

Lake County Illinois

**Regional
9-1-1
Consolidation**

Meeting Minutes - Final

Thursday, September 5, 2019

2:00 PM

**Central Permit Facility
500 W. Winchester Road**

Regional 911 Policy Committee

1. Call to Order

Vice Chair Marrin called the meeting to order at 2:01 p.m.

Members:

Barrington, Mayor Karen Darch

CenCom E9-1-1, Executive Director Lisa Berger

Countryside Fire Protection District, Fire Chief Chuck Smith

Fox Lake, Village Administrator Anne Marrin

Grayslake Fire Protection District, not represented

Greater Round Lake Fire Protection District, Fire Chief Greg Formica

Gurnee, Village Administrator Patrick Muetz

Lake County, Board Member Linda Pedersen

Lake County ETSB, Board Chair Dave Dato

Lake County Sheriff's Office, Scot Kurek

Libertyville, not represented

Lincolnshire, Deputy Village Manager Ben Gilbertson

Mundelein, not represented

North Chicago, not represented

Northeast Lake County Consolidated JETSB, Fire Chief John Lewis

Round Lake, not represented

Round Lake Beach, not represented

Vernon Hills, Chief of Police Patrick Kreis

Vernon Hills JETSB, not represented

Wauconda Fire Protection District, not represented

Waukegan, Alderman Edith Newsome

Others Present:

Kent McKenzie, Sheriff's Office

Juan Garcia, Waukegan

Jim Hawkins, Regional 9-1-1 Project Manager

Sonia Hernandez, Lake County

2. Approval of Minutes**2.1 [19-1452](#)**

Minutes from August 1, 2019.

Attachments: [8 1 19 Policy Minutes Final](#)

A motion was made by Member Dato, seconded by Member Muetz, that the minutes be approved. None opposed. Motion carried.

3. Public Comment

There were no public comments.

4. Chair's Remarks

There were no Chair's remarks.

5. Old Business**5.1 [19-1453](#)**

Review Partner Summary

Attachments: [911 Partner Summary\(08-22-19\)](#)

Mr. Hawkins reported no changes to partners summary.

5.2 [19-1454](#)

Review/Update Governance Committee Membership

Attachments: [911 Governance Committee Members\(08-22-19\)](#)

Mr. Hawkins reported that the membership list has been updated to reflect him as the new alternate for Lake County. He also noted that Chief Kreis is the new Chair for the Operations Committee, replacing Ms. McEwan.

6. New Business**6.1 [19-1455](#)**

Approve James Hawkins' continuation in 9-1-1 Consolidation Planning Project Manager role until delivery of the 9-1-1 Consolidation Plan.

- The current Project Manager, James Hawkins, has accepted a permanent position as Deputy County Administrator (DCA) for Lake County, IL (a partner in the Consortium).
- Since starting as the DCA, Mr. Hawkins has continued to perform the duties and functions of the 9-1-1 Consolidation Planning Project Manager.
- Lake County Administration would support Mr. Hawkins finishing the current project while serving as the DCA (9-1-1 consolidation will remain in his portfolio).
- As the DCA, Mr. Hawkins is the Lake County's representative to the Operations Committee and alternate representative to the Policy Committee.
- Since assuming the duties of DCA (August 19, 2019), the County has been paying Mr. Hawkins' salary, freeing-up approximately \$40,000 for other aspects of the project.

Vice Chair Marrin presented this item and noted that James Hawkins is now the new Deputy County Administrator and requests the approval for Mr. Hawkins to continue the role as 9-1-1 Consolidation Planning Project Manager. A motion was made by Member Dato, seconded by Member Darch. None opposed. Motion carried.

Member Pedersen noted that Mr. Hawkins has been doing a great job with the project. Lake County supports Mr. Hawkins and would like for him to complete the 9-1-1 Consolidation Project while serving as the Deputy County Administrator.

6.2 [19-1456](#)

Authorize Lake County (on the Consortium's behalf) to enter into an agreement with Crowe LLP of Oak Brook, Illinois to support the procurement of a shared, scalable, integrated, enterprise family of public safety systems that includes computer aided dispatch (CAD), mobile data, records management systems (RMS) for law enforcement and fire/emergency medical services, and a jail management system (JMS).

- In accordance with Section 5-102 of the Lake County Purchasing Ordinance, proposals

were called for by publication for a consultant to support the procurement of a shared, scalable, integrated, enterprise family of public safety systems that includes computer aided dispatch (CAD), mobile data, records management systems (RMS) for law enforcement and fire/emergency medical services, and a jail management system (JMS).

- Subsequent to said publication, request for proposals were extended to 24 vendors.
- Sealed proposals were received from six vendors and opened in the Lake County Administrative Building, Waukegan, Illinois, on August 6, 2019, at 11:00 a.m. Four vendors participated in the vendor interview presentations.
- Vendor prices for tasks 1 through task 3 ranged from \$112,668 to \$312,559.
- Based on the criteria set forth in the Request for Proposals, an Evaluation Committee selected Crowe LLP of Oak Brook, Illinois to be in the best interest of Lake County (on the Consortium's behalf).
- Lake County, on behalf of the Consortium, would be authorized to enter into an agreement with Crowe LLP to assess requirements, draft a request for proposal (RFP), and support RFP review for a shared, integrated, enterprise computer aided dispatch (CAD), mobile data, records management systems (RMS) for law enforcement and fire/emergency medical services, and a jail management system (JMS).
- The RFP Response Review Committee determined Crowe to be the bidder who best meets the needs of the Consortium in the amount of \$184,410 (task 1 through task 3).
- Funding is a combination of Consortium and Lake County funds.
- Goal is to have this agreement approved by the Lake County Board on October 8, 2019.

Attachments: [BAFO Letter](#)
[Intent to Award](#)
[Crowe RFP Proposal](#)
[Draft Agreement](#)
[Vendor Disclosure](#)

Vice Chair Marrin reported that an RFP was extended to 24 vendors and 6 vendors submitted a proposal. The RFP Review Committee interviewed 4 vendors and based on the criteria submitted, an Evaluation Committee selected Crowe LLP to be in the best interest of Lake County in the amount of \$184,410 for task 1 through 3. Funding is a combination of the 9-1-1 Consortium and Lake County funds. Discussion ensued.

Member Dato made a motion to enter into an agreement with Crowe LLP of Oak Brook in the amount of \$184,410 (\$80,000 Consortium funds), seconded by Member Kreis. Vice Chair Marrin requests a roll call vote.

Motion carried by the following roll call vote:

Aye: 13 - Member Darch, Member Berger, Member Smith, Vice Chair Marrin, Member Formica, Member Muetz, Member Pedersen, Member Dato, Member Kurek, Member Gilbertson, Member Lewis, Member Kreis, Member Newsome

Absent: 8 - Member Dimock, Member Weppler, Member Lobaito, Member Waszak,

Member MacGillis, Member Hill, Member Herdegen, Member Geary

6.3 [19-1457](#)

Discussion: Post-project actions and follow-up

Mr. Hawkins presented this item and reported that he continues to meet with working groups on drafting a report to provide to committee for approval.

7. Staff Reports

7.1 [19-1458](#)

Financial Report

Mr. Hawkins noted that he will update the financial report and will share with committee at the next meeting.

7.2 [19-1459](#)

Project Manager Report

Mr. Hawkins thanks committee for their continued support as project manager.

8. Members' Remarks

Mr. Dato noted that he supports the RFP (request for proposal) agreement with Crowe LLP and notes that it is an outstanding opportunity for cost savings.

9. Adjournment

A motion was made by Member Darch, seconded by Member Kreis, that the meeting be adjourned at 2:26 p.m.

Minutes prepared by Sonia Hernandez.