Lake County Illinois

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

Agenda Report - Final

Wednesday, May 2, 2018

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 18-0515

Executive Session minutes from March 7, 2018.

3.2 18-0516

Executive Session minutes from March 28, 2018.

3.3 18-0517

Executive Session minutes from March 28, 2018.

4. Addenda to the Agenda

5. Public Comment

6. Chairman's Remarks

7. Old Business

8. New Business

CONSENT AGENDA (Items 8.1 through 8.12)

LAW & JUDICIAL

8.1 18-0430

Joint resolution accepting the Tobacco Enforcement Program grant from the Illinois Department of Human Services (IDHS) Division of Alcoholism and Substance Abuse and authorizing an emergency appropriation in the amount of $7,260.

- The Tobacco Enforcement Program grant, previously overseen by the Illinois Liquor Commission, is currently administered by the IDHS Division of Alcoholism and Substance Abuse.
- The Lake County Sheriff's Office (LCSO) has received this grant since 2005.
- The LCSO, once again, applied for and was awarded this grant for performance period from February 1, 2018 through June 30, 2018.
- The grant includes two phases: 1) distribution of tobacco product and enforcement educational information to retailers and 2) completion of compliance checks (at least 2 required per retailer).
- Compliance checks must be completed between March 30 and May 31.
- This is a fixed-rate grant that will reimburse the LCSO $55 per retailer for educational visits and $55 per retailer for completing the required compliance checks.
- When the grant was submitted there were 66 vendors, and the grant reimbursement was valued at $7,260.
- After the grant request was submitted, two additional retailers began operating in Lake County. The two new retailers were added to the LCSO retailer list which increased the total from 66 to 68.

- Despite the retailer increase and subsequent increased activity, the State is unable to increase the reimbursement at this time.
- The first round of compliance checks generated five citations for illegal tobacco sales, which have the potential to collect $700 in fines.

Attachments: Lake County Sheriff's Office SAIN1565-5862 TEG Acceptance.pdf

Lake County Sheriff's Office Agreement No 43CWX03400.pdf

8.2 **18-0431**

Joint resolution approving a Police Services Agreement between the Lake County Sheriff's Office (LCSO) and the Village of Long Grove (Long Grove) from May 1, 2018 to April 30, 2020 in the amount of $1,966,317.09.

- Long Grove and the LCSO have agreed on terms to continue the police services contract for a three-year period from May 1, 2018 through April 30, 2020.
- The LCSO has provided police services to Long Grove for 13 years.
- The contract includes a continuation of services for two eight and a half hour shifts per day, for a total of 17 hours per day or 6,205 hours per year.
- This contract includes an increase to reflect anticipated labor cost, such as the cost of 911 dispatch services, into the pricing structure of the contract.
- This contract requires Long Grove on a semi-annual basis to reimburse the LCSO all e-citation and prisoner review agency fees disbursed to Long Grove by the Circuit Court Clerk.
- The remaining hourly rate charges are consistent with recently approved County police services contracts.
- The annual increase is sufficient to cover costs associated with this contract.

Attachments: Long Grove contract

8.3 **18-0505**

Joint resolution authorizing a two-year contract, plus renewal options, with West Publishing Corporation, Eagan, Minnesota, for online legal, public record, investigative, and research services in the estimated annual amount of $250,000.

- The current contract for online Legal, Public Record, Investigative, and Research services has expired.
- Online legal research provides web-based access to 215 users in various County departments to search legal databases, seven patron access terminals in the Law Library and a core of printed subscription products for the State's Attorney's Office, Circuit Court, Public Defender and Law Library.
- Through the State of Illinois Master Agreement, Purchasing identified a cooperative purchasing contract with West Publishing Corporation to procure online legal, public record, investigative, and research services that was competitively solicited and awarded.
- The contract authorizes the Purchasing Agent to enter into, a three-year agreement, with two additional one-year renewal options, that will cost the County an estimated annual amount of $250,000 to be paid from various Lake County accounts.
- Pursuant to Article 10-101 of the Lake County Purchasing Ordinance, Cooperative Purchasing, Lake County may participate in a cooperative purchasing agreement with

West Publishing Corporation.

Attachments: 18040 Award Information-West Publishing

HEALTH & COMMUNITY SERVICES

8.4 **18-0411**

Joint resolution accepting the Illinois Department of Public Health grant and authorizing an emergency appropriation in the amount of $10,000 for the Chronic Disease and School Health grant.

- The $10,000 Illinois Department of Public Health grant will be used to offset existing staff salaries.
- 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 2018 budget.
- The grant award will be for the period July 1, 2017 through June 30, 2018.

Attachments: Emergency Appropriation Mar-18 (CDSH)

8.5 **18-0412**

Joint resolution accepting the Illinois Department of Public Health grant and authorizing an emergency appropriation in the amount of $13,975 for the Childhood Lead Prevention grant.

- The $13,975 Illinois Department of Public Health grant will be used to offset existing staff salaries.
- The $13,975 in additional grant funding has not been previously appropriated because the grant resources were secured after the County's adoption of the fiscal year 2018 budget.
- The grant award will be for the period July 1, 2017 through June 30, 2018.

Attachments: Emergency Appropriation Mar-18 (CLP)

8.6 **18-0413**

Joint resolution accepting the National Association of County and City Health Officials grant and authorizing an emergency appropriation in the amount of $2,500 for the Medical Reserve Corps grant.

- The $2,500 National Association of County and City Health Officials grant will be used to hire a contractor to help design and create a Medical Reserve Corps recruitment/retention handbook.
- The $2,500 in additional grant funding has not been previously appropriated because the grant resources were secured after the County's adoption of the fiscal year 2018 budget.
- The grant award will be for the period February 12, 2018 through August 31, 2018.

Attachments: Emergency Appropriation MRC

PUBLIC WORKS AND TRANSPORTATION

8.7 18-0492

Joint resolution authorizing a contract with Conservation Land Stewardship, LLC, Elmhurst, Illinois, in the amount of $98,706 for the maintenance of recently planted native landscape areas along various County highways, and designated as Section 18-00000-14-GM.

- The County has planted native landscape areas for various projects on the County highway system that require inspection and maintenance.
- This project is included in the highway improvement program and the maintenance will be performed by a contractor.
- A total of five bids were received, ranging from $98,706 to $335,153, and the lowest responsible bidder is Conservation Land Stewardship, LLC, Elmhurst, Illinois, with a contract amount of $98,706.

Attachments: 18-0492 Bid Tab, Native Landscape.pdf

8.8 18-0494

Joint resolution authorizing a contract with Schroeder and Schroeder, Inc., Skokie, Illinois, in the amount of $100,828 for concrete pavement patching on Rollins Road and Deerfield Parkway, which will be improved under the Illinois Highway Code for a total of 1.14 miles, appropriating $121,000 of Motor Fuel Tax funds, and designated as Section 18-00000-10-GM.

- Each year, the County undertakes patching of its concrete pavements to preserve pavement life and surface quality, including repairing damaged manholes, catch basins, and curbs and gutters.
- This patching and repairing is done on isolated sections of pavements that are not listed individually in the Five-Year Program for resurfacing, rehabilitation, and/or reconstruction, but have been otherwise identified as needing repair.
- A total of four bids were received, ranging from $100,828 to $198,165.50, and the lowest responsible bidder is Schroeder and Schroeder, Inc., Skokie, Illinois, with a contract amount of $100,828.

Attachments: 18-0494 Bid Tab, Concrete Patch.pdf

8.9 18-0496

Joint resolution authorizing a contract with A Lamp Concrete Contractors, Inc., Schaumburg, Illinois, in the amount of $168,680.39 for the non-motorized travel improvement at the Rollins Road at Cedar Lake Road intersection, appropriating $203,000 of ¼% Sales Tax for Transportation funds, and designated as Section 15-00999-20-SW.

- This work includes sidewalk and curb ramp improvements constructed to meet current Americans with Disabilities (ADA) standards.
- This improvement is included in the highway improvement program.
- A total of five bids were received, ranging from $168,680.39 to $244,976.90, and the lowest responsible bidder is A Lamp Concrete Contractors, Inc., Schaumburg, Illinois, with a contract amount of $168,680.39.

Attachments: 18-0496 Bid Tab, Non-Motorized Travel.pdf

8.10 **18-0495**

Joint resolution authorizing a contract with Peter Baker and Son Company, Lake Bluff, Illinois, in the amount of $52,817.44 for the resurfacing of Dowell Road, from the McHenry County Line to the Neville Road intersection and from the Darrell Road intersection to the Village of Island Lake limits in Wauconda Township Road District, which will be improved under the Illinois Highway Code for a total of 0.27 miles, and designated as Section 18-15000-00-GM.

- The Division of Transportation manages the engineering of the Township road district projects funded with Motor Fuel Tax.
- This resurfacing is for Dowell Road, from the McHenry County line to the Neville Road intersection, and from the Darrell Road intersection to the Village of Island Lake limits in Wauconda Township Road District.
- A total of four bids were received, ranging from $52,817.44 to $68,983.82, and the lowest responsible bidder is Peter Baker and Son Company, Lake Bluff, Illinois, in the amount of $52,817.44.

Attachments: 18-0495 Bid Tab, Wauconda Road District.pdf

8.11 **18-0499**

Joint resolution authorizing an agreement with the Village of Kildeer for the construction of a sidewalk along Quentin Road, from Pine Lake Circle to West Cuba Road, as part of the Quentin Road improvement, from White Pine Road to Illinois Route 22, and designated as Section 08-00090-12-CH.

- Quentin Road, from White Pine Road to Illinois Route 22, will be improved by widening, reconstruction and the installation of non-motorized facilities.
- The Village of Kildeer desires the construction of approximately 1,250 feet of sidewalk along the west side of Quentin Road, from Pine Lake Circle to West Cuba Road, as part of the reconstruction.
- The Village of Kildeer will reimburse the County an estimated amount of $13,125 for the construction of the sidewalk.

Attachments: 18-0499 Quentin Road Village of Kildeer Sidewalk Agreement Draft.pdf

8.12 **18-0498**

Joint resolution authorizing a contract with Gewalt Hamilton Associates, Inc., Vernon Hills, Illinois, at a cost of $58,390.86, for the provision of Phase II design engineering services for the Kilbourne Road culvert installation, at the Newport Drainage Ditch, appropriating $70,100 of County Bridge Tax funds, and designated as Section 18-00094-03-BR.

- Kilbourne Road, at the Newport Drainage Ditch, needs a culvert repair.
- This project will include remediation of erosion and repair of concrete deterioration at the culvert installation.
- A consultant will be utilized to undertake Phase II design engineering services.
- In accordance with the Local Government Professional Services Selection Act, the selected, and recommended, firm is Gewalt Hamilton Associates, Inc., Vernon Hills, Illinois, with a cost of $58,390.86.

Attachments: 18-0498 Kilbourne Rd Culvert Repair Agreement Draft.pdf

REGULAR AGENDA

LAW & JUDICIAL

8.13 **18-0440**

Joint resolution authorizing the Lake County Sheriff's Office (LCSO) application for the MacArthur Foundation Innovation Fund Implementation Site Grant in an amount not to exceed $1,000,000 per year for a two-year period.

- In February 2017, the LCSO was awarded a $50,000 Jail Diversion Case Management Grant through an Urban Institute Innovation Fund Competition hosted by the John D. and Catherine T. MacArthur Foundation.
- The LCSO has served as the lead agency on this grant, and NICASA Behavioral Health Services has provided intensive case management aimed at reducing the incarceration of 30 individuals identified as high jail utilizers.
- In February 2018, the LCSO received an invitation to submit a readiness assessment for an Implementation Site Funding Grant worth up to $1,000,000 per year for a two-year period. Implementation Site Funding seeks to increase the number of jail facilities that have demonstrated they are capable of continuing their jail population reduction strategies.
- The LCSO submitted its readiness assessment, the first of four application phases, to the Urban Institute and after its review; the LCSO was notified of its advancement to the next step of the application process, data analysis. The LCSO is in the process of providing the information requested.
- In order to realize success in this effort, it is imperative to have participation and commitment from all justice partners to collaborate and explore additional methods to decrease the jail population.
- To that end, the LCSO has actively pursued commitment from the State's Attorney, Public Defender, Circuit Court Clerk, Probation and the Judiciary.
- Additionally, Nicasa has confirmed their commitment to provide intensive case management to an increased number of high utilizers in the jail.
- Upon County Board authorization, the LCSO will submit its grant application. Applications are due in early June of 2018, and it is anticipated that final funding decisions will be communicated in September 2018.
- This grant does not require a direct match, but will require the LCSO to commit in-kind resources to manager the program, as well as track and monitor grant funds.

Attachments: Memo to Innovation Fund Sites 2_9_18.pdf

2018 Readiness assessment.pdf

JFA_Data Request List.pdf

8.14 **18-0442**

Joint resolution to approve a Memorandum of Understanding (MOU) between Lake County and the Lake County's Sheriff's Office (LCSO) concerning the operation and administration of the Lake County Sheriff's Firearms Training Facility.

- Lake County owns the property at 15900 W. Russell Road, Zion, Illinois 60099. This property is used and operated by the LCSO as the Lake County Sheriff's Firearms Training Facility.
- The proposed MOU serves to formalize the responsibilities of both parties, whereby the County is granting the LCSO the ability to operate the facility as a firearms training facility.
- The LCSO will enter into agreements with other law enforcement agencies to conduct their firearms qualification training. It will also allow the LCSO to allow former law enforcement personnel to use the facility to meet their annual firearms qualification requirement.
- The LCSO will operate the training facility in accordance with the Firearms Training Facility General Orders, have a Certified Range Officer on site to teach and advise on firearm safety and have a LCSO employee on-site, at all times, while other law enforcement agencies are using the facility.
- The LCSO will establish the hours of operation and the hourly rate for the use of the facility. The LCSO will invoice for and collect the fees associated with the use of the facility.
- The LCSO estimated the weekly range usage to be between eight and 12 hours per week with approximately 28 weeks left in the fiscal year.

Attachments: MOU - LC Sheriff's Firearms Traning Facility - Final

Lake County Sheriff Firearms Training User Agmt - Final.pdf

Exhibit A Lake County Sheriff's Office Firearms Training Facility SOP - Fi

HEALTH & COMMUNITY SERVICES

8.15 **18-0399**

Joint resolution amending the Lake County Health Department Animal Care and Control Fees Schedule as authorized in Lake County Code of Ordinances Chapter 178 Health Department Fee Schedules.

- In conjunction with a proposed amendment to Lake County Code of Ordinances Chapter 172 that would authorize the issuance of a citation to a dog owner for failing to comply with dangerous, animal-aggressive or vicious restrictions, a revision is proposed to the Animal Care and Control Fees Schedule to implement a fine of $500 for these violations.
- In conjunction with a proposed amendment to Lake County Code of Ordinances Chapter 172 that would allow the enforcement of any Chapter 172 provision through the Administrative Adjudication process, a revision is proposed to add a fine of $100 for any violation of any other unspecified provision of Chapter 172.
- Any fines associated with these violations would be assessed by the Lake County Hearing Officer in accordance with the provisions of the Lake County Administrative Adjudication Ordinance.

Attachments: Proposed Changes to ACC Fees Schedule

8.16 **18-0398**

Ordinance amending the Lake County Code of Ordinances Chapter 172 - Animals, Section 172.15 Limits on the Number of Dogs and Cats per Residence and Section 172.16 Violations.

- Proposed revisions to Section 172.15 (B) Multiple Pet Permits include the codification of Application Conditions [subsections 2(b) and 2(c)], which require applicants to list the number of pets proposed to be covered under the Multiple Pet Permit, as well as proof of current rabies inoculation and registration for each pet.
- A proposed addition to Section 172.15 (B) Multiple Pet Permits (3) Inspections clarifies that the annual inspection shall include a determination of the number of pets covered under the permit.
- Additionally, it is proposed that a new section be added as Section 172.15 (B) Multiple Pet Permit (7) Revocation of Multiple Pet Permit to institute a revocation process for a Multiple Pet Permit.
- The current ordinance provisions only provide the authority to refuse to issue or renew a permit when requirements are not met. The revocation language that is included in these revisions was taken, with modifications, directly from other Prevention ordinances, ensuring alignment and consistency among our ordinances. As is the case with our other ordinances, the requirements allow for a hearing prior to a revocation being final.
- A revision to Section 172.16 Violations is proposed to authorize the issuance of a citation to a dog owner for failing to comply with dangerous, animal-aggressive or vicious restrictions, and to pursue enforcement through the Administrative Adjudication (AA) process.
- When a dog is determined to be dangerous, animal-aggressive or vicious, there are additional restrictions that are placed on the owner to control the dog to prevent future occurrences.
- The current regulations contain very limited enforcement provisions when an owner fails to comply with these restrictions and can present a great risk to the public, further enforcement tools are needed to obtain compliance.
- A revision is proposed to authorize the enforcement of any Chapter 172 provision through the AA process, not just those specified.
- The Lake County AA Ordinance allows the enforcement of any County ordinance provision through the AA process, but only if the ordinance authorizes it.
- This proposed change is in keeping with all other Health Department ordinances, which have had this provision added when being revised.

Attachments: Proposed Changes to Chapter 172

8.17 **18-0497**

Joint resolution accepting the Illinois Department of Public Health grant and authorizing an emergency appropriation in the amount of $18,300 for the Family Planning program.

- The $18,300 Illinois Department of Public Health grant will be used to offset existing salary and supply costs.
- The $18,300 in additional grant funding has not been previously appropriated because the grant resources were secured after the County's adoption of the FY18 budget.
- The grant award will be for the period July 1, 2017 through June 30, 2018.

Attachments: 18K FP

8.18 **18-0506**

Joint resolution authorizing a contract with Perfect Cleaning Service Corporation, Chicago, Illinois for janitorial and housekeeping services at various Lake County Health

Department facilities for a one-year period, with four one-year renewals, in the estimated annual amount of $466,140.

- Lake County Health Department currently contracts for janitorial and housekeeping services at 19 facilities.
- In 2015 Lake County Facilities Operations hired an Engineering Consultant to develop a standardized approach to assist with Janitorial and Housekeeping scope of work.
- A Request for Proposal (RFP) was developed and extended to 30 vendors, sealed proposals were received from seven vendors.
- Based on the criteria set forth in the RFP, an interdepartmental evaluation committee comprised of the Health Department, Finance and Administrative Services, Public Works, and Division of Transportation, selected Perfect Cleaning Service Corporation, Chicago, Illinois, as the most qualified and advantageous proposal for Lake County Health Department.
- This resolution authorizes a one-year agreement with four additional one-year renewal options that will cost the County an estimated annual amount of $466,140.

Attachments: 18004 Janitorial Award Information-Health Dept

RFP 18004 Scoring Matrix-Health Dept

PUBLIC WORKS & TRANSPORTATION

8.19 **18-0509**

Joint committee action approving Change Order Number One for the Vernon Hills Water System Electrical and Mechanical Upgrade Project design scope revisions with Donohue and Associates, Inc., Sheboygan, Wisconsin, in the amount of $34,515.

- On July 28, 2017 a purchase order was issued to Donohue and Associates, Inc. for the preparation of design and bidding documents for Vernon Hills Water System Electrical and Mechanical Upgrade Project.
- Change Order Number One addresses unforeseen increases in the scope of the design work at the eight individual sites that comprise the project.
- In accordance with Article 8, section 101(2) of the Lake County Purchasing Ordinance, this change order was not reasonably foreseeable at the time the contract was signed.
- Change Order Number One is in the amount of $34,515 increasing the previous contract amount from $130,750 to $165,265.

8.20 **18-0488**

Joint resolution authorizing an agreement with Baxter and Woodman, Inc., Crystal Lake, Illinois, for Phase I preliminary engineering services for the intersection improvement of Hunt Club Road at Washington Street, in an amount of $813,623.16 appropriating $980,000 of ¼% Sales Tax for Transportation funds, and designated as Section 17-00095-19-CH.

- This project involves Phase I engineering and environmental studies for the intersection improvement of Hunt Club Road at Washington Street and non-motorized travel accommodations (sidewalk and multi-use path).
- A consultant will be utilized to undertake Phase I preliminary engineering services.
- In accordance with the Local Government Professional Services Selection Act, the recommended firm is Baxter and Woodman, Inc., Crystal Lake, Illinois, in the amount of $813,623.16.

- This project is included in the highway improvement program.

Attachments: 18-0488 Hunt Club Road at Washington Street Consultant Agreement D

8.21 **18-0512**

Ordinance approving the conveyance of parcels of land for right-of-way, permanent and temporary easements, and temporary licenses (District Properties) from the Lake County Forest Preserve District (District) to Lake County, authorizing the disposal of excess property via a quitclaim deed from Lake County (County Property) to the District, and effectuating an agreement relating to the conveyance of the County Property and the District Properties and construction of public improvements along various highways in Lake County.

- The County requires right-of-way, permanent easements, and temporary easements from the District for several improvements.
- The improvements are: Wadsworth Road at Kilbourne Road (Wadsworth Savanna Forest Preserve); Fairfield Road at Monaville Road (Grant Woods Forest Preserve); 14th Street from Illinois Route 131 to Sheridan Road (Greenbelt Forest Preserve); St. Marys Road and Everett Road 3R resurfacing (Grainger Woods Forest Preserve and Daniel Wright Woods Forest Preserve); Fort Hill Trail (within Ray Lake Forest Preserve along Fremont Center Road).
- These improvements are included in the highway improvement program, with the exception of the Fort Hill Trail extension which is included in the County's 2040 Non-Motorized Plan.
- The County will convey a portion of property at the northwest corner of Illinois Route 131 and 14th Street/Pulaski Drive, directly adjacent to the Greenbelt Forest Preserve, to the Lake County Forest Preserve District.

Attachments: 18-0512 LCFPD Upcoming Projects Agreement Draft.pdf

8.22 **18-0513**

Resolution approving the conveyance of property at the northwest corner of Illinois Route 131 and 14th Street/Pulaski Drive, directly adjacent to the Greenbelt Forest Preserve from Lake County to the Lake County Forest Preserve District.

- The County requires right-of-way, permanent easements, and temporary easements from the District for several improvements.
- The improvements are located at: Wadsworth Road at Kilbourne Road (Wadsworth Savanna Forest Preserve); Fairfield Road at Monaville Road (Grant Woods Forest Preserve); 14th Street from Illinois Route 131 to Sheridan Road (Greenbelt Forest Preserve); St. Marys Road and Everett Road 3R resurfacing (Grainger Woods Forest Preserve and Daniel Wright Woods Forest Preserve); Fort Hill Trail (within Ray Lake Forest Preserve along Fremont Center Road).
- These improvements are included in the highway improvement program, with the exception of the Fort Hill Trail extension which is included in the County's 2040 Non-Motorized Plan.
- The County will convey a portion of property at the northwest corner of Illinois Route 131 and 14th Street/Pulaski Drive, directly adjacent to the Greenbelt Forest Preserve, to the Lake County Forest Preserve District.

FINANCIAL & ADMINISTRATIVE

8.23 18-0504

Update on the 2018 General Obligation (GO) Refunding Bond sale of the Series 2008A GO Bonds.

Attachments: Lake County 2018 (GO Sales Tx ARS) AWARD LTR.pdf

8.24 18-0508

Resolution authorizing the creation of a Regional 911 Working Group (R911WG) administrative fund.

- The R911WG mission is to bring together stakeholders to develop a 911 consolidation implementation plan to reduce all transfers and improve emergency dispatch in a cost-effective manner.
- R911WG members will include Waukegan/North Chicago/Gurnee Joint Emergency Telephone System Board (JETSB), Lake County, Lake County Sheriff, Lake County ETSB, Vernon Hills/Lincolnshire/Libertyville JETSB.
- The R911WG will be governed by bylaws to be adopted that will form and govern the structure, with an elected policy committee, and a voting, dues paying membership.
- The R911WG proposes to utilize Lake County as its administrative agent for entering into contracts, making payments, receiving dues or grants or other revenue, and for providing the financial accounting and reports as required.
- This resolution authorizes and directs staff to create the administrative fund.

8.25 18-0511

Resolution setting forth the budget policies for compilation of the fiscal year (FY) 2019 Lake County Budget.

- The County Board adopts budget policies annually for the upcoming budget cycle.
- As in the past, all policies were developed to maintain prudent financial management practices for the short and long term.
- The updates in the proposed FY 2019 policy include the acceptance of the estimated tax levy no later than the September County Board meeting, a property tax levy freeze (with the exception of new growth), clarification on the status quo budget, and direction on how board member and new program requests will be handled.

Attachments: 2018.04.25 FY2019 Budget Policies (Red-Lined)

2018.04.25 FY2019 Budget Policies (Clean Copy)

Schedule of Changes - FY2019 Budget Policies 2018.04.25

FY2019 Budget Calendar - Final Draft

8.26 18-0507

Resolution authorizing a contract with Best Quality Cleaning, Franklin Park, Illinois, (Best Quality Cleaning) for janitorial and housekeeping services at various Lake County (County) facilities for a one-year period, with four one-year renewals, in the estimated annual amount of $265,795.

- TheLake County Facilities Operations Division (Division) currently contracts for janitorial

and housekeeping services at various County facilities, including: Public Works, Division of Transportation, Solid Waste Agency of Lake County, and Workforce Development.

- In 2015, the Division hired an Engineering Consultant to develop a standardized approach to assist with Janitorial and Housekeeping scope of work.
- A Request for Proposal (RFP) was developed and extended to 30 vendors, sealed proposals were received from seven vendors.
- Based on the criteria set forth in the RFP, an interdepartmental evaluation committee comprised of Finance and Administrative Services, Public Works, Division of Transportation, and the Health Department selected Best Quality Cleaning as the most qualified and advantageous proposal.

Attachments: 18004 Janitorial Award Information-FAS DOT PW

RFP 18004 Scoring Matrix-Totals

8.27 **18-0514**

Resolution authorizing a contract with 720 Worldwide, Inc. of Chicago, Illinois, (720 Worldwide, Inc.) for system programming and computer operation services in an estimated amount of $475,776.

- The current contract for services for system programming and computer operations is expiring and there was a need to continue the services for the Information Technology (IT) Department.
- A Request for Proposal (RFP) was extended to 32 vendors, sealed proposals were received from three vendors.
- Based on the criteria set forth in the RFP, an evaluation committee, comprised of Finance and Administrative Services and IT Departments, selected 720 Worldwide, Inc., as the most favorable proposal.
- This contract authorizes a professional services agreement in the estimated amount of $475,776, based on the agreed upon hourly rates.
- Funding for this professional services agreement was included in the fiscal year 2018 Budget and will be managed by the IT Department.

Attachments: 18062 Scoring Matrix for Board Approval

18062 Final RFP

18062 Award Information

9. **Executive Session**

9.1 **18-0455**

Executive Session to discuss pending litigation pursuant to 5 ILCS 120/2(c)11.

9.1A **18-0476**

Committee action authorizing settlement.

9.1B **18-0524**

Committee action authorizing settlement.

10. County Administrator's Report

10.1 18-0519

Fiscal year 2019 sustainability consulting update.

10.2 18-0520

Bird safety buildings request.

10.3 18-0518

County fleet emissions reduction request - follow up.

Attachments: Fleet Emissions Analysis

11. Members Remarks

12. Adjournment

Next Meeting: June 6, 2018