the National Cooperative Purchasing Alliance (NCPA) for a comprehensive and lifecycle facility condition assessment that was competitively solicited and awarded.
- Facilities is seeking authorization to enter into a contract with Accruent LLC in the one-time cost of \$119,679 to complete the comprehensive and lifecycle facility condition assessment at various Lake County facilities.
- Pursuant to Article 10-101 of the Lake County Purchasing Ordinance, Cooperative Purchasing, Lake County may participate in a cooperative purchasing agreement for the procurement of goods with one or more public procurement units in accordance with an agreement entered between the participants.
- Funding for this service is budgeted as part of the Fiscal Year (FY) 2018 Facilities Assessment and the contract will be managed by the Facilities Operations Division.

**Attachments:** [18028 Award Information-FCA Accruent](#)

[18028 Lake County FCA Proposal](#)

**8.40** [\*\*18-0159\*\*](#)

Resolution authorizing a contract with Bronner Group, Chicago, Illinois, for consulting services to complete an operations assessment for the Finance and Administrative Services Department in the amount not to exceed of \$86,285.

- Each year, the County Administrator's Office endeavors to complete at least one operational assessment to analyze the organization and operations of a County department. This year, the Finance and Administrative Services Department has been selected for assessment.

- A Request for Proposal (RFP) was extended to 25 vendors, sealed proposals were received from eight vendors.
- The RFP separated the work into two distinct phases. Phase one will conduct the objective organizational operations assessment and phase two is intended to be a deeper assessment and provide recommendations of the areas agreed to in the prior phase.
- Based on the criteria set forth in the RFP, an interdepartmental evaluation committee comprised of Human Resources, Finance and Administrative Services, Public Works, Division of Transportation, Emergency Management, and the County Administrator's Office selected Bronner Group, Chicago, Illinois, as the most favorable proposal for Lake County.
- This contract authorizes a professional services agreement in the firm fixed price of \$86,285 for phase one, with the right to modify the contract to include services for phase two, subject to acceptable performance by the Bronner Group.
- Funding for this professional services agreement was included in the Fiscal Year (FY) 2018 Budget and will be managed by the County Administrator's Office.

**Attachments:** [17219 Award Information FAS Ops Assessment](#)  
[RFP 17219 Scoring Matrix-Board Resolution](#)  
[17219 FAS Ops Assessment RFP](#)

**8.41 [18-0117](#)**

Resolution authorizing emergency appropriations for Fiscal Year (FY) 2018 in various funds for certain projects, items, and activities budgeted in the prior year and not completed.

- This resolution authorizes the carryover, or reauthorization, of certain FY 2017 activities.
- These activities were not included in the FY 2018 budget; to have included them would have hindered the proper scrutiny of the new FY 2018 budget.
- Without this action, these projects and/or items will not have the budget authority required.

**Attachments:** [FY18 Carryovers - Feb 2018 FINAL](#)

**8.42 [18-0143](#)**

Ordinance authorizing the issuance of an amount not to \$24,500,000 in General Obligation Refunding Bonds (Sales Tax Alternate Revenue Source) to refund certain outstanding obligations of the County, authorizing an escrow agreement, providing for the levy of property taxes and collection, segregation and distribution of certain sales taxes to pay said bonds, and authorizing the sale of said bonds to the purchaser thereof.

- The County issued General Obligation Bonds (Sales Tax Alternate Revenue Source), Series 2008A, in September 2008 in the amount of \$35,360,000 to fund construction of a branch court facility, a health administration and behavioral health clinic building, and a central permitting facility.
- The interest rates currently available in the bond market are favorable such that refunding is recommended to take advantage of debt service savings.
- The Series 2018 Refunding Bonds will have a final maturity not later than 2027, and are estimated to produce savings of not less than \$1,500,000.

- This ordinance provides for authorization to issue and sell General Obligation Refunding Bonds (Sales Tax Alternate Revenue Source), Series 2018, in an amount not to exceed \$24,500,000.

**Attachments:** [Parameters County Refunding Ord. 4840-9865-5834 v.3.pdf](#)

**8.43 [18-0172](#)**

Discussion of impact of recent federal law changes on Lake County Government.

- At the Committee's request, staff completed an informational analysis of the potential impact of recent changes in federal tax laws on the Lake County government.

**Attachments:** [Effects of 2017 Tax Reform on Lake County IL - 2\\_2\\_2018\\_C](#)

**9. Executive Session**

**9.1 [18-0100](#)**

Executive Session to discuss pending litigation pursuant to 5 ILCS 120/2 (c)(11).

**9.1A [18-0101](#)**

Committee action authorizing settlement.

**10. County Administrator's Report**

**10.1 [18-0112](#)**

Presentation regarding Human Resources and Payroll software.

**Attachments:** [HR Payroll](#)

**11. Members Remarks**

**12. Adjournment**

**Next Meeting: February 28, 2018**