

# Lake County Illinois

*Central Permit Facility  
500 W. Winchester Road  
Libertyville, Illinois 60048*



## **Agenda Report - Final**

**Wednesday, November 6, 2019**

**8:30 AM**

**2nd Floor, Main Conference Room**

**Public Works, Planning & Transportation Committee**

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

**CONSENT AGENDA (Items 7.1 - 7.5)**

**DIVISION OF TRANSPORTATION**

**7.1 19-1809**

Joint resolution appropriating \$50,000 of Motor Fuel Tax funds for the 2020 repair and replacement of various guardrail and fence installations, under the applicable Illinois Highway Code.

- The County owns miles of guardrails and fences along the County highway system, and annual repairs and replacements must be made to various installations which are included in the highway improvement program, and designated as Section 20-00000-06-GM.
- Before the purchase of material or a contract service can be procured, an appropriation of \$50,000 of Motor Fuel Tax funds is required.

**7.2 19-1811**

Joint resolution appropriating \$141,200 of Matching Tax funds for inspection and maintenance of recently planted native landscape areas along various County highways.

- The County has planted native landscape areas for various projects on the County highway system that require routine inspection and maintenance, and designated as Section 20-00000-14-GM.
- This maintenance will be done by a contractor.
- Before a project letting can be held, an appropriation of \$141,200 of Matching Tax funds is needed.

**7.3 19-1804**

Joint resolution authorizing an agreement with Jorgensen and Associates, Inc., Lake Villa, Illinois, for land surveying services to support the design of improvements to Deep Lake Road, from Grass Lake Road to Depot Street, at a maximum cost of \$52,814, and appropriating \$65,000 of Motor Fuel Tax funds.

- Deep Lake Road, from Grass Lake Road to Depot Street, will be resurfaced.
- In addition to the resurfacing work, this improvement will include guardrail replacement, culvert replacement, improved drainage, and installation of

bike-friendly shoulders.

- A consultant will be utilized to provide professional land surveying services to support the in-house design engineering work for the Deep Lake Road project.
- Lake County selects professional land surveying firms in accordance with the Local Government Professional Services Selection Act, 50 ILCS 510/1 et. seq.
- The Lake County Division of Transportation Professional Services Selection process has been approved by the Federal Highway Administration and the Illinois Department of Transportation, and the firm selected for this project was selected in accordance with this approved process.
- Public notices were published on March 29 and April 2, 2019, resulting in 11 firms submitting Statements of Interest and Statements of Qualifications. Three firms were shortlisted and interviewed on May 2, 2019.
- This resurfacing improvement has been identified within the County's pavement management system, is included in the highway improvement program with target construction in 2021, and designated as Section 19-00999-66-RS.

**Attachments:** [19-1804 Deep Lake Road Consultant Agreement, Jorgensen & Associates](#)  
[19-1804 Vendor Disclosure Statement, Jorgensen & Associates](#)

## **PUBLIC WORKS**

### **7.4 [19-1824](#)**

Joint resolution authorizing a contract with Openedge, Lindon, Utah, to provide credit card and e-check processing services for the Lake County Public Works Department's Tyler Incode 10 utility billing software at a current estimated annual cost of \$102,145.

- Due to technological advances and enhanced security requirements a replacement utility billing system was necessary, and on July 10, 2018 the County Board awarded Tyler Technologies a contract to implement Incode 10 as the Public Works department's new billing software system.
- The department needs to utilize a payment processor that will maintain the same level of service options for its customers including electronic credit card and e-check payments. The department's current credit card processor will not integrate with the Tyler product.
- Openedge is the only source that can provide electronic credit card and e-check payments that directly integrates with the Tyler Incode 10 software.
- The Department is unable to move forward with the anticipated year end 2019 system implementation until the new credit card processor is selected.
- Pursuant to Article 6, Section 102 of the Lake County Purchasing Ordinance, the Purchasing Agent approved the bid exemption on the basis that there is only one source for the required goods, service, or construction item.
- This authorizes the Purchasing Agent to execute an agreement with Openedge to provide electronic credit card and e-check processing services for the Tyler Incode 10 utility billing software at a current estimated annual cost of \$102,145.

**Attachments:** [19-1824 Tyler-Credit Card Processor exemption request.pdf](#)  
[19-1824 Tyler-OpenEdge Credit Card Vendor Details.pdf](#)  
[19-1824 Tyler-OpenEdge-Lake County IL Vendor Disclosure Statement \(](#)

**7.5** [19-1823](#)

Committee action accepting the final report of the approved water and sewer rate study and connection fee study.

- Staff has completed its work with professional consultants Burns and McDonnell to determine appropriate water and sewer rates and connection fees and is providing the final reports.

**Attachments:** [19-1823 Final Lake County Rate Study Report\\_Final.pdf](#)  
[19-1823 Final Lake County Connection Fee Report.pdf](#)

**REGULAR AGENDA**

**DIVISION OF TRANSPORTATION**

**7.6** [19-1807](#)

Joint resolution authorizing a supplemental appropriation of \$1,600,000 of ¼% Sales Tax for Transportation funds for the construction and Phase III construction engineering to reconstruct and widen Weiland Road, from Deerfield Parkway to Aptakisic Road.

- The County has been allocated federal funds to reconstruct and widen Weiland Road, from Deerfield Parkway to Aptakisic Road, and the Illinois Department of Transportation (IDOT) administers all federal highway funds.
- The County Board, at its meeting on May 14, 2019, approved an appropriation of \$4,295,000 of ¼% Sales Tax for Transportation funds for this improvement.
- There was a public call for bids by IDOT and the apparent low bid amount is \$12,469,513.24, which is approximately 12 percent higher than the engineer's estimate.
- The County's local share of construction, based on the known bids, is estimated to be \$4,910,066.
- This improvement is included in the highway improvement program with construction planned to begin in 2020, and designated as Section 18-00158-13 -WR.

**7.7** [19-1812](#)

Joint committee action item approving Change Order Number Four consisting of an increase of \$10,836.04 for additions to the Hart Road at U.S. Route 14 intersection improvement Phase II consultant agreement.

- Change Orders need to be approved by the standing committees for cumulative net increases over 10 percent.
- The Hart Road at U.S. Route 14 intersection improvement project is under contract

with TranSystems Corporation, Schaumburg, Illinois, in the amount of \$927,604.31 as approved by the County Board on November 20, 2012, and designated as Section 09-00174-05-CH.

- The Lake County Division of Transportation (LCDOT) has secured \$742,100 in federal funds for this engineering design work.
- Additional engineering services are necessary for several revisions to the original scope of work as detailed in the attached Supplement Number Four.
- Change Order Number Four includes additional engineering services necessary as a result of agreement negotiations with the Union Pacific Railroad.
- Change Order Number Three included additional soil borings and geotechnical analysis on the west side of Hart Road just south of the Union Pacific Railroad Tracks, and a revision to the final engineering plans and specifications as being required by the Illinois Department of Transportation (IDOT) as part of their federal approval process.
- Change Order Number Two included work to revise two parcels on the plat of highways with property needs for the project based on negotiations between the parcel owners and DOT, and additional environmental work to update the Preliminary Environmental Site Assessment (PESA) and the wetland delineation report that expired in 2015.
- Change Order Number One included the addition of an eight-foot shared use path along the west side of Hart Road, from U.S. Route 14 south to the project limits. The Village of Barrington has a project that will extend this path south to Barrington High School.

**Attachments:** [19-1812 Hart at US 14 Change Order - Engineering Supplement](#)

[19-1812 Hart at US 14 Change Order - Vendor Disclosure](#)

**7.8** [19-1740](#)

Joint resolution authorizing an agreement with AECOM Technical Services, Inc., Chicago, Illinois, to provide professional engineering services for a countywide Single Occupancy Vehicle Reduction Study, at a maximum amount of \$592,490.

- The Lake County Division of Transportation (LCDOT) will conduct a countywide Single Occupancy Vehicle Reduction Study to develop travel demand management strategies applicable to Lake County that will reduce vehicle trips with only one person in the vehicle.
- The study will have a public outreach component that will involve the public as well as key stakeholders.
- A consulting firm will be utilized to perform these professional engineering services.
- The LCDOT Consultant Selection Process has been approved by the Federal Highway Administration and the Illinois Department of Transportation, and the firm selected for this project was selected in accordance with this approved process.
- LCDOT received and evaluated Statements of Interest and Qualifications from two professional firms, of which two were short-listed and presented to a consultant selection committee.

- As a result of the interviews, the selected and recommended firm is AECOM Technical Services, Inc., Chicago, Illinois, with a maximum cost of \$592,490.
- This study is included in the highway improvement program to begin in 2020, and designated as Section 18-00999-56-ES.

**Attachments:** [19-1740 Single Occupancy Vehicle Reduction Study Consultant Agreeer](#)  
[19-1740 Vendor Disclosure Statement, AECOM](#)

**7.9 [19-1741](#)**

Joint resolution providing for the receipt of a maximum of \$469,600 State Planning and Research (SPR) federal planning funds reimbursement from the Illinois Department of Transportation (IDOT) to Lake County for a countywide Single Occupancy Vehicle Reduction Study and appropriating \$770,000 of ¼% Sales Tax for Transportation funds.

- The Lake County Division of Transportation (LCDOT) will conduct a countywide Single Occupancy Reduction Study utilizing a consultant.
- IDOT will reimburse Lake County up to 80 percent of the study cost using SPR federal planning funds.
- Federal funds require a 20 percent local match which will be paid by Lake County.
- The estimated study cost is \$592,490, with a maximum reimbursement of \$469,600.
- The Public Works, Planning and Transportation Committee, at its meeting on January 9, 2019, discussed opportunities for grant funding during the Division of Transportation Director's Report. The Public Works, Planning and Transportation Committee agreed with the recommendation to apply for grant opportunities to help fund the study.
- This study is included in the highway improvement program and planned to begin in early 2020, and designated as Section 18-00999-56-ES.

**Attachments:** [19-1741 Single Occupancy Vehicle Reduction Study IDOT Funding Agr](#)

**7.10 [19-0001](#)**

Director's Report - Transportation.

**PUBLIC WORKS**

**7.11 [19-1819](#)**

Joint resolution authorizing an agreement with Baxter and Woodman, Inc., Crystal Lake, Illinois, for water system modelling and capacity analysis.

- Lake County Public Works is seeking engineering services for water system modelling and capacity analysis. This master agreement, sourced through a full Statement of Interest (SOI) competitive process, will allow individual task orders to be issued up to a maximum cumulative value of \$200,000 for a given year. 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 rates.

- Vernon Hills and Knollwood Rondout Water Models is the initial project to be completed under this agreement.
- Lake County Purchasing received and evaluated SOI from 16 professional firms, of which three were short-listed.
- In accordance with the Local Government Professional Services Selection Act, the recommended firm is Baxter and Woodman, Inc.
- The initial contract with Baxter and Woodman, Inc. will include preliminary engineering design services and engineering design services based on contracted hourly rates in an estimated amount of \$150,670.
- This service was included and budgeted as part of the Fiscal Year 2019 Capital Improvement Program.

**Attachments:** [19-1819 Baxter & Woodman Water System Scoring Matrix.pdf](#)  
[19-1819 Baxter & Woodman Water System Master Agreement.pdf](#)  
[19-1819 Baxter & Woodman Water System Award Information.pdf](#)  
[19-1819 Baxter & Woodman Water System Vendor Disclosure.pdf](#)

**7.12** **19-1822**

Joint resolution authorizing an agreement with Baxter and Woodman, Inc., Crystal Lake, Illinois for underground utility design engineering consulting services.

- Lake County Public Works is seeking underground utility design engineering consulting services. This master agreement, sourced through a full Statement of Interest (SOI) competitive process, will allow individual task orders to be issued up to a maximum cumulative value of \$325,000 for a given year. 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 rates.
- The consultant will provide engineering consulting services for utility relocation design projects, including, but limited to, preliminary review, survey, preliminary design, final design, permitting, bidding and construction services.
- Lake County Purchasing received and evaluated SOI from 16 professional firms of which three were short-listed.
- In accordance with the Local Government Professional Services Selection Act, the recommended firm is Baxter and Woodman, Inc.
- This service was included and budgeted as part of the Fiscal Year 2019 Capital Improvement Program.

**Attachments:** [19-1822 Baxter & Woodman Underground Scoring Matrix.pdf](#)  
[19-1822 Baxter & Woodman Underground Master Agreement.pdf](#)  
[19-1822 Baxter & Woodman Underground Award Information.pdf](#)  
[19-1822 Baxter & Woodman Underground Vendor Disclosure.pdf](#)

**7.13** **19-1816**

Joint resolution authorizing an agreement with RHMG Engineers, Inc., Mundelein,

Illinois, for project and construction management services.

- Lake County Public Works is seeking project and construction management services. This master agreement, sourced through a full Statement of Interest (SOI) competitive process, will allow individual task orders to be issued up to a maximum cumulative value of \$300,000 for a given year. 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 rates.
- The consultant will act as the principal agent of Lake County Public Works in the management of administrative duties of project management, providing resident engineering services, reviewing design and bid documents.
- Lake County Purchasing received and evaluated SOI from 16 professional firms of which four were short-listed.
- In accordance with the Local Government Professional Services Selection Act, the recommended firm is RHMG Engineers, Inc.
- This service was included and budgeted as part of the Fiscal Year 2019 Capital Improvement Program.

**Attachments:** [19-1816 RHMG CIP Scoring Matrix.pdf](#)  
[19-1816 RHMG CIP Master Agreement.pdf](#)  
[19-1816 RHMG CIP Award Information.pdf](#)  
[19-1816 RHMG CIP Vendor Disclosure.pdf](#)

**7.14** **19-1815**

Joint resolution authorizing the execution of a contract with Sheridan Plumbing and Sewer, Inc., Bedford Park, Illinois, for Southeast Central Interceptor Sanitary Sewer Heavy Cleaning in Libertyville area in the estimated amount of \$732,160 based on unit pricing using a shared services contract.

- Lake County Public Works provides sewer service throughout portions of Lake County and undertakes cleaning and televising of sanitary sewer systems.
- As part of the County's shared services initiative, Public Works has been working closely with the County Administrator's Office to identify shared service opportunities.
- 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.
- RHMG, on behalf of the Northwest Lake Facility Planning Areas (FPA) wholesale advisory committee prepared bid documents for Fiscal Year 2019 Sanitary Sewer Cleaning and Televising Program.
- Bid documents include Part A for a joint shared bid between Lakes Region Sanitary District, Village of Round Lake Beach, Village of Hainesville, Village of Round Lake Park, and Village of Round Lake Heights sewers; and Part B for a bid regarding the Lake County southeast central interceptor sanitary sewer heavy



cleaning.

- Sheridan Plumbing and Sewer, Inc. submitted the lowest responsive and responsible bid for Part B in the estimated amount of \$732,160 for 19,171 feet of sewer cleaning.
- Lake County Public Works Department coordinated with Northwest Lake FPA Wholesale Advisory Committee through their Sanitary Sewer Cleaning and Television Program to obtain the equivalent negotiated 2019 contract pricing.

**Attachments:** [19-1815 RHMG Sheridan Bid Tab Southeast Central Interceptor Heavy C](#)  
[19-1815 RHMG Sheridan VENDOR DISCLOSURE STATEMENT Southe](#)

7.15 [19-0060](#)

Director's Report - Public Works.

**STORMWATER MANAGEMENT COMMISSION**

7.16 [19-1802](#)

Joint resolution authorizing an emergency appropriation for Watershed-Based Plan Implementation by the Stormwater Management Commission (SMC) in the amount of \$1,189,807.03 and funded by grant 3191915 from the Illinois Environmental Protection Agency (IEPA).

- SMC has entered into an agreement with the IEPA for a grant (Grant 3191915) under Section 319 of the Clean Water Act for implementation of seven projects identified in watershed-based plans.
- Total estimated project costs are \$3,700,000, and local project sponsors will provide the required match. An emergency appropriation is needed as funds for this grant (\$1,189,807.03) are not included in the current fiscal year budget.
- SMC will administer the grant, provide administrative and technical assistance to the local project sponsors and will be reimbursed for staff time spent on the project.

**Attachments:** [Emergency Appropriation - IL EPA Section 319 Grant](#)  
[Emergency Appropriation Documentation.pdf](#)

7.17 [19-1828](#)

Joint committee action authorizing the Stormwater Management Commission (SMC), to submit a grant application to the Illinois Emergency Management Agency for two Federal Emergency Management Agency (FEMA) grant programs.

- SMC is applying for a FEMA Pre-Disaster Mitigation program grant and a Flood Mitigation Assistance grant for the purpose of flood-prone home buyouts.
- SMC will use Corporate Capital Improvement Plan (CCIP) cash as a 25 percent match, for a total project cost of approximately \$1,800,000.
- The grants will purchase, demolish and restore vacant properties for up to seven homes that have been prioritized based on purchase price, depth of flooding and insurance damage claims.

- During the project, approximately \$90,000 in grant funds received will be used for the reimbursement of SMC staff efforts for project administration.
- The local match to be supplied for the grant is in accordance with the SMC Comprehensive Plan, and if the grant is awarded, will be brought back to the County Board for acceptance and allocation.

**Attachments:** [Memo FEMA Grant Application Request](#)

**7.18** [19-1831](#)

Joint resolution authorizing an emergency appropriation for the Lake County Multi-Hazard Acquisition Project by the Stormwater Management Commission (SMC) in the amount of \$1,517,598 and funded by the Federal Emergency Management Agency (FEMA) Pre-Disaster Mitigation program through the Illinois Emergency Management Agency (IEMA).

- SMC has entered into an agreement with the IEMA for a grant (PDMC-PJ-05-IL-2017-010) for the buyout of two landslide-prone and two flood-prone properties in Lake County.
- Property will be acquired initially by the Lake County SMC and then transferred to local municipality, township or other local governments upon completion of the project.
- Emergency appropriations are needed for the project cost of \$1,517,598 which is not included in the current year budget. SMC will use funding for project expenditures, which will be reimbursed by the IEMA.

**Attachments:** [SMC-IEMA IGA plus PWPT and FA](#)

[IGA-Pre SMC Lake Co Approval](#)

[7.18 EA- SMC Grant UPDATE 10.29.19.pdf](#)

## **PLANNING, BUILDING AND DEVELOPMENT**

**7.19** [19-0059](#)

Director's Report - Planning, Building and Development.

## **SOLID WASTE AGENCY OF LAKE COUNTY**

**7.20** [19-1821](#)

Presentation and discussion on the Solid Waste Agency of Lake County's (SWALCO) 2019 Plan Update.

- Every five years, the County Board must update and adopt its solid waste management plan in accordance with State law. The 2019 Solid Waste Management Plan Update is developed by SWALCO with the assistance of a Citizens' Advisory Committee.
- The 2019 Plan Update provides waste management statistics from calendar year 2018 and programmatic recommendations for the next five-year planning period.
- The 2019 Plan Updates contains, for the first time, a greenhouse gas assessment for the County's programs and a circular economy component that includes a

gap/benchmark analysis of the County's waste diversion programs and areas that the County can improve upon.

**Attachments:** [SWALCO, 2019 Plan Update, Presentation.pdf](#)

[Final draft - 2019 Plan Update.pdf](#)

**8. Executive Session**

**8.1 [19-1857](#)**

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

**9. County Administrator's Report**

**10. Members' Remarks**

**11. Adjournment**

**Next Meeting: December 4, 2019**