



WINNEBAGO COUNTY

— ILLINOIS —

2ND REVISED

AGENDA

Winnebago County Courthouse
400 West State Street | Rockford, IL 61101
County Board Room | 8th Floor

Thursday, February 14, 2019

6:00 p.m.

1. Call to Order Chairman Frank Haney
2. Agenda Updates Chairman Frank Haney
3. Roll Call Clerk Lori Gummow
4. Invocation Board Member Burt Gerl
5. Awards, Proclamations, Presentations, Public Hearings, and Public Participation
 - A. Awards – None
 - B. Proclamations – None
 - C. Presentations – None
6. Public Comment Registered Speakers
Members of the public may address the Board by submitting their request no later than 2 hours prior to the start of the meeting. Contact www.wincoil.us or (815) 319-4225 for guidelines.
7. Meeting Minutes Clerk Lori Gummow
 - A. Approval of January 10, 2019 minutes
 - B. Layover of January 24, 2019 minutes
8. Announcements & Communications Clerk Lori Gummow
 - A. Correspondence (see packet)
9. Board Member Correspondence Board Members
10. Chairman's Report Chairman Frank Haney
 - A. Blight Reduction Update
 - B. Economic Development Update
 - C. RPC Technical Assistance

- D. Host Fee Projected Revenue and Expenses FY19
- E. RAVE Board Liaison
- F. RAEDC Board Liaison
- G. RACVB Board Liaison
- H. Minimum Wage Legislation/Impact
- I. Ordinance Clarification and Timeline

11. **County Administrator’s Report.....Administrator Carla Paschal**
12. **Approval of Consent Agenda Chairman Frank Haney**
 - A. Raffle Report
13. **Standing Committee Reports Chairman Frank Haney**
 - A. Finance Committee**Jaime Salgado, Committee Chairman**
 1. Committee Report
 2. Budget Amendment 2019-014 Veterans Assistance Fund to be Laid Over
 3. Budget Amendment 2019-016 Sheriff Drone Grant to be Laid Over
 - B. Zoning Committee **Jim Webster, Committee Chairman**

Planning and/or Zoning Requests:

 1. Committee Report
 - C. Economic Development Committee..... **Fred Wescott, Committee Chairman**
 1. Committee Report
 - D. Operations & Administrative Committee **Keith McDonald, Committee Chairman**
 1. Committee Report
 2. Resolution Authorizing the Chairman of the County Board to Execute a First Amendment to an Intergovernmental Agreement for Information Technology Support Services with Rockford Housing Authority
 3. Resolution Adopting the Five Shared Organizational Values for Winnebago County
 4. Resolution to Change Hours of the County Clerk’s Office on Election Day
 5. Resolution Encouraging the Illinois General Assembly to Amend 55 ILCS 5/3-9008 of the Counties Code Regarding Appointment and Payment of a Special Prosecutor
 - E. Public Works Committee **Dave Tassoni, Committee Chairman**
 1. Committee Report
 - F. Public Safety Committee..... **Aaron Booker, Committee Chairman**
 1. Committee Report
 - G. Personnel and Policies Committee.....**David Fiduccia, Committee Chairman**
 1. Committee Report

14. Unfinished Business Chairman Frank Haney

15. New Business.....Chairman Frank Haney

A. Appoint John Butitta, Northern Illinois Land Bank Trustee

16. Adjournment Chairman Frank Haney

Next Meeting: Thursday, February 28, 2019

ANNOUNCEMENTS & COMMUNICATIONS



WINNEBAGO COUNTY

— ILLINOIS —

Announcements & Communications

Date: February 14, 2019

Item: Correspondence to the Board

Prepared by: County Clerk Lori Gummow

Governing Statute(s): State of Illinois Counties Code [55 ILCS 5/Div. 3-2, Clerk](#)

County Code: [Ch 2. Art. II. Div. 4, Sec. 2.86 – Record Keeping & Communications](#)

Background: The items listed below were received as correspondence.

1. County Clerk Gummow received from the United States Nuclear Regulatory Commission the following:
 - a. Braidwood Station, Units 1 and 2, and Byron Station, Unit Nos. 1 and 2 – Supplemental Information Needed for Acceptance of Requested Licensing Action Regarding Revision of Technical Specifications to Adopt Risk Informed Completion Times (EPID L-2019-LLA-0757)
 - b. Federal Register / Vol. 84, No. 21 / Thursday, January 31, 2018 / Notices
 - c. Byron Station, Unit No. 2 – Individual Re-Notice of Consideration of Issuance of Amendments to Renewed Facility Operating License. Proposed No Significant Hazards Consideration Determination, and Opportunity for a Hearing (EPID L-2018-LLA-0064)
 - d. Federal Register / Vol. 84, No. 20 / Wednesday, January 30, 2019 / Notices
 - e. Federal Register / Vol. 84, No. 24 / Tuesday, February 5, 2019 / Notices
 - f. Summary of January 23, 2019, Meeting with Exelon Generation Company, LLC Regarding a Planned Request to use ASME Code Case N-879 (EPID L-2018-LRM-0080)
 - g. Federal Register / Vol. 84, No. 25 / Wednesday, February 6, 2019 / Notices



WINNEBAGO COUNTY

— ILLINOIS —

2. County Clerk Gummow received from Illinois Environmental Protection Agency a letter regarding Behr Metals Division (Illinois EPA BOA ID#201030AYB) Construction Permit (19010023); Lifetime Operating Permit (85030079)
3. County Clerk Gummow received from Comcast the following:
 - a. A letter regarding Comcast's Annual Report.
 - b. A letter regarding changes to the Xfinity channel line-up in our community.
4. County Clerk Gummow received from Sue Goral, Winnebago County Treasurer the Monthly Report for December, 2019 Bank Balances.
5. County Clerk Gummow received from Nancy McPherson, Winnebago Recorder the Monthly Report for January, 2019

Recommendation: The Winnebago County Clerk recommends that the correspondence listed be placed on file as a part of the County Board records maintained by the County Clerk.

CHAIRMAN'S REPORT

ADMINISTRATOR'S REPORT

CONSENT AGENDA

RAFFLE APPLICATION REPORT

Presently the County Clerk's office has Raffle Applications submitted by
10 different organizations for 17 Raffles.

All applying organizations have complied with the requirements of the Winnebago
County Raffle Ordinance. All fees have been collected, bonds received and all
individuals involved with the raffles have received the necessary Sheriff's
Department clearance.

The Following Have Requested A Class A, General License				
LICENSE #	# OF RAFFLES	NAME OF ORGANIZATION	LICENSE DATES	AMOUNT
29986	1	BROOKVIEW PARENT & TEACHER ORGANIZATION	04/08/2019-04/26/2019	\$ 1,200.00
29987	1	GERMAN SOCIETY OF ROCKFORD	03/02/2019-03/02/2019	\$ 4,000.00
29988	1	GERMAN SOCIETY OF ROCKFORD	05/04/2019-05/04/2019	\$ 4,000.00
29989	1	GERMAN SOCIETY OF ROCKFORD	10/04/2019-10/04/2019	\$ 4,000.00
29990	1	GERMAN SOCIETY OF ROCKFORD	10/05/2019-10/05/2019	\$ 4,000.00
22991	1	GERMAN SOCIETY OF ROCKFORD	11/02/2019-11/02/2019	\$ 4,000.00
29992	1	OLSON PARK PTA	03/08/2019-03/08/2019	\$ 1,400.00
29993	1	PECATONICA PARENT TEACHER ORGANIZATION	02/15/2019-03/03/2019	\$ 450.00
29994	1	PECATONICA PARENT TEACHER ORGANIZATION	02/15/2019-03/03/2019	\$ 2,400.00
29995	1	ROCKFORD DIOCESAN COUNCIL OF CATHOLIC WOMEN	02/26/2019-04/01/2019	\$ 2,750.00
29996	1	ROCKFORD FIREFIGHTERS LOCAL 413	02/15/2019-03/31/2019	\$ 1,250.00
29997	1	ROCKFORD ICEHOGS BOOSTER CLUB	03/01/2019-03/01/2019	\$ 750.00
29998	1	WHITE EAGLE CLUB OF ROCKFORD	03/04/2019-03/04/2019	\$ 500.00

The Following Have Requested A Class B, MULTIPLE (2, 3 OR 4) LICENSE				
LICENSE #	# OF RAFFLES	NAME OF ORGANIZATION	LICENSE DATES	AMOUNT

The Following Have Requested A Class C, One Time Emergency License				
LICENSE #	# OF RAFFLES	NAME OF ORGANIZATION	LICENSE DATES	AMOUNT
29999	1	RICHARD YATES MEMORIAL BENEFIT	02/17/2019-02/17/2019	\$500.00

The Following Have Requested A Class D, E, & F Limited Annual License				
LICENSE #	# OF RAFFLES	NAME OF ORGANIZATION	LICENSE DATES	AMOUNT
30000	1	WHITE EAGLE CLUB OF ROCKFORD	03/02/2019-02/22/2020	\$ 4,999.00
30001	1	VENETIAN CLUB	04/01/2019-03/31/2020	\$ 5,000.00
30002	1	VENETIAN CLUB	03/01/2019-02/29/2020	\$ 2,500.00

This concludes my report

Deputy Clerk Kayla Hilliard

LORI GUMMOW
Winnebago County Clerk

Date 14-Feb-19

FINANCE COMMITTEE

2019 Fiscal Year

Sponsored by:

Jaime Salgado, Finance Committee Chairman

Finance: January 23, 2018

Lay Over: January 24, 2018

Final Vote: February 14, 2019**2019 CO****TO: THE HONORABLE MEMBERS OF THE COUNTY OF WINNEBAGO, ILLINOIS**

The Winnebago County Finance Committee presents the following Ordinance amending the Annual Appropriation Ordinance for the fiscal year ending September 30, 2019 and recommends its adoption.

ORDINANCE

WHEREAS, the Winnebago County Board adopted the “Annual Budget and Appropriation Ordinance” for the fiscal year ending September 30, 2019 at its September 27, 2018 meeting; and,

WHEREAS, 55ILCS 5/6-1003(2014), states, “After the adoption of the county budget, no further appropriations shall be made at any other time during such fiscal year, except as provided in this Act. Appropriations in excess of those authorized by the budget in order to meet an immediate emergency may be made at any meeting of the board by a two-thirds vote of all the members constituting such board, the vote to be taken by ayes and nays and entered on the record of the meeting.”

NOW, THEREFORE, BE IT ORDAINED, that the County Board deems that pursuant to the provisions as set forth in 55ILCS 5/6-1003(2014), certain conditions have occurred in connection with the operations of the County which are deemed to be immediate emergencies; therefore the following increases are hereby authorized.

2019-014 Veterans Assistance Fund

Reason: Additional expenditures requested by Veterans Assistance Superintendent

Alternative: Expenditures could be limited to current year revenue

Impact to fiscal year 2020 budget: Unless expenditures are reduced to revenues received, fund balance would be nearly depleted at the end of fiscal year 2020.

Revenue Source: Property taxes/ Veterans Assistance Fund Balance

<u>Acct Description</u>	<u>Org</u>	<u>Obj</u>	<u>Pri</u>	
Other Professional Services	48100	43190		129,411
		<u>Total Adjustment:</u>		<u>\$129,411</u>

(AGREE)

JAIME SALGADO,
FINANCE CHAIRMAN

DAVID FIDUCCIA

JOE HOFFMAN

BURT GERL

DAVID BOOMER

STEVE SCHULTZ

KEITH McDONALD

Respectfully Submitted,
FINANCE COMMITTEE
(DISAGREE)

JAIME SALGADO,
FINANCE CHAIRMAN

DAVID FIDUCCIA

JOE HOFFMAN

BURT GERL

DAVID BOOMER

STEVE SCHULTZ

KEITH McDONALD

The above and foregoing Ordinance was adopted by the County Board of the County of Winnebago, Illinois this ____ day of _____ 2019.

ATTESTED BY:

FRANK HANEY
CHAIRMAN OF THE COUNTY BOARD
OF THE COUNTY OF WINNEBAGO, ILLINOIS

LORI GUMMOW
CLERK OF THE COUNTY BOARD
OF THE COUNTY OF WINNEBAGO, ILLINOIS

2019
WINNEBAGO COUNTY
FINANCE COMMITTEE
REQUEST FOR BUDGET AMENDMENT

DATE SUBMITTED: 1/23/2019 AMENDMENT NO: 2019-014							
DEPARTMENT: Veterans Assistance				SUBMITTED BY: Steve Thomas			
FUND#: 0181				DEPT. BUDGET NO. 48100			
Department Org Number	Object (Account) Number	Object (Account) Description	Adopted Budget	Amendments Previously Approved	Revised Approved Budget	Increase (Decrease)	Revised Budget after Approved Budget Amendment
48100	43190	Other professional services	\$280,000	\$0	\$280,000	\$129,411	\$409,411
TOTAL ADJUSTMENT:						\$ 129,411	\$ 409,411

Original Budget	Budget Amendments to Date Including Above Proposed Amendment	Proposed Revised Budget
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Fund: Veterans Assistance 527,210 129,411 656,621

Fund:

Fund:

Reason budget amendment is required:
Additional expenditures requested by Veterans Assistance Superintendent
Potential alternatives to budget amendment:
Expenditures could be limited to current year revenue
Impact to fiscal year 2020 budget:
Unless expenditures are reduced to revenues received, fund balance would be nearly depleted at the end of fiscal year 2020.
Revenue Source: <u>Property taxes/ Veterans Assistance Fund Balance</u>

Org	Object	Description	Fiscal Year 2018	Fiscal Year 2019
48100	43190	Other Professional Services	300,450	280,000
		Equipment repairs and maintenance	500	-
48100	43991	Veterans Assistance Payments	246,000	243,250
		Central Stores Supplies	1,600	1,600
		Central Stores Xeroxing	1,200	1,200
		Central Stores Phone	1,160	1,160
		Central Stores Internet	1,880	-
			<u>552,790</u>	<u>527,210</u>
		Projected revenue for fiscal year 2019		<u>570,000</u>
		Additional request Fiscal Year 2019 from fund balance		
		VACWC GENERAL OPERATING EXPENSES		
		BOND INSURANCE		150
		BUSINESS LIABILITY INSURANCE (D&O, E&O)		2,600
		VACWC Business Insurance		400
		CONTRACTING SERVICES (ATTY, ACCT, VAC SECRETARY)		18,200
		STAFF TRAINING		5,000
		VEHICLE (PURCHASE, MAINT AND LICENSING)		55,000
		PROFESSIONAL DUES & CERTIFICATION FEES		500
		VETRASPEC		1,400
		QUICKBOOKS		864
		OTHER		3,701
		VACWC ADMINISTRATIVE SUPPORT EXPENSES		
		OFFICE RENT		23,196
		OFFICE MAINTENANCE		2,400
		OFFICE FURNISHINGS		2,200
		OFFICE SUPPLIES		100
		GENERAL POSTAGE		100
		GENERAL OFFICE EQUIPMENT		2,600
		VACWC DIRECT VETERANS ASSISTANCE		
		RMTD PASSES		1,000
		EMERGENCY ASSISTANCE		<u>10,000</u>
		<i>To be added to other professional services</i>		<u>129,411</u>
		<i>Deficit with budget amendment</i>		<u><u>(86,621)</u></u>
		Fund Balance 9/30/2018		220,186

2019 Fiscal Year

Sponsored by:

Jaime Salgado, Finance Committee Chairman

Finance: February 6, 2019

Lay Over: February 14, 2019

Final Vote: February 28, 2019**2019 CO****TO: THE HONORABLE MEMBERS OF THE COUNTY OF WINNEBAGO, ILLINOIS**

The Winnebago County Finance Committee presents the following Ordinance amending the Annual Appropriation Ordinance for the fiscal year ending September 30, 2019 and recommends its adoption.

ORDINANCE

WHEREAS, the Winnebago County Board adopted the “Annual Budget and Appropriation Ordinance” for the fiscal year ending September 30, 2019 at its September 27, 2018 meeting; and,

WHEREAS, 55ILCS 5/6-1003(2014), states, “After the adoption of the county budget, no further appropriations shall be made at any other time during such fiscal year, except as provided in this Act. Appropriations in excess of those authorized by the budget in order to meet an immediate emergency may be made at any meeting of the board by a two-thirds vote of all the members constituting such board, the vote to be taken by ayes and nays and entered on the record of the meeting.”

NOW, THEREFORE, BE IT ORDAINED, that the County Board deems that pursuant to the provisions as set forth in 55ILCS 5/6-1003(2014), certain conditions have occurred in connection with the operations of the County which are deemed to be immediate emergencies; therefore the following increases are hereby authorized.

2019-016 Drone Grant

Reason: The Sheriff's Office was awarded a grant from the Community Foundation of Northern Illinois in the amount of \$10,450. The funds are to be used to purchase two (2) drones, 2 hard cases, 2 iPad controllers, 2 landing pads and 2 kits (kit includes extra battery, charging hub, car charger, soft case, USB cable & extra propeller). Please see justification letter from Crime Scene Technician Tim Speer.

Alternative: None

Impact to fiscal year 2020 budget: None

Revenue Source: Sheriff Department Grants

<u>Acct Description</u>	<u>Org</u>	<u>Obj</u>	<u>Pri</u>	
Other Department Equipment	60200	42290	02061	10,450
Local Operating Grants	60200	32130	02061	(10,450)
		<u>Total Adjustment:</u>		<u>\$0</u>

(AGREE)

JAIME SALGADO,
FINANCE CHAIRMAN

DAVID FIDUCCIA

JOE HOFFMAN

BURT GERL

DAVID BOOMER

STEVE SCHULTZ

KEITH McDONALD

Respectfully Submitted,
FINANCE COMMITTEE
(DISAGREE)

JAIME SALGADO,
FINANCE CHAIRMAN

DAVID FIDUCCIA

JOE HOFFMAN

BURT GERL

DAVID BOOMER

STEVE SCHULTZ

KEITH McDONALD

The above and foregoing Ordinance was adopted by the County Board of the County of Winnebago, Illinois this ____ day of _____ 2019.

ATTESTED BY:

LORI GUMMOW
CLERK OF THE COUNTY BOARD
OF THE COUNTY OF WINNEBAGO, ILLINOIS

FRANK HANEY
CHAIRMAN OF THE COUNTY BOARD
OF THE COUNTY OF WINNEBAGO, ILLINOIS

2019
WINNEBAGO COUNTY
FINANCE COMMITTEE
REQUEST FOR BUDGET AMENDMENT

DATE SUBMITTED:		1/7/2019		AMENDMENT NO: 2019-016	
DEPARTMENT:		Sheriff		SUBMITTED BY: Sheriff Gary Caruana	
FUND#: 0302		DEPT. BUDGET NO.		60200	

Department Org Number	Object (Account) Number	Object (Account) Description	Adopted Budget	Amendments Previously Approved	Revised Approved Budget	Increase (Decrease)	Revised Budget after Approved Budget Amendment
Expenditures							
60200	42290-02061	Other Departmental Equipment	\$0	\$0	\$0	\$10,450	\$10,450
Revenue							
60200	32130-02061	Local Operating Grants	\$0	\$0	\$0	\$10,450	\$10,450
TOTAL ADJUSTMENT:						\$0	\$0

	Original Budget	Budget Amendments to Date Including Above Proposed Amendment	Proposed Revised Budget

Fund:

0302 Sheriff's Department Grants	-	60,450	60,450
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Fund:

Fund:

Reason budget amendment is required:
The Sheriff's Office was awarded a grant from the Community Foundation of Northern Illinois in the amount of \$10,450.00. The funds are to be used to purchase two (2) drones, 2 hard cases, 2 iPad controllers, 2 landing pads and 2 kits (kit includes extra battery, charging hub, car charger, soft case, USB cable & extra propeller). Please see justification letter from Crime Scene Technician Tim Speer.
Potential alternatives to budget amendment:
N/A
Impact to fiscal year 2020 budget:
None
Revenue Source: <u>Sheriff Department Grants</u>

ZONING COMMITTEE

Attachment
ZONING COMMITTEE
OF THE COUNTY BOARD AGENDA
February 14, 2019

Zoning Committee.....Jim Webster, Committee Chairman

PLANNING AND/OR ZONING REQUESTS:

TO BE VOTED ON: NONE

TO BE LAID OVER: NONE

1. **COMMITTEE REPORT (ANNOUNCEMENTS)** - *for informational purposes only; not intended as a public notice*):

- Chairman, Brian Erickson, hereby announces that a *Zoning Board of Appeals (ZBA)* meeting is scheduled for Wednesday, **March 13, 2019**, at 5:30 p.m. in Room 303 of the County Administration Building. Items that are currently on the agenda include:
 1. Z-17-18 A map amendment to rezone +/- 3.03 net acres from the AG, Agricultural Priority District to the RA, Rural Agricultural Residential District for property that is commonly known as 42XX Centerville Road in Rockford Township, District 1.
 2. V-01-19 A variation (of Section 22.10.4A. of Chpt. 90, W.C.C.) to increase the number of permitted freestanding signs from one (1) freestanding sign per street frontage to two (2) freestanding signs per street frontage for property that is commonly known as 2821 N. Bell School Road, Rockford, IL 61107 in Rockford Township, District 8.
- Chairman, Jim Webster, hereby announces that the next *Zoning Committee (ZC)* meeting is tentatively scheduled for Wednesday, **February 27, 2019**, at 5:00 p.m. in Room 303 of the County Administration Building.

OPERATIONS & ADMINISTRATIVE COMMITTEE



Executive Summary

Date: February 8, 2019
To: Operations & Administrative Committee
Prepared by: County Administrator
Subject: Information Technology IGA with Rockford Housing Authority

Background:

The County's Information Technology Department has provided service to Rockford Housing Authority under an Intergovernmental Agreement dated December 1, 2017. Rockford Housing Authority has requested a decrease in the number of hours of service and a corresponding decrease in the monthly payment. The original Intergovernmental Agreement provided for a monthly payment of \$10,000 (\$69 per hour). The amendment to this Intergovernmental Agreement reduces the monthly payment to \$4,968 (72 hours at \$69 per hour).

Recommendation:

Therefore, it is the recommendation of County Administration to approve the First Amendment to Intergovernmental Agreement between the County of Winnebago and the Rockford Housing Authority.

Sponsored by: Keith McDonald

COUNTY BOARD MEETING
February 14, 2019

R E S O L U T I O N
of the
COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS

Submitted by: Operations & Administrative Committee

2019 CR_____

**RESOLUTION AUTHORIZING THE CHAIRMAN OF THE
COUNTY BOARD TO EXECUTE A FIRST AMENDMENT
TO AN INTERGOVERNMENTAL AGREEMENT FOR
INFORMATION TECHNOLOGY SUPPORT SERVICES
WITH ROCKFORD HOUSING AUTHORITY**

WHEREAS, Winnebago County, through its Department of Information Technology (WinCo DoIT), currently provides information technology services to the Rockford Housing Authority (RHA) pursuant to an Intergovernmental Agreement dated December 1, 2017 (hereinafter the "Agreement"); and

WHEREAS, the RHA desires to amend the fee structure contained in the Agreement effective March 1, 2019; and

WHEREAS, the First Amendment to Intergovernmental Agreement Between the County of Winnebago and the Rockford Housing Authority, attached hereto as Exhibit 1, reflects the changes requested by the RHA; and

WHEREAS, the Department of Information Technology believes the change is appropriate and recommends that the County Board approve the First Amendment.

NOW THEREFORE BE IT AND IT IS HEREBY RESOLVED, by the County Board of the County of Winnebago, Illinois, that the Winnebago County Board Chairman is authorized to execute the First Amendment to Intergovernmental Agreement for Information Technology Support Services, in substantially the same form as the First Amendment attached hereto as Exhibit 1.

BE IT FURTHER RESOLVED that this Resolution shall be in full force and effect immediately upon its adoption.

Respectfully submitted,
**OPERATIONS & ADMINISTRATIVE
COMMITTEE**

AGREE

DISAGREE

KEITH McDONALD, CHAIRMAN

KEITH McDONALD, CHAIRMAN

JEAN CROSBY

JEAN CROSBY

JOHN BUTITTA

JOHN BUTITTA

JOE HOFFMAN

JOE HOFFMAN

DOROTHY REDD

DOROTHY REDD

JAIME SALGADO

JAIME SALGADO

PAUL ARENA

PAUL ARENA

The above and foregoing Resolution was adopted by the County Board of the
County of Winnebago, Illinois, this _____ day of _____, 2019.

Attested by:

Frank Haney
Chairman of the County Board
of the County of Winnebago, Illinois

Lori Gummow
Clerk of the County Board
of the County of Winnebago, Illinois

FIRST AMENDMENT TO INTERGOVERNMENTAL AGREEMENT
BETWEEN THE COUNTY OF WINNEBAGO AND
THE ROCKFORD HOUSING AUTHORITY

This FIRST AMENDMENT is made this ____ day of _____, 2019, between the County of Winnebago (the “County”), a body politic and corporate, and the Rockford Housing Authority (the “RHA”), a Municipal Corporation organized pursuant to 310 ILCS 10/1 (collectively the “Parties”).

RECITALS

WHEREAS, the parties previously entered into an Intergovernmental Agreement dated December 1, 2017, for the County to provide Information Technology and Network Services to the RHA; and

WHEREAS, Section IV of the Agreement sets forth the parties’ understanding with respect to the services provided by the County and the fees for those services; and

WHEREAS, the parties have agreed to amend the fee structure for the services effective March 1, 2019; and

WHEREAS, Section XI of the Agreement provides that it cannot be modified or amended except by mutual written agreement of the parties.

NOW, THEREFORE, in consideration of the mutual promises set forth herein, it is agreed by and between the County and the RHA as follows:

1. Section IV(1) is deleted in its entirety and replaced with the following:

The County, through WinCo DoIT, shall provide Information Technology Services as specified in Exhibit D, which is attached to and incorporated into this Agreement by reference.

2. All other terms and conditions of the Agreement, other than those specifically referenced above, shall remain the same, including Section IV(2) and IV(3) of the Agreement.
3. This Amendment shall be effective March 1, 2019.
4. This Amendment shall bind and benefit both parties and any successors or assigns.
5. This Amendment and the Agreement dated December 1, 2017, constitute the entire Agreement between the parties as to the subject matter contained therein.

IN WITNESS WHEREOF, the parties have executed this First Amendment on the day and year first above written.

ATTEST:

COUNTY CLERK

THE COUNTY OF WINNEBAGO,
ILLINOIS

Lori Gummow, Clerk of the County
Board of the County of Winnebago,
Illinois

Frank Haney, Chairman of the County
Board of the County of Winnebago, Illinois

[SEAL]

ROCKFORD HOUSING AUTHORITY

Laura Snyder, Chief Executive Officer

Exhibit

Rockford Housing Authority

As of March 1, 2019

Utilizes the following services from Winnebago County Department of Information Technology, subject to change.

Service	Rate	Notes
IT as a Service	\$4,968/month	Includes 72 hours of WinCo DoIT Support Services. Hours exceeding 72 will be billed at \$69 per hour. Unused hours may not be carried over. Billing occurs door-to-door. RHA shall procure all technology related materials. Services include, but may not be limited to: helpdesk; network support; server and desktop support; cloud services support; development (HAB retirement); assistance for other technology vendors; new technology deployment; analysis and recommendations of technology situations; security breach response.

STATE OF ILLINOIS,
COUNTY OF WINNEBAGO } ss.

I, MARGIE M. MULLINS, County Clerk in and for said County, in the State aforesaid, do hereby certify that I have compared the foregoing attached copy of:

RESOLUTION AUTHORIZING THE CHAIRMAN OF THE COUNTY BOARD TO EXECUTE AN INTERGOVERNMENTAL AGREEMENT FOR INFORMATION TECHNOLOGY SUPPORT SERVICES

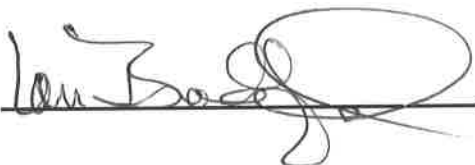
With the original document which is on file in my office; and found it to be a true, perfect and complete copy of the original document

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of said County, at my office in the City of Rockford, in said County,

this 10TH DAY OF NOVEMBER, 2017.



MARGIE M. MULLINS, Winnebago County Clerk

BY:  Deputy County Clerk

SPONSORED BY: GARY JURY

RESOLUTION
OF THE
COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS

SUBMITTED BY: OPERATIONS COMMITTEE

2017 CR 150

RESOLUTION AUTHORIZING THE CHAIRMAN OF
THE COUNTY BOARD TO EXECUTE AN
INTERGOVERNMENTAL AGREEMENT FOR INFORMATION
TECHNOLOGY SUPPORT SERVICES

WHEREAS, Winnebago County, through its Department of Information Technology (WinCo DoIT), offers to provide information technology services to governmental units in the County of Winnebago; and

WHEREAS, the Rockford Housing Authority (RHA) desires to utilize the aforementioned services offered by WinCo DoIT; and

WHEREAS, the parties are authorized by the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq.*, to enter into a cooperative agreement for the provision of such services by WinCo DoIT, and the parties desire to enter into such an agreement.

NOW THEREFORE BE IT AND IT IS HEREBY RESOLVED, by the County Board of the County of Winnebago, Illinois, that the Winnebago County Board Chairman is authorized to execute the Intergovernmental Agreement for Information Technology Support Services, in substantially the same form as the Agreement set forth in Exhibit A.

BE IT FURTHER RESOLVED that this Resolution shall be in full force and effect immediately upon its adoption.

Respectfully submitted,

**OPERATIONS & ADMINISTRATIVE
COMMITTEE**

AGREE



GARY JURY, CHAIRMAN



ANGIE GORAL



JOE HOFFMAN

DOROTHY REDD

ELI NICOLosi



KEITH McDONALD



JEAN CROSBY

DISAGREE

GARY JURY, CHAIRMAN

ANGIE GORAL

JOE HOFFMAN

DOROTHY REDD

ELI NICOLosi

KEITH McDONALD


JEAN CROSBY

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois, this 9th day of November, 2017.



Frank Haney
Chairman of the County Board
of the County of Winnebago, Illinois

Attested by:



Margie M. Mullins
Clerk of the County Board
of the County of Winnebago, Illinois

**INTERGOVERNMENTAL AGREEMENT FOR INFORMATION TECHNOLOGY
SUPPORT SERVICES**

**BETWEEN
THE COUNTY OF WINNEBAGO AND
THE ROCKFORD HOUSING AUTHORITY**

THIS AGREEMENT is entered into this 1st day of December, 2017, by and between the County of Winnebago (the "County"), a body politic and corporate, and the Rockford Housing Authority, (the "RHA"), a Municipal Corporation organized pursuant to 310 ILCS 10/1 (collectively "the Parties").

WHEREAS, the RHA issued a Request for Proposals for Information Technology Services, RFP No. P 17-003; and

WHEREAS, the County submitted a response to RFP No. P 17-003; and

WHEREAS, on October 12, 2017, the RHA Board of Commissioners approved the response of the County as the successful bidder to RFP No. 17-003; and

WHEREAS, the RHA Procurement Policy allows for the entry of an Intergovernmental Agreement; and

WHEREAS, the RHA desires to enter into an Intergovernmental Agreement with the County as the successful bidder to RFP No. 17-003.

NOW THEREFORE, in consideration of the terms, conditions, covenants and mutual agreements contained herein, or attached hereto and incorporated herein by reference, the Parties agree as follows:

I. PURPOSE

The purpose of this Agreement is to set forth the Parties' understanding with respect to the provision of Information Technology and Network services to the RHA. A copy of RFP No. 17-003 is incorporated as part of this Agreement as Exhibit A. These Information Technology and Network services shall be provided to the RHA by the County through its Department of Information Technology ("WinCo DoIT").

II. WINNEBAGO COUNTY RESPONSIBILITIES:

The County, through WinCo DoIT, shall provide general Information Technology Support services to the RHA, as specified in response to RHA RFP No. P17-003-Rebid Information Technology Services, EXHIBIT C, attached hereto and incorporated herein by reference.

VII. NOTICES

All notices, requests and communications which are required or may be given under this Agreement shall be in writing and shall be deemed to have been duly given if delivered personally or sent by nationally recognized overnight carrier or mailed by certified mail, postage prepaid, return receipt requested.

Notices to Winnebago County shall be sent to the following address:

Carla Paschal, County Administrator
Winnebago County
404 Elm Street
Suite 533
Rockford, IL 61101

Notices to the RHA shall be sent to the following address:

Larry Williams, CEO
Rockford Housing Authority
223 S. Winnebago Street
Rockford, IL 61102

All Notices shall be sent at a minimum by First Class Mail, postage prepaid.

VIII. WAIVERS; LIMITS OF LIABILITY

It is understood and agreed that nothing contained herein is intended or should be construed as in any way affecting the status of the RHA and the County as separate, independent and distinct municipal corporations under Illinois or any other law. It is further understood and agreed that the entry into this Agreement by the County and the RHA shall not operate or be construed as a way of limiting any rights, claims or actions one may have against the other. In no event shall the County be liable to the RHA for any indirect, special, exemplary, incidental or consequential damages or lost profits arising out of, or related to, this Agreement, even if it has been advised of the possibility of such damages. The County's liability for direct damages for services shall in no event exceed the amount actually paid by the RHA for the services provided.

IX. COUNTERPARTS

This Agreement may be executed in any number of counterparts, each of which shall be deemed an original.

X. HEADINGS

The headings of the sections contained in this Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Agreement.

III. RHA RESPONSIBILITIES:

The RHA shall authorize Larry Williams, CEO of the RHA or his designee, to provide WinCo DoIT with direction as to the services required under this Agreement.

IV. COMPENSATION:

1. The County, through WinCo DoIT, shall provide Information Technology Services as specified in EXHIBIT B as follows:
 - a. Price Item #1, covering sections 2.1.1.1 through 2.1.1.8 of EXHIBIT B; Network Infrastructure Repair and Standardization. RHA will pay The County a one-time fee for specific services of \$40,000.
 - b. Price Item #2, covering sections 2.2.1.1 through 2.2.1.21 of EXHIBIT B; Managed IT Services provided at a fixed monthly rate of \$10,000
 - c. Price Item #3, covering any and all services not listed in EXHIBIT B; Hourly labor at the rate of \$69.00 per hour plus approved materials and travel expenses, when appropriate.
2. The County shall bill the RHA monthly with invoices setting forth the activities performed, hours worked, approved material costs, and any approved travel expenses. The RHA shall pay these invoices according to the Illinois Local Government Prompt Payment Act.
3. This agreement is solely for Information Technology support services. It does not include hardware or software procurement. RHA is solely responsible for all hardware and software costs.

V. TERM

1. The term of this Agreement shall begin on December 1, 2017, and end on November 30, 2018. This Agreement may be extended for up to four (4) additional one (1) year terms by written agreement of the parties for a maximum total of five (5) years.
2. Either party may terminate this Agreement at any time and for any reason upon giving thirty (30) days written notice of termination to the other party. Notice of the termination specifying the effective date of the termination must be given as set forth in Article VII of this Agreement. Upon receipt of this termination notice, the County shall discontinue all services upon the effective date of the termination notice and the RHA shall be liable only for payment for services rendered up to the effective date of the termination.

VI. CONTACT PERSONS

For purposes of administering this Agreement, the County representative is the County Administrator or designee and the RHA representative is the Chief Executive Officer or designee.

XI. ENTIRE AGREEMENT; AMENDMENTS; SEVERABILITY

The Agreement constitutes the entire Agreement between the parties and supersedes all prior communications and writings with respect to the content of this Agreement. This Agreement cannot be modified or amended except by mutual written agreement of the parties. If any term or provision of this Agreement is rendered invalid or unenforceable for any reason, or declared null and void by any court of competent jurisdiction, the remaining provisions of this Agreement shall remain in full force and effect except as otherwise provided herein.

XII. AUTHORITY

The County and the RHA each warrant to the other that they have the authority to enter into this Agreement and that the person or persons executing this Agreement on their behalf has been duly authorized to act as the representative or officer of each respective party in affixing their signatures to the Agreement. The County and the RHA hereto agree to sign such documents, enact such ordinances or resolutions, or perform such further obligations as may be necessary to effectuate the purposes of this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement this 9th day of November, 2017.

ATTEST:

COUNTY CLERK



Margie Mullins, Clerk of the County Board of the County of Winnebago, Illinois

[SEAL]

THE COUNTY OF WINNEBAGO, ILLINOIS



Frank Haney, Chairman of the County Board of the County of Winnebago, IL

ROCKFORD HOUSING AUTHORITY



Larry Williams, Chief Executive Officer

ATTEST:

BY:

EXHIBIT A

REQUEST FOR PROPOSALS (RFP) No. P17-003 Information Technology Services

2.0 SCOPE OF WORK/TECHNICAL SPECIFICATIONS. The Agency is seeking proposals from qualified, licensed, and insured entities to provide the following detailed services listed herein:

2.1 General Duties and Responsibilities. (1) In general, the successful proposer(s) (a/k/a herein as the "Contractor") will perform all **Network Infrastructure Repair and Standardization** services as outlined herein, including, but not limited to:

2.1.1 Specific Services. The Contractor will ensure that the following duties are addressed and completed:

2.1.1.1 Perform a network design analysis - Review the current network design and develop formal recommendations for the remediation of findings based on the items below. Include costs for the remediation of these findings in the report.

2.1.1.2 VLAN deployment - Develop a VLAN model that would allow for the logical segregation of different types of network traffic. This would include the separation of Management, VOIP, Data, Security Systems, and Camera traffic. Review VLAN IP subnet masks and make recommendations for sizing based on the number of devices required.

2.1.1.3 Wireless assessment - Wireless coverage has been established throughout the RHA residential buildings. Develop a security model for these wireless access points that provides for the security of a wireless lock system and propagates the VLANs through SSIDs shown above.

2.1.1.4 Hardware assessment of network electronics - Review current models and versions of switches, routers, and firewalls to determine if they are adequate to support RHA network needs. Recommend replacement hardware when the current model has been designated end-of-life by the manufacturer. Recommend replacement hardware if capacity is exceeded by upgraded network bandwidth as shown in Attachment I. Recommend upgrades that allow for high availability and increase network uptime.

2.1.1.5 Network electronics security assessment - Review security of devices and make recommendations for improving secure access to management consoles. Review current network monitoring protocols and provide recommendations for secure monitoring solutions.

2.1.1.6 Hardware assessment of server inventory - Review current models of network servers currently hosting internal applications for RHA. Recommend replacement hardware when the current model has been designated end-of-life by the manufacturer. Recommend replacement hardware or upgrades as needed for

servers at maximum disk or CPU capacity. Review server high-availability requirements and make recommendations for increasing server uptime.

2.1.1.7 Active Directory assessment - Review current RHA Active Directory deployment for best practices on management and security. Evaluate administration roles and delegation of rights along with password strength and Group Policy standardization. Review user list and make recommendations for account cleanup based on age and access requirements.

2.1.1.8 Firewall assessment - Review current firewall rules and provide recommendations for increasing security of outbound Internet access as well as hosted services. Review remote access VPN user lists and provide recommendations for the removal of users that have not been active.

2.2 General Duties and Responsibilities. (2) In general, the successful proposer(s) (a/k/a herein as the "Contractor") will perform all **IT Managed Services** as outlined herein, including, but not limited to:

2.2.1 Specific Services. The Contractor will ensure that the following duties are addressed and completed:

2.2.1.1 Remote backup - Executing a nightly backup plan for the critical servers, including a regularly-tested recovery process.

2.2.1.2 Technology strategy planning - Working with current RHA staff to develop a long term strategic technology plan. The plan will take advantage of new and existing technologies to produce a pragmatic and effective future roadmap that enables the organization to fulfill its overall mandate in the community.

2.2.1.3 Solution design - Solution packages (e.g., hardware, software, licensing) and associated consolidation of data.

2.2.1.4 Network and email system monitoring - 24/7 monitoring of the RHA network and email services with proactive communication and escalation protocols based on the severity of any unscheduled outages.

2.2.1.5 Procurement management - Selection of commercially rated equipment, order placement, order tracking, shipping, equipment returns, and sourcing and ordering of replacement parts.

2.2.1.6 Move, Add, Change (MAC) - Changes to the location or configuration of existing equipment or software, and installation of additional equipment or software. (see 10.0 Attachment I)

- 2.2.1.7 Warranty, break fixes and installation - Planned and on-call services, including emergency response to server issues.
 - 2.2.1.8 Technical support - Ability to support RHA's inquiries as required, via help desk, including support for remote users.
 - 2.2.1.9 Reporting and communication - Ensuring monthly reporting on all purchases, assets, current activities and issues, and project status reports.
 - 2.2.1.10 Unit evaluation and testing - Formal evaluation of new hardware
 - 2.2.1.11 Implementation planning and guidance - Assistance in deployment planning and execution.
 - 2.2.1.12 Image development and management services - Assistance in planning and designing standard images.
 - 2.2.1.13 Image loading - Prior to delivery and installation.
 - 2.2.1.14 Configuration - Full assembly of hardware and software, including testing and burn-in.
 - 2.2.1.15 PC deployment - Delivery and setup of machines on-site.
 - 2.2.1.16 On-site implementation of business applications - Installation of non-image software.
 - 2.2.1.17 Asset inventory management - Tagging, tracking, and management of warehousing and inventory.
 - 2.2.1.18 Life cycle management of hardware units - Process for end-of-life notification, replacement, and asset decommissioning/disposal.
 - 2.2.1.19 Software licensing control - Oversight of automatic renewal of software applications and maintenance of appropriate documentation
 - 2.2.1.20 Warehousing - Maintain an inventory of standard stock units on behalf of RHA.
 - 2.2.1.21 Cloud-based helpdesk software - Provide a cloud-based customer incident reporting and monitoring system with SMTP or API integration capabilities.
- 2.3 **Contact Person/Complaints.** It is the Agency's expectation that problems with the Contractor's service will be minimal. However, as situations arise, prior to the execution of a contract, a contact person for the Contractor shall be identified (in

REQUEST FOR PROPOSALS (RFP) No. P17-003 Information Technology Services

fact, the name of the individual shall be submitted within the proposer's proposal). This person will be responsible for problem solving.

2.3.1 The Contract between the Agency and the Successful Proposer.

2.3.2 Changes in Contract.

2.3.2.1 Contract Revisions. No revisions to the contract will be allowed without the written approval by the Agency Contract Administrator.

2.3.2.2 Contract Payments. The Contractor shall invoice the RHA monthly in a format approved by the RHA. Said invoices shall be paid within 30 days of receipt by the RHA and are subject to correction and revisions as required.

2.3.3 Changes in Service. The Agency reserves the right to, at any time during the ensuing contract periods, add, reduce, allocate, or re-allocate units and vacant land to a portfolio and region as properties are acquired, land is developed, or on an as-needed basis.

2.3.4 Potential Additional Competitive Awards. The Agency reserves the right to, at any time during the ensuing contract period, and without penalty award additional contract(s) to any other firm(s) that have submitted proposal during the original RFP process if in the opinion of the CEO, it is in the best interests of the Agency to do so.

2.4 Previous/Current Contractor(s). The Agency's current contractor for these services is Advanced Technology Services Inc. (ATS).

3.0 PROPOSAL FORMAT.

3.1 Tabbed Proposal Submittal. The Agency intends to retain the Contractor pursuant to a "Best Value" basis, not a "Low Proposal" basis ("Best Value," in that the Agency will, as detailed within the following Section 4.0, consider factors other than cost in making the award decision). Therefore, so that the Agency can properly evaluate the offers received, all proposals submitted in response to this RFP must be formatted in accordance with the sequence noted within the table below. Each category must be separated by numbered index dividers (10-tab) (which number extends so that each tab can be located without opening the proposal) and labeled with the corresponding tab reference also noted below. None of the proposed services may conflict with any requirements the Agency has published herein or has issued by addendum.



Housing Agency
marketplace

Proposer Response

Mon. Oct 02, 2017
10:48 AM CDT

Archive this Proposal

Submission OK, control# F7402F42C2A9E8E98FD6BFE9AF06

You may [print](#) this Proposal (recommend "landscape" mode).

Confirmed On 08/31/2017 11:56 AM CDT

Revised On 08/31/2017 11:58 AM CDT

Agency Rockford Housing Authority
223 S Winnebago Street
Rockford, IL 61102

Request # 17-003-Rebid

Buyer Name Linda Dorsey-Tillman
(ldorseytillman@rockfordha.org)

Buyer Phone # 815-489-8574

Main Service Category Computer Services

RFP Title Information Technology Services

Due Date 08/31/2017

Contract (Award) Option: Firm Fixed Price Contract
(As detailed within Section 10.1.C.1 of
HUD Procurement Handbook No. 7460.8 REV 2)

Winnebago County Department of Information Technology

Gus Gentner
404 Elm Street, Suite 506
Rockford, IL 61101

Phone Number: 815-319-4305

Fax: 815-319-4301

Email: gus@wincoil.us

Items to include online

The Agency did not require any additional information to be included online.

Attachments included online

The Agency did not require any attachments to be included online.

Cost Proposal

The following proposed cost must include sales and other applicable taxes into the line item price. All costs proposed are F.O.B. agency dock.

Item#	Qty	U/M	Agency Stock Code	Unit Price	Extended Price
1	1	Dollar(s)			
Specification: Price Item No.1 - Network Infrastructure Repair and Standardization. Firm-fixed fee proposed will be the one-time total fee to provide the "General Duties and responsibilities" and "Specific Services" defined within Section 2.1 , or equal.					
				\$40,000.00	\$40,000.00
2	1	Dollar(s)			
Specification: Pricing Item No. 2 - Firm fixed monthly fee to provide the IT Managed Services detailed in Section 2.2 , or equal.					
				\$10,000.00	\$10,000.00
3	1	Dollar(s)			
Specification: Pricing Item No.3 - Firm-fixed hourly rate for Technician/Support Services to provide additional Technology Support Services not already provided for within pricing items No.1 and No.2 Enter as a dollar amount for the hourly rate , or equal.					
				\$69.00	\$69.00
Grand Total:				\$50,069.00	

Contact

Customer Support: 1-866-526-9266

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EXHIBIT C

Proposed Services

RPF No. P17-003-Rebid Information Technology Services Response to Section 2.1

2.1.1.1 - Perform a network design analysis.

- During the latter part of 2016 and early 2017 Winnebago County Department of Information Technology (WinCo DoIT) performed a network design analysis and plan for RHA.
- If awarded the business, WinCo DoIT shall update this design, review with management and proceed with implementation.
- The plan includes a hardware assessment of all network electronics.
- This network and design analysis revealed the need to procure certain network devices.

2.1.1.2 - VLAN deployment.

- WinCo DoIT planned and implemented the VLAN's for connecting Park Terrace, North Main Manor and Olsen Plaza wireless links.
- In the global plan, we prepared for 2.1.1.1 we have separated out data, voice and video, private, public, management, security system and location VLANs. (See RHA Metropolitan Area Network (MAN) draft map)
- Planning will include for connecting any device (Internet of Things (IOT)).

2.1.1.3 - Wireless assessment.

- WinCo DoIT shall implement approved private and public wireless networks.
- WinCo DoIT will ensure authorized users seamlessly move from wireless access points inter / intra facility.
- As an example, RHA and RHAPUB may be the wireless names broadcasted at all facilities and users accessing the private network are authenticated. Public users will experience an "RHA Splash Page" describing acceptable use with an acknowledgement requirement.
- Advised at bid discussion that wireless lock system is no longer a consideration.

2.1.1.4 - Hardware assessment of network electronics.

- WinCo DoIT will propose an "RHA Information Technology Standards" document.
- WinCo DoIT will recommend RHA to embrace the "five 9s" whereas as all network components are available 99.999% of the time based on 24/7/365 – high availability.
- Network articles not worthy of supporting RHA goals should be considered obsolete.
- The monitoring server; OpManager, will allow us to track network equipment for the purposes of identifying interruptions in service and call to action – supports high availability.

2.1.1.5 - Network electronics security assessments.

- WinCo DoIT shall evaluate holistically the RHA cyber security situation and make recommendations accordingly.
- Updates, upgrades, additions or replacement of firewalls may be necessary.

- Zero-Day-Threat protection devices, such as FireEye, may be necessary for network perimeter protection and threat containment.
- Currently (August 2017), RHA has made a decision to update Symantec End Point Protection and this helps immensely at the PC and Server level for threat identification and amelioration. The current technology support vendor is deploying.

2.1.1.6 - Hardware assessments of server inventory.

- WinCo DoIT shall prepare a complete hardware inventory.
- WinCo DoIT recommends LanSweeper for thorough tracking of devices on the RHA network.

2.1.1.7 - Active Directory assessments.

- Analysis will produce roles and permissions recommendations for management.
- Additionally daily reports on employee status change will be needed from RHA to perform timely management of Active Directory.

2.1.1.8 - Firewall assessments.

- WinCo DoIT shall perform a detailed firewall assessment that will include IOS currency, rules testing, rules validity and other testing.
- Redundant firewalls or additional strategically located firewalls could be required.
- Virtual Private Network (VPN) assessments will be complete and tunnels or individuals no longer in need of this capability will be deleted.

RPF No. P17-003-Rebid Information Technology Services Response to Section 2.2

2.2.1.1 – Remote Backup.

- The RHA technology business mix has changed over the years. Less data will be stored locally.
- Data stored in cloud-based applications (such as Yardi) must be assessed for compliance with any local or federal guidelines and / or retention policies.
- Data stored locally shall be backed up to cloud backup hosting services, such as Crash Plan, avoiding any intermediate equipment on site. Compliance with federal guidelines and / or retention policies shall be ensured.

2.2.1.2 – Technology Strategy Planning.

- We must always remember the mission of the RHA in guiding our technology strategic planning.
- If allowed by RHA management, WinCo DoIT will introduce the ideas of Plan, Lead, Organize and Control (PLOC) along with continuous process improvement to the planning process.
- Planning for the Internet of Things (IOT), wider bandwidth, next generation cyber threat management devices, mobility, e-business and integration with organizations not normally interfaced with - will be the norm.

2.2.1.3 – Solution design.

- Technology solution designs will be consistent with RHA objectives, industry standards and the mission and culture of RHA.
- Technology solution will be vetted by appropriate technologists and RHA personnel.

2.2.1.4 – Network and email system monitoring.

- Op Manager was recently installed at RHA (August 2017) and will be used to monitor critical logical and physical devices.
- WinCo DoIT will respond and correct any failed processes or devices and / or coordinate with the vendor responsible.
- Where directed by RHA management, WinCo DoIT will hand off logical or physical failures as appropriate.
- All failures will cause a ticket to be created in the WinCo DoIT DNA online trouble ticket system.

2.2.1.5 – Procurement management.

- WinCo DoIT will provide advice and counsel to RHA for technology purchases.
- Local procurement policies will be followed.
- WinCo DoIT will track, receive and deploy technology articles procured.

2.2.1.6 – Move, Add, Change (MAC).

- RHA employees may initiate MAC requests by a call to the Help Desk (815.319.4300) or via email (helpdesk@wincoil.us).

2.2.1.7 – Warranty, break fixes and installation

- All requests will be managed by our Help Desk (815.319.4300).
- WinCo DoIT is available 24/7/365. Call 815.319.4300 and press 1 to reach on-call personnel after normal business hours.
- Equipment warranty fixes or replacements by OEM or resellers will be coordinated by WinCo DoIT.

2.2.1.8 – Technical support.

- Our Help Desk (815.319.4300) will manage all requests.
- WinCo DoIT is available 24/7/365. Call 815.319.4300 and press 1 to reach on-call personnel after normal business hours.
- Remote support may be provided via Go-To-Assist.

2.2.1.9 – Reporting and communication.

- WinCo DoIT provides monthly Ticket, Task and Project reports either electronically or hard copy or both. This update typically arrives the beginning of the second week of each month.
- Purchase and asset updates will be provided in the same manner.

2.2.1.10 – Unit evaluation and testing.

- WinCo DoIT has strong relations to local and national vendors and regularly coordinates unit evaluations and testing.
- All new hardware shall be configured and tested prior to deployment.

2.2.1.11 – Implementation planning and guidance.

- WinCo DoIT shall assist RHA with planning and guidance as requested.

2.2.1.12 – Image development and management services.

- Standard desktop and notebook images shall be created and reviewed with management. If approved, testing and preparation for deployment will take place.

2.2.1.13 – Image loading.

- New desktops and notebooks will receive the approved standard image.

2.2.1.14 – Configuration.

- All new hardware and software will be fully configured, tested and installed.

2.2.1.15 – PC Deployment.

- All PC's will be setup and delivered to the designated final location.

2.2.1.16 – On-site implementation of business applications.

- Non-image business software will be installed on-site as the customer directs.

2.2.1.17 – Asset inventory management.

- Asset inventory management and tracking will be accomplished with Lansweeper. Lansweeper is a network inventory, asset management, deployment and knowledgebase tool.

2.2.1.18 – Life cycle management of hardware units.

- Obsolescence planning documentation will be prepared and updated prior to the new fiscal year planning.
- Obsolescence planning will be updated annually.

2.2.1.19 – Software licensing control.

- It is suggested that Lansweeper is procured and used to ensure software license compliance.
- Quarterly review and reporting is WinCo DoIT's current norm for license compliance reporting.

2.2.1.20 – Warehousing.

- WinCo DoIT has a secure physical location to inventory necessary technology articles for RHA.

2.2.1.21 – Cloud-based helpdesk software.

- Our DNA helpdesk software meets the requirements.

RPF No. P17-003-Rebid Information Technology Services Response to Section 2.3

The contact for this proposal and aftermarket contact is August (Gus) A. Gentner, Chief Information Officer for the County of Winnebago, 404 Elm Street, Rockford Illinois 61101. This is not to say Mr. Gentner is the first line of support. The Winnebago County Department of Information Technology Helpdesk (helpdesk@wincoil.us and 815.319.4300) are the first line of support. Support is available 24/7/365.

R E S O L U T I O N
Of the
COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS

Submitted by: Operations & Administrative Committee

20__ CR

**RESOLUTION ADOPTING THE FIVE SHARED
ORGANIZATIONAL VALUES FOR WINNEBAGO COUNTY**

WHEREAS, the County Board of the County of Winnebago, Illinois, gathered in early 2018 to explore and discuss the future, share a vision for the community, and establish new goals for Winnebago County; and

WHEREAS, it is important to adhere to the results of the Board's efforts throughout the County's strategic planning and budgeting processes; and

WHEREAS, going forward and requiring total commitment, the five values established were Communication, Respect, Collaboration, Accountability, and Leadership; and

WHEREAS, addressing these five shared organizational values and their impact, highlights the key activities and initiatives that the County should focus its resources on in both the short and long term; and

WHEREAS, it is the recommendation of the Operations & Administrative Committee to adopt the five shared organizational values Communication, Respect, Collaboration, Accountability, and Leadership.

NOW, THEREFORE, BE IT RESOLVED, by the County Board of the County of Winnebago, Illinois, that it approves the adoption of the five shared organizational values Communication, Respect, Collaboration, Accountability, and Leadership

BE IT FURTHER RESOLVED, that this Resolution shall be effective immediately upon its adoption.

Respectfully Submitted,
**OPERATIONS & ADMINISTRATIVE
COMMITTEE**

AGREE

DISAGREE

KEITH MCDONALD, CHAIRMAN

KEITH MCDONALD, CHAIRMAN

JEAN CROSBY

JEAN CROSBY

JOHN BUTITTA

JOHN BUTITTA

JOE HOFFMAN

JOE HOFFMAN

DOROTHY REDD

DOROTHY REDD

JAIME SALGADO

JAIME SALGADO

PAUL ARENA

PAUL ARENA

The above and foregoing Resolution was adopted by the County Board of the
County of Winnebago, Illinois this ____ day of _____, 20__.

ATTESTED BY:

FRANK HANEY
CHAIRMAN OF THE COUNTY BOARD OF
THE COUNTY OF WINNEBAGO, ILLINOIS

LORI GUMMOW
CLERK OF THE COUNTY BOARD
OF THE COUNTY OF WINNEBAGO, ILLINOIS

R E S O L U T I O N
of the
COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS

Submitted by: Operations and Administrative Committee

2019-CR-

**RESOLUTION TO CHANGE HOURS OF THE
COUNTY CLERK'S OFFICE ON ELECTION DAY**

WHEREAS, the County Board of the County of Winnebago, Illinois, may change the hours of operation of the office of the County Clerk by resolution passed at a regular meeting of the County Board pursuant to 55 ILCS 5/3-2007.; and

WHEREAS, the County Clerk is an Election Authority pursuant to 10 ILCS 5/1-3; and

WHEREAS, the date of the General Election is April 2, 2019; and

WHEREAS, Public Act 98-1171 was signed into law effective June 1, 2015, requiring Election Authorities to allow same day voter registration in their offices on Election Day; and

WHEREAS, the County Board finds that the County Clerk's office shall be engaged in the duties of an Election Authority on April 2, 2019; and

WHEREAS, the County Board finds that the County Clerk will not be able to perform its normal duties other than the primary duties of the Election Authority due to the election on April 4, 2017.

NOW, THEREFORE, BE IT RESOLVED, by the County Board of the County of Winnebago that the County Clerk's office of the County of Winnebago shall not perform any duties other than those pertaining to the General election on April 2, 2019, and the County Clerk's office shall be closed to all other services on April 2, 2019, with the exception of election-related services.

BE IT FURTHER RESOLVED, that the County Clerk shall publish and post notice of this change in services.

BE IT FURTHER RESOLVED, that this Resolution shall be in full force and effect immediately upon its full adoption and completion of the aforementioned,

BE IT FURTHER RESOLVED, that the Clerk of the County Board is hereby directed to prepare and deliver certified copies of the Resolution to the Winnebago County Board Chairman, to the appropriate media outlets and to post the same on the County website.

Respectfully submitted,
**OPERATIONS & ADMINISTRATIVE
COMMITTEE**

AGREE

DISAGREE

Keith McDonald, Chairman

Keith McDonald, Chairman

Paul Arena

Paul Arena

John Butitta

John Butitta

Jean Crosby

Jean Crosby

Joe Hoffman

Joe Hoffman

Dorothy Redd

Dorothy Redd

Jaime Salgado

Jaime Salgado

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois, this _____ day of _____, 2019.

Frank Haney
Chairman of the County Board
of the County of Winnebago, Illinois

Attested by:

Lori Gummow
Clerk of the County Board
of the County of Winnebago, Illinois

Sponsored by: Paul Arena

R E S O L U T I O N
of the
COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS

Submitted by: Operations and Administrative Committee

2019 CR

**RESOLUTION ENCOURAGING THE ILLINOIS GENERAL
ASSEMBLY TO AMEND 55 ILCS 5/3-9008 OF THE COUNTIES
CODE REGARDING APPOINTMENT AND PAYMENT
OF A SPECIAL PROSECUTOR**

WHEREAS, 55 ILCS 5/3-9008 of the Counties Code addresses the appointment of a special prosecutor to replace the State's Attorney under certain circumstances; and

WHEREAS, 55 ILCS 5/3-9008(c) of the Counties Code addresses payment for a special prosecutor but does not define what entity is to determine the source of the payment; and

WHEREAS, the County Board is responsible for approving bills and the budget for the County; and

WHEREAS, in order to make clear that the County Board should determine the source of the payment for services of a special prosecutor, 55 ILCS 5/3-9008(c) of the Counties Code must be amended by adding the following language at the end of the section, "Payment for attorney's fees or litigation expenses shall be made from the funding source the county determines to be appropriate."

NOW, THEREFORE, BE IT RESOLVED, that the County Board of the County of Winnebago encourages the Illinois General Assembly to amend 55 ILCS 5/3-9008(c) by adding the following language at the end of the section, "Payment for attorney's fees or litigation expenses shall be made from the funding source the county determines to be appropriate."

BE IT FURTHER RESOLVED, that this Resolution shall be in full force and effect immediately upon its adoption.

BE IT FURTHER RESOLVED, that the Clerk of the County Board is hereby authorized to prepare and deliver certified copies of this Resolution to Representatives Joe Sosnowski, John Cabello, Maurice West and to Senator Dave Syverson.

Respectfully submitted,
**OPERATIONS & ADMINISTRATIVE
COMMITTEE**

AGREE

DISAGREE

KEITH McDONALD, CHAIRMAN

KEITH McDONALD, CHAIRMAN

JEAN CROSBY

JEAN CROSBY

JOHN BUTITTA

JOHN BUTITTA

JOE HOFFMAN

JOE HOFFMAN

DOROTHY REDD

DOROTHY REDD

JAIME SALGADO

JAIME SALGADO

PAUL ARENA

PAUL ARENA

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois, this ____ day of _____, 2019.

Attested by:

Frank Haney
Chairman of the County Board
of the County of Winnebago, Illinois

Lori Gummow
Clerk of the County Board
of the County of Winnebago, Illinois