

# Lake County Illinois

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



## Agenda Report - Final

Thursday, June 6, 2024

8:30 AM

Assembly Room, 10th Floor or register for remote attendance at:  
<https://bit.ly/4bQjorl>

**Financial & Administrative Committee**

**PUBLIC ATTENDANCE:** The public can attend Lake County Committee and Board meetings in one of two ways:

- (1) In-person attendance is on the 10th Floor of the County Administrative Tower, 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](mailto: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**

7.1 [24-0670](#)

Joint resolution authorizing a contract with Muscat Co., Dundee, Illinois, for fire hydrant preparation and painting at various locations within Lake County Public Works operating systems in the estimated annual amount of \$60,950, with renewal options.

- Lake County Public Works has a need to repaint approximately 530 hydrants.
- In accordance with the Lake County Purchasing Ordinance, bids were called for by publication of the Fire Hydrant Preparation and Painting Project and sealed bids were received ranging from \$51,940 to \$190,800.
- Muscat Co. submitted the lowest responsive and responsible bid. Unit prices were provided as part of the bid.
- The term of the contract will be two years with three one-year renewal options to allow for future projects with services based on approved contracted unit prices.
- This resolution authorizes and directs the County Purchasing Agent to execute a contract with Muscat Co. of Dundee, Illinois in the estimated amount of \$60,950.

**Attachments:** [24-0670 Hydrant Painting Bid Final](#)

[24-0670 Hydrant Painting Bid Tab FINAL](#)

[24-0670 Hydrant Painting Muscat Vendor Disclosure Form](#)

8. **New Business**

**CONSENT AGENDA (Items 8.1 - 8.3)**

**\*HEALTH & COMMUNITY SERVICES\***

8.1 [24-0669](#)

Joint resolution accepting the Illinois Department of Public Health (IDPH) grant and authorizing an emergency appropriation in the amount of \$10,000 for the Local Health Protection grant.

- The \$10,000 IDPH grant will be used to fund an advertising campaign.
- The \$10,000 in additional grant funding has not been previously appropriated because the grant resources were secured after the County's adoption of the

Fiscal Year 2024 budget.

- The grant award will be for the period May 1, 2024, through June 30, 2024.
- If grant funding for the services end, and new funding is not secured, the services will be eliminated.

**Attachments:** [LHPG STI Grant Increase \\$10K](#)

**\*LAW & JUDICIAL\***

**8.2** [24-0722](#)

Joint resolution authorizing the acceptance, and emergency appropriation of \$50,000 in additional funding for the Violence Interruption Program Grant that is administered through the Illinois Criminal Justice Information Authority (ICJIA).

- This Violence Interruption Program grant provides funding for the State's Attorney's Office Gun Violence Prevention Initiative (GVPI).
- The purpose of the GVPI is to work with community-based organizations to identify and hire violence interrupters who will work to reduce gun violence, specifically in Waukegan, North Chicago, and Zion and to provide opportunities for the most at-risk in our communities.
- The additional funding of \$50,000 will be allocated to our current subgrantee, Waukegan Township, to continue providing contractual services such as violence interrupters and case management.
- The grant is administered through ICJIA with an extended performance period through June 30, 2025.
- The source of program funding is 100 percent federal funding; no County funds are required.
- If funding for this program ends, and new funding is not secured, the program and staff will be eliminated.

**Attachments:** [ARPA VPR Resolution 823601 \\$50K](#)

[823061 Lake County SAO - Designation Increase Memo](#)

**\*PUBLIC WORKS & TRANSPORTATION\***

**8.3** [24-0710](#)

Joint resolution authorizing an agreement with DLZ Illinois, Inc., Chicago, Illinois, for the 2024 ITS PASSAGE Field Elements Phase II design engineering services, adding approximately 10 Pan Tilt Zoom (PTZ) cameras, two miles of conduit and fiber optic cable, two wireless connections, one cellular connection, and one new video detection system to expand the Lake County PASSAGE network along various routes in Lake County at a maximum cost of \$90,397, and appropriating \$108,500 of ¼% Sales Tax for Transportation funds.

- A consultant will be utilized to provide these Phase II design engineering services to expand Lake County PASSAGE.
- Lake County selects professional engineering firms in accordance with the Local

Government Professional Services Selection Act, 50 ILCS 510/1 et. Seq.

- The selected firm has a satisfactory past relationship with the Lake County Division of Transportation.
- The selected and recommended consultant is DLZ Illinois, Inc., Chicago, Illinois, with a maximum cost of \$90,397.
- This improvement is included in the Transportation Improvement Program and designated as Section 24-00268-29-TL.

**Attachments:** [24-0710 Agreement, 2024 PASSAGE Field Elements](#)

[24-0710 Vendor Disclosure, DLZ](#)

## **REGULAR AGENDA**

### **\*LAKE COUNTY PARTNERS\***

**8.4** [24-0665](#)

Lake County Partners Update.

**Attachments:** [F&A Update 6-6-24v2](#)

### **\*HEALTH & COMMUNITY SERVICES\***

**8.5** [24-0676](#)

Joint resolution authorizing an emergency appropriation in the amount of \$143,033.05 of expenditures from the Opioid Settlement Fund (Fund 771) for additional contractual expenses, stipends, and staff salary.

- In September 2023, the County Board emergency appropriated \$1.5 million in revenue for the Opioid Settlement Fund.
- For Fiscal Year 2024, \$74,176 was carried over to include half of the Opioid Coordinator's salary, initial commodities and contractual expenses.
- This emergency appropriation in the amount of \$143,033.05 in expenditures is to fund the remainder of the Opioid Coordinator's salary, consultants for strategy research and development, and the Regional Office of Education to develop opioid related curriculum, as well as stipends for community members with lived experience to be compensated when participating with the Opioid Remediation Advisory Board that have been approved by the Opioid Workgroup.

**Attachments:** [FY24 emergency appropriation 5.20.24](#)

**8.6** [24-0721](#)

Joint resolution approving the Workforce Development Workforce Innovation and Opportunity Act (WIOA) Four-Year Regional and Local Plans, Memorandum of Understanding (MOU) with the Job Center of Lake County, and authorizing the execution of all necessary correspondence to submit these plans to the Illinois Department of Commerce and Economic Opportunity (DCEO).

- The Lake County Workforce Development Board is responsible for the

development and submission of several required planning compliance documents as a necessary component to receive U.S. Department of Labor WIOA funding, as distributed by the Illinois DCEO.

- The Northeast Economic Development Region Four-Year WIOA Plan was collectively developed by the seven workforce boards serving the ten counties of Cook, DeKalb, DuPage, Grundy, Kane, Kankakee, Kendall, Lake, McHenry, and Will. The Plan provides innovative regional solutions to meet the needs of the key industry sectors of healthcare, manufacturing, transportation, warehousing, and information technology.
- The Lake County Workforce Development Board Four-Year WIOA Local Plan provides an overview of partner programs to ensure that job seekers, including youth and individuals with barriers to employment, have the skills to compete in the job market and that employers have a ready supply of skilled workers.
- The Job Center of Lake County Memorandum of Understanding was successfully negotiated among all the federally funded programs authorized under WIOA, agreeing to collaborate and optimize the quality of services provided in the Job Center.
- The Lake County Workforce Development Board approved the WIOA Regional and Local Plans as well as the Job Center MOU at its May 8, 2024 meeting.

**Attachments:** [Workforce Development Department Planning Cycle June 2024](#)

[2024 LWIA1 MOU 5-29-24](#)

[EDR 4 - Regional Plan - FINAL DRAFT](#)

[LWIA 1 LCWDB-Local Plan 2024](#)

[Workforce Development WIOA Plan and MOU Presentation June 2024](#)

**\*LAW & JUDICIAL\***

**8.7 [24-0708](#)**

Joint resolution authorizing the emergency appropriation of the Lake County Children's Advocacy Center (LCCAC) program funding, awarded by the Department of Children and Family Services (DCFS) through the Children's Advocacy Center of Illinois in the amount of \$331,269.86 for previously awarded and appropriated funds and an additional new grant amount.

- In July 2023, the LCCAC was awarded funding by DCFS in the amount of \$571,799, and a resolution was passed by the County Board on August 8, 2023, including an emergency appropriation of \$483,122.
- The grant period is July 1, 2023, through June 30, 2024.
- The carryover of unused appropriated grant funds from Fiscal Year (FY) 2023 to FY2024 budget did not occur so this emergency appropriation makes it possible to spend the funds remaining at the end of FY 2023.
- Additionally, after the initial funding was awarded, DCFS provided the LCCAC with a Cost of Living Adjustment (COLA) increase in the amount of \$24,541.84.

- This resolution appropriates \$331,269.86, which would provide the appropriate budget remaining as of the end of FY 2023 as well as the COLA increase to execute the grant programming.

**Attachments:** [24-0708 FAS LCCAC DCFS FY24 6.11.2024](#)

[Lake County FY24 Subcontract Sub-grant Agreement Initialed 5-15-2024](#)

**\*PUBLIC WORKS & TRANSPORTATION\***

**8.8** [24-0699](#)

Joint resolution authorizing execution of a contract with Campanella & Sons, Inc., of Wadsworth, Illinois, in the amount of \$2,208,279.35 for the Lake County Public Works (LCPW) Pekara Water System Lake Michigan Water Interconnect Project.

- LCPW operates the Pekara Water System that serves residents in unincorporated Lake County.
- This project will provide Lake Michigan water as the main source of drinking water to customers in this system and the water will be purchased from Buffalo Grove.
- The Purchasing department received bids from two contractors for a total construction cost ranging from \$2,208,279.35 to \$2,768,311 for this project.
- The award of this contract is recommended to the lowest responsive and responsible bidder, Campanella & Sons, Inc.
- This resolution authorizes and directs the County Purchasing Agent to execute a contract with Campanella & Sons, Inc., in the amount of \$2,208,279.35.
- \$1 million of ARPA funds and additional funds included in the County's Adopted Fiscal Year (FY) 2024 Budget will be utilized for this Project.

**Attachments:** [24-0699 Pekara Campanella Front End Bid Docs](#)

[24-0699 Pekara Campanella Maps](#)

[24-0699 Pekara Campanella Vendor Disclosure](#)

[24-0699 Pekara Campanells Bid Tab](#)

**\*FINANCIAL & ADMINISTRATIVE\***

**Chief County Assessment Office**

**8.9** [24-0355](#)

Resolution declaring that the number of appeals annually filed with the Board of Review creates an emergency situation causing the need for an expanded Board of Review.

- This resolution recognizes that the three members of the Board of Review need additional assistance to complete the 2024 tax year hearings.
- This action must be done to allow the County Board Chair to appoint alternate members.

## Facilities and Construction Services

### 8.10 [24-0727](#)

Resolution authorizing execution of a contract with HEPA, Inc. of Chicago, Illinois in the amount of \$42,730 for the Asbestos Abatement for Lake County Administrative and Courts Complex.

- As part of the Fiscal Year 2024 Budget Process and Capital Improvement Plan, the Asbestos Abatement for Lake County Administrative and Courts Complex was approved.
- This work includes the removal of designated ACM floor tile mastic, ceiling plaster, and pipe fitting insulation from the basement mainframe room at the Lake County Administrative and Courts Complex.
- The County received six bids for the project in the amount of \$42,730 to \$98,600.
- Award of this contract is recommended to the lowest responsive and responsible bidder, HEPA, Inc. of Chicago, Illinois, who best meets the needs of the County in the amount of \$42,730, unit prices were provided as part of the bid.
- This resolution authorizes and directs the County Purchasing Agent to execute a contract with HEPA, Inc. of Chicago, Illinois, in the amount of \$42,730 and approved contracted unit prices.

**Attachments:** [24310 Bid Final](#)

[24310 Bid Tab](#)

[Vendor Disclosure Form](#)

### 8.11 [24-0761](#)

Director's Report - Facilities and Construction Services.

- Regional Operations and Communications (ROC) Facility Update.

**Attachments:** [ROC Facility](#) [ROC Facility Project Update](#) [06JUN24](#)

## Human Resources

### 8.12 [24-0688](#)

Resolution authorizing a contract with AED Professionals, Palatine, Illinois, for the replacement of AED's (Automated External Defibrillator) and associated cases in the amount of \$266,549.

- As part of the Fiscal Year 2024 Lake County Human Resources Budget Process, funding was appropriated for the purchase of new AED units and associated cases.
- There is a need to replace the current AED units as the warranties on the existing units expire in October 2024.
- In addition to the purchase of the replacement units the new AED units will carry an 8-year warranty, will be equipped with a battery pack and Wi-Fi cases that include a service that will check the unit's functional capacity monthly, send alerts on



expired battery packs and track the location of each unit.

- Pursuant to Chapter 33.115 of the County's Purchasing Ordinance, Cooperative Joint Purchasing Authorized, the County may participate in a cooperative purchasing agreement for the procurement of goods, services, construction, or professional services with one or more public procurement units in accordance with an agreement entered into between the participants.
- This contract expires on June 30, 2027.
- A cooperative purchasing contract with AED Professionals has been identified through Sourcewell (Contract #041823-STY) to procure the needed Hearsine AED replacement units.
- This resolution authorizes the purchase of 288 Automated External Defibrillators and Wi-Fi cases in the amount of \$266,549.

**Attachments:** [AED Unit Quote](#)

[Wifi Adapter Quote](#)

[Vendor Disclosure 2024](#)

**8.13** [24-0709](#)

Resolution authorizing a contract with Insurance Program Managers Group, St. Charles, Illinois, (IMPG) for third party administration of civil, auto, workers compensation, and property claims in an estimated amount of \$133,648.

- The current contract for third party claims administrator for the County's self-insured workers' compensation, general liability, and auto claims program expires in July 2024.
- There is a need to continue contracting for these services with a provider that can deliver objective and measurable results to reduce the cost and duration of claims, provide claim processing in a timely and professional manner, assist in returning injured employees back to work, and maintain strong communications with the injured worker, claimants, and the County.
- The RFP was sent to 20 vendors and proposals were received from three vendors of which interviews were conducted with two vendors.
- The review team determined that Insurance Program Managers Group was identified as the most qualified and most favorable for Lake County. The vendor selected is the current vendor for these services.
- The fee structure is based on an annual deposit of \$96,100 and with varying fees for service depending upon the actual claims incurred and paid by the Risk Management Fund (206). Annual fees including the annual deposit are estimated at \$133,648.

**Attachments:** [2024-5-22 Agreement 24243 Third Party Adm for Workers Compensation](#)

[Post - Score Matrix Summary RFP24243-](#)

[Vendor Disclosure Statement RFP #24243](#)

### Enterprise Information Technology

8.14 [24-0724](#)

Resolution authorizing a contract with CDW-G of Vernon Hills, Illinois in the amount of \$113,160 for Information Technology Service Management (ITSM) software licensing and support.

- ITSM software streamlines Information Technology (IT) service delivery by managing essential functions such as helpdesk ticketing, asset tracking, and changes to infrastructure and applications.
- This project is included in the 2024 Capital Improvement Program as part of the Technology Improvement Plan - Application Modernization Initiatives.
- This contract authorizes an agreement with CDW-G for the duration of two years with an initial term cost of \$113,160, which includes \$31,320, for professional installation and \$81,840 for software licensing and support. The subsequent annual cost will be \$81,840.
- In accordance with Section 33.115 of the Lake County Purchasing Ordinance, a cooperative purchasing contract with CDW-G has been identified through Omnia Partners (23-6692-02) to procure needed goods, services, construction, or professional services that have been competitively solicited and awarded.

**Attachments:** [24-0724 - FreshWorks QUO](#)

[24-0724 FreshWorks VDS](#)

[24-0724 FreshWorks SOW2](#)

### Finance

8.15 [24-0673](#)

Finance Monthly Report - April 2024

**Attachments:** [Monthly Financial Report April 2024.pdf](#)

### County Administration

8.16 [24-0690](#)

County Administrator's Office Annual Update.

**Attachments:** [Annual Update - CAO 2024](#)

9. **County Administrator's Report**

10. **Executive Session**

11. **Member Remarks and Requests**

**12. Adjournment**

**Next Meeting: June 27, 2024**