

Lake County Illinois

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



Agenda Report - Final

Thursday, June 9, 2022

8:30 AM

Assembly Room, 10th FL, or register to virtually attend at
<https://bit.ly/3LXNT1k>

Financial & Administrative Committee

PUBLIC ATTENDANCE: The public can attend Lake County Committee and Board meetings (two options):

- (1) In-person attendance is on the 10th Floor of the County Administrative Tower (9th Floor, if necessary), 18 N. County Street, Waukegan, Illinois.
- (2) Remote / virtual attendance through registration at: <https://bit.ly/3LXNT1k>

RECORDING: Meetings, to include Public Comment, will be recorded.

PUBLIC COMMENT: The public will be afforded time to comment on matters related to the business of the County Board. A total of 30 minutes will be permitted for Public Comment and no more than three minutes per comment. In general, Public Comment on items not on the agenda will be presented near the beginning of the meeting. Public Comment on agenda items may be presented during consideration of that item. Individuals attending in-person or remotely may present their Public Comment during the meeting. Individuals not in attendance 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 or delivered to the County Board Office 18 N. County Street, Waukegan, Illinois (10th floor)).

Public Comment will proceed in the following order: (1) Public Comment by individuals in attendance on the 10th Floor, (2) Public Comment by individuals who registered via the link on the front page of the agenda and are attending remotely / virtually, and then (3) written comments.

Individuals providing Public Comment will provide the following information:

- * Meeting: Financial & Administrative Committee (Subject line for written Public Comment)
- * Name (REQUIRED)
- * Topic or Agenda Item # (REQUIRED)
- * Street Address, City, State (Optional)
- * Phone Number (Optional)
- * Organization/Agency/etc. Represented (If representing yourself, put "Self")

To view County Board Rules, click here: <https://bit.ly/3idRdrV>

1. Call to Order
2. Pledge of Allegiance
3. Roll Call of Members
4. Addenda to the Agenda
5. Public Comment (Items Not on the Agenda)
6. Chair's Remarks
7. Unfinished Business
8. New Business

CONSENT AGENDA (Items 8.1 - 8.5)

REPORTS

8.1 [22-0858](#)

Finance Monthly Report - April 2022.

Attachments: [Monthly Financial Report April 2022](#)

HEALTH & COMMUNITY SERVICES

8.2 [22-0763](#)

Joint resolution to approve a Memorandum of Understanding between Lake County Workforce Development Board, Lake County, and the One-Stop Operator Consortium in the amount of \$46,455.25.

- Since 2000, The Job Center of Lake County has been operated under a partner consortium including the Illinois Department of Employment Security, the College of Lake County, and the Lake County Workforce Development Department.
- Federal legislation went into effect in 2015 that requires these services to be procured by the Workforce Development Board through a competitive selection process.
- The County met its obligation through the initial award of the One Stop Operator to the Workforce Development Partner Consortium at the County Board meeting on June 13, 2017.
- A Request for Proposal was issued by the Purchasing Division, extended to 41 vendors, and one sealed proposal was received from the partner consortium, which includes the Illinois Department of Employment Security, the College of Lake County, and the Lake County Workforce Development Department that has operated the Job Center of Lake County since 2000.
- The review committee determined that the proposal submitted by the Workforce Development Partner Consortium satisfied the requirements set forth in the RFP.
- It is recommended that the consortium of the Illinois Department of Employment

Security, the College of Lake County, and the Lake County Workforce Development Department be approved to continue to provide these services in the amount of \$46,455.25.

Attachments: [220412 One Stop Operator Draft AGREEMENT .pdf](#)
[MAY 2022 LCWDB Meeting Agenda \(1\).pdf](#)
[\(Attachment B\) OSO RFP \(1\).pdf](#)
[Vendor Disclosure.pdf](#)

8.3 [22-0830](#)

Joint resolution approving the modifications to the Workforce Development Workforce Innovation and Opportunity Act (WIOA) Four-Year Regional and Local Plans and the Memorandum of Understanding (MOU) with the Job Center of Lake County, and authorizing 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 plan documents as a necessary component to receive U.S. Department of Labor Workforce Innovation and Opportunity Act (WIOA) funding, passed-through the Illinois DCEO.
- The Northeast Economic Development Region Four-Year WIOA Plan was collectively modified by the seven workforce boards serving the ten counties of Cook, DeKalb, DuPage, Grundy, Kane, Kankakee, Kendall, Lake, McHenry, and Will. The Plan modifications provides innovative regional solutions to meet the needs of the key industry sectors of healthcare, manufacturing, transportation and warehousing and IT and integrating DEI strategies.
- The Lake County Workforce Development Board Four-Year WIOA Local Plan modification 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 modifications to 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 modifications to the WIOA Regional and Local Plans and the Job Center MOU at its May 26, 2022 meeting.

Attachments: [Local and Regional Plan Modifications - Lake County Board](#)

8.4 [22-0756](#)

Joint resolution accepting the Illinois Department of Human Services (IDHS) grant and authorizing an emergency appropriation in the amount of \$298,498 for the Sustainability grant.

- The \$298,498 IDHS grant will fund retention bonuses, sign on bonuses, and cover costs of Behavioral Health services for unfunded or underfunded clients.
- The \$298,498 in additional grant funding has not been previously appropriated because the grant resources were secured after the County's adoption of the Fiscal Year (FY) 2022 budget.
- The grant award will be for the period July 1, 2021, through June 30, 2022.

Attachments: [BH 999 Sustainability](#)

PUBLIC WORKS, PLANNING & TRANSPORTATION

8.5 [22-0817](#)

Joint Resolution authorizing execution of a contract with Chicagoland Trenchless Rehabilitation Inc. of Niles, Illinois, in the amount of \$109,999 for the Park West Sewer Lining Project in Unincorporated Deerfield, Illinois.

- In 2021 Lake County Public Works rehabilitated water mains in the Park West Townhome Subdivision by means of water main pipe lining, which is a trenchless rehabilitation method.
- As a condition of the permit issued by the Illinois Environmental Protection Agency (IEPA), LCPW is required to meet the water and sewer main separation requirements because some the water mains crossed storm and sanitary sewers. This project will install water main quality sewer liners at strategic locations in those pipes, thereby complying with the condition of the IEPA permit.
- The County received bids from two (2) contractors for this work ranging from \$109,999 to \$396,494.
- Award of this contract is recommended to the lowest responsive and responsible bidder, Chicagoland Trenchless Rehabilitation Inc. of Niles, Illinois, who best meets the needs of the County in the amount of \$109,999.
- This resolution authorizes and directs the County Purchasing Agent to execute a contract with Chicagoland Trenchless Rehabilitation Inc. of Niles, Illinois, in the amount of \$109,999.

Attachments: [22-0817 Park West Sewer Lining Bid Document PW2021.105](#)

[22-0817 Park West Sewer Lining Bid Tab](#)

[22-0817 Park West Location Map](#)

[22-0817 Chicagoland Trenchless Vendor Disclosure](#)

REGULAR AGENDA

LAW & JUDICIAL

8.6 [22-0796](#)

Joint resolution approving Contract Modification Number Three with MTG Management Consultants, LLC Seattle, Washington for professional consulting and project management services for the continued implementation of the Integrated

Case Management System (ICMS), in the amount not to exceed \$270,979 and approving line item transfers and an emergency appropriation in various funds to fund the extension.

- In April 2019, a contract was awarded to MTG Management Consultants for professional consulting and project management services for the implementation of the ICMS for an initial term of two years in the amount of \$933,000, with the option to renew for an additional one year, subject to acceptable performance and appropriation of sufficient funds.
- The County Board approved Contract Modification One in April 2021 for the additional year of service and additional post Go Live support for a period of four months in the amount of \$543,104.
- The original Go Live date of April 2022 has been delayed and there is a need to provide funding for additional project management services through October 2022 and as well as an additional four months of post Go Live support.
- In accordance with Section 33.082 of the Lake County Purchasing Ordinance, this Change Order is germane to the original contract as signed and is in the best interest of Lake County.
- Contract Modification Number Three is in a not to exceed amount of \$270,979, increasing the contract from \$1,476,104 to \$1,747,083.
- The primary funding source for the original contract was the Integrated Justice funds, but those funds are fully exhausted. Various judicial special revenue funds have provided additional project-related funding. The State's Attorney's Office and the Capital Improvement Fund had set aside funding for the implementation of the ICMS system. Because that is no longer necessary due to American Rescue Plan Act funding, budgeted funds are being redeployed for this purpose through a line item transfer.
- The Public Defender Records Automation Fund is a relatively new fund with minimal annual revenue. The Public Defender has agreed to utilize \$5,000 of the unaudited Fiscal Year 2021 yearend fund balance of \$5,748 for this purpose. Therefore, an emergency appropriation is necessary to make these funds available in Fiscal Year 2022.

Attachments: [ICMS LIT](#)

[MCP_LakeCoIL_CMS_Vendor_Disclosure_03-28-2022](#)

[18052 Contract Modification No. 3 FINAL DRAFT 5-13-22](#)

HEALTH & COMMUNITY SERVICES

8.7 [22-0791](#)

Joint resolution authorizing the Workforce Development Department to enter into Summer Youth Worksite Agreements with public, private, or nonprofit organizations to host youth onsite as part of the Lake County Summer Youth Work Experience Program.

- The Workforce Development Department administers the Lake County Summer

- Youth Work Experience Program. The Summer Youth Program provides eligible youth a meaningful work experience.
- Onsite, subsidized work experiences will be at public, governmental, private, and nonprofit organizations. Youth will be scheduled to work up to 25 hours weekly for six weeks. Youth ages 14-17 will earn an hourly wage of \$10.00 and youth 18 years and older will earn an hourly wage of \$12.00.
 - Workforce Development has identified 17 worksites that have the capacity to host 150 youth and will continue to identify additional worksites.
 - The Worksite Agreement outlines the responsibilities of the participating worksites and Lake County.
 - This joint resolution authorizes the County Board Chair or their designee to sign the agreements.

Attachments: [WDD SYEP Worksite Agreement 2022](#)

[WDD SYEP Worksites 2022](#)

ENERGY & ENVIROMENT

8.8 [22-0834](#)

Joint resolution accepting the electricity rates proposed by Standard Solar, Inc., Rockville, MD for solar installations at Lake County's Mill Creek Waste Water Treatment Facility, and on the Libertyville Campus near the Central Permit Facility.

- On November 6, 2019 Lake County entered into a Power Purchase Agreement and Lease with WCP Solar of Naperville, Illinois for the purpose of advancing the solar panel project feasibility process for 10 proposed County sites. At that time it was stated that the final electrical rates for the solar panels will be calculated based on a series of criteria and will be brought back to the Committee in the form of a contract modification.
- The County has worked with WCP Solar and Standard Solar to obtain State funding opportunities for the 10 proposed County sites. Three of the sites in Lake County were assigned to Standard Solar, which was anticipated in the agreement, and two of those three sites are economically viable at this time.
- In late FY21, Standard Solar secured state funding for two economically viable sites in Lake County. This allowed planning and design to commence resulting in a recalculation of the originally proposed rates. Standard Solar provided the updated rates to Lake County and they were reviewed in consultation with the State's Attorney's Office, and our sustainability consultant, Quercus Consulting.
- The proposed electrical rates for these two sites, even when factoring in the cost of operations and maintenance ("O&M") for the solar systems, still remain lower than current electricity rates the County is paying, although the rates are higher than were initially projected.
- The third site, to be located at Lake County's Des Plaines River Water Reclamation Facility, is being further reviewed by Standard Solar based on Lake County comments and is not contemplated with this action.

Attachments: [Project Agreement 3- Lake County Public Works- Mill Creek WRF Land -](#)
[Project Agreement 8 - Lake County Facilities Libertyville Campus -6.2.22.](#)
[Summary of Standard Solar Proposal 06 03 2022](#)
[Lake County PPA Pricing 060222 V4.0](#)

FINANCIAL & ADMINISTRATIVE

Facilities and Construction

8.9 [22-0814](#)

Committee action approving Contract Modification Number Two with KONE, Inc., Lombard, Illinois for elevator maintenance and repairs for various Lake County facilities.

- In June 2018, the Lake County Board authorized a contract with KONE, Inc., Lombard, Illinois for elevator maintenance and repairs, for Facility Operations, Division of Transportation (DOT) and Lake County Health Department.
- In May 2019, the Lake County Board authorized Contract Modification One.
- This modification will enable Lake County to remove the elevators at the Winchester House Facility and to add elevator inspection services for the Court Tower.
- This resolution authorizes Contract Modification Two with KONE, Inc. in the deduction amount of \$34,740 and an additional expense of \$50,241.43 for a total estimated contract amount of \$154,221.43.
- In accordance with Article 8, section 101(2) of the Lake County Purchasing Ordinance, this modification was not reasonably foreseeable at the time the contract was signed and it is hereby requested that the Purchasing Agent be authorized to enter into Contract Modification Number Two.

Attachments: [Kone Maintenance Invoice FY22](#)
[Inspection Invoice](#)
[VENDOR DISCLOSURE STATEMENT v012319](#)

8.10 [22-0816](#)

Resolution authorizing execution of a contract with G.E. Riddiford Company, Inc., Arlington Heights, Illinois in the amount of \$697,600 for the Sheriff Community Based Corrections Center (CBCC) Roof Replacement.

- As part of the Fiscal Year 2022 Facility Assessment Budget and Facilities Capital Improvement Plan, Sheriff Community Based Corrections Center (CBCC) and Adult Detention Center Tower Roof Replacement was authorized.
- Following review of the bids submitted, Lake County determined to only award the roof replacement for the Sheriffs CBCC building.
- This work is a high priority project for Lake County. The existing building needs a full roof replacement as well as concrete crack repair, relocation of chiller coolant

lines, installation of a new roof hatch and ladder for access to roof #2.

- The County received three bids for the project in the amount of \$1,873,800 to \$2,057,000.
- Award of this contract is recommended to the lowest responsive and responsible bidder, G.E. Riddiford Company, Inc., Arlington Heights, Illinois, who best meets the needs of the County in the amount of \$697,600.
- This resolution authorizes and directs the County Purchasing Agent to execute a contract with G.E. Riddiford Company, Inc., Arlington Heights, Illinois, in the amount of \$697,600.

Attachments: [Vendor Disclosure Statement](#)

[Bid 22061 Final](#)

[22061 Bid Tab](#)

8.11 [22-0625](#)

Director's Report - Facilities and Construction Services.

Human Resources

8.12 [22-0859](#)

Committee Action authorizing the County Administrator (or their designee) to enter into a settlement agreement to resolve the case of *Estate of Jacob E. Williams, et al. v. Lake County Illinois, et al.*, 21 L 234.

- In light of the potential risks of trial, including estimated wrongful death damages, the Financial and Administrative Committee has authorized final settlement in the amount of \$5.65 million for the case captioned *Estate of Jacob E. Williams, et al v. Lake County Illinois, et al.*, 21 L 234.
- This case involved a motor vehicle accident between plaintiff's vehicle and a Lake County Division of Transportation snowplow where the plaintiff's husband was killed in the accident.
- This settlement was determined to be a cost-effective means to limit the County's financial exposure.
- \$2 Million will be paid from the County's self-insured fund; the remaining \$3.65 Million will be paid by the County's insurer, Safety National Casualty Corporation.

8.13 [22-0031](#)

Director's Report - Human Resources.

Enterprise Information Technology

8.14 [22-0030](#)

Director's Report - Enterprise Information Technology.

Finance

8.15 [22-0821](#)

An Ordinance authorizing the issuance by The County of Lake, Illinois, of General Obligation Bonds (Sales Tax Alternate Revenue Source) in an aggregate principal amount not to exceed \$31,000,000 for the purpose of constructing and equipping a consolidated 911 and emergency operations center, improving the site thereof, and financing other capital expenditures, in and for the County.

- The Lake County Board has authorized the issuance of bonds for the Regional Operations Center for 911 and emergency operations. The attached ordinance and related documents, which contains forms that currently contain blanks, will be completed and filed appropriately upon approval to authorize the notice of a public hearing to authorize bonds as well as the authority to authorize \$31 million to fund a portion of the construction and equipping expenses of the building.
- Additional funding includes a \$1 million federal capital grant and \$9,900,000 in American Rescue Plan Act funding. Other necessary expenses, if any, will be funded from Lake County capital reserves.
- Upon approval, Lake County will publish the Authorizing Ordinance and post the publication of the Public Hearing, which will be held July 12, 2022.

Attachments: [Series 2022 Authorizing Ordinance](#)

8.16 [22-0822](#)

Order calling a public hearing concerning the intent of the County Board of The County of Lake, Illinois, to sell \$31,000,000 General Obligation Bonds (Sales Tax Alternate Revenue Source).

- The Lake County Board has authorized the issuance of bonds for the Regional Operations Center for 911 and emergency operations. The attached public hearing notice will be filed appropriately upon approval to notify the public of the intent to issue \$31 million to fund a portion of the construction and equipping expenses of the building.
- Additional funding includes a \$1 million federal capital grant and \$9,900,000 in American Rescue Plan Act funding. Other necessary expenses, if any, will be funded from Lake County capital reserves.
- Upon approval, Lake County will publish the Authorizing Ordinance and post the publication of the Public Hearing, which will be held July 12, 2022.

Attachments: [BINA Order](#)
[BINA Minutes](#)

8.17 [22-0032](#)

Director's Report - Finance.

County Administration

8.18 [22-0815](#)

Resolution approving a contract with Crowe LLP, Chicago, Illinois, for internal audit consulting services, in the amount not to exceed \$91,249.

- A departmental study in 2018 identified the need for a more robust internal audit function for Lake County. The Finance Department has freed up authorized, budgeted headcount to staff this function in the form of an internal audit manager and an internal audit accountant, which has been unfunded for two years because of budget pressures.
- After difficulty in Fiscal Year 2021 recruiting the internal audit manager and upon research of the various methods that the function can be executed, the Finance Department converted the budgeted FY22 salary and benefits for its internal audit manager into professional services consulting dollars to fund an external assessment of and recommendations for Lake County's internal control framework.
- A request for proposals was extended to 22 vendors and sealed proposals were received from six vendors. After interviews with the top three respondents, Crowe LLP has been identified as the firm whose proposal best meets the County's needs.
- The scope of the engagement includes the development of an audit charter and updated internal control procedures; a risk assessment and audit plan; and a current state assessment and recommendations. The anticipated schedule results in completion prior to November 30, 2022.
- The cost of the project was included in the approved Fiscal Year 2022 Finance Department budget in account 101-1200010-71150. County Administration will manage the project / contract.

Attachments: [22029 Final Agreement](#)
[22029 Final RFP](#)
[Vendor Disclosure Statement](#)
[22029 Scoring Matrix after Interviews](#)

8.19 [22-0861](#)

Resolution authorizing emergency appropriations totaling \$7,241,915 of Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) as part of the American Rescue Plan Act (ARPA) to be distributed across ARPA categories in support of Lake County residents, communities, businesses, and County-wide operations and services related to COVID-19 Public Health Emergency recovery.

- The ARPA was signed into law on March 11, 2021. On May 19, 2021 the County received \$67,646,879, half of the amount the County will receive in total from the US Treasury.
- The funds can be used for needs associated with public health, to counteract negative economic impacts, provide services to disproportionately impacted

communities, for infrastructure, to provide premium pay, to replace lost revenue, and for administrative purposes during a period from March 3, 2021 to December 31, 2026.

- Funds for the continuation of rental assistance programs, public engagement, and the vote by mail room project was reviewed on June 3, 2022 with the F&A Special Committee on COVID-19 Pandemic Recovery and Investment and direction was provided to bring the appropriation forward to the County Board.
- Authority to spend appropriated funds and execute any and all agreements with partners related to this allocation and distribution of Coronavirus State and Local Fiscal Recovery Funds is delegated to the County Administrator or their designee(s).

Attachments: [ARPA June 2022 LIT Table](#)

9. County Administrator's Report

10. Executive Session

11. Members' Remarks

12. Adjournment

Next Meeting: June 29, 2022