

# Lake County Illinois

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



## **Agenda Report - Final-Amended**

**Tuesday, June 23, 2020**

**1:30 PM**

**1:30 PM or 5 minutes following the end of Rules Committee  
Special Meeting**

**Live-streamed at <http://lakecounty.tv/>, on Comcast's Channel 18  
or 30 (depending on where you live) & AT&T UVerse Channel 99**

**Financial & Administrative Committee**

Pursuant to Section 7(e) of the Illinois Open Meetings Act, the May 29, 2020, Gubernatorial Disaster Proclamation, and the attached Written Determination of the Lake County Board Chair, this meeting will be held via audio and video conference and not in the Assembly Room located on the 10th Floor of the Administrative Tower at 18 N. County Street, Waukegan, Illinois.

This meeting will be live-streamed at <http://lakecounty.tv/> and on Comcast's network, Channel 18 or 30 (depending on where you live) and AT&T Channel 99.

Public comments are welcomed and encouraged. Public comments received by 1:30 p.m., Tuesday, June 23, 2020 will be read at the beginning of the meeting under Public Comment in the order they are received. Comments received during the meeting will be held until the end of the meeting. Please note: A total of 30 minutes will be permitted for Public Comment and no more than three minutes per public comment pursuant to the County Board Rules of Order and Operational Procedures. All comments received will be included in the Committee's meeting minutes regardless of whether they are read aloud at the meeting.

**PUBLIC COMMENTS** shall be emailed to [CountyBoard@lakecountyil.gov](mailto:CountyBoard@lakecountyil.gov) with the following information:

- \* **Subject Title: Financial and Administrative Committee Special Meeting Public Comment**
- \* **Name**
- \* **Street Address (Optional)**
- \* **City, State (Optional)**
- \* **Phone (Optional)**
- \* **Organization, agency, etc. being represented. (If representing yourself, put "Self")**
- \* **Topic or Agenda Item Number followed by Public Comment.**

Public with no access to email may leave a message with the County Board Office at 847-377-2300.

0.0 [20-0824](#)

Determination of need for meetings of the Lake County Board and Committees to be held by audio or video conference.

**Attachments:** [Ltr Determination for Audio-Video Meetings.pdf](#)

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

**REGULAR AGENDA**

**FINANCIAL & ADMINISTRATIVE**

7.1 [20-0817](#)

Resolution ratifying a professional services agreement with Signature Aviation US Holdings, Inc. for the rental of hangar space to aid in body management in response to the COVID-19 pandemic in an estimated amount of \$83,123.82.

- There was a need to procure rental space to store refrigerated trailers on behalf of the Coroner's Office in anticipation of the surge of COVID-19 related deaths.
- Lake County Emergency Management Agency identified a secure location and negotiated a lease rate to house the refrigerated trailers.
- Under the terms of the lease, Lake County pays a monthly rent of \$13,853.97.
- Expenses will be submitted for reimbursement to the Federal Emergency Management Agency (FEMA) through the funding received from the United States Government pursuant to the Coronavirus Aid, Relief and Economic Security Act (CARES Act).
- Pursuant to the Lake County Purchasing Ordinance, emergency procurements are made when a threat exists to public health, welfare, or safety, or to prevent or minimize serious disruption of government services.
- Pursuant to Article 6, Section 103, the Coroner's Office submitted a written determination of the basis for the emergency and the certification that the selection of the vendor is appropriate.
- This action ratifies the contract the County Board Chair authorized under emergency authority.

**Attachments:** [Fully Executed Lease for Hanger Rental.pdf](#)

[Amendment 1 fully executed.pdf](#)

[Signature Flight Vendor Disclosure.pdf](#)

7.2 [20-0814](#)

Resolution ratifying an emergency procurement with Bronner Group, LLC, Chicago, Illinois, in an amount not to exceed \$96,000 for professional consulting services assisting with administration and compliance for all COVID-19 related federal, state, and other response and recovery funds for Lake County.

- Lake County received funding from the United States Government pursuant to the Coronavirus Aid, Relief and Economic Security Act (CARES Act) in the amount of approximately \$122,000,000.
- Lake County will be held accountable for the responsible and appropriate use of these funds. After seeking proposals from three vendors, Bronner Group LLC was selected to provide financial and audit professional services to Lake County.
- The Bronner Group, LLC is highly qualified to provide internal control guidelines, a compliance framework, prioritization of funding research, subgrantee funding support, stakeholder guidelines, training, and ad hoc support.
- Under the terms of the contract, Bronner Group, LLC will provide financial audit professional services, which will allow Lake County to prioritize and optimize the COVID-19 related funds.
- Pursuant to the Lake County Purchasing Ordinance Article 6, Section 103, 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.
- This action ratifies the contract the County Board Chair had authorized under emergency authority.

**Attachments:** [Completed Vendor Disclosure Form.pdf](#)

[Lake County Contract 6-2020.pdf](#)

[Memorandum re Bronner Group.pdf](#)

7.3 [20-0813](#)

Resolution approving a professional services agreement with Lake County Partners to administer the Small Business Recovery Program in the amount of \$60,000.

- Lake County received funding from the United States Government pursuant to the Coronavirus Aid, Relief and Economic Security Act (CARES Act) and \$10,000,000 was allocated by the County Board at its June 9, 2020 for the Small Business Recovery Program.
- The Economic and Business Task Force has secured a professional services agreement with Lake County Partners to streamline the management and disbursement of Program funds to local small businesses. Funding for service delivery will be provided from the Small Business Recovery Program \$10,000,000 allocation of CARES Act funds.
- Lake County Partners is uniquely positioned to provide the services based on its long-standing relationship with the County and its contacts in the business community.

- Under the terms of the contract, Lake County Partners will create the application, distribute to businesses, ensure completed applications meet basic criteria, and prepare a recommendation for funding for the County to issue payment.
- Pursuant to Article Six, Section 102, the Purchasing Agent has approved the bid exemption on the basis of an existing long-standing successful relationship for services, and the knowledge gained through this relationship adds value integral to the services provided.

**Attachments:** [LCP Bid Exemption Request.pdf](#)

[VENDOR DISCLOSURE STATEMENT LCP June2020.pdf](#)

[Agreement - Partners \(004\) 6.17.pdf](#)

[Small Business Grant Overview\(06-17-20\).pdf](#)

**7.4** [20-0833](#)

Resolution Authorizing Display of the LGBTQ Pride Flag in Lincoln Plaza at the Lake County Administrative Complex in Waukegan.

**Attachments:** [Resolution Displaying Pride Flag .pdf](#)

**8. Executive Session**

**9. Department Head Reports**

**10. Public Comment**

**11. County Administrator's Report**

**12. Members Remarks**

**13. Adjournment**

**Next Meeting: July 9, 2020**