

Lake County Illinois

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



Agenda Report - Final

Wednesday, February 8, 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 12-0145
Minutes from February 1, 2012.

Attachments: [F&A 2.1.12](#)

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

Planning, Building & Zoning

- 7.1 [12-0115](#)

Joint resolution authorizing an emergency appropriation in the amount of \$55,520 in the Stormwater Management Commission's Miscellaneous Contractual Services for the purchase of Wetland Mitigation Credits at the Atkinson Road Wetland Mitigation Bank within the North Branch of the Chicago River Watershed.

- The SMC Wetland restoration Fund (WRF) collects fees from wetland impacts into a deferred revenue account for each of the four major watersheds in the country.
- Once the fund reached a threshold value or credits become available within a watershed wetland bank, the WRF policies mandate a financial process, which requires an emergency appropriation to allocate funds for expenditure.
- On December 1, 2011, SMC approved the expenditure of \$55,520 to purchase 0.694 acre of wetland mitigation credit at the Atkinson Road Wetland Mitigation Bank (North Branch of the Chicago River) in order to replace 0.30-acre of isolated wetlands lost due to development impacts.

Attachments: [SMC Emergency Appropriation Report to PBZ & FA.pdf](#)

- 7.2 [12-0114](#)

Joint resolution authorizing approval of Amendment #2 to an Inter-Governmental Agreement (IGA) between the County of Lake and the Lake County Stormwater Management Commission (SMC) for the construction of a partial green roof at the Lake County Central Permit Facility in Libertyville, Illinois. Lake County will be reimbursed up to \$187,032 by SMC from a grant received from the U.S. Environmental Protection Agency for installation of a green roof.

- Lake County entered into an IGA with SMC in June of 2008, amended in February 2011 for up to \$183,721 of grant funded reimbursement for the construction of a green roof at the Lake County Central Permit Facility.
- Additional funding has become available through the existing State and Tribal Assistance Grant (STAG) and SMC has recommended re-allocation of these funds to

provide additional reimbursement of the green roof project at the Central Permit Facility.

- Amendment #2 will increase the grant amount by \$3,311 for a total funding of \$187,032 of US EPA STAG funds to be reimbursed to the County for the installation of the green roof at the Central Permit Facility.
- The additional grant funding increases the STAG cost-share for this grant from 57% to 58% and does not otherwise change the funding agreement between SMC and the US EPA.

Attachments: [IGA AMENDMENT2 SMC Lake Co.](#)

Law & Judicial

7.3 [12-0130](#)

Joint resolution authorizing the execution of various professional service agreements for psychological services in accordance with the attached rates for the Lake County Psychological Services Division of the Nineteenth Judicial Circuit Court in the estimated amounts of \$180,000.

- Lake County desires to enter into contracts for psychological services for the Lake County Psychological Services Division of the Nineteenth Judicial Circuit Court.
- Lake County extended requests to 32 potential service providers and received 11 proposals.
- An ad hoc review committee reviewed all proposals and will select qualified providers in accordance with the service rates established herein.
- This contract will cost the County an estimated annual amount of \$180,000.

Attachments: [PsychoRatesAward2012](#)

Health & Community Services

7.4 [12-0079](#)

Joint resolution authorizing an emergency appropriation for the Lake County Health Department in the amount of \$1,302,432 for four new grants, grant increases and other revenue increases for Fiscal Year 2011.

- The Health Department has been awarded four new grants, grant increases and other revenue increases.
- These funds have not been previously appropriated, having been awarded after adoption of the Fiscal Year 2011 budget.
- The new grants, grant increase, and increased revenue for the Health Department totals \$1,302,432 and a complete list of the sources of these funds is included in the resolution.

Attachments: [Emergency Appropriation FY11](#)

7.5 [12-0131](#)

Joint resolution authorizing an on the job training agreement with CVS Pharmacy, Inc. located in Antioch in the amount of \$8,000.

- The Lake County Workforce Development Department was awarded a grant to fund on the job training.

- The grant funds 90% of the wages paid to dislocated workers while they are being trained.
- The agreement will be with CVS Pharmacy, Inc., a pharmacy located in Antioch, Illinois.
- The new hire, an unemployed Lake County Resident will be trained as a Pharmacy Technician and will be paid \$10 per hour.
- The cost of training is \$7,200 (Workforce Development) plus \$800 (employer) for a total cost of \$8,000.

7.6 [12-0132](#)

Joint resolution authorizing an on the job training agreement with Allan-Odis, Inc. located in Zion in the amount of \$25,600.

- The Lake County Workforce Development Department was awarded a grant to fund on the job training.
- The grant funds 90% of the wages paid to dislocated workers while they are being trained.
- The agreement will be with Allan-Odis, Inc., a commercial building and condominium management company located in Zion, Illinois.
- The new hires, both Lake County residents, will be trained as project managers and paid \$16 per hour.
- The cost of training is \$23,040 (Workforce Development) plus \$2,560 (employer) for a total cost of \$25,600.

7.7 [12-0056](#)

Joint committee action to modify a youth program services contract with First Institute Training and Management, Inc.

- In 2010, agreements for Workforce Development's youth program services were approved.
- One of these agreement is with First Institute Training and Management, Inc. to provide computer training to eight out of school youths.
- First Institute's agreement is in the amount of \$62,500, but needs to be modified in order to meet a local demand for medical office assistance training.
- The contract modification will cost an additional \$12,500, which will cover the training for an additional three out of school youths and will bring the total contract cost to \$75,000.
- The contract is paid for with Workforce Development's WIA youth funds.

Public Works & Transportation

7.8 [12-0136](#)

Joint resolution authorizing a professional services agreement with AECOM Technical Services, Inc. in the amount of \$132,480 for construction observation services for the Vernon Hills Water Reclamation Facility Miscellaneous Improvements Project.

- The Vernon Hills water reclamation facility is a major wastewater treatment plant that provides services for the Village of Vernon Hills and unincorporated portions of southeast central Lake County.
- The plant has major equipment that has reached the end of its useful life and now requires replacement of two effluent filters, replacement of three sludge pumps, and repair to two clarifiers, along with other miscellaneous building and equipment improvements and repairs.
- The County awarded a construction contract for this project to Concord Construction

Services, Inc. in the amount of \$2,069,800.

- Construction observation services from a professional engineering firm are required.
- The County has received prior satisfactory services of this type from AECOM Technical Services, Inc., Sheboygan, Wisconsin.
- This resolution authorizes an agreement for professional services with AECOM Technical Services, Inc. in the amount of \$132,480.

Attachments: [12-0136 NCT AECOM Draft Agreement.pdf](#)

[12-0136 NCT Scope of Services Attachment.pdf](#)

7.9 [12-0118](#)

Joint resolution authorizing a contract for the reconstruction and re-alignment of Petite Lake Road, from Fairfield Road to Illinois Route 83, to Berger Excavating Contractors, Inc., Wauconda, Illinois, in the amount of \$3,378,290.83 and designated as Section 00-00181-03-RS.

- [Petite Lake Road, Fairfield Road to Illinois Route 83: Contract Award.](#)
- Petite Lake Road is to be reconstructed and placed on a new alignment between Fairfield Road and Illinois Route 83.
- A total of 6 bids were received and the lowest responsible bidder is Berger Excavating Contractors, Inc., Wauconda, Illinois, in the amount of \$3,378,290.83.

Attachments: [12-0118 Petite Lake Road Re-alignment Bid Tab.pdf](#)

7.10 [12-0119](#)

Joint resolution authorizing a contract for bridge deck repairs and resurfacing at the Everett Road and Deerfield Road bridges, over the I-94 Tollway, to Herlihy Mid-Continent Company, Romeoville, Illinois, in the amount of \$485,366 and designated as Section 11-00999-20-RS.

- [Everett Road and Deerfield Road at I-94 Tollway: Contract Award.](#)
- Repairs to the Everett Road and Deerfield Road bridges, over the I-94 Tollway, are included in the County's 2012 Highway Improvement Program.
- A total of 6 bids were received, and the lowest responsible bidder is Herlihy Mid-Continent Company, Romeoville, Illinois, in the amount of \$485,366.

Attachments: [12-0119 Everett and Deerfield Roads at I-94 Tollway Bid Tab.pdf](#)

7.11 [12-0125](#)

Joint resolution adopting an ordinance requesting the conveyance of parcels of land and easements, both temporary and permanent, from the Lake County Forest Preserve District (LCFPD) to Lake County, and authorizing an agreement relating to the Fairfield Road at Illinois Route 176 intersection improvement, designated as Section 08-00113-16-BR.

- [Fairfield Road at Illinois Route 176 Intersection Improvement, Land Transfer, Lake County Forest Preserve District: Agreement.](#)
- The intersection of Fairfield Road at Illinois Route 176 will be improved in two stages.
- The advance contract includes the realignment of the Millennium and Fort Hill trails, construction of two pedestrian underpasses under Illinois Route 176, and a new relocated entrance for the Lakewood Forest Preserve.

- The second stage includes the roadway improvement and detention basins for the project, which will be constructed on LCFPD property.
- In order to provide for these improvements, additional right-of-way, permanent easements, temporary easements, and temporary use areas will be provided by the LCFPD at no cost.
- The LCFPD will reimburse the County for the cost of the new relocated entrance for the Lakewood Forest Preserve and the associated design engineering costs in the advance contract.
- An ordinance is required to request conveyance of parcels of land and easements, both temporary and permanent, from the LCFPD to Lake County, and to authorize the execution of an agreement between the LCFPD and Lake County for this improvement.
- This resolution also authorizes the subsequent transfer by the County to the Illinois Department of Transportation of the easements along Illinois Rte 176.

Attachments: [Fairfield176Exhibits 2012_01_31](#)

[Fairfield Road at IL 176\(final Draft Feb 2 2012 345pm\) - LCFPD](#)

7.12 [12-0120](#)

Joint resolution authorizing the appropriation of \$8,230,000 of ¼% Sales Tax for Transportation and Public Safety funds for the advance contract for the intersection improvement of Fairfield Road at Illinois Route 176 regarding the realignment of the Millennium and Fort Hill trails designated as Section 08-00113-16-BR, and authorizing the purchasing agent to award the contract.

- [Fairfield Road at Illinois Route 176 Intersection Improvement; Advance Contract: Appropriation and Authority Transfer.](#)
- The intersection of Fairfield Road at Illinois Route 176 will be improved in accordance with the approved project development report.
- The Millennium and Fort Hill trails will be realigned, and two pedestrian underpasses will be constructed under Illinois Route 176.
- This resolution appropriates \$8,230,000 of ¼% Sales Tax for Transportation and Public Safety funds for this contract.
- The contract award needs to be expedited to complete the realignment of the Millennium and Fort Hill trails in 2012, and start the Fairfield Road at Illinois Route 176 intersection construction in 2013.
- This resolution gives the purchasing agent the authority to award the advance contract.

7.13 [12-0124](#)

Joint resolution appropriating \$3,890,000 of Motor Fuel Tax funds and \$690,000 of Matching Tax funds for the resurfacing of Lewis Avenue, from York House Road to Wadsworth Road, and from Illinois Route 173 to Russell Road, as well as Kenosha Road, from Illinois Route 173 to Ninth Street, designated as Section 11-00999-17-RS.

- [Lewis Avenue and Kenosha Road Resurfacing: Appropriation.](#)
- Lewis Avenue, from York House Road to Wadsworth Road, and from Illinois Route 173 to Russell Road, as well as Kenosha Road, from Illinois Route 173 to Ninth Street, are in need of resurfacing.
- These resurfacing improvements have been identified within the County's pavement management system, and are included in the 2012 program.
- Before a project letting can be held, an appropriation of \$3,890,000 of Motor Fuel Tax

funds and \$690,000 of Matching Tax funds is necessary.

7.14 [12-0126](#)

Joint resolution appropriating \$135,000 of Motor Fuel Tax funds to provide for crack sealing of asphalt and concrete pavement, where necessary, on various County highways and designated as Section 12-00000-07-GM.

- [2012 Crack Sealing: Appropriation](#)
- Each year crack sealing is done to County highways that have recently been resurfaced.
- Before a project letting can be held, an appropriation of \$135,000 of Motor Fuel Tax funds is necessary.

7.15 [12-0127](#)

Joint resolution appropriating \$50,000 of Motor Fuel Tax funds for concrete pavement patching, where necessary, on various County highways and designated as Section 12-00000-08-GM.

- [2012 Concrete Pavement Patching: Appropriation.](#)
- Each year, the County undertakes patching of its concrete pavements to preserve surface quality, including repairing damaged manholes, catch basins, curbs, and gutters.
- This patching and repair is done on isolated sections of pavements that are not listed in the Five-Year Program for resurfacings/rehabilitation/reconstruction, but identified by the Pavement Management System as needing repair.
- Before a letting can be held, an appropriation of \$50,000 of Motor Fuel Tax funds is necessary.

7.16 [12-0128](#)

Joint resolution appropriating \$520,000 of Matching Tax funds and \$630,000 of Motor Fuel Tax funds for annual bituminous maintenance of various roads and bike paths on the County highway system and designated as Section 12-00000-09-GM.

- [2012 Bituminous Maintenance: Appropriation.](#)
- Each year the County undertakes maintenance of its bituminous pavement, bituminous shoulders, and bike path pavement to preserve the surface quality.
- Before a project letting can be held, an appropriation of \$520,000 of Matching Tax funds and \$630,000 of Motor Fuel Tax funds is necessary.

7.17 [12-0086](#)

Joint committee action item approving Change Order No. 1 consisting of an increase of \$18,520.01 for additions to the Hainesville Road Bike Path's Construction Contract, designated as Section No. 08-00072-11-BT.

- [Hainesville Road Bike Path: Lake County Division of Transportation Change Order No. 1](#)
- Change orders need to be approved by the standing committees for cumulative net increases over 10%.
- Hainesville Road Bike Path project is under a unit price contract with Copenhaver Construction, Inc., in the amount of \$104,550.90.
- Balancing of construction items are being requested for several revisions to the original scope of work, as detailed in the attached Change Order No. 1.
- Major items contributing to the cost are extra aggregate necessary to support the

improvement across worse than expected soil conditions and reworking an existing drainage system to accommodate additional drainage facilities which were found in the field.

Attachments: [12-0086 Hainesville Road Bike Path, Change Order No. 1 Attachment.p](#)

Financial & Administrative

7.18 [12-0106](#)

Resolution authorizing emergency appropriations for FY 2012 in various funds for certain projects, items and activities, which were budgeted in the prior year and not completed.

- This resolution authorizes the carry-over, or re-authorization, of certain FY 2011 activities.
- These activities were not included in the FY 2012 budget while the carry-over list and associated budget amounts were determined; to include them would have hindered the proper scrutiny of the new FY 2012 budget.
- Without this action, these projects and/or items will not have the budget authority required.

7.19 [12-0129](#)

Resolution authorizing line-item transfers between various funds for the purpose of transferring previously approved funds in 2011 and 2012.

- Line item transfers in various funds between line items in the FY2011 and the FY2012 budget are needed to align expenses with correct accounts.
- The County Board must approve line item transfers under certain conditions.
- A listing of the various transfers is attached to the resolution.

7.20 [12-0105](#)

Resolution authorizing a contract with Oracle Corporation, Chicago, IL for the purchase of a licensing software package for both current and additional operational and technical functionality within the BOSS software system in the amount of \$1,657,609.

- In 2003 Lake County entered into a contract with Oracle Corporation, Chicago, IL to provide licenses for the Oracle Software now known as BOSS.
- As part of the budgeting process for both 2012 and prior years, the County identified funding for additional software to implement Performance Management (employee evaluations), an enhanced educational module, an Inventory/Enterprise Asset Management (EAM) solution and a performance measurement tool.
- When approaching Oracle regarding these initiatives, Oracle provided a bundled software and support package which includes additional functionality including Business Intelligence (BI) for Financial, Procurement and Human Resources Analytics; Learning Management; Enterprise Asset Management (EAM); and the Hyperion solution for Public Sector Planning and Budgeting.
- The software and support along with necessary technology products has a cost to the County of \$1,657,609.
- The Purchasing Agent convened an ad hoc review group that approved bid exemption on the basis that the licensing for Oracle is proprietary and, as such, is a sole source purchase. In addition, the additional modules and software requested through this purchase have been designed by Oracle and provide functionality integrated with the County's existing system.

- Funding for licenses will occur over a three-year period through an Oracle Municipal Payment Plan. Total funding needed for FY12, including one-third of the license cost and one year of annual support cost, is \$759,203 of which \$403,000 was budgeted in the FY12 budget and \$356,203 was obtained from carryovers, CCIP reallocation, and CCIP unallocated balances. License funding for FY13 and FY14 will be included in the budget requests for those years out of CCIP and support costs will be included in the operating budgets requests.

7.21 [12-0116](#)

Resolution authorizing a contract with Exelon Energy, Kennett Square, PA, for Natural Gas Transportation and Management Services in an annual estimated amount of \$373,000.

- Lake County desires to enter into a contract for Natural Gas and Transportation Management Services for Lake County.
- Lake County extended invitations for bid to nine potential service providers and received four responses.
- Based on the evaluation criteria set forth in the Invitation for Bid, Exelon Energy, Kennett Square, PA is the lowest responsive and responsible bidder for Lake County.
- This contract will cost the County an estimated annual amount of \$373,000.

7.22 [12-0113](#)

Resolution authorizing a contract with Christopher B. Burke Engineering Ltd. (CBBEL), Rosemont, IL to provide construction documents and part time construction observation for a new parking lot at the south west corner of Water Street and Martin Luther King Drive in the amount of \$101,300.

- In 2004 and 2005 the County purchased five parcels of land on the south west corner of Martin Luther King Jr. St. and Water St. in downtown Waukegan, with the intent of constructing a future parking lot
- Lake County has a need for additional parking spaces to accommodate jurors, the public, and County Employees.
- To accommodate parking, the County is currently in a month to month lease with the City of Waukegan for the parking garage at the northeast corner of County and W. Clayton Streets.
- A new parking lot will provide a long term, permanent solution for additional parking for jurors and employees of the Sheriff's Office during shift change.
- Funding for the construction of a new parking lot was approved as part of the 2012 CIP new program request process, and incorporated into the Adopted 2012 Budget.
- The County is proposing construction of a 170 stall surface parking lot with associated access control, stormwater detention, and landscaping, at the County owned property.
- CBBEL has completed a Phase I engineering study of the site, the County has a long standing, working relationship with the firm, and has selected them to complete the project in compliance with the Local Government Professional Services Selection Act.

8. **Executive Session**

8.1 [12-0144](#)

Committee action authorizing a personnel matter 5 ILCS120(c)(1).

8.2 [12-0143](#)

Committee action authorizing a personnel matter 5 ILCS120(c)(1).

8.3 [12-0142](#)

Committee action authorizing a personnel matter 5 ILCS120(c)(1).

8.4 [12-0140](#)

Committee action authorizing a personnel matter 5 ILCS120(c)(1).

9. **County Administrator's Report**

9.1 **Report on the proposed process for Board Members' Constant Contact.**

10. **Adjournment**