

Lake County Illinois

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



Agenda Report - Final

Wednesday, August 3, 2016

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 [16-0727](#)

Minutes from June 29, 2016.

Attachments: [F&A 6.29.16 Minutes - Final](#)

3.2 [16-0728](#)

Executive Session minutes from June 29, 2016.

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

LAW & JUDICIAL

7.1 [16-0740](#)

Joint resolution approving a Police Services Agreement between the Lake County Sheriff's Office and the Beach Park School District for the deployment of the Pilot Part-Time School Resource Officer (SRO) Program for the Beach Park School District for the remainder of the 2016 - 2017 school year

- The Sheriff's Office has been working with the Beach Park School District to establish and implement a Part-Time SRO Program.
- The main objectives of the SRO program are to develop a positive relationship between law enforcement and middle school students, effectively deal with juvenile offenses and issues and to protect students and the school from violations of the law.
- This Police Services Agreement establishes the commitment of all participants to support the goals of the SRO Program and defines the role of the SRO.
- SRO working hours shall be 19 hours per week, with the opportunity to increase the hours of the SRO if additional finances become available; additional SRO hours are to be scheduled in advance and paid for via a separate invoice to the school district.
- On a monthly basis, the SRO will compile and present a report that includes information regarding the contacts the SRO has had with parents and students, SRO recommendations to the school regarding changes and enforcement ideas on school policy.
- At least once a year the Sheriff's Office and the School District will evaluate the effectiveness of the program and, if financially possible, the School District is considering making the SRO a full-time position.

Attachments: [Beach Park SRO Police Service Agreement 2016-2017](#)

[Beach Park SRO 2016-17 Memo](#)

7.2 [16-0765](#)

Joint resolution accepting the Howard G. Buffet Foundation (HGBF) Grant and authorizing an emergency appropriation in the amount of \$52,208.92 for fiscal year (FY) 2016.

- The Lake County Sheriff's Office will shortly have a Lake County Sheriff Deputy handler and a K-9 graduate from an explosive detection training program.
- The Lake County Sheriff's office desires to have the ability to respond to bomb threats throughout the county in a properly equipped vehicle.
- The explosive trained K-9 will also be able to detect guns and ammunition.
- With the purchase of this vehicle, the Lake County Sheriff's Office will no longer need to solely rely on federal agencies outside Lake County for clearing bomb threats or to clear an area where a bomb was detonated.

Attachments: [Howard G Buffet Foundation Grant](#)

7.3 [16-0735](#)

Joint resolution authorizing a contract with Ascher Brothers Company, Inc. of Chicago, Illinois, and further authorizing assignment of that contract to Clark Construction Group LLC of Chicago, Illinois, as Construction Manager at Risk (CMAR) for the painting and wallcovering work for the Lake County courthouse expansion project in the amount of \$529,575.

- The painting and wallcovering work in this bid generally includes supply and installation of all paint and wallcoverings for all phases of the courthouse expansion project.
- The Lake County Board has authorized Clark Construction Group LLC of Chicago, Illinois, to proceed with a Guaranteed Maximum Price (GMP) for the infrastructure and interior work pursuant to their contract for CMAR services.
- A bid was issued for painting and wallcovering work on May 16, 2016.
- Sealed bids were received on June 30, 2016, from three nonlocal vendors ranging from \$529,575 to \$930,000.
- Ascher Brothers Company, Inc. of Chicago, Illinois, was determined to be the lowest responsive and responsible bidder.
- This resolution awards the contract to Ascher Brothers Company, Inc. of Chicago, Illinois, and assigns the contract to Clark Construction Group LLC of Chicago, Illinois, to manage as part of the GMP for this work.

7.4 [16-0731](#)

Joint resolution authorizing a contract with DTI of Illinois, LLC of Aurora, Illinois, and further authorizing assignment of that contract to Clark Construction Group LLC of Chicago, Illinois, as Construction Manager at Risk (CMAR) for the tile work for the Lake County courthouse expansion project in the amount of \$621,090.

- The tile work in this bid generally includes supply and installation of floor and wall tile for all phases of the courthouse expansion project.
- The Lake County Board has authorized Clark Construction Group LLC of Chicago, Illinois, to proceed with a Guaranteed Maximum Price (GMP) for the infrastructure and interior work pursuant to their contract for CMAR services.
- A bid was issued for tile work on March 7, 2016.
- Sealed bids, including alternates, were received on June 9, 2016, from three nonlocal vendors ranging from \$621,090 to \$710,786.

- DTI of Illinois, LLC of Aurora, Illinois, was determined to be the lowest responsive and responsible bidder.
- This resolution awards the contract to DTI of Illinois, LLC of Aurora, Illinois, and assigns the contract to Clark Construction Group LLC of Chicago, Illinois, to manage as part of the GMP for this work.

HEALTH & COMMUNITY SERVICES

7.5 [16-0739](#)

Joint resolution accepting the Illinois Department of Public Health, Illinois Department of Human Services, Health Resources and Services Administration, and United Way grants and approving an emergency appropriation in the amount of \$351,153.67 for fiscal year (FY) 2016.

- The Illinois Department of Public Health awarded an additional \$44,200 for the Illinois Breast and Cervical Cancer Program (IBCCP) to cover the clinical costs for uninsured women enrolled in the IBCCP program for the period July 1, 2015, to June 30, 2016.
- The Illinois Department of Public Health awarded an additional \$49,228 for the Family Planning Program to cover the costs of family planning labs and the purchase of long-acting reversible contraceptives for the period July 1, 2015, to June 30, 2016.
- The Health Resources and Services Administration changed the Section 330 (FQHC) grant period from February 2016, to January 2017. An additional \$184,321.67 needs to be budgeted to align with the received grant. These funds will be used to cover existing staffing costs.
- The Illinois Department of Human Services awarded \$58,404 for the Substance Abuse Prevention Program grant which will be used to implement the Strategic Prevention Framework for the period of July 1, 2015, through June 30, 2016.
- United Way awarded \$10,000 for the Success by Six Zion Home Visiting Grant which will offset existing staff costs for the period April 1, 2016, through December 31, 2016.
- United Way awarded \$5,000 for the Success by Six North Chicago Home Visiting Grant which will offset existing staff costs for the period January 1, 2016, through December 31, 2016.

Attachments: [Emergency Appropriation for FY16 June 2016](#)

7.6 [16-0742](#)

Joint resolution authorizing the Chairman of the Board to execute a lease extension with 415 Washington Street LLC, of Chicago, Illinois, for office space utilized by the Veteran's Assistance Commission in the annual amount of \$68,796.

- Lake County currently leases 3,822 square foot space at 415 Washington Street, Waukegan, Illinois, for the Veteran's Assistance Commission.
- The building has been recently sold and the new landlord is requesting that the current month to month lease be converted to a long-term lease.
- Lake County has negotiated favorable terms for a five-year lease extension which includes an approximate 11 percent reduction in rent for the first year and a three percent increase in lease payments for each subsequent year thereafter.
- The total costs are as follows: \$68,796 for year one, \$70,860 for year two, \$72,986 for year three, \$75,175 for year four and \$77,431 for year five, for use as determined by the Veteran's Assistance Commission.

PUBLIC WORKS & TRANSPORTATION

7.7 **16-0752**

Joint resolution authorizing a contract with Seven Brothers Painting, Inc. of Shelby Township, Michigan, in the amount of \$166,900 for the Countryside Lake Water Tower Refurbishment Project.

- The existing Countryside Lake Water Tower, which is a 250,000 gallon elevated tank and part of the Countryside Lake Water System, is over 20 years old and is in need of interior and exterior painting and refurbishment.
- The County received requests for bid documents from 13 contractors and received responsive bids from seven contractors.
- Award of this contract is recommended to the lowest responsive, responsible bidder, Seven Brothers Painting, Inc. of Shelby Township, Michigan, in the amount of \$166,900. The other bids ranged from \$170,800 to \$274,000.

Attachments: [16-0752 Bid Tab CSL Tower Bid Tab.pdf](#)

7.8 **16-0753**

Joint resolution authorizing a contract with Layne Christensen Company of Aurora, Illinois, in an amount not to exceed \$224,949 for the 2016 Water Well Closure and Abandonment Project: Vernon Hills wells two and three, and Wildwood wells four and eight.

- The Vernon Hills and Wildwood water systems receive Lake Michigan Water from the Central Lake County Joint Action Water Agency (CLCJAWA).
- The Vernon Hills water system has interconnections with other municipalities as a backup water supply, while the Wildwood water system has additional wells as its backup water supply.
- An analysis was performed to determine the continued need for these wells and concluded that abandonment of these four wells is the most cost effective, long-term solution.
- An invitation to bid was extended to five contractors, 11 bidders registered for the bid, and responses were received from four contractors, ranging from \$224,949 to \$379,618.
- Layne Christensen Company of Aurora, Illinois, submitted the lowest responsive and responsible bid in the amount of \$224,949.

Attachments: [16-0753 Water Well Abandonment Bid Tab.pdf](#)

7.9 **16-0754**

Joint resolution authorizing a contract with Senryo Technologies of Naperville, Illinois, for Oracle consulting services for the data migration of Oracle Enterprise Asset Management (EAM) in an amount not to exceed \$58,659.

- Oracle is the financial system Lake County has been using, since 2003, and is comprised of a number of modules.
- The Oracle EAM module was installed in 2014, at which time approximately one-third of the Public Works department's assets were entered into the system for work order and maintenance management.
- As part of this contract, Senryo will assist Public Works in entering the remaining

40,000 Lake County assets into Oracle EAM.

- 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 into between the participants.
- Purchasing identified a cooperative purchasing contract with Senryo Technologies of Naperville, Illinois, through General Services Administration (GSA) to procure needed consulting services that was competitively solicited and awarded.

Attachments: [16-0754 Senryo eAM Contract.pdf](#)

7.10 [16-0755](#)

Joint resolution ratifying an emergency procurement with Chicagoland Paving Contractors, Inc. of Lake Zurich, Illinois, in the amount of \$143,319.38 for the emergency repairs to the pavement along Gages Lake Road, damaged as a result of a water main break.

- Public Works owns and operates water mains serving diverse communities throughout the County.
- Some of these water mains are located under paved roadways and require repairs, from time to time.
- A water main break occurred under Gages Lake Road on June 16, 2016.
- Upon notification regarding the large amount of water loss at the location and buckling in the road, Public Works immediately mobilized its utility crew to repair the main break.
- Chicagoland Paving Contractors, Inc., of Lake Zurich, Illinois, is currently under contract for asphalt patching work with Public Works and, therefore, was selected to perform the emergency pavement repairs.
- 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 of this Ordinance, the Director of Public Works has submitted a written determination of the basis for the emergency and the certification that the selection of the contractor was appropriate.

Attachments: [16-0755 Emergency Repair Work Invoice - Gages Lake Rd.pdf](#)

7.11 [16-0757](#)

Joint committee action authorizing the amendment of a five year lease agreement, with an option to renew, with T-Mobile Central LLC of Downers Grove, Illinois, for telecommunications equipment at the water tower at 30109 N. Park Road, Libertyville, Illinois.

- Lake County owns the water tower located at 30109 N. Park Road, Libertyville, Illinois.
- Lake County has leased space to T-Mobile Central LLC of Downers Grove, Illinois, for cell antennas on the water tower since December 2007.
- T-Mobile Central LLC has requested an amendment to the existing lease to maintain telecommunications equipment on the water tower to provide wireless phone and data services to its customers.
- The current lease, in the amount of \$35,821.56, includes a provision for an annual increase of three percent.
- The amendment to the lease establishes an initial lease payment of \$36,000 per year

with a 10 percent increase at the five year renewal period.

- It is hereby requested that the County Board Chair be authorized to execute the amendment to the lease agreement with T-Mobile Central LLC of Downers Grove, Illinois.

7.12 [16-0695](#)

Ordinance deleting certain properties from proposed Special Service Area (SSA) #17.

- The County approved the proposing ordinance for SSA #17, which provides a financing mechanism for private road repair, reconstruction, and/or maintenance.
- As part of the approval of the proposing ordinance, a public notice was mailed to all properties within the proposed SSA, identifying all property index numbers (PINs) and advising that a public hearing would be held on June 22, 2016.
- Three PINs were inadvertently included in the Proposing Ordinance and its attachments.
- The Ivanhoe Estates Homeowners Association Board voted to delete these three PINs from SSA #17.
- All three PINs are owned by the Thorngate Country Club.
- In accordance with SSA Law (ILCS 200/27-35), the corporate authorities may delete areas of the SSA at the public hearing or at the first regular meeting of the corporate authority thereafter.

Attachments: [16-0695 - Ordinance Deleting Certain Properties from Proposed Special :](#)

7.13 [16-0749](#)

Joint resolution authorizing a contract with CDW of Vernon Hills, Illinois, for the purchase of an Uninterrupted Power Supply (UPS) for the Division of Transportation (DOT) in the amount of \$68,676.

- Uninterrupted Power Supply (UPS) Replacement Purchase.
- The DOT needs to replace its UPS and this was authorized in the County's fiscal year 2016 budget.
- CDW of Vernon Hills, Illinois, is identified as a national cooperative purchasing contractor through the National Intergovernmental Purchasing Alliance (IPA) to procure the UPS at a contract price 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 procurement of goods with one or more public procurement units in accordance with an agreement entered into between the participants.

7.14 [16-0762](#)

Joint resolution appropriating \$50,000 of County Bridge Tax funds for the rehabilitation of the bridge on Pulaski Drive, over U.S. Route 41, and designated as Section 16-00196-10-BR.

- Pulaski Drive, at U.S. Route 41, Bridge Rehabilitation: Appropriation.
- The bridge on Pulaski Drive, over U.S. Route 41, needs repair/replacement of the expansion joint on the east end of the bridge.
- Before a project letting can be held, an appropriation of \$50,000 of County Bridge Tax funds is necessary.

7.15 [16-0748](#)

Joint resolution appropriating \$2,285,000 of County Bridge Tax funds for the construction of the Buffalo Creek Wetland Mitigation Bank, and designated as Section 01-00000-00-ES.

- [Buffalo Creek Wetland Mitigation Bank: Construction Appropriation.](#)
- It is necessary to mitigate for impacts to wetlands caused by the construction of improvements to designated routes on the County highway system.
- The use of wetland mitigation banks is an environmentally appropriate and cost effective way of handling the mitigation of said wetland impacts.
- The County and the Lake County Forest Preserve District (LCPD) entered into an agreement effective April 28, 2000, and terminating April 28, 2018, providing for a land exchange and allowing the County to acquire a license from the District for the purpose of creating "wetland banking credits" that could be used for future public roadway improvements.
- The preliminary engineering evaluation and the design engineering for the construction of the wetland mitigation bank is complete.
- This resolution appropriates \$2,285,000 of County Bridge Tax funds for the construction of the Buffalo Creek Wetland Mitigation Bank.

7.16 [16-0745](#)

Joint resolution authorizing an agreement with the State of Illinois, by and through the Illinois Department of Transportation (IDOT), for the modernization and interconnection of the traffic signals along Illinois Route 120, from Illinois Route 134 to U.S. Route 45, and for the widening, resurfacing and channelization at the intersection of Illinois Route 120 and Hainesville Road, appropriating \$45,000 of ¼% Sales Tax for Transportation funds, and designated as Section 12-00999-27-TL and State Job Number C-91-401-13.

- [Illinois Route 120, Traffic Signal Interconnect: IDOT Agreement and Appropriation.](#)
- The traffic signals along Illinois Route 120, from Illinois Route 134 to U.S. Route 45, will be modernized and connected to Lake County PASSAGE.
- This work is part of a larger IDOT improvement project that will widen, resurface and provide channelization at the intersection of Illinois Route 120 and Hainesville Road.
- This resolution authorizes the execution of an agreement with the State of Illinois and appropriates \$45,000 of ¼% Sales Tax for Transportation funds for the County's share of this project.

Attachments: [16-0745 ITS PASSAGE IL RTE 120 IDOT Agreement Draft.pdf](#)

7.17 [16-0746](#)

Joint resolution authorizing a three year maintenance agreement with Midwest Software Solutions of Ann Arbor, Michigan, for the Traffic Collision Location System (TCLS) used by the Division of Transportation (DOT) at a cost of \$26,750, appropriating \$30,000 of Matching Tax funds, and designated as Section 16-00000-16-EG.

- [Traffic Collision Location System Maintenance: Agreement and Appropriation.](#)
- DOT is a licensed user of TCLS and uses this software for its Traffic Crash Analysis System (TCAS).
- The existing maintenance agreement will expire on August 31, 2016.

- This resolution authorizes an agreement with Midwest Software Solutions of Ann Arbor, Michigan, for a three year maintenance agreement, and appropriates \$30,000 of Matching Tax funds.

Attachments: [16-0746 Traffic Crash Data Software Order Form.pdf](#)

7.18 [16-0761](#)

Joint resolution authorizing an agreement for professional engineering services with Infrastructure Management Services (IMS) of Rolling Meadows, Illinois, at a maximum cost of services described as \$80,000, for the annual pavement testing services and associated components, appropriating \$100,000 of Matching Tax funds, and designated as Section 16-00219-00-ES.

- [2016 Pavement Management System, Field Testing: Consultant Agreement and Appropriation.](#)
- The County approved an agreement for professional engineering services with IMS in 1986 to implement a pavement management system.
- IMS was the original supplier of said database information and has skill in pavement testing services that is necessary to update the database within the County's Automated Repair Guidance System (Argus).
- The pavement data in the system is updated on a yearly basis, utilizing information collected, using dynamic load testing and laser testing procedures.
- Approximately 25 percent of the County highway system is retested each year.
- Information from the pavement management system is used to generate recommended resurfacing projects for the next five years.
- In accordance with the Local Government Professional Services Selection Act, the recommended firm is IMS of Rolling Meadows, Illinois, at a cost of services of \$80,000.

Attachments: [16-0761 2016 Pavement Management IMS Agreement Draft.pdf](#)

7.19 [16-0747](#)

Joint resolution authorizing a contract with Acura Inc. of Bensenville, Illinois, in the amount of \$604,503, for the repair of bike path bridges on the Robert McClory Bike Path, over Russell Road and Illinois Route 173, providing a supplemental appropriation of \$120,000 of County Bridge Tax funds, and designated as Section 16-00173-14-BR.

- [Robert McClory Bike Path Bridge Abutments: Contract Award and Supplemental Appropriation.](#)
- The bike path bridge abutments on the Robert McClory Bike Path, over Russell Road and Illinois Route 173, are in need of repair.
- A total of five bids were received, ranging from \$604,503 to \$662,839.20, and the lowest responsible bidder is Acura Inc. of Bensenville, Illinois, in the amount of \$604,503.
- This resolution authorizes execution of the contract, and provides for a supplemental appropriation of \$120,000 of County Bridge Tax funds.

Attachments: [16-0747 Bid Tab - Robert McClory Bike Path Bridge Abutments.pdf](#)

[16-0747 Justification of Bid - 7-19-16 Letting.pdf](#)

7.20 [16-0750](#)

Joint committee action item approving Change Order Number 13 consisting of an increase of \$402,374.28 for additions to the Wadsworth Road Improvements Construction Contract, and designated as Section No. 01-00033-10-ES.

- Wadsworth Road Improvements: Change Order Number 13.
- Change Orders need to be approved by the standing committees for cumulative net increases over 10 percent.
- The Wadsworth Road Improvement Project is under contract with Curran Contracting Company, in the amount of \$2,352,557.90.
- The significant items driving this change order are as follows: 1) Paying for additional traffic control; 2) Storm sewer removal, 3) Deeper boring effort under the railroad tracks for a 42" drainage pipe, 4) Adding a middle stage to the construction program to keep one lane open in each direction, and 6) Maintenance of the deteriorating existing road.

Attachments: [16-0750 Wadsworth Road Improvement Change Order No 13.pdf](#)

FINANCIAL & ADMINISTRATIVE

7.21 [16-0744](#)

Resolution authorizing a contract with The Fillmore Group, Inc. of Towson, Maryland, for database administration and system programming support in an amount not to exceed \$486,500.

- There is a need to enter into a contract to provide DB2/VM database administration and Z/VM system programming support for various Lake County applications.
- The current server has reached its architectural limits and professional services are required to support the existing technology while updating the database.
- This is the database that stores the majority of the criminal justice information.
- A Request for Proposal (RFP) was extended to 36 vendors and sealed proposals were received from three vendors.
- Based on the criteria set forth in the RFP, the evaluation committee selected The Fillmore Group, Inc. of Towson, Maryland, as the most favorable proposal for Lake County.
- The contract authorizes a not to exceed amount of \$486,500.

7.22 [16-0705](#)

Resolution authorizing the appointment of Christine Kopka, Assistant Director of Human Resources and Risk Manager, as Lake County's Illinois Municipal Retirement Fund (IMRF) Authorized Agent.

- Lake County is enrolled in the IMRF pension plan and there is a need to appoint someone to act as Lake County's authorized agent and administer the plan.
- Human Resources desires the appointment of Christine Kopka, as Lake County's IMRF Authorized Agent for its pension plan.

7.23 [16-0706](#)

Resolution authorizing the appointment of Christine Kopka, Assistant Director of Human Resources and Risk Manager, as Lake County's Nationwide Authorized Agent.

- Nationwide Retirement Solutions provides Lake County's Deferred Compensation (457) plan.

- Human Resources hereby desires the appointment of Christine Kopka, as Lake County's Nationwide Authorized Agent for its Deferred Compensation (457) plan.

7.24 [16-0702](#)

Resolution approving the County's 2017 Health, Life and Dental Insurance Plan.

- Annually, the Human Resources Department works with the County's health insurance consultant to derive the County's healthcare program design and budget.
- The resolution provides details regarding the proposed premium and plan changes for Lake County's plans for 2017.

Attachments: [FY2017 Health Life and Dental Recommendation Letter](#)
[FY2017 Health Life and Dental Recommendation](#)

7.25 [16-0713](#)

Committee action authorizing reclassification of a position in the Information Technology Department.

Attachments: [Information Technology Reclassification Position](#)
[Project Manager Job Description](#)

8. **Executive Session**

8.1 [16-0707](#)

Executive Session to discuss personnel matters pursuant to 5 ILCS 120/2 (c)(1).

8.1A [16-0711](#)

Committee action authorizing reclassification of a position in the County Administrator Office.

Attachments: [Multi Media Coordinator Job Description](#)

8.1B [16-0712](#)

Committee action authorizing reclassification of a position in the Division of Transportation.

Attachments: [Accounting Specialist Job Description](#)

8.1C [16-0714](#)

Committee action authorizing an upgrade of a position in the Chief County Assessment Office.

Attachments: [GIS and Analytics Coordinator](#)
[Office Org Chart](#)

8.1D [16-0715](#)

Committee action authorizing reclassification of a position in the Chief County Assessment Office.

Attachments: [Tax System Manager Job Description](#)

8.1E [16-0759](#)

Committee action authorizing reclassification of a position in the 19th Judicial Circuit Court.

Attachments: [Database Administrator](#)

9. County Administrator's Report

9.1 [16-0625](#)

Discussion regarding a proposed policy for the use of Video Gaming revenue.

Attachments: [16-0625 - Video Gaming Revenue Policy \(DRAFT\)](#)
[16-0625- Video Gaming Revenue Scoring Criteria \(DRAFT\)](#)

9.2 [16-0743](#)

Discussion regarding the Illinois Municipal Retirement Fund (IMRF).

9.3 [16-0734](#)

Presentation and update on grant approval process.

9.4 [16-0733](#)

Presentation and update on the documentation and procedures implemented to address potential liability related to non-traditional workers at Lake County.

9.5 [16-0763](#)

Presentation of the Quarterly Report and Economic Indicator Report.

10. Adjournment