

Lake County Illinois

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



Agenda Report - Final

Thursday, November 30, 2023

8:30 AM

**Assembly Room, 10th Floor or register for remote attendance at:
<https://bit.ly/40Zie9b>**

Financial & Administrative Committee

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

- (1) In-person attendance is on the 10th Floor of the County Administrative Tower (9th Floor, if necessary), 18 N. County Street, Waukegan, Illinois.
- (2) Remote attendance through an electronic conferencing application (register via the link on the front page of the agenda).

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

PUBLIC COMMENT:

Time is reserved near the beginning of the meeting for all Public Comment. At the Chair's discretion, Public Comment for an item(s) on the agenda may be presented during consideration of that specific item. Public Comment will proceed in the following order: (1) Public Comment by individuals in attendance and then (2) Public Comment by individuals attending remotely through an electronic conferencing application. Individuals may provide written Public Comment that must be received by 3:00 p.m. the day prior to the meeting (emailed to PublicComment@Lakecountyil.gov or delivered to the County Board Office 18. N. County Street, Waukegan, Illinois, (10th floor)). Written comments will be circulated to the Members, but not read aloud.

Individuals providing Public Comment will provide the following information:

Meeting: Financial and Administrative Committee (Subject line for written Public Comment)

Topic or Agenda Item #: (REQUIRED)

Name: (REQUIRED)

Organization/Entity Represented: (REQUIRED) ("Self" if representing self)

Street Address, City, State: (Optional)

Phone Number: (Optional)

Email: May be REQUIRED for remote attendance

1. Call to Order
2. Pledge of Allegiance
3. Roll Call of Members
4. Addenda to the Agenda
5. Public Comment
6. Chair's Remarks
7. Unfinished Business
8. New Business

CONSENT AGENDA (Items 8.1 - 8.9)

MINUTES

8.1 [23-1750](#)

Committee action approving the Financial and Administrative Committee minutes from November 2, 2023

Attachments: [F&A 11.2.23 Final Minutes](#)

REPORTS

8.2 [23-1720](#)

Report from Anthony Vega, Lake County Clerk Recording Division, for the month of October 2023.

Attachments: [October 2023](#)

8.3 [23-1749](#)

Lake County Treasurer Holly Kim's Cash & Investment Report - October 2023

Attachments: [October 2023 - Cash and Investment Report.pdf](#)

[Oct22_Cash&Investment.pdf](#)

LAW & JUDICIAL

8.4 [23-1723](#)

Joint resolution ratifying an emergency procurement with Tasca Chevrolet, Classic Toyota, and HH Motors LLC in the amount of \$254,204.56 for six replacement vehicles.

- Lake County had the need for nine non-standard fleet vehicle replacements that were unable to be procured due to supply chain issues and the lack of a state contract.

- A bid was released in June of 2023 for six vehicles where two local dealerships submitted responses but were ultimately deemed as non-responsive and non-awarded.
- Subsequent to the non-awarded bid, a round-table was held with local dealerships, including representatives from the Lake County Division of Transportation (LCDOT) and impacted departments, and it was expressed that dealers would not be able to hold vehicles longer than one week.
- Pursuant to Section 33.067 of the Lake County Purchasing Ordinance, the emergency procurement was deemed necessary to minimize serious disruption in services and operations.
- The emergency procurement amount of \$254,204.56 includes the vehicle purchase of all six vehicles.

Attachments: [Vendor Disclosure Classic Toyota](#)
[Vendor Disclosure HH Motors LLC](#)
[Vendor Disclosure Tasca Chevrolet](#)

PUBLIC WORKS & TRANSPORTATION

8.5 [23-1733](#)

Joint resolution appropriating \$145,000 of ¼% Sales Tax for Transportation for software services for the Lake County Division of Transportation's ProjectTracker system.

- Lake County issued a Request for Proposal (RFP) in 2021 to contract for an integrated capital program management system and visualization solution to track projects, schedule appropriations, manage program fiscal constraint, both by fund source and fiscal year, develop the Lake County Division of Transportation's (LCDOT) capital budget, track planned project performance metrics, and link project location data to GIS.
- The contract included the software license as well as development, implementation, training, and annual maintenance services.
- LCDOT's existing contract with EcolInteractive, LLC, San Francisco, California, began on December 17, 2021, for a period of one year, and allows a total of four one-year contract extensions. This will be the second one-year contract extension and will cover the period of December 17, 2023, to December 16, 2024.
- This project is included in the Transportation Improvement Program, and designated as Section 22-00000-21-AM.

Attachments: [23-1733 Vendor Disclosure, EcolInteractive](#)

8.6 [23-1734](#)

Joint resolution authorizing an agreement with ExeVision, Inc., South Jordan, Utah, for construction and materials management software and equipment for the Lake County Division of Transportation, at a maximum cost of \$158,918.04 and appropriating \$190,000 of ¼% Sales Tax for Transportation funds.

- ExeVision, Inc. South Jordan, Utah, will be utilized to provide a construction and materials management software as a service to replace an Illinois Department of Transportation (IDOT) provided software that has been phased out.
- The original contract was procured in 2022 in accordance with Lake County's Purchasing Ordinance and can be extended annually for up to five years.
- This contract amount is estimated based on the Lake County Division of Transportation's anticipated 2024 construction program. It includes the software costs, maintenance, training, and equipment, including tablets, that will be used to utilize the software in the field during construction.
- This project is included in the Transportation Improvement Program, and designated as Section 24-00000-22-AM.

Attachments: [23-1734 Agreement, 2024 ExeVision Annual Appropriation](#)
[23-1734 Vendor Disclosure, ExeVision](#)

8.7 [23-1735](#)

Joint resolution authorizing an agreement with Hampton, Lenzini, and Renwick, Inc., Elgin, Illinois, at a maximum cost of \$264,320, to complete a National Bridge Inventory System (NBIS) in-depth inspection of designated structures in Lake County, and appropriating \$315,000 of County Bridge Tax funds.

- Bridge inspection requirements from the Federal Highway Administration, administered through the Illinois Department of Transportation, require a structural engineer to perform in-depth inspections of certain structures at "arm's length" every six to eight years, depending on the structure.
- The inspections will take place on 41 designated structures and are in addition to the biennial inspections currently performed by the Lake County Division of Transportation's (LCDOT) staff.
- A consulting engineering firm will be utilized to provide said in-depth inspections.
- In accordance with the Local Government Professional Services Selection Act, the selected and recommended consultants are Hampton, Lenzini, and Renwick, Inc., Elgin, Illinois, at a maximum cost of \$264,320.
- This project is included in the Transportation Improvement Program, and designated as Section 24-00999-00-BI.

Attachments: [23-1735 Consultant Agreement, 2024 Bridge Inspection](#)
[23-1735 Vendor Disclosure, HLR](#)

8.8 [23-1729](#)

Joint resolution authorizing the execution of an Intergovernmental Agreement (IGA) for Retail Sanitary Sewage Service between Lake County and the Village of Deer Park.

- The County and the Village previously entered into a Sanitary Sewer and Lift Station Maintenance Agreement in October of 2014.
- The Village desires to enter into a new agreement to secure retail sanitary sewer

service for a new commercial development to be served by the County's Southeast Sewerage System.

- The County's system can accommodate the Village's request for retail sanitary sewer service collection, transportation, and treatment by extending a sanitary sewer connection into the subject Village property.
- The Village shall not be permitted to increase the sewage flows beyond the maximum authorized flow assigned to the Village.
- The Village of Deer Park approved the IGA by resolution on October 19, 2023.
- In accordance with County Board Rules, the State's Attorney's Office has reviewed this Ordinance prior to action by the County Board.

Attachments: [23-1729 Village of Deer Park Signed IGA 10.19.23](#)

8.9 [23-1730](#)

Joint resolution authorizing a contract with Kirschhoffer Truck Service, Inc., Zion, Illinois, for the purchase of sand, gravel, stone, and spoil removal services in an estimated amount of \$303,785.

- The Purchasing Department prepared a shared-service bid to purchase materials including sand, gravel, stone, and spoil removal services for Lake County Public Works, Lake County Division of Transportation, the Village of Lincolnshire, the Village of Libertyville, and the City of Waukegan.
- The current contract expires on November 30, 2023.
- An invitation to bid was issued and extended to 15 qualified vendors, and sealed bids were received from three vendors, ranging from \$303,785 to \$326,034.20.
- Kirschhoffer Truck Service, Inc., was determined to be the lowest responsive and responsible bidder who best meets the needs of the County in an estimated amount of \$303,785, based upon unit pricing.

Attachments: [23-1730 Sand and Gravel Bid](#)

[23-1730 Sand and Gravel Bid Tab](#)

[23-1730 Kirschhoffer Disclosure Form](#)

REGULAR AGENDA

LAW & JUDICIAL

8.10 [23-1722](#)

Joint resolution authorizing the Lake County Sheriff's Office to enter into a renewal contract with Axon Enterprise, Inc., Scottsdale, Arizona for dashboard camera hardware, video storage, removal of old equipment, and installation of new equipment in 125 vehicles in the amount of \$1,540,000 for five years.

- The current contract for in-car cameras expires on April 11, 2024, and there is a need to replace the existing 125 cameras and contract for ongoing software and storage.
- The Axon camera system would allow for an integrated camera system with the

body cameras used by law enforcement and the jail.

- In accordance with Section 33.115 of the Lake County Purchasing Ordinance, the County Purchasing Division has identified a competitively solicited and awarded cooperative purchasing contract for telecommunication services offered by Axon, Scottsdale, Arizona through Sourcewell.
- The five-year contract would go into effect from April 2024 through April 2029.
- The initial annual cost to procure 125 in-car cameras, software, installation, and unlimited storage is \$660,000. There is an ongoing software maintenance and storage cost for years two through five at \$220,000 annually.

Attachments: [AXON Quote Q-491407-45202.036JB](#)

[Axon Vendor Disclosure Statement 2023](#)

PUBLIC WORKS & TRANSPORTATION

8.11 [23-1736](#)

Joint resolution authorizing an agreement with the State of Illinois, Illinois Department of Transportation (IDOT), to use federal highway funds for construction and construction engineering for improvements of Wadsworth Road at Lewis Avenue, and appropriating \$768,000 of ¼% Sales Tax for Transportation funds.

- The intersection of Wadsworth Road at Lewis Avenue will be improved by adding turn lanes, modifying the traffic signal and adding pedestrian accommodations, including a connection to the regional Robert McClory Bike Path.
- Lake County has been allocated federal funds for this improvement, which are administered by IDOT.
- This agreement provides that IDOT will pay up to 80 percent of the construction cost, and the County will be eligible to receive up to 80 percent reimbursement for the construction engineering cost if additional funding is available.
- The total construction cost is estimated to be \$3,200,000.
- This improvement is included in the Transportation Improvement Program, with target construction in 2024, and designated as Section 13-00055-06-WR.

Attachments: [23-1736 Wadsworth at Lewis IDOT Agreement Draft](#)

[23-1736 Location Map, Wadsworth at Lewis](#)

8.12 [23-1737](#)

Ordinance requesting the conveyance of real estate from the Village of Beach Park and authorizing an agreement with the Village of Beach Park for improvements at the intersection of Wadsworth Road and Lewis Avenue.

- The County needs right-of-way from the Village of Beach Park in order to construct the improvement.
- The Village of Beach Park desires the County to include non-motorized improvements as part of the project. The Village of Beach Park will reimburse the County its share of this work, estimated to be \$25,200.

- The agreement has been approved by the Village of Beach Park.
- This project is included in the Transportation Improvement Program with construction planned to begin in 2024, and designated as Section 13-00055-06 -WR.

Attachments: [23-1737 Wadsworth at Lewis Village Agreement Draft](#)

[23-1737 Location Map, Wadsworth at Lewis](#)

FINANCIAL & ADMINISTRATIVE

Facilities and Construction Services

8.13 [23-1759](#)

Resolution approving the Lake County Job Order Contract (JOC) Policy.

- Lake County established an internal policy in June 2019 for JOC Project Guideline and Project Development Protocol that the Finance and Administrative Committee should be advised of projects anticipated to exceed the threshold of \$350,000.
- This policy directs formal notification and approval by the Finance and Administration of any JOC task order exceeding \$350,000.
- In addition, this policy directs the County Administrator to report quarterly and annually the number of job order executed in current fiscal year, the identification and value of all subcontractors, and the value of all local Lake County and Disadvantaged Business Enterprises (DBE) contractors under the JOC contract.

Attachments: [3.9 Job Order Contract Policy 11.30.23 - Proposed](#)

8.14 [23-1738](#)

Resolution authorizing a contract with McDonagh Demolition, Chicago, Illinois, AGAE Contractors, Inc., Elk Grove Village, Illinois and Leopardo Companies, Inc. Hoffman Estates, Illinois for Job Order Contracting General Contractor Services in the estimated annual amount of \$2,000,000 per contractor.

- The Job Order Contracting (JOC) has been utilized by Lake County since 2009 to accomplish small to medium sized projects with a typical job order value within the range of \$10,000 to \$350,000.
- JOC is a competitively bid, fixed price, indefinite quantity contract; work includes a collection of tasks and related specifications that have pre-established unit prices that are included in the Construction Task Catalog (CTC) developed for the County.
- An Invitation to Bid was extended to 38 vendors.
- The bid identified that the contract may be awarded to three vendors and requested contractors submit adjustment factors to be applied to the CTC.
- Sealed bids were received from 1 local vendor and 14 nonlocal vendors with combined adjustment factors ranging from 0.7664 to 1.5900.
- AGAE Contractors, Inc. bid a combined adjustment factor of 0.7664, Leopardo Companies, Inc. bid a combined adjustment factor of 0.7769 and McDonagh Demolition Company bid a combined adjustment factor of 0.7785.

- McDonagh Demolition Company, Chicago, Illinois, AGAE Contractors, Inc., Elk Grove Village, Illinois, and Leopardo Companies, Inc. Hoffman Estates, Illinois, are the lowest responsive and responsible adjustment bids.

Attachments: [23159 Final Bid Document](#)

[23159 Bid Tab](#)

[AGAE Vendor Disclosure Form](#)

[Leopardo Companies Inc. Vendor Disclosure Form](#)

[McDonagh Demolition, Inc. Vendor Disclosure Form](#)

8.15 [23-1758](#)

Resolution approving the Lake County Facilities Capital Investment Policy.

- Lake County Policy 3.5 Budget Development Policy provides general guidelines for planning and budgeting for Capital Improvement.
- The Facilities and Construction Services Department (FCS) manages Lake County's facilities and delivers life-cycle investments aligned to the strategic initiatives, goals, and policies of the County.
- This policy is to provide clear guidance on the planning, programming, budgeting, execution, and reporting requirements for the Facilities Capital Investment Program.

Attachments: [4X Facilities Capital Investment Policy - Proposed](#)

8.16 [23-1757](#)

Director's Report - Facilities and Construction Services.

- Review of Job Order Contracting (JOC) project exceeding \$350,000.

Attachments: [JOC Over \\$350K Memo 17NOV23](#)

Human Resources

8.17 [23-0096](#)

Director's Report - Human Resources.

Enterprise Information Technology

8.18 [23-0097](#)

Director's Report - Enterprise Information Technology.

Finance

8.19 [23-0098](#)

Director's Report - Finance.

- 9. County Administrator's Report
 - 10. Executive Session
 - 11. Member Remarks and Requests
 - 12. Adjournment
- Next Meeting: December 7, 2023