

Lake County Illinois

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



Agenda Report - Final

Wednesday, March 1, 2017

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 [17-0263](#)

Budget minutes from October 18, 2016.

Attachments: [F&A 10.18.16 Budget Final](#)

3.2 [17-0264](#)

Budget minutes from October 19, 2016.

Attachments: [F&A 10.19.16 Budget Final](#)

3.3 [17-0265](#)

Revenue, Records and Legislation Committee joint budget minutes from October 19, 2016.

Attachments: [RRL 10.19.16 Joint Budget Final](#)

4. Addenda to the Agenda

5. Public Comment

6. Chairman's Remarks

7. Old Business

8. New Business

CONSENT AGENDA (Items 8.1 - 8.8)

8.1 [17-0255](#)

Joint resolution authorizing a contract with A Lamp Concrete Contractors, Inc., of Schaumburg, Illinois, and further authorizing assignment of that contract to Clark Construction Group LLC, of Chicago, Illinois, as Construction Manager at Risk (CMAR) for the asphalt paving work for the Lake County Courthouse Expansion Project in the amount of \$264,642.

- The asphalt paving work in this bid generally includes supply and installation of all asphalt paving including, grinding and re-surfacing sections of County Street, Washington Street, and Martin Luther King Jr Avenue for the Lake County 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 & interior work pursuant to their contract for CMAR services.
- A bid was issued for asphalt paving work on December 30, 2016.
- Sealed bids were received on February 2, 2017, from one local and one non-local vendor, inclusive of alternates, ranging from \$264,642 to \$301,500.

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

Attachments: [16086 LCCHE ASPHALT Bid Tab updated](#)

8.2 [17-0251](#)

Joint resolution accepting the Illinois Department of Human Services grant and authorizing an emergency appropriation in the amount of \$71,460 for fiscal year (FY) 2017.

- The Illinois Department of Human Services awarded \$71,460 for the Illinois Prevent Prescription Drug/Opioid Overdose-Related Death grant.
- These funds will be used to support a full-time project coordinator, purchase Naloxone, and to offset existing staff costs for the period December 5, 2016, through June 30, 2017.

Attachments: [Emergency Appropriation for FY17 February 2017](#)

8.3 [17-0253](#)

Joint resolution accepting a lease agreement with the College of Lake County (CLC) for 33 parking spaces located in the parking garage of the College of Lake County campus located at 30 N. Sheridan Road, Waukegan, Illinois, for Lake County's Workforce Development Office.

- Funds are budgeted and appropriated for the annual parking spaces' lease payment through Workforce Development grant funding.
- Workforce Development had previously rented 33 spaces from the City of Waukegan at the parking garage at 30 N. Sheridan Road, Waukegan, Illinois, from 2004 through 2016. The monthly cost, per space, was \$60.
- CLC sent notice to Lake County in February 2016 that they had purchased the parking garage and the County's lease with the City of Waukegan was terminated.
- CLC stated that they would no longer be leasing individual reserved parking spaces and that future plans called for securing the garage and reserving access exclusively for college use.
- Workforce Development requested a new lease agreement with CLC for the required 33 parking spaces to serve the Workforce Development office located at 1 N. Genesee Street, Waukegan, Illinois.
- The 12 months of rent, for the 33 leased parking spaces, shall be in the amount of \$2,310 per month, for a total of \$27,720 annually. The monthly cost, per space, is \$70.
- Lake County and CLC confirm this agreement is effective through December 31, 2017, as an initial term; then thereafter the lease agreement shall continue on a month to month basis until terminated by either party.

Attachments: [notice from CLC 2.22.16](#)

[CLC Parking Lease](#)

8.4 [16-1157](#)

Report from Carla N. Wyckoff, County Clerk, for the month of September 2016.

Attachments: [LCC Report for September.pdf](#)

8.5 [16-1156](#)

Report from Carla N. Wyckoff, County Clerk, for the month of October 2016.

Attachments: [LCC Report for October 2016.pdf](#)

8.6 [17-0081](#)

Report from Carla N. Wyckoff, County Clerk, for the month of December 2016.

Attachments: [LCC Report December 2016.pdf](#)

8.7 [17-0210](#)

Report from Carla N. Wyckoff, County Clerk, for the month of January 2017.

Attachments: [LCC Report for January.pdf](#)

8.8 [17-0237](#)

Report from Mary Ellen Vanderverter, Recorder of Deeds, for the month of January 2017.

Attachments: [January 2017.pdf](#)

REGULAR AGENDA

LAW & JUDICIAL

8.9 [17-0254](#)

Joint resolution to enter into a contract with Conference Technologies, Inc., of Itasca, Illinois, for courtroom technology and miscellaneous audio visual systems for the Lake County Courthouse Expansion Project in an amount of \$2,709,341.

- There is a need to enter into a contract to complete the design, furnish, and install audio visual technology for courtrooms, agency spaces, and public areas for the Lake County Courthouse Expansion Project.
- The audio visual technology includes various assisted listening, courtroom presentation, conferencing and display systems. This consists of numerous components such as; projectors, display screens, microphones, speakers, cameras, switching matrixes, amplifiers, controllers, and all ancillary cabling.
- A request for proposal (RFP) was released on December 2, 2016, and sent to 37 vendors. Sealed proposals were received from two non-local vendors.
- An interdepartmental committee comprised of representatives from the Nineteenth Judicial Circuit Court, Information Technology, and Finance and Administrative Services reviewed the proposals and interviewed the two firms.
- Based on the criteria set forth in the RFP, the evaluation group selected Conference Technology, Inc., of Itasca, Illinois, as the most favorable proposal for Lake County.

- In 2015, the costs for this work was estimated at \$3,000,000.
- This contract will cost the County an amount of \$2,709,341.

Attachments: [16242 Award Recommendation](#)

8.10 [17-0256](#)

Joint resolution authorizing a contract with Stafford-Smith, Inc. of Kalamazoo, Michigan, and further authorizing assignment of that contract to Clark Construction Group LLC of Chicago, Illinois, as Construction Manager at Risk (CMAR) for the food service equipment work for the Lake County Courthouse Expansion Project in the amount of \$714,124.05.

- The food service equipment work in this bid generally includes supply and installation of all food service equipment such as ovens, ranges, cooktops, dishwashers, walk in freezers, coolers, and work tables, etc. for the renovation of the Lake County Jail, which is part of the Lake County 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 & interior work pursuant to their contract for CMAR services.
- A bid was issued for food service equipment work on October 15, 2016.
- Sealed bids were received on February 9, 2017, from one local and three nonlocal vendors, inclusive of alternates, ranging from \$714,124.05 to \$977,999.
- Stafford-Smith, Inc. of Kalamazoo, Michigan, was determined to be the lowest responsive and responsible bidder.
- This resolution awards the contract to Stafford-Smith, Inc., of Kalamazoo, Michigan, and assigns the contract to Clark Construction Group LLC, of Chicago, Illinois, to manage as part of the GMP for this work.

Attachments: [16084 Food Service Step 2 Bid Tab updated](#)

8.11 [17-0252](#)

Joint resolution authorizing a contract with Taser International of Scottsdale, Arizona, for the purchase of body-worn cameras for the Lake County Sheriff's Office in the amount of \$263,348.78 and the commitment to fully-fund the implementation of the Sheriff's Office Body-Worn Camera Program.

- The Sheriff's Office was awarded a Department of Justice grant for the implementation of a pilot Body-Worn Camera Program. The grant was in the amount of \$73,000.
- To provide enhanced transparency to the community we serve, the Sheriff's Office will be able to provide recordings from the body-worn cameras which can provide invaluable instrument to enhance criminal prosecution or protect members from false accusations.
- The Sheriff's Office has authored a body-worn camera policy that meets Illinois State Statutes regarding body-worn cameras, digital media evidence (videos) storage requirements and video redaction requirements. The policy also meets County risk management concerns and was reviewed and approved by the Department of Justice, as required by our Body-Worn Camera grant.
- Funding for the project was previously approved by the County Board through a FY16 New Program Request in the amount of \$250,000, plus the \$73,000 grant for a total of \$323,000. The \$250,000 was seed money for the program while the total costs of the program were calculated and the policy was drafted. A request to carryover these funds

into FY17 is on a Financial and Administrative Committee agenda.

- The FY17 total program cost to purchase and operate the Body-Worn Camera Program is \$310,726.85 and includes the purchase of the camera, digital media evidence secured cloud storage and redaction software. It also includes the installation of two additional data lines at the Highway facility in order to aid in the upload of the evidence to the cloud, the additional hardware to install the required camera docking stations and the creation of two part-time Redaction-FOIA Clerk positions to respond to the number of Freedom of Information Act requests expected to be received upon implementation of the program.
- The Sheriff's Office reviewed, tested and analyzed three (3) different brands of body-worn cameras and examined each brand to determine if the cameras came with redaction software and the digital media (video) storage space necessary to store digital media evidence (videos) in accordance with State Statute and Freedom of Information Act requirements. The analysis determined that Taser International of Scottsdale, Arizona met all the Lake County Sheriff's Office requirements.
- The Sheriff's Office Information Technology worked with Central Information Technology and analyzed uploading requirements for the cameras. The analysis determined that the Sheriff's Office must obtain two additional stand-alone secure data lines for the Highway facility and that the upload speed at the Marine Unit be raised in order for the body-worn camera uploads to occur in an acceptable time frame.
- Taser International of Scottsdale, Arizona, is identified as a national cooperative purchasing contractor through the National Purchasing Partners (NPP) to procure the Body-Worn Cameras 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.
- That the Purchasing Agent be authorized to enter into a purchasing contract with Taser International of Scottsdale, Arizona, in the amount of \$263,348.78 to purchase the cameras, digital media evidence cloud storage and redaction software.

Attachments: [BWC Taser Quote 1030792](#)

[BWC IT Analysis](#)

[17061 Joint Purchase Recommendation](#)

HEALTH & COMMUNITY SERVICES

8.12 [17-0146](#)

Joint resolution authorizing a professional services agreement with Lake County Partners for business outreach and retention services for Lake County Workforce Development in the amount not to exceed \$75,000.

- Funds are budgeted and appropriated for the professional services agreement through Workforce Development grant funding.
- Lake County Workforce Development administers the Workforce Innovation and Opportunity Act (WIOA) Youth grant which funds programs to serve disengaged youth and young adults (ages 16-24) TO help the youth along a career pathway.
- Lake County Workforce Development desires to utilize Lake County Partners for a youth-focused business outreach **pilot program** to provide a service delivery strategy that will create meaningful work-based learning opportunities such as internships and

work-experiences.

- Lake County Partners will identify Lake County employers in key industry sectors interested in developing opportunities in job shadowing, internship and work experiences for a minimum of 25 youth, with ten different companies throughout Lake County.
- Pursuant to Article 6, Section 102 of the Lake County Purchasing Ordinance, the Purchasing Agent consulted with an ad hoc review group that approved a bid exemption on the basis of an existing long standing, successful relationship.
- The contract authorizes a professional services agreement for an initial pilot program term of March 14, 2017, through September 14, 2017, for a not to exceed cost of \$75,000.

Attachments: [17035 Bid Exemption Recommendation](#)

[Proposal letter for Workforce Department](#)

8.13 [17-0220](#)

Joint resolution approving amendments to Neighborhood Stabilization Program 1 and 3 Substantial Amendments and 2013, 2014, 2015, and 2016 Housing and Urban Development (HUD) Action Plans.

- Several proposed project changes have resulted in the proposed 2nd Amendment to the 2016 Action Plan, 3rd Amendment to the 2015 Action Plan, 6th Amendment to the 2014 Action Plan and 10th Amendment to the 2013 Action Plan. Additionally, the Neighborhood Stabilization Program Round 1 and Round 3 Substantial Amendments require updating.
- HOME Program City of Waukegan 2015 funds were initially allocated for two acquisition-rehabilitation-resale projects; but after evaluating the properties on the market and rehabilitation costs of available properties, the City of Waukegan will only be able to complete one such project with its Program Year 2015 HOME Program funds.
- In January 2017, Habitat for Humanity Lake County opted out of investing HOME Program funds in its new homes due to stringent requirements of the Final HOME Rule of 2013 and high costs due to Illinois Prevailing Wage. This decision by Habitat for Humanity caused reallocation of \$178,360 in HOME funds by the Affordable Housing Advisory and Recommendation Committee (ARC). Funds from Program Years 2013 (\$58,360) and 2014 (\$50,000) are rolled into 2017 Action Plan recommendations. The attached 2016 Action Plan Amendment contains the ARC's recommendation to shift \$70,000 in 2016 funds from Habitat for Humanity to Affordable Housing Corporation of Lake County for owner-occupied rehab.
- Project delivery costs for the following projects either had not been budgeted or exceeded budget: Bridge House 2013 (+\$840); Busy Brains 2015 (+\$680); North Chicago Road/Sidewalks 2015 (+\$1,640) and LCRDC Inspection Remedies 2016 (+\$1,500). Such cost overruns have been remediated by moving environmental reviews back to staff. The allocation of \$4,660 of Community Development Block Grant (CDBG) program income to these projects is requested in the 2013, 2015 and 2016 Action Plan Amendments.
- One-fifth of the North Chicago Strategic Revitalization Plan, the construction of 4 units of veterans' housing at 1235 Victoria, is proposed to be funded with uncommitted Neighborhood Stabilization Program (NSP) funds instead of 2013 HOME funds due to strict HOME Program timelines. These 2013 HOME funds (\$175,029.20) are included in the

ARC's recommendation to grant these funds to the Affordable Housing Corporation of Lake County for rapid spending on owner-occupied rehab projects.

Attachments: [2013APTenthAmend.pdf](#)
[PY2014_AP_6th Amendment.pdf](#)
[2015 3rd Amendment HCDC February Version.pdf](#)
[2016 2nd Amendment HCDC February Version.pdf](#)
[NSP1 Substantial Amendment March 2017 Revision.pdf](#)
[NSP3 Substantial Amendment 2017 Revision HCDC.pdf](#)

8.14 [17-0229](#)

Joint resolution authorizing 2017 Lake County Affordable Housing Program (LCAHP) grant awards.

- In September 2016, Community Development staff released the Lake County Affordable Housing Program (LCAHP), HOME Investment Partnerships (HOME) Program and Community Development Block Grant (CDBG) 2017 funding round, soliciting eligible affordable housing programs and projects.
- The recent affordable housing application round resulted in 13 requests totaling \$4,886,418 for only \$1,800,000 in available housing dollars.
- The Affordable Housing Advisory and Recommendation Committee (ARC) recommends LCAHP funding of \$300,500 (including \$500 of previously unspent LCAHP funds) as follows:
 - \$109,675 for one unit of affordable housing in Highland Park [Community Partners for Affordable Housing];
 - \$75,000 for rapid rehousing [Catholic Charities];
 - \$47,825 (plus HOME and CDBG) for new senior rental housing in Mundelein [PIRHL, LLC];
 - \$38,000 in support of housing assistance programs [Affordable Housing Corporation of Lake County]; and
 - \$30,000 for grant administration [Community Development].

PUBLIC WORKS & TRANSPORTATION

8.15 [17-0258](#)

Joint resolution appropriating \$1,580,000 of Motor Fuel Tax funds for ice control salt materials needed for the 2017 - 2018 winter season, and designated as Section 18-00000-05-GM.

- [2017 - 2018 Winter Season Ice Control Salt: Appropriation.](#)
- The Lake County Division of Transportation (LCDOT) participated in the County's joint procurement process for the acquisition of ice control salt for the winter season of 2016 - 2017.
- The LCDOT's contract for salt, provided by Morton Salt, Chicago, Illinois, will be extended for the winter season of 2017 - 2018 and requires an appropriation of funds.

8.16 [17-0260](#)

Joint resolution authorizing a contract with RoMAAS, Inc., Glen Ellyn, Illinois, in the amount of \$456,900 for the interior remodeling project of the Public Works Administration Building.

- The Public Works Administration Building was originally constructed in 1979.
- Some major components of the building have previously been replaced and rehabilitated including the roof in 2007, the windows in 2009, and the lunch room, lobby, and restrooms in 2010. These items are not included with this project.
- The proposed project will include new permit and billing reception counters, carpeting, HVAC, secure entry ways, and fire alarm system.
- Cubicles and office furniture will be replaced under a separate contract with Staples, Inc., the County's preferred office furniture vendor.
- An invitation to bid was issued and extended to 76 vendors and sealed bids were received from two local and eight non-local vendors ranging from a total of \$456,900 to \$792,900.
- The budgeted amount, for the entire remodeling project at Public Works, is \$1,200,000. This includes the following: Architects estimate of \$771,000 for interior remodeling; \$300,000 for furniture; and \$50,000 for design and permit fees. The requested approval of \$456,900 for the interior remodeling is \$314,100 under the budgeted \$771,000 architectural estimate.
- Award of this contract is recommended to the lowest responsive, responsible bidder, RoMAAS, Inc., Glen Ellyn, Illinois, in the amount of \$456,900.

Attachments: [17-0260 Admin Bldg Remodel Bid Tab.pdf](#)

[17-0260 Public Works - Libertyville Campus Map.pdf](#)

9. **Executive Session**

10. **County Administrator's Report**

10.1 [17-0207](#)

Discussion regarding misuse of logo.

11. **Members Remarks**

12. **Adjournment**

Next Meeting: March 8, 2017