



DU PAGE COUNTY

Finance Committee

Final Regular Meeting Agenda

421 N. COUNTY FARM ROAD
WHEATON, IL 60187
www.dupagecounty.gov

Tuesday, February 13, 2024

8:00 AM

County Board Room

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENT

4. CHAIRWOMAN'S REMARKS - CHAIR CHAPLIN

5. APPROVAL OF MINUTES

5.A. [24-0485](#)

Finance Committee - Regular Meeting - Tuesday, January 23, 2024

6. BUDGET TRANSFERS

6.A. [24-0613](#)

Transfer of funds from 1100-4310-53090 (other professional services) to 1100-4310-54100 (I.T. equipment), in the amount of \$12,890, to pay for new film scanners/readers. (Recorder - Document Storage)

6.B. [24-0615](#)

Transfer of funds from 1000-5000-50030 (per diem/stipend) and 1000-5000-53090 (other professional services) to 1000-5000-50050 (temporary salaries), in the amount of \$21,100, to cover temporary salaries. (Treasurer's Office)

6.C. [24-0617](#)

Transfer of funds from 5000-1760-50000 (regular salaries) to 5000-1760-51000 (benefit payments), in the amount of \$1,250, to account for accrual of benefit payments expense for FY23. (IDHS Grant)

6.D. [24-0619](#)

Transfer of funds from 5000-1660-50000 (regular salaries) to 5000-1660-50010 (overtime), in the amount of \$100, to account for additional overtime needed in Federal portion of Seniors Grants in FY23. (Aging Case Coordination Unit Grants)

6.E. [24-0620](#)

Transfer of funds from 5000-2840-50000 (regular salaries) to 5000-2840-510000 (benefit payments), in the amount of \$4,500, to account for accrual of benefit payments expense for FY23. (Workforce Investment Act Grant)

6.F. [24-0646](#)

Transfer of funds from 1100-2910-50080 (salary & wage adjustments) to 1100-2910-50000 (regular salaries), 1100-2910-50010 (overtime), and 1100-2910-51000 (benefit payments), in the amount of \$2,984, to cover FY23 personnel overages in County Clerk G.I.S. for regular salaries, overtime, and benefit payments. (County Clerk - G.I.S.)

6.G. [24-0647](#)

Transfer of funds from various General Fund Special Accounts to various departments for FY23, in the amount of \$7,274. Salary and benefit split journal entries for the Grant programs were completed in January and requesting funds from the General Fund Special Accounts and insurance to cover regular salaries (only for Probation and Court Services), I.M.R.F., Social Security, and Health Insurance.

6.H. [24-0648](#)

Transfer of funds from 5000-1770-53820 (grant services) to 5000-1770-54107 (software) and 5000-1770-53807 (subscription I.T. arrangements), in the amount of \$226,000, for required software to be used in the ERA2 program. (ERA2 Grant)

6.I. [24-0612](#)

Budget Transfers 02-13-2024 - Various Companies and Accounting Units

7. PROCUREMENT REQUISITIONS**A. Finance - Chaplin**7.A.1. [24-0598](#)

Decrease and close Purchase Order 5648-0001 SERV, issued to Casco International D/B/A C.A. Short Company, in the amount of \$30,519.45. The contract has expired. (Human Resources)

B. Animal Services - Krajewski7.B.1. [24-0354](#)

Transfer of funds from 1100-1300-52320 (medical/dental/lab supplies), 1100-1300-53410 (rental of machinery & equipment), 1100-1300-53810 (custodial services), 1100-1300-53370 (repair & mtce other equipment), 1100-1300-54120 (automotive equipment), and 1100-1300-51050 (flexible benefit earnings) to 1100-1300-53110 (workers compensation insurance) and 1100-1300-52270 (maintenance supplies), in the amount of \$1,304, to cover the cost of workers compensation and kennel repair expenses for FY23. (Animal Services)

7.B.2. [24-0355](#)

Transfer of funds from 1100-1300-50010 (overtime), 1100-1300-50040 (part time help), 1100-1300-51010 (employer share I.M.R.F.), 1100-1300-51030 (employer share social security), 1100-1300-51040 (employer med & hosp insurance), and 1100-1300-51050 (flexible benefit earnings) to 1100-1300-50000 (regular salaries) and 1100-1300-50050 (temporary salaries), in the amount of \$9,556, to correct personnel expense line balances for FY23. (Animal Services)

7.B.3. [24-0552](#)

Transfer of funds from 1100-1300-52280 (cleaning supplies), 1100-1300-53090 (other professional services), 1100-1300-53806 (software licenses), 1100-1300-53807 (software maint agreements), and 1100-1300-53830 (other contractual expenses), to 1100-1300-50000 (regular salaries), in the amount of \$113, to correct personnel expense line balances for FY23. (Animal Services)

C. Judicial and Public Safety - Evans7.C.1. [JPS-P-0008-24](#)

Recommendation for the approval of a contract to Monterrey Security Consultants, for physical security services for the County Campus and the Health Department, for the period of March 1, 2024 to February 28, 2025, for a total contract amount not to exceed \$1,368,375; per renewal option under RFP #22-115-OHSEM, first of three options to renew. (Office of Homeland Security and Emergency Management)

7.C.2. [JPS-R-0002-24](#)

Authorization of a Memorandum of Understanding between the DuPage County Sheriff, the County of DuPage and the American Federation of State, County and Municipal Employees, Council 31, AFL-CIO, on behalf of Local 3328, Sheriff's Health Care Professionals. (Sheriff's Office)

7.C.3. [JPS-R-0003-24](#)

Ratification of Emergency Procurement per 55 ILCS 5/5-1022(a)(2) and section 2-351 of the DuPage County Procurement Ordinance. Authority to proceed with Emergency Procurement was granted by the County Board Chair on February 2, 2024. Intergovernmental Agreement between the County of DuPage and the County of Kane for Housing and Detention Services for Minors. (Probation and Court Services)

D. Public Works - Garcia7.D.1. [FM-P-0006-24](#)

Recommendation for the approval of a contract to Petroleum Traders Corporation, to furnish and deliver off-road diesel fuel with winter additive, as needed, for the Power Plant and Standby Power Facility, for the period of April 1, 2024 through March 31, 2025, for Facilities Management, for a contract total not to exceed \$101,000; per renewal option under bid award #23-011-DOT, first of three options to renew.

7.D.2. [FM-P-0007-24](#)

Recommendation for the approval of a contract to Royal Pipe & Supply Company, to furnish and deliver plumbing supplies, by the specified manufacturers at discounted rates, as needed for County Facilities, for the period of February 24, 2024 through February 23, 2025, for a total contract amount not to exceed \$82,000; per renewal option under bid award #20-133-FM, third and final option to renew.

7.D.3. [PW-P-0001-24](#)

Recommendation for the approval of a contract to Standard Equipment Company, to furnish and deliver Vactor truck replacement parts for Public Works, for the period of February 1, 2024 to January 31, 2028, for a total contract amount not to exceed \$140,000; per 55 ILCS 5/5-1022(c) not suitable for competitive bids. (Sole Source – Direct replacement of parts and service for two (2) Public Works Vactor trucks that are used to maintain sewers and to hydro-excavate areas where there are utility conflicts.)

7.D.4. [PW-P-0002-24](#)

Recommendation for the approval of a contract to Kemira Water Solutions, Inc., to furnish and deliver ferric chloride to the Knollwood Wastewater Treatment Facility, for Public Works, for the period of April 1, 2024 to March 31, 2025, for a total contract amount not to exceed \$30,000; per renewal option under bid #23-013-PW, first of three options to renew.

7.D.5. [PW-P-0003-24](#)

Recommendation for the approval of a contract to Rowell Chemical Corporation, to provide Sodium Hypochlorite to the Woodridge Wastewater Treatment Facility and the Knollwood Wastewater Treatment Facility, for Public Works, for the period of April 1, 2024 to March 31, 2025, for a total contract amount not to exceed \$115,000; per renewal option under bid #23-014-PW, first of three options to renew.

7.D.6. [PW-P-0004-24](#)

Recommendation for the approval of a contract to Univar Solutions USA, Inc., to provide Sodium Bisulfite to the Woodridge Wastewater Treatment Facility and the Knollwood Wastewater Treatment Facility on an as-needed basis, for Public Works, for the period of April 1, 2024 to March 31, 2025, for a total contract amount not to exceed \$45,000; per renewal option under bid #21-105-PW, second of three options to renew.

7.D.7. [FI-R-0037-24](#)

Acceptance of the Illinois Department of Commerce and Economic Opportunity Grant Management Initiative-Installation and/or Replacement of Utilities Grant Program, Intergovernmental Agreement No. 24-413017, Company 2000, Accounting Unit 2555, \$10,200,000. (Public Works)

E. Stormwater - Zay**7.E.1. [SM-P-0004-24](#)**

Recommendation for the approval of a contract to Atlas Engineering Group, LTD., for On Call Land Surveying Services, for Stormwater Management, for the period of February 13, 2024 through November 30, 2024, for a contract total amount not to exceed \$50,000; Professional Services (Architects, Engineers and Land Surveyors) vetted through a qualification-bases selection process in compliance with the Local Government Professional Services Selection Act, 50 ILCS 510/0.01 et seq.

7.E.2. [SM-P-0005-24](#)

Recommendation for the approval of a contract to Fehr Graham, for Professional Engineering Services for the Capital Assessment and Reserve Study analysis associated Stormwater Flood Control Facilities, for the Stormwater Management Department, for the period of February 13, 2024 through November 30, 2024, for a contract total not to exceed \$165,000. Professional Services (Architects, Engineers and Land Surveyors) vetted through a qualification-based selection process in compliance with the Local Government Professional Services Selection Act, 50 ILCS 510/0.01 et seq.

F. Technology - Yoo**7.F.1. [TE-P-0003-24](#)**

Recommendation for the approval of a contract purchase order to Carahsoft Technology Corporation, for the procurement of Workiva Audit Management Software, for the County Auditor, for the period of March 1, 2024 through February 28, 2025, for a contract total not to exceed \$42,437.99. Contract pursuant to the Intergovernmental Cooperation Act (NASPO Master Contract #AR2472).

7.F.2. [TE-P-0004-24](#)

Recommendation for the approval of a contract purchase order to BMC Software, Inc., for annual software licensing and maintenance for MainView zEnterprise Automation and VSAM file management software, for Information Technology, for the period of March 1, 2024 through February 28, 2025, for a total contract amount of \$46,481.97; per 55 ILCS 5/5-1022(c) not suitable for competitive bids. (Sole Source - BMC is the owner of the proprietary source code for this software.)

G. Transportation - Ozog**7.G.1. [DT-P-0005-24](#)**

Recommendation for the approval of a contract to Old Republic Title Company, for Professional Title Insurance Services, as needed for the Division of Transportation, for the period of February 29, 2024 through February 28, 2026, for a contract total not to exceed \$50,000; per lowest responsible bid # 23-110-DOT.

7.G.2. [DT-P-0006-24](#)

Recommendation for the approval of a contract to 72 Hour, LLC., d/b/a National Auto Fleet Group, to furnish and deliver one (1) Ford Transit Cargo Van, for the Division of Transportation, for the period of February 14, 2024 through November 30, 2024, for a contract total not to exceed \$65,492.53; Contract pursuant to the Intergovernmental Cooperation Act (Sourcewell Contract # 091521-NAF).

7.G.3. [DT-P-0007-24](#)

Recommendation for the approval of a contract to 72 Hour, LLC., d/b/a National Auto Fleet Group, to furnish and deliver five (5) Ford Broncos, for the Division of Transportation, for the period of February 14, 2024 through November 30, 2024, for a contract total not to exceed \$163,683.10; Contract pursuant to the Intergovernmental Cooperation Act (Sourcewell Contract # 091521-NAF).

7.G.4. [DT-P-0008-24](#)

Recommendation for the approval of a contract to Altec Industries, Inc., to furnish and deliver one (1) New Bucket Truck, for the Division of Transportation, for the period of February 14, 2024 through November 30, 2024, for a contract total not to exceed \$211,750; Contract pursuant to the Intergovernmental Cooperation Act (Sourcewell Contract # 091521-NAF).

8. FINANCE RESOLUTIONS**8.A. [FI-R-0026-24](#)**

Additional appropriation for the ILDCFS Children's Advocacy Center Grant PY24 - Agreement No. 3871779014, Company 5000, Accounting Unit 6580, from \$312,185 to \$328,278.11, an increase of \$16,093.11. (State's Attorney's Office)

8.B. [FI-R-0029-24](#)

Additional appropriation for the Animal Services Fund, Company 1100, Accounting Unit 1300, in the amount of \$2,396. (Animal Services)

8.C. [FI-R-0030-24](#)

Additional appropriation for the PRMS Operation Fund, Company 4000, Accounting Unit 5830, in the amount of \$654,851. (Information Technology)

8.D. [FI-R-0024-24](#)

Acceptance and appropriation of the Energy Efficiency and Conservation Block Grant PY24 Intergovernmental Agreement No. DE-SE0000181, Company 5000, Accounting Unit 2704, \$449,660. (Facilities Management)

8.E. [FI-R-0027-24](#)

Acceptance and appropriation of the Community Project Funding Environmental Review Records Program PY24, Company 5000 - Accounting Unit 1560, in the amount of \$19,000. Grant funded. (Community Services)

- 8.F. [FI-R-0025-24](#)
Resolution to approve the agencies under the Local Food Pantry Infrastructure Investment Program. (ARPA ITEM)
- 8.G. [FI-R-0028-24](#)
Awarding resolution for trenchless rehabilitation and maintenance of pipeline infrastructure.
- 8.H. [FI-R-0033-24](#)
Abatement of the Special Service Area Number Thirty-One (Monarch Landing) 2023 Tax Levy, in the amount of \$1,559,156.
- 8.I. [FI-R-0034-24](#)
Placing Names on Payroll. (Human Resources)
- 8.J. [FI-R-0035-24](#)
Authorization to transfer and appropriate up to, but not to exceed, \$2,239,150 in additional funds from the General Fund to the County Infrastructure Fund for Fiscal Year 2023.
- 8.K. [FI-R-0036-24](#)
Authorization to transfer and appropriate up to, but not to exceed, \$500,000 in additional funds from the General Fund to the Animal Services Fund for Fiscal Year 2023.
- 8.L. [FI-R-0031-24](#)
Authorization of a Memorandum of Understanding between the County of DuPage and the International Union of Operating Engineers, Local 399. (Public Works and Facilities Management)

9. INFORMATIONAL

A. Payment of Claims

- 9.A.1. [24-0438](#)
01-19-2024 Paylist
- 9.A.2. [24-0461](#)
01-23-2024 Paylist
- 9.A.3. [24-0510](#)
01-26-2024 Paylist
- 9.A.4. [24-0516](#)
01-29-2024 Auto Debit Paylist
- 9.A.5. [24-0522](#)
01-30-2024 Paylist

9.A.6. [24-0589](#)
02-02-2024 Paylist

9.A.7. [24-0611](#)
02-06-2024 Paylist

B. Wire Transfers

9.B.1. [24-0624](#)
02-07-2024 Corvel Wire Transfer

C. Appointments

9.C.1. [CB-R-0018-24](#)
Appointment of Dawn DeSart - Historic Museum Foundation Board.

10. DISCUSSION

10.A. [24-0645](#)
County and Public Works Fixed Asset Capitalization Policy Change.

10.B. Ceridian Payroll Software Update. (Human Resources)

11. EXECUTIVE SESSION

11.A. Pursuant to Open Meetings Act 5 ILCS 120/2 (c) (2) - Collective Negotiating Matters

12. OLD BUSINESS

13. NEW BUSINESS

14. ADJOURNMENT